

**HAPPY VALLEY SCHOOL DISTRICT
BOARD OF TRUSTEES**

April 17, 2024

3:30 pm, Multi-Purpose Room

**Agenda
Revised**

A. Approval of Agenda

B. Approval of Minutes- Regular Board Meeting, March 13, 2024

C. Community Input

Members of the audience are welcome to address the Board of Trustees at this time during the meeting regarding items not listed on this agenda. The Trustees may ask questions for clarity but cannot take action on those matters, if desired, until such matters are appropriately placed on a future agenda, according to law. Three minutes may be allotted to each speaker and a maximum of twenty minutes to each subject matter (Board bylaws 9323).

D. Board Report

E. Superintendent's Report

F. Staff Report

G. Student Report

H. Information Items

1. District Consolidation

The Board will receive information regarding District Consolidation.

2. Enrollment Update

The Board will receive an update regarding enrollment.

I. Action Items

1. 2024/2025 Board Schedule

The Board will receive and consider approval of the 2024/2025 Board Schedule.

2. Resolution 23-24-06, Confirming Successful Parcel Tax Election and Directing County Auditor-Controller to Levy Voter-Approved Parcel Tax

The Board will consider approval of Resolution 23-24-06, Resolution of the Board of Trustees of the Happy Valley Elementary School District confirming the successful parcel tax election and directing the county auditor-controller to levy voter-approved parcel tax.

3. Contract for Modernization Project for Portable Replacement

The District published a Request for Bid for the Portable Replacement Project. Bids were due on March 26, 2024, at 2:00 pm, at the District Office. Two bids were received ranging in price from \$780, 000 to \$748,000. The District is required to accept the lowest bid. The District will consider moving forward with awarding Selway Construction the Portable Replacement Project.

4. AB 1200 Public Disclosure of Collective Bargaining Agreement with the Happy Valley Education Association

The Board will consider approval of the district's disclosure of the fiscal impact of the 2024/2026 Collective Bargaining Agreement over the relevant fiscal years.

5. Contract Agreement

The Board will consider approval of the Collective Bargaining Agreement for July 1, 2024- June 30, 2026, with the Happy Valley Education Association

6. Quarterly Status Report of Uniform Complaint

The Board will receive the 3rd quarter report of 2023/2024 Uniform Complaints related to the Williams Settlement.

7. Strategic Plan

The Board will review and consider approval of the Strategic Plan.

8. Declaration of Need for Fully Qualified Educators

The Board will consider approval of the Certification of Need for Fully Qualified Educators in anticipation of the possibility of hiring new teachers during the 2024/2025 school year.

9. Happy Valley Arts Plan and Prop 28

The Board will consider approval of the Happy Valley Arts Plan and Prop 28.

10. Salary Schedule for Administrative Assistants

The Board will consider approval of a 1% increase effective July 1, 2024, to the following salary schedules:

1. Classified CLCONF-Administrative Assistant, Confidential
2. Classified CLADASST- Administrative Assistant 1

11. Medical Cap Increase

The Board will consider approval of an increase to the District's Medical Cap of \$1600.00 effective 10/1/24, for the following positions:

1. Classified CLCONF- Administrative Assistant, Confidential
2. Classified CLADASST- Administrative Assistant 1
3. Superintendent/Principal.

12. Letter of Resignation

The Board will consider acceptance of a letter of resignation from a certificated employee.

J. Consent Items

1. The Board will consider approval of vendor warrants paid since the last meeting.

K. Communications and Announcements

1. Apr. 19- Talent Show, 9:45 am, Stage
2. Apr. 22- May 2- State Testing (CAASPP), Grades 3rd through 6th
3. Apr. 24- Parent Club Meeting, 6:30 pm, Via Zoom
4. Apr. 26- PeaceBuilder Assembly, 9:45 am, Stage
5. Apr. 26- BMX Assembly, 11:30 am, Playground
6. May 1- Kindergarten Round-Up Parent Meeting, 8:30 am, MPR
7. May 2- Wildlife Assembly, 10:40 am, Stage
8. May 8- Board Meeting, 3:30 pm, MPR
9. May 14- Spring Concert, 10:40 am, Stage
10. May 14- Coffee with Superintendent/Principal, 2:00 pm, Gazebo
11. May 15- Parent Club Meeting, 6:30 pm, Via Zoom
12. May 16- Open House, 5:30 pm.
13. May 20- PeaceBuilder Assembly, 11:15 am, Stage
14. May 23- 6th Grade Graduation, 5:00 pm, Stage
15. May 24- Last Day of School, Field Day

L. Closed Session

1. Superintendent Evaluation

M. Report Out of Closed Session

N. Adjournment

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BOARD OF TRUSTEES
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Agenda**

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15. May 24- Last Day of School, Field Day

L. Closed Session

1. Superintendent Evaluation

M. Report Out of Closed Session

N. Adjournment

Happy Valley School District
Regular Board Meeting
March 13, 2024
MINUTES

The meeting was called to order by the Board President at 3:32pm
BOARD MEMBERS PRESENT: Willet, Freeman, Hodges, Trotter
BOARD MEMBERS ABSENT: Frandle
STAFF MEMBERS PRESENT: Stewart, Lynd, Rossi
STUDENTS PRESENT: Paige, Charlie

- A. APPROVAL OF THE AGENDA
MSC CLICK FREEMAN/WILLET to approve the Board Meeting agenda as written. Unanimous.
- B. APPROVAL OF THE MINUTES
MSC TROTTER/FREEMAN to approve the minutes from the Regular Board Meeting February 14, 2024. Unanimous.
- C. COMMUNITY INPUT
None.
- D. BOARD REPORT
1. Katie Freeman and Carly Trotter reported they attended a CSBA legislative meeting and spoke to a bill on possibly eliminating some school reporting requirements and the possible formation of an office for small school construction.
 2. Cliff Hodges reported that he is currently attending Master in Governance courses and will come back to the board with a presentation at a future date.
- E. SUPERINTENDENT'S REPORT
Michelle Stewart informed the Board of the following:
1. Thrilled with the overwhelming success of the Parcel Tax. We are thankful for the community for supporting our school and district.
 2. Attended SSDA conference in Sacramento and presented two breakout sessions, one on being a superintendent/principal and one on construction. It is great to be able to network with other small school districts across the state.
 3. We had a fire inspection with the Scotts Valley Fire Department. We just had to address a few things, but passed the inspection. We appreciate the opportunity to work with new leadership.
 4. Report cards went out several weeks ago.
- F. STAFF REPORT
Angie Rossi informed the Board of the following:
1. TK/K has been working on pond murals and writing about animals.

2. 1st grade is doing a bird unit.
3. 2nd grade is working on their annual science and writing unit.
4. 3rd is working on a physical science unit.
5. 4th/5th grade made 3D printed fraction bars and continues with their ocean themed field trips.

G. STUDENT REPORT

1. Charlie reported the read-a-thon raised close to \$30k and over 110,000 minutes were read.
2. Paige reported that the 5th and 6th graders visited B40 and the 6th graders hid frogs for leap day for the other students to find.

H. INFORMATION ITEMS

1. STAKEHOLDER ENGAGEMENT

The Board received information about the LCAP development process including meaningful stakeholder engagement. The Board reviewed current goals and actions and gave input on the new LCAP. The parent survey goes out next week.

2. MODERNIZATION UPDATE

The Board received an update on modernization. The history of modernization was reviewed. Room 6 portable is no longer going to be replaced as part of the project.

3. ENROLLMENT UPDATE

The Board received an update regarding enrollment.

4. REVIEW OF FINANCIAL AUDIT 2022-2023 FROM SANTA CRUZ COUNTY OFFICE OF EDUCATION

The Board received information regarding Happy Valley's 2022-2023 Annual Financial Audit for the SCCOE.

5. LETTER FROM ROBERTSON AND ASSOCIATES

The Board received information regarding a letter from Roberston and Associates.

6. BOND AND FACILITIES MASTER PLAN

The Board received information regarding a potential Bond and Facility Master Plan.

I. ACTION ITEMS

1. 2023-2024 2nd INTERIM BUDGET REPORT FOR HAPPY VALLEY SCHOOL

MSC FREEMAN/TROTTER to approve the Happy Valley School District's 2023-2024 2nd Interim Budget and Multi-Year Projection Report It was noted that Happy Valley 's deficit spending is largely due to Special Education costs. In addition, the district is projecting a \$50k contribution to the lunch program. Happy Valley 's services are also significantly higher than normal due to DSA project closeout costs that must be closed before beginning the district's modernization project this summer. Salaries have increased by 10%+. Deficit spending improves slightly in the out years due to the removal of one-time costs and a special education placement aging out of the district. Unanimous.

2. **COMMUNITY FOUNDATION OF SANTA CRUZ**
MSC FREEMAN/WILLET to approve the deposit from the Community Foundation to Fund 57 held at the Santa Cruz County Treasury. Unanimous.
3. **RESOLUTION 23-24-05 RESOLUTION TO RELEASE TEMPORARY CERTIFICATED EMPLOYEES**
MSC HODGES/TROTTER to approve Resolution 23-24-05, Release of Temporary Certificated Employees. Unanimous.
4. **RESIGNATION OF CLASSIFIED EMPLOYEES**
MSC FREEMAN/HODGES to approve the resignation from two classified employees. Unanimous.
5. **DESIGNATION OF CALIFORNIA SCHOOL BOARD ASSOCIATION (CSBA) DELEGATE FOR SUBREGION 9-A**
MSC FREEMAN/WILLET to vote for Kim DeSerpa and Patricia Nehme to serve a two-year term as CSBA Delegate for Subregion 9-A. Unanimous.
6. **BOARD EXPENDITURE**
MSC TROTTER/FREEMAN to approve a Board Expenditure for a Masters in Governance class. Unanimous.

J. CONSENT ITEMS

MSC HODGES/FREEMAN to approve the following consent items. Unanimous.

1. Memorandum of Understanding (MOU) with Mountain School.
2. Vendor warrants paid since the last meeting.

K. COMMUNICATION AND ANNOUNCEMENTS

1. March 15, 2024 - No School, Staff Development Day
2. March 19, 2024 - Coffee with the Superintendent/Principal, 8:30am, MPR
3. March 20, 2024 - Parent Club Meeting, 6:30pm, Via Zoom
4. March 29, 2024 - PeaceBuilder Assembly, 11:15am, Stage
5. March 29, 2024 - Spirit Day, Classroom Choice
6. April 1 - April 5, 2024 - No School, Spring Break
7. April 2, 2024 - Campus Closed
8. April 17, 2024 - Board Meeting, 3:30pm, MPR
9. April 24, 2024 - Parent Club Meeting, 6:30pm, Via Zoom

L. CLOSED SESSION

The Board adjourned into closed session at 5:06pm to discuss

1. Negotiations.
2. Superintendent Evaluation.

M. REPORT OUT OF CLOSED SESSION

The Board reported out of closed session at 5:22pm. Nothing to report.

