

**HAMILTON UNIFIED SCHOOL DISTRICT
SPECIAL BOARD MEETING AGENDA
Hamilton High School Library/Zoom/Facebook Live
620 Canal Street, Hamilton City, CA 95951
Wednesday, November 13, 2024**

5:30 p.m. Public session for purposes of opening the meeting only

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/85372805332?pwd=d01qa2tuZ0lMSlJkeVFmMmFRdVgxUT09>

Meeting ID: 853 7280 5332

Passcode: board

Dial in by phone:

+1 669 900 6833 US

Meeting ID: 853 7280 5332

Passcode: 579412



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 PUBLIC SESSION/FLAG SALUTE:

3.0 ADOPT THE AGENDA: (M)

4.0 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.

5.0 ACTION ITEMS:

- a. Reschedule Regular Board Meeting on Wednesday, December 11, 2024 to Wednesday, December 18, 2024 (p. 2)
- b. Approve Purchase of Exiss Bumper Pull Livestock Trailer (p. 3)
- c. Approve the Production of an HES Showcase Video by Watershed Media (p. 10)
- d. Approve Purchase of a Four-Door Container to Store Sports Equipment (p. 13)

6.0 ADJOURNMENT:

HAMILTON UNIFIED SCHOOL DISTRICT

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|--|-----------------------|
| Agenda Item Number: 5. a | Date: 11/13/24 |
| Agenda Item Description: Reschedule Regular Board Meeting on Wednesday, December 11, 2024 to Wednesday, December 18, 2024 | |
| Background: Pursuant to Education Code Section 35143, the Board of Trustees of each school district shall hold an annual organizational meeting. The Board shall notify the County Superintendent of Schools of the day and time selected. <u>The Secretary of the Board shall within 15 days prior to the date of the annual meeting following the 2nd Friday in December,</u> notify in writing all members and members-elect of the date and time selected for the meeting. | |
| Status: Pending Board approval. | |
| Fiscal Impact: N/A | |
| Educational Impact: N/A | |
| Recommendation: Approve the Rescheduling of the Regular Board Meeting on Wednesday, December 11, 2024 to Wednesday, December 18, 2024 | |

HAMILTON UNIFIED SCHOOL DISTRICT

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|---|-----------------------|
| Agenda Item Number: 5. b | Date: 11/13/24 |
| Agenda Item Description: Exiss Bumper Pull Livestock Trailer | |
| Background: The Agriculture Department would like to purchase a bumper pull livestock trailer to be towed with the Expedition. This trailer would have a convertible pen system for six pens and a tack room for storage. We need this model of pen system in order for it to work for lambs, hogs, and goats. With increase participation of livestock projects, one trailer is not enough to pick up livestock or haul livestock to the fair. We have had to borrow a trailer for the last 8 years. This trailer will also have enclosed plexi windows to keep the smaller hogs warm when we first get them. | |
| Status: Trailer is available approximately November 5 th . Only one of these will be available in northern California between now and December. We need to move fast in order to purchase this. | |
| Fiscal Impact: CTEIG that needs to spent by December 31 st . Trailer cost \$37,627.51 | |
| Educational Impact: Livestock projects, animal science labs, etc. | |
| Recommendation: Approve | |

Delete Archive Report Reply Reply all Forward Zoom R

RE: [EXTERNAL] Capital Outlay Request

SJ

Shallie Johnson <ShJohnson@cde.ca.gov>

...

To: Janice Lohse

Wed 10/30/2024 12:16 PM

Retention: Purge all emails older than 18 months (1 year, 6 months) Expires: Fri 5/1/2026 12:16 PM

This sender ShJohnson@cde.ca.gov is from outside your organization.

Block sender

Janice,

The Capital Outlay request using 2022-23 CTEIG funds for a 2024 Exiss 716A Livestock Trailer in the amount of \$37,627.51 is APPROVED. Please move forward with your purchase. In addition, please ensure FY 2022-23 CTEIG funds are expended or encumbered by December 31, 2024, for this is the last day to encumber or expend FY 2022-23 CTEIG award.

