

**HAMILTON UNIFIED SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA
Hamilton High School Library/Zoom/Facebook Live
620 Canal Street, Hamilton City, CA 95951
Wednesday, September 27, 2023
www.husdschools.org**

5:30 p.m. Public session for purposes of opening the meeting only
5:30 p.m. Closed session to discuss closed session items listed below (For Board Only)
6:00 p.m. Reconvene to open session no **later** than 6:30 p.m.

Hamilton Unified School District Board Meetings are open to the public. Please join the meeting by attending in person or via the livestream on Facebook Live on the District's Facebook Group page or through the below Zoom link or dial by phone as listed below:

Join Zoom Meeting

<https://us02web.zoom.us/j/4968739639?pwd=RUw1Qk5hZFVNTDh3RVFuMm9tVDBCQT09>

Meeting ID: 496 873 9639

Passcode: 123456789



Dial by phone:

+1 669 900 6833 US

Meeting ID: 496 873 9639

Passcode: 123456789

1.0 OPENING BUSINESS:

- a. Call to order and roll call

_____ Hubert "Wendell" Lower, President

_____ Rod Boone, Clerk

_____ Gabriel Leal

_____ Genaro Reyes

_____ Ray Odom

2.0 IDENTIFY CLOSED SESSION ITEMS:

3.0 PUBLIC COMMENT ON CLOSED SESSION ITEMS: Public comment will be heard on any closed session items. 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.

- a. Government Code Section 54957, Personnel Issue. To consider public employee, evaluation, reassignment, resignation, release, dismissal, or discipline of a classified and/or certificated employee.
- b. Government Code Section 54957.6, Labor Negotiations. To confer with the District's Labor Negotiator, Superintendent Jeremy Powell regarding HTA and CSEA negotiations.

Report out action taken in closed session.

5.0 PUBLIC SESSION/FLAG SALUTE:

6.0 ADOPT THE AGENDA: (M)

7.0 COMMUNICATIONS/REPORTS:

- a. Board Member Comments/Reports
- b. ASB President and Student Council President Reports
 - i. Hamilton High School – Hanne Porter
 - ii. Hamilton Elementary School – Delilah Martinez
- c. District Reports (written)
 - i. Technology Report by Frank James (handout)
 - ii. Nutrition Services Report by Erendida Moreno (handout)
 - iii. Operations Report by Alan Joksch (p. 4)
- d. Principal and Dean of Student Reports (written)
 - i. Ulises Tellechea, Hamilton Elementary School Principal (handout)
 - ii. Maria Reyes, District Dean of Students (handout)
 - iii. Cris Oseguera, Hamilton High School Principal (handout)
 - iv. Silvia Robles, Adult School (p. 5)
- e. Chief Business Official Report by Kristen Hamman (written) (p. 6)
- f. Superintendent Report by Jeremy Powell (written)

8.0 PRESENTATIONS:

- a. Facility Master Plan Update (handout)

9.0 CORRESPONDENCE:

- a. Country Bible Church Letter (p. 7)

10.0 INFORMATION ITEMS:

- a. Open purchase order vendor list (p. 8)
- b. HUSD Enrollment History for 6 years (p. 10)
- c. Bond Status: Fund 21 Update (p. 12)
- d. Additional Service Credit (Golden Handshake) Review (p. 17)

11.0 DISCUSSION ITEMS:

- a. CSBA Policies review for first readings and discussion (p. 117)
 - i. Board Policy 0420.41 - Charter School Oversight
 - ii. Board Policy 1113 - District and School Websites
 - iii. Board Policy 4112.2 - Certification
 - iv. Administrative Regulation 4112.2 - Certification
 - v. Board Policy 4140/4240/4340 - Bargaining Units
 - vi. Administrative Regulation 4161.1/4361.1 - Personal Illness/Injury Leave
 - vii. Administrative Regulation 4261.1 - Personal Illness/Injury Leave
 - viii. Administrative Regulation 4161.2/4261.2/4361.2 - Personal Leaves
 - ix. Administrative Regulation 4161.8/4261.8/4361.8 - Family Care and Medical Leave Board
 - x. Board Policy 5117 - Interdistrict Attendance
 - xi. Board Policy 5141.5 - Mental Health Board
 - xii. Board Policy 5141.6 - School Health Services
 - xiii. Administrative Regulation 5141.6 - School Health Services
 - xiv. Policy 5145.6 - Parent/Guardian Notifications
 - xv. Board Policy 5148 - Child Care and Development
 - xvi. Administrative Regulation 5148 - Child Care and Development
 - xvii. Board Policy 6146.4 - Differential Graduation and Competency Standards for Students with Disabilities
 - xviii. Board Policy 6159.2 - Nonpublic, Nonsectarian School and Agency Services for Special Education
 - xix. NEW - Board Policy 6173.4 - Education for American Indian Students
 - xx. DELETE - Administrative Regulation 6173.4 - Title VI Indian Education Program
 - xxi. Board Policy 6174 - Education for English Learners
 - xxii. Administrative Regulation 6174 - Education for English Learners
 - xxiii. Board Bylaw 9322 - Agenda/Meeting Materials

- b. CDE FPM Notification of Findings (p. 128)
 - i. Title IV, Part A input regarding (a) well-rounded education,; (b) safe and healthy students; and (c) effective use of technology. (p. 131)

12.0 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.

13.0 ACTION ITEMS:

- a. FPM Items:
 - i. Approve Updated Suspension/Expulsion Policy Elements (p. 138)
 - ii. Updated SPSA (p. 143)
- b. Approval of NorCal Food Equipment Inc. expenditure for the Hamilton High School cafeteria. (p. 202)
- c. Approval of Career Technical Incentive Grant (CTEIG) (p. 207)
- d. Approve Purchase of 9 Passenger Transit Van (p. 260)

14.0 CONSENT AGENDA: Items 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 and unless a member of the Board, staff, or public request 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.

- a. Minutes from Regular Board Meeting on August 23, 2023 (p. 264)
- b. Minutes from Special Board Meeting on August 23, 2023 (p. 268)
- c. Williams Quarterly July 2023 (p. 270)
- d. Warrants and Expenditures (p. 271)
- e. Hamilton City FFA Program of Activities, Constitution, and Bylaws (p. 335)
- f. Hamilton High School Bell Schedule (p. 395)
- g. Friday Night Live Youth Summit, Dates: October 6th - 9th, 2023 (p. 396)
- h. SB1497: Compliance Mandate for COVID Testing (p. 402)
- i. Interdistrict Transfers (new only; elementary students reapply annually).
 - i. Out
 - 1. Hamilton Elementary School
 - a. 1st x 1 (2023-24)
 - 2. Hamilton High School
 - a. 12TH x 1 (2023-24)
 - ii. In
 - 1. Hamilton Elementary School
 - a. K x 1 (2023-24)
 - b. 1st x 2 (2023-24)
 - c. 4th x 1 (2023-24)
 - 2. Hamilton High School
 - a. 9th x 2 (2023-24)
 - b. 10th x 1 (2023-24)

- j. Personnel Actions as Presented:

New Hires:	Maria Palafox	SPED Paraprofessional	HHS
	Margarita Sawyer	District Director of Special Projects (stipend position)	HUSD

Resignations/Retirement: None

15.0 ADJOURNMENT:

MTO: SEPTEMBER 2023

Maintenance:

- We have been doing the fall service on the HVAC units, changing filters and inspecting the units. We are switching to better filters to increase the air quality.
- Construction has begun on the Elementary Trash Enclosure. We are helping where we can.
- We continue to be busy with grounds maintenance as the continuing warm weather still has the grass growing.
- Progress is being made on a 1-5-year deferred maintenance plan that we are developing.

Transportation:

- Bus runs have been running into delays with the continuing road construction in the area. We are working with the site offices to keep morning riders from being tardy.
- Capay School District has been having issues with their new bus. We are loaning them old number 5 until theirs is fixed. Don't be shocked to see a HUSD bus on the back streets of northern Glenn County.
- We are transporting sports as needed and the fall field trip requests are coming in.
- An action item on the agenda, for approval is the approval of the purchase of another transit van. With more elementary sports and a busy transportation schedule, another vehicle will be put to good use.

Operations:

- We have had ill and vacationing employees this month, and have been covering or rearranging schedules as needed. We are working with HR and GCOE on a new list of possible Subs to help cover in the future.
- We are providing extra cleaning for special events, such as the volleyball tournament, back to school night and parent teacher conferences.

Hamilton Adult Education
Board Meeting Report-September, 2023

Silvia Robles

Completed and in Progress Tasks – September, 2023

1. Total enrollment and students served to date for all programs: 80
2. Completing enrollment for first Quarter
3. Pretesting in ESL, Citizenship, and Adult High School Diploma students
4. Student/Individual goal setting
5. Outreach and recruit with non-profit organizations, local businesses, and employers
6. Set up Data Entry 2023-24
7. Completing Adult Ed initial Professional Development
8. Completing District Professional Development-Vector Solutions

**Hamilton Unified School District
General Fund - Unrestricted and Restricted
September 27, 2023 Board Report**

	2023-24 Approved Budget	2023-24 Year To Date As of 9/18/23	2022-23 Approved Budget	2022-23 Year To Date As of 9/18/22
Revenues				
LCFF Sources	\$ 10,592,668	\$ 609,028	\$ 8,933,097	\$ 209,731
All Other Federal Revenue	\$ 617,718	\$ -	\$ 1,069,285	\$ 4,422
Other State Revenue	\$ 645,016	\$ 79,704	\$ 368,759	\$ 66,622
Other Local Revenue	\$ 60,957	\$ 1,760	\$ 80,829	\$ 4,205
Total Revenues	\$ 11,916,359	\$ 690,492	\$ 10,451,970	\$ 284,980
Expenditures				
Certificated Personnel Salaries	\$ 4,334,027	\$ 441,695	\$ 3,870,816	\$ 393,265
Classified Personnel Salaries	\$ 1,724,401	\$ 237,457	\$ 1,346,175	\$ 202,829
Employee Benefits	\$ 2,576,560	\$ 328,069	\$ 2,171,864	\$ 284,805
Books and Supplies	\$ 744,574	\$ 152,915	\$ 595,189	\$ 175,031
Travel and Conferences	\$ 156,150	\$ 20,476	\$ 128,177	\$ 28,991
Dues and Memberships	\$ 15,400	\$ 16,791	\$ 13,650	\$ 14,426
Other Insurance	\$ 174,631	\$ 181,341	\$ 112,347	\$ 112,347
All Other Utilities	\$ 330,000	\$ 64,626	\$ 273,000	\$ 69,748
Rents/Leases/Repairs	\$ 68,975	\$ 40,108	\$ 61,275	\$ 12,887
Other Operating Expenditures	\$ 601,061	\$ 257,726	\$ 409,557	\$ 101,954
Capital Outlay	\$ 255,025	\$ -	\$ 346,533	\$ 28,171
Other Outgo	\$ 1,652,217	\$ 12,326	\$ 1,366,046	\$ 13,262
Interfund Transfers Out	\$ 125,000	\$ -	\$ 119,505	\$ (31,016)
Total Expenditures	\$ 12,758,021	\$ 1,753,530	\$ 10,814,134	\$ 1,406,700
Net Increase (Decrease) in Fund	\$ (841,662)	\$ (1,063,038)	\$ (362,164)	\$ (1,121,720)
Projected Beginning Fund Balance 7/1/23 (from 2022-23 Estimated Actuals)	\$ 5,235,462			
Projected Ending Fund Balance 6/30/24	\$ 4,393,800			



5000 3rd Avenue (corner of Third & Cutting, Capay District) • Orland, Ca 95963
Church (530) 865-2836
August 18, 2023

Jeremy Powell, Superintendent
Hamilton High School Unified School District
P.O. Box 488
Hamilton City, CA 95951

Dear Mr. Powell,

We would like to express our gratitude for being able to host the Community BBQ at the high school on Saturday, July 29. This site is an ideal location for Capay and Hamilton City residents. It was a beautiful day with friendly conversation and smiles.

Special recognition should be given to the following people for their outstanding help:

Cristina Rios for forever helping out with flyers and communication;
Alan Joksch for preparing the grounds, arranging the use of tables, chairs, etc.;
Principal Cris Oseguera, a sincerely helpful person, who was there from the beginning to the end.....and beyond.

We cannot thank them enough for always being community minded and enthusiastically helpful. This event is meant to bring the communities together and support one another. It provides the opportunity to meet new people and visit with neighbors.

Thank you for allowing us to use the Hamilton High School facilities. We look forward to next year's event.

Sincerely,

Donna Padula

Kathy JantzHoffman

Co- Chairs Community BBQ
Churches of Capay and Hamilton City

Cc: School Board Members

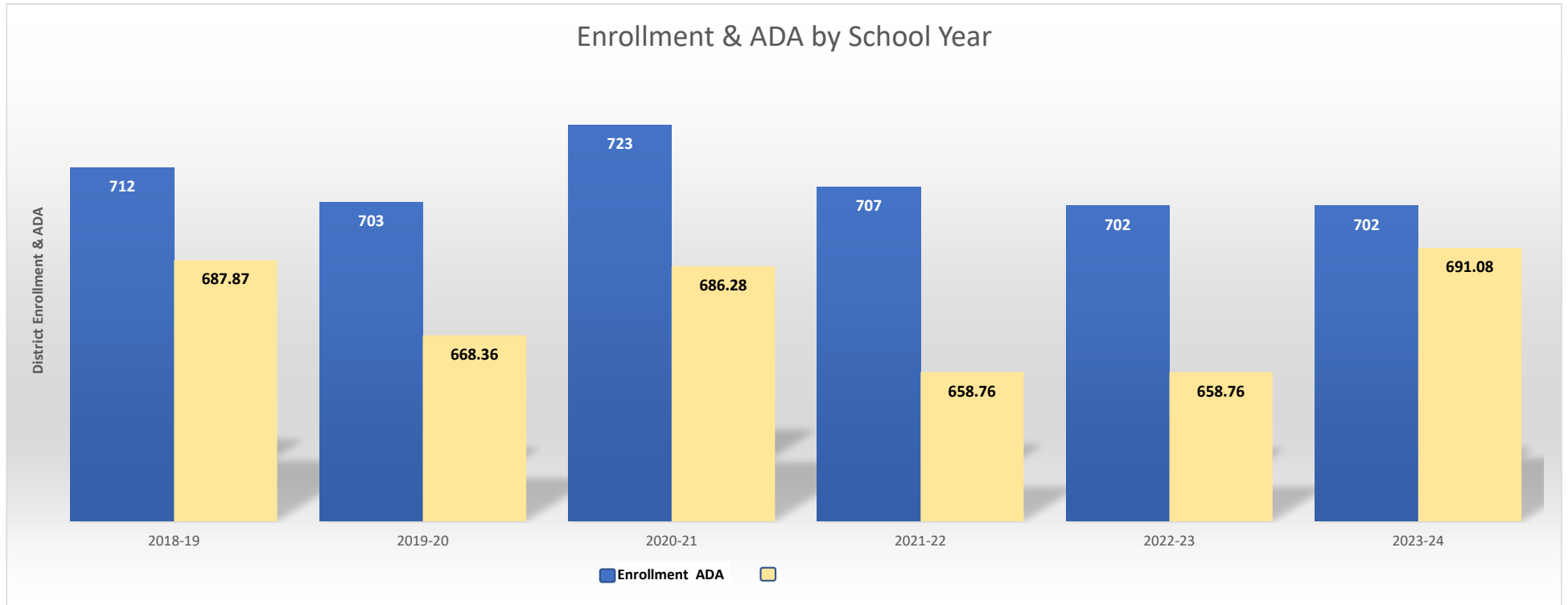
PO#	VENDOR	AMOUNT	DETAILS	REQUESTOR
PO24-00001	LARKIN AUTO ELECTRIC	\$ 5,000.00	8100-4300/5630 VEHICLE PARTS & REPAIRS	ALAN JOKSCH
PO24-00002	WASTE MANAGEMENT	\$ 38,400.00	8100-5590-000/100/300/800 GARBAGE SERVICE	Chris Devries
PO24-00003	AT&T	\$ 3,240.00	8100-5590 MONTHLY PHONE SERVICE	Chris Devries
PO24-00004	GAGER DISTRIBUTING INC	\$ 750.00	13-5310-3700-4300 DISHWASHER- CAFES	EREN MORANO
PO24-00005	MISSION UNIFORM & LINEN	\$ 4,500.00	13-5310-3700-5890 CAFE LINEN	EREN MORANO
PO24-00006	ALHAMBRA & SIERRA SPRINGS	\$ 3,084.00	1110-1000-4300-000/100/300/800 & ADULT ED	Chris Devries
PO24-00007	PROPACIFIC FRESH	\$ 70,000.00	13-5310/5320-3700-4700	EREN MORANO
PO24-00008	STANDARD	\$ 3,840.00	9571- STANDARD EE INS	EREN MORANO
PO24-00009	GRAINGER	\$ 3,500.00	8100-4300 MAINT SUPPLIES OPEN	ALAN JOKSCH
PO24-00010	LES SCHWAB	\$ 6,500.00	8100-4300/4400 TIRES FOR VEHICLES AND EQUIPMENT	ALAN JOKSCH
PO24-00011	JOHNNY'S LOCK & SAFE	\$ 6,000.00	8100-4300/5630 LOCKS KEYS MAINT	ALAN JOKSCH
PO24-00012	HILLYARD INC	\$ 22,000.00	8100-4300 MAINT DEPT SUPPLIES	ALAN JOKSCH
PO24-00013	GLOBAL OFFICE INC (NEW COPIER LEASES)	\$ 33,600.00	1110-1000-4300/5620 COPIER LEASE AND USEAGE	Chris Devries
PO24-00014	HAMILTON CITY COMMUNITY SVC	\$ 24,800.00	8100-5590 SEWER-WATER QRTLTY FEES	Chris Devries
PO24-00015	GOLD STAR FOODS	\$ 50.00	13-5310-3700-4300/4700 FOOD & SUPPLIES CAFES	EREN MORANO
PO24-00016	PG&E	\$ 300,000.00	8100-5590 MONTHLY POWER/GAS	Chris Devries
PO24-00017	ORLAND HARDWARE	\$ 6,000.00	8100-4300 MAINT DEPT SUPPLIES OPEN	ALAN JOKSCH
PO24-00018	NAPA AUTO PARTS	\$ 2,000.00	8100-4300 MAINT DEPT SUPPLIES OPEN	ALAN JOKSCH
PO24-00019	CHICO SPRINKLER INC	\$ 1,000.00	8100-4300 MAINT DEPT SUPPLIES OPEN	ALAN JOKSCH
PO24-00020	CORNELL DISTRIBUTING	\$ 25,000.00	13-5310-3700-4700/049 MILK/DAIRY CAFES	EREN MORANO
PO24-00021	BUSWEST - NORTH	\$ 5,000.00	3600-4300 BUS PARTS-MAINT DEPT OPEN	ALAN JOKSCH
PO24-00022	CALIFORNIA WATER SERVICE CO	\$ 30,000.00	8100-5590-000/100/300/800 MONTHLY WATER BY SITE	Chris Devries
PO24-00023	DANNIS WOLIVER KELLEY	\$ 40,000.00	7110-5815 & FD 21 LEGAL FEES	JOLENE TOWNE
PO24-00024	FP MAILING SOLUTIONS	\$ 1,200.00	1110-1000-5620-000/100 AE/HS/DIST POSTAGE METER	Chris Devries
PO24-00025	DANIELSON CO	\$ 225,000.00	13-5310-3700-4300/4700	EREN MORANO
PO24-00026	SCHOOL SERVICES OF CALIF INC	\$ 4,080.00	1110-1000-5890 2023-24 ANNUAL CONTRACT FEES	Chris Devries
PO24-00027	US SPECIALTY COATINGS	\$ 2,000.00	8100-4300 MAINT DEPT-FIELD PAINT	ALAN JOKSCH
PO24-00028	CALSTRS-JEM	\$ 500.00	2700-5890 JEM QUARTERLY FEES	JOLENE TOWNE
PO24-00029	WEST COAST PAPER	\$ 7,500.00	8100-4300 PAPER GOODS MAINT	ALAN JOKSCH
PO24-00030	INDUSTRIAL POWER PRODUCTS	\$ 250.00	8100-4300 MAINT CLEANING SUPPLIES	ALAN JOKSCH
PO24-00031	PARAMEX SCREENING SERVICE	\$ 1,000.00	3600-5890 2700-5300 DOT SCREEN & MEMBERSHIP	ALAN JOKSCH
PO24-00032	MONOPRICE	\$ 1,500.00	TECH DEPT SUPPLIES	FRANK JAMES
PO24-00033	LESLIE ANDERSON-MILLS	\$ 9,500.00	1110-1000-3701 L ANDERSON H&W PAYOUT	JOLENE TOWNE
PO24-00034	MILLER GLASS INC	\$ 2,500.00	8100-5630 GLASS REPAIRS	ALAN JOKSCH
PO24-00035	ABSOLUTE HEATING & AIR INC	\$ 10,000.00	8100-5630 HVAC & DIST REPAIRS	ALAN JOKSCH
PO24-00036	GLENN COUNTY ROAD SHOP-BUS REPAIRS	\$ 8,000.00	3600-5630 BUS REPAIRS	ALAN JOKSCH
PO24-00037	VOLTAGE SPECIALISTS	\$ 1,000.00	8100-5630 ELECTRICAL REPAIRS	ALAN JOKSCH
PO24-00038	FERGUSON ENTERPRISES LLC (PLUMBING SUPPLIE	\$ 1,500.00	8100-4300/5630 PLUMBING PARTS/REPAIRS	ALAN JOKSCH
PO24-00039	COMCAST-INTERNET SERVICE	\$ 75,000.00	2700-5990 INTERNET SERVICES	Chris Devries
PO24-00040	LARRY'S PEST & WEED CONTROL	\$ 6,500.00	8100-5590 MONTHLY PEST CONTROL SERVICE	Chris Devries
PO24-00041	PONCI'S WELDING	\$ 1,500.00	8100-5630 EQUIPMENT REPAIRS	ALAN JOKSCH
PO24-00042	HUNT & SONS INC	\$ 35,000.00	3600.4392 DIESEL FUEL	Chris Devries
PO24-00043	PITNEY BOWES GLOBAL INC	\$ 1,000.00	2700-5620-800 ELEM POSTAGE METER LEASE & SUPPLIES	Chris Devries
PO24-00044	CALIFORNIA'S VALUED TRUST H/W	\$ 1,800,000.00	9571 STAFF H & W INSURANCE	JOLENE TOWNE
PO24-00045	NORCAL FOOD EQUIPMENT INC	\$ 5,000.00	13-5310-3700-5630 CAFE EQUIP REPAIRS-REPLACE	EREN MORANO
PO24-00046	CHRISTY WHITE ASSOCIATES	\$ 20,000.00	7191-5810 AUDITORS FEES	KRISTEN HAMMAN
PO24-00047	U.S. BANK CORPORATE CLASSIFIED ADS ONLINE	\$ 250.00	2700-5990 CLASSIFIED ADS; CRAIGSLIST	JOLENE TOWNE
PO24-00048	NUSO LLC	\$ 4,680.00	2700-5990-000/100/800 NUSO PHONE SERVICES	Chris Devries

PO#	VENDOR	AMOUNT	DETAILS	REQUESTOR
PO24-00049	CAL PERS	\$ 71,004.00	3701/3702 CAL PERS RETIREMENT DEBT	KRISTEN HAMMAN
PO24-00050	PAPE MACHINERY	\$ 2,000.00	8100-4300 MAINT SUPPLIES	ALAN JOKSCH
PO24-00051	CALIFORNIA DEPARTMENT OF ED (CAFÉ COMMODI	\$ 1,000.00	13-5310 4300/4700 CAFE COMMODITIES	EREN MORANO
PO24-00052	LES SCHWAB	\$ 6,000.00	8100-4300 TIRES FOR DIST VEHICLES	ALAN JOKSCH
PO24-00053	FASTRAK	\$ 150.00	TOLLS FOR DIST TRAVEL	Chris DeVries
PO24-00054	SONGBIRD LANDSCAPE SUPPLY	\$ 1,500.00	8100-4300 LANDSCAPE MATERIALS	ALAN JOKSCH
PO24-00055	GOLDEN STATE RISK	\$ 336,062.00	23-24 ANNUAL DISTRICT INSURANCE	KRISTEN HAMMAN
PO24-00056	FRONTLINE TECHNOLOGIES INC	\$ 4,887.30	23-24 ANNUAL DIST ABSENCE & SUBSTITUTE MANAGEMENT	JOLENE TOWNE
PO24-00057	CASBO	\$ 1,750.00	23-24 ANNUAL DIST SUBSCRIPTION	KRISTEN HAMMAN
PO24-00058	AERIES SOFTWARE INC	\$ 22,411.73	23-24 ANNUAL DIST SUBSCRIPTION:STUDENT ATTENDANCE	FRANK JAMES
PO24-00059	FOLLETT SCHOOL SOLUTIONS INC	\$ 1,626.96	23-24 ANNUAL LIBRARY SERVICES HS/ELEM	KRISTEN HAMMAN
PO24-00060	CaISTRs	\$ 49,083.53	AR-1574; 11612; 3701 OB	KRISTEN HAMMAN
PO24-00061	U.S. BANK CORPORATE GO DADDY RENEWALS	\$ 900.00	23-24 GO DADDY RENEWAL	FRANK JAMES
PO24-00062	COSTCO WHOLESALE MEMBERSHIP	\$ 180.00	23-24 COSTCO MEMBERSHIP	Chris DeVries
PO24-00063	CALIFORNIA SCHOOL BOARDS ASSN	\$ 6,283.00	23-24 ANNUAL MEMBERSHIP RENEWAL	Chris DeVries
PO24-00064	WEST ED -QTEL REGISTRATIONS	\$ 10,000.00	4203-5200-800 QTEL CONF REGIST	MAGGIE SAWYER
PO24-00065	U.S. BANK CORPORATE QTEL CONF HOTEL	\$ 9,148.43	4203-5200-800 QTEL CONF HOTEL	MAGGIE SAWYER
PO24-00066	CAPAY HARVEST- SOCCER CAMP MEAL	\$ 680.00	YOUTH SOCCER CAMP - BOYS AND GIRLS	Josefina Rosales
PO24-00067	CHRISTIAN GARCIA PEREZ- ELEM MURAL PAINTING	\$ 4,000.00	ELEM MURAL - BEAUTIFICATION	U TELLECHEA
PO24-00068	CASCO INC	\$ 90,000.00	REPAIRS TO NORTH AND SOUTH PARKING LOTS - HHS/DO	J POWELL/A JOKSCH
PO24-00069	SYNAPSE TECHNOLOGIES INC	\$ 4,190.00	RENEW CLOUD SUBSCRIPTION 23-24	FRANK JAMES
PO24-00070	CAPTURING KIDS HEARTS-TRAINING	\$ 70,000.00	1110-1000-5630 CAPTURING KIDS HEARTS PRGM	JEREMY POWELL
PO24-00071	RENAISSANCE	\$ 46,088.17	3010/4127-5890 ILLUMINATE ED RENEWAL	MAGGIE SAWYER
PO24-00072	BENCHMARK EDUCATION COMPANY	\$ 879.45	K-1 SPANISH/ENGLISH DECODEABLES	MAGGIE SAWYER
PO24-00073	ACCELERATE LEARNING INC	\$ 15,053.76	6300-4100 SCIENCE K-8 STEM	MAGGIE SAWYER
PO24-00074	SMALL SCHOOL DISTRICTS ASSN	\$ 675.00	Renewal Membership 23-24	KRISTEN HAMMAN
PO24-00075	RENAISSANCE	\$ 4,500.00	6266-5890 ONSITE/REMOTE TRAINING	MAGGIE SAWYER
PO24-00076	BANK OF NEW YORK MELLON	\$ 750.00	21-8500-5890 AGENT FEES 8/1/23-7/31/24	KRISTEN HAMMAN
PO24-00077	ACTUARIAL RETIREMENT CONSULTING LLC	\$ 3,000.00	2700-5890 GASB 75 REPORT REQUIREMENT	JOLENE TOWNE
PO24-00078	ELLEVATION EDUCATION INC	\$ 13,000.00	4203-4200-800 PLATFORM/STRATEGIES	MAGGIE SAWYER
PO24-00079	GLENN COUNTY OFFICE OF ED (ED TREE SERVICES)	\$ 1,800.00	GCOE Tree 23-24	JEREMY POWELL
PO24-00080	HOUGHTON MIFFLIN CO	\$ 23,416.27	3010/4127 5890 READ 180 SYSTEM	MAGGIE SAWYER
PO24-00081	MCGRAW-HILL SCHOOL EDUCATION	\$ 10,702.98	6300-5890-800 EVERYDAY MATH RENEWAL TK-5	MAGGIE SAWYER
PO24-00082	HAPPY NUMBERS INC	\$ 2,030.00	2800-5890-800 TK-2 ONLINE MATH	MAGGIE SAWYER
PO24-00083	ELLEVATION EDUCATION INC	\$ 6,000.00	4203-5890-800 MATH SUBSCRIPTION	MAGGIE SAWYER
PO24-00084	SAVVAS LEARNING COMPANY LLC	\$ 9,139.38	6300-4100-100 ONLINE MEDTERM & ANATOMY	ELLESE MELLO
PO24-00085	CPM EDUCATIONAL PROGRAM	\$ 4,430.00	6300-4100 6-11TH GRADE MATH ONLINE ACCESS	RAQUEL BOCAST
PO24-00086	TEHAMA COUNTY DEPT OF ED	\$ 12,600.00	CLEAR CREDENTIAL PRGM X3	JOLENE TOWNE
PO24-00087	SAVVAS LEARNING COMPANY LLC	\$ 2,580.00	6300-5890-800 SPANISH CURRICULUM	MAGGIE SAWYER
PO24-00088	EWELL EDUCATIONAL SERVICES INC	\$ 4,000.00	6387-5200-100 CTEIG EWELL REGIST	JANICE LOHSE
PO24-00089	COMER COMMUNICATIONS INC	\$ 539.76	9150-5890-SP MILESTONE ANNUAL	FRANK JAMES
PO24-00090	U.S. BANK CORPORATE JEREMY POWELL	\$ 1,500.00	DIST SUPER OPEN-SUPPLIES MTG/LUNCHES	JEREMY POWELL
		\$ 3,714,265.72		
	PREPARED BY:			DATE: 7/13/23 ✓
	APPROVED BY:		Chris DeVries	DATE: 8.23.23
			Board Signature	

HUSD ENROLLMENT OVER SIX YEARS 2018-2024

1	2	3	4	5	6
2018-19	2019-20	2020-21	2021-22	2022-23	2023-24
286 HHS	265 HHS	295 HHS	288 HHS	288 HHS	288 HHS
9 EBHS	13 EBHS	11 EBHS	10 EBHS	20 EBHS	20 EBHS
292 K-5	272 K-5	269 K-5	260 K-5	265 K-5	265 K-5
125 6-8	153 6-8	146 6-8	149 6-8	129 6-8	129 6-8
712 ENROLLMENT	703 ENROLLMENT	723 ENROLLMENT	707 ENROLLMENT	702 ENROLLMENT	702 ENROLLMENT
687.87 ADA	668.36 ADA	686.28 ADA	658.76 ADA	658.76 ADA	691.08 ADA

Enrollment and ADA totals above are based on P2 Data Reporting except current year based on current reporting



HUSD ENROLLMENT OVER SIX YEARS 2018-2024

2023-24 8/7/2023		
#STU	GRADE	
10	TK	
29	K	
34	1	
49	2	
51	3	
45	4	
47	5	
43	6	
41	7	
54	8	
71	9	
100	10	
64	11	
81	12	
719 TOTAL		

2023-24 8/7-9/01/23		
#STU	GRADE	
10	TK	9.64
29	K	28.5
34	1	32.36
49	2	46.93
51	3	48.79
45	4	43.86
47	5	45.5
43	6	42.39
41	7	40.30
54	8	52.52
71	9	69.43
100	10	92.06
64	11	62.5
81	12	76.3
719 TOTAL		691.08

2023-24		ADA
#STU	GRADE	
	TK	
	K	
	1	
	2	
	3	
	4	
	5	
	6	
	7	
	8	
	9	
	10	
	11	
	12	
0 TOTAL		0.00

2023-24		ADA
#STU	GRADE	
	TK	
	K	
	1	
	2	
	3	
	4	
	5	
	6	
	7	
	8	
	9	
	10	
	11	
	12	
0 TOTAL		0.00

2023-24		ADA
#STU	GRADE	
	TK	
	K	
	1	
	2	
	3	
	4	
	5	
	6	
	7	
	8	
	9	
	10	
	11	
	12	
0 TOTAL		0.00

2023-24		ADA
#STU	GRADE	
	TK	
	K	
	1	
	2	
	3	
	4	
	5	
	6	
	7	
	8	
	9	
	10	
	11	
	12	
0 TOTAL		0.00

2023-24		ADA
#STU	GRADE	
	TK	
	K	
	1	
	2	
	3	
	4	
	5	
	6	
	7	
	8	
	9	
	10	
	11	
	12	
0 TOTAL		0.00

2023-24		ADA
#STU	GRADE	
	TK	
	K	
	1	
	2	
	3	
	4	
	5	
	6	
	7	
	8	
	9	
	10	
	11	
	12	
0 TOTAL		0.00

2023-24		ADA
#STU	GRADE	
	TK	
	K	
	1	
	2	
	3	
	4	
	5	
	6	
	7	
	8	
	9	
	10	
	11	
	12	
0 TOTAL		0.00

2023-24		ADA
#STU	GRADE	
	TK	
	K	
	1	
	2	
	3	
	4	
	5	
	6	
	7	
	8	
	9	
	10	
	11	
	12	
0 TOTAL		0.00

**Building Fund 21 (Bond) Expenditures for 2023-24
 For September 27, 2023 HUSD Board Meeting
 Total Expenditures through September 18, 2023**

PO #	Date	Vendor	Description	Amount	Reimbursable*
PO24-00076	7/12/2023	Bank of New York Mellon	Paying Agent Fee; RE: Election of 2018, GO Bonds, Series A	\$ 750.00	No

Total expenditures through 9/18/23 \$ 750.00

* YES means the expenditure is eligible for state reimbursement using a formula depending on the type of expenditure.

**Building Fund 21 (Bond) Expenditures for 2022-23
For September 27, 2023 HUSD Board Meeting
Total Expenditures through June 30, 2023**

PO #/Pymt ID	Date	Vendor	Description	Amount	Reimbursable*
252-2475134	7/12/2022	Bank of New York Mellon	Paying Agent Fee; Election of 2018, GO Bonds, Series A 2022-23	\$ 750.00	
PO23-00161	8/17/2022	Division of the State Architect (DSA)	Filing fees for Elem Trash Project	\$ 500.00	
PO23-00066	9/21/2022	Robertson Erickson Inc.	Elem Trash Project - civil engineering services for design	\$ 2,000.00	
PO23-00023	10/5/2022	Dannis Woliver Kelley	Legal fees related to expansion property	\$ 357.50	
PO23-00066	11/9/2022	Robertson Erickson Inc.	Elem Trash Project - civil engineering services for design	\$ 40.50	
PO23-00067	11/15/2022	Eagle Architects	Elem Trash area project	\$ 7,954.98	
PO23-00066	11/29/2022	Robertson Erickson Inc.	Elem Trash Project - civil engineering services for design	\$ 375.00	
PO23-00067	12/7/2022	Eagle Architects	Elem Trash area project	\$ 898.98	
PO23-00244	12/7/2022	United Building	Asbestos Sampling for Elem Restroom project	\$ 2,698.00	
PO23-00351	12/7/2022	NV5 Inc.	Elem Restroom project	\$ 41,859.85	
PO23-00349	1/18/2023	United Building	Elem Restrooms - Geotech	\$2,167.85	
PO23-00351	1/18/2023	Robertson Erickson Inc.	Elem Restroom project	\$ 5,368.13	
PO23-00066	1/25/2023	A-line	Elem Trash area project	\$ 125.00	
PO23-00225	2/8/2023	A-line	Elem Restroom and Trash projects - consulting	\$ 2,968.35	
PO23-00225	2/8/2023	NV5 Inc.	Elem Restroom and Trash projects - consulting	\$ 13,250.00	
PO23-00349	2/22/2023	Robertson Erickson Inc.	Elem Restrooms - Geotech	\$ 19.00	
PO23-00066	3/1/2023	Robertson Erickson Inc.	Elem Trash area project	\$ 525.00	
PO23-00066	3/29/2023	United Building	Elem Trash area project	\$ 875.00	
PO23-00351	4/5/2023	Adam Labs Inc.	Elem Restroom project	\$ 6,564.07	
PO23-00347	4/26/2023		Elem Restroom project	\$ 1,250.00	
Total expenditures through 6/30/23				\$ 90,547.21	

* YES means the expenditure is eligible for state reimbursement using a formula depending on the type of expenditure.

Building Fund 21 (Bond) Expenditures for 2021-22
For August 24, 2022 HUSD Board Meeting
Total Expenditures through June 30, 2022

PO #	Date	Vendor	Description	Amount	Reimbursable*
PV 16	9/8/2021	Bank of New York Mellon	Paying Agent Fee; RE: Election of 2018, GO Bonds, Series A	\$ 750.00	No
22-105	8/18/2021	Educational Facilities Program Management LLC	Program Management Services	\$ 1,400.00	Yes
22-105	10/13/2021	Educational Facilities Program Management LLC	Program Management Services	\$ 1,680.00	Yes
22-105	3/16/2022	Educational Facilities Program Management LLC	Program Management Services	\$ 3,080.00	Yes
22-105	5/27/2022	Educational Facilities Program Management LLC	Program Management Services	\$ 3,500.00	Yes
22-105	6/22/2022	Educational Facilities Program Management LLC	Program Management Services	\$ 2,520.00	Yes
20-495	10/20/2021	Integrated Educational Planning & Programming	Building/Expansion Project	\$ 22,740.00	
22-287	12/1/2021	Robertson Erickson	Surveying/civil engineering for HES trash area	\$ 1,150.00	n/a
22-287	3/2/2022	Robertson Erickson	Surveying/civil engineering for HES trash area	\$ 447.50	n/a
22-287	5/27/2022	Robertson Erickson	Surveying/civil engineering for HES trash area	\$ 447.50	n/a
22-287	6/22/2022	Robertson Erickson	Surveying/civil engineering for HES trash area	\$ 1,342.50	n/a
22-287	6/30/2022	Robertson Erickson	Surveying/civil engineering for HES trash area	\$ 2,237.50	n/a
Total expenditures through 6/30/2022				\$ 41,295.00	

* YES means the expenditure is eligible for state reimbursement using a formula depending on the type of expenditure.

**Building Fund 21 (Bond) Expenditures for 2020-21
For September 22, 2021 HUSD Board Meeting
Total Expenditures through June 30, 2021**

PO #	Date	Vendor	Description	Amount	Reimbursable*
PV 1	7/22/2020	Bank of New York Mellon	Paying Agent Fee; RE: Election of 2018, GO Bonds, Series A	\$ 750.00	No
423	9/23/2020	Dannis Woliver Kelley	Legal fees related to land acquisition	\$ 490.50	Yes
423	10/21/2020	Dannis Woliver Kelley	Legal fees related to land acquisition	\$ 2,256.00	Yes
423	12/2/2020	Dannis Woliver Kelley	Legal fees related to land acquisition	\$ 90.00	Yes
423	12/9/2020	Dannis Woliver Kelley	Legal fees related to land acquisition	\$ 12,913.50	Yes
423	2/3/2021	Dannis Woliver Kelley	Legal fees related to land acquisition	\$ 3,598.50	Yes
423	2/24/2021	Dannis Woliver Kelley	Legal fees related to land acquisition	\$ 10,069.50	Yes
423	3/24/2021	Dannis Woliver Kelley	Legal fees related to land acquisition	\$ 14,973.00	Yes
423	4/28/2021	Dannis Woliver Kelley	Legal fees related to land acquisition	\$ 8,113.50	Yes
423	5/26/2021	Dannis Woliver Kelley	Legal fees related to land acquisition	\$ 5,380.50	Yes
423	6/30/2021	Dannis Woliver Kelley	Legal fees related to land acquisition	\$ 2,130.00	Yes
423	6/30/2021	Dannis Woliver Kelley	Legal fees related to land acquisition	\$ 5,023.50	Yes
EP 71	6/30/2021	Dannis Woliver Kelley	Legal fees related to land acquisition	\$ 306.00	Yes
PV 12	10/7/2020	Department of Toxic Substances Control - DTSC	Property purchase testing	\$ 577.58	Yes
21-150	8/19/2020	Educational Facilities Program Management LLC	Program Management Services	\$ 3,360.00	Yes
21-150	9/16/2020	Educational Facilities Program Management LLC	Program Management Services	\$ 4,480.00	Yes
21-150	10/14/2020	Educational Facilities Program Management LLC	Program Management Services	\$ 3,920.00	Yes
21-150	11/10/2020	Educational Facilities Program Management LLC	Program Management Services	\$ 4,200.00	Yes
21-150	12/9/2020	Educational Facilities Program Management LLC	Program Management Services	\$ 2,520.00	Yes
21-150	1/13/2021	Educational Facilities Program Management LLC	Program Management Services	\$ 1,120.00	Yes
21-150	2/10/2021	Educational Facilities Program Management LLC	Program Management Services	\$ 1,120.00	Yes
21-150	6/30/2021	Educational Facilities Program Management LLC	Program Management Services	\$ 1,680.00	Yes
PV 32	11/10/2020	Hamilton Unified Revolving Fund for Glenn County	File a parcel map in Glenn County	\$ 1,136.00	No
PV 91	6/2/2021	Hamilton Unified Revolving Fund for Glenn County	Timios Title - closing costs for purchase of property	\$ 2,335.28	No
ER 5	6/30/2021	Revolving Ck# 1678 refund	refund - parcel map - See PV 32 dated 11/10/20	\$ (1,136.00)	No
20-495	6/16/2021	Integrated Educational	Building/Expansion Project	\$ 10,260.00	No
19-515	11/10/2020	Placeworks Inc.	CEQA Study/Expansion	\$ 2,097.38	Yes
19-515	11/10/2020	Placeworks Inc.	CEQA Study/Expansion	\$ 2,186.63	Yes
21-152	8/19/2020	Robertson Erickson Inc	Final survey and map package for county recorder	\$ 1,650.00	Yes
21-152	10/21/2020	Robertson Erickson Inc	Final survey and map package for county recorder	\$ 740.00	Yes
21-152	12/16/2020	Robertson Erickson Inc	Final survey and map package for county recorder	\$ 540.00	Yes
21-152	12/16/2020	Robertson Erickson Inc	Final survey and map package for county recorder	\$ 1,105.00	Yes
21-152	2/3/2021	Robertson Erickson Inc	Final survey and map package for county recorder	\$ 180.00	Yes
21-152	2/24/2021	Robertson Erickson Inc	Final survey and map package for county recorder	\$ 740.00	Yes
21-152	6/23/2021	Robertson Erickson Inc	Final survey and map package for county recorder	\$ 1,225.00	Yes
448	9/2/2020	Sacramento Valley Mirror	Legal ad for public hearing related to high school expansion	\$ 82.00	Yes
TV 301	3/19/2021	Timios Escrow	Deposit into escrow for acquisition of property	\$ 50,000.00	Yes
TV 353	5/7/2021	Timios Escrow	Purchase of property	\$ 1,073,500.00	Yes
Total expenditures through 6/30/2021**				\$ 1,235,713.37	

* YES means the expenditure is eligible for state reimbursement using a formula depending on the type of expenditure.

** Total expenditures through 6/30/21 after year end closing entries.

**FUND 21 (Bond) Expenditures
FY 2019-2020**

PO #	Date	Vendor	Description	Amount	Reimbursable
423	9/27/2019	Dannis Woliver Kelley	Legal Fees related to land acquisition - matter ending 518	\$ 802.00	Yes
423	10/30/2019	Dannis Woliver Kelley	Legal Fees related to land acquisition - matter ending 518	\$ 1,126.00	Yes
423	11/13/2019	Dannis Woliver Kelley	Legal Fees related to land acquisition - matter ending 518	\$ 165.00	Yes
423	12/11/2019	Dannis Woliver Kelley	Legal Fees related to land acquisition - matter ending 518	\$ 2,969.00	Yes
423	1/8/2020	Dannis Woliver Kelley	Legal Fees related to land acquisition - matter ending 518/1103	\$ 807.00	Yes
423	5/6/2020	Dannis Woliver Kelley	Legal Fees related to land acquisition - matter ending 518	\$ 754.50	Yes
423	5/20/2020	Dannis Woliver Kelley	Legal Fees related to land acquisition - matter ending 518	\$ 1,833.50	Yes
423	6/24/2020	Dannis Woliver Kelley	Legal Fees related to land acquisition - matter ending 518	\$ 1,194.50	Yes
423	6/30/2020	Dannis Woliver Kelley	Legal Fees related to land acquisition - matter ending 518	\$ 2,179.50	Yes
423	6/30/2020	Dannis Woliver Kelley	Legal Fees related to land acquisition - matter ending 518	\$ 9,317.00	Yes
19397	9/27/2019	Holdrege & Kull (NV5)	Prelim Assessment #032-230-015	\$ 1,057.63	Yes
19397	9/27/2019	Holdrege & Kull (NV5)	Prelim Assessment #032-230-015	\$ 1,445.00	Yes
19397	10/16/2019	Holdrege & Kull (NV5)	Prelim Assessment #032-230-015	\$ 2,960.00	Yes
19397	10/23/2019	Holdrege & Kull (NV5)	Prelim Assessment #032-230-015	\$ 171.62	Yes
19397	12/11/2019	Holdrege & Kull (NV5)	Prelim Assessment #032-230-015	\$ 12,940.58	Yes
19397	2/5/2020	Holdrege & Kull (NV5)	Prelim Assessment #032-230-015	\$ 12,895.93	Yes
19397	2/5/2020	Holdrege & Kull (NV5)	Prelim Assessment #032-230-015	\$ 560.00	Yes
19397	3/18/2020	Holdrege & Kull (NV5)	Prelim Assessment #032-230-015	\$ 4,475.12	Yes
19397	3/18/2020	Holdrege & Kull (NV5)	Prelim Assessment #032-230-015	\$ 1,252.38	Yes
19397	6/17/2020	Holdrege & Kull (NV5)	Prelim Assessment #032-230-015	\$ 1,366.98	Yes
19515	9/27/2019	Placeworks Inc.	CEQA Review; expansion project	\$ 4,692.02	Yes
19515	10/2/2019	Placeworks Inc.	CEQA Review; expansion project	\$ 5,009.48	Yes
19515	11/20/2019	Placeworks Inc.	CEQA Review; expansion project	\$ 9,667.98	Yes
19515	11/20/2019	Placeworks Inc.	CEQA Review; expansion project	\$ 14,715.59	Yes
19515	6/17/2020	Placeworks Inc.	CEQA Review; expansion project	\$ 15,933.69	Yes
19515	6/30/2020	Placeworks Inc.	CEQA Review; expansion project	\$ 430.49	Yes
19515	6/30/2020	Placeworks Inc.	CEQA Review; expansion project	\$ 9,341.19	Yes
19515	6/30/2020	Placeworks Inc.	CEQA Review; expansion project	\$ 2,588.26	Yes
20202	9/27/2019	Department of Toxic Substances Control - DTSC	Property Purchase Testing	\$ 14,480.00	Yes
20219	9/27/2019	Educational Facilities Program Management LLC	Consulting for HHS Expansion Project	\$ 5,040.00	Yes
20219	9/27/2019	Educational Facilities Program Management LLC	Consulting for HHS Expansion Project	\$ 4,200.00	Yes
20219	11/13/2019	Educational Facilities Program Management LLC	Consulting for HHS Expansion Project	\$ 4,480.00	Yes
20219	12/11/2019	Educational Facilities Program Management LLC	Consulting for HHS Expansion Project	\$ 3,080.00	Yes
20219	1/15/2020	Educational Facilities Program Management LLC	Consulting for HHS Expansion Project	\$ 2,520.00	Yes
20219	2/12/2020	Educational Facilities Program Management LLC	Consulting for HHS Expansion Project	\$ 2,380.00	Yes
20219	3/11/2020	Educational Facilities Program Management LLC	Consulting for HHS Expansion Project	\$ 4,480.00	Yes
20219	4/15/2020	Educational Facilities Program Management LLC	Consulting for HHS Expansion Project	\$ 5,320.00	Yes
20219	5/20/2020	Educational Facilities Program Management LLC	Consulting for HHS Expansion Project	\$ 3,920.00	Yes
20219	6/17/2020	Educational Facilities Program Management LLC	Consulting for HHS Expansion Project	\$ 4,200.00	Yes
20219	6/30/2020	Educational Facilities Program Management LLC	Consulting for HHS Expansion Project	\$ 5,180.00	Yes
20247	11/20/2019	Timios Title	Title Report for new property	\$ 400.00	Yes
20287	10/9/2019	Robertson Erickson Inc.	Survey for land	\$ 3,250.00	Yes
20287	6/30/2020	Robertson Erickson Inc.	Survey for land	\$ 3,250.00	Yes
20495	6/30/2020	Integrated Educational Planning & Programming	Building/Expansion Project	\$ 4,800.00	No
PV 98	3/11/2020	Sacramento Valley Mirror	Legal Ad - Notice of Prep. of a Prelim. Environmental Assess.	\$ 90.20	Yes
PV 119	6/17/2020	Sacramento Valley Mirror	Legal Ad - Expansion Project	\$ 139.40	Yes
Total expenditures through 6/30/2020				\$ 193,861.54	

Additional Service Credit (Golden Handshake) Review

CalPERS Office of Audit Services
Employer Compliance Review

Job Number: P22-003

September 2023



California Public Employees' Retirement System

Office of Audit Services

400 Q Street, Sacramento, CA 95811 | Phone: (916) 795-0422

888 CalPERS (or 888-225-7377) | TTY: (877) 249-7442 | www.calpers.ca.gov

Memorandum

September 7, 2023

To: CALPERS PUBLIC AGENCY AND SCHOOL EMPLOYERS AND GOVERNING BODIES PER ATTACHMENT

From: BELIZ CHAPPUIE, Chief
Office of Audit Services

Subject: Final Report – Additional Service Credit (Golden Handshake) Review

Enclosed is the Office of Audit Services (OFAS) final report on the results of our Golden Handshake Review and includes the results for 27 public agencies and schools (employers) reviewed. The observations identified and the details of the impacted employees have been shared with each employer through a draft report. Employers' responses have been summarized in their respective final reports included in the appendix to this report. Employers' full responses to the draft reports have been forwarded to the appropriate CalPERS division and are also on file at OFAS and are available upon request.

In accordance with our resolution policy, we have referred the issues identified in the report to the appropriate division at CalPERS. Employers should work with the division to address the recommendations specified in our report. It was our pleasure to work with each employer, and we appreciate their time and assistance during this review.

Attachment

cc: Risk and Audit Committee Members
Matthew G. Jacobs, General Counsel, GCO, CalPERS
Michele Nix, Acting Chief Financial Officer, FINO, CalPERS
Melody Benavides, Chief, PCPP, CalPERS
Kimberlee Pulido, Chief, RBSD, CalPERS
Andy Nguyen, Assistant Division Chief, PCPP, CalPERS
Theo Akana, Staff Services Manager II, PCPP, CalPERS
Tim Herrback, Staff Services Manager II, RBSD, CalPERS
Justin Garrett, Staff Services Manager II, RBSD, CalPERS
Danielle Brooks, Staff Services Manager I, PCPP, CalPERS

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Objective

The objective of the Office of Audit Services (OFAS) review was to determine employer compliance with Additional Service Credit (Golden Handshake) provisions in accordance with Government Code (GC) sections 20903 and 20904.

Scope

OFAS selected a sample of 27 public agency and school employers and performed procedures to determine whether the employer properly contracted with CalPERS for the Golden Handshake provision, implemented the Golden Handshake provision, and reported eligible employees in accordance with GC sections 20903 and 20904. Our review covered the period of January 1, 2019, through October 31, 2022.

Unless otherwise specified, OFAS did not review areas outside of the scope described herein, including, but not limited to, compensation, contribution amounts and rates, unemployment insurance benefits, working after retirement, retirement benefit calculations, and other requirements not specified in the scope. In addition, the review did not include public disclosure of additional employer contributions as noted in GC section 20903, subdivision (i), and compliance with GC section 7507.

Background

Implementation of the Golden Handshake contract provision is governed by GC section 20903 for public agency employers and GC section 20904 for school employers. Employers may exercise their Golden Handshake provision when their governing body has determined that because of an impending curtailment of or change in the manner of performing service, the best interests of the employer would be served to offer additional service credit to eligible members meeting the following conditions:

- The member is employed in a job classification, department, or other organizational unit designated by the governing body and retires within any period designated in and subsequent to the effective date of the contract amendment or any additional period designated in a subsequently adopted resolution of the governing body, provided the period is not less than 90 days or more than 180 days.
- The member is employed by the employer during the period designated, does not have less than five years of service credit, and did not receive any unemployment insurance payments during the specified period.

The amount of service credit shall not be more than two years, regardless of credited service. Any additional service credit acquired under the Golden Handshake provision will be forfeited by the member upon subsequent reentry to the CalPERS system.

In accordance with GC section 20903, the governing body for a public agency employer shall:

- Agree that the added cost to the retirement fund for all eligible employees who retire during the specified period shall be included in the contracting agency's employer contribution rate as determined by GC section 20814.
- Certify that it is electing to exercise the provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board, resulting from the curtailment of, or change in the manner of performing its services.
- Certify its intention at the time GC section 20903 is made operative, that if any early retirements are granted after receipt of service credit associated with the Golden Handshake, any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled, resulting in an overall workforce reduction of the department or organizational unit.

In accordance with GC section 20904, the county superintendent of schools for a school employer shall:

- Transmit to the retirement fund an amount determined by CalPERS that is equal to the actuarial equivalent of the difference between the allowance the member received after receipt of service credit and the amount they would have received without the service credit.
- Certify that its intention at the time GC section 20904 is made operative, that if any early retirements are granted after receipt of service credit, the retirements will either: (1) result in a net savings to the district or county superintendent of schools, or (2) result in an overall reduction in the work force of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the county superintendent of schools, resulting from the curtailment of, or change in the manner of performing, its services.

The CalPERS Public Agencies and Schools Reference Guide (Guide) specifies the member's retirement date cannot be the first day of the designated period. Non-compliance with Golden Handshake requirements may result in over-reported employer and employee contributions, incorrect payment of benefits, reduction in benefits, and increased employer administrative costs for processing corrections to all impacted retiree accounts.

Results in Brief

OFAS completed the review of 27 employers and included their individual final reports in Appendix A. The review identified that 9 of the 27 employers (33 percent) were not in compliance with GC sections 20903 or 20904. Specifically, we noted the following observations.

Required Golden Handshake Conditions Not Supported

A total of five (19 percent) employers that provided the Golden Handshake benefit to their employees were not able to demonstrate compliance with GC sections 20903 or 20904 due to one or more reasons as follows:

- *Permanent Vacancy Was Not Created* – Three employers could not support the implementation of the Golden Handshake provision resulted in at least one permanently unfilled vacancy in any position in any department or other organizational unit for the Golden Handshake designated periods reviewed.
- *Curtailment of, or Change in the Manner of Performing, Services Was Not Supported* – Two employers could not support the existence of curtailment of, or change in the manner of performing, its services at the time the Golden Handshake provision was implemented.
- *Net Savings Was Not Supported* – One employer offered the Golden Handshake benefit to sampled employees that did not meet the employer's individual employee cost savings eligibility requirement in accordance with the employer's labor agreement.

According to the employers above, their current staff were unaware of the Golden Handshake requirements and did not have knowledge of what was discussed by their predecessors or any additional documentation; or they believed the employees were eligible and met the cost savings requirement.

Ineligible Employee Offered Golden Handshake Benefit

Four employers (15 percent) provided Golden Handshake benefits to sampled employees who were ineligible. The employers provided the Golden Handshake benefit to employees who received unemployment benefits during the Golden Handshake designated period, were not employed during the designated period, or had a retirement date which was the first day of the designated period or after the designated period. The employers were unaware the employee received unemployment benefits, were unaware of the employee's retirement date, or believed the employee's separation date was properly reported to CalPERS.

Eligible Employee Not Offered Golden Handshake Benefit

Two employers (seven percent) did not offer the Golden Handshake benefit to sampled employees who were eligible. Specifically, these employers had additional Golden Handshake eligibility provisions in their labor agreements as follows:

- One employer did not offer the Golden Handshake benefit to an employee because they did not meet the 15 years of service requirement in accordance with the employer's labor agreement; however, the employer could not

demonstrate their labor agreement was approved by their governing body. The Employer stated the Golden Handshake provision in their labor agreement was legacy language that was presumed to have been approved as required, and they could not locate documentation to support their governing body's approval of the CSEA Agreement.

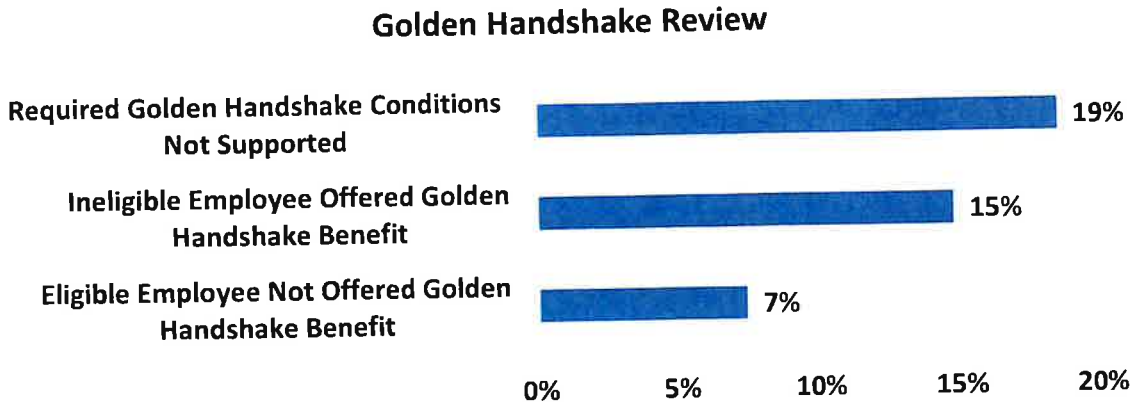
- One employer did not offer the Golden Handshake benefit to an employee because the employee's retirement did not meet the individual employee cost savings eligibility requirement in accordance with the employer's labor agreement; however, the employer's costs calculation was incorrect, and the employee's retirement would have resulted in cost savings. The employer stated the miscalculation was an oversight, and the employee should have been offered the Golden Handshake benefit.

Non-compliance with Golden Handshake requirements may result in over-reported employer and employee contributions, incorrect payment of benefits, reduction in benefits, and increased employer administrative costs for processing corrections to all impacted retiree accounts.

Employers should ensure the Golden Handshake provision was implemented in accordance with GC sections 20903 or 20904. The employers should work with CalPERS Pension Contracts and Prefunding Programs Division to provide support to demonstrate all required Golden Handshake conditions were met and the additional service credits given to impacted retired employees were allowable; to determine additional service credit eligibility and/or ineligibility for any impacted retirees and make retirement adjustments, if necessary, to all impacted retired member accounts in accordance with GC section 20160.

Figure 1, on page 6, identifies the Golden Handshake review observations and the percentage of non-compliant employers. Table 1, on page 7, lists employers reviewed, associated observations, other matters noted, and the Appendix page number for each employer's final report.

Figure 1 – Observations and Percentage of Non-Compliant Employers



Other Matters

OFAS identified other matters for nine employers that were outside the scope of this review (see Table 1 on page 7). Specifically, we noted the following:

- *Resolutions Approved During and After the Designated Period* – Eight employers’ governing body or county of superintendents of schools approved Golden Handshake resolutions during and after the retirement window periods designated within the resolutions. In addition, the corresponding Certification of Compliance statements were certified during and after the designated periods.
- *Leave of Absence Not Reported* – An employer did not report an employee’s leave of absence to CalPERS, which resulted in the Golden Handshake service credit not being applied to the employee’s retirement benefits.

These matters were discussed with the employers and also included in the employer’s reports. OFAS encourages employers to work with CalPERS to ensure compliance with the California Public Employees’ Retirement Law (PERL).

Table 1 – Summary of Employer Observations and Other Matters

No.	Employer	Observation Type	Other Matters	Appendix Page Number
1	Arvin Union Elementary School District	-	X	A-1
2	Buckeye Union School District	A, C	X	A-5
3	Central Marin Fire Authority	-	-	A-11
4	City of California City	A	-	A-14
5	City of Culver City	A, B	-	A-17
6	City of Manhattan Beach	-	-	A-21
7	City of Montebello	A	-	A-24
8	City of Ontario	-	X	A-27
9	City of Perris	-	-	A-30
10	City of South Pasadena	-	-	A-33
11	Cottonwood Union Elementary School District	B	-	A-36
12	CRA/LA, a Designated Local Authority	-	-	A-39
13	Delano Joint Union High School District	-	X	A-42
14	Delano Mosquito Abatement District	A	-	A-45
15	Delano Union Elementary School District	-	X	A-49
16	El Dorado County Transit Authority	-	-	A-52
17	Fresno City Housing Authority	-	-	A-55
18	Hamilton Unified School District	-	X	A-58
19	Lake Tahoe Unified School District	C	X	A-61
20	Liberty Elementary School District	-	-	A-65
21	Los Banos Unified School District	B	X	A-68
22	Muroc Joint Unified School District	-	X	A-72
23	Public Transportation Services Corporation	-	-	A-75
24	Riverside Community College District	-	-	A-78
25	St. Helena Unified School District	-	-	A-81
26	Tipton Elementary School District	B	-	A-84
27	Upper Lake Unified School District	-	-	A-87

Tickmark Legend:

- A** – Required Golden Handshake Conditions Not Supported
- B** – Ineligible Employee Offered Golden Handshake Benefit
- C** – Eligible Employee Not Offered Golden Handshake Benefit
- X** – Other Matter Identified

Conclusion

Based on the information reviewed, OFAS identified instances of non-compliance with GC sections 20903 or 20904. Areas of non-compliance included employers unable to support required Golden Handshake conditions, offering ineligible employees the Golden Handshake benefit, and not offering the Golden Handshake benefit to eligible employees.

The review was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions. Sample testing procedures provide reasonable, but not absolute, assurance that the Employer complied with the specified provisions of the PERL, and the CalPERS contract subject to this review. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination with regard to the results noted within the report. The appropriate CalPERS divisions will notify the employers of the final determinations and provide appeal rights, if applicable, at that time.

Respectfully submitted,

Original signed by Beliz Chappuie

BELIZ CHAPPUIE, CPA, MBA, CISA
Chief, Office of Audit Services

Staff: Cindie Lor, Assistant Division Chief
Michael Obad, Senior Program Auditor
Jennifer Luu Java, Staff Management Auditor

Appendix A – Employer Final Reports

ARVIN UNION ELEMENTARY SCHOOL DISTRICT

Objective and Scope		
CalPERS ID	Job Number	Contract Date
2795182500	3P22-001	November 15, 1989

The objective of the Office of Audit Services (OFAS) review was to determine employer compliance with Additional Service Credit (Golden Handshake) provisions in accordance with Government Code (GC) sections 20903 and 20904.

Implementation of the Golden Handshake contract provision is governed by GC section 20903 for public agency employers and GC section 20904 for school employers. Employers may exercise their Golden Handshake provision when their governing body has determined that because of an impending curtailment of, or change in the manner of performing service, the best interests of the employer would be served to offer additional service credit to eligible members meeting the following conditions:

- The member is employed in a job classification, department, or other organizational unit designated by the governing body and retires within any period designated in and subsequent to the effective date of the contract amendment, or any additional period designated in a subsequently adopted resolution of the governing body, provided the period is not less than 90 days or more than 180 days.
- The member is employed by the employer during the period designated, does not have less than five years of service credit, and did not receive any unemployment insurance payments during the specified period.

The amount of service credit shall not be more than two years, regardless of credited service. Any additional service credit acquired under the Golden Handshake provision will be forfeited by the member upon subsequent reentry to the CalPERS system.

In accordance with GC section 20903, the governing body for a public agency employer shall:

- Agree that the added cost to the retirement fund for all eligible employees who retire during the specified period shall be included in the contracting agency's employer contribution rate as determined by GC section 20814.
- Certify that it is electing to exercise the provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board, resulting from the curtailment of, or change in the manner of performing, its services.
- Certify its intention at the time GC section 20903 is made operative, that if any early retirements are granted after receipt of service credit associated with the Golden Handshake, any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled, resulting in an overall workforce reduction of the department or organizational unit.

ARVIN UNION ELEMENTARY SCHOOL DISTRICT

In accordance with GC section 20904, the county superintendent of schools for a school employer shall:

- Transmit to the retirement fund an amount determined by CalPERS that is equal to the actuarial equivalent of the difference between the allowance the member received after receipt of service credit and the amount they would have received without the service credit.
- Certify that its intention at the time GC section 20904 is made operative, that if any early retirements are granted after receipt of service credit, the retirements will either: (1) result in a net savings to the district or county superintendent of schools, or (2) result in an overall reduction in the work force of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the county superintendent of schools, resulting from the curtailment of, or change in the manner of performing, its services.

The CalPERS Public Agencies and Schools Reference Guide (Guide) specifies the member's retirement date cannot be the first day of the designated period. Non-compliance with Golden Handshake requirements may result in over-reported employer and employee contributions, incorrect payment of benefits, reduction in benefits, and increased employer administrative costs for processing corrections to all impacted retiree accounts.

OFAS' review included procedures to determine whether the Employer properly contracted with CalPERS for the Golden Handshake provision and implemented the Golden Handshake provision and reported eligible employees in accordance with GC sections 20903 and 20904. The review was limited to the examination of a sample of retired employee records for the period of January 1, 2019 through October 31, 2022. Unless otherwise specified, OFAS did not review the Employer's compliance with the Public Employees' Retirement Law (PERL) with regard to any areas outside the scope described herein, including, but not limited to compensation, contribution amounts and rates, unemployment insurance benefits, working after retirement, retirement benefit calculations, and other requirements not specified in the scope. In addition, public disclosure of additional employer contributions as noted in GC section 20903 (i) and compliance with GC section 7507 was not included in the review.

Results in Brief

Records for sampled retired employees were reviewed to determine employer compliance with Golden Handshake provisions in accordance with GC sections 20903 or 20904. No exceptions were noted.

Other Matter

OFAS identified one other matter that was outside the scope of this review. This matter was discussed with the Employer. OFAS encourages the Employer to work with CalPERS to ensure compliance with the PERL.

ARVIN UNION ELEMENTARY SCHOOL DISTRICT

No.	Area	Description
1	Resolutions Approved During and After the Designated Period	<p>The Employer's county superintendent of schools did not approve five Golden Handshake resolutions prior to the retirement window periods designated within the resolutions. Specifically, the Employer's Golden Handshake resolutions were approved by the Kern County Schools superintendent as follows:</p> <ul style="list-style-type: none"> • Resolution designating window period of May 1, 2019 through July 31, 2019 approved on August 26, 2019. • Resolution designating window period of May 1, 2020 through July 31, 2020 approved on June 29, 2020. • Resolution designating window period of May 1, 2021 through July 31, 2021 approved on May 18 2021. • Resolution designating window period of October 1, 2021 through December 31, 2021 approved on January 24, 2022. • Resolution designating window period of May 1, 2022 through July 31, 2022 approved on June 17, 2022. <p>In addition, the corresponding Certification of Compliance statements for each resolution were certified by the superintendent after and during the designated periods as noted above.</p> <p>The Employer should ensure the Golden Handshake resolution and Certification of Compliance statements are approved by the county superintendent of schools prior to the start of the designated period. While GC section 20904 does not specify when the Golden Handshake resolution designating a new period should be approved, the Employer should contact CalPERS prior to opening a window period to ensure the Golden Handshake is properly implemented.</p>

Conclusion

OFAS limited this review to the areas specified in the objective and scope section of this report. The review was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions. Sample testing procedures provide reasonable, but not absolute, assurance that the Employer complied with the specified provisions of the PERL, and the CalPERS contract subject to this review. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination with regard to the results noted within the report. The appropriate CalPERS divisions will notify the Employer of the final determinations and provide appeal rights, if applicable, at that time.

ARVIN UNION ELEMENTARY SCHOOL DISTRICT

Summarized Response

A response was not required because there were no observations noted in the report.

BUCKEYE UNION SCHOOL DISTRICT

Objective and Scope		
CaPERS ID	Job Number	Contract Date
1672370034	3P22-002	July 1, 1949

The objective of the Office of Audit Services (OFAS) review was to determine employer compliance with Additional Service Credit (Golden Handshake) provisions in accordance with Government Code (GC) sections 20903 and 20904.

Implementation of the Golden Handshake contract provision is governed by GC section 20903 for public agency employers and GC section 20904 for school employers. Employers may exercise their Golden Handshake provision when their governing body has determined that because of an impending curtailment of, or change in the manner of performing service, the best interests of the employer would be served to offer additional service credit to eligible members meeting the following conditions:

- The member is employed in a job classification, department, or other organizational unit designated by the governing body and retires within any period designated in and subsequent to the effective date of the contract amendment, or any additional period designated in a subsequently adopted resolution of the governing body, provided the period is not less than 90 days or more than 180 days.
- The member is employed by the employer during the period designated, does not have less than five years of service credit, and did not receive any unemployment insurance payments during the specified period.

The amount of service credit shall not be more than two years, regardless of credited service. Any additional service credit acquired under the Golden Handshake provision will be forfeited by the member upon subsequent reentry to the CaPERS system.

In accordance with GC section 20903, the governing body for a public agency employer shall:

- Agree that the added cost to the retirement fund for all eligible employees who retire during the specified period shall be included in the contracting agency's employer contribution rate as determined by GC section 20814.
- Certify that it is electing to exercise the provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board, resulting from the curtailment of, or change in the manner of performing, its services.
- Certify its intention at the time GC section 20903 is made operative, that if any early retirements are granted after receipt of service credit associated with the Golden Handshake, any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled, resulting in an overall workforce reduction of the department or organizational unit.

BUCKEYE UNION SCHOOL DISTRICT

In accordance with GC section 20904, the county superintendent of schools for a school employer shall:

- Transmit to the retirement fund an amount determined by CalPERS that is equal to the actuarial equivalent of the difference between the allowance the member received after receipt of service credit and the amount they would have received without the service credit.
- Certify that its intention at the time GC section 20904 is made operative, that if any early retirements are granted after receipt of service credit, the retirements will either: (1) result in a net savings to the district or county superintendent of schools, or (2) result in an overall reduction in the work force of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the county superintendent of schools, resulting from the curtailment of, or change in the manner of performing, its services.

The CalPERS Public Agencies and Schools Reference Guide (Guide) specifies the member's retirement date cannot be the first day of the designated period. Non-compliance with Golden Handshake requirements may result in over-reported employer and employee contributions, incorrect payment of benefits, reduction in benefits, and increased employer administrative costs for processing corrections to all impacted retiree accounts.

OFAS' review included procedures to determine whether the Employer properly contracted with CalPERS for the Golden Handshake provision and implemented the Golden Handshake provision and reported eligible employees in accordance with GC sections 20903 and 20904. The review was limited to the examination of a sample of retired employee records for the period of January 1, 2019 through October 31, 2022. Unless otherwise specified, OFAS did not review the Employer's compliance with the Public Employees' Retirement Law (PERL) with regard to any areas outside the scope described herein, including, but not limited to compensation, contribution amounts and rates, unemployment insurance benefits, working after retirement, retirement benefit calculations, and other requirements not specified in the scope. In addition, public disclosure of additional employer contributions as noted in GC section 20903 (i) and compliance with GC section 7507 was not included in the review.

Results in Brief

No.	Area	Observations
1	Net Savings Not Supported	The Employer offered the Golden Handshake benefit to two sampled employees that did not meet the Employer's individual employee cost savings eligibility requirement. Specifically, the Employer's California School Employees Association (CSEA) Contract, section 12.4.1 indicates that, "An employee who has served the District fifteen or more years and is at least fifty-five years of age can select to participate in the Golden Handshake program... Contingent upon the regulations in the PERS Golden Handshake Program, the Golden Handshake must result in net savings to the district in order to be approved." As a result, for the

BUCKEYE UNION SCHOOL DISTRICT

No.	Area	Observations
		<p>Golden Handshake periods April 23, 2019 through August 1, 2019 and June 17, 2021 through September 17, 2021, the Employer's individual employee net savings requirement was not supported for the following employees.</p> <ul style="list-style-type: none"> • For one employee, who retired within the designated period of April 23, 2019 through August 1, 2019, the Employer's cost worksheet calculation showed that there was net savings. However, upon our review, the Employer's calculation incorrectly included duplicate savings. Based on our recalculation, by offering the Golden Handshake benefit to the employee, the Employer would incur costs of \$10,674.40 and not net savings. Therefore, the employee was not eligible to receive the Golden Handshake benefit based on the CSEA contract Golden Handshake provision and eligibility requirements used by the Employer. • For another employee, who retired within the designated period of June 17, 2021 through September 17, 2021, the Employer's cost worksheet calculation showed that offering the Golden Handshake benefit would not result in net savings. Specifically, the Employer's cost worksheet calculation showed that by offering the Golden Handshake benefit to the employee, the Employer would incur costs of \$30,607.10. As a result, the employee was not eligible to receive the Golden Handshake benefit based on the CSEA contract Golden Handshake provision and eligibility requirements used by the Employer. <p>Subsequent to our identification of the ineligible employees above, the Employer explained that they applied an overall group cost savings method when determining if net savings was achieved for these two employees. However, the Employer's CSEA contract Golden Handshake provision, as noted above, and their Golden Handshake Agenda identified that an overall cost savings must be demonstrated by the position receiving the Golden Handshake benefit. Furthermore, another sampled employee, noted in Observation 2 below, was not offered the Golden Handshake benefit because the Employer's cost worksheet for the employee identified individual cost savings would not have been achieved for the employee.</p> <p>GC section 20904, subdivision (c), provides that the employer's county superintendent of schools shall certify that it is their intention at the time that the Golden Handshake is made operative</p>

BUCKEYE UNION SCHOOL DISTRICT

No.	Area	Observations
		that any early retirements granted after receipt of service credit will either: (1) result in net savings to the district or county superintendent of schools, or (2) result in an overall reduction in the workforce of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the county superintendent of schools, resulting from the curtailment of, or change in the manner of performing its services. The Employer stated the employees were eligible because the Employer applied the overall cost savings achieved by all other employees to these two sampled employees.
2	Eligible Employee Not Offered Golden Handshake Benefit	<p>The Employer did not offer the Golden Handshake benefit to one sampled employee who was eligible. Specifically, the employee retired during the Golden Handshake period of April 23, 2019 through August 1, 2019 and met the Employer's individual employee cost savings eligibility requirement in accordance with the Employer's CSEA contract. Initially, the Employer provided a Verification of Cost Savings document that did not identify net savings for the employee to support why the Employer did not offer the Golden Handshake benefit to the employee. However, our recalculation of the cost savings noted the employee had net savings and was eligible. During our audit, the Employer provided an updated Verification of Cost Savings document for the employee identifying net savings. As a result, the Employer should have offered the Golden Handshake benefit to the eligible employee.</p> <p>GC section 20904, subdivision (c), provides that the employer's county superintendent of schools shall certify that it is their intention at the time that the Golden Handshake is made operative that any early retirements granted after receipt of service credit will either: (1) result in net savings to the district or county superintendent of schools, or (2) result in an overall reduction in the workforce of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the county superintendent of schools, resulting from the curtailment of, or change in the manner of performing its services. The Employer stated the miscalculation was an oversight, and the employee should have been offered the Golden Handshake benefit.</p>

Recommendation and Criteria

The Employer should ensure the Golden Handshake provision was implemented in accordance with GC sections 20903 or 20904. The Employer should work with CalPERS

BUCKEYE UNION SCHOOL DISTRICT

Pension Contracts and Prefunding Programs Division to provide support to demonstrate all required Golden Handshake conditions were met and the additional service credits given to impacted retired employees were allowable; to determine additional service credit eligibility and/or ineligibility for any impacted retirees and make retirement adjustments, if necessary, to all impacted retired member accounts in accordance with GC section 20160.

GC: § 20120, § 20121, § 20122, § 20160, § 20479, §20903, and §20904

Other Matters

OFAS identified one other matter that was outside the scope of this review. This matter was discussed with the Employer. OFAS encourages the Employer to work with CalPERS to ensure compliance with the PERL.

No.	Area	Description
1	Leave of Absence Not Reported Resulted in Golden Handshake Service Credit Not Being Applied	The Employer did not report an employee's leave of absence to CalPERS, which resulted in the Golden Handshake not being applied to the employee's retirement benefits. Specifically, the employee was on a leave of absence from August 22, 2019 through August 21, 2020, and went on a no-pay status as of February 2020, prior to their retirement on August 20, 2020. The Employer did not report the employee's leave of absence in the myCalPERS system to properly notify CalPERS that the employee was still employed by the Employer. Although the Employer reported the employee as receiving the Golden Handshake benefit for the designated period of June 1, 2020 through September 30, 2020, the employee did not receive the additional service credit in the myCalPERS system because the employee did not have payroll or the leave of absence reported during the Golden Handshake designated period. As a result, the employee's retirement benefit calculation was not adjusted to include the two years additional service credit granted by the Golden Handshake benefit offered by the Employer.

Conclusion

OFAS limited this review to the areas specified in the objective and scope section of this report. The review was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions. Sample testing procedures provide reasonable, but not absolute, assurance that the Employer complied with the specified provisions of the PERL, and the CalPERS contract subject to this review. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination with regard to the results noted within the

BUCKEYE UNION SCHOOL DISTRICT

report. The appropriate CalPERS divisions will notify the Employer of the final determinations and provide appeal rights, if applicable, at that time.

Summarized Response

The Employer disagreed with Observation 1 and agreed with Observation 2. For Observation 1, the Employer explained that the sampled employees were entitled to the Golden Handshake benefit based on overall group cost savings, and the Government Code does not require an individual cost saving. However, based on OFAS' review, the Employer's CSEA Contract included additional eligibility provisions for the Golden Handshake benefit, which required that an overall cost saving must be demonstrated by the employee receiving the Golden Handshake benefit. This additional eligibility requirement was also documented in the Employer's Golden Handshake Agenda that was provided to their governing body when they were seeking approval to implement the Golden Handshake benefit. As a result, the Observations will remain as stated.

CENTRAL MARIN FIRE AUTHORITY

Objective and Scope		
CalPERS ID	Job Number	Contract Date
6918642839	3P22-003	March 25, 2019

The objective of the Office of Audit Services (OFAS) review was to determine employer compliance with Additional Service Credit (Golden Handshake) provisions in accordance with Government Code (GC) sections 20903 and 20904.

Implementation of the Golden Handshake contract provision is governed by GC section 20903 for public agency employers and GC section 20904 for school employers. Employers may exercise their Golden Handshake provision when their governing body has determined that because of an impending curtailment of, or change in the manner of performing service, the best interests of the employer would be served to offer additional service credit to eligible members meeting the following conditions:

- The member is employed in a job classification, department, or other organizational unit designated by the governing body and retires within any period designated in and subsequent to the effective date of the contract amendment, or any additional period designated in a subsequently adopted resolution of the governing body, provided the period is not less than 90 days or more than 180 days.
- The member is employed by the employer during the period designated, does not have less than five years of service credit, and did not receive any unemployment insurance payments during the specified period.

The amount of service credit shall not be more than two years, regardless of credited service. Any additional service credit acquired under the Golden Handshake provision will be forfeited by the member upon subsequent reentry to the CalPERS system.

In accordance with GC section 20903, the governing body for a public agency employer shall:

- Agree that the added cost to the retirement fund for all eligible employees who retire during the specified period shall be included in the contracting agency's employer contribution rate as determined by GC section 20814.
- Certify that it is electing to exercise the provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board, resulting from the curtailment of, or change in the manner of performing, its services.
- Certify its intention at the time GC section 20903 is made operative, that if any early retirements are granted after receipt of service credit associated with the Golden Handshake, any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled, resulting in an overall workforce reduction of the department or organizational unit.

CENTRAL MARIN FIRE AUTHORITY

In accordance with GC section 20904, the county superintendent of schools for a school employer shall:

- Transmit to the retirement fund an amount determined by CalPERS that is equal to the actuarial equivalent of the difference between the allowance the member received after receipt of service credit and the amount they would have received without the service credit.
- Certify that its intention at the time GC section 20904 is made operative, that if any early retirements are granted after receipt of service credit, the retirements will either: (1) result in a net savings to the district or county superintendent of schools, or (2) result in an overall reduction in the work force of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the county superintendent of schools, resulting from the curtailment of, or change in the manner of performing, its services.

The CalPERS Public Agencies and Schools Reference Guide (Guide) specifies the member's retirement date cannot be the first day of the designated period. Non-compliance with Golden Handshake requirements may result in over-reported employer and employee contributions, incorrect payment of benefits, reduction in benefits, and increased employer administrative costs for processing corrections to all impacted retiree accounts.

OFAS' review included procedures to determine whether the Employer properly contracted with CalPERS for the Golden Handshake provision and implemented the Golden Handshake provision and reported eligible employees in accordance with GC sections 20903 and 20904. The review was limited to the examination of a sample of retired employee records for the period of January 1, 2019 through October 31, 2022. Unless otherwise specified, OFAS did not review the Employer's compliance with the Public Employees' Retirement Law (PERL) with regard to any areas outside the scope described herein, including, but not limited to compensation, contribution amounts and rates, unemployment insurance benefits, working after retirement, retirement benefit calculations, and other requirements not specified in the scope. In addition, public disclosure of additional employer contributions as noted in GC section 20903 (i) and compliance with GC section 7507 was not included in the review.

Results in Brief

Records for sampled retired employees were reviewed to determine employer compliance with Golden Handshake provisions in accordance with GC sections 20903 or 20904. No exceptions were noted.

Conclusion

OFAS limited this review to the areas specified in the objective and scope section of this report. The review was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions. Sample testing procedures provide reasonable, but not absolute, assurance that the Employer complied with the specified provisions of the PERL, and the

CENTRAL MARIN FIRE AUTHORITY

CalPERS contract subject to this review. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination with regard to the results noted within the report. The appropriate CalPERS divisions will notify the Employer of the final determinations and provide appeal rights, if applicable, at that time.

Summarized Response

A response was not required because there were no observations noted in the report.

CITY OF CALIFORNIA CITY

Objective and Scope		
CalPERS ID	Job Number	Contract Date
6020344436	3P22-004	September 1, 1967

The objective of the Office of Audit Services (OFAS) review was to determine employer compliance with Additional Service Credit (Golden Handshake) provisions in accordance with Government Code (GC) sections 20903 and 20904.

Implementation of the Golden Handshake contract provision is governed by GC section 20903 for public agency employers and GC section 20904 for school employers. Employers may exercise their Golden Handshake provision when their governing body has determined that because of an impending curtailment of, or change in the manner of performing service, the best interests of the employer would be served to offer additional service credit to eligible members meeting the following conditions:

- The member is employed in a job classification, department, or other organizational unit designated by the governing body and retires within any period designated in and subsequent to the effective date of the contract amendment, or any additional period designated in a subsequently adopted resolution of the governing body, provided the period is not less than 90 days or more than 180 days.
- The member is employed by the employer during the period designated, does not have less than five years of service credit, and did not receive any unemployment insurance payments during the specified period.

The amount of service credit shall not be more than two years, regardless of credited service. Any additional service credit acquired under the Golden Handshake provision will be forfeited by the member upon subsequent reentry to the CalPERS system.

In accordance with GC section 20903, the governing body for a public agency employer shall:

- Agree that the added cost to the retirement fund for all eligible employees who retire during the specified period shall be included in the contracting agency's employer contribution rate as determined by GC section 20814.
- Certify that it is electing to exercise the provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board, resulting from the curtailment of, or change in the manner of performing, its services.
- Certify its intention at the time GC section 20903 is made operative, that if any early retirements are granted after receipt of service credit associated with the Golden Handshake, any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled, resulting in an overall workforce reduction of the department or organizational unit.

CITY OF CALIFORNIA CITY

In accordance with GC section 20904, the county superintendent of schools for a school employer shall:

- Transmit to the retirement fund an amount determined by CalPERS that is equal to the actuarial equivalent of the difference between the allowance the member received after receipt of service credit and the amount they would have received without the service credit.
- Certify that its intention at the time GC section 20904 is made operative, that if any early retirements are granted after receipt of service credit, the retirements will either: (1) result in a net savings to the district or county superintendent of schools, or (2) result in an overall reduction in the work force of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the county superintendent of schools, resulting from the curtailment of, or change in the manner of performing, its services.

The CalPERS Public Agencies and Schools Reference Guide (Guide) specifies the member's retirement date cannot be the first day of the designated period. Non-compliance with Golden Handshake requirements may result in over-reported employer and employee contributions, incorrect payment of benefits, reduction in benefits, and increased employer administrative costs for processing corrections to all impacted retiree accounts.

OFAS' review included procedures to determine whether the Employer properly contracted with CalPERS for the Golden Handshake provision and implemented the Golden Handshake provision and reported eligible employees in accordance with GC sections 20903 and 20904. The review was limited to the examination of a sample of retired employee records for the period of January 1, 2019 through October 31, 2022. Unless otherwise specified, OFAS did not review the Employer's compliance with the Public Employees' Retirement Law (PERL) with regard to any areas outside the scope described herein, including, but not limited to compensation, contribution amounts and rates, unemployment insurance benefits, working after retirement, retirement benefit calculations, and other requirements not specified in the scope. In addition, public disclosure of additional employer contributions as noted in GC section 20903 (i) and compliance with GC section 7507 was not included in the review.

Results in Brief

No.	Area	Observations
1	Permanent Vacancy Not Created	The Employer could not support the implementation of the Golden Handshake provision resulting in a permanent vacancy. The Employer's governing body approved a resolution to implement the Golden Handshake for all eligible Miscellaneous and Safety members on March 23, 2021 for the designated period April 1, 2021 to June 30, 2021. The Employer's intention at the time the Golden Handshake provision was implemented was to replace the vacated positions with lower-salary staff for the respective positions. Additionally, the Employer's governing body did not approve a Certification of Compliance of GC section 20903 form.

CITY OF CALIFORNIA CITY

No.	Area	Observations
		<p>The Employer could not provide documentation to demonstrate at least one vacancy in any position in any department or other organizational unit remained permanently unfilled.</p> <p>GC section 20903, subdivision (d), provides that the employer's governing body shall certify that its intention at the time the Golden Handshake provision is made operative that any early retirements granted after receipt of service credit, that any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled thereby resulting in an overall reduction in the workforce of the department or organizational unit. The Employer was unaware of their predecessor's intent for the Golden Handshake implementation and, therefore, was unable to explain why a permanent vacancy did not occur from the implementation.</p>

Recommendation and Criteria

The Employer should ensure the Golden Handshake provision was implemented in accordance with GC sections 20903 or 20904. The Employer should work with CalPERS Pension Contracts and Prefunding Programs Division to provide support to demonstrate all required Golden Handshake conditions were met and the additional service credits given to impacted retired employees were allowable; to determine additional service credit eligibility and/or ineligibility for any impacted retirees and make retirement adjustments, if necessary, to all impacted retired member accounts in accordance with GC section 20160.