N. ADJOURNMENT

MSC WILLET/FREEMAN to adjourn the meeting, there being no further business, 5:23pm. Unanimous.

pl

Happy Valley School District Board Meeting Schedule 2024-2025

Draft

Wednesday, August 14, 2024	3:30 pm
Wednesday, September 11, 2024	3:30 pm
Wednesday, October 9, 2024	3:30 pm
Wednesday, November 13, 2024	3:30 pm
Wednesday, December 11, 2024	3:30 pm
Wednesday, January 8, 2025	3:30 pm
Wednesday, February 12, 2025	3:30 pm
Wednesday, March 12, 2025	3:30 pm
Wednesday, April 23, 2025	3:30 pm
Wednesday, May 14, 2025	3:30 pm
Wednesday, June 11, 2025	3:30 pm
Wednesday, June 18, 2025	3:30 pm

HAPPY VALLEY ELEMENTARY SCHOOL DISTRICT 2024-2025 SCHOOL CALENDAR

Approved 1/17/2024

JULY 2024					JANUARY 2025						
M	T	W	T	F		M	T	W	T	F	
1	2	3	4	5	July 4 - Independence Day			1	2	3	Jan 1-3- Winter Break
8	9	10	11	12		6	7	8	9	10	
15	16	17	18	19		13	14	15	16	17	Jan 20- M.L. King Jr. Day
22	23	24	25	26		20	21	22	23	24	
29	30	31				27	28	29	30	31	19 Instructional Days
AUGUST 2024					FEBRUARY 2025						
M	T	W	T	F		M	T	W	T	F	
			1	2		3	4	5	6	7	Feb 10- Lincoln Holiday (observed)
5	6	7	8	9	Aug 9, 12 & 13 - Teacher Workdays	10	11	12	13	14	Feb 17- Presidents' Holiday
12	13	14	15	16	Aug 14- First Day of School	17	18	19	20	21	Feb 26- End of Second Trimester
19	20	21	22	23		24	25	26	27	28	Feb 27- Report Cards sent home
26	27	28	29	30	13 Instructional Days						18 Instructional Days
SEPTEMBER 2024					MARCH 2025						
M	T	W	T	F		M	T	W	T	F	
2	3	4	5	6	Sept 2- Labor Day	3	4	5	6	7	
9	10	11	12	13		10	11	12	13	14	
16	17	18	19	20		17	18	19	20	21	March 17- Staff Development Day/No School
23	24	25	26	27		24	25	26	27	28	
30					20 Instructional Days	31					20 Instructional Days
OCTOBER 2024					APRIL 2025						
M	T	W	T	F		M	T	W	T	F	
	1	2	3	4			1	2	3	4	Apr 7 - Apr 11- Spring Break
7	8	9	10	11		7	8	9	10	11	
14	15	16	17	18	Oct 14- Staff Development Day/No School	14	15	16	17	18	
21	22	23	24	25		21	22	23	24	25	
28	29	30	31		22 Instructional Days	28	29	30			17 Instructional Days
NOVEMBER 2024					MAY 2025						
M	T	W	T	F		M	T	W	T	F	
				1	Nov 7- End of First Trimester				1	2	
4	5	6	7	8	Nov. 11- Veterans Day	5	6	7	8	9	
11	12	13	14	15	Nov. 18-22* Par/Teach Conf-Early Release	12	13	14	15	16	May 26-Memorial Day
18*	19*	20*	21*	22*	Nov. 25-29- Thanksgiving Break	19	20	21	22	23	May 30- Last Day of School
25	26	27	28	29	15 Instructional Days	26	27	28	29	30	21 Instructional Days
DECEMBER 2024					JUNE 2025						
M	T	W	T	F		M	T	W	T	F	
2	3	4	5	6		2	3	4	5	6	
9	10	11	12	13		9	10	11	12	13	
16	17	18	19	20		16	17	18	19	20	June 19th-Juneteenth Day
23	24	25	26	27	Dec 23-Jan 3 - Winter Break	23	24	25	26	27	
30	31				15 Instructional Days	30					

Every Friday is a restructured day-Grades K-6th dismissed at 12:45pm, Student Days 180, Teacher Contract Days 185
 ○ First/Last day of school *Parent/Teacher conferences

RESOLUTION NO. 23-24-06

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE HAPPY VALLEY
ELEMENTARY SCHOOL DISTRICT CONFIRMING SUCCESSFUL PARCEL
TAX ELECTION AND DIRECTING COUNTY AUDITOR-CONTROLLER TO
LEVY VOTER-APPROVED PARCEL TAX (MEASURE G OF 2024)**

WHEREAS, at an election held on June 5, 2018, the Happy Valley Elementary School District ("District") was successful in obtaining more than two-thirds voter approval to levy a qualified special tax (the "Parcel Tax") within the District pursuant to Section 4 of Article XIII A of the California Constitution and California Government Code Sections 50079 et seq. and 50075 et seq. (collectively, the "Law"); and

WHEREAS, at an election held on March 5, 2024, the District was successful in obtaining more than two-thirds vote to renew and continue the Parcel Tax as provided in "Measure G" pursuant to the Law as evidenced by the Certificate of Election Results received from the Santa Cruz County Elections Official, which is attached hereto as Exhibit A; and

WHEREAS, the Board of Trustees desires at this time to request that the Santa Cruz County Auditor-Controller enter the Parcel Taxes approved pursuant to Measure G on the tax roll for collection and distribution by the Santa Cruz County Treasurer-Tax Collector for each year that such Parcel Tax has been authorized, commencing with fiscal year 2024-25;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. Recitals. The foregoing recitals are true and correct.

Section 2. Direction to County Auditor to Levy and Collect Measure G Parcel Tax for Eight Years Commencing with Fiscal Year 2024-25. It is hereby certified that the proceedings in connection with the March 5, 2024 Parcel Tax election (Measure G) have been accomplished in accordance with Law. As such, the County Auditor-Controller is directed to include the renewed Parcel Tax on the tax rolls for a period of eight years, commencing in fiscal year 2024-25.

Section 3. Not Special Benefit Assessment; No New Taxing Area. The Parcel Tax is a special tax approved by more than two-thirds of the voters of the District voting on the measure, as authorized by California Constitution Article XIII A, Section 4 and California Government Code Section 50079 and 50075 and following. The procedures applicable to special benefit assessments, fees and charges set forth in California Constitution Article XIII D do not apply to the Parcel Tax. In addition, the parcel Tax shall be levied within the boundaries of the existing District. No new taxing area will be formed for purposes of the levy of the Parcel Tax.

Section 4. Actions to Facilitate Levy of Tax. The Superintendent is hereby authorized to take in each year any such further actions as may be required to facilitate the successful levy and collection of the Parcel Tax in the District for the six year term such Parcel Tax has been authorized, including, but not limited to, each year providing the County Auditor with a list of parcels upon which the Parcel Tax shall be levied, a list of parcels which are exempt from the Parcel Tax or are to be treated as a single parcel for the purpose of levying the Parcel Tax, and to respond to any further requests of the County Auditor with respect to such Parcel Tax.

Section 5. Certification and Delivery by Clerk of the Board. The Clerk of the Board shall certify as to the passage and adoption of this Resolution, and shall make minutes reflecting the passage and adoption of this Resolution in the records of the proceedings of the Board of Trustees of the District in the minutes of the meeting at which the same is passed and adopted. In addition, following such certification, the Clerk of the Board shall cause certified copies of this Resolution to be delivered to (i) the County Clerk of the Board and (ii) the County Auditor-Controller, with copies to (i) the County Treasurer-Tax Collector and (ii) County Counsel.

Section 6. Effective Date. This Resolution shall take effect on and after its adoption.

The foregoing Resolution was adopted by the Board of Trustees of the Happy Valley Elementary School District of Santa Cruz County, being the Board authorized by law to make the designations therein contained by the following vote, on April 17, 2024.

Adopted by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

Attest:

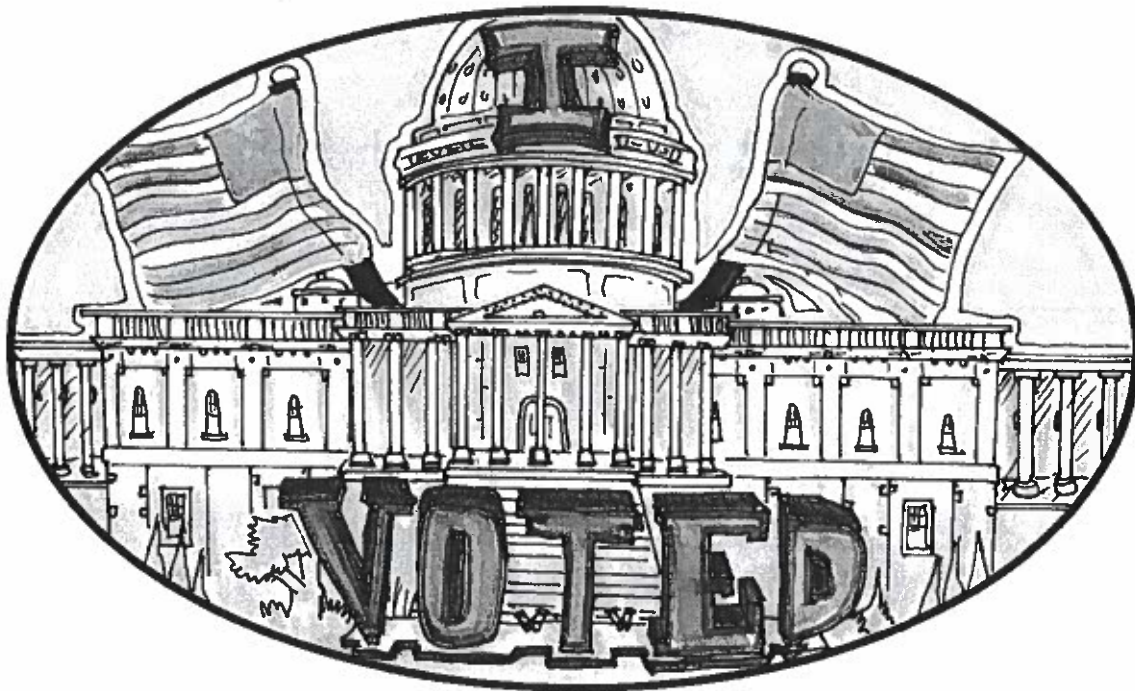
President of the Board

Clerk of the Board

EXHIBIT A

COUNTY OFFICIAL CERTIFICATE CONFIRMING ELECTION RESULTS

Statement of Vote



March 5, 2024 Presidential Primary Election



Tricia Webber, Santa Cruz County Clerk
701 Ocean St., Room 310
Santa Cruz, CA 95060
831-454-2060 / 1-866-282-5900
831-454-2445 (FAX)
www.votescount.santacruzcountyca.gov

Certification of County Clerk of the Results of the Canvass of
the March 5, 2024, Presidential Primary Election

I, Tricia Webber, County Clerk of the County of Santa Cruz, do hereby certify that, in pursuance to the provisions of Elections Code Section 15300, et. seq., I did canvass the results for the votes cast in the Presidential Primary Election held in Santa Cruz County on March 5, 2024, for measures and contests that were submitted to the vote of the voters, and that the Statement of Votes Cast to which this certificate is attached, is true and correct.

I hereby set my hand and official seal this 2nd day of March 2024 at the County of Santa Cruz.

