

**HAMILTON UNIFIED SCHOOL DISTRICT
SPECIAL BOARD MEETING
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

_____ Hubert "Wendell" Lower, President

_____ Genaro Reyes

_____ Rod Boone, Clerk

_____ Ray Odom

_____ Gabriel Leal

2.0 ADOPT THE AGENDA: (M)

3.0 ACTION ITEMS:

- a. Approve open purchase order vendor list (p. 2)
b. Approve CTEIG Capital Outlay Request (p. 4)

4.0 ADJOURNMENT:

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	CalSTRS	\$ 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	2600-5890-800 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
			Chris DeVries	
		APPROVED BY:		DATE:
			Board Signature	

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		PREPARED BY:		DATE: 7/13/23
			Chris DeVries	
		APPROVED BY:		DATE:
			Board Signature	

HAMILTON UNIFIED SCHOOL DISTRICT

Agenda Item Number: 3 b.	Date: August 23, 2023
Agenda Item Description: 2024 Ford Expedition	
Background: This 2024 Ford Expedition Max will be exclusively used for the Agriculture CTE pathway at Hamilton High School. Examples include industry tours, SAE project visits, Career Development Events, college tours, and CTSO leadership conferences. 4-wheel drive is a necessity due to travel conditions in winter months. The 2013 white Expedition that was purchased by Friends of Hamilton City FFA may be purchased by the district or traded in towards the purchase of the 2024 Expedition.	
Status: CTEIG Capital Outlay Request has been approved for 22-23 funds.	
Fiscal Impact: CTEIG Grant Funding \$78,333.18	
Educational Impact: Sequence of courses the equipment will be used for: Intro to Ag, Ag Bio, Ag Soil Chemistry, Animal Science, Agribusiness, Floriculture, Intro to Ag Mechanics, and Ag Mechanics.	
Recommendation: Approve Purchase	

CAPITAL OUTLAY REQUEST FOR PRE-APPROVAL

CALIFORNIA DEPARTMENT OF EDUCATION (Revised 3/24/2022)

Attach this form to a quote for the requested item to be purchased. Email the completed form and the quote to your Career Technical Education (CTE) Consultant.

LEA Name: Hamilton Unified

Fiscal Year Allocation 22-23

Select School Type:

112 State Special Schools 131 Secondary Schools or COE 132 Adult COE/ROP or Community College

Select the type of capital outlay request:

Strengthening Career Technical Education for the 21st Century (Perkins V)

Career Technical Education Incentive Grant (CTEIG)

Capital Outlay is defined as any single item purchase of \$5,000.00 or more. The purchase must meet all of the requirements listed below. Check the box to confirm purchase meets requirement.

Check all that apply:

Directly relates to a CTE program approved for assistance in the LEA's local plan

Intended to improve, enhance or expand the CTE program

"Necessary" and "reasonable" for proper and efficient administration of the CTE programs

Adds to the district's historical inventory system when received

Specific to the CTE program – as opposed to a general expense required to carry out the agency's overall responsibilities.

Provide information on LEA and the item being purchased in the following fields:

District Street Address: 620 Canal Street

City: Hamilton City

Zip Code: 95951

Phone: 530-826-3261

CTE Coordinator: Janice Lohse

CTE Teacher: Ashley Hautala

CTE Credential: Agriculture and Natural Resources and Ag Specialist

Industry Sector: Agriculture and Natural Resources

Career Pathway: Ag Bus, Plant Sci, Animal Sci, Ag Mech

CTE equipment name: Ford Expedition Max

Name of school purchasing item: Hamilton High School

Cost of item (\$5,000 or More): \$ 78,333.18

CAPITAL OUTLAY REQUEST FOR PRE-APPROVAL

CALIFORNIA DEPARTMENT OF EDUCATION

Is total cost split funded? Yes No

Amount of Perkins: Amount of CTEIG: \$ 78,333.18

List other funding source(s) used: Amount of Other Funding Source:

Provide a detailed description of equipment purchase:

2024 Ford Expedition Max, 4x4, 8 Passenger

This vehicle will be used exclusively for the Agriculture CTE pathway at Hamilton High School. Examples of use include industry tours, SAE project visits, Career Development Events, college tours, and CTSO Leadership Conferences. 4 wheel drive is a necessity due to travel conditions in winter months.