GC: § 20120, § 20121, § 20122, § 20160, § 20479, §20903, and §20904

Conclusion

OFAS limited this review to the areas specified in the objective and scope section of this report. The review was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions. Sample testing procedures provide reasonable, but not absolute, assurance that the Employer complied with the specified provisions of the PERL, and the CalPERS contract subject to this review. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination with regard to the results noted within the report. The appropriate CalPERS divisions will notify the Employer of the final determinations and provide appeal rights, if applicable, at that time.

Summarized Response

The Employer agreed with the Observation noted in the report.

CITY OF CULVER CITY

Objective and Scope		
CalPERS ID	Job Number	Contract Date
5061097655	3P22-005	August 1, 1945

The objective of the Office of Audit Services (OFAS) review was to determine employer compliance with Additional Service Credit (Golden Handshake) provisions in accordance with Government Code (GC) sections 20903 and 20904.

Implementation of the Golden Handshake contract provision is governed by GC section 20903 for public agency employers and GC section 20904 for school employers. Employers may exercise their Golden Handshake provision when their governing body has determined that because of an impending curtailment of, or change in the manner of performing service, the best interests of the employer would be served to offer additional service credit to eligible members meeting the following conditions:

- The member is employed in a job classification, department, or other organizational unit designated by the governing body and retires within any period designated in and subsequent to the effective date of the contract amendment, or any additional period designated in a subsequently adopted resolution of the governing body, provided the period is not less than 90 days or more than 180 days.
- The member is employed by the employer during the period designated, does not have less than five years of service credit, and did not receive any unemployment insurance payments during the specified period.

The amount of service credit shall not be more than two years, regardless of credited service. Any additional service credit acquired under the Golden Handshake provision will be forfeited by the member upon subsequent reentry to the CalPERS system.

In accordance with GC section 20903, the governing body for a public agency employer shall:

- Agree that the added cost to the retirement fund for all eligible employees who retire during the specified period shall be included in the contracting agency's employer contribution rate as determined by GC section 20814.
- Certify that it is electing to exercise the provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board, resulting from the curtailment of, or change in the manner of performing, its services.
- Certify its intention at the time GC section 20903 is made operative, that if any early retirements are granted after receipt of service credit associated with the Golden Handshake, any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled, resulting in an overall workforce reduction of the department or organizational unit.

CITY OF CULVER CITY

In accordance with GC section 20904, the county superintendent of schools for a school employer shall:

- Transmit to the retirement fund an amount determined by CalPERS that is equal to the actuarial equivalent of the difference between the allowance the member received after receipt of service credit and the amount they would have received without the service credit.
- Certify that its intention at the time GC section 20904 is made operative, that if any early retirements are granted after receipt of service credit, the retirements will either: (1) result in a net savings to the district or county superintendent of schools, or (2) result in an overall reduction in the work force of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the county superintendent of schools, resulting from the curtailment of, or change in the manner of performing, its services.

The CalPERS Public Agencies and Schools Reference Guide (Guide) specifies the member's retirement date cannot be the first day of the designated period. Non-compliance with Golden Handshake requirements may result in over-reported employer and employee contributions, incorrect payment of benefits, reduction in benefits, and increased employer administrative costs for processing corrections to all impacted retiree accounts.

OFAS' review included procedures to determine whether the Employer properly contracted with CalPERS for the Golden Handshake provision and implemented the Golden Handshake provision and reported eligible employees in accordance with GC sections 20903 and 20904. The review was limited to the examination of a sample of retired employee records for the period of January 1, 2019 through October 31, 2022. Unless otherwise specified, OFAS did not review the Employer's compliance with the Public Employees' Retirement Law (PERL) with regard to any areas outside the scope described herein, including, but not limited to compensation, contribution amounts and rates, unemployment insurance benefits, working after retirement, retirement benefit calculations, and other requirements not specified in the scope. In addition, public disclosure of additional employer contributions as noted in GC section 20903 (i) and compliance with GC section 7507 was not included in the review.

Results in Brief		
No.	Area	Observations
1	Curtailment of, or Change in the Manner of Performing, Services Not Supported	The Employer could not support the existence of curtailment of, or change in the manner of performing, its services when the Golden Handshake provision was implemented for the designated period September 1, 2019 through December 1, 2019. The Employer's governing body certified on August 12, 2019 that their election to exercise the Golden Handshake provision was because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit resulting from the curtailment of, or change in the manner of performing its services. The Employer implemented

CITY OF CULVER CITY

No.	Area	Observations
		<p>the Golden Handshake provision for eligible Miscellaneous members in the Secretary position within the Police Department and Recreation Supervisor position within the Parks, Recreation and Community Services Department. The Employer provided a staff report indicating the implementation of the Golden Handshake was to achieve cost savings, which did not demonstrate the existence of an impending curtailment of or change in the manner of performing its services when the Golden Handshake provision was implemented.</p> <p>GC section 20903, subdivision (c), provides that the employer's governing body shall certify that it is electing to exercise the Golden Handshake provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board which resulted from the curtailment of, or change in the manner of performing its services. The Employer's current staff stated they do not know what was discussed by their predecessors or additional documentation for the Golden Handshake period enacted.</p>
2	Ineligible Employee	<p>The Employer provided the Golden Handshake benefit to one sampled employee who was ineligible. Specifically, the Employer provided the Golden Handshake benefit to the employee who was not employed during the designated Golden Handshake period of September 1, 2019 through December 1, 2019. The employee's last day with the Employer was August 29, 2019, which was also the end date for the employee's last payroll period reported; however, the Employer reported the separation date as September 2, 2019.</p> <p>GC sections 20903, subdivision (a), states the member must be employed in a job classification, department, or organizational unit designated by the employer's governing body and be employed and retire during the Golden Handshake designated period. Additionally, according to the Guide, the permanent separation date must be reported as the day after the last day an employee works for an employer, which is often the day after the last day on payroll. The Employer believed the employee was employed during the Golden Handshake period because the Employer considered the days following the employee's last day as non-business days, and reported the separation date as September 2, 2019, the next available business day.</p>

CITY OF CULVER CITY

Recommendation and Criteria

The Employer should ensure the Golden Handshake provision was implemented in accordance with GC sections 20903 or 20904. The Employer should work with CalPERS Pension Contracts and Prefunding Programs Division to provide support to demonstrate all required Golden Handshake conditions were met and the additional service credits given to impacted retired employees were allowable; to determine additional service credit eligibility and/or ineligibility for any impacted retirees and make retirement adjustments, if necessary, to all impacted retired member accounts in accordance with GC section 20160.

GC: § 20120, § 20121, § 20122, § 20160, § 20479, §20903, and §20904

Conclusion

OFAS limited this review to the areas specified in the objective and scope section of this report. The review was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions. Sample testing procedures provide reasonable, but not absolute, assurance that the Employer complied with the specified provisions of the PERL, and the CalPERS contract subject to this review. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination with regard to the results noted within the report. The appropriate CalPERS divisions will notify the Employer of the final determinations and provide appeal rights, if applicable, at that time.

Summarized Response

The Employer disagreed with Observations noted in the report. For Observation 1, the Employer explained they relied heavily on CalPERS for guidance prior to enacting the Golden Handshake designated period. For Observation 2, the Employer provided additional documentation and explained the last payroll period reported in myCalPERS was incorrect and should be corrected to reflect the correct pay period end date. OFAS reviewed the information and concluded the Observations will remain as stated.

CITY OF MANHATTAN BEACH

Objective and Scope		
CalPERS ID	Job Number	Contract Date
3161990216	3P22-006	July 1, 1947

The objective of the Office of Audit Services (OFAS) review was to determine employer compliance with Additional Service Credit (Golden Handshake) provisions in accordance with Government Code (GC) sections 20903 and 20904.

Implementation of the Golden Handshake contract provision is governed by GC section 20903 for public agency employers and GC section 20904 for school employers. Employers may exercise their Golden Handshake provision when their governing body has determined that because of an impending curtailment of, or change in the manner of performing service, the best interests of the employer would be served to offer additional service credit to eligible members meeting the following conditions:

- The member is employed in a job classification, department, or other organizational unit designated by the governing body and retires within any period designated in and subsequent to the effective date of the contract amendment, or any additional period designated in a subsequently adopted resolution of the governing body, provided the period is not less than 90 days or more than 180 days.
- The member is employed by the employer during the period designated, does not have less than five years of service credit, and did not receive any unemployment insurance payments during the specified period.

The amount of service credit shall not be more than two years, regardless of credited service. Any additional service credit acquired under the Golden Handshake provision will be forfeited by the member upon subsequent reentry to the CalPERS system.

In accordance with GC section 20903, the governing body for a public agency employer shall:

- Agree that the added cost to the retirement fund for all eligible employees who retire during the specified period shall be included in the contracting agency's employer contribution rate as determined by GC section 20814.
- Certify that it is electing to exercise the provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board, resulting from the curtailment of, or change in the manner of performing, its services.
- Certify its intention at the time GC section 20903 is made operative, that if any early retirements are granted after receipt of service credit associated with the Golden Handshake, any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled, resulting in an overall workforce reduction of the department or organizational unit.

CITY OF MANHATTAN BEACH

In accordance with GC section 20904, the county superintendent of schools for a school employer shall:

- Transmit to the retirement fund an amount determined by CalPERS that is equal to the actuarial equivalent of the difference between the allowance the member received after receipt of service credit and the amount they would have received without the service credit.
- Certify that its intention at the time GC section 20904 is made operative, that if any early retirements are granted after receipt of service credit, the retirements will either: (1) result in a net savings to the district or county superintendent of schools, or (2) result in an overall reduction in the work force of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the county superintendent of schools, resulting from the curtailment of, or change in the manner of performing, its services.

The CalPERS Public Agencies and Schools Reference Guide (Guide) specifies the member's retirement date cannot be the first day of the designated period. Non-compliance with Golden Handshake requirements may result in over-reported employer and employee contributions, incorrect payment of benefits, reduction in benefits, and increased employer administrative costs for processing corrections to all impacted retiree accounts.

OFAS' review included procedures to determine whether the Employer properly contracted with CalPERS for the Golden Handshake provision and implemented the Golden Handshake provision and reported eligible employees in accordance with GC sections 20903 and 20904. The review was limited to the examination of a sample of retired employee records for the period of January 1, 2019 through October 31, 2022. Unless otherwise specified, OFAS did not review the Employer's compliance with the Public Employees' Retirement Law (PERL) with regard to any areas outside the scope described herein, including, but not limited to compensation, contribution amounts and rates, unemployment insurance benefits, working after retirement, retirement benefit calculations, and other requirements not specified in the scope. In addition, public disclosure of additional employer contributions as noted in GC section 20903 (i) and compliance with GC section 7507 was not included in the review.

Results in Brief

Records for sampled retired employees were reviewed to determine employer compliance with Golden Handshake provisions in accordance with GC sections 20903 or 20904. No exceptions were noted.

Conclusion

OFAS limited this review to the areas specified in the objective and scope section of this report. The review was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions. Sample testing procedures provide reasonable, but not absolute, assurance that the Employer complied with the specified provisions of the PERL, and the

CITY OF MANHATTAN BEACH

CalPERS contract subject to this review. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination with regard to the results noted within the report. The appropriate CalPERS divisions will notify the Employer of the final determinations and provide appeal rights, if applicable, at that time.

Summarized Response

A response was not required because there were no observations noted in the report.

CITY OF MONTEBELLO

Objective and Scope		
CalPERS ID	Job Number	Contract Date
1885224868	3P22-007	July 1, 1946

The objective of the Office of Audit Services (OFAS) review was to determine employer compliance with Additional Service Credit (Golden Handshake) provisions in accordance with Government Code (GC) sections 20903 and 20904.

Implementation of the Golden Handshake contract provision is governed by GC section 20903 for public agency employers and GC section 20904 for school employers. Employers may exercise their Golden Handshake provision when their governing body has determined that because of an impending curtailment of, or change in the manner of performing service, the best interests of the employer would be served to offer additional service credit to eligible members meeting the following conditions:

- The member is employed in a job classification, department, or other organizational unit designated by the governing body and retires within any period designated in and subsequent to the effective date of the contract amendment, or any additional period designated in a subsequently adopted resolution of the governing body, provided the period is not less than 90 days or more than 180 days.
- The member is employed by the employer during the period designated, does not have less than five years of service credit, and did not receive any unemployment insurance payments during the specified period.

The amount of service credit shall not be more than two years, regardless of credited service. Any additional service credit acquired under the Golden Handshake provision will be forfeited by the member upon subsequent reentry to the CalPERS system.

In accordance with GC section 20903, the governing body for a public agency employer shall:

- Agree that the added cost to the retirement fund for all eligible employees who retire during the specified period shall be included in the contracting agency's employer contribution rate as determined by GC section 20814.
- Certify that it is electing to exercise the provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board, resulting from the curtailment of, or change in the manner of performing, its services.
- Certify its intention at the time GC section 20903 is made operative, that if any early retirements are granted after receipt of service credit associated with the Golden Handshake, any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled, resulting in an overall workforce reduction of the department or organizational unit.

CITY OF MONTEBELLO

In accordance with GC section 20904, the county superintendent of schools for a school employer shall:

- Transmit to the retirement fund an amount determined by CalPERS that is equal to the actuarial equivalent of the difference between the allowance the member received after receipt of service credit and the amount they would have received without the service credit.
- Certify that its intention at the time GC section 20904 is made operative, that if any early retirements are granted after receipt of service credit, the retirements will either: (1) result in a net savings to the district or county superintendent of schools, or (2) result in an overall reduction in the work force of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the county superintendent of schools, resulting from the curtailment of, or change in the manner of performing, its services.

The CalPERS Public Agencies and Schools Reference Guide (Guide) specifies the member's retirement date cannot be the first day of the designated period. Non-compliance with Golden Handshake requirements may result in over-reported employer and employee contributions, incorrect payment of benefits, reduction in benefits, and increased employer administrative costs for processing corrections to all impacted retiree accounts.

OFAS' review included procedures to determine whether the Employer properly contracted with CalPERS for the Golden Handshake provision and implemented the Golden Handshake provision and reported eligible employees in accordance with GC sections 20903 and 20904. The review was limited to the examination of a sample of retired employee records for the period of January 1, 2019 through October 31, 2022. Unless otherwise specified, OFAS did not review the Employer's compliance with the Public Employees' Retirement Law (PERL) with regard to any areas outside the scope described herein, including, but not limited to compensation, contribution amounts and rates, unemployment insurance benefits, working after retirement, retirement benefit calculations, and other requirements not specified in the scope. In addition, public disclosure of additional employer contributions as noted in GC section 20903 (i) and compliance with GC section 7507 was not included in the review.

Results in Brief		
No.	Area	Observation
1	Permanent Vacancy Not Created	The Employer could not support the implementation of the Golden Handshake provision resulted in a permanent vacancy for the designated Golden Handshake period. Specifically, the designated period was August 13, 2020 through December 11, 2020 and the Employer's City Council certified on August 12, 2020, respectively, that their intent at time of enacting the Golden Handshake provision was to keep all vacancies created or at least one vacancy in any position permanently unfilled. The Employer implemented the Golden Handshake provision for eligible miscellaneous and safety members; however, the Employer could

CITY OF MONTEBELLO

No.	Area	Observation
		<p>not provide documentation to demonstrate at least one vacancy in any position in any department or other organizational unit remained permanently unfilled for the designated period.</p> <p>GC section 20903, subdivision (d), provides that the employer's governing body shall certify that its intention at the time the Golden Handshake provision is made operative that any early retirements granted after receipt of service credit, that any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled thereby resulting in an overall reduction in the workforce of the department or organizational unit. The Employer stated that they were unaware of the Golden Handshake requirements.</p>

Recommendation and Criteria

The Employer should ensure the Golden Handshake provision was implemented in accordance with GC sections 20903 or 20904. The Employer should work with CalPERS Pension Contracts and Prefunding Programs Division to provide support to demonstrate all required Golden Handshake conditions were met and the additional service credits given to impacted retired employees were allowable; to determine additional service credit eligibility and/or ineligibility for any impacted retirees and make retirement adjustments, if necessary, to all impacted retired member accounts in accordance with GC section 20160.

GC: § 20120, § 20121, § 20122, § 20160, § 20479, §20903, and §20904

Conclusion

OFAS limited this review to the areas specified in the objective and scope section of this report. The review was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions. Sample testing procedures provide reasonable, but not absolute, assurance that the Employer complied with the specified provisions of the PERL, and the CalPERS contract subject to this review. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination with regard to the results noted within the report. The appropriate CalPERS divisions will notify the Employer of the final determinations and provide appeal rights, if applicable, at that time.

Summarized Response

The Employer did not provide a response to the Observation noted in the report.

CITY OF ONTARIO

Objective and Scope		
CalPERS ID	Job Number	Contract Date
1141706726	3P22-008	January 1, 1946

The objective of the Office of Audit Services (OFAS) review was to determine employer compliance with Additional Service Credit (Golden Handshake) provisions in accordance with Government Code (GC) sections 20903 and 20904.

Implementation of the Golden Handshake contract provision is governed by GC section 20903 for public agency employers and GC section 20904 for school employers. Employers may exercise their Golden Handshake provision when their governing body has determined that because of an impending curtailment of, or change in the manner of performing service, the best interests of the employer would be served to offer additional service credit to eligible members meeting the following conditions:

- The member is employed in a job classification, department, or other organizational unit designated by the governing body and retires within any period designated in and subsequent to the effective date of the contract amendment, or any additional period designated in a subsequently adopted resolution of the governing body, provided the period is not less than 90 days or more than 180 days.
- The member is employed by the employer during the period designated, does not have less than five years of service credit, and did not receive any unemployment insurance payments during the specified period.

The amount of service credit shall not be more than two years, regardless of credited service. Any additional service credit acquired under the Golden Handshake provision will be forfeited by the member upon subsequent reentry to the CalPERS system.

In accordance with GC section 20903, the governing body for a public agency employer shall:

- Agree that the added cost to the retirement fund for all eligible employees who retire during the specified period shall be included in the contracting agency's employer contribution rate as determined by GC section 20814.
- Certify that it is electing to exercise the provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board, resulting from the curtailment of, or change in the manner of performing, its services.
- Certify its intention at the time GC section 20903 is made operative, that if any early retirements are granted after receipt of service credit associated with the Golden Handshake, any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled, resulting in an overall workforce reduction of the department or organizational unit.

CITY OF ONTARIO

In accordance with GC section 20904, the county superintendent of schools for a school employer shall:

- Transmit to the retirement fund an amount determined by CalPERS that is equal to the actuarial equivalent of the difference between the allowance the member received after receipt of service credit and the amount they would have received without the service credit.
- Certify that its intention at the time GC section 20904 is made operative, that if any early retirements are granted after receipt of service credit, the retirements will either: (1) result in a net savings to the district or county superintendent of schools, or (2) result in an overall reduction in the work force of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the county superintendent of schools, resulting from the curtailment of, or change in the manner of performing, its services.

The CalPERS Public Agencies and Schools Reference Guide (Guide) specifies the member's retirement date cannot be the first day of the designated period. Non-compliance with Golden Handshake requirements may result in over-reported employer and employee contributions, incorrect payment of benefits, reduction in benefits, and increased employer administrative costs for processing corrections to all impacted retiree accounts.

OFAS' review included procedures to determine whether the Employer properly contracted with CalPERS for the Golden Handshake provision and implemented the Golden Handshake provision and reported eligible employees in accordance with GC sections 20903 and 20904. The review was limited to the examination of a sample of retired employee records for the period of January 1, 2019 through October 31, 2022. Unless otherwise specified, OFAS did not review the Employer's compliance with the Public Employees' Retirement Law (PERL) with regard to any areas outside the scope described herein, including, but not limited to compensation, contribution amounts and rates, unemployment insurance benefits, working after retirement, retirement benefit calculations, and other requirements not specified in the scope. In addition, public disclosure of additional employer contributions as noted in GC section 20903 (i) and compliance with GC section 7507 was not included in the review.

Results in Brief

Records for sampled retired employees were reviewed to determine employer compliance with Golden Handshake provisions in accordance with GC sections 20903 or 20904. No exceptions were noted.

Other Matters

OFAS identified one other matter outside the scope of this review. This matter was discussed with the Employer. OFAS encourages the Employer to work with CalPERS to ensure compliance with the PERL.

CITY OF ONTARIO

No.	Area	Description
1	Resolution Approved After the Designated Period	<p>The Employer's governing body did not approve the Golden Handshake resolution prior to the retirement window period designated within the resolution. Specifically, the Employer's City Council approved the Golden Handshake resolution on June 2, 2020 for the designated period June 3, 2020 through September 30, 2020. However, it was later identified that due Employer staff oversight the designated period should have been June 3, 2020 through October 1, 2020. The Employer's City Council approved an updated Golden Handshake resolution to rescind the prior resolution and identify the correct designated period on November 2, 2020, which was after the designated period.</p> <p>While GC section 20904 does not specify when the Golden Handshake resolution designating a new period should be approved, the Employer should ensure the Golden Handshake resolution is approved by their governing body prior to the start of the designated period.</p>

Conclusion

OFAS limited this review to the areas specified in the objective and scope section of this report. The review was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions. Sample testing procedures provide reasonable, but not absolute, assurance that the Employer complied with the specified provisions of the PERL, and the CalPERS contract subject to this review. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination with regard to the results noted within the report. The appropriate CalPERS divisions will notify the Employer of the final determinations and provide appeal rights, if applicable, at that time.

Summarized Response

A response was not required because there were no observations noted in the report.

CITY OF PERRIS

Objective and Scope		
CalPERS ID	Job Number	Contract Date
7471126319	3P22-009	July 16, 1971

The objective of the Office of Audit Services (OFAS) review was to determine employer compliance with Additional Service Credit (Golden Handshake) provisions in accordance with Government Code (GC) sections 20903 and 20904.

Implementation of the Golden Handshake contract provision is governed by GC section 20903 for public agency employers and GC section 20904 for school employers. Employers may exercise their Golden Handshake provision when their governing body has determined that because of an impending curtailment of, or change in the manner of performing service, the best interests of the employer would be served to offer additional service credit to eligible members meeting the following conditions:

- The member is employed in a job classification, department, or other organizational unit designated by the governing body and retires within any period designated in and subsequent to the effective date of the contract amendment, or any additional period designated in a subsequently adopted resolution of the governing body, provided the period is not less than 90 days or more than 180 days.
- The member is employed by the employer during the period designated, does not have less than five years of service credit, and did not receive any unemployment insurance payments during the specified period.

The amount of service credit shall not be more than two years, regardless of credited service. Any additional service credit acquired under the Golden Handshake provision will be forfeited by the member upon subsequent reentry to the CalPERS system.

In accordance with GC section 20903, the governing body for a public agency employer shall:

- Agree that the added cost to the retirement fund for all eligible employees who retire during the specified period shall be included in the contracting agency's employer contribution rate as determined by GC section 20814.
- Certify that it is electing to exercise the provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board, resulting from the curtailment of, or change in the manner of performing, its services.
- Certify its intention at the time GC section 20903 is made operative, that if any early retirements are granted after receipt of service credit associated with the Golden Handshake, any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled, resulting in an overall workforce reduction of the department or organizational unit.

CITY OF PERRIS

In accordance with GC section 20904, the county superintendent of schools for a school employer shall:

- Transmit to the retirement fund an amount determined by CalPERS that is equal to the actuarial equivalent of the difference between the allowance the member received after receipt of service credit and the amount they would have received without the service credit.
- Certify that its intention at the time GC section 20904 is made operative, that if any early retirements are granted after receipt of service credit, the retirements will either: (1) result in a net savings to the district or county superintendent of schools, or (2) result in an overall reduction in the work force of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the county superintendent of schools, resulting from the curtailment of, or change in the manner of performing, its services.

The CalPERS Public Agencies and Schools Reference Guide (Guide) specifies the member's retirement date cannot be the first day of the designated period. Non-compliance with Golden Handshake requirements may result in over-reported employer and employee contributions, incorrect payment of benefits, reduction in benefits, and increased employer administrative costs for processing corrections to all impacted retiree accounts.

OFAS' review included procedures to determine whether the Employer properly contracted with CalPERS for the Golden Handshake provision and implemented the Golden Handshake provision and reported eligible employees in accordance with GC sections 20903 and 20904. The review was limited to the examination of a sample of retired employee records for the period of January 1, 2019 through October 31, 2022. Unless otherwise specified, OFAS did not review the Employer's compliance with the Public Employees' Retirement Law (PERL) with regard to any areas outside the scope described herein, including, but not limited to compensation, contribution amounts and rates, unemployment insurance benefits, working after retirement, retirement benefit calculations, and other requirements not specified in the scope. In addition, public disclosure of additional employer contributions as noted in GC section 20903 (i) and compliance with GC section 7507 was not included in the review.

Results in Brief

Records for sampled retired employees were reviewed to determine employer compliance with Golden Handshake provisions in accordance with GC sections 20903 or 20904. No exceptions were noted.

Conclusion

OFAS limited this review to the areas specified in the objective and scope section of this report. The review was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions. Sample testing procedures provide reasonable, but not absolute, assurance that the Employer complied with the specified provisions of the PERL, and the

CITY OF PERRIS

CalPERS contract subject to this review. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination with regard to the results noted within the report. The appropriate CalPERS divisions will notify the Employer of the final determinations and provide appeal rights, if applicable, at that time.

Summarized Response

A response was not required because there were no observations noted in the report.

CITY OF SOUTH PASADENA

Objective and Scope		
CalPERS ID	Job Number	Contract Date
2139696011	3P22-010	July 1, 1946

The objective of the Office of Audit Services (OFAS) review was to determine employer compliance with Additional Service Credit (Golden Handshake) provisions in accordance with Government Code (GC) sections 20903 and 20904.

Implementation of the Golden Handshake contract provision is governed by GC section 20903 for public agency employers and GC section 20904 for school employers. Employers may exercise their Golden Handshake provision when their governing body has determined that because of an impending curtailment of, or change in the manner of performing service, the best interests of the employer would be served to offer additional service credit to eligible members meeting the following conditions:

- The member is employed in a job classification, department, or other organizational unit designated by the governing body and retires within any period designated in and subsequent to the effective date of the contract amendment, or any additional period designated in a subsequently adopted resolution of the governing body, provided the period is not less than 90 days or more than 180 days.
- The member is employed by the employer during the period designated, does not have less than five years of service credit, and did not receive any unemployment insurance payments during the specified period.

The amount of service credit shall not be more than two years, regardless of credited service. Any additional service credit acquired under the Golden Handshake provision will be forfeited by the member upon subsequent reentry to the CalPERS system.

In accordance with GC section 20903, the governing body for a public agency employer shall:

- Agree that the added cost to the retirement fund for all eligible employees who retire during the specified period shall be included in the contracting agency's employer contribution rate as determined by GC section 20814.
- Certify that it is electing to exercise the provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board, resulting from the curtailment of, or change in the manner of performing, its services.
- Certify its intention at the time GC section 20903 is made operative, that if any early retirements are granted after receipt of service credit associated with the Golden Handshake, any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled, resulting in an overall workforce reduction of the department or organizational unit.

CITY OF SOUTH PASADENA

In accordance with GC section 20904, the county superintendent of schools for a school employer shall:

- Transmit to the retirement fund an amount determined by CalPERS that is equal to the actuarial equivalent of the difference between the allowance the member received after receipt of service credit and the amount they would have received without the service credit.
- Certify that its intention at the time GC section 20904 is made operative, that if any early retirements are granted after receipt of service credit, the retirements will either: (1) result in a net savings to the district or county superintendent of schools, or (2) result in an overall reduction in the work force of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the county superintendent of schools, resulting from the curtailment of, or change in the manner of performing, its services.

The CalPERS Public Agencies and Schools Reference Guide (Guide) specifies the member's retirement date cannot be the first day of the designated period. Non-compliance with Golden Handshake requirements may result in over-reported employer and employee contributions, incorrect payment of benefits, reduction in benefits, and increased employer administrative costs for processing corrections to all impacted retiree accounts.

OFAS' review included procedures to determine whether the Employer properly contracted with CalPERS for the Golden Handshake provision and implemented the Golden Handshake provision and reported eligible employees in accordance with GC sections 20903 and 20904. The review was limited to the examination of a sample of retired employee records for the period of January 1, 2019 through October 31, 2022. Unless otherwise specified, OFAS did not review the Employer's compliance with the Public Employees' Retirement Law (PERL) with regard to any areas outside the scope described herein, including, but not limited to compensation, contribution amounts and rates, unemployment insurance benefits, working after retirement, retirement benefit calculations, and other requirements not specified in the scope. In addition, public disclosure of additional employer contributions as noted in GC section 20903 (i) and compliance with GC section 7507 was not included in the review.

Results in Brief

Records for sampled retired employees were reviewed to determine employer compliance with Golden Handshake provisions in accordance with GC sections 20903 or 20904. No exceptions were noted.

Conclusion

OFAS limited this review to the areas specified in the objective and scope section of this report. The review was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions. Sample testing procedures provide reasonable, but not absolute, assurance that the Employer complied with the specified provisions of the PERL, and the

CITY OF SOUTH PASADENA

CalPERS contract subject to this review. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination with regard to the results noted within the report. The appropriate CalPERS divisions will notify the Employer of the final determinations and provide appeal rights, if applicable, at that time.

Summarized Response

A response was not required because there were no observations noted in the report.

COTTONWOOD UNION ELEMENTARY SCHOOL DISTRICT

Objective and Scope		
CalPERS ID	Job Number	Contract Date
4370150415	3P22-011	July 1, 1949

The objective of the Office of Audit Services (OFAS) review was to determine employer compliance with Additional Service Credit (Golden Handshake) provisions in accordance with Government Code (GC) sections 20903 and 20904.

Implementation of the Golden Handshake contract provision is governed by GC section 20903 for public agency employers and GC section 20904 for school employers. Employers may exercise their Golden Handshake provision when their governing body has determined that because of an impending curtailment of, or change in the manner of performing service, the best interests of the employer would be served to offer additional service credit to eligible members meeting the following conditions:

- The member is employed in a job classification, department, or other organizational unit designated by the governing body and retires within any period designated in and subsequent to the effective date of the contract amendment, or any additional period designated in a subsequently adopted resolution of the governing body, provided the period is not less than 90 days or more than 180 days.
- The member is employed by the employer during the period designated, does not have less than five years of service credit, and did not receive any unemployment insurance payments during the specified period.

The amount of service credit shall not be more than two years, regardless of credited service. Any additional service credit acquired under the Golden Handshake provision will be forfeited by the member upon subsequent reentry to the CalPERS system.

In accordance with GC section 20903, the governing body for a public agency employer shall:

- Agree that the added cost to the retirement fund for all eligible employees who retire during the specified period shall be included in the contracting agency's employer contribution rate as determined by GC section 20814.
- Certify that it is electing to exercise the provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board, resulting from the curtailment of, or change in the manner of performing, its services.
- Certify its intention at the time GC section 20903 is made operative, that if any early retirements are granted after receipt of service credit associated with the Golden Handshake, any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled, resulting in an overall workforce reduction of the department or organizational unit.

COTTONWOOD UNION ELEMENTARY SCHOOL DISTRICT

In accordance with GC section 20904, the county superintendent of schools for a school employer shall:

- Transmit to the retirement fund an amount determined by CalPERS that is equal to the actuarial equivalent of the difference between the allowance the member received after receipt of service credit and the amount they would have received without the service credit.
- Certify that its intention at the time GC section 20904 is made operative, that if any early retirements are granted after receipt of service credit, the retirements will either: (1) result in a net savings to the district or county superintendent of schools, or (2) result in an overall reduction in the work force of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the county superintendent of schools, resulting from the curtailment of, or change in the manner of performing, its services.

The CalPERS Public Agencies and Schools Reference Guide (Guide) specifies the member's retirement date cannot be the first day of the designated period. Non-compliance with Golden Handshake requirements may result in over-reported employer and employee contributions, incorrect payment of benefits, reduction in benefits, and increased employer administrative costs for processing corrections to all impacted retiree accounts.

OFAS' review included procedures to determine whether the Employer properly contracted with CalPERS for the Golden Handshake provision and implemented the Golden Handshake provision and reported eligible employees in accordance with GC sections 20903 and 20904. The review was limited to the examination of a sample of retired employee records for the period of January 1, 2019 through October 31, 2022. Unless otherwise specified, OFAS did not review the Employer's compliance with the Public Employees' Retirement Law (PERL) with regard to any areas outside the scope described herein, including, but not limited to compensation, contribution amounts and rates, unemployment insurance benefits, working after retirement, retirement benefit calculations, and other requirements not specified in the scope. In addition, public disclosure of additional employer contributions as noted in GC section 20903 (i) and compliance with GC section 7507 was not included in the review.

Results in Brief		
No.	Area	Observation
1	Ineligible Employee	The Employer provided Golden Handshake benefits to one sampled employee who was ineligible. Specifically, the Employer provided the Golden Handshake benefit to one sampled employee who had a retirement date which was the first day of the Golden Handshake designated period. The employee's retirement date was April 2, 2019 and the Golden Handshake designated period was April 2, 2019 to June 30, 2019. As a result, the employee was not eligible for Golden Handshake benefits.

COTTONWOOD UNION ELEMENTARY SCHOOL DISTRICT

No.	Area	Observation
		GC section 20904, subdivision (a), states the member must be employed in a job classification, department, or an organizational unit designated by the employer's governing body and be employed and retire during the Golden Handshake designated period. The Guide specifies the member's retirement date cannot be the first day of the designated period. The Employer stated the employee did not communicate their retirement date and they were unaware the employee retired on the first day of the designated period.

Recommendation and Criteria

The Employer should ensure the Golden Handshake provision was implemented in accordance with GC sections 20903 or 20904. The Employer should work with CalPERS Pension Contracts and Prefunding Programs Division to provide support to demonstrate all required Golden Handshake conditions were met and the additional service credits given to impacted retired employees were allowable; to determine additional service credit eligibility and/or ineligibility for any impacted retirees and make retirement adjustments, if necessary, to all impacted retired member accounts in accordance with GC section 20160.

GC: § 20120, § 20121, § 20122, § 20160, § 20479, §20903, and §20904

Conclusion

OFAS limited this review to the areas specified in the objective and scope section of this report. The review was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions. Sample testing procedures provide reasonable, but not absolute, assurance that the Employer complied with the specified provisions of the PERL, and the CalPERS contract subject to this review. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination with regard to the results noted within the report. The appropriate CalPERS divisions will notify the Employer of the final determinations and provide appeal rights, if applicable, at that time.

Summarized Response

The Employer did not indicate agreement or disagreement with the Observation. The Employer stated the employee completed their retirement paperwork without consulting the Employer and did not indicate the correct retirement date. OFAS reviewed the response and concluded the Observation will remain as stated.

CRA/LA, DESIGNATED LOCAL AUTHORITY

Objective and Scope		
CalPERS ID	Job Number	Contract Date
4221216128	3P22-012	February 17, 2013

The objective of the Office of Audit Services (OFAS) review was to determine employer compliance with Additional Service Credit (Golden Handshake) provisions in accordance with Government Code (GC) sections 20903 and 20904.

Implementation of the Golden Handshake contract provision is governed by GC section 20903 for public agency employers and GC section 20904 for school employers. Employers may exercise their Golden Handshake provision when their governing body has determined that because of an impending curtailment of, or change in the manner of performing service, the best interests of the employer would be served to offer additional service credit to eligible members meeting the following conditions:

- The member is employed in a job classification, department, or other organizational unit designated by the governing body and retires within any period designated in and subsequent to the effective date of the contract amendment, or any additional period designated in a subsequently adopted resolution of the governing body, provided the period is not less than 90 days or more than 180 days.
- The member is employed by the employer during the period designated, does not have less than five years of service credit, and did not receive any unemployment insurance payments during the specified period.

The amount of service credit shall not be more than two years, regardless of credited service. Any additional service credit acquired under the Golden Handshake provision will be forfeited by the member upon subsequent reentry to the CalPERS system.

In accordance with GC section 20903, the governing body for a public agency employer shall:

- Agree that the added cost to the retirement fund for all eligible employees who retire during the specified period shall be included in the contracting agency's employer contribution rate as determined by GC section 20814.
- Certify that it is electing to exercise the provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board, resulting from the curtailment of, or change in the manner of performing, its services.
- Certify its intention at the time GC section 20903 is made operative, that if any early retirements are granted after receipt of service credit associated with the Golden Handshake, any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled, resulting in an overall workforce reduction of the department or organizational unit.

CRA/LA, DESIGNATED LOCAL AUTHORITY

In accordance with GC section 20904, the county superintendent of schools for a school employer shall:

- Transmit to the retirement fund an amount determined by CalPERS that is equal to the actuarial equivalent of the difference between the allowance the member received after receipt of service credit and the amount they would have received without the service credit.
- Certify that its intention at the time GC section 20904 is made operative, that if any early retirements are granted after receipt of service credit, the retirements will either: (1) result in a net savings to the district or county superintendent of schools, or (2) result in an overall reduction in the work force of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the county superintendent of schools, resulting from the curtailment of, or change in the manner of performing, its services.

The CalPERS Public Agencies and Schools Reference Guide (Guide) specifies the member's retirement date cannot be the first day of the designated period. Non-compliance with Golden Handshake requirements may result in over-reported employer and employee contributions, incorrect payment of benefits, reduction in benefits, and increased employer administrative costs for processing corrections to all impacted retiree accounts.

OFAS' review included procedures to determine whether the Employer properly contracted with CalPERS for the Golden Handshake provision and implemented the Golden Handshake provision and reported eligible employees in accordance with GC sections 20903 and 20904. The review was limited to the examination of a sample of retired employee records for the period of January 1, 2019 through October 31, 2022. Unless otherwise specified, OFAS did not review the Employer's compliance with the Public Employees' Retirement Law (PERL) with regard to any areas outside the scope described herein, including, but not limited to compensation, contribution amounts and rates, unemployment insurance benefits, working after retirement, retirement benefit calculations, and other requirements not specified in the scope. In addition, public disclosure of additional employer contributions as noted in GC section 20903 (i) and compliance with GC section 7507 was not included in the review.

Results in Brief

Records for sampled retired employees were reviewed to determine employer compliance with Golden Handshake provisions in accordance with GC sections 20903 or 20904. No exceptions were noted.

Conclusion

OFAS limited this review to the areas specified in the objective and scope section of this report. The review was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions. Sample testing procedures provide reasonable, but not absolute, assurance that the Employer complied with the specified provisions of the PERL, and the

CRA/LA, DESIGNATED LOCAL AUTHORITY

CalPERS contract subject to this review. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination with regard to the results noted within the report. The appropriate CalPERS divisions will notify the Employer of the final determinations and provide appeal rights, if applicable, at that time.

Summarized Response

A response was not required because there were no observations noted in the report.

DELANO JOINT UNION HIGH SCHOOL DISTRICT

Objective and Scope		
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CalPERS ID	Job Number	Contract Date
4046588438	3P22-013	July 1, 1949

The objective of the Office of Audit Services (OFAS) review was to determine employer compliance with Additional Service Credit (Golden Handshake) provisions in accordance with Government Code (GC) sections 20903 and 20904.

Implementation of the Golden Handshake contract provision is governed by GC section 20903 for public agency employers and GC section 20904 for school employers. Employers may exercise their Golden Handshake provision when their governing body has determined that because of an impending curtailment of, or change in the manner of performing service, the best interests of the employer would be served to offer additional service credit to eligible members meeting the following conditions:

- The member is employed in a job classification, department, or other organizational unit designated by the governing body and retires within any period designated in and subsequent to the effective date of the contract amendment, or any additional period designated in a subsequently adopted resolution of the governing body, provided the period is not less than 90 days or more than 180 days.
- The member is employed by the employer during the period designated, does not have less than five years of service credit, and did not receive any unemployment insurance payments during the specified period.

The amount of service credit shall not be more than two years, regardless of credited service. Any additional service credit acquired under the Golden Handshake provision will be forfeited by the member upon subsequent reentry to the CalPERS system.

In accordance with GC section 20903, the governing body for a public agency employer shall:

- Agree that the added cost to the retirement fund for all eligible employees who retire during the specified period shall be included in the contracting agency's employer contribution rate as determined by GC section 20814.
- Certify that it is electing to exercise the provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board, resulting from the curtailment of, or change in the manner of performing, its services.
- Certify its intention at the time GC section 20903 is made operative, that if any early retirements are granted after receipt of service credit associated with the Golden Handshake, any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled, resulting in an overall workforce reduction of the department or organizational unit.

DELANO JOINT UNION HIGH SCHOOL DISTRICT

In accordance with GC section 20904, the county superintendent of schools for a school employer shall:

- Transmit to the retirement fund an amount determined by CalPERS that is equal to the actuarial equivalent of the difference between the allowance the member received after receipt of service credit and the amount they would have received without the service credit.
- Certify that its intention at the time GC section 20904 is made operative, that if any early retirements are granted after receipt of service credit, the retirements will either: (1) result in a net savings to the district or county superintendent of schools, or (2) result in an overall reduction in the work force of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the county superintendent of schools, resulting from the curtailment of, or change in the manner of performing, its services.

The CalPERS Public Agencies and Schools Reference Guide (Guide) specifies the member's retirement date cannot be the first day of the designated period. Non-compliance with Golden Handshake requirements may result in over-reported employer and employee contributions, incorrect payment of benefits, reduction in benefits, and increased employer administrative costs for processing corrections to all impacted retiree accounts.

OFAS' review included procedures to determine whether the Employer properly contracted with CalPERS for the Golden Handshake provision and implemented the Golden Handshake provision and reported eligible employees in accordance with GC sections 20903 and 20904. The review was limited to the examination of a sample of retired employee records for the period of January 1, 2019 through October 31, 2022. Unless otherwise specified, OFAS did not review the Employer's compliance with the Public Employees' Retirement Law (PERL) with regard to any areas outside the scope described herein, including, but not limited to compensation, contribution amounts and rates, unemployment insurance benefits, working after retirement, retirement benefit calculations, and other requirements not specified in the scope. In addition, public disclosure of additional employer contributions as noted in GC section 20903 (i) and compliance with GC section 7507 was not included in the review.

Results in Brief

Records for sampled retired employees were reviewed to determine employer compliance with Golden Handshake provisions in accordance with GC sections 20903 or 20904. No exceptions were noted.

Other Matters

OFAS identified one other matter that was outside the scope of this review. This matter was discussed with the Employer. OFAS encourages the Employer to work with CalPERS to ensure compliance with the PERL.

DELANO JOINT UNION HIGH SCHOOL DISTRICT

No.	Area	Description
1	Resolution Approved During the Designated Period	<p>The Employer's County Superintendent of Schools did not approve the Golden Handshake resolution prior to the retirement window period designated within the resolution. Specifically, the Employer's Golden Handshake resolution was approved by the Kern County Superintendent of Schools on November 4, 2021, which was during the designated period of June 23, 2021 through December 17, 2021. In addition, the Certification of Compliance statements were certified by the superintendent during the designated period.</p> <p>The Employer should ensure the Golden Handshake resolution and Certification of Compliance statements are approved by the county superintendent of schools prior to the start of the designated period. While GC section 20904 does not specify when the Golden Handshake resolution designating a new period should be approved, the Employer should contact CalPERS prior to opening a window period to ensure the Golden Handshake is properly implemented.</p>

Conclusion

OFAS limited this review to the areas specified in the objective and scope section of this report. The review was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions. Sample testing procedures provide reasonable, but not absolute, assurance that the Employer complied with the specified provisions of the PERL, and the CalPERS contract subject to this review. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination with regard to the results noted within the report. The appropriate CalPERS divisions will notify the Employer of the final determinations and provide appeal rights, if applicable, at that time.

Summarized Response

A response was not required because there were no observations noted in the report.

DELANO MOSQUITO ABATEMENT DISTRICT

Objective and Scope		
CaIPERS ID	Job Number	Contract Date
7700126139	3P22-014	March 24, 1979

The objective of the Office of Audit Services (OFAS) review was to determine employer compliance with Additional Service Credit (Golden Handshake) provisions in accordance with Government Code (GC) sections 20903 and 20904.

Implementation of the Golden Handshake contract provision is governed by GC section 20903 for public agency employers and GC section 20904 for school employers. Employers may exercise their Golden Handshake provision when their governing body has determined that because of an impending curtailment of, or change in the manner of performing service, the best interests of the employer would be served to offer additional service credit to eligible members meeting the following conditions:

- The member is employed in a job classification, department, or other organizational unit designated by the governing body and retires within any period designated in and subsequent to the effective date of the contract amendment, or any additional period designated in a subsequently adopted resolution of the governing body, provided the period is not less than 90 days or more than 180 days.
- The member is employed by the employer during the period designated, does not have less than five years of service credit, and did not receive any unemployment insurance payments during the specified period.

The amount of service credit shall not be more than two years, regardless of credited service. Any additional service credit acquired under the Golden Handshake provision will be forfeited by the member upon subsequent reentry to the CalPERS system.

In accordance with GC section 20903, the governing body for a public agency employer shall:

- Agree that the added cost to the retirement fund for all eligible employees who retire during the specified period shall be included in the contracting agency's employer contribution rate as determined by GC section 20814.
- Certify that it is electing to exercise the provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board, resulting from the curtailment of, or change in the manner of performing, its services.
- Certify its intention at the time GC section 20903 is made operative, that if any early retirements are granted after receipt of service credit associated with the Golden Handshake, any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled, resulting in an overall workforce reduction of the department or organizational unit.

DELANO MOSQUITO ABATEMENT DISTRICT

In accordance with GC section 20904, the county superintendent of schools for a school employer shall:

- Transmit to the retirement fund an amount determined by CalPERS that is equal to the actuarial equivalent of the difference between the allowance the member received after receipt of service credit and the amount they would have received without the service credit.
- Certify that its intention at the time GC section 20904 is made operative, that if any early retirements are granted after receipt of service credit, the retirements will either: (1) result in a net savings to the district or county superintendent of schools, or (2) result in an overall reduction in the work force of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the county superintendent of schools, resulting from the curtailment of, or change in the manner of performing, its services.

The CalPERS Public Agencies and Schools Reference Guide (Guide) specifies the member's retirement date cannot be the first day of the designated period. Non-compliance with Golden Handshake requirements may result in over-reported employer and employee contributions, incorrect payment of benefits, reduction in benefits, and increased employer administrative costs for processing corrections to all impacted retiree accounts.

OFAS' review included procedures to determine whether the Employer properly contracted with CalPERS for the Golden Handshake provision and implemented the Golden Handshake provision and reported eligible employees in accordance with GC sections 20903 and 20904. The review was limited to the examination of a sample of retired employee records for the period of January 1, 2019 through October 31, 2022. Unless otherwise specified, OFAS did not review the Employer's compliance with the Public Employees' Retirement Law (PERL) with regard to any areas outside the scope described herein, including, but not limited to compensation, contribution amounts and rates, unemployment insurance benefits, working after retirement, retirement benefit calculations, and other requirements not specified in the scope. In addition, public disclosure of additional employer contributions as noted in GC section 20903 (i) and compliance with GC section 7507 was not included in the review.

Results in Brief		
No.	Area	Observations
1	Permanent Vacancy Not Created	The Employer could not support the implementation of the Golden Handshake provision resulted in a permanent vacancy for two designated periods. Specifically, the designated periods were January 1, 2019 through March 31, 2019 and March 1, 2020 through May 31, 2020. For each period, the Employer's Board of Trustees certified on November 15, 2018 and February 20, 2020, respectively, that their intent at the time of enacting the Golden Handshake provision was to keep all vacancies created or at least one vacancy in any position permanently unfilled. The Employer implemented the Golden Handshake provision for district members

DELANO MOSQUITO ABATEMENT DISTRICT

No.	Area	Observations
		<p>in the Mosquito Control Division; however, the Employer could not provide documentation to demonstrate at least one vacancy in any position in any department or other organizational unit remained permanently unfilled for the two designated periods.</p> <p>GC section 20903, subdivision (d), provides that the employer's governing body shall certify that its intention at the time the Golden Handshake provision is made operative that any early retirements granted after receipt of service credit, that any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled thereby resulting in an overall reduction in the workforce of the department or organizational unit. The Employer's current staff stated they were not aware of the Golden Handshake requirements because they do not have knowledge of what was discussed by their predecessors or additional documentation for the Golden Handshake periods enacted.</p>
2	Curtailment of, or Change in the Manner of Performing Services Not Supported	<p>The Employer could not support the existence of a curtailment of, or change in the manner of performing, its services at the time the Golden Handshake provision was implemented for three designated periods. Specifically, the designated periods were January 1, 2019 through March 31, 2019, March 1, 2020 through May 31, 2020, and June 1, 2021 through August 31, 2021. The Employer's Board of Trustees certified on November 15, 2018, February 20, 2020, and April 15, 2021, respectively, that their election to exercise the Golden Handshake provision was because of the impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department or organizational unit resulting from curtailment of, or change in the manner of performing its services. The Employer implemented the Golden Handshake for district members in the Mosquito Control Division; however, the Employer could not provide documentation to demonstrate the existence of an impending curtailment of or change in performing its services during the time the Golden Handshake provisions were implemented.</p> <p>GC section 20903, subdivision (c), provides that the employer's governing body shall certify that it is electing to exercise the Golden Handshake provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board which resulted from the curtailment of, or change in manner of performing, its services. The Employer's current staff stated they were not aware of the Golden Handshake requirements because they do not have knowledge of</p>

DELANO MOSQUITO ABATEMENT DISTRICT

No.	Area	Observations
		what was discussed by their predecessors or additional documentation for the Golden Handshake periods enacted.

Recommendation and Criteria

The Employer should ensure the Golden Handshake provision was implemented in accordance with GC sections 20903 or 20904. The Employer should work with CalPERS Pension Contracts and Prefunding Programs Division to provide support to demonstrate all required Golden Handshake conditions were met and the additional service credits given to impacted retired employees were allowable; to determine additional service credit eligibility and/or ineligibility for any impacted retirees and make retirement adjustments, if necessary, to all impacted retired member accounts in accordance with GC section 20160.

GC: § 20120, § 20121, § 20122, § 20160, § 20479, §20903, and §20904

Conclusion

OFAS limited this review to the areas specified in the objective and scope section of this report. The review was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions. Sample testing procedures provide reasonable, but not absolute, assurance that the Employer complied with the specified provisions of the PERL, and the CalPERS contract subject to this review. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination with regard to the results noted within the report. The appropriate CalPERS divisions will notify the Employer of the final determinations and provide appeal rights, if applicable, at that time.

Summarized Response

The Employer agreed with the Observations. OFAS reviewed the information and concluded the Observations will remain as stated.

DELANO UNION ELEMENTARY SCHOOL DISTRICT

Objective and Scope		
CalPERS ID	Job Number	Contract Date
5413207469	3P22-015	July 1, 1949

The objective of the Office of Audit Services (OFAS) review was to determine employer compliance with Additional Service Credit (Golden Handshake) provisions in accordance with Government Code (GC) sections 20903 and 20904.

Implementation of the Golden Handshake contract provision is governed by GC section 20903 for public agency employers and GC section 20904 for school employers. Employers may exercise their Golden Handshake provision when their governing body has determined that because of an impending curtailment of, or change in the manner of performing service, the best interests of the employer would be served to offer additional service credit to eligible members meeting the following conditions:

- The member is employed in a job classification, department, or other organizational unit designated by the governing body and retires within any period designated in and subsequent to the effective date of the contract amendment, or any additional period designated in a subsequently adopted resolution of the governing body, provided the period is not less than 90 days or more than 180 days.
- The member is employed by the employer during the period designated, does not have less than five years of service credit, and did not receive any unemployment insurance payments during the specified period.

The amount of service credit shall not be more than two years, regardless of credited service. Any additional service credit acquired under the Golden Handshake provision will be forfeited by the member upon subsequent reentry to the CalPERS system.

In accordance with GC section 20903, the governing body for a public agency employer shall:

- Agree that the added cost to the retirement fund for all eligible employees who retire during the specified period shall be included in the contracting agency's employer contribution rate as determined by GC section 20814.
- Certify that it is electing to exercise the provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board, resulting from the curtailment of, or change in the manner of performing, its services.
- Certify its intention at the time GC section 20903 is made operative, that if any early retirements are granted after receipt of service credit associated with the Golden Handshake, any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled, resulting in an overall workforce reduction of the department or organizational unit.

DELANO UNION ELEMENTARY SCHOOL DISTRICT

In accordance with GC section 20904, the county superintendent of schools for a school employer shall:

- Transmit to the retirement fund an amount determined by CalPERS that is equal to the actuarial equivalent of the difference between the allowance the member received after receipt of service credit and the amount they would have received without the service credit.
- Certify that its intention at the time GC section 20904 is made operative, that if any early retirements are granted after receipt of service credit, the retirements will either: (1) result in a net savings to the district or county superintendent of schools, or (2) result in an overall reduction in the work force of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the county superintendent of schools, resulting from the curtailment of, or change in the manner of performing, its services.

The CalPERS Public Agencies and Schools Reference Guide (Guide) specifies the member's retirement date cannot be the first day of the designated period. Non-compliance with Golden Handshake requirements may result in over-reported employer and employee contributions, incorrect payment of benefits, reduction in benefits, and increased employer administrative costs for processing corrections to all impacted retiree accounts.

OFAS' review included procedures to determine whether the Employer properly contracted with CalPERS for the Golden Handshake provision and implemented the Golden Handshake provision and reported eligible employees in accordance with GC sections 20903 and 20904. The review was limited to the examination of a sample of retired employee records for the period of January 1, 2019 through October 31, 2022. Unless otherwise specified, OFAS did not review the Employer's compliance with the Public Employees' Retirement Law (PERL) with regard to any areas outside the scope described herein, including, but not limited to compensation, contribution amounts and rates, unemployment insurance benefits, working after retirement, retirement benefit calculations, and other requirements not specified in the scope. In addition, public disclosure of additional employer contributions as noted in GC section 20903 (i) and compliance with GC section 7507 was not included in the review.

Results in Brief

Records for sampled retired employees were reviewed to determine employer compliance with Golden Handshake provisions in accordance with GC sections 20903 or 20904. No exceptions were noted.

Other Matter

OFAS identified one other matter that was outside the scope of this review. This matter was discussed with the Employer. OFAS encourages the Employer to work with CalPERS to ensure compliance.

DELANO UNION ELEMENTARY SCHOOL DISTRICT

No.	Area	Description
1	Resolution Approved During the Designated Period	<p>The Employer's county superintendent of schools did not approve the Golden Handshake resolution prior to the retirement window period designated within the resolution. Specifically, the Employer's Golden Handshake resolution was approved by the Kern County Schools superintendent on June 29, 2020, which was during the designated period of June 9, 2020 through September 11, 2020. In addition, the Certification of Compliance statements were certified by the superintendent during the designated period.</p> <p>The Employer should ensure the Golden Handshake resolution and Certification of Compliance statements are approved by the county superintendent of schools prior to the start of the designated period. While GC section 20904 does not specify when the Golden Handshake resolution designating a new period should be approved, the Employer should contact CalPERS prior to opening a window period to ensure the Golden Handshake is properly implemented.</p>

Conclusion

OFAS limited this review to the areas specified in the objective and scope section of this report. The review was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions. Sample testing procedures provide reasonable, but not absolute, assurance that the Employer complied with the specified provisions of the PERL, and the CalPERS contract subject to this review. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination with regard to the results noted within the report. The appropriate CalPERS divisions will notify the Employer of the final determinations and provide appeal rights, if applicable, at that time.

Summarized Response

A response was not required because there were no observations noted in the report.

EL DORADO COUNTY TRANSIT AUTHORITY

Objective and Scope		
CalPERS ID	Job Number	Contract Date
1035606509	3P22-016	August 6, 1994

The objective of the Office of Audit Services (OFAS) review was to determine employer compliance with Additional Service Credit (Golden Handshake) provisions in accordance with Government Code (GC) sections 20903 and 20904.

Implementation of the Golden Handshake contract provision is governed by GC section 20903 for public agency employers and GC section 20904 for school employers. Employers may exercise their Golden Handshake provision when their governing body has determined that because of an impending curtailment of, or change in the manner of performing service, the best interests of the employer would be served to offer additional service credit to eligible members meeting the following conditions:

- The member is employed in a job classification, department, or other organizational unit designated by the governing body and retires within any period designated in and subsequent to the effective date of the contract amendment, or any additional period designated in a subsequently adopted resolution of the governing body, provided the period is not less than 90 days or more than 180 days.
- The member is employed by the employer during the period designated, does not have less than five years of service credit, and did not receive any unemployment insurance payments during the specified period.

The amount of service credit shall not be more than two years, regardless of credited service. Any additional service credit acquired under the Golden Handshake provision will be forfeited by the member upon subsequent reentry to the CalPERS system.

In accordance with GC section 20903, the governing body for a public agency employer shall:

- Agree that the added cost to the retirement fund for all eligible employees who retire during the specified period shall be included in the contracting agency's employer contribution rate as determined by GC section 20814.
- Certify that it is electing to exercise the provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board, resulting from the curtailment of, or change in the manner of performing, its services.
- Certify its intention at the time GC section 20903 is made operative, that if any early retirements are granted after receipt of service credit associated with the Golden Handshake, any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled, resulting in an overall workforce reduction of the department or organizational unit.

EL DORADO COUNTY TRANSIT AUTHORITY

In accordance with GC section 20904, the county superintendent of schools for a school employer shall:

- Transmit to the retirement fund an amount determined by CalPERS that is equal to the actuarial equivalent of the difference between the allowance the member received after receipt of service credit and the amount they would have received without the service credit.
- Certify that its intention at the time GC section 20904 is made operative, that if any early retirements are granted after receipt of service credit, the retirements will either: (1) result in a net savings to the district or county superintendent of schools, or (2) result in an overall reduction in the work force of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the county superintendent of schools, resulting from the curtailment of, or change in the manner of performing, its services.

The CalPERS Public Agencies and Schools Reference Guide (Guide) specifies the member's retirement date cannot be the first day of the designated period. Non-compliance with Golden Handshake requirements may result in over-reported employer and employee contributions, incorrect payment of benefits, reduction in benefits, and increased employer administrative costs for processing corrections to all impacted retiree accounts.

OFAS' review included procedures to determine whether the Employer properly contracted with CalPERS for the Golden Handshake provision and implemented the Golden Handshake provision and reported eligible employees in accordance with GC sections 20903 and 20904. The review was limited to the examination of a sample of retired employee records for the period of January 1, 2019 through October 31, 2022. Unless otherwise specified, OFAS did not review the Employer's compliance with the Public Employees' Retirement Law (PERL) with regard to any areas outside the scope described herein, including, but not limited to compensation, contribution amounts and rates, unemployment insurance benefits, working after retirement, retirement benefit calculations, and other requirements not specified in the scope. In addition, public disclosure of additional employer contributions as noted in GC section 20903 (i) and compliance with GC section 7507 was not included in the review.

Results in Brief

Records for sampled retired employees were reviewed to determine employer compliance with Golden Handshake provisions in accordance with GC sections 20903 or 20904. No exceptions were noted.

Conclusion

OFAS limited this review to the areas specified in the objective and scope section of this report. The review was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions. Sample testing procedures provide reasonable, but not absolute, assurance that the Employer complied with the specified provisions of the PERL, and the

EL DORADO COUNTY TRANSIT AUTHORITY

CalPERS contract subject to this review. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination with regard to the results noted within the report. The appropriate CalPERS divisions will notify the Employer of the final determinations and provide appeal rights, if applicable, at that time.

Summarized Response

A response was not required because there were no observations noted in the report.

FRESNO CITY HOUSING AUTHORITY

Objective and Scope		
CalPERS ID	Job Number	Contract Date
3809879183	3P22-017	August 1, 1964

The objective of the Office of Audit Services (OFAS) review was to determine employer compliance with Additional Service Credit (Golden Handshake) provisions in accordance with Government Code (GC) sections 20903 and 20904.

Implementation of the Golden Handshake contract provision is governed by GC section 20903 for public agency employers and GC section 20904 for school employers. Employers may exercise their Golden Handshake provision when their governing body has determined that because of an impending curtailment of, or change in the manner of performing service, the best interests of the employer would be served to offer additional service credit to eligible members meeting the following conditions:

- The member is employed in a job classification, department, or other organizational unit designated by the governing body and retires within any period designated in and subsequent to the effective date of the contract amendment, or any additional period designated in a subsequently adopted resolution of the governing body, provided the period is not less than 90 days or more than 180 days.
- The member is employed by the employer during the period designated, does not have less than five years of service credit, and did not receive any unemployment insurance payments during the specified period.

The amount of service credit shall not be more than two years, regardless of credited service. Any additional service credit acquired under the Golden Handshake provision will be forfeited by the member upon subsequent reentry to the CalPERS system.

In accordance with GC section 20903, the governing body for a public agency employer shall:

- Agree that the added cost to the retirement fund for all eligible employees who retire during the specified period shall be included in the contracting agency's employer contribution rate as determined by GC section 20814.
- Certify that it is electing to exercise the provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board, resulting from the curtailment of, or change in the manner of performing, its services.
- Certify its intention at the time GC section 20903 is made operative, that if any early retirements are granted after receipt of service credit associated with the Golden Handshake, any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled, resulting in an overall workforce reduction of the department or organizational unit.

FRESNO CITY HOUSING AUTHORITY

In accordance with GC section 20904, the county superintendent of schools for a school employer shall:

- Transmit to the retirement fund an amount determined by CalPERS that is equal to the actuarial equivalent of the difference between the allowance the member received after receipt of service credit and the amount they would have received without the service credit.
- Certify that its intention at the time GC section 20904 is made operative, that if any early retirements are granted after receipt of service credit, the retirements will either: (1) result in a net savings to the district or county superintendent of schools, or (2) result in an overall reduction in the work force of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the county superintendent of schools, resulting from the curtailment of, or change in the manner of performing, its services.

The CalPERS Public Agencies and Schools Reference Guide (Guide) specifies the member's retirement date cannot be the first day of the designated period. Non-compliance with Golden Handshake requirements may result in over-reported employer and employee contributions, incorrect payment of benefits, reduction in benefits, and increased employer administrative costs for processing corrections to all impacted retiree accounts.

OFAS' review included procedures to determine whether the Employer properly contracted with CalPERS for the Golden Handshake provision and implemented the Golden Handshake provision and reported eligible employees in accordance with GC sections 20903 and 20904. The review was limited to the examination of a sample of retired employee records for the period of January 1, 2019 through October 31, 2022. Unless otherwise specified, OFAS did not review the Employer's compliance with the Public Employees' Retirement Law (PERL) with regard to any areas outside the scope described herein, including, but not limited to compensation, contribution amounts and rates, unemployment insurance benefits, working after retirement, retirement benefit calculations, and other requirements not specified in the scope. In addition, public disclosure of additional employer contributions as noted in GC section 20903 (i) and compliance with GC section 7507 was not included in the review.

Results in Brief

Records for sampled retired employees were reviewed to determine employer compliance with Golden Handshake provisions in accordance with GC sections 20903 or 20904. No exceptions were noted.

Conclusion

OFAS limited this review to the areas specified in the objective and scope section of this report. The review was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions. Sample testing procedures provide reasonable, but not absolute, assurance that the Employer complied with the specified provisions of the PERL, and the

FRESNO CITY HOUSING AUTHORITY

CalPERS contract subject to this review. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination with regard to the results noted within the report. The appropriate CalPERS divisions will notify the Employer of the final determinations and provide appeal rights, if applicable, at that time.

Summarized Response

A response was not required because there were no observations noted in the report.

HAMILTON UNIFIED SCHOOL DISTRICT

Objective and Scope		
CalPERS ID	Job Number	Contract Date
1000001430	3P22-018	July 1, 1949

The objective of the Office of Audit Services (OFAS) review was to determine employer compliance with Additional Service Credit (Golden Handshake) provisions in accordance with Government Code (GC) sections 20903 and 20904.

Implementation of the Golden Handshake contract provision is governed by GC section 20903 for public agency employers and GC section 20904 for school employers. Employers may exercise their Golden Handshake provision when their governing body has determined that because of an impending curtailment of, or change in the manner of performing service, the best interests of the employer would be served to offer additional service credit to eligible members meeting the following conditions:

- The member is employed in a job classification, department, or other organizational unit designated by the governing body and retires within any period designated in and subsequent to the effective date of the contract amendment, or any additional period designated in a subsequently adopted resolution of the governing body, provided the period is not less than 90 days or more than 180 days.
- The member is employed by the employer during the period designated, does not have less than five years of service credit, and did not receive any unemployment insurance payments during the specified period.

The amount of service credit shall not be more than two years, regardless of credited service. Any additional service credit acquired under the Golden Handshake provision will be forfeited by the member upon subsequent reentry to the CalPERS system.

In accordance with GC section 20903, the governing body for a public agency employer shall:

- Agree that the added cost to the retirement fund for all eligible employees who retire during the specified period shall be included in the contracting agency's employer contribution rate as determined by GC section 20814.
- Certify that it is electing to exercise the provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board, resulting from the curtailment of, or change in the manner of performing, its services.
- Certify its intention at the time GC section 20903 is made operative, that if any early retirements are granted after receipt of service credit associated with the Golden Handshake, any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled, resulting in an overall workforce reduction of the department or organizational unit.

HAMILTON UNIFIED SCHOOL DISTRICT

In accordance with GC section 20904, the County Superintendent of Schools for a school employer shall:

- Transmit to the retirement fund an amount determined by CalPERS that is equal to the actuarial equivalent of the difference between the allowance the member received after receipt of service credit and the amount they would have received without the service credit.
- Certify that its intention at the time GC section 20904 is made operative, that if any early retirements are granted after receipt of service credit, the retirements will either: (1) result in a net savings to the district or County Superintendent of Schools, or (2) result in an overall reduction in the work force of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the County Superintendent of Schools, resulting from the curtailment of, or change in the manner of performing, its services.

The CalPERS Public Agencies and Schools Reference Guide (Guide) specifies the member's retirement date cannot be the first day of the designated period. Non-compliance with Golden Handshake requirements may result in over-reported employer and employee contributions, incorrect payment of benefits, reduction in benefits, and increased employer administrative costs for processing corrections to all impacted retiree accounts.

OFAS' review included procedures to determine whether the Employer properly contracted with CalPERS for the Golden Handshake provision and implemented the Golden Handshake provision and reported eligible employees in accordance with GC sections 20903 and 20904. The review was limited to the examination of a sample of retired employee records for the period of January 1, 2019 through October 31, 2022. Unless otherwise specified, OFAS did not review the Employer's compliance with the Public Employees' Retirement Law (PERL) with regard to any areas outside the scope described herein, including, but not limited to compensation, contribution amounts and rates, unemployment insurance benefits, working after retirement, retirement benefit calculations, and other requirements not specified in the scope. In addition, public disclosure of additional employer contributions as noted in GC section 20903 (i) and compliance with GC section 7507 was not included in the review.

Results in Brief

Records for sampled retired employees were reviewed to determine employer compliance with Golden Handshake provisions in accordance with GC sections 20903 or 20904. No exceptions were noted.

Other Matters

OFAS identified one other matter that was outside the scope of this review. This matter was discussed with the Employer. OFAS encourages the Employer to work with CalPERS to ensure compliance with the PERL.

HAMILTON UNIFIED SCHOOL DISTRICT

No.	Area	Description
1	Golden Handshake Resolution Not Approved Prior to Designated Period	The Employer's County Superintendent of Schools did not approve the Golden Handshake resolution prior to the retirement window period designated within the resolution. Specifically, the Employer's Golden Handshake resolution was approved by the Glenn County Superintendent of Schools on July 10, 2019, which was after the designated period of March 3, 2019 through June 30, 2019. In addition, the Certification of Compliance statements were certified by the superintendent after the designated period. The Employer should ensure the Golden Handshake resolution and Certification of Compliance statements are approved by the County Superintendent of Schools prior to the start of the designated period.

Conclusion

OFAS limited this review to the areas specified in the objective and scope section of this report. The review was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions. Sample testing procedures provide reasonable, but not absolute, assurance that the Employer complied with the specified provisions of the PERL, and the CalPERS contract subject to this review. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination with regard to the results noted within the report. The appropriate CalPERS divisions will notify the Employer of the final determinations and provide appeal rights, if applicable, at that time.

Summarized Response

A response was not required because there were no observations noted in the report.

LAKE TAHOE UNIFIED SCHOOL DISTRICT

Objective and Scope		
CalPERS ID	Job Number	Contract Date
1529686779	3P22-019	July 1, 1949

The objective of the Office of Audit Services (OFAS) review was to determine employer compliance with Additional Service Credit (Golden Handshake) provisions in accordance with Government Code (GC) sections 20903 and 20904.

Implementation of the Golden Handshake contract provision is governed by GC section 20903 for public agency employers and GC section 20904 for school employers. Employers may exercise their Golden Handshake provision when their governing body has determined that because of an impending curtailment of, or change in the manner of performing service, the best interests of the employer would be served to offer additional service credit to eligible members meeting the following conditions:

- The member is employed in a job classification, department, or other organizational unit designated by the governing body and retires within any period designated in and subsequent to the effective date of the contract amendment, or any additional period designated in a subsequently adopted resolution of the governing body, provided the period is not less than 90 days or more than 180 days.
- The member is employed by the employer during the period designated, does not have less than five years of service credit, and did not receive any unemployment insurance payments during the specified period.

The amount of service credit shall not be more than two years, regardless of credited service. Any additional service credit acquired under the Golden Handshake provision will be forfeited by the member upon subsequent reentry to the CalPERS system.

In accordance with GC section 20903, the governing body for a public agency employer shall:

- Agree that the added cost to the retirement fund for all eligible employees who retire during the specified period shall be included in the contracting agency's employer contribution rate as determined by GC section 20814.
- Certify that it is electing to exercise the provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board, resulting from the curtailment of, or change in the manner of performing, its services.
- Certify its intention at the time GC section 20903 is made operative, that if any early retirements are granted after receipt of service credit associated with the Golden Handshake, any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled, resulting in an overall workforce reduction of the department or organizational unit.

LAKE TAHOE UNIFIED SCHOOL DISTRICT

In accordance with GC section 20904, the county superintendent of schools for a school employer shall:

- Transmit to the retirement fund an amount determined by CalPERS that is equal to the actuarial equivalent of the difference between the allowance the member received after receipt of service credit and the amount they would have received without the service credit.
- Certify that its intention at the time GC section 20904 is made operative, that if any early retirements are granted after receipt of service credit, the retirements will either: (1) result in a net savings to the district or county superintendent of schools, or (2) result in an overall reduction in the work force of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the county superintendent of schools, resulting from the curtailment of, or change in the manner of performing, its services.

The CalPERS Public Agencies and Schools Reference Guide (Guide) specifies the member's retirement date cannot be the first day of the designated period. Non-compliance with Golden Handshake requirements may result in over-reported employer and employee contributions, incorrect payment of benefits, reduction in benefits, and increased employer administrative costs for processing corrections to all impacted retiree accounts.

OFAS' review included procedures to determine whether the Employer properly contracted with CalPERS for the Golden Handshake provision and implemented the Golden Handshake provision and reported eligible employees in accordance with GC sections 20903 and 20904. The review was limited to the examination of a sample of retired employee records for the period of January 1, 2019 through October 31, 2022. Unless otherwise specified, OFAS did not review the Employer's compliance with the Public Employees' Retirement Law (PERL) with regard to any areas outside the scope described herein, including, but not limited to compensation, contribution amounts and rates, unemployment insurance benefits, working after retirement, retirement benefit calculations, and other requirements not specified in the scope. In addition, public disclosure of additional employer contributions as noted in GC section 20903 (i) and compliance with GC section 7507 was not included in the review.

Results In Brief

No.	Area	Observation
1	Eligible Employee Not Offered Golden Handshake Benefit	The Employer did not offer the Golden Handshake benefit to one sampled employee who was eligible. Specifically, the Employer's Golden Handshake resolution, dated March 15, 2022, identified all miscellaneous members as eligible for the benefit. The Employer had additional eligibility requirements for the Golden Handshake specified in their California School Employees' Association Agreement (CSEA Agreement), effective July 1, 2020 to June 30, 2021 and July 1, 2022 to June 30, 2023, which states, "Eligible retirees are those unit members who retire no younger than age 50 with at least 15 years of service to the District." The Employer

LAKE TAHOE UNIFIED SCHOOL DISTRICT

No.	Area	Observation
		<p>offered the Golden Handshake benefit only to employees that met the additional requirement pursuant to the CSEA Agreement. However, the Employer was unable to demonstrate that the CSEA Agreement was approved by their Board of Education during the designated period of January 2, 2022 through June 30, 2022. As a result, the employee who had ten years of service with the Employer and retired on June 23, 2022 during the designated period was eligible for the Golden Handshake.</p> <p>GC section 20904 states a school member shall be eligible to receive additional service credit if the member is employed in a job classification or an organizational unit designated by the county superintendent of schools and retires within any period designated in and subsequent to the effective date of the contract amendment provided the period is not less than 90 days nor more than 180 days. The Employer could not locate the prior or current approval of the CSEA Agreement that included the Golden Handshake provision. The Employer stated the Golden Handshake provision in the CSEA Agreement was legacy language that was presumed to have been approved as required, and they could not locate documentation to support their governing body's approval of the CSEA Agreement.</p>

Recommendation and Criteria

The Employer should ensure the Golden Handshake provision was implemented in accordance with GC sections 20903 or 20904. The Employer should work with CalPERS Pension Contracts and Prefunding Programs Division to provide support to demonstrate all required Golden Handshake conditions were met and the additional service credits given to impacted retired employees were allowable; to determine additional service credit eligibility and/or ineligibility for any impacted retirees and make retirement adjustments, if necessary, to all impacted retired member accounts in accordance with GC section 20160.

GC: § 20120, § 20121, § 20122, § 20160, § 20479, §20903, and §20904

Other Matter

OFAS identified one other matter that was outside the scope of this review. This matter was discussed with the Employer. OFAS encourages the Employer to work with CalPERS to ensure compliance.

No.	Area	Description
1	Golden Handshake Resolution	The Employer's county superintendent of schools did not approve the Golden Handshake resolution prior to the retirement window period designated within the resolution. Specifically, the

LAKE TAHOE UNIFIED SCHOOL DISTRICT

No.	Area	Description
	Approved During or After Designated Period	<p>Employer's Golden Handshake resolution was approved by the El Dorado County Schools' superintendent on May 4, 2021, which was during the designated period of January 2, 2021 through June 30, 2021 and on March 1, 2022, which was during the designated period of January 2, 2022 through June 30, 2022. In addition, the superintendent certified the corresponding Certification of Compliance statements for each resolution during the designated period noted above.</p> <p>The Employer should ensure the Golden Handshake resolution and Certification of Compliance statements are approved by the county superintendent of schools prior to the start of the designated period. While GC section 20904 does not specify when the Golden Handshake resolution designating a new period should be approved, the Employer should contact CalPERS prior to opening a window period to ensure the Golden Handshake is properly implemented.</p>

Conclusion

OFAS limited this review to the areas specified in the objective and scope section of this report. The review was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions. Sample testing procedures provide reasonable, but not absolute, assurance that the Employer complied with the specified provisions of the PERL, and the CalPERS contract subject to this review. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination with regard to the results noted within the report. The appropriate CalPERS divisions will notify the Employer of the final determinations and provide appeal rights, if applicable, at that time.

Summarized Response

The Employer agreed with the Observation. OFAS reviewed the information and concluded the Observation will remain as stated.

LIBERTY ELEMENTARY SCHOOL DISTRICT

Objective and Scope		
CalPERS ID	Job Number	Contract Date
6020149558	3P22-020	July 1, 1949

The objective of the Office of Audit Services (OFAS) review was to determine employer compliance with Additional Service Credit (Golden Handshake) provisions in accordance with Government Code (GC) sections 20903 and 20904.

Implementation of the Golden Handshake contract provision is governed by GC section 20903 for public agency employers and GC section 20904 for school employers. Employers may exercise their Golden Handshake provision when their governing body has determined that because of an impending curtailment of, or change in the manner of performing service, the best interests of the employer would be served to offer additional service credit to eligible members meeting the following conditions:

- The member is employed in a job classification, department, or other organizational unit designated by the governing body and retires within any period designated in and subsequent to the effective date of the contract amendment, or any additional period designated in a subsequently adopted resolution of the governing body, provided the period is not less than 90 days or more than 180 days.
- The member is employed by the employer during the period designated, does not have less than five years of service credit, and did not receive any unemployment insurance payments during the specified period.

The amount of service credit shall not be more than two years, regardless of credited service. Any additional service credit acquired under the Golden Handshake provision will be forfeited by the member upon subsequent reentry to the CalPERS system.

In accordance with GC section 20903, the governing body for a public agency employer shall:

- Agree that the added cost to the retirement fund for all eligible employees who retire during the specified period shall be included in the contracting agency's employer contribution rate as determined by GC section 20814.
- Certify that it is electing to exercise the provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board, resulting from the curtailment of, or change in the manner of performing, its services.
- Certify its intention at the time GC section 20903 is made operative, that if any early retirements are granted after receipt of service credit associated with the Golden Handshake, any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled, resulting in an overall workforce reduction of the department or organizational unit.

LIBERTY ELEMENTARY SCHOOL DISTRICT

In accordance with GC section 20904, the county superintendent of schools for a school employer shall:

- Transmit to the retirement fund an amount determined by CalPERS that is equal to the actuarial equivalent of the difference between the allowance the member received after receipt of service credit and the amount they would have received without the service credit.
- Certify that its intention at the time GC section 20904 is made operative, that if any early retirements are granted after receipt of service credit, the retirements will either: (1) result in a net savings to the district or county superintendent of schools, or (2) result in an overall reduction in the work force of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the county superintendent of schools, resulting from the curtailment of, or change in the manner of performing, its services.

The CalPERS Public Agencies and Schools Reference Guide (Guide) specifies the member's retirement date cannot be the first day of the designated period. Non-compliance with Golden Handshake requirements may result in over-reported employer and employee contributions, incorrect payment of benefits, reduction in benefits, and increased employer administrative costs for processing corrections to all impacted retiree accounts.

OFAS' review included procedures to determine whether the Employer properly contracted with CalPERS for the Golden Handshake provision and implemented the Golden Handshake provision and reported eligible employees in accordance with GC sections 20903 and 20904. The review was limited to the examination of a sample of retired employee records for the period of January 1, 2019 through October 31, 2022. Unless otherwise specified, OFAS did not review the Employer's compliance with the Public Employees' Retirement Law (PERL) with regard to any areas outside the scope described herein, including, but not limited to compensation, contribution amounts and rates, unemployment insurance benefits, working after retirement, retirement benefit calculations, and other requirements not specified in the scope. In addition, public disclosure of additional employer contributions as noted in GC section 20903 (i) and compliance with GC section 7507 was not included in the review.

Results in Brief

Records for sampled retired employees were reviewed to determine employer compliance with Golden Handshake provisions in accordance with GC sections 20903 or 20904. No exceptions were noted.

Conclusion

OFAS limited this review to the areas specified in the objective and scope section of this report. The review was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions. Sample testing procedures provide reasonable, but not absolute, assurance that the Employer complied with the specified provisions of the PERL, and the

LIBERTY ELEMENTARY SCHOOL DISTRICT

CalPERS contract subject to this review. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination with regard to the results noted within the report. The appropriate CalPERS divisions will notify the Employer of the final determinations and provide appeal rights, if applicable, at that time.

Summarized Response

A response was not required because there were no observations noted in the report.

LOS BANOS UNIFIED SCHOOL DISTRICT

Objective and Scope		
CalPERS ID	Job Number	Contract Date
5519304943	3P22-021	July 1, 1949

The objective of the Office of Audit Services (OFAS) review was to determine employer compliance with Additional Service Credit (Golden Handshake) provisions in accordance with Government Code (GC) sections 20903 and 20904.

Implementation of the Golden Handshake contract provision is governed by GC section 20903 for public agency employers and GC section 20904 for school employers. Employers may exercise their Golden Handshake provision when their governing body has determined that because of an impending curtailment of, or change in the manner of performing service, the best interests of the employer would be served to offer additional service credit to eligible members meeting the following conditions:

- The member is employed in a job classification, department, or other organizational unit designated by the governing body and retires within any period designated in and subsequent to the effective date of the contract amendment, or any additional period designated in a subsequently adopted resolution of the governing body, provided the period is not less than 90 days or more than 180 days.
- The member is employed by the employer during the period designated, does not have less than five years of service credit, and did not receive any unemployment insurance payments during the specified period.

The amount of service credit shall not be more than two years, regardless of credited service. Any additional service credit acquired under the Golden Handshake provision will be forfeited by the member upon subsequent reentry to the CalPERS system.

In accordance with GC section 20903, the governing body for a public agency employer shall:

- Agree that the added cost to the retirement fund for all eligible employees who retire during the specified period shall be included in the contracting agency's employer contribution rate as determined by GC section 20814.
- Certify that it is electing to exercise the provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board, resulting from the curtailment of, or change in the manner of performing, its services.
- Certify its intention at the time GC section 20903 is made operative, that if any early retirements are granted after receipt of service credit associated with the Golden Handshake, any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled, resulting in an overall workforce reduction of the department or organizational unit.

LOS BANOS UNIFIED SCHOOL DISTRICT

In accordance with GC section 20904, the county superintendent of schools for a school employer shall:

- Transmit to the retirement fund an amount determined by CalPERS that is equal to the actuarial equivalent of the difference between the allowance the member received after receipt of service credit and the amount they would have received without the service credit.
- Certify that its intention at the time GC section 20904 is made operative, that if any early retirements are granted after receipt of service credit, the retirements will either: (1) result in a net savings to the district or county superintendent of schools, or (2) result in an overall reduction in the work force of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the county superintendent of schools, resulting from the curtailment of, or change in the manner of performing, its services.

The CalPERS Public Agencies and Schools Reference Guide (Guide) specifies the member's retirement date cannot be the first day of the designated period. Non-compliance with Golden Handshake requirements may result in over-reported employer and employee contributions, incorrect payment of benefits, reduction in benefits, and increased employer administrative costs for processing corrections to all impacted retiree accounts.

OFAS' review included procedures to determine whether the Employer properly contracted with CalPERS for the Golden Handshake provision and implemented the Golden Handshake provision and reported eligible employees in accordance with GC sections 20903 and 20904. The review was limited to the examination of a sample of retired employee records for the period of January 1, 2019 through October 31, 2022. Unless otherwise specified, OFAS did not review the Employer's compliance with the Public Employees' Retirement Law (PERL) with regard to any areas outside the scope described herein, including, but not limited to compensation, contribution amounts and rates, unemployment insurance benefits, working after retirement, retirement benefit calculations, and other requirements not specified in the scope. In addition, public disclosure of additional employer contributions as noted in GC section 20903 (i) and compliance with GC section 7507 was not included in the review.

Results in Brief		
No.	Area	Observation
1	Ineligible Employee	The Employer provided Golden Handshake benefits to one sampled employee who was ineligible. Specifically, the Employer provided the Golden Handshake benefit to the employee who had a retirement date which was after the Golden Handshake designated period. The employee's retirement date was August 1, 2020 and the Golden Handshake designated period was May 1, 2020 through July 31, 2020. As a result, the employee was not eligible for Golden Handshake benefits.

LOS BANOS UNIFIED SCHOOL DISTRICT

No.	Area	Observation
		GC section 20904, subdivision (a), states the member must be employed in a job classification, department, or an organizational unit designated by the employer's governing body and be employed and retire during the Golden Handshake designated period. The Employer was not aware of the employee's retirement date was August 1, 2020 because the employee's separation date in the Employer's records was July 30, 2020.

Recommendation and Criteria

The Employer should ensure the Golden Handshake provision was implemented in accordance with GC sections 20903 or 20904. The Employer should work with CalPERS Pension Contracts and Prefunding Programs Division to provide support to demonstrate all required Golden Handshake conditions were met and the additional service credits given to impacted retired employees were allowable; to determine additional service credit eligibility and/or ineligibility for any impacted retirees and make retirement adjustments, if necessary, to all impacted retired member accounts in accordance with GC section 20160.

GC: § 20120, § 20121, § 20122, § 20160, § 20479, §20903, and §20904

Other Matters

OFAS identified one other matter that was outside the scope of this review. This matter was discussed with the Employer. OFAS encourages the Employer to work with CalPERS to ensure compliance with the PERL.

No.	Area	Description
1	Resolution Approved After the Designated Period	<p>The Employer's county superintendent of schools did not approve the Golden Handshake resolution prior to the retirement window period designated within the resolution. Specifically, the Employer's Golden Handshake resolution was approved by the Merced County Schools superintendent on December 14, 2020, for the designated period of May 1, 2020 through July 31, 2020. In addition, the Certification of Compliance statements were certified by the superintendent after the designated period.</p> <p>The Employer should ensure the Golden Handshake resolution and Certification of Compliance statements are approved by the county superintendent of schools prior to the start of the designated period. While GC section 20904 does not specify when the Golden Handshake resolution designating a new period should be approved, the Employer should contact CalPERS prior to opening a window period to ensure the Golden Handshake is properly implemented.</p>

LOS BANOS UNIFIED SCHOOL DISTRICT

Conclusion

OFAS limited this review to the areas specified in the objective and scope section of this report. The review was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions. Sample testing procedures provide reasonable, but not absolute, assurance that the Employer complied with the specified provisions of the PERL, and the CalPERS contract subject to this review. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination with regard to the results noted within the report. The appropriate CalPERS divisions will notify the Employer of the final determinations and provide appeal rights, if applicable, at that time.

Summarized Response

The Employer did not indicate agreement or disagreement with the Observation. The Employer stated they had requested CalPERS to correct the employee's retirement date soon after the employee retired; however, the retirement date was not updated in myCalPERS. The Employer noted they will follow-up with CalPERS to ensure the correction is made. OFAS reviewed the information and concluded the Observation will remain as stated.

MUROC JOINT UNIFIED SCHOOL DISTRICT

Objective and Scope		
CalPERS ID	Job Number	Contract Date
6152670669	3P22-022	July 1, 1949

The objective of the Office of Audit Services (OFAS) review was to determine employer compliance with Additional Service Credit (Golden Handshake) provisions in accordance with Government Code (GC) sections 20903 and 20904.

Implementation of the Golden Handshake contract provision is governed by GC section 20903 for public agency employers and GC section 20904 for school employers. Employers may exercise their Golden Handshake provision when their governing body has determined that because of an impending curtailment of, or change in the manner of performing service, the best interests of the employer would be served to offer additional service credit to eligible members meeting the following conditions:

- The member is employed in a job classification, department, or other organizational unit designated by the governing body and retires within any period designated in and subsequent to the effective date of the contract amendment, or any additional period designated in a subsequently adopted resolution of the governing body, provided the period is not less than 90 days or more than 180 days.
- The member is employed by the employer during the period designated, does not have less than five years of service credit, and did not receive any unemployment insurance payments during the specified period.

The amount of service credit shall not be more than two years, regardless of credited service. Any additional service credit acquired under the Golden Handshake provision will be forfeited by the member upon subsequent reentry to the CalPERS system.

In accordance with GC section 20903, the governing body for a public agency employer shall:

- Agree that the added cost to the retirement fund for all eligible employees who retire during the specified period shall be included in the contracting agency's employer contribution rate as determined by GC section 20814.
- Certify that it is electing to exercise the provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board, resulting from the curtailment of, or change in the manner of performing, its services.
- Certify its intention at the time GC section 20903 is made operative, that if any early retirements are granted after receipt of service credit associated with the Golden Handshake, any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled, resulting in an overall workforce reduction of the department or organizational unit.

