



# Trinity County Office of Education

Fabio Robles, Ed.D.  
Trinity County  
Superintendent of Schools

P.O. Box 1256 • 201 Memorial Drive, Weaverville, CA 96093-1256

## MINUTES

### Trinity County Board of Education Regular Board Meeting April 17, 2024

WHERE HELD: Trinity County Office of Education  
201 Memorial Drive – Granite Room

MEMBERS PARTICIPATING: Randy Spencer, Area I  
Michelle Myers, Area II  
Sally Aldinger, Area III  
Arina Erwin, Area IV  
Steve Canale, Area V

COUNTY OFFICE: Anthony Rebelo, Assistant Superintendent of Special  
Education/SELPA Director  
Tim Nordstrom, Assistant Superintendent of Educational  
Services  
Melanie Holmes, Executive Director of HR & Business  
Services  
Cindy Blanchard, Chief Business Official  
Kaila Arnold, Executive Secretary

PUBLIC: Josh Cozine, The Trinity Journal

#### **1.0 Formal Opening**

- 1.1 Call to Order  
Sally called the meeting to order at 1:01p.m.
- 1.2 Roll Call
- 1.3 Pledge of Allegiance
- 1.4 Additions or Changes to Agenda  
Cindy requested to table action item 6.7 (Approve the New Auditor Contract-Wilkinson Hadley King & Co. LLP) due to lack of back-up until the next Board Meeting on May 15, 2024.

- 2.0 Public Communication:** Persons wishing to address the Board on any item except personnel are invited to do so at this time. In the interest of time and order, presentations from the public are limited to three minutes per person, 20 minutes per topic, pursuant to Board policy. Please state your name and address before speaking. In accordance with the Brown Act, unless an item has been placed on the agenda there

shall be no action taken. The Board may 1) acknowledge receipt of the information; 2) refer to staff for further study; 3) refer the matter to the next agenda. There was no public communication.

### **3.0 Accept Open Session Agenda**

Sally asked the board for a motion to accept the Open Session Agenda.

**MOTION:** A motion was made by Steve, with a second by Randy, to accept the Open Agenda. Motion passed. Aye-5, (Aldinger, Canale, Erwin, Myers, Spencer), No-0, Absent-0, Abstain-0.

### **4.0 Consent Agenda:** The following consent agenda items are considered routine by the County Board and will be enacted with one motion. There will be no separate discussion of items unless a Board member so requests, in which event the item(s) will be considered following approval of the Consent Agenda.

4.1 Minutes – March 20, 2024

4.2 Warrants – March 2024

4.3 Payroll – March 2024

Sally asked the Board if there was a motion to pull any items from the Consent Agenda. Hearing none, Sally asked the board for a motion to accept the Consent Agenda.

**MOTION:** A motion was made by Arina, with a second by Michelle, to accept the Consent Agenda. The motion passed unanimously. Aye-5, (Aldinger, Canale, Erwin, Myers, Spencer), No-0, Absent-0, Abstain-0.

### **5.0 Information Items**

5.1 Summary of Complaints Per Williams Uniform Complaint Procedures (January 1, 2024, through March 31, 2024)

No complaints were received.

5.2 Review The 2024-2025 Trinity County Office of Education Business Calendar  
Sally asked for clarification on the holidays that classified staff are required to take to which Melanie responded.

### **6.0 Action Items**

6.1 Review and Accept Draft of the Annual Audit Report SY 2022-2023

Cindy shared her report with the board. Sally and Michelle had questions to which Cindy responded. Arina gave kudos to the fiscal team.

**MOTION:** A motion was made by Randy, with a second by Michelle. The motion passed unanimously. Aye-5, (Aldinger, Canale, Erwin, Myers, Spencer), No-0, Absent-0, Abstain-0.

6.2 Approval of RISE Academy Re-enrolling 2024-2025 School Year (No Backup)

Tim shared information about the re-enrollment of students at RISE Academy for the 2024-2025 school year.

**MOTION:** A motion was made by Arina, with a second by Michelle. The motion passed unanimously. Aye-5, (Aldinger, Canale, Erwin, Myers, Spencer), No-0, Absent-0, Abstain-0.

- 6.3 Approve 2024-2025 Trinity County RISE School Calendar  
**MOTION:** A motion was made by Steve, with a second by Michelle. The motion passed unanimously. Aye-5, (Aldinger, Canale, Erwin, Myers, Spencer), No-0, Absent-0, Abstain-0.
- 6.4 Approve Resolution #23-24-10 Trinity County Office of Education Change Lincoln Day Observance  
Kaila noted that the dates on the resolution were incorrect and reflected last year's dates. The Board unanimously agreed to approve the resolution with the revised date.  
**MOTION:** A motion was made by Arina, with a second by Steve. The motion passed unanimously. Aye-5, (Aldinger, Canale, Erwin, Myers, Spencer), No-0, Absent-0, Abstain-0.
- 6.5 Approve Resolution #23-24-11 Trinity County RISE Academy Change Lincoln Day Observance  
Kaila noted that the dates on the resolution were incorrect and reflected last year's dates. The Board unanimously agreed to approve the resolution with the revised date.  
**MOTION:** A motion was made by Randy, with a second by Michelle. The motion passed unanimously. Aye-5, (Aldinger, Canale, Erwin, Myers, Spencer), No-0, Absent-0, Abstain-0.
- 6.6 Approve the Time and Location of May 15, 2024, Regular Board Meeting to Tour Southern Trinity Joint Unified Facilities @ 2:30 p.m. with the Board Meeting to Follow @ 3:00 p.m. Room 23 @ Southern Trinity High School, 600 Van Duzen Road, Mad River. (No backup)  
Arina shared that she has a scheduling conflict with the date and asked if she could attend via Zoom. Kaila responded that she will check and let her know.  
**MOTION:** A motion was made by Michelle, with a second by Randy. The motion passed unanimously. Aye-5, (Aldinger, Canale, Erwin, Myers, Spencer), No-0, Absent-0, Abstain-0.
- 6.7 Approve the New Auditor Contract- Wilkinson Hadley King & Co. LLP (Back up to follow)  
Tabled until the May 15, 2024 Board Meeting.

## **7.0 Reports**

- 7.1 Financial Report and Oversight Update  
Cindy provided the financial report and oversight update, which was included in the board packet for the members to review.
- 7.1.1 School Facilities Report from Jeff Morris  
The school facilities report was included in the packet for the members to review.
- 7.2 Cabinet Report – includes Trinity COE and District LCAP Updates  
Tim, Anthony, and Melanie shared their cabinet report with the board.

## **8.0 Correspondence**

There was no correspondence.

**9.0 Superintendent's Report**

Tim shared the Superintendent's Report on Fabio's behalf. See attached.

**10.0 Board Reports/Announcements/Comments**

- 10.1 Trinity COE's next Board meeting will be held at Southern Trinity High School Wednesday, May 15, 2024. The tour of the campus will be at 2:30 p.m., with the Board Meeting to follow at 3:00 p.m. in room 23.
- 10.2 Michelle shared that the annual plant and seed exchange is this Saturday.
- 10.3 Arina shared that she is volunteering at the high school track meet, and that Junction City continues to provide after school cooking classes.
- 10.4 Sally shared that Hyampom now has a representative on the Mountain Valley Unified School District School Board.
- 10.5 Randy asked if there has been any movement towards hiring staff for Coffee Creek Elementary School. Tim responded yes, and that interviews were being held the next day on April 18, 2024.

**11.0 Adjournment**

The meeting adjourned at 2:08 p.m.

Respectfully submitted,

Fabio Robles, Ex-Officio Secretary  
Trinity County Office of Education

Ka

## Superintendent's Report 4/17/24

Last week, I had the opportunity to meet with Dr. Sohil Sud from CYBHI who is their new director, to discuss the challenges faced by frontier areas like ours regarding grant writing capacity. I wanted to ensure he was aware of the struggles we've encountered as a small COE in navigating grant applications under his direction. He has connected me with the DHCS director so that I can share these concerns and opportunities for growth with him too.

During my time in Santa Barbara, I had productive meetings and connected with a couple of math experts who have collaborated with the El Dorado County Office of Education. I'm excited to bring their innovative ideas to Trinity. Stay tuned for more updates on this front! Additionally, I held confidential discussions with other county superintendents regarding cybersecurity threat issues.

Our Cabinet, Leadership, and I convened last week to plan for our upcoming ALL CALL. I'm also meeting with our Employee Superintendent's Advisory Council (ESAC) on the 22nd to finalize preparations for our 6th All Call in 2 years! This event will include recognition of our Above and Beyond award winners along with our annual Meritorious Service Award recipient. I'm looking forward to another successful event!

This Tuesday, we have our monthly meeting with Admin, where I've included Trinity Safe Schools Collaborative as part of our agenda, to be discussed over our working lunch. I'm hoping by moving this crucial meeting to a working lunch we will have more consistent representation.

We have a busy schedule of interviews for our RISE Academy on the 24th, with applicants for teaching positions, RISE Wellness Liaison roles, and Para-educators.

Recently, Cindy, Melanie, and I met with Mike Freeman, the incoming County Superintendent at Shasta COE, to discuss the oversight MOU for CHYBA. Moving forward, we'll be establishing an MOU with Shasta COE, who will conduct the charter oversight for CHYBA and report back to us periodically, as we will continue to be their authorizer. The aim is for CHYBA to transition to Shasta COE authorization by 2026 when their petition comes up for renewal.

Lastly, I want to express my pride in our teams for their successful events recently and dedication to embodying our Core Values, Mission, and Vision. You may have noticed a fresh look to my Monday Messages – a big shoutout to Jeff Morris for crafting the new template!

I'll be back in the office tomorrow and apologize for missing today's meeting. Looking forward to reconnecting with everyone soon.

Register 000923 - 04/03/2024

Bank Account COUNTY - County

| Payment Id           | Comment                                                      |                                                                                      |                    |                |                                                       |  |
|----------------------|--------------------------------------------------------------|--------------------------------------------------------------------------------------|--------------------|----------------|-------------------------------------------------------|--|
| Check # 5248299      | 01                                                           | Check Amt                                                                            | 1,095.56           | Status Cleared | Addison Gillam (Addison Gil - Payee)                  |  |
| AGILLAMCSTG2         | Addison Gillam Classified Staff Teaching Grant Reimbursement | 01. 7311. 0. 1110. 1000. 4300. 825. .                                                | 1,095.56           |                |                                                       |  |
| Check # 5248300      | 12                                                           | Check Amt                                                                            | 161.93             | Status Cleared | Alisha Main (Alisha Main - Payee)                     |  |
| AMAINETD0320224      | A. Main EETD Materials & Supplies                            | 12. 6054. 0. 0001. 1000. 4300. 825. 0364. .                                          | 161.93             |                |                                                       |  |
| Check # 5248301      | 01                                                           | Check Amt                                                                            | 1,200.00           | Status Cleared | Brittany Shuey (Brittany Sh - Payee)                  |  |
| BSHUEYCSTGREIM       | B. Shuey Classified Staff Teaching Grant                     | 01. 7311. 0. 1110. 1000. 4300. 825. .                                                | 1,200.00           |                |                                                       |  |
| Check # 5248302      | 01                                                           | Check Amt                                                                            | 4,999.95           | Status Cleared | Pickett, Deidre L (000171 - Emp)                      |  |
| DPICKETT03212024     | D. Pickett CSHA Conference Hotel Rooms                       | 01. 3345. 0. 5730. 3120. 5200. 826. .<br>01. 6500. 0. 5050. 3150. 5200. 826. . 650   | 800.00<br>4,199.95 |                |                                                       |  |
| Check # 5248303      | 01                                                           | Check Amt                                                                            | 184.92             | Status Cleared | Willburn, Kelsey A (000497 - Emp)                     |  |
| KWILLBURN03222024    | K. Willburn Jan-Mar 2024 Mileage                             | 01. 0000. 0. 8600. 7200. 5200. 825. .                                                | 184.92             |                |                                                       |  |
| Check # 5248304      | 01                                                           | Check Amt                                                                            | 335.42             | Status Cleared | Brower, Deidre M (000541 - Emp)                       |  |
| DBROWER03252024      | D. Brower CASBO Training Travel Reimbursement                | 01. 0000. 0. 0000. 7200. 5200. 825. .<br>01. 0000. 0. 0000. 7200. 5200. 825. 4300. . | 310.39<br>25.03    |                |                                                       |  |
| Check # 5248305      | 01                                                           | Check Amt                                                                            | 349.09             | Status Cleared | Tucker, Joanne M (000547 - Emp)                       |  |
| JTUCKER03212024      | J. Tucker Career Compass Summit Registration Reimbursement   | 01. 0000. 0. 8600. 2100. 5200. 825. 2552. .                                          | 50.00              |                |                                                       |  |
| JTUCKER03252024      | J. Tucker C-STEM Training Observation Hotel Reimbursment     | 01. 0000. 0. 8600. 2100. 5200. 825. 2552. .                                          | 299.09             |                |                                                       |  |
| Check # 5248306      | 01                                                           | Check Amt                                                                            | 108.24             | Status Cleared | Aglipay, Anna D (000555 - Emp)                        |  |
| AAGLIPAYJCMILEFEBMAR | A. Aglipay JC Feb-Mar Mileage                                | 01. 0000. 0. 0000. 0000. 5200. 825. 0305. 677                                        | 39.90              |                |                                                       |  |
| AGLIPAYLESMILEFEBMAR | A. Aglipay LES Feb-Mar Mileage                               | 01. 0000. 0. 0000. 0000. 5200. 825. 0306. 677                                        | 68.34              |                |                                                       |  |
| Check # 5248307      | 01                                                           | Check Amt                                                                            | 444.64             | Status Cleared | Amazon Capital Services, Inc (001252/1)               |  |
| 19XL-R7JT-HF7J       | Black Clipboards                                             | 01. 0000. 0. 0000. 7200. 4300. 825. .                                                | 38.46              |                |                                                       |  |
| 1M1L-JVKQ-J6N3       | M. Holmes Office Furniture & Supplies                        | 01. 0000. 0. 0000. 7200. 4300. 825. .                                                | 406.18             |                |                                                       |  |
| Check # 5248308      | 01                                                           | Check Amt                                                                            | 825.00             | Status Cleared | Applied Behavioral Alternatives, Inc (001404/1)       |  |
| 29785                | RBT Supervision - Naomi C                                    | 01. 5814. 0. 8600. 3130. 5800. 825. .                                                | 825.00             |                |                                                       |  |
| Check # 5248309      | 01                                                           | Check Amt                                                                            | 46.73              | Status Cleared | AT&T (000030/4)                                       |  |
| 0517865016001MAR24   | 23-24 AT&T Computer Line                                     | 01. 0000. 0. 0000. 8100. 5920. 825. .                                                | 46.73              |                |                                                       |  |
| Check # 5248310      | 01                                                           | Check Amt                                                                            | 603.84             | Status Cleared | Atkinson, Andelson, Loya, Attorneys at Law (000031/3) |  |
| 708926               | Special Education Legal-TAU                                  | 01. 0000. 0. 0000. 7200. 5200. 825. .                                                | 603.84             |                |                                                       |  |
| Check # 5248311      | 01                                                           | Check Amt                                                                            | 600.00             | Status Cleared | Burnt Ranch School District (000843/1)                |  |
| INV24-00012          | ASES Remix Stipend Reimbursement                             | 01. 9600. 0. 7110. 2150. 5200. 825. .                                                | 600.00             |                |                                                       |  |
| Check # 5248312      | 01                                                           | Check Amt                                                                            | 30.03              | Status Cleared | CDW-G (000075/2)                                      |  |

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 309, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 4/1/2024, Ending Check Date = 4/30/2024, Check Number(s) = 5, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 = )