Tricia Webber

Tricia Webber
Santa Cruz County Clerk



**1 G - Happy Valley Elementary
 School Parcel Tax - 2/3 To Pass**

					1	1
					Yes	No
		Registered Voters	Voters Cast	Turnout (%)		
10144	In Person	1249	37	2.96 %	32	5
10144	Vote by Mail	1249	657	52.60 %	539	104
10144	Total	1249	694	55.56 %	571	109
54123	In Person	0	0			
54123	Vote by Mail	0	0			
54123	Total	0	0			
Electionwide	In Person	1249	37	2.96 %	32	5
Electionwide	Vote by Mail	1249	657	52.60 %	539	104
Electionwide	Total	1249	694	55.56 %	571	109
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Electionwide	Total	1249	694	55.56 %	571	109
19th Congressional District	Total	1249	694	55.56 %	571	109
17th Senatorial District	Total	1249	694	55.56 %	571	109
28th Assembly District	Total	1249	694	55.56 %	571	109
State Board of Equalization - District 2	Total	1249	694	55.56 %	571	109
1st Supervisorial District	Total	1249	694	55.56 %	571	109
5th Supervisorial District	Total	0	0			
City of Scotts Valley	Total	0	0			
Unincorporated - City	Total	1249	694	55.56 %	571	109
Unincorporated - City sub-district	Total	1249	694	55.56 %	571	109

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28th Assembly District	Total	1249	37	2.96 %	32	5	
State Board of Equalization - District 2	Total	1249	37	2.96 %	32	5	
1st Supervisorial District	Total	1249	37	2.96 %	32	5	
5th Supervisorial District	Total	0	0				
City of Scotts Valley	Total	0	0				
Unincorporated - City	Total	1249	37	2.96 %	32	5	
Unincorporated - City sub-district	Total	1249	37	2.96 %	32	5	

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28th Assembly District	Total	1249	657	52.60 %	539	104
State Board of Equalization - District 2	Total	1249	657	52.60 %	539	104
1st Supervisorial District	Total	1249	657	52.60 %	539	104
5th Supervisorial District	Total	0	0			
City of Scotts Valley	Total	0	0			
Unincorporated - City	Total	1249	657	52.60 %	539	104
Unincorporated - City sub-district	Total	1249	657	52.60 %	539	104

**Santa Cruz County Office of Education
Business Services Department**

**PUBLIC DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT
in Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5, and CCR, Title V, Section 15449**

Name of School District: Happy Valley Elementary School District
 Name of Bargaining Unit: Happy Valley Education Association
 Certificated or Classified: Certificated

The proposed agreement covers the period beginning July 1, 2024 and ending: June 30, 2025
(date) (date)

The Governing Board will act upon this agreement: April 17th, 2024
(date)

Note: This form, along with a copy of the proposed agreement, must be submitted to the county office at least ten (10) working days prior to the date the governing board will take action.

A. Proposed Change in Compensation

Compensation	Annual Cost Prior to Proposed Agreement FY 2023-24	Fiscal Impact of Proposed Agreement		
		Year 1 Increase/(Decrease) FY 2024-25	Year 2 Increase/(Decrease) FY	Year 3 Increase/(Decrease) FY
1 Salary Schedule Increase (Decrease)	\$626,125	\$6,261		
		1.00%	0.00%	0.00%
2 Step and Column - Increase (Decrease) Due to movement plus any changes due to settlement	\$12,271	\$123		
		0.02%	0.00%	0.00%
3 Other Compensation - Increase (Decrease)(Stipends, Bonuses, Longevity, Overtime, etc.)				
**Included in base above				
Description of other compensation				
4 Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare etc.	\$143,767	\$1,438		
		1.00%	0.00%	0.00%
5 Health/Welfare Plans	\$95,259	\$2,700		
		2.83%	0.00%	0.00%
6 Total Compensation - Increase (Decrease) (Total Lines 1-5)	\$877,422	\$10,522	\$0	\$0
7 Total Number of Represented Employees (Use FTEs if appropriate)	6.89			
8 Total Compensation Average Cost per Employee	\$ 127,347.13	\$ 1,527.17	\$ -	\$ -
		1.20%	0.00%	0.00%

9. What was the negotiated percentage increase approved? For example, if the increase in "Year 1" was for less than a full year, what is the annualized percentage of that increase for "Year 1"?

The 2024-25 certificated salary schedule shall be increased by 1%.

10. Were any additional steps, columns, or ranges added to the schedules? (If yes, please explain.)

No

11. Please include comments and explanations as necessary.

Salary increase was contingent upon the passing of the Measure G parcel tax, which passed in March.

12. Does this bargaining unit have a negotiated cap for Health and Welfare benefits?

Yes

No

If yes, please describe the cap amount.

The cap is currently \$1,500 per month, per employee. The cap will increase to \$1,600 per month, per employee, on October 1st, 2024.

- B. Proposed Negotiated Changes in Noncompensation Items (i.e., class size adjustments, etc.)

Two members of the negotiating team shall be provided one day each of district-paid release time and union members are able to attend trainings, conferences, or meetings for up to two days per year, provided a substitute teacher is secured. This cost is immaterial to the district.

In addition, work hours have been adjusted from 8:00am to 2:55pm for TK-3 teachers, and 8:00am to 3:25pm for 4-6 teachers.

- C. What are the specific impacts on instructional and support programs to accommodate the settlement?

Please indicate the status of these changes: 1) planning stage, 2) in-progress, or 3) adopted. Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

None

- D. What contingency language is included in the proposed agreement? Include specific areas identified reopeners, applicable fiscal years, and specific contingency language.**

The increase was contingent upon the passing of the Measure G parcel tax, which passed in March.

- E. Will this agreement create, increase or decrease deficit spending in the current or subsequent year(s)?**

"Deficit spending" is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If yes, explain the amounts and justification for doing so.

The negotiated tentative agreement for the certificated salary schedule will not add to the deficit as the cost increase will be paid from the newly approved parcel tax, however the "me too" and health & welfare costs will slightly add to the deficit in future years.

- F. Describe other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc. Please disclose any other components of the agreement which may or may not affect the district's fund balance in future years.**

Two members of the bargaining team are afforded 1 day each of district-paid release time to prepare for negotiations at the cost of \$150/day for a substitute. Union members are afforded 2 days each of district-paid release time should they choose to attend union training, conferences, or meetings at the cost of \$150/day for a substitute per teacher. These are already costs to the district and the increase is immaterial.

- G. Source of Funding for Proposed Agreement**

1. Current Year

None; the increased salary will go into effect on July 1, 2024.

- 2. If this is a single year agreement, how will the on-going cost of the proposed agreement be funded in subsequent years (i.e., what will allow the district to afford this contract)?**

The district will be paying the increase to the salary schedule from the renewed parcel tax for the next 8 years. The "me too" will be paid from the unrestricted general fund.

- 3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)**

N/A ; Single year agreement.

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Happy Valley Elementary School District

Unrestricted General Fund

Bargaining Unit:

Happy Valley Education Association

	Column 1	Column 2	Column 3	Column 4
	Latest Board-Approved Budget Before Settlement 03/13/2024	Adjustments as a Result of Settlement	Other Revisions	Total Current Budget (Columns 1+2+3)
REVENUES				
Local Control Funding Formula (8010-8099)	\$ 1,326,633.00	\$ -	\$ -	\$ 1,326,633.00
Remaining Revenues (8100-8799)	\$ 169,426.24	\$ -	\$ -	\$ 169,426.24
TOTAL REVENUES	\$ 1,496,059.24	\$ -	\$ -	\$ 1,496,059.24
EXPENDITURES				
Certificated Salaries (1000-1999)	\$ 764,717.50	\$ -	\$ -	\$ 764,717.50
Classified Salaries (2000-2999)	\$ 229,909.12	\$ -	\$ -	\$ 229,909.12
Employee Benefits (3000-3999)	\$ 358,586.55	\$ -	\$ -	\$ 358,586.55
Books and Supplies (4000-4999)	\$ 54,050.20	\$ -	\$ -	\$ 54,050.20
Services, Other Operating Expenses (5000-5999)	\$ 333,400.71	\$ -	\$ -	\$ 333,400.71
Capital Outlay (6000-6599)	\$ -	\$ -	\$ -	\$ -
Other Outgo (7100-7299) (7400-7499)	\$ 138.00	\$ -	\$ -	\$ 138.00
Direct Support/Indirect Cost (7300-7399)	\$ (8,206.63)	\$ -	\$ -	\$ (8,206.63)
Other Adjustments				
TOTAL EXPENDITURES	\$ 1,732,595.45	\$ -	\$ -	\$ 1,732,595.45
OPERATING SURPLUS (DEFICIT)	\$ (236,536.21)	\$ -	\$ -	\$ (236,536.21)
TRANSFERS IN & OTHER SOURCES (8910-8979)	\$ 61,367.15	\$ -	\$ -	\$ 61,367.15
TRANSFERS OUT & OTHER USES (7610-7699)	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00
CONTRIBUTIONS (8980-8999)	\$ (163,328.80)	\$ -	\$ -	\$ (163,328.80)
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	\$ (358,497.86)	\$ -	\$ -	\$ (358,497.86)
BEGINNING BALANCE	\$ 1,102,228.34			\$ 1,102,228.34
Prior-Year Adjustments/Restatements (9793/9795)	\$ -			\$ -
CURRENT-YEAR ENDING BALANCE	\$ 743,730.48	\$ -	\$ -	\$ 743,730.48
COMPONENTS OF ENDING BALANCE:				
Unassigned Amount (9790)	\$ 743,730.48	\$ -	\$ -	\$ 743,730.48

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Happy Valley Elementary School District

Restricted General Fund

Bargaining Unit:

Happy Valley Education Association

	Column 1	Column 2	Column 3	Column 4
	Latest Board-Approved Budget Before Settlement 03/13/2024	Adjustments as a Result of Settlement	Other Revisions	Total Current Budget (Columns 1+2+3)
REVENUES				
Local Control Funding Formula (8010-8099)	\$ -	\$ -	\$ -	\$ -
Remaining Revenues (8100-8799)	\$ 383,005.21	\$ -	\$ -	\$ 383,005.21
TOTAL REVENUES	\$ 383,005.21	\$ -	\$ -	\$ 383,005.21
EXPENDITURES				
Certificated Salaries (1000-1999)	\$ 121,854.34	\$ -	\$ -	\$ 121,854.34
Classified Salaries (2000-2999)	\$ 28,852.00	\$ -	\$ -	\$ 28,852.00
Employee Benefits (3000-3999)	\$ 92,881.76	\$ -	\$ -	\$ 92,881.76
Books and Supplies (4000-4999)	\$ 35,113.65	\$ -	\$ -	\$ 35,113.65
Services, Other Operating Expenses (5000-5999)	\$ 181,858.87	\$ -	\$ -	\$ 181,858.87
Capital Outlay (6000-6599)	\$ -	\$ -	\$ -	\$ -
Other Outgo (7100-7299) (7400-7499)	\$ 120,274.74	\$ -	\$ -	\$ 120,274.74
Direct Support/Indirect Cost (7300-7399)	\$ 8,206.63	\$ -	\$ -	\$ 8,206.63
Other Adjustments				
TOTAL EXPENDITURES	\$ 589,041.99	\$ -	\$ -	\$ 589,041.99
OPERATING SURPLUS (DEFICIT)	\$ (206,036.78)	\$ -	\$ -	\$ (206,036.78)
TRANSFERS IN & OTHER SOURCES (8910-8979)	\$ -	\$ -	\$ -	\$ -
TRANSFERS OUT & OTHER USES (7610-7699)	\$ -	\$ -	\$ -	\$ -
CONTRIBUTIONS (8980-8999)	\$ 163,328.80	\$ -	\$ -	\$ 163,328.80
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	\$ (42,707.98)	\$ -	\$ -	\$ (42,707.98)
BEGINNING BALANCE	\$ 230,925.15			\$ 230,925.15
Prior-Year Adjustments/Restatements (9793/9795)	\$ -			\$ -
CURRENT-YEAR ENDING BALANCE	\$ 188,217.17	\$ -	\$ -	\$ 188,217.17
COMPONENTS OF ENDING BALANCE:				
Nonspendable Amounts (9711-9739)	\$ -	\$ -	\$ -	\$ -
Restricted Amounts (9740)	\$ 188,217.17	\$ -	\$ -	\$ 188,217.17
Committed Amounts (9750-9760)	\$ -	\$ -	\$ -	\$ -
Assigned Amounts (9775-9780)	\$ -	\$ -	\$ -	\$ -
Unassigned Amount (9790)				

H. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Happy Valley Elementary School District

Combined General Fund

Bargaining Unit:

Happy Valley Education Association

	Column 1	Column 2	Column 3	Column 4
	Latest Board-Approved Budget Before Settlement 03/13/2024	Adjustments as a Result of Settlement	Other Revisions	Total Current Budget (Columns 1+2+3)
REVENUES				
Local Control Funding Formula (8010-8099)	\$ 1,326,633.00	\$ -	\$ -	\$ 1,326,633.00
Remaining Revenues (8100-8799)	\$ 552,431.45	\$ -	\$ -	\$ 552,431.45
TOTAL REVENUES	\$ 1,879,064.45	\$ -	\$ -	\$ 1,879,064.45
EXPENDITURES				
Certificated Salaries (1000-1999)	\$ 886,571.84	\$ -	\$ -	\$ 886,571.84
Classified Salaries (2000-2999)	\$ 258,761.12	\$ -	\$ -	\$ 258,761.12
Employee Benefits (3000-3999)	\$ 451,468.31	\$ -	\$ -	\$ 451,468.31
Books and Supplies (4000-4999)	\$ 89,163.85	\$ -	\$ -	\$ 89,163.85
Services, Other Operating Expenses (5000-5999)	\$ 515,259.58	\$ -	\$ -	\$ 515,259.58
Capital Outlay (6000-6599)	\$ -	\$ -	\$ -	\$ -
Other Outgo (7100-7299) (7400-7499)	\$ 120,412.74	\$ -	\$ -	\$ 120,412.74
Direct Support/Indirect Cost (7300-7399)	\$ -	\$ -	\$ -	\$ -
Other Adjustments				
TOTAL EXPENDITURES	\$ 2,321,637.44	\$ -	\$ -	\$ 2,321,637.44
OPERATING SURPLUS (DEFICIT)	\$ (442,572.99)	\$ -	\$ -	\$ (442,572.99)
TRANSFERS IN & OTHER SOURCES (8910-8979)	\$ 61,367.15	\$ -	\$ -	\$ 61,367.15
TRANSFERS OUT & OTHER USES (7610-7699)	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00
CONTRIBUTIONS (8980-8999)	\$ -	\$ -	\$ -	\$ -
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	\$ (401,205.84)	\$ -	\$ -	\$ (401,205.84)
BEGINNING BALANCE	\$ 1,333,153.49			\$ 1,333,153.49
Prior-Year Adjustments/Restatements (9793/9795)	\$ -			\$ -
CURRENT-YEAR ENDING BALANCE	\$ 931,947.65	\$ -	\$ -	\$ 931,947.65
COMPONENTS OF ENDING BALANCE:				
Nonspendable Amounts (9711-9739)	\$ -	\$ -	\$ -	\$ -
Restricted Amounts (9740)	\$ 188,217.17	\$ -	\$ -	\$ 188,217.17
Unassigned Amount (9790)	\$ 743,730.48	\$ -	\$ -	\$ 743,730.48
Unassigned Amount - Restricted (9790)				
Reserve for Economic Uncertainties Percentage	32%			40%

I. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Happy Valley Elementary School District

MYP - Unrestricted General Fund

Happy Valley Education Association

	2023-24	2025-26	2025-26
	Total Current Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
REVENUES			
Local Control Funding Formula (8010-8099)	\$ 1,326,633.00	\$ 1,375,633.00	\$ 1,426,775.00
Remaining Revenues (8100-8799)	\$ 169,426.24	\$ 111,796.00	\$ 112,154.00
TOTAL REVENUES	\$ 1,496,059.24	\$ 1,487,429.00	\$ 1,538,929.00
EXPENDITURES			
Certificated Salaries (1000-1999)	\$ 764,717.50	\$ 783,322.63	\$ 788,825.63
Classified Salaries (2000-2999)	\$ 229,909.12	\$ 232,731.76	\$ 233,800.76
Employee Benefits (3000-3999)	\$ 358,586.55	\$ 366,737.88	\$ 368,706.88
Books and Supplies (4000-4999)	\$ 54,050.20	\$ 25,809.00	\$ 26,824.00
Services, Other Operating Expenses (5000-5999)	\$ 333,400.71	\$ 258,508.00	\$ 268,783.00
Capital Outlay (6000-6999)	\$ -	\$ -	\$ -
Other Outgo (7100-7299) (7400-7499)	\$ 138.00	\$ 138.00	\$ 138.00
Direct Support/Indirect Cost (7300-7399)	\$ (8,206.63)	\$ (8,477.00)	\$ (8,278.00)
Other Adjustments	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 1,732,595.45	\$ 1,658,770.27	\$ 1,678,800.27
OPERATING SURPLUS (DEFICIT)	\$ (236,536.21)	\$ (171,341.27)	\$ (139,871.27)
TRANSFERS IN & OTHER SOURCES (8910-8979)	\$ 61,367.15	\$ 66,073.00	\$ 67,250.00
TRANSFERS OUT & OTHER USES (7610-7699)	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
CONTRIBUTIONS (8980-8999)	\$ (163,328.80)	\$ (104,503.00)	\$ (104,785.00)
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	\$ (358,497.86)	\$ (229,771.27)	\$ (197,406.27)
BEGINNING BALANCE	\$ 1,102,228.34	\$ 743,730.48	\$ 513,959.21
CURRENT-YEAR ENDING BALANCE	\$ 743,730.48	\$ 513,959.21	\$ 316,552.94
COMPONENTS OF ENDING BALANCE:			
Unassigned Amount Unrestricted (9790)	\$ 743,730.48	\$ 513,959.21	\$ 316,552.94
Unassigned Amount - Restricted (9790)			

I. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Happy Valley Elementary School District

MYP - Restricted General Fund

Happy Valley Education Association

	2023-24	2025-26	2025-26
	Total Current Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
REVENUES			
Local Control Funding Formula (8010-8099)	\$ -	\$ -	\$ -
Remaining Revenues (8100-8799)	\$ 383,005.21	\$ 401,307.00	\$ 362,072.00
TOTAL REVENUES	\$ 383,005.21	\$ 401,307.00	\$ 362,072.00
EXPENDITURES			
Certificated Salaries (1000-1999)	\$ 121,854.34	\$ 114,174.00	\$ 114,174.00
Classified Salaries (2000-2999)	\$ 28,852.00	\$ 23,852.00	\$ 16,709.00
Employee Benefits (3000-3999)	\$ 92,881.76	\$ 92,846.00	\$ 95,395.00
Books and Supplies (4000-4999)	\$ 35,113.65	\$ 64,032.00	\$ 30,763.00
Services, Other Operating Expenses (5000-5999)	\$ 181,858.87	\$ 139,266.00	\$ 131,855.00
Capital Outlay (6000-6999)	\$ -	\$ -	\$ -
Other Outgo (7100-7299) (7400-7499)	\$ 120,274.74	\$ 63,818.00	\$ 63,818.00
Direct Support/Indirect Cost (7300-7399)	\$ 8,206.63	\$ 8,477.00	\$ 8,278.00
Other Adjustments		\$ -	\$ -
TOTAL EXPENDITURES	\$ 589,041.99	\$ 506,465.00	\$ 460,992.00
OPERATING SURPLUS (DEFICIT)	\$ (206,036.78)	\$ (105,158.00)	\$ (98,920.00)
TRANSFERS IN & OTHER SOURCES (8910-8979)	\$ -	\$ -	\$ -
TRANSFERS OUT & OTHER USES (7610-7699)	\$ -	\$ -	\$ -
CONTRIBUTIONS (8980-8999)	\$ 163,328.80	\$ 104,503.00	\$ 104,785.00
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	\$ (42,707.98)	\$ (655.00)	\$ 5,865.00
BEGINNING BALANCE	\$ 230,925.15	\$ 188,217.17	\$ 187,562.17
CURRENT-YEAR ENDING BALANCE	\$ 188,217.17	\$ 187,562.17	\$ 193,427.17
COMPONENTS OF ENDING BALANCE:			
Nonspendable Amounts (9711-9739)	\$ -	\$ -	\$ -
Restricted Amounts (9740)	\$ 188,217.17	\$ 187,562.17	\$ 193,427.17
Reserves for Economic Uncertainties (9789)			
Committed Amounts (9750-9760)	\$ -	\$ -	\$ -
Assigned Amounts (9775-9780)	\$ -	\$ -	\$ -
Unassigned Amount Unrestricted (9790)			
Unassigned Amount - Restricted (9790)			

I. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Happy Valley Elementary School District

MYP - Combined General Fund

Happy Valley Education Association

	2023-24	2025-26	2025-26
	Total Current Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
REVENUES			
Local Control Funding Formula (8010-8099)	\$ 1,326,633.00	\$ 1,375,633.00	\$ 1,426,775.00
Remaining Revenues (8100-8799)	\$ 552,431.45	\$ 513,103.00	\$ 474,226.00
TOTAL REVENUES	\$ 1,879,064.45	\$ 1,888,736.00	\$ 1,901,001.00
EXPENDITURES			
Certificated Salaries (1000-1999)	\$ 886,571.84	\$ 897,496.63	\$ 902,999.63
Classified Salaries (2000-2999)	\$ 258,761.12	\$ 256,583.76	\$ 250,509.76
Employee Benefits (3000-3999)	\$ 451,468.31	\$ 459,583.88	\$ 464,101.88
Books and Supplies (4000-4999)	\$ 89,163.85	\$ 89,841.00	\$ 57,587.00
Services, Other Operating Expenses (5000-5999)	\$ 515,259.58	\$ 397,774.00	\$ 400,638.00
Capital Outlay (6000-6999)	\$ -	\$ -	\$ -
Other Outgo (7100-7299) (7400-7499)	\$ 120,412.74	\$ 63,956.00	\$ 63,956.00
Direct Support/Indirect Cost (7300-7399)	\$ -	\$ -	\$ -
Other Adjustments		\$ -	\$ -
TOTAL EXPENDITURES	\$ 2,321,637.44	\$ 2,165,235.27	\$ 2,139,792.27
OPERATING SURPLUS (DEFICIT)	\$ (442,572.99)	\$ (276,499.27)	\$ (238,791.27)
TRANSFERS IN & OTHER SOURCES (8910-8979)	\$ 61,367.15	\$ 66,073.00	\$ 67,250.00
TRANSFERS OUT & OTHER USES (7610-7699)	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	\$ (401,205.84)	\$ (230,426.27)	\$ (191,541.27)
BEGINNING BALANCE	\$ 1,333,153.49	\$ 931,947.65	\$ 701,521.38
CURRENT-YEAR ENDING BALANCE	\$ 931,947.65	\$ 701,521.38	\$ 509,980.11
COMPONENTS OF ENDING BALANCE:			
Nonspendable Amounts (9711-9739)	\$ -	\$ -	\$ -
Restricted Amounts (9740)	\$ 188,217.17	\$ 187,562	\$ 193,427
Reserves for Economic Uncertainties (9789)	\$ -	\$ -	\$ -
Committed Amounts (9750-9760)	\$ -	\$ -	\$ -
Assigned Amounts (9775-9780)	\$ -	\$ -	\$ -
Unassigned Amount Unrestricted (9790)	\$ 743,730.48	\$ 513,959	\$ 316,553
Unassigned Amount - Restricted (9790)			

J. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES

1. State Reserve Standard

		2023-24	2025-26	2025-26
a.	Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 2,341,637.44	\$ 2,185,235.27	\$ 2,158,892.27
b.	State Standard Minimum Reserve Percentage for this District:	5%	5%	5%
c.	State Standard Minimum Reserve Amount for this District (For districts with less than 1,001 ADA, this is the greater of Line a, times Line b. OR \$71,000.)	\$ 117,082	\$ 109,262	\$ 107,945

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a.	General Fund Budgeted Unrestricted Reserve for Economic Uncertainties (9789)	\$ -	\$ -	\$ -
b.	General Fund Budgeted Unrestricted Unassigned Amount (9790)	\$ 743,730.48	\$ 513,459.21	\$ 316,452.94
c.	Special Reserve Fund (Fund 17) Budgeted Reserves for Economic Uncertainties (9789)	\$ 117,082.00	\$ 109,262.00	\$ 107,945.00
d.	Special Reserve Fund (Fund 17) Budgeted Unassigned Amount (9790)	\$ 279,454.00	\$ 312,277.00	\$ 338,591.00
g.	Total Available Reserves	\$ 1,140,266.48	\$ 934,998.21	\$ 762,988.94
h.	Reserve for Economic Uncertainties Percentage	48.70%	42.79%	35.34%

3. Do unrestricted reserves meet the state minimum reserve amount?

2023-24	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2025-26	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2025-26	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

4. If not, how do you plan to restore your reserves?

Public Disclosure of Proposed Collective Bargaining Agreement
Page 7

5. If the total amount of the adjustment in Column 2 on Page 4c does not agree with the amount of the Total Compensation Increase in Section A, Line 5, Page 1 (i.e., increase was partially budgeted), explain the variance below:

Only the increase to the salary schedule was included in column 2 of page 4c. In the column 3, the "me too" agreement for management and confidential staff was listed, in addition to the already budgeted step & column increases for certificated staff.

6. Please include any additional comments and explanations of Page 4 as necessary or any other information that you want to provide to assist us in our analysis.

The fiscal impact of the settlement is included on pages 1 and 4. The base year on the MYP is the current 2023-24 2nd Interim budget without the salary increase as it does not go into effect until the new fiscal year. The two out years include the impact to the budget going forward and the new parcel tax has been added to revenue projections. All salary increases for those within the bargaining unit and outside the unit will be included in the district's adopted budget for the 2024-25 fiscal year.

L. CERTIFICATION NO. 1: CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF COLLECTIVE BARGAINING AGREEMENT

The disclosure document must be signed by the district Superintendent and Chief Business Officer at the time of public disclosure.

In accordance with the requirements of Government Code Section 3547.5, the Superintendent and Chief Business Officer of Happy Valley Elementary School District (District), hereby certify that the District can meet the costs incurred under the Collective Bargaining Agreement between the District and the Happy Valley Education Association Bargaining Unit, during the term of the agreement from July 1, 2024 to June 30, 2025.

The budget revisions necessary to meet the costs of the agreement in each year of its term are as follows:

<u>Budget Adjustment Categories:</u>	<u>Budget Adjustment Increase (Decrease)</u>
<u>Unrestricted Revenues/Other Financing Sources</u>	<u>\$ -</u>
<u>Unrestricted Expenditures/Other Financing Uses</u>	<u>\$ -</u>
<u>Unrestricted Ending Balance Increase (Decrease)</u>	<u>\$ -</u>
<u>Restricted Revenues/Other Financing Sources</u>	<u>\$ -</u>
<u>Restricted Expenditures/Other Financing Uses</u>	<u>\$ -</u>
<u>Restricted Ending Balance Increase (Decrease)</u>	<u>\$ -</u>

N/A (No budget revisions necessary)

District Superintendent
 (Signature)

Date

Chief Business Officer
 (Signature)

Date

M. CERTIFICATION NO. 2

The disclosure document must be signed by the district Superintendent or designee at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed agreement.

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Section 3547.5.

District Superintendent (or Designee)
(Signature)

Date

Michelle Stewart
Contact Person

(831) 429-1456
Phone

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on April 17th, 2024, took action to approve the proposed Agreement with the Happy Valley Education Association Bargaining Unit.

President (or Clerk), Governing Board
(Signature)

Date

Special Note: The Santa Cruz County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

2024-
2026-

HAPPY VALLEY SCHOOL DISTRICT AND HAPPY VALLEY EDUCATION ASSOCIATION

COLLECTIVE BARGAINING AGREEMENT
2024-2026

Collective Bargaining Agreement
Between The
Happy Valley Elementary School District
And The
Happy Valley Education Association
2024-2026

The following provisions are agreed upon by each of the undersigned parties. This Agreement will be in effect on a continuous basis, unless otherwise stipulated in the Agreement, or modified in further negotiations.

Michelle Stewart, HVESD
Superintendent/Principal

Date

Kelly Keenan, HVEA
Union President

Date

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Article 1: Agreement

- 1.1 This Agreement is made and entered into by and between the Board of Education of the Happy Valley Elementary School District, which together with its administrative staff and representatives shall be referred to in this Agreement as the "District" and the Happy Valley Education Association, CTA/NEA, the certificated employees' exclusive representative, which together with its officers and representatives shall be referred to in this Agreement as the "Association."
- 1.2 This Agreement is entered into pursuant to Chapter 10.7, Sections 3540-3549 of the Government Code which shall be referred to as the "EERA."
- 1.3 Any individual contract between the District and a bargaining unit member shall be subject to and consistent with the terms and conditions of this Agreement unless the District and Association have mutually agreed to an exemption from the terms and conditions of this agreement.
- 1.4 This Agreement shall remain in full force and effect from July 1, 2024 up to and including June 30, 2026, and thereafter shall continue in effect year-by-year unless one of the parties notifies the other in writing no later than March 15th of its request to modify, amend or terminate the Agreement. If the parties enter into subsequent meeting and negotiating regarding a successor agreement, the terms and conditions of this Agreement shall remain in effect until a successor agreement is reached.

Article 2: Recognition

- 2.1 The District recognizes the Association as the exclusive representative of all certificated employees excluding the following:
 - Management employees
 - Confidential employees
 - Supervisory employees
 - Day-to-day or short-term substitute employees
 - Retired, Hourly and Temporary Employees
- 2.2 Disputes concerning the interpretation and application of this Article are not subject to the grievance provisions of this Agreement.
- 2.3 New certificated positions which are established during the term of this Agreement shall first be reviewed by the District and the Association as to their inclusion in the bargaining unit and shall thereafter be accredited to the unit if such positions share a community of interest with the existing unit. In the event the parties fail to agree on the inclusion or exclusion of such positions, the dispute will be referred to the Public Employment Relations Board for a decision.

Article 3: Negotiations Procedure

- 3.1 Except as otherwise provided in this Article, during the term of this Agreement the Association expressly waives and relinquishes the right to meet and negotiate and agrees that the District shall not be obliged to meet and negotiate with respect to any subject or matter that is within the scope of bargaining whether referred to or covered in this Agreement or not.
- 3.2 The parties agree to reopen negotiations on salary and two (2) other articles of each party's choice annually for the term of this agreement.
- 3.3 The parties agree that during the term of this Agreement, the parties may, by mutual agreement, meet and negotiate concerning any item within the scope of representation.
- 3.4 The parties shall commence to meet and negotiate on reopeners or a successor Agreement beginning no later than thirty (30) days after the completion of the public notice requirements listed above. Any Agreement reached between the parties shall be reduced to writing and signed by them.
- 3.5 Within forty (40) days of ratification of the Agreement by both parties, the District and Association shall have copies of this initial contract prepared and delivered to each unit member in the District plus one for use by the Association. The District shall give a copy of the Agreement to any new bargaining unit members it hires during the term of the Agreement. Both parties shall possess an electronic copy of the Agreement.
- 3.6 It is understood that the specific provisions contained in this Agreement shall prevail over District Handbook language to the extent that they are inconsistent.
- 3.7 In the event that provisions of the Handbook or other written District policy conflict with the collective bargaining agreement the collective bargaining agreement will govern. The District agrees not to make changes to the Handbook or modify or adopt new policies on subjects that are mandatory subjects of bargaining without fulfilling all bargaining obligations.

Article 4: Savings

- 4.1 Reduction or elimination of contractual provisions which are brought about by the amendment or repeal of statutory guarantees incorporated into this Agreement and which are mandatory subjects of bargaining shall obligate the parties within thirty (30) days of a demand to bargain such amendment or repeal to negotiate whether or not such amendments or repeals shall be incorporated into this Agreement.
- 4.2 If any provision of this Agreement or any application of this Agreement to any unit member or group of unit members is held to be contrary to law by a court of competent jurisdiction, then such provision or application shall not be deemed

valid and subsisting, except to the extent permitted by law; but all other provisions or applications shall continue in full force and effect.

- 4.3 Upon mutual agreement, the parties shall commence negotiations regarding matters related to the contractual provision held contrary to law by a court of competent jurisdiction.

Article 5: Discipline and Complaint Procedures

In handling disciplinary matters, it is intended that the discipline shall be commensurate with the offense and that whenever possible, progressive steps be utilized unless the incident giving rise to the discipline is of such a nature that more severe action is appropriate as determined by the District. Progressive steps may be as follows:

- 5.1 **Verbal Warnings:** Except in those situations where an immediate suspension or more serious discipline is warranted, an employee shall be first verbally warned by the supervisor. This warning will be documented in writing and a copy will be sent to the employee. The warning shall clearly state at the top "Verbal Warning." This warning shall not initially be placed in the employee's official personnel file unless it becomes attached to more serious discipline later.
- 5.2 **Written Warnings:** Except in those situations where immediate suspension or more serious discipline is warranted, an employee shall be warned in writing by the supervisor. This warning will be documented in writing and a copy will be sent to the employee. The warning shall clearly state at the top "Written Warning." This warning shall not initially be placed in the employee's official personnel file unless it becomes attached to more serious discipline later.
- 5.3 **Written Reprimand:** Written reprimands will be documented in writing and a copy will be sent to the employee. The written reprimand shall clearly state at the top "Written Reprimand." Written reprimands will be placed in the employee's official personnel file. An employee has ten (10) days to submit a written response to the Written Reprimand which will be included with the Written Reprimand in the employee's official personnel file.
- 5.4 **Suspension Without Pay**
- 5.4.1 Notice of suspension will be made in writing and served in person or by certified mail upon the unit member by the superintendent or designee. A copy will be concurrently provided to the Association president upon request of the employee. The notice of suspension will contain:
- A statement of the specific acts or omissions upon which the discipline is based;
 - A statement of the cause(s) for which the suspension is recommended;

- Where applicable, the Ed Code section, District policy, rule, regulation, or directive violated;
- Proposed penalty and the effective date; and
- Copies of any documentary evidence upon which the recommendation is based (if not previously provided to the bargaining unit member).

5.5 Dismissal
Shall be handled in accordance with the Education Code.

5.6 Grievability
This Article is intended for the purposes of suspension to replace the provisions of the Education Code. Suspensions without pay may be appealed under the grievance procedure in Article 6. If the Association does not demand a hearing within three (3) days, the suspension without pay may be imposed immediately by the superintendent or designee.

Article 6: Grievance Procedure

6.1 Grievance Definition
A "grievance" is a claim by one (1) or more unit members or the Association that there has been a violation, misinterpretation or misapplication of a provision of this Agreement; or of an existing District rule, policy, regulation, or law. A grievance may be filed by a unit member or members or by the Association making the claim.