MUROC JOINT UNIFIED SCHOOL DISTRICT

In accordance with GC section 20904, the county superintendent of schools for a school employer shall:

- Transmit to the retirement fund an amount determined by CalPERS that is equal to the actuarial equivalent of the difference between the allowance the member received after receipt of service credit and the amount they would have received without the service credit.
- Certify that its intention at the time GC section 20904 is made operative, that if any early retirements are granted after receipt of service credit, the retirements will either: (1) result in a net savings to the district or county superintendent of schools, or (2) result in an overall reduction in the work force of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the county superintendent of schools, resulting from the curtailment of, or change in the manner of performing, its services.

The CalPERS Public Agencies and Schools Reference Guide (Guide) specifies the member's retirement date cannot be the first day of the designated period. Non-compliance with Golden Handshake requirements may result in over-reported employer and employee contributions, incorrect payment of benefits, reduction in benefits, and increased employer administrative costs for processing corrections to all impacted retiree accounts.

OFAS' review included procedures to determine whether the Employer properly contracted with CalPERS for the Golden Handshake provision and implemented the Golden Handshake provision and reported eligible employees in accordance with GC sections 20903 and 20904. The review was limited to the examination of a sample of retired employee records for the period of January 1, 2019 through October 31, 2022. Unless otherwise specified, OFAS did not review the Employer's compliance with the Public Employees' Retirement Law (PERL) with regard to any areas outside the scope described herein, including, but not limited to compensation, contribution amounts and rates, unemployment insurance benefits, working after retirement, retirement benefit calculations, and other requirements not specified in the scope. In addition, public disclosure of additional employer contributions as noted in GC section 20903 (i) and compliance with GC section 7507 was not included in the review.

Results in Brief

Records for sampled retired employees were reviewed to determine employer compliance with Golden Handshake provisions in accordance with GC sections 20903 or 20904. No exceptions were noted.

Other Matters

OFAS identified one other matter that was outside the scope of this review. This matter was discussed with the Employer. OFAS encourages the Employer to work with CalPERS to ensure compliance with the PERL.

MUROC JOINT UNIFIED SCHOOL DISTRICT

No.	Area	Description
1	Resolutions Approved During and After the Designated Period	<p>The Employer's county superintendent of schools did not approve three Golden Handshake resolutions prior to the retirement window periods designated within the resolutions. Specifically, the Employer's Golden Handshake resolutions were approved by the Kern County Schools superintendent as followed:</p> <ul style="list-style-type: none"> • Resolution designating window period of February 15, 2021 through August 1, 2021 approved on July 21, 2021. • Resolution designating window period of February 15, 2020 through August 1, 2020 approved on August 18, 2020. • Resolution designating window period of February 15, 2019 through August 1, 2019 approved on June 7, 2019. <p>In addition, the corresponding Certification of Compliance statements for each resolution were certified by the superintendent after and during the designated periods as noted above.</p> <p>The Employer should ensure the Golden Handshake resolution and Certification of Compliance statements are approved by the county superintendent of schools prior to the start of the designated period. While GC section 20904 does not specify when the Golden Handshake resolution designating a new period should be approved, the Employer should contact CalPERS prior to opening a window period to ensure the Golden Handshake is properly implemented.</p>

Conclusion

OFAS limited this review to the areas specified in the objective and scope section of this report. The review was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions. Sample testing procedures provide reasonable, but not absolute, assurance that the Employer complied with the specified provisions of the PERL, and the CalPERS contract subject to this review. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination with regard to the results noted within the report. The appropriate CalPERS divisions will notify the Employer of the final determinations and provide appeal rights, if applicable, at that time.

Summarized Response

A response was not required because there were no observations noted in the report.

PUBLIC TRANSPORTATION SERVICES CORPORATION

Objective and Scope		
CalPERS ID	Job Number	Contract Date
7408020050	3P22-023	August 10, 1997

The objective of the Office of Audit Services (OFAS) review was to determine employer compliance with Additional Service Credit (Golden Handshake) provisions in accordance with Government Code (GC) sections 20903 and 20904.

Implementation of the Golden Handshake contract provision is governed by GC section 20903 for public agency employers and GC section 20904 for school employers. Employers may exercise their Golden Handshake provision when their governing body has determined that because of an impending curtailment of, or change in the manner of performing service, the best interests of the employer would be served to offer additional service credit to eligible members meeting the following conditions:

- The member is employed in a job classification, department, or other organizational unit designated by the governing body and retires within any period designated in and subsequent to the effective date of the contract amendment, or any additional period designated in a subsequently adopted resolution of the governing body, provided the period is not less than 90 days or more than 180 days.
- The member is employed by the employer during the period designated, does not have less than five years of service credit, and did not receive any unemployment insurance payments during the specified period.

The amount of service credit shall not be more than two years, regardless of credited service. Any additional service credit acquired under the Golden Handshake provision will be forfeited by the member upon subsequent reentry to the CalPERS system.

In accordance with GC section 20903, the governing body for a public agency employer shall:

- Agree that the added cost to the retirement fund for all eligible employees who retire during the specified period shall be included in the contracting agency's employer contribution rate as determined by GC section 20814.
- Certify that it is electing to exercise the provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board, resulting from the curtailment of, or change in the manner of performing, its services.
- Certify its intention at the time GC section 20903 is made operative, that if any early retirements are granted after receipt of service credit associated with the Golden Handshake, any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled, resulting in an overall workforce reduction of the department or organizational unit.

PUBLIC TRANSPORTATION SERVICES CORPORATION

In accordance with GC section 20904, the county superintendent of schools for a school employer shall:

- Transmit to the retirement fund an amount determined by CalPERS that is equal to the actuarial equivalent of the difference between the allowance the member received after receipt of service credit and the amount they would have received without the service credit.
- Certify that its intention at the time GC section 20904 is made operative, that if any early retirements are granted after receipt of service credit, the retirements will either: (1) result in a net savings to the district or county superintendent of schools, or (2) result in an overall reduction in the work force of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the county superintendent of schools, resulting from the curtailment of, or change in the manner of performing, its services.

The CalPERS Public Agencies and Schools Reference Guide (Guide) specifies the member's retirement date cannot be the first day of the designated period. Non-compliance with Golden Handshake requirements may result in over-reported employer and employee contributions, incorrect payment of benefits, reduction in benefits, and increased employer administrative costs for processing corrections to all impacted retiree accounts.

OFAS' review included procedures to determine whether the Employer properly contracted with CalPERS for the Golden Handshake provision and implemented the Golden Handshake provision and reported eligible employees in accordance with GC sections 20903 and 20904. The review was limited to the examination of a sample of retired employee records for the period of January 1, 2019 through October 31, 2022. Unless otherwise specified, OFAS did not review the Employer's compliance with the Public Employees' Retirement Law (PERL) with regard to any areas outside the scope described herein, including, but not limited to compensation, contribution amounts and rates, unemployment insurance benefits, working after retirement, retirement benefit calculations, and other requirements not specified in the scope. In addition, public disclosure of additional employer contributions as noted in GC section 20903 (i) and compliance with GC section 7507 was not included in the review.

Results in Brief

Records for sampled retired employees were reviewed to determine employer compliance with Golden Handshake provisions in accordance with GC sections 20903 or 20904. No exceptions were noted.

Conclusion

OFAS limited this review to the areas specified in the objective and scope section of this report. The review was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions. Sample testing procedures provide reasonable, but not absolute, assurance that the Employer complied with the specified provisions of the PERL, and the

PUBLIC TRANSPORTATION SERVICES CORPORATION

CalPERS contract subject to this review. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination with regard to the results noted within the report. The appropriate CalPERS divisions will notify the Employer of the final determinations and provide appeal rights, if applicable, at that time.

Summarized Response

A response was not required because there were no observations noted in the report.

RIVERSIDE COMMUNITY COLLEGE DISTRICT

Objective and Scope		
CalPERS ID	Job Number	Contract Date
1832356320	3P22-024	July 1, 1949

The objective of the Office of Audit Services (OFAS) review was to determine employer compliance with Additional Service Credit (Golden Handshake) provisions in accordance with Government Code (GC) sections 20903 and 20904.

Implementation of the Golden Handshake contract provision is governed by GC section 20903 for public agency employers and GC section 20904 for school employers. Employers may exercise their Golden Handshake provision when their governing body has determined that because of an impending curtailment of, or change in the manner of performing service, the best interests of the employer would be served to offer additional service credit to eligible members meeting the following conditions:

- The member is employed in a job classification, department, or other organizational unit designated by the governing body and retires within any period designated in and subsequent to the effective date of the contract amendment, or any additional period designated in a subsequently adopted resolution of the governing body, provided the period is not less than 90 days or more than 180 days.
- The member is employed by the employer during the period designated, does not have less than five years of service credit, and did not receive any unemployment insurance payments during the specified period.

The amount of service credit shall not be more than two years, regardless of credited service. Any additional service credit acquired under the Golden Handshake provision will be forfeited by the member upon subsequent reentry to the CalPERS system.

In accordance with GC section 20903, the governing body for a public agency employer shall:

- Agree that the added cost to the retirement fund for all eligible employees who retire during the specified period shall be included in the contracting agency's employer contribution rate as determined by GC section 20814.
- Certify that it is electing to exercise the provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board, resulting from the curtailment of, or change in the manner of performing, its services.
- Certify its intention at the time GC section 20903 is made operative, that if any early retirements are granted after receipt of service credit associated with the Golden Handshake, any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled, resulting in an overall workforce reduction of the department or organizational unit.

RIVERSIDE COMMUNITY COLLEGE DISTRICT

In accordance with GC section 20904, the county superintendent of schools for a school employer shall:

- Transmit to the retirement fund an amount determined by CalPERS that is equal to the actuarial equivalent of the difference between the allowance the member received after receipt of service credit and the amount they would have received without the service credit.
- Certify that its intention at the time GC section 20904 is made operative, that if any early retirements are granted after receipt of service credit, the retirements will either: (1) result in a net savings to the district or county superintendent of schools, or (2) result in an overall reduction in the work force of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the county superintendent of schools, resulting from the curtailment of, or change in the manner of performing, its services.

The CalPERS Public Agencies and Schools Reference Guide (Guide) specifies the member's retirement date cannot be the first day of the designated period. Non-compliance with Golden Handshake requirements may result in over-reported employer and employee contributions, incorrect payment of benefits, reduction in benefits, and increased employer administrative costs for processing corrections to all impacted retiree accounts.

OFAS' review included procedures to determine whether the Employer properly contracted with CalPERS for the Golden Handshake provision and implemented the Golden Handshake provision and reported eligible employees in accordance with GC sections 20903 and 20904. The review was limited to the examination of a sample of retired employee records for the period of January 1, 2019 through October 31, 2022. Unless otherwise specified, OFAS did not review the Employer's compliance with the Public Employees' Retirement Law (PERL) with regard to any areas outside the scope described herein, including, but not limited to compensation, contribution amounts and rates, unemployment insurance benefits, working after retirement, retirement benefit calculations, and other requirements not specified in the scope. In addition, public disclosure of additional employer contributions as noted in GC section 20903 (i) and compliance with GC section 7507 was not included in the review.

Results in Brief

Records for sampled retired employees were reviewed to determine employer compliance with Golden Handshake provisions in accordance with GC sections 20903 or 20904. No exceptions were noted.

Conclusion

OFAS limited this review to the areas specified in the objective and scope section of this report. The review was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions. Sample testing procedures provide reasonable, but not absolute, assurance that the Employer complied with the specified provisions of the PERL, and the

RIVERSIDE COMMUNITY COLLEGE DISTRICT

CalPERS contract subject to this review. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination with regard to the results noted within the report. The appropriate CalPERS divisions will notify the Employer of the final determinations and provide appeal rights, if applicable, at that time.

Summarized Response

A response was not required because there were no observations noted in the report.

ST. HELENA UNIFIED SCHOOL DISTRICT

Objective and Scope		
CaIPERS ID	Job Number	Contract Date
4342973928	3P22-025	July 1, 1949

The objective of the Office of Audit Services (OFAS) review was to determine employer compliance with Additional Service Credit (Golden Handshake) provisions in accordance with Government Code (GC) sections 20903 and 20904.

Implementation of the Golden Handshake contract provision is governed by GC section 20903 for public agency employers and GC section 20904 for school employers. Employers may exercise their Golden Handshake provision when their governing body has determined that because of an impending curtailment of, or change in the manner of performing service, the best interests of the employer would be served to offer additional service credit to eligible members meeting the following conditions:

- The member is employed in a job classification, department, or other organizational unit designated by the governing body and retires within any period designated in and subsequent to the effective date of the contract amendment, or any additional period designated in a subsequently adopted resolution of the governing body, provided the period is not less than 90 days or more than 180 days.
- The member is employed by the employer during the period designated, does not have less than five years of service credit, and did not receive any unemployment insurance payments during the specified period.

The amount of service credit shall not be more than two years, regardless of credited service. Any additional service credit acquired under the Golden Handshake provision will be forfeited by the member upon subsequent reentry to the CalPERS system.

In accordance with GC section 20903, the governing body for a public agency employer shall:

- Agree that the added cost to the retirement fund for all eligible employees who retire during the specified period shall be included in the contracting agency's employer contribution rate as determined by GC section 20814.
- Certify that it is electing to exercise the provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board, resulting from the curtailment of, or change in the manner of performing, its services.
- Certify its intention at the time GC section 20903 is made operative, that if any early retirements are granted after receipt of service credit associated with the Golden Handshake, any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled, resulting in an overall workforce reduction of the department or organizational unit.

ST. HELENA UNIFIED SCHOOL DISTRICT

In accordance with GC section 20904, the county superintendent of schools for a school employer shall:

- Transmit to the retirement fund an amount determined by CalPERS that is equal to the actuarial equivalent of the difference between the allowance the member received after receipt of service credit and the amount they would have received without the service credit.
- Certify that its intention at the time GC section 20904 is made operative, that if any early retirements are granted after receipt of service credit, the retirements will either: (1) result in a net savings to the district or county superintendent of schools, or (2) result in an overall reduction in the work force of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the county superintendent of schools, resulting from the curtailment of, or change in the manner of performing, its services.

The CalPERS Public Agencies and Schools Reference Guide (Guide) specifies the member's retirement date cannot be the first day of the designated period. Non-compliance with Golden Handshake requirements may result in over-reported employer and employee contributions, incorrect payment of benefits, reduction in benefits, and increased employer administrative costs for processing corrections to all impacted retiree accounts.

OFAS' review included procedures to determine whether the Employer properly contracted with CalPERS for the Golden Handshake provision and implemented the Golden Handshake provision and reported eligible employees in accordance with GC sections 20903 and 20904. The review was limited to the examination of a sample of retired employee records for the period of January 1, 2019 through October 31, 2022. Unless otherwise specified, OFAS did not review the Employer's compliance with the Public Employees' Retirement Law (PERL) with regard to any areas outside the scope described herein, including, but not limited to compensation, contribution amounts and rates, unemployment insurance benefits, working after retirement, retirement benefit calculations, and other requirements not specified in the scope. In addition, public disclosure of additional employer contributions as noted in GC section 20903 (i) and compliance with GC section 7507 was not included in the review.

Results in Brief

Records for sampled retired employees were reviewed to determine employer compliance with Golden Handshake provisions in accordance with GC sections 20903 or 20904. No exceptions were noted.

Conclusion

OFAS limited this review to the areas specified in the objective and scope section of this report. The review was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions. Sample testing procedures provide reasonable, but not absolute, assurance that the Employer complied with the specified provisions of the PERL, and the

ST. HELENA UNIFIED SCHOOL DISTRICT

CalPERS contract subject to this review. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination with regard to the results noted within the report. The appropriate CalPERS divisions will notify the Employer of the final determinations and provide appeal rights, if applicable, at that time.

Summarized Response

A response was not required because there were no observations noted in the report.

TIPTON ELEMENTARY SCHOOL DISTRICT

Objective and Scope		
CalPERS ID	Job Number	Contract Date
7413823386	3P22-026	July 1, 1949

The objective of the Office of Audit Services (OFAS) review was to determine employer compliance with Additional Service Credit (Golden Handshake) provisions in accordance with Government Code (GC) sections 20903 and 20904.

Implementation of the Golden Handshake contract provision is governed by GC section 20903 for public agency employers and GC section 20904 for school employers. Employers may exercise their Golden Handshake provision when their governing body has determined that because of an impending curtailment of, or change in the manner of performing service, the best interests of the employer would be served to offer additional service credit to eligible members meeting the following conditions:

- The member is employed in a job classification, department, or other organizational unit designated by the governing body and retires within any period designated in and subsequent to the effective date of the contract amendment, or any additional period designated in a subsequently adopted resolution of the governing body, provided the period is not less than 90 days or more than 180 days.
- The member is employed by the employer during the period designated, does not have less than five years of service credit, and did not receive any unemployment insurance payments during the specified period.

The amount of service credit shall not be more than two years, regardless of credited service. Any additional service credit acquired under the Golden Handshake provision will be forfeited by the member upon subsequent reentry to the CalPERS system.

In accordance with GC section 20903, the governing body for a public agency employer shall:

- Agree that the added cost to the retirement fund for all eligible employees who retire during the specified period shall be included in the contracting agency's employer contribution rate as determined by GC section 20814.
- Certify that it is electing to exercise the provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board, resulting from the curtailment of, or change in the manner of performing, its services.
- Certify its intention at the time GC section 20903 is made operative, that if any early retirements are granted after receipt of service credit associated with the Golden Handshake, any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled, resulting in an overall workforce reduction of the department or organizational unit.

TIPTON ELEMENTARY SCHOOL DISTRICT

In accordance with GC section 20904, the county superintendent of schools for a school employer shall:

- Transmit to the retirement fund an amount determined by CalPERS that is equal to the actuarial equivalent of the difference between the allowance the member received after receipt of service credit and the amount they would have received without the service credit.
- Certify that its intention at the time GC section 20904 is made operative, that if any early retirements are granted after receipt of service credit, the retirements will either: (1) result in a net savings to the district or county superintendent of schools, or (2) result in an overall reduction in the work force of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the county superintendent of schools, resulting from the curtailment of, or change in the manner of performing, its services.

The CalPERS Public Agencies and Schools Reference Guide (Guide) specifies the member's retirement date cannot be the first day of the designated period. Non-compliance with Golden Handshake requirements may result in over-reported employer and employee contributions, incorrect payment of benefits, reduction in benefits, and increased employer administrative costs for processing corrections to all impacted retiree accounts.

OFAS' review included procedures to determine whether the Employer properly contracted with CalPERS for the Golden Handshake provision and implemented the Golden Handshake provision and reported eligible employees in accordance with GC sections 20903 and 20904. The review was limited to the examination of a sample of retired employee records for the period of January 1, 2019 through October 31, 2022. Unless otherwise specified, OFAS did not review the Employer's compliance with the Public Employees' Retirement Law (PERL) with regard to any areas outside the scope described herein, including, but not limited to compensation, contribution amounts and rates, unemployment insurance benefits, working after retirement, retirement benefit calculations, and other requirements not specified in the scope. In addition, public disclosure of additional employer contributions as noted in GC section 20903 (i) and compliance with GC section 7507 was not included in the review.

Results in Brief		
No.	Area	Observation
1	Ineligible Employee	The Employer provided Golden Handshake benefits to one sampled employee who was ineligible. Specifically, the Employer provided the Golden Handshake benefit to one sampled employee who received unemployment benefits during the designated period, July 15, 2021 to October 15, 2021. The Employer provided documentation from the Employment Development Department (EDD) requesting for the employee's earnings information from June 27, 2021 to September 11, 2021. During the audit, the Employer confirmed the employee received unemployment benefits during the Golden Handshake designated period. As a

TIPTON ELEMENTARY SCHOOL DISTRICT

No.	Area	Observation
		<p>result, the employee was not eligible for Golden Handshake benefits.</p> <p>GC section 20904, subdivision (a), states the member who is eligible to receive additional services must not receive any unemployment insurance payments during the specified period. The Employer did not check whether the employee received unemployment benefits prior to offering the Golden Handshake and the employee did not inform the Employer they were receiving unemployment benefits.</p>

Recommendation and Criteria

The Employer should ensure the Golden Handshake provision was implemented in accordance with GC sections 20903 or 20904. The Employer should work with CalPERS Pension Contracts and Prefunding Programs Division to provide support to demonstrate all required Golden Handshake conditions were met and the additional service credits given to impacted retired employees were allowable; to determine additional service credit eligibility and/or ineligibility for any impacted retirees and make retirement adjustments, if necessary, to all impacted retired member accounts in accordance with GC section 20160.

GC: § 20120, § 20121, § 20122, § 20160, § 20479, §20903, and §20904

Conclusion

OFAS limited this review to the areas specified in the objective and scope section of this report. The review was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions. Sample testing procedures provide reasonable, but not absolute, assurance that the Employer complied with the specified provisions of the PERL, and the CalPERS contract subject to this review. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination with regard to the results noted within the report. The appropriate CalPERS divisions will notify the Employer of the final determinations and provide appeal rights, if applicable, at that time.

Summarized Response

The Employer partially disagreed with the Observation and provided additional information. The Employer explained that the employee was ineligible to receive unemployment benefits because the employee was paid fully until her retirement date and the Employer has communicated this with EDD. OFAS reviewed the information and concluded the Observation will remain as stated.

UPPER LAKE UNIFIED SCHOOL DISTRICT

Objective and Scope		
CalPERS ID	Job Number	Contract Date
7600183528	3P22-027	July 1, 1994

The objective of the Office of Audit Services (OFAS) review was to determine employer compliance with Additional Service Credit (Golden Handshake) provisions in accordance with Government Code (GC) sections 20903 and 20904.

Implementation of the Golden Handshake contract provision is governed by GC section 20903 for public agency employers and GC section 20904 for school employers. Employers may exercise their Golden Handshake provision when their governing body has determined that because of an impending curtailment of, or change in the manner of performing service, the best interests of the employer would be served to offer additional service credit to eligible members meeting the following conditions:

- The member is employed in a job classification, department, or other organizational unit designated by the governing body and retires within any period designated in and subsequent to the effective date of the contract amendment, or any additional period designated in a subsequently adopted resolution of the governing body, provided the period is not less than 90 days or more than 180 days.
- The member is employed by the employer during the period designated, does not have less than five years of service credit, and did not receive any unemployment insurance payments during the specified period.

The amount of service credit shall not be more than two years, regardless of credited service. Any additional service credit acquired under the Golden Handshake provision will be forfeited by the member upon subsequent reentry to the CalPERS system.

In accordance with GC section 20903, the governing body for a public agency employer shall:

- Agree that the added cost to the retirement fund for all eligible employees who retire during the specified period shall be included in the contracting agency's employer contribution rate as determined by GC section 20814.
- Certify that it is electing to exercise the provision because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, department, or organizational unit as designated by the governing board, resulting from the curtailment of, or change in the manner of performing, its services.
- Certify its intention at the time GC section 20903 is made operative, that if any early retirements are granted after receipt of service credit associated with the Golden Handshake, any vacancies thus created or at least one vacancy in any position in any department or other organizational unit shall remain permanently unfilled, resulting in an overall workforce reduction of the department or organizational unit.

UPPER LAKE UNIFIED SCHOOL DISTRICT

In accordance with GC section 20904, the county superintendent of schools for a school employer shall:

- Transmit to the retirement fund an amount determined by CalPERS that is equal to the actuarial equivalent of the difference between the allowance the member received after receipt of service credit and the amount they would have received without the service credit.
- Certify that its intention at the time GC section 20904 is made operative, that if any early retirements are granted after receipt of service credit, the retirements will either: (1) result in a net savings to the district or county superintendent of schools, or (2) result in an overall reduction in the work force of the organizational unit because of impending mandatory transfers, demotions, and layoffs that constitute at least one percent of the job classification, as designated by the county superintendent of schools, resulting from the curtailment of, or change in the manner of performing, its services.

The CalPERS Public Agencies and Schools Reference Guide (Guide) specifies the member's retirement date cannot be the first day of the designated period. Non-compliance with Golden Handshake requirements may result in over-reported employer and employee contributions, incorrect payment of benefits, reduction in benefits, and increased employer administrative costs for processing corrections to all impacted retiree accounts.

OFAS' review included procedures to determine whether the Employer properly contracted with CalPERS for the Golden Handshake provision and implemented the Golden Handshake provision and reported eligible employees in accordance with GC sections 20903 and 20904. The review was limited to the examination of a sample of retired employee records for the period of January 1, 2019 through October 31, 2022. Unless otherwise specified, OFAS did not review the Employer's compliance with the Public Employees' Retirement Law (PERL) with regard to any areas outside the scope described herein, including, but not limited to compensation, contribution amounts and rates, unemployment insurance benefits, working after retirement, retirement benefit calculations, and other requirements not specified in the scope. In addition, public disclosure of additional employer contributions as noted in GC section 20903 (i) and compliance with GC section 7507 was not included in the review.

Results in Brief

Records for sampled retired employees were reviewed to determine employer compliance with Golden Handshake provisions in accordance with GC sections 20903 or 20904. No exceptions were noted.

Conclusion

OFAS limited this review to the areas specified in the objective and scope section of this report. The review was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions. Sample testing procedures provide reasonable, but not absolute, assurance that the Employer complied with the specified provisions of the PERL, and the

UPPER LAKE UNIFIED SCHOOL DISTRICT

CalPERS contract subject to this review. The results outlined in this report are based on information made available or otherwise obtained at the time this report was prepared. This report does not constitute a final determination with regard to the results noted within the report. The appropriate CalPERS divisions will notify the Employer of the final determinations and provide appeal rights, if applicable, at that time.

Summarized Response

A response was not required because there were no observations noted in the report.

CSBA UPDATE CHECKLIST – June 2023

District Name: Hamilton Unified School District

Contact Name: Courtney Carrier Phone: (530) 826-3261 Email: ccarrier@hudschools.org

POLICY	TITLE	OPTIONS/BLANKS	ADOPT DATE
BP 1113	District and School Websites	OPTION 1: New Law	
E(1) 1113	District and School Websites	New Law	
BP 4112.2	Certification	Update Policy	
AR 4112.2	Certification	New Law	
E(1) 4112.9	Employee Notifications	Updated Language	
E(1) 4212.9	Employee Notifications	Updated Language	
E(1) 4312.9	Employee Notifications	Updated Language	
BP 4140	Bargaining Units	New Law	
BP 4240	Bargaining Units	New Law	
BP 4340	Bargaining Units	New Law	
AR 4161.1	Personal Illness/Injury Leave	OPTION 1: New Law	
AR 4261.1	Personal Illness/Injury Leave	OPTION 2 AND OPTION 3	

CSBA UPDATE CHECKLIST – June 2023

District Name: Hamilton Unified School District

POLICY	TITLE	OPTIONS/BLANKS	ADOPT DATE
AR 4361.1	Personal Illness/Injury Leave	OPTION 1	
AR 4161.2	Personal Leaves	Negotiated	
AR 4261.2	Personal Leaves	Negotiated	
AR 4361.2	Personal Leaves	Negotiated	
AR 4161.8	Family Care and Medical Leave	OPTION 1 AND OPTION 1	
AR 4261.8	Family Care and Medical Leave	OPTION 1 AND OPTION 1	

CSBA UPDATE CHECKLIST – June 2023

District Name: Hamilton Unified School District

POLICY	TITLE	OPTIONS/BLANKS	ADOPT DATE
AR 4361.8	Family Care and Medical Leave	OPTION 1 AND OPTION 1	
BP 5117	Interdistrict Attendance	OPTION 1	
BP 5141.5	Mental Health	New Law	
BP 5141.6	School Health Services	New Law	
AR 5141.6	School Health Services	New Law	
BP 5145.6	Parent/Guardian Notifications	Updated Language	
E(1) 5145.6	Parent/Guardian Notifications	Updated Language	
BP 5148	Child Care and Development	New Law	
AR 5148	Child Care and Development	Fill in Blanks Margrit Vogelsang _____ _____	
BP 6146.4	Differential Graduation and Competency Standards for Students with Disabilities	New Law	
BP 6159.2	Nonpublic, Nonsectarian School and Agency Services for Special Education	Updated Language	

CSBA UPDATE CHECKLIST – June 2023

District Name: Hamilton Unified School District

POLICY	TITLE	OPTIONS/BLANKS	ADOPT DATE
BP 6173.4	Education for American Indian Students	NEW POLICY - ADOPT	
AR 6173.4	Title VI Indian Education Program	Delete AR: Yes	
BP 6174	Education for English Learners	New Law	
AR 6174	Education for English Learners	New Law	
BB 9322	Agenda/Meeting Materials	New Law	

CSBA POLICY GUIDE SHEET
June 2023

Note: Descriptions below identify revisions made to CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts and county offices of education should review the sample materials and modify their own policies accordingly.

Board Policy 0420.41 - Charter School Oversight

Policy updated to reflect that the Governing Board may deny a request for an expansion that constitutes a material revision to a charter if the request to expand operations is demonstrably unlikely to serve the interests of the entire community in which the school is proposing to locate or the district is not in a position to absorb the fiscal impact of the proposed charter school, and to include a general reference to exemptions from the geographic boundary requirement that charter schools be located within the geographic boundaries of the authorizing district. Policy also updated to include that the district may charge the charter school for the actual costs of supervisory oversight up to one percent of the charter school's revenue if the district provides the charter school with facilities and charges the charter school a pro-rata share of the facilities costs. Additionally, policy updated to reference additional components that must be included in the procedures specified in the charter for when a charter school ceases operation.

Exhibit(1) 0420.41 - Charter School Oversight

Exhibit updated to include that admission preferences may not result in limited enrollment access for specified students and that mandatory parental volunteer hours may not be the basis of a preference or criterion for admission or continued enrollment, reflect **NEW LAW (AB 181, 2022)** which requires identified schools to complete and adopt an Individuals with Disabilities Act Addendum as part of the local control and accountability adoption and annual update, delete the requirement, based on changed guidance from the California Department of Education, to offer transitional kindergarten if the charter school offers a kindergarten program, add material regarding exemption for eligible students with disabilities from coursework and other requirements adopted by the charter school board that are in addition to the statewide course requirements, reflect **NEW LAW (AB 748, 2022)** which requires each school serving students in any of grade 6-12 to create and prominently display, as specified, a student mental health poster, and clarify that the charter school's policy on bullying and harassment be posted on the charter school's website.

Board Policy 1113 - District and School Websites

Policy updated to incorporate concepts from **NEW LAW (AB 2273, 2022)** which, although not necessarily applicable to districts, requires a business that provides an online service, product, or feature likely to be accessed by children to comply with specified requirements and provides good guidance for districts seeking to create a safe online space for students.

Exhibit(1) 1113 - District and School Websites

Exhibit updated to reflect that the California Department of Fair Employment and Housing is now named the Civil Rights Department, amend the title of one of the employment related posters for consistency with other sample policy materials, reflect **NEW LAW (SB 1479, 2022)** which requires the district to post on its website its COVID-19 testing plan, **NEW LAW (AB 185, 2022)** which requires the district to post on its website interim expenditure reports on the use of Learning Recovery Emergency Funds and **NEW LAW (AB 748, 2022)** which requires each school site serving students in any of grades 6-12 to have a digitized mental health poster that is distributed online to students through social media, web sites, portals, and learning platforms at the beginning of each school year.

Board Policy 4112.2 - Certification

Policy updated to reference that the Commission on Teacher Credentialing (CTC) has adopted regulations to implement statutory changes to the subject matter competence requirements, add, to the first philosophical paragraph, demonstration of competency in the subject matter to be taught to the attributes of certificated staff, provide that the Governing Board is required to adopt an annual resolution that it has made reasonable efforts to recruit a fully prepared teacher before hiring, in accordance with a specified hiring hierarchy, a candidate who is not fully credentialed, clarify that the Board's obligation to take action to approve a notice

of intent to employ a provisional internship permit does not require that the item be an action item, and add that the Declaration of Need specify each subject to be listed on the General Education Limited Assignment Single Subject Teaching Permits and the target language on Emergency Bilingual Permits.

Administrative Regulation 4112.2 - Certification

Regulation updated to clarify that the district may charge a fee to persons being tested to cover the cost of developing, administering, and grading the district proficiency test, include administrative leave related to dismissal and suspension proceedings and military leave as types of leaves for which the Superintendent or designee may request the Commission on Teacher Credentialing (CTC) to issue a Teaching Permit for Statutory Leave, and add a new section "Early Childhood Education Emergency Specialist Permit/Emergency Transitional Kindergarten Permit" (ETK) which reflects **NEW LAW (AB 210, 2022)** authorizing the district to request a one-year early childhood education emergency specialist permit which allows the teaching of all subjects in a self-contained transitional kindergarten general education classroom. Regulation also updated to reference **NEW LAW (SB 1397, 2022)** which requires CTC, until July 1, 2024, to waive the basic skills proficiency requirement for the issuance of an emergency 30-day substitute permit and **NEW LAW (AB 1876, 2022)** which requires CTC to accept an alternative verification of substitute teaching as part of the requirements for initial issuance of an emergency career substitute teaching permit.

Exhibit(1) 4112.9/4212.9/4312.9 - Employee Notifications

Exhibit updated to add employee notifications related to (1) homeless liaison services and training, (2) transfer of coursework and credits for highly mobile students, (3) training of volunteers in regard to the administration of emergency anti-seizure medication, and (4) nondiscrimination in the offering of career and technical education courses. Exhibit also updated to clarify that the notice regarding (1) potential exposure to COVID-19 remain posted for not less than 15 calendar days, (2) disability insurance rights and benefits be given upon employment and when the employee goes on leave for pregnancy or non-occupational sickness or injury, and (3) employees assigned to a work area in a laboratory setting be given, within 15 days after receiving a monitoring result related to an employee exposure determination, specified notices. Exhibit additionally updated for conforming changes.

Board Policy 4140/4240/4340 - Bargaining Units

Policy updated to align the definition of "management employee" with code language and to reference **NEW LAW (SB 931, 2022)** which provides that any district found by the Public Employment Relations Board to be in violation of the prohibition against deterring or discouraging district employees or job applicants from becoming or remaining members of an employee organization, authorizing representation by an employee organization, or authorizing dues or fee deductions to an employee organization, may be subject to civil penalties of \$1,000 for each affected employee, up to a maximum of \$100,000 in total, and may be ordered to pay attorney's fees and costs to the employee organization. Policy also updated to specify that the Superintendent or designee may communicate with district employees regarding their rights to join and/or support an officially recognized employee organization or to refrain from joining or supporting an officially recognized employee organization, add applicable number of days for compulsory interest arbitration related to access to new employee orientation, expand the material regarding district requirements for new employee orientations that are applicable until June 30, 2025, reference **NEW LAW (SB 1131, 2022)** which extends the Safe at Home address confidentiality program to employees who face threats of violence, or violence or harassment from the public because of the employee's work for the district, and clarify language regarding information that should not be disclosed when an employee submits a written request to keep specified information private.

Administrative Regulation 4161.1/4361.1 - Personal Illness/Injury Leave

Regulation updated to delete outdated material and to reflect **NEW LAW (AB 1041, 2022)** which includes a "designated person" in the definition of family member for whom an employee may take leave to care for.

Administrative Regulation 4261.1 - Personal Illness/Injury Leave

Regulation updated to align language regarding miscarriage with analogous language in administrative regulation for certificated staff, delete outdated material, and reflect **NEW LAW (AB 1041, 2022)** which includes a "designated person" in the definition of family member for whom an employee may take leave to care for.

Administrative Regulation 4161.2/4261.2/4361.2 - Personal Leaves

Regulation updated to reflect **NEW LAW (AB 1949, 2022)** which requires a district to provide up to five days of bereavement leave to a qualified employee for the death of a family member, and provide clarifying language regarding the definitions of "family member" and "immediate family" and implications for bereavement leave. Regulation also updated to reference **NEW LAW (AB 1041, 2022)** which expands the definition of a family member for whom an eligible employee may take leave to care for to include a "designated person."

Administrative Regulation 4161.8/4261.8/4361.8 - Family Care and Medical Leave

Regulation updated to reflect **NEW LAW (AB 1041, 2022)** which expands the definition of a family member for whom an eligible employee may take leave to care for to include a "designated person," provide that an employee may identify the designated person at the time of the employee's request for leave, and include that the district may limit an employee's use of CFRA leave to care for one designated person per 12-month period.

Board Policy 5117 - Interdistrict Attendance

Policy updated to reference **NEW LAW (AB 185, 2022)** which extends the school district of choice program to July 1, 2028, and to reflect **NEW LAW (SB 941 2022)** which authorizes a district to enter into an Instruction Collaboration Agreement with another local educational agency(ies) (LEA) to offer the same or similar courses and coursework to students from another LEA who have been impacted by teacher shortages, disruptions, or cancelations in science, technology, engineering, and mathematics classes, or dual language immersion programs.

Board Policy 5141.5 - Mental Health

Policy updated to expand the first philosophical paragraph and reflect the U.S. Surgeon General's **NEW GUIDANCE** regarding the importance of social connection and the impact of social media on health and well-being. Policy also updated to reflect **NEW LAW (SB 14, 2021)** which requires the California Department of Education (CDE) to recommend best practices and identify training programs to address student behavioral and mental health, including common psychiatric conditions and substance use disorders, safely deescalating crisis situations involving students with a behavioral health disorder, linking students with referrals, and providing instruction on how to maintain student privacy and confidentiality. Policy also updated to reflect that districts are required to notify students and parents/guardians twice a year about how to access mental health services, **NEW LAW (AB 748, 2022)** which requires each school site serving students in any of grades 6-12 to create a mental health poster, and **NEW LAW (AB 167, 2021)** which requires CDE to develop guidelines for the use of telehealth technology in schools.

Board Policy 5141.6 - School Health Services

Policy updated to expand the first philosophical paragraph to include the unique position of districts to increase health equity and the utilization of telehealth as a method to deliver health care services in schools. Policy also updated to provide for preventative programming and intervention strategies as types of health services to be provided by districts.

Administrative Regulation 5141.6 - School Health Services

Regulation updated to include behavioral health services in the list of school health services that the district may provide, and that the district may deliver health care services to students by way of telehealth technology. Regulation also updated to reflect Department of Healthcare Services Policy and Procedure Letters No. 21-017R and No. 23-004 which require districts to develop a plan to ensure that individuals with disabilities are able to effectively communicate and participate in the Medi-Cal program. Additionally, regulation updated to provide that a district may seek reimbursement from a student's health care service plan when the district provides services or arranges for the provision of services to a student for treatment of a mental health or substance use disorder.

Policy 5145.6 - Parent/Guardian Notifications

Policy updated to reflect Health Care Services Policy and Procedures letter No. 21-017R and No. 23-004 which require districts to develop a plan to meet alternative formatting requirements for individuals with disabilities to enable individuals with speech, vision, and hearing disabilities to effectively communicate and participate in the Medi-Cal program.

Exhibit(1) 5145.6 - Parent/Guardian Notifications

Exhibit updated to add parent/guardian notifications related to (1) the manner in which district-established graduation requirements and career and technical education courses satisfy college entrance A-G course criteria, (2) California's child access prevention laws and laws related to the safe storage of firearms, (3) transfer of coursework and credits for highly mobile student populations, (4) how to access mental health services at school and/or in the community, (5) the online distribution of a digitized mental health poster, (6) type 1 diabetes information, (7) the opportunity to submit written comments on the local control and accountability plan, (8) student's participation in state assessments and option to request an exemption from testing, (9) information related to the district's food service programs, (10) upcoming eye examinations at school site and option to opt-out of eye examinations, (11) potential eligibility for services or accommodations pursuant to Section 504 or an individualized education program, (12) limitations on disenrollment of a child in a preschool or child care program, including expulsion and suspension, including how to file an appeal in the event of expulsion or suspension, (13) program plan for maintaining a child's safe participation in a preschool or child care program when a child exhibits persistent and serious challenging behaviors, (14) receipt of a "Notice of Action, Recipient of Services," prior to suspending or expelling a child in a preschool program, (15) the provision of a suspension and expulsion notice, manifestation determination notice, involuntary transfer notice, and related information to a foster youth's educational rights holder, attorney, and county social worker, and an Indian child's tribal social worker and, if applicable, county social worker, (16) findings from an evaluation of participating in an independent study course when satisfactory education progress is not being met, (17) exemption from district-established graduation requirements for students with disabilities, (18) requirement to stock and make available an adequate supply of menstrual products free of cost, (19) posting of child care license, and (20) requirement to post rates, discounts and scholarship options at child care facilities. exhibit also updated for conforming changes.

Board Policy 5148 - Child Care and Development

Policy updated to reflect **NEW LAW (AB 210, 2022)** which (1) provides grant funding until June 30, 2027 for the purpose of increasing access to inclusive early care and education programs, (2) extends the date by which the California Department of Education and the California Department of Social Services (CDSS) are required to adopt implementing regulations related to early childhood development, and (3) specifies as one of the indicators for the implementation of quality child care and development programs that staff have the appropriate and required training, or any combination of qualifications, experience, or training. Policy also updated to delete material specific to COVID-19 and reflect a district's obligation to provide distance learning when a child care program is physically closed by a local or state public health order, reference that the Commission on Teacher Credentialing has adopted regulations pertaining to the prekindergarten-grade 3 early childhood education specialist credential that include requirements, and accelerated pathways to meet the requirements, in an effort to increase the number of early childhood education teachers, and reference **NEW LAW (AB 2827, 2022)** which requires CDSS to revise its regulations to permit children with disabilities to use outdoor play spaces simultaneously with children who do not have disabilities without having to first seek a regulatory waiver and to specify any health and safety requirements that are required to be met when simultaneous play occurs.

Administrative Regulation 5148 - Child Care and Development

Regulation updated to reference **NEW LAW (AB 2131, 2022)** which authorizes the California Department of Social Services (CDSS) to implement and administer the creation of a single child care center license through all-county or similar written instruction until regulations are adopted and to reflect **NEW LAW (AB 210, 2022)** which (1) specifies as one of the indicators for the implementation of quality child care and development program activities that meet the needs of dual language learners, and (2) provides that when eligibility for child care and development services are based on an adjusted monthly family income at or below 85 percent of the state median income, adjusted for family size, that calculation does not include foster care payments made on behalf of a child or guaranteed income payments. Regulation also updated to delete

outdated material regarding the requirement to test for lead contamination in drinking water for buildings constructed before January 1, 2010, reference **NEW LAW (AB 185, 2022)** which requires CDSS to adopt regulations regarding the exclusion from family income of foster care payments made on behalf of a child or income guaranteed income payments, as described above, and reflect **NEW LAW (SB 1047, 2022)** which (1) extends eligibility for child care and development programs to families in which a member of the family has been certified as eligible to receive benefits from specified means tested government programs and that priority for enrollment must be based on the income declared on the application of the government program, and (2) provides that upon establishing initial eligibility or ongoing ability for child care and development services, a family is considered to meet eligibility and need requirements for services for not less than 24 months before having eligibility or need recertified, unless an exceptions exists. In addition, regulation updated to reflect **NEW LAW (AB 321, 2022)** which provides that in the second priority category for enrollment, when there are two or more families with the same income ranking, children who reside in homes in which the primary language is not English are required to be admitted first, add material regarding a family establishing eligibility for child care and development services on the basis of receiving services under a CalWORKs Stage 1,2, or 3 program since this differs from the 24 month eligibility period as described above, delete material applicable only to the 2021-22 school year, add that licensed child care centers are required to post their rates, and discounts or scholarship policies, if any, in a prominent location adjacent to the license at the child care facility, add a new section entitled "Expulsion/Unenrollment and Suspension Based on Behavior" which reflects **NEW LAW (AB 2806, 2022)** establishing requirements for expulsion, unenrollment, or suspension of a child from a child care and development program and reflects a joint statement by the U.S. Department of Education and U.S. Department of Health and Human Services in regard to ensuring that children with disabilities are not suspended or expelled because of disability-related behaviors. Additionally, regulation updated to more closely align with law the order of disenrollment when necessary due to a reduction in state reimbursements, delete material related to the personal belief exemption as this exemption no longer exists, clarify that medical exemptions are required to specify how long the exemption is expected to be needed and that it may not extend beyond the current grade span, reflect **NEW LAW (AB 1797, 2022)** which requires child care centers to disclose specified immunization information to local health departments operating countywide or regional immunization information and reminder systems and the California Department of Public Health, clarify that verification of an excused absence be signed by the district's authorized representative if verification is made by telephone, include procedures districts are required to follow when a child has been absent and the family has not been in communication with the district's child care and development services program coordinator or site supervisor for seven consecutive calendar days, specify that any appeal from a hearing requested by a parent/guardian regarding a Notice of Action be appealed to the Child Development Division, and add a new section entitled "Coordinating Transitions" which includes material regarding the district's obligations when a child in the district's child care and development program transfers to a local public school and reflects **NEW LAW (SB 188, 2022)** which requires districts to designate a main point of contact for coordinating and completing the transition of a child and family from Part C of the Individuals with Disabilities Education Act (IDEA), infant/toddler programs, to Part B of IDEA, preschool.

Board Policy 6146.4 - Differential Graduation and Competency Standards for Students with Disabilities

Policy updated to reflect **NEW LAW (AB 181, 2022)** which (1) requires districts to exempt an eligible student with a disability from all coursework and other requirements adopted by the Board that are in addition to the statewide course requirements and award such student a high school diploma, and (2) provides that any such exempted student is eligible to participate in any graduation ceremony and school activity in which a student of similar age without a disability would be eligible to participate.

Board Policy 6159.2 - Nonpublic, Nonsectarian School and Agency Services for Special Education

Policy updated to reflect a December 2022 Davis Joint Unified School District Resolution Agreement with the U.S. Department of Education, Office for Civil Rights, regarding the use of seclusion and restraint as it relates to a free appropriate public education for students with disabilities placed in nonpublic schools.

NEW - Board Policy 6173.4 - Education for American Indian Students

New policy addresses legal implications and best practices for the education of American Indian students, including a philosophical statement which recognizes the unique cultural, language, and educational needs of Indian students and the ways those needs may be addressed, the importance of culturally relevant

curriculum for all students related to local American Indian tribes, and the practice of implementing strategies necessary for the improvement of the academic achievement of American Indian students. Policy also provides for the involvement of a California Indian Education Task Force as encouraged by **NEW LAW (AB 1703, 2022)**, the identification of and related supports for American Indian students most at-risk of not meeting state academic standards, the additional protections for American Indian students prior to a suspension, expulsion, assignment to a supervised suspension classroom, or involuntary transfer to a continuation school in accordance with **NEW LAW (AB 740, 2022)**, the provision of programs to facilitate the successful transition of American Indian students to post-secondary education and employment, professional development to assist those working with students regarding the unique needs of American Indian students, and annual reporting to the Governing Board regarding the outcomes of American Indian students. Additionally, policy includes a section entitled, "Title VI Indian Education Program," with material moved from deleted Administrative Regulation 6173.4 - Title VI Indian Education Program, and reflects major requirements for districts that receive Title VI Indian education funding.

DELETE - Administrative Regulation 6173.4 - Title VI Indian Education Program

Regulation deleted as unnecessary with material moved to new Board Policy 6173.4 - Education for American Indian Students.

Board Policy 6174 - Education for English Learners

Policy updated to remove outdated material and reflect **NEW LAW (SB 941, 2022)** which permits a district to enter into an instruction collaboration agreement with another school district, county office of education, or charter school to offer the same or similar courses and coursework to students who have been impacted by teacher shortages, disruptions, or cancellations to science, technology, engineering, and mathematics classes, or dual language immersion programs.

Administrative Regulation 6174 - Education for English Learners

Regulation updated to remove outdated material and reflect updated information from the California Department of Education's (CDE) English Learner Federal Program Monitoring 2022-23 Instrument, CDE's Reclassification Criteria website, and letters from CDE which provide updated reclassification guidance regarding the criteria used to determine whether an English learner should be reclassified, including a review of the student's curriculum mastery and academic performance, the provision of an interpreter for parents/guardians, when necessary, as part of the parent/guardian involvement, comparison of student performance on an objective assessment of basic skills in English against an empirically established range of performance in basic skills, based on the performance of English proficient students of the same age, which demonstrates whether the student is sufficiently proficient in English to participate effectively in a curriculum designed for students of the same age whose native language is English. Regulation also updated to include that the four years of post-reclassification monitoring should be utilized to ensure that students have not prematurely exited, any academic deficit incurred through participation in the English learner program has been remedied, and the students are meaningfully participating in the standard instructional program compared to students who had never participated in an English learner program. Additionally, regulation updated to clarify that the LCAP advisory committee provides input regarding exiting language acquisition programs and the possible establishment of other programs.

Board Bylaw 9322 - Agenda/Meeting Materials

Bylaw updated to move material regarding public comments to be with content related language, amend language to be more closely aligned with code language, add material regarding the means for in-person and remote public comments, and reflect **NEW LAW (AB 2449, 2022)**, which requires boards to maintain and implement a procedure for receiving and swiftly resolving requests for reasonable accommodation to board meetings for individuals with disabilities. Bylaw also updated to provide that each agenda for a regular meeting is required to list the address designated by the Superintendent or designee for public inspection of documents related to records of a statement threatening litigation against the district to be discussed in closed session, in addition to documents related to open session, when such documents have been distributed to the Governing Board less than 72 hours before a Board meeting, clarify that the Board president and Superintendent decide when an item is placed on the agenda, include that public records under the Public Records Act and which relate to an agenda item which contain a claim or written threat of litigation which will be discussed in closed session are required to be made available to the public, in addition to documents

which relate to an agenda item scheduled for the open session of a regular meeting, and **NEW LAW (AB 2647, 2022)** which clarifies how districts can, without opening their offices after normal business hours, comply with the portion of the Brown Act that requires writings or documents distributed to a majority of a local legislative body less than 72 hours before a meeting to also be distributed to the public.



California Department of Education Federal Program Monitoring 2023-24 Notification of Findings

September 15, 2023

This is the official Notification of Findings (NOF) report of the review visit conducted by the California Department of Education (CDE). Because the methodology of the review involves sampling, it is not an assessment of all legal requirements. Nevertheless, the local educational agency (LEA) is responsible for operating its federal categorical programs in compliance with all applicable laws and regulations.

Local Educational Agency: Hamilton Unified (11765620000000)
Review Date(s): 09/13/2023 - 09/15/2023
Regional Team Leader(s): Suzie Dollesin, 916-319-0321
FPM Coordinator(s): Jeremy Powell, 530-826-3261 Ext. 6005
 Maggie Sawyer, 530-826-3474 Ext. 5023

Program Reviewed	Program Reviewer	Total Findings
Compensatory Education (CE)	Kyle Holmes	1
English Learner (EL)	William Vang	0
Student Support and Academic Enrichment (SSAE)	Marquia Anderson	1

The LEA is required to resolve each Federal Program Monitoring (FPM) finding within 45 calendar days which ends on 10/30/2023. Corrective actions made to resolve findings must be implemented at all sites in the LEA and the new procedures must be used in the future.

When a FPM finding cannot be resolved within this 45 calendar day period, the LEA submits a resolution agreement request using the "Resolution Agreement" process via CMT. Authorized LEA staff may request suggestions from CDE staff on the resolution of findings.

NOTE: Copies of this report were distributed to the Agency. This is a public report and must be made available upon request. (California Public Records Act, Government Code section 6250)

Sites Reviewed	Programs Reviewed
Hamilton Elementary (11765626007447)	EL, CE

Monitoring Results by Program

Compensatory Education



Federal Program Monitoring 2023-24

Notification of Findings

Hamilton Unified (11765620000000)

1. CE 20: School Site Evaluation of Program Effectiveness

A school operating a schoolwide program (SWP) shall annually review and regularly monitor the implementation of, and results achieved by, the program, using data from the state's annual assessments and other indicators of academic achievement to determine whether the program has been effective in increasing the achievement of students in meeting the challenging state academic standards, particularly for those students who had been furthest from achieving the standards. The school must update and revise the plan, as necessary, based on the results of the regular monitoring and annual review, to ensure continuous improvement of students in the program.

In reviewing the School Plan for Student Achievement (SPSA) and evaluation material, Hamilton Elementary did not use data to determine whether the program has been effective in increasing the achievement of students.

The local education agency (LEA) must submit the following evidence for resolution: Evaluation report and evidence used to determine which Title I program actions and strategies are improving student achievement. Identify what is working or not working, and note modifications made to improve services. Additionally, the LEA must provide records (e.g., agendas, meeting minutes, sign-in sheets, etc.) of schoolsite council's involvement in evaluating the effectiveness of Title I, Part A funded programs and services specified in the SPSA.

English Learner

No program findings resulted from this monitoring review. No further action is required.

Student Support and Academic Enrichment

1. SSAE 08: Continued Consultation

In accordance with the Every Student Succeeds Act (ESSA) Section 4106[c][2], each local educational agency (LEA) shall engage in continued consultation with parents, teachers, principals, other school leaders, specialized instructional support personnel, students, community-based organizations, local government representatives (which may include a local law enforcement agency, local juvenile court, local child welfare agency, or local public housing agency), Indian tribes or tribal organizations that may be located in the region served by the LEA (where applicable), charter school teachers, principals, and other school leaders (where applicable), and others with relevant and demonstrated expertise in programs and activities designed to meet the purpose of Title IV, Part A in order to improve the local activities in order to meet the purpose of Title IV, Part A and to coordinate such implementation with other related strategies, programs, and activities being conducted in the community.

The LEA provided the ONGOING Hamilton Unified Leadership Committee Meeting Agenda, 2022-2023 LCAP/STRATEGIC PLANNING SURVEY RESULTS, the 2021-22 and 2022-23 LEA LCAP Federal Addendums, and HUSD Board Meeting Minutes and sign-in sheets. The LEA, however, has not provided 2022-23 evidences which demonstrate intentional continued consultation with stakeholder groups in order to improve the local activities to meet the purposes of Title IV, Part A.

The means by which a finding is resolved is the responsibility of the LEA unless specified in law. Authorized LEA staff may request suggestions from CDE staff on the resolution of findings.



Federal Program Monitoring 2023-24

Notification of Findings

Hamilton Unified (1176562000000)

The LEA must submit 2023-24 year evidences to the CMT which includes the following:

Documented evidence of preparation, drafting, and revising of the LCAP Federal Addendum, that includes continued consultation to meet the purposes of Title IV, Part A. The documentation submitted shall include evidences such as; public notices, agendas, sign-in sheets, meeting minutes, with a focus on documented collaboration with multiple stakeholder groups for the purposes of Title IV, Part A. Intentional continued consultation for the purposes of Title IV, Part A often include: addition of the Title IV, Part A allocation as an LCAP (or other meeting with stakeholder presence) agenda item; LCAP (or other meeting with stakeholder presence) meeting minutes that demonstrate Title IV, Part A continued consultation process; incorporation of a Title IV, Part A continued consultation section into an LCAP (or other meeting with stakeholder presence) presentation; inclusion of Title IV, Part A content in a survey for parents, community and other varied stakeholder groups with the intention of continued consultation and collaboration in order to meet the purpose of Title IV, Part A and to coordinate such implementation with other related strategies, programs, and activities being conducted in the community; and/or any other LEA level planning documents demonstrating continued consultation with stakeholder groups in order to improve the local activities to meet the purpose of Title IV, Part A.

The continued consultation topic(s) must include documented collaboration on the Title IV, Part A LEA allocation regarding the following SSAE 2.0 requirements; (a) well-rounded education; (b) safe and healthy students; and (c) effective use of technology.

The means by which a finding is resolved is the responsibility of the LEA unless specified in law. Authorized LEA staff may request suggestions from CDE staff on the resolution of findings.

Title IV

Continued Consultation
Hamilton Unified School District
Board Meeting September, 27, 2023

What is Title IV?

Title IV, Part A: Student Support and Academic Enrichment

“The purpose of Title IV funds is to improve students’ academic achievement by increasing the capacity of states, local educational

agencies (LEAs), schools, and local communities to:

1. Provide all students with access to a **well-rounded education**;
2. Improve **safe & healthy conditions for student learning**;
3. Improve the **use of technology** in order to improve the academic achievement and digital literacy of all students”.

Title IV, Part A

Student Support and Academic Enrichment

2022-23	Carryover	\$19,940
2023-24	Estimated Allocation	\$13,466
Total Available to Spend		\$33,406

1. Well Rounded Education

Possible allowable activities include, but is not limited to, the following:

- College and career guidance and counseling programs;
- Programs and activities that use music and the arts as tools to support student success;
- Science, technology, engineering, and mathematics, including computer science (STEM) programs;
- Accelerated learning programs, such as reimbursing low-income students to cover the costs of accelerated learning examination fees;
- Programs to teach traditional American history, civics, economics, geography, or government education;
- Foreign language instruction;
- Environmental education;
- Volunteerism and community involvement programs;
- Integrate multiple discipline programs, such as programs that combine arts and mathematics

2. Safe & Healthy Students

Possible allowable activities include, but is not limited to, the following:

- Drug and violence prevention activities;
- School-based mental health services;
- Integrate health and safety practices into school or athletic programs;
- Professional development for suicide prevention, trauma-informed practices, crisis management, conflict resolution techniques, human trafficking, drug abuse, bullying prevention, and violence prevention;
- Child sexual abuse awareness and prevention programs or activities;
- Programs to reduce exclusionary discipline practices;
- Schoolwide positive behavioral interventions and supports programs

3. Effective Use of Technology

Possible allowable activities include, but is not limited to, the following:

- Professional development for use of technology, computer-based assessments, and use of technology for instruction;
- Building capacity and infrastructure for technology;
- Purchasing devices, equipment and software;
- Providing rural students with access to online courses

HAMILTON UNIFIED SCHOOL DISTRICT

Agenda Item Number: ??	Date: September 27, 2023
Agenda Item Description: Approval of CE 07 Updated Suspension/Expulsion Policy Elements Missing	
Background: The Compensatory Education 2023-24 Program Instrument from the California Department of Education has added CE 07 Discipline Practices Policies. During our FPM review, it was noted that HUSD is missing suspension/expulsion policies 7.3 (a)-(e) and 7.4 (a)-(f), (h) and we were asked to provide a letter of assurance stating the missing elements would be added to our board policy.	
Status: Pending Board Approval	
Fiscal Impact: Unknown	
Educational Impact: N/A	
Recommendation: Recommendation board to approve updated suspension/expulsion policy	



Jeremy Powell, Ed. D.
Superintendent

September 9, 2023

This is a letter of assurance that the missing suspension/expulsion policy elements listed below will be added to the district policy September 28, 2023. The revised policy will go to the board for approval on September 27, 2023.

7.3 The governing board of a school district shall adopt policies and regulations for governing suspensions by a teacher, the principal, the principal's designee, or the district superintendent of schools. (EC sections 48910, 48911)

- (a) A teacher may suspend any pupil from class, for any of the acts enumerated in EC Section 48900, for the day of the suspension and the day following. (EC Section 48910[a])
 - i. The teacher shall immediately report the suspension to the principal of the school and send the pupil to the principal or the principal's designee for appropriate action. (EC Section 48910[a])
 - ii. As soon as possible, the teacher shall ask the parent or guardian of the pupil to attend a parent-teacher conference regarding the suspension. (EC Section 48910[a])

- (b) Suspension by the principal, the principal's designee, or the district superintendent of schools shall be preceded by an informal conference conducted by the principal, the principal's designee, or the district superintendent of schools between the pupil and, whenever practicable, the parent or guardian, the teacher, supervisor, or school employee who referred the pupil for suspension. (EC Section 48911[b]-[f])
 - i. At the conference, the pupil shall be informed of the reason for the disciplinary action, including the other means of correction that were attempted before the suspension as required under Section 48900.5, and informed of the evidence against him or her. (EC Section 48911[b]-[f])
 - ii. At the conference, the pupil shall also be given the opportunity to present his or her version and evidence in his or her defense. (EC Section 48911[b]-[f])

- (c) The principal, the principal's designee, or the district superintendent of schools may suspend a pupil without affording the pupil an opportunity for a conference only if the principal, the principal's designee, or the district superintendent of schools determines that an emergency situation exists. "Emergency situation," as used in California Education Code, means a situation determined by the principal, the principal's designee, or the district superintendent of schools to constitute a clear and present danger

BOARD OF TRUSTEES

Gabriel Leal, President | Hubert "Wendall" Lower, Clerk
Rod Boone, Trustee | Ray Odom, Trustee | Genaro Reyes, Trustee

to the life, safety, or health of pupils or school personnel.(EC Section 48911[b]-[f])

i. If a pupil is suspended without a conference before suspension, the pupil and the pupil's parent or guardian shall be notified of the pupil's right to a conference and the pupil's right to return to school for the purpose of a conference. The conference shall be held within two schooldays, unless the pupil waives this right or is physically unable to attend for any reason, including, but not limited to, incarceration or hospitalization. The conference shall then be held as soon as the pupil is physically able to return to school for the conference. (EC Section 48911[b]-[f])

(d) At the time of suspension, a school employee shall make a reasonable effort to contact the pupil's parent or guardian in person, by email, or by telephone. If a pupil is suspended from school, the parent or guardian shall be notified in writing of the suspension. (EC Section 48911[b]-[f])

(e) A school employee shall report the suspension of the pupil, including the cause for suspension, to the governing board of the school district or to the district superintendent of schools in accordance with the regulations of the governing board of the school district. (EC Section 48911[b]-[f])

7.4 The governing board of each school district shall establish rules and regulations governing procedures for the expulsion of pupils.
(EC Section 48918)

(a) The pupil shall be entitled to a hearing to determine whether the pupil should be expelled. An expulsion hearing shall be held within 30 schooldays after the date the principal or the superintendent of schools determines that the pupil has committed any of the acts enumerated in EC Section 48900, unless the pupil requests, in writing, that the hearing be postponed. (EC Section 48918[a][1])

(b) The adopted rules and regulations shall specify that the pupil is entitled to at least one postponement of an expulsion hearing, for a period of not more than 30 calendar days. Any additional postponement may be granted at the discretion of the governing board of the school district.
(EC Section 48918[a][1])

(c) Within 10 schooldays after the conclusion of the hearing, the governing board of the school district shall decide whether to expel the pupil, unless the pupil requests in writing that the decision be postponed. If the hearing is held by a hearing officer or an administrative panel, or if the governing board of the school district does not meet on a weekly basis, the governing board of the school district shall decide whether to expel the pupil within 40 schooldays after the date of the pupil's removal from his or her school of attendance for the incident for which the recommendation for expulsion is made by the principal or the superintendent of schools, unless the pupil requests in writing that the decision be postponed.
(EC Section 48918[a][2])

- (d) Written notification of the hearing shall be forwarded to the pupil at least 10 calendar days before the date of the hearing. The notice shall include all of the requirements listed in EC Section 48918(b)(1)-(5). (EC Section 48918[b])
- (e) Notwithstanding EC Section 35145, the governing board of the school district shall conduct a hearing to consider the expulsion of a pupil in a session closed to the public, unless the pupil requests, in writing, at least five days before the date of the hearing, that the hearing be conducted at a public meeting. (EC Section 48918[c])
- (f) A record of the hearing shall be made. The record may be maintained by any means, including electronic recording, so long as a reasonably accurate and complete written transcription of the proceedings can be made. (EC Section 48918[g])
- (h) The governing board of the school district shall maintain a record of each expulsion, including the cause for the expulsion. Records of expulsions shall be nonprivileged, disclosable public records. (EC Section 48918[k])

Sincerely,

A handwritten signature in blue ink, appearing to read "Jeremy Powell". The signature is stylized and cursive.

Jeremy Powell, District Superintendent
Hamilton Unified School District.

School Year: **2023-24**



School Plan for Student Achievement (SPSA) Template

Instructions and requirements for completing the SPSA template may be found in the SPSA Template Instructions.

School Name	County-District-School (CDS) Code	Schoolsite Council (SSC) Approval Date	Local Board Approval Date
Hamilton Elementary School	11765626007447	May 31st, 2023	June 28, 2023

Purpose and Description

Briefly describe the purpose of this plan (Select from Schoolwide Program, Comprehensive Support and Improvement, Targeted Support and Improvement, or Additional Targeted Support and Improvement)

Schoolwide Program

Briefly describe the school's plan for effectively meeting the ESSA requirements in alignment with the Local Control and Accountability Plan and other federal, state, and local programs.

The School Plan for Student Achievement (SPSA) aligns with Hamilton Unified School District's (HUSD) LCAP. Hamilton Elementary School (HES) will prioritize goals from the LCAP and continue with implementation of the Multi-Tiered Support Systems (MTSS) for behavior, academics, and social-emotional learning success for all students. This is an integrated, comprehensive approach focusing on instruction, student centered learning, individualized student needs, and data to drive improvement efforts. The creation of the SPSA is guided by the input of stakeholders from the HUSD community including parents, community members, teachers and administrators.

Comprehensive Needs Assessment Components

Data Analysis

Please refer to the School and Student Performance Data section where an analysis is provided.

Surveys

This section provides a description of surveys (i.e., Student, Parent, Teacher) used during the school-year, and a summary of results from the survey(s).

Hamilton Elementary School collects data from various stakeholders. In order to gather stakeholder input, we will be administering the California Healthy Kids Survey, The California School Staff Survey and the California Parent Survey. The intent is analyze and provide conclusions to the data by the end of each school year. The following surveys have been conducted in the 22-23 school year:

1. The PBIS Self-Assessment Survey was completed by staff in the fall of 2022. The survey indicated the following: 95% felt that behavioral expectations were defined and 91% noted that expectations were taught. The survey also reveals the following areas of improvement: 63% felt that consequences and violations are clearly defined and 63% understand how PBIS is managed school wide.

2. In October of 2022, the HES leadership team participated in the SWIFT Fidelity Integrity Assessment (SWIFT-FIA). SWIFT Education explains the FIA as, "a self-assessment used by School Leadership Teams to examine the current implementation status of schoolwide practices that have been demonstrated through research to provide a basis for successfully including all students who live in the school community." The assessment concluded that nearly 55% of our school wide practices are in the installing category. This means that many of our practices are at the beginning stages and need to be further developed in order to have successful implementation. For example, the FIA indicated that school wide data has not been reviewed in depth by multiple stakeholders. Data analysis by key stakeholders is a necessary action to adequately implement school programs such as intervention and researched based instructional practices.

Classroom Observations

This section provides a description of types and frequency of classroom observations conducted during the school-year and a summary of findings.

Hamilton Elementary School follows the formal observation policies set by the HUSD which are agreed by the Hamilton Teachers Association. Formal observations are divided among the administrators at HES. Each formal observation is followed by an evaluation conference between the teacher and the evaluator. The first formal observation for probationary teachers is conducted in the fall semester. The second formal observation is conducted early in the spring semester. For tenure teachers, one observation is conducted every set number of years, depending on the years taught at HUSD. Informal visits are also conducted at HES by administrators. HES also receives classroom observation support from our Dual Immersion consultant, Dr. Claudia Rodriguez-Mojica. Dr. Rodriguez-Mojica serves as an instructional coach as she provides feedback to teachers soon after the classroom observations.

Several TK-2 teachers (volunteers) participate in lesson study/observation program through CSU, Chico. The Biliteracy as a Resource: Investing in Literacy Across Languages for All (BRILLA) is a lesson study model for Spanish and Science integration and Biliteracy and Family Engagement. This includes planning, teaching/observation then a revisions instructional cycle.

Analysis of Current Instructional Program

The following statements are derived from the Elementary and Secondary Education Act (ESEA) of 1965 and Essential Program Components (EPCs). In conjunction with the needs assessments, these categories may be used to discuss and develop critical findings that characterize current instructional practice for numerically significant subgroups as well as individual students who are:

- Not meeting performance goals
- Meeting performance goals
- Exceeding performance goals

Discussion of each of these statements should result in succinct and focused findings based on verifiable facts. Avoid vague or general descriptions. Each successive school plan should examine the status of these findings and note progress made. Special consideration should be given to any practices, policies, or procedures found to be noncompliant through ongoing monitoring of categorical programs.

Standards, Assessment, and Accountability

Use of state and local assessments to modify instruction and improve student achievement (ESEA)

Hamilton Elementary School uses STAR Reading and STAR Math to monitor student progress. STAR Early Literacy is used in the K-1 grade levels. Teachers use the Illuminate platform to review data and to develop local standards based formative and summative assessments. The results from the mentioned assessments help teachers identify the students who are meeting or exceeding grade level standards and to identify the students who need intervention support. Once a student has been identified by a teacher as needing intervention support, it is then expected for the teacher to address the concerns via Tier 1 and 2 interventions (small group, reteach etc.) If the student does not improve after Tier 1 or 2 interventions, then a Focus meeting is set with the teacher, administrator and other staff. At the Focus meeting, a SMART goal is set. If additional support is needed after the duration of the SMART goal then the Student Study Team (SST) process begins. SSTs include parents, teacher, administrator, and many times an education specialist.

The STAR assessment data is also used to identify students for the teacher led After School Intervention Program. For the 23-24 school year, a full-time intervention teacher will also be reviewing STAR data to determine eligibility and conduct Tier 3 math or reading intervention for students. As previously mentioned, SSTs are conducted to create a student plan for improvement which could include Tier 2 and Tier 3 interventions. Student progress is also reviewed at the weekly Professional Learning Community (PLC) meetings. Additionally, assessment data is also reviewed at parent teacher conferences in the fall and spring semesters.

Use of data to monitor student progress on curriculum-embedded assessments and modify instruction (EPC)

Collaborative teams such as grade level PLCs develop and administer common summative assessments and review curriculum embedded assessment data. Based on the results from these assessments, instruction may be modified. Teams also review CAASPP and STAR data to monitor student progress and modify instruction.

Staffing and Professional Development

Status of meeting requirements for highly qualified staff (ESEA)

Hamilton Elementary Students receive instruction from highly qualified teachers. All teachers are highly qualified as specified by the State of California under the federal Every Student Succeeds Act (ESSA). Additionally, new teachers are provided a strong beginning teacher induction program through the Tehama County Department of Education.

Sufficiency of credentialed teachers and teacher professional development (e.g., access to instructional materials training on SBE-adopted instructional materials) (EPC)

All of HES teachers are credentialed. Teachers have access to professional development.

Hamilton Elementary School and Hamilton Unified School District is committed to providing ongoing professional development to meet the needs of our students. Instructional staff receive a total of 4 full non-student days and 6 minimum days of staff development. The trainings are focused on supporting our HUSD and HES visions and LCAP goals. The following are examples of the professional development provided by HUSD: Universal Design for Learning (UDL) strategies, Quality Teaching for English Learners (QTEL), collecting and analyzing data through the Illuminate platform and social-emotional learning with a focus on building strong student relationships. HUSD has partnered with the Glenn County Office of Education to provide some of the training mentioned above. GCOE has also provided follow up sessions to the grade level Professional Learning Communities (PLC).

Alignment of staff development to content standards, assessed student performance, and professional needs (ESEA)

The Hamilton Elementary School staff participates in on going collaboration during PLCs to strengthen their practice. During this time, teachers are able to discuss school wide initiatives, analyze data, and create common assessments and lessons to address the needs of their students. Our site is also receiving professional development on bilingualism from Dr. Claudia Rodriguez-Mojica. In addition to districtwide and schoolwide professional development opportunities, we have many teachers involved in professional development in other areas such as: PBIS training, Biliteracy as a Resource: Investing in Literacy Across Languages for ALL (BRILLA), and the Multilingual California Project (MCAP).

This year, our classified staff also received training on building strong relationships with students and how to approach and deescalate student situations.

Ongoing instructional assistance and support for teachers (e.g., use of content experts and instructional coaches) (EPC)

Our Dual Immersion teachers receive instructional coaching from our DI consultant, Dr. Claudia Rodriguez-Mojica. She also provides support to our English only instructors on a as needed basis. Dr. Rodriguez-Mojica is scheduled to provide coaching four times per year. Additionally, new teachers are assigned a mentor teacher for 2 years through the Tehama County Induction Program.

Teacher collaboration by grade level (kindergarten through grade eight [K–8]) and department (grades nine through twelve) (EPC)

Regularly scheduled PLC time is allotted for content or grade level collaboration.

Teaching and Learning

Alignment of curriculum, instruction, and materials to content and performance standards (ESEA)

Instruction at Hamilton Elementary School is aligned to the Common Core Standards and teachers use instructional materials and practices to best serve our students. Our Dual Immersion program uses the Spanish equivalent of the Content Standards. Our primary grades use Everyday Math as their math curriculum and Benchmark Advanced for English Language Arts. The middle school grades use CPM for math and Study Sync for English Language Arts. For our science curriculum we have adopted Stemsopes for all of the grades at our site (TK-8). My World Interactive is used for our social studies curriculum and it is also used school wide (K-8). In addition, K-5 teachers use the Second Step curriculum to support students' socio-emotional well being. All adopted curriculum is also available online to fully support student access to instruction. Hamilton Elementary School is in compliance with the curriculum adoption cycle established by the California Department of Education. The District has aligned the curriculum with the State Frameworks and the Content Standards.

Adherence to recommended instructional minutes for reading/language arts and mathematics (K–8) (EPC)

Instructional minutes are met at all grade levels. In the Spring of 2023, additional minutes were provided during the After School Intervention Program to students performing below grade level.

Lesson pacing schedule (K–8) and master schedule flexibility for sufficient numbers of intervention courses (EPC)

Teachers use recommended pacing from the adopted curriculum and with input from their PLC work. Intervention cycles allow for students to move in and out of interventions as necessary.

Availability of standards-based instructional materials appropriate to all student groups (ESEA)

At Hamilton Elementary School each student has access to his or her own copy of the Standards-aligned textbooks and instructional materials that were approved by the State Board of Education in the core curriculum areas. HES adheres to the state-adoption cycle for purchasing textbooks and materials. All adopted curriculum is also available online to fully support student access to instruction.

Use of SBE-adopted and standards-aligned instructional materials, including intervention materials, and for high school students, access to standards-aligned core courses (EPC)

Curriculum is SBE adopted.

Opportunity and Equal Educational Access

Services provided by the regular program that enable underperforming students to meet standards (ESEA)

Students identified as underperforming are eligible for additional services including: Focus Meeting, Student Study Teams (SSTs), Special Education services, elective courses (6-8), in class intervention support and the After School Intervention Program. English Learners have access to designated ELD. ELs also receive integrated ELD which ensures they have access to the core curriculum.

Evidence-based educational practices to raise student achievement

Teachers participate in planned collaboration to design pacing and instruction that is aligned to the Common Core State Standards. Additionally, teachers have been trained in the use of Universal Design For Learning (UDL) instructional strategies to implement in their classrooms. Another approach to improve student achievement is the involvement of parents through the Academic Parent Teacher Teams.

Parental Engagement

Resources available from family, school, district, and community to assist under-achieving students (ESEA)

Our school's social worker is available to provide families with needed resources which include but are not limited to home visitations, bridging school/home relationships and making referrals to community and county agencies. In addition, the social worker also facilitates workshops around topics that benefit the families of our school and keeps families informed through the school newsletter.

Academic Parent Teacher Teams (APTT) have also been established by various teachers on campus. APTT is an opportunity for parents to meet with their teacher to discuss their child's school performance. Teachers create goals with parents and teach the parents specific learning activities that support the goals. Then parents are to implement the activities at home. After a set amount of time, the teacher reconnects with the parents to discuss new assessment results from the learning goals that were established. As a result of this APPT process, many parents have a better understanding of their child's learning and progress.

Our Aeries Parent Portal and Parent Square are great resources for parents to receive up to date information.

Involvement of parents, community representatives, classroom teachers, other school personnel, and students in secondary schools, in the planning, implementation, and evaluation of ConApp programs (5 California Code of Regulations 3932)

At Hamilton Elementary School, parents are encouraged to actively participate in their child's educational experience. Parents can become involved in our school in various ways. Our School Site Council (SSC) includes parents, teachers and other stakeholders. The SSC helps school leadership plan for categorical funding expenditures as well as help refine the goals and objectives of Hamilton Elementary School. In addition, the school leadership also receives input from the English Language Advisory Committee (ELAC), a group composed of parents of English Learners.

HES also offers a quarterly Coffee with the Principal where parents or guardians can get updates on current initiatives, school events and also have an opportunity to voice suggestions or concerns regarding their experience at our site. Finally, the Parent Teacher Organization known as PTO also provides opportunities for parent input and partnership. Our PTO parents work tirelessly to provide extra classroom and field trip monies for our teaching staff. PTO and HES have a great partnership which has been instrumental in providing meaningful experiences to our families such as carnivals, winter programs, and community concerts. Our School Site Council and PTO meetings are available in person and via zoom to accommodate our members. In addition, we provide translation as needed at each of these meetings.

Funding

Services provided by categorical funds that enable underperforming students to meet standards (ESEA)

Renaissance Learning services/DNA for data collection/monitoring; including Freckle math and reading Ellevation
After School Program and Intervention
Dual Immersion support
Professional Development/time for coaching
Funding additional for teaching positions to assist in reduced class sizes .
Service personnel

Fiscal support (EPC)

Hamilton Elementary School is funded directly by LCFF, Title I, Tittle II, Title III, and Title V.

Educational Partner Involvement

How, when, and with whom did the school consult as part of the planning process for this SPSA/Annual Review and Update?

Involvement Process for the SPSA and Annual Review and Update

The School Site Council at HES is composed of parents, school staff (certificated and classified). The SSC is involved in developing the SPSA. The SPSA is reviewed sections at a time at School Site Council meetings. During the review SSC members are able to give input and suggestions. SPSA updates and reviews are also presented at ELAC meetings.

Resource Inequities

Briefly identify and describe any resource inequities identified as a result of the required needs assessment, as applicable.

Library is small and outdated
Dual Immersion program needs additional support and resources--specifically classroom libraries and library books in Spanish.
Admin and teachers need more training on Interim Assessments and data collection.
An intervention plan and support is needed for the low achieving students.

School and Student Performance Data

Student Enrollment Enrollment By Student Group

Student Enrollment by Subgroup						
Student Group	Percent of Enrollment			Number of Students		
	20-21	21-22	22-23	20-21	21-22	22-23
American Indian	0.7%	0.73%	0.51%	3	3	2
African American	%	%	0%			0
Asian	1.0%	1.94%	1.77%	4	8	7
Filipino	%	%	0%			0
Hispanic/Latino	95.4%	94.66%	94.7%	395	390	375
Pacific Islander	%	%	0%			0
White	1.7%	1.46%	1.01%	7	6	4
Multiple/No Response	%	%	0%			0
Total Enrollment				414	412	396

Student Enrollment Enrollment By Grade Level

Student Enrollment by Grade Level			
Grade	Number of Students		
	20-21	21-22	22-23
Kindergarten	56	52	49
Grade 1	40	42	43
Grade 2	43	45	46
Grade 3	40	46	45
Grade 4	42	36	45
Grade 5	48	38	40
Grade 6	41	48	38
Grade 7	60	48	47
Grade 8	44	57	43
Total Enrollment	414	412	396

Conclusions based on this data:

1. Enrollment numbers have been consistent the past few years although we did have a decrease this school year.
2. We continue to have high interest in our Dual Immersion Program. The classes in the DI program have a higher enrollment rate.

School and Student Performance Data

Student Enrollment English Learner (EL) Enrollment

English Learner (EL) Enrollment						
Student Group	Number of Students			Percent of Students		
	20-21	21-22	22-23	20-21	21-22	22-23
English Learners	141	180	174	34.10%	43.7%	43.9%
Fluent English Proficient (FEP)	94	89	84	22.70%	21.6%	21.2%
Reclassified Fluent English Proficient (RFEP)	16			11.3%		

School and Student Performance Data

CAASPP Results English Language Arts/Literacy (All Students)

Overall Participation for All Students												
Grade Level	# of Students Enrolled			# of Students Tested			# of Students with			% of Enrolled Students		
	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23
Grade 3	41	45		39	44		39	44		95.1	97.8	
Grade 4	42	38		39	37		39	37		92.9	97.4	
Grade 5	47	40		45	39		45	39		95.7	97.5	
Grade 6	42	47		39	46		39	46		92.9	97.9	
Grade 7	60	47		56	45		56	45		93.3	95.7	
Grade 8	42	55		42	55		42	55		100.0	100.0	
All Grades	274	272		260	266		260	266		94.9	97.8	

The “% of Enrolled Students Tested” showing in this table is not the same as “Participation Rate” for federal accountability purposes.

Overall Achievement for All Students															
Grade Level	Mean Scale Score			% Standard			% Standard Met			% Standard Nearly			% Standard Not		
	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23
Grade 3	2359.	2339.		0.00	4.55		12.82	11.36		28.21	15.91		58.97	68.18	
Grade 4	2393.	2414.		2.56	5.41		12.82	10.81		23.08	29.73		61.54	54.05	
Grade 5	2438.	2414.		2.22	2.56		24.44	10.26		20.00	17.95		53.33	69.23	
Grade 6	2484.	2448.		2.56	2.17		28.21	8.70		33.33	36.96		35.90	52.17	
Grade 7	2492.	2472.		7.14	4.44		12.50	17.78		39.29	26.67		41.07	51.11	
Grade 8	2536.	2502.		2.38	3.64		42.86	12.73		26.19	41.82		28.57	41.82	
All Grades	N/A	N/A	N/A	3.08	3.76		21.92	12.03		28.85	28.95		46.15	55.26	

Reading Demonstrating understanding of literary and non-fictional texts									
Grade Level	% Above Standard			% At or Near Standard			% Below Standard		
	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23
Grade 3	5.13	2.27		48.72	52.27		46.15	45.45	
Grade 4	0.00	0.00		51.28	64.86		48.72	35.14	
Grade 5	4.44	2.56		64.44	58.97		31.11	38.46	
Grade 6	5.13	0.00		51.28	52.17		43.59	47.83	
Grade 7	8.93	0.00		50.00	62.22		41.07	37.78	
Grade 8	7.14	7.27		66.67	45.45		26.19	47.27	
All Grades	5.38	2.26		55.38	55.26		39.23	42.48	

Writing Producing clear and purposeful writing									
Grade Level	% Above Standard			% At or Near Standard			% Below Standard		
	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23
Grade 3	0.00	6.82		51.28	47.73		48.72	45.45	
Grade 4	5.13	2.70		64.10	64.86		30.77	32.43	
Grade 5	4.44	5.26		46.67	47.37		48.89	47.37	
Grade 6	10.26	2.17		48.72	39.13		41.03	58.70	
Grade 7	8.93	6.67		58.93	40.00		32.14	53.33	
Grade 8	4.76	3.64		66.67	58.18		28.57	38.18	
All Grades	5.77	4.53		56.15	49.43		38.08	46.04	

Listening Demonstrating effective communication skills									
Grade Level	% Above Standard			% At or Near Standard			% Below Standard		
	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23
Grade 3	5.13	0.00		84.62	77.27		10.26	22.73	
Grade 4	5.13	10.81		66.67	70.27		28.21	18.92	
Grade 5	4.44	7.69		64.44	69.23		31.11	23.08	
Grade 6	15.38	6.52		58.97	58.70		25.64	34.78	
Grade 7	3.57	4.44		76.79	64.44		19.64	31.11	
Grade 8	4.76	12.73		85.71	67.27		9.52	20.00	
All Grades	6.15	7.14		73.08	67.67		20.77	25.19	

Research/Inquiry Investigating, analyzing, and presenting information									
Grade Level	% Above Standard			% At or Near Standard			% Below Standard		
	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23
Grade 3	5.13	2.27		74.36	43.18		20.51	54.55	
Grade 4	0.00	5.41		71.79	59.46		28.21	35.14	
Grade 5	2.22	0.00		60.00	48.72		37.78	51.28	
Grade 6	12.82	4.35		61.54	69.57		25.64	26.09	
Grade 7	10.71	8.89		67.86	60.00		21.43	31.11	
Grade 8	14.29	10.91		66.67	65.45		19.05	23.64	
All Grades	7.69	5.64		66.92	58.27		25.38	36.09	

Conclusions based on this data:

1. The listening component had the strongest results. Overall, 74% of students scored above, at or near standard in Listening.
2. The results indicate a decline in reading performance. Overall, 42% of students scored below grade level.
3. The results also indicate a decline in Writing performance. Overall, 46% percent of students scored below grade level.

School and Student Performance Data

CAASPP Results Mathematics (All Students)

Overall Participation for All Students												
Grade Level	# of Students Enrolled			# of Students Tested			# of Students with			% of Enrolled Students		
	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23
Grade 3	41	45		39	45		39	45		95.1	100.0	
Grade 4	42	38		40	38		40	38		95.2	100.0	
Grade 5	47	40		45	39		45	39		95.7	97.5	
Grade 6	42	47		40	47		40	47		95.2	100.0	
Grade 7	60	47		56	45		56	45		93.3	95.7	
Grade 8	42	55		42	55		42	55		100.0	100.0	
All Grades	274	272		262	269		262	269		95.6	98.9	

* The “% of Enrolled Students Tested” showing in this table is not the same as “Participation Rate” for federal accountability purposes.

Overall Achievement for All Students															
Grade Level	Mean Scale Score			% Standard			% Standard Met			% Standard Nearly			% Standard Not		
	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23
Grade 3	2362.	2364.		0.00	6.67		12.82	13.33		33.33	22.22		53.85	57.78	
Grade 4	2411.	2408.		2.50	0.00		7.50	7.89		40.00	28.95		50.00	63.16	
Grade 5	2403.	2423.		2.22	0.00		2.22	15.38		22.22	10.26		73.33	74.36	
Grade 6	2457.	2388.		2.50	0.00		2.50	6.38		40.00	8.51		55.00	85.11	
Grade 7	2445.	2431.		1.79	2.22		7.14	6.67		26.79	15.56		64.29	75.56	
Grade 8	2462.	2410.		0.00	0.00		7.14	5.45		26.19	16.36		66.67	78.18	
All Grades	N/A	N/A	N/A	1.53	1.49		6.49	8.92		30.92	16.73		61.07	72.86	

Concepts & Procedures Applying mathematical concepts and procedures									
Grade Level	% Above Standard			% At or Near Standard			% Below Standard		
	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23
Grade 3	0.00	6.67		35.90	35.56		64.10	57.78	
Grade 4	5.00	2.63		30.00	39.47		65.00	57.89	
Grade 5	0.00	2.56		28.89	35.90		71.11	61.54	
Grade 6	0.00	0.00		35.00	12.77		65.00	87.23	
Grade 7	1.79	4.44		42.86	26.67		55.36	68.89	
Grade 8	0.00	0.00		45.24	25.45		54.76	74.55	
All Grades	1.15	2.60		36.64	28.62		62.21	68.77	

Problem Solving & Modeling/Data Analysis									
Using appropriate tools and strategies to solve real world and mathematical problems									
Grade Level	% Above Standard			% At or Near Standard			% Below Standard		
	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23
Grade 3	10.26	6.67		20.51	33.33		69.23	60.00	
Grade 4	2.50	0.00		50.00	50.00		47.50	50.00	
Grade 5	2.22	0.00		31.11	38.46		66.67	61.54	
Grade 6	2.50	0.00		57.50	29.79		40.00	70.21	
Grade 7	3.57	2.22		42.86	46.67		53.57	51.11	
Grade 8	4.76	1.82		33.33	27.27		61.90	70.91	
All Grades	4.20	1.86		39.31	36.80		56.49	61.34	

Communicating Reasoning									
Demonstrating ability to support mathematical conclusions									
Grade Level	% Above Standard			% At or Near Standard			% Below Standard		
	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23
Grade 3	7.69	6.67		69.23	57.78		23.08	35.56	
Grade 4	7.50	5.26		45.00	34.21		47.50	60.53	
Grade 5	4.44	5.13		53.33	41.03		42.22	53.85	
Grade 6	5.00	2.13		65.00	44.68		30.00	53.19	
Grade 7	3.57	0.00		50.00	55.56		46.43	44.44	
Grade 8	4.76	1.82		66.67	32.73		28.57	65.45	
All Grades	5.34	3.35		57.63	44.24		37.02	52.42	

Conclusions based on this data:

1. Mathematics had the largest decrease in academic performance. Over 72% of students scored below standard in Mathematics.
2. Math Concepts and Procedures continues to be challenging for HES students. 61% percent of students scored below standard in Concepts and Procedures.

