

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

BOARD OF EDUCATION

CSBA Professional Governance Standards

Adopted by the Santa Maria Joint Union High School District April 11, 2001

THE BOARD

School districts and county offices of education are governed by boards, not by individual trustees. While understanding their separate roles, the board and superintendent work together as a “governance team.” This team assumes collective responsibility for building unity and creating a positive organizational culture in order to govern effectively.

To operate effectively, the board must have a unity of purpose and:

- Keep the district focused on learning and achievement for all students.
- Communicate a common vision.
- Operate openly, with trust and integrity.
- Govern in a dignified and professional manner, treating everyone with civility and respect.
- Govern within board-adopted policies and procedures.
- Take collective responsibility for the board’s performance.
- Periodically evaluate its own effectiveness.
- Ensure opportunities for the diverse range of views in the community to inform board deliberations.

THE INDIVIDUAL TRUSTEE

In California’s public education system, a trustee is a person elected or appointed to serve on a school district or county board of education. Individual trustees bring unique skills, values and beliefs to their board. In order to govern effectively, individual trustees must work with each other and the superintendent to ensure that a high quality education is provided to each student.

To be effective, an individual trustee:

- Keeps learning and achievement for *all* students as the primary focus.
- Values, supports and advocates for public education.
- Recognizes and respects differences of perspective and style on the board and among staff, students, parents and the community.
- Acts with dignity, and understands the implications of demeanor and behavior.
- Keeps confidential matters confidential.
- Participates in professional development and commits the time and energy necessary to be an informed and effective leader.
- Understands the distinctions between board and staff roles, and refrains from performing management functions that are the responsibility of the superintendent and staff.
- Understands that authority rests with the board as a whole and not with individuals.



Board of Trustee Action Plans
Santa Maria Joint Union High School District

- **Maximize Student Success**
- **Develop and Maintain a Districtwide Accountability System**
- **Enhance Student Support Services: Facilities, Technology, Safe, Clean, Nurturing Environment; Expand Food Services**
- **Foster Partnerships**
- **Manage Rapid District Growth**

RESPONSIBILITIES OF THE BOARD

The primary responsibilities of the board are to set a direction for the district, provide a structure by establishing policies, ensure accountability and provide community leadership on behalf of the district and public education. To fulfill these responsibilities, there are a number of specific jobs that effective boards must carry out.

Effective boards:

- Involve the community, parents, students and staff in developing a common vision for the district focused on learning and achievement and responsive to the needs of all students.
- Adopt, evaluate and update policies consistent with the law and the district's vision and goals.
- Maintain accountability for student learning by adopting the district curriculum and monitoring student progress.
- Hire and support the superintendent so that the vision, goals and policies of the district can be implemented.
- Conduct regular and timely evaluations of the superintendent based on the vision, goals and performance of the district, and ensure that the superintendent holds district personnel accountable.
- Adopt a fiscally responsible budget based on the district's vision and goals, and regularly monitor the fiscal health of the district.
- Ensure that a safe and appropriate educational environment is provided to all students.
- Establish a framework for the district's collective bargaining process and adopt responsible agreements.
- Provide community leadership on educational issues and advocate on behalf of students and public education at the local, state and federal levels.

**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
BOARD OF EDUCATION**

**Regular Meeting
September 10, 2019**

**Santa Maria Joint Union High School District
2560 Skyway Drive, Santa Maria, California 93455**

5:30 p.m. Closed Session/6:30 p.m. General Session

*The Santa Maria Joint Union High School District mission is,
“We prepare all learners to become productive citizens and college/career ready by
providing challenging learning experiences and establishing high expectations for achievement.”*

Any materials required by law to be made available to the public prior to a meeting of the Board of Education of the District can be inspected at the above address during normal business hours.

Individuals who require special accommodation including, but not limited to, American Sign Language Interpreter, accessible seating or documentation in accessible formats should contact the superintendent or designee within a reasonable amount of time before the meeting date.

I. OPEN SESSION

A. Call to Order

II. ADJOURN TO CLOSED SESSION

Note: The Board will consider and may act upon any of the following items in closed session. They will report any action taken publicly at the end of the closed session as required by law.

A. Certificated and Classified Personnel Actions – Government Code § 54957. The Board will be asked to review and approve hiring, transfers, promotions, evaluations, terminations, and resignations as reported by the Assistant Superintendent, Human Resources. **Appendix A**

B. Conference with Labor Negotiators – The Board will be provided a review of negotiations with the Faculty Association (California Teachers Association) and the California School Employees Association (CSEA).

III. RECONVENE IN OPEN SESSION

A. Call to Order/Flag Salute

IV. ANNOUNCE CLOSED SESSION ACTIONS – Mr. Davis

V. PRESENTATIONS

A. CTE Update – Paul Robinson

VI. REPORTS

A. Student Reports – Jose Rodriguez Magana/Delta; Isaiah Moon/ERHS; Jennifer Martinez/PVHS; Madilynn Arguijo/SMHS

B. Superintendent’s Report

- Financial Aid Committee Recommendation

C. Board Member Reports

VII. ITEMS SCHEDULED FOR ACTION

A. GENERAL

1. Board Policies – First Reading – No Action Needed

Resource Person: Kevin Platt

The administration is presenting the proposed updates to the SMJUHSD Board Policies listed below. The policies/regulations will be on the next board agenda for approval.

BP/AR	Title
BP (deleted) AR 4157.1/ 4257.1/ 4357.1	<u>Personnel/Work-Related Injuries</u> Policies deleted and moved to administrative regulation and updated to clarify notification requirements.

**2. Ed Code Sections Used For Assignment Options –
Resolution Number 1-2019-2020**

Resource Person: Kevin Platt

The District is required by state law to have all teachers properly assigned within their credentialed subject areas according to the California Commission on Teacher Credentialing. However, there are several Education Code options to assign teachers in areas in which they have a requisite number of units and/or expertise. The attached resolution outlines specific names, subject areas and Education Codes to meet this annual criterion.

***** IT IS RECOMMENDED THAT** the Board of Education approve Resolution Number 1-2019-2020 to certify The Teacher Assignment Options Resolution for the 2019-20 school year.

Moved _____

Second _____

A Roll Call Vote is Required:

Mr. Palera	_____
Ms. Lopez	_____
Dr. Garvin	_____
Dr. Karamitsos	_____
Ms. Perez	_____

**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
RESOLUTION NUMBER 1-2019-20**

TEACHER ASSIGNMENT OPTIONS 2019-2020

WHEREAS, the District is required by state law to have all teachers properly assigned within their credentialed subject areas. However, there are several options to assign teachers in areas in which they have a requisite number of units and/or expertise.

WHEREAS, Education Code §44258.3 & 44258.7 (c & d) allows the district to assign teachers, with their consent to teach departmentalized and elective subject classes when that assignment has been approved by the Governing Board, and

WHEREAS, Education Code §44263 allows teachers to teach outside of their major/minor in subject areas in which they hold eighteen (18) semester hours of course work or nine (9) upper division semester hours or graduate course work, and

NOW, THEREFORE BE IT RESOLVED that the Governing Board of the Santa Maria Joint Union High School District does hereby authorize the assignments of the teachers listed per education codes cited:

Education Code §44258.3 & 44258.7(c & d)
Scott Wonnell Industrial Technology/Wood

Education Code §44263
Michelle Gabaldon Spanish grades 10-12

PASSED AND ADOPTED this 10th day of September 2019, by the following vote:

ROLL CALL:

AYES:
NOES:
ABSENT:
ABSTAIN:

President/Secretary/Clerk of the Board of Education
Santa Maria Joint Union High School District

3. 2019-2020 LCAP Revisions

Resource Person: John Davis

Necessary revisions were made to the LCFF Budget Overview for Parents section and the budgeted/general fund expenditures of the 2019-20 LCAP. These revisions need Board approval.

*** **IT IS RECOMMENDED THAT** the Board of Education approve the revisions to the 2019-2020 LCAP as presented.

Moved _____ **Second** _____ **Vote** _____

B. INSTRUCTION

1. Instructional Materials Certifications – Resolution Number 2-2019-20

Resource Person: John Davis

Pursuant to Education Code Section 60119, the governing board of a school district must conduct a public hearing to discuss “whether each pupil in each school in the district has, or will have prior to the end of the fiscal year, sufficient textbooks or instructional materials, or both, in each subject that are consistent with the content and cycles of curriculum framework adopted by the state board.” District Resolution Number 2-2019-2020 printed on the following pages indicates that the district has certified for 2019-2020 that Education Code Section 60119 has been followed.

A Public Hearing is Required.

1. Open Public Hearing
2. Take Public Comments
3. Close Public Hearing

*** **IT IS RECOMMENDED THAT** the Board of Education adopt Resolution Number 2-2019-2020, which indicates that the district has fulfilled Education Code Section 60119.