List the sequence of courses (including CALPADS course codes) the equipment being purchased will be used for:

Plant Science 7162, AGRI-03; Ag Soil Chemistry 7131, AGRI-03, Animal Science 7142; Ag Biologoy 7140, AGRI-03; Floriculture 7164; Agribusiness 7112, AGRI-01; Ag Careers 9500; Intro to Ag Mechanics 7120, AGRI-02; Ag Mechanics 7121, AGRI-02; Advanced Ag Mechanics 7122, AGRI-02; Introduction to Agriculture 7100, AGRI-03; Horticulture 7162

Using CTE technical standards identify the skill attainment this equipment purchase will provide to CTE students in this career pathway:

3.9 Develop a career plan that reflects career interests, pathways, and postsecondary options. 9.9 FFA and competitive career development activities to enhance academic skills, promote career choices, and contribute to employability. 9.13 Participate in group or team activities including those offered by the student organization that develop skills in leadership, cooperation, collaboration, and effective decision making. 11.2 Demonstrate proficiency in a career technical pathway that leads to certification, licensure, and/or continued learning at the postsecondary level.

Can the instructor currently operate the equipment? Yes No

If the instructor cannot currently operate equipment explain below how, when, and by whom training will be provided to allow the instructor to operate the equipment.

FOR CDE USE ONLY

Capital outlay request approver information.

Signature:

Date:

Printed Name:

Title:

CORNING FORD

Source: REPEAT

Salesperson: TROY SPADE

Price	72,725.00
Taxable A.M.O.	189.00
Document Processing Charge	85.00
Emissions Testing Charge	0.00
Sales Tax	5,292.43
Non-Tax A.M.O.	0.00
Service Contract	0.00
Subtotal	78,291.43
DMV Fees	0.00
State Emissions Certification or Exemption Fee	0.00
California Tire Fee	8.75
Electronic Veh Reg or Transfer Charge	33.00
Total Insurance	0.00
Total	78,333.18
Amount Financed	78,333.18
Finance Charges	0.00
Total of Payments	78,333.18

Trade	0.00
Payoff	0.00
Net Trade	0.00
Cash Down	0.00
Deferred Down	0.00
Rebate	0.00
Total Down	0.00

APR	0.00
Term	1
Monthly Payment	78,333.18
Final Payment of	

Out the Door

*** 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@husdschools.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

*** BANK ***

NONE

CA

*** INSURANCE ***



Preview Order 4455 - K1J 4x4 XLT Max: Order Summary Time of Preview: 07/19/2023 09:57:32 Receipt: 7/19/2023

Dealership Name: Corning Ford

Sales Code : F72523

Dealer Rep.	Troy Spade	Type	Retail	Vehicle Line	Expedition	Order Code	4455
Customer Name	X XXXXX	Priority Code	10	Model Year	2024	Price Level	415

DESCRIPTION	MSRP	DESCRIPTION	MSRP
K1J0 EXPEDITION XLT MAX 4X4	\$66440	CV LOT MANAGEMENT	\$0
OXFORD WHITE	\$0	CA NEW MTR VEHICLE BOARD FEES	\$0
XLT ACTIVEX BUCKET SEATS	\$0	2ND RW BENCH PWR/FLD TIP/SLID	\$595
SANDSTONE	\$0	18" MACH ALUM WHL W/PNTD PKTS	\$0
EQUIPMENT GROUP 202A	\$3795	FRONT LICENSE PLATE BRACKET	\$0
.REMOTE START SYSTEM	\$0	FUEL CHARGE	\$0
.3.5L ECOBOOST V6 ENGINE	\$0	PRICED DORA	\$0
.10SPD AUTO TRANS W/SLCTSHFT	\$0	DESTINATION & DELIVERY	\$1895
.P275/65R18 A/T TIRES	\$0		
TOTAL BASE AND OPTIONS			MSRP \$72725
DISCOUNTS			NA
TOTAL			\$72725

Customer Name:
Customer Address:

Customer Email:
Customer Phone:

Customer Signature

Date

This order has not been submitted to the order bank.

This is not an invoice.