School and Student Performance Data

ELPAC Results

ELPAC Summative Assessment Data Number of Students and Mean Scale Scores for All Students												
Grade Level	Overall			Oral Language			Written Language			Number of Students Tested		
	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23
K	1403.7	1388.2		1420.9	1398.5		1363.5	1363.4		31	24	
1	1383.0	1407.2		1406.1	1444.1		1359.5	1369.9		24	25	
2	1444.0	1434.6		1449.6	1442.0		1437.8	1426.5		27	24	
3	1473.9	1470.4		1477.4	1466.4		1470.1	1474.0		14	28	
4	1476.2	1491.4		1477.9	1486.3		1474.1	1496.1		17	15	
5	1503.7	1499.1		1510.9	1496.3		1495.9	1501.5		18	17	
6	1492.8	1490.5		1519.0	1485.7		1465.9	1494.7		15	15	
7	1507.4	1492.0		1511.0	1475.5		1503.5	1508.2		15	13	
8	1514.8	*		1527.4	*		1501.6	*		13	7	
All Grades										174	168	

Overall Language Percentage of Students at Each Performance Level for All Students															
Grade Level	Level 4			Level 3			Level 2			Level 1			Total Number of Students		
	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23
K	3.23	4.17		25.81	12.50		58.06	54.17		12.90	29.17		31	24	
1	0.00	0.00		4.17	16.00		33.33	24.00		62.50	60.00		24	25	
2	0.00	0.00		25.93	37.50		40.74	37.50		33.33	25.00		27	24	
3	0.00	14.29		28.57	17.86		64.29	39.29		7.14	28.57		14	28	
4	0.00	6.67		23.53	46.67		41.18	33.33		35.29	13.33		17	15	
5	5.56	5.88		38.89	29.41		44.44	47.06		11.11	17.65		18	17	
6	13.33	6.67		26.67	40.00		20.00	40.00		40.00	13.33		15	15	
7	13.33	15.38		20.00	23.08		20.00	30.77		46.67	30.77		15	13	
8	7.69	*		30.77	*		23.08	*		38.46	*		13	*	
All Grades	4.02	5.95		24.14	27.38		40.23	37.50		31.61	29.17		174	168	

Oral Language Percentage of Students at Each Performance Level for All Students															
Grade Level	Level 4			Level 3			Level 2			Level 1			Total Number of Students		
	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23
K	3.23	4.17		35.48	16.67		51.61	45.83		9.68	33.33		31	24	
1	4.17	12.00		20.83	32.00		29.17	36.00		45.83	20.00		24	25	
2	14.81	8.33		25.93	45.83		37.04	29.17		22.22	16.67		27	24	
3	7.14	17.86		64.29	39.29		14.29	21.43		14.29	21.43		14	28	
4	11.76	20.00		35.29	53.33		29.41	20.00		23.53	6.67		17	15	
5	33.33	5.88		55.56	70.59		5.56	17.65		5.56	5.88		18	17	
6	26.67	20.00		40.00	60.00		13.33	6.67		20.00	13.33		15	15	
7	6.67	15.38		40.00	38.46		46.67	15.38		6.67	30.77		15	13	
8	23.08	*		38.46	*		15.38	*		23.08	*		13	*	
All Grades	13.22	13.10		37.36	42.26		29.89	25.60		19.54	19.05		174	168	

Written Language Percentage of Students at Each Performance Level for All Students															
Grade Level	Level 4			Level 3			Level 2			Level 1			Total Number of Students		
	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23
K	0.00	4.17		3.23	0.00		74.19	58.33		22.58	37.50		31	24	
1	0.00	0.00		4.17	4.00		20.83	8.00		75.00	88.00		24	25	
2	7.41	0.00		14.81	20.83		22.22	45.83		55.56	33.33		27	24	
3	0.00	0.00		0.00	21.43		78.57	39.29		21.43	39.29		14	28	
4	0.00	0.00		5.88	33.33		35.29	46.67		58.82	20.00		17	15	
5	0.00	0.00		5.56	23.53		55.56	35.29		38.89	41.18		18	17	
6	0.00	0.00		0.00	26.67		26.67	46.67		73.33	26.67		15	15	
7	13.33	0.00		0.00	23.08		26.67	38.46		60.00	38.46		15	13	
8	0.00	*		7.69	*		38.46	*		53.85	*		13	*	
All Grades	2.30	0.60		5.17	17.86		42.53	39.29		50.00	42.26		174	168	

Listening Domain Percentage of Students by Domain Performance Level for All Students												
Grade Level	Well Developed			Somewhat/Moderately			Beginning			Total Number of Students		
	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23
K	3.23	12.50		83.87	54.17		12.90	33.33		31	24	
1	12.50	28.00		79.17	64.00		8.33	8.00		24	25	
2	14.81	20.83		70.37	58.33		14.81	20.83		27	24	
3	7.14	42.86		64.29	46.43		28.57	10.71		14	28	
4	11.76	40.00		82.35	53.33		5.88	6.67		17	15	
5	22.22	11.76		72.22	76.47		5.56	11.76		18	17	
6	20.00	13.33		46.67	73.33		33.33	13.33		15	15	
7	6.67	0.00		60.00	61.54		33.33	38.46		15	13	
8	15.38	*		46.15	*		38.46	*		13	*	
All Grades	12.07	22.02		70.11	60.71		17.82	17.26		174	168	

Speaking Domain Percentage of Students by Domain Performance Level for All Students												
Grade Level	Well Developed			Somewhat/Moderately			Beginning			Total Number of Students		
	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23
K	19.35	4.17		41.94	54.17		38.71	41.67		31	24	
1	0.00	12.00		41.67	56.00		58.33	32.00		24	25	
2	18.52	16.67		55.56	66.67		25.93	16.67		27	24	
3	50.00	10.71		35.71	60.71		14.29	28.57		14	28	
4	29.41	13.33		47.06	73.33		23.53	13.33		17	15	
5	44.44	17.65		50.00	70.59		5.56	11.76		18	17	
6	60.00	33.33		26.67	53.33		13.33	13.33		15	15	
7	53.33	58.33		40.00	16.67		6.67	25.00		15	12	
8	38.46	*		46.15	*		15.38	*		13	*	
All Grades	30.46	17.96		43.68	58.08		25.86	23.95		174	167	

Reading Domain Percentage of Students by Domain Performance Level for All Students												
Grade Level	Well Developed			Somewhat/Moderately			Beginning			Total Number of Students		
	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23
K	0.00	4.17		87.10	83.33		12.90	12.50		31	24	
1	4.17	0.00		16.67	8.00		79.17	92.00		24	25	
2	14.81	4.17		40.74	66.67		44.44	29.17		27	24	
3	0.00	0.00		35.71	35.71		64.29	64.29		14	28	
4	0.00	0.00		29.41	53.33		70.59	46.67		17	15	
5	0.00	0.00		38.89	41.18		61.11	58.82		18	17	
6	0.00	0.00		6.67	40.00		93.33	60.00		15	15	
7	13.33	7.69		26.67	46.15		60.00	46.15		15	13	
8	7.69	*		23.08	*		69.23	*		13	*	
All Grades	4.60	1.79		38.51	46.43		56.90	51.79		174	168	

Writing Domain Percentage of Students by Domain Performance Level for All Students												
Grade Level	Well Developed			Somewhat/Moderately			Beginning			Total Number of Students		
	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23	20-21	21-22	22-23
K	0.00	4.17		51.61	33.33		48.39	62.50		31	24	
1	0.00	0.00		20.83	28.00		79.17	72.00		24	25	
2	7.41	0.00		40.74	66.67		51.85	33.33		27	24	
3	0.00	7.14		85.71	71.43		14.29	21.43		14	28	
4	0.00	33.33		64.71	46.67		35.29	20.00		17	15	
5	0.00	23.53		77.78	47.06		22.22	29.41		18	17	
6	0.00	6.67		53.33	80.00		46.67	13.33		15	15	
7	6.67	0.00		20.00	61.54		73.33	38.46		15	13	
8	0.00	*		69.23	*		30.77	*		13	*	
All Grades	1.72	8.33		51.15	54.17		47.13	37.50		174	168	

Conclusions based on this data:

1. Overall, student ELPAC performance is not at the pre-pandemic level.
2. Students performed well in the Listening Domain but did not maintain the high percentage of Well Developed scores in the Speaking Domain.
3. Based on the data, an emphasis must be placed on strengthening Written Language which includes the Reading and Writing Domains.

School and Student Performance Data

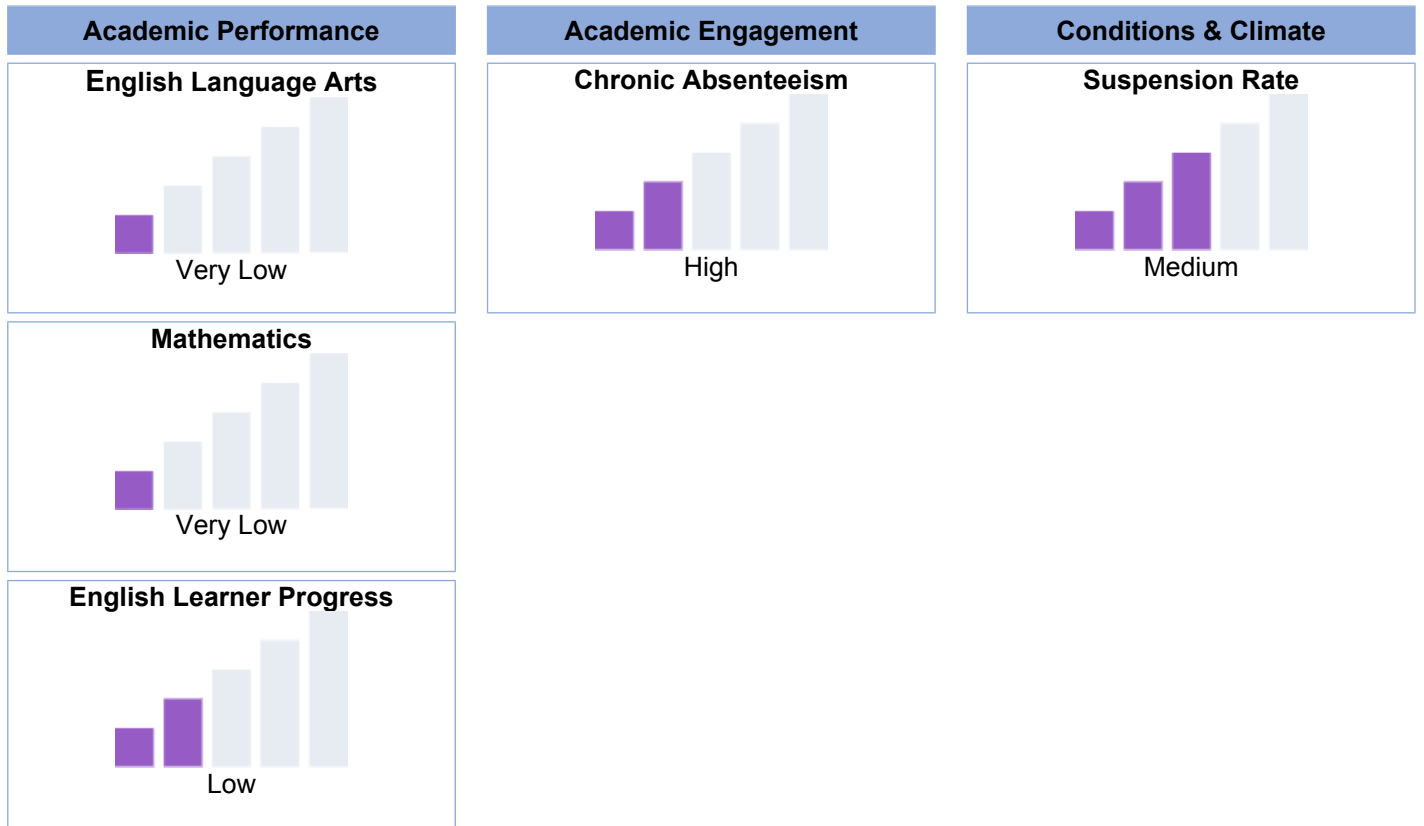
Overall Performance

Due to the COVID-19 pandemic, state law allows the 2022 Dashboard to only display the most current year of data (also known as Status). For this year only, performance levels will be reported using one of five Status levels (ranging from Very High, High, Medium, Low, and Very Low) for state measures. Please note that the Status levels associated with the Chronic Absenteeism and Suspension Rate Indicators are reversed (ranging from Very Low, Low, Medium, High, and Very High). Information regarding this year's Dashboard data is available within the [Dashboard Communications Toolkit](#).

Because performance on state measures is based on current year (i.e., 2021-22) results only for the 2022 Dashboard, the color dials have been replaced with one of five Status levels (ranging from Very High, High, Medium, Low, and Very Low).



2022 Fall Dashboard Overall Performance for All Students



Conclusions based on this data:

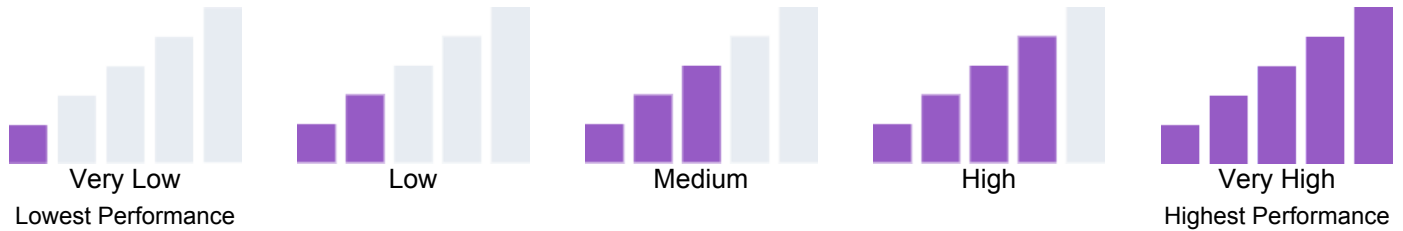
1. Suspension rates have continued to decline over the past few years.
2. Chronic Absenteeism is an area of concern again this year.
3. Improving academic performance must be a goal for the next academic year.

School and Student Performance Data

Overall Performance

Due to the COVID-19 pandemic, state law allows the 2022 Dashboard to only display the most current year of data (also known as Status). For this year only, performance levels will be reported using one of five Status levels (ranging from Very High, High, Medium, Low, and Very Low) for state measures. Please note that the Status levels associated with the Chronic Absenteeism and Suspension Rate Indicators are reversed (ranging from Very Low, Low, Medium, High, and Very High). Information regarding this year's Dashboard data is available within the [Dashboard Communications Toolkit](#).

Because performance on state measures is based on current year (i.e., 2021-22) results only for the 2022 Dashboard, the color dials have been replaced with one of five Status levels (ranging from Very High, High, Medium, Low, and Very Low).



2022 Fall Dashboard Overall Performance for All Students



Conclusions based on this data:

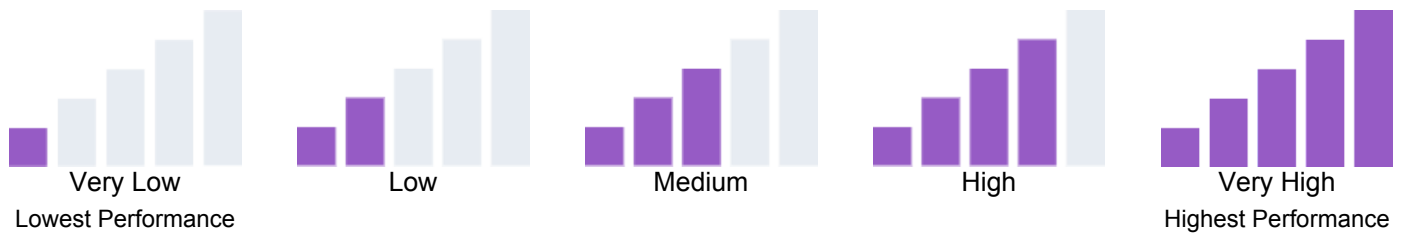
1. Suspension rates have continued to decline over the past few years.
2. Chronic Absenteeism is an area of concern again this year.
3. Improving academic performance must be a goal for the next academic year.

School and Student Performance Data

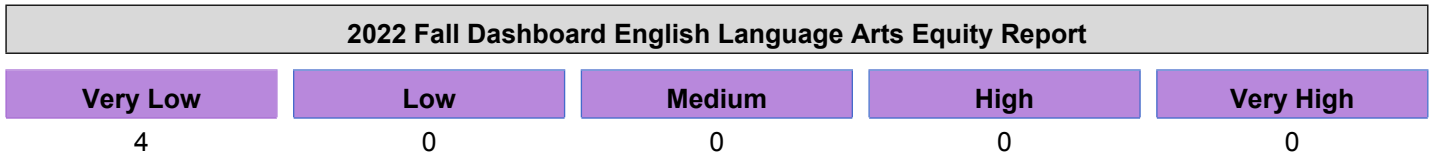
Academic Performance English Language Arts

Due to the COVID-19 pandemic, state law allows the 2022 Dashboard to only display the most current year of data (also known as Status). For this year only, performance levels will be reported using one of five Status levels (ranging from Very High, High, Medium, Low, and Very Low) for state measures. Please note that the Status levels associated with the Chronic Absenteeism and Suspension Rate Indicators are reversed (ranging from Very Low, Low, Medium, High, and Very High). Information regarding this year's Dashboard data is available within the [Dashboard Communications Toolkit](#).

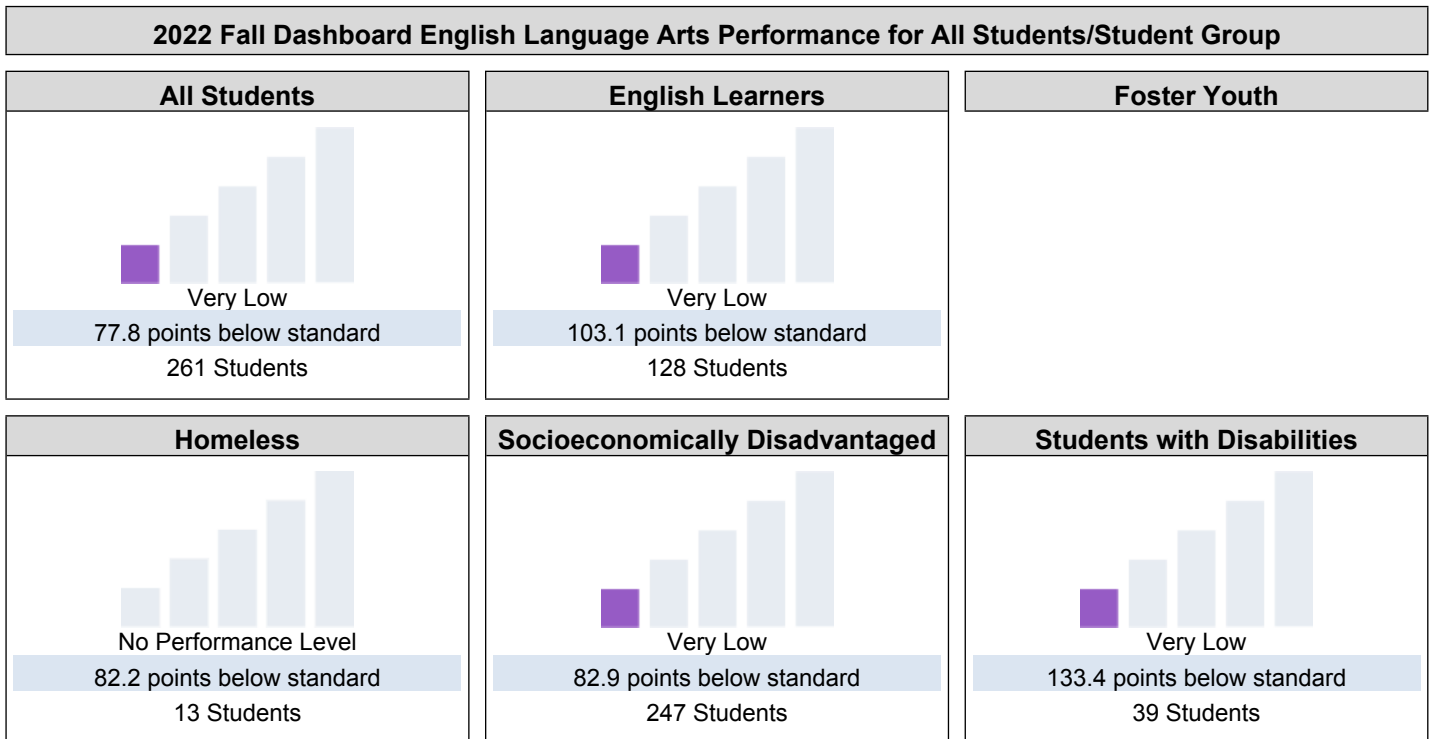
Because performance on state measures is based on current year (i.e., 2021-22) results only for the 2022 Dashboard, the color dials have been replaced with one of five Status levels (ranging from Very High, High, Medium, Low, and Very Low).



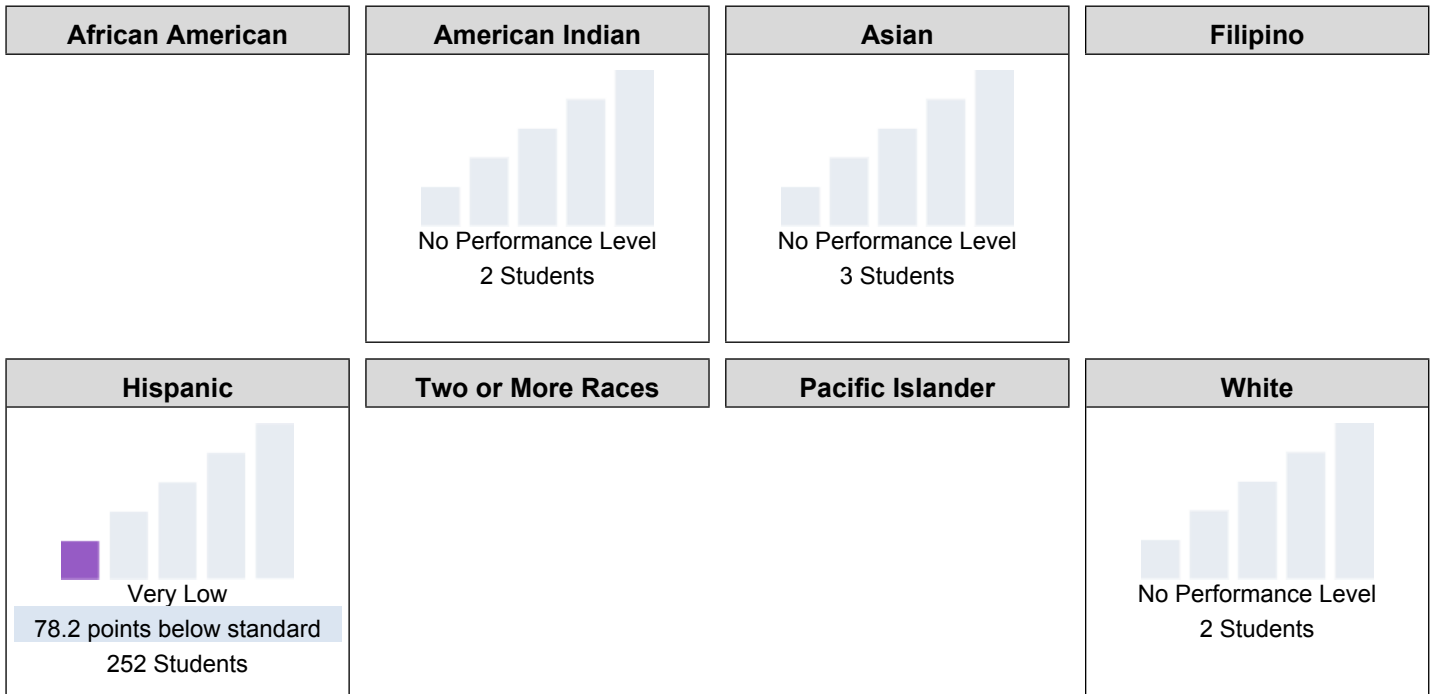
This section provides number of student groups in each level.



This section provides a view of how well students are meeting grade-level standards on the English Language Arts assessment. This measure is based on student performance on either the Smarter Balanced Summative Assessment or the California Alternate Assessment, which is taken annually by students in grades 3–8 and grade 11.



2022 Fall Dashboard English Language Arts Performance by Race/Ethnicity



This section provides additional information on distance from standard for current English learners, prior or Reclassified English learners, and English Only students in English Language Arts.

2022 Fall Dashboard English Language Arts Data Comparisons for English Learners

Current English Learner	Reclassified English Learners	English Only
114.5 points below standard 88 Students	77.9 points below standard 40 Students	65.5 points below standard 88 Students

Conclusions based on this data:

- Overall, students' academic performance in ELA is very low.
- The English Learner and Student with Disabilities subgroups performed very low in ELA.

School and Student Performance Data

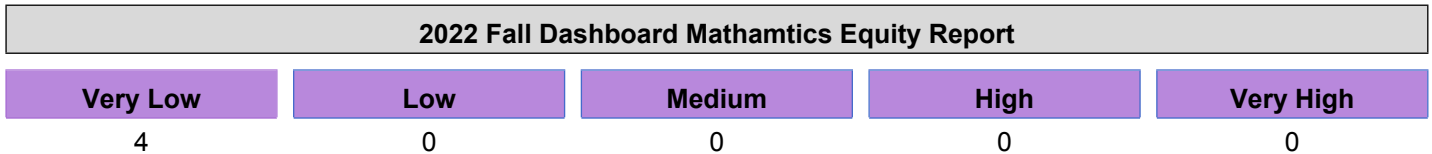
Academic Performance Mathematics

Due to the COVID-19 pandemic, state law allows the 2022 Dashboard to only display the most current year of data (also known as Status). For this year only, performance levels will be reported using one of five Status levels (ranging from Very High, High, Medium, Low, and Very Low) for state measures. Please note that the Status levels associated with the Chronic Absenteeism and Suspension Rate Indicators are reversed (ranging from Very Low, Low, Medium, High, and Very High). Information regarding this year's Dashboard data is available within the [Dashboard Communications Toolkit](#).

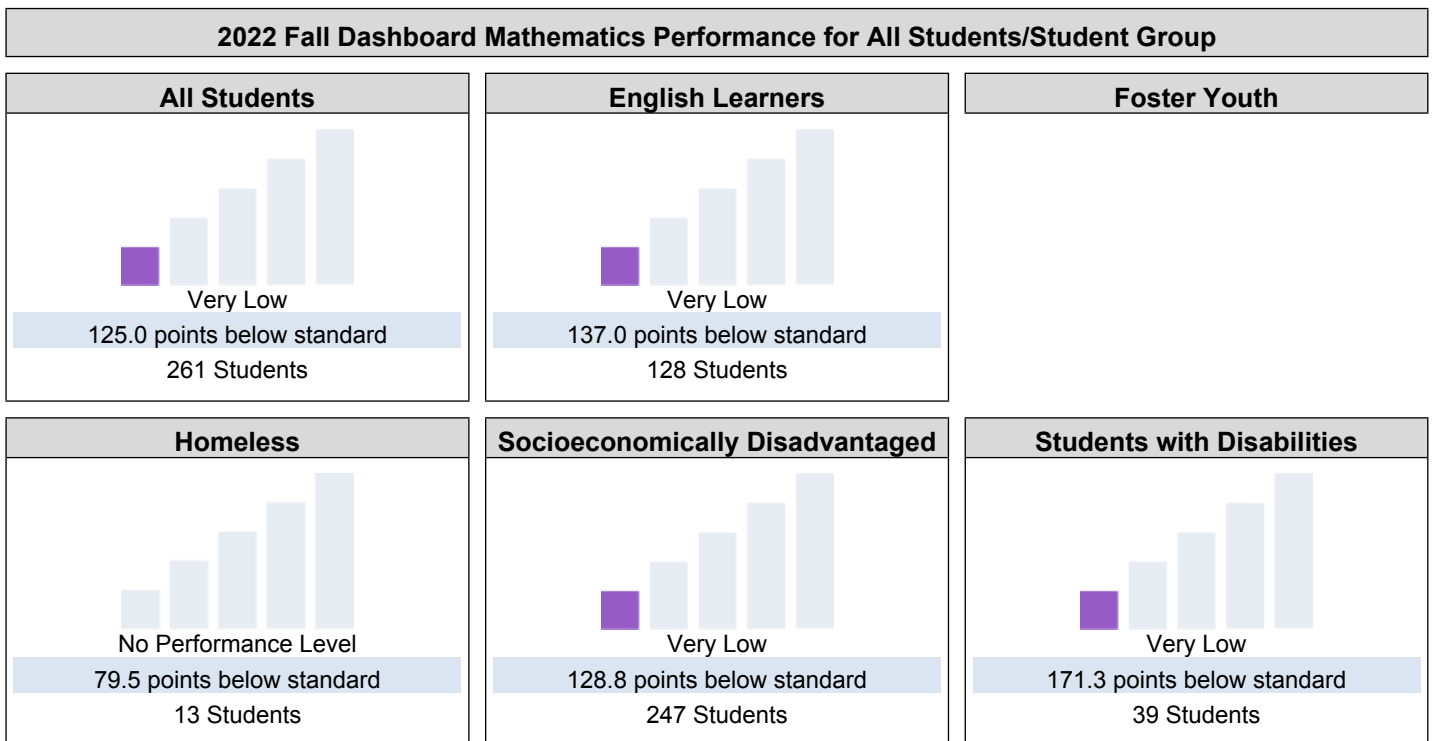
Because performance on state measures is based on current year (i.e., 2021-22) results only for the 2022 Dashboard, the color dials have been replaced with one of five Status levels (ranging from Very High, High, Medium, Low, and Very Low).



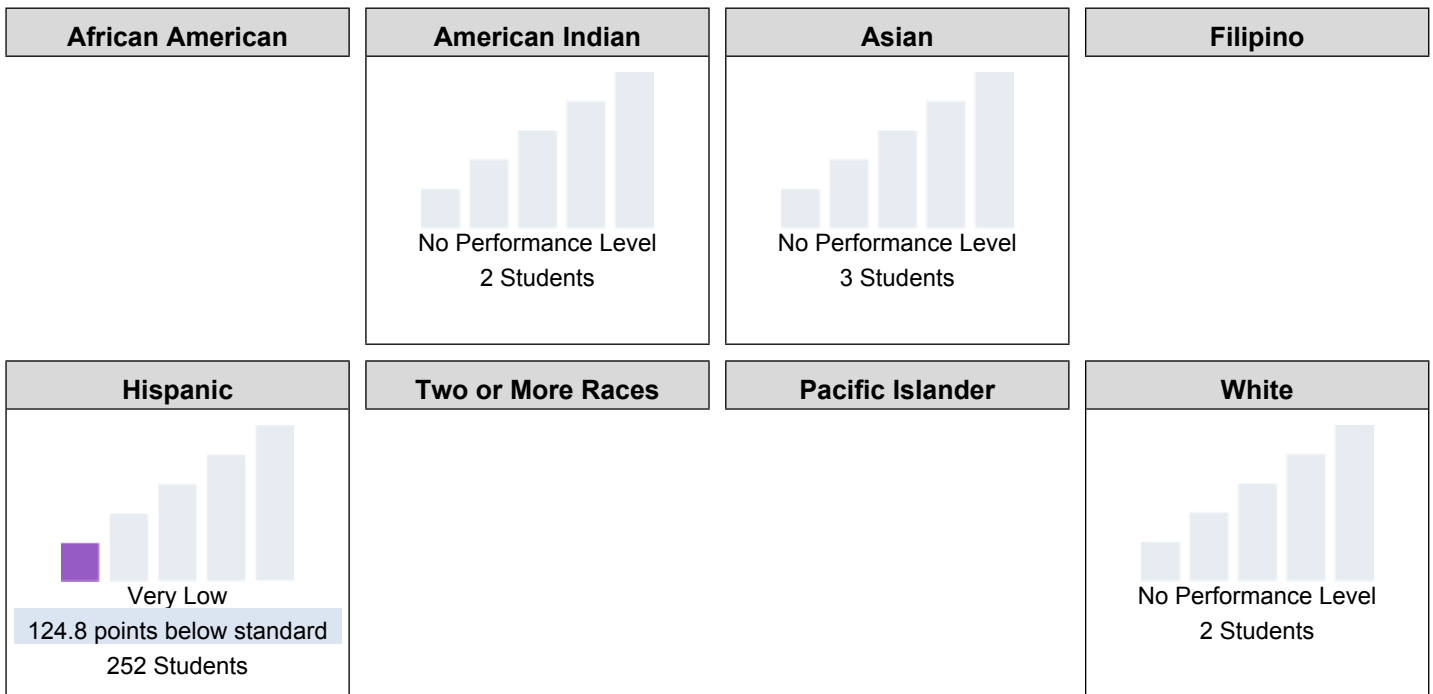
This section provides number of student groups in each level.



This section provides a view of how well students are meeting grade-level standards on the Mathematics assessment. This measure is based on student performance either on the Smarter Balanced Summative Assessment or the California Alternate Assessment, which is taken annually by students in grades 3–8 and grade 11.



2022 Fall Dashboard Mathematics Performance by Race/Ethnicity



This section provides additional information on distance from standard for current English learners, prior or Reclassified English learners, and English Only students in mathematics

2022 Fall Dashboard Mathematics Data Comparisons for English Learners

Current English Learner	Reclassified English Learners	English Only
134.6 points below standard 88 Students	142.4 points below standard 40 Students	120.1 points below standard 88 Students

Conclusions based on this data:

- Overall, students' academic performance in Math is very low.
- The English Learner and Students with Disabilities subgroups performed very low in Math.

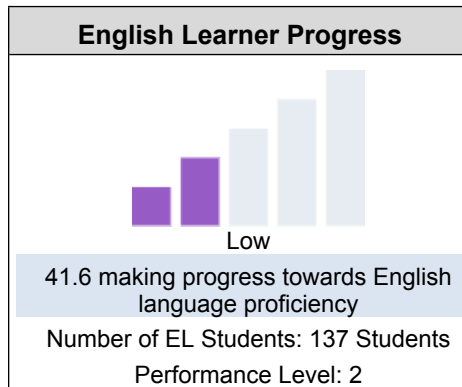
School and Student Performance Data

Academic Performance English Learner Progress

Due to the COVID-19 pandemic, state law allows the 2022 Dashboard to only display the most current year of data (also known as Status). For this year only, performance levels will be reported using one of five Status levels (ranging from Very High, High, Medium, Low, and Very Low) for state measures. Please note that the Status levels associated with the Chronic Absenteeism and Suspension Rate Indicators are reversed (ranging from Very Low, Low, Medium, High, and Very High). Information regarding this year's Dashboard data is available within the [Dashboard Communications Toolkit](#).

This section provides information on the percentage of current EL students making progress towards English language proficiency or maintaining the highest level.

2022 Fall Dashboard English Learner Progress Indicator



This section provides a view of the percentage of current EL students who progressed at least one ELPI level, maintained ELPI level 4, maintained lower ELPI levels (i.e, levels 1, 2L, 2H, 3L, or 3H), or decreased at least one ELPI Level.

2022 Fall Dashboard Student English Language Acquisition Results

Decreased One ELPI Level	Maintained ELPI Level 1, 2L, 2H, 3L, or 3H	Maintained ELPI Level 4	Progressed At Least One ELPI Level
24.8%	33.6%	0.0%	41.6%

Conclusions based on this data:

1. Although the English Learner Progress is low, the dashboard indicates that 41% of students made one ELPI level growth.

School and Student Performance Data

Academic Performance College/Career Report

College/Career data provides information on whether high school students are prepared for success after graduation based on measures like graduation rate, performance on state tests, and college credit courses. College/Career data was not reported in 2022.

Conclusions based on this data:

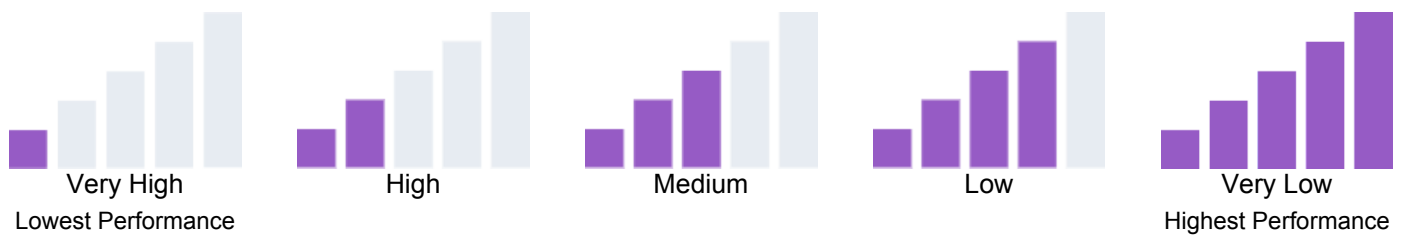
- 1.

School and Student Performance Data

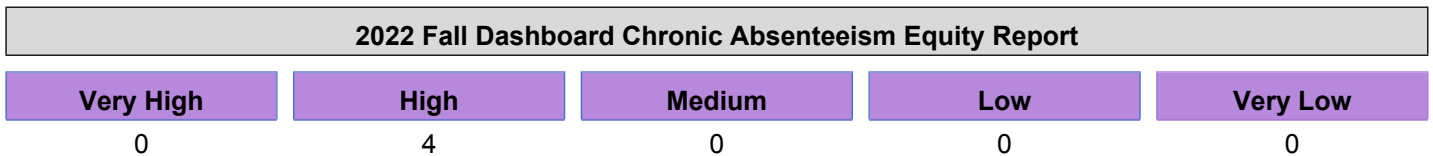
Academic Engagement Chronic Absenteeism

Due to the COVID-19 pandemic, state law allows the 2022 Dashboard to only display the most current year of data (also known as Status). For this year only, performance levels will be reported using one of five Status levels (ranging from Very High, High, Medium, Low, and Very Low) for state measures. Please note that the Status levels associated with the Chronic Absenteeism and Suspension Rate Indicators are reversed (ranging from Very Low, Low, Medium, High, and Very High). Information regarding this year's Dashboard data is available within the [Dashboard Communications Toolkit](#).

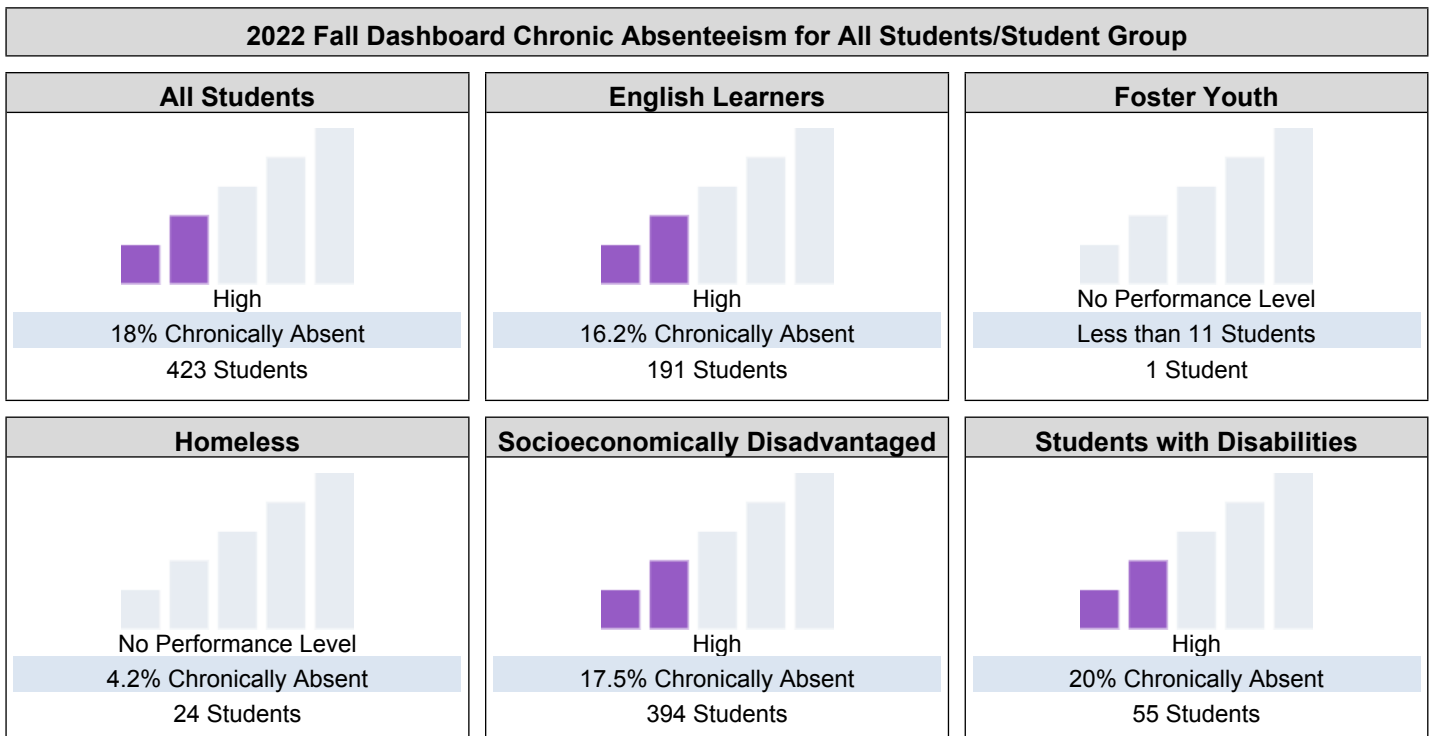
Because performance on state measures is based on current year (i.e., 2021-22) results only for the 2022 Dashboard, the color dials have been replaced with one of five Status levels (ranging from Very High, High, Medium, Low, and Very Low).



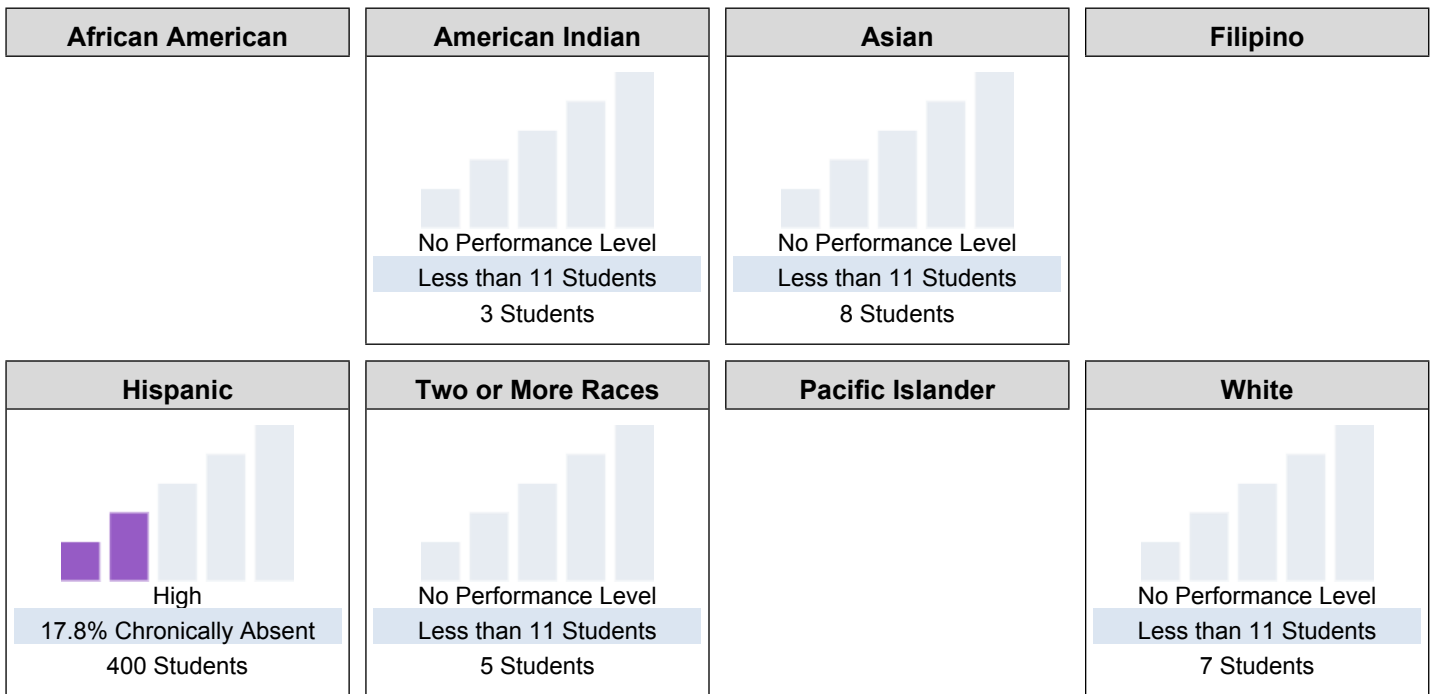
This section provides number of student groups in each level.



This section provides information about the percentage of students in kindergarten through grade 8 who are absent 10 percent or more of the instructional days they were enrolled.



2022 Fall Dashboard Chronic Absenteeism by Race/Ethnicity



Conclusions based on this data:

1. The Students with Disabilities subgroup has the highest percentage of chronically absent students.
2. Overall, HES has a high percentage of students with Chronic Absenteeism.

School and Student Performance Data

Academic Engagement Graduation Rate

Due to the COVID-19 pandemic, state law allows the 2022 Dashboard to only display the most current year of data (also known as Status). For this year only, performance levels will be reported using one of five Status levels (ranging from Very High, High, Medium, Low, and Very Low) for state measures. Please note that the Status levels associated with the Chronic Absenteeism and Suspension Rate Indicators are reversed (ranging from Very Low, Low, Medium, High, and Very High). Information regarding this year's Dashboard data is available within the [Dashboard Communications Toolkit](#).

Very Low Low Medium High Very High
 Lowest Performance Highest Performance

This section provides number of student groups in each level.

2022 Fall Dashboard Graduation Rate Equity Report				
Very Low	Low	Medium	High	Very High

This section provides information about students completing high school, which includes students who receive a standard high school diploma.

2022 Fall Dashboard Graduation Rate for All Students/Student Group		
All Students	English Learners	Foster Youth
Homeless	Socioeconomically Disadvantaged	Students with Disabilities

2022 Fall Dashboard Graduation Rate by Race/Ethnicity			
African American	American Indian	Asian	Filipino
Hispanic	Two or More Races	Pacific Islander	White

Conclusions based on this data:

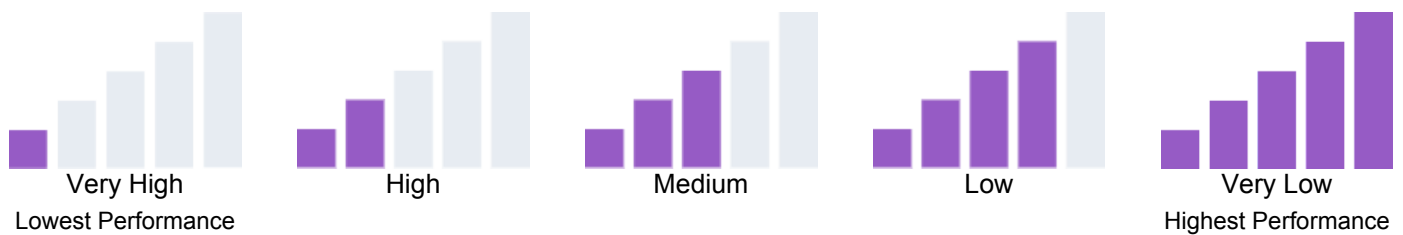
- 1.

School and Student Performance Data

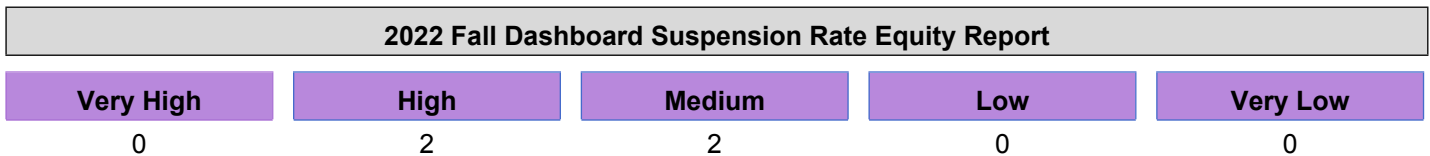
Conditions & Climate Suspension Rate

Due to the COVID-19 pandemic, state law allows the 2022 Dashboard to only display the most current year of data (also known as Status). For this year only, performance levels will be reported using one of five Status levels (ranging from Very High, High, Medium, Low, and Very Low) for state measures. Please note that the Status levels associated with the Chronic Absenteeism and Suspension Rate Indicators are reversed (ranging from Very Low, Low, Medium, High, and Very High). Information regarding this year's Dashboard data is available within the [Dashboard Communications Toolkit](#).

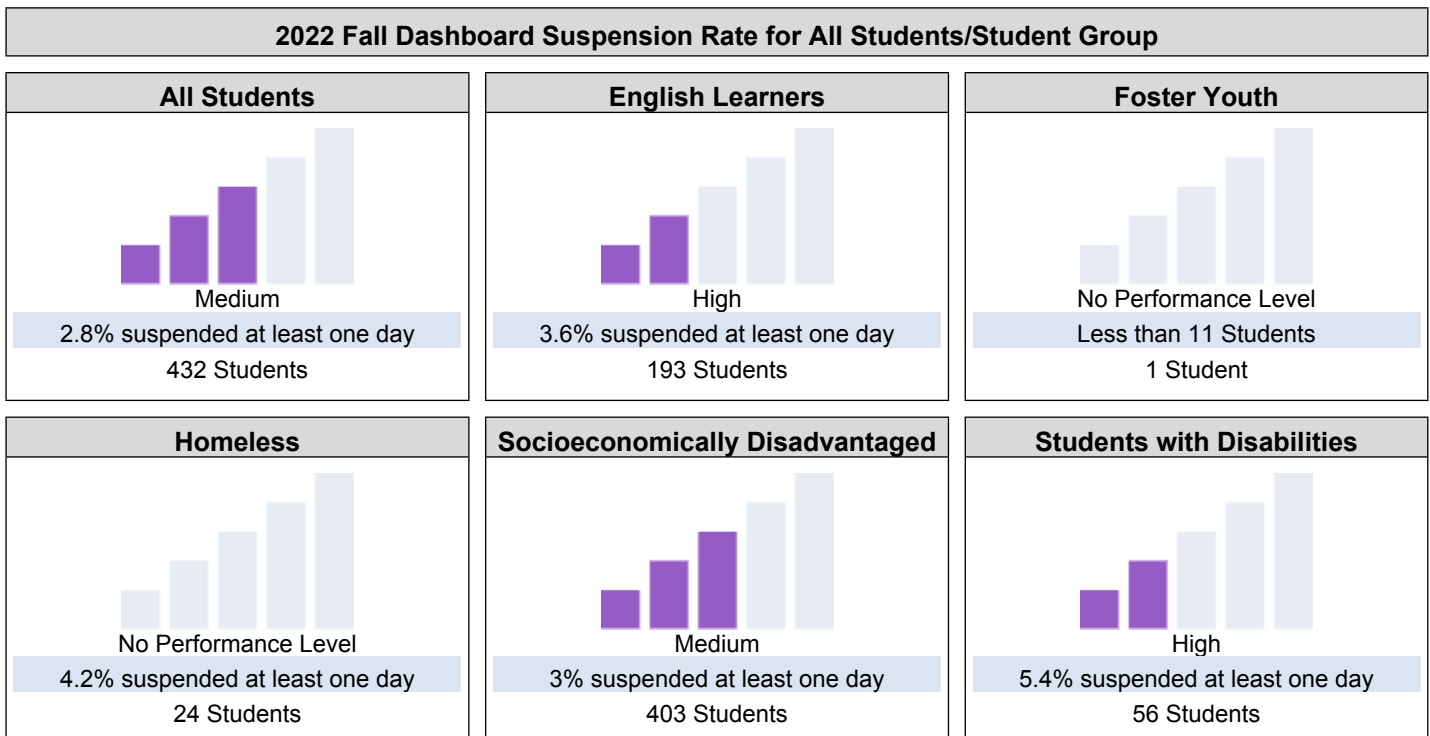
Because performance on state measures is based on current year (i.e., 2021-22) results only for the 2022 Dashboard, the color dials have been replaced with one of five Status levels (ranging from Very High, High, Medium, Low, and Very Low).



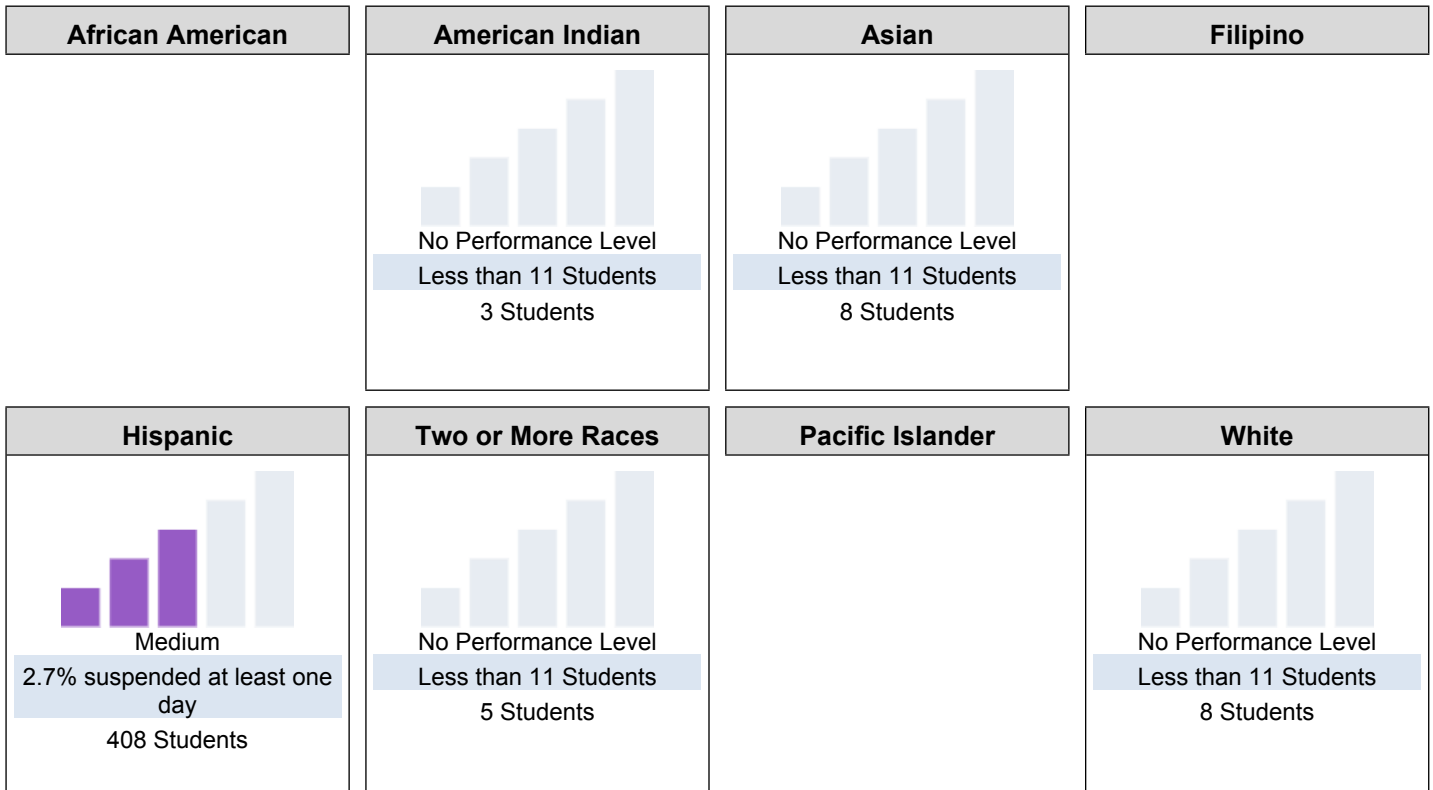
This section provides number of student groups in each level.



This section provides information about the percentage of students in kindergarten through grade 12 who have been suspended at least once in a given school year. Students who are suspended multiple times are only counted once.



2022 Fall Dashboard Suspension Rate by Race/Ethnicity



Conclusions based on this data:

1. HES has decreased suspension rates in the last few years.

Goals, Strategies, & Proposed Expenditures

Complete a copy of the following table for each of the school's goals. Duplicate the table as needed.

LEA/LCAP Goal

HUSD will increase student performance (for all subgroups) on State and Local achievement metrics: The District plans on increasing/enhancing coaching and professional development support for staff to improve instructional practices and fully implement common core state standards for all students and sub-groups. Priorities 4,8

Goal 1

Hamilton Elementary School will increase student achievement for all students.

Identified Need

The 2022 CAASPP results indicated a decline in reading performance. Overall, 42% of students scored below grade level in Reading. Mathematics had the largest decrease in academic performance. Over 72% of students scored below standard in Mathematics in 2022. 66% of students scored below standard in Math Concepts and Procedures.

Annual Measurable Outcomes

Metric/Indicator	Baseline/Actual Outcome	Expected Outcome
CAASPP Math	2021-22 10% of students met achievement standard. 90% of students did not meet achievement standard. The average distance from level 3 was -125.	Increase percent of students that meet achievement standard by 15% and decrease the the average distance from level 3 by 50 points.
CAASPP ELA	2021-22 16% of students met achievement standard. 84% of students did not meet achievement standard. The average distance from level 3 was -78.	Increase percent of students that meet achievement standard by 15% and decrease the the average distance from level 3 by 50 points.
STAR Math	2022-23 Urgent intervention 31% intervention 21%	Decrease the percent of students that are in the urgent intervention by 15% and decrease intervention by 10%.
STAR Reading	2022-23 Urgent intervention 54% intervention 21% on watch 10% at/above benchmark 15%	Decrease the percent of students that are in the urgent intervention by 15% and decrease intervention by 10%.
STAR Early Literacy	2022-23 Urgent intervention 42% intervention 27% on watch 13% at/above benchmark 18%	Decrease the percent of students that are in the urgent intervention by 15% and decrease intervention by 10%.

Metric/Indicator	Baseline/Actual Outcome	Expected Outcome
ELPAC	2022-23 8% of EL students attained English language proficiency based on the ELPAC overall score of 4.	Increase the percent of EL students attaining English language proficiency based on ELPAC level 4 by 50%

Complete a copy of the Strategy/Activity table for each of the school's strategies/activities. Duplicate the table, including Proposed Expenditures, as needed.

Strategy/Activity 1

Students to be Served by this Strategy/Activity

(Identify either All Students or one or more specific student groups)

All Students

Strategy/Activity

Pacing guides for K-8 grades will be reviewed and redeveloped to meet current essential standards (beginning with Math followed by ELA).

Proposed Expenditures for this Strategy/Activity

List the amount(s) and funding source(s) for the proposed expenditures. Specify the funding source(s) using one or more of the following: LCFF, Federal (if Federal identify the Title and Part, as applicable), Other State, and/or Local.

Amount(s)

5870

Source(s)

Strategy/Activity 2

Students to be Served by this Strategy/Activity

(Identify either All Students or one or more specific student groups)

All Students

Strategy/Activity

Quarterly assessments (ie. Renaissance-STAR) will be administered and the data will be reviewed at PLCs to determine if intervention support is needed. Standard based assessments will also be developed and administered to coincide with pacing guides and reporting cycles.

Proposed Expenditures for this Strategy/Activity

List the amount(s) and funding source(s) for the proposed expenditures. Specify the funding source(s) using one or more of the following: LCFF, Federal (if Federal identify the Title and Part, as applicable), Other State, and/or Local.

Amount(s)

25,270

Source(s)

Title I

Strategy/Activity 3

Students to be Served by this Strategy/Activity

(Identify either All Students or one or more specific student groups)

Underachieving students

Strategy/Activity

A Certificated Intervention Teacher or Ed Specialist will deliver Tier 3 intervention support in Math and Reading to our lowest achieving students. Tier 2 intervention support will be delivered by classroom teachers in small group settings.

Proposed Expenditures for this Strategy/Activity

List the amount(s) and funding source(s) for the proposed expenditures. Specify the funding source(s) using one or more of the following: LCFF, Federal (if Federal identify the Title and Part, as applicable), Other State, and/or Local.

Amount(s)	Source(s)
166,000	
25,976	Title I

Strategy/Activity 4

Students to be Served by this Strategy/Activity

(Identify either All Students or one or more specific student groups)

All students

Strategy/Activity

Teachers will receive training and support from an outside agency to run effective Professional Learning Communities.

Proposed Expenditures for this Strategy/Activity

List the amount(s) and funding source(s) for the proposed expenditures. Specify the funding source(s) using one or more of the following: LCFF, Federal (if Federal identify the Title and Part, as applicable), Other State, and/or Local.

Amount(s)	Source(s)
6,500	Title II Part A: Improving Teacher Quality

Strategy/Activity 5

Students to be Served by this Strategy/Activity

(Identify either All Students or one or more specific student groups)

English Learners

Strategy/Activity

The Master Schedule will be designed to facilitate levelized designated ELD instruction.

Proposed Expenditures for this Strategy/Activity

List the amount(s) and funding source(s) for the proposed expenditures. Specify the funding source(s) using one or more of the following: LCFF, Federal (if Federal identify the Title and Part, as applicable), Other State, and/or Local.

Amount(s)	Source(s)
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Goals, Strategies, & Proposed Expenditures

Complete a copy of the following table for each of the school's goals. Duplicate the table as needed.

LEA/LCAP Goal

HUSD will provide high quality classroom instruction to promote college and career readiness: The District anticipates increasing staffing in order to provide access to additional courses/enrichment activities that will promote college and career readiness.

Goal 2

Teachers will deliver rigorous and engaging lessons that meet students' needs and extend their understanding of the content.

Identified Need

Sustained student engagement is an important for student learning and growth. Teacher must be equipped with the appropriate tools and strategies to engage and meets students needs.

Annual Measurable Outcomes

Metric/Indicator	Baseline/Actual Outcome	Expected Outcome
Classroom Observation-protocol		During informal and formal classroom observations, 100% of students will be engaged 85-90% of the time.

Complete a copy of the Strategy/Activity table for each of the school's strategies/activities. Duplicate the table, including Proposed Expenditures, as needed.

Strategy/Activity 1

Students to be Served by this Strategy/Activity

(Identify either All Students or one or more specific student groups)

All students

Strategy/Activity

Teachers will meet regularly with grade level PLC to review data and plan lessons.

Proposed Expenditures for this Strategy/Activity

List the amount(s) and funding source(s) for the proposed expenditures. Specify the funding source(s) using one or more of the following: LCFF, Federal (if Federal identify the Title and Part, as applicable), Other State, and/or Local.

Amount(s)	Source(s)
2,090,000	LCFF
	ESSER III

Strategy/Activity 2

Students to be Served by this Strategy/Activity

(Identify either All Students or one or more specific student groups)

All Students

Strategy/Activity

Teachers will receive professional development in engaging and effective instructional strategies and methods to improve the participation and engagement of all students including EL students during integrated and designated ELD instruction.

Proposed Expenditures for this Strategy/Activity

List the amount(s) and funding source(s) for the proposed expenditures. Specify the funding source(s) using one or more of the following: LCFF, Federal (if Federal identify the Title and Part, as applicable), Other State, and/or Local.

Amount(s)

Source(s)

15,219

Title III

6950

Strategy/Activity 3

Students to be Served by this Strategy/Activity

(Identify either All Students or one or more specific student groups)

All students

Strategy/Activity

Classroom coaching, peer observations, and formal/informal observations will be scheduled throughout the year.

Proposed Expenditures for this Strategy/Activity

List the amount(s) and funding source(s) for the proposed expenditures. Specify the funding source(s) using one or more of the following: LCFF, Federal (if Federal identify the Title and Part, as applicable), Other State, and/or Local.

Amount(s)

Source(s)

13,000

Goals, Strategies, & Proposed Expenditures

Complete a copy of the following table for each of the school's goals. Duplicate the table as needed.

LEA/LCAP Goal

Engagement: District will improve parent participation, community input and student engagement through inclusion of all stakeholders in the learning process.

Goal 3

Parent/community outreach will continue and expand.

Identified Need

Although we have many opportunities for parent involvement, our numbers continue to be low in terms of participating in our stakeholder meetings, although attendance to community, cultural events has increased. We will leverage the community events to the best of our ability, adjusting times of meetings to meet the needs of parents, to improve our home/school connection.

Annual Measurable Outcomes

Metric/Indicator	Baseline/Actual Outcome	Expected Outcome
Parents Portal Access Increased (K-5)	Tk-5 - 99.6% 6-8 99.2%	Increase the parent portal access to 100%
Attendance at parent outreach programs	Parent workshops 65, APTT 100	Increase the attendance of all parent outreach programs including parent workshops and APTT by 25%
Parent participation	SSC - 38, ELAC/DELAC -14	Increase participation in SSC and ELAC/DELAC meetings by 10%

Complete a copy of the Strategy/Activity table for each of the school's strategies/activities. Duplicate the table, including Proposed Expenditures, as needed.

Strategy/Activity 1

Students to be Served by this Strategy/Activity

(Identify either All Students or one or more specific student groups)

All

Strategy/Activity

HES will strive for full participation with our parent portal. Office staff will work with parents and teachers to ensure we have full participation. The parent portal gives parents access to student information, school updates and upcoming events.

Proposed Expenditures for this Strategy/Activity

List the amount(s) and funding source(s) for the proposed expenditures. Specify the funding source(s) using one or more of the following: LCFF, Federal (if Federal identify the Title and Part, as applicable), Other State, and/or Local.

Amount(s)

22,500

Source(s)

LCFF

Strategy/Activity 2

Students to be Served by this Strategy/Activity

(Identify either All Students or one or more specific student groups)

TK-5 Students and Parents

Strategy/Activity

HES will expand the Academic Parent Teacher Teams to at least one more grade level. Currently, we have APTT at the Kindergarten, 1st, 4th and 5th grade levels.

Proposed Expenditures for this Strategy/Activity

List the amount(s) and funding source(s) for the proposed expenditures. Specify the funding source(s) using one or more of the following: LCFF, Federal (if Federal identify the Title and Part, as applicable), Other State, and/or Local.

Amount(s)

6,500

Source(s)

LCFF

Strategy/Activity 3

Students to be Served by this Strategy/Activity

(Identify either All Students or one or more specific student groups)

Parents of students

Strategy/Activity

HES will continue the partnership with our Parent Teacher Organization. HES will provide space and materials for meetings.

Proposed Expenditures for this Strategy/Activity

List the amount(s) and funding source(s) for the proposed expenditures. Specify the funding source(s) using one or more of the following: LCFF, Federal (if Federal identify the Title and Part, as applicable), Other State, and/or Local.

Amount(s)

400

Source(s)

Title I

Strategy/Activity 4

Students to be Served by this Strategy/Activity

(Identify either All Students or one or more specific student groups)

Parents

Strategy/Activity

HES will provide quarterly parent workshops. The workshop sessions will be selected based on current community/family needs. Equipment, materials and Supplies will be provided for meetings.

Proposed Expenditures for this Strategy/Activity

List the amount(s) and funding source(s) for the proposed expenditures. Specify the funding source(s) using one or more of the following: LCFF, Federal (if Federal identify the Title and Part, as applicable), Other State, and/or Local.

Amount(s)

500

Source(s)

Title I

Goals, Strategies, & Proposed Expenditures

Complete a copy of the following table for each of the school's goals. Duplicate the table as needed.

LEA/LCAP Goal

Engagement: District will improve parent participation, community input and student engagement through inclusion of all stakeholders in the learning process.

Goal 4

HES will continue to provide a safe and productive learning environment for all.

Identified Need

Students and staff must feel safe and welcomed on campus. A positive school culture helps to ensure students are having a good experience at school are being productive in the classroom.

Annual Measurable Outcomes

Metric/Indicator	Baseline/Actual Outcome	Expected Outcome
PBIS Rewards	Weekly otter pop/cookie - 175	Increase student participation in the weekly otter pop/cookie incentive by 5%.
Emergency Drills	Emergency drill every month	Continue monthly emergency drills and report self evaluation sheet to all staff as well as the fire department.
SWIS referrals	2021-22 151 referrals 2022-23 660 referrals	Reduce referrals by 25%.

Complete a copy of the Strategy/Activity table for each of the school's strategies/activities. Duplicate the table, including Proposed Expenditures, as needed.

Strategy/Activity 1

Students to be Served by this Strategy/Activity

(Identify either All Students or one or more specific student groups)

All Students

Strategy/Activity

HES will continue with its school wide PBIS initiative. The leadership team will continue to develop and monitor the school wide PBIS program.

Proposed Expenditures for this Strategy/Activity

List the amount(s) and funding source(s) for the proposed expenditures. Specify the funding source(s) using one or more of the following: LCFF, Federal (if Federal identify the Title and Part, as applicable), Other State, and/or Local.

Amount(s)	Source(s)
7000	
2000	ASB

Strategy/Activity 2

Students to be Served by this Strategy/Activity

(Identify either All Students or one or more specific student groups)

All students

Strategy/Activity

Teachers will receive training on building strong student rapport and classroom management through the Capturing Kids Hearts program.

Proposed Expenditures for this Strategy/Activity

List the amount(s) and funding source(s) for the proposed expenditures. Specify the funding source(s) using one or more of the following: LCFF, Federal (if Federal identify the Title and Part, as applicable), Other State, and/or Local.

Amount(s)	Source(s)
70000	ESSER III

Strategy/Activity 3

Students to be Served by this Strategy/Activity

(Identify either All Students or one or more specific student groups)

At risk and Chronically absent students.

Strategy/Activity

HES will continue to recognize academic achievement, perfect attendance and strong character traits.

Proposed Expenditures for this Strategy/Activity

List the amount(s) and funding source(s) for the proposed expenditures. Specify the funding source(s) using one or more of the following: LCFF, Federal (if Federal identify the Title and Part, as applicable), Other State, and/or Local.

Amount(s)	Source(s)
750	LCFF

Strategy/Activity 4

Students to be Served by this Strategy/Activity

(Identify either All Students or one or more specific student groups)

All Students

Strategy/Activity

HES will regularly review and follow the school safety plan and maintain safety equipment like security cameras, gates, and locks.

Proposed Expenditures for this Strategy/Activity

List the amount(s) and funding source(s) for the proposed expenditures. Specify the funding source(s) using one or more of the following: LCFF, Federal (if Federal identify the Title and Part, as applicable), Other State, and/or Local.

Amount(s)

Source(s)

6500

LCFF

Goals, Strategies, & Proposed Expenditures

Complete a copy of the following table for each of the school's goals. Duplicate the table as needed.

LEA/LCAP Goal

Goal 5

Identified Need

Annual Measurable Outcomes

Metric/Indicator	Baseline/Actual Outcome	Expected Outcome
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Complete a copy of the Strategy/Activity table for each of the school's strategies/activities. Duplicate the table, including Proposed Expenditures, as needed.

Strategy/Activity 1

Students to be Served by this Strategy/Activity

(Identify either All Students or one or more specific student groups)

Strategy/Activity

Proposed Expenditures for this Strategy/Activity

List the amount(s) and funding source(s) for the proposed expenditures. Specify the funding source(s) using one or more of the following: LCFF, Federal (if Federal identify the Title and Part, as applicable), Other State, and/or Local.

Amount(s)	Source(s)
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Budget Summary

Complete the table below. Schools may include additional information. Adjust the table as needed. The Budget Summary is required for schools funded through the ConApp, and/or that receive funds from the LEA for Comprehensive Support and Improvement (CSI).

Budget Summary

Description	Amount
Total Funds Provided to the School Through the Consolidated Application	\$164,781
Total Federal Funds Provided to the School from the LEA for CSI	\$
Total Funds Budgeted for Strategies to Meet the Goals in the SPSA	\$2,470,935.00

Other Federal, State, and Local Funds

List the additional Federal programs that the school is including in the schoolwide program. Adjust the table as needed. If the school is not operating a Title I schoolwide program this section is not applicable and may be deleted.

Federal Programs	Allocation (\$)
Title I	\$52,146.00
Title II Part A: Improving Teacher Quality	\$6,500.00
Title III	\$15,219.00

Subtotal of additional federal funds included for this school: \$73,865.00

List the State and local programs that the school is including in the schoolwide program. Duplicate the table as needed.

State or Local Programs	Allocation (\$)
	\$198,820.00
ASB	\$2,000.00
ESSER III	\$70,000.00
LCFF	\$2,126,250.00

Subtotal of state or local funds included for this school: \$2,397,070.00

Total of federal, state, and/or local funds for this school: \$2,470,935.00

School Site Council Membership

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

- 1 School Principal
- 3 Classroom Teachers
- 1 Other School Staff
- 5 Parent or Community Members

Name of Members	Role
Ulises Tellechea	Principal
Derek Nall	Classroom Teacher
Aimee Curiel	Classroom Teacher
Rosa Rivera	Parent or Community Member
Vanessa Ortiz	Parent or Community Member
Rocio Jauregui	Parent or Community Member
Lily-Lopez Orta	Parent or Community Member
Emma Robles	Parent or Community Member
Ariel Ellis	Other School Staff
Trevor Heyl	Classroom Teacher

At elementary schools, the school site council must be constituted to ensure parity between (a) the principal, classroom teachers, and other school personnel, and (b) parents of students attending the school or other community members. Classroom teachers must comprise a majority of persons represented under section (a). At secondary schools there must be, in addition, equal numbers of parents or other community members selected by parents, and students. Members must be selected by their peer group.


Recommendations and Assurances

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

The SSC is correctly constituted and was formed in accordance with district governing board policy and state law.

The SSC reviewed its responsibilities under state law and district governing board policies, including those board policies relating to material changes in the School Plan for Student Achievement (SPSA) requiring board approval.

The SSC sought and considered all recommendations from the following groups or committees before adopting this plan:



Signature	Committee or Advisory Group Name
	English Learner Advisory Committee
	Other: MTSS Leadership Team

The SSC reviewed the content requirements for school plans of programs included in this SPSA and believes all such content requirements have been met, including those found in district governing board policies and in the local educational agency plan.

This SPSA is based on a thorough analysis of student academic performance. The actions proposed herein form a sound, comprehensive, coordinated plan to reach stated school goals to improve student academic performance.

This SPSA was adopted by the SSC at a public meeting on 5/31/23.

Attested:

	Principal, Ulises Tellechea on 5/31/23
	SSC Chairperson, Vanessa Ortiz on 5/31/23

Instructions

The School Plan for Student Achievement (SPSA) is a strategic plan that maximizes the resources available to the school while minimizing duplication of effort with the ultimate goal of increasing student achievement. SPSA development should be aligned with and inform the Local Control and Accountability Plan process.

The SPSA consolidates all school-level planning efforts into one plan for programs funded through the consolidated application (ConApp), and for federal school improvement programs, including schoolwide programs, Comprehensive Support and Improvement (CSI), Targeted Support and Improvement (TSI), and Additional Targeted Support and Improvement (ATSI), pursuant to California Education Code (EC) Section 64001 and the Elementary and Secondary Education Act as amended by the Every Student Succeeds Act (ESSA). This template is designed to meet schoolwide program planning requirements. It also notes how to meet CSI, TSI, or ATSI requirements, as applicable.

California's ESSA State Plan supports the state's approach to improving student group performance through the utilization of federal resources. Schools use the SPSA to document their approach to maximizing the impact of federal investments in support of underserved students. The implementation of ESSA in California presents an opportunity for schools to innovate with their federally-funded programs and align them with the priority goals of the school and the LEA that are being realized under the state's Local Control Funding Formula (LCFF).

The LCFF provides schools and LEAs flexibility to design programs and provide services that meet the needs of students in order to achieve readiness for college, career, and lifelong learning. The SPSA planning process supports continuous cycles of action, reflection, and improvement. Consistent with EC 65001, the Schoolsite Council (SSC) is required to develop and annually review the SPSA, establish an annual budget, and make modifications to the plan that reflect changing needs and priorities, as applicable.

For questions related to specific sections of the template, please see instructions below:

Instructions: Linked Table of Contents

The SPSA template meets the requirements of schoolwide planning (SWP). Each section also contains a notation of how to meet CSI, TSI, or ATSI requirements.

[Educational Partner Involvement](#)

[Goals, Strategies, & Proposed Expenditures](#)

[Planned Strategies/Activities](#)

[Annual Review and Update](#)

[Budget Summary](#)

[Appendix A: Plan Requirements for Title I Schoolwide Programs](#)

[Appendix B: Plan Requirements for Schools to Meet Federal School Improvement Planning Requirements](#)

[Appendix C: Select State and Federal Programs](#)

For additional questions or technical assistance related to LEA and school planning, please contact the Local Agency Systems Support Office, at LCFF@cde.ca.gov.

For programmatic or policy questions regarding Title I schoolwide planning, please contact the local educational agency, or the CDE's Title I Policy and Program Guidance Office at TITLEI@cde.ca.gov.

For questions or technical assistance related to meeting federal school improvement planning requirements (for CSI, TSI, and ATSI), please contact the CDE's School Improvement and Support Office at SISO@cde.ca.gov.

Purpose and Description

Schools identified for Comprehensive Support and Improvement (CSI), Targeted Support and Improvement (TSI), or Additional Targeted Support and Improvement (ATSI) must respond to the following prompts. A school that has not been identified for CSI, TSI, or ATSI may delete the Purpose and Description prompts.

Purpose

Briefly describe the purpose of this plan by selecting from Schoolwide Program, Comprehensive Support and Improvement, Targeted Support and Improvement, or Additional Targeted Support and Improvement)

Description

Briefly describe the school's plan for effectively meeting ESSA requirements in alignment with the Local Control and Accountability Plan and other federal, state, and local programs.

Educational Partner Involvement

Meaningful involvement of parents, students, and other stakeholders is critical to the development of the SPSA and the budget process. Schools must share the SPSA with school site-level advisory groups, as applicable (e.g., English Learner Advisory committee, student advisory groups, tribes and tribal organizations present in the community, as appropriate, etc.) and seek input from these advisory groups in the development of the SPSA.

The Stakeholder Engagement process is an ongoing, annual process. Describe the process used to involve advisory committees, parents, students, school faculty and staff, and the community in the development of the SPSA and the annual review and update.

[This section meets the requirements for TSI and ATSI.]

[When completing this section for CSI, the LEA shall partner with the school in the development and implementation of this plan.]

Resource Inequities

Schools eligible for CSI or ATSI must identify resource inequities, which may include a review of LEA- and school-level budgeting as a part of the required needs assessment. Identified resource inequities must be addressed through implementation of the CSI or ATSI plan. Briefly identify and describe any resource inequities identified as a result of the required needs assessment and summarize how the identified resource inequities are addressed in the SPSA.

[This section meets the requirements for CSI and ATSI. If the school is not identified for CSI or ATSI this section is not applicable and may be deleted.]

Goals, Strategies, Expenditures, & Annual Review

In this section a school provides a description of the annual goals to be achieved by the school. This section also includes descriptions of the specific planned strategies/activities a school will take to meet the identified goals, and a description of the expenditures required to implement the specific strategies and activities.

Goal

State the goal. A goal is a broad statement that describes the desired result to which all strategies/activities are directed. A goal answers the question: What is the school seeking to achieve?

It can be helpful to use a framework for writing goals such as the S.M.A.R.T. approach. A S.M.A.R.T. goal is one that is **S**pecific, **M**easurable, **A**chievable, **R**ealistic, and **T**ime-bound. A level of specificity is needed in order to measure performance relative to the goal as well as to assess whether it is reasonably achievable. Including time constraints, such as milestone dates, ensures a realistic approach that supports student success.

A school may number the goals using the “Goal #” for ease of reference.

[When completing this section for CSI, TSI, and ATSI, improvement goals shall align to the goals, actions, and services in the LEA LCAP.]

Identified Need

Describe the basis for establishing the goal. The goal should be based upon an analysis of verifiable state data, including local and state indicator data from the California School Dashboard (Dashboard) and data from the School Accountability Report Card, including local data voluntarily collected by districts to measure pupil achievement.

[Completing this section fully addresses all relevant federal planning requirements]

Annual Measurable Outcomes

Identify the metric(s) and/or state indicator(s) that the school will use as a means of evaluating progress toward accomplishing the goal. A school may identify metrics for specific student groups. Include in the baseline column the most recent data associated with the metric or indicator available at the time of adoption of the SPSA. The most recent data associated with a metric or indicator includes data reported in the annual update of the SPSA. In the subsequent Expected Outcome column, identify the progress the school intends to make in the coming year.

[When completing this section for CSI the school must include school-level metrics related to the metrics that led to the school’s identification.]

[When completing this section for TSI/ATSI the school must include metrics related to the specific student group(s) that led to the school’s identification.]

Strategies/Activities

Describe the strategies and activities being provided to meet the described goal. A school may number the strategy/activity using the “Strategy/Activity #” for ease of reference.

Planned strategies/activities address the findings of the needs assessment consistent with state priorities and resource inequities, which may have been identified through a review of the local educational agency’s budgeting, its local control and accountability plan, and school-level budgeting, if applicable.

[When completing this section for CSI, TSI, and ATSI, this plan shall include evidence-based interventions and align to the goals, actions, and services in the LEA LCAP.]

[When completing this section for CSI and ATSI, this plan shall address through implementation, identified resource inequities, which may have been identified through a review of LEA- and school-level budgeting.]

Students to be Served by this Strategy/Activity

Indicate in this box which students will benefit from the strategies/activities by indicating “All Students” or listing one or more specific student group(s) to be served.

[This section meets the requirements for CSI.]

[When completing this section for TSI and ATSI, at a minimum, the student groups to be served shall include the student groups that are consistently underperforming, for which the school received the TSI or ATSI designation. For TSI, a school may focus on all students or the student group(s) that led to identification based on the evidence-based interventions selected.]

Proposed Expenditures for this Strategy/Activity

For each strategy/activity, list the amount(s) and funding source(s) for the proposed expenditures for the school year to implement these strategies/activities. Specify the funding source(s) using one or more of the following: LCFF, Federal (if Federal, identify the Title and Part, as applicable), Other State, and/or Local.

Proposed expenditures that are included more than once in a SPSA should be indicated as a duplicated expenditure and include a reference to the goal and strategy/activity where the expenditure first appears in the SPSA. Pursuant to Education Code, Section 64001(g)(3)(C), proposed expenditures, based on the projected resource allocation from the governing board or governing body of the LEA, to address the findings of the needs assessment consistent with the state priorities including identifying resource inequities which may include a review of the LEA’s budgeting, its LCAP, and school-level budgeting, if applicable.

[This section meets the requirements for CSI, TSI, and ATSI.]

[NOTE: Federal funds for CSI shall not be used in schools identified for TSI or ATSI. In addition, funds for CSI shall not be used to hire additional permanent staff.]

Annual Review

In the following Analysis prompts, identify any material differences between what was planned and what actually occurred as well as significant changes in strategies/activities and/ or expenditures from the prior year. This annual review and analysis should be the basis for decision-making and updates to the plan.

Analysis

Using actual outcome data, including state indicator data from the Dashboard, analyze whether the planned strategies/activities were effective in achieving the goal. Respond to the prompts as instructed. Respond to the following prompts relative to this goal. If the school is in the first year of implementing the goal the Annual Review section is not required and this section may be deleted.

- Describe the overall implementation of the strategies/activities and the overall effectiveness of the strategies/activities to achieve the articulated goal.
- Briefly describe any major differences between either/or the intended implementation or the budgeted expenditures to implement the strategies/activities to meet the articulated goal.
- Describe any changes that will be made to the goal, expected annual measurable outcomes, metrics/indicators, or strategies/activities to achieve this goal as a result of this analysis and analysis of the data provided in the Dashboard, as applicable. Identify where those changes can be found in the SPSA.

[When completing this section for CSI, TSI, or ATSI, any changes made to the goals, annual measurable outcomes, metrics/indicators, or strategies/activities, shall meet the CSI, TSI, or ATSI planning requirements. CSI, TSI, and ATSI planning requirements are listed under each section of the Instructions. For example, as a result of the Annual Review and Update, if changes are made to a goal(s), see the Goal section for CSI, TSI, and ATSI planning requirements.]

Budget Summary

In this section a school provides a brief summary of the funding allocated to the school through the ConApp and/or other funding sources as well as the total amount of funds for proposed expenditures described in the SPSA. The Budget Summary is required for schools funded through the ConApp and that receive federal funds for CSI. If the school is not operating a Title I schoolwide program this section is not applicable and may be deleted.

From its total allocation for CSI, the LEA may distribute funds across its schools that meet the criteria for CSI to support implementation of this plan. In addition, the LEA may retain a portion of its total allocation to support LEA-level expenditures that are directly related to serving schools eligible for CSI.

Budget Summary

A school receiving funds allocated through the ConApp should complete the Budget Summary as follows:

- Total Funds Provided to the School Through the Consolidated Application: This amount is the total amount of funding provided to the school through the ConApp for the school year. The school year means the fiscal year for which a SPSA is adopted or updated.
- Total Funds Budgeted for Strategies to Meet the Goals in the SPSA: This amount is the total of the proposed expenditures from all sources of funds associated with the strategies/activities reflected in the SPSA. To the extent strategies/activities and/or proposed expenditures are listed in the SPSA under more than one goal, the expenditures should be counted only once.

A school receiving federal funds for CSI should complete the Budget Summary as follows:

- Total Federal Funds Provided to the School from the LEA for CSI: This amount is the total amount of funding provided to the school from the LEA.

[NOTE: Federal funds for CSI shall not be used in schools eligible for TSI or ATSI. In addition, funds for CSI shall not be used to hire additional permanent staff.]

Appendix A: Plan Requirements

Schoolwide Program Requirements

This School Plan for Student Achievement (SPSA) template meets the requirements of a schoolwide program plan. The requirements below are for planning reference.

A school that operates a schoolwide program and receives funds allocated through the ConApp is required to develop a SPSA. The SPSA, including proposed expenditures of funds allocated to the school through the ConApp, must be reviewed annually and updated by the SSC. The content of a SPSA must be aligned with school goals for improving student achievement.