Moved _____ **Second** _____

A Roll Call Vote is Required:

Mr. Palera	_____
Ms. Lopez	_____
Dr. Garvin	_____
Dr. Karamitsos	_____
Ms. Perez	_____

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
Resolution Number 2-2019-2020

SUFFICIENCY OF INSTRUCTIONAL MATERIALS - STATEMENT OF ASSURANCE

WHEREAS, the governing board of Santa Maria Joint Union High School District, County of Santa Barbara, State of California, in order to comply with the requirements of Education Code 60119 held a public hearing on September 10, 2019, at 6:30 pm, which is on or before the eighth week of school and which did not take place during or immediately following school hours, and;

WHEREAS, the governing board provided at least 10 days' notice of the public hearing posted in at least three public places within the district that stated the time, place, and purpose of the hearing, and;

WHEREAS, the governing board encouraged participation by parents, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

WHEREAS, information provided at the public hearing and to the governing board at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the Santa Maria Joint Union High School District, County of Santa Barbara, and;

WHEREAS, the definition of "sufficient textbooks or instructional materials" means that each pupil has a textbook or instructional material, or both, to use in class and to take home to complete required homework assignments, and;

WHEREAS, sufficient textbooks and instructional materials were provided to each student, including English learners, in mathematics, science, history-social science, and English/language arts, including the English language development component of an adopted program, consistent with the cycles and content of the curriculum frameworks, and;

WHEREAS, sufficient textbooks or instructional materials were provided to each pupil enrolled in foreign language or health classes, and;

WHEREAS, sufficient laboratory science equipment was provided for science laboratory classes offered in grades 9-12, inclusive;

THEREFORE, it is resolved that for the 2019-2020 school year, the Santa Maria Joint Union High School District, County of Santa Barbara, State of California has provided each pupil with sufficient textbooks and instructional materials consistent with the cycles and content of the curriculum frameworks.

Resolution 2-2019-2020 (page 2)

Sufficiency of Instructional Materials - Statement of Assurance

I hereby certify the foregoing to be a full, true, and correct copy of a resolution duly adopted by the Board of Education of the Santa Maria Joint Union High School District, County of Santa Barbara, and State of California at a regular meeting of the Board on this 10th day of September 2019.

PASSED AND ADOPTED this 10TH day of September 2019 by the following vote:

ROLL CALL:

AYES:

NOES:

ABSENT:

ABSTAIN:

President/Secretary/Clerk of the Board of Education
Santa Maria Joint Union High School District

2. Regional Occupational Program

Resource Person: John Davis

In Regional Occupational Programs (ROP), the law requires the Board to prepare an annual plan to increase the participation of these pupils. The following plan is prepared to address Education Code requirements:

- Conduct annual meetings between SMJUHSD guidance/SMJUHSD administrative personnel and ROP guidance/ROP administrative personnel to conduct joint planning and continued integration to maximize ROP student enrollment.
- Maintain joint responsibility at each high school site between SMJUHSD and ROP administration and guidance personnel to maximize ROP student enrollment.
- Allow SMJUHSD juniors and seniors to enroll in year-long ROP classes.
- Maintain timely communication between SMJUHSD and ROP guidance personnel regarding all registration/scheduling procedures and timelines.
- Continue with the effective ROP Publicity Program to all District sophomores, juniors, and seniors.
- Continue with the integration of the ROP Guidance and Publicity Programs with:
 - SMHS, PVHS, RHS and DHS student career path and career counseling programs
 - SMHS, PVHS and RHS Career Center efforts.
 - Institute joint planning between SMJUHSD Superintendent, Assistant Superintendent, school principals and the ROP Director to identify new potential ROP courses.

*** **IT IS RECOMMENDED THAT** the Board of Education approve the proposed plan to improve and increase student participation in the Santa Barbara County Regional Occupational Program.

Moved _____

Second _____

Vote _____

C. BUSINESS

1. 2018-2019 Unaudited Actuals – Appendix C

Resource Person: Yolanda Ortiz

Pursuant to Education Code Section 42100, the school district must file an annual statement with the County Superintendent of Schools regarding prior year actual income and expenditures no later than September 15. This District closed

its books for 2018-2019, and these figures are shown on the appropriate state forms which are posted on the District website at www.smjuhsd.k12.ca.us under Parents/Community, Public Notices, Financial Reports, Financial Reports 2018-2019.

District staff will discuss the year-end actuals, including the change in the 2018-2019 Ending Balance and its corresponding effect on the 2019-2020 Beginning Balances. A brief summary of the changes is shown in Appendix C.

***** IS RECOMMENDED THAT** the Board of Education authorize the District to file the 2018-2019 Annual Statement with the County Superintendent of Schools.

Moved _____ **Second** _____ **Vote** _____

2. Adoption of 2019-2020 Gann Limit – Resolution 3-2019-2020

Resource Person: Yolanda Ortiz

Education Code Section 42132 requires that by September 30th of each year school district governing boards adopt a resolution identifying their estimated appropriations limit for the current year and their actual appropriations limit for the preceding year. Resolution Number 3-2019-2010 printed on the following page, reflects the calculation of the estimated appropriation limit for the 2019-2020 school year.

***** IT IS RECOMMENDED THAT** the Board of Education approve Resolution Number 3-2019-2020, adopting the 2019-2020 Gann Limit.

Moved _____ **Second** _____

A Roll Call Vote is Required:

Mr. Palera	_____
Ms. Lopez	_____
Dr. Garvin	_____
Dr. Karamitsos	_____
Ms. Perez	_____

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
RESOLUTION NUMBER 3 - 2019-2020

ADOPTION OF THE 2019-2020 GANN LIMIT

BE IT RESOLVED by the Board of Education of the Santa Maria Joint Union High School District that pursuant to Article XIII-B of the State Constitution and Government Code Sections 7900, et. seq., an adjusted appropriation limit for the 2018-2019 school year has been calculated in the amount of \$51,304,601.60.

BE IT FURTHER RESOLVED that the revenues applied to the 2019-2020 school year are not anticipated to exceed the appropriations subject to limitation, \$59,031,882.64.

PASSED AND ADOPTED by the Board of Education of the Santa Maria Joint Union High School District this 10th day of September 2019, by the following vote:

ROLL CALL:

AYES:

NOES:

ABSENT:

ABSTAIN:

President/Secretary/Clerk of the Board of Education

VIII. CONSENT ITEMS

***** IT IS RECOMMENDED THAT the Board of Education approve the following consent items as presented.**

All items listed are considered to be routine and may be enacted by approval of a single vote. There will be no separate discussion of these items; however, any item may be removed from the consent agenda upon request of any member of the board and acted upon separately.

Moved _____ Second _____ Vote _____

A. Approval of Minutes

Regular Board Meeting – August 6, 2019

B. Approval of Warrants for the Month of August 2019

Payroll	\$2,421,808.83
Warrants	<u>2,940,017.62</u>
Total	<u>\$5,361,826.45</u>

C. Approval of Contracts

COMPANY/ VENDOR	DESCRIPTION OF SERVICES	AMOUNT/ FUNDING	RESOURCE PERSON
Dan Shannon	Administrative Training	Not to exceed \$20,000/ Title II	Kevin Platt
Freestyle Event Services, Inc.	DJ Entertainment for SMHS Homecoming Dance	\$1,000/ LCAP Activity Account 4.14	Yolanda Ortiz
Patrick Maurer	Speaker for Freshmen Unity Day at PVHS	\$2,500/ LCAP Activity Account 4.14	Yolanda Ortiz
SBCEO	Professional Development for Bilingual Instruction Assistants with Carla Benchoff	\$3,888/ Title III	John Davis
The History & Civics Project at UC Santa Cruz	Four workshops for California History-Social Science Framework	\$23,585/ LCAP 1.1	John Davis
That One Photobooth	Photobooth at SMHS Dance	\$571/ ASB	Yolanda Ortiz

D. Facility Report – **Appendix B**

E. Authorization for Sale of Obsolete Equipment

Education Code §17545 allows the district to sell personal property belonging to the district that is unsatisfactory, no longer necessary (obsolete), or unsuitable for school use. The district administration is requesting authorization to conduct a public auction via the internet by and through its representative RT Auctions, to sell equipment that is obsolete, damaged beyond repair or surplus to the highest responsible bidder. The obsolete equipment to be auctioned is listed below. Notices of items for sale at auction will be posted in no less than three public places within the District, including the District’s website at <http://www.smjuhsd.k12.ca.us/>.

Tag #	Asset Category	Description	Serial #
NA	Equipment	1997 Mohawk TR-25A 25,000 lb. 4 post Life	98J187
401	Equipment	2007 John Deere Zero Turn Mower-no motor	MOZ425BO11120

F. Notice of Completions

The following project was substantially completed on August 2, 2019 and in order to file the necessary Notice of Completion forms with the County of Santa Barbara, the Acceptance of Substantial Completion needs to be formally accepted by the Board of Education.

- ERHS-Greek Theater Seating Replacement Project #17-264, with KYA Services LLC (General Contractor)

The following project was substantially completed on August 7, 2019 and in order to file the necessary Notice of Completion forms with the County of Santa Barbara, the Acceptance of Substantial Completion needs to be formally accepted by the Board of Education.

- ERHS & DHS-2019 Pavement Maintenance Project #19-302, Vernon Edwards Constructors, Inc. - General Contractor

The following project was substantially completed on August 8, 2019 and in order to file the necessary Notice of Completion forms with the County of Santa Barbara, the Acceptance of Substantial Completion needs to be formally accepted by the Board of Education.

- PVHS-Classroom Modifications Project #19-319 with AWS Electric Inc. (Contractor)

G. Out of State Travel

PERSON/REASON	PLACE/DATE	FUNDING
SMHS Teachers: Araujo, Powell, DeBernardi, Rodriguez and students FFA National Convention	Washington, DC and Indianapolis/ 10/26/19 – 11/3/19	FFA, Ag Incentive Grant & Perkins

H. Supervised Fieldwork & Internship Agreements for 2019/20 School Year

California Polytechnic University/San Luis Obispo, Brandman University, National University, University of Phoenix, Western Governors University, University of LaVerne, and University of Southern California Rossier and Alliant International University have requested the District's participation in their teacher training programs for the 2019/20 school year, whereby the District would provide teaching experience through practice teaching to their students. The District's participation in these programs benefit both the new teachers that are training for the teacher credentialing program and also allows the District first-hand experience with prospective teaching candidates for future teaching vacancies.