ERP for California

Page 1 of 4

Register 000923 - 04/03/2024

Bank Account COUNTY - County

| Payment Id      | Comment                                                                                                                                                                                                                                         |                                        |          |                                       |                                      |
|-----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|----------|---------------------------------------|--------------------------------------|
| Check # 5248312 | 01                                                                                                                                                                                                                                              | Check Amt                              | 30.03    | Status Cleared                        | CDW-G (000075/2) - continued         |
| QD64543         |                                                                                                                                                                                                                                                 | CDW-G IT Equipment                     |          | 01. 0000. 0. 0000. 2420. 4300. 825. . | 30.03                                |
| Check # 5248313 | 01                                                                                                                                                                                                                                              | Check Amt                              | 2,400.00 | Status Cleared                        | Com-Pair Services (001086/1)         |
| 126959          |                                                                                                                                                                                                                                                 | 23/24 Com-Pair Monthly Expenses        |          | 01. 0000. 0. 8600. 7700. 5920. 825. . | 2,400.00                             |
| Check # 5248314 | 01                                                                                                                                                                                                                                              | Check Amt                              | 131.79   | Status Cleared                        | CompuGroup Medical, Inc. (001382/1)  |
| 8180365339      |                                                                                                                                                                                                                                                 | CGM RCM- MediEd Premium Package        |          | 01. 9056. 0. 5001. 2200. 5800. 826. . | 131.79                               |
| Check # 5248315 | 01                                                                                                                                                                                                                                              | Check Amt                              | 568.80   | Status Cleared                        | Envoy Plan Services (000548/4)       |
| 103720          |                                                                                                                                                                                                                                                 | 23-24 Envoy Plan Services              |          | 01. 0000. 0. 0000. 7200. 5800. 825. . | 2.40                                 |
| 103722          |                                                                                                                                                                                                                                                 | 23-24 Envoy Plan Services              |          | 01. 0000. 0. 0000. 7200. 5800. 825. . | 19.20                                |
| 103723          |                                                                                                                                                                                                                                                 | 23-24 Envoy Plan Services              |          | 01. 0000. 0. 0000. 7200. 5800. 825. . | 4.80                                 |
| 103724          |                                                                                                                                                                                                                                                 | 23-24 Envoy Plan Services              |          | 01. 0000. 0. 0000. 7200. 5800. 825. . | 2.40                                 |
| 103855          |                                                                                                                                                                                                                                                 | 23-24 Envoy Plan Services              |          | 01. 0000. 0. 0000. 7200. 5800. 825. . | 28.80                                |
| 103856          |                                                                                                                                                                                                                                                 | 23-24 Envoy Plan Services              |          | 01. 0000. 0. 0000. 7200. 5800. 825. . | 14.40                                |
| 103857          |                                                                                                                                                                                                                                                 | 23-24 Envoy Plan Services              |          | 01. 0000. 0. 0000. 7200. 5800. 825. . | 24.00                                |
| 103859          |                                                                                                                                                                                                                                                 | 23-24 Envoy Plan Services              |          | 01. 0000. 0. 0000. 7200. 5800. 825. . | 93.60                                |
| 104932          |                                                                                                                                                                                                                                                 | 23-24 Envoy Plan Services              |          | 01. 0000. 0. 0000. 7200. 5800. 825. . | 2.40                                 |
| 104935          |                                                                                                                                                                                                                                                 | 23-24 Envoy Plan Services              |          | 01. 0000. 0. 0000. 7200. 5800. 825. . | 19.20                                |
| 104936          |                                                                                                                                                                                                                                                 | 23-24 Envoy Plan Services              |          | 01. 0000. 0. 0000. 7200. 5800. 825. . | 4.80                                 |
| 104937          |                                                                                                                                                                                                                                                 | 23-24 Envoy Plan Services              |          | 01. 0000. 0. 0000. 7200. 5800. 825. . | 2.40                                 |
| 104938          |                                                                                                                                                                                                                                                 | 23-24 Envoy Plan Services              |          | 01. 0000. 0. 0000. 7200. 5800. 825. . | 28.80                                |
| 104939          |                                                                                                                                                                                                                                                 | 23-24 Envoy Plan Services              |          | 01. 0000. 0. 0000. 7200. 5800. 825. . | 14.40                                |
| 104940          |                                                                                                                                                                                                                                                 | 23-24 Envoy Plan Services              |          | 01. 0000. 0. 0000. 7200. 5800. 825. . | 24.00                                |
| 104942          |                                                                                                                                                                                                                                                 | 23-24 Envoy Plan Services              |          | 01. 0000. 0. 0000. 7200. 5800. 825. . | 93.60                                |
| 106045          |                                                                                                                                                                                                                                                 | 23-24 Envoy Plan Services              |          | 01. 0000. 0. 0000. 7200. 5800. 825. . | 2.40                                 |
| 106048          |                                                                                                                                                                                                                                                 | 23-24 Envoy Plan Services              |          | 01. 0000. 0. 0000. 7200. 5800. 825. . | 19.20                                |
| 106049          |                                                                                                                                                                                                                                                 | 23-24 Envoy Plan Services              |          | 01. 0000. 0. 0000. 7200. 5800. 825. . | 4.80                                 |
| 106050          |                                                                                                                                                                                                                                                 | 23-24 Envoy Plan Services              |          | 01. 0000. 0. 0000. 7200. 5800. 825. . | 2.40                                 |
| 106051          |                                                                                                                                                                                                                                                 | 23-24 Envoy Plan Services              |          | 01. 0000. 0. 0000. 7200. 5800. 825. . | 28.80                                |
| 106052          |                                                                                                                                                                                                                                                 | 23-24 Envoy Plan Services              |          | 01. 0000. 0. 0000. 7200. 5800. 825. . | 14.40                                |
| 106053          |                                                                                                                                                                                                                                                 | 23-24 Envoy Plan Services              |          | 01. 0000. 0. 0000. 7200. 5800. 825. . | 24.00                                |
| 106055          |                                                                                                                                                                                                                                                 | 23-24 Envoy Plan Services              |          | 01. 0000. 0. 0000. 7200. 5800. 825. . | 93.60                                |
| Check # 5248316 | 01                                                                                                                                                                                                                                              | Check Amt                              | 8,340.00 | Status Cleared                        | Happy Valley Film Co. (001460/1)     |
| HAPPYVALLEYINV  |                                                                                                                                                                                                                                                 | Recruitment Video Happy Valley Film Co |          | 01. 0000. 0. 8600. 7200. 5800. 825. . | 8,340.00                             |
| Check # 5248317 | 01                                                                                                                                                                                                                                              | Check Amt                              | 134.70   | Status Cleared                        | Interstate Oil Company (000180/2)    |
| 0840238-IN      |                                                                                                                                                                                                                                                 | 23/24 bulk motor oil                   |          | 01. 0000. 0. 0000. 8100. 4300. 825. . | 134.70                               |
| Check # 5248318 | 01                                                                                                                                                                                                                                              | Check Amt                              | 1,106.30 | Status Cleared                        | John W. Kizziar, DDS, INC (001234/1) |
| DN03212024      |                                                                                                                                                                                                                                                 | Trinity Smiles DN 3/21/24              |          | 01. 0033. 0. 8600. 3140. 5800. 825. . | 204.00                               |
| KJ02212024      |                                                                                                                                                                                                                                                 | Trinity Smiles KJ 2/21/24              |          | 01. 0033. 0. 8600. 3140. 5800. 825. . | 171.30                               |
| Selection       | Sorted by Check Number, Inv #, Include Address=No, (Org = 309, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 4/1/2024, Ending Check Date = 4/30/2024, Check Number(s) = 5, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 = ) |                                        |          |                                       |                                      |

Register 000923 - 04/03/2024

Bank Account COUNTY - County

| Payment Id          | Comment                                                                                                                                                                                                                                         |                                   |           |                                             |                                                  |
|---------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|-----------|---------------------------------------------|--------------------------------------------------|
| Check # 5248318     | 01                                                                                                                                                                                                                                              | Check Amt                         | 1,106.30  | Status Cleared                              | John W. Kizziar, DDS, INC (001234/1) - continued |
| KS03252024          |                                                                                                                                                                                                                                                 | Trinity Smiles KS 3/25/24         |           | 01. 0033. 0. 8600. 3140. 5800. 825. .       | 302.00                                           |
| LT03132024          |                                                                                                                                                                                                                                                 | Trinity Smiles LT 3/13/24         |           | 01. 0033. 0. 8600. 3140. 5800. 825. .       | 167.00                                           |
| SL03192024          |                                                                                                                                                                                                                                                 | Trinity Smiles SL 3/19/24         |           | 01. 0033. 0. 8600. 3140. 5800. 825. .       | 202.00                                           |
| SN03212024          |                                                                                                                                                                                                                                                 | Trinity Smiles SN 3/21/24         |           | 01. 0033. 0. 8600. 3140. 5800. 825. .       | 60.00                                            |
| Check # 5248319     | 01                                                                                                                                                                                                                                              | Check Amt                         | 103.33    | Status Cleared                              | Lingo (001302/1)                                 |
| 33861691            |                                                                                                                                                                                                                                                 | 23/24 Long Distance Services      |           | 01. 0000. 0. 0000. 8100. 5920. 825. .       | 103.33                                           |
| Check # 5248320     | 01                                                                                                                                                                                                                                              | Check Amt                         | 32,771.68 | Status Cleared                              | Modoc County Office Of Ed (000241/1)             |
| AR24-00310          |                                                                                                                                                                                                                                                 | MHSSA Pathways Grant              |           | 01. 7813. 0. 0000. 9200. 7212. 825. .       | 32,771.68                                        |
| Check # 5248321     | 01                                                                                                                                                                                                                                              | Check Amt                         | 19.69     | Status Cleared                              | O'Reilly Automotive, Inc. (001373/1)             |
| 4919-467241         |                                                                                                                                                                                                                                                 | 23-24 Fleet Repair Supplies       |           | 01. 0000. 0. 0000. 8100. 4300. 825. 4300. . | 19.69                                            |
| Check # 5248322     | 01                                                                                                                                                                                                                                              | Check Amt                         | 1,347.00  | Status Cleared                              | Oxford Consulting Services (001332/2)            |
| 163558              |                                                                                                                                                                                                                                                 | Behavior Services February 24     |           | 01. 6546. 0. 5001. 3120. 5800. 826. .       | 1,347.00                                         |
| Check # 5248323     | 01                                                                                                                                                                                                                                              | Check Amt                         | 15.00     | Status Printed                              | Plotzke Ace Hardware (000280/1)                  |
| K97443              |                                                                                                                                                                                                                                                 | 23/24 maintenance supplies        |           | 01. 0000. 0. 0000. 8100. 4300. 825. .       | 15.00                                            |
| Check # 5248324     | 01                                                                                                                                                                                                                                              | Check Amt                         | 9,060.00  | Status Cleared                              | ProCare Therapy TTF Holdings Lockbox (001345/3)  |
| 20915368            |                                                                                                                                                                                                                                                 | 23/24 Behavior Specialist         |           | 01. 7816. 0. 5001. 3120. 5800. 826. .       | 4,530.00                                         |
| 20921247            |                                                                                                                                                                                                                                                 | 23/24 Behavior Specialist         |           | 01. 7816. 0. 5001. 3120. 5800. 826. .       | 4,530.00                                         |
| Check # 5248325     | 01                                                                                                                                                                                                                                              | Check Amt                         | 50.92     | Status Cleared                              | Randy Spencer (001238/1)                         |
| SPENCERTCOEBOE32024 |                                                                                                                                                                                                                                                 | R. Spencer TCOE BOE Mileage       |           | 01. 0000. 0. 0000. 7110. 5200. 825. .       | 50.92                                            |
| Check # 5248326     | 01                                                                                                                                                                                                                                              | Check Amt                         | 210.10    | Status Cleared                              | Redding Kia Subaru (000289/2)                    |
| 58117               |                                                                                                                                                                                                                                                 | Redding KIA Parts                 |           | 01. 0000. 0. 0000. 8100. 5600. 825. .       | 210.10                                           |
| Check # 5248327     | 01                                                                                                                                                                                                                                              | Check Amt                         | 260.00    | Status Printed                              | Shasta Family Dentistry (001425/1)               |
| SW03072024          |                                                                                                                                                                                                                                                 | Trinity Smiles SW 3/7/24          |           | 01. 0033. 0. 8600. 3140. 5800. 825. .       | 260.00                                           |
| Check # 5248328     | 01                                                                                                                                                                                                                                              | Check Amt                         | 109.88    | Status Cleared                              | Steve Canale (001201/1)                          |
| CANALETCOEBOE32024  |                                                                                                                                                                                                                                                 | S. Canale TCOE BOE Mileage        |           | 01. 0000. 0. 0000. 7110. 5200. 825. .       | 109.88                                           |
| Check # 5248329     | 01                                                                                                                                                                                                                                              | Check Amt                         | 129.00    | Status Cleared                              | Trinity Alps Unified S D (000402/1)              |
| INV24-00012         |                                                                                                                                                                                                                                                 | ADR Conference Meals-S. Smith TAU |           | 01. 3395. 0. 5060. 2200. 5200. 826. .       | 129.00                                           |
| Check # 5248330     | 01                                                                                                                                                                                                                                              | Check Amt                         | 1,034.31  | Status Cleared                              | Trinity Co Dept Of Transport (000389/1)          |
| 22504               |                                                                                                                                                                                                                                                 | 23-24 Monthly Fuel                |           | 01. 0000. 0. 0000. 8100. 4300. 825. 4300. . | 1,034.31                                         |
| Check # 5248331     | 01                                                                                                                                                                                                                                              | Check Amt                         | 1,258.93  | Status Cleared                              | Trinity PUD (000399/2)                           |
| 16243MAR24          |                                                                                                                                                                                                                                                 | 23/24 monthly electricity         |           | 01. 0000. 0. 0000. 8100. 5510. 825. .       | 981.43                                           |
| 16244MAR24          |                                                                                                                                                                                                                                                 | 23/24 monthly electricity         |           | 01. 0000. 0. 0000. 8100. 5510. 825. .       | 277.50                                           |
| Check # 5248332     | 01                                                                                                                                                                                                                                              | Check Amt                         | 667.25    | Status Cleared                              | Trinity Tire Factory (000928/1)                  |
| 73768               |                                                                                                                                                                                                                                                 | New Tires for KIA                 |           | 01. 0000. 0. 0000. 8100. 5600. 825. .       | 667.25                                           |
| Selection           | Sorted by Check Number, Inv #, Include Address=No, (Org = 309, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 4/1/2024, Ending Check Date = 4/30/2024, Check Number(s) = 5, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 = ) |                                   |           |                                             |                                                  |

Register 000923 - 04/03/2024

Bank Account COUNTY - County

| Payment Id      | Comment               |           |           |                                     |                                        |  |       |
|-----------------|-----------------------|-----------|-----------|-------------------------------------|----------------------------------------|--|-------|
| Check # 5248333 | 01                    | Check Amt | 110.43    | Status Cleared                      | NAPA Weaverville Auto Parts (000423/2) |  |       |
| 422278          | 23/24 NAPA Auto Parts |           |           | 01. 0000. 0. 0000. 8100. 4300. 825. | .                                      |  | 34.31 |
| 422279          | 23/24 NAPA Auto Parts |           |           | 01. 0000. 0. 0000. 8100. 4300. 825. | .                                      |  | 68.62 |
| 422489          | 23/24 NAPA Auto Parts |           |           | 01. 0000. 0. 0000. 8100. 4300. 825. | .                                      |  | 7.50  |
| Number of Items |                       | 35        | 70,814.46 | Totals for Register 000923          |                                        |  |       |

---

**2024 FUND-OBJ Expense Summary / Register 000923**


---

|                                   |                  |                   |
|-----------------------------------|------------------|-------------------|
| 01-4300                           | 4,084.36         |                   |
| 01-5200                           | 7,471.26         |                   |
| 01-5510                           | 1,258.93         |                   |
| 01-5600                           | 877.35           |                   |
| 01-5800                           | 21,638.89        |                   |
| 01-5920                           | 2,550.06         |                   |
| 01-7212                           | 32,771.68        |                   |
| 01-9110*                          |                  | 70,652.53-        |
| <b>Totals for Fund 01</b>         | <b>70,652.53</b> | <b>70,652.53-</b> |
| 12-4300                           | 161.93           |                   |
| 12-9110*                          |                  | 161.93-           |
| <b>Totals for Fund 12</b>         | <b>161.93</b>    | <b>161.93-</b>    |
| <b>Totals for Register 000923</b> | <b>70,814.46</b> | <b>70,814.46-</b> |

\* denotes System Generated entry

Net change to Cash 9110

70,814.46- Credit

Register 000924 - 04/10/2024

Bank Account COUNTY - County

| Payment Id           | Comment                                                      |                                               |           |        |         |                                         |
|----------------------|--------------------------------------------------------------|-----------------------------------------------|-----------|--------|---------|-----------------------------------------|
| Check # 5248491      | 01                                                           | Check Amt                                     | 1,364.00  | Status | Cleared | Addison Gillam (Addison Gil - Payee)    |
| AGILLAMCSTG3         | Addison Gillam Classified Staff Teaching Grant Reimbursement | 01. 7311. 0. 1110. 1000. 4300. 825. .         | 1,364.00  |        |         |                                         |
| Check # 5248492      | 01                                                           | Check Amt                                     | 1,634.61  | Status | Cleared | Rebello, Anthony J (000307 - Emp)       |
| AREBELOSELPA04022024 | A. Rebello SELPA San Diego                                   | 01. 0000. 0. 0000. 8100. 4300. 825. 4300. .   | 49.00     |        |         |                                         |
|                      |                                                              | 01. 6500. 0. 5050. 2200. 5200. 826. . 650     | 1,585.61  |        |         |                                         |
| Check # 5248493      | 01                                                           | Check Amt                                     | 327.75    | Status | Cleared | Wright, Tiffany L (000437 - Emp)        |
| TWRIGHTFYPERD        | T. Wright FYSCP Grant Summit Per Diem                        | 01. 7366. 0. 8600. 3130. 5200. 825. .         | 327.75    |        |         |                                         |
| Check # 5248494      | 01                                                           | Check Amt                                     | 593.59    | Status | Cleared | Amazon Capital Services, Inc (001252/1) |
| 1DHL-MCVN-GQ4X       | SELPA Materials & Supplies                                   | 01. 6500. 0. 5001. 2200. 4300. 826. . 650     | 94.57     |        |         |                                         |
| 1H71-XQTC-JK73       | Kitchen Table Cloth                                          | 01. 0000. 0. 0000. 7200. 4300. 825. .         | 23.90     |        |         |                                         |
| 1NRH-KH3H-169X       | Ed Services Materials                                        | 01. 0000. 0. 0000. 7200. 4300. 825. .         | 204.92    |        |         |                                         |
| 1RQM-NKRY-9XKL       | Office Hot Water Kettle                                      | 01. 0000. 0. 0000. 7200. 4300. 825. .         | 30.01     |        |         |                                         |
| 1T3C-DGVP-16KG       | Office Supplies                                              | 01. 0000. 0. 0000. 7200. 4300. 825. .         | 197.74    |        |         |                                         |
| 1XCN-C99N-CTMQ       | Health Services Supplies                                     | 01. 0000. 0. 8600. 3140. 4300. 825. .         | 42.45     |        |         |                                         |
| Check # 5248495      | 01                                                           | Check Amt                                     | 15,418.09 | Status | Cleared | Breslin Occupational Service (001406/1) |
| 231                  | 23-24 OT Services                                            | 01. 6500. 0. 5730. 3140. 5800. 826. .         | 3,540.27  |        |         |                                         |
|                      |                                                              | 01. 6500. 0. 5760. 3140. 5800. 826. 0301. 651 | 640.00    |        |         |                                         |
|                      |                                                              | 01. 6500. 0. 5760. 3140. 5800. 826. 0304. 651 | 4,676.55  |        |         |                                         |
|                      |                                                              | 01. 6500. 0. 5760. 3140. 5800. 826. 0306. 651 | 1,048.92  |        |         |                                         |
|                      |                                                              | 01. 6500. 0. 5760. 3140. 5800. 826. 0307. 651 | 587.50    |        |         |                                         |
|                      |                                                              | 01. 6500. 0. 5760. 3140. 5800. 826. 0311. 651 | 3,253.35  |        |         |                                         |
|                      |                                                              | 01. 6500. 0. 5760. 3140. 5800. 826. 0312. 651 | 771.50    |        |         |                                         |
|                      |                                                              | 01. 6500. 0. 5760. 3140. 5800. 826. 0320. 651 | 900.00    |        |         |                                         |
| Check # 5248496      | 01                                                           | Check Amt                                     | 351.55    | Status | Cleared | Carrel's Office Solutions (000825/2)    |
| AR63410              | Kyocera Taskalfa 4004i Digital Imaging System                | 01. 0000. 0. 0000. 2420. 4300. 825. .         | 13.88     |        |         |                                         |
| AR63411              | 23/24 KYOCERA/TASKalfa 5054ci                                | 01. 0000. 0. 0000. 7200. 5600. 825. 2753. .   | 323.22    |        |         |                                         |
| AR63412              | 23-24 Carrel's Kyicera TaskAlfa 5004i                        | 01. 0000. 0. 0000. 2420. 4400. 825. .         | 14.45     |        |         |                                         |
| Check # 5248497      | 01                                                           | Check Amt                                     | 150.15    | Status | Cleared | CDW-G (000075/2)                        |
| QG67068              | CDW-G IT Equipment                                           | 01. 0000. 0. 0000. 2420. 4300. 825. .         | 150.15    |        |         |                                         |
| Check # 5248498      | 01                                                           | Check Amt                                     | 353.16    | Status | Cleared | Deanna DeAntoni (000110/1)              |
| DDEANTONIMEDICARE2   | D. Deantoni Medicare Reimbursement                           | 01. . . . . 9580. . . .                       | 353.16    |        |         |                                         |
| Check # 5248499      | 01                                                           | Check Amt                                     | 30,448.00 | Status | Cleared | Eide Bailly LLP (001317/1)              |
| EI01659418           | Final Billing 6/30/2023                                      | 01. 0000. 0. . . . 9510. . . .                | 30,448.00 |        |         |                                         |
| Check # 5248500      | 01                                                           | Check Amt                                     | 266.94    | Status | Printed | Frontier Fuel (000146/2)                |
| 3186MAR24            | Speech Fuel Purchases March 2024                             | 01. 0000. 0. 0000. 8100. 4300. 825. 4300. .   | 266.94    |        |         |                                         |