Best,

Shallie

Shallie Johnson (Sh-al-ee)

Education Programs Consultant | [CTEIG](#) Regions 1 & 2 Technical Assistance[Career and College Transition Division](#) | CTE Leadership Office

1430 N Street | Suite 4202 | Sacramento, CA 95814

shjohnson@cde.ca.gov | 916-445-7754 CTEIG Updates: [Join CTE ListServ](#) | CTEIG on [Box.com](#)**From:** Janice Lohse <JLohse@hudschools.org>**Sent:** Tuesday, October 29, 2024 3:00 PM**To:** Shallie Johnson <ShJohnson@cde.ca.gov>**Subject:** [EXTERNAL] Capital Outlay Request

CAUTION! This email originated from outside the California Department of Education. Be careful of links and attachments.

Attached is a Capital Outlay Request for Hamilton Unified. If you have any questions or need any

D₂Trailer Sales.com

(209) 745-5480

Name: Hamilton USD Date: 10/29/2024
 Address:
 Phone:
 Email:

| | | Price | |
|----------|------------------------------|-----------|--------------|
| Model: | 2024 Exiss 716A BP exhibitor | 34,970.00 | *Please Note |
| Options- | ORDER#: 55785 | | |
| | Available as of this moment | | |

| | | | |
|------------------------------|--------|-----------|--------------|
| Doc Fee | | 75.00 | |
| Subtotal | | 35,045.00 | |
| Tax by Co. | 7.250% | 2,540.76 | Glenn Co. |
| DMV PTI License/Title | | | Exempt plate |
| Electronic Vehicle Reg. AVRS | | 33.00 | |
| CA Tire Fee (\$1.75 per) | 5 | 8.75 | |
| Trailer Total | | 37,627.51 | |

| SHOP BILL | | | |
|--------------------|-----------|-------|--|
| <u>Accessories</u> | Material | Labor | |
| Subtotal | 0.00 | 0.00 | |
| Shop Supplies | 0.00 | | |
| Tax | 0.00 | | |
| Shop Total | 0.00 | | |
| Grand Total | 37,627.51 | | |
| Down Payment | | | |
| Amount to Finance | 37,627.51 | | |

Please ask for: Ryan Jackson

*Price quote good for 7 days.



Exiss Aluminum Trailers

Quote: 55785
Printed: 10/29/2024

Dealership Name

D2 Trailer Sales & Service
13246 West Stockton Blvd.
PO Box 5156
Galt, CA 95632

Work (209) 745-5480
800 (800) 839-9477
Fax (209) 745-5484
Cell (209) 482-7569

Dealer #: 000393

E-Mail: info@d2trailersales.com

Quote Prepared For

trailer #81541 6 months FF

| Item # | Base Model | Length | Width | Height | Item Total |
|----------|-------------------------|--------|-------|--------|------------|
| 01783040 | EXISS EXHIBITOR 716A BP | 16 | 7 | 6.17 | 36,999.00 |

CONSTRUCTION FEATURES

- 6'2" inside height - 7'0" outside width
- All aluminum construction w/ single piece aluminum roof
- Interlocking extruded aluminum non-skid plank flooring
- 2" x 4" I-beams on 13" centers
- (2) 3,500 lb. rubber torsion axles w/ electric brakes
- Aluminum V-hitch w/ 2 5/16" coupler
- Breakaway switch w/ battery and slip hook safety chains
- Five 16" 6 hole aluminum wheels w/ 10 ply Goodyear tires
- Spare tire w/ interior mount
- 2,000 lbs. top wind jack w/ wheel
- Treadplate gravel guard 16" high on nose
- Vertical stainless steel piece on nose
- .063 white aluminum sheets on nose, sides, rear doors
- Polished aluminum slat outside of livestock area
- Tear drop fenders
- Two bogey wheels under rear frame
- LED brake and running lights
- LED load lights above rear doors & side access door
- Solid wall separating tack area from livestock area
- 3/8 transferable warranty

STOCK AREA FEATURES

- Three air gaps w/ Plexiglas in livestock area
- Tray in livestock area for Plexiglas storage
- Six 4' long pens w/ removable gates
- Convertible pen system (from alley-way to 50/50)
- Rear-hinged side access door (w/ air gaps)
- Security gate and internal lock at side access door
- 50/50 rear doors with one 19" x 26" window on each door
- Dual cam locks w/ lockable hasp on rear doors
- Full-length, curbside LED light strip