I. Contract with Speech and Language Pathologist (SLP) Kellie Hendel, M.A. SLP – Non Public Agency (NPA)

Certified Speech and Language Pathologist (SLP) continue direct student support at Pioneer Valley High School. In consultation with special education staff, and administration will: (1) Provide a full range of services including screening, assessment, and development of an individualized program; (2) Consult with and provide periodic reports to teachers on the student's progress, goals, and provide supportive communication strategies which lead to speech improvement; (3) Initiate referrals to other district and county personnel where educational achievement is related to psycholinguistic learning disabilities, as indicated by evaluations; (4) Provide individual and/or group speech language therapy for General Education and students receiving Special Education services; and (5) attend IEPs student's annual, triennial, or requested IEP meetings. Travel mileage and per diem are not included in service contract.

The term of the Service Agreement for school year 2019-2020 estimated cost is \$120,000.00.

J. Purchase Orders

PO #	Vendor	Amount	Description/Funding
PO20-00366	CIO Solutions, LP	\$ 74,210.65	Extreme Networks/ General Fund Technology
PO20-00409	Lenovo (United States) Inc.	\$ 94,742.50	ThinkPad Tablets/General Fund LCAP Goal 5 Technology

K. Acceptance of Gifts

Pioneer Valley High School		
<u>Donor</u>	<u>Recipient</u>	<u>Amount</u>
Dee Ringstead	Drama, Fam Cons Sci & Library	\$500.00
PGE/Donor: Trinidad Martinez	Site Admin	<u>\$120.00</u>
Total Pioneer Valley High School		<u>\$620.00</u>
Delta High School		
<u>Donor</u>	<u>Recipient</u>	<u>Amount</u>
Microwave Applications Group	School	<u>\$500.00</u>
Total Delta High School		<u>\$500.00</u>
Santa Maria High School		
<u>Donor</u>	<u>Recipient</u>	<u>Amount</u>
The Henry Mayo Newhall Foundation	FFA	\$14,000.00
Ross Dress for Less DBA DD's Discount	Band	\$750.00
Famco Development, Inc	Auto Club	\$500.00
Santa Maria FFA Boosters	FFA	<u>\$30,000.00</u>
Total Santa Maria High School		<u>\$45,250.00</u>

IX. REPORTS FROM EMPLOYEE ORGANIZATIONS

X. OPEN SESSION PUBLIC COMMENTS

The public may address the Board on any matter (except personnel) concerning the District and not on the agenda. Note: The time limit to address the Board may not exceed two minutes. The Board is not required to respond to the Public Comment. The public may also address the Board on each item on the Agenda as the Board takes up those items. Persons wishing to speak should complete a blue request form and hand it to the Board secretary.

XI. FUTURE ITEMS FOR BOARD DISCUSSION

XII. NEXT MEETING DATE

Unless otherwise announced, the next regular meeting of the Board of Education will be held October 8, 2019. Closed session begins at 5:30 p.m. Open session begins at 6:30 p.m. The meeting will be held at the District Support Services Center.

XIII. FUTURE REGULAR BOARD MEETINGS FOR 2019

November 12, 2019

December 10, 2019

XIV. ADJOURN

CLASSIFIED PERSONNEL ACTIONS						
	Action	Assignment	Site	Effective	Pay Rate	Hours
	Out of Class	Grounds Maintenance I	RHS	8/12/19	16/D	8
	Employ	Instructional Assistant-Spec Ed II	SMHS	8/12/19	15/D	6.5
	Employ	Behavior Instructional Asst (BIA) Spec Ed	SMHS	8/12/19	18/A	6
	Leave Without Pay	Instructional Assistant-Spec Ed II	SMHS	10/2 - 10/4/19	15/E	6
	Employ	Instructional Assistant-Spec Ed II	PVHS	8/12/19	15/B	6.5
	Employ	Accounting Assistant I	RHS	9/5/19	14/A	4
	Increase Hours	Food Service Worker	PVHS to SMHS	8/12/19	9/E	3 to 6
	Resign	Instructional Assistant-Spec Ed II	RHS	9/10/19	15/A	6
	Employ	Instructional Assistant-Spec Ed I	SMHS	8/12/19	13/A	5.5
	Resign	Instructional Assistant-Spec Ed II	SMHS	9/13/19	15/D	6
	Employ	Instructional Assistant-Spec Ed I	SMHS	8/12/19	13/A	5.5
	Employ	Instructional Assistant-Spec Ed II	SMHS	8/12/19	15/E	6.5
	Resign	Bus Driver	DO	8/16/19	18/E	4
	Resign	Instructional Assistant-Spec Ed II	RHS	8/12/19	15/C	6
	Resign	Bus Driver	DO	8/23/19	18/C	4
	Employ	Career Center Technician	DHS	8/21/19	18/A	8
CERTIFICATED PERSONNEL ACTIONS						
	Action	Assignment	Site	Effective	Salary	FTE
	Teacher Prep Period	Social Science	DHS	8/8/19-10/11/19	29/V	0.2
	Employ/Short Term Staff Permit	Special Education	SMHS	2019-20	1/II	1.0
	Teacher Prep Period	Int'l Language	SMHS	8/12/19-12/20/19	8/V	0.2
	Stipend	Int'l Language/Department Chair	SMHS	8/12/19-12/20/19	1, I 9.5%	
	Teacher Prep Period	Home Ec/Culinary Arts	RHS	8/12/19 - 12/20/19	23/IV	0.2
	Employ	English	PVHS	9/3/2019 - 6/5/19	1/V	0.8
	Teacher Prep Period Ends	Mathematics	PVHS	8/8/19 - 8/14/2019	10/IV	0.2
	Teacher Prep Period	English	RHS	8/19/19 - 12/20/19	14/V	0.2
	Stipend	Agriculture Judging	PVHS	2019-20	1, I 7.5%	
	Teacher Prep Period	Visual Performing Arts	RHS	8/26/19 - 12/20/19	4/IV	0.2
	Teacher Prep Period	PE	RHS	8/27/19-12/20/19	5/IV	0.2
	Teacher Prep Period	Science	SMHS	8/12/19-12/20/19	4/V	0.2
	Baby Bonding	Science	PVHS	8/26/19 - 9/6/19	7/IV	1.0
	Employ/Prob 2 Intern	Special Education	PVHS	2019-20	3/II	1.0
	Teacher Prep Period	Mathematics	DHS	8/8/19-10/11/19	10/V	0.2
	TOSA	Technology	DHS	2019-20	10/V	0.2
	Teacher Prep Period Ends	Special Education	SMHS	8/8/19-8/26/19	22/V	0.2
	Teacher Prep Period Ends	Mathematics	PVHS	8/8/19 - 8/14/2019	14/V	0.2

CERTIFICATED PERSONNEL ACTIONS						
Action	Assignment	Site	Effective	Salary	FTE	
Teacher Prep Period	Special Education	RHS	8/20/19 - 12/20/19	27/V	0.2	
Column Advance	Visual Performing Arts	SMHS	2019-20	3/IV	1.0	
Teacher Prep Period	Visual Performing Arts	SMHS	8/12/19-12/20/19	3/IV	0.2	
Stipend	Agriculture Judging	RHS	2019-20	1, I 7.5%		
Teacher Prep Period	Agriculture	PVHS	8/8/19 - 12/20/19	18/V	0.2	
Teacher Prep Period	Agriculture	RHS	8/12/19 - 12/20/19	31/V	0.2	
Column Advance	Media Arts	RHS	2019-20	2/V	1.0	
Stipend	Journalism	RHS	2019-20	1, I 7%		
Teacher Prep Period	Health	RHS	8/21/19 - 12/20/19	19/V	0.2	
Teacher Prep Period	Science	PVHS	8/19/19 - 12/20/19	18/V	0.2	
Teacher Prep Period	PE	SMHS	8/12/19-12/20/19	7/IV	0.2	
Employ/Prob 2	Special Education	SMHS	2019-20	2/IV	1.0	
Teacher Prep Period	English	PVHS	8/19/19 - 12/20/19	4/V	0.2	
Teacher Prep Period Ends	Mathematics	PVHS	8/8/19 - 8/14/2019	12/V	0.2	
Column Advance	Int'l Language	RHS	2019-20	5/V	1.0	
Baby Bonding	English	RHS	8/8/19-9/20/19	8/V	1.0	
Baby Bonding	English	RHS	12/2/19-12/20/19	8/V	1.0	
Baby Bonding	English	RHS	2/10/20-2/28/20	8/V	1.0	
Teacher Prep Period	English	DHS	8/8/19-10/11/19	20/V	0.2	
TOSA	English	DHS	2019-20	20/V	0.2	
Teacher Prep Period	English	RHS	9/3/19 - 12/20/19	14/V	0.2	
Teacher Prep Period	Business/Multimedia	RHS	8/21/19 - 12/20/19	29/V	0.2	
Teacher Prep Period Ends	Special Education	SMHS	8/8/19-8/26/19	11/V	0.2	
Teacher Prep Period	Special Education	PVHS	8/8/19 - 12/20/19	6/V	0.2	
Column Advance	English	RHS	2019-20	5/IV	1.0	
Column Advance	Agriculture	SMHS	2019-20	10/V	1.0	
Teacher Prep Period	English	DHS	8/8/19-10/11/19	18/V	0.2	
Employ/Prob 2	Mathematics	PVHS	2019-20	2/IV	1.0	
LOA	Agriculture	SMHS	2019-20	8/V	0.2	
Teacher Prep Period	Science	RHS	8/12/19 - 12/20/19	11/III	0.2	
Teacher Prep Period	PE	PVHS	8/19/19 - 12/20/19	9/V	0.2	
Teacher Prep Period	Science	RHS	8/12/19 - 12/20/19	3/V	0.2	
Stipend	Ag Judging	SMHS	2019-20	1, I 7.5%		
Column Advance	Science	SMHS	2019-20	4, IV	1.0	
Teacher Prep Period	English	DHS	8/8/19-10/11/19	16/V	0.2	
Stipend	Intramural	DHS	2019-20	1, I 5.8%		