6.2 Purpose
The purpose of this procedure is to secure, at the lowest possible administrative level, solutions to the problems that may arise, from time to time, affecting the welfare or working conditions of unit members. Both parties agree that these proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure.

6.3 Procedure
A grievant may be represented at all stages of the grievance by an Association representative(s).

6.3.1 Informal Level
Prior to initiating a formal written grievance, the potential grievant shall meet with their immediate supervisor and attempt to resolve the potential grievance informally. If the informal procedure does not resolve the difficulty, the grievant may proceed to Level I.

6.3.2 Level I: Administrator
Within ten (10) days after the grievant knew or reasonably should have known of the alleged violation of the Agreement the grievant shall present

a grievance in writing using the grievance form. The District Administrator shall meet with the aggrieved party and/or designated Association representative, if any, within ten (10) days of receipt of the grievance. The District Administrator shall provide a written disposition the grievance, including the reasons therefore, within ten (10) days of such meeting. If the grievant is not satisfied with the disposition of the grievance, the grievance may be appealed to Level II.

6.3.3 Level II: Mediation

The grievant shall notify the District Administrator in writing within five (5) days of receipt of the Level I decision of the decision to proceed to Level II.

6.3.3.1 The grievant and/or the Association, within ten (10) days, may submit the grievance to confidential non-binding mediation through the California Department of Industrial Relations, State Mediation and Conciliation Service ("SMCS").

6.3.3.2 An impartial mediator from SMCS shall be selected jointly by the grievant and the District within ten (10) days of the receipt of the written request. If the parties fail to agree on a mediator the parties shall have a mediator assigned by State Mediation.

6.3.3.3 Mediation shall commence at the convenience of the mediator. Mediation sessions shall be confined to school days. In order to make the most efficient use of the mediator's time, mediation sessions shall extend beyond normal school hours, by mutual agreement.

6.3.3.4 The fees and expenses of the mediator shall be paid by SMCS.

6.3.3.5 If an agreement is reached, the agreement shall be reduced to writing and shall be signed by the grievant, the Association, and the District. The agreement shall be nonprecedential and shall constitute a settlement of the grievance.

6.3.3.6 If the Mediation process has not been successful in resolving the grievance within ten (10) days from the first meeting held by the Mediator, either party may terminate Level II and move the grievance to Level III for a decision by the Board.

6.3.4 Level III: Board

Within thirty (30) days of written request to move the grievance to Level III, the District shall schedule a hearing before the Board of Trustees and shall notify the grievant and Association in writing of the time and place.

- 6.3.4.1 The District, the grievant and/or their representative(s) shall be given an opportunity at the hearing to present witnesses and documentary evidence and to make arguments on behalf of the District or grievant.
 - 6.3.4.2 The Board shall render a written decision within (15) days of the hearing, giving reasons for its decision. The decision of the Board shall be final.
 - 6.3.4.3 Either party has the right to have the grievance heard in a confidential hearing.
- 6.4 No reprisals of any kind shall be taken by the District and/or the Association against anyone by reason of participation in the grievance procedure or support of any participant in the process.
- 6.5 All documents, communications and records dealing with processing of a grievance shall be filed separately from the personnel files of participants. This section does not preclude the District from filing grievance documents in the personnel file if the District determines that the nature of the grievance otherwise justifies placing documents in the personnel file.
- 6.6 The specified time limits in this procedure may be extended by mutual agreement in writing between the grievant and the District. The Association shall be notified if timelines have been extended.
- 6.7 Grievances of a similar or like nature may be joined as a single grievance by the Association.

Article 7: Professional Rights

7.1 Academic Freedom

- 7.1.1 Academic freedom shall be guaranteed to teachers in the study, investigation, presentation, and interpretation of facts and ideas in so far as such facts and ideas reflect state and local prescribed courses of study.
- 7.1.2 Such academic freedom shall be subject to standards of professional responsibility with due regard for the maturity level of the students, laws of the State of California, and District policy and administrative rules and regulations.
- 7.1.3 In performing teaching functions, employees shall have reasonable freedom to express their opinions on all matters relevant to the course content, in an objective and judicious manner. An employee, however,

shall not utilize their position to attempt to influence students with their own personal, political, and/or religious views. If views expressed are controversial issues, then sufficient information shall be made available on all sides of the issue so that alternatives can be discussed and evaluated on a reasonable basis. Board policies and administrative regulations regarding controversial issues shall be followed.

7.2 Personnel Files

Official personnel files will be maintained by the District for all bargaining unit employees. With advanced notice, unit members may arrange to review the contents of their personnel file in accordance with District rules. Personnel files shall be maintained in a confidential manner as required by law.

7.3 Technology

The District shall provide classroom technology equipment teachers are required to use. The District shall provide each unit member with a district email address. Unit members have no expectation of privacy and understand that the District may monitor or examine all system activities to ensure proper use of the system.

7.4 Lactation Accommodations

The District will provide lactation accommodations in accordance with the law.

Article 8: District Rights

8.1 The exercise of the powers, rights, authority, duties and responsibilities by the District, the adoption of policies, rules, regulations and practices in furtherance thereof, and the use of judgment and discretion in connection therewith, shall be limited only by the specific and express terms of this Agreement, and then only to the extent such specific and express terms are in conformance with law.

8.2 It is understood and agreed that the District retains all of its powers and authority to direct, manage and control to the full extent of the law. Included in, but not limited to, those duties and powers are the exclusive right to: determine its organization; direct the work of its employees; determine the times and hours of operation; determine the kinds and levels of services to be provided and the methods and means of providing them; establish its educational policies, goals and objectives; insure the rights and educational opportunities of students; determine staffing patterns; determine the kinds of personnel required; maintain the efficiency of District operations; determine the curriculum; build, move or modify facilities; establish budget procedures and determine budgetary allocations; determine the methods of raising revenue; contract out work; and take action on any matter in the event of an emergency as defined in Government Code Section 54956.5. In addition, the Board retains the right to hire, classify, assign, promote, reprimand, and terminate employees.

- 8.3 The exercise by management of the rights and discretion as described herein shall not be subject to the grievance procedure, except when the exercise of such rights conflicts with the specific terms and conditions of this Agreement.

Article 9: Association Rights

9.1 Mail Facilities

The Association shall have the right to use the District e-mail and unit member mailboxes including electronic mailboxes for communications to unit members. All communications from the Association shall be so identified.

9.2 Bulletin Boards

The Association shall have the right to post notices of activities and matters of Association concern on an Association bulletin board, which shall be provided in an area frequented by unit members.

9.3 Access to Worksite

Authorized representatives of the Association shall have the right to transact official Association business on school property and utilize District facilities at reasonable times and consistent with District policies and rules provided that such activities or use do not interrupt the educational program.

9.4 Representation

The Association has the right under the Educational Employment Relations Act (EERA) to represent unit members in their employment relations with the District. Nothing in this Agreement shall be construed as a waiver of such rights.

9.5 Release Time

9.5.1 Bargaining Team members shall be provided district-paid release time for negotiations at no loss of salary or other benefits in accordance with the EERA. Additionally, up to two bargaining team members shall have (1) day each of district-paid release time to prepare for negotiations, upon reasonable advance notice and with securing substitute teacher coverage.

9.5.2 Grievants and Association representatives shall be provided district-paid release time for grievance processing meetings held by the District at no loss of salary or other benefits.

9.5.3 Each year, upon reasonable advance notice and with securing substitute teacher coverage, a total of up to two (2) days of district-paid release time shall be afforded to HVEA to select a unit member or unit members to attend union trainings/conferences/meetings at no loss of salary or other benefits.

9.6 Access to Information

- 9.6.1 The District, upon request by the Association, shall provide the Association, within ten (10) days, or as soon as is practical, all requested information concerning the financial resources and staffing of the District. In addition, the District, upon request and consistent with the law, agrees to provide any other information the Association deems necessary to fulfill its role as exclusive representative.
- 9.6.2 Upon request from the Association, the District shall make available each semester, a list of all bargaining unit members, their work assignment and work email address.
- 9.6.3 The District shall provide the Association the name and contact information for each new hire in the bargaining unit within ten days of their hire. If the District provides an orientation or training for new hires in the bargaining unit, the District shall notify the Association and provide the Association with at least fifteen (15) minutes to introduce and discuss the role of the union and to provide membership information.

9.7 Dues Deduction

- 9.7.1 Any bargaining unit member may join the Association and authorize dues deduction from his or her paycheck. The Association will provide to the District copies of member forms authorizing deduction of exclusive representative's membership dues. Such authorization shall continue in effect from year to year under this Agreement unless the Association provides notice of revocation. Pursuant to such authorization, the employer shall deduct one-tenth (1/10) of such dues from the regular salary check of the member of the Association each month for ten (10) months. Deductions for members of the Association who authorize dues deduction after the commencement of the school year shall be appropriately prorated.
- 9.7.2 As per California Teachers Association membership procedures, Association members shall provide notice of intent to drop membership in writing to the local Association President. The Association President shall notify the District of any union members dropping HVEA/CTA/NEA membership.
- 9.7.3 The Association agrees to defend and indemnify the District for any unit member's allegations, claims, actions, suits, settlements, or judgements which arise out of payroll deductions made by the District in reliance on information and notification provided to the District by the Association. In defending and indemnifying the District, the Association shall have the right to select legal counsel at its sole option and expense, to control litigation strategies and decisions, and to determine whether any action or

proceeding referred to above shall or shall not be compromised, resisted, defended, tried, or appealed.

Article 10: Reassignments

- 10.1 Unit members may be reassigned at the discretion of the District.
- 10.2 A unit member may request reassignment when there is a vacancy.
- 10.3 A unit member whose request is denied shall be granted a meeting with the Superintendent to discuss reasons for the denial.
- 10.4 Unit members who are involuntarily reassigned during the school year and forced to move classrooms, shall be allowed two paid days of release time for preparation and moving prior to the effective date of the reassignment.
- 10.5 A unit member may request to be notified of any vacancies by email during the summer and shall submit the request to the Superintendent in writing prior to the start of the summer break.

Article 11: Procedures for Evaluation

- 11.1 Evaluations will be conducted according to the following procedures:
- 11.2 All probationary and/or temporary teachers shall be evaluated annually. At the end of two years, the district will either non-relect the probationary and or temporary teacher or grant probationary status.
- 11.3 If probationary status has been granted, then probationary teachers shall be evaluated at least every two years. Probationary teachers who do not receive satisfactory evaluations for two (2) consecutive years shall return to the annual evaluation cycle. If a unit member is scheduled to be evaluated during a particular school year but is granted a leave of absence for one (1) semester or longer, such evaluation shall take place during the first year of return to duty.
- 11.4 The first formal observation shall take place no later than February 1st. The completed written evaluation and conference will be completed no later than May 10th. The employee has ten days to write a response to the evaluation if the employee disagrees with the evaluation. The written response will be attached to the report.

Article 12: Work Day/Work Year

- 12.1 For TK-3 teachers, the workday shall be 8:00 a.m. to 2:55 p.m., including a thirty-minute duty free lunch. For 4-6 grade teachers, the workday shall be 8:00 a.m. to 3:25 p.m., including a thirty-minute duty-free lunch. On restructured days, these

teachers may end the workday at 2:55. The length of the school day may be modified by mutual agreement of the site certificated faculty and site administrator.