TACK AREA FEATURES

- 4' straightwall tack room w/ carpeted floor
- Two interior LED lights in tack area
- Camper door w/ sliding window and dead bolt
- Walk-thru door from tack room to stock area
- Clothes rod

| Option # | Optional Equipment | Price Per | Qty | Extended |
|--------------------------------|---|-----------|-----|----------|
| 02830727 | 8 Trough Rack Rows/Whip Holder (Hangers) | 184.00 | 1 | 184.00 |
| 02830728 | Tray - Removeable Accessory - 14"x36" | 345.00 | 1 | 345.00 |
| 02830452 | Light - Opti-Brite Interior LED Strip Light 16" Long <i>in dressing room</i> | 145.00 | 1 | 145.00 |
| 02830960 | Camper Step (Fold Down) <i>at dressing room door and escape door</i> | 345.00 | 2 | 690.00 |
| 02830603 | Side Sheets - .050 Silver (Metallic Gray) Side Sheets (Entire Length) | 12.00 | 7 | 84.00 |
| 02830095 | Line and Insulate Ceiling with White Aluminum (Per Running Foot) <i>stock area</i> | 116.00 | 12 | 1,392.00 |
| 02830726 | Rear Ramp - 7' Full Width (3' Tall) | 1,725.00 | 1 | 1,725.00 |
| 02830466 | Vent - Roof Vent - 5x9 Pop Up 2 Way <i>1 per pen</i> | 118.00 | 6 | 708.00 |
| CUSTOM | Delete standard lights in dressing room | -60.80 | 2 | -121.60 |
| Subtotal of Optional Equipment | | | | 5,151.40 |



Exiss Aluminum Trailers

Quote: 55785
Printed: 10/29/2024

| |
|--|
| Accepted this ____ Day of _____, _____ |
| Signature _____ Date _____ |

| | |
|-----------------|-----------|
| Items Sub Total | 42,150.40 |
|-----------------|-----------|

Sales Person
Rodney Norvell
Email: rnorvell@exiss.net

Above prices subject to change without notice.

Quote good for 30 Days

Quoted with Software Version: 2.05

Price Book Date: 6/11/2024

| | |
|-------------|-----------|
| Quote Total | 42,150.40 |
|-------------|-----------|

\$ 34,970.

Capital Outlay Request for Pre-Approval

California Department of Education (Revised 1/10/2024)

Attach this form to a quote for the requested item to be purchased by the local educational agency (LEA).

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

Industry Sector: Agriculture

Career Pathway: Animal Science

CTE Equipment Name: 2024 Exiss 716A Livestock Trailer

Name of School Purchasing: Hamilton High

Cost of item (\$5,000 or More): \$ 37,627.51

*Waiting for
official approval!
sent 10/29/24.*

Capital Outlay Request for Pre-Approval

California Department of Education

Is total cost split funded? ☐ Yes ☒ No

Amount of Perkins:

Amount of CTEIG: \$ 37,627.51

List other funding source(s) used:

Amount of Other Funding Source:

Provide a detailed description of equipment purchase:

Exiss aluminum livestock trailer with pen system. Includes six 4' pens with gates, loading ramp, side access door, security gate, spare tire, led lights, and ventilation. This will be used for school farm livestock, FFA student livestock projects, and the opportunity to bring livestock for hands-on student instruction and labs. The trailer is a bumper pull that will be pulled using the ag department truck or Expedition.

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 Biolgoy 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:

D1.0 Evaluate the necessary elements for proper animal housing and animal handling equipment. D10.0 Demonstrate understanding of the production of large and small animals. 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.

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: 10/29/2024

Printed Name: Janice Lohse

Title: CTE Coordinator / Ag Teache

HAMILTON UNIFIED SCHOOL DISTRICT

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|---|----------------------|
| Agenda Item Number: 5. c | Date: 11/7/24 |
| Agenda Item Description: Video Production | |
| Background: This fall we've conducted surveys and community meetings to discuss the decline in enrollment. The input we've received from families is to focus on the enrollment issue and not just one program (DI, Neighborhood). It was suggested to market our school by highlighting the great things HES has to offer. The idea of making a video was proposed. | |
| Status: | |
| Fiscal Impact: \$5,500 | |
| Educational Impact: Highlight the awesome things happening at HES, classroom and beyond. Share the video with surrounding communities to increase enrollment and continue with strong programs at HES. | |
| Recommendation: For the HUSD Board to approve the production of a video by Watershed Media. | |

Independent Contractor Proposal:

Hamilton Unified School District

hudschools.org

Maggie Sawyer, M.A. Ed.