CERTIFICATED PERSONNEL ACTIONS						
Action	Assignment	Site	Effective	Salary	FTE	
Stipend	Yearbook	DHS	2019-20	1,17%		
Teacher Prep Period	Mathematics	RHS	9/3/19 - 12/20/19	25/V	0.2	
Teacher Prep Period Ends	Mathematics	PVHS	8/8/14 - 8/14/2019	32/V	0.2	
COACHING PERSONNEL ACTIONS						
Action	Assignment	Site	Effective	District	ASB/Booster	Employee Type
Stipend	Assist Varsity Boys Football	SMHS	2019-2020	\$1,756		WALK-ON
Stipend	Head Varsity Girls Cross Country	SMHS	2019-2020	\$1,724		WALK-ON
Stipend Adjustment	Head Varsity Girls Cross Country	SMHS	2019-2020	\$1,726		CERT.
Stipend	Head Varsity Boys Cross Country	PVHS	2019-2020	\$3,450		CERT.
Stipend	Head Varsity Girls Cross Country	PVHS	2019-2020	\$2,950		CERT.
Stipend	Head Varsity Boys Football	PVHS	2019-2020	\$4,000		CERT.
Stipend	Assist Varsity Boys Football	PVHS	2019-2020		\$500	CERT.
Stipend	Assist Varsity Boys Football	PVHS	2019-2020		\$1,500	WALK-ON
Stipend	Head JV Boys Football	PVHS	2019-2020	\$3,000		CERT.
Stipend	Assist JV Boys Football	PVHS	2019-2020	\$2,341		WALK-ON
Stipend	Assist JV Boys Football	PVHS	2019-2020		\$2,000	WALK-ON
Stipend	Assist JV Boys Football	PVHS	2019-2020		\$1,500	WALK-ON
Stipend	Head Frosh Boys Football	PVHS	2019-2020	\$3,000		CERT.
Stipend	Assist Frosh Boys Football	PVHS	2019-2020		\$2,000	WALK-ON
Stipend	Assist Frosh Boys Football	PVHS	2019-2020	\$2,341		CERT.
Stipend	Assist Frosh Boys Football	PVHS	2019-2020		\$1,500	WALK-ON
Stipend	Assist Frosh Boys Football	PVHS	2019-2020		\$1,500	CLASS.
Stipend	Assist Frosh Boys Football	PVHS	2019-2020		\$500	WALK-ON
Stipend	Assist Frosh Boys Football	PVHS	2019-2020		\$500	CERT.
Stipend	Assist Varsity Girls Golf	PVHS	2019-2020	\$500		CERT.
Stipend	Head Varsity Girls Tennis	PVHS	2019-2020	\$3,450		WALK-ON
Stipend	Head JV Girls Tennis	PVHS	2019-2020	\$2,588		CLASS.
Stipend	Head Varsity Girls Volleyball	PVHS	2019-2020	\$2,621		CERT.
Stipend	Assist Varsity Girls Volleyball	PVHS	2019-2020	\$825		WALK-ON
Stipend	Head JV Girls Volleyball	PVHS	2019-2020	\$2,185		CERT.
Stipend	Assist Varsity Girls Volleyball	PVHS	2019-2020	\$587		WALK-ON
Stipend	Head Frosh Girls Volleyball	PVHS	2019-2020	\$2,185		WALK-ON
Stipend	Assist Frosh Girls Volleyball	PVHS	2019-2020	\$587		WALK-ON
Stipend	Head Varsity Boys Water Polo	PVHS	2019-2020	\$3,696		WALK-ON
Stipend	Head JV Boys Water Polo	PVHS	2019-2020	\$2,523		WALK-ON

COACHING PERSONNEL ACTIONS							
	Action	Assignment	Site	Effective	District	ASB/Booster	Employee Type
	Stipend	CoHead JV Boys Water Polo	PVHS	2019-2020	\$250		CERT.
	Stipend	Head Varsity Girls Water Polo	PVHS	2019-2020	\$3,696		WALK-ON
	Stipend Adjustment	Head Varsity Girls Cross Country	PVHS	2019-2020	\$2,950		CERT.
	Stipend	Head JV Girls Water Polo	PVHS	2019-2020	\$2,523		CERT.
	Stipend	Assist JV Girls Water Polo	PVHS	2019-2020	\$250		CERT.
	Stipend	Assistant Athletic Director	PVHS	2019-2020		\$1,000	CERT.
	Stipend	Assistant Athletic Director	PVHS	2019-2020		\$1,000	CERT.
	Stipend	Cheer Coach	PVHS	2019-2020	\$3,450		WALK-ON
	Stipend	Dance Advisor	RHS	2019-2020	\$2,606		WALK-ON
	Stipend	Cheer Coach	RHS	2019-2020	\$3,450		CLASS.
	Stipend	Head Varsity Girls Cross Country	RHS	2019-2020	\$3,450		CERT.
	Stipend	Assist Varsity Boys Cross Country	RHS	2019-2020	\$2,450		CERT.
	Stipend	Head Varsity Boys Football	RHS	2019-2020	\$4,682		CERT.
	Stipend	Assist Varsity Boys Football	RHS	2019-2020	\$1,734		WALK-ON
	Stipend	Assist Varsity Boys Football	RHS	2019-2020	\$1,334		WALK-ON
	Stipend	Assist Varsity Boys Football	RHS	2019-2020	\$1,732		CERT.
	Stipend	Assist Varsity Boys Football	RHS	2019-2020	\$1,734		CERT.
	Stipend	Assist Varsity Boys Football	RHS	2019-2020	\$1,334		WALK-ON
	Stipend	Assist Varsity Boys Football	RHS	2019-2020	\$1,334		WALK-ON
	Stipend	Assist Varsity Boys Football	RHS	2019-2020	\$1,334		WALK-ON
	Stipend	Head JV Boys Football	RHS	2019-2020	\$1,803		WALK-ON
	Stipend	Head JV Boys Football	RHS	2019-2020	\$1,350		WALK-ON
	Stipend	Head JV Boys Football	RHS	2019-2020	\$359		WALK-ON
	Stipend	Assist JV Boys Football	RHS	2019-2020	\$1,350		CERT.
	Stipend	Assist JV Boys Football	RHS	2019-2020	\$991		WALK-ON
	Stipend	Head Frosh Boys Football	RHS	2019-2020	\$1,803		WALK-ON
	Stipend	Head Frosh Boys Football	RHS	2019-2020	\$1,350		WALK-ON
	Stipend	Head Frosh Boys Football	RHS	2019-2020	\$359		WALK-ON
	Stipend	Assist Frosh Boys Football	RHS	2019-2020	\$1,350		WALK-ON
	Stipend	Assist Frosh Boys Football	RHS	2019-2020	\$991		WALK-ON
	Stipend	Head Varsity Girls Golf	RHS	2019-2020	\$2,450		CERT.
	Stipend	Assist Varsity Girls Golf	RHS	2019-2020	\$1,000		CERT.
	Stipend	Head Varsity Girls Tennis	RHS	2019-2020	\$3,450		CERT.
	Stipend	Head Varsity Girls Volleyball	RHS	2019-2020	\$2,096		WALK-ON
	Stipend	Head Varsity Girls Volleyball	RHS	2019-2020	\$1,600		WALK-ON

COACHING PERSONNEL ACTIONS							
	Action	Assignment	Site	Effective	District	ASB/Booster	Employee Type
	Stipend	Head JV Girls Volleyball	RHS	2019-2020	\$2,772		WALK-ON
	Stipend	Head Frosh Girls Volleyball	RHS	2019-2020	\$1,272		WALK-ON
	Stipend	Assist Frosh Girls Volleyball	RHS	2019-2020	\$500		WALK-ON
	Stipend	Assist Frosh Girls Volleyball	RHS	2019-2020	\$500		WALK-ON
	Stipend	Head Varsity Boys Water Polo	RHS	2019-2020	\$3,696		CERT.
	Stipend	Head Varsity Girls Water Polo	RHS	2019-2020	\$3,696		CERT.
	Stipend	Head JV Girls Water Polo	RHS	2019-2020	\$1,386		CERT.
	Stipend	Head JV Girls Water Polo	RHS	2019-2020	\$1,386		WALK-ON
	Stipend	Assistant Athletic Director	RHS	2019-2020	\$1,725		CERT.
	Stipend	Assistant Athletic Director	RHS	2019-2020	\$1,725		CERT.
	Stipend	Head JV Girls Tennis	RHS	2019-2020	\$2,588		CERT.

Appendix B

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT FACILITIES REPORT

August 2019 Activities

1. Santa Maria High School Construction Projects

SMHS Reconstruction – Rachlin Partners

- The Culinary Arts and Art classrooms temporary location work was completed as planned in time for occupancy on the first day of school. Electrical and data infrastructure work occurring in student accessible areas including trenching, installation of new main and branch conduits, vaults, and wire runs were completed in time for areas to be open for use by returning staff and students. This work was necessary to provide permanent electrical and data routes required to maintain campus facilities connectivity during future construction demolition activities. Other work completed this period included the demolition of northside walkway canopies to allow for the construction of the new electrical building.
- Site Maintenance and Operations (M&O) crews also completed teacher and staff moves caused by the close of buildings within the 50-Classroom project demolition zone.
- Initial plan review comments for the 50-Classroom Building project have been received from DSA and are under review by the Architect.
- The Administration Building Conversion Project design packages continue under review at the DSA. [\(Photos\)](#)

SMHS Proposition 39 - HVAC Replacement Bldg. 240 – Ravatt-Albrecht Architects

- District M&O staff and the project Architect are currently evaluating the potential of doing a direct replacement of existing roof top units with updated equipment to minimize the cost of demolition and repair associated with the originally proposed cassette style system. A determination on the direction of the project, estimated costs, and funding availability is expected in September.