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 309, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 4/1/2024, Ending Check Date = 4/30/2024, Check Number(s) = 5, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 = )

Register 000924 - 04/10/2024

Bank Account COUNTY - County

| Payment Id      | Comment                    |           |          |                                             |                                                                 |          |
|-----------------|----------------------------|-----------|----------|---------------------------------------------|-----------------------------------------------------------------|----------|
| Check # 5248501 | 01                         | Check Amt | 478.50   | Status Cleared                              | Pitney Bowes Inc Reserve Account (000278/2)                     |          |
| 3106586972      | 23/24 Postage and lease    |           |          | 01. 0000. 0. 0000. 7200. 5910. 825. .       |                                                                 | 478.50   |
| Check # 5248502 | 01                         | Check Amt | 205.03   | Status Printed                              | Plotzke Ace Hardware (000280/1)                                 |          |
| 397902          | 23/24 maintenance supplies |           |          | 01. 0000. 0. 0000. 8100. 4300. 825. .       |                                                                 | 12.86    |
| 397945          | 23/24 maintenance supplies |           |          | 01. 0000. 0. 0000. 8100. 4300. 825. .       |                                                                 | 28.10    |
| K98027          | 23/24 maintenance supplies |           |          | 01. 0000. 0. 0000. 8100. 4300. 825. .       |                                                                 | 164.07   |
| Check # 5248503 | 01                         | Check Amt | 4,530.00 | Status Cleared                              | ProCare Therapy TTF Holdings Lockbox (001345/3)                 |          |
| 20926407        | 23/24 Behavior Specialist  |           |          | 01. 7816. 0. 5001. 3120. 5800. 826. .       |                                                                 | 4,530.00 |
| Check # 5248504 | 01                         | Check Amt | 520.00   | Status Cleared                              | Professional Tutors Of America (000283/2)                       |          |
| 98658           | FYS Tutoring February 2024 |           |          | 01. 7366. 0. 8600. 3130. 5800. 825. . 099   |                                                                 | 520.00   |
| Check # 5248505 | 01                         | Check Amt | 260.00   | Status Printed                              | Shasta Kids Dentistry Andrew J Ingersoll Dental Corp (001459/1) |          |
| SW03072024      | Trinity Smiles SW 3/7/24   |           |          | 01. 0033. 0. 8600. 3140. 5800. 825. .       |                                                                 | 260.00   |
| Check # 5248506 | 01                         | Check Amt | 1,485.64 | Status Cleared                              | Trinity Co Dept Of Transport (000389/1)                         |          |
| 22599           | 23-24 Monthly Fuel         |           |          | 01. 0000. 0. 0000. 8100. 4300. 825. 4300. . |                                                                 | 1,485.64 |
| Check # 5248507 | 01                         | Check Amt | 310.50   | Status Cleared                              | Trinity Co. Solid Waste (000394/1)                              |          |
| 20012APRIL24    | 23/24 solid waste fees     |           |          | 01. 0000. 0. 0000. 8100. 5550. 825. .       |                                                                 | 310.50   |

Number of Items

17

58,697.51

Totals for Register 000924

## 2024 FUND-OBJ Expense Summary / Register 000924

|                                   |                  |                   |
|-----------------------------------|------------------|-------------------|
| 01-4300                           | 4,128.23         |                   |
| 01-4400                           | 14.45            |                   |
| 01-5200                           | 1,913.36         |                   |
| 01-5550                           | 310.50           |                   |
| 01-5600                           | 323.22           |                   |
| 01-5800                           | 20,728.09        |                   |
| 01-5910                           | 478.50           |                   |
| 01-9110*                          |                  | 58,697.51-        |
| 01-9510                           | 30,448.00        |                   |
| 01-9580                           | 353.16           |                   |
| <b>Totals for Register 000924</b> | <b>58,697.51</b> | <b>58,697.51-</b> |

\* denotes System Generated entry

Net change to Cash 9110

58,697.51- Credit

Register 000925 - 04/10/2024

Bank Account COUNTY - County

| Payment Id         | Comment                     |           |                                       |                            |                                                  |        |
|--------------------|-----------------------------|-----------|---------------------------------------|----------------------------|--------------------------------------------------|--------|
| Check # 5248508    | 11                          | Check Amt | 436.25                                | Status Printed             | Smokehouse Market, LLC J&J Smok'n Bbq (001457/1) |        |
| JJLOVELOGIC        | Love & Logic Dinner Final   |           | 11. 6391. 0. 4110. 1000. 4300. 825. . |                            |                                                  | 436.25 |
| Check # 5248509    | 11                          | Check Amt | 100.00                                | Status Printed             | Smokehouse Market, LLC J&J Smok'n Bbq (001457/1) |        |
| JJLOVELOGICDEPOSIT | Love & Logic Dinner Deposit |           | 11. 6391. 0. 4110. 1000. 4300. 825. . |                            |                                                  | 100.00 |
| Number of Items    | 2                           |           | 536.25                                | Totals for Register 000925 |                                                  |        |

---

**2024 FUND-OBJ Expense Summary / Register 000925**


---

|                                   |               |                |
|-----------------------------------|---------------|----------------|
| 11-4300                           | 536.25        |                |
| 11-9110*                          |               | 536.25-        |
| <b>Totals for Register 000925</b> | <b>536.25</b> | <b>536.25-</b> |

\* denotes System Generated entry

Net change to Cash 9110

536.25- Credit

## Register 000925 - Fund/Obj Expense Summary

Bank Account COUNTY - County

2024 FUND-OBJ Expense Summary / Register 000925 (continued)

Page Intentionally Left Blank

Register 000926 - 04/17/2024

Bank Account COUNTY - County

| Payment Id           | Comment                                    |           |          |        |                                       |                                                |          |
|----------------------|--------------------------------------------|-----------|----------|--------|---------------------------------------|------------------------------------------------|----------|
| Check # 5248652      | 01                                         | Check Amt | 89.00    | Status | Cleared                               | Joanne Harper (Joanne Harp - Payee)            |          |
| JHARPER04122024      | Joanne Harper Reimburse FY Purchase        |           |          | 01.    | 7366. 0. 4900. 4000. 4300. 825. .     |                                                | 89.00    |
| Check # 5248653      | 01                                         | Check Amt | 2,786.50 | Status | Printed                               | Lucia Loeb (Lucia Loeb - Payee)                |          |
| 5                    | STEAM Expo T Shirts                        |           |          | 01.    | 0000. 0. 8600. 2100. 4300. 825. 2555. |                                                | 2,786.50 |
| Check # 5248654      | 01                                         | Check Amt | 1,518.51 | Status | Printed                               | Comiskey, Joseph V (000152 - Emp)              |          |
| JCOMISKEY031324      | J. Comiskey PENT Per Diem                  |           |          | 01.    | 6500. 0. 5050. 3120. 5200. 826. . 650 |                                                | 148.00   |
| JCOMISKEY032024      | J. Comiskey SEACO Per Diem                 |           |          | 01.    | 6500. 0. 5050. 3120. 5200. 826. . 650 |                                                | 207.00   |
| JCOMISKEYMILE040924  | Joe Comiskey Jan-Mar Psych Mileage         |           |          | 01.    | 6500. 0. 5050. 3120. 5200. 826. . 650 |                                                | 251.92   |
| JCOMISKEYPENT24      | J. Comiskey PENT Lodging & Mileage         |           |          | 01.    | 6500. 0. 5050. 3120. 5200. 826. . 650 |                                                | 435.49   |
| JCOMISKEYSEACO24     | J. Comiskey SEACO Lodging & Mileage        |           |          | 01.    | 6500. 0. 5050. 3120. 5200. 826. . 650 |                                                | 476.10   |
| Check # 5248655      | 01                                         | Check Amt | 498.00   | Status | Printed                               | McIntosh, Elisabeth S (000489 - Emp)           |          |
| LMCINTOSHPERDIEM3224 | L. McIntosh Fronline Conference Per Diem   |           |          | 01.    | 0000. 0. 8600. 7200. 5200. 825. .     |                                                | 222.00   |
| LMCINTOSHPERDIEM424  | L. McIntosh LaserFiche Empower Per Diem    |           |          | 01.    | 0000. 0. 8600. 7200. 5200. 825. .     |                                                | 276.00   |
| Check # 5248656      | 01                                         | Check Amt | 680.00   | Status | Printed                               | Burger, Erin E (000502 - Emp)                  |          |
| EBURGER04092024      | E. Burger Student Support                  |           |          | 01.    | 7366. 0. 8600. 3130. 5800. 825. . 099 |                                                | 73.58    |
| EBURGERCSHECFLIGHT   | CSHEC Flight                               |           |          | 01.    | 7366. 0. 8600. 3130. 5200. 825. .     |                                                | 606.42   |
| Check # 5248657      | 01                                         | Check Amt | 133.73   | Status | Printed                               | Dixon, Julia M (000503 - Emp)                  |          |
| JDIXON04102024STEAM  | J. Dixon STEAM Supplies                    |           |          | 01.    | 0000. 0. 8600. 2100. 4300. 825. 2555. |                                                | 133.73   |
| Check # 5248658      | 01                                         | Check Amt | 66.86    | Status | Printed                               | Bickle, Jessica J (000519 - Emp)               |          |
| JBICKLE04112024      | J. Bickle STEAM & Love & Logic Supplies    |           |          | 01.    | 0000. 0. 8600. 2100. 4300. 825. 2555. |                                                | 42.88    |
|                      |                                            |           |          | 11.    | 6391. 0. 4110. 1000. 4300. 825. .     |                                                | 23.98    |
| Check # 5248659      | 01                                         | Check Amt | 145.55   | Status | Printed                               | Arnold, Kaila D (000563 - Emp)                 |          |
| KARNOLDALLSTAFFREIMB | K. Arnold All Staff Mtg Supplies           |           |          | 01.    | 0000. 0. 8600. 2100. 5800. 825. 2553. |                                                | 145.55   |
| Check # 5248660      | 14                                         | Check Amt | 7,145.64 | Status | Printed                               | 101Voice (001450/1)                            |          |
| IN61523              | 101 Voice - Phone System                   |           |          | 14.    | 0000. 0. 0000. 8500. 6500. 825. .     |                                                | 7,145.64 |
| Check # 5248661      | 01                                         | Check Amt | 2,800.00 | Status | Printed                               | Alliance for a Healthier Generation (001456/1) |          |
| INV-111691           | The Walking Classroom-Complete Walkkit     |           |          | 01.    | 0000. 0. 8600. 2420. 4200. 825. .     |                                                | 2,800.00 |
| Check # 5248662      | 01                                         | Check Amt | 1,160.00 | Status | Printed                               | Jenna Rae Johnson (001442/2)                   |          |
| JENNAJOHNSONMARCH24  | Jenna Johnson Triadic Supervision March 24 |           |          | 01.    | 0000. 0. 8600. 3110. 5800. 825. .     |                                                | 1,160.00 |
| Check # 5248663      | 01                                         | Check Amt | 398.00   | Status | Printed                               | John W. Kizziar, DDS, INC (001234/1)           |          |
| JJ04012024           | Trinity Smiles JJ 4/1/24                   |           |          | 01.    | 0033. 0. 8600. 3140. 5800. 825. .     |                                                | 80.00    |
| LT03272024           | Trinity Smiles LT 3/27/24                  |           |          | 01.    | 0033. 0. 8600. 3140. 5800. 825. .     |                                                | 238.00   |
| SJ04012024           | Trinity Smiles SJ 4/1/24                   |           |          | 01.    | 0033. 0. 8600. 3140. 5800. 825. .     |                                                | 80.00    |
| Check # 5248664      | 01                                         | Check Amt | 1,475.00 | Status | Printed                               | Lozano Smith (000441/1)                        |          |
| 2212395              | Legal Fees- Lozano                         |           |          | 01.    | 0000. 0. 0000. 7100. 5850. 825. .     |                                                | 158.00   |

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 309, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 4/1/2024, Ending Check Date = 4/30/2024, Check Number(s) = 5, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 = )

Register 000926 - 04/17/2024

Bank Account COUNTY - County

| Payment Id      | Comment                                                                                                                                                                                                                                         |                                                     |           |                                             |                                                |                                   |
|-----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|-----------|---------------------------------------------|------------------------------------------------|-----------------------------------|
| Check # 5248664 | 01                                                                                                                                                                                                                                              | Check Amt                                           | 1,475.00  | Status Printed                              | Lozano Smith (000441/1) - continued            |                                   |
| 2215080         |                                                                                                                                                                                                                                                 | Lozano Smith-Review RFP                             |           | 01. 0000. 0. 0000. 7100. 5850. 825. .       |                                                | 158.00                            |
| 2215081         |                                                                                                                                                                                                                                                 | Legal Fees-Student Medical Management Plan          |           | 01. 0000. 0. 0000. 7100. 5850. 825. .       |                                                | 1,159.00                          |
| Check # 5248665 | 01                                                                                                                                                                                                                                              | Check Amt                                           | 33.92     | Status Printed                              | North State Grocery, Inc (001247/1)            |                                   |
| 006404525295    |                                                                                                                                                                                                                                                 | Young Artist Showcare Supplies                      |           | 01. 0000. 0. 8600. 2100. 4300. 825. 2552. . |                                                | 13.98                             |
| 006405370747    |                                                                                                                                                                                                                                                 | Young Artist Showcase Supplies                      |           | 01. 0000. 0. 8600. 2100. 4300. 825. 2552. . |                                                | 19.94                             |
| Check # 5248666 | 01                                                                                                                                                                                                                                              | Check Amt                                           | 100.36    | Status Printed                              | ODP Business Solutions, LLC (001396/2)         |                                   |
| 361596196001    |                                                                                                                                                                                                                                                 | Office Supplies-Pens                                |           | 01. 0000. 0. 0000. 7200. 4300. 825. .       |                                                | 100.36                            |
| Check # 5248667 | 01                                                                                                                                                                                                                                              | Check Amt                                           | 1,542.00  | Status Printed                              | Oxford Consulting Services (001332/2)          |                                   |
| 163770          |                                                                                                                                                                                                                                                 | Behavior Services March 24                          |           | 01. 6546. 0. 5001. 3120. 5800. 826. .       |                                                | 1,542.00                          |
| Check # 5248668 | 01                                                                                                                                                                                                                                              | Check Amt                                           | 66.29     | Status Printed                              | Plotzke Ace Hardware (000280/1)                |                                   |
| 398175          |                                                                                                                                                                                                                                                 | 23/24 maintenance supplies                          |           | 01. 0000. 0. 0000. 8100. 4300. 825. .       |                                                | 6.00                              |
| 398204          |                                                                                                                                                                                                                                                 | 23/24 maintenance supplies                          |           | 01. 0000. 0. 0000. 8100. 4300. 825. .       |                                                | 37.82                             |
| 398221          |                                                                                                                                                                                                                                                 | 23/24 maintenance supplies                          |           | 01. 0000. 0. 0000. 8100. 4300. 825. .       |                                                | 1.07-                             |
| 398281          |                                                                                                                                                                                                                                                 | 23/24 maintenance supplies                          |           | 01. 0000. 0. 0000. 8100. 4300. 825. .       |                                                | 13.05                             |
| 398326          |                                                                                                                                                                                                                                                 | 23/24 maintenance supplies                          |           | 01. 0000. 0. 0000. 8100. 4300. 825. .       |                                                | 10.49                             |
| Check # 5248669 | 12                                                                                                                                                                                                                                              | Check Amt                                           | 2,774.42  | Status Printed                              | School Specialty (000317/3)                    |                                   |
| 208132502948    |                                                                                                                                                                                                                                                 | Early Childhood Education-Backpacks                 |           | 12. 6127. 0. 0001. 2150. 4300. 825. .       |                                                | 159.94-                           |
| 208133919845    |                                                                                                                                                                                                                                                 | Early Childhood Education-Backpacks                 |           | 12. 6127. 0. 0001. 2150. 4300. 825. .       |                                                | 2,934.36                          |
| Check # 5248670 | 01                                                                                                                                                                                                                                              | Check Amt                                           | 17,750.00 | Status Cleared                              | Shasta Union High School Dist (000327/1)       |                                   |
| AR24-001472     |                                                                                                                                                                                                                                                 | IT Management and Technology Support- 2023/24       |           | 01. 0000. 0. 0000. 2420. 5800. 825. .       |                                                | 17,750.00                         |
| Check # 5248671 | 01                                                                                                                                                                                                                                              | Check Amt                                           | 322.00    | Status Printed                              | State Of Cal Dept Of Justice (000353/1)        |                                   |
| 724867          |                                                                                                                                                                                                                                                 | 23-24 Fingerprint Fees                              |           | 01. 0000. 0. 8600. 7200. 5840. 825. .       |                                                | 322.00                            |
| Check # 5248672 | 01                                                                                                                                                                                                                                              | Check Amt                                           | 1,400.00  | Status Printed                              | Summit Anesthesia PLLC (001461/1)              |                                   |
| SW03282024      |                                                                                                                                                                                                                                                 | Trinity Smiles SW 3/28/24                           |           | 01. 0033. 0. 8600. 3140. 5800. 825. .       |                                                | 1,400.00                          |
| Check # 5248673 | 12                                                                                                                                                                                                                                              | Check Amt                                           | 1,575.00  | Status Printed                              | Trinity County RCD (000981/1)                  |                                   |
| 523-004         |                                                                                                                                                                                                                                                 | GIS Services-Early Childhood Assessment Application |           | 12. 6102. 0. 0001. 2150. 5100. 825. .       |                                                | 1,575.00                          |
| Check # 5248674 | 12                                                                                                                                                                                                                                              | Check Amt                                           | 784.50    | Status Printed                              | Trinity Journal (000396/1)                     |                                   |
| 00077091        |                                                                                                                                                                                                                                                 | LPC- Week of the Young Child                        |           | 12. 5055. 0. 0001. 2150. 5810. 825. .       |                                                | 784.50                            |
| Check # 5248675 | 01                                                                                                                                                                                                                                              | Check Amt                                           | 15,953.86 | Status Printed                              | U.S. Bank Corporate Payment Systems (000404/2) |                                   |
| 000112          |                                                                                                                                                                                                                                                 | T. Nordstrom Olive Garden Dinner Love & Logic       |           | 11. 6391. 0. 4110. 1000. 4300. 825. .       |                                                | 351.51                            |
| 000443          |                                                                                                                                                                                                                                                 | T. Nordstrom YAS Supplies                           |           | 01. 0000. 0. 8600. 2100. 4300. 825. 2552. . |                                                | 5.30                              |
| 006263          |                                                                                                                                                                                                                                                 | M. Scalzo Youth Mental Health First Aid Training    |           | 01. 5814. 0. 8600. 3130. 4300. 825. .       |                                                | 383.20                            |
| 010466          |                                                                                                                                                                                                                                                 | J. Dixon STEAM Prizes Amazon                        |           | 01. 0000. 0. 8600. 2100. 4300. 825. 2555. . |                                                | 45.02                             |
| 039209          |                                                                                                                                                                                                                                                 | T. Nordstrom Costco Accidental Charge-Pay Back      |           | 01. 0000. 0. 0000. 7200. 4300. 825. .       |                                                | 56.10                             |
| 039217          |                                                                                                                                                                                                                                                 | T. Nordstrom Love & Logic Plates, Napkins, Utensils |           | 11. 6391. 0. 4110. 1000. 4300. 825. .       |                                                | 68.15                             |
| Selection       | Sorted by Check Number, Inv #, Include Address=No, (Org = 309, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 4/1/2024, Ending Check Date = 4/30/2024, Check Number(s) = 5, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 = ) |                                                     |           |                                             |                                                | ERP for California<br>Page 2 of 6 |