Requirements for Development of the Plan

- I. The development of the SPSA shall include both of the following actions:
 - A. Administration of a comprehensive needs assessment that forms the basis of the school's goals contained in the SPSA.
 1. The comprehensive needs assessment of the entire school shall:
 - a. Include an analysis of verifiable state data, consistent with all state priorities as noted in Sections 52060 and 52066, and informed by all indicators described in Section 1111(c)(4)(B) of the federal Every Student Succeeds Act, including pupil performance against state-determined long-term goals. The school may include data voluntarily developed by districts to measure pupil outcomes (described in the Identified Need); and
 - b. Be based on academic achievement information about all students in the school, including all groups under §200.13(b)(7) and migratory children as defined in section 1309(2) of the ESEA, relative to the State's academic standards under §200.1 to—
 - i. Help the school understand the subjects and skills for which teaching and learning need to be improved; and
 - ii. Identify the specific academic needs of students and groups of students who are not yet achieving the State's academic standards; and
 - iii. Assess the needs of the school relative to each of the components of the schoolwide program under §200.28.
 - iv. Develop the comprehensive needs assessment with the participation of individuals who will carry out the schoolwide program plan.
 - v. Document how it conducted the needs assessment, the results it obtained, and the conclusions it drew from those results.
 - B. Identification of the process for evaluating and monitoring the implementation of the SPSA and progress towards accomplishing the goals set forth in the SPSA (described in the Expected Annual Measurable Outcomes and Annual Review and Update).

Requirements for the Plan

- II. The SPSA shall include the following:
 - A. Goals set to improve pupil outcomes, including addressing the needs of student groups as identified through the needs assessment.

- B. Evidence-based strategies, actions, or services (described in Strategies and Activities)
1. A description of the strategies that the school will be implementing to address school needs, including a description of how such strategies will--
 - a. provide opportunities for all children including each of the subgroups of students to meet the challenging state academic standards
 - b. use methods and instructional strategies that:
 - i. strengthen the academic program in the school,
 - ii. increase the amount and quality of learning time, and
 - iii. provide an enriched and accelerated curriculum, which may include programs, activities, and courses necessary to provide a well-rounded education.
 - c. Address the needs of all children in the school, but particularly the needs of those at risk of not meeting the challenging State academic standards, so that all students demonstrate at least proficiency on the State's academic standards through activities which may include:
 - i. strategies to improve students' skills outside the academic subject areas;
 - ii. preparation for and awareness of opportunities for postsecondary education and the workforce;
 - iii. implementation of a schoolwide tiered model to prevent and address problem behavior;
 - iv. professional development and other activities for teachers, paraprofessionals, and other school personnel to improve instruction and use of data; and
 - v. strategies for assisting preschool children in the transition from early childhood education programs to local elementary school programs.
- C. Proposed expenditures, based on the projected resource allocation from the governing board or body of the local educational agency (may include funds allocated via the ConApp, federal funds for CSI, any other state or local funds allocated to the school), to address the findings of the needs assessment consistent with the state priorities, including identifying resource inequities, which may include a review of the LEAs budgeting, it's LCAP, and school-level budgeting, if applicable (described in Proposed Expenditures and Budget Summary). Employees of the schoolwide program may be deemed funded by a single cost objective.
- D. A description of how the school will determine if school needs have been met (described in the Expected Annual Measurable Outcomes and the Annual Review and Update).
1. Annually evaluate the implementation of, and results achieved by, the schoolwide program, using data from the State's annual assessments and other indicators of academic achievement;
 2. Determine whether the schoolwide program has been effective in increasing the achievement of students in meeting the State's academic standards, particularly for those students who had been furthest from achieving the standards; and
 3. Revise the plan, as necessary, based on the results of the evaluation, to ensure continuous improvement of students in the schoolwide program.

- E. A description of how the school will ensure parental involvement in the planning, review, and improvement of the schoolwide program plan (described in Educational Partner Involvement and/or Strategies/Activities).
- F. A description of the activities the school will include to ensure that students who experience difficulty attaining proficient or advanced levels of academic achievement standards will be provided with effective, timely additional support, including measures to
 - 1. Ensure that those students' difficulties are identified on a timely basis; and
 - 2. Provide sufficient information on which to base effective assistance to those students.
- G. For an elementary school, a description of how the school will assist preschool students in the successful transition from early childhood programs to the school.
- H. A description of how the school will use resources to carry out these components (described in the Proposed Expenditures for Strategies/Activities).
- I. A description of any other activities and objectives as established by the SSC (described in the Strategies/Activities).

Authority Cited: S Title 34 of the Code of Federal Regulations (34 CFR), sections 200.25-26, and 200.29, and sections-1114(b)(7)(A)(i)-(iii) and 1118(b) of the ESEA. EC sections 6400 et. seq.

Appendix B:

Plan Requirements for School to Meet Federal School Improvement Planning Requirements

For questions or technical assistance related to meeting Federal School Improvement Planning Requirements, please contact the CDE's School Improvement and Support Office at SISO@cde.ca.gov.

Comprehensive Support and Improvement

The LEA shall partner with stakeholders (including principals and other school leaders, teachers, and parents) to locally develop and implement the CSI plan for the school to improve student outcomes, and specifically address the metrics that led to eligibility for CSI (Educational Partner Involvement).

The CSI plan shall:

1. Be informed by all state indicators, including student performance against state-determined long-term goals (Goal, Identified Need, Expected Annual Measurable Outcomes, Annual Review and Update, as applicable);
2. Include evidence-based interventions (Strategies/Activities, Annual Review and Update, as applicable) (For resources related to evidence-based interventions, see the U.S. Department of Education's "Using Evidence to Strengthen Education Investments" at <https://www2.ed.gov/policy/elsec/leg/essa/guidanceuseseseinvestment.pdf>);
3. Be based on a school-level needs assessment (Goal, Identified Need, Expected Annual Measurable Outcomes, Annual Review and Update, as applicable); and
4. Identify resource inequities, which may include a review of LEA- and school-level budgeting, to be addressed through implementation of the CSI plan (Goal, Identified Need, Expected Annual Measurable Outcomes, Planned Strategies/Activities; and Annual Review and Update, as applicable).

Authority Cited: Sections 1003(e)(1)(A), 1003(i), 1111(c)(4)(B), and 1111(d)(1) of the ESSA.

Targeted Support and Improvement

In partnership with stakeholders (including principals and other school leaders, teachers, and parents) the school shall develop and implement a school-level TSI plan to improve student outcomes for each subgroup of students that was the subject of identification (Educational Partner Involvement).

The TSI plan shall:

1. Be informed by all state indicators, including student performance against state-determined long-term goals (Goal, Identified Need, Expected Annual Measurable Outcomes, Annual Review and Update, as applicable); and
2. Include evidence-based interventions (Planned Strategies/Activities, Annual Review and Update, as applicable). (For resources related to evidence-based interventions, see the U.S. Department of Education's "Using Evidence to Strengthen Education Investments" <https://www2.ed.gov/policy/elsec/leg/essa/guidanceuseseseinvestment.pdf>.)

Authority Cited: Sections 1003(e)(1)(B), 1003(i), 1111(c)(4)(B) and 1111(d)(2) of the ESSA.

Additional Targeted Support and Improvement

A school identified for ATSI shall:

1. Identify resource inequities, which may include a review of LEA- and school-level budgeting, which will be addressed through implementation of its TSI plan (Goal, Identified Need, Expected Annual Measurable Outcomes, Planned Strategies/Activities, and Annual Review and Update, as applicable).

Authority Cited: Sections 1003(e)(1)(B), 1003(i), 1111(c)(4)(B), and 1111(d)(2)(c) of the ESSA.

Single School Districts and Charter Schools Identified for School Improvement

Single school districts (SSDs) or charter schools that are identified for CSI, TSI, or ATSI, shall develop a SPSA that addresses the applicable requirements above as a condition of receiving funds (EC Section 64001[a] as amended by Assembly Bill [AB] 716, effective January 1, 2019).

However, a SSD or a charter school may streamline the process by combining state and federal requirements into one document which may include the local control and accountability plan (LCAP) and all federal planning requirements, provided that the combined plan is able to demonstrate that the legal requirements for each of the plans is met (EC Section 52062[a] as amended by AB 716, effective January 1, 2019).

Planning requirements for single school districts and charter schools choosing to exercise this option are available in the LCAP Instructions.

Authority Cited: EC sections 52062(a) and 64001(a), both as amended by AB 716, effective January 1, 2019.

Appendix C: Select State and Federal Programs

For a list of active programs, please see the following links:

Programs included on the Consolidated Application: <https://www.cde.ca.gov/fg/aa/co/>

ESSA Title I, Part A: School Improvement: <https://www.cde.ca.gov/sp/sw/t1/schoolsupport.asp>

Available Funding: <https://www.cde.ca.gov/fg/fo/af/>

Developed by the California Department of Education, January 2019

HAMILTON UNIFIED SCHOOL DISTRICT

Agenda Item Number:	Date: September 27, 2023
Agenda Item Description: Approve NorCal Food Equipment Inc. expenditure for the Hamilton High School cafeteria.	
Background: In September 2021, AB167 was signed into law. This law appropriated funding to the CDE to fund kitchen infrastructure upgrades and food service staff training. School kitchen upgrades are intended to increase access to, or improve the quality of, fresh and nutritious school meals. The attached quote from NorCal Food Equipment Inc. is for the purchase of a Reach-in Refrigerator, Range, and Ice Maker for the Hamilton High School cafeteria. We will have remaining 2021 KIT funds along with 2022 KIT funds to spend even after this purchase. Our Director of Nutrition and Student Welfare will be submitting additional quotes for other purchases in the near future.	
Status: Pending board approval.	
Fiscal Impact: This expenditure will be paid from our 2021 Kitchen Infrastructure and Training (KIT) funds. The total cost is \$27,094.60.	
Educational Impact: Increase access to and improve the quality of, fresh and nutritious school meals.	
Recommendation: Recommend board approve the NorCal Food Equipment Inc. expenditure for the Hamilton High School cafeteria.	

Project:
 Hamilton Unified School District -
 Equipment
 Erin Moreno
 620 Canal St
 Hamilton City , CA 95961

From:
 NorCal Food Equipment Inc.
 Troy Emmerling
 172 Commercial Ave.
 Chico, CA 95973-0215
 530-342-9092
 (800)342-4428 (Contact)

Project #: 2987

Job Reference Number: 10195

Item	Qty	Description	Sell	Sell Total
1	1 ea	REFRIGERATOR, REACH-IN Everest Refrigeration Reach-In Refrigerator, three-section, 74-3/4"W, 71.0 cu. ft. capacity, self-contained top mounted refrigeration, (3) solid hinged self-closing field reversible doors (locking), (9) epoxy coated wire shelves, height adjustable clips, digital controls with LED display, auto defrost, LED interior lighting, pressure relief port, stainless steel interior, stainless steel sides, galvanized steel top, bottom & rear, (1) leg stabilizer, (4) 5" swivel casters (2 locking), R290 Hydrocarbon refrigerant, 3/4 HP, 115v/60/1-ph, 8.0 amps, cord, NEMA 5-15P, NSF, cETLus, ETL-Sanitation	\$5,975.29	\$5,975.29
	1 ea	Parts and labor: 3 years from ship date		
	1 ea	Electrical components: 5 years from ship date		
	1 ea	Compressor: 10 years from ship date		
	1 ea	Door hinged on right & left, standard		
	1 ea	5" Overall Height Casters Set of 4, (front 2 locking), standard		
			ITEM TOTAL:	\$5,975.29



Item	Qty	Description	Sell	Sell Total
1	1 ea	REACH-IN REFRIGERATOR Everest Refrigeration Reach-In Refrigerator, three-section, 74-3/4"W, 71.0 cu. ft. capacity, self-contained top mounted refrigeration, (3) glass hinged & (3) solid hinged self-closing half doors (locking), (12) epoxy coated wire shelves, height adjustable clips, digital controls with LED display, air defrost, LED interior lighting with on/off switch, pressure relief port, stainless steel interior, stainless steel sides, galvanized steel top, bottom & rear, (1) leg stabilizer, (4) 5" swivel casters (2 locking), R290 Hydrocarbon refrigerant, 3/4 HP, 115v/60/1-ph, 8.0 amps, cord, NEMA 5-15P, NSF, cETLus, ETL-Sanitation	\$6,886.94	<Optional>
	1 ea	Parts and labor: 3 years from ship date		<Optional>
	1 ea	Electrical components: 5 years from ship date		<Optional>
	1 ea	Compressor: 10 years from ship date		<Optional>
	1 ea	5" Overall Height Casters Set of 4, (front 2 locking), standard		<Optional>
ITEM TOTAL: <Optional>				\$6,886.94
2	1 ea	RANGE, 60", 6 OPEN BURNERS, 24" GRIDDLE Vulcan SX Series Restaurant Range, natural gas, 60", (6) 28,000 BTU burners with lift-off burner heads, 24" griddle, (2) standard ovens, stainless steel front, sides, backriser & high shelf, fully MIG welded frame, 6" adjustable legs, 258,000 BTU, ETL-Sanitation	\$5,925.48	\$5,925.48
	1 ea	1 year limited parts & labor warranty, standard		
ITEM TOTAL:				\$5,925.48
3	1 kt	SAFETY SYSTEM MOVEABLE GAS CONNECTOR Dormont Manufacturing Dormont Blue Hose™ Moveable Gas Connector Kit, 3/4" inside dia., 48" long, covered with stainless steel braid, coated with blue antimicrobial PVC, (1) SnapFast® QD, (1) full port valve, (2) 90° elbows, coiled restraining cable with hardware, 180,000 BTU/hr minimum flow capacity, limited lifetime warranty	\$189.99	\$189.99
ITEM TOTAL:				\$189.99

Item	Qty	Description	Sell	Sell Total
4	1 ea	ICE MAKER WITH BIN, CUBE-STYLE Koolaire Undercounter Ice Kube Machine with Bin, cube-style, air-cooled, self-contained condenser, 26" W, production capacity up to 168 lb/24 hours at 70°/50° (110 AHRI certified at 90°/70°), 92 lb bin storage capacity, removable & re-useable air filter, hideaway bin door, full-dice size cubes, NSF, cULus, CE	\$2,437.40	\$2,437.40
	1 ea	3 year parts & labor warranty		
	1 ea	5 year parts & labor warranty on evaporator		
	1 ea	5 year parts & 3 years labor ice machine compressor warranty		
	1 ea	(-161) 115v/60/1-ph, 9.4 amps, ENERGY STAR®, standard		



ITEM TOTAL: \$2,437.40

5	1 ea	WATER FILTRATION SYSTEM, CARTRIDGE Everpure i2000 ² Water Filter Cartridge, i2000 ² Cartridge, (1) i2000 ² cartridge, reduces cysts, chlorine, taste & odor, inhibits scale, 9,000 gallons, 1.67 gpm, 0.5 micron, NSF 42 & 53 (EV961222)	\$119.99	\$119.99
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ITEM TOTAL: \$119.99

6	3 ea	WORK TABLE DRAWER GSW USA Heavy Duty Drawer, for work table, 23"W x 19-5/8"D x 7"H, ball bearing slides, 200 lb. load capacity, removable insert, stainless steel pan included, welded stainless steel construction, ETL	\$352.59	\$1,057.77
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ITEM TOTAL: \$1,057.77

Merchandise	\$15,705.92
Freight	\$125.00
Installation	\$10,125.00
Tax 7.25%	\$1,138.68
Total	\$27,094.60

Customer: Before approving this quote please check and confirm all details and specifications of the item(s) listed on the quote. This includes, but is not limited to: electrical, gas, and size specifications. NorCal Restaurant Supply will not be held responsible for errors in application after delivering the approved / specified item.

Note: NorCal Restaurant Supply and their manufacturers are not responsible for errors or omissions due to vague or faulty specifications, or when an equipment schedule only has been provided.

Credit Card Fee: For Visa, Mastercard, AMEX and/or all other major Credit Cards there will be a 3% Financial Fee for amount that is \$1,000 or over. To avoid Financial Fee, please pay by cash or check.

***** ALL ORDERS ARE SUBJECT TO A 25% RE-STOCKING FEE *****

Special Order Items are NON-REFUNDABLE.

Acceptance: _____ Date: _____

Printed Name: _____

HAMILTON UNIFIED SCHOOL DISTRICT

Agenda Item Number:	Date:
Agenda Item Description: Career Technical Education Incentive Grant	
Background: CTEIG is a competitive grant for career technical education to encourage, maintain, and strengthen the delivery of high-quality career technical education programs. The grant must be submitted by September 29 th . In order to use CTEIG funding courses must be taught by a CTE credentialed teacher, have a recognized CTSO (student organization, or embedded leadership components approved in curriculum), provide career exploration, after school or extended day work-based learning, competitions, leadership development opportunities, and work-based learning, certifications, articulation or dual enrollment, and reflects local labor markets.	
Status: Application has been uploaded to portal.	
Fiscal Impact: Matching is \$2 for every \$1 received. Estimated award amount is \$238,178. Match is calculated using CTE salaries, Ag Incentive Grant, FFA, Perkins, and Friends of Hamilton City FFA. As long as current CTE staffing levels are maintained, no additional funds will be required for match.	
Educational Impact: Grant was written to include Agriculture CTE courses, funding for a medical pathway, and for Food Science/Farm to Fork/Hospitality.	
Recommendation: Approve	



[California Department of Education](#) [CA Dept of Education](#)

Program Grant Management System (PGMS)

Career Technical Education Incentive Grant (CTEIG)

PGMS Portal » CTEIG Part I » CTEIG Application Part I

CTEIG 2023-24 Application Part I

Submitted

Grant applications must be received by the California Department of Education (CDE) by Friday, September 29, 2023, at 5:00 PM

Recommendations for grant award amounts will be presented to the State Board of Education (SBE) for its consideration and approval. Following approval from the SBE, Grant Award Notifications (GANs) will be sent to the local educational agencies (LEAs) which were awarded grant funds. The 2023–24 application year will cover the grant period beginning July 1, 2023, and ending December 31, 2025.

Local Educational Agency (LEA) Information

Local Educational Agency (LEA) information can be updated through the Online Public Update for Schools (OPUS). LEAs should have authorized LEA County-District-School (CDS) coordinators notify the California Department of Education (CDE) of updates to information contained in the Public School Directory, such as contact information, personnel, agency name, school type, grade span, etc. Refer to the [OPUS-CDS Application and Resources](#) for more information.

Lead LEA Name: Hamilton Unified
CDSCode: 11765620000000
Address: PO Box 488
City: Hamilton City
State: CA
Postal Code: 95951-0488
Phone Number: (530) 826-3261
Fax Number: (530) 826-0440
Email: jpowell@husdschools.org
Administrator Name: Jeremy Powell
Administrator Title: Superintendent

CTEIG Coordinator Information

Enter the information of the intended CTEIG Coordinator.

First Name: Janice
Last Name: Lohse
Phone: 530-570-3778
Email: jlohse@husdschools.org

2022-23 Reported P2 ADA

2022-23 Average Daily Attendance (ADA) Second Principal (P-2) as represented

Actual ADA Number Reported: 383.24
Remaining ADA Number: 383.24

Types of Applicants

There are two types of applications allowed in this grant. LEAs may apply for this grant as a single applicant or as the lead member of a consortium. However, an LEA may submit only one application.

- Apply as a single LEA
 Apply as a consortium

Industry Sector and Pathway

Select the industry sector(s) and pathway(s) that the LEA will be using their CTEIG allocation for. Select the yes button for each new pathway that is being started during this grant period and using CTEIG funds.

Industry Sector	Pathway	Pathway Status	Action
Industry Sector ▼	Select an Industry Sector		
Agriculture and Natural Resources	Agricultural Business	<input type="radio"/> Yes <input checked="" type="radio"/> No	N/A
Agriculture and Natural Resources	Agricultural Mechanics	<input type="radio"/> Yes <input checked="" type="radio"/> No	N/A
Agriculture and Natural Resources	Agriscience	<input type="radio"/> Yes <input checked="" type="radio"/> No	N/A
Agriculture and Natural Resources	Ornamental Horticulture	<input type="radio"/> Yes <input checked="" type="radio"/> No	N/A
Health Science and Medical Technology	Biotechnology	<input type="radio"/> Yes <input checked="" type="radio"/> No	N/A
Hospitality, Tourism, and Recreation	Food Service and Hospitality	<input type="radio"/> Yes <input checked="" type="radio"/> No	N/A

Match

The 2023-24 CTEIG grant requires a match of two dollars (\$2.00) for every one dollar (\$1.00) received from this program. For the 2022-23 application, matching funds may be based on local match expenditures starting July 1, 2023, to June 30, 2024.

Enter the amount of dollars that the LEA has for CTEIG allocation based on the amount of funds expended for CTE programs

Match Amount: 476356 (Required)

Estimated Award Amount: \$238,178 (This estimate is not a guarantee of being funded for this amount.)

Total CTEIG-Related Budget Amount: \$714,534

Joint Powers Authority (JPA)/ Regional Occupational Center/Programs (ROC/P), County Office of Education (COE)

Do you offer an existing High Quality Regional-based CTE program as a JPA, ROC/P, COE?

- Yes
- No

Collaboration

Are you engaged in post-secondary educational institutions, Community College Strong Workforce program (SQP), K-12 Strong Workforce Program consortium, or other LEAs to align career pathway instruction with postsecondary program requirements?

- No Collaboration
- Post-secondary educational institutions or other LEAs to align career pathway instruction with post-secondary program requirements.
 - Community College Strong Workforce
 - Dual Enrollment
 - Concurrent Enrollment
 - Other

Infrastructure/Equipment Investment (Capital Outlay)

Make significant investment in CTE infrastructure, equipment, and facility repairs and upgrades. This positive consideration is determined in the allocation calculation based on LEA information that is entered into the PGMS if expenditures are 25 percent or more.

Enter your total investment in in CTE infrastructure, equipment and facilities (Object Code 6000) for this grant round. 179000

Infrastructure/Equipment Investment Percentage: %37.58

All CTE infrastructure, equipment over \$5,000, and facility updates or repairs must be connected to Goal Codes 3800 and 6000.

Existing Structures, Requirements and Resources

Based on the lead LEA selected, the applicants are using existing structures, requirements, and resources of the following.

Grant Recipient List:

- Agriculture Incentive Grant
- Federal Carl D.Perkins
- Other CTE funding sources - Examples: California Partnership Academies, Specialized Secondary Programs Grant, Middle School Foundation Academies Grant, Dual Enrollment Opportunities College and Career Access Pathways Grant (only for CTE courses).

Contributions from Industry, Labor, and Philanthropic Sources

Enter the source of contribution name and the contribution amount then select the Add Source and Contribution button. You may add multiple sources of contributions.

Source	Contribution	Action
Friends of Hamilton City FFA	10000	N/A

Previous Grants Received

CTEIG Recipient Grant Year(s)

- FY 2022-23
- FY 2021-22

K-12 Strong Workforce Recipient Grant Year(s)

Assurance Statement

Checking this box will prevent you from making any changes to the application. Insure the application is complete before you check this box. By checking this box, the applicant is assuring the information entered in the RFA – Part I is correct. The applicant has read the information provided regarding the CTEIG and understands, during the 2023-24 grant term, the LEA will be required to match the grant award two dollars (\$2.00) for every \$1.00 (one dollar) received for this grant period. The applicant also understands that the Estimated Match Amount is not a guarantee of being funded for that amount and that allocations are based on ADA and the positive consideration categories. **No extensions of this grant term will be allowed.**

California Department of Education
 1430 N Street
 Sacramento, CA 95814

Web Policy


Attachment III: 2023–24 Career Technical Education Incentive Grant Three-Year Budget

Returning Applicants: Enter the actual amount of funds that were spent on Career Technical Education (CTE) programs by your local educational agency (LEA), excluding CTE Incentive Grant (CTEIG) and the kindergarten through grade twelve component of the Strong Workforce Program (K–12 SWP) funds, during fiscal year 2022–23 in the box provided: \$ 435,664.00

New and Returning Applicants: Enter the amount of funding budgeted for CTE programs by your LEA, excluding CTEIG and K–12 SWP funds, for fiscal years 2023–24, 2024–25, and 2025–2026 in the chart provided. Align with Local Control and Accountability Plan (LCAP) and specify source of all funds included and not included in LCAP.

Object Code and Description of Line Item	2023–24 Budget	2024–25 Budget	2025–26 Budget	Source(s) of Funds
1000 – Certificated Salaries	265,514.00	265,514.00	265,514.00	HUSD, LCAP, EPA
2000 – Classified Salaries				
3000 – Employee Benefits	103,475.00	103,475.00	103,475.00	HUSD LCAP
4000 – Books and Supplies	69,367.00	69,367.00	69,367.00	Grant, Perkins, Floral Clu
5000 – Services and Other Operating Expenditures	33,000.00	33,000.00	33,000.00	LCFF, Ag Incentive Grant, Perkins,
6000 – Capital Outlay	5,000.00	5,000.00	5,000.00	ncentive, Friends of HC
7000 – Indirect Costs	0.00	0.00	0.00	
Total Amount Budgeted	476,356	476,356	476,356	

Per California *Education Code* Section 53071(b), I am submitting a three-year plan for continued financial and administrative support of CTE programs that demonstrates a financial commitment of no less than the amount expended on those programs in the previous fiscal year. The plan, at a minimum, shall include the identification of available funding within an applicant’s current or projected budget to continue to support CTE programs and a written commitment to do so.



 Signature of Lead Superintendent or Designee

Attachment II: Career Technical Education Incentive Grant (CTEIG) Fiscal Year (FY) 2023–24 Budget Narrative Worksheet

Fiscal Year (FY) 2023–24 Budget Narrative Worksheet - California Dept. of Education - August 2023

Instructions: See Part II, Step 2 of the Request for Applications for instructions. Provide detailed descriptions of proposed expenditures.

Object Code 1000 (Certificated Salaries)

Detailed Expenditure Description	Minimum Eligibility Standard(s) #	Match Source	Match Amount	CTEIG Amount FY 2023–24
CTE Teachers	1A, 1B, 2, 9A	HUSD, LCAP, EPA	\$265,514.00	\$0.00
CTE Teacher for New Pathway Course	1A, 1B, 2, 9A		\$0.00	\$15,178.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
Object Code 1000 Totals			\$265,514.00	\$15,178.00

Attachment II: Career Technical Education Incentive Grant (CTEIG) Fiscal Year (FY) 23–24 Budget Narrative Worksheet

FY 2023–24 Budget Narrative Worksheet - California Dept. of Education - August 2023

Instructions: See Part II, Step 2 of the Request for Applications for instructions. Provide detailed descriptions of proposed expenditures.

Object Code 2000 (Classified Salaries)

Detailed Expenditure Description	Minimum Eligibility Standard(s) #	Match Source	Match Amount	CTEIG Amount FY 2023–24
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
Object Code 2000 Totals			\$0.00	\$0.00

Attachment II: Career Technical Education Incentive Grant (CTEIG) Fiscal Year (FY) 23–24 Budget Narrative Worksheet

FY 2023–24 Budget Narrative Worksheet - California Dept. of Education - August 2023

Instructions: See Part II, Step 2 of the Request for Applications for instructions. Provide detailed descriptions of proposed expenditures.

Object Code 3000 (Employee Benefits)

Detailed Expenditure Description	Minimum Eligibility Standard(s) #	Match Source	Match Amount	CTEIG Amount FY 2023–24
Employee Benefits	9A	HUSD, LCAP	\$103,475.00	\$0.00
Corresponding Employee Benefits to New CTE Salary	9A		\$0.00	\$8,000.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
Object Code 3000 Totals			\$103,475.00	\$8,000.00

Attachment II: Career Technical Education Incentive Grant (CTEIG) Fiscal Year (FY) 23–24 Budget Narrative Worksheet

FY 2023–24 Budget Narrative Worksheet - California Dept. of Education - August 2023

Instructions: See Part II, Step 2 of the Request for Applications for instructions. Provide detailed descriptions of proposed expenditures.

Object Code 4000 (Books and Supplies)

Detailed Expenditure Description	Minimum Eligibility Standard(s) #	Match Source	Match Amount (\$)	CTEIG Amount FY 2023–24
Books, Supplies, Lab Equipment, Certifications, Curriculum	1A, 1B, 2, 8	Ag Incentive, Perkins, HUSD	\$51,867.00	\$5,000.00
Floral and Ornamental Horticulture Supplies	1A, 1B, 2, 8	Floral Club, HUSD LCAP	\$17,500.00	\$5,000.00
Ag Mechanics	1A, 1B		\$0.00	\$5,000.00
Medical Pathways	1A, 1B, 2, 8		\$0.00	\$1,000.00
Farm to Fork or Food Science / Hospitality	1A, 2, 5B, 6		\$0.00	\$5,000.00
Object Code 4000 Totals			\$69,367.00	\$21,000.00

Attachment II: Career Technical Education Incentive Grant (CTEIG) Fiscal Year (FY) 23–24 Budget Narrative Worksheet

FY 2023–24 Budget Narrative Worksheet - California Dept. of Education - August 2023

Instructions: See Part II, Step 2 of the Request for Applications for instructions. Provide detailed descriptions of proposed expenditures.

Object Code 5000 (Services and Other Operating Expenditures, Travel and Conference, Contracting Services)

Detailed Expenditure Description	Minimum Eligibility Standard(s) #	Match Source	Match Amount (\$2)	CTEIG Amount FY 2023–24
College and Industry Tours	2, 5A	Ag incentive, Friends of HC	\$3,000.00	\$5,000.00
Career Development Events and FFA Conferences	2, 3B, 6	Ag incentive, Hamilton City FFA	\$15,000.00	\$5,000.00
CTE Professional Development	9B	Ag incentive, Hamilton City FFA	\$9,000.00	\$5,000.00
SAE Visits, Travel for CTE, Vehicle Maintenance		AIG, HUSD, LCAP	\$6,000.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
Object Code 5000 Totals			\$33,000.00	\$15,000.00

Attachment II: Career Technical Education Incentive Grant (CTEIG) Fiscal Year (FY) 23–24 Budget Narrative Worksheet

FY 2023–24 Budget Narrative Worksheet - California Dept. of Education - August 2023

Instructions: See Part II, Step 2 of the Request for Applications for instructions. Provide detailed descriptions of proposed expenditures.

Object Code 6000 (Capital Outlay)

Detailed Expenditure Description	Minimum Eligibility Standard(s) #	Match Source	Match Amount (\$2)	CTEIG Amount FY 2023–24
Capital Outlay Equipment for CTE Classes	1A, 1B, 2, 4, 7A, 8	Ag Incentive, Friends of HC EEA	\$5,000.00	\$179,000.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
Object Code 6000 Totals			\$5,000.00	\$179,000.00

Attachment II: Career Technical Education Incentive Grant (CTEIG) Fiscal Year (FY) 23–24 Budget Narrative Worksheet

FY 2023–24 Budget Narrative Worksheet - California Dept. of Education - August 2023

Instructions: See Part II, Step 2 of the Request for Applications for instructions. Provide detailed descriptions of proposed expenditures.

Object Code 7000 (Indirect Cost)

Detailed Expenditure Description	Minimum Eligibility Standard(s) #	Match Source	Match Amount (\$2)	CTEIG Amount FY 2023–24
			\$0.00	\$0.00
			\$0.00	\$0.00
Object Code 7000 Totals			\$0.00	\$0.00

Attachment II: Career Technical Education Incentive Grant (CTEIG) Fiscal Year (FY) 23–24 Budget Narrative Worksheet

FY 2023–24 Budget Narrative Worksheet - California Dept. of Education - August 2023

Instructions: See Part II, Step 2 of the Request for Applications for instructions. Provide detailed descriptions of proposed expenditures.

Object Code	Match Amount Total	CTEIG Amount (FY 2023–24)
Object Code 1000 (Certificated Salaries)	\$265,514.00	\$15,178.00
Object Code 2000 (Classified Salaries)	\$0.00	\$0.00
Object Code 3000 (Employee Benefits)	\$103,475.00	\$8,000.00
Object Code 4000 (Books and Supplies)	\$69,367.00	\$21,000.00
Object Code 5000 (Services and Other Operating Expenditures, Travel and Conference, Contracting Services)	\$33,000.00	\$15,000.00
Object Code 6000 (Capital Outlay)	\$5,000.00	\$179,000.00
Object Code 7000 (Indirect Cost)	\$0.00	\$0.00
Budget Totals	\$476,356.00	\$238,178.00

Signature of Lead Superintendent or Designee



Attachment I: High-Quality Career Technical Education Program Evaluation & Plan

Name of Local Educational Agency (LEA):
Hamilton Unified

Directions: The metrics in this rubric apply to students that are enrolled in career technical education (CTE) programs, programs of study, and pathways. Read each of the 10 Minimum Eligibility Standards (criteria). Reviewing all of your CTE programs, check the box that best corresponds to the current practice of your programs and for which you can provide evidence. List evidence of your practice that is currently on file at your LEA and make comments that the grant reader may take into consideration in the corresponding boxes.

***All responses must specifically address CTE programs and services rather than general services offered to all students.**

Total Score: 42.00

(TO BE COMPLETED BY THE LEA)

Total Score: _____

(TO BE COMPLETED BY THE CDE)

Minimum Eligibility Standard 1.A. Offers high-quality CTE curriculum and instruction aligned to CTE Model Curriculum Standards.

Essential Element: High-Quality, Integrated Curriculum and Instruction.

<p>Not Yet in Practice (0 points)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> • CTE curricula and instruction is not aligned to the CTE Model Curriculum Standards for each pathway offered. • Integration of CTE and academic standards is not demonstrated. • Books, supplies, materials, and equipment do not align to industry standards.
<p>Emerging Practice (1 Point)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> • CTE curricula and instruction is aligned to the CTE Model Curriculum Standards for some pathways offered. • Integration of CTE and academic standards is demonstrated in some pathways. • Books, supplies, materials, and equipment somewhat align to curriculum and industry standards. Significant updates needed.
<p>Quality Practice (2 points)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> • CTE curricula and instruction is aligned to the CTE Model Curriculum Standards for most pathways offered. • Integration of CTE and academic standards is demonstrated in most pathways. • Books, supplies, materials, and equipment mostly align to curriculum and industry standards. Some updates needed.
<p>Exemplary Practice (3 points)</p> <input checked="" type="checkbox"/>	<ul style="list-style-type: none"> • CTE curricula and instruction is fully aligned to the CTE Model Curriculum Standards for all pathways offered. • Integration of CTE and academic standards is clearly demonstrated in all pathways. • Books, supplies, materials, and equipment fully align to curriculum and industry standards.
<p>Potential Tools/ Examples of Evidence</p>	<ul style="list-style-type: none"> • Alignment matrix of CTE curriculum syllabi and CTE Model Curriculum Standards. • Alignment matrix of CTE curriculum syllabi and academic standards. Course outlines. Lesson plans.
<p>Evidence on File at LEA <i>(max. 1100 characters)</i></p>	<ul style="list-style-type: none"> • Specify Industry Sectors and Pathways: All CTE classes are fully aligned to the CTE Model Curriculum Standards. Each course outline is provided to students and is available on the Ag Department website. Course descriptions are included in the class catalogue when students register for classes. Daily standards and objectives are posted in class. Animal Science, Horticulture, Introduction to Agriculture, and Agribusiness are Dual Enrolled with Butte College. Ag Science classes also align with NGSS standards.
<p>LEA Comments <i>(max. 1100 characters)</i></p>	<ul style="list-style-type: none"> • Elaborate on programs/pathways that have changed: Over the last few years Hamilton Unified has increased Dual Enrollment offerings and are working towards a small certificate program with Butte College. The intermediate school offers agriculture elective classes to provide a seamless transition to the high school agriculture CTE pathway. An additional period of Agriculture Biology has been added to the high school schedule, as well as Agribusiness has rotated into the schedule.

Minimum Eligibility Standard 1.A. Offers High-Quality CTE curriculum and instruction aligned to CTE Model Curriculum Standards.

Essential Element: High-Quality, Integrated Curriculum and Instruction

Areas of Strength (*max. 1500 characters*). Identify what programs and/or systems that are successful.

Hamilton Unified has a strong Agriculture CTE program with multiple pathways in it. Counseling and guidance is provided to help students find their area of interest and strength. Animal Science, Horticulture, and Ag Mechanics are areas of strength in the CTE program. College tours, industry and career tours, and the FFA CTSO are major areas of student participation. Curriculum, student participation, and travel opportunities are key to meeting this standard and engaging students. The student farm located on campus allows hands on activities for students to engage and further explore the standards taught. The farm also provides a location for student owned supervised agriculture experience projects. Farm projects include a greenhouse for plant production, mandarin orchard, olive orchard, and barns for livestock projects. Equipment such as a tractor, forklift, and ultrasound machine are also available for learning opportunities.

Improvement Opportunities and Plans as aligned with Budget Narrative Worksheet

(Attachment II) (*max. 1500 characters*). Identify what programs and/or systems that need to be improved and correlate them to the budget narrative in Attachment II to implement improvements.

Improvement implementations shall include continued college and industry tours for the agriculture CTE pathway, more student engagement in career development events and leadership conferences with the CTSO FFA, new or upgraded equipment that aligns to industry standards, continued support of the 7th and 8th grade agriculture CTE elective courses, and the implementation of a new CTE pathway. Hamilton Unified is hoping to expand on the health science medical pathway, or develop a food science pathway that could be placed under the Agriculture CTE pathway developing a Farm to Fork course, or by hiring a new CTE teacher to develop a course sequence to include Hospitality and Food Service. In order for Farm to Fork or Hospitality/Food Service to implement a class, Hamilton Unified would purchase a food service trailer for implementing the class.

Minimum Eligibility Standard 1.B. Offers CTE pathway(s) that provides a coherent sequence of courses, are reported in the California Longitudinal Pupil Achievement Data System (CALPADS) as CTE.

Essential Element: High-Quality, Integrated Curriculum and Instruction.

<p>Not Yet in Practice (0 points)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> No clear sequential progression of pathway courses. No clear CTE pathway that leads to a postsecondary career pathway or training and/or employment. No courses are reported in CALPADS as CTE.
<p>Emerging Practice (1 Point)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> Offers CTE programs where some pathways show a clear sequential progression of courses. Some courses are reported in CALPADS as CTE.
<p>Quality Practice (2 points)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> Offers CTE programs where most pathways are 300 hours and show a clear sequential progression of courses. Most courses are reported in CALPADS as CTE.
<p>Exemplary Practice (3 points)</p> <input checked="" type="checkbox"/>	<ul style="list-style-type: none"> Offers CTE programs where all pathways are 300 hours and show a clear sequential progression of courses. All courses are reported in CALPADS as CTE. Provides a catalog of programs and courses required at each grade for each CTE pathway.
<p>Potential Tools/ Examples of Evidence</p>	<ul style="list-style-type: none"> Provides list and description of pathway courses, identifying the planned sequence of courses. Provides document listing CTE pathway courses reported as CTE in CALPADS.
<p>Evidence on File at LEA (max. 1100 characters)</p>	<p>The program brochure and program plan includes classes taught and pathways available. Registration packets are provided for all students. Sequences of CTE classes are included on registration papers, depending upon student grade level. Pre-requisites are listed on course descriptions. Students are recognized at graduation with program completer sashes, and medal for pathway completion. A seal is also placed on a students diploma if they are a 4 year program completor.</p>
<p>LEA Comments (max. 1100 characters)</p>	<p>The counseling staff meets with the CTE teachers when CALPADS data is reported to make sure date is correct. They also work together to make sure CTE classes are properly coded.</p>

Minimum Eligibility Standard 1.B. Offers CTE pathways that provides a coherent sequence of courses, are reported in CALPADS as CTE.

Essential Element: High-Quality, Integrated Curriculum and Instruction.

Areas of Strength (*max. 1500 characters*). Identify what programs and/or systems that are successful.

Counseling and administration complete CALPADS reporting. CTE teachers communicate with the reporters to answer any questions. Pathway completers have included Ag Mechanics, Horticulture, Ag Science, and Agribusiness. A pathway folder with school information was developed for students. This includes CTE pathway information and CTSO informatin about FFA.

Improvement Opportunities and Plans as aligned with Budget Narrative Worksheet (Attachment II) (*max. 1500 characters*). Identify what programs and/or systems that need to be improved and correlate them to the budget narrative in Attachment II to implement improvements.

Counseling staff and CTE teachers will continue to collaborate to make sure CTE course offerings are available to students.

Minimum Eligibility Standard 2. Provides career exploration and guidance opportunities for all pathway learners.

Essential Element: Career Exploration and Student supports.

<p>Not Yet in Practice (0 points)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> • There is no formalized career exploration and guidance program offered by the LEA.
<p>Emerging Practice (1 Point)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> • Some CTE pathway students participate in a formalized career exploration program. • CTE students receive guidance through general counseling services.
<p>Quality Practice (2 points)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> • Most CTE pathway students participate in a formalized career exploration program. • Some CTE students have an individualized four-year plan on file. • CTE-specific students receive career guidance through programs of study and CTE-specific counseling services.
<p>Exemplary Practice (3 points)</p> <input checked="" type="checkbox"/>	<ul style="list-style-type: none"> • All CTE pathway students participate in a formalized career exploration program. • All CTE students have an individualized four-year plan on file. • CTE students receive career guidance through programs of study, CTE-specific counseling services, and formalized industry mentoring.
<p>Potential Tools/ Examples of Evidence</p>	<ul style="list-style-type: none"> • California Career Resource Network (CalCRN), Kuder, Career Cruising, Naviance, etc. • Example of plan. • Description of career guidance provided.
<p>Evidence on File at LEA (max. 1100 characters)</p>	<ul style="list-style-type: none"> • Clearly identify formalized program and how students participate. <p>AET is the FFA record book for agriculture students. This includes: student profile, resumes, and career exploration. Supervised agriculture experience projects such as student owned projects, work placements, or school based projects are documented. ONet and Ag Explorer allows students to explore career interests, abilities, technologies, job outlooks, and education needed. Scholarship information is also available. The FFA Program of Activities is posted on the Hamilton High website. This provides additional information about leadership development, supervised ag experiences, course sequences, and any activity the ag department hosts.</p>
<p>LEA Comments (max. 1100 characters)</p>	<ul style="list-style-type: none"> • Elaborate on programs/pathways that have changed. <p>AET keeps teacher records of project visits, advisory committees, and extended hours worked. Due to the extra section of agriculture class demand, the ag department had to give up the Ag Careers/Work Experience supervision period for job placement students. Students are still able to have work release periods, there is no dedicated time during the contract day for a CTE teacher to visit the work sites. Agribusiness has rotated into the schedule for the 23-24 school year and is Dual Enrolled with Butte College. Agriculture elective courses were expanded at the middle school/elementary school. Only the 7th and 8th grade sections receive CTE funding.</p>

Minimum Eligibility Standard 2. Provides career exploration and guidance opportunities for all pathway learners.

Essential Element: Career Exploration and Student supports.

Areas of Strength (*max. 1500 characters*). Identify what programs and/or systems that are successful.

Areas of strength include travel opportunities for college and industry tours. Exposing students to CTE and further education or work places is key to student success. Career Development Events and the Leadership Continuum through FFA are available to any student wanting to get more involved. With the State FFA Leadership Conference being held in Sacramento this school year, Hamilton City FFA is planning to have more students participate due to the closer proximity of the conference.

Improvement Opportunities and Plans as aligned with Budget Narrative Worksheet (Attachment II) (*max. 1500 characters*). Identify what programs and/or systems that need to be improved and correlate them to the budget narrative in Attachment II to implement improvements.

Industry and college tours will continue to include a variety of choices. Transportation is a key to breaking down barriers and getting students to events. Fuel is a major expense for the CTE program at Hamilton Unified. Conference and Career Development registrations may also be funded by CTEIG. If the Farm to Fork or Hospitality/Food Science pathway is developed, the purchase and implementation of a food service trailer would provide students the opportunity for career exploration. This could also include an industry certification such as ServSafe.

Minimum Eligibility Standard 3.A. Provides support services for students, including counseling.
Essential Element: Career Exploration and Student supports.

Not Yet in Practice (0 points) <input type="checkbox"/>	<ul style="list-style-type: none"> • There is no evidence that CTE pathway students have career and/or academic needs assessed or addressed. • Career counseling services are general, but not specifically related to CTE.
Emerging Practice (1 Point) <input type="checkbox"/>	<ul style="list-style-type: none"> • Some CTE pathway students receive CTE-specific counseling services. • Student needs are assessed, and CTE students receive the same supports offered to all students. • No data of CTE student services effectiveness is collected.
Quality Practice (2 points) <input type="checkbox"/>	<ul style="list-style-type: none"> • Most CTE pathway students receive CTE-specific counseling services. • Student needs are assessed, and CTE students receive supports specific to CTE pathways and individual student needs. • Some data of CTE student services effectiveness is collected.
Exemplary Practice (3 points) <input checked="" type="checkbox"/>	<ul style="list-style-type: none"> • All CTE pathway students receive CTE- specific counseling services. • Student supports are documented and assessed annually by CTE pathway faculty, associated academic faculty, counselors and administration. • A CTE plan of specified support for all services is developed for each special population (i.e., Individualized Education Program, At-risk, etc.) and CTE pathway(s). • Data on program effectiveness for special populations is collected, and continuous improvement principles are applied to all CTE pathways.
Potential Tools/ Examples of Evidence	<ul style="list-style-type: none"> • List of identified student career and academic needs/gaps and the supports that have been provided to address those needs. • Tools used to determine student career and learning needs. • Data on effectiveness of supports provided. • Description of counseling services provided.
Evidence on File at LEA (max. 1100 characters)	<p>Braves Time is part of each student's class schedule to allow time for additional help or intervention. Teachers also have designated PLC time to allow for collaboration with teachers and counselors on campus to discuss learning outcomes and student needs. A program plan and equipment acquisition schedule is maintained to make sure proper equipment, materials, and supplies are available for all CTE classes and students. CTE teachers work with Special Education teachers and classroom aides to meet IEP requirements and inclusion for all students. At risk students are also identified for further help or counseling when needed.</p>
LEA Comments (max. 1100 characters)	<ul style="list-style-type: none"> • Elaborate on programs/pathways that have changed. <p>We have gained one class period of CTE offerings at the high school. The CTE agriculture electives are continued to be offered at the local feeder school to provide a seamless transition to the high school CTE agriculture program.</p>

Minimum Eligibility Standard 3.A. Provides support services for students, including counseling.
Essential Element: Career Exploration and Student supports.

Areas of Strength (*max. 1500 characters*). Identify what programs and/or systems that are successful.

Ongoing career guidance and academic counseling is provided. IEP's and 504's have accommodations in place. ELD teacher and instructional aids are also available. Starting the 2023-2024 school year an intervention coordinator has been hired. This intervention teacher will communicate with teachers and will help students when needed.

Improvement Opportunities and Plans as aligned with Budget Narrative Worksheet (Attachment II) (*max. 1500 characters*). Identify what programs and/or systems that need to be improved and correlate them to the budget narrative in Attachment II to implement improvements.

Open communication between counseling, CTE teachers, the intervention coordinator, and the Special Education department is key to success. The goal of getting students in special populations to utilize the school farm more is being implemented depending upon the pathway the students are enrolled in. Smaller school based projects are being established like gardening, laying hens, and small livestock projects.

Minimum Eligibility Standard 3.B. Student leadership development is embedded into career pathway teaching and learning.

Essential Element: Career Exploration and Student supports.

Not Yet in Practice (0 points) <input type="checkbox"/>	<ul style="list-style-type: none"> • There is no evidence that CTE pathway student leadership development is addressed.
Emerging Practice (1 Point) <input type="checkbox"/>	<ul style="list-style-type: none"> • Student leadership development is embedded into some career pathways through one of the six recognized Career Technical Student Organizations (CTSOs) or through an alternative leadership strategy (ALS). • CTE pathway students have the opportunity to participate in a CTSO or ALS.
Quality Practice (2 points) <input type="checkbox"/>	<ul style="list-style-type: none"> • Student leadership development is embedded into some career pathway(s) through one of the six recognized CTSOs or through an ALS. • Some CTE pathway students actively participate in a CTSO or ALS.
Exemplary Practice (3 points) <input checked="" type="checkbox"/>	<ul style="list-style-type: none"> • Student leadership development is embedded into all career pathway(s) through one of the six recognized CTSOs or through an ALS. • All CTE pathway students actively participate in a CTSO or ALS.
Potential Tools/ Examples of Evidence	<ul style="list-style-type: none"> • Description of student leadership development strategies, percent of student participation, and outcomes of program(s) implemented.
Evidence on File at LEA <i>(max. 1100 characters)</i>	<p>FFA is the recognized CTSO on campus. The FFA Program of Activities is on file. Evidence of student involvement in the CTSO is also found in the AET record book system. Program reports may be printed at any time. These include all members of the FFA chapter, ownership projects, placement projects, FFA activities, community service, and hours spent in FFA. Students are elected annually to FFA office, by a vote of the student membership and are installed at the annual FFA banquet.</p>
LEA Comments <i>(max. 1100 characters)</i>	<ul style="list-style-type: none"> • Elaborate on programs/pathways that have changed. <p>AET has officially become the documentation for Agriculture programs and FFA in the state of California.</p> <p>School based SAE projects are being implemented at Hamilton High School to make sure all students have some type of project based learning in AET.</p> <p>It is the goal of CTE teachers to implement AET as a documentation of class standards each week.</p>

Minimum Eligibility Standard 3.B. Student leadership development is embedded into career pathway teaching and learning.

Essential Element: Career Exploration and Student supports.

Areas of Strength (max. 1500 characters). Identify what programs and/or systems that are successful.

FFA is the CTSO.
Career Development Participation: Farm Power (2nd place at State Finals 2023), Job Interview, Creed Speaking, Vet Science, Fruit Tree Judging, Impromptu Speaking, and more.
Leadership Continuum Conferences: Greenhand Conference, Made for Excellence, Advanced Leadership Academy, and Chapter Officer Leadership Conference.

Leadership is taught in all agriculture classes. Introduction to Agriculture and Agribusiness embeds most of the FFA leadership. The FFA executive team meets each week to prepare for meetings and events. FFA is a student run organization that elects new officers each year. Advisors attend the meetings to support the students. FFA State Leadership Conference is attended each year with members as well as 2 delegates. National FFA Convention is attended bi-annually. Students have also had the opportunity to participate in National FFA Conferences such as NextGen Animal Science and NextGen Power and Technical Systems.

The FFA roster is submitted to California FFA each year. This will also track pathway and program completers. An FFA meeting is held each month in the evening and students are encouraged to attend. Agendas and minutes are kept for each meeting.

Improvement Opportunities and Plans as aligned with Budget Narrative Worksheet (Attachment II) (max. 1500 characters). Identify what programs and/or systems that need to be improved and correlate them to the budget narrative in Attachment II to implement improvements.

Improvement goals include increased student attendance at leadership conferences. Money will be budgeted to reduce barriers for student attendance at leadership conferences.

Minimum Eligibility Standard 4. Provides for system alignment, coherence, and articulation, including ongoing and structural regional or local partnerships with postsecondary educational institutions, documented through formal written agreements.
Essential Element: Cross-System Alignment.

<p>Not Yet in Practice (0 points)</p> <p><input type="checkbox"/></p>	<ul style="list-style-type: none"> • Kindergarten through grade twelve (K–12) and postsecondary core CTE pathway faculty do not coordinate or collaborate. • There is no established program of study for CTE pathways.
<p>Emerging Practice (1 Point)</p> <p><input type="checkbox"/></p>	<ul style="list-style-type: none"> • K–12 and postsecondary core CTE pathway faculty are members of an advisory committee that represents some CTE pathways. • Curriculum, instruction, transitions, and outcomes are reviewed at Advisory Committee meetings. • There are no formal agreements other than advisory committee responsibilities. • Programs of study need revision or improvement.
<p>Quality Practice (2 points)</p> <p><input type="checkbox"/></p>	<ul style="list-style-type: none"> • K–12 and postsecondary core CTE pathway faculty meet regularly to plan and review curriculum and instruction across levels of education, to plan program and support services for smooth transitions, and to develop or update and improve articulation/dual credit agreements for most CTE pathways. • Formal agreements are developed that define participants, roles, activities, products, and timeline. • Programs of study are complete for most pathways.
<p>Exemplary Practice (3 points)</p> <p><input checked="" type="checkbox"/></p>	<ul style="list-style-type: none"> • K–12 and postsecondary core CTE pathway faculty meet regularly to plan and review curriculum and instruction across levels of education, to plan program and support services for smooth transitions, and to develop or update and improve articulation/dual credit agreements for all CTE pathways. • K–12 and postsecondary educational institutions collaborate to create transition agreements, guides, and plans for each CTE pathway. • Articulation/dual credit agreements apply to all participating educational institutions. • Formal agreements define participants, roles, activities, products, and timeline. • Programs of Study are accurate and complete for all pathways.
<p>Potential Tools/ Examples of Evidence</p>	<ul style="list-style-type: none"> • Transition guide showing secondary and postsecondary pathway courses for each pathway, industry-recognized certifications at each level, and degree and employment options. • Memoranda of Understanding (MOUs) and other agreements between K–12 and postsecondary education that are updated annually. • Secondary and postsecondary curriculum outlines showing coordinated curriculum/ transitions. • Other products from collaboration.
<p>Evidence on File at LEA <i>(max. 1100 characters)</i></p>	<p>Board approved Dual Enrollment agreements with Butte College. Glenn County CTE meetings with other schools in the county. Program plan on file for agriculture CTE classes. California Ag Teachers Association meetings and professional development. Teacher attendance at NAAE conference (shall alternate with National FFA Convention attendance). Advisory committee meetings 3 times per year.</p>
<p>LEA Comments <i>(max. 1100 characters)</i></p>	<ul style="list-style-type: none"> • Elaborate on programs/pathways that have changed. <p>Dual Enrollment to include Agribusiness this year. A local community college is looking into developing a floral design class. If this occurs, Hamilton Unified will look into expanding Dual Enrollment to include floriculture.</p>

Minimum Eligibility Standard 4. Provides for system alignment, coherence, and articulation, including ongoing and structural regional or local partnerships with postsecondary educational institutions, documented through formal written agreements.

Essential Element: Cross-System Alignment.

Areas of Strength (*max. 1500 characters*). Identify what programs and/or systems that are successful.

Dual Enrollment with Butte Collge (5 sections for 2023-2024)

New advisory committee members to reflect local industry.

Local business partners for advisory and industry partnerships. Examples of partnerships include: pest control advisor, California Olive Ranch, McCorkle Trucking, H&M Harvesting, Nutien Ag Solutions, and Wilbur Ellis.

Improvement Opportunities and Plans as aligned with Budget Narrative Worksheet (Attachment II) (*max. 1500 characters*). Identify what programs and/or systems that need to be improved and correlate them to the budget narrative in Attachment II to implement improvements.

Teacher collaboration among surrounding schools, industry partnerships, and colleges. As employees change with our industry partners, we need to meet the new leaders in our community.

Minimum Eligibility Standard 5.A. Form ongoing and meaningful industry and labor partnerships, evidenced by written agreements and through participation on advisory committees and collaboration with business and labor organizations to provide opportunities for pupils.
Essential Element: Appropriate Use of Data and Continuous Improvement.

<p>Not Yet in Practice (0 points)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> • There are no industry/labor partnership agreements. • An advisory committee representing every sector offered by the LEA has not been formed.
<p>Emerging Practice (1 Point)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> • Agreements with labor/industry partners are informal and verbal. • An advisory committee representing every sector offered by the LEA is established, but only represents a limited number of stakeholders and employers.
<p>Quality Practice (2 points)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> • Most partnerships are solidified through written agreements, and some are made as verbal agreements. • An advisory committee representing every sector offered by the LEA, is composed of a variety of stakeholders (including industry and labor, secondary and postsecondary leaders, faculty, parents, and students) meets at least once a year to evaluate program progress and to engage in continuous improvement activities.
<p>Exemplary Practice (3 points)</p> <input checked="" type="checkbox"/>	<ul style="list-style-type: none"> • All partnerships are solidified through written agreements that detail the responsibilities and roles of each party. • An advisory committee representing every sector and pathway offered by the LEA, is composed of a variety of stakeholders (including industry and labor, secondary and postsecondary leaders, faculty, parents, and students) meets two or more times to address program progress and program/industry needs and opportunities for pupils. • The advisory committee is integral to the operation of the CTE pathway(s).
<p>Potential Tools/ Examples of Evidence</p>	<ul style="list-style-type: none"> • MOUs, written agreements, contracts, description of verbal agreements. • Copy of Advisory Committee meeting minutes with a list of advisory committee members, the organization they represent, and their position in that organization. • A narrative of the impact these partnerships and the advisory committee have had on the CTE program, faculty, and students. • A list of advisory members identified by name, business, etc.
<p>Evidence on File at LEA <i>(max. 1100 characters)</i></p>	<p>Advisory committee bylaws, meeting agendas, and minutes are kept on file. The advisory committee meets 3 times per year. Advisory members consist of a parent, members of industry sectors, and the principal. Advisory members include: Mat Schager, Chuck Crete, Craig Knight, Pete Knight, Shannon Douglass, Anthony Porter, Adam Boles, Greg Mirande and John Kraus.</p>
<p>LEA Comments <i>(max. 1100 characters)</i></p>	<ul style="list-style-type: none"> • Elaborate on programs/pathways that have changed. <p>A county-wide CTE advisory committee has been established. Ag teachers are invited to attend these meetings.</p>

Minimum Eligibility Standard 5.A. Form ongoing and meaningful industry and labor partnerships, evidenced by written agreements and through participation on advisory committees and collaboration with business and labor organizations to provide opportunities for pupils.

Essential Element: Appropriate Use of Data and Continuous Improvement.

Areas of Strength (*max. 1500 characters*). Identify what programs and/or systems that are successful.

The Hamilton Unified CTE/Agriculture Advisory Committee meets 3 times per year. Fall, spring, and summer provides for good communication between advisory members and the CTE teachers. Industry needs and trends are always part of the agenda. The advisory committee also approves the 5 year equipment acquisition plan to make sure purchases are aligned to industry standards.

Teachers are also part of the Glenn County CTE advisory committee. This helps with collaboration across CTE pathways with teachers.

Improvement Opportunities and Plans as aligned with Budget Narrative Worksheet (Attachment II) (*max. 1500 characters*). Identify what programs and/or systems that need to be improved and correlate them to the budget narrative in Attachment II to implement improvements.

Advisory meeting agendas are mailed out in advance. An improvement to make is to start an email list so that advisory committee members may communicate digitally.

If either the medical pathway or food science pathway is developed, advisory committee members will be added to represent those pathways.

Minimum Eligibility Standard 5.B. Provides opportunities for pupils to gain access to pre-apprenticeships, internships, and work-based learning (WBL) opportunities for industry to provide input to the CTE programs and curriculum.

Essential Element: High-Quality, Integrated Curriculum and Instruction.

<p>Not Yet in Practice (0 points)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> Does not provide opportunities for pupils to gain access, pre-apprenticeships, internships, and WBL opportunities for industry to provide input to the CTE programs and curriculum.
<p>Emerging Practice (1 Point)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> Provides opportunities for some pupils to gain access to pre-apprenticeships, internships, and WBL opportunities for industry to provide input to the CTE programs and curriculum in some pathways. There is little evidence of a link between CTE course assignments opportunities and experiences provided.
<p>Quality Practice (2 points)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> Provides opportunities for most pupils to gain access to pre-apprenticeships, internships, and WBL opportunities for industry to provide input to the CTE programs and curriculum in most pathways. There is ongoing communication between the K–12 institution and the business providing the WBL activities to ensure quality experiences for CTE pathway students and employers in most pathways.
<p>Exemplary Practice (3 points)</p> <input checked="" type="checkbox"/>	<ul style="list-style-type: none"> All partnerships are solidified through written agreements that detail the responsibilities and roles of each party. Provides opportunities for all pupils to gain access to pre-apprenticeships, internships, and WBL opportunities for industry to provide input to the CTE programs and curriculum in all pathways. There is a documented training plan and assignments are related to WBL in all pathways. Industry partners and K–12 CTE pathway faculty collaborate on activities for students on all levels of the CTE pathway; knowledge and skill preparation needed for each WBL activity; assessment and documentation of student performance in the workplace; and orientation for workplace supervisors and students.
<p>Potential Tools/ Examples of Evidence</p>	<ul style="list-style-type: none"> List of businesses providing WBL opportunities, the type of WBL provided, and the number of students participating in each opportunity. Student logs of WBL activities. Schedule of WBL for each grade level. Training plan for WBL at each grade level. Student WBL portfolios. Program and student assessments from WBL supervisors. Specify WBL offered.
<p>Evidence on File at LEA <i>(max. 1100 characters)</i></p>	<p>Students provide evidence in the AET record book system. All work placements and projects have a plan completed before the work or project is started. Student proficiency awards provide evidence of project growth.</p> <p>The WBL supervisor for Ag Careers/Work Experience documents visitations and surveys are completed by the student and employer.</p>
<p>LEA Comments <i>(max. 1100 characters)</i></p>	<ul style="list-style-type: none"> Elaborate on programs/pathways that have changed. <p>Glenn County Schools provide a job shadow opportunity for sophomores that are interested. The YES program is also available for students seeking work placements.</p>

Minimum Eligibility Standard 5.B. Provides opportunities for pupils to gain access to pre-apprenticeships, internships, and WBL opportunities for industry to provide input to the CTE programs and curriculum.

Essential Element: High-Quality, Integrated Curriculum and Instruction.

Areas of Strength (*max. 1500 characters*). Identify what programs and/or systems that are successful.

Examples of WBL include: farming, livestock production, sales, equine care, metal fabrication, and food service.

Improvement Opportunities and Plans as aligned with Budget Narrative Worksheet (Attachment II) (*max. 1500 characters*). Identify what programs and/or systems that need to be improved and correlate them to the budget narrative in Attachment II to implement improvements.

Students need opportunities to bring the next generation of science, technology, and equipment into their skill set to meet job placement standards and curriculum standards. Money has been budgeted to purchase CTE equipment relevant to industry standards. The advisory committee and industry partners will help guide purchasing decisions.

The priority for this CTEIG funding cycle is to purchase a food trailer for Farm to Fork or Food Science/Hospitality.

Minimum Eligibility Standard 6. Provides opportunities for pupils to participate in after school, extended day, and out-of-school activities and competitions.

Essential Element: Career Exploration and Student Supports.

<p>Not Yet in Practice (0 points)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> • After school, extended day, and out-of-school activities and competitions are not provided.
<p>Emerging Practice (1 Point)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> • After school, extended day, and out-of-school activities and competitions are provided to some CTE students and/or in some pathways. • These activities may be developed or supervised by the CTE pathway faculty.
<p>Quality Practice (2 points)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> • After school, extended day, and out-of-school activities and competitions are provided to most CTE students in most pathways. • These activities are developed and supervised by the CTE pathway faculty.
<p>Exemplary Practice (3 points)</p> <input checked="" type="checkbox"/>	<ul style="list-style-type: none"> • After school, extended day, and out-of-school activities and competitions are provided to all CTE students in all pathways. • These activities are developed, supervised, and evaluated by the CTE pathway faculty. • Students are made aware of these options when they enroll in the CTE pathway and are matched with the best time option, based on their career goals and scheduling needs.
<p>Potential Tools/ Examples of Evidence</p>	<ul style="list-style-type: none"> • List of after school, extended day, out-of-school competitions and activities offered to and participated in by the students.
<p>Evidence on File at LEA (max. 1100 characters)</p>	<p>An FFA newsletter and social media accounts are provided to students and families to post upcoming information and student opportunities. Event attendance is documented in the AET system. Copies of event registrations and purchase orders are on file for proof of purchase and attendance. Activities: North Valley Section Contests, Creed Speaking, Cooperative Marketing, Farm Power, Vet Science, Fruit Tree Judging, SAE projects. Industry tours also help with exploring careers.</p>
<p>LEA Comments (max. 1100 characters)</p>	<ul style="list-style-type: none"> • Elaborate on programs/pathways that have changed. <p>An Expedition is in the process of being purchased to help with student transportation to events. Leadership Conference registration and travel has been paid to reduce student barriers and encourage students to attend. Students are not charged for Career Development entry fees, or travel and lodging expenses.</p>

Minimum Eligibility Standard 6. Provides opportunities for pupils to participate in after school, extended day, and out-of-school activities and competitions.

Essential Element: Career Exploration and Student Supports.

Areas of Strength (*max. 1500 characters*). Identify what programs and/or systems that are successful.

FFA competitions have allowed students to show their achievements. Farm Power placed 2nd at the California FFA State Finals in 2023. Other teams were competitive such as Vet Science and Fruit Tree Judging.

Increased participation in industry tours, leadership conferences, and local FFA events has allowed students to stay involved. Funding has helped to either bring down the cost to students, or provide events free of charge. The school district will continue paying teacher stipends to supervise student activities outside of the school day.

Improvement Opportunities and Plans as aligned with Budget Narrative Worksheet

(Attachment II) (*max. 1500 characters*). Identify what programs and/or systems that need to be improved and correlate them to the budget narrative in Attachment II to implement improvements.

Updated curriculum and study guides for CTSO competitions.

Food trailer implementation will allow for snacks or meals to be provided at student events.

Minimum Eligibility Standard 7.A. CTE pathway program reflects regional and/or local labor market demands and focuses on current or emerging high-skill, high-wage, or high-demand occupations.

Essential Element: Appropriate Use of Data and Continuous Improvement.

<p>Not Yet in Practice (0 points)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> • There is no evidence that the CTE pathway is aligned with economic needs and labor market information. • CTE pathway does not appear to lead to high-skill, high-wage, or high-demand occupations.
<p>Emerging Practice (1 Point)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> • There is minimal alignment of CTE pathway design, delivery, and outcomes with current and projected labor market needs. • Evidence minimally identifies a need in the industry sector or general category of employment, but not for any specific CTE pathway.
<p>Quality Practice (2 points)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> • There is general alignment of CTE pathway design, delivery, and outcomes with current and projected labor market needs. • There is correlation between the specific high-skill, high-wage, or high-demand occupations which are the focus of the CTE pathway and the labor market information provided for some sectors and pathways.
<p>Exemplary Practice (3 points)</p> <input checked="" type="checkbox"/>	<ul style="list-style-type: none"> • There is clear and specific alignment of all CTE pathway design, delivery, and outcomes with current and projected labor market needs. • Evidence provides a clear case for all current and projected labor market needs for the CTE pathways for all sectors and pathways. • A projection of the number of students from this CTE pathway that will be qualified to enter high-skill, high-wage, or high-demand occupations in this field at entry and technical levels is provided.
<p>Potential Tools/ Examples of Evidence</p>	<ul style="list-style-type: none"> • K–12 Strong Workforce Program (SWP) Deputy Sector Navigator reports. • Labor market reports from valid sources, correlated with CTE sequence of courses. • Letters from industry and labor partners indicate how their participation in the CTE pathway will prepare and encourage future workers in this field.
<p>Evidence on File at LEA <i>(max. 1100 characters)</i></p>	<p>Program Plan Graduate Follow-Up Graduation Rate Program Completers Industry Certifications such as forklift, YQCA, Ag Align, and ShowSmart.</p>
<p>LEA Comments <i>(max. 1100 characters)</i></p>	<ul style="list-style-type: none"> • Elaborate on programs/pathways that have changed. <p>Student certifications continue through Ag Align and YQCA. ShowSmart has a new program for certification if the agriculture department wishes to pay for student certifications.</p>

Minimum Eligibility Standard 7.A. CTE pathway program reflects regional and/or local labor market demands and focuses on current or emerging high-skill, high-wage, or high-demand occupations.

Essential Element: Appropriate Use of Data and Continuous Improvement.

Areas of Strength (*max. 1500 characters*). Identify what programs and/or systems that are successful.

Hamilton Unified and the surrounding area is predominately agriculture. Most jobs are involved in production agriculture or are in the chain of production, distribution, or marketing of ag products. CTE classes and the high school farm provide hands on learning with the farm facility. Additional CTE class sections have been added to meet demand. Approximatley 75% of people in the community only have a high school diploma, while 14% have a Bachelors or higher. Top farm acreage in the area includes rice, almonds, walnuts, forage, cattle, and olives. Students need to be exposed to the equipment and technology that will be used in further education or employment.

Improvement Opportunities and Plans as aligned with Budget Narrative Worksheet (Attachment II) (*max. 1500 characters*). Identify what programs and/or systems that need to be improved and correlate them to the budget narrative in Attachment II to implement improvements.

Hamilton Unified will evaluate the implementation of CTE offerings to provide a seamless pathway from 8th grade to High School. A Health Science and Medical Terminology pathway needs a CTE credentialed teacher to implement these courses as a pathway to qualify for CTEIG funding.

Money is being budgeted to implement a Farm to Fork or Food Science/Hospitality pathway.

Minimum Eligibility Standard 7.B. Is informed by the regional plan of the local SWP consortium.
Essential Element: Cross-System Alignment.

<p>Not Yet in Practice (0 points)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> The CTE pathways are not part of the local SWP consortium and LEA does not collaborate or seek to align with the regional plan of the local SWP.
<p>Emerging Practice (1 Point)</p> <input checked="" type="checkbox"/>	<ul style="list-style-type: none"> The CTE pathways are aware of the regional plan of the local SWP consortium, but LEA is beginning to collaborate or seek to align with the regional plan of the local SWP.
<p>Quality Practice (2 points)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> The CTE pathways are involved in the regional SWP consortium, and LEA is aware of the regional plan. The CTE pathways are aligned with the SWP plan where it complements the CTE Incentive Grant (CTEIG) requirements.
<p>Exemplary Practice (3 points)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> The CTE pathways are involved in the development and implementation of the regional plan of the SWP consortium. The CTE pathways are aligned with both CTEIG and SWP goals and desired outcomes. Funding from CTEIG, SWP, and other sources are braided to best apply and use funds for the improvement and expansion of CTE pathway.
<p>Potential Tools/ Examples of Evidence</p>	<ul style="list-style-type: none"> Document identifying members of local SWP consortium members. Local SWP plan. CTE pathway plan is aligned with CTEIG and SWP goals and desired outcomes. The successful integration and braiding of CTEIG, SWP, and other CTE initiatives' goals, activities, and funding sources can serve as a model for others.
<p>Evidence on File at LEA <i>(max. 1100 characters)</i></p>	<p>Principal has looked into Strong Workforce. Strong Workforce is also discussed at Glenn County CTE meetings.</p> <p>Hamilton Unified does not have enough money to match both the Strong Workforce and Career Technical Education Incentive Grant. As a district, the decision has been made to continue applying for CTEIG funds.</p>
<p>LEA Comments <i>(max. 1100 characters)</i></p>	<ul style="list-style-type: none"> Elaborate on programs/pathways that have changed. <p>Hamilton Unified is not part of SWP, but receives emails and is invited to consortium meetings.</p>

Minimum Eligibility Standard 7.B. Is informed by the regional plan of the local SWP consortium.
Essential Element: Cross-System Alignment.

Areas of Strength (*max. 1500 characters*). Identify what programs and/or systems that are successful.

Hamilton Unified is informed of the SWP regional plan, but does not receive funding from this program. CTEIG, Perkins, Ag Incentive Grant, and LCAP are the main funding sources for CTE program improvement in the district.

Improvement Opportunities and Plans as aligned with Budget Narrative Worksheet (Attachment II) (*max. 1500 characters*). Identify what programs and/or systems that need to be improved and correlate them to the budget narrative in Attachment II to implement improvements.

Hamilton Unified does not have enough district money to match both SWP and CTEIG. The district has decided to only apply for CTEIG.

Minimum Eligibility Standard 8. Leads to an industry recognized credential or certificate, or appropriate postsecondary education or training, employment, or postsecondary degree.
Essential Element: High-Quality, Integrated Curriculum and Instruction.

<p>Not Yet in Practice (0 points)</p> <p><input type="checkbox"/></p>	<ul style="list-style-type: none"> • The CTE pathways are not aligned to any industry certifications. • There is no CTE-specific support or guidance to assist students in pursuing postsecondary education, training, or employment. • No CTE data is collected to determine postsecondary choices or success.
<p>Emerging Practice (1 Point)</p> <p><input type="checkbox"/></p>	<ul style="list-style-type: none"> • Some CTE pathway students have the opportunity to receive an industry certification that may or may not qualify them for entry-level employment. • Some programs lead to postsecondary education or training, employment, or postsecondary degree. • Collects some CTE student survey data on postsecondary choices and success without any follow-up.
<p>Quality Practice (2 points)</p> <p><input checked="" type="checkbox"/></p>	<ul style="list-style-type: none"> • Most CTE pathway students have the opportunity to achieve at least one capstone certification that qualify them for entry-level employment. • The majority of CTE programs lead to postsecondary education or training, employment, or postsecondary degree. • Collects all grade twelve CTE student survey data on postsecondary choices and success. Follows up with students one year after high school to determine outcomes of program.
<p>Exemplary Practice (3 points)</p> <p><input type="checkbox"/></p>	<ul style="list-style-type: none"> • All CTE pathway students have the opportunity to achieve at least one capstone, industry-recognized certification that qualifies them for entry-level employment. • All technical assessments are nationally benchmarked and include a skills-based component. • All CTE programs lead to postsecondary education or training, employment, or postsecondary degree. • Collects all CTE student survey data on postsecondary choices and success. Follows up with students one year after high school to determine outcomes of program. • Data informs program improvement.
<p>Potential Tools/ Examples of Evidence</p>	<ul style="list-style-type: none"> • List of industry-recognized certifications available for students within the CTE pathway, number of students in capstone course(s), number of students taking exam/assessment, and number of students achieving certification. • Description of organization providing exam(s), general content of exam(s), portability of certification. • Type of employment opportunities for which each exam qualifies students. • List of postsecondary education, training, employment, or postsecondary degree options for each CTE program. • Student surveys for postsecondary education, training, or employment plans.
<p>Evidence on File at LEA <i>(max. 1100 characters)</i></p>	<p>YQCA Certificate Forklift Training and Certification Ag Align Certifications Duall Enrollment Capstone Classes: Ag Mechanics, Agribusiness, Animal Science Graduate Follow-Up</p>
<p>LEA Comments <i>(max. 1100 characters)</i></p>	<ul style="list-style-type: none"> • Elaborate on programs/pathways that have changed. <p>All students exhibiting livestock at teh county fair must pass the Youth for Quality Care of Animals certification each year. The certification test is based on age.</p> <p>Tractor and equipment certification through AET.</p>

Minimum Eligibility Standard 8. Leads to an industry recognized credential or certificate, or appropriate postsecondary education or training, employment, or postsecondary degree.
Essential Element: High-Quality, Integrated Curriculum and Instruction.

Areas of Strength (*max. 1500 characters*). Identify what programs and/or systems that are successful.

Students are prepared for postsecondary education by taking dual enrolled classes while in high school. Ag Align has certifications and has began to implement a Tier II certification for specified pathways.

YQCA - Hamilton City FFA has a 100% pass rate for livestock exhibitors.

Improvement Opportunities and Plans as aligned with Budget Narrative Worksheet (Attachment II) (*max. 1500 characters*). Identify what programs and/or systems that need to be improved and correlate them to the budget narrative in Attachment II to implement improvements.

Ag Align certifications began as a trial basis. Hamilton Unified will continue to implement this platform for student certifications. Teachers that need to be trained for Tier II certifications may attend trainings. As of now, Hamilton Unified has only participated in Tier I certifications.

Dual enrollment with Butte College is working towards a certificate program with Hamilton Unified.

Minimum Eligibility Standard 9.A. CTE courses are staffed by skilled teachers or faculty.
Essential Element: Skilled Instruction and Educational Leadership, informed by Professional Learning.

<p>Not Yet in Practice (0 points)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> One or more CTE program(s) do not have CTE credentialed teachers.
<p>Emerging Practice (1 Point)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> Most CTE pathway teachers have the correct preliminary or clear CTE Designated Subjects credential, or one of the five appropriate Single Subject credentials including Agriculture, Business, Home Economics, Industrial Arts, Industrial Technology Education; and/or an authorization with some industry experience. Some CTE pathway teachers are in the beginning phases of credentialing and/or hold a temporary permit or preliminary. Some CTE teachers participate in CTE professional development relevant to their pathway.
<p>Quality Practice (2 points)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> All CTE pathway teachers have the correct preliminary or clear CTE Designated Subjects credential or one of the five appropriate Single Subject credentials including Agriculture, Business, Home Economics, Industrial Arts, Industrial Technology Education; and/or an authorization with some industry experience. Most CTE teachers have completed some CTE professional development relevant to their pathway during the past three years.
<p>Exemplary Practice (3 points)</p> <input checked="" type="checkbox"/>	<ul style="list-style-type: none"> All CTE pathway teachers have the correct clear CTE Designated Subjects credential or one of the five appropriate Single Subject credentials including Agriculture, Business, Home Economics, Industrial Arts, Industrial Technology Education; and/or an authorization with significant industry experience. All CTE teachers have completed specific CTE professional development relevant to their pathway during each of the past three years.
<p>Potential Tools/ Examples of Evidence</p>	<ul style="list-style-type: none"> List of CTE teachers and faculty including the credentials/minimum qualifications and the type and date(s) of industry experience for each, and any professional development that was completed during the past three years.
<p>Evidence on File at LEA (max. 1100 characters)</p>	<p>Teacher Credentials</p> <ol style="list-style-type: none"> Single Subject Agriculture, Agriculture Specialist, and Introductory Business. Bachelor's Degree in Agribusiness and Master's Degree in Agriculture. Career Technical Education Credential in Agriculture and Natural Resources. Single Subject Agriculture, Agriculture Specialist, and Master's Degree in progress.
<p>LEA Comments (max. 1100 characters)</p>	<ul style="list-style-type: none"> Elaborate on programs/pathways that have changed. <p>All teachers have CTE credentials and attend professional development events. Profession development events include CATA Summer Conference, CATA Road Show, section and region meetings, and NAAE Convention.</p>

Minimum Eligibility Standard 9.A. CTE courses are staffed by skilled teachers or faculty.
Essential Element: Skilled Instruction and Educational Leadership, informed by Professional Learning.

Areas of Strength (*max. 1500 characters*). Identify what programs and/or systems that are successful.

All CTE teachers are highly skilled in their content area. Two of the agriculture teachers work in the industry during summers and breaks and have a vested interest in personal agribusiness ventures. These include farming, custom farming, and livestock.

Improvement Opportunities and Plans as aligned with Budget Narrative Worksheet (Attachment II) (*max. 1500 characters*). Identify what programs and/or systems that need to be improved and correlate them to the budget narrative in Attachment II to implement improvements.

A goal of Hamilton Unified is to get the Health Science Medical Technology or Farm to Fork/Food Science/Hospitality pathway. Once these pathways are a priority, money may be spent in these pathways for CTE teachers, professional development, and the corresponding CTSO.

Minimum Eligibility Standard 9.B. Dedicates resources for professional development for CTE teachers, including educator externships with industry.

Essential Element: Skilled Instruction and Educational Leadership, informed by Professional Learning.

<p>Not Yet in Practice (0 points)</p> <p><input type="checkbox"/></p>	<ul style="list-style-type: none"> Resources are rarely provided for professional development of CTE pathway teachers. Few CTE teachers attend specific CTE conferences and workshops annually. Externships are rarely pursued or supported. Few CTE teachers participate in teacher externships. Few CTE teachers maintain and update their knowledge of their career focus and of current trends and developments in education that affect their CTE pathway.
<p>Emerging Practice (1 Point)</p> <p><input type="checkbox"/></p>	<ul style="list-style-type: none"> Some resources are provided for professional development of CTE teachers. Some CTE teachers attend specific CTE conferences and workshops annually. Externships are pursued and supported upon request. Some CTE teachers participate in teacher externships. Some CTE teachers maintain and update their knowledge of their career focus and of current trends and developments in education that affect their CTE pathway.
<p>Quality Practice (2 points)</p> <p><input type="checkbox"/></p>	<ul style="list-style-type: none"> Many resources are provided for professional development of CTE teachers. Most CTE teachers attend specific CTE conferences and workshops annually. Externships are offered to CTE teachers annually; externships are pursued and supported. Most CTE teachers participate in teacher externships. Most CTE teachers maintain and update their knowledge of their career focus and of current trends and developments in education that affect their CTE pathway.
<p>Exemplary Practice (3 points)</p> <p><input checked="" type="checkbox"/></p>	<ul style="list-style-type: none"> All necessary resources are provided for professional development of CTE teachers. All CTE teachers attend sector-specific CTE conferences and workshops annually. Externships are offered to CTE teachers annually, individualized to meet specific needs; externships pursued and supported. All CTE teachers participate in teacher externships. All CTE teachers maintain and update their knowledge of their career focus and of current trends and developments in education that affect their CTE pathway.
<p>Potential Tools/ Examples of Evidence</p>	<ul style="list-style-type: none"> Professional development needs assessment for CTE teachers. List of events, classes, and workshops that CTE teachers accessed, and the number of CTE teachers that attended. List of curricular or instructional products or changes that resulted from CTE professional development. List of teacher externships and outcomes.
<p>Evidence on File at LEA <i>(max. 1100 characters)</i></p>	<p>All teachers participate in professional development and industry connections. Conference registrations: CATA Summer Conference, New Professions, Road Show, Industry Tours, Power 3 Summit, NAAE, National FFA Convention, and more are all proof of professional development for teachers. Externships include livestock management, orchard productio, and custom tree harvest.</p>
<p>LEA Comments <i>(max. 1100 characters)</i></p>	<ul style="list-style-type: none"> Elaborate on programs/pathways that have changed. <p>One ag teacher will be completing their Master's Degree this year. For their masters project they are planning to develop a new Career Development Event for FFA.</p>

Minimum Eligibility Standard 9.B. Dedicates resources for professional development for CTE teachers, including educator externships with industry.

Essential Element: Skilled Instruction and Educational Leadership, informed by Professional Learning.

Areas of Strength (*max. 1500 characters*). Identify what programs and/or systems that are successful.

Industry partnerships and externships: farming, custom harvest, livestock, and industry groups such as Farm Bureau and the local water district. Teachers also meet with industry specialists such as veterinarians, welding fabricators, tractor dealerships, and other custom farmers to develop skills to share in class.

Improvement Opportunities and Plans as aligned with Budget Narrative Worksheet (Attachment II) (*max. 1500 characters*). Identify what programs and/or systems that need to be improved and correlate them to the budget narrative in Attachment II to implement improvements.

Teachers will maintain and update their knowledge of industry trends through working in the agriculture industry. Teachers will continue to attend professional development training through the California Ag Teachers' Association. Other suggestions for improvement include training on AET, Case Curriculum, or other school site visits.

The CTEIG coordinator will also visit other school sites that have implemented Farm to Fork/Food Science pathways.

Minimum Eligibility Standard 10. Provides opportunities for pupils who are individuals with exceptional needs to participate in all programs.
Essential Element: Equity and Access.

<p>Not Yet in Practice (0 points)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> • The LEA has policies in place to ensure the learning environment is accessible to all students, but nothing specific to special populations in CTE programs. • Special populations have access to few CTE pathways. • The LEA does not provide resources designed to recruit, retain, and support special populations in CTE programs. • Promotional materials are unavailable, and need to be developed to highlight supports for special populations.
<p>Emerging Practice (1 Point)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> • The LEA has policies in place to ensure the learning environment is accessible to all students, and some CTE pathways ensure accessibility through reasonable accommodations and modifications. • Special populations have access to some CTE pathways. • The LEA provides resources designed to recruit, retain, and support special populations for some CTE programs. • Promotional materials for some pathways are available, but need to be developed to highlight supports for special populations.
<p>Quality Practice (2 points)</p> <input type="checkbox"/>	<ul style="list-style-type: none"> • The LEA has policies in place to ensure the learning environment is accessible to all students, and most CTE pathways ensure accessibility through reasonable accommodations and modifications and differentiation. • Special populations have access to most CTE pathways. • The LEA provides resources designed to recruit, retain, and support special populations for most CTE programs. • Promotional materials for most pathways are available, present a broad range of career options, and highlight supports for special populations across pathways.
<p>Exemplary Practice (3 points)</p> <input checked="" type="checkbox"/>	<ul style="list-style-type: none"> • The LEA has policies in place to ensure the learning environment is accessible to all students, and all CTE pathways ensure accessibility through individualized accommodations, modifications, and differentiation. • Special populations have access to all CTE pathways, and LEA works with families and staff to recruit, retain, and support special populations in CTE programs. • LEA resources are designed to recruit, retain, and support special populations in all CTE programs. • Promotional materials for all pathways are available, present a broad range of career options, are multilingual and highlight supports for special populations across pathways.
<p>Potential Tools/ Examples of Evidence</p>	<ul style="list-style-type: none"> • School and program equity and access policies. • Promotional materials. • Accommodations and modifications in place for special populations students. • Strategies and supports provided that promote recruitment, retention, and success of special population students.
<p>Evidence on File at LEA (max. 1100 characters)</p>	<p>IEP Meetings Classroom Instructional Aides Pathway Folder and School Information Welcome Packet School Based Supervised Ag Experience Projects - gardens, laying hens, etc.</p>
<p>LEA Comments (max. 1100 characters)</p>	<ul style="list-style-type: none"> • Elaborate on programs/pathways that have changed. <p>Farm learning lab school based supervised projects. Students do not need their own ownership or placement SAE, but may get the experience from a school based project.</p>

Minimum Eligibility Standard 10. Provides opportunities for pupils who are individuals with exceptional needs to participate in all programs.
Essential Element: Equity and Access.

Areas of Strength (*max. 1500 characters*). Identify what programs and/or systems that are successful.

Special population students are encouraged to enroll in CTE programs and participate in the CTSO which is FFA. At any time another CTSO is offered, students will be encouraged to join.

CTE teachers work closely with the special education teachers and aides to modify assignments to meet student needs.

The school farm allows for special populations to be included in supervised agriculture experience projects. Extra help and guidance from the CTE teachers is provided when needed. Teachers alternate weekends on the school farm so that a CTE teacher is visiting the farm projects each weekend.

IEP meetings and 504's help CTE teachers understand special population needs.

Improvement Opportunities and Plans as aligned with Budget Narrative Worksheet (Attachment II) (*max. 1500 characters*). Identify what programs and/or systems that need to be improved and correlate them to the budget narrative in Attachment II to implement improvements.

CTE teachers will continue to work with the special education teachers to retain all students in CTE classes. The CTE program will work to adapt and modify school farm and classroom opportunities for special populations. Ideas for improvement include small animal ownership projects as well as school based projects. It is recommended to continue spacing support staff in the ag mechanics shop for special populations.

11. Unique Conditions: Identify situation(s) and/or conditions that affect your LEA on an ongoing basis.
(max. 1500 characters)

The school farm lab is right outside the classroom. The farm consists of a greenhouse, garden beds, mandarin and olive orchard, hog barn, lamb and goat barn, cattle facility, equipment storage, and a poultry area. Open space on the farm allows for tractor and forklift driving practice. The floral program also has a large walk-in cooler. The CTE teachers spend numerous extended hours and extended contract days in the summer to maintain the facilities and crops.



Local Control Accountability Plan

The instructions for completing the Local Control and Accountability Plan (LCAP) follow the template.

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone
Hamilton Unified School District	Jeremy Powell, Ed.D. Superintendent	jpowell@husdschools.org 530 826 3261

Plan Summary [2022-23]

General Information

A description of the LEA, its schools, and its students in grades transitional kindergarten–12, as applicable to the LEA.

Hamilton Unified School District (HUSD) is located in Hamilton City, a rural agricultural community in Northern California; approximately 15 miles east of Chico. We consist of 5 schools serving approximately 720 students, Hamilton Elementary School (HES), Hamilton High School (HHS), Ella Barkley alternative education, Hamilton State Pre-School, and Hamilton Adult School.

HUSD serves the town of Hamilton City, population of 1,759 and the outlying farming community.

All schools in the HUSD family strive to close the achievement gap, beginning with the consistent commitment to the professional learning communities model. Teachers are all highly qualified within their specific content areas. A systemic intervention plan is in place for K-12 with additional support before, during and after school. This year resources were utilized to implement Academic Parent Teacher Teams in order to increase parent academic skills as they assist their children.