SMHS Track Resurfacing – Support Services

- The project was completed in time for start of school. Final payment and closeout activities are underway.

2. Ernest Righetti High School Construction Projects

ERHS New 38-Classroom Building – Rachlin Partners

- Construction activities related to punch list items and the installation of exterior metal ceiling grids and light fixtures are complete. The perforated walkway panel installation was also complete, however, differences in the materials originally installed and those installed during the summer were noted. Corrective action options are being developed by the Architect for District consideration. Additional Change Order work including DSA required Americans with Disabilities Act (ADA) route modifications and the installation of additional data drops to support a site requested lab are also under review. The main contract project documentation closeout activities are in progress.

ERHS Maintenance and Operations Building – Rachlin Partners

- A team meeting occurred on August 20, 2019 to review user details and collect District comments of revised schematic design plans. Additional reviews are expected to occur throughout September and October as the project enters the construction document phase.

ERHS Phase 2 Improvements – (Rachlin Partners)

- A meeting was held August 20, 2019 to review initial designs and discuss specific questions and issues. The Architect continues to development schematic designs and cost estimates. Additional meetings and visits will be conducted throughout September and October to support ongoing development efforts.

ERHS Outdoor Greek Theatre Seating Replacement – Support Services

- New seating installation was completed in late July. Final payment and closeout activities have commenced. [\(Photo\)](#)

ERHS Paving Areas F, G, H, L – Flowers Associates

- Work was completed and all parking lots available for use prior to the start of school. Final payment and closeout activities are underway.

3. Pioneer Valley High School Construction Projects

PVHS 12 Modular Re-Roofing – Support Services

- District M&O and Support Services staff will be meeting with site administration in September to establish a fall bidding and installation schedule.

PVHS 12 Modular Fire System Revisions – Support Services

- Installation Work was completed with the system fully activated prior to commencement of the school year. A punch walk is to be completed in early September.

4. Career Technical Education Center

C2004 Career Technical Education (CTE) Center/Ag Farm – PMSM Architects

- Construction occurring this period at the Culinary Arts Building A, Shop Building B, Shop Building C, and Barn Building A includes installation of roof structures and material, interior and exterior structural wall framing, rough-in electrical and data conduit, rough-in plumbing, block wall, and various concrete pads. Other work completed includes site wide curb installation, roadway substructure grading, and continuation of off-site utilities. Coordination efforts with various agencies and utility providers is in progress for access road installation. [\(Photos\)](#)

5. District Wide and Support Services Center

District Wide Project Closeout – Support Services

- Review of project closeout: Projects under current review and their status are as follows:
 - Ongoing evaluations of the remaining legacy projects (five at SMHS and one at ERHS) continue. Rachlin Architects and the closeout consultant are reviewing each project individually to determine what specific work is required to allow for formal closeout by DSA. Where possible, required work will be included within construction activities occurring at each location.

SSC New West Parking Area – Flowers and Associates

- A California Environmental Quality Act Notice of Exemption has been filed with the County. A bid notice is expected to be issued September 4, 2019 with bids due September 27, 2019. Work is planned to commence in November 2019.

SSC Proposition 39 VRF HVAC - West Offices – Ravatt-Albrecht Architects

- Cost estimates remain under review by District administration to determine if funding is available to complete the project as designed.

SSC-DHS-PVHS Proposition 39 Electrical Lighting Retrofit – PCE Engineering

- ReGreen Inc., the District's Facility Planner, and the District's consultant have met on site and via multiple telephone conferences to clarify contract expectations and finalize contractor submittal packages. A proposed installation schedule received from the contractor in late August is under review. If approved, installation will commence in mid-September and last for approximately one month. All work will be done in the evenings and/or on weekends on a non-interference basis with school activities.

6. Summer Activities Planning

District Wide Summer Projects Planning 2019/20

- Project planning for 2019/2020 is anticipated to begin in September 2019.

Gary Wuitschick
Director – Support Services

Maintenance & Operations

SMHS

- Prepared the football stadium for the 2019 SMHS football season.
- Performed weekly sports field line striping for regular school and outside user athletics.
- Completed preventive maintenance and repair to grounds maintenance equipment.
- Supported recycling program by rotating cardboard collection dumpsters throughout campus.
- Completed energy management upgrades at buildings 230 Business, 240 Science, and 500 Industrial Arts, as well as the swimming pool pump drive.
- Completed power and data feed to temporary staff workstations in the Administration and Multi-media Learning Center Buildings. (Photo)
- Added pool safety equipment clearance lines on pool deck.
- Completed the Camino Parking lot fire lane curb designation.
- Recoated the stadium bleachers exterior concrete to protect the surface. (Photo)
- Installed a flow control valve in swimming pool chemical loop.
- Installed reverse osmosis water purification systems in Special Education classrooms, 462 and 480.
- Repaired tandem greenhouse rain gutter.
- Performed plumbing fixture repairs in the pool boys' restroom and 900 Lincoln Street staff restroom.
- Repaired 500 portable staff restroom wall system.
- Performed electrical lighting and outlet repairs in classrooms 480 and 513.
- Relocated energy management controls for 330 Ag Science and general classroom buildings. This controller was removed from a building slated for demolition in the 50-Classroom project.
- Performed painting maintenance on PE attendance numbers, administration corridor walls, classroom 354, Ethel Pope Auditorium stage floor, and the football stadium Dignity Health Logo.
- Completed the application of the surface coating on stadium east bleachers.
- Installed traffic control signs on 100 Broadway Building corridor entrances.
- Completed installation of sports benches in girls' locker room.
- Performed HVAC startup from summer energy shutdown in fifty-six portable classrooms.
- Installed whiteboards in Principals office.
- Completed preventive maintenance to HVAC at the 230 Business and 240 Science Buildings.
- Completed semi-annual certification of the kitchen hood fire suppression system.
- Performed inspection and testing of campus wide emergency systems; emergency showers, emergency lights, and AEDs.
- Performed scheduled inspections on chair lifts and elevators at classrooms 106, 107, 100 Broadway Building hallway, girls' locker room, and the stadium press box.
- Conducted extensive staff relocation activities in support of the 50-Classroom construction project.
- Performed routine lamp replacement at Ethel Pope Auditorium.
- Performed summer deep cleaning in classrooms: HVAC vent and wall cleaning, dusting, gum removal, student furniture cleaning, hard floor surface scrubbing and recoating as well as carpet deep cleaning extraction.
- Setup and restored from school and civic center use events – SMHS Link Crew, school pictures, staff development day, all staff workday, club soccer, club basketball tournament, referee training, and Adkins Dance. (Photo)
- Preventive work hour - 27
- Routine work order hours – 257
- Total work orders completed – 121
- Event setup hours – 37
- Hard Floors Recoated – 31,500 square feet
- Carpets Cleaned – 83,000 square feet
- Gymnasium Floors Recoated – 20,000 square feet

Ken Groppetti
Plant Manager

REGULAR MEETING
September 10, 2019

PVHS

- Prepared the softball fields for a National Softball Association softball tournament.
- Painted and prepared natural turf fields for SMCCS soccer league.
- Striped north side of the practice fields for marching band rehearsals.
- Painted football yardage and hash marks on south side of practice fields for football team practices.
- Assisted with rocket launches during the “Rocketing into Science” summer camp. (Photo)
- Moved football blocking sleds from the practice fields into the stadium.
- Aerated all natural turf areas and overseeded campus wide.
- Completed campus wide weed abatement.
- Performed landscape maintenance in preparation of starting school: trimmed bushes, trees, and plants.
- Installed ventilation turbines on athletics storage units in the stadium.
- Installed fresh water line and filter for new espresso machine in Food Science classroom 325.
- Adjusted a sticking entry door at the 300 Building.
- Repaired a broken water faucet on south side of the maintenance shop.
- Plumbed a new compressor for Agriculture science department in shop 207.
- Installed new drain seals in the stadium in men’s restroom.
- Repainted all interior walls in classroom 206.
- Repainted interior walls in classroom 322 (Photo)
- Painted Dignity Health logo on turf in the stadium.
- Relocated a 75-inch interactive flat panel monitor to classroom 212.
- Installed whiteboards on both sides of the interactive flat panel monitor in classroom 212. (Photo)
- Removed the projector screen from classroom 205 and installed in classroom 322.
- Relocated the whiteboard from classroom 220 to install on south wall of room 322.
- Relocated the Smartboard from classroom 431 to 402.
- Installed surround sound speakers in room 615
- Installed a computer projector in classroom 365.
- Installed a new projector screen in classroom 205.
- Replaced the window blinds on west window in classroom 613.
- Repaired and tighten handrail on the entry ramp to classroom 621.
- Repaired the window mechanism in classroom 214.
- Repaired Doodle Scrub specialty scrubber for custodial staff.
- Cut new keys for all new staff.
- Changed the limestone chemical drain traps in science classrooms 413,414, and 423.
- Cleaned the newly acquired McClelland street facility. (Photo)
- Cleaned the exhaust hoods in the cafeteria kitchen.
- Deep cleaned all classrooms campus wide, including offices and kitchen (Photo)
- Performed several furniture moves throughout the campus.
Setup and restored from school and civic center use events – student photos, freshman parent night, schedule distribution, department chair meeting, faculty meeting, August class assemblies, cafeteria staff training, cheerleading end of summer party, freshman orientation, summer league basketball games, referee clinic, SMYFL weigh-ins, and youth arts alive. (Photo)
- Preventive work order hours – 80
- Routine work order hours – 265
- Total work orders completed – 159
- Event setup hours – 83
- Hard Floors Recoated – 40,300 square feet
- Carpets Cleaned – 75,500 square feet
- Gymnasium Floors Recoated – 17,600 square feet