## Check Register with Accounts

**Bank Account COUNTY - County**

| Payment Id   |         | Comment |                                                              |           |        |           |                                                            |             |            |  |  |          |  |
|--------------|---------|---------|--------------------------------------------------------------|-----------|--------|-----------|------------------------------------------------------------|-------------|------------|--|--|----------|--|
| Check #      | 5248675 | 01      | Check Amt                                                    | 15,953.86 | Status | Printed   | U.S. Bank Corporate Payment Systems (000404/2) - continued |             |            |  |  |          |  |
| 507898       |         |         | T. Wright Foster Youth Student Supplies                      |           |        | 01. 0000. | 0. 8600.                                                   | 1000. 4300. | 825. 9630. |  |  | 23.60    |  |
| 519344       |         |         | T. Nordstrom Carnegie-DA Airport Parking                     |           |        | 01. 0000. | 0. 8600.                                                   | 2100. 5200. | 825. 2552. |  |  | 44.00    |  |
| 530154       |         |         | CSHA State Convention-Speech Team Fuel                       |           |        | 01. 0000. | 0. 0000.                                                   | 8100. 4300. | 825. 4300. |  |  | 73.00    |  |
| 532748       |         |         | T. Nordstrom Uber Carnegie-DA                                |           |        | 01. 0000. | 0. 8600.                                                   | 2100. 5200. | 825. 2552. |  |  | 21.30    |  |
| 552665       |         |         | T. Nordstrom CISC Lodging                                    |           |        | 01. 0000. | 0. 8600.                                                   | 2100. 5200. | 825. .     |  |  | 533.20   |  |
| 562681       |         |         | J. Dixon STEAM Prizes Amazon                                 |           |        | 01. 0000. | 0. 8600.                                                   | 2100. 4300. | 825. 2555. |  |  | 148.90   |  |
| 562828       |         |         | F. Robles CA County Sups Region 2 Meeting Hotel K. Arnold    |           |        | 12. 6057. | 0. 0001.                                                   | 2150. 5200. | 825. .     |  |  | 158.02   |  |
| 586876       |         |         | J. Tyner 22-24 ACSA Clear Administrative Credential Prog Reg |           |        | 01. 0000. | 0. 0000.                                                   | 7200. 5300. | 825. .     |  |  | 1,000.00 |  |
| 637252       |         |         | F. Robles Hyatt DC Trip (Cancelled, charged for 1 night)     |           |        | 01. 0000. | 0. 0000.                                                   | 7100. 5200. | 825. .     |  |  | 462.64   |  |
| 684691       |         |         | USPS Postage Media Mail SELPA                                |           |        | 01. 0000. | 0. 0000.                                                   | 7200. 5910. | 825. .     |  |  | 20.30    |  |
| 845524       |         |         | J. Tyner 2024 Rural Summit: From Cradle to Career            |           |        | 01. 6333. | 0. 8600.                                                   | 3130. 5200. | 825. .     |  |  | 800.00   |  |
| 856074       |         |         | Fastrak Violation                                            |           |        | 01. 0000. | 0. 0000.                                                   | 7200. 5200. | 825. .     |  |  | 7.00     |  |
| 860043       |         |         | Fastrak Violatoin                                            |           |        | 01. 0000. | 0. 0000.                                                   | 7200. 5200. | 825. .     |  |  | 7.00     |  |
| 863936       |         |         | T. Wright ADR Conference Fuel                                |           |        | 01. 0000. | 0. 0000.                                                   | 8100. 4300. | 825. 4300. |  |  | 50.32    |  |
| 866941       |         |         | Fastrak Violation                                            |           |        | 01. 0000. | 0. 0000.                                                   | 7200. 5200. | 825. .     |  |  | 10.50    |  |
| 869480       |         |         | CASBO Payroll Concepts Training L. McIntosh                  |           |        | 01. 0000. | 0. 8600.                                                   | 7200. 5200. | 825. .     |  |  | 255.00   |  |
| 871875       |         |         | Fastrak Violation                                            |           |        | 01. 0000. | 0. 0000.                                                   | 7200. 5200. | 825. .     |  |  | 11.90    |  |
| 888478       |         |         | T. Nordstrom Amazon Office Tape                              |           |        | 01. 0000. | 0. 0000.                                                   | 7200. 4300. | 825. .     |  |  | 49.32    |  |
| 927947       |         |         | T. Nordstrom Uber Carnegie-DA                                |           |        | 01. 0000. | 0. 8600.                                                   | 2100. 5200. | 825. 2552. |  |  | 27.58    |  |
| 953592       |         |         | T. Nordstrom Uber Carnegie-DA                                |           |        | 01. 0000. | 0. 8600.                                                   | 2100. 5200. | 825. 2552. |  |  | 21.21    |  |
| 961679       |         |         | CSHA State Convention-Speech Team                            |           |        | 01. 6500. | 0. 5050.                                                   | 3150. 5200. | 826. . 650 |  |  | 78.24-   |  |
| 962966       |         |         | CSHA State Convention-Speech Team                            |           |        | 01. 6500. | 0. 5050.                                                   | 3150. 5200. | 826. . 650 |  |  | 1,529.64 |  |
| 963603       |         |         | T. Nordstrom Uber Carnegie-DA                                |           |        | 01. 0000. | 0. 8600.                                                   | 2100. 5200. | 825. 2552. |  |  | 20.29    |  |
| 963667       |         |         | CSHA State Convention-Speech Team                            |           |        | 01. 6500. | 0. 5050.                                                   | 3150. 5200. | 826. . 650 |  |  | 79.32-   |  |
| 965522       |         |         | CSHA State Convention-Speech Team                            |           |        | 01. 6500. | 0. 5050.                                                   | 3150. 5200. | 826. . 650 |  |  | 1,529.64 |  |
| 991025       |         |         | T. Nordstrom Love & Logic Supplies                           |           |        | 11. 6391. | 0. 4110.                                                   | 1000. 4300. | 825. .     |  |  | 12.97    |  |
| Check #      | 5248676 | 01      | Check Amt                                                    | 55.68     | Status | Printed   | Weaverville CSD (000424/1)                                 |             |            |  |  |          |  |
| 10839APRIL24 |         |         | 23-24 monthly water service                                  |           |        | 01. 0000. | 0. 0000.                                                   | 8100. 5560. | 825. .     |  |  | 55.68    |  |

|                                                            |                                                                                                                                                                                                                                                 |           |                                                                                       |
|------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|---------------------------------------------------------------------------------------|
| Number of Items                                            | 25                                                                                                                                                                                                                                              | 61,254.82 | Totals for Register 000926                                                            |
| <div>2024 FUND-OBJ Expense Summary / Register 000926</div> |                                                                                                                                                                                                                                                 |           |                                                                                       |
|                                                            | 01-4200                                                                                                                                                                                                                                         | 2,800.00  |                                                                                       |
|                                                            | 01-4300                                                                                                                                                                                                                                         | 7,112.00  |                                                                                       |
|                                                            | 01-5200                                                                                                                                                                                                                                         | 11,764.60 |                                                                                       |
|                                                            | 01-5300                                                                                                                                                                                                                                         | 1,000.00  |                                                                                       |
| Selection                                                  | Sorted by Check Number, Inv #, Include Address=No, (Org = 309, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 4/1/2024, Ending Check Date = 4/30/2024, Check Number(s) = 5, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 = ) |           |  |
|                                                            |                                                                                                                                                                                                                                                 |           | Page 4 of 6                                                                           |

## Register 000926 - Fund/Obj Expense Summary

Bank Account COUNTY - County

## 2024 FUND-OBJ Expense Summary / Register 000926 (continued)

|                                   |                  |                   |
|-----------------------------------|------------------|-------------------|
| 01-5560                           | 55.68            |                   |
| 01-5800                           | 23,151.93        |                   |
| 01-5840                           | 322.00           |                   |
| 01-5850                           | 1,475.00         |                   |
| 01-5910                           | 20.30            |                   |
| 01-5920                           | 50.38            |                   |
| 01-9110*                          |                  | 47,751.89-        |
| <b>Totals for Fund 01</b>         | <b>47,751.89</b> | <b>47,751.89-</b> |
| 11-4300                           | 456.61           |                   |
| 11-9110*                          |                  | 456.61-           |
| <b>Totals for Fund 11</b>         | <b>456.61</b>    | <b>456.61-</b>    |
| 12-4300                           | 2,774.42         |                   |
| 12-4700                           | 292.70           |                   |
| 12-5100                           | 1,575.00         |                   |
| 12-5200                           | 474.06           |                   |
| 12-5810                           | 784.50           |                   |
| 12-9110*                          |                  | 5,900.68-         |
| <b>Totals for Fund 12</b>         | <b>5,900.68</b>  | <b>5,900.68-</b>  |
| 14-6500                           | 7,145.64         |                   |
| 14-9110*                          |                  | 7,145.64-         |
| <b>Totals for Fund 14</b>         | <b>7,145.64</b>  | <b>7,145.64-</b>  |
| <b>Totals for Register 000926</b> | <b>61,254.82</b> | <b>61,254.82-</b> |

\* denotes System Generated entry

**Net change to Cash 9110                      61,254.82- Credit**

## Register 000926 - Fund/Obj Expense Summary

Bank Account COUNTY - County

2024 FUND-OBJ Expense Summary / Register 000926 (continued)

Page Intentionally Left Blank

Register 000927 - 04/24/2024

Bank Account COUNTY - County

| Payment Id           | Comment                                              |           |          |                                           |         |                                                     |
|----------------------|------------------------------------------------------|-----------|----------|-------------------------------------------|---------|-----------------------------------------------------|
| Check # 5248804      | 01                                                   | Check Amt | 351.44   | Status                                    | Printed | Addison Gillam (Addison Gil - Payee)                |
| AGILLAMCSTGLIVING    | A. Gillam CSTG Living Stipend                        |           |          | 01. 7311. 0. 1110. 1000. 4300. 825.       |         | 351.44                                              |
| Check # 5248805      | 01                                                   | Check Amt | 2,464.58 | Status                                    | Printed | Brittany Shuey (Brittany Sh - Payee)                |
| BSHUEYCSTGREIMFINAL  | B. Shuey Classified Staff Teaching Grant             |           |          | 01. 7311. 0. 1110. 1000. 4300. 825.       |         | 2,464.58                                            |
| Check # 5248806      | 11                                                   | Check Amt | 34.84    | Status                                    | Printed | Gregory Taylor or Lori Taylor (Gregory Tay - Payee) |
| LOVEANDLOGICMILEAGE  | Love & Logic Mileage Reimbursement                   |           |          | 11. 6391. 0. 4110. 2150. 5200. 825.       |         | 34.84                                               |
| Check # 5248807      | 11                                                   | Check Amt | 160.80   | Status                                    | Printed | Jessica Hamilton (Jessica Ham - Payee)              |
| LOVEANDLOGICMILEAGE  | Love & Logic Mileage Reimbursement                   |           |          | 11. 6391. 0. 4110. 2150. 5200. 825.       |         | 160.80                                              |
| Check # 5248808      | 11                                                   | Check Amt | 58.96    | Status                                    | Printed | Kara Harmon or Robert Altman (Kara Harmon - Payee)  |
| LOVEANDLOGICMILEAGE  | Love & Logic Mileage Reimbursement                   |           |          | 11. 6391. 0. 4110. 2150. 5200. 825.       |         | 58.96                                               |
| Check # 5248809      | 11                                                   | Check Amt | 171.52   | Status                                    | Printed | Kristi Hudman (Kristi Hudm - Payee)                 |
| LOVEANDLOGICMILEAGE  | Love & Logic Mileage Reimbursement                   |           |          | 11. 6391. 0. 4110. 2150. 5200. 825.       |         | 171.52                                              |
| Check # 5248810      | 11                                                   | Check Amt | 166.16   | Status                                    | Cleared | Malena Gibbens or Dakota Carr (Malena Gibb - Payee) |
| LOVELOGICMILEAGE     | Love & Logic Mileage Reimbursement                   |           |          | 11. 6391. 0. 4110. 2150. 5200. 825.       |         | 166.16                                              |
| Check # 5248811      | 01                                                   | Check Amt | 138.00   | Status                                    | Printed | Shannon Ross (Shannon Ros - Payee)                  |
| SROSSADRPERDIEM      | S. Ross ADR Conference Per Diem                      |           |          | 01. 3395. 0. 5060. 2200. 5200. 826.       |         | 138.00                                              |
| Check # 5248812      | 01                                                   | Check Amt | 4,505.00 | Status                                    | Printed | WestEd (WestEd - Payee)                             |
| 14220-743            | CBCAP-Curriculum Training Montessori Staff           |           |          | 01. 0000. 0. 0000. 7200. 5200. 825.       |         | 4,505.00                                            |
| Check # 5248813      | 01                                                   | Check Amt | 312.73   | Status                                    | Printed | Hill, Ann M (000141 - Emp)                          |
| AHILLPATIOPROJ       | A. Hill Patio Project Reimbursement                  |           |          | 01. 9443. 0. 0000. 8100. 4300. 825.       |         | 312.73                                              |
| Check # 5248814      | 01                                                   | Check Amt | 222.00   | Status                                    | Printed | Holmes, Melanie R (000298 - Emp)                    |
| MHOLMESFRONTLINEPERD | M. Holmes Frontline Per Diem                         |           |          | 01. 0000. 0. 0000. 7200. 5200. 825.       |         | 222.00                                              |
| Check # 5248815      | 01                                                   | Check Amt | 138.00   | Status                                    | Cleared | Rebelo, Stephanie S (000421 - Emp)                  |
| SREBELOCDESUMMITPERD | S. Rebelo CDE Summit Per Diem                        |           |          | 01. 0000. 0. 0000. 7200. 5200. 825.       |         | 138.00                                              |
| Check # 5248816      | 01                                                   | Check Amt | 503.00   | Status                                    | Printed | Burger, Erin E (000502 - Emp)                       |
| EBURGERHOMELESSPERD  | E. Burger Annual Statewide Homeless Ed Conf Per Diem |           |          | 01. 7366. 0. 8600. 3130. 5200. 825.       |         | 296.00                                              |
| EBURGERYESPERDIEM    | E. Burger YES Conference Per Diem                    |           |          | 01. 7368. 0. 4900. 4000. 5200. 825.       |         | 207.00                                              |
| Check # 5248817      | 01                                                   | Check Amt | 80.86    | Status                                    | Printed | Bickle, Jessica J (000519 - Emp)                    |
| JBICKLECBCAP         | J. Bickle CBCAP Supplies ECE Coordinator Event       |           |          | 01. 0000. 0. 8600. 2100. 4300. 825.       |         | 49.50                                               |
| JBICKLEMILEAGESTEAM  | J. Bickle STEAM Mileage                              |           |          | 01. 0000. 0. 8600. 2100. 4300. 825. 2555. |         | 31.36                                               |
| Check # 5248818      | 01                                                   | Check Amt | 352.00   | Status                                    | Printed | Tucker, Joanne M (000547 - Emp)                     |
| JTUCKERETHNICMAYPERD | J. Tucker Ethni Studies Per Diem                     |           |          | 01. 9442. 0. 7110. 2150. 5800. 825.       |         | 162.25                                              |
| JTUCKERVAPAPERDIEM   | J. Tucker VAPA Per Diem                              |           |          | 01. 0000. 0. 8600. 2100. 5200. 825.       |         | 189.75                                              |
| Check # 5248819      | 01                                                   | Check Amt | 210.50   | Status                                    | Printed | Amazon Capital Services, Inc (001252/1)             |

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 309, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 4/1/2024, Ending Check Date = 4/30/2024, Check Number(s) = 5, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 = )