- 12.2 In addition to the school day defined in 12.1 above, the contracted workday shall include staff meetings scheduled each month not to exceed four hours per month. The District additionally has the authority to call mandatory emergency meetings as needed. Participation in Site Council, board meetings, and parent club shall rotate among employees to ensure fairness.
- 12.3 Bargaining unit employees are required to attend Back-to-School Night and Open House.
- 12.4 The District Administrator will assign additional instructional duties to the Transitional Kindergarten/Kindergarten teacher beyond the Transitional Kindergarten/Kindergarten instructional day if the Transitional Kindergarten/Kindergarten teacher's instructional day is shorter than the primary instructional day.
- 12.5 The Superintendent shall consult with unit members regarding scheduling professional development, teacher workdays and events for the following year calendar.
- 12.6 The teacher work year shall be 185 days per year. Unit members shall provide instruction for 180 days per year. Unit members shall render service for three days prior to the first day of student instruction. There shall also be two professional development days. Teachers can check out after school on the last student day or one day of the following week based on mutual agreement of the administration and teacher.
- 12.7 Preparation Time: The District shall ensure that each general education teacher in K through 6th grade, receives an average of ninety (90) minutes per week of uninterrupted preparation time, with the exception of the first week of the school year. Preparation time will not be provided on restructured days, parent/teacher conference days, or non-instructional days. If preparation time built into the instructional day cannot be afforded due to loss of funding or personnel, this preparation time will not be provided.
- 12.8 IEP, SST, 504 Meetings Outside Contract Hours: Unit members are expected to attend IEP, SST, and 504 meetings. When these meetings occur in excess of four hours per year outside of contracted hours, unit members shall be paid at the hourly rate, prorated on the quarter hour. Unit members are required to keep track of their own time and submit hours for payment during the month the hours are worked.

Article 13: Safety

- 13.1 It is the responsibility of all employees to observe safety rules and regulations. All employees are expected to exercise habits of safety in the performance of their duties and encourage habits of safety in others. The District shall take reasonable steps to ensure safe working conditions for all unit members including taking reasonable steps to correct conditions determined by the District to be unsafe.
- 13.2 Unit members who witness an accident or injury on District property or on a field trip, or during any District sponsored event must report it as soon as possible.
- 13.3 Employees shall report promptly to the Superintendent/Principal or main office personnel any unsafe condition, incident, or practice in which in their opinion is unsafe and warrants investigations. The District shall investigate such matters as promptly as possible. If the administration finds that remedial action is necessary, it shall be carried out with reasonable promptness. If the matter is considered emergency in nature the employee shall immediately report the condition to the Superintendent/Principal or main office personnel.
- 13.4 At least once a year the District administrator will provide appropriate safety information to unit members and discuss safety procedures affecting unit members (e.g. campus evacuation or lockdown procedures.)

Article 14: Leaves

14.1 Sick Leave

- 14.1.1 Ten (10) days of sick leave credit are provided annually for employees working full-time for a full contract year. This leave is prorated if the unit member works less than full-time or less than a full year.
- 14.1.2 Earned sick leave may be accumulated from year-to-year. Earned sick leave may be transferred to or from other California school districts in accordance with the law.
- 14.1.3 When all sick leave credit has been exhausted, an employee absent for illness receives the difference between their pay and the substitute rate for a period of five (5) months.

14.2 Personal Necessity Leave

- 14.2.1 Certificated personnel may use a maximum of ten of their accrued sick leave days during each contract year for personal necessity pursuant to Education Code 44981.

14.2.2 Acceptable reasons for the use of personal necessity leave days as prescribed by District Regulation and Education Code include:

- 14.2.2.1 Death of a member of the immediate family when the number of days of absence exceeds the limits set by bereavement leave provisions.
- 14.2.2.2 An accident involving the employee's person or property or the person or property of a member of the immediate family.
- 14.2.2.3 A serious illness of a member of the employee's immediate family.
- 14.2.2.4 Required court appearance.
- 14.2.2.5 Fire, flood, or other immediate danger to the home of the employee.
- 14.2.2.6 Personal legal business of a serious nature, which the employee cannot disregard.
- 14.2.2.7 One day per month (up to five days each year) to participate in child's school activity.

14.2.3 Items in 14.2.2.1 and 14.2.2.2 do not need advanced permission. Leave for personal necessity may be allowed for other reasons at the discretion of the superintendent

14.2.4 Personal Necessity Business Leave

A subset of up to two (2) Personal Necessity day allotment per school year may be used for Personal Business leave and may be used at the unit members' discretion, with the exception of extensions of holidays or break periods. However, Personal Business that must be conducted adjacent to a holiday or break period may be authorized by the Superintendent. Unit members shall be required to obtain substitute coverage for approval of this leave. Unit members shall not be required to give verification or explain the reason for the leave. Personal Business Leave shall be deducted from the unit member's accrued sick leave.

14.2.5 Yearly, District auditors randomly review employee attendance records to see if an individual's pattern of attendance is in violation of the reasons for the use of personal necessity leave as established by code and District regulation. Auditors and State regulators feel misuse of this Education Code constitutes a "gift of public funds" for other than the intended use.

14.3 Bereavement Leave

14.3.1. A unit member shall be entitled to a maximum of three (3) days leave of absence without loss of salary for the death of any member of their immediate family. If out-of-state travel or travel in excess of 300 miles one way is required, a unit member shall be entitled to a maximum of two

(2) days additional paid Bereavement Leave. Bereavement leave shall not be accumulative and shall not be charged against any other leave.

14.3.2. For the purposes of Bereavement Leave member of the "immediate family" is defined as the mother, father, grandmother, grandfather, or a grandchild of the unit member or of the spouse or registered domestic partner of the unit member, and the spouse, registered domestic partner, son, son-in-law, daughter, daughter-in-law, brother, sister, stepmother, mother-in-law, brother-in-law, sister-in-law, stepfather, father-in-law, stepson, stepdaughter, legal guardian, or foster children of the unit member, or a long-term resident of the household of the unit member. An employee may access bereavement leave due to a stillbirth. Additionally, an employee may access bereavement leave due to miscarriage, as defined by the Centers For Disease Control and Prevention, when the loss is verified by a physician's note.

14.4 Leaves contained in the Faculty Handbook are subject to the Grievance Procedure of this Agreement.

Article 15: Health and Welfare Benefits

15.1 The District shall provide eligible full-time unit members a health and welfare allowance as listed below to be used for health, dental and vision insurance for each unit member and their eligible dependents. Any cost over the allowance shall be borne by unit members through automatic payroll deduction.

15.1.1 Effective October 1, 2024, the total District health and welfare contribution towards medical premiums per school/fiscal year shall be up to \$1600 per month for medical for full family coverage, including coverage for employee plus one for dental and vision.

15.1.2 Unit members eligible for health and welfare benefits coverage are those working 50% or greater. Unit members working 50% or greater shall receive the same percentage of the health and welfare allowance as their work compares to full time. For example, an employee who is 50% F.T.E. will receive 50% of the health and welfare allowance toward benefits.

15.1.3 Unit members working less than 90% of FTE can opt out of coverage in accordance with the rules of the JPA, the carrier and the law.

15.1.4 Retirees and eligible dependents shall have the option to continue to receive District insurance coverage as permitted by the carrier and upon reimbursement for the full monthly premium to the District.

15.2 Duration of Benefits

Unit members who work a complete school year shall have fringe benefits under the District's fringe benefit program effective through the last day of July. Unit members beginning a new school year shall have fringe benefits effective on the first day of September. Unit members who are employed subsequent to the first day of the school year shall have their fringe benefits effective from the first day of the month following the hire date of the employee. Effective dates may be modified as required by the JPA, the carrier and/or the law.

Article 16: Salaries

16.1 Salary Increases shall be provided as follows:

16.1.1 Effective July 1, 2024, the 2024-2025 certificated salary schedule shall be increased by 1%, contingent upon the passing of the March 2024 Measure G Parcel Tax.

16.1.2 Year 2: The parties agree to a re-opener on salary in year two of this Agreement.

16.2 The salary schedule shall be based on 185 day salary/workdays. 180 school days, two (2) staff development days, and three (3) teacher work days paid by the District. The salary schedule shall be attached to this agreement as Appendix A.

16.2.1 Unit members who serve other than the required number of workdays set forth in this Agreement shall receive a salary which is not less than that which bears the same ratio to the established annual salary as determined by their salary position as the number of days they serve bears to the number of FTE working days required by this Agreement. Notwithstanding the above, unit members who serve for one (1) full semester shall receive not less than one-half (1/2) the annual salary applicable to their class and step.

16.2.2 Unit members covered by the salary schedule attached as Appendix B include the following job classifications:

16.2.2.1 Classroom teacher

16.2.2.2 Resource Specialist

16.2.3 The annual salaries set forth in this Agreement shall be paid in ten (10) or twelve (12) equal installments, payable on the last day of each month with appropriate deductions. The provisions of this paragraph shall be subject to the requirements and procedures of the Santa Cruz County Office of Education.

- 16.2.4 Mandatory deductions from gross earnings are those required by law, provisions of this Agreement, and include but are not limited to Federal and State Income Tax and State Teachers Retirement System contributions.
- 16.2.5 Optional deductions are those deductions the unit member may legally elect to have taken from their gross earnings. Optional deductions must be initiated or ended in writing by the unit member. Such authorizations shall remain in effect continuously until the District receives from the unit member a written notice withdrawing the authorization for a particular deduction.
- 16.3 Credit for service outside the District shall be allowed on the salary schedule at the rate of one (1) increment (step) for one (1) year of service up to a maximum of fifteen (15) increments.
- 16.3.1 Unit members whose initial District employment was in a certificated position in programs conducted under contract with public or private educational institutions or other categorically funded projects and who were then subsequently employed as probationary unit members with no break in service shall be credited with the time served in the specifically funded program for salary schedule placement and advancement purposes, consistent with 16.5 below.
- 16.4 All unit members shall advance one (1) vertical step on the salary schedule for each year of service, except those whose placement is at the maximum step for their class. For purposes of this section, a year of service shall be defined as working at least fifty percent of the days school is in session. A year of service shall be earned for part-time employees who work at least fifty percent of their contracted days for each full school year. Salary schedule advancement shall take place at the commencement of the school year.
- 16.4.1 Unit members who have been employed in the regular educational program of the District as probationary or permanent employees before being assigned to programs conducted under contract with public or private educational institutions or other categorically funded projects shall be entitled to continue vertical advancement on the salary schedule for each year of service while assigned to such restricted programs.
- 16.4.2 Course credit for salary placement and movement shall be given for post-graduate, upper division or graduate course work taken at four-year colleges, universities or graduate schools which are accredited by a regional accrediting commission or other programs approved by the District. Prior approval by the District Administrator is required for all course work and/or other programs for which the unit member wishes to obtain salary schedule credit.

- 16.4.3 Semester hours (units) as defined by the particular accredited college or university will be acceptable for placement on the salary schedule. Quarter hours (units) shall be converted to semester hours (units) by multiplying the total of such hours (units) by two-thirds ($2/3$).
- 16.4.4 Unit members requesting reclassification from one class (column) to another must file such requests with the District Administrator no later than May 1 of each year. If the District is not notified by May 1, no change in classification shall occur within the next school year. Supporting records or transcripts verifying post-graduate units of study that are to apply toward such a reclassification must be filed with the District Administrator no later than August 1 of the ensuing year.
- 16.5 Unit members who carry out an assignment for a District approved overnight student field trip shall be compensated either by a stipend of the daily sub rate per night or may take one additional personal business day during the school year, not deducted from the unit member's salary. This day must be used in the school year in which it is earned, does not carry over into the next school year, and may not be cashed out.
- 16.6 Unit members possessing a Master's Degree shall receive annual compensation in the amount of \$1,500 in addition to their regular salary.
- 16.7 Teachers who teach a combination class shall receive an annual stipend of \$1500. Teachers who teach an extended day of 1,560 instructional minutes per year (120 additional instructional minutes per week) shall receive a stipend of \$1500 per year.
- 16.8 Unit members shall receive annual compensation based on their longevity and anniversary for service in-District in the following amounts (reflected on salary schedule):
- After year 15: \$1,500
 - After year 20: \$2,000
 - After year 25: \$2,500

Article 17: Class Size

Class size will be determined by the District to reflect the best interest of the students and to meet the needs of the District's programs.