Dan Mather
Plant Manager

REGULAR MEETING
September 10, 2019

ERHS

- Removed old storage containers at varsity baseball and replaced with larger reach-in style. (Photo)
- Completed irrigation repairs at Industrial Arts and the marquee planter at Foster Road and Bradley Road.
- Installed new volleyball nets on outside basketball courts for physical education and removed old basketball goals. (Photo)
- Pulled power for newly installed intrusion alarms in 800 Classroom Building.
- Repaired damaged curb in east parking lot: formed and poured a new section.
- Replaced exterior door at the welding shop.
- Replaced the stainless steel sink in the drama classroom. (Photo)
- Installed aluminum backing on junior varsity football lockers.
- Repainted student tables in quad, student numbers for PE, and the new welding shop door.
- Conducted forklift training class for all M&O employees. (Photo)
- Removed the toilet in athletic training room restroom to allow for additional storage.
- Poured new concrete on the entry to the Delta High School quad. (Photo)
- Assembled an “augmented” sandbox and air monitor in science.
- Assembled chair racks for choir and a mobile television stand for administration.
- Completed annual service of fire extinguishers.
- Performed monthly AED inspections and replaced pads.
- Completed monthly eye wash station and emergency shower tests.
- Completed semi-annual cafeteria kitchen fire suppression system inspection.
- Cleaned heating coils on all classroom heaters.
- Performed semi-annual service of air compressors and overhead doors.
- Repaired and replaced several restroom soap dispensers.
- Replaced damaged electrical outlet covers and relamped light fixtures throughout campus.
- Replaced emergency lighting batteries in Administration Building and the boys’ and girls’ locker rooms.
- Replaced vandal etched glass in room 201.
- Assembled furniture and repaired office furniture at DHS.
- Replaced the flagpole clips at DHS.
- Daytime vacuum crew returned ready to work (9½ month employees). (Photo)
- Setup and restored from school and civic center use events – student schedule distribution, freshman orientation, staff development day, independent study meeting, freshmen photo day, cheerleading meeting, leadership meeting, cheer rummage sale, girls’ volleyball, and Santa Barbara County Explorer academy.
- Preventive work order hours – 80
- Routine work order hours – 272 (includes 2 DHS)
- Total work orders completed – 103 (includes 20 DHS)
- Event setup hours – 50 (includes 1 DHS)
- Hard Floors Recoated – 48,500 square feet
- Carpets Cleaned – 19,600 square feet
- Gymnasium Floors Recoated – 11,400 square feet

Danny Sheridan
Plant Manager

Graffiti & Vandalism

- **DHS** \$ 0
- **ERHS** \$ 480
- **SMHS** \$ 500
- **PVHS** \$ 0

Reese Thompson
Director – Facilities and Operations

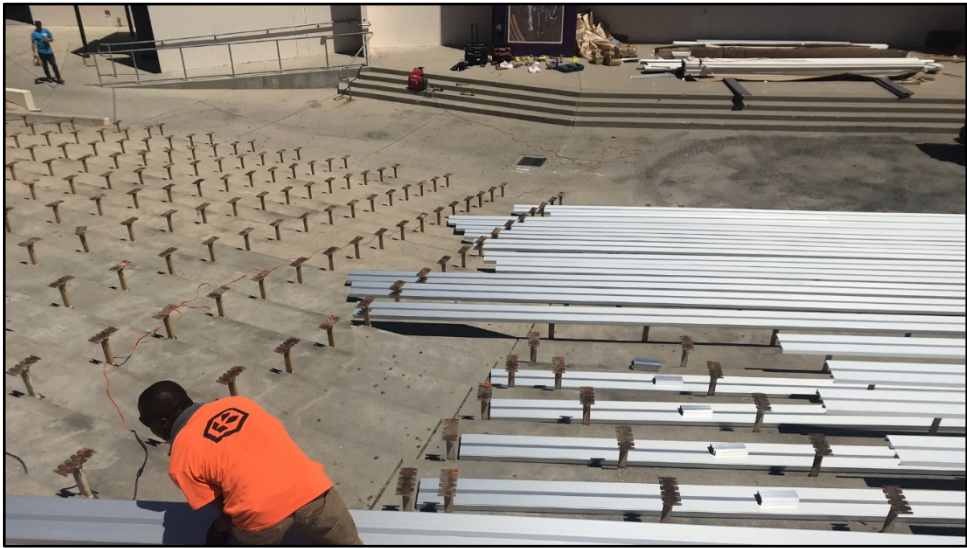
Photo Gallery – Major Projects



SMHS Reconstruction – Facilities Planner Marybeth Gallas Inspects the Demolished Walkway



SMHS Reconstruction – Underground Utilities Buried and Construction Fencing In-place



ERHS Greek Theater – New Bleacher Seats Replace Original Wooden Seats and Plastic Caps



CTE Ag Center – Curbs are Formed and Poured for Parking Area



CTE Ag Center - Road Curbs Poured and Shop Driveways In-Progress



CTE Ag Center - Plumbers Install Pipe in Shop Buildings

Photo Gallery – Maintenance & Operations



SMHS – Del Ward and Andy Freitas Wire Floating Teacher Base Stations



SMHS – Joel Amezcua and Ernest Paz Apply New Coating to the Stadium Bleachers



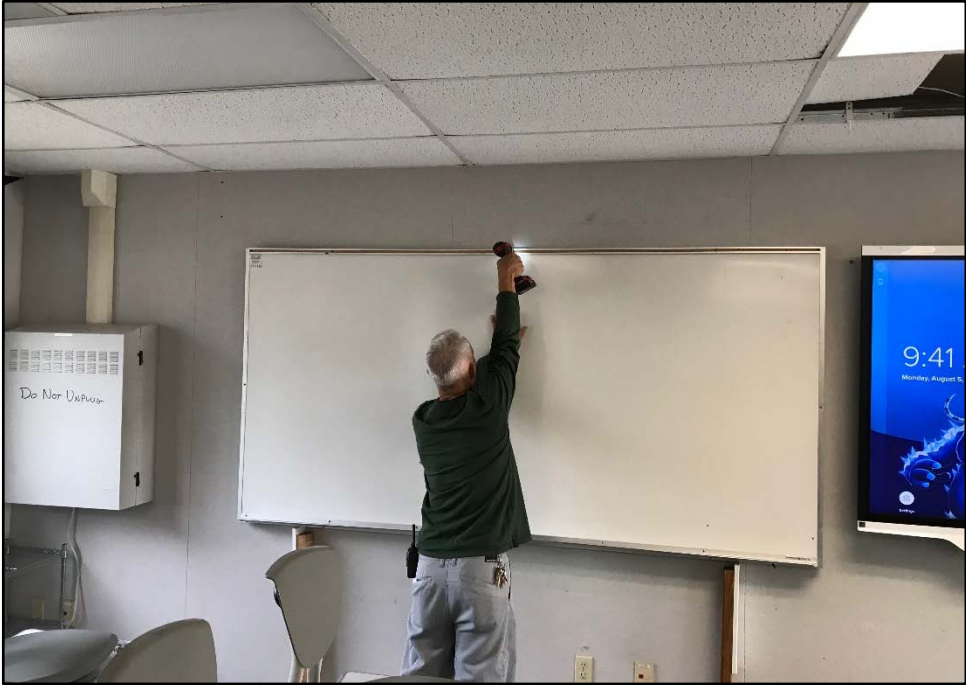
SMHS – Staff Development Day Sporting a “Construction” Theme



PVHS – Maintenance Cleared the Practice Field for Rocket Launching in “Rocketing into Science”



PVHS – Ernest Paz Repaints Classroom 322 for Conversion to CAD Lab



PVHS – Greg Parker Installs White Boards Around the Interactive Flat Panel Monitor in Classroom 212



PVHS – Custodial Crew Deep Cleans the New McClelland Street Site



PVHS – Armando Ojeda Removes Gum from Science Tables



PVHS – Custodians Set up for Assemblies, Schedule Distribution, and Student Photo Day



ERHS – Bernie Rayner Oversees Setting of New Storage containers for Baseball



ERHS – Juan Rodriguez Installs New Outdoor Volleyball Nets



ERHS – Jesus Reyes Replaces the Sink in the Drama Classroom



ERHS – M&O Employees Receive Forklift Operator Training and Certification



DHS - José Placencia Finishes Concrete Walkway in the Quad



ERHS - José Magdelino, Day time Cleaning Crew, is Back in Action for Another School Year

REGULAR MEETING
September 10, 2019

APPENDIX C

2018-19 UNAUDITED ACTUALS

Narrative summary and Fund 01 SACS Form

The full report on state-required forms is on District's website:

<http://www.smjuhsd.k12.ca.us>

Parents & Community

→Public Notices

→Financial Reports

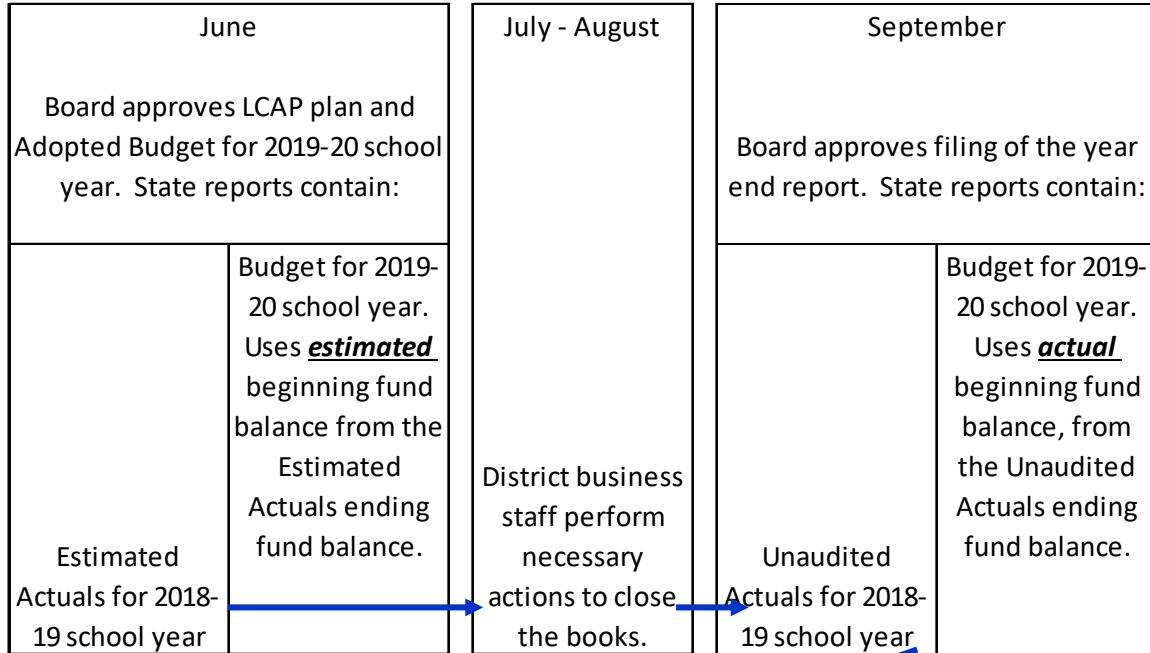
→2017-2018 Financial Reports

→2017-18 Unaudited Actuals

**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
2018-19 UNAUDITED ACTUALS
Summary of Changes since Budget Adoption – General Fund**

As the District closes its books for 2018-19 and prepares the required state reporting forms, note that they also contain budget information. The relationship of the year-end report to the District's Adopted Budget report, and the process used, is illustrated in the graphic below:

The relationship of Estimated Actuals, Adopted Budget, and Unaudited Actuals



Ending fund balance as estimated at adoption is reconciled to ending fund balance as of year end by analysing the changes in major categories between the Estimated Actuals report presented at adoption, vs the Unaudited Actuals report presented at year end.

Year-end closing is an appropriate time to reflect upon some of the significant financial events of the past year, and to summarize all of the changes that have resulting in closing the year with a total ending fund balance of \$16.4 million. Significant changes in revenues and expenditures which occurred between the time the District presented estimated actuals at 2019-20 Adopted Budget, and this Unaudited Actuals year-end report, are discussed on the following pages.

COMPONENTS OF THE GENERAL FUND ENDING BALANCE

The table below details the components of the District's General Fund ending balance for the year ended June 30, 2019:

	18-19 Unaudited Actuals	18-19 Estimated Actuals as of 19-20 Budget Adoption	Difference
ENDING FUND BALANCE	\$ 16,476,473	\$ 6,937,879	\$ 9,538,594
Components of Ending Fund Balance			
Nonspendable			
Revolving Cash	15,000	15,000	
Stores	206,715	182,768	
Prepaid Expenses	5,666	6,248	
Subtotal Nonspendable Amounts	227,381	204,016	
Assignments			
Site/Department Carryovers	511,818		
Unexpended 15-16 1-Time \$			
Instructional Materials	976,603		
Site Allocations	140,403		
Unexpended 18-19 1-Time \$			
Capital equipment needs	275,726		
Pupil Transportation two new school buses	385,000		
MAA carryover	314,271		
Maintenance & operations equipment	231,753		
AP Test	250,000		
Career Technical Education Goal 3, action 2,3,6	1,364,882		
Certificated Medical Savings	183,243		
RHS Barrier Removal	23,918		
Transportation/Vehicle shop reserve	76,053		
Misc grants and donations	132,733		
MMRC Advertising Sponsorship	40,483		
SIPE	766,187		
Subtotal Assignments and Carryovers	5,673,073		
Categorical programs restricted ending balances			
LEA Medi-Cal Billing Option	45,777	42,618	
Prop 39 California Clean Energy	358,984	446,337	
Prop 20 Lottery Instructional Materials	651,646		
Classified Professional Development Block Grant	60,545		
Low Performing Students Block Grant	263,164		
Misc locally restricted grants & donations	334,595		
Subtotal Categorical restricted ending balances	1,714,710	488,956	
Reserve for Economic Uncertainties (3% minimum)	3,332,945	3,388,876	
TOTAL DESIGNATIONS AND RESERVATIONS	10,948,109	4,081,848	
ENDING AVAILABLE UNAPPROPRIATED FUND BALANCE	\$ 5,528,363	\$ 2,856,031	\$ 2,672,333

The District's General Fund Ending Balance

The general fund actual ending fund balance, before required deductions and reservations, is \$16.4 million. Included in the ending fund balance are \$5.6 million in carryovers of unexpended funds for school site-department budgets, MAA reimbursements, 2015/16 and 2018/19 1-time discretionary dollars, and local grants/donations; \$1.7 million in restricted program ending balances; and \$3.3 million in other designations and required reserves.

After taking into account the various reservations and designations, the District's ***available*** unappropriated ending fund balance is \$5.7 million, an ***increase*** of \$2,672,333 from what was projected at the time the District adopted its 2019-20 budget. This increase is due primarily to the following major items of change:

REVENUES

- State revenues – Lottery based on 4th qtr estimate from State Controller's office (unrestricted) \$ 124,360
- Other State revenue – Mandated Block Grant (unrestricted) 445,248
- Local revenues
 - Interest income, net of adjustment for estimated fair value of cash in county treasury 96,521
 - Other miscellaneous income including Lenovo credit for defective computers 42,560

TOTAL REVENUE INCREASES **\$ 708,689**

All of the revenue items noted above are considered to be one-time in nature.

EXPENDITURES

Expenditure <increases> / decreases consist of the following:

- LCAP expenditures lower as of year-end than the estimated actuals less CTE carryover & AP Test assigned funds \$ 528,121
- Utilities – Gas, electric, water, waste, recycle, phone & internet 236,326
- Salary & statutory benefit savings 56,098
- Other Post Employment Benefits 139,230
- Legal fees budget savings 130,563
- All sites solar-project complete 58,463

TOTAL UNRESTRICTED EXPENDITURE DECREASES **\$ 1,148,801**

CONTRIBUTIONS

Contributions represent the amount of unrestricted funds the District must transfer (“contribute”) to restricted programs where expenditures are greater than the revenue sources that support them. These programs are Special Education, Migrant and Routine Restricted Maintenance. Adjustments contained in the year-end SELPA funding model related to regional programs resulted in a decrease (savings) of the general fund contribution.

\$ 782,277

FUND BALANCE COMPONENTS

Components of non-spendable items (revolving cash, prepaid expenses, and stores) and the required 3% economic uncertainty reserve, which is the statutory minimum, have decreased since the estimated actuals. This decrease means a corresponding increase in the available ending fund balance. It is one-time in nature; once the carryover expenditures are re-budgeted in 2019-20 the economic uncertainty reserve will change.

\$ 32,566

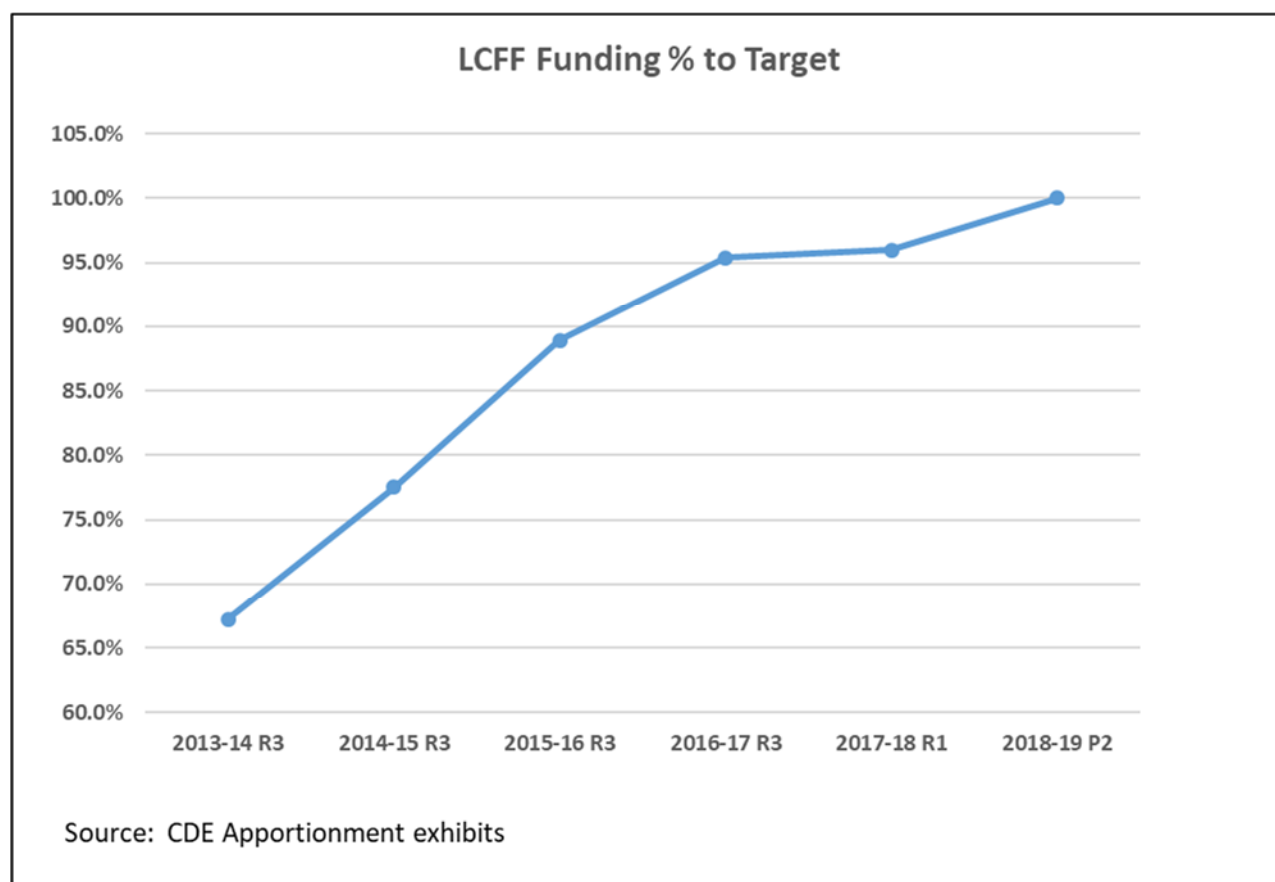
NET EFFECT ON FUND BALANCE (REVENUE INCREASES + EXPENDITURE DECREASES + FUND BALANCE COMPONENT DECREASES