Register 000927 - 04/24/2024

Bank Account COUNTY - County

| Payment Id         | Comment                                                                                                                                                                                                                                         |           |          |                                           |         |                                                     |
|--------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------|-------------------------------------------|---------|-----------------------------------------------------|
| Check # 5248819    | 01                                                                                                                                                                                                                                              | Check Amt | 210.50   | Status                                    | Printed | Amazon Capital Services, Inc (001252/1) - continued |
| 179C-7GDP-3KPC     | Stapler                                                                                                                                                                                                                                         |           |          | 01. 0000. 0. 0000. 7200. 4300. 825.       |         | 19.95                                               |
| 1HG7-4NWN-3G9M     | Food Warmer-All Calls                                                                                                                                                                                                                           |           |          | 01. 0000. 0. 8600. 2100. 5800. 825. 2553. |         | 75.06                                               |
| 1TPR-96K6-KHLT     | SELPA Materials & Supplies                                                                                                                                                                                                                      |           |          | 01. 6500. 0. 5001. 2200. 4300. 826.       | 650     | 7.50-                                               |
| 1TRP-V35T-DLHC     | SELPA Materials & Supplies                                                                                                                                                                                                                      |           |          | 01. 6500. 0. 5001. 2200. 4300. 826.       | 650     | 51.46                                               |
| 1X71-36G9-1P3V     | All Call Supplies                                                                                                                                                                                                                               |           |          | 01. 0000. 0. 8600. 2100. 4300. 825. 2553. |         | 71.53                                               |
| Check # 5248820    | 01                                                                                                                                                                                                                                              | Check Amt | 1,024.76 | Status                                    | Cleared | Apple Store (000799/2)                              |
| MA74746504         | Apple iPad & Magic Keyboard                                                                                                                                                                                                                     |           |          | 01. 0000. 0. 0000. 2420. 4400. 825.       |         | 1,024.76                                            |
| Check # 5248821    | 01                                                                                                                                                                                                                                              | Check Amt | 975.00   | Status                                    | Printed | Applied Behavioral Alternatives, Inc (001404/1)     |
| 30055              | RBT Supervision-Naomi C                                                                                                                                                                                                                         |           |          | 01. 0000. 0. 8600. 3130. 5800. 825.       |         | 975.00                                              |
| Check # 5248822    | 01                                                                                                                                                                                                                                              | Check Amt | 160.00   | Status                                    | Printed | CA School Nurses Org (000692/3)                     |
| 13741              | M. Avila Ca School Nurse Org Member Dues                                                                                                                                                                                                        |           |          | 01. 0000. 0. 8600. 3140. 5300. 825.       |         | 160.00                                              |
| Check # 5248823    | 01                                                                                                                                                                                                                                              | Check Amt | 1,709.66 | Status                                    | Printed | Casa de Castellanos (001216/1)                      |
| 18                 | CBCAP Catering                                                                                                                                                                                                                                  |           |          | 01. 0000. 0. 8600. 2100. 4300. 825.       |         | 1,709.66                                            |
| Check # 5248824    | 01                                                                                                                                                                                                                                              | Check Amt | 504.11   | Status                                    | Printed | Frontier Communications (001182/1)                  |
| 010167-5APR24      | 23/24 Centranet 010167-5 telephone expenses                                                                                                                                                                                                     |           |          | 01. 0000. 0. 0000. 8100. 5920. 825.       |         | 504.11                                              |
| Check # 5248825    | 01                                                                                                                                                                                                                                              | Check Amt | 47.21    | Status                                    | Printed | Frontier Communications (001182/1)                  |
| 032097-5APR24      | 23/24 Business line 032097-5 expenses                                                                                                                                                                                                           |           |          | 01. 0000. 0. 0000. 8100. 5920. 825.       |         | 47.21                                               |
| Check # 5248826    | 01                                                                                                                                                                                                                                              | Check Amt | 51.26    | Status                                    | Printed | Frontier Communications (001182/1)                  |
| 051794-5APR24      | 23/24 Business line 051794-5 expenses                                                                                                                                                                                                           |           |          | 01. 0000. 0. 0000. 8100. 5920. 825.       |         | 51.26                                               |
| Check # 5248827    | 01                                                                                                                                                                                                                                              | Check Amt | 26.31    | Status                                    | Printed | Frontier Communications (001182/1)                  |
| 091196-5APR24      | 23/24 Exchange Listing 091196-5 Expenses                                                                                                                                                                                                        |           |          | 01. 0000. 0. 0000. 8100. 5920. 825.       |         | 26.31                                               |
| Check # 5248828    | 01                                                                                                                                                                                                                                              | Check Amt | 77.89    | Status                                    | Printed | Frontier Communications (001182/1)                  |
| 112194-5APR24      | 23/24 Business line 112194-5 expenses                                                                                                                                                                                                           |           |          | 01. 0000. 0. 0000. 8100. 5920. 825.       |         | 77.89                                               |
| Check # 5248829    | 01                                                                                                                                                                                                                                              | Check Amt | 435.00   | Status                                    | Printed | John W. Kizziar, DDS, INC (001234/1)                |
| CA04042024         | Trinity Smiles 4/4/24                                                                                                                                                                                                                           |           |          | 01. 0033. 0. 8600. 3140. 5800. 825.       |         | 115.00                                              |
| SN04092024         | Trinity Smiles SN 4/9/24                                                                                                                                                                                                                        |           |          | 01. 0033. 0. 8600. 3140. 5800. 825.       |         | 320.00                                              |
| Check # 5248830    | 14                                                                                                                                                                                                                                              | Check Amt | 2,800.00 | Status                                    | Cleared | Jones Electric (001021/1)                           |
| JOENSLEDLAMPSFINAL | Jones Electric Final payment- LED Lamps                                                                                                                                                                                                         |           |          | 14. 0000. 0. 0000. 8100. 5800. 825.       |         | 2,800.00                                            |
| Check # 5248831    | 01                                                                                                                                                                                                                                              | Check Amt | 54.21    | Status                                    | Printed | Plotzke Ace Hardware (000280/1)                     |
| 397453             | 23/24 maintenance supplies                                                                                                                                                                                                                      |           |          | 01. 0000. 0. 0000. 8100. 4300. 825.       |         | 30.56                                               |
| 397474             | 23/24 maintenance supplies                                                                                                                                                                                                                      |           |          | 01. 0000. 0. 0000. 8100. 4300. 825.       |         | 23.65                                               |
| Check # 5248832    | 01                                                                                                                                                                                                                                              | Check Amt | 4,530.00 | Status                                    | Printed | ProCare Therapy TTF Holdings Lockbox (001345/3)     |
| 20938129           | 23/24 Behavior Specialist                                                                                                                                                                                                                       |           |          | 01. 7816. 0. 5001. 3120. 5800. 826.       |         | 4,530.00                                            |
| Check # 5248833    | 01                                                                                                                                                                                                                                              | Check Amt | 50.92    | Status                                    | Cleared | Randy Spencer (001238/1)                            |
| Selection          | Sorted by Check Number, Inv #, Include Address=No, (Org = 309, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 4/1/2024, Ending Check Date = 4/30/2024, Check Number(s) = 5, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 = ) |           |          |                                           |         | ERP for California                                  |

Register 000927 - 04/24/2024

Bank Account COUNTY - County

| Payment Id          | Comment                              |           |           |                |                                                                 |
|---------------------|--------------------------------------|-----------|-----------|----------------|-----------------------------------------------------------------|
| Check # 5248833     | 01                                   | Check Amt | 50.92     | Status Cleared | Randy Spencer (001238/1) - continued                            |
| SPENCERTCOEBOE41724 | R. Spencer TCOE BOE Mileage          |           |           |                | 01. 0000. 0. 0000. 7110. 5200. 825. . 50.92                     |
| Check # 5248834     | 01                                   | Check Amt | 3,541.00  | Status Printed | Shasta Kids Dentistry Andrew J Ingersoll Dental Corp (001459/1) |
| SW03282024          | Trinity Smiles 3/28/24               |           |           |                | 01. 0033. 0. 8600. 3140. 5800. 825. . 3,541.00                  |
| Check # 5248835     | 01                                   | Check Amt | 109.88    | Status Cleared | Steve Canale (001201/1)                                         |
| CANALETBOEBOE41724  | S. Canale TCOE BOE Mileage           |           |           |                | 01. 0000. 0. 0000. 7110. 5200. 825. . 109.88                    |
| Check # 5248836     | 01                                   | Check Amt | 4,292.37  | Status Printed | Shasta-Trinity Schools Den (000329/3)                           |
| TCOEMAY2024STSIG-D  | TCOE May 2024 STSIG Dental Premiums  |           |           |                | 01. . . . . 9580. . . . 4,292.37                                |
| Check # 5248837     | 01                                   | Check Amt | 58,147.00 | Status Printed | Shasta-Trinity Schools Med (000330/3)                           |
| TCOEMAY2024STSIG-M  | TCOE May 2024 STSIG Medical Premiums |           |           |                | 01. . . . . 9580. . . . 58,147.00                               |
| Check # 5248838     | 01                                   | Check Amt | 1,409.40  | Status Printed | Shasta-Trinity Schools Vis (000331/3)                           |
| TCOEMAYSTSIG-V      | TCOE May 2024 STSIG Vision Premiums  |           |           |                | 01. . . . . 9580. . . . 1,409.40                                |
| Check # 5248839     | 01                                   | Check Amt | 5,010.20  | Status Printed | Trinity Co Behavioral Health (000388/1)                         |
| TCOE202324QTR3      | January-March 2024 AB3632 Services   |           |           |                | 01. 3327. 0. 5001. 3900. 5800. 826. . 099 5,010.20              |
| Check # 5248840     | 01                                   | Check Amt | 225.00    | Status Printed | Trinity Co. Sheriff's Dept. (000393/2)                          |
| JANMARFINGERPRINT   | 23-24 Fingerprint Fees-TCSO          |           |           |                | 01. 0000. 0. 8600. 7200. 5840. 825. . 225.00                    |
| Check # 5248841     | 01                                   | Check Amt | 20.37     | Status Printed | NAPA Weaverville Auto Parts (000423/2)                          |
| 423490              | 23/24 NAPA Auto Parts                |           |           |                | 01. 0000. 0. 0000. 8100. 4300. 825. . 20.37                     |
| Check # 5248842     | 01                                   | Check Amt | 89.67     | Status Cleared | WPS Publishing (001024/1)                                       |
| WPS-484685          | Psychology Forms                     |           |           |                | 01. 6500. 0. 5001. 3120. 4300. 826. . 650 89.67                 |

Number of Items

39

95,161.61

Totals for Register 000927

## 2024 FUND-OBJ Expense Summary / Register 000927

|                           |                  |                   |
|---------------------------|------------------|-------------------|
| 01-4300                   | 5,218.96         |                   |
| 01-4400                   | 1,024.76         |                   |
| 01-5200                   | 5,856.55         |                   |
| 01-5300                   | 160.00           |                   |
| 01-5800                   | 14,728.51        |                   |
| 01-5840                   | 225.00           |                   |
| 01-5920                   | 706.78           |                   |
| 01-9110*                  |                  | 91,769.33-        |
| 01-9580                   | 63,848.77        |                   |
| <b>Totals for Fund 01</b> | <b>91,769.33</b> | <b>91,769.33-</b> |
| 11-5200                   | 592.28           |                   |

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 309, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 4/1/2024, Ending Check Date = 4/30/2024, Check Number(s) = 5, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 = )

## Register 000927 - Fund/Obj Expense Summary

Bank Account COUNTY - County

## 2024 FUND-OBJ Expense Summary / Register 000927 (continued)

|                                   |                  |                   |
|-----------------------------------|------------------|-------------------|
| 11-9110*                          |                  | 592.28-           |
| <b>Totals for Fund 11</b>         | <b>592.28</b>    | <b>592.28-</b>    |
| 14-5800                           | 2,800.00         |                   |
| 14-9110*                          |                  | 2,800.00-         |
| <b>Totals for Fund 14</b>         | <b>2,800.00</b>  | <b>2,800.00-</b>  |
| <b>Totals for Register 000927</b> | <b>95,161.61</b> | <b>95,161.61-</b> |

\* denotes System Generated entry

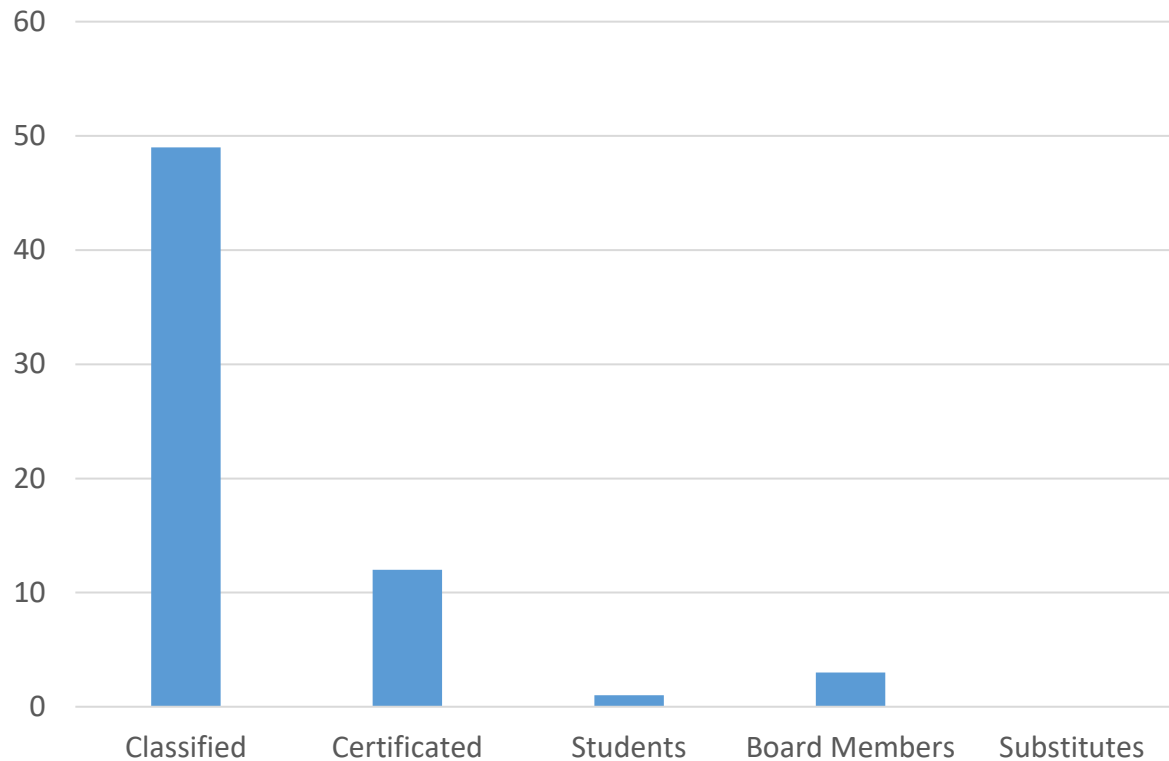
**Net change to Cash 9110                      95,161.61- Credit**

---

|                 |     |            |                                                         |
|-----------------|-----|------------|---------------------------------------------------------|
| Number of Items | 118 | 286,464.65 | Totals for Org 309 - Trinity County Office of Education |
|-----------------|-----|------------|---------------------------------------------------------|

# Trinity County Office of Education

4/1/2024 - 4/30/2024



Employee Salaries= \$387,445.99

District Liabilities= \$161,565.14

Total Payroll= \$549,011.13

## California State Preschool Program

### Program Self-Evaluation

**Fiscal Year 2023–24**

For Fiscal Year (FY) 2023–24, CSPP contractors will use the Early Education Division’s Program Instrument to conduct the FY 2023-24 Program Self-Evaluation (PSE) and will complete the following questions to satisfy the submission requirements for the PSE. The PSE will identify how programs met or did not meet the contract terms and conditions of the California State Preschool Program (CSPP) contract. Along with responses for items 1-20 in the Program Instrument, contractors will include a written list of tasks needed to modify the program in order to address all areas identified through the PSE process as needing improvement, including how those will be addressed in a timely and effective manner, and/or procedures for the ongoing monitoring of the program to ensure that areas of the program that are satisfactory continue to meet standards. **All components of this PSE must be completed.**

It is highly recommended to download the latest version of Adobe Reader to ensure access to the FY 2023-24 PSE form EED-4000

All CSPP contractors are required to complete this PSE. Please have one (1) staff submit this PSE on behalf of your CSPP agency by no later than 5:00 pm on **Monday, June 3, 2024 (June 1, 2024, is on Saturday)**. To complete this PSE, responses to all questions are required unless stated otherwise. For any questions regarding this PSE, please reach out to [PSEFY2324@cde.ca.gov](mailto:PSEFY2324@cde.ca.gov).

**Email the signed PSE, including additional sheets that answer any questions below, together to [PSEFY2324@cde.ca.gov](mailto:PSEFY2324@cde.ca.gov), using the FY and the contractor’s legal name in the subject line (e.g., PSE 23-24 XYZ School District).**

### Agency Information

**Enter Contractor Legal Name (Full spelling of Legal Name only. Acronyms or sitemames not acceptable):**

Trinity County Superintendent of Schools

**Enter Four or Five-Digit Vendor Number:** 1053

**Select your Lead County:** 53-Trinity



**Select Service Planning Area (For L.A. Counties only)** Choose SPA

## Contact Information for Executive or Program Director

Agency Role of Contact Person: Executive Director

First Name of Executive or Program Director: Sheri

Last Name of Executive or Program Director: White

Email Address of Executive or Program Director: swhite@hrntrinity.org

Phone Number of Executive or Program Director: 530-623-2024

## Statement of Completion:

*By providing an electronic signature, I certify that an annual plan has been developed and implemented for the Program Self-Evaluation (PSE) that includes the use of the Program Instrument (PI), the Desired Results Parent Survey, and the Desired Results Development Profile and age-appropriate Environment Rating Scales for all applicable contract types, per California Code of Regulations, Title 5 (5 CCR), Section 17709. I also certify that all documents required as part of the PSE have been completed and are available for review and/or for submittal upon request.*

- *The Program Instrument <https://www.cde.ca.gov/sp/cd/ci/documents/eed2324proginstrument.pdf> including Items 1 through 20, as applicable, was used to complete the PSE; and*
- *Staff and board members were involved in the PSE process*

**Reminder:** *All supporting documents required as part of the PSE (see Statement of Completion) are to be kept on site and **shall not be included** with the submission of the PSE.*

Respondent Signature:

Submission Date:

# **Summary of Program Self Evaluation**

## **Staff and Board Member Participation**

In accordance with the 5 *CCR*, Section 17709(b)(3) provide an assessment, in a narrative format, summarizing the Staff and Board Member participation in the PSE process:

Staff participation in the Program Self Evaluation is conducted by several layers of staff and board members. The teacher is responsible for distributing and collecting the parent surveys, while the Program director reviews and records the responses. The Program Director also conducts the ECERS and works with the teacher on the 3900 goals. The Executive Director reviews random files to ensure compliance. Monthly board meetings are held at HRN at which time State Preschool is discussed and areas of growth and or concern are addressed. The Executive Director and Program Director meet monthly with the Early Childhood Coordinator for Trinity County Office of Education to discuss areas of growth and or concern with the state preschool as well After completion of the Self Evaluation it is presented by the Executive Director and the Program Director to the Trinity County Office of Education Board as well.