In addition, HHS prides itself on its academics, athletics, and agriculture programs. There are six different AP courses offered to students, and a full complement of classes that meet the A-G requirements for UC/CSU. Athletics are highly supported by the community. Each year we typically send athletes to championship competitions. Agriculture is one of the premier CTE pathways in Glenn County. We are the only high school in Glenn county that has a school farm where students (right on campus.)

can raise animals to show at the Glenn County Fair. Our District continues to embrace our mission which is "Academic success for every child we serve. The development of good character in all."

Reflections: Successes

A description of successes and/or progress based on a review of the California School Dashboard (Dashboard) and local data.

2020-2021 CAASPP Results: Due to the prolonged closure of our schools and subsequent distance learning model, HUSD did not test during the 2019-2020 school year and saw a mix in student scores for the 2020-2021 school year when compared to their scores in 2018-2019. Although facing the COVID-19 Pandemic, HUSD has seen great success with the implementation of Benchmark Advanced, Elevate for progress monitoring, and Quality Teaching for English Learners in our approach to supporting our EL students. The District plans to build on this model by expanding this methodology to integrated ELD. Over the last 5 years we have had an average re-designation rate of approximately 22%. Additionally, the numbers of EL students continue to decline as student are exiting the designated ELD track sooner.

Graduation Rate:

Hamilton High School (HHS) continues to have a VERY HIGH Status rating for all significant subgroups.

Technology:

The District has implemented a full 1:1 student/Chromebook ratio during the 2020-2021 school year with strong use of Google Classroom to support All students in their learning, especially during Distance Learning.

Reflections: Identified Need

A description of any areas that need significant improvement based on a review of Dashboard and local data, including any areas of low performance and significant performance gaps among student groups on Dashboard indicators, and any steps taken to address those areas.

Math:

Although there was no LCFF Data for the 2019-2020 school year, based on historical and local data, there are three subgroups with an overall performance in either the "ORANGE" range (English Learners at 87.8 points below standard, Hispanic 73.3 points below standard and Socioeconomically Disadvantaged at 76.7 points below standard) and one subgroup in the "RED" range (Students with Disabilities 145.4 points below standard). In order to address the performance of these sub-groups, HUSD plans to increase professional development services to teachers and increase the length and frequency of math offering.

ELA:

In ELA, again based on historical and local data, Hamilton Unified has four identified student subgroups scoring in the ORANGE performance level (English Learners at 52.8 points below standard, Hispanic at 31.1 points below standard, Socioeconomically Disadvantaged at 33.8

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023–24
Priority 2: Local Indicator/Implementation of State Standards/Local Evaluation Tool	Teacher self ratings on the California State Standards Implementation Metric will be created and calculated , as well as, use of the the CDE Local Indicators will be provided to the School Board. Growth is needed specifically in the Next Generation Science Standards.	Teacher self ratings on the California State Standards Implementation Metric will be created and calculated , as well as, use of the the CDE Local Indicators will be provided to the School Board. Growth is needed specifically in the Next Generation Science Standards.			Increase to full implementation and sustainability in all areas with a focus on Next Generation Science Standards.
Priority 7: Local Metric/A broad course of study	AP: 11.1 % of students passing Dual Enrollment: No mini Pathways in Place, two courses offered. No current Art offered and one period of music.	AP: 15.2% of students passing Dual Enrollment: Establishment of Mini Pathway in Agriculture established and beginning during the 2022-2023 school year, two courses offered. Art teacher hired full time and one period of music.			Continued support and growth of elective offerings, AP, and dual enrollment courses with a focus in Agriculture and Biology/Medical Field. AP: 20% passing rate Dual Enrollment: 2 Mini Pathways Offered Full time Art and Music Teachers.
Priority 7: Local Metric/Programs/services developed and provided to individuals with exceptional needs	Current SELPA staffing levels include: HES 2 FTE Education Specialists	Current SELPA staffing levels include: HES 2 FTE Education Specialists			Continue to provide the necessary staffing levels as determined by the GCOE SELPA.

Action #	Title	Description	Total Funds	Contributing
1.7	Increased Course Offerings	Increase offerings to allow a broad course of study principally directed at the unduplicated students. Proposed courses include but not limited to Spanish 6-8; CTE, and additional math support. Costs may include certificated/classified staff, curriculum, professional development, materials, and capital outlay for facility upgrades for full implementation.	\$961,362.00	Yes
1.8	Technology Access	Continue to provide access to technology; including hardware, software, staff development training.	\$160,736.00	No
1.9	Additional Counseling and Intervention Services	Maintain current levels of support for counseling and intervention services. This includes certificated and classified staffing, supplies, and facility needs primarily directed for the unduplicated students.	\$470,180.00	Yes
1.10	Provide after-school and extended year learning including intervention and enrichment through the Boys & Girls Club	Provide Extended Learning Opportunities for all students K-8	\$40,750.00	Yes
1.11	Certificated and Counseling Staff	Increase current levels of Certificated staff to provide instruction and counseling services.	\$1,077,821.00	Yes
1.12	Classified Staffing	Increase Classified staffing (including Salaries and Benefits) in the area of custodial and transportation	\$100,000.00	No

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023–24
					from previous year annually Hispanic or Latino Students: 5% meeting or exceeding from previous year annually
Priority 4: State Indicator/Academic Indicator/English Language Progress Indicator	HUSD will increase the performance levels for all EL/RFEP metrics on all LCFF rubrics by 1 level for each student. For the 2018-2019 CAASPP 57.4% of students made progress towards English Language Proficiency	No data to report due to California School Dashboard not being updated for 2020-2021 school year.			Increase % of students making English Language Arts Proficiency by 5% annually to 62.4%.
Priority 4: State Indicator/College and Career Indicator/Career pathway completion	The percent of students completing a CTE course and earning a HS Diploma. Baseline: 97.7% of students completed a CTE program and earned a HS Diploma	The percent of students completing a CTE course and earning a HS Diploma. Baseline: 98% of students completed a CTE program and earned a HS Diploma			Maintain the percentage of students who have completed a CTE course and earned a High School Diploma.
Priority 3: Local Indicator/Parent Involvement/Local Evaluation Tool	HUSD will increase parental participation for Exceptional Needs Students through the following:	HUSD has expanded the APTT to include all grades at the elementary school. HHS is continuing to			HUSD will increase parental participation for Exceptional Needs Students through the following:



Local Control Accountability Plan

The instructions for completing the Local Control and Accountability Plan (LCAP) follow the template.

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone
Hamilton Unified School District	Jeremy Powell, Ed.D. Superintendent	jpowell@husdschools.org 530 826 3261

Plan Summary [2021-22]

General Information

A description of the LEA, its schools, and its students.

Hamilton Unified School District (HUSD) is located in Hamilton City, a rural agricultural community in Northern California; approximately 15 miles east of Chico. We consist of 5 schools serving approximately 780 students, Hamilton Elementary School (HES), Hamilton High School (HHS), Ella Barkley alternative education, Hamilton State Pre-School, and Hamilton Adult School.

HUSD serves the town of Hamilton City, population of 1,759 and the outlying farming community.

All schools in the HUSD family strive to close the achievement gap, beginning with the consistent commitment to the professional learning communities model. Teachers are all highly qualified within their specific content areas. A systemic intervention plan is in place for K-12 with additional support before, during and after school. This year resources were utilized to implement Academic Parent Teacher Teams in order to increase parent academic skills as they assist their children.

In addition, HHS prides itself on its academics, athletics, and agriculture programs. There are six different AP courses offered to students, and a full complement of classes that meet the A-G requirements for UC/CSU. Athletics are highly supported by the community. Each year we typically send athletes to championship competitions. Agriculture is one of the premier CTE pathways in Glenn County. We are the only high school in Glenn county that has a school farm where students can raise animals to show at the Glenn County Fair. Our District continues to embrace our mission which is "Academic success for every child we serve. The development of good character in all."

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023–24
	campuses all have an overall "Good" rating				
Priority 2: Local Indicator/Implementation of State Standards/Local Evaluation Tool	Teacher self ratings on the California State Standards Implementation Metric will be created and calculated , as well as, use of the the CDE Local Indicators will be provided to the School Board. Growth is needed specifically in the Next Generation Science Standards.				Increase to full implementation and sustainability in all areas with a focus on Next Generation Science Standards.
Priority 7: Local Metric/A broad course of study	AP: 11.1 % of students passing Dual Enrollment: No mini Pathways in Place, two courses offered. No current Art offered and one period of music.				Continued support and growth of elective offerings, AP, and dual enrollment courses with a focus in Agriculture and Biology/Medical Field. AP: 20% passing rate Dual Enrollment: 2 Mini Pathways Offered Full time Art and Music Teachers.
Priority 7: Local Metric/Programs/services developed and provided to individuals	Current SELPA staffing levels include: HES				Continue to provide the necessary staffing levels as determined by the GCOE SELPA.

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023–24
	Maintained - 2.8 points				
Priority 4: State Indicator/Academic Indicator/English Language Progress Indicator	HUSD will increase the performance levels for all EL/RFEP metrics on all LCFF rubrics by 1 level for each student. For the 2018-2019 CAASPP 57.4% of students made progress towards English Language Proficiency				Increase % of students making English Language Arts Proficiency by 5% annually to 62.4%.
Priority 4: State Indicator/College and Career Indicator/Career pathway completion	The percent of students completing a CTE course and earning a HS Diploma. Baseline: 97.7% of students completed a CTE program and earned a HS Diploma				Maintain the percentage of students who have completed a CTE course and earned a High School Diploma.
Priority 3: Local Indicator/Parent Involvement/Local Evaluation Tool	HUSD will increase parental participation for Exceptional Needs Students through the following: HES: Continued and expanded use of APTT (Academic Parent Teacher Time) from TK-3 to all grades TK-8				HUSD will increase parental participation for Exceptional Needs Students through the following: HES: Continued and expanded use of APTT (Academic Parent Teacher Time) from TK-3 to all grades TK-8

HAMILTON UNIFIED SCHOOL DISTRICT

Agenda Item Number:	Date:
Agenda Item Description: The Transportation Department would like to request the purchase of a new Ford T350, 9 passenger Transit Van.	
Background: Our two old Ford vans are showing their age. They were purchased in 2005. The miles are high and the paint is peeling, among other mechanical issues. They only hold seven passengers each, and this is not enough for an average team. With so many sports events and field trips, we are using the vans more and more throughout the district. We are working with Corning Ford to get on the 'build list', for a new, 9 passenger, low roof style Transit Van.	
Status: We have been notified that a van, which is due to be built at the end of September, can be provided to HUSD in mid-October.	
Fiscal Impact: This vehicle lists for \$63,000. We would get a state vehicle discount that would drop the price to \$57,750 plus fees.	
Educational Impact: None.	
Recommendation: Please consider the approval of the purchase of a new Transit Van.	



VIN# 1FBAX2E82PKB79344

ETA - 10/20 -

Preview Order 4135 - X2Y 350 Low Roof Pass RWD: Order Summary Time of Preview: 09/12/2023 12:11:34 Receipt: 5/11/2023

Dealership Name: Corning Ford

Sales Code: F72523

Dealer Rep.	Robert BREEDLOVE	Type	Fleet	Vehicle Line	Transit	Order Code	4135
Customer Name	hamilton usd	Priority Code	G3	Model Year	2023	Price Level	365

DESCRIPTION	MSRP	DESCRIPTION	MSRP
X2Y0 T350 LR PASS XL RWD <i>Low Roof</i>	\$51130	9250# GVWR PACKAGE	\$0
148" WHEELBASE	\$0	2WAY DRV/PASS PALAZZO VINYL	\$0
OXFORD WHITE	\$0	50 STATE EMISSIONS	\$0
VINYL	\$0	REVERSE SENSING SYSTEM	\$295
DARK PALAZZO GRAY	\$0	SHORT-ARM PWF. HEAT MIRRORS	\$160
PREFERRED EQUIPMENT PKG.301A	\$0	MANUAL AIR CONDITIONER	\$0
.XL TRIM	\$0	RADIO - SYNC3, 4" SCN	\$280
3.5L PFDI V6 (GAS)	\$0	CRUISE CONTROL	\$325
.10-SPEED TRANSMISSION	\$0	VEHICLE MAINTENANCE MONITOR	\$45
.235/65R16C BSW ALL-SEASON	\$0	EXTENDED FUEL TANK (31 GAL)	\$285
3.73 NON-LIMITED SLIP AXLE	\$0	RUNNING BOARD	\$310
JOB #1 ORDER	\$0	2 ADDITIONAL KEYS	\$75
CV LOT MANAGEMENT	\$0	PRIVACY GLASS	\$500
CA NEW MTR VEHICLE BOARD FEES	\$0	E-85 FLEX FUEL CAPABLE	\$0
FRONT LICENSE PLATE BRACKET	\$0	FUEL CHARGE	\$0
AUTO START STOP REMOVAL	\$-50	PRICED DORA	\$0
WIFI 4G LTE HOTSPOT DELETE	\$-20	DESTINATION & DELIVERY	\$1895

TOTAL BASE AND OPTIONS
 DISCOUNTS
 TOTAL

Van - \$55,230.00

MSRP
 \$55230
 NA
 \$55230

*10/PASS
 COND \$4,200.00
 \$59,430.00*

ORDERING FIN: ST999 END USER FIN: ST999

Customer Name:
Customer Address:

Customer Email:
Customer Phcnet:

*\$59,430.00
 - 1685.00

 \$57,745.00
 + FEES*

*Gpc
 Discount*

Customer Signature

Date

This is not an invoice.

CORNING FORD

Source:		Salesperson:	KELLY BREEDLOVE
Price	57,745.00	Trade	0.00
Taxable A.M.O.	189.00	Payoff	0.00
Document Processing Charge	85.00	Net Trade	0.00
Emissions Testing Charge	0.00	Cash Down	0.00
Sales Tax	4,206.38	Deferred Down	0.00
Non-Tax A.M.O.	0.00	Rebate	0.00
Service Contract	0.00	Total Down	0.00
Subtotal	62,225.38		
DMV Fees	0.00	APR	0.00
State Emissions Certification or Exemption Fee	0.00	Term	1
California Tire Fee	8.75	Monthly Payment	62,267.13
Electronic Veh Reg or Transfer Charge	33.00	Final Payment of	
Total Insurance	0.00		
Total	62,267.13		
Amount Financed	62,267.13		
Finance Charges	0.00		
Total of Payments	62,267.13		

*** BUYER ***

HAMILTON UNIFIED SCHOOL DISTRI
 620 CANAL STREET
 HAMILTON CITY, CA 95951

Date of Birth: _____
 Home Phone Number: (530) 826-2361
 Work Phone Number: _____
 County: GLENN
 Email: jlohse@hudschools.org

*** CO-BUYER ***

Date of Birth: _____
 Home Phone Number: _____
 Work Phone Number: _____
 County: _____
 Email: _____

*** PURCHASE ***

*** TRADE 1 ***

*** TRADE 2 ***

Stock Number
 Year
 Make
 Model
 Body Style
 Color
 Trim
 Key 1 Number
 Key 2 Number
 Weight
 License
 Odometer
 VIN
 Cylinders
 Vehicle Type

462D

*** BANK ***

NONE

CA

*** INSURANCE ***



DRIVERGE Chico CA
VEHICLE MODIFICATIONS



www.driverge.com

1300 Nord Ave. Chico CA 95925

866-892-0150

Fed ID# 94-2698111

12' TO 10 PASS CONV

(Version 1-20)

Created By:

Greg

Invoice#

Date: 1/26/2023

Purchase Order#

Price Level:

Dealer

Dealer Information

Dealer/Customer: Corning Ford

Contact: Kelly Breedlove

Reference:

Street: 2280 Short Drive

Phone: 530-824-5434

City/State/ZIP: Corning

CA

96021

Email: kbreedlove@corningford.com

Model: Transit 350 Wagon

Color: White

VIN:

10-Passenger modification on a 12-passenger or 15-passenger Ford Transit 350 Wagon.

- Remove/Rearrange Ford OEM seats as needed.
- Disable seat mounts so seat will be prevented from being re-installed.
- Cover floor pockets with non-slip material of similar color to OEM floor
- Re-classify and re-label vehicle from vehicle type bus to vehicle type MPV.



KA-WG-01567

Package	Driverge/Chico Base Package Pricing	QTY	Dealer	Retail	TOTAL
KA-WG-01567	10-PASS OEM MODIFICATION: Row 2 (Behind Driver) Replace 3-Passenger OEM Bench Seat with 2-Passenger OEM Bench Seat from row 4. Row 3 Remains The Same. Row 4 Replace 4-Passenger OEM Row With 3-Passenger OEM Bench Seat. Availability Of This Package Is Subject To Availability of Seats Required for Modification.				
KA-PN-02263	Luggage Bulkhead/Partition, Medium Top. Expanded Mesh Top Portion. (If passenger count is over 10 including driver, an escape window (KA-WD-01793) or an escape hatch (KA-WD-01239) must be added.)				

Conversion Total:

Transportation, Estimate

n/a

Total Sale: 4200

Tax and License Fees are not included in this price.

**HAMILTON UNIFIED SCHOOL DISTRICT
REGULAR BOARD MEETING & PUBLIC HEARING MINUTES
Hamilton High School Library/Zoom/Facebook Live
620 Canal Street, Hamilton City, CA 95951
Wednesday, August 23, 2023**

- 5:30 p.m. Public session for purposes of opening the meeting only
 - 5:30 p.m. Closed session to discuss closed session items listed below (For Board Only)
 - 6:00 p.m. Reconvene to open session no **later** than 6:30 p.m.
-

Hamilton Unified School District Board Meetings are open to the public. Please join the meeting by attending in person or via the livestream on Facebook Live on the District's Facebook Group page or through the below Zoom link or dial by phone as listed below:

Join Zoom Meeting

<https://us02web.zoom.us/j/84688330892?pwd=aGdCb1VRZFgyTURmeW5POUU5WHIVZz09>

Meeting ID: 846 8833 0892

Passcode: board

Dial in by phone:

+1 669 900 6833 US

Meeting ID: 846 8833 0892

Passcode: 826421

1.0 OPENING BUSINESS:

- a. Call to order and roll call [at 5:31pm](#)

- ✓ Hubert "Wendell" Lower, President
- ✓ Genaro Reyes
- ✓ Rod Boone, Clerk
- ✓ Ray Odom
- ✓ Gabriel Leal

2.0 IDENTIFY CLOSED SESSION ITEMS:

3.0 PUBLIC COMMENT ON CLOSED SESSION ITEMS: Public comment will be heard on any closed session items. The board may limit comments to no more than three minutes per speaker and 15 minutes per item. [None](#).

4.0 ADJOURN TO CLOSED SESSION: To consider qualified matters. [5:32pm](#)

- a. Government Code Section 54957, Personnel Issue. To consider public employee, evaluation, reassignment, resignation, release, dismissal, or discipline of a classified and/or certificated employee.
- b. Government Code Section 54957.6, Labor Negotiations. To confer with the District's Labor Negotiator, Superintendent Jeremy Powell regarding HTA and CSEA negotiations.

Report out action taken in closed session. [No action to report out](#)

5.0 PUBLIC SESSION/FLAG SALUTE: [lead by Wendell Lower](#).

6.0 ADOPT THE AGENDA: (M)

[Motion to adopt the agenda by Mr. Leal 2nd by Mr. Reyes](#)

[Motion Carried 5-0](#)

Leal: AYE	Lower: AYE
Boone: AYE	Reyes: AYE
Odom: AYE	

7.0 COMMUNICATIONS/REPORTS:

- a. Board Member Comments/Reports
 - i. Mr. Odom requested to agendize a request to discuss the facilities fund at the next regular board meeting.
 - ii. Mr. Reyes spoke about Dia Del Campesino October 1 from 12:00pm-5:00pm at Hamilton City Community Park.
 - iii. Mr. Lower commented on the new Hamilton Elementary School mural and Hamilton High School beautification.
- b. ASB President and Student Council President Reports
 - i. Hamilton High School – Hanne Porter
 1. Ms. Porter reviewed upcoming high school events.
 - ii. Hamilton Elementary School – Delilah Martinez, Isabella Jauregui, Isabella Cabral, Elianna Rodriguez
 1. The student council reviewed upcoming school events.
- c. District Reports (written)
 - i. Technology Report by Frank James (p. 4)
 - ii. Nutrition Services Report by Erendida Moreno (handout)
 - iii. Operations Report by Alan Joksch (p. 5)
- d. Principal and Dean of Student Reports (written)
 - i. Ulises Tellachea, Hamilton Elementary School Principal (handout)
 1. Mr. Tellachea presented.
 - ii. Maria Reyes, District Dean of Students (handout)
 - iii. Cris Oseguera, Hamilton High School Principal (handout)
 1. Mr. Oseguera presented.
 - iv. Silvia Robles, Adult School (handout)
- e. Chief Business Official Report by Kristen Hamman (written) (p. 6)
 - i. Mrs. Hamman presented.
- f. Superintendent Report by Jeremy Powell (written) (p. 7)
 - i. Dr. Powell presented.

8.0 PRESENTATIONS:

- a. None

9.0 CORRESPONDENCE:

- a. None

10.0 INFORMATION ITEMS:

- a. HUSD Enrollment History for 5 years (p. 10)
- b. Bond Status: Fund 21 Update (p. 17)

11.0 DISCUSSION ITEMS:

- a. None

12.0 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.

None

13.0 CLOSE REGULAR MEETING & OPEN PUBLIC HEARING: 6:53pm.

- a. Resolution 23-24-101, Certification that each pupil in each school in the District has Sufficient Textbooks and instructional materials that are aligned to the State Content Standards and are consistent with the Content and Cycles of the Curriculum Framework Adopted by the SBE in ELA, Math, Social Studies and Science for the 2023-24 school year. (p. 18)

14.0 CLOSE PUBLIC HEARING & RE-OPEN REGULAR MEETING 6:55pm

15.0 ACTION ITEMS:

- a. Adopt Resolution 23-24-101, Certification that each pupil in each school in the District has Sufficient Textbooks and instructional materials that are aligned to the State Content Standards and are consistent with the Content and Cycles of the Curriculum Framework Adopted by the SBE in ELA, Math, Social Studies and Science for the 2023-24 school year.
 - i. Dr. Powell reviewed.

Motion to approve Resolution 23-24-101 by Mr. Boone 2nd by Mr. Odom. Motion Carried 5-0

Leal: AYE	Lower: AYE
Boone: AYE	Reyes: AYE
Odom: AYE	

- b. Certify Provision of Standards-Aligned Instructional Materials for the 2023-24 School Year (p. 21)
 - i. Dr. Powell reviewed.

Motion to certify by Mr. Boone 2nd by Mr. Leal Motion Carried 5-0

Leal: AYE	Lower: AYE
Boone: AYE	Reyes: AYE
Odom: AYE	

- c. Approve Contract with Twin Builders for HES Trash Enclosure Project (p. 23)
 - i. Dr. Powell reviewed.

Motion to approve contract by Mr. Odom 2nd by Mr. Boone. Motion Carried 5-0

Leal: AYE	Lower: AYE
Boone: AYE	Reyes: AYE
Odom: AYE	

- d. Approve Butte-Glenn Community Collge District, College and career Access Pathways Partnership Agreement Appendix 2023-24 (handout)

Motion to approve agreement by Mr. Boone 2nd by Mr. Leal Motion Carried 5-0

Leal: AYE	Lower: AYE
Boone: AYE	Reyes: AYE
Odom: AYE	

- e. Approve MOU between HUSD and GCOE for LVN staff at Hamilton Elementary for the 2023-24 school year. (handout)
 - i. Dr. Powell reviewed.

Motion to approve MOU by Mr. Reyes 2nd by Mr. Boone Motion Carried 5-0

Leal: AYE	Lower: AYE
Boone: AYE	Reyes: AYE
Odom: AYE	

16.0 CONSENT AGENDA: Items 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 and unless a member of the Board, staff, or public request 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.

- i. Mr. Oseguera advised the high school bell schedule was inadvertently left off of the agenda, requested it be placed on the Sepetmeber board meeting agenda for approval under consent.
- b. Minutes from Regular Board Meeting on June 28, 2023 (p. 28)
- c. Hamilton High School 2023-24 Site Calendar (p. 34)
- d. Hamilton Elementary School 2023-24 Staff and Parent Site Calendars (p. 36)
- e. Adult School Class Schedule Fall 2023 (handout)
- f. Approve 2023-24 Teacher Consent Forms (p. 38)

- g. Warrants and Expenditures (p. 44)
- h. Interdistrict Transfers (new only; elementary students reapply annually).
 - i. Out
 - 1. Hamilton Elementary School
 - a. 1st x 1
 - b. 4th x 1
 - c. 6th x 1
 - d. 7th x 1
 - 2. Hamilton High School
 - a. 9TH X 3
 - b. 10TH X 4
 - ii. In
 - 1. Hamilton Elementary School
 - a. K x 7
 - b. 4TH x 2
 - c. 5TH x 1
 - d. 6th x 1
 - 2. Hamilton High School
 - a. 9th x 20

i. Personnel Actions as Presented:

New Hires:	Cassey Robinson	Cheer Coach	HHS
	Vanessa Esparza	Paraeducator/Library Media Technician	HES
	Bianca Ledezma	Paraeducator/Library Media Technician	HES
	Bryan Buck	Art Teacher	HHS
	Marisol Vera Hernandez	Administrative Technician	Adult Ed
	Elyse Anderson	Temporary Science Teacher (Fall 2023)	HHS
	Jasmine Del Rio	Preschool Assistant (5.5)	Preschool
	Alexia Mercado	Preschool Assistant (3.9)	Preschool
Resignations/Retirement:	Salvador Campos-Hernandez	Administrative Technician	Adult Ed
	Ashley Hautala	Cheer Advisor	HHS

Motion to approve consent agenda by Mr. Leagl 2nd by Mr. Boone. Motion Carried 5-0

Leal: AYE	Lower: AYE
Boone: AYE	Reyes: AYE
Odom: AYE	

17.0 ADJOURNMENT: 7:07pm

X

 Rod Boone
 HUSD Board Clerk

X

 Jeremy Powell
 HUSD Superintendent

**HAMILTON UNIFIED SCHOOL DISTRICT
SPECIAL BOARD MEETING MINUTES
Hamilton High School Library/Zoom/Facebook Live
620 Canal Street, Hamilton City, CA 95951
Wednesday, August 23, 2023**

Special board meeting commences immediately following the adjournment of regular board meeting.

Hamilton Unified School District Board Meetings are open to the public. Please join the meeting by attending in person or via the livestream on Facebook Live on the District's Facebook Group page or through the below Zoom link or dial by phone as listed below:

Join Zoom Meeting

<https://us02web.zoom.us/j/84688330892?pwd=aGdCb1VRZFgyTURmeW5POUU5WHIVZz09>

Meeting ID: 846 8833 0892

Passcode: board



Dial in by phone:

+1 669 900 6833 US

Meeting ID: 846 8833 0892

Passcode: 826421

1.0 OPENING BUSINESS:

- a. Call to order and roll call at 7:07pm

- ✓ Hubert "Wendell" Lower, President ✓ Rod Boone, Clerk ✓ Gabriel Leal
- ✓ Genaro Reyes

2.0 ADOPT THE AGENDA: (M)

Motion to adopt the agenda by Mr. Leal 2nd by Mr. Boone

Motion Carried 5-0

Leal: AYE	Lower: AYE
Boone: AYE	Reyes: AYE
Odom: AYE	

3.0 ACTION ITEMS:

- a. Approve open purchase order vendor list (p. 2)
 - i. Dr. Powell reviewed.

Motion to approve by Mr. Boone 2nd by Mr. Reyes.

Motion Carried 5-0

Leal: AYE	Lower: AYE
Boone: AYE	Reyes: AYE
Odom: AYE	

- b. Approve CTEIG Capital Outlay Request (p. 4)

- i. Ms. Lohse reviewed.

Motion to approve by Mr. Boone 2nd by Mr. Odom.

Motion Carried 5-0

Leal: AYE	Lower: AYE
Boone: AYE	Reyes: AYE
Odom: AYE	

4.0 ADJOURNMENT: 7:12pm

X

Rod Boone
HUSD Board Clerk

X

Jeremy Powell
HUSD Superintendent

Hamilton Unified School District

Quarterly Report on Williams Uniform Complaints

(Education Code § 35186)

Person completing this form: Jeremy Powell

Title: Superintendent

Quarterly Report Submission Date:

(check one)

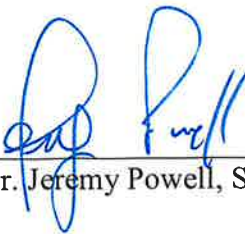
- January 2023
- April 2023
- July 2023
- October 2023

Date for information to be reported publicly at governing board meeting:

Please check the box that applies:

- No complaints were filed with any school in the district during the quarter indicated above.
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

	Total No. of Complaints	No. Resolved	No. Unresolved
Textbooks and Instructional Materials	0		
Teacher Vacancy or Misassignment	0		
Facilities Conditions	0		
TOTALS	0		



Dr. Jeremy Powell, Superintendent

9/19/23

Date Signed

ReqPay05g

Payment Register by Approval BatchId

Approval Batch 001156							Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor		ACCELERATE LEARNING INC (000909/1) PO BOX 732464 DALLAS, TX 75373-2464									
F	2023/24	07/17/23	R24-00007	6300-4100 SCIENCE K-8 STEM	84063	08/07/23	Paid	Printed	14,735.92	14,735.92	
Check #		2024 (000890) 01- 6300- 0- 1110- 1000- 4100- 800- 000- 00000		40344721		Check Date 08/16/23		PO# PO24-00073		Register # 000080	
Total Invoice Amount								14,735.92			
AP Vendor		ACCURATE PLUMBING (002079/1) PO BOX 3056 CHICO, CA 95927									
	2023/24	07/14/23	REQ24-00091	8100-5630 MAINT OPEN PLUMBING REPAIRS	31266	08/07/23	Paid	Printed	327.00	327.00	
Check #		2024 (000190) 01- 0000- 0- 0000- 8100- 5630- 000- 000- 00000		40344722		Check Date 08/16/23		PO# PO24-00131		Register # 000080	
	2023/24	08/02/23	REQ24-00091	8100-5630 MAINT OPEN PLUMBING REPAIRS	31348	08/07/23	Paid	Printed	4,002.00	4,002.00	
Check #		2024 (000190) 01- 0000- 0- 0000- 8100- 5630- 000- 000- 00000		40344722		Check Date 08/16/23		PO# PO24-00131		Register # 000080	
Total Invoice Amount								4,329.00			
AP Vendor		AT&T (001075/1) P.O. BOX 9011 ACCT#C602224524777 CAROL STREAM, IL 60197-9011									
	2023/24	07/28/23	REQ24-00003	8100-5590 MONTHLY PHONE SERVICE	JULY 2023 20294021	08/07/23	Paid	Printed	36.78	36.78	
Check #		2024 (000186) 01- 0000- 0- 0000- 8100- 5590- 000- 000- 00000		40344723		14.72		22.06		Check Date 08/16/23	
Check #		2024 (000187) 01- 0000- 0- 0000- 8100- 5590- 100- 000- 00000		40344723		Check Date 08/16/23		PO# PO24-00003		Register # 000080	
Total Invoice Amount								36.78			
Direct Vendor		BOARD OF EQUALIZATION (000332/1) P O 942879 SACRAMENTO, CA 94279-8002									
	2023/24	07/01/23		22-23 USE TAX	22-23 USE TAX DUE	08/07/23	Paid	Printed	227.11	227.11	
Selection Sorted by Approval BatchId, Filtered by (Org = 12, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Check/Advice Date = 8/11/2023, Ending Check/Advice Date = 9/14/2023, Page Break by Check/Advice? = N, Zero? = N)											

Approval Batch 001156 (continued)							Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
Direct Vendor		BOARD OF EQUALIZATION (000332/1)			(continued)						
2023/24	07/01/23		22-23 USE TAX	22-23 USE TAX DUE	08/07/23	Paid	Printed	(continued)			
		2024 (000029)	01-0000-0-	-9511-							
Check #	40344724					Check Date 08/16/23	PO#	Register # 000080			
Total Invoice Amount								227.11			
AP Vendor		BOYS & GIRLS CLUB OF THE NORTH VALLEY (001296/1) 601 WALL STREET CHICO, CA 95928									
F	2023/24	07/27/23	REQ23-00349	22-23 HAMILTON CAMP JAMOA SUMMER PROGRAM AT ELEM	2000	08/07/23	Paid	Printed	15,000.00	15,000.00	
		2024 (002117)	01-2600-0-1110-1000-5890-800-000-00000								
Check #	40344725					Check Date 08/16/23	PO# PO23-00630	Register # 000080			
Total Invoice Amount								15,000.00			
AP Vendor		CALIFORNIA DEPARTMENT OF ED VENDOR# 76562Z (000233/1) CASHIER'S OFFICE P.O. BOX 515006 SACRAMENTO, CA 95851-5006									
	2023/24	05/12/23	REQ24-00051	13-5310 4300/4700 SUMMER STORAGE	23 S-005815	08/07/23	Paid	Printed	23.76	23.76	
		2024 (001390)	13-5310-0-0000-3700-5890-000-000-00000								
Check #	40344726					Check Date 08/16/23	PO# PO24-00051	Register # 000080			
	2023/24	07/13/23	REQ24-00051	13-5310 4300/4700 CAFE SUMMER STORAGE	24 S-005920	08/07/23	Paid	Printed	9.58	9.58	
		2024 (001414)	13-5320-0-0000-3700-4700-000-049-00000								
Check #	40344726					Check Date 08/16/23	PO# PO24-00051	Register # 000080			
	2023/24	06/05/23	REQ24-00051	13-5310 4300/4700 CAFE COMMODITIES	24 S005886	08/07/23	Paid	Printed	8.93	8.93	
		2024 (001414)	13-5320-0-0000-3700-4700-000-049-00000								
Check #	40344726					Check Date 08/16/23	PO# PO24-00051	Register # 000080			
Total Invoice Amount								42.27			

Approval Batch 001156 (continued)							Bank Account COUNTY - County Bank Account			
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor			CANNON SPORTS INC (002187/1) 10316 NORRIS AVE SUITE A PACOIMA, CA 91331							
@ F	2022/23	05/19/23	R23-00225	4300-100-100 P GARCIA	1934087	08/07/23	Paid	Printed	163.78	163.78
Check #	2023 (002774)		01-0000-0-1110-1000-4300-100-100-00000			40344727		Check Date 08/16/23	PO# PO23-00568	Register # 000080
Total Invoice Amount								163.78		
AP Vendor			CHRISTY WHITE ASSOCIATES (001498/1) 348 OLIVE ST SAN DIEGO, CA 92103							
	2023/24	07/17/23	REQ24-00046	7191-5810 AUDITORS FEES	19566	08/07/23	Paid	Printed	8,505.00	8,505.00
Check #	2024 (000164)		01-0000-0-0000-7191-5810-000-00000			40344728		Check Date 08/16/23	PO# PO24-00046	Register # 000080
	2023/24	08/01/23	REQ24-00046	7191-5810 AUDITORS FEES	19775	08/11/23	Paid	Printed	1,860.00	1,860.00
Check #	2024 (000164)		01-0000-0-0000-7191-5810-000-00000			40344728		Check Date 08/16/23	PO# PO24-00046	Register # 000080
Total Invoice Amount								10,365.00		
AP Vendor			COMER COMMUNICATIONS INC (001365/1) BOX 994171 REDDING, CA 96099							
F	2023/24	07/21/23	REQ24-00082	9150-5890-SP MILESTONE ANNUAL	10180	08/07/23	Paid	Printed	539.76	539.76
Check #	2024 (001180)		01-9150-0-0000-2420-5890-000-00000			40344729		Check Date 08/16/23	PO# PO24-00089	Register # 000080
Total Invoice Amount								539.76		
AP Vendor			CPM EDUCATIONAL PROGRAM (000205/1) 9498 LITTLE RAPIDS WAY ELK GROVE, CA 95758							
F	2023/24	07/24/23	R24-00013	6300-4100 6-11TH GRADE MATH ONLINE ACCESS	2302634-IN	08/07/23	Paid	Printed	4,430.00	4,430.00
	2024 (000888)		01-6300-0-1110-1000-4100-000-00000							

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Approval Batch 001156 (continued)							Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor		CPM EDUCATIONAL PROGRAM (000205/1)			(continued)						
Check #	40344730						Check Date 08/16/23	PO# PO24-00085	Register # 000080		
Total Invoice Amount								4,430.00			
AP Vendor		DANIELSEN CO (000764/1) 435 SOUTHGATE CT CHICO, CA 95928									
2023/24	06/30/23	REQ24-00025	13-5310-3700-4300/4700	306446	08/07/23	Paid	Printed	1,402.15		1,402.15	
		2024 (001387)	13-5310-0-0000-3700-4700-000-000-00000					917.36			
		2024 (001390)	13-5310-0-0000-3700-5890-000-000-00000					8.00			
		2024 (001414)	13-5320-0-0000-3700-4700-000-049-00000					476.79			
Check #	40344731						Check Date 08/16/23	PO# PO24-00025	Register # 000080		
2023/24	07/28/23	REQ24-00025	13-5310-3700-4300/4700	307466	08/07/23	Paid	Printed	700.42		700.42	
		2024 (001385)	13-5310-0-0000-3700-4300-000-000-00000					57.15			
		2024 (001387)	13-5310-0-0000-3700-4700-000-000-00000					404.48			
		2024 (001390)	13-5310-0-0000-3700-5890-000-000-00000					8.00			
		2024 (001414)	13-5320-0-0000-3700-4700-000-049-00000					230.79			
Check #	40344731						Check Date 08/16/23	PO# PO24-00025	Register # 000080		
Total Invoice Amount								2,102.57			
AP Vendor		EDJOIN SAN JOAQUIN COUNTY (001384/1) OFFICE OF ED PO BOX 213030 STOCKTON, CA 95213-9030									
F	2023/24	07/25/23	REQ24-00099	EDJOIN ACCT FEES FOR 23/24	241793	08/07/23	Paid	Printed	800.00	800.00	
			2024 (000178)	01-0000-0-0000-7300-5890-000-000-00000							
Check #	40344732						Check Date 08/16/23	PO# PO24-00175	Register # 000080		
Total Invoice Amount								800.00			
AP Vendor		EWELL EDUCATIONAL SERVICES INC (002022/1) PO BOX 3298 GLEN ROSE, TX 76043-3298									

Approval Batch 001156 (continued) **Bank Account COUNTY - County Bank Account**

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
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AP Vendor EWELL EDUCATIONAL SERVICES INC (002022/1) (continued)

2023/24	08/07/23	R24-00021	OCT 11 GREENHAND CONF 6387-5200-100 CTEIG EWELL REGIST	103 17233	08/07/23	Paid	Printed	843.00		843.00
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2024 (001879) 01- 6387- 0- 3800- 1000- 5200- 100- 000- 00000

Check #	40344733					Check Date	08/16/23	PO#	PO24-00088	Register #	000080
Total Invoice Amount								843.00			

AP Vendor FERGUSON ENTERPRISES LLC
FERGUSON #686 PLUMBING (001381/1)
PO BOX 740827
LOS ANGELES, CA 90074-0827

2023/24	07/26/23	REQ24-00038	8100-4300/5630 PLUMBING PARTS/REPAIRS	0721774	08/07/23	Paid	Printed	170.98		170.98
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2024 (002264) 01- 0000- 0- 0000- 8100- 4300- 000- 000- 00000

Check #	40344734					Check Date	08/16/23	PO#	PO24-00038	Register #	000080
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2023/24	07/27/23	REQ24-00038	8100-4300/5630 PLUMBING PARTS/REPAIRS	CM195708	08/07/23	Paid	Printed	129.90-		129.90-
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2024 (002264) 01- 0000- 0- 0000- 8100- 4300- 000- 000- 00000

Check #	40344734					Check Date	08/16/23	PO#	PO24-00038	Register #	000080
Total Invoice Amount								41.08			

AP Vendor FLORAL RESOURCES (001198/1)
1127 FEE DRIVE
SACRAMENTO, CA 95815

F	2023/24	07/28/23	REQ24-00078	0350-4300-052 ASHLEY HAUTALA HS FLORAL	1337540	08/07/23	Paid	Printed	1,383.30		1,383.30
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2024 (000488) 01- 0350- 0- 6000- 1000- 4300- 100- 052- 00000

Check #	40344735					Check Date	08/16/23	PO#	PO24-00104	Register #	000080
Total Invoice Amount								1,383.30			

AP Vendor GAYNOR TELESYSTEMS INC (000024/1)
9650 TANQUERAY COURT
REDDING, CA 96003

ReqPay05g

Payment Register by Approval BatchId

Approval Batch 001156 (continued)							Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor		GAYNOR TELESYSTEMS INC (000024/1)			(continued)						
F	2023/24	03/29/23	REQ23-00337	01-1110-1000-4400	INV42417	08/07/23	Paid	Printed	874.54	874.54	
			VOICE ALARM DIALER & INSTALL								
		2024 (000240)	01-0000-0-1110-1000-4300-000-0000					512.04			
		2024 (000292)	01-0000-0-1110-1000-5890-000-0000					362.50			
Check #	40344736					Check Date	08/16/23	PO#	PO23-00458	Register #	000080
	2023/24	07/27/23	REQ23-00337	01-1110-1000-4400	INV42963	08/07/23	Paid	Printed	2,353.61	2,353.61	
			VOICE ALARM DIALER & INSTALL								
		2024 (000240)	01-0000-0-1110-1000-4300-000-0000					1,351.70			
		2024 (000292)	01-0000-0-1110-1000-5890-000-0000					1,001.91			
Check #	40344736					Check Date	08/16/23	PO#	PO23-00458	Register #	000080
Total Invoice Amount								3,228.15			
AP Vendor		GLENN COUNTY PUBLIC WORKS (002206/1)									
		PO BOX 1070 WILLOWS, CA 95988									
	2023/24	07/20/23	REQ24-00093	6387-5890-100	407854	08/07/23	Paid	Printed	46.00	46.00	
			OPEN FOR DISPOSAL SERVICES								
		2024 (000921)	01-6387-0-3800-1000-5890-100-000-0000								
Check #	40344737					Check Date	08/16/23	PO#	PO24-00127	Register #	000080
	2023/24	08/04/23	REQ24-00093	6387-5890-100	408677	08/07/23	Paid	Printed	45.90	45.90	
			OPEN FOR DISPOSAL SERVICES								
		2024 (000921)	01-6387-0-3800-1000-5890-100-000-0000								
Check #	40344737					Check Date	08/16/23	PO#	PO24-00127	Register #	000080
Total Invoice Amount								91.90			
AP Vendor		GLOBAL OFFICE INC (002133/1)									
		2070 COMMERCE AVENUE CONCORD, CA 94520									
	2023/24	08/01/23	REQ24-00111	6387-4300/5890-100	GN6844	08/11/23	Paid	Printed	211.01	211.01	
			AUG-OCT 2023 AG COPIER								
		2024 (000919)	01-6387-0-3800-1000-4300-100-000-0000					132.71			
		2024 (000921)	01-6387-0-3800-1000-5890-100-000-0000					78.30			

Selection Sorted by Approval BatchId, Filtered by (Org = 12, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Check/Advice Date = 8/11/2023, Ending Check/Advice Date = 9/14/2023, Page Break by Check/Advice? = N, Zero? = N)

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Approval Batch 001156 (continued)							Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor		GLOBAL OFFICE INC (002133/1)			(continued)						
Check #	40344738					Check Date	08/16/23	PO#	PO24-00198	Register #	000080
Total Invoice Amount								211.01			
Direct Employee		HAMMAN, KRISTEN J (000501)			194 PICHOLINE WAY CHICO, CA 95928						
2023/24	07/03/23		GCOE AP PICK UP	7-3 MILEAGE	08/07/23	Paid	Printed	10.87		10.87	
	2024	(000177)	01- 0000- 0- 0000- 7300- 5200- 000- 000- 00000								
Check #	40344739					Check Date	08/16/23	PO#		Register #	000080
Total Invoice Amount								10.87			
AP Vendor		HEARTLAND SCHOOL SOLUTIONS (000552/1)			PO BOX 936565 ATLANTA, GA 31193-6565						
F	2023/24	07/26/23	R23-00227	13-5310-3700-5890	2213033	08/10/23	Paid	Printed	3,271.00		3,271.00
		2024	(001390)	13- 5310- 0- 0000- 3700- 5890- 000- 000- 00000							
Check #	40344740					Check Date	08/16/23	PO#	PO23-00569	Register #	000080
Total Invoice Amount								3,271.00			
Direct Employee		HERNANDEZ, MARIBEL (000154)			4392 CO. RD P ORLAND, CA 95963						
@	2022/23	06/30/23		PARKING CABE	CABE PARKING	08/07/23	Paid	Printed	72.00		72.00
		2023	(002968)	01- 7812- 0- 1110- 1000- 5200- 800- 000- 00000							
Check #	40344741					Check Date	08/16/23	PO#		Register #	000080
Total Invoice Amount								72.00			
AP Vendor		HILLYARD INC (000072/1)			BOX 801400 KANSAS CITY, MO 64180-1400						
	2023/24	07/20/23	REQ24-00012	8100-4300 MAINT	605181682	08/10/23	Paid	Printed	294.66		294.66
		2024	(002264)	01- 0000- 0- 0000- 8100- 4300- 000- 000- 00000							
Check #	40344742					Check Date	08/16/23	PO#	PO24-00012	Register #	000080
Total Invoice Amount								294.66			

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ReqPay05g

Payment Register by Approval BatchId

Approval Batch 001156 (continued)							Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor			HOUGHTON MIFFLIN CO (000070/1) 14046 COLLECTIONS CENTER DRIVE CHICAGO, IL 60693								
2023/24	07/17/23	R24-00016	3010/4127 5890	710266469	08/10/23	Paid	Printed	17,745.00		17,745.00	
			READ 180 SYSTEM								
		2024 (000641)	01-3010-0-1110-1000-5890-800-000-00000			13,520.00					
		2024 (000842)	01-4127-0-1110-1000-5890-100-000-00000			4,225.00					
Check #	40344743					Check Date 08/16/23	PO# PO24-00080		Register # 000080		
F	2023/24	07/18/23	R24-00016	3010/4127 5890	710266578	08/10/23	Paid	Printed	3,791.33	3,791.33	
			READ 180 SYSTEM								
		2024 (000641)	01-3010-0-1110-1000-5890-800-000-00000			2,886.12					
		2024 (000842)	01-4127-0-1110-1000-5890-100-000-00000			905.21					
Check #	40344743					Check Date 08/16/23	PO# PO24-00080		Register # 000080		
Total Invoice Amount								21,536.33			
AP Vendor			IT SAVVY (000445/1) BOX 3296 GLEN ELLYN, IL 60138								
F	2023/24	07/21/23	REQ24-00090	9150-2420-5890	01438619	08/10/23	Paid	Printed	6,818.84	6,818.84	
			ADOBE ACROBAT PRO/CREATIVE CLOUD								
		2024 (001180)	01-9150-0-0000-2420-5890-000-000-00000								
Check #	40344744					Check Date 08/16/23	PO# PO24-00120		Register # 000080		
F	2023/24	07/14/23	REQ24-00088	9150-2420-5890	01440226	08/10/23	Paid	Printed	13,236.54	13,236.54	
			PALO ALTO THREAT-ADVANCED FILTERING								
		2024 (001180)	01-9150-0-0000-2420-5890-000-000-00000								
Check #	40344744					Check Date 08/16/23	PO# PO24-00106		Register # 000080		
Total Invoice Amount								20,055.38			
AP Vendor			LARKIN AUTO ELECTRIC (000349/1) P.O. BOX 1044 HAMILTON CITY, CA 95951								
	2023/24	07/19/23	REQ24-00001	8100-4300/5630	3341	08/10/23	Paid	Printed	180.49	180.49	
			VEHICLE PARTS & REPAIRS								
		2024 (000190)	01-0000-0-0000-8100-5630-000-000-00000								
Check #	40344745					Check Date 08/16/23	PO# PO24-00001		Register # 000080		

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ReqPay05g

Payment Register by Approval BatchId

Approval Batch 001156 (continued)							Bank Account COUNTY - County Bank Account			
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor		LARKIN AUTO ELECTRIC (000349/1)			(continued)					
2023/24	07/27/23	REQ24-00001	8100-4300/5630 VEHICLE PARTS & REPAIRS	3352	08/10/23	Paid	Printed	176.74		176.74
Check #	2024 (000190) 40344745	01-0000-0-0000-8100-5630-000-000-00000				Check Date 08/16/23	PO# PO24-00001	Register # 000080		
2023/24	07/27/23	REQ24-00001	8100-4300/5630 VEHICLE PARTS & REPAIRS	3355	08/10/23	Paid	Printed	216.16		216.16
Check #	2024 (000190) 40344745	01-0000-0-0000-8100-5630-000-000-00000				Check Date 08/16/23	PO# PO24-00001	Register # 000080		
2023/24	07/27/23	REQ24-00001	8100-4300/5630 VEHICLE PARTS & REPAIRS	3356	08/10/23	Paid	Printed	194.16		194.16
Check #	2024 (000190) 40344745	01-0000-0-0000-8100-5630-000-000-00000				Check Date 08/16/23	PO# PO24-00001	Register # 000080		
2023/24	07/28/23	REQ24-00001	8100-4300/5630 VEHICLE PARTS & REPAIRS	3358	08/10/23	Paid	Printed	211.57		211.57
Check #	2024 (000190) 40344745	01-0000-0-0000-8100-5630-000-000-00000				Check Date 08/16/23	PO# PO24-00001	Register # 000080		
2023/24	07/31/23	REQ24-00001	8100-4300/5630 VEHICLE PARTS & REPAIRS	3359	08/10/23	Paid	Printed	194.14		194.14
Check #	2024 (000190) 40344745	01-0000-0-0000-8100-5630-000-000-00000				Check Date 08/16/23	PO# PO24-00001	Register # 000080		
Total Invoice Amount								1,173.26		
AP Vendor		LARRY'S PEST & WEED CONTROL (001388/1) 7519 CUTTING AVE. ORLAND, CA 95963								
2023/24	07/14/23	REQ24-00040	8100-5590 MONTHLY PEST CONTROL SERVICE	JULY 2023	08/10/23	Paid	Printed	560.00		560.00
Check #	2024 (000186) 40344746	01-0000-0-0000-8100-5590-000-000-00000				Check Date 08/16/23	PO# PO24-00040	Register # 000080		
Total Invoice Amount								560.00		

Selection Sorted by Approval BatchId, Filtered by (Org = 12, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Check/Advice Date = 8/11/2023, Ending Check/Advice Date = 9/14/2023, Page Break by Check/Advice? = N, Zero? = N)

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Approval Batch 001156 (continued)						Bank Account COUNTY - County Bank Account						
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount		
AP Vendor		MJB WELDING SUPPLY (000524/1) P O BOX 2166 CHICO, CA 95927										
2023/24	07/31/23	REQ24-00075	0350-4300/5890-053	1441550	08/10/23	Paid	Printed	13.33		13.33		
			AG WELDING									
			2024 (000493) 01- 0350- 0- 6000- 1000- 5890- 100- 053- 00000									
Check #	40344747					Check Date	08/16/23	PO#	PO24-00101	Register #	000080	
Total Invoice Amount								13.33				
AP Vendor		MONOPRICE (000864/1) BOX 740417 LOS ANGELES, CA 90074-0417										
2023/24	07/13/23	REQ24-00032	TECH DEPT	23605708	08/10/23	Paid	Printed	255.45		255.45		
			SUPPLIES									
			2024 (001170) 01- 9150- 0- 0000- 2420- 4300- 000- 000- 00000									
Check #	40344748					Check Date	08/16/23	PO#	PO24-00032	Register #	000080	
Total Invoice Amount								255.45				
AP Vendor		NAPA AUTO PARTS (000012/1) 402 WALKER ST ORLAND, CA 95963										
2023/24	07/24/23	REQ24-00018	8100-4300 MAINT	846655	08/10/23	Paid	Printed	76.91		76.91		
			DEPT SUPPLIES									
			OPEN									
			2024 (002264) 01- 0000- 0- 0000- 8100- 4300- 000- 000- 00000									
Check #	40344749					Check Date	08/16/23	PO#	PO24-00018	Register #	000080	
Total Invoice Amount								76.91				
AP Vendor		NATIONAL SCHOOL FORMS (001459/1) 16 MT EBO ROADS SUITE 16 BREWSTER, NY 10509										
F	2023/24	07/27/23	R24-00033	4300-800 ELEM	55469	08/11/23	Paid	Printed	74.04	5.37	79.41	
			Tardy Slips									
			2024 (000257) 01- 0000- 0- 1110- 1000- 4300- 800- 000- 00000									
Check #	40344750					79.41	Check Date	08/16/23	PO#	PO24-00152	Register #	000080
Total Invoice Amount								74.04				

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Payment Register by Approval BatchId

Approval Batch 001156 (continued)						Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor		OFFICE DEPOT INC (000309/1) PO BOX 29248 PHOENIX, AZ 85038-9248								
2023/24	07/19/23	R24-00001	1110-1000-4300/100 OPEN FOR DIST/HS	319731829001	08/10/23	Paid	Printed	45.01		45.01
Check #	2024 (000240)	40344751	01-0000-0-1110-1000-4300-000-0000-00000			Check Date 08/16/23	PO# PO24-00100		Register # 000080	
2023/24	07/20/23	R24-00001	1110-1000-4300/100 OPEN FOR DIST/HS	319734104001	08/11/23	Paid	Printed	105.21		105.21
Check #	2024 (000240)	40344751	01-0000-0-1110-1000-4300-000-0000-00000			85.78				
	2024 (000243)		01-0000-0-1110-1000-4300-100-000-00000			19.43				
Check #	2024 (000243)	40344751	01-0000-0-1110-1000-4300-100-000-00000			Check Date 08/16/23	PO# PO24-00100		Register # 000080	
Total Invoice Amount								150.22		
AP Vendor		ORLAND HARDWARE (000027/1) 820 FIFTH STREET ORLAND, CA 95963								
2023/24	07/08/23	REQ24-00017	8100-4300 MAINT DEPT SUPPLIES OPEN	535486	08/10/23	Paid	Printed	121.88		121.88
Check #	2024 (002264)	40344752	01-0000-0-0000-8100-4300-000-0000-00000			Check Date 08/16/23	PO# PO24-00017		Register # 000080	
2023/24	07/10/23	REQ24-00017	8100-4300 MAINT DEPT SUPPLIES OPEN	535641	08/10/23	Paid	Printed	38.75		38.75
Check #	2024 (002264)	40344752	01-0000-0-0000-8100-4300-000-0000-00000			Check Date 08/16/23	PO# PO24-00017		Register # 000080	
2023/24	07/13/23	REQ24-00017	8100-4300 MAINT DEPT SUPPLIES OPEN	535880	08/10/23	Paid	Printed	138.37		138.37
Check #	2024 (002264)	40344752	01-0000-0-0000-8100-4300-000-0000-00000			Check Date 08/16/23	PO# PO24-00017		Register # 000080	
2023/24	07/17/23	REQ24-00017	8100-4300 MAINT DEPT SUPPLIES OPEN	536240	08/10/23	Paid	Printed	18.40		18.40
Check #	2024 (002264)	40344752	01-0000-0-0000-8100-4300-000-0000-00000			Check Date 08/16/23	PO# PO24-00017		Register # 000080	

Selection Sorted by Approval BatchId, Filtered by (Org = 12, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Check/Advice Date = 8/11/2023, Ending Check/Advice Date = 9/14/2023, Page Break by Check/Advice? = N, Zero? = N)

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Payment Register by Approval BatchId

Approval Batch 001156 (continued)						Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor		ORLAND HARDWARE (000027/1)			(continued)		(continued)			
2023/24	07/20/23	REQ24-00017	8100-4300 MAINT DEPT SUPPLIES OPEN	536591	08/10/23	Paid	Printed	227.52		227.52
Check #	2024 (002264)	01-0000-0-0000-8100-4300-000-000-00000	40344752			Check Date 08/16/23	PO# PO24-00017	Register # 000080		
2023/24	07/24/23	REQ24-00017	8100-4300 MAINT DEPT SUPPLIES OPEN	K36887	08/10/23	Paid	Printed	241.91		241.91
Check #	2024 (002264)	01-0000-0-0000-8100-4300-000-000-00000	40344752			Check Date 08/16/23	PO# PO24-00017	Register # 000080		
Total Invoice Amount								786.83		
AP Vendor		PG&E (000084/1) BOX 997300 SACRAMENTO, CA 95899-7300								
2023/24	07/19/23	REQ24-00016	8100-5590 MONTHLY POWER/GAS	JULY-23 ELEM 729954	08/11/23	Paid	Printed	8,415.16		8,415.16
Check #	2024 (000189)	01-0000-0-0000-8100-5590-800-000-00000	40344753			Check Date 08/16/23	PO# PO24-00016	Register # 000080		
2023/24	07/17/23	REQ24-00016	8100-5590 MONTHLY POWER/GAS	JULY-23 HS-DIST 7296	08/11/23	Paid	Printed	15,003.65		15,003.65
Check #	2024 (000186)	01-0000-0-0000-8100-5590-000-000-00000	40344753			6,001.46				
	2024 (000187)	01-0000-0-0000-8100-5590-100-000-00000				9,002.19				
Check #	2024 (000187)	01-0000-0-0000-8100-5590-100-000-00000	40344753			Check Date 08/16/23	PO# PO24-00016	Register # 000080		
Total Invoice Amount								23,418.81		
AP Vendor		QUILL CORPORATION (000134/1) PO BOX 37600 PHILADELPHIA, PA 19101-0600								
2023/24	07/13/23	REQ24-00071	ANNUAL OPEN FOR HS/DIST SUPPLIES	33454332	08/11/23	Paid	Printed	762.80		762.80
Check #	2024 (000101)	01-0000-0-0000-2700-4300-100-000-00000	40344754			210.90				
	2024 (000176)	01-0000-0-0000-7300-4300-000-000-00000				551.90				
Check #	2024 (000176)	01-0000-0-0000-7300-4300-000-000-00000	40344754			Check Date 08/16/23	PO# PO24-00105	Register # 000080		
2023/24	07/24/23	REQ24-00071	ANNUAL OPEN FOR HS/DIST SUPPLIES	33631483	08/11/23	Paid	Printed	1,865.72		1,865.72

Selection Sorted by Approval BatchId, Filtered by (Org = 12, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Check/Advice Date = 8/11/2023, Ending Check/Advice Date = 9/14/2023, Page Break by Check/Advice? = N, Zero? = N)

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Payment Register by Approval BatchId

Approval Batch 001156 (continued)						Bank Account COUNTY - County Bank Account					
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor		QUILL CORPORATION (000134/1)			(continued)	(continued)					
2023/24	07/24/23	REQ24-00071	ANNUAL OPEN FOR HS/DIST SUPPLIES	33631483 (continued)	08/11/23	Paid	Printed	(continued)			
		2024 (000240)	01-0000-0-1110-1000-4300-000-0000					746.29			
		2024 (000243)	01-0000-0-1110-1000-4300-100-000-0000					1,119.43			
Check #	40344754					Check Date	08/16/23	PO#	PO24-00105	Register #	000080
2023/24	07/26/23	REQ24-00071	ANNUAL OPEN FOR HS/DIST SUPPLIES	33675575	08/11/23	Paid	Printed	214.45		214.45	
		2024 (000240)	01-0000-0-1110-1000-4300-000-000-0000					85.78			
		2024 (000243)	01-0000-0-1110-1000-4300-100-000-0000					128.67			
Check #	40344754					Check Date	08/16/23	PO#	PO24-00105	Register #	000080
F	2023/24	07/28/23	R24-00050	4300-800 J FIRTH MARKERS, MR SKETCH	33733143	08/11/23	Paid	Printed	70.18		70.18
				2024 (000257)	01-0000-0-1110-1000-4300-800-000-0000						
Check #	40344754					Check Date	08/16/23	PO#	PO24-00159	Register #	000080
2023/24	07/28/23	R24-00050	4300-800 J FIRTH MARKERS, MR SKETCH	33748777	08/11/23	Paid	Printed	183.24		183.24	
				2024 (000257)	01-0000-0-1110-1000-4300-800-000-0000						
Check #	40344754					Check Date	08/16/23	PO#	PO24-00159	Register #	000080
Total Invoice Amount								3,096.39			
AP Vendor		ROCHESTER 100 INC (000282/1) 40 JEFFERSON RD ROCHESTER, NY 14623									
F	2023/24	08/01/23	R24-00034	4300-800 Nicky's folders	WEBINV7155	08/11/23	Paid	Printed	435.00	31.54	466.54
				2024 (000257)	01-0000-0-1110-1000-4300-800-000-0000						
Check #	40344755					Check Date	08/16/23	PO#	PO24-00151	Register #	000080
Total Invoice Amount								435.00			
AP Vendor		SANTA CLARA UNIVERSITY (002214/1) 500 EL CAMINO REAL SANTA CLARA, CA 95053									
	2023/24	08/02/23	R24-00084	7812-5890-800 TUITION	HUSD-BA001	08/07/23	Paid	Printed	3,000.00		3,000.00
				2024 (002711)	01-7812-0-1110-1000-5890-800-000-0000						
Check #	40344756					Check Date	08/16/23	PO#	PO24-00188	Register #	000080

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Approval Batch 001156 (continued) **Bank Account COUNTY - County Bank Account**

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
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Total Invoice Amount 3,000.00

AP Vendor	SAVVAS LEARNING COMPANY LLC (000335/1) P O BOX 409496 ATLANTA, GA 30384									
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2023/24	08/13/23	R24-00011	6300-4100-100 ONLINE ANATOMY	7028465174	08/11/23	Paid	Printed	5,418.43		5,418.43
Check #	2024 (000889)	01- 6300- 0- 1110- 1000- 4100- 100- 000- 00000								
	40344757									

Check Date 08/16/23 PO# PO24-00084 Register # 000080

F	2023/24	07/17/23	R24-00020	6300-5890-800 SPANISH CURRICULUM	7028468665	08/11/23	Paid	Printed	3,016.08		3,016.08
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Check #	2024 (000890)	01- 6300- 0- 1110- 1000- 4100- 800- 000- 00000								
	40344757									

Check Date 08/16/23 PO# PO24-00087 Register # 000080

Total Invoice Amount 8,434.51

AP Vendor	SONGBIRD LANDSCAPE SUPPLY (002176/1) 2742 CA-45 GLENN, CA 95943									
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2023/24	08/10/23	REQ24-00054	8100-4300 LANDSCAPE MATERIALS	536 HS GROUND COVER	08/11/23	Paid	Printed	480.01		480.01
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Check #	2024 (002647)	01- 0000- 0- 0000- 8100- 4300- 100- 002- 00000								
	40344758									

Check Date 08/16/23 PO# PO24-00054 Register # 000080

Total Invoice Amount 480.01

AP Vendor	TOYOTA MATERIAL HANDLING RJMS CORP (002036/1) BOX 398526 SAN FRANCISCO, CA 94139-8526									
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2023/24	07/19/23	REQ24-00106	11-6391-4300-021 FORKLIFT XTRA TANK	DS4968	08/11/23	Paid	Printed	399.78		399.78
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Check #	2024 (001280)	11- 6391- 0- 4110- 1000- 4300- 000- 021- 00000								
	40344759									

Check Date 08/16/23 PO# PO24-00199 Register # 000080

Total Invoice Amount 399.78

AP Vendor	TREE WORX (000550/1) 494 CIMARRON DRIVE CHICO, CA 95973									
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Payment Register by Approval BatchId

Approval Batch 001156 (continued)							Bank Account COUNTY - County Bank Account			
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor		TREE WORX (000550/1) (continued)								
F	2023/24	07/31/23	REQ24-00105	8100-5890 BUDR PALMASH TREES 405 TREE TRIMMING AND REMOVAL HS		08/11/23	Paid	Printed	4,995.00	4,995.00
Check #		2024 (003180) 01-0000-0-0000-8100-5890-000-405-00000		40344760		Check Date 08/16/23		PO# PO24-00196		Register # 000080
Total Invoice Amount									4,995.00	
AP Vendor		U.S. BANK CORPORATE PAYMENT SYSTEM (001382/1) P.O. BOX 790428 ST. LOUIS, MO 63179-0428								
	2023/24	07/31/23	R24-00064	11-6391-4300-019 AE CLASS AUG ADULT ED ART CLASS SUPPLIES		08/11/23	Paid	Printed	133.81	133.81
Check #		2024 (002763) 11-6391-0-4110-1000-4300-000-019-00000		40344761		Check Date 08/16/23		PO# PO24-00134		Register # 000080
	2023/24	07/31/23	REQ24-00095	8100-4300 MAIN JULY 2023 FUEL DEPT OPEN		08/11/23	Paid	Printed	176.36	176.36
Check #		2024 (000183) 01-0000-0-0000-8100-4392-000-000-00000		40344761		Check Date 08/16/23		PO# PO24-00130		Register # 000080
	2023/24	07/31/23	R24-00010	4203-5200-800 QTEL REGIST QTEL CONF HOTEL		08/11/23	Paid	Printed	4,823.05	4,823.05
Check #		2024 (000875) 01-4203-0-1110-1000-5200-800-000-00000		40344761		Check Date 08/16/23		PO# PO24-00065		Register # 000080
Total Invoice Amount									5,133.22	
AP Vendor		VISTA HIGHER LEARNING (002208/1) 500 BOYLSTON STREET, SUITE 620 BOSTON, MA 02116								
F	2023/24	08/01/23	R24-00070	6300-4100-100 SI274293 SPANISH 1,2,3 DIGITAL BOOKS - 6 YR		08/11/23	Paid	Printed	34,737.17	34,737.17
Check #		2024 (000889) 01-6300-0-1110-1000-4100-100-000-00000		40344762		Check Date 08/16/23		PO# PO24-00141		Register # 000080
Total Invoice Amount									34,737.17	

Selection Sorted by Approval BatchId, Filtered by (Org = 12, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Check/Advice Date = 8/11/2023, Ending Check/Advice Date = 9/14/2023, Page Break by Check/Advice? = N, Zero? = N)

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Approval Batch 001156 (continued)							Bank Account COUNTY - County Bank Account			
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor		WITTMEIER AUTO CENTER (002136/1) 2288 FOREST AVENUE CHICO, CA 95928-7605								
2023/24	07/31/23	REQ24-00104	8100-5630 REPAIR 2017 TANSIT T-350	RO 595128	08/11/23	Paid	Printed	7,414.43		7,414.43
Check #		2024 (000190) 01-0000-0-0000-8100-5630-000-000-00000				Check Date 08/16/23		PO# PO24-00197	Register # 000080	
Total Invoice Amount								7,414.43		

Approval Batch 001158						Bank Account COUNTY - County Bank Account					
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
Direct Vendor		BOARD OF EQUALIZATION (000332/1) P O 942879 SACRAMENTO, CA 94279-8002									
@	2022/23	07/01/23	13-5310-5890 MEAL	MEAL SALES TAX 22-23	08/11/23	Paid	Printed	17.85		17.85	
			SALES TAX DUE								
		2023 (001390)	13- 5310- 0- 0000- 3700- 5890- 000- 000- 00000								
Check #	40344724						Check Date	08/16/23	PO#	Register # 000080	
Total Invoice Amount								17.85			

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Approval Batch 001178							Bank Account COUNTY - County Bank Account			
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
Direct Employee		ALMARAZ, MARICELA (001048) 9968 JONES AVE DURHAM, CA 95938								
2023/24	08/14/23		4203-5200-800	QTEL MEALS	08/20/23	Paid	Printed	125.00		125.00
		2024 (000875)	01- 4203- 0- 1110- 1000- 5200- 800- 000- 00000							
Check #	40344998					Check Date 08/23/23	PO#		Register # 000081	
Total Invoice Amount								125.00		
AP Vendor		AT&T (001075/1) P.O. BOX 9011 ACCT#C602224524777 CAROL STREAM, IL 60197-9011								
2023/24	08/12/23	REQ24-00003	8100-5590 HS-DIST	AUG 2023 20359632	08/20/23	Paid	Printed	136.41		136.41
		2024 (000186)	01- 0000- 0- 0000- 8100- 5590- 000- 000- 00000					54.56		
		2024 (000187)	01- 0000- 0- 0000- 8100- 5590- 100- 000- 00000					81.85		
Check #	40344999					Check Date 08/23/23	PO# PO24-00003		Register # 000081	
2023/24	08/12/23	REQ24-00003	8100-5990 ELEM	AUG 2023 20361076	08/20/23	Paid	Printed	108.26		108.26
		2024 (000189)	01- 0000- 0- 0000- 8100- 5590- 800- 000- 00000							
Check #	40344999					Check Date 08/23/23	PO# PO24-00003		Register # 000081	
Total Invoice Amount								244.67		
AP Vendor		BSN SPORTS COM (000896/1) PO BOX 841393 DALLAS, TX 75284-1393								
@ F	2022/23	07/21/23	R23-00265	2600-4300-702	921914215	08/20/23	Paid	Printed	183.88	183.88
				volleyball camp						
				SHIRTS 6/17/23						
		2023 (003184)	01- 2600- 0- 1110- 1000- 4300- 100- 702- 00000							
Check #	40345000					Check Date 08/23/23	PO# PO23-00605		Register # 000081	
@ F	2022/23	06/30/23	R23-00287	basketball camp	921988428	08/20/23	Paid	Printed	216.02	216.02
				items						
		2023 (003187)	01- 2600- 0- 1110- 1000- 4300- 100- 705- 00000							
Check #	40345000					Check Date 08/23/23	PO# PO23-00634		Register # 000081	
@ F	2022/23	07/07/23	R23-00287	basketball camp	922042282	08/20/23	Paid	Printed	315.98	315.98
				items						
		2023 (003187)	01- 2600- 0- 1110- 1000- 4300- 100- 705- 00000							
Check #	40345000					Check Date 08/23/23	PO# PO23-00634		Register # 000081	

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Payment Register by Approval BatchId

Approval Batch 001178 (continued)										Bank Account COUNTY - County Bank Account	
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor		BSN SPORTS COM (000896/1)			(continued)			(continued)			
F	2023/24	07/25/23	R24-00052	4300-100-006 PRO DOWN FOOTBALL SIDELINE MARKER SET	922227219	08/20/23	Paid	Printed	339.45		339.45
Check #		2024 (000266) 01-0000-0-1110-1000-4400-100-006-00000		40345000		Check Date 08/23/23		PO# PO24-00143		Register # 000081	
Total Invoice Amount								1,055.33			
AP Vendor		CALIFORNIA WATER SERVICE CO (000053/1) PO BOX 7229 SAN FRANCISCO, CA 94120-7229									
	2023/24	07/28/23	REQ24-00022	8100-5590-000/100/ 300/800 ELEM 1	JULY 2023 0669843652	08/20/23	Paid	Printed	826.77		826.77
Check #		2024 (000189) 01-0000-0-0000-8100-5590-800-000-00000		40345001		Check Date 08/23/23		PO# PO24-00022		Register # 000081	
	2023/24	08/01/23	REQ24-00022	8100-5590-000/100/ 300/800 HWY 32 & 45 ELLAB	JULY 2023 3141117777	08/20/23	Paid	Printed	55.34		55.34
Check #		2024 (000188) 01-0000-0-0000-8100-5590-300-000-00000		40345001		Check Date 08/23/23		PO# PO24-00022		Register # 000081	
	2023/24	07/28/23	REQ24-00022	8100-5590-000/100/ 300/800 535 SACRAMENTO	JULY 2023 3624177777	08/20/23	Paid	Printed	15.79		15.79
Check #		2024 (000186) 01-0000-0-0000-8100-5590-000-000-00000		40345001		Check Date 08/23/23		PO# PO24-00022		Register # 000081	
	2023/24	08/01/23	REQ24-00022	8100-5590-000/100/ 300/800 HWY 32 & 45 PRESCH	JULY 2023 4141117777	08/20/23	Paid	Printed	55.34		55.34
Check #		2024 (000186) 01-0000-0-0000-8100-5590-000-000-00000		40345001		Check Date 08/23/23		PO# PO24-00022		Register # 000081	
	2023/24	07/28/23	REQ24-00022	8100-5590-000/100/ 300/800 277 CAPAY AVE	JULY 2023 4328876467	08/20/23	Paid	Printed	654.14		654.14
Check #		2024 (000189) 01-0000-0-0000-8100-5590-800-000-00000		40345001		Check Date 08/23/23		PO# PO24-00022		Register # 000081	
	2023/24	07/28/23	REQ24-00022	8100-5590-000/100/ 300/800 HYW 32	JULY 2023 6314177777	08/20/23	Paid	Printed	343.38		343.38
Check #		2024 (000186) 01-0000-0-0000-8100-5590-000-000-00000		40345001		Check Date 08/23/23		PO# PO24-00022		Register # 000081	

Selection Sorted by Approval BatchId, Filtered by (Org = 12, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Check/Advice Date = 8/11/2023, Ending Check/Advice Date = 9/14/2023, Page Break by Check/Advice? = N, Zero? = N)

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ReqPay05g

Payment Register by Approval BatchId

Approval Batch 001178 (continued)							Bank Account COUNTY - County Bank Account			
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor		CALIFORNIA WATER SERVICE CO (000053/1)			(continued)		(continued)			
Check #	40345001					Check Date	08/23/23	PO# PO24-00022	Register #	000081
2023/24	07/28/23	REQ24-00022	8100-5590-000/100/ 300/800 HS DIST	JULY 2023 731417777	08/20/23	Paid	Printed	1,450.32		1,450.32
		2024 (000186)	01- 0000- 0- 0000- 8100- 5590- 000- 000- 00000			580.13				
		2024 (000187)	01- 0000- 0- 0000- 8100- 5590- 100- 000- 00000			870.19				
Check #	40345001					Check Date	08/23/23	PO# PO24-00022	Register #	000081
Total Invoice Amount								3,401.08		
AP Vendor		CAROLINA BIOLOGICAL SPLY CO (000234/1)								
		P O BOX 60232								
		CHARLOTTE, NC 28260-0232								
F	2023/24	07/26/23	R24-00069	6387-4300-100	52235466 RI	08/20/23	Paid	Printed	1,564.23	1,564.23
				SCIENCE SUPPLIES						
		2024 (000919)	01- 6387- 0- 3800- 1000- 4300- 100- 000- 00000							
Check #	40345002					Check Date	08/23/23	PO# PO24-00147	Register #	000081
Total Invoice Amount								1,564.23		
AP Vendor		CASCO INC (002119/1)								
		PO BOX 3667								
		CHICO, CA 95927								
F	2023/24	08/14/23	REQ24-00068	14-5630-401/402-RE	HS LOTS 2023 24	08/20/23	Paid	Printed	87,960.00	87,960.00
				PAIRS;NORTH-SOU						
				TH PARK LOTS						
		2024 (003176)	14- 0000- 0- 0000- 8100- 5630- 000- 401- 00000			38,067.13				
		2024 (003177)	14- 0000- 0- 0000- 8100- 5630- 000- 402- 00000			49,892.87				
Check #	40345003					Check Date	08/23/23	PO# PO24-00068	Register #	000081
Total Invoice Amount								87,960.00		
AP Vendor		DELL MARKETING (000424/1)								
		PO BOX 910916								
		PASADENA, CA 91110-0916								
F	2023/24	06/24/23	R23-00267	1100-4400-100 65"	10680603513	08/20/23	Paid	Printed	5,303.38	5,303.38
				TOUCH MONITOR						
		2024 (000546)	01- 1100- 0- - - 9510- - - -							
Check #	40345004					Check Date	08/23/23	PO# PO23-00606	Register #	000081
Total Invoice Amount								5,303.38		

Selection Sorted by Approval BatchId, Filtered by (Org = 12, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Check/Advice Date = 8/11/2023, Ending Check/Advice Date = 9/14/2023, Page Break by Check/Advice? = N, Zero? = N)

ESCAPE ONLINE

Approval Batch 001178 (continued)							Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor			DOCUMENT TRACKING SERVICE AARON TARAZON, DIRECTOR (002163/1) 10606 CAMINO RUIZ SUITE 8-132 SAN DIEGO, CA 92126								
?F	2023/24	05/04/23	R23-00105	Spanish Translation SARC	T959510001	08/20/23	Paid	Printed	450.00	450.00	
Different Name			DOCUMENT TRACKING SERVICE								
Check #			2024 (000028) 01-0000-0- -9510- - -			Check Date 08/23/23		PO# PO23-00438		Register # 000081	
								Total Invoice Amount		450.00	
Direct Employee			DUENAS, JOCELYNE M (000945) 930 CEDAR ST CHICO, CA 95928								
	2023/24	08/14/23		4203-5200-800	QTEL CONF REIMB	08/20/23	Paid	Printed	271.59	271.59	
Check #			2024 (000875) 01-4203-0-1110-1000-5200-800-000-00000			Check Date 08/23/23		PO#		Register # 000081	
								Total Invoice Amount		271.59	
AP Vendor			EARL'S PEROFRMANCE PLUMBING (002219/1) PO BOX 6302 CHICO, CA 95927								
F	2023/24	08/15/23	REQ24-00113	8150-8100-5630-800	JOB 97699131	08/20/23	Paid	Printed	6,298.72	6,298.72	
Check #			2024 (001149) 01-8150-0-0000-8100-5630-800-000-00000			Check Date 08/23/23		PO# PO24-00201		Register # 000081	
								Total Invoice Amount		6,298.72	
AP Vendor			FERGUSON ENTERPRISES LLC FERGUSON #686 PLUMBING (001381/1) PO BOX 740827 LOS ANGELES, CA 90074-0827								
	2023/24	08/14/23	REQ24-00038	8100-4300/5630	0754053	08/20/23	Paid	Printed	272.92	272.92	
Check #			2024 (002264) 01-0000-0-0000-8100-4300-000-000-00000			Check Date 08/23/23		PO# PO24-00038		Register # 000081	

Selection Sorted by Approval BatchId, Filtered by (Org = 12, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Check/Advice Date = 8/11/2023, Ending Check/Advice Date = 9/14/2023, Page Break by Check/Advice? = N, Zero? = N)

ESCAPE ONLINE

Approval Batch 001178 (continued) **Bank Account COUNTY - County Bank Account**

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
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Total Invoice Amount 272.92

AP Vendor		FLIPPEN GROUP CAPTURING KIDS HEARTS (002193/1) 1199 HAYWOOD DRIVE COLLEGE STATION, TX 77845								
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2023/24	08/08/23	R24-00002	1110-1000-5630	73743 AUG 8-9	08/20/23	Paid	Printed	45,800.00		45,800.00
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CAPTURING KIDS
HEARTS PRGM

2024 (003194) 01- 3214- 0- 1110- 1000- 5890- 000- 000- 00000

Check # 40345009 Check Date 08/23/23 PO# PO24-00070 Register # 000081

Total Invoice Amount 45,800.00

AP Vendor		FLORAL RESOURCES (001198/1) 1127 FEE DRIVE SACRAMENTO, CA 95815								
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F	2023/24	07/28/23	REQ24-00096	11-6391-4300-023	1337534	08/20/23	Paid	Printed	1,366.44	1,366.44
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OPEN ADULT ED
FLORAL

2024 (001282) 11- 6391- 0- 4110- 1000- 4300- 000- 023- 00000

Check # 40345010 Check Date 08/23/23 PO# PO24-00139 Register # 000081

Total Invoice Amount 1,366.44

AP Vendor		HAMILTON UNIFIED REVOLVING FND (000114/1) P O BOX 488 HAMILTON CITY, CA 95951								
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F	2023/24	08/25/23	REQ24-00109	11-6391-4300 DIA	CK 1717	08/20/23	Paid	Printed	50.00	50.00
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DEL CAMPESINO
BOOTH FEE 10/1/23

2024 (001295) 11- 6391- 0- 4110- 1000- 5890- 000- 000- 00000

Check # 40345011 Check Date 08/23/23 PO# PO24-00210 Register # 000081

Total Invoice Amount 50.00

AP Vendor		HOUGHTON MIFFLIN CO (000070/1) 14046 COLLECTIONS CENTER DRIVE CHICAGO, IL 60693								
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F	2023/24	08/02/23	REQ24-00102	3010/4127-5890-100	710268290	08/20/23	Paid	Printed	3,299.00	3,299.00
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/800 READ180
ONLINE
COACH/TRAIN

Approval Batch 001178 (continued)							Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor		HOUGHTON MIFFLIN CO (000070/1)			(continued)						
F	2023/24	08/02/23	REQ24-00102	3010/4127-5890-100	710268290 (continued)	08/20/23	Paid	Printed	(continued)		
				/800 READ180							
				ONLINE							
				COACH/TRAIN							
			2024 (000641)	01-3010-0-1110-1000-5890-800-000-00000				1,649.50			
			2024 (000842)	01-4127-0-1110-1000-5890-100-000-00000				1,649.50			
Check #	40345012					Check Date	08/23/23	PO#	PO24-00189	Register #	000081
Total Invoice Amount								3,299.00			
AP Vendor		INDUSTRIAL POWER PRODUCTS (000118/1)									
		355 EAST PARK AVENUE									
		CHICO, CA 95928									
	2023/24	08/16/23	REQ24-00030	8100-4300 MAINT	382737	08/20/23	Paid	Printed	487.13	487.13	
				CLEANING							
				SUPPLIES							
			2024 (002264)	01-0000-0-0000-8100-4300-000-000-00000							
Check #	40345013					Check Date	08/23/23	PO#	PO24-00030	Register #	000081
Total Invoice Amount								487.13			
AP Vendor		INFINITY COMMUNICATIONS & CONS (001003/1)									
		BOX 999									
		BAKERSFIELD, CA 93302									
	2023/24	07/10/23	REQ24-00089	9150-2420-5890	JULY-SEPT 2023	08/20/23	Paid	Printed	1,575.00	1,575.00	
				RENEWAL ERATE							
				CONSULT SERV							
			2024 (001180)	01-9150-0-0000-2420-5890-000-000-00000							
Check #	40345014					Check Date	08/23/23	PO#	PO24-00135	Register #	000081
Total Invoice Amount								1,575.00			
AP Vendor		LARKIN AUTO ELECTRIC (000349/1)									
		P.O. BOX 1044									
		HAMILTON CITY, CA 95951									
	2023/24	07/21/23	REQ24-00001	8100-4300/5630	3344	08/20/23	Paid	Printed	1,253.43	1,253.43	
				VEHICLE PARTS &							
				REPAIRS							
			2024 (000190)	01-0000-0-0000-8100-5630-000-000-00000							
Check #	40345015					Check Date	08/23/23	PO#	PO24-00001	Register #	000081
Total Invoice Amount								1,253.43			

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Approval Batch 001178 (continued)							Bank Account COUNTY - County Bank Account					
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount		
AP Vendor		LARRY'S PEST & WEED CONTROL (001388/1) 7519 CUTTING AVE. ORLAND, CA 95963										
2023/24	08/08/23	REQ24-00040	8100-5590	AUG 2023	08/20/23	Paid	Printed	560.00		560.00		
			MONTHLY PEST CONTROL SERVICE									
			2024 (000186) 01- 0000- 0- 0000- 8100- 5590- 000- 000- 00000									
Check #	40345016						Check Date	08/23/23	PO#	PO24-00040	Register #	000081
Total Invoice Amount								560.00				
AP Vendor		LRT GRAPHICS (000148/1) ACCOUNTS RECEIVABLE 1401 MANGROVE AVE CHICO, CA 95926										
F	2023/24	07/27/23	R24-00074	2600-4300-100-703	30407	08/20/23	Paid	Printed	1,418.13		1,418.13	
			canopy for Cross Country									
			2024 (003185) 01- 2600- 0- 1110- 1000- 4300- 100- 703- 00000									
Check #	40345017						Check Date	08/23/23	PO#	PO24-00150	Register #	000081
Total Invoice Amount								1,418.13				
AP Vendor		MISSION UNIFORM & LINEN (000592/1) 1340 WEST 7TH STREET CHICO, CA 95928-4907										
@ F	2022/23	06/08/23	REQ23-00005	13-5310-3700-5890	519447870	08/20/23	Paid	Printed	93.53		93.53	
			CAFE LINEN									
			2023 (001390) 13- 5310- 0- 0000- 3700- 5890- 000- 000- 00000									
Check #	40345018						Check Date	08/23/23	PO#	PO23-00005	Register #	000081
@ F	2022/23	06/08/23	REQ23-00005	13-5310-3700-5890	519447871	08/20/23	Paid	Printed	116.13		116.13	
			CAFE LINEN									
			2023 (001390) 13- 5310- 0- 0000- 3700- 5890- 000- 000- 00000									
Check #	40345018						Check Date	08/23/23	PO#	PO23-00005	Register #	000081
2023/24	08/17/23	REQ24-00005	13-5310-3700-5890	519873515	08/20/23	Paid	Printed	87.93		87.93		
			CAFE LINEN									
			2024 (001390) 13- 5310- 0- 0000- 3700- 5890- 000- 000- 00000									
Check #	40345018						Check Date	08/23/23	PO#	PO24-00005	Register #	000081
2023/24	08/17/23	REQ24-00005	13-5310-3700-5890	519873516	08/20/23	Paid	Printed	107.73		107.73		
			CAFE LINEN									
			2024 (001390) 13- 5310- 0- 0000- 3700- 5890- 000- 000- 00000									

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Approval Batch 001178 (continued)							Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor		MISSION UNIFORM & LINEN (000592/1)			(continued)		(continued)				
Check #	40345018					Check Date	08/23/23	PO#	PO24-00005	Register #	000081
Total Invoice Amount								405.32			
AP Vendor		NAPA AUTO PARTS (000012/1) 402 WALKER ST ORLAND, CA 95963									
2023/24	07/31/23	REQ24-00018	8100-4300 MAINT DEPT SUPPLIES OPEN	847314	08/20/23	Paid	Printed	47.40		47.40	
Check #	40345019	2024 (002264)	01- 0000- 0- 0000- 8100- 4300- 000- 000- 00000			Check Date	08/23/23	PO#	PO24-00018	Register #	000081
Total Invoice Amount								47.40			
AP Vendor		OFFICE DEPOT INC (000309/1) PO BOX 29248 PHOENIX, AZ 85038-9248									
2023/24	08/02/23	R24-00072	4300-100 supplies for Math R BOCAST	3197777739001	08/20/23	Paid	Printed	396.89		396.89	
Check #	40345020	2024 (000243)	01- 0000- 0- 1110- 1000- 4300- 100- 000- 00000			Check Date	08/23/23	PO#	PO24-00174	Register #	000081
F	2023/24	08/02/23	R24-00072	4300-100 supplies for Math R BOCAST	319825397001	08/20/23	Paid	Printed	21.44	21.44	
Check #	40345020	2024 (000243)	01- 0000- 0- 1110- 1000- 4300- 100- 000- 00000			Check Date	08/23/23	PO#	PO24-00174	Register #	000081
F	2023/24	08/03/23	R24-00078	6387-4300-100 DRAFTING STOOL	320503139001	08/20/23	Paid	Printed	235.94	235.94	
Check #	40345020	2024 (000919)	01- 6387- 0- 3800- 1000- 4300- 100- 000- 00000			Check Date	08/23/23	PO#	PO24-00177	Register #	000081
F	2023/24	07/31/23	R24-00048	4300-800 L LARSON PENCILS, FOLDERS, SCISSORS	324497201001	08/20/23	Paid	Printed	132.12	132.12	
Check #	40345020	2024 (000257)	01- 0000- 0- 1110- 1000- 4300- 800- 000- 00000			Check Date	08/23/23	PO#	PO24-00158	Register #	000081
2023/24	07/29/23	R24-00048	4300-800 L LARSON PENCILS, FOLDERS, SCISSORS	324498837001	08/20/23	Paid	Printed	43.99		43.99	