\$ 2,672,333

CLOSING THOUGHTS

The 2018-19 school year marks the sixth year of education being distributed through the Local Control Funding Formula (“LCFF”). Districts with high percentages of economically disadvantaged students, foster youth, and English learners receive increased funding under LCFF to be able to increase or improve services for those student groups. Coupled with an overall improving economy since 2012-13, the District’s high percentage of enrollment in the targeted student populations, and support from the Prop 30 temporary taxes, the District’s General Fund budget grew from \$98.69 million in 2017-18 to \$115.2 million as of the close of the 2018-19 year.

The sales tax portion of the Prop 30 temporary taxes has expired, leaving only personal income taxes available as a revenue tool. With leading economic indicators pointing to a slowdown in economic growth, the volatility of income tax revenue can have a negative impact on education funding. In addition, as exhibited in the charts below, LCFF funding reached 100% of target levels in 2018-19 fiscal year; future increases in funding will be COLA driven.



In response to the rising pressures on District’s across the state to be able to cover their increased employer costs for STRS and PERS, the state has allocated \$3.15 billion in one-time, non-prop 98 funding between CalSTRS and CalPERS to partially mitigate the employers rate increases to fund the pension plans. Additional proposed rate buydowns in the next two years could provide some additional relief from the rising rates and help reduce costs and we’ll be closely monitoring this to see if the state continues to budget

these rate reduction appropriations. Changes to the employer's contribution rates for 2019-20 will be adjusted for at the District's 1st Interim Revised Budget.

The next stage of budget and financial reporting will be the District's 1st Interim Revised Budget which will be brought to the Board in December. At that time, all of the carryovers of unexpended funds noted above (\$5.6 million) will be have been included. Negotiations with the Classified employee group are currently underway and any changes as a result of the negotiated agreement approved by the board will be accounted for at the next Interim Revised Budget reporting period.

Concurrent with work on the District's next revised budget will be a second visit from the auditors to wrap up their work on the District's 2018-19 financial statements. Their report should be brought to the Board in January.

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals			2019-20 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
A. REVENUES									
1) LCFF Sources		8010-8099	90,359,165.55	1,738,105.00	92,097,270.55	96,780,226.00	1,694,841.00	98,475,067.00	6.9%
2) Federal Revenue		8100-8299	405.73	4,835,812.75	4,836,218.48	0.00	4,332,336.00	4,332,336.00	-10.4%
3) Other State Revenue		8300-8599	3,129,297.02	8,963,560.07	12,092,857.09	1,655,504.95	4,221,197.00	5,876,701.95	-51.4%
4) Other Local Revenue		8600-8799	2,739,234.09	3,440,410.09	6,179,644.18	521,348.96	3,082,262.00	3,603,610.96	-41.7%
5) TOTAL, REVENUES			96,228,102.39	18,977,887.91	115,205,990.30	98,957,079.91	13,330,636.00	112,287,715.91	-2.5%
B. EXPENDITURES									
1) Certificated Salaries		1000-1999	35,257,069.14	6,318,840.87	41,575,910.01	38,292,260.21	6,276,770.12	44,569,030.33	7.2%
2) Classified Salaries		2000-2999	12,588,328.17	4,170,124.38	16,758,452.55	12,897,787.62	4,659,012.58	17,556,800.20	4.8%
3) Employee Benefits		3000-3999	15,858,302.81	10,533,736.48	26,392,039.29	17,499,175.69	6,808,245.94	24,307,421.63	-7.9%
4) Books and Supplies		4000-4999	4,381,058.87	1,963,606.30	6,344,665.17	5,262,091.23	1,467,266.10	6,729,357.33	6.1%
5) Services and Other Operating Expenditures		5000-5999	7,389,537.65	2,336,039.42	9,725,577.07	8,398,789.15	1,807,890.61	10,206,679.76	4.9%
6) Capital Outlay		6000-6999	1,530,630.29	1,347,984.53	2,878,614.82	1,923,998.28	285,000.00	2,208,998.28	-23.3%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	659,241.63	3,411,230.62	4,070,472.25	733,557.60	1,881,416.00	2,614,973.60	-35.8%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(1,038,913.86)	862,902.06	(176,011.80)	(1,031,674.25)	864,316.58	(167,357.67)	-4.9%
9) TOTAL, EXPENDITURES			76,625,254.70	30,944,464.66	107,569,719.36	83,975,985.53	24,049,917.93	108,025,903.46	0.4%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)									
			19,602,847.69	(11,966,576.75)	7,636,270.94	14,981,094.38	(10,719,281.93)	4,261,812.45	-44.2%
D. OTHER FINANCING SOURCES/USES									
1) Interfund Transfers									
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	914,000.00	375,000.00	1,289,000.00	0.00	375,000.00	375,000.00	-70.9%
2) Other Sources/Uses									
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	(11,167,481.19)	11,167,481.19	0.00	(11,094,281.92)	11,094,281.92	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(12,081,481.19)	10,792,481.19	(1,289,000.00)	(11,094,281.92)	10,719,281.92	(375,000.00)	-70.9%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals			2019-20 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			7,521,366.50	(1,174,095.56)	6,347,270.94	3,886,812.46	(0.01)	3,886,812.45	-38.8%
F. FUND BALANCE, RESERVES									
1) Beginning Fund Balance									
a) As of July 1 - Unaudited		9791	7,260,904.80	2,868,297.08	10,129,201.88	14,782,271.30	1,694,201.52	16,476,472.82	62.7%
b) Audit Adjustments		9793	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			7,260,904.80	2,868,297.08	10,129,201.88	14,782,271.30	1,694,201.52	16,476,472.82	62.7%
d) Other Restatements		9795	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			7,260,904.80	2,868,297.08	10,129,201.88	14,782,271.30	1,694,201.52	16,476,472.82	62.7%
2) Ending Balance, June 30 (E + F1e)			14,782,271.30	1,694,201.52	16,476,472.82	18,669,083.76	1,694,201.51	20,363,285.27	23.6%
Components of Ending Fund Balance									
a) Nonspendable									
Revolving Cash		9711	15,000.00	0.00	15,000.00	15,000.00	0.00	15,000.00	0.0%
Stores		9712	206,715.48	0.00	206,715.48	182,767.74	0.00	182,767.74	-11.6%
Prepaid Items		9713	5,665.93	0.00	5,665.93	6,248.24	0.00	6,248.24	10.3%
All Others		9719	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Restricted									
		9740	0.00	1,694,201.52	1,694,201.52	0.00	1,694,201.52	1,694,201.52	0.0%
c) Committed									
Stabilization Arrangements		9750	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
d) Assigned									
Other Assignments									
		9780	5,673,073.00	0.00	5,673,073.00	0.00	0.00	0.00	-100.0%
Site/Department Carryovers	0000	9780	511,818.00		511,818.00				
Unexpended 15-16 1-Time \$ - Instructor	0000	9780	976,603.00		976,603.00				
Unexpended 15-16 1-Time \$ - Site Alloc	0000	9780	140,403.00		140,403.00				
Unexpended 18-19 1-Time \$ - Capital eq	0000	9780	275,726.00		275,726.00				
Unexpended 18-19 1-Time \$ - Pupil Tran	0000	9780	385,000.00		385,000.00				
MAA Carryover	0000	9780	314,271.00		314,271.00				
Maintenance & Operations Equip.	0000	9780	231,753.00		231,753.00				
AP Test	0000	9780	250,000.00		250,000.00				
Career Technical Education Goal 3, acti	0000	9780	1,364,882.00		1,364,882.00				
RHS Barrier Removal	0000	9780	23,918.00		23,918.00				
Transportation/Vehicle shop reserve	0000	9780	76,053.00		76,053.00				
Misc. grants & donations	0000	9780	132,733.00		132,733.00				
MMRC Advertising Sponsorship	0000	9780	40,483.00		40,483.00				
SIPE Carryover	0000	9780	766,187.00		766,187.00				
Certificated medical savings	0000	9780	183,243.00		183,243.00				
e) Unassigned/Unappropriated									
Reserve for Economic Uncertainties		9789	3,332,945.00	0.00	3,332,945.00	3,252,027.06	0.00	3,252,027.06	-2.4%
Unassigned/Unappropriated Amount		9790	5,548,871.89	0.00	5,548,871.89	15,213,040.72	(0.01)	15,213,040.71	174.2%