## Key Dimension I, Family Files, EED 01 - EED 06 (Part 1)

In accordance with the 5 CCR, Section 17709(b)(4) through 17709(b)(6), provide a summary, in a narrative format, of the findings for areas in Key Dimension I, Family Files EED 01-EED 06, that **(1)** met standards, and **(2)** describes the procedures for ongoing monitoring to ensure that those areas continue to meet standards.

Alps View State Preschool, through Human Response Network (HRN) has written admission policies and procedures for selection and enrollment into the CSPP program. The parent handbook was revised this year to ensure that it met with the regulations and written requirements. Parents are given a copy of the handbook at enrollment. After parents complete a waitlist application for CSPP the families are ranked by income level. Families with the lowest income are selected and a data file is completed including an application for services and all of the supporting documentation for eligibility. In order to comply with regulations 5% of the slots are reserved for children with exceptional needs who have an IEP or IFSP. As our CSPP is a part day program the families do not need to show need for care in order to be eligible or assess a family fee. A notice of action is given to each enrolling parent and gives all of the required information. A NOA is also given at any change service. All rights and responsibility for appeal are given to the parent or guardian and is also available in the parent handbook. The agency has written policies for attendance in the parent handbook and are given to the parent at enrollment. Attendance is discussed again at orientation and parents are reminded about how to complete the digital attendance. A reason is listed for excused absences whether by the parent or by the staff if they are notified by phone. We do not currently have an unexcused policy in our handbook. Our policy states the abandonment of care occurs when a parent has not contacted the school or the agency within 30 days of a child's continued missed attendance. This year we have began using MCT as our software provider for data record keeping in attendance, reporting and payments. This system is completed digitally with each parent or selected family member being given a PIN so that they can access their child's attendance records and a digital signature is recorded each day.

## **Key Dimension I, Family Files, EED 01 - EED 06 (Part 2)**

In accordance with the 5 *CCR*, Section 17709(b)(4) through 17709(b)(6), provide a summary, in a narrative format, of the findings for areas in Key Dimension I, Family Files EED 01-EED 06, that **(1)** did not meet standards, and **(2)** a list of tasks needed to modify the program to address all items in need of improvement.

In this section we are in compliance with the regulations. In EED:06 it states that a daily sign in and out sheet is used that contains the parents full signature. We use digital attendance and each parent is given an individual PIN number to access the sign in and out page. Each parent also signs with their finger digitally on the screen to meet this requirement.

## **Key Dimension 2, Family Engagement and Strengthening, EED 07 - EED 08 (Part 1)**

In accordance with the 5 CCR, section 17709(b)(4) though 17709(b)(6) provide a summary of the findings for areas in Key Dimension 2- Family Engagement and Strengthening (EED 07-EED 08) that **(1)** met standards, and **(2)** describes the procedures for ongoing monitoring to ensure that those areas continue to meet standards.

### **Parent involvement and Education**

Alps View State preschool uses Learning Genie as a means of instant communication between home and school. This is a two way messaging application that can send text and email messages between the parent and the school. Parents can use this program to report absences or ask teachers about any concerns they have. Our program hosts an orientation at the beginning of the school year so that parents can become familiar with the rules and regulations as well as the curriculum and expectations for the program. Each parent is offered 2 parent conferences following the completion of the DRDP. Other parent teacher meetings are set up as needed through parent or teacher request. Monthly parent meeting are offered to all families. A parent newsletter is sent out each month and parents are invited into the class room at the end of each curriculum study to hear about the information the children have been studying and see their work displayed in the classroom. Parent satisfaction surveys are sent out yearly and collected to be used in the Program Self Evaluation.

Alps View State preschool requires a health evaluation of the child at entry into preschool. A Family Needs Assessment is completed at enrollment and parents are asked to self certify any social service needs they may have. The forms are reviewed by the teacher and the program director and referrals are given for any needs marked. Alps View preschool is managed by Human Response Network a non profit community service agency. Many of the needs identified are given referrals immediately within the agency and others are handled through county agencies.

## **Key Dimension 2, Family Engagement and Strengthening, EED 07 - EED 08 (Part 2)**

In accordance with the 5 CCR, section 17709(b)(4) through 17709(b)(6) provide a summary of the findings for areas in Key Dimension 2- Family Engagement and Strengthening (EED 07-EED 08) that **(1)** did not meet standards, and **(2)** a list of tasks needed to modify the program to address all items in need of improvement.

Our agency needs to have a written follow up procedure to follow up on any referrals given to the parent. Human Response Network currently employs a person whose position is to help families navigate agencies and systems for social support. We will be developing a policy to send a copy of all referrals given to preschool families to this position for follow up support.

### **Key Dimension 3, Program Quality, EED 09 - EED 16 (Part 1)**

In accordance with the 5 CCR, sections, 17709(b)(4) through 17709(b)(6) provide a summary of the findings for areas in Key Dimension 3-Program Quality (EED 09-EED 16) that **(1)** met standards, and **(2)** describes the procedures for ongoing monitoring to ensure that those areas continue to meet standards.

Alps View State preschool is licensed through title 22 and meets those licensing requirements.

Our staff-child ratios comply with the 1 to 8 standard and are typically less than that as we employ a teacher and two aides and currently 13 children enrolled. An ERS is completed annually for the classroom. The classroom scores were above the Good range and the ERS Summary of Findings was completed. At preschool we serve a morning snack. Families are reminded at orientation and parent meetings that while this snack is nutritious, it is just a snack and children should eat breakfast before coming to school. The snack meets the CACFP requirements for a healthy snack and menus are posted on the parent board for parent information. Developmental Profiles are completed twice per school year. The results of these assessments are used to help plan curriculum for the class. Parents are given a summary of the findings at the parent conference as well as the portfolio offered through the photographs and anecdotal evidence recorded as evidence for the ratings. Results are entered into DRDP online. Currently our preschool staff consists of a site supervisor who is in process of meeting the educational requirements for this position and has a site supervisor waiver that was granted for 18 months. We also have a program director and executive director who have program director permits as well. We employ 2 class aides who meet the minimum requirement for that position. All of this personnel is listed on the licensing roster. Each position for the preschool has a current job description that has been approved by HRN's board of directors. Staff development is offered to employees in the form of trainings throughout the year. Written job evaluations are completed at the six month benchmark for new employees and yearly after that. We have a written policy that states we refrain from any religious instruction in our parent handbook.

### **Key Dimension 3, Program Quality, EED 09 - EED 16 (Part 2)**

In accordance with the 5 *CCR*, sections, 17709(b)(4) through 17709(b)(6) provide a summary of the findings for areas in Key Dimension 3-Program Quality (EED 09-EED 16) that **(1)** did not meet standards, and **(2)** a list of tasks needed to modify the program to address all items in need of improvement.

Our Agency meets the standards for this section.

## **Key Dimension 4, Administrative, EED 17 - EED 18 (Part 1)**

In accordance with the 5 CCR, sections, 17709(b)(4) through 17709(b)(6) provide a summary of the findings for areas in Key Dimension 4-Administrative (EED 17-EED 18) that **(1)** met standards, and **(2)** describes the procedures for ongoing monitoring to ensure that those areas continue to meet standards.

Our Agency has a procedure for managing equipment over 500.00, purchased in whole or in part with early education contract funds until disposition of the item. This inventory system includes the name of the item, serial number, the purchase price and date, the current condition of the equipment and when needed the disposal date of the equipment. Equipment purchased is handled with appropriate care and respect to ensure that no damage is caused. Our employee handbook states the expectations of an employee when using agency equipment. Our program self evaluation is completed annually. Our agency has a written timeline that instructs on when each item is to be completed by to ensure that a timely completion of the program evaluation is completed. DRDPs are completed and recorded within the allotted timeline as well as the summary of finding for each classroom. ERS is completed on the classroom and the summary of finding completed as well. Parent surveys are sent out in January to allow the maximum amount of time for parents to complete and return the surveys.

## **Key Dimension 4, Administrative, EED 17 - EED 18 (Part 2)**

In accordance with the 5 *CCR*, sections, 17709(b)(4) through 17709(b)(6) provide a summary of the findings for areas in Key Dimension 4-Administrative (EED 17-EED 18) that **(1)** did not meet standards, and **(2)** a list of tasks needed to modify the program to address all items in need of improvement.

While our agency has a procedure for tracking inventory over 500.00, we do not currently meet the requirement of tracking all items with a useful life of more than one year. We will begin using a spread sheet of any items purchased for the preschool and use this to track new inventory as it is purchased. This sheet will include serial numbers if available, purchase price and date of the materials and their current condition and location.

## **Key Dimension 5, Fiscal/Audit, EED 19 – EED 20 (Part 1)**

In accordance with the 5 *CCR*, sections 17709(b)(4) through 17709(b)(6) provide a summary of the findings for areas in Key Dimension 5-Fiscal/ Audit (EED 19-EED 20) that **(1)** met standards, and **(2)** describes the procedures for ongoing monitoring to ensure that those areas continue to meet standards.

The audit is done yearly by the accounting firm Grant Bennett Associates. The audit is given to the board of directors and shared with the grantors.

## **Key Dimension 5, Fiscal/Audit, EED 19 – EED 20 (Part 2)**

In accordance with the 5 *CCR*, sections 17709(b)(4) through 17709(b)(6) provide a summary of the findings for areas in Key Dimension 5-Fiscal/ Audit (EED 19-EED 20) that **(1)** did not meet standards, and **(2)** a list of tasks needed to modify the program to address all items in need of improvement.

Due to circumstances beyond our control, we are behind on our audits. We are working closely with the audit firm to get caught up. It is our goal once we are caught up to have the audit done on time each year.

## Percentage of Contractor's Funded Enrollment

In accordance with *EC* sections 8208(c)(1) and (d)(2)(A), a percentage of the contractor's funded enrollment will be set aside specifically to allow children with exceptional needs, including children with severe disabilities, to be enrolled until the set aside is filled.

Please indicate the total percentage of children with exceptional needs (including severe disabilities) that are currently being served under your CSPP enrollment.

5.00 %

If your program is not meeting the required set aside percentage at this time, what strategies will you implement to increase enrollment of children with exceptional needs?

Our current program has a funded number of 24 and currently one child with an active IEP. This meets the requirement of 5% set aside for children with exceptional needs.

## MEETINGS AND NOTICES

Meetings of the County Board of Education are conducted for the purpose of accomplishing County Board business. In accordance with applicable open meeting laws (Brown Act), the County Board shall hold its meetings in public and shall conduct closed sessions during such meetings only as authorized by law. To encourage community involvement in the schools, County Board meetings shall provide the opportunity for members of the public to directly address the County Board. All meetings shall be conducted in accordance with law and the County Board's bylaws, policies, and administrative regulations.

A County Board meeting exists whenever a majority of County Board members gather at the same time and location, including teleconference location as permitted by Government Code 54953, to hear, discuss, deliberate, or take action upon any item within the subject matter jurisdiction of the County Board. (Government Code 54952.2)

In accordance with law and as specified in Board Bylaw 9012 - Board Member Electronic Communications, a majority of the County Board shall not, outside of an authorized meeting, use a series of communications of any kind, directly or through intermediaries, including social media and other electronic communications, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the County Board. (Government Code 54952.2)

However, the County Superintendent of Schools or designee may engage in separate conversations or communications with County Board members in order to answer questions or provide information regarding an item within the subject matter jurisdiction of the County Board, as long as the County Superintendent or designee does not communicate the comments or position of any County Board members to other County Board members. (Government Code 54952.2)

In order to help ensure the participation of individuals with disabilities at County Board meetings, appropriate disability-related accommodations or modifications shall be provided upon request in accordance with the Americans with Disabilities Act. Any doubt about a request for accommodation shall be resolved in favor of accessibility. Notice of the procedure for receiving and resolving such requests for accommodation shall be given in each instance in which notice of the time of a meeting is otherwise given or the agenda for the meeting is otherwise posted. (Government Code 54953, 54953.2, 54954.1, 54954.2)

### **Regular Meetings**

Unless otherwise determined by the County Board, the County Board shall hold one regular meeting each month starting at 1:00 p.m. on the third Wednesday of the month at the Trinity County Office of Education, Granite Room.

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public and on the website of the County Board and/or the county office of education (COE). (Government Code 54954.2)

Consistent with Government Code 54957.5 and Board Bylaw 9322 - Agenda/Meeting Materials, whenever agenda materials relating to an open session of a regular meeting are distributed to the County Board less than 72 hours before the meeting, the secretary to the County Board or the secretary's designee shall make the materials available for public inspection at a public office or location designated for that purpose. The records shall be posted on the COE website at the time the materials are distributed to all or a majority of the County Board if distributed outside of business hours.

### **Special Meetings**

Special meetings of the County Board may be called at any time by the presiding officer or a majority of County

Board members on any topic within the subject matter jurisdiction of the County Board unless otherwise prohibited by law or as specified in BB 9323.2 - Actions by the Board. (Government Code 54956)

At least 24 hours before the time of the meeting, written notice of special meetings shall be delivered personally or by any other means to all County Board members and the local media who have requested such notice in writing. The notice also shall be posted on the County Board's and/or COE's website, and, at least 24 hours before the time of the meeting, in a location freely accessible to the public. The notice shall specify the time and location of the meeting and the business to be transacted or discussed. No other business shall be considered at this meeting. (Government Code 54956)

Any County Board member may waive the 24-hour written notice requirement prior to the time of the meeting by filing a written waiver of notice with the secretary of the County Board or by being present at the meeting at the time it convenes. (Government Code 54956)

Every notice of a special meeting shall provide an opportunity for members of the public to directly address the County Board concerning any item that has been described in the meeting notice, before or during the item's consideration. (Government Code 54954.3)

### **Emergency Meetings**

In the case of an emergency situation for which prompt action is necessary due to the disruption or threatened disruption of public facilities, the County Board may hold an emergency meeting without complying with the 24-hour notice and/or 24-hour posting requirement for special meetings pursuant to Government Code 54956. (Government Code 54956.5)

The County Board may meet in closed session during emergency meetings so long as two-thirds of the members present at the meeting agree or, if less than two-thirds of the members are present, by unanimous vote of the members present. (Government Code 54956.5)

The County Board shall comply with all other requirements for special meetings during an emergency meeting. (Government Code 54956.5)

Except in the case of a dire emergency, the County Board president or designee shall give notice of the emergency meeting by telephone at least one hour before the meeting to the local media that have requested notice of special meetings. All telephone numbers provided by the media in the most recent request for notification shall be exhausted. If telephone services are not functioning, the notice requirement of one hour is waived and, as soon after the meeting as possible, the County Board shall notify those media representatives of the meeting and shall describe the purpose of the meeting and any action taken by the County Board. In the case of a dire emergency, the County Board president or designee shall give such notice at or near the time notification is given to the other members of the County Board. (Government Code 54956.5)

The minutes of the meeting, a list of persons the County Board president or designee notified or attempted to notify, a copy of the rollcall vote, and any actions taken at the meeting shall be posted for at least 10 days in a public place as soon after the meeting as possible. (Government Code 54956.5)

An *emergency* means a work stoppage, crippling activity, or other activity that severely impairs public health and/or safety as determined by a majority of the members of the County Board. (Government Code 54956.5)

A *dire emergency* means a crippling disaster, mass destruction, terrorist act, or threatened terrorist activity that poses peril so immediate and significant that requiring the County Board to provide one-hour notice before holding an emergency meeting may endanger the public health and/or safety as determined by a majority of the members of the County Board. (Government Code 54956.5)

### **Adjourned/Continued Meetings**

The County Board may adjourn/continue any regular or special meeting to a later time and location that shall be specified in the order of adjournment. Less than a quorum of the County Board may adjourn/continue such a meeting. If no County Board members are present, the secretary or the clerk may declare the meeting adjourned/continued to a later time and location and shall give notice in the same manner required for special meetings. (Government Code 54955)

Within 24 hours after the time of adjournment/continuance, a copy of the order or notice of adjournment/continuance shall be conspicuously posted on or near the door of the location where the meeting was held. (Government Code 54955)

### **Study Sessions, Retreats, Public Forums, and Discussion Meetings**

The County Board may convene a study session or public forum to study an issue in more detail or to receive information from staff or feedback from members of the public. The County Board may also convene a retreat or discussion meeting to discuss County Board roles and relationships. Any such meeting, regardless of title or topic, shall be held as a regular or special meeting, as appropriate, and shall comply with all other requirements for regular or special meetings. (Government Code 54956)

### **Other Gatherings**

Attendance by a majority of County Board members at any of the following events is not subject to the Brown Act provided that a majority of the County Board members do not discuss specific County Board business among themselves other than as part of the scheduled program: (Government Code 54952.2)

1. A conference or similar public gathering open to the public that involves a discussion of issues of general interest to the public or to county board members
2. An open, publicized meeting organized by a person or organization other than the County Board or COE to address a topic of local community concern
3. An open and noticed meeting of another body of the COE
4. An open and noticed meeting of a legislative body of another local agency
5. A purely social or ceremonial occasion
6. An open and noticed meeting of a standing committee of the County Board established pursuant to Board Bylaw 9130 - Board Committees, provided that the County Board members who are not members of the standing committee attend only as observers

Individual contacts or conversations between a County Board member and any other person that are not part of a series of communications prohibited by the Brown Act are permitted. (Government Code 54952.2)

### **Location of Meetings**

Unless the County Board is holding a teleconference meeting during a proclaimed state of emergency, all meetings shall be held within COE boundaries, except to do any of the following: (Government Code 54954)

1. Comply with state or federal law or court order or attend a judicial or administrative proceeding to which the COE is a party
2. Inspect real or personal property which cannot conveniently be brought into the county, provided that the topic of the meeting is limited to items directly related to the property
3. Participate in meetings or discussions of multiagency significance, provided these meetings are held within one of the other agencies' boundaries, with all participating agencies giving the notice required by law
4. Meet in the closest meeting facility if the COE has no meeting facility within its boundaries or if its principal office is located outside the county
5. Meet with elected or appointed state or federal officials when a local meeting would be impractical, solely to discuss legislative or regulatory issues affecting the COE over which the state or federal officials have jurisdiction
6. Meet in or near a facility owned by the COE but located outside the county, provided the meeting agenda is limited to items directly related to that facility

7. Visit the office of the County Board's legal counsel for a closed session on pending litigation, when doing so would reduce legal fees or costs
8. Interview residents outside the boundaries of the county regarding the County Board's potential employment of an applicant for County Superintendent
9. Interview an applicant for County Superintendent outside the boundaries of the county

All meetings, regardless of location shall comply with the applicable notice and open meeting requirements. Additionally, no such meeting may be held in a facility that prohibits the admittance of any person on the basis of ancestry or any characteristic listed in Government Code 11135, which is inaccessible to individuals with disabilities, or where members of the public must make a payment or purchase in order to be admitted. (Government Code 54961)

If a fire, flood, earthquake, or other emergency renders the posted regular or special meeting location unsafe and the deadline for posting the location has passed, the meeting shall be held at a location designated by the County Board president or designee, who shall so inform all news media who have requested notice of meetings pursuant to Government Code 54956 by the most rapid available means of communication.