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ReqPay05g

Payment Register by Approval BatchId

Approval Batch 001178 (continued)						Bank Account COUNTY - County Bank Account					
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor	OFFICE DEPOT INC (000309/1)			(continued)						(continued)	
2023/24	07/29/23	R24-00048	4300-800 L LARSON PENCILS, FOLDERS, SCISSORS	324498837001 (continued)	08/20/23	Paid	Printed	(continued)			
	2024 (000257)	01-0000-0-1110-1000-4300-800-000-00000									
Check #	40345020					Check Date	08/23/23	PO#	PO24-00158	Register #	000081
F	2023/24	07/31/23	R24-00039	4300-800 G QUIROZ COMP BOOKS BINDERS	324507251001	08/20/23	Paid	Printed	69.95		69.95
	2024 (000257)	01-0000-0-1110-1000-4300-800-000-00000									
Check #	40345020					Check Date	08/23/23	PO#	PO24-00160	Register #	000081
F	2023/24	07/31/23	R24-00051	4300-800 SHELLY WHITTAKER	324537739001	08/20/23	Paid	Printed	160.36		160.36
	2024 (000257)	01-0000-0-1110-1000-4300-800-000-00000									
Check #	40345020					Check Date	08/23/23	PO#	PO24-00163	Register #	000081
	2023/24	07/29/23	R24-00051	4300-800 SHELLY WHITTAKER	324539184001	08/20/23	Paid	Printed	21.43		21.43
	2024 (000257)	01-0000-0-1110-1000-4300-800-000-00000									
Check #	40345020					Check Date	08/23/23	PO#	PO24-00163	Register #	000081
	2023/24	07/29/23	R24-00040	4300-800 MARIBEL HERNANDEZ	324542407001	08/20/23	Paid	Printed	35.36		35.36
	2024 (000257)	01-0000-0-1110-1000-4300-800-000-00000									
Check #	40345020					Check Date	08/23/23	PO#	PO24-00164	Register #	000081
F	2023/24	07/31/23	R24-00040	4300-800 MARIBEL HERNANDEZ	324546085001	08/20/23	Paid	Printed	49.67		49.67
	2024 (000257)	01-0000-0-1110-1000-4300-800-000-00000									
Check #	40345020					Check Date	08/23/23	PO#	PO24-00164	Register #	000081
F	2023/24	07/31/23	R24-00041	4300-800 GLUE GALLONS Art class supplies	324549638001	08/20/23	Paid	Printed	61.09		61.09
	2024 (000257)	01-0000-0-1110-1000-4300-800-000-00000									
Check #	40345020					Check Date	08/23/23	PO#	PO24-00165	Register #	000081
	2023/24	07/31/23	R24-00035	4300-800 MARIA LLAMAS	324561924001	08/20/23	Paid	Printed	6.44		6.44
	2024 (000257)	01-0000-0-1110-1000-4300-800-000-00000									
Check #	40345020					Check Date	08/23/23	PO#	PO24-00166	Register #	000081

Selection Sorted by Approval BatchId, Filtered by (Org = 12, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Check/Advice Date = 8/11/2023, Ending Check/Advice Date = 9/14/2023, Page Break by Check/Advice? = N, Zero? = N)

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Payment Register by Approval BatchId

Approval Batch 001178 (continued)						Bank Account COUNTY - County Bank Account					
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor		OFFICE DEPOT INC (000309/1)			(continued)		(continued)				
2023/24	07/31/23	R24-00035	4300-800 MARIA LLAMAS	324562900001	08/20/23	Paid	Printed	44.84		44.84	
	2024 (000257)	01-0000-0-1110-1000-4300-800-000-00000									
Check #	40345020					Check Date	08/23/23	PO#	PO24-00166	Register #	000081
F	2023/24	08/01/23	R24-00035	4300-800 MARIA LLAMAS	324562901001	08/20/23	Paid	Printed	40.74		40.74
	2024 (000257)	01-0000-0-1110-1000-4300-800-000-00000									
Check #	40345020					Check Date	08/23/23	PO#	PO24-00166	Register #	000081
F	2023/24	07/31/23	R24-00056	4300-100 Items for Senior Project	324575230001	08/20/23	Paid	Printed	64.99		64.99
	2024 (000243)	01-0000-0-1110-1000-4300-100-000-00000									
Check #	40345020					Check Date	08/23/23	PO#	PO24-00171	Register #	000081
F	2023/24	07/31/23	R24-00043	4300-800 J DUENAS	324600302001	08/20/23	Paid	Printed	271.13		271.13
	2024 (000257)	01-0000-0-1110-1000-4300-800-000-00000									
Check #	40345020					Check Date	08/23/23	PO#	PO24-00167	Register #	000081
	2023/24	07/29/23	R24-00043	4300-800 J DUENAS	324603171001	08/20/23	Paid	Printed	48.22		48.22
	2024 (000257)	01-0000-0-1110-1000-4300-800-000-00000									
Check #	40345020					Check Date	08/23/23	PO#	PO24-00167	Register #	000081
F	2023/24	07/31/23	R24-00037	4300-800 MARIA ALVAREZ	324621866001	08/20/23	Paid	Printed	221.32		221.32
	2024 (000257)	01-0000-0-1110-1000-4300-800-000-00000									
Check #	40345020					Check Date	08/23/23	PO#	PO24-00172	Register #	000081
	2023/24	07/29/23	R24-00037	4300-800 MARIA ALVAREZ	324625150001	08/20/23	Paid	Printed	18.64		18.64
	2024 (000257)	01-0000-0-1110-1000-4300-800-000-00000									
Check #	40345020					Check Date	08/23/23	PO#	PO24-00172	Register #	000081
F	2023/24	07/31/23	R24-00036	4300-800 TREVOR HEYL	324663696001	08/20/23	Paid	Printed	175.40		175.40
	2024 (000257)	01-0000-0-1110-1000-4300-800-000-00000									
Check #	40345020					Check Date	08/23/23	PO#	PO24-00170	Register #	000081
	2023/24	07/28/23	R24-00025	7010-4300-100 A HAUTALA AIG	324751562001	08/20/23	Paid	Printed	530.40		530.40
	2024 (000933)	01-7010-0-3800-1000-4300-100-000-00000									
Check #	40345020					Check Date	08/23/23	PO#	PO24-00117	Register #	000081
	2023/24	08/02/23	R24-00025	7010-4300-100 A HAUTALA AIG	324751562002	08/20/23	Paid	Printed	2.36		2.36

Selection Sorted by Approval BatchId, Filtered by (Org = 12, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Check/Advice Date = 8/11/2023, Ending Check/Advice Date = 9/14/2023, Page Break by Check/Advice? = N, Zero? = N)

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Payment Register by Approval BatchId

Approval Batch 001178 (continued)						Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor	OFFICE DEPOT INC (000309/1)			(continued)				(continued)		(continued)
2023/24	08/02/23	R24-00025	7010-4300-100 A HAUTALA AIG	324751562002 (continued)	08/20/23	Paid	Printed			
Check #	2024 (000933) 40345020	01- 7010- 0- 3800- 1000- 4300- 100- 000- 00000				Check Date 08/23/23	PO# PO24-00117	Register # 000081		
2023/24	07/28/23	R24-00025	7010-4300-100 A HAUTALA AIG	32475263001	08/20/23	Paid	Printed	5.86		5.86
Check #	2024 (000933) 40345020	01- 7010- 0- 3800- 1000- 4300- 100- 000- 00000				Check Date 08/23/23	PO# PO24-00117	Register # 000081		
2023/24	07/28/23	R24-00025	7010-4300-100 A HAUTALA AIG	324752638001	08/20/23	Paid	Printed	859.99		859.99
Check #	2024 (000933) 40345020	01- 7010- 0- 3800- 1000- 4300- 100- 000- 00000				Check Date 08/23/23	PO# PO24-00117	Register # 000081		
2023/24	07/28/23	R24-00025	7010-4300-100 A HAUTALA AIG	324752645001	08/20/23	Paid	Printed	101.82		101.82
Check #	2024 (000933) 40345020	01- 7010- 0- 3800- 1000- 4300- 100- 000- 00000				Check Date 08/23/23	PO# PO24-00117	Register # 000081		
2023/24	07/28/23	R24-00025	7010-4300-100 A HAUTALA AIG	324752646001	08/20/23	Paid	Printed	23.16		23.16
Check #	2024 (000933) 40345020	01- 7010- 0- 3800- 1000- 4300- 100- 000- 00000				Check Date 08/23/23	PO# PO24-00117	Register # 000081		
2023/24	07/31/23	R24-00046	4300-800 TRUDY BRYAN	325002942001	08/20/23	Paid	Printed	134.21		134.21
Check #	2024 (000257) 40345020	01- 0000- 0- 1110- 1000- 4300- 800- 000- 00000				Check Date 08/23/23	PO# PO24-00168	Register # 000081		
F	2023/24	08/01/23	R24-00046	4300-800 TRUDY BRYAN	325004785001	08/20/23	Paid	Printed	42.86	42.86
Check #	2024 (000257) 40345020	01- 0000- 0- 1110- 1000- 4300- 800- 000- 00000				Check Date 08/23/23	PO# PO24-00168	Register # 000081		
2023/24	07/29/23	R24-00046	4300-800 TRUDY BRYAN	325004786001	08/20/23	Paid	Printed	18.34		18.34
Check #	2024 (000257) 40345020	01- 0000- 0- 1110- 1000- 4300- 800- 000- 00000				Check Date 08/23/23	PO# PO24-00168	Register # 000081		
2023/24	07/29/23	R24-00047	4300-800 MARIA ESQUIVEL	325026892001	08/20/23	Paid	Printed	49.03		49.03
Check #	2024 (000257) 40345020	01- 0000- 0- 1110- 1000- 4300- 800- 000- 00000				Check Date 08/23/23	PO# PO24-00169	Register # 000081		

Selection Sorted by Approval BatchId, Filtered by (Org = 12, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Check/Advice Date = 8/11/2023, Ending Check/Advice Date = 9/14/2023, Page Break by Check/Advice? = N, Zero? = N)

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Payment Register by Approval BatchId

Approval Batch 001178 (continued)							Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor		OFFICE DEPOT INC (000309/1)			(continued)		(continued)				
F	2023/24	07/31/23	R24-00047	4300-800 MARIA ESQUIVEL	325029346001	08/20/23	Paid	Printed	229.05	229.05	
		2024 (000257)	01- 0000- 0- 1110- 1000- 4300- 800- 000- 00000								
Check #	40345020					Check Date	08/23/23	PO#	PO24-00169	Register #	000081
F	2023/24	08/08/23	REQ24-00107	4300-100 SPLIT ORDER DUE TO OUT OF STOCK ITEMS	325734367001	08/20/23	Paid	Printed	304.59	304.59	
		2024 (000560)	01- 1100- 0- 1110- 1000- 4300- 100- 000- 00000								
Check #	40345020					Check Date	08/23/23	PO#	PO24-00200	Register #	000081
Total Invoice Amount								4,421.63			
AP Vendor		PONCI'S WELDING (000868/1) 1030 RAILROAD AVE ORLAND, CA 95963									
	2023/24	08/16/23	REQ24-00041	8100-5630 EQUIPMENT REPAIRS	79532	08/20/23	Paid	Printed	75.00	75.00	
		2024 (000190)	01- 0000- 0- 0000- 8100- 5630- 000- 000- 00000								
Check #	40345021					Check Date	08/23/23	PO#	PO24-00041	Register #	000081
Total Invoice Amount								75.00			
AP Vendor		QUE BRAVA TAQUERIA (002220/1) 245 E WALKER STREET ORLAND, CA 95963									
F	2023/24	08/10/23	R24-00119	1110-1000-4300 STAFF TRAINING LUNCH	AUG 10 LUNCH	08/20/23	Paid	Printed	522.05	522.05	
		2024 (000240)	01- 0000- 0- 1110- 1000- 4300- 000- 000- 00000								
Check #	40345022					Check Date	08/23/23	PO#	PO24-00227	Register #	000081
F	2023/24	08/08/23	R24-00119	1110-1000-4300 STAFF TRAINING LUNCH	AUG 8TH LUNCH	08/20/23	Paid	Printed	522.05	522.05	
		2024 (000240)	01- 0000- 0- 1110- 1000- 4300- 000- 000- 00000								
Check #	40345022					Check Date	08/23/23	PO#	PO24-00227	Register #	000081
Total Invoice Amount								1,044.10			

Selection Sorted by Approval BatchId, Filtered by (Org = 12, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Check/Advice Date = 8/11/2023, Ending Check/Advice Date = 9/14/2023, Page Break by Check/Advice? = N, Zero? = N)

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Payment Register by Approval BatchId

Approval Batch 001178 (continued)						Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor			QUILL CORPORATION (000134/1) PO BOX 37600 PHILADELPHIA, PA 19101-0600							
2023/24	08/08/23	R24-00088	1100-4300-100 COMP JOURNALS FOR ALL HS SITE	33900336	08/20/23	Paid	Printed	106.63		106.63
Check #	40345023	2024 (000560) 01- 1100- 0- 1110- 1000- 4300- 100- 000- 00000				Check Date 08/23/23	PO# PO24-00184	Register # 000081		
2023/24	08/07/23	R24-00088	1100-4300-100 COMP JOURNALS FOR ALL HS SITE	33900597	08/20/23	Paid	Printed	833.77		833.77
Check #	40345023	2024 (000560) 01- 1100- 0- 1110- 1000- 4300- 100- 000- 00000				Check Date 08/23/23	PO# PO24-00184	Register # 000081		
Total Invoice Amount								940.40		
AP Vendor			SCHOOL FIX CATALOG DECKER EQUIPMENT (002207/1) PO BOX 176 50 ENTERPRISE DRIVE VASSAR, MI 48768							
F	2023/24	08/07/23	REQ24-00086	1100-4300-100/300 88 CHAIRS- 2 MATH CLASS & ELLA B	541231A	08/20/23	Paid	Printed	7,109.30	7,109.30
Check #	40345024	2024 (000560) 01- 1100- 0- 1110- 1000- 4300- 100- 000- 00000				5,148.59				
		2024 (003272) 01- 1100- 0- 3200- 1000- 4300- 300- 000- 00000				1,960.71				
Check #	40345024	2024 (003272) 01- 1100- 0- 3200- 1000- 4300- 300- 000- 00000				Check Date 08/23/23	PO# PO24-00133	Register # 000081		
Total Invoice Amount								7,109.30		
AP Vendor			SCHOOL SAVERS (002178/1) 3809 PINE AVENUE LONG BEACH, CA 90807							
F	2023/24	08/11/23	R24-00053	4127-4300-100 TI 30 AND 84 CALCULATORS	75500	08/20/23	Paid	Printed	2,157.80	2,157.80
Check #	40345025	2024 (000838) 01- 4127- 0- 1110- 1000- 4300- 100- 000- 00000				Check Date 08/23/23	PO# PO24-00140	Register # 000081		
Total Invoice Amount								2,157.80		

Approval Batch 001178 (continued)							Bank Account COUNTY - County Bank Account			
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor		SCHOOL SERVICES OF CALIF INC (000137/1) PO BOX 516613 LOS ANGELES, CA 90051-0599								
2023/24	08/01/23	REQ24-00026	1110-1000-5890 2023-24 ANNUAL CONTRACT FEES	AUG 2023 138707IN	08/20/23	Paid	Printed	375.00		375.00
Check #		40345026		2024 (000292) 01- 0000- 0- 1110- 1000- 5890- 000- 000- 00000		Check Date 08/23/23		PO# PO24-00026		Register # 000081
Total Invoice Amount								375.00		
AP Vendor		SUBSCRIPTION SERVICES OF AMERICA (000171/1) 88 SUNNYSIDE BLVD SUITE 301 PLAINVIEW, NY 11803								
F	2023/24	08/15/23	R24-00065	2420-4300-100 HS LIBRARY MAGAZINE SUBSCRIPTIONS	3145071	08/20/23	Paid	Printed	590.62	590.62
Check #		40345027		2024 (000311) 01- 0000- 0- 1110- 2420- 4300- 100- 026- 00000		Check Date 08/23/23		PO# PO24-00145		Register # 000081
Total Invoice Amount								590.62		
AP Vendor		T-MOBILE (002107/1) PO BOX 742596 CINCINNATI, OH 45274-2596								
2023/24	07/13/23	REQ24-00112	3213-5890 75 STUDENT HOT SPOTS 23-24	JULY 2023 982483686	08/20/23	Paid	Printed	144.76		144.76
Check #		40345028		2024 (002116) 01- 3213- 0- 1110- 1000- 5890- 000- 000- 00000		Check Date 08/23/23		PO# PO24-00225		Register # 000081
Total Invoice Amount								144.76		
AP Vendor		U LINE (000169/1) ATTN: ACCOUNTS RECEIVABLE BOX 88741 CHICAGO, IL 60680-1741								
F	2023/24	07/26/23	R24-00066	6387-4300-100 TOOLBOX FOAM CTEIG	166455687	08/20/23	Paid	Printed	499.83	499.83
Check #				2024 (000919) 01- 6387- 0- 3800- 1000- 4300- 100- 000- 00000						

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Payment Register by Approval BatchId

Approval Batch 001178 (continued)							Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor		U LINE (000169/1)		(continued)							
Check #	40345029					Check Date	08/23/23	PO#	PO24-00144	Register #	000081
Total Invoice Amount								499.83			
AP Vendor		WASTE MANAGEMENT (000377/1) BOX 541065 LOS ANGELES, CA 90054-1065									
2023/24	08/01/23	REQ24-00002	8100-5590-000/100/ 300/800 HWY 32 & CANAL HS/DIST	AUG 2023 40236285003	08/20/23	Paid	Printed	1,548.48		1,548.48	
		2024 (000186)	01-0000-0-0000-8100-5590-000-000-00000			619.40					
		2024 (000187)	01-0000-0-0000-8100-5590-100-000-00000			929.08					
Check #	40345030					Check Date	08/23/23	PO#	PO24-00002	Register #	000081
2023/24	08/01/23	REQ24-00002	8100-5590-000/100/ 300/800 ELEM CAFE	AUG 2023 40238215004	08/20/23	Paid	Printed	578.51		578.51	
Check #	40345030	2024 (000189)	01-0000-0-0000-8100-5590-800-000-00000			Check Date	08/23/23	PO#	PO24-00002	Register #	000081
2023/24	08/01/23	REQ24-00002	8100-5590-000/100/ 300/800 277 CAPAY	AUG 2023 40238285009	08/20/23	Paid	Printed	587.04		587.04	
Check #	40345030	2024 (000189)	01-0000-0-0000-8100-5590-800-000-00000			Check Date	08/23/23	PO#	PO24-00002	Register #	000081
2023/24	08/01/23	REQ24-00002	8100-5590-000/100/ 300/800 300 HWY 32 ELLAB	AUG 2023 40238905009	08/20/23	Paid	Printed	309.69		309.69	
Check #	40345030	2024 (000188)	01-0000-0-0000-8100-5590-300-000-00000			Check Date	08/23/23	PO#	PO24-00002	Register #	000081
Total Invoice Amount								3,023.72			
AP Vendor		WILSON PRINTING (001040/1) 730-B MAIN STREET CHICO, CA 95928									
F	2023/24	08/16/23	REQ24-00103	11-6391-4300 FALL SCHEDULE MAILER AD ED	25082	08/20/23	Paid	Printed	1,995.17		1,995.17
Check #	40345031	2024 (001295)	11-6391-0-4110-1000-5890-000-000-00000			Check Date	08/23/23	PO#	PO24-00194	Register #	000081
Total Invoice Amount								1,995.17			

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Approval Batch 001184							Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor		CAPAY HARVEST (002195/1) 7544 CUTTING AVENUE ORLAND, CA 95963									
F	2023/24	07/27/23	R24-00103	1110-1000-5200	0312	08/22/23	Paid	Printed	1,650.15	1,650.15	
				CAPTURING KIDS HEART LUNCH STAFF							
Check #		2024 (000271) 01-0000-0-1110-1000-5200-000-000-00000				Check Date 08/23/23		PO# PO24-00195		Register # 000082	
40345032		Total Invoice Amount							1,650.15		

Approval Batch 001188							Bank Account COUNTY - County Bank Account			
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor LESLIE ANDERSON-MILLS (000522/1) 960 RACHEL CT. SAN LUIS OBISPO, CA 93401										
2023/24	08/18/23	REQ24-00033	1110-1000-3701 L ANDERSON H&W PAYOUT	SEPTEMBER 2023	08/23/23	Paid	Printed	791.67		791.67
Check #		2024 (000238) 01- 0000- 0- 1110- 1000- 3701- 000- 000- 00000				Check Date 08/30/23		PO# PO24-00033	Register # 000083	
Total Invoice Amount								791.67		
AP Vendor STANDARD (000584/1) P.O. BOX 4664 PORTLAND, OR 97208-4664										
2023/24	07/20/23	REQ24-00008	9571- STANDARD EE INS	AUGUST 2023	08/23/23	Paid	Printed	322.64		322.64
Check #		2024 (002068) 01- - - - -9571- - -				Check Date 08/30/23		PO# PO24-00008	Register # 000083	
@ F	2022/23	05/22/23	REQ23-00008	9571- STANDARD EE INS	JUNE 2023	08/23/23	Paid	Printed	366.24	366.24
Check #		2023 (002068) 01- - - - -9571- - -				Check Date 08/30/23		PO# PO23-00008	Register # 000083	
Total Invoice Amount								688.88		

Approval Batch 001189						Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor			DANNIS WOLIVER KELLEY (002047/2) 2087 ADDISON STREET 2ND FLOOR BERKELEY, CA 94704							
2023/24	08/22/23	REQ24-00023	7110-5815 & FD 21 LEGAL FEES	JULY 2023	08/23/23	Paid	Printed	1,454.00		1,454.00
Check #		2024 (000144) 01-0000-0-0000-7110-5815-000-000-00000				Check Date 08/30/23		PO# PO24-00023	Register # 000083	
Total Invoice Amount								1,454.00		

Approval Batch 001190						Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor		CALIFORNIA'S VALUED TRUST H/W (000008/2) ATTN: FINANCE DEPARTMENT P.O. BOX 26300 FRESNO, CA 93729-6300								
2023/24	08/18/23	REQ24-00044	9571 STAFF H & W INSURANCE	SEPTEMBER 2023X	08/23/23	Paid	Printed	112,466.58		112,466.58
Check #	2024 (002068) 01-40345255	- - -	- 9571-	- - -	Check Date 08/30/23		PO# PO24-00044	Register # 000083		
Total Invoice Amount								112,466.58		

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Approval Batch 001198 **Bank Account COUNTY - County Bank Account**

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor			ALHAMBRA & SIERRA SPRINGS (000010/1) BOX 660579 DALLAS, TX 75266-0579								
2023/24	07/27/23	REQ24-00006	1110-1000-4300-000 /100/300/800 & ADULT ED	JULY 2023 9858589	08/25/23	Paid	Printed	202.63		202.63	
		2024 (002264)	01-0000-0-0000-8100-4300-000-000-00000					62.63			
		2024 (000240)	01-0000-0-1110-1000-4300-000-000-00000					37.60			
		2024 (000243)	01-0000-0-1110-1000-4300-100-000-00000					56.40			
		2024 (000257)	01-0000-0-1110-1000-4300-800-000-00000					53.00			
		2024 (000327)	01-0000-0-3200-1000-4300-300-000-00000					24.00-			
		2024 (001279)	11-6391-0-4110-1000-4300-000-000-00000					17.00			
Check #	40345259					Check Date	08/30/23	PO#	PO24-00006	Register #	000084
Total Invoice Amount								202.63			

AP Vendor			BARCO PRODUCTS (000444/1) 24 N. WASHINGTON AVE BATAVIA, IL 60510								
F	2023/24	07/24/23	R23-00275	BUDDY BENCHES AND CASUAL BENCHES	BP200032939	08/25/23	Paid	Printed	4,460.73		4,460.73
		2024 (002652)	01-0000-0-0000-8100-4400-800-002-00000								
Check #	40345260					Check Date	08/30/23	PO#	PO23-00622	Register #	000084
Total Invoice Amount								4,460.73			

AP Vendor			BASEBALL BATTING CAGES (002191/1) 12215 E SKELLY DRIVE TULSA, OK 74128								
F	2023/24	06/05/23	R23-00239	2600-4300-100-701 BATTING CAGE SUMMER CAMP	116777	08/25/23	Paid	Printed	3,109.18		3,109.18
		2024 (002405)	01-2600-0- - -9510- - -								
Check #	40345261					Check Date	08/30/23	PO#	PO23-00577	Register #	000084
Total Invoice Amount								3,109.18			

AP Vendor			BENCHMARK EDUCATION COMPANY (002020/1) 145 HUGUENOT ST 8TH FLOOR NEW ROCHELLE, NY 10801							
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Approval Batch 001198 (continued)							Bank Account COUNTY - County Bank Account			
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor		BENCHMARK EDUCATION COMPANY (002020/1) (continued)								
F	2023/24	08/02/23	R24-00008	1100-4300-800 K-1 SPANISH/ENGLISH DECODEABLES	498491	08/25/23	Paid	Printed	879.45	879.45
Check #		2024 (000561) 01-1100-0-1110-1000-4300-800-000-00000			40345262	Check Date 08/30/23		PO# PO24-00072	Register # 000084	
Total Invoice Amount									879.45	
Direct Vendor		BOARD OF EQUALIZATION (000332/1) P O 942879 SACRAMENTO, CA 94279-8002								
@	2022/23	06/30/23		3600-5890 APRIL-JUNE 2023 FUEL TAX	DP23-00001	08/25/23	Paid	Printed	397.89	397.89
Check #		2023 (000135) 01-0000-0-0000-3600-5890-000-000-00000			40345263	Check Date 08/30/23		PO#	Register # 000084	
Total Invoice Amount									397.89	
AP Vendor		BUDGET BLINDS (001310/1) 2525 DOMINIC DRIVE SUITE C CHICO, CA 95928								
F	2023/24	07/25/23	REQ24-00119	8100-4300-009 SAFETY - BLINDS FOR ELEM	31019	08/25/23	Paid	Printed	1,683.93	1,683.93
Check #		2024 (003300) 01-0000-0-0000-8100-4300-000-009-00000			40345264	Check Date 08/30/23		PO# PO24-00235	Register # 000084	
Total Invoice Amount									1,683.93	
Direct Employee		CARTER, BERTHA A (000415) 829 SHEPARD LANE CHICO, CA 95926								
	2023/24	08/25/23		4300-800 24-099 REIMB	REIMB 24-099 WALMART	08/25/23	Paid	Printed	104.40	104.40
Check #		2024 (000257) 01-0000-0-1110-1000-4300-800-000-00000			40345265	Check Date 08/30/23		PO#	Register # 000084	
Total Invoice Amount									104.40	

ReqPay05g

Payment Register by Approval BatchId

Approval Batch 001198 (continued)							Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor		DANIELSEN CO (000764/1) 435 SOUTHGATE CT CHICO, CA 95928									
2023/24	08/14/23	REQ24-00025	13-5310-3700-4300/4700	308443	08/25/23	Paid	Printed	3,642.95		3,642.95	
		2024 (001385)	13-5310-0-0000-3700-4300-000-000-00000					57.15			
		2024 (001387)	13-5310-0-0000-3700-4700-000-000-00000					2,926.57			
		2024 (001390)	13-5310-0-0000-3700-5890-000-000-00000					8.00			
		2024 (001414)	13-5320-0-0000-3700-4700-000-049-00000					651.23			
Check #	40345266					Check Date	08/30/23	PO#	PO24-00025	Register #	000084
2023/24	08/14/23	REQ24-00025	13-5310-3700-4300/4700	308447	08/25/23	Paid	Printed	4,261.19		4,261.19	
		2024 (001385)	13-5310-0-0000-3700-4300-000-000-00000					483.84			
		2024 (001387)	13-5310-0-0000-3700-4700-000-000-00000					3,769.35			
		2024 (001390)	13-5310-0-0000-3700-5890-000-000-00000					8.00			
Check #	40345266					Check Date	08/30/23	PO#	PO24-00025	Register #	000084
2023/24	08/21/23	REQ24-00025	13-5310-3700-4300/4700	308997	08/25/23	Paid	Printed	2,155.36		2,155.36	
		2024 (001385)	13-5310-0-0000-3700-4300-000-000-00000					137.12			
		2024 (001387)	13-5310-0-0000-3700-4700-000-000-00000					2,010.24			
		2024 (001390)	13-5310-0-0000-3700-5890-000-000-00000					8.00			
Check #	40345266					Check Date	08/30/23	PO#	PO24-00025	Register #	000084
Total Invoice Amount								10,059.50			
AP Vendor		FASTRAK (001267/1) INVOICE PROCESSING DEPT BOX 26879 SAN FRANCISCO, CA 94126									
2023/24	08/18/23	REQ24-00053	5200-000 TOLLS FOR DIST TRAVEL	1712282085893	08/25/23	Paid	Printed	7.00		7.00	
		2024 (000271)	01-0000-0-1110-1000-5200-000-000-00000								
Check #	40345267					Check Date	08/30/23	PO#	PO24-00053	Register #	000084
Total Invoice Amount								7.00			
AP Vendor		GAGER DISTRIBUTING INC (000276/1) 2575 HIGHWAY 32 CHICO, CA 95973									
2023/24	08/14/23	REQ24-00004	13-5310-3700-4300 DASHWASHER-CAFES	135606	08/25/23	Paid	Printed	415.84		415.84	

Selection Sorted by Approval BatchId, Filtered by (Org = 12, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Check/Advice Date = 8/11/2023, Ending Check/Advice Date = 9/14/2023, Page Break by Check/Advice? = N, Zero? = N)

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Approval Batch 001198 (continued) **Bank Account COUNTY - County Bank Account**

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor		GAGER DISTRIBUTING INC (000276/1)			(continued)						
2023/24	08/14/23	REQ24-00004	13-5310-3700-4300 DISHWASHER-CAFES	135606 (continued)	08/25/23	Paid	Printed	(continued)			
		2024 (001385)	13- 5310- 0- 0000- 3700- 4300- 000- 000- 00000								
Check #	40345268					Check Date	08/30/23	PO#	PO24-00004	Register #	000084
2023/24	08/14/23	REQ24-00004	13-5310-3700-4300 DISHWASHER-CAFES	135607	08/25/23	Paid	Printed	415.84		415.84	
		2024 (001385)	13- 5310- 0- 0000- 3700- 4300- 000- 000- 00000								
Check #	40345268					Check Date	08/30/23	PO#	PO24-00004	Register #	000084
Total Invoice Amount								831.68			

Direct Vendor		HAMILTON UNIFIED REVOLVING FND (000114/1) P O BOX 488 HAMILTON CITY, CA 95951									
2023/24	08/21/23		2700-5890 USE TAX FEES	CK1718 USE TAX	08/25/23	Paid	Printed	32.12		32.12	
		2024 (000118)	01- 0000- 0- 0000- 2700- 5890- 000- 000- 00000								
Check #	40345269					Check Date	08/30/23	PO#		Register #	000084
Total Invoice Amount								32.12			

AP Vendor		HILLYARD INC (000072/1) BOX 801400 KANSAS CITY, MO 64180-1400									
2023/24	08/02/23	REQ24-00012	8100-4300 MAINT DEPT SUPPLIES	605196562	08/25/23	Paid	Printed	147.51		147.51	
		2024 (002264)	01- 0000- 0- 0000- 8100- 4300- 000- 000- 00000								
Check #	40345270					Check Date	08/30/23	PO#	PO24-00012	Register #	000084
2023/24	08/16/23	REQ24-00012	8100-4300 MAINT DEPT SUPPLIES	605212004	08/25/23	Paid	Printed	1,148.16		1,148.16	
		2024 (002264)	01- 0000- 0- 0000- 8100- 4300- 000- 000- 00000								
Check #	40345270					Check Date	08/30/23	PO#	PO24-00012	Register #	000084
Total Invoice Amount								1,295.67			

AP Vendor		HOUGHTON MIFFLIN CO (000070/1) 14046 COLLECTIONS CENTER DRIVE CHICAGO, IL 60693								
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Payment Register by Approval BatchId

Approval Batch 001198 (continued)							Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor		HOUGHTON MIFFLIN CO (000070/1)			(continued)						
F	2023/24	08/15/23	R24-00090	6300-4300-300 AMERICAN & MODERN HISTORY TEXT	955894046	08/25/23	Paid	Printed	1,965.68	1,965.68	
Check #		2024 (000891) 01- 6300- 0- 1110- 1000- 4200- 000- 000- 00000				40345271		Check Date 08/30/23	PO# PO24-00191	Register # 000084	
Total Invoice Amount									1,965.68		
AP Vendor		MCGRAW-HILL SCHOOL EDUCATION (000125/1) LOCKBOX# 71545 CHICAGO, IL 60694-1545									
F	2023/24	08/15/23	R24-00017	6300-5890-800 EVERYDAY MATH RENEWAL TK-5	128804952001	08/25/23	Paid	Printed	10,783.36	10,783.36	
Check #		2024 (000890) 01- 6300- 0- 1110- 1000- 4100- 800- 000- 00000				40345272		Check Date 08/30/23	PO# PO24-00081	Register # 000084	
2023/24	08/15/23	R24-00017	6300-5890-800 EVERYDAY MATH RENEWAL TK-5	128804953001	08/25/23	Paid	Printed	149.95	149.95		
Check #		2024 (000890) 01- 6300- 0- 1110- 1000- 4100- 800- 000- 00000				40345272		Check Date 08/30/23	PO# PO24-00081	Register # 000084	
Total Invoice Amount									10,933.31		
AP Vendor		NUSO LLC (001035/1) PO BOX 95781 CHICAGO, IL 60694-5781									
	2023/24	08/22/23	REQ24-00048	2700-5990-000/100/ 800 NUSO PHONE SERVICES	JULY 2023 130785725	08/25/23	Paid	Printed	383.96	383.96	
Check #		2024 (000122) 01- 0000- 0- 0000- 2700- 5990- 000- 000- 00000				40345273		76.80			
		2024 (002662) 01- 0000- 0- 0000- 2700- 5990- 100- 100- 00000						191.98			
		2024 (002661) 01- 0000- 0- 0000- 2700- 5990- 800- 800- 00000						115.18			
Check #		2024 (000122) 01- 0000- 0- 0000- 2700- 5990- 000- 000- 00000				40345273		Check Date 08/30/23	PO# PO24-00048	Register # 000084	
Total Invoice Amount									383.96		
AP Vendor		OFFICE DEPOT INC (000309/1) PO BOX 29248 PHOENIX, AZ 85038-9248									

Selection Sorted by Approval BatchId, Filtered by (Org = 12, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Check/Advice Date = 8/11/2023, Ending Check/Advice Date = 9/14/2023, Page Break by Check/Advice? = N, Zero? = N)

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Approval Batch 001198 (continued)							Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor		OFFICE DEPOT INC (000309/1)			(continued)						
F	2023/24	08/15/23	REQ24-00107	4300-100 AG POLY NOTEBOOKS REORDER	327800288001	08/25/23	Paid	Printed	713.64	713.64	
Check #		2024 (000919) 01-6387-0-3800-1000-4300-100-000-00000			40345274		Check Date 08/30/23		PO# PO24-00200	Register # 000084	
Total Invoice Amount								713.64			
AP Vendor		PG&E (000084/1) BOX 997300 SACRAMENTO, CA 95899-7300									
	2023/24	08/17/23	REQ24-00016	8100-5590-800 ELEM	AUG 2023 36996729954	08/25/23	Paid	Printed	10,285.53	10,285.53	
Check #		2024 (000189) 01-0000-0-0000-8100-5590-800-000-00000			40345275		Check Date 08/30/23		PO# PO24-00016	Register # 000084	
	2023/24	08/15/23	REQ24-00016	8100-5590 HS/DIST	AUG 2023 99217747296	08/25/23	Paid	Printed	15,498.07	15,498.07	
Check #		2024 (000186) 01-0000-0-0000-8100-5590-000-000-00000			40345275		6,199.23				
Check #		2024 (000187) 01-0000-0-0000-8100-5590-100-000-00000			40345275		9,298.84				
Total Invoice Amount								25,783.60			
AP Vendor		PROPACIFIC FRESH (000763/1) CHICO DIVISION PO BOX 1069 DURHAM, CA 95938									
	2023/24	08/14/23	REQ24-00007	13-5310/5320-3700- 4700	7024100	08/25/23	Paid	Printed	1,552.16	1,552.16	
Check #		2024 (001387) 13-5310-0-0000-3700-4700-000-000-00000			40345276		Check Date 08/30/23		PO# PO24-00007	Register # 000084	
	2023/24	08/14/23	REQ24-00007	13-5310/5320-3700- 4700	7024103	08/25/23	Paid	Printed	884.31	884.31	
Check #		2024 (001385) 13-5310-0-0000-3700-4300-000-000-00000			40345276		39.63				
Check #		2024 (001387) 13-5310-0-0000-3700-4700-000-000-00000			40345276		844.68				
Total Invoice Amount								841.62			
	2023/24	08/21/23	REQ24-00007	13-5310/5320-3700- 4700	7025689	08/25/23	Paid	Printed	841.62	841.62	
Check #		2024 (001387) 13-5310-0-0000-3700-4700-000-000-00000			40345276		Check Date 08/30/23		PO# PO24-00007	Register # 000084	

Selection Sorted by Approval BatchId, Filtered by (Org = 12, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Check/Advice Date = 8/11/2023, Ending Check/Advice Date = 9/14/2023, Page Break by Check/Advice? = N, Zero? = N)

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Payment Register by Approval BatchId

Approval Batch 001198 (continued)							Bank Account COUNTY - County Bank Account			
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor		PROPACIFIC FRESH (000763/1)			(continued)		(continued)			
2023/24	08/21/23	REQ24-00007	13-5310/5320-3700-4700	7025701	08/25/23	Paid	Printed	946.05		946.05
		2024 (001387)	13- 5310- 0- 0000- 3700- 4700- 000- 000- 00000							
Check #	40345276				Check Date	08/30/23	PO#	PO24-00007	Register #	000084
Total Invoice Amount								4,224.14		
AP Vendor		READ NATURALLY (002216/1) 1284 CORPORATE CENTER DRIVE #600 SAINT PAUL, MN 55121								
F	2023/24	08/16/23	R24-00104	3010-4300-800	262880	08/25/23	Paid	Printed	920.00	920.00
				READ LIVE LICENCES 8/3-23-8/3/24						
		2024 (000641)	01- 3010- 0- 1110- 1000- 5890- 800- 000- 00000							
Check #	40345277				Check Date	08/30/23	PO#	PO24-00193	Register #	000084
Total Invoice Amount								920.00		
AP Vendor		SCHOOL OUTFITTERS (000380/1) 3736 REGENT AVE CINCINNATI, OH 45212-3724								
F	2023/24	08/17/23	R24-00089	1100-4300-100/300	INV14028614	08/25/23	Paid	Printed	4,531.02	4,531.02
				TABLES						
		2024 (000327)	01- 0000- 0- 3200- 1000- 4300- 300- 000- 00000					2,142.43		
		2024 (000560)	01- 1100- 0- 1110- 1000- 4300- 100- 000- 00000					2,388.59		
Check #	40345278				Check Date	08/30/23	PO#	PO24-00186	Register #	000084
Total Invoice Amount								4,531.02		
AP Vendor		UPPER PARK CLOTHING LLC (002221/1) 820 WALL STREET CHICO, CA 95928								
	2023/24	08/18/23	R24-00120	4300-800-002	1021	08/25/23	Paid	Printed	1,086.52	1,086.52
				BEAUT- POSTERS AND BILINGUAL SIGNS						
		2024 (003299)	01- 0000- 0- 1110- 1000- 4300- 800- 002- 00000							
Check #	40345279				Check Date	08/30/23	PO#	PO24-00233	Register #	000084
Total Invoice Amount								1,086.52		

Selection Sorted by Approval BatchId, Filtered by (Org = 12, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Check/Advice Date = 8/11/2023, Ending Check/Advice Date = 9/14/2023, Page Break by Check/Advice? = N, Zero? = N)

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Approval Batch 001198 (continued) **Bank Account COUNTY - County Bank Account**

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor			VITTETOE SLAT FLOORING INC (002211/1) 2112 KEOKUK WASHINGTON ROAD KEOTA, IA 52248								
F	2023/24	08/17/23	R24-00097	6387-4300-100	460628	08/25/23	Paid	Printed	136.26	136.26	
Check #			2024 (000919) 01-6387-0-3800-1000-4300-100-000-00000				Check Date 08/30/23		PO# PO24-00207	Register # 000084	
40345280											
Total Invoice Amount								136.26			

AP Vendor			WEST ED OPERATING ACCOUNT (002106/1) PO BOX 889001 LOS ANGELES, CA 90088-0001								
F	2023/24	06/30/23	R24-00009	4203-5200-800	23-2505	08/25/23	Paid	Printed	10,000.00	10,000.00	
Check #			2024 (000875) 01-4203-0-1110-1000-5200-800-000-00000				Check Date 08/30/23		PO# PO24-00064	Register # 000084	
40345281											
Total Invoice Amount								10,000.00			

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Payment Register by Approval BatchId

Approval Batch 001224 **Bank Account COUNTY - County Bank Account**

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor ALHAMBRA & SIERRA SPRINGS (000010/1) BOX 660579 DALLAS, TX 75266-0579											
2023/24	08/27/23	REQ24-00006	1110-1000-4300-000 /100/300/800 & ADULT ED	AUG 2023 9858589	09/01/23	Paid	Printed	355.00		355.00	
		2024 (002264)	01-0000-0-0000-8100-4300-000-000-00000					122.00			
		2024 (000240)	01-0000-0-1110-1000-4300-000-000-00000					39.60			
		2024 (000243)	01-0000-0-1110-1000-4300-100-000-00000					59.40			
		2024 (000257)	01-0000-0-1110-1000-4300-800-000-00000					87.50			
		2024 (001279)	11-6391-0-4110-1000-4300-000-000-00000					46.50			
Check #	40345441					Check Date	09/06/23	PO#	PO24-00006	Register #	000085
Total Invoice Amount								355.00			

AP Vendor AT&T (001075/1) P.O. BOX 9011 ACCT#C602224524777 CAROL STREAM, IL 60197-9011											
2023/24	08/28/23	REQ24-00003	8100-5590 MONTHLY PHONE SERVICE	AUG 2023 9391082343	09/01/23	Paid	Printed	37.74		37.74	
		2024 (000186)	01-0000-0-0000-8100-5590-000-000-00000								
Check #	40345442					Check Date	09/06/23	PO#	PO24-00003	Register #	000085
Total Invoice Amount								37.74			

AP Vendor ATKINS, ANDELSON, LOYA, RUUD,& ROMO (000342/1) 12800 CENTER COURT DRIVE SUITE#300 CERRITOS, CA 90703-8597											
@ F	2022/23	05/26/23	REQ23-00083	01-7311-0-2700-520 0 RESTROOM PROJ ELEM	68730018400063	09/01/23	Paid	Printed	899.00	899.00	
			2023 (000947)	01-7311-0-0000-2700-5200-000-000-00000							
Check #	40345443					Check Date	09/06/23	PO#	PO23-00083	Register #	000085
Total Invoice Amount								899.00			

AP Vendor CLASSIC GOLF CAR INC (002215/1) 155 EAST PARK AVE CHICO, CA 95928										
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ReqPay05g

Payment Register by Approval BatchId

Approval Batch 001224 (continued)							Bank Account COUNTY - County Bank Account					
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount		
AP Vendor		CLASSIC GOLF CAR INC (002215/1)			(continued)							
F	2023/24	08/22/23	REQ24-00124	8100-5630 MAINT GOLF CART - ADV 1 ENGINE	10975	09/01/23	Paid	Printed	2,945.55	2,945.55		
Check #		2024 (000190) 01-0000-0-0000-8100-5630-000-000-00000			40345444		Check Date 09/06/23		PO# PO24-00246	Register # 000085		
Total Invoice Amount									2,945.55			
AP Vendor		DANIELSEN CO (000764/1) 435 SOUTHGATE CT CHICO, CA 95928										
	2023/24	08/25/23	REQ24-00025	13-5310-3700-4300/ 4700	309031	09/01/23	Paid	Printed	2,829.35	2,829.35		
Check #		2024 (001385) 13-5310-0-0000-3700-4300-000-000-00000			40345445		114.30					
Check #		2024 (001387) 13-5310-0-0000-3700-4700-000-000-00000			40345445		2,254.49					
Check #		2024 (001390) 13-5310-0-0000-3700-5890-000-000-00000			40345445		8.00					
Check #		2024 (001413) 13-5320-0-0000-3700-4300-000-049-00000			40345445		38.10					
Check #		2024 (001414) 13-5320-0-0000-3700-4700-000-049-00000			40345445		414.46					
Check #		2023/24 08/28/23 REQ24-00025 13-5310-3700-4300/ 4700			309663		09/01/23		Paid	Printed	1,872.41	1,872.41
Check #		2024 (001385) 13-5310-0-0000-3700-4300-000-000-00000			40345445		76.20					
Check #		2024 (001387) 13-5310-0-0000-3700-4700-000-000-00000			40345445		1,788.21					
Check #		2024 (001390) 13-5310-0-0000-3700-5890-000-000-00000			40345445		8.00					
Check #		2023/24 08/01/23 R24-00134 3600-5630 BUS REPAIRS			021978		09/01/23		Paid	Printed	78.22	78.22
Check #		2024 (000134) 01-0000-0-0000-3600-5630-000-000-00000			40345446		Check Date 09/06/23		PO# PO24-00247	Register # 000085		
Total Invoice Amount									78.22			
AP Vendor		FLORA FRESH (000460/1) 1127 FEE DRIVE SACRAMENTO, CA 95815										

Selection Sorted by Approval BatchId, Filtered by (Org = 12, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Check/Advice Date = 8/11/2023, Ending Check/Advice Date = 9/14/2023, Page Break by Check/Advice? = N, Zero? = N)

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Payment Register by Approval BatchId

Approval Batch 001224 (continued)							Bank Account COUNTY - County Bank Account			
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor		FLORA FRESH (000460/1) (continued)								
2023/24	08/29/23	REQ24-00097	6391-4300-100-023 OPEN PO ADULT ED FLORAL	1341044	09/01/23	Paid	Printed	859.88		859.88
Check #		2024 (001282) 11- 6391- 0- 4110- 1000- 4300- 000- 023- 00000 40345448				Check Date 09/06/23		PO# PO24-00138	Register # 000085	
Total Invoice Amount								859.88		
AP Vendor		FLORAL RESOURCES (001198/1) 1127 FEE DRIVE SACRAMENTO, CA 95815								
F	2023/24	08/22/23	REQ24-00078	0350-4300-052 ASHLEY HAUTALA HS FLORAL	1340190	09/01/23	Paid	Printed	2,262.98	2,262.98
Check #		2024 (000488) 01- 0350- 0- 6000- 1000- 4300- 100- 052- 00000 40345449				Check Date 09/06/23		PO# PO24-00104	Register # 000085	
Total Invoice Amount								2,262.98		
AP Vendor		HAMILTON UNIFIED REVOLVING FND (000114/1) P O BOX 488 HAMILTON CITY, CA 95951								
F	2023/24	08/31/23	R24-00136	CK#1724 8100-5620-100 BLEACHER RENTAL SEPT-DEC 13	CK1724	09/01/23	Paid	Printed	500.00	500.00
Check #		2024 (003317) 01- 0000- 0- 0000- 8100- 5620- 100- 000- 00000 40345450				Check Date 09/06/23		PO# PO24-00248	Register # 000085	
Total Invoice Amount								500.00		
AP Vendor		HEARTLAND SCHOOL SOLUTIONS (000552/1) PO BOX 936565 ATLANTA, GA 31193-6565								
F	2023/24	08/31/23	REQ24-00117	13-5310 ANNUAL RENEWAL MOSAIC FRONT OF HOUSE 23-24	HSSREC029456	09/01/23	Paid	Printed	1,000.00	1,000.00
Check #		2024 (001390) 13- 5310- 0- 0000- 3700- 5890- 000- 000- 00000 40345451				Check Date 09/06/23		PO# PO24-00234	Register # 000085	
Total Invoice Amount								1,000.00		

Selection Sorted by Approval BatchId, Filtered by (Org = 12, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Check/Advice Date = 8/11/2023, Ending Check/Advice Date = 9/14/2023, Page Break by Check/Advice? = N, Zero? = N)

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Approval Batch 001224 (continued)						Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor		HILLYARD INC (000072/1) BOX 801400 KANSAS CITY, MO 64180-1400								
2023/24	08/23/23	REQ24-00012	8100-4300 MAINT DEPT SUPPLIES	605219753	09/01/23	Paid	Printed	1,068.63		1,068.63
Check #		2024 (002264) 01-0000-0-0000-8100-4300-000-000-00000 40345452				Check Date 09/06/23		PO# PO24-00012	Register # 000085	
Total Invoice Amount								1,068.63		
AP Vendor		HUNT & SONS INC (000801/1) PO BOX 277670 SACRAMENTO, CA 95827-7670								
2023/24	08/04/23	REQ24-00042	3600.4392 DIESEL FUEL	278769	09/01/23	Paid	Printed	1,683.23		1,683.23
Check #		2024 (000132) 01-0000-0-0000-3600-4392-000-000-00000 40345453				Check Date 09/06/23		PO# PO24-00042	Register # 000085	
Total Invoice Amount								1,683.23		
Direct Vendor		IT SAVVY (000445/1) BOX 3296 GLEN ELLYN, IL 60138								
2023/24	08/31/23		9150-2420-5890 AZURE RENEWAL	3765410	09/01/23	Paid	Printed	7.20		7.20
Check #		2024 (001180) 01-9150-0-0000-2420-5890-000-000-00000 40345454				Check Date 09/06/23		PO#	Register # 000085	
Total Invoice Amount								7.20		
AP Vendor		JOHNNY'S LOCK & SAFE (000120/1) 1224 MANGROVE AVE, SUITE 1 CHICO, CA 95926-3527								
F	2023/24	08/16/23	R24-00135	5630-000-009 SAFETY FOR DIST FUNDS	204147	09/01/23	Paid	Printed	1,488.44	1,488.44
Check #		2024 (003300) 01-0000-0-0000-8100-4300-000-009-00000 40345455				Check Date 09/06/23		PO# PO24-00249	Register # 000085	
Total Invoice Amount								1,488.44		
Direct Employee		LANGAN, KELLY J (000190) 4580 COUNTY ROAD H ORLAND, CA 95963								

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Payment Register by Approval BatchId

Approval Batch 001224 (continued)						Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
Direct Employee LANGAN, KELLY J (000190) (continued)										
2023/24	08/16/23		7412-5200-100 SONOMA STATE COUNCIL CONF 9/14/23	SONOMA STATE CONF	09/01/23	Paid	Printed	263.74		263.74
Check #		2024 (002616) 01- 7412- 0- 1110- 1000- 5200- 100- 000- 00000			40345456		Check Date 09/06/23	PO#	Register # 000085	
Total Invoice Amount								263.74		
AP Vendor LARKIN AUTO ELECTRIC (000349/1) P.O. BOX 1044 HAMILTON CITY, CA 95951										
2023/24	08/14/23	REQ24-00001	8100-4300/5630 VEHICLE PARTS & REPAIRS	003372	09/01/23	Paid	Printed	266.23		266.23
Check #		2024 (000190) 01- 0000- 0- 0000- 8100- 5630- 000- 000- 00000			40345457		Check Date 09/06/23	PO# PO24-00001	Register # 000085	
2023/24	08/22/23	REQ24-00001	8100-4300/5630 VEHICLE PARTS & REPAIRS	003377	09/01/23	Paid	Printed	315.69		315.69
Check #		2024 (000190) 01- 0000- 0- 0000- 8100- 5630- 000- 000- 00000			40345457		Check Date 09/06/23	PO# PO24-00001	Register # 000085	
Total Invoice Amount								581.92		
AP Vendor LARRY'S PEST & WEED CONTROL (001388/1) 7519 CUTTING AVE. ORLAND, CA 95963										
@ F	2022/23	05/08/23	REQ23-00040	8100-5590 MAY 2023 MAY 2023 W18731 MISSED INV		09/01/23	Paid	Printed	560.00	560.00
Check #		2023 (000186) 01- 0000- 0- 0000- 8100- 5590- 000- 000- 00000			40345458		Check Date 09/06/23	PO# PO23-00040	Register # 000085	
Total Invoice Amount								560.00		
AP Vendor MCHUTCHISON (001398/1) BOX 7229 CAROL STREAM, IL 60197-7229										
2023/24	08/28/23	R24-00026	0350-4300-100-054 OPEN PO FOR AG	MS0208966	09/01/23	Paid	Printed	131.49		131.49
Check #		2024 (000490) 01- 0350- 0- 6000- 1000- 4300- 100- 054- 00000			40345459		Check Date 09/06/23	PO# PO24-00114	Register # 000085	

Selection Sorted by Approval BatchId, Filtered by (Org = 12, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Check/Advice Date = 8/11/2023, Ending Check/Advice Date = 9/14/2023, Page Break by Check/Advice? = N, Zero? = N)

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Approval Batch 001224 (continued)							Bank Account COUNTY - County Bank Account			
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
							Total Invoice Amount	131.49		
AP Vendor		MISSION UNIFORM & LINEN (000592/1) 1340 WEST 7TH STREET CHICO, CA 95928-4907								
2023/24	08/31/23	REQ24-00005	13-5310-3700-5890 CAFE LINEN	519960681	09/01/23	Paid	Printed	87.93		87.93
Check #	2024 (001390) 40345460	13- 5310- 0- 0000- 3700- 5890- 000- 000- 00000				Check Date 09/06/23	PO# PO24-00005	Register # 000085		
2023/24	08/31/23	REQ24-00005	13-5310-3700-5890 CAFE LINEN	519960682	09/01/23	Paid	Printed	116.13		116.13
Check #	2024 (001390) 40345460	13- 5310- 0- 0000- 3700- 5890- 000- 000- 00000				Check Date 09/06/23	PO# PO24-00005	Register # 000085		
							Total Invoice Amount	204.06		
AP Vendor		MONOPRICE (000864/1) BOX 740417 LOS ANGELES, CA 90074-0417								
2023/24	09/01/23	REQ24-00032	9150-2420-4300 TECH DEPT SUPPLIES	23711184	09/01/23	Paid	Printed	152.43		152.43
Check #	2024 (001170) 40345461	01- 9150- 0- 0000- 2420- 4300- 000- 000- 00000				Check Date 09/06/23	PO# PO24-00032	Register # 000085		
							Total Invoice Amount	152.43		
AP Vendor		OFFICE DEPOT INC (000309/1) PO BOX 29248 PHOENIX, AZ 85038-9248								
2023/24	08/17/23	R24-00029	4300-800 ELEM JAZMIN>Open PO	325553040001	09/01/23	Paid	Printed	206.35		206.35
Check #	2024 (000102) 40345462	01- 0000- 0- 0000- 2700- 4300- 800- 000- 00000				Check Date 09/06/23	PO# PO24-00107	Register # 000085		
2023/24	08/18/23	R24-00029	4300-800 ELEM JAZMIN>Open PO	325553040002	09/01/23	Paid	Printed	9.18		9.18
Check #	2024 (000257) 40345462	01- 0000- 0- 1110- 1000- 4300- 800- 000- 00000				Check Date 09/06/23	PO# PO24-00107	Register # 000085		
F	2023/24	08/18/23	R24-00083	6387-4300-100 10-TASK CHAIRS AG CONF ROOM	327577980001	09/01/23	Paid	Printed	1,158.19	1,158.19
				2024 (000919) 01- 6387- 0- 3800- 1000- 4300- 100- 000- 00000						

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Payment Register by Approval BatchId

Approval Batch 001224 (continued)						Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor		OFFICE DEPOT INC (000309/1)			(continued)		(continued)			
Check #	40345462					Check Date	09/06/23	PO# PO24-00203	Register #	000085
2023/24	08/19/23	REQ24-00107	4300-100 SPLIT ORDER DUE TO OUT OF STOCK ITEMS	327729958001	09/01/23	Paid	Printed	23.79-		23.79-
	2024	(000560)	01- 1100- 0- 1110- 1000- 4300- 100- 000- 00000							
Check #	40345462					Check Date	09/06/23	PO# PO24-00200	Register #	000085
2023/24	08/18/23	R24-00105	4300-800 M ALMARAZ Class supplies	327789192001	09/01/23	Paid	Printed	92.75		92.75
	2024	(000257)	01- 0000- 0- 1110- 1000- 4300- 800- 000- 00000							
Check #	40345462					Check Date	09/06/23	PO# PO24-00215	Register #	000085
2023/24	08/18/23	R24-00092	3200-4300-300 MJ & HERNANDEZ	328095974001	09/01/23	Paid	Printed	315.01		315.01
	2024	(002642)	01- 0000- 0- 3200- 2700- 4300- 300- 000- 00000							
Check #	40345462					Check Date	09/06/23	PO# PO24-00205	Register #	000085
2023/24	08/21/23	R24-00092	3200-4300-300 MJ & HERNANDEZ	328095974002	09/01/23	Paid	Printed	3.53		3.53
	2024	(002642)	01- 0000- 0- 3200- 2700- 4300- 300- 000- 00000							
Check #	40345462					Check Date	09/06/23	PO# PO24-00205	Register #	000085
2023/24	08/18/23	R24-00092	3200-4300-300 MJ & HERNANDEZ	328097862001	09/01/23	Paid	Printed	9.59		9.59
	2024	(002642)	01- 0000- 0- 3200- 2700- 4300- 300- 000- 00000							
Check #	40345462					Check Date	09/06/23	PO# PO24-00205	Register #	000085
F	2023/24	08/22/23	R24-00108	1100-4300-800- Comp books	328177924001	09/01/23	Paid	Printed	1,214.18	1,214.18
	2024	(000561)	01- 1100- 0- 1110- 1000- 4300- 800- 000- 00000							
Check #	40345462					Check Date	09/06/23	PO# PO24-00223	Register #	000085
F	2023/24	08/19/23	R24-00109	0001-4300-800 LUPITA ESQUIVEL APTT supplies	328181886001	09/01/23	Paid	Printed	39.89	39.89
	2024	(000403)	01- 0001- 0- 1110- 1000- 4300- 800- 000- 00000							
Check #	40345462					Check Date	09/06/23	PO# PO24-00219	Register #	000085
2023/24	08/21/23	R24-00109	0001-4300-800 LUPITA ESQUIVEL APTT supplies	328182649001	09/01/23	Paid	Printed	110.25		110.25
	2024	(000403)	01- 0001- 0- 1110- 1000- 4300- 800- 000- 00000							

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Payment Register by Approval BatchId

Approval Batch 001224 (continued)							Bank Account COUNTY - County Bank Account			
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor		OFFICE DEPOT INC (000309/1)			(continued)		(continued)			
	Check #	40345462				Check Date	09/06/23	PO# PO24-00219	Register #	000085
F	2023/24	08/19/23	R24-00110	0001-4300-800 APTT T BRYAN supplies	328186791001	09/01/23	Paid	Printed	39.89	39.89
	Check #	40345462	2024 (000403)	01-0001-0-1110-1000-4300-800-000-00000		Check Date	09/06/23	PO# PO24-00220	Register #	000085
	2023/24	08/21/23	R24-00110	0001-4300-800 APTT T BRYAN supplies	328187725001	09/01/23	Paid	Printed	110.25	110.25
	Check #	40345462	2024 (000403)	01-0001-0-1110-1000-4300-800-000-00000		Check Date	09/06/23	PO# PO24-00220	Register #	000085
Total Invoice Amount								3,285.27		

AP Vendor		ORLAND HARDWARE (000027/1) 820 FIFTH STREET ORLAND, CA 95963								
	2023/24	07/28/23	REQ24-00017	8100-4300 MAINT DEPT SUPPLIES OPEN	537306	09/01/23	Paid	Printed	33.93	33.93
	Check #	40345463	2024 (002264)	01-0000-0-0000-8100-4300-000-000-00000		Check Date	09/06/23	PO# PO24-00017	Register #	000085
	2023/24	07/28/23	REQ24-00017	8100-4300 MAINT DEPT SUPPLIES OPEN	537368	09/01/23	Paid	Printed	177.76	177.76
	Check #	40345463	2024 (002264)	01-0000-0-0000-8100-4300-000-000-00000		Check Date	09/06/23	PO# PO24-00017	Register #	000085
	2023/24	08/04/23	REQ24-00017	8100-4300 MAINT DEPT SUPPLIES OPEN	537950	09/01/23	Paid	Printed	172.99	172.99
	Check #	40345463	2024 (002264)	01-0000-0-0000-8100-4300-000-000-00000		Check Date	09/06/23	PO# PO24-00017	Register #	000085
	2023/24	08/07/23	REQ24-00017	8100-4300 MAINT DEPT SUPPLIES OPEN	538230	09/01/23	Paid	Printed	210.98	210.98
	Check #	40345463	2024 (002264)	01-0000-0-0000-8100-4300-000-000-00000		Check Date	09/06/23	PO# PO24-00017	Register #	000085
	2023/24	08/07/23	REQ24-00074	0350-4300-100-053 ANDY MARTIN	538236	09/01/23	Paid	Printed	54.64	54.64
			2024 (000919)	01-6387-0-3800-1000-4300-100-000-00000						

Selection Sorted by Approval BatchId, Filtered by (Org = 12, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Check/Advice Date = 8/11/2023, Ending Check/Advice Date = 9/14/2023, Page Break by Check/Advice? = N, Zero? = N)

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Payment Register by Approval BatchId

Approval Batch 001224 (continued)							Bank Account COUNTY - County Bank Account			
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor		ORLAND HARDWARE (000027/1)			(continued)		(continued)			
Check #	40345463					Check Date	09/06/23	PO# PO24-00115	Register #	000085
2023/24	08/07/23	REQ24-00079	0350-4300-100-054 ASHLEY HAUTALA	538237	09/01/23	Paid	Printed	718.16		718.16
		2024 (000490)	01- 0350- 0- 6000- 1000- 4300- 100- 054- 00000							
Check #	40345463					Check Date	09/06/23	PO# PO24-00118	Register #	000085
2023/24	08/07/23	REQ24-00017	8100-4300 MAINT DEPT SUPPLIES OPEN	538256	09/01/23	Paid	Printed	59.09		59.09
		2024 (002264)	01- 0000- 0- 0000- 8100- 4300- 000- 000- 00000							
Check #	40345463					Check Date	09/06/23	PO# PO24-00017	Register #	000085
2023/24	08/08/23	REQ24-00074	0350-4300-100-053 ANDY MARTIN	538313	09/01/23	Paid	Printed	31.08		31.08
		2024 (000919)	01- 6387- 0- 3800- 1000- 4300- 100- 000- 00000							
Check #	40345463					Check Date	09/06/23	PO# PO24-00115	Register #	000085
F 2023/24	08/14/23	R24-00068	6387-4300-100 ORBIT SANDER AND GRINDER	538833	09/01/23	Paid	Printed	674.90		674.90
		2024 (000919)	01- 6387- 0- 3800- 1000- 4300- 100- 000- 00000							
Check #	40345463					Check Date	09/06/23	PO# PO24-00146	Register #	000085
2023/24	08/15/23	REQ24-00074	0350-4300-100-053 ANDY MARTIN	5388973	09/01/23	Paid	Printed	128.55		128.55
		2024 (000919)	01- 6387- 0- 3800- 1000- 4300- 100- 000- 00000							
Check #	40345463					Check Date	09/06/23	PO# PO24-00115	Register #	000085
2023/24	08/15/23	REQ24-00074	0350-4300-100-053 ANDY MARTIN	538973	09/01/23	Paid	Printed	48.60		48.60
		2024 (000919)	01- 6387- 0- 3800- 1000- 4300- 100- 000- 00000							
Check #	40345463					Check Date	09/06/23	PO# PO24-00115	Register #	000085
2023/24	08/17/23	REQ24-00074	0350-4300-100-053 ANDY MARTIN	539104	09/01/23	Paid	Printed	205.40		205.40
		2024 (000919)	01- 6387- 0- 3800- 1000- 4300- 100- 000- 00000							
Check #	40345463					Check Date	09/06/23	PO# PO24-00115	Register #	000085
2023/24	08/17/23	REQ24-00017	8100-4300 MAINT DEPT SUPPLIES OPEN	539138	09/01/23	Paid	Printed	332.90		332.90
		2024 (002264)	01- 0000- 0- 0000- 8100- 4300- 000- 000- 00000							
Check #	40345463					Check Date	09/06/23	PO# PO24-00017	Register #	000085

Selection Sorted by Approval BatchId, Filtered by (Org = 12, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Check/Advice Date = 8/11/2023, Ending Check/Advice Date = 9/14/2023, Page Break by Check/Advice? = N, Zero? = N)

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Approval Batch 001224 (continued)							Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
							Total Invoice Amount	2,848.98			
AP Vendor PROPACIFIC FRESH (000763/1) CHICO DIVISION PO BOX 1069 DURHAM, CA 95938											
2023/24	07/24/23	REQ24-00007	13-5310/5320-3700-4700	7020034	09/01/23	Paid	Printed	593.63		593.63	
		2024 (001387)	13- 5310- 0- 0000- 3700- 4700- 000- 000- 00000					396.60			
		2024 (001414)	13- 5320- 0- 0000- 3700- 4700- 000- 049- 00000					197.03			
Check #	40345464					Check Date	09/06/23	PO#	PO24-00007	Register #	000085
2023/24	08/28/23	REQ24-00007	13-5310/5320-3700-4700	7027420	09/01/23	Paid	Printed	750.52		750.52	
		2024 (001387)	13- 5310- 0- 0000- 3700- 4700- 000- 000- 00000								
Check #	40345464					Check Date	09/06/23	PO#	PO24-00007	Register #	000085
2023/24	08/28/23	REQ24-00007	13-5310/5320-3700-4700	7027421	09/01/23	Paid	Printed	1,208.21		1,208.21	
		2024 (001387)	13- 5310- 0- 0000- 3700- 4700- 000- 000- 00000					957.43			
		2024 (001414)	13- 5320- 0- 0000- 3700- 4700- 000- 049- 00000					250.78			
Check #	40345464					Check Date	09/06/23	PO#	PO24-00007	Register #	000085
							Total Invoice Amount	2,552.36			
AP Vendor QUILL CORPORATION (000134/1) PO BOX 37600 PHILADELPHIA, PA 19101-0600											
F	2023/24	08/17/23	R24-00095	2700-4300 Key box for District Car Keys	34091695	09/01/23	Paid	Printed	51.95	51.95	
			2024 (000099)	01- 0000- 0- 0000- 2700- 4300- 000- 000- 00000							
Check #	40345465					Check Date	09/06/23	PO#	PO24-00206	Register #	000085
2023/24	08/23/23	REQ24-00071	7300/2700-4300	34188269	09/01/23	Paid	Printed	235.60		235.60	
			ANNUAL OPEN FOR HS/DIST SUPPLIES								
		2024 (000099)	01- 0000- 0- 0000- 2700- 4300- 000- 000- 00000					105.84			
		2024 (000176)	01- 0000- 0- 0000- 7300- 4300- 000- 000- 00000					129.76			
Check #	40345465					Check Date	09/06/23	PO#	PO24-00105	Register #	000085
							Total Invoice Amount	287.55			
Direct Employee REYES, MARIA G (000298) 3151 MARIPOSA AVE. CHICO, CA 95973											
Selection	Sorted by Approval BatchId, Filtered by (Org = 12, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Check/Advice Date = 8/11/2023, Ending Check/Advice Date = 9/14/2023, Page Break by Check/Advice? = N, Zero? = N)									ESCAPE	ONLINE

Approval Batch 001224 (continued)						Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
Direct Employee		REYES, MARIA G (000298) (continued)								
2023/24	08/16/23		7412-5200-100 SONOMA STATE COUNCIL CONF 9/15/23	SONOMA STATE CONF	09/01/23	Paid	Printed	263.74		263.74
Check #	2024 (002616) 01- 7412- 0- 1110- 1000- 5200- 100- 000- 00000					40345466	Check Date 09/06/23	PO#	Register # 000085	
Total Invoice Amount								263.74		
AP Vendor		T-MOBILE (002107/1) PO BOX 742596 CINCINNATI, OH 45274-2596								
2023/24	08/13/23	REQ24-00112	3213-5890 75 STUDENT HOT SPOTS 23-24	AUG 2023 982483686	09/01/23	Paid	Printed	147.40		147.40
Check #	2024 (002116) 01- 3213- 0- 1110- 1000- 5890- 000- 000- 00000					40345467	Check Date 09/06/23	PO# PO24-00225	Register # 000085	
Total Invoice Amount								147.40		
AP Vendor		U LINE (000169/1) ATTN: ACCOUNTS RECEIVABLE BOX 88741 CHICAGO, IL 60680-1741								
F	2023/24	08/17/23	REQ24-00114	4400-800-800 STORAGE CABINET-HES CLASSROOM	167337765	09/01/23	Paid	Printed	821.16	821.16
Check #	2024 (003294) 01- 0000- 0- 1110- 1000- 4400- 800- 800- 00000					40345468	Check Date 09/06/23	PO# PO24-00226	Register # 000085	
F	2023/24	08/17/23	R24-00106	2700-4300-000/100 DO & HHS Admin Privacy Panels	167338007	09/01/23	Paid	Printed	578.22	578.22
Check #	2024 (000099) 01- 0000- 0- 0000- 2700- 4300- 000- 000- 00000					40345468	344.11			
Check #	2024 (000243) 01- 0000- 0- 1110- 1000- 4300- 100- 000- 00000					40345468	234.11	Check Date 09/06/23	PO# PO24-00214	Register # 000085
Total Invoice Amount								1,399.38		
AP Vendor		WEST COAST PAPER (000743/1) 4041 EASTSIDE ROAD REDDING, CA 96001								

Selection Sorted by Approval BatchId, Filtered by (Org = 12, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Check/Advice Date = 8/11/2023, Ending Check/Advice Date = 9/14/2023, Page Break by Check/Advice? = N, Zero? = N)

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Approval Batch 001224 (continued)							Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor		WEST COAST PAPER (000743/1)			(continued)						
2023/24	08/04/23	REQ24-00029	8100-4300 PAPER GOODS MAINT	13316086	09/01/23	Paid	Printed	53.25		53.25	
Check #	40345469	2024 (002264)	01- 0000- 0- 0000- 8100- 4300- 000- 000- 00000			Check Date	09/06/23	PO#	PO24-00029	Register #	000085
2023/24	08/04/23	REQ24-00029	8100-4300 PAPER GOODS MAINT	13317573	09/01/23	Paid	Printed	738.13		738.13	
Check #	40345469	2024 (002264)	01- 0000- 0- 0000- 8100- 4300- 000- 000- 00000			Check Date	09/06/23	PO#	PO24-00029	Register #	000085
2023/24	08/10/23	REQ24-00029	8100-4300 PAPER GOODS MAINT	13322894	09/01/23	Paid	Printed	84.78		84.78	
Check #	40345469	2024 (002264)	01- 0000- 0- 0000- 8100- 4300- 000- 000- 00000			Check Date	09/06/23	PO#	PO24-00029	Register #	000085
Total Invoice Amount								876.16			

Approval Batch 001225 **Bank Account COUNTY - County Bank Account**

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
Direct Vendor			DIVISION OF THE STATE ARCHITECTATTN: HQ CASHIER (002114/1) 1102 Q STREET, SUITE 5200 SACRAMENTO, CA 95811								
@	2022/23	09/01/23	3213-8500-6200 039	02 13018	09/01/23	Paid	Printed	1,300.91		1,300.91	
Check #			2023 (002196) 01- 3213- 0- 0000- 8500- 6200- 800- 039- 00000 40345447				Check Date 09/06/23		PO#	Register # 000085	
Total Invoice Amount								1,300.91			

AP Vendor			HAMILTON UNIFIED REVOLVING FND (000114/1) P O BOX 488 HAMILTON CITY, CA 95951								
F	2023/24	08/25/23	R24-00115	5890-100 ELYSE	CK1719	09/01/23	Paid	Printed	100.00	100.00	
Check #			2024 (002622) 01- 0000- 0- 1110- 1000- 5890- 100- 100- 00000 40345450				Check Date 09/06/23		PO# PO24-00231	Register # 000085	
	2023/24	08/25/23	R24-00115	CK#1720 ELYSE	CK1720	09/01/23	Paid	Printed	100.00	100.00	
Check #			2024 (002622) 01- 0000- 0- 1110- 1000- 5890- 100- 100- 00000 40345450				Check Date 09/06/23		PO# PO24-00231	Register # 000085	
	2023/24	08/25/23	R24-00115	CK#1721 MARICELA	CK1721	09/01/23	Paid	Printed	100.00	100.00	
Check #			2024 (002621) 01- 0000- 0- 1110- 1000- 5890- 800- 800- 00000 40345450				Check Date 09/06/23		PO# PO24-00231	Register # 000085	
	2023/24	08/25/23	R24-00115	CK#1722 5890-800	CK1722	09/01/23	Paid	Printed	100.00	100.00	
Check #			2024 (002621) 01- 0000- 0- 1110- 1000- 5890- 800- 800- 00000 40345450				Check Date 09/06/23		PO# PO24-00231	Register # 000085	
Total Invoice Amount								400.00			

Approval Batch 001226						Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor		RJ PAINTING & DECORATING (002203/1) PO BOX 4560 ORLAND, CA 95963								
F	2023/24	08/03/23	R24-00071	8150-8100-5630-100	1806	09/05/23	Paid	Printed	13,774.99	13,774.99
				-002 Painting panels at HS						
Check #		2024 (003273) 01- 8150- 0- 0000- 8100- 5630- 100- 002- 00000				Check Date 09/06/23		PO# PO24-00136		Register # 000086
40345470		Total Invoice Amount							13,774.99	

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Payment Register by Approval BatchId

Approval Batch 001246						Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor		U.S. BANK CORPORATE PAYMENT SYSTEM (001382/1) P.O. BOX 790428 ST. LOUIS, MO 63179-0428								
2023/24	08/22/23	R24-00113	0001-4300-800 APTT supplies - A CURIEL	A CURIEL	09/11/23	Paid	Printed	128.64		128.64
Check #	2024 (000403)	40345746	01- 0001- 0- 1110- 1000- 4300- 800- 000- 00000			Check Date 09/13/23	PO# PO24-00222		Register # 000087	
F	2023/24	08/22/23	R24-00045	4300-800 A CURIEL Oriental trading	A CURIEL OR TRADE	09/11/23	Paid	Printed	265.66	265.66
Check #	2024 (000257)	40345746	01- 0000- 0- 1110- 1000- 4300- 800- 000- 00000			Check Date 09/13/23	PO# PO24-00153		Register # 000087	
F	2023/24	08/22/23	REQ24-00108	11-6391-4200 TEXTBOOKS - ADULT ED	AD ED TEXTBOOKS	09/11/23	Paid	Printed	527.61	527.61
Check #	2024 (001278)	40345746	11- 6391- 0- 4110- 1000- 4200- 000- 000- 00000			Check Date 09/13/23	PO# PO24-00224		Register # 000087	
F	2023/24	08/22/23	REQ24-00087	11-6391-4300 ADAPTER FOR SCANTRON MACHINE	ADAPTER	09/11/23	Paid	Printed	82.79	82.79
Check #	2024 (001279)	40345746	11- 6391- 0- 4110- 1000- 4300- 000- 000- 00000			Check Date 09/13/23	PO# PO24-00112		Register # 000087	
F	2023/24	08/22/23	REQ24-00052	11-6391-4300 GIVE A WAY CUPS FOR ADULT ED EVENTS	AE CUPS CUSTOM	09/11/23	Paid	Printed	1,441.97	1,441.97
Check #	2024 (001279)	40345746	11- 6391- 0- 4110- 1000- 4300- 000- 000- 00000			Check Date 09/13/23	PO# PO24-00052		Register # 000087	
	2023/24	08/22/23	REQ24-00098	11-6391-4300 POP UP TENT FOR EVENTS	AE TENT	09/11/23	Paid	Printed	178.49	178.49
Check #	2024 (001279)	40345746	11- 6391- 0- 4110- 1000- 4300- 000- 000- 00000			Check Date 09/13/23	PO# PO24-00142		Register # 000087	
	2023/24	08/22/23	R24-00112	0001-4300-800 APTT supplies M ALMARAZ	APTT ALMARAZ	09/11/23	Paid	Printed	122.78	122.78
Check #	2024 (000403)	40345746	01- 0001- 0- 1110- 1000- 4300- 800- 000- 00000			Check Date 09/13/23	PO# PO24-00221		Register # 000087	

Selection Sorted by Approval BatchId, Filtered by (Org = 12, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Check/Advice Date = 8/11/2023, Ending Check/Advice Date = 9/14/2023, Page Break by Check/Advice? = N, Zero? = N)

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Payment Register by Approval BatchId

Approval Batch 001246 (continued)							Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor	U.S. BANK CORPORATE						(continued)				
			PAYMENT SYSTEM (001382/1)	(continued)							
2023/24	08/22/23	REQ24-00072	7010-4300/4392 AIG	AUG 2023	09/11/23	Paid	Printed	507.76		507.76	
			OPEN								
		2024 (000935)	01- 7010- 0- 3800- 1000- 4392- 100- 000- 00000			501.01					
		2024 (000942)	01- 7010- 0- 3800- 1000- 5890- 100- 000- 00000			6.75					
Check #	40345746					Check Date	09/13/23	PO#	PO24-00097	Register #	000087
2023/24	08/22/23	REQ24-00120	13-5310-4300/4700	AUG 2023 CAFE	09/11/23	Paid	Printed	404.03		404.03	
			OPEN CAFE								
		2024 (001385)	13- 5310- 0- 0000- 3700- 4300- 000- 000- 00000			175.30					
		2024 (001387)	13- 5310- 0- 0000- 3700- 4700- 000- 000- 00000			228.73					
Check #	40345746					Check Date	09/13/23	PO#	PO24-00245	Register #	000087
2023/24	08/22/23	R24-00032	4300-800 HES Open	AUG 2023 ELEM	09/11/23	Paid	Printed	56.94		56.94	
			PO								
		2024 (000257)	01- 0000- 0- 1110- 1000- 4300- 800- 000- 00000								
Check #	40345746					Check Date	09/13/23	PO#	PO24-00110	Register #	000087
2023/24	08/22/23	REQ24-00080	7150-4300/5200/589	AUG 2023 JP	09/11/23	Paid	Printed	1,085.65		1,085.65	
			0 DIST SUPER								
			OPEN								
		2024 (000146)	01- 0000- 0- 0000- 7110- 5890- 000- 000- 00000			15.99					
		2024 (000240)	01- 0000- 0- 1110- 1000- 4300- 000- 000- 00000			1,069.66					
Check #	40345746					Check Date	09/13/23	PO#	PO24-00090	Register #	000087
2023/24	08/22/23	REQ24-00095	8100-4300 MAIN	AUG 2023 MAINT	09/11/23	Paid	Printed	2,114.19		2,114.19	
			DEPT OPEN								
		2024 (002264)	01- 0000- 0- 0000- 8100- 4300- 000- 000- 00000			1,644.16					
		2024 (000183)	01- 0000- 0- 0000- 8100- 4392- 000- 000- 00000			470.03					
Check #	40345746					Check Date	09/13/23	PO#	PO24-00130	Register #	000087
F	2023/24	08/22/23	R24-00080	6387-5200-100	AUG 2023 SLUGGER	09/11/23	Paid	Printed	238.50	238.50	
			LOUISVILLE								
			SLUGGER TOUR TIX								
			10/30/23								
		2024 (001879)	01- 6387- 0- 3800- 1000- 5200- 100- 000- 00000								
Check #	40345746					Check Date	09/13/23	PO#	PO24-00180	Register #	000087
2023/24	08/22/23	REQ24-00069	9150-4300 TECH	AUG 2023 TECH	09/11/23	Paid	Printed	1,405.06		1,405.06	
			DEPT OPEN								
		2024 (001170)	01- 9150- 0- 0000- 2420- 4300- 000- 000- 00000								
Check #	40345746					Check Date	09/13/23	PO#	PO24-00095	Register #	000087

Selection Sorted by Approval BatchId, Filtered by (Org = 12, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Check/Advice Date = 8/11/2023, Ending Check/Advice Date = 9/14/2023, Page Break by Check/Advice? = N, Zero? = N)

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Approval Batch 001246 (continued)							Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor U.S. BANK CORPORATE PAYMENT SYSTEM (001382/1) (continued)							(continued)				
F	2023/24	08/22/23	R24-00067	6387-4300-100 TOOL DRAWER ORG AND TOOL SET	AUG 2023 TOOL ORG	09/11/23	Paid	Printed	255.22		255.22
			2024 (000919)	01-6387-0-3800-1000-4300-100-000-00000							
	Check #	40345746					Check Date	09/13/23	PO# PO24-00148	Register #	000087
F	2023/24	08/22/23	R24-00116	6387-4300-100 TRACTOR SUPPLY - TOOLS AND SUPPLIES	AUG AG TOOLS	09/11/23	Paid	Printed	722.93		722.93
			2024 (000919)	01-6387-0-3800-1000-4300-100-000-00000							
	Check #	40345746					Check Date	09/13/23	PO# PO24-00202	Register #	000087
F	2023/24	08/22/23	R24-00075	4300-800 B CRUZ SUPPLIES	B CRUZ SUPPLIES	09/11/23	Paid	Printed	348.08		348.08
			2024 (000257)	01-0000-0-1110-1000-4300-800-000-00000							
	Check #	40345746					Check Date	09/13/23	PO# PO24-00176	Register #	000087
F	2023/24	08/22/23	R24-00049	4300-800 B GODINEZ WALLPAPER	BGODINEZ W PAPER	09/11/23	Paid	Printed	26.90		26.90
			2024 (000257)	01-0000-0-1110-1000-4300-800-000-00000							
	Check #	40345746					Check Date	09/13/23	PO# PO24-00161	Register #	000087
	2023/24	08/22/23	REQ24-00101	11-6391-4300-024 CAKE DECO OPEN	CAKE DECO	09/11/23	Paid	Printed	1,060.87		1,060.87
			2024 (002422)	11-6391-0-4110-1000-4300-000-024-00000							
	Check #	40345746					Check Date	09/13/23	PO# PO24-00192	Register #	000087
	2023/24	08/22/23	R24-00063	2600-4300-100-703 summerr camp - cross country	CAMP CROSS CONTRY	09/11/23	Paid	Printed	194.44		194.44
			2024 (003185)	01-2600-0-1110-1000-4300-100-703-00000							
	Check #	40345746					Check Date	09/13/23	PO# PO24-00154	Register #	000087
	2023/24	08/22/23	R24-00094	3200-2700-4300 TEA, NOTEBOOKS, SALT	ELLA B	09/11/23	Paid	Printed	79.29		79.29
			2024 (002642)	01-0000-0-3200-2700-4300-300-000-00000							
	Check #	40345746					Check Date	09/13/23	PO# PO24-00204	Register #	000087
F	2023/24	08/22/23	R24-00091	3200-4300-300 COSTCO ITEMS	ELLA B MJ	09/11/23	Paid	Printed	102.46		102.46

Selection Sorted by Approval BatchId, Filtered by (Org = 12, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Check/Advice Date = 8/11/2023, Ending Check/Advice Date = 9/14/2023, Page Break by Check/Advice? = N, Zero? = N)

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Payment Register by Approval BatchId

Approval Batch 001246 (continued)							Bank Account COUNTY - County Bank Account				
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor U.S. BANK CORPORATE PAYMENT SYSTEM (001382/1) (continued)							(continued)				
F	2023/24	08/22/23	R24-00091	3200-4300-300 COSTCO ITEMS	ELLA B MJ (continued)	09/11/23	Paid	Printed	(continued)		
			2024 (002642)	01- 0000- 0- 3200- 2700- 4300- 300- 000- 00000							
	Check #	40345746				Check Date	09/13/23	PO#	PO24-00229	Register #	000087
F	2023/24	08/22/23	R24-00038	4300-800 G QUIROZ CHALK MARKERS	GQ CHALK	09/11/23	Paid	Printed	39.11	39.11	
			2024 (000257)	01- 0000- 0- 1110- 1000- 4300- 800- 000- 00000							
	Check #	40345746				Check Date	09/13/23	PO#	PO24-00155	Register #	000087
F	2023/24	08/22/23	R24-00044	4300-800 J DUENAS GLUE STICKS- Amazon	JD GLUE STX	09/11/23	Paid	Printed	33.86	33.86	
			2024 (000257)	01- 0000- 0- 1110- 1000- 4300- 800- 000- 00000							
	Check #	40345746				Check Date	09/13/23	PO#	PO24-00156	Register #	000087
F	2023/24	08/22/23	R24-00099	6387-4300-100 BALLOON ARCH SUPPLIES	JL BALLOON ARCH	09/11/23	Paid	Printed	192.85	192.85	
			2024 (000919)	01- 6387- 0- 3800- 1000- 4300- 100- 000- 00000							
	Check #	40345746				Check Date	09/13/23	PO#	PO24-00209	Register #	000087
F	2023/24	08/22/23	R24-00107	4300-800 M ALMARAZ Class supplies	M ALMARAZ	09/11/23	Paid	Printed	222.25	222.25	
			2024 (000257)	01- 0000- 0- 1110- 1000- 4300- 800- 000- 00000							
	Check #	40345746				Check Date	09/13/23	PO#	PO24-00216	Register #	000087
	2023/24	08/22/23	R24-00111	0001-4300-800 ME ALVAREZ APTT supplies - Amazon	ME ALVAREZ	09/11/23	Paid	Printed	23.24	23.24	
			2024 (000403)	01- 0001- 0- 1110- 1000- 4300- 800- 000- 00000							
	Check #	40345746				Check Date	09/13/23	PO#	PO24-00218	Register #	000087
	2023/24	08/22/23	R24-00086	11-6391-4300-019 FINE ARTS CLASS SUPPLIES	MM ART SEMISTER 1	09/11/23	Paid	Printed	684.00	684.00	
			2024 (002763)	11- 6391- 0- 4110- 1000- 4300- 000- 019- 00000							
	Check #	40345746				Check Date	09/13/23	PO#	PO24-00185	Register #	000087
	2023/24	08/22/23	R24-00064	11-6391-4300-019 ADULT ED ART CLASS SUPPLIES	MM ART SUPPLY	09/11/23	Paid	Printed	21.43	21.43	

Selection Sorted by Approval BatchId, Filtered by (Org = 12, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Check/Advice Date = 8/11/2023, Ending Check/Advice Date = 9/14/2023, Page Break by Check/Advice? = N, Zero? = N)

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Approval Batch 001246 (continued)						Bank Account COUNTY - County Bank Account					
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor		U.S. BANK CORPORATE PAYMENT SYSTEM (001382/1)			(continued)						(continued)
2023/24	08/22/23	R24-00064	11-6391-4300-019 ADULT ED ART CLASS SUPPLIES	MM ART SUPPLY (continued)	09/11/23	Paid	Printed	(continued)			
Check #	40345746	2024 (002763)	11-6391-0-4110-1000-4300-000-019-00000			Check Date	09/13/23	PO#	PO24-00134	Register #	000087
F	2023/24	08/22/23	R24-00079	6387-430-100 LARGE NEST BOX AND PULP EGG CARTONS	NEST BOX	09/11/23	Paid	Printed	530.38		530.38
Check #	40345746	2024 (000919)	01-6387-0-3800-1000-4300-100-000-00000			Check Date	09/13/23	PO#	PO24-00178	Register #	000087
2023/24	08/22/23	R24-00010	4203-5200-800 QTEL CONF HOTEL	QTEL HOTEL	09/11/23	Paid	Printed	1,400.00		1,400.00	
Check #	40345746	2024 (000875)	01-4203-0-1110-1000-5200-800-000-00000			Check Date	09/13/23	PO#	PO24-00065	Register #	000087
2023/24	08/22/23	R24-00087	7435-4300-800 SPANISH INTERVENTION	SPANISH INTERV	09/11/23	Paid	Printed	3,177.97		3,177.97	
Check #	40345746	2024 (003226)	01-7435-0-1110-1000-4300-800-000-00000			Check Date	09/13/23	PO#	PO24-00187	Register #	000087
F	2023/24	08/22/23	R24-00098	6387-4300-100 IRIS 5.9 PLASTIC STORAGE CONTAINER	STORAGE AG	09/11/23	Paid	Printed	31.09		31.09
Check #	40345746	2024 (000919)	01-6387-0-3800-1000-4300-100-000-00000			Check Date	09/13/23	PO#	PO24-00208	Register #	000087
F	2023/24	08/23/22	R24-00076	4300-800 TK-K meet and greet	T-K DAY	09/11/23	Paid	Printed	124.64		124.64
Check #	40345746	2024 (000257)	01-0000-0-1110-1000-4300-800-000-00000			Check Date	09/13/23	PO#	PO24-00162	Register #	000087
Total Invoice Amount								17,831.08			

EXPENSES BY FUND - Bank Account COUNTY			
Fund	Expense	Cash Balance	Difference
01	522,986.49	1,552,667.91-	2,075,654.40-

EXPENSES BY FUND - Bank Account COUNTY			
Fund	Expense	Cash Balance	Difference
11	8,865.74	56,436.66-	65,302.40-
13	29,816.54	19,736.95	10,079.59-
14	87,960.00	111,105.17-	199,065.17-
Total	649,628.77		

(continued)

Number of Payments	295	
Number of Checks	136	\$546,008.14
Number of ACH Advice	0	
Number of vCard Advice	0	
Total Check/Advice Amount	\$649,591.86	
Total Unpaid Sales Tax	\$36.91	
Total Expense Amount	\$649,628.77	
<hr/>		
CHECK/ADVICE AMOUNT DISTRIBUTION COUNTS		
\$0 - \$99	18	
\$100 - \$499	33	
\$500 - \$999	20	
\$1,000 - \$4,999	45	
\$5,000 - \$9,999	6	
\$10,000 - \$14,999	6	
\$15,000 - \$99,999	9	
\$100,000 - \$199,999	1	
\$200,000 - \$499,999		
\$500,000 - \$999,999		
\$1,000,000 -		
<hr/>		
***** ITEMS OF INTEREST *****		
* Number of payments to a different vendor		
! Number of Prepaid payments		
@ Number of Liability payments	13	
& Number of Employee Also Vendors		
? denotes check name different than payment name		
F denotes Final Payment		

Report Totals - Payment Count **295** Check Count **136** ACH Count **0** vCard Count **0** Total Check/Advice Amount **649,591.86**
\$649,591.86

Selection Sorted by Approval BatchId, Filtered by (Org = 12, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Check/Advice Date = 8/11/2023, Ending Check/Advice Date = 9/14/2023, Page Break by Check/Advice? = N, Zero? = N)

ESCAPE ONLINE

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HAMILTON UNIFIED SCHOOL DISTRICT

Agenda Item Number:	Date:
Agenda Item Description: Hamilton City FFA Program of Activities, Constitution, and Bylaws.	
Background: The Hamilton City FFA Program of Activities, Constitution, and Bylaws have been approved by the 2023-2024 FFA Officer Team, as well as the general membership of Hamilton City FFA at the August FFA Meeting. FFA activities and trips are listed in the Program of Activities. Overnight trips are noted.	
Status: Overnight Trips	
Fiscal Impact: FFA trips are funded through Ag Incentive, CTEIG, FFA, and Friends of HC FFA.	
Educational Impact: FFA is Intra-Curricular. All students are encouraged to participate.	
Recommendation: Approve on Consent Agenda	



AGRICULTURE

Program of Activities

Hamilton City FFA
P.O. Box 488
Hamilton City, CA 95951
(530) 826-0603

Revised July 2023



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Officer Team

President
Bryant Odom

Vice President
Claire Boles

Secretary
Nayeli Oseguera

Treasurer
Caden Titus

Reporter
Jackson Alves

Sentinel
Jackson Edson

Historian
Julia Simson



Introduction

The Future Farmers of America is a National Organization for students studying Vocational Agriculture in public secondary schools under the provision of the National Vocational Education Acts.