Assistant Principal

ELD/Dual Immersion Coordinator

Director of Special Projects

Hamilton Unified School District

November 1, 2024

Prepared by:

Jason Weinrich

Watershed Media, LLC

242 Broadway St. Suite 9

Chico, CA 95928

(530) 514-2910

II. Compensation & Fees

| Task | Description | Budget |
|------------------|--|----------------|
| Video Production | Produce a long form (3 to 4 minute) video deliverable promoting the bilingual educational program at Hamilton Unified School District. | \$5,500 |
| Total | | \$5,500 |

III. Insurance Coverage

Producer: Hiscox, Inc.
520 Madison Avenue
32nd Floor
New York, NY 10022
Commercial General Liability
Each occurrence: \$1,000,000
Damage to rented premises (each occurrence): \$100,000
Med exp (any one person): \$5,000
General aggregate: \$2,000,000

IV. Statement of Commitment

Thank you for your interest in our collaborative work to grow your organization. The decision to make a time commitment to a project is one that I consider carefully, so as to not overcommit myself in my schedule. This provides my clients with the attention and appropriate response time they deserve.

My career goal is to work with clients who have similar organizational values, which include honesty, a desire for long-term growth, and a belief in win-win relationships. My commitment to you is the aforementioned values and a dedication to a return on your investment of time and capital.

Thank you again for your interest in working together.

Jason Weinrich
Watershed Media, LLC

Invoicing Schedule

An invoice will be provided at the start of work for the 50% of the website project bid, with the remaining 50% upon completion.

Approval to Proceed

Signature

Date

HAMILTON UNIFIED SCHOOL DISTRICT

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|--|-------------------------|
| Agenda Item Number: 5. d | Date: 11/12/2024 |
| Agenda Item Description: HHS Sports Equipment Storage | |
| Background: All estimated costs below include: 40' Container, delivery, and Tax. HHS Sports Equipment 40' Four Door Storage Container– Estimated Cost \$8100.00 <ul style="list-style-type: none">• Protection from Elements: High-quality containers are often built to withstand harsh weather, including rain, snow, and sun. They can keep equipment dry and safe from moisture, which is crucial for sports gear that can degrade or get damaged from water exposure. This container is designed with ventilation features to prevent moisture build-up, which is important for avoiding mold and mildew on sports equipment.• Organization and Access: With four doors, you can segment the storage area, making it easy to organize different types of equipment by sport or purpose. Each section could hold items specific to a sport, like footballs, soccer balls, nets, or training gear. This keeps equipment organized and easy to locate.• Enhanced Security: The container has lockable doors, each door could be individually locked to limit access to certain items, with the addition of adding shelf dividers between each section.• Overall, the four-door storage container with weatherproofing features is a reliable choice for keeping school sporting goods safe, secure, organized, and in good condition throughout the year. | |
| Status: Pending Board Approval | |
| Fiscal Impact: Total estimated cost of \$8,100, covered by Unrestricted General Funds. | |
| Educational Impact: Provides Secure and Weather Resistant Storage for Multiple Sporting Goods and Equipment. | |
| Recommendation: Recommend the Board to authorize the use of Unrestricted General Funds to purchase a 40' Four-Door Container to store sports equipment for safety, security, and protective care from the elements. | |

HAMILTON UNIFIED SCHOOL DISTRICT



NorCal Containers
PO BOX 11
Orland, CA 95963 US
+1 5308592505
adm.norcalcontainers@gmail.com

Estimate

| | | | | | |
|----------------------------------|----------------------------------|-----------|-------------|------------|------------|
| ADDRESS | SHIP TO | SHIP VIA | Unscheduled | ESTIMATE | 1059A |
| Accounts Payable | Mike Watson | TRACKING# | Kristin | DATE | 10/29/2024 |
| Hamilton Unified School District | Hamilton Unified School District | | | EXPIRATION | 11/12/2024 |
| P.O. Box 488 | 620 Canal Street | | | DATE | |
| Hamilton City, CA. 95951 | Hamilton, CA 95951 | | | | |

| DATE | ACTIVITY | DESCRIPTION | QTY | RATE | AMOUNT |
|--|---------------------|-----------------------------|-----|----------|-------------------|
| | 40 FT HC New 1-Trip | 4 Door Openside- Light gray | 1 | 2,000.00 | 2,000.00T |
| Customer will be issuing a PO in place of a deposit. | | | | | SUBTOTAL 2,000.00 |
| Delivery may be scheduled once the PO has been received. | | | | | TAX 145.00 |
| Thank you. | | | | | SHIPPING 5,955.00 |
| | | | | | TOTAL \$8,100.00 |

Accepted By

Accepted Date