### **Traditional Teleconferencing**

A County Board member may participate in any meeting by teleconference, which includes both audio or video/audio so long as the following conditions are met (Government Code 54953):

1. All votes taken during the meeting are by rollcall
2. The meeting is conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency
3. The location of the County Board member participating by teleconference is open and accessible to the public during the meeting, except during closed session, such that members of the public may observe in person the County Board member participating by teleconference, may hear/listen to the meeting to the same extent as the County Board member participating by teleconference, and may make public comment during the same portion of the agenda as others members of the public from the same location as the County Board member participating by teleconference
4. The location of the County Board member participating by teleconference is noted in the agenda and the agenda is posted at the location of the County Board member participating by teleconference in advance of the meeting as statutorily required based on the type of meeting
5. At least a quorum of the members is within the COE boundaries

### **Teleconferencing by Individual County Board Member Due to Just Cause**

Until January 1, 2026, when there is "just cause" preventing a County Board member from attending a County Board meeting in person, that County Board member may participate in that meeting by teleconference without: (Government Code 54953):

1. Including the location of the County Board member participating by teleconference in the agenda
2. Making the location of the County Board member participating by teleconference open and accessible to the public
3. Posting the agenda at the location of the County Board member participating by teleconference

A County Board member needing to participate by teleconference for just cause shall notify the County Board at the earliest possible opportunity, including at the start of a regular meeting, of the need to do so and include a general description of the circumstances relating to the need to appear by teleconference at the given meeting. (Government Code 54953)

For the County Board member to participate by teleconference under this section, all of the following are required

(Government Code 54953):

1. All votes taken during the meeting are by rollcall
2. At least a quorum of the County Board participates in person from a singular physical location clearly identified on the agenda
3. The County Board member utilizes both audio and visual technology to participate in the meeting
4. The County Board member participating by teleconference publicly discloses, before any action is taken, whether any individuals 18 years of age or older are present at the County Board member's location and the general nature of the member's relationship with each such individual
5. The public is able to access the meeting via a two-way audiovisual platform or a two-way audio service and a live webcast, with real-time public comment being allowed via the platform or service, in addition to public comment being available in person

The platform or service may require members of the public to register in order to make public comments so long as the platform or service is not controlled by the COE.

6. The agenda for the meeting includes information describing how members of the public can access the platform or service

If the platform or service is disrupted such that the public cannot access the meeting or give real-time public comment, the meeting may continue but the County Board may not take action on any agenda item until the disruption is resolved. (Government Code 54953)

A County Board member shall be permitted to participate by teleconference for just cause for no more than two meetings per calendar year. (Government Code 54953)

For purposes of this section, "just cause" may exist for any of the following: (Government Code 54953)

1. A childcare or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires a County Board member to participate remotely
2. A contagious illness prevents a County Board member from attending in person
3. A County Board member has a need related to a physical or mental disability not otherwise reasonably accommodated
4. A County Board member is traveling while on official business of the County Board or another state or local agency

#### **Teleconferencing by Individual County Board Member Due to Emergency Circumstances**

Until January 1, 2026, when a physical or family medical emergency would prevent a County Board member from attending a County Board meeting in person, that County Board member may request to participate in such meeting by teleconference. The County Board member requesting to appear remotely shall submit the request as soon as possible and include a concise general description of the emergency that necessitated the request. The County Board member shall not be required to disclose any disability, medical diagnosis, or personal medical information exempt under existing law. (Government Code 54953)

If the request is received timely, it shall be added to the agenda as the first item of business at the meeting, even before any closed session items. If the request is not received timely, it shall be taken up by the County Board before the first item of business at the meeting. The request shall only be granted upon a vote by the majority of the County Board. (Government Code 54953, 54954.2)

If the request is granted by the County Board, the County Board member may participate by teleconference without: (Government Code 54953):

1. Including the location of the County Board member participating by teleconference in the agenda

2. Making the location of the County Board member participating by teleconference open and accessible to the public
3. Posting the agenda at the location of the County Board member participating by teleconference

For the County Board member to participate by teleconference due to emergency circumstances, all of the following are required: (Government Code 54953):

1. All votes taken during the meeting are by rollcall
2. At least a quorum of the County Board participates in person from a singular physical location clearly identified on the agenda
3. The County Board member participating by teleconference utilizes both audio and visual technology to participate in the meeting
4. The County Board member participating by teleconference publicly discloses, before any action is taken, whether any individuals 18 years of age or older are present at the County Board member's location and the general nature of the member's relationship with each such individual
5. The public is able to access the meeting via a two-way audiovisual platform or a two-way audio service and a live webcast, with real-time public comment being allowed via the platform or service, in addition to public comment being available in person

The platform or service may require members of the public to register in order to make public comments so long as the platform or service is not controlled by the COE.

6. The agenda for the meeting includes information describing how members of the public can access the platform or service

If the platform or service is disrupted such that the public cannot access the meeting or give real-time public comment, the meeting may continue but the County Board shall not take action on any agenda item until the disruption is resolved. (Government Code 54953)

In total, a County Board member may not participate by teleconference due to emergency circumstances alone, or together with teleconference due to just cause, as specified above, for more than 20 percent of the County Board's regular meetings or for more than three consecutive months. If the County Board meets less than 10 times in a calendar year, a County Board member may not appear remotely due to emergency circumstances for more than two meetings. (Government Code 54953)

#### **Teleconference Meetings During a Proclaimed State of Emergency**

The County Board may conduct a County Board meeting entirely by teleconference during a proclaimed state of emergency pursuant to Government Code 8625-8629 in any of the following circumstances: (Government Code 54953)

1. For the purpose of determining whether meeting in person would present imminent risks to the health or safety of attendees due to the emergency
2. When the County Board has been determined, pursuant to Item #1 above, that meeting in person would present imminent risks to the health or safety of attendees due to the emergency

The County Board may hold a meeting by teleconference during a proclaimed state of emergency without: (Government Code 54953):

1. Including the location of County Board members in the agenda
2. Making the locations of County Board members open and accessible to the public
3. Posting the agenda at the locations of County Board members

For the County Board to hold such meeting, all of the following are required: (Government Code 54953):

1. All votes taken during the meeting are by rollcall
2. The public is able to access the meeting via a call-in service or an internet-based platform or service, with real-time public comment being allowed via the platform or service

If an internet-based platform or service is utilized, it may require members of the public to register in order to make public comments so long as the platform or service is not controlled by the COE.

3. The agenda for the meeting includes information describing how members of the public can access the platform or service

If the platform or service is disrupted such that the public cannot access the meeting or give real-time public comment, the meeting may continue but the County Board may not take action on any agenda item until the disruption is resolved. (Government Code 54953)

For any public comment period with a time limit, the County Board may not close that public comment period or the opportunity to register until the full time for public comment has elapsed. For any other public comment period, the County Board shall allow a reasonable amount of time to allow members of the public to provide public comment and to register to do so. (Government Code 54953)

The County Board may continue to conduct all meetings by teleconference throughout one or more 45-day periods so long as, prior to the beginning of each 45-day period, the County Board has reconsidered the circumstances of the state of emergency and determines that it continues to directly impact the ability of the County Board to meet safely in person. (Government Code 54953)

(1/21) 3/24

## ACTIONS BY THE BOARD

The County Board of Education shall take action by a majority vote of all of the membership constituting the County Board, unless otherwise required by law.

An "action" by the County Board means: (Government Code 54952.6)

1. A collective decision by a majority of the County Board members
2. A collective commitment or promise by a majority of the County Board members to make a positive or negative decision
3. A vote by a majority of the County Board members when sitting as the County Board upon a motion, proposal, resolution, order, or ordinance

The County Board shall not take action by secret ballot, whether preliminary or final. (Government Code 54953)

Actions taken by the County Board in open session shall be recorded in the County Board minutes. (Education Code 1015)

### Action on Non-Agenda Items

The County Board may take action on a subject not appearing on the posted meeting agenda only after publicly identifying the item and if any one of the following conditions are met: (Government Code 54954.2)

1. When a majority of the County Board determines that an emergency situation exists, as defined for emergency meetings pursuant to Government Code 54956.5
2. When two-thirds of the members present, or if less than two-thirds of the members are present then by a unanimous vote of all members present, determine that the need to take immediate action came to the County Board's attention after the agenda was posted
3. When an item appeared on the agenda of, and was continued from, a meeting that occurred not more than five days earlier
4. Until December 31, 2025, when a County Board member requests to participate remotely due to emergency circumstances pursuant to Government Code 54953 so long as the timing of the request did not allow for sufficient time to place it on the agenda

### Challenging Board Actions

Before seeking to file a civil action to stop or prevent a Brown Act violation or to invalidate a prior action taken by the County Board, the district attorney's office or interested person shall first present a demand to "cure and correct" the alleged violation to the county office of education (COE). If the COE receives a proper demand from the district attorney's office or any interested person to "cure and correct" an alleged violation of the Brown Act, the County Board shall consult with legal counsel on if and how to respond as provided by law. (Government Code 54960-54960.5)

---

(8/20) 3/24

**2024-2025**

260

|                                               |                      |
|-----------------------------------------------|----------------------|
| Easter                                        | Apr 20 - Apr 21 obs. |
| Memorial Day                                  | May 26               |
| Juneteenth                                    | June 19              |
| floating holiday for all classified employees |                      |

## 5.4

April 11, 2024

To: Board of Education and Management

Trinity County Office of Education  
201 Memorial Drive  
Weaverville, CA 96093

We are pleased to confirm our understanding of the services we are to provide for Trinity County Office of Education (the COE) for the year ended June 30, 2024.

### **Audit Scope and Objectives**

We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements of the COE as of and for the year ended June 30, 2024. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the COE's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board (GASB) who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the COE's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis (MD&A)
2. Budget Comparison Schedule – General Fund
3. Budget Comparison Schedule – Major Special Revenue Funds
4. Schedule of the COE's Proportionate Share of the Net Pension Liability – CalSTRS
5. Schedule of the COE's Contributions – CalSTRS
6. Schedule of the COE's Proportionate Share of the Net Pension Liability – CalPERS
7. Schedule of the COE's Contributions – CalPERS
8. Schedule of the COE's Total OPEB Liability and Related Ratios

We have also been engaged to report on the supplementary information other than RSI that accompanies the COE's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements. The following supplementary information is required by the *2023-24 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*:

1. Combining Financial Statements
2. LEA Organization Structure
3. Schedule of Average Daily Attendance (ADA)
4. Schedule of Instructional Time
5. Schedule of Financial Trends & Analysis
6. Reconciliation of Annual Financial and Budget Report with Audited Financial Statements
7. Schedule of Charter Schools
8. Schedule of Expenditures of Federal Awards

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement which exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and *Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*.
- An opinion (or disclaimer of opinion) on compliance with state statutes, regulations, and the terms and conditions of state awards that could have a direct and material effect on each identified program in accordance with the *2023-24 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting* prescribed in *Title 5, California Code of Regulations, Section 19810*.

## **Auditor's Responsibilities for the Audit of the Financial Statements, Single Audit, and State Compliance Audit**

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; the provisions of the Uniform Guidance; and the requirements identified in the *2023-24 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting prescribed in Title 5, California Code of Regulations, Section 19810*, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. AS part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the COE or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the COE's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representation from your attorneys as part of the engagement.

We have identified the following significant risks of material misstatement as part of our audit planning:

1. Improper Revenue Recognition
2. Management Override of Controls

As we continue the audit planning process we may identify additional significant risks. If such risks are identified we will provide an addendum to this engagement letter to communicate these risks. If no additional significant risks are identified, no addendum will be provided.

### **Audit Procedures – Internal Control**

We will obtain an understanding of the school COE and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

### **Audit Procedures – Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the COE's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the COE's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on the COE's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

The *2023-24 Guide for Annual Audits of California Local Education Agencies and State Compliance Reporting* (the Audit Guide) requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with state statutes, regulations, and the terms and conditions of state awards identified in the Audit Guide which are applicable to the COE based on materiality levels identified in the Audit Guide. For the programs applicable to the COE, we will perform the procedures identified in the Audit Guide and report noncompliance in accordance with direction provided in the Audit Guide. The purpose of these procedures will be to express an opinion on the COE's compliance with requirements applicable to these programs in our report on state compliance.

### **Other Services**

We will also assist in preparing the financial statements, including assistance with GASB conversion entries, preparing the schedule of expenditures of federal awards, and the related notes of the COE in conformity with accounting principles generally accepted in the United States of America and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to those previously identified and previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

### **Responsibilities of Management for the Financial Statements, Single Audit, and State Compliance Audit**

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for:

1. Designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal and state awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met;
2. Following laws and regulations;
3. Ensuring that there is reasonable assurance that government programs are administered in compliance and with compliance requirements; and,
4. Ensuring that management and financial information is reliable and properly reported.

Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal and state statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside general and subsidiary ledgers). You are also responsible for providing us with:

1. Access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters;
2. Access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under Uniform Guidance and in accordance with the Audit Guide;
3. Additional information that we may request for the purpose of the audit; and
4. Unrestricted access to persons within the COE from whom we determine it necessary to obtain audit evidence.

At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the school COE involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect of the financial statements. Your responsibilities include informing us of your knowledge and of any allegations of fraud or suspected fraud affecting the COE received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the COE complies with applicable laws, regulations, contracts, agreements, and grants.

You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reporting audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for review upon our scheduled interim field work dates.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19 related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that:

1. You are responsible for the presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance;
2. You believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance;
3. The methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and
4. You have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with GAAP. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that:

1. You are responsible for the presentation of the supplementary information in accordance with GAAP;
2. You believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP;
3. The methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and
4. You have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities for the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, the schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, and/or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

### **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to the school COE, the California State Controller's Office, the California Department of Education, and the County Office of Education; however, management is responsible for the distribution of the reports and financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Wilkinson Hadley King & Co. LLP and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the California Board of Accountancy or its designee, the County Office of Education, the California State Controller's Office or its designee, the California Department of Education or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Wilkinson Hadley King & Co. LLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained to other, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the California State Controller's Office or the California Department of Education. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Aubrey Mann, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit upon the signing of this engagement letter and will schedule dates for field work accordingly.

Our fee for these services are expected to be \$17,250. Travel costs are an estimate and will be billed at actual costs expended not to exceed \$10,000. Our invoices for these fees will be rendered as work progresses and are payable upon presentation. Upon completion of the audit report and submission to the California State Controller's Office progress billings will be brought to 90% of the contracted amount. The final 10% of the contracted amount will be billed, and is due, upon receipt of the California State Controller's Office certification letter. In accordance with firm policies, work may be suspended if your account becomes 30 days past due and may not be resumed until your account is paid in full. Additionally, an audit report will not be issued for the year ended June 30, 2024 if 100% of prior audit fees have not been paid in full inclusive of the final 10% billed upon receipt of the California State Controller's Office certification letter for the prior period. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended at our standard hourly rates and to reimburse us for all out-of-pocket costs through the date of termination.

The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will keep you informed of any problems we encounter and our fees will be adjusted accordingly. The following are examples of unexpected circumstances that could result in additional fees:

- Significant changes in internal control systems
- Deterioration in the quality of your accounting records during the current year engagement in comparison to the prior year engagement
- Significant changes in your volume of business
- Mergers, acquisitions, or other business combinations
- Changes in audit scope or requirements resulting from changes in your activities
- Erroneous or incomplete accounting records
- Significant delays in responding to our requests for information or supporting documents
- Schedule disruption caused by litigation, financial challenges, lease covenants, etc.
- Identifying a significant number of proposed audit adjustments
- Schedules prepared by your personnel that do not reconcile to the general ledger
- Numerous revisions to information and schedules provided by your personnel
- Lack of availability of your personnel during audit fieldwork

## Reporting

We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the governing board of the COE. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the COE's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the COE's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

We appreciate the opportunity to be of service to the COE and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,



Wilkinson Hadley King & Co. LLP

---

### Response:

This letter correctly sets forth the understanding of Trinity County Office of Education.