As an integral part of the program of vocational education in agriculture in the public schools system of America the FFA has become well known in recent years. No national student organization enjoys greater freedom of self-government under adult council and guidance than the Future Farmers of America. Organized in November 1928, it has served to motivate and vitalize the effective instruction offered to the students of vocational agriculture and to provide further training in farmer citizenship and agricultural business.

The FFA is intra-curricular, having its origin and roots in a definite part of the school curriculum of vocational agriculture. It is designed to provide students an active part in public meetings, to speak effectively in public, to buy and sell cooperatively, to devise solutions for their own problems, to finance themselves, and to assume civic responsibilities. The foundation upon which the Future Farmers of America organization is molded includes leadership, service, thrift, scholarship, improved agriculture, organized recreation, citizenship, and patriotism.

The Future Farmers of America is a non-profit, non-political farm youth organization of voluntary membership, designed to take its place along with other agents striving for the development of leadership, the advancement of agriculture technology, and the improvement of country life.

National headquarters for the Future Farmers of America is located in the Agricultural Education Branch Office of Health, Education and Welfare, Washington D.C. National conventions are held annually in Indianapolis, Indiana and the State Convention is on a rotating schedule of location.



Advisors Message

The advisors of the Hamilton City FFA Chapter would like to welcome every new and returning member to the Hamilton City FFA. Once again we are certain that the Hamilton City FFA is going to continue its success.

This year, the officers have set a goal for the new and returning FFA members to increase participation and involvement in the FFA. As advisors, we agree with the officers that it is important to have FFA members actively involved in all aspects of our program. This program of work will serve as a guide outlining the activities you can be part of. It would be impossible for the chapter officers to carry out the activities outlined in this program without the cooperation from each and every member in this chapter. The duty of the advisors is only to point the way, while the officers and committees actually lead the membership. You, the chapter members, will decide how active or successful the chapter will be this year by your participation. We would like this year to be the best year you ever have in school. The FFA program is the greatest youth organization in the world and the largest as well.

The chapter advisors look forward to working with our chapter members to keep Hamilton City FFA an exciting high school experience. We are relying on you to make this year a success!

Sincerely,

Mr. Martin

Ms. Lohse

Ms. Hautala



President's Message

Hello everyone, my name is Bryant Odom and I am in my senior year at Hamilton High School. This year is my fourth year in the FFA and my third year serving as a chapter officer. Through these four years in the FFA, I have been able to grow as a leader and as an individual. I've taken part in Cooperative Marketing, Impromptu and other section contests which have instilled me with new attributes for the future. I have also taken market swine, the past three years, to the Glenn County Fair and attended many leadership conferences across the state and nation. Some of these leadership opportunities include attending MFE, ALA, State Conference, and National Convention. These experiences that the FFA has provided allowed me to become more knowledgeable of the FFA, a better leader, and a well-rounded member of the community. It must be known that these events and experiences are provided for any person willing to seize an opportunity to develop. These experiences and skills will stick with you for your whole life and shape who you are in and outside of the blue jacket. I wish you the best of luck in all your future FFA endeavors.

Sincerely,

Bryant Odom
Hamilton City FFA President



Officer Elections and Duties

Election Process

The officer election process starts with an application posted by the current officer team with a set due date discussed and posted at the March FFA Meeting. Candidates prepare a two minute or less speech to give at the April chapter meeting. Members present at the April meeting then vote for the top seven candidates who they feel will best represent the chapter. The advisors count the votes and post the top seven candidates, with the most votes, the following school day. The seven slated candidates are interviewed by the retiring officers and advisors. After these interviews the new officers are placed in the officer position that will benefit the chapter. Placements are final and new officers are installed at the May banquet.

President

1. Preside over meetings.
2. Appoint committees and oversee them.
3. Represent the chapter at official functions and public relations functions.

Vice President

1. Preside over meetings in the absence of our President.
2. Maintain a current calendar of FFA events in all classrooms.

Secretary

1. Prepare and present minutes for each chapter meeting. Provide all officers with a copy for their binder.
2. Be responsible for all chapter correspondence, especially thank you letters that need to be sent.
3. Keep updated minutes and agendas in the google drive folder, in order to pass along to next year's team.

Treasurer

1. Prepare a monthly Treasurer's report at all officer and chapter meetings.
2. Present at board meetings when necessary.

Reporter

1. Prepare articles for the newspaper at least once per month.
2. Write articles for the Chapter Scoop in New Horizons.
3. Contact news media and radio stations when appropriate.
4. Keep up to date with chapter social media.

Sentinel

1. Welcome guests and visitors.
2. Care for the meeting room and chapter equipment.
3. Assist the President in maintaining order.
4. Keep the meeting room comfortable.
5. Maintain the roll sheet.

Historian

1. Compile a scrapbook and slideshow for the annual banquet. The scrapbook must follow guidelines for eligibility in regional contests.
2. Take pictures at all FFA events
3. Keep up to date with chapter social media.

Advisor

1. Supervise chapter activities.
2. Inform prospective students in leadership development.
3. Prepare students for involvement in competitive events.
4. Inform students about the FFA.

All Officers

1. Attend all FFA meetings and activities.
2. Set-up and clean-up at all meetings. Officers should be the first to arrive and the last to leave.
3. Assist other officers with their duties when needed.
4. Attend all officer meetings and planning sessions.
5. Have fun and represent our chapter with dignity.



Chapter Goals

- Increase involvement of members and encourage other students to join.
- Run smooth, productive, and efficient meetings and stay serious throughout business discussions.
- Officer team is to have better communication and stay organized.
- The officer team is not only to lead in agriculture, but also in the classroom by holding a GPA of 3.0 or higher.
- Maintain social media accounts to inform members and parents about activities, deadlines, and applications.



Why Agriculture and FFA?

Why Agriculture?

Have you ever thought about qualifying for college scholarships? Your participation and success in FFA activities at the local, state, and national level are important. The FFA offers challenging and rewarding activities for college bound students. Yes, you can be in ag and go to college, meeting many requirements along the way, having opportunities that no other school program can offer.

Scholarships

- FFA offers millions of dollars in scholarships to FFA members throughout the nation.
- FFA members have more diverse activities for scholarship applications, beyond athletics and student government.
- FFA members get to earn money through their Supervised Agricultural Experience projects.
- Local FFA scholarships are given each year.

Leadership

- You can receive individual training from the local to the national level through conferences and conventions, building leadership skills.
- Individuals compete in speaking contests such as creed, prepared, and extemporaneous public speaking from the local to national level.
- Teams compete in parliamentary procedure, judging teams, and other career development events.
- Individuals can serve as local, section, regional, state, and national FFA officers.

Travel

- Members represent Hamilton City FFA at different activities throughout the state.
- Members of leadership and judging teams compete at many university sponsored field days, including UC Davis, Fresno, Cal Poly, and other junior colleges.
- You can exhibit livestock at many fairs and shows with Hamilton FFA.



Aim and Purpose

The primary aim of the National FFA Organization is development of agricultural leadership, cooperation, and citizenship. The specific purposes for which this organization was formed are as follows:

1. To develop competent and aggressive leadership.
2. To create and nurture a love of agricultural life.
3. To strengthen the confidence of students of vocational agriculture in themselves and their work.
4. To create more interest in the intelligent choice of agricultural occupations.
5. To encourage members in the development of individual occupational experience programs in agriculture and establishment in agricultural careers.
6. To encourage members to improve their home and its surroundings.
7. To participate in worthy undertakings for the improvement of the industry of agriculture.
8. To develop character, train for useful citizenship, and foster patriotism.
9. To participate in a cooperative effort.
10. To encourage and practice thrift.
11. To encourage improvement in scholarship.
12. To provide and encourage the development of organized recreational activities.



FFA Creed

The FFA Creed

I believe in the future of agriculture, with a faith born not of words but of deeds, achievements won by the present and past generations of agriculturists; in the promise of better days through better ways, even as the better things we now enjoy have come to us from the struggles of former years.

I believe that to live and work on a good farm, or to be engaged in other agricultural pursuits, is pleasant as well as challenging; for I know the joys and discomforts of agricultural life and hold an inborn fondness for those associations which, even in hours of discouragement, I cannot deny.

I believe in leadership from ourselves and respect from others. I believe in my own ability to work efficiently and think clearly, with such knowledge and skill as I can secure, and in the ability of progressive agriculturists to serve our own and the public interest in producing and marketing the product of our toil.

I believe in less dependence on begging and more power in bargaining; in the life abundant and enough honest wealth to help make it so, for others as well as myself; in less need for charity and more of it when needed; in being happy myself and playing square with those whose happiness depends upon me.

I believe that American agriculture can and will hold true to the best traditions of our national life and that I can exert an influence in my home and community which will stand solid for my part in that inspiring task.

The creed was written by E.M. Tiffany, and adopted at the 3rd National Convention of the FFA. It was revised at the 38th Convention and the 63rd Convention.



Colors, Motto, and Emblem

Colors

As the blue field of our nation's flag and the golden field of ripened corn unify our country, the FFA colors of National Blue and Corn Gold give unity to the organization. All FFA functions and paraphernalia should proudly display the colors.

Motto

LEARNING TO DO,

DOING TO LEARN,

EARNING TO LIVE,

LIVING TO SERVE.



FFA Emblem

The national FFA emblem, consisting of five symbols, is representative of the history and goals of agriculture. As a whole, the emblem covers the broad spectrum of FFA and agriculture. Each element within the emblem has unique significance.

The cross section of the ear of corn provides the foundation of the emblem, just as corn has historically served as the foundation crop of American agriculture. It is also a symbol of unity, as corn is grown in every state of the nation.

The rising sun signifies progress and holds a promise that tomorrow will bring a new day glowing with opportunity.

The plow signifies labor and tillage of the soil, the backbone of agriculture, and the historic foundation of our country's strength.

The eagle is a national symbol which serves as a reminder of our freedom and ability to explore new horizons for the future of agriculture.

The words "Agriculture Education" and "FFA" are emblazoned in the center to signify the combination of learning and leadership necessary for progressive agriculture.



Official Dress

The uniform worn by FFA members at local, section, region, state, and national functions is called official dress. It provides identity and gives a distinctive and recognizable image to the organization.

Female members are to wear a knee length black skirt, white collared button up blouse with official FFA scarf, black closed toed shoes, natural colored panty hose, and official jacket zipped to the top. Black slacks may be worn for traveling and outdoor activities such as judging contests. During livestock shows, white pants, a belt, and appropriate footwear are required.

Official dress for the male members is black slacks, white collared button up shirt, official FFA tie, black shoes, black socks, black belt, and official jacket zipped to the top. During livestock shows, white pants and appropriate footwear are required.

Proper use of the Jacket

1. It should be kept clean and neat at all times
2. The jacket should only have a large emblem on the back and a small emblem on the front;
 - a. the name of the State Association and the name of the individual and one office or honor on the front.
3. For the most attractive appearance, the collar should be turned down and the cuffs in place and buttoned.
4. The jacket should be worn at all official functions of the FFA.
5. School letters and insignia should not be attached to or worn on the jacket.
6. When the jacket becomes too faded and worn to wear in public, it should be discarded or the emblems and lettering should be removed.
7. The emblems and lettering should be removed if the jacket is given to a non-member.
8. A member must always act like a lady or gentleman when wearing the FFA jacket.
9. Members should refrain from smoking or drinking while wearing the FFA jacket.
10. All chapter degrees, officer pins, and other award medals should be worn beneath the name on the jacket, with the exception of the State Farmer Degree pin or American Farmer Key which should be worn above the name or attached to a standard key chain. No more than three medals should be worn on the jacket at any one time. They are the Highest Degree, Highest Office, and Highest Award/Honor.



Due Oct. 21st

Name _____ Species _____

Rules to Raise and Exhibit a Fair Animal

These rules pertain to Hamilton High School Agriculture Department exhibitors. These rules may be more stringent than local fair or state rules. The eligibility of a project shall be determined by the exhibitor's FFA advisor (State Rule). Other rules are found in the Glenn County Fair premium book and California Fairs and Exposition.

Initial:

- _____ I will maintain a 2.0 GPA to exhibit an animal at the fair.
- _____ I will write two buyers letters inviting at least 2 different buyers to the fair by the deadline.
- _____ I will keep my record book up to date and it will be current before I attend the fair. If my record book is not finished I will not receive my check from fair.
- _____ I will be enrolled in an agriculture course at HHS.
- _____ I will attend all mandatory Fair Ethics Meetings, including the one set by the Fair.
- _____ I will not miss more than 1 Hamilton City FFA Chapter Meetings.
- _____ I understand that if I keep my animal at the school farm I am ultimately responsible for my pen, its cleanliness and maintenance, even if I have pen mates. It is up to me to coordinate our schedules and work together in a positive attitude. Animals living on the school farm must be purchased with the school group.
- _____ I will respect my peers who share the barn with me even if we have a difference of opinion and handle all situations in a positive, professional manner.
- _____ I will follow the ethical practices that I have been taught in class. I understand that only products, which are specifically made for animals, will be used on or in my animal.
- _____ I will complete the YQCA training by March 15th.
- _____ I will prepare my own pen with proper feeder, water and fencing, etc. or I will keep my animal at the school farm. If I keep it at the school farm, I will apply to keep it there, sign the rules sheet, fill out my farm agreement and return all the proper paperwork to Ms. Lohse, Ms. Hautala, or Mr. Martin.
- _____ I will own my hog/lamb at least 60 days or rabbit/poultry at least 30 days or steer at least 120 days.
- _____ If I choose to exhibit additional species at the Glenn County Fair the athletic director, ag teachers, and principal will have a meeting with the exhibitor before purchasing livestock.
- _____ I will fill out and turn in my fair entry form by the assigned day to Ms. Lohse, Ms. Hautala, or Mr. Martin.
- _____ I will wear the official FFA Show uniform at the fair.
- _____ If my animal does not sell at the Glenn County Fair I will remove it from the fair by Friday at 7 AM and I will take responsibility for the animal. It is my responsibility to find my own buyer for the animal. If the animal is kept at the school farm, I will remove it by May 31st and I will feed and care for it until it is removed from the farm.

- _____ I agree that if my animal does not sell at the fair and I return the animal to the farm, if I do not take care of the animal properly and on a daily basis, I will give up my ownership and it can be removed and sold at any time and any amount of money owed to the school will be deducted from the total and any remaining money will go to the Hamilton City FFA general fund.
- _____ I will write a thank you letter to each person who buys my animal, sponsors an award I receive, or gives me a price support. I will deliver the thank you letters to the FFA advisors.
- _____ I will clean my pen at the school farm, and all equipment must be put away before checks are distributed.
- _____ I will pay all my bills by May 31st to HHS office and bring my receipt to Ms. Lohse or Mr. Martin and if I fail to do this I understand that I forfeit my rights to take an animal the following year.
- _____ While at the fair I will not smoke/chew tobacco or consume alcohol.
- _____ I am responsible for my own animal the entire fair including fitting and showing.
- _____ All animals exhibited in a market class and qualifying for sale must be sold through the Junior Livestock Auction. (With the exception of dual market animals.)
- _____ I will dress appropriately at the fair and follow all school dress codes.
- _____ I will refrain from using vulgar or inappropriate language while at the fair.
- _____ I will arrive at the fair daily at 7AM and 4 PM to care and feed for my animal.
- _____ I will check in with my advisor when I arrive and before I leave daily.
- _____ I agree to maintain the HC FFA displays by:
- Cleaning & sweeping aisles
 - Pick up manure
 - Keep bedding clean and neat
 - Ensure animals do not get loose
 - Put all tools, equip.& tack away in proper place
 - Feed and water animals
 - If I fail in my duties as feeding or other assigned duties, I recognize that it may result in a fine of \$15
 - All displays are organized by the chapter and approved by the advisors.
- _____ I will attend all announced special livestock species meetings to be eligible to show.
- _____ I will not stay overnight at the fair unless I have written permission from an ag instructor and Mr. Oseguera. I will be under the supervision of my parent/legal guardian.
- _____ I understand that if I fail to abide by these rules my parents will be contacted immediately and I will suffer some or all of the following consequences:
- Removal of my animal from auction
 - Removal of myself from fair
 - Disqualification from HC FFA in future years
 - Referral from HHS administration
 - Appropriate school discipline policy consequences
- _____ I agree to exhibit good sportsmanship throughout the entire fair & work with other 4-H & FFA members.

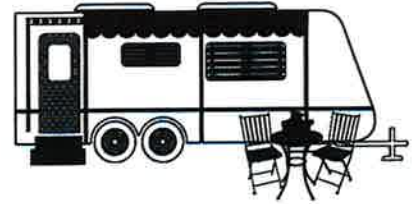
I have read and agree to **ALL** of the following statements. I understand that failure to complete this form will result in an inability to exhibit livestock at any fair under Hamilton City FFA.

Student Signature

Date

Parent Signature

Date



Fair Overnight Camping

Student Name: _____

As an exhibitor of Hamilton City FFA, I plan to camp overnight at the Glenn County Fairgrounds. My parents will be responsible for me from 8:00 PM until 6:00 AM. If caught consuming alcohol or breaking fair or school rules, the advisor has authority to remove the animal from the show and sale.

Signatures:

Student

Parent

Administrator

Ag Teacher



School Farm Agreement

Due Oct. 20th

I _____, agree to pay a \$25.00 fee for each head of hog/sheep/goat/steer/poultry pen (please circle animal type) to be kept at Hamilton High School Farm. This agreement is valid for January 1 through May 31.

I also agree to feed and water my project at least twice a day, and keep the pen clean each day. This also includes weekends and holidays. For pigs manure must be scooped morning (by 8:00am) and night. I agree to respect and care for all facilities and equipment on the school farm. I will not harm, damage, or hurt any equipment or other animals on the school farm. I agree to treat my animal properly, following all ethical guidelines set by the Advisors and the Glenn County Fair Board.

I understand that even though I may share a pen with other students, I am responsible for my own project. I also know that the welfare of an animal always comes first. School farm animals need to be fed by 8:00 AM to prevent tardies.

I understand that any violation of the above agreement or any apparent mistreatment of the animal will constitute a warning being issued. **There will be a \$15.00 fine per warning!** With any three warnings on the same project, the student will be indefinitely banned from the barn the following year. With any three documented warnings on the same project, the advisors have the right to remove the animal from the school farm and you will not have an animal in that barn the following year. If not removed from the school farm within 3 days, the FFA advisors have the right to remove the animal from the farm and sell it at the auction of choice without any further notice. If this occurs, any fees owed will be subtracted and the student will be given any remaining money.

It is also understood that under this agreement _____ shall save and hold free and harmless to the school district, it's Board, the individual members thereof, and all district employees or agents from any loss, damage, liability cost, or expense that may arise during the term of this agreement.

Do you plan on using a FFA project loan? Yes/No

FFA Advisor Date Student Date

Parent or Legal Guardian Date

() _____
Parent Cell Phone

() _____
Student Cell Phone

THIS AGREEMENT IS VALID FROM JANUARY 1ST THROUGH MAY 31ST.



Reglas para criar y exhibir un animal en la feria

Estas normas se refieren a los expositores Hamilton High School del Departamento de Agricultura. Estas reglas pueden ser más estrictas que las normas justas o estatales locales. La elegibilidad de un proyecto se determinará por el asesor de FFA del expositor (Regla Estado). Otras normas se encuentran en el libro premium Glenn County Fair y Ferias de California y Exposición.

Poner su inicial

- ___ Mantendré un promedio de 2.0 para exhibir un animal en la feria
- ___ Escribiré dos cartas invitando a por lo menos 2 compradores diferentes a la feria. (en un sobre con domicilio y estampilla sin sellar a la maestra Lohse para la fecha de entrega)
- ___ Mantendré un record book o libro de registro actual y estará actualizado antes de asistir a la feria.
- ___ Estará actualizado antes de recibir pago por mi animal.
- ___ Estaré inscrito en una clase de agricultura en la escuela Hamilton High.
- ___ Asistiré a todas las juntas tocante a la ética, incluyendo la que se realiza por la feria.
- ___ No fallare mas que una de las juntas de FFA de Hamilton.
- ___ Comprendo que si mantengo mi animal en la granja escolar yo soy responsable por mantener limpio su corral, aun si comparto con otros compañeros. Es mi responsabilidad coordinar los horarios y trabajar juntos con una actitud positiva.
- ___ Seré respetuoso con mis compañeros de corral aun cuando tengamos diferentes opiniones y manejaré toda situación de una manera positiva y profesional.
- ___ Respetaré las prácticas éticas que me han enseñado en clase. Comprendo que solamente aquellos productos que estén específicamente hechos para animales se utilizarán para mi animal.
- ___ Prepararé mi propio corral con un comedero, agua y cercado adecuado o mantendré mi animal en la granja escolar. Si lo mantengo en la granja escolar, solicitaré que me den permiso para hacerlo, firmaré los reglamentos, llenare el acuerdo y entregaré todo los documentos apropiados a la maestra Lohse, Hataula, o Martin.
- ___ Seré dueño de mi puerco/cordero por lo menos 60 días o conejo/ave de corral por lo menos 30 días o novillo por lo menos 120 días.
- ___ Si decido exhibir una especie adicional en la feria del condado de Glenn, debo de notificar a mis entrenadores, maestros de agricultura, y el director de la escuela antes de comprar el ganado.
- ___ Completaré y entregaré el formulario para la feria el día asignado por la maestra Lohse, maestra Hataula o el maestro Martin.
- ___ Llevaré puesto el uniforme oficial de FFA a la feria.
- ___ Si mi animal no se vende en la feria, lo removeré de la feria para el viernes a las 9 a.m. y tomaré responsabilidad del animal. Es mi responsabilidad encontrar un comprador para el animal. Si el animal se mantiene en la granja escolar, lo removeré para el 31 de mayo y lo alimentaré y cuidaré hasta que sea removido.
- ___ Estoy de acuerdo que si mi animal no se vende en la feria y lo regreso a la granja, si no cuido de mi animal apropiadamente y diariamente, renunciare mi derecho al animal y podrá ser removido y vendido en cualquier momento y cualquier cantidad de dinero que se debe a la escuela será deducida del total y el dinero restante se depositará a fondo general de FFA de Hamilton.
- ___ Todos los miembros de HC FFA llevando un animal a la venta tienen que vender en la subasta Junior Livestock.
- ___ Escribiré una carta de agradecimiento a cada persona que compre mi animal, patrocine un

premio, o brinde mantenimiento de precio. Entregaré las cartas de agradecimiento a la maestra Lohse en un sobre predirigido con estampilla para la fecha determinada por la maestra Lohse para que ella pueda enviarlos.

____ Limpiare mi corral en la granja escolar antes de recibir mi cheque después de la feria.

____ Pagaré mis deudas para el 31 de mayo a la oficina escolar y le llevaré los recibos a la maestra Lohse, maestra Hataula, o el maestro Martin. Si no cumplo con esto, comprendo que pierdo mi

derecho a presentar un animal en la feria el siguiente año.

____ Mientras en la feria no fumaré/mascaré tabaco o consumiré alcohol.

____ Soy responsable por mi animal durante la estancia en la feria incluyendo todo lo involucrado con la presentación.

____ Me vestiré apropiadamente para la feria y cumpliré con el código escolar de vestimenta.

____ Me abstendré de usar lenguaje vulgar o inapropiado mientras en la feria.

____ Estaré en la feria todos los días a las 7 a.m. y a las 4 p.m. cuidar y alimentar a mi animal.

Informaré a mi asesor cuando llegue y antes de partir todos los días.

____ Estoy de acuerdo en ocuparme del mantenimiento de los puestos escolares de FFA al:

- Limpiar y barrer los pasillos
- Recoger estiércol
- Mantener la cama del animal limpia y recogida
- Asegurar que no se salgan los animales
- Mantener la herramienta, equipo en su lugar
- Alimentar y darles agua a los animales
- Si no cumplo con mis deberes de alimentación u otros deberes asignados, reconozco que puede resultar en una multa de \$10
- Todas las pantallas son organizadas por el capítulo y aprobadas por los asesores.

____ Asistiré a todas las juntas necesarias para ser elegible de presentar mi animal

____ No me quedará la noche en la feria a menos que tenga permiso escrito de mi maestro/a de agricultura y el director de la escuela. Estaré bajo supervisión de mis padres o tutores.

____ Comprendo que si no cumplo con estas reglas, mis padres serán contactados inmediatamente y enfrentaré algunas de las siguientes consecuencias:

- Eliminación de mi animal de la subasta
- Tendré que retirarme de la feria
- Descalificación del club FFA de Hamilton para el futuro
- Nota de mal conducta a la administración de la escuela Hamilton High
- Consecuencias disciplinarias escolares apropiadas

____ Estoy de acuerdo en exhibir buena conducta a través de la duración de la feria y trabajar en cooperación con otros miembros de 4-H y FFA. He leído y estoy de acuerdo con TODAS las declaraciones. Comprendo que si no completo esta hoja no podré exhibir ganado en la feria bajo el club FFA de Hamilton City.

Firma del alumno

Fecha

Firma del padre/tutor

Fecha



Acuerdo del uso de la granja

Yo _____, acuerdo en pagar una cuota de \$25.00 por cada animal de crianza que se guarde en la granja de la escuela Hamilton High. Este acuerdo es por un máximo de 120 días. Los animales localizados en la granja de la escuela tienen que ser comprados de la escuela.

También estoy de acuerdo en alimentar y darle de beber a mi animal dos veces por día y mantener su corral limpio todos los días. Esto incluye los fines de semana y días festivos. Para cerdos el estiércol debe ser limpiado en la mañana y por la noche. Estoy de acuerdo en respetar y cuidar de todas las instalaciones y equipo en la granja escolar. No causaré ningún tipo de daño al equipo u otros animales en la granja escolar. Estoy de acuerdo en tratar a mi animal adecuadamente siguiendo las normas éticas impuestas por mis asesores y el Consejo de la Feria del Condado de Glenn. Los animales de granja escolares tienen que ser alimentados a las 8:00 de la mañana para prevenir llegar tarde a clase..

Comprendo que aunque yo comparta el corral con otros alumnos, yo soy responsable por mi propio animal. También entiendo que el bienestar del animal es lo principal. Comprendo que cualquier violación del acuerdo o cualquier maltrato aparente del animal implica el otorgamiento de una advertencia. ¡La multa por cada advertencia es \$15.00! Después de tres advertencias tocante al mismo proyecto, yo Andy Martin y/o Janice Lohse, asesores, tenemos el derecho de remover el animal de la granja y venderlo, si hay dinero restante se le entregará al estudiante. Para el próximo año el estudiante no podrá tener el mismo tipo de animal en la granja, podrá escoger otro si gusta.

También comprendo que bajo este acuerdo _____ debe liberar e indemnizar al distrito escolar, su Consejo y los miembros individuales del mismo y todos los empleados o agentes del distrito de cualquier pérdida, daño, responsabilidad, costo, o gasto que pueda surgir durante el plazo de este acuerdo.

¿Tienes planeado solicitar un préstamo de FFA para tu proyecto? Si / No

FFA Advisor

Fecha

Alumno

Fecha

Padre o Tutor Legal

Fecha

() _____
Teléfono del hogar

() _____
Teléfono del trabajo

Este acuerdo es válido del 1 de enero al 31 de mayo. **¡Fecha de entrega es el 20 de octubre!**

FFA Loan Application Due October 20th

NAME: _____ TELEPHONE: _____

ADDRESS: _____

PARENTS NAME: _____

PARENTS WORK PHONE: _____

TYPE OF ANIMAL: _____

THERE WILL BE A 1% PROCESSING FEE FOR ALL LOANS. ALL LOANS WILL BE DUE AND PAYABLE UPON SALE OF ANIMAL. You will be notified by Nov 15th.

REASON FOR LOAN: _____

WHEN DO YOU EXPECT TO PAY THE LOAN BACK: _____

AMOUNT REQUESTED: _____

STUDENT SIGNATURE: _____ DATE: _____

PARENT SIGNATURE: _____ DATE: _____

ADVISOR SIGNATURE: _____ DATE: _____

LOAN ACCEPTED: _____

LOAN DENIED: _____



Official Dress

The uniform worn by FFA members at livestock shows consists of the following:

- White Jeans
- White Collared Shirt
- Official FFA Jacket
- FFA Tie for Boys and Scarf for Girls
- Belt
- Boots or Tennis Shoes

During FFA conferences FFA members wear black slacks and dress shoes for boys, and girls wear black skirts and shoes. See pictures for example of female attire.

****Students must be responsible to purchase or borrow an FFA jacket from a graduate. There are not enough FFA jackets to borrow the week of the fair.**

To order an FFA jacket, tie, or scarf, please visit www.ffa.org. **Please try on jackets for size at school before you place your order.**

Visit www.ffa.org and click SHOP and then OFFICIAL DRESS. You will need the following information:

Student Name: First and Last
Chapter # CA0103
Advisor: Janice Lohse
Chapter: Hamilton City
State: California

Please do not use nicknames or other additional information such as offices or years on the jacket. Once a jacket is embroidered there are no returns.



Livestock Project Budgets

Market Hog Budget		
Estimated Expenses		
	Cost of Hog	\$500.00
	Feed	400.00
	Shavings	100.00
	Whip	15.00
	Brush	10.00
	Spray Bottle	5.00
	Shampoo and Conditioner	25.00
	Vet/Wormer	10.00
	Fair Entry	25.00
	YQCA	14.00
	Buyer Gift/Pen Signs/Letters	25.00
	Total Estimated Expenses	\$1129.00
Estimated Receipts		
	260 lb hog at \$6.00 per lb	\$1,560.00
Estimated Net Income		
		\$431.00

Market Goat Budget		
Estimated Expenses		
	Cost of Goat	\$350.00
	Feed	250.00
	Shavings	75.00
	Shampoo/Halter/Show Chain	35.00
	Vet/Wormer	10.00
	Fair Entry	25.00
	YQCA	14.00
	Buyer Gift/Pen Signs/Letters	25.00
	Total Estimated Expenses	\$784.00
Estimated Receipts		
	85 lb goat at \$12.00 per lb	\$1,020.00
Estimated Net Income		\$236.00

Market Lamb Budget		
Estimated Expenses		
	Cost of Lamb	\$400.00
	Feed	275.00
	Shavings	75.00
	Shampoo and Halter	25.00
	Vet/Wormer	10.00
	Fair Entry	25.00
	YQCA	14.00
	Buyer Gift/Pen Signs/Letters	25.00
	Total Estimated Expenses	\$849.00
Estimated Receipts		
	130 lb lamb at \$12.00 per lb	\$1,560.00
Estimated Net Income		\$711.00

Market Steer Budget		
Estimated Expenses		
	Cost of Steer	\$2,000.00
	Feed	800.00
	Shavings	200.00
	Halter and Show Halter	50.00
	Vet/Wormer	10.00
	Fair Entry	25.00
	YQCA	14.00
	Buyer Gift/Pen Signs/Letters	25.00
	Total Estimated Expenses	\$3,124.00
Estimated Receipts		
	1300 lb steer at \$2.75 per lb	\$3,575.00
Estimated Net Income		
		\$451.00

Dairy Calf Budget		
Estimated Expenses		
	Cost of Calf	\$300.00
	Milk Replacer and Feed	445.00
	Shavings	100.00
	Halter and Show Halter	50.00
	Vet/Wormer	10.00
	Fair Entry	25.00
	YQCA	14.00
	Buyer Gift/Pen Signs/Letters	25.00
	Total Estimated Expenses	\$969.00
Estimated Receipts		
	Sale of Calf	\$1,100.00
Estimated Net Income		
		\$131.00

Loan Applications Due October 20th

- 3-time payment option for livestock on the school farm.
- If your animal will be living at home, you only need to pay the cost of the animal and your fair entry.
- Payments are based off of last years cost of animals and feed. If livestock, feed, or shavings costs increase, students will owe an additional payment at the end of the project. See budgets of price breakdowns.

Hogs \$450

Lambs \$400

Fair Entry \$25

Farm Fee \$25

Insurance \$20

For other animals, talk with an advisor.

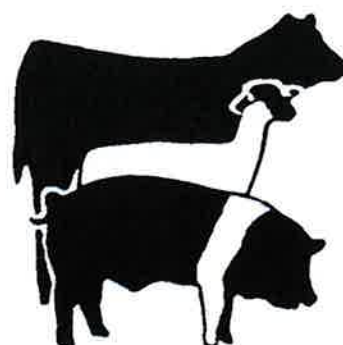
	Hogs	Lambs
October 29th	\$250 Hog Deposit \$25 Farm Fee	\$200 Lamb Deposit \$25 Farm Fee
December 15th	\$250 Hog Balance \$150 Feed \$50 Shavings \$20 Insurance (optional)	\$200 Lamb Balance \$125 Feed \$50 Shavings \$20 Insurance (optional)
February 17th	Feed \$250 Shavings \$50 Fair Entry \$25	\$150 Feed \$25 Shavings \$25 Fair Entry

\$20 Livestock Insurance (Hogs, lambs, goats)

Livestock insured under this program will be covered for mortality losses resulting from disease or accidental injury only. Only includes livestock purchased with the school group. Illness and injury must be reported to the ag teacher within 24 hours. If within 30 days of fair tag-in date the animal will be replaced. If death exceeds fair replacement cut-off date, the purchase price will be refunded. Feed/shavings/fair entry are non-insurable or refundable. Please visit with the advisors or a local insurance agent for additional options.



- **Students must complete YQCA before completing fair entries. Certificates need to be printed. Save a copy for yourself too. Please turn in by March 15th.**
- **Be sure to complete the correct age certification.**
- **Glenn County Fair may provide an option to complete this in person.**





Community Service

The purpose of community service is to develop in FFA members an attitude of service to the community in which we live. The chapter will develop a sense of community service among the entire membership.

This year these are the activities we plan to participate in, as well as others that may be presented to us along the way.

- Participate in MECHA's giving tree.
- We will host a blood drive that will include both the school and community.
- Mandarins will be donated to local food banks or homeless shelters.
- Can food collection during an FFA meeting.
- Farm Bureau volunteers for 4th grade farm day.
- 8th grade Ag Awareness Day.
- Floral arrangements created for local assisted living facility.



Conferences

The California FFA Integrated Leadership Plan is a unique, progressive leadership training which has as its basic concept the development and implementation of a series of leadership development activities that have curriculum integrated into a building-block approach such that each activity builds on the previous one. In doing so, each succeeding activity calls on participants to reach, stretch, and develop achievements as they progress through the program.

There are four activities that comprise the California Integrated Leadership Development Plan with six additional activities that are able to enhance student learning.

Greenhand Conference

Greenhand Conferences are designed to intrigue and excite the freshmen FFA members about the organization. This conference is the “hook-line-and sinker” to get students to buy into the organization throughout their four years in high school. Each conference will be a day-long event hosted at sites throughout the state during the fall.

Made for Excellence

The conference is designed to increase the effectiveness of sophomore FFA members. The motivation, excitement, and education gained from this conference will hold to enhance the self-esteem and personal development of all who attend. Each conference is designed for a twenty-four hour period; hosted at various locations throughout the state during the winter months.

Advanced Leadership Experience

The academy is focused on the junior and senior students with the chapter. This activity will focus on agricultural issues and effective debating. Group interaction will be an important component of these conferences. This conference will be held at various locations during the winter months.

Sacramento Leadership Experience

The Sacramento Leadership Experience culminates four years of personal and leadership development. Students that have completed the first three levels of the Integrated Leadership Development Plan will have the opportunity to learn from experiences at our state capitol. This is held the first week in March.

State FFA Leadership Conference

The State FFA Leadership Conference is a highlight of the year’s activity by FFA members. Delegates from each chapter conduct the business of the state association and elect officers to represent them in the coming year. A major part of conference activity is the recognition of individual and chapter achievement in FFA programs. Attending the State Leadership Conference is an honor. Chapter members should earn the privilege of attending the conference through active participation in chapter activities as well as attending field days. When numerous members want to attend, an application process will be inquired at the discretion of the advisors.

National FFA Convention

The National FFA Convention is similar to the State Leadership Conference in that it is the culmination of a year's activity in the FFA. The National FFA Convention has grown to be the largest annual meeting of students in the nation. National officers preside over business sessions conducted by delegates who represent their respective state associations.

The National FFA Convention offers a variety of activities to interest all members. A career show features exhibits of career opportunities in agriculture and new technologies in the industry. Competitive career development events involve hundreds of members, while other members are involved in the band, chorus, talent show, or as assistants to make the convention run smoothly. The FFA Alumni Association operates leadership development workshops for members who want to sharpen their leadership skills.

FFA members who participate in these conventions get first-hand experience in the science of self-governance. Knowledge and skills are honed in areas such as rationale and logical judgment, critical thinking and analysis, cooperation, the orderly and fair conduct of business, how to organize and run an effective meeting, effective committee work, public speaking and persuasive debate.

For many members attendance at the State or National FFA Convention is the inspiration that leads to further achievement in the FFA.

Additional leadership activities that support the Integrated Leadership Development Plan include:

- Chapter Officer Leadership Conferences
- Sectional Officer Leadership Summits
- Regional Officer Leadership Conference
- Washington Leadership Conference



Degrees

Greenhand FFA Degree

To be eligible to receive the Greenhand FFA Degree from the chapter, the member must meet the following minimum qualifications:

1. Be enrolled in agricultural education and have satisfactory plans for a supervised agricultural experience program.
2. Learn and explain the FFA creed, motto, salute and FFA mission statement.
3. Describe and explain the meaning of the FFA emblem and colors.
4. Demonstrate knowledge of the FFA Code of Ethics and the proper use of the FFA jacket.
5. Demonstrate knowledge of the history of the organization, the chapter constitution and bylaws, and the chapter program of activities.
6. Personally own or have access to the Official FFA Manual and the FFA Student Handbook.
7. Submit a written application for the Greenhand Degree.

Chapter FFA Degree

To be eligible to receive the Chapter FFA Degree from the chapter, the member must meet the following minimum qualifications:

1. Must have received the Greenhand FFA Degree.
2. Must have satisfactorily completed the equivalent of at least 180 hours of systematic school instruction in agricultural education at or above the ninth grade level, have in operation an approved supervised agricultural experience program, and be enrolled in an agricultural education course.
3. Have participated in the planning and conducting of at least three official functions in the chapter program of activities.
4. Have earned and productively invested at least \$150 by the member's own efforts or worked at least 45 hours in addition to scheduled class time, or a combination thereof, and have developed plans for continued growth and improvement in a supervised agricultural experience program.
5. Have effectively led a group discussion for 15 minutes.
6. Have demonstrated five procedures of parliamentary law.
7. Show progress toward individual achievement in the FFA award programs.
8. Have a satisfactory scholastic record.
9. Submit a written application for the Chapter FFA Degree.

State FFA Degree

To be eligible to receive the State FFA Degree from the state association, the member must meet the following minimum qualifications:

1. Have received the Chapter FFA Degree.
2. Have been an active FFA member for at least two years at the time of receiving the State FFA Degree.
3. While in school, have completed the equivalent of at least two years of systematic school instruction in agricultural education at or above the ninth grade level, which includes a supervised agricultural experience program.
4. Have earned and productively invested at least \$1,000 or worked at least 500 hours in excess of scheduled class time, or a combination thereof, in a supervised agricultural experience program.
5. Demonstrated leadership ability by performing 10 procedures of parliamentary law, giving a six minute speech on a topic relating to agriculture or the FFA, and serving as an officer, committee chairperson, or participating member of a chapter committee.
6. Have a satisfactory scholastic record as certified by the local agricultural education instructor and the principal or superintendent.
7. Have participated in the planning and completion of the chapter program of activities.
8. Have participated in at least five different FFA activities above the chapter level.

American FFA Degree

To be eligible to receive the American FFA Degree from the National FFA Organization, the member must meet the following minimum qualifications:

1. Have received the State FFA Degree, have been an active member for the past three years, and have a record of satisfactory participation in the activities on the chapter and state levels.
2. Have satisfactorily completed the equivalent of at least three years of systematic secondary school instruction in an agricultural education program or to have completed at least the equivalent of 360 hours of systematic secondary school instruction in agricultural education and one full year of enrollment in a postsecondary agricultural program or have complete the program of agricultural education offered in the secondary school last attended.
3. Have graduated from high school at least 12 months prior to the National Convention at which the degree is to be granted.
4. Have in operation and have maintained records to substantiate an outstanding supervised agricultural experience.



Proficiency Award Program

The FFA proficiency award program is an outgrowth of the agriculture education philosophy that students learn best by doing – finding ways to relate what students learn in the classroom with practical applications of knowledge outside the classroom. To that end, FFA members are encouraged to develop a Supervised Agricultural Experience Program in their chosen area of interest that will allow them an opportunity to apply what they learn in the classroom to real life situations.

Students develop SAE's in a wide variety of program areas. Students are required to keep detailed records of financial transactions and hours spent working on their project. These detailed accounts provide tangible evidence of student accomplishment and achievement.

The proficiency award program was developed as a means for providing motivation for students to develop additional expertise in their chosen area of endeavor. There are over fifty areas in which students may apply for proficiency awards. Students must submit an application along with their record books. If chosen to advance, students undertake a brief interview from a committee of industry sponsors, community college agriculture instructors, and industry supporters.

Proficiency awards provide students the opportunity to be recognized for excellence – not only for the excellence of their projects, but also for the knowledge and skills they have secured in their chosen field. Many of these students continue to obtain additional training following graduation or seek employment in these areas because of interest sparked by participation in this program.

Areas for which students receive recognition for their Supervised Agricultural Experience are:

Agricultural Communications	Diversified Agricultural Production
Agricultural Education	Diversified Crop Entrepreneurship
Ag Mechanics Design/Fabrication	Diversified Crop Placement
Ag Mechanics Energy Systems	Diversified Horticulture Entrepreneurship
Ag Mechanics Repair/Maintenance	Diversified Horticulture Placement
Placement	Diversified Livestock Entrepreneurship
Agricultural Processing	Diversified Livestock Placement
Agricultural Sales Entrepreneurship	Emerging Agricultural Technology
Agricultural Sales Placement	Environmental Science
Agricultural Services	Equine Science Entrepreneurship
Aquaculture	Fiber/Oil Crop Production
Beef Production Entrepreneurship	Floriculture
Beef Production Placement	Food Science and Technology
Dairy Production Entrepreneurship	Forage Production
Dairy Production Placement	Specialty Animal Production
Forest Management and Products	Specialty Crop Production
Grain Production Entrepreneurship	Grain Production Placement

Home/Community Development
Landscape Management
Nursery Operations
Outdoor Recreation
Pomology Entrepreneurship
Pomology Placement
Poultry Production
Small Animal Care Entrepreneurship
Small Animal Care Placement

Swine Production Entrepreneurship
Swine Production Placement
Turf Grass Entrepreneurship
Turf Grass Placement
Vegetable Entrepreneurship
Vegetable Placement
Viticulture Entrepreneurship
Viticulture Placement
Wildlife Management Entrepreneurship



Past State Degree Recipients

1934-1935

Roy McMartin

1936-1937

Norman Holecek

1950-1951

Keith Ingraham

1951-1952

Richard Hull
Richard Siemens

1952-1953

Gerald Corriea

1953-1954

Jack Martin

1954-1955

Milton Pace

1956-1957

Stephen Stephenson

1957-1958

Dick Neel
John Roller
Arthur St. Louis

1958-1959

Robert DeMille
Francis J. Luis
Kenneth Smith

1959-1960

Allen Johnson

1960-1961

Douglas Boone

1961-1962

John Senestraro

1962-1963

Michael Alberico
Park Henning

1964-1965

Ned Mason

1969-1970

Don Parks

1970-1971

Kenneth Lohse*
Herbert Weems
Robert Weems

1971-1972

Mike Brewer
Richard Corriea
Tom Fiack*

1986-1987

Russell DeMille
Danny Ramos
Ken Sullivan

1988-1989

Jacob Chavez
Tom Millar, Jr.*

1989-1990

Stacy Fritter
Jennifer Ostrander

1991-1992

Pete Torres, Jr.
Bekky Odom
Kate Seale

1993-1994

Jason Darling

Kevin Kunkel
Hilary Nielsen
Matt Reynier
Jennifer Smith
Alicia Wilson

1994-1995

Jaimee Fiack
Kelly Katen
Anne Seale
Brian Woolery*

1995-1996

Wes Schager**

1997-1998

Christen Archer
Nicolas Baker
Kasey Eddy
Jennifer Gilchrist
Amber Lewis
Janice Lohse
Matt Schager
Emmett Wemp

1998-1999

Melissa Ramos
Brandy Jobe

1999-2000

Mason Douglass
Luke Garland
Nick Henning
Scott Woolery

2000-2001

Laine Bass
Tamara Borjas
Melissa Deitz
Kelly Douglass
Katie Porto

Kyle Rowe
April Worthley

2001-2002
Niklaus Beglinger, Jr.
Jacob Gallo
Brandon Garcia
Kate Garland
Rockell Wagner

2002-2003
Heidi Pieper
Uri Sanchez
Felix Herrera
Albert Vierra

2003-2004
Stephen Perry
Craig Knight
Kaila Eddy
Brandis Wagner
Laura Stokes
Trevor Dietle
Ricardo Tapia
Audrey Lansdown
Kristy Gallo
Matt Marron

2004-2005
Teresa Contreras
Colby Sandate
Jessica McBride
Maggie Beasley
Jackie Pruett
Uriel Viramontes
Alyssa Parker
Laura Olvera

2005-2006
Zach Canadas
Manuel Carrillo
Jace Knight
Nancy Mojica

Pablo Trenado

2006-2007
David Sanchez
Heidi Beglinger
Andrea Jones

2007-2008
Colby Bass
Kortni Buttermore
Peter Knight
Justin Machado
Casey McCalla
Brandon McCorkle
Ryan Schimke
Kayla St. Louis
Jimmy Strieby

2008-2009
Drew Knight
Lauren McCorkle
Miguel Carrillo
Niko Martinez
Joey VanHoutte
Erik Smith
Kyle LeClaire
Danielle Devine
Elias Ligas
Daniel Jones
Elizabeth Sanchez
Patty Rodriguez
Jessekah McCorkle
Colby Anderson
Fallon Fumasi

2009-2010
Brett Burbank
Hannah Daley
Ivan Leal
Marco Montecinos
Jenna Price
Tommy Steward
Emily Stokes

2013-2014
Morgan Alexander
Raegan Avrit
Caitlyn Davis

Kyle St. Louis
Kelsey Young

2010-2011
Cody Deitz
Isaac Duran
Itzel Duran
Nathon Elkin
Briley Fumasi
Kristin Ligas
Jordan McCorkle
Will Rosen
Karlene Shipelhoute
Steven Silvera
Cody VanHoutte

2011-2012
Nick Anderson**
Keli Bruckenstein
Yesenia Fuentes
Jaime Gonzales
Brad Hall
Hank Henning
Audra Jones
Cody McCorkle
Ulises Alvarado
Andrew Shipelhoute
Alisyn Silvera
Kimmie Oliver
Sandra Pacheco
Yazmin Rosas
Ricky Quesada
Abaigeal Zuppan
Brittany Finch
Nick Gonzales
Ricky Quesada

2012-2013
Makaila Adams-Swaner
Diego Martinez
Jessica Lohse
Madison Cesa

Lane Gruenwald
Brandon Jacobo
Chris Jaeger
Jesse Marcella
Abigail Ortiz
Hannah Stanley

Manuel Vargas
Chad Young
Reed Koehnen

2014-2015

Marco Carrillo
Jamie Engel
Katie Freitas
Lucia Fuentes
Emmy Henning
Cade Johnson
Shelby Jongsma
Alexa Koehnen
Becca Lohse
Justine McCorkle
Riley Meridith
Amanda Poldervaart
Samantha Poldervaart
Ivan Urena-Valdes
Frida Valle
Andrew Whitsett
Kristin Stone
Taylor Thomson
Mitch Tuma

2015-2016

Lilia Diaz
Lizette Diaz
James Elliott
Rebekah Erickson
Fernando Flores
Mariana Gonzales
Kayla Kaiser
Kelly Koehnen
Cris Llamas
Fernando Mendez-Ruiz
Joel Mendoza
DJ Passanisi
Michael Rommo
Conor Zuppan

2016-2017

Marisol Abarca-Torres
Connor Avrit
Geoffrey Chavez
Jennyfer Chavez
Chris Engel

Antonio De Jesus Fuentes
Rafael Guillen-Morales
Luis Hernandez
Cort Johnson
Mori Leveroni
Idalis Lujan
Leticia Ojeda
Kylee Rush
Carolina Sandoval
Hernan Urena-Valdes
Kathy Valle
John Zuppan

2017-2018

Luke Anderson
Evan Boone
Ofelia Flores
Hannah Gonzalez
Tate Gruenwald
Joan Leal
Devon McCorkle
Ethan Magana
Niko Mancilla
Daniela Martinez
Dylan Passinisi
Jared Poldervaart
Johnny Vogt

2018-2019

Morgan Avrit
Hunter Derrick
Bella Farkas
Lupita Hernandez
Isabella Olivarez

2019-2020

Allison Vogt
Ally Ponke
Alyssa Lujan
Breahna Rush
Cecilia Diaz
Everett Moore
Gabriel Chavez
Kate Grimsman
Kembly Gonzalez
Lena Porter
Liam Paulos
Matthew Freitas

Rylee Engel
Wade Gruenwald

2020-2021

Annie Belter
Xitlaly Cardenas
Kenzie Eddy
Alejandro Gonzalez
George Jongsma
Kaitlyn Kampmann
Mariela Llamas
Jose Mendez
Hailey Miller
Elizabeth Romero

2021-2022

Connor Bonisio
Jasmine Diaz
Moises Flores
Paulina Flores
Zulma Flores
Gloria Hernandez
Ximena Hernandez
Katherine Matthews
Dillion Millar
Kaden Paulos
Fernanda Zaragoza

2022-2023

Anthony Alves
Claire Boles
Arianna Boehm
Stacey Cardenas
Adan Leal
Valeria Linarez
Dillon Millar**
Elia Mendez
Bryant Odom
Nayeli Oseguera
Jazmin Ponce
Unique Sanchez
Caden Titus

*Sectional Star Farmer

**Regional Star
Farmer/Placement



Past American Degree Recipients

1961	Robert Demille	2014	Nick Anderson Hank Henning
1997	Jaimee Fiack		Audra Jones Cody McCorkle
1999	Wes Schager	2015	Makaila Adams-Swaner
2000	Matt Schager	2016	Lane Gruenwald
2001	Janice Lohse Emmett Wemp	2017	Cade Johnson Emmy Henning Marco Carrillo
2002	Mason Douglass Kelli Wemp	2018	Conor Zuppan Joel Mendoza Michael Romo
2003	Niklaus Beglinger Kelly Douglass Melissa Deitz	2020	Luke Anderson Joan Leal Daniela Martinez Dylan Passanissi Jared Poldervaart
2005	Jake Gallo	2022	Elizabeth Matthews Lena Porter
2006	Craig Knight Stephen Perry		
2007	Zach Canadas Jace Knight Aaron Smith		
2010	Peter Knight Brandon McCorkle		
2011	Colby Anderson Miguel Carillo Daniel Jones Drew Knight Lauren McCorkle		



Calendar of Events

August

- 3 Benefit Dinner
- 28 FFA Meeting

September

- 25 FFA Meeting
- 30-1 Chapter Officer Leadership Conference TBA (overnight)

October

- 2 Parent Livestock Meeting
- 5 Tentative Ag Industry Tour (Gridley, Tulelake, Susanville, and McArthur will be invited.)
- 23-24 North Valley Section Project Competition
- 27 FFA Meeting
- 11 Greenhand Conference, Colusa Fairgrounds
- 29-5 National FFA Convention (overnight)

November

- 27 FFA Meeting
- Mandarin Sales Begin (Starting in November)

December

- 10 Officer Christmas Meeting/Dinner

January

- 14-15 Sonoma MFE ALA (overnight) *Hamilton will choose either Sonoma or Redding.*
- 13 Palermo Speaking Contest
- 19-20 Redding MFE ALA (overnight)
- 30 FFA Meeting

February

- TBA Proficiency and Star Scoring
- 3 Arbuckle Field Day
- 6 Ag Awareness Day
- 10 Chico/Butte Field Day
- 13-15 Tulare Farm Show (overnight)
- 20-23 FFA Week
- 26 FFA Meeting

March

- 2 UC Davis Field Day (overnight), Gridley Field Day
- 10 Officer Dinner for Egg Hunt and Prep
- 16 MJC Field Day (overnight)
- 18 FFA Meeting
- 21-24 State Convention Sacramento (overnight)

April

- 22 FFA Meeting and Officer Elections
- 20 Fresno State Finals- Speaking Competitions (overnight)

May

- 3-4 Cal Poly State Finals (overnight)
- 6 FFA Banquet 6:30 PM
- 13-19 Glenn County Fair

June/July

- TBA Officer retreat (overnight)

****Opportunities****

Olive Oil

Students that sell 6 cases of HC FFA olive oil will receive one of the HC FFA black soft shell jackets. (This does not count as olive oil sold to attend trips or conferences.)

Speaking Scholarship

Any student placing high enough in section speaking contests and competes at regions will earn a \$100 scholarship. The scholarship money may be applied towards livestock projects or FFA apparel or conference registration. Speaking contests include Creed, Impromptu, Prepared, Extemporaneous, and Job Interview.

Local Creed Speaking Contest

Freshmen students that accurately memorize the FFA Creed by the local contest date posted will earn a free FFA jacket.

Sponsored FFA Jacket

Give the Gift of Blue is a local, state, and national opportunity to provide students with an FFA jacket of their own by generous donations of FFA supporters. If you plan to be active in FFA and have financial need to receive an FFA jacket free of charge, please talk to one of the advisors for assistance.

Premier Leadership

Personal Growth

Career Success

Hamilton City FFA

Constitution & By-Laws



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Hamilton City FFA Constitution and Bylaws Hamilton High School

Revised: July 2023

Date of adoption: August 28, 2023

Article 1. Name and Purpose

Section A.

The name of this organization shall be "The Hamilton City Chapter of the Future Farmers of America". Hamilton High School started ag education in 1929, and was the 103rd Chapter to be affiliated with the National FFA Organization on May 19, 1933 as the 128th California Chapter.

All students are encouraged to be involved in Ag Education and FFA, and 10-20% of their grade is based upon their active involvement. Students who want to participate in the Chapter's activities must be enrolled in an agriculture class to be an affiliated FFA member. Students on the ineligible list are allowed to participate in inter-curricular FFA activities and are encouraged to be involved. The only restricted event is students must have a 2.0 to take a project to the fair.

Section B.

The mission of FFA is to make a positive difference in the lives of students by developing their potential for premier leadership, personal growth, and career success through agricultural education. The purpose of which this organization is formed as follows:

- (1) Develop competent, assertive, rural, and agricultural leadership.
- (2) Strengthen the confidence of the members in themselves and their work.
- (3) To encourage cooperative effort, communications, and social interaction among students of agricultural education in agriculture.

(4) To supplement the regular systematic instruction offered to students of agriculture education.

(5) To encourage members in the three circles of Ag Education: Classroom, FFA, and SAE.

(6) Encourage and assist members working toward receiving the Greenhand, Chapter, State, and American FFA Degree.

Article II. Organization

Section A.

The Hamilton City Chapter of FFA is a chartered local unit of the California Association of FFA which is chartered by the National Organization of the Future Farmers of America.

Article III. Membership

Section A. Membership in this organization shall be Active, Associate, and Honorary.

Section B. Qualification for membership shall be as carried on by the Active Membership.

Section C.

Active members in good standing may vote on all business brought before the chapter. A member may retain his/ her active membership continuously throughout their entire high school career and for three years after the first national convention following graduation from high school, or until he or she becomes 21 years of age, whichever length of time is greater. An Active member shall be considered in good standing when:

- The member must be currently enrolled in an Agriculture education course at Hamilton High School.
- The member attends 80% local chapter meetings.

- The member shows an interest in and takes part in the affairs of the Chapter.

Section D.

Associate Membership- following the termination of active membership status, a member automatically becomes an associate member for a minimum of one semester or until reinstatement of active membership.

Section E.

Honorary Membership- Supervisors, schools superintendents, principles, members of boards of education, instructors, teachers of agriculture, businessmen, farmers, and others who are helping to advance vocational agriculture and the FFA. and who have rendered outstanding service may be elected to honorary membership by a majority vote of the members present at a regular meeting. Honorary membership shall be limited to the Honorary Chapter Degree in this Chapter.

Article IV. Membership Grades and Privileges.

Section A.

There shall be four degrees of membership based upon achievement. These are: (1) Greenhand FFA; (2) Chapter FFA; (3) State FFA; and (4) American FFA.

Section B.

Greenhand Degree Qualifications: To be eligible to receive the Greenhand FFA Degree from the chapter, the member must meet the following minimum qualifications:

1. Be enrolled in agricultural education and have satisfactory plans for a supervised agricultural experience program.
2. Learn and explain the FFA creed, motto, salute, and FFA mission statement.
3. Describe and explain the meaning of the FFA emblem and colors.
4. Demonstrate knowledge of the FFA Code of Ethics and the proper use of the FFA jacket.
5. Demonstrate knowledge of the history of the organization, the chapter constitution and bylaws, and the chapter program of activities.
6. Personally own or have access to the Official FFA Manual and the FFA Student Handbook.
7. Submit a written application for the Greenhand Degree.

Section C.

Chapter Farmer Degree: To be eligible to receive the Chapter FFA Degree from the chapter, the member must meet the following minimum qualifications:

1. Must have received the Greenhand FFA Degree.
2. Must have satisfactorily completed the equivalent of at least 180 hours of systematic school instruction in agricultural education at or above the ninth grade level, have in operation an approved supervised agricultural experience program, and be enrolled in an agricultural education course.
3. Have participated in the planning and conducting of at least three official functions in the chapter program of activities.
4. Have earned and productively invested at least \$150 by the member's own efforts or worked at least 45 hours in excess of scheduled class time, or a combination thereof, and have developed plans for continued growth and improvement in a supervised agricultural experience program.
5. Have effectively led a group discussion for 15 minutes.
6. Have demonstrated five procedures of parliamentary law.
7. Show progress toward individual achievement in the FFA award programs.
8. Have a satisfactory scholastic record.
9. Submit a written application for the Chapter FFA Degree.

Section D.

State Degree: To be eligible to receive the State FFA Degree from the state association, the member must meet the following minimum qualifications as outlined in the California FFA Constitution:

1. Have received the Chapter FFA Degree.
2. Have been an active FFA member for at least two years at the time of receiving the State FFA Degree.
3. While in school, have completed the equivalent of at least two years of systematic school instruction in agricultural education at or above the ninth grade level, which includes a supervised agricultural experience program.
4. Have earned and productively invested at least \$1,000 or worked at least 300 hours in excess of scheduled class time, or a combination thereof, in a supervised agricultural experience program.
5. Demonstrated leadership ability by performing 10 procedures of parliamentary law, giving a six minute speech on a topic relating to agriculture or the FFA, and serving as an officer, committee chairperson, or participating member of a chapter committee.
6. Have a satisfactory scholastic record as certified by the local agricultural education instructor and the principal or superintendent.
7. Have participated in the planning and completion of the chapter program of activities.
8. Have participated in at least five different FFA activities about the chapter level.

Section E.

American FFA Degree: The qualifications for the American FFA Degree Shall be those set forth in the National FFA Constitution. The California Association Future Farmers of America shall recommend only those applicants for the American FFA Degree which meet all qualifications set forth in the National FFA Degree which meet all qualifications set forth in the National FFA Constitution at the time of making Application.

1. Have received the State FFA Degree, have been an active member for the past three years, and have a record of satisfactory participation in the activities on the chapter and state levels.
2. Have satisfactorily completed the equivalent of at least three years of systematic secondary school instruction in an agricultural education program or to have completed at least the equivalent of 360 hours of systematic secondary school instruction in agricultural education and one full year of enrollment in a postsecondary agricultural program or have complete the program of agricultural education offered in the secondary school last attended.
3. Have graduated from high school at least 12 months prior to the National Convention at which the degree is to be granted.
4. Have in operation and have maintained records to substantiate an outstanding supervised agricultural experience.

Article V. Chapter Officers

Section A. The Officers of the chapter shall be President, Vice-President, Secretary, Treasurer, Reporter, Sentinel, Historian, and Advisor. The advisor shall be the Teacher of Agriculture Education at Hamilton High School. Officers shall perform the usual duties of their respective office. All officers shall be elected by a majority vote of members in such an election held in the spring of the school year. Their terms shall be for one school year. They shall begin their duties upon the close of the last meeting of the school year.

Section B. The officers of the chapter together with the chairman of the major sections of the annual program of the Work Committee shall constitute the Chapter Executive Committee. The Executive Committee shall have full power to act as necessary of the chapter in accordance with the actions taken at chapter meetings and various regulations and bylaws adopted from time to time.

Section C. Honorary members shall not vote, nor shall they hold any office in the chapter except that of Advisor.

Article VI Officer Rules and Responsibilities

SECTION A. Chapter Officers serve a vital function in the FFA organization. It should be the officers goal to lead by example and encourage other members to participate in chapter activities. The following are general qualities expected of all officers:

- Be punctual to all FFA activities and classes.
- Be courteous and respectful to everyone and their property.
- Be great listeners.
- Be exemplary students during meetings, conventions, workshops, and presentations.
- Be selfless, think of the needs of others first.
- Be thrifty with the members' money.
- Work hard on all tasks.
- Be lawful, safe, and responsible while driving. Do not use alcohol or illegal drugs.
- Be friendly and personable to everyone.
- Be fully prepared for all meetings and classes.
- Use professional language.
- Be responsible, respect due dates and respond to communications.
- Be appreciative and grateful.
- Be genuine and approachable to all members.
- Keep team business within the team.
- Laugh and enjoy.
- Thank others for assistance
- Be enrolled in an agriculture class.
- Attend all officer and or planning meetings
- The President will attend student council meetings or will find another officer who will fill their position upon the President's absence from school.
- Attend all chapter activities and fundraisers.
- Promote our chapter within the community.
- An ability to memorize their parts in the official ceremonies.

Section B. President

- The president will preside over the meeting according to accepted rules of parliamentary procedure.
- Appoint committees and oversee them.
- Coordinate the activities of the chapter and evaluate the progress of each division of the program of activities.
- Represent the chapter in public relations and official functions.
- All other duties that may be required or assigned by the advisor.

Section C. Vice-President

- The vice-president will assume all duties of the president if necessary.
- Develop the program of activities
- Maintain a current calendar of FFA events in all classrooms.
- Work closely with the president and advisor to assess progress toward meeting chapter goals.
- All other duties that may be required or assigned by the advisor.

Section D. The Secretary

- The secretary shall prepare and post the agenda for each chapter meeting.
- Prepare and present the minutes of each chapter meeting.
- Be responsible for all chapter correspondence including, but not limited to thank you notes to chapter supporters.
- Maintain a member's attendance inside of AET, and coordinate student barcodes as necessary.
- Have on hand for each meeting all minutes of previous meetings, and a copy of the program of activities.
- All other duties that may be required or assigned by the advisor.

Section E. The Treasurer

- The treasurer shall receive, record, and deposit FFA funds and issue receipts.
- Present monthly treasurer's reports at chapter meetings.
- Organization and cooperation with the secretary.
- All other duties that may be required or assigned by the advisor.

Section F. The Reporter

- Release news and information on chapter social media platforms.
- Publish a chapter newsletter on a bi-monthly basis with the help of the chapter advisor(s).
- Send articles and photographs to FFA New Horizons and other publications.
- Work with local media on radio and television appearances and FFA news.
- All other duties that may be required or assigned by the advisor.

Section G. The Sentinel

- Welcome guests and visitors.
- Assist the President in maintaining order during the chapter meetings and events.
- Keep the meeting room comfortable.
- Assist the secretary with maintaining the roll sheet.

- All other duties that may be required or assigned by the advisor.

Section H. The Historian

- The historian shall keep a record of past and present activities within the FFA chapter in a scrapbook.
- Maintain a record chapter achievements.
- Promote excellence through highlighting activities, events, and accomplishments.
- Present a scrapbook and slideshow for the annual banquet.
- All other duties that may be required or assigned by the advisor.

Article VII. Removal of Chapter Officers

Section A. The removal of officers will be by the remaining officers and advisors after failure to respond to notification by an officer for incapability to comply with the following:

- Attendance to all chapter and executive meetings (unless prior excusal is obtained from an advisor).
- Attend assigned additional meetings, events, conferences as assigned by advisors (unless prior excusal is obtained from an advisor).
- Inappropriate behavior as may be demonstrated by setting a poor example for other students i.e. chewing, smoking, drinking, drugs, school suspension, ect.
- Failure to carry out assigned responsibilities.
- Falls below a 2.0 GPA for two consectutive grading periods- progress reports, quarters, grading periods.

Article VIII. Elections

Section A.

Officers shall be elected to serve a one year term to begin and end with the annual parent-member banquet. Officers will be elected by secret ballot by members present at the April meeting, then members vote for the top seven candidates who they feel will best represent the chapter.

Section B.

To be eligible to be selected as a constitutional chapter office, a member must be in good standing and hold a greenhand degree. They must have participated in one competitive event, and attended at least 80% of the Chapter Meetings.

Section C. Procedure to place names on ballot

- The officer election process starts with an application posted by the current officer team with a set due date discussed and posted at the March FFA Meeting. An application must be presented to the chapter advisor prior to the election meeting for the term the candidate wishes to run for.
- Candidates prepare a two minute or less speech to give at the April chapter meeting.
- The advisors count the votes and post the top seven candidates with the most votes.
- The seven slated candidates are interviewed by an interview committee of retiring or retired officers and current FFA advisors. After these interviews the new officers are placed in the officer position that will benefit the chapter, based upon the interview panel's discretion.
- Placements are final and new officers are installed at the May banquet.

Article IV. Meetings

Section A.

Regular meetings shall be held once each month during the school year and at least one executive meeting shall be held during the months of summer vacation. Special meetings may be called at any time. The date, time, and place shall be determined by the officers. All chapter meetings and banquet dates will be made public at the beginning of each school year. Meeting and event dates are subject to change, and will be communicated by the chapter officer team.

Section B.

Two delegates shall be elected annually from active membership to represent the chapter at the Regional and State FFA Convention. The delegates may be named as necessary to have proper representation in various other FFA meetings within the state.

Section C.

Majority of Active members listed on the Secretary's membership roll shall constitute a quorum. A quorum must be present at any meeting in which business is transacted or vote taken committing the chapter to any proposal or action.

Article X. Dues

Section A.

Local dues shall be fixed annually set forth by the National and State FFA Conference. Dues are completed by the Hamilton City FFA Chapter for all active 9th-12th grade students. With the addition of graduated seniors applying towards the FFA National American Degree. No dues will be collected for associate or honorary members of Hamilton City FFA.

Article XI. Uniform

Section A.

The Uniform of the FFA shall be in appliance with the California FFA official dress standard set. Exception to this rule includes when representing on a National Scale, follow the guidelines set for official dress through National FFA.

Article XII. Procedure

Section A.

Parliamentary Procedure in all meetings of this organization shall be in accordance with Roberts Rules of Order.

Article XIII. Amendments

Section A.

This constitution may be amended at any regular meeting prior to December 1st of the current school year by a $\frac{2}{3}$ vote of the Active members present, providing it is not in conflict with the State Association of National Organizations Constitutions.

Section B.

By-Laws may be adopted to fit the needs of the chapter and may be amended at any regular meeting prior to December 1st of the current school year by a $\frac{2}{3}$ vote of the Active members present, providing it is not in conflict with the State Association of National Organizations Constitutions.

Hamilton City FFA By-Laws

Article I. Committees

Section A. Committee Chairs

The following committees shall be appointed by the President at the first meeting after the beginning of each school year, additional committees may be added by the discretion of the current officer team, and approved prior to the meeting. Committees will be appointed a chair, which will consist of two members in good standing with the chapter. The committee chair's responsibility will include gathering a committee of Hamilton City FFA chapter members that are in good standing.

Ag Awareness Day
Annual Banquet
Blood Drive
Mandarin Sales
National FFA Week
Olive Oil

Section B.

These committees will serve throughout the year. When a vacancy occurs it shall be filled by appointment by the President at the next regular meeting.

Article II. Member in Good Standing

Section A.

To be in a good standing, a member must:

- Attend 80% of regular meetings during the school year.
- Complete at least two (2) FFA activities.
- Currently enrolled in an agriculture course.
- Have a current AET record book.

Section B.

Any member determined not in good standing may not:

- Exhibit at fairs under Hamilton City FFA
- Serve as a delegate at FFA conferences
- Hold an office

Section C. Graduation Recognition

Program Completers- active members who complete four years of agriculture courses with a passing grade, as evidenced by their official transcripts will be eligible for recognition at Hamilton City High School graduation ceremony. Pathway Completers- active members who complete a designated agriculture pathway, as set by advisors and AET systems evidenced by their official transcript and AET records will be eligible for recognition at Hamilton City High School graduation ceremony.

Article III Membership Suspension

Section A.

Any of the following will result in a member's suspension from active membership for a period set forth by advisors. Membership suspension will be based on the guidelines set forth by advisors and administration at Hamilton City High School. Membership suspension may result in removal from activities, even with prior sign up and payments completed.

- Use of illegal alcohol or drugs in uniform, in FFA apparel, at an official FFA activity, or at the school farm.
- Breaking the Code of Ethics or the Rules and Conditions Governing FFA Trips, FFA Activities, FFA functions.
- Possession of chewing tobacco, smoking, cigarettes, alcohol, or any other illegal items in uniform, in FFA apparel, at an official FFA activity, or at the school farm.

Article IV. Exhibiting at Fairs and Shows

Section A.

Chapter members in good standing may exhibit still or livestock projects at local fairs and shows in which they are eligible.

Section B.

It is a privilege to exhibit at a fair or show, not a right. It is the members responsibility to meet any local program requirements to be eligible to exhibit.

Section C.

Members exhibiting at the Glenn County Fair must submit the signed Fair Contract (available from the advisor) signed by the member, parent or guardian, and advisor. This contract must be submitted prior to the established deadline.

Section D.

Members may use the Hamilton City FFA School Farm to house their Glenn County Fair livestock projects. Members must pay \$25 and submit their Farm Agreement by the published due date to secure a space at the school farm.

All members will be required to purchase a Fair Pack for \$25, which includes and not limited to a buyer's gift, stamps, and thank you notes.

Section E.

Hamilton City FFA program graduates may exhibit a livestock project the year directly following their graduation. Program graduates that plan to exhibit at fairs and shows will be responsible for contacting the advisor and informing them of their intent to exhibit prior to the first FFA meeting of the year. Students must reside in the county and still follow all requirements outlined for livestock exhibitors by Hamilton City High School Students.

Section F.

All members exhibiting projects at the Glenn County Fair will be required to submit two (2) buyers' letters to the FFA advisor prior to May 1st. The letters must be in stamped, addressed, unsealed envelopes. Letters must be approved by the advisor before being mailed.

Section G.

All members who successfully market and sell their project will have the check held by the advisor until they have completed the project requirements. Project requirements include, but are not limited to:

- Submitting signed fair contract prior to published due date.
- Submitting a minimum of two (2) buyers' letters, approved by the advisor, in addressed, stamped, unsealed envelopes.
- Completed record books for their projects. Record books will be checked for correctness by the chapter advisor.
- If a member has record books from previous years projects those record books must be completed.
- Maintain a 2.0 Grade Point Average, with no F's. These grades will be reflected by the grading period set by Hamilton City High School.

Section H.

Any member that fails to meet the program requirements to receive their fair check will not be eligible to exhibit at fairs and shows for one full year following the event in which they failed to meet the requirements.

Section I.

Program graduates exhibiting at the county fair will be required to submit two buyers' letters to the FFA advisor prior to May 1st of the year they will be exhibiting.

Section J.

Program graduates will be required to submit a Thank you note, stamped, addressed, unsealed to the advisor prior to receiving their project check.

Section K.

All project exhibitors, including program graduates, must complete the local Fair or Show requirements to be eligible to exhibit at the particular fair or show.

Section L.

All school farm facilities will be cleaned and all tack and supplies will be cleaned and put away prior to receiving their project check.

Section M.

All fees and outstanding balances must be paid in full for still or livestock projects prior to receiving their project check.

Section N.

The advisor(s) has the right to revoke a livestock project or entry to a fair or show at their discretion.

Article V. Rules and Conditions Governing FFA Activities.

Section A.

All school rules are in effect when on an FFA function. Consult the student handbook. The following additional rules apply:

- Curfew and lights out will be at 10:00 p.m. on all trips unless otherwise stated by the advisor(s).
- Wake-up and meeting times will be determined by the advisor(s).

- Students are not to leave the site without permission of the advisor, even if they have a parent's permission.
- All students will stay for the duration of the event, or shift, and shall show up for all duties.
- On all overnight trips students will stay in the areas assigned to Hamilton City FFA. Students may not switch rooms. There are to be no boys in girls rooms or girls in boys rooms.
- Students will not drive their own vehicles, unless special arrangements have been made with the school administration, parents, and advisor(s).

Students may not attend any FFA event, contest, fair, or activity if they have not been approved by their advisor to be there. Students are not to miss school unless they have the approval of their advisor.

Article VI. Conferences, Conventions, Activity Fees.

Section A.

Members may be required to pay a portion of all conference, convention and activity fees. If a member is not able to pay the fee, alternate arrangements may be made when possible with the FFA advisor.

Section B.

The local chapter or agriculture program may pay a portion of the fee, realizing that all chapter members will benefit from the knowledge gained by members when attending the conference, convention or activity.

Section C.

If a member fails to attend a conference, convention or activity they will not be refunded any part of the registration fee they were required to pay. Additionally, the member will be required to reimburse the portion of the fee that was paid on their behalf by the local chapter or agriculture program.

Section D.

A member may request the program advisors to review the circumstances involving their failure to attend an activity. The program advisors would then review the situation and may exempt the student from repaying the portion of conference, convention or activity fees for the missed event.

HHS 2023-24 Bell Schedule

MONDAY-TUESDAY-WEDNESDAY

<i>Period</i>	<i>Time</i>	<i>Minutes</i>
1	8:10-8:59am	49
passing	8:59-9:07am	8
2	9:07-9:56am	49
Nutrition Break/passing	9:56-10:11am	15
3	10:11-11:00am	49
passing	11:00-11:08am	8
4	11:08-11:57am	49
Lunch/passing	11:57-12:32pm	35
5	12:32-1:21pm	49
passing	1:21-1:29pm	8
6	1:29-2:18pm	49
passing	2:18-2:26pm	8
7	2:26-3:15pm	49

THURSDAY

<i>Period</i>	<i>Time</i>	<i>Minutes</i>
1	8:10-9:29am	79
Nutrition Break/passing	9:29-9:44am	15
2	9:44-11:03am	79
passing	11:03-11:11am	8
6	11:11-12:30pm	79
Lunch/passing	12:30-1:05pm	35
7	1:05-2:24pm	79
passing	2:24-2:32pm	8
BRAVES TIME	2:32-3:15pm	43

FRIDAY (All Friday's are Minimum Day)

<i>Period</i>	<i>Time</i>	<i>Minutes</i>
3	8:10-9:29am	79
Nutrition Break/passing	9:29-9:44am	15
4	9:44-11:03am	79
passing	11:03-11:11am	8
5	11:11-12:30pm	79
Lunch	12:30-1:05pm	35

Hamilton High School
PO Box 488/620 Canal Street
Hamilton City
(530) 826-3261
Mr. Oseguera, Principal



FRIDAY NIGHT *Live*®

Friday Night Live
Youth Summit
2023

October 6-9, 2023
Anaheim, CA

TOTAL COST: \$100
\$50 DEPOSIT DUE WITH REGISTRATION AND MEDIA RELEASE FORMS
\$50 DUE BY SEPTEMBER 22ND WITH ACTIVITY RELEASE

REGISTRATION FORMS DUE: 9/15/2023
ACTIVITY RELEASE FORMS DUE: 9/22/2023
MANDATORY PARENT MEETING: 10/1/2023

**REGISTRATION IS LIMITED, TURN IN YOUR FORMS
AND \$ ASAP TO SECURE YOUR SPOT**

WWW.GLENNCOE.ORG | PH: 530.865.1267 X2033

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Glenn County Office of Education
Friday Night Live
Activity Permit

Name of Student _____ School _____

Grade _____ Age _____ Date _____

I hereby agree to permit my son/daughter to take part in the county activity listed below and to use the transportation indicated:

Activity: Friday Night Live Youth Summit Destination: Anaheim, CA
Date of Event: October 6-9 Name of Sponsor: FNL
Transportation: County Vans
Phone Number: 530-934-6575 x 2033 Cell Number: 530-966-8250

I, the legal parent/guardian of _____, do hereby allow my student to participate in the Glenn County Friday Night Lives' Youth Summit on October 6-9, 2023. I understand that Glenn County Office of Education/Friday Night Live and/or school staff will provide transportation for youth participating in this activity using County vehicles.

I will hold harmless the Glenn County Office of Education and/or school staff, my son/daughter's school district, any County agency and/or their employees, chaperones and contractors for any injury, damage, or from any claims, demands, suits, or liabilities that may arise in connection with, participation in, or transportation to and from this event.

In the event of an accident or injury, I hereby authorize any Glenn County Office of Education/Friday Night Live and/or school staff member or adult chaperone to make arrangements considered necessary for my child to receive hospital or medical care, including transportation.

I hereby agree and understand that if my son/daughter breaks any rules and regulations that place the safety, education, or welfare of the group or himself/herself in jeopardy, he/she will be sent home early and at my expense.

If he/she breaks any of these rule and regulations, I give my permission to the sponsoring staff to use whatever disciplinary action is judicious to ensure the safety, welfare, and education of the group.

I further agree that while on this trip or by participating in this event my son's/daughter's picture or video may be taken and reproduced for educational purposes using still, motion, or video tape, and may be placed on the world wide web and the television.

I also agree and understand that any activity or trip sponsored by the Glenn County Office of Education is a drug and alcohol free event and I give my pledge to remain drug and alcohol free.

Parent or Guardian's Name: _____

Parent or Guardian's Signature: _____

Home Address: _____

Home Phone: _____

Parent or Guardian's Cell Phone: _____

Parent or Guardian's Email: _____

Student's Signature: _____

Student's Cell Phone: _____

In an emergency, if I cannot be reached, please contact:

Name: _____

Phone: _____

Relationship to student: _____

****Please list any medical conditions or medications we should be aware of (ie. Bee-Stings, diabetes)**

Please attach a copy of your medical card to this form.
Thank You.

FRIDAY NIGHT LIVE YOUTH SUMMIT

OCTOBER 2023

PARTICIPANT MEDIA RELEASE FORM

IF YOU ARE UNDER AGE 18, THIS MEDIA RELEASE FORM MUST BE SIGNED BY YOUR PARENT/GUARDIAN. IF YOU ARE 18 OR OLDER, PLEASE SIGN IT YOURSELF.

A SIGNED MEDIA RELEASE FORM MUST BE ON FILE FOR ALL FNL YOUTH SUMMIT ATTENDEES.

To Whom it May Concern:

I (my child) agree(s) to appear without payment on television, radio, website, or other forms of media. You may use and reuse forever, license others to use my (child's) name, voice, pictures and/or statements made by me (them) on the program for any reason. You may edit my (child's) appearance as you see fit, and I understand you have no obligation to use my (child's) appearance. You agree not to use my (child's) name or picture so as to amount to a direct endorsement by me (them) of any product or service. I agree to be legally responsible for any claims arising from my (child's) statements on the program. I have carefully read the above statements and have indicated my understanding and consent by signing below.

NAME OF PARTICIPANT/PERSON APPEARING (*please print*)

SIGNATURE

DATE

PHONE NUMBER

COUNTY

FNL CHAPTER NAME

RETURN COMPLETED DOCUMENT TO:
CALIFORNIA FRIDAY NIGHT LIVE
PARTNERSHIP ATTN: KATELYN WILLIFORD
6200 S. MOONEY BLVD.
P.O. BOX 5091
VISALIA, CA 93278-5091
EMAIL: KATELYN.WILLIFORD@TCOE.ORG

VIERNES EN LA NOCHE CUMBRE DE JUVENTUD EN VIVO FORMULARIO DE PUBLICACIÓN DE MEDIOS PARTICIPANTES OCTUBRE 2023

SI TIENE MENOS DE 18 AÑOS, ESTE PADRE / TUTOR DEBE FIRMAR ESTE FORMULARIO DE LIBERACIÓN DE MEDIOS. SI TIENE 18 AÑOS O MÁS, POR FAVOR FIRMELO USTED MISMO.

UN FORMULARIO DE PUBLICACIÓN DE MEDIOS FIRMADO DEBE ESTAR EN EL ARCHIVO DE TODOS LOS ASISTENTES DE LA CUMBRE JUVENIL DE FNL.

A quien le interese:

Yo (mi hijo) acepto aparecer sin pago en televisión, radio, sitio web u otros medios de comunicación. Puede usar y reutilizar para siempre, licenciar a otros para usar mi nombre (voz), voz, imágenes y / o declaraciones hechas por mí (ellos) en el programa por cualquier motivo. Puede editar la apariencia de mi (niño) como mejor le parezca, y entiendo que no tiene la obligación de usar mi apariencia (de niño). Usted acepta no utilizar el nombre o la foto de mi (niño) para que yo (ellos) respalde directamente cualquier producto o servicio. Acepto ser legalmente responsable de cualquier reclamo que surja de las declaraciones de mi (niño) en el programa. He leído cuidadosamente las declaraciones anteriores y he indicado mi comprensión y consentimiento al firmar a continuación.

NOMBRE DEL PARTICIPANTE / PERSONA QUE APARECE (en letra de imprenta)

DE FIRMA

FECHA

NÚMERO DE TELÉFONO

CONDADO

FNL NOMBRE DEL CAPÍTULO

DEVOLVER EL DOCUMENTO COMPLETO A:
CALIFORNIA VIERNES NIGHT LIVE SOCIEDAD
ATENCIÓN: AZULIE WILSON
6200 S. MOONEY BLVD.
CORREOS. BOX 5091
VISALIA, CA 93278-5091
CORREO ELECTRÓNICO:
KATELYN.WILLIFORD@TCOE.ORG

SB1497: Compliance Mandate for COVID Testing

RESPONSE TESTING

Individuals experiencing COVID-19 symptoms or who have been in close contact with a person who has tested positive will be recommended to test. All testing will be conducted with take-home rapid antigen tests, which are available for students and employees at your school or worksite. All school campuses will also continue to monitor rapid antigen test results and notify individuals if they are a close contact with someone who has tested positive.

RETURN FROM ISOLATION

Employees and students who tested positive may end their isolation on Days 6-10, provided any symptoms are improving, and they have been fever-free for the past 24 hours without fever-reducing medication; individuals returning from isolation are recommended but not required to take a rapid antigen test before returning. Individuals who are released from isolation days 6-10 must continue to wear a highly protective mask at all times indoors and around others outdoors through Day 10 unless they have two sequential negative tests taken at least a day apart uploaded and approved in Daily Pass. Once approved, they may unmask the following day.