Management Signature: Cindy Blanchard  
Cindy Blanchard (Apr 30, 2024 07:49 PDT)

Title: Chief Business Official

Date: 04/30/2024

Approved by Governance at a Public Meeting on: May 15, 2024

# Trinity County Office of Education Engagement Letter 2023-24 - Single Audit (1)

Final Audit Report

2024-04-30

|                 |                                              |
|-----------------|----------------------------------------------|
| Created:        | 2024-04-24                                   |
| By:             | Donna Arps (DARPS@WHKCPA.COM)                |
| Status:         | Signed                                       |
| Transaction ID: | CBJCHBCAABAAhzkRh2vn1zDtRd2GCGGey77XYW3JSxFQ |

## "Trinity County Office of Education Engagement Letter 2023-24 - Single Audit (1)" History

-  Document created by Donna Arps (DARPS@WHKCPA.COM)  
2024-04-24 - 4:23:21 PM GMT- IP address: 70.183.101.54
-  Document emailed to Cindy Blanchard (cblanchard@tcoek12.biz) for signature  
2024-04-24 - 4:23:25 PM GMT
-  Email viewed by Cindy Blanchard (cblanchard@tcoek12.biz)  
2024-04-30 - 2:46:46 PM GMT- IP address: 198.189.124.193
-  Document e-signed by Cindy Blanchard (cblanchard@tcoek12.biz)  
Signature Date: 2024-04-30 - 2:49:23 PM GMT - Time Source: server- IP address: 198.189.124.193
-  Agreement completed.  
2024-04-30 - 2:49:23 PM GMT



Trinity County Office Of Education  
2023/2024  
General Fund 01- April 30, 2024

**Beginning Balance                   \$ 2,732,617**

|                                | Current Budget       | Year to Date<br>Activity | Remaining<br>Budget | % of Budget<br>Recvd/Expend |
|--------------------------------|----------------------|--------------------------|---------------------|-----------------------------|
| <b><u>Revenue Accounts</u></b> |                      |                          |                     |                             |
| Local Control Funding Formula  | \$ 4,715,844         | \$ 4,347,778             | \$ 368,066          | 92.20%                      |
| Federal Revenues               | \$ 382,574           | \$ 9,298                 | \$ 373,276          | 2.43%                       |
| Other State                    | \$ 3,042,959         | \$ 1,683,577             | \$ 1,359,382        | 55.33%                      |
| Other Local                    | \$ 1,971,406         | \$ 1,453,422             | \$ 517,984          | 73.73%                      |
| <b>Total Revenues</b>          | <b>\$ 10,112,783</b> | <b>\$ 7,494,075</b>      | <b>\$ 2,618,708</b> | <b>74.10%</b>               |

|                                 |                      |                     |                     |               |
|---------------------------------|----------------------|---------------------|---------------------|---------------|
| <b><u>Expense Accounts</u></b>  |                      |                     |                     |               |
| Certificated Personnel Salaries | \$ 1,413,465         | \$ 1,152,586        | \$ 260,879          | 81.54%        |
| Classified Personnel Salaries   | \$ 2,716,561         | \$ 2,167,596        | \$ 548,965          | 79.79%        |
| Employee Benefits               | \$ 1,944,937         | \$ 1,607,886        | \$ 337,051          | 82.67%        |
| Books & Supplies                | \$ 454,946           | \$ 188,755          | \$ 266,191          | 41.49%        |
| Services & Other Operating Srv  | \$ 1,964,147         | \$ 1,219,848        | \$ 744,299          | 62.11%        |
| Capitla Outlay                  | \$ 222,381           | \$ 227,384          | \$ (5,003)          | 102.25%       |
| CHYBA Funds Transfer            | \$ 160,000           | \$ 113,702          | \$ 46,298           | 71.06%        |
| Pass Thru to Districts          | \$ 1,209,360         | \$ 568,594          | \$ 640,766          | 47.02%        |
| Indirect Costs                  | \$ (25,280)          | \$ (15,490)         | \$ (9,790)          | 61.27%        |
| <b>Total Expenses</b>           | <b>\$ 10,060,517</b> | <b>\$ 7,230,861</b> | <b>\$ 2,829,656</b> | <b>71.87%</b> |

|                                  |            |            |            |  |
|----------------------------------|------------|------------|------------|--|
| <b>Transfers In, Retiree Ins</b> | \$ 49,744  | \$ 49,744  | \$ -       |  |
| <b>Transfers Out</b>             | \$ 473,072 | \$ 130,985 | \$ 342,087 |  |

**Budget for Rev/Exp                   \$ (371,062)**

**Net Ending Balance               \$ 2,361,555**



May 09, 2024

To: Fabio Robles, Trinity County Superintendent of Schools  
Cindy Blanchard, Chief Business Official

From: Jeff Morris, Facilities Fiscal Analyst

**Re: Current Status re School Facilities Projects**

## COUNTYWIDE

**Likely 2024 Statewide School Facilities Bond:** There will likely be a school facilities bond on the statewide ballot in November of 2024. The most likely legislative contender (legislation must pass and then it goes to the voters) is AB247 (Muratsuchi).

More info is available here: <https://legiscan.com/CA/text/AB247/id/2834138>

**Behavioral Health Facilities Funding:** Trinity County BHS has confirmed that we can make the funding work. The next step is for TCBHS to draft an MOU for each district.

**Electric School Buses:** No significant updates

**CAL OES Hazard Mitigation Plan Development – Update:** We expect to launch the Request for Proposals (RFP) for a consultant to drive the plan development process during the week of Monday, May 6.

**Universal Pre-Kindergarten (UPK) Facilities –** No new updates other than district detail

**General Plan Update:** TCOE continues to track the process.

**Extreme Heat Grant Opportunity: Update:** TCOE staff prioritized this application to address the, now failing, HVAC system at Junction City ESD while also including some funding for more county wide planning around the issue for TCOE in preparation for future funding rounds. TAUSD also submitted an application for shade structures.

**Digital 299: Update:** TCOE staff attended a Board of Supervisors meeting that discussed the fiber optic project. Expected full “main route” completion is January 2025. TCOE and school locations along the route are included as “anchor locations” that may eventually be able to have a direct fiber connection.

---

## KEY CAMPUS STATUS (RECENT AND UPCOMING MAJOR PROJECT SITES)

### BURNT RANCH

- *Versa Court*: **Update:** Work should be substantially complete
- *Longer term planning*: **Update:** An RFQ (Request for Qualifications) for a new architect was distributed and based on inquiries, we expect a robust response.

**CHYBA** (California Heritage Youth Build Academy) – CHYBA has secured funding for their new facility but also still needs to fully identify their matching share. They are working with an architect, their attorney, and the project developer to codify their agreements and begin the design process in addition to moving some of their operations over to the new location as early as August 2024 into a previously constructed building on the same general site.

### COFFEE CREEK

- *Kitchen Equipment Regulations* – No new news
- *Generator* - District still needs to decide on a replacement project regarding their Coast Central Award since generator has been fixed with other assistance. Our recommendation is to initiate design for either ADA generally or focus on the design for a commercial kitchen.

### DOUGLAS CITY

- *UPK Facilities Application*: Project is moving forward. Architect has direction to proceed with design
- *Shade Structure*: **Update:** Confirmed for Summer 2024 installation
- *Asphalt Resurfacing*: **Update:** Assuming affirmative board action, district will be soliciting proposals for asphalt resurfacing for early summer implementation.
- *Behavioral Health Project*: See overview at beginning of report

### JUNCTION CITY

- *Water System Replacement* – PACE Engineering is working up reports to draw down full funding for the project.
- *UPK Facilities Application* – **Update:** District is working through designs with architect and starting.
- *Future Modernization* – No new news.
- *Behavioral Health Project*: See overview at beginning of report
- *HVAC* – **Update:** During the week of April 22, one of the HVAC units finally gave out. We have submitted an Extreme Heat Grant to fund the replacement, but the district will need to find a stop gap solution in the meantime. Assuming we receive a grant award, it could be at least 9 months before replacement is possible. We're exploring whether we can fund previous expenses.

## LEWISTON

- *Universal Pre-Kindergarten* – **Update:** Notice to proceed was issued for this grant and the final paperwork has been submitted to OPSC to draw down funds. District should receive grant agreement within a week or two.
- *ESSER III / HVAC / Electrical* – **Update:** Bid package closed in early April and Persinger Architects did a great job of value engineering with the larger technical team to ensure the maximum scope benefit for the district. We expect four rooms will be able to have updated HVAC installed. We now have approved designs campus wide (except for the gym).
- *Additional Projects, Modernization Funds, etc.* – TCOE staff is working with LESD staff and board members to review overall short- and long-term steps for improving the overall campus.

## MOUNTAIN VALLEY

- No new news

## SOUTHERN TRINITY

- *HVAC replacement (CAL Shape – California Energy Commission):* **Update:** We expect to have the scope completed for the CO2 and filter replacement during the week of Monday, May 6 and will be working with the district to solicit bids for the work.
- *Architect Recruitment, Facilities Master Planning, ESSER Projects:* Semingson finalizing survey info.

## TRINITY ALPS

- *Extreme Heat Grant:* District will likely be applying for the Extreme Heat grant funding on their own, but we'll be in close coordination.

## TRINITY CENTER

- *No new updates*

## TRINITY COUNTY OFFICE OF EDUCATION

- *Overall TCOE Campus:* TCOE staff is taking an initial look at our current campus, future projections for both staffing levels and programs, and how all of that informs future TCOE facilities needs and configuration.
- *New Signage:* Over the last few months, TCOE staff has been analyzing our internal and external signage and “wayfinding.” You’ll notice some changes / additions starting to be implemented.
- *ADA Analysis and Design:* No new updates
- *Lease agreement with County of Trinity and related items:* **Update:** Fabio Robles and Jeff Morris met with Trinity County Sheriff Tim Saxon at the end of April and will be meeting with Sheriff Saxon and Trinity County CAO Trent Tuthill on Friday, May 10 to discuss our shared campus, common facilities interests and other issues.



April 5, 2024

Dear California County Board of Education Trustees,

This letter is prompted by communications the CSBA Board of Directors has received from several county offices of education, including the Los Angeles County Office of Education, the Placer County Office of Education, the Riverside County Office of Education, and the San Mateo County Office of Education. It also responds to informal feedback and misinformation we have heard from some members regarding the decision to integrate the former California County Boards of Education (CCBE) into CSBA County Board Member Services.

I think it is important to understand the Board's decision is rooted in an overarching principle — CSBA is and will continue to be fully committed to supporting county boards. We are determined to work in a collaborative manner to achieve the association's shared vision of success: serving as the essential voice of public education. Realizing that vision requires that we work through this transitional period to ensure you have the tools, services, supports, and networking opportunities needed to flourish in your governance role.

We understand that for some county trustees, the decision to integrate CCBE activities more deeply into CSBA has created a sense of loss and frustration. Conversely, other trustees have welcomed this change and the opportunity it presents. Regardless of how one views the Board's decision, I think it's important to expand on the rationale behind it, correct the record where appropriate, and address some of the concerns raised in the aforementioned letters to the CSBA Board of Directors.

We acknowledge that in our effort to develop an even stronger organization for all governing board trustees through this restructuring, we underestimated the amount of dialogue some county trustees may have

needed to embrace this change. As a result, some communication gaps emerged that resulted in confusion and discontent. We are working diligently to address these communication gaps in the hope of creating the productive exchange we originally envisioned.

### **Transitional Working Group: Composition**

Concurrent with the establishment of CSBA County Board Member Services, we created a Transitional Working Group composed of 15 county trustees — including past presidents of CCBE and former CCBE Directors — to help guide this transformation. Additionally, then-CCBE President John McPherson identified the majority of the county board members to serve on the committee. I would hasten to add that the Transitional Working Group is only four months into this process and the final chapter has yet to be written.

*View the members of the Transitional Working Group on the CSBA County Board Services webpage under the “About” tab at [www.csba.org](http://www.csba.org).*

The Transitional Working Group is tasked with providing CSBA’s Board of Directors with recommendations about the future services and supports county board members need. The members of the Transitional Working Group are demographically and ideologically diverse and include trustees with decades of experience and involvement in CSBA and CCBE. I mention this because, at the County Board Governance Workshop I attended in early March (described by at least one attendee as the best version of the event in some time), some trustees expressed a desire to expand the Transitional Working Group, citing concerns it was not broad enough. Similarly, in its letter to CSBA, the San Mateo County Board of Education requested that we “commit to directly involving County Board Members as active participants in County Board-only conference and training planning,” a development that was already in progress via the Transitional Working Group.

As it happens, the 15 members of the Transitional Working Group represent a good sample of the total number of county trustees statewide. In fact, the 15-person working group is larger in comparison to the total number of county trustees than other CSBA committees like the Legislative Committee or Annual Education Conference Committee are in relation to the CSBA membership overall. This, along with the appointment of current and former

CCBE leadership to the Working Group, as well as then-CCBE President John McPherson identifying county trustees to serve on the Transitional Working Group, provides strong evidence that this body is broad enough to represent the interests of county trustees at large. Additionally, county trustees are disproportionately represented on the Legislative Committee, accounting for more than one-fifth of committee membership, another sign of CSBA's commitment to elevating the input of county board members.

### **Transitional Working Group: Activities**

The Transitional Working Group, tasked with providing CSBA's Board of Directors with recommendations about the future services and supports county board members need, held its first meeting on January 12, 2024, indicating our desire to prioritize this work at the very start of the new year. The group then met twice a month from January through March and will continue meeting monthly from April through October. These convenings are in addition to numerous meetings of different Transitional Working Group subcommittees dedicated to providing specific recommendations for the September CSBA County Board Member Conference, the County Trustees Handbook, the County Masters in Governance program, and the Jack Bedell Award for county board excellence.

The Transitional Working Group will continue to address issues of concern to county trustees, including, but not exclusive to, many of the items raised in the letters received by CSBA from the aforementioned county boards. Out of respect for the Transitional Working Group and our desire to allow them to reach conclusions free from duress or influence, the Board of Directors will not offer definitive pronouncements on the exact form CCBE legacy items and activities such as the handbook or fall conference, for example, might assume under the new CSBA County Board Member Services. This understandably causes some trepidation, particularly for those who committed time and energy to these endeavors over the years. Please be assured that our reticence to confirm the status of these legacy items is simply a product of our respect for the integrity of the process and the talent and knowledge of those trustees serving on the Transitional Working Group.

## Transparency

I understand the tension between the desire for additional transparency and the need to protect the deliberations of the Transitional Working Group so its members are free from unnecessary external pressure, and I accept that the balance will not please everyone. Furthermore, where transparency is concerned, I would like to address an incorrect claim contained in the March 21, 2024, letter from the Placer County Office of Education.

Specifically, the PCOE letter incorrectly states that “The CSBA Board of Directors acted on November 27, 2023 to dismantle CCBE. Three months later there has been no formal communication explaining these actions nor the rationale for them to the fifty-eight county boards of education.” In fact, on December 6, CSBA emailed a letter and an embedded Frequently Asked Questions document to all California county board trustees introducing CSBA County Board Member Services and explaining the reasons behind the transition from CCBE. Whether the PCOE board found it acceptable is another matter and one we will continue to address. The question of whether this communication occurred, however, can be put to rest and we again encourage all county offices to review the December 6 letter and FAQ, which can be found on the CSBA County Board Services webpage listed under the “About” tab at [www.csba.org](http://www.csba.org).

## Ownership

In that same December 6 email, we wrote that, “the partnership will be guided by the County Board Transition Working Group, a panel of county board members established to make recommendations to CSBA’s Board of Directors about services and programs that would most benefit county board members,” a statement that remains true today. The email also mentions the transition was motivated by a desire for greater alignment across CSBA, more cohesive representation for county trustees in the Delegate Assembly and on the CSBA Board of Directors, and the opportunity to supplement and expand existing CCBE products and services with new opportunities.

In response to this last point, the letter from PCOE stated that county boards, “need to belong to an organization where they feel ownership ... and not a service provider.” I agree with this sentiment but also recognize the

transition from CCBE to County Board Member Services is challenging and that it may take time for members to become comfortable with the new configuration. Nevertheless, I am optimistic that a sense of ownership will grow as CSBA demonstrates continued commitment to county boards and as county trustees help guide and influence County Board Member Services.

I would also be remiss if I failed to point out that overexuberance where ownership is concerned led CCBE to repeatedly negotiate and make agreements with the leadership of other organizations without the knowledge of CSBA's Board of Directors. This occurred despite warnings that such action was ill-advised and that, as the legal body assuming liability on behalf of the association, such action was not welcomed by CSBA. As noted in the FAQ, CSBA's Board of Directors also expressed concern about CCBE taking positions on legislation outside of the CSBA structure, maintaining separate Bylaws and Standing Rules, and having separate officers and a separate Board of Directors.

This is where our shared, stated vision is most instructive: CSBA is the essential voice of public education, not two voices in recurring conflict with one another. We firmly believe that vision is fully compatible with and, in fact, best served when county services are crafted by county trustees, for county trustees, and under the banner of CSBA. The Transitional Working Group is currently engaged in forging this path. From this new beginning, that sense of ownership will re-emerge absent any questions of legality as part of the foundational structure of CSBA.

## **Influence**

On the topic of influence, it bears mentioning that, back in January, the Board of Directors increased the number of dedicated county seats in three of our nine standing committees, including some of our most impactful: Education Legal Alliance, Policy Platform, and Annual Education Conference and Trade Show. This is a significant increase in county representation in some of the most important seats at the CSBA table, even though county trustees were already disproportionately represented on the Board of Directors, in the Delegate Assembly and on the Legislative Committee. And with respect to the Legislative Committee — perhaps the most sought-after committee in CSBA — county board members are disproportionately

represented. Despite accounting for approximately 0.06 percent of the total number of board members in California, county trustees occupy 20 percent of the Legislative Committee. Overall, county boards have greater proportional representation in CSBA's organizational structure than local school districts. This is not the sign of an organization that undervalues county boards or is seeking to diminish the role of county trustees.

## **Finances**

Another way in which county boards differ from local school districts is in the area of dues. As noted in multiple letters, the current structure of CSBA includes dues specific to county boards for CCBE membership. For the current fiscal year, the sum total of those dues paid from among all 58 county boards was approximately \$165,000. The majority of those funds are used to provide total compensation (salary, benefits, employment tax) for a dedicated CSBA employee to support CCBE and now County Board Member Services. This allocation of funds to retain an employee dedicated to county board services and activities was specifically requested by the then-CCBE President as being a priority from the beginning of the transition, which CSBA has honored. No funds have been diverted to purposes that were not previously requested by CCBE leadership or used for purposes unconnected to CCBE. Suggestions to the contrary are spurious as the former CCBE leadership is aware of the nature of these expenditures and their role in determining them.

## **SB 1380**

Another issue concerns CSBA-sponsored Senate Bill 1380. This bill would address statutory loopholes in the charter school authorization process. There has been some concerns raised around the development of this proposal without consulting county board members. Prior to the bill's formal introduction in the Senate, it was discussed as part of CSBA's sponsored bill package before the Legislative Committee. During that same time, the Governmental Relations staff contacted numerous county board members on the topic of SB 1380, including multiple county trustees who were part of the leadership structure of the former CCBE. CSBA staff continue to do so now in an effort to improve the charter school authorizing process and protect county and district board authority. However, our team did not involve

county trustees during the initial stages of the bill development process. County trustees should have been consulted earlier. We acknowledge this error and staff is already planning to take steps to improve their internal process so this type of oversight does not happen again. In the meantime, we will continue working with our members to address serious concerns with the charter authorizing process and push SB 1380 forward as it will help ensure county boards have a seat at the table when important policy changes to the Charter Schools Act are being discussed by the Legislature this year.

In closing, it is our desire to develop County Board Member Services so it is fully inclusive, effective, and empowering to all county trustees. It is a work in progress, and it is one to which we are completely committed. CSBA will not shy from the effort needed to make this initiative a success, nor will we be deterred by criticism or difficult conversations. We will navigate this transitional period to a safe harbor where county trustees feel supported, valued, and engaged. This change represents a new horizon for CSBA and its support of county board members, and I believe there is significant opportunity for further collaboration, advocacy, and training under one unified trustee association. I look forward to working with you as we build a better future for our members and the association.

Respectfully,

Albert Gonzalez

CSBA President