- 17.1 K-3 classes shall have a class size of 24 or fewer students by September 10th of each academic year.

17.2 4-6 grade classes shall have a class size of 28 or fewer students by September 10th of each academic year.

Happy Valley Elementary School District
 Certified Teachers Salary Schedule
 2024-2025

COLUMN:	I	II	III	IV	V	VI
STEP	BA	BA+15	BA+30	BA+45	BA+60	BA+75
1	49,418	51,890	54,483	57,208	60,069	63,071
2	51,148	53,706	56,391	59,210	62,171	65,279
3	52,938	55,585	58,365	61,283	64,347	67,564
4	54,791	57,531	60,407	63,428	66,599	69,929
5	56,708	59,545	62,522	65,648	68,930	72,377
6	58,694	61,628	64,710	67,946	71,342	74,910
7	60,748	63,786	66,975	70,323	73,839	77,532
8		66,018	69,318	72,785	76,424	80,246
9		68,329	71,745	75,332	79,099	83,053
10		70,720	74,256	77,969	81,868	85,960
11			76,855	80,698	84,733	88,969
12				83,522	87,698	92,083
13					90,768	95,306
14						95,306
15						95,306
16						98,642
17						98,642
18						98,642
19						102,094
20						102,094
21						102,094
22						105,667
23						105,667
24						105,667
25						109,366
Masters	\$1,500	Stipend	185 day calendar (180 school days, 5 work days)			
In-District	\$1,500	after year 15	\$35 per hour extra duty pay			
Anniversary	\$2,000	after year 20				
Increments	\$2,500	after year 25				

**Side Letter of Agreement
Between Happy Valley Elementary School District and Happy Valley
Education Association**

The parties agree to the following Side Letter of Agreement. This Side Letter will be in effect for the 2024-25 school year only. This Agreement may be extended by mutual agreement of the parties.

1. Each classroom teacher may use up to one day ("Assessment Day") each trimester to administer benchmark assessments. Assessment Days prorated are based on FTE.
2. The Assessment Days cannot be used in combination with Personal Business or Personal Necessity days.
3. The purpose of Assessment Days is for teachers to administer and analyze assessments for report cards.
4. Teachers must be on campus during the Assessment Days.
5. Dates must be approved by the administration in advance of taking Assessment Days.
6. Teachers must secure a substitute teacher before requesting dates.



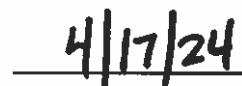
Michelle Stewart, HVESD
Superintendent/Principal



Date



Kelly Keenan, HVEA
Union President



Date

Side Letter
Between Happy Valley Elementary School District and Happy Valley
Education Association
ELOP Classes During the Work Day

This is a Side Letter between Happy Valley Elementary School District (HVESD) and Happy Valley Education Association (HVEA), collectively referred to hereinafter as "The Parties," concerning payment of Expanded Learning Opportunities Program (ELOP) funds.

ELOP classes during the Work Day: The purpose of ELOP activities is to provide extended learning opportunities to students outside of the regular classroom day. Teachers have the opportunity to teach classes/activities using ELOP funds. In the CBA, Article 12:2 states, "The length of the school day shall be fifteen (15) minutes before the start of the school to thirty (30) minutes after students have been dismissed. The length of the school day may be modified by mutual agreement of the site certificated faculty and administration." In order for students to begin after school classes in a timely manner, teachers may begin teaching a class after their students have been dismissed. Teachers should wait until their yard duty is over.

Rate of Pay: Teachers will receive \$70 per hour for the ELOP classes only. This rate is not precedent setting for extra work in the future.

Term: This agreement is in place for the 2024-25 school year, and is only for use for teachers participating in the ELOP program. However, this agreement may be extended by agreement of The Parties.



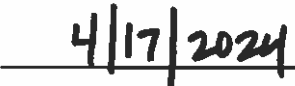
Michelle Stewart, HVESD
Superintendent/Principal



Date



Kelly Keenan, HVEA
Union President



Date

Collective Bargaining Agreement
Between The
Happy Valley Elementary School District
And The
Happy Valley Education Association
2024-2026

The following provisions are agreed upon by each of the undersigned parties. This Agreement will be in effect on a continuous basis, unless otherwise stipulated in the Agreement, or modified in further negotiations.

Michelle Stewart

Michelle Stewart, HVESD
Superintendent/Principal

4/17/2024

Date

Kelly Keenan

Kelly Keenan, HVEA
Union President

4/17/2024

Date

**QUARTERLY DISTRICT STATUS REPORT OF UNIFORM COMPLAINTS
TO THE COUNTY SUPERINTENDENT OF SCHOOLS
QUARTER ENDED March 31, 2024**

DISTRICT: Happy Valley Elementary **Date Reported to the Board** April 17, 2024

I. INSTRUCTIONAL MATERIALS

A) Insufficient textbooks or instructional materials in the classroom:

# of Complaints 0	# of Complaints Resolved 0	# of Complaints Unresolved* 0
----------------------	-------------------------------	----------------------------------

• Explanation: _____

B) Insufficient textbooks or instructional materials to take home:

# of Complaints 0	# of Complaints Resolved 0	# of Complaints Unresolved* 0
----------------------	-------------------------------	----------------------------------

• Explanation: _____

C) Textbooks or instructional materials in poor or unusable condition:

# of Complaints 0	# of Complaints Resolved 0	# of Complaints Unresolved* 0
----------------------	-------------------------------	----------------------------------

• Explanation: _____

II. TEACHER VACANCY OR MISASSIGNMENT

A) No assigned certified teacher at the beginning of the semester:

# of Complaints 0	# of Complaints Resolved 0	# of Complaints Unresolved* 0
----------------------	-------------------------------	----------------------------------

• Explanation: _____

B) Teacher lacking credentials or training to teach English Language Learners (ELL) with More than 20% Ell in class:

# of Complaints 0	# of Complaints Resolved 0	# of Complaints Unresolved* 0
----------------------	-------------------------------	----------------------------------

• Explanation: _____

D) Teacher instructing class lacking subject matter competency:

# of Complaints 0	# of Complaints Resolved 0	# of Complaints Unresolved* 0
----------------------	-------------------------------	----------------------------------

• Explanation: _____

III. FACILITIES

A) Conditions pose an emergency or urgent threat to the health or safety of students/staff:

# of Complaints 0	# of Complaints Resolved 0	# of Complaints Unresolved* 0
----------------------	-------------------------------	----------------------------------

• Explanation: _____

HVESD Strategic Plan 2023-2024

Our Mission

Happy Valley School's Mission is to educate the whole child in a small, safe, community supported school that provides a solid foundation to achieve academic, social, and emotional success.

Our Vision

Happy Valley will be a place where all students will be prepared for academic, social, and emotional success for the next stages of life and school.

Our Core Values

- Provide an exceptional education with high expectations
- Value honesty and integrity
- Engage our diverse community
- Cultivate aware and involved citizens
- Recruit, retain and support high quality staff
- Honor students as individuals with a focus on the whole child
- Foster a small school environment
- Provide a safe place both academically and emotionally
- Create a growth mindset

Happy Valley Goals

I. Student Achievement and Engagement

- Provide differentiation for all students
- Provide extra curricular activities such as garden, library, art and music
- Evaluate current teaching practices and investigate curriculum that supports all learners
- Provide social and emotional supports for all students

II. Fiscal Stewardship

- Maintain balanced budget
- Provide safe and well-maintained facilities

III. Public Relations

- Communicate transparently to the school community about important Board decisions
- Support community engagement and Provide events where the community is invited (i.e. Heroes of Happy Valley)
- Collaborate with the HVES Parent Club
- Participate in work days that enhance the campus

IV. Human Resources

- Retain, recruit (when necessary) and support high quality staff
- Create positive relations between the staff and school board

Please see action steps and metrics below.

Goal I. Student Achievement and Engagement

Action Step 1	Provide Differentiation for All Students
Metrics, Measurement	Benchmark/ report card data Intervention schedule
Baseline	Fall 2023 Intervention provided 2.5 days per week, in every classroom. Students Classes of greatest need are given first biggest priority Report to the Board will be given at the end of the 1st trimester, and will include a comparison of the last two years.
2023-24 Tasks	Report to Board: benchmark and report card data <i>Note: By analyzing data over the last two years, teachers determined that report card information gives the same information as benchmark data.</i> EOY Report to Board: Intervention Program and results

Action Step 2	Provide Extra Curricular Activities
Metrics, Measurement	Schedule of pull outs and after school activities Survey of students/parents/teachers
Baseline	2022-23 2 Sessions of after school activities; all students had the opportunity to participate. Summer 2023 All students invited to Sprouts Day Camps. The District covered the cost for all students in June, and students in need for July. 2023-24 After School care for Kindergarten-6th grade daily. District covers the cost of students in need. 2 Sessions of after school activities; all students have the opportunity to participate.
2023-24 Tasks	EOY Report to Board: Survey results, after school activities and participation

Action Step 3	Evaluate Current Teaching Practices and Investigate Curriculum that Supports All Learners
Metrics, Measurement	List of Professional Development Opportunities/trainings Textbook adoption and supplemental resources
Baseline	2022-23 All teachers participated in Reader's and Writer's Workshop Training. 5 teachers, 2 staff and administrators attended conferences: Cotsen, Differentiation, Special Education, Science.
2023-24 Tasks	Administrator to work with surrounding districts to investigate Professional Development. Administrator to work with County Office of Education for Textbook adoptions. 2023-24 Happy Valley will join other smalls for PD in Trauma Informed Care and Emergency Preparedness; All teachers participating in FOSS Science Training. <i>Moved to task</i>

Action Step 4	Provide Social and Emotional Supports for All Students
Metrics, Measurement	Counseling program Information about PeaceBuilder Program Parent, staff and student surveys
Baseline	2022 All families who have requested counseling received it, individual and/or group 2022-23: 20 students 2023-24: Fall=12 students 2023 Parent Survey: 94% believe their social and emotional needs are met. Plan for sharing of best practices at staff meetings.
2023-24 Tasks	Report to Board: PeaceBuilder and Counseling program Report to Board: Survey Results

Goal II. Fiscal Stewardship

Action Step 1	Maintain Balanced Budget
Metrics, Measurement	Board Reports Positive certification from the COE
Baseline	2022-23 Adopted Budget: Positive certification from the COE
2023-24 Tasks	Report to the Board: Positive Certification from COE

Action Step 2	Provide Safe and Well-Maintained Facilities
Metrics, Measurement	SARC Workmans' Comp
Baseline	Summer 2023 Maintenance Worker hired Ongoing list of needs Regular janitorial support in classrooms
2023-24 Tasks	Hire a part time maintenance worker to maintain facilities and look for safety and maintenance needs. Modernization Project Evaluate services and outcome of projects.

Action Step 2	Prepare for Natural Disasters
Metrics, Measurement	Insurance Claims Safety reports
Baseline	Monthly safety meetings Monthly drills
2023-24 Tasks	Include drills for all types of disasters in Friday Flag Update Safety Plan, including working within a common system supported by the Santa Cruz County Office of Education.

Goal III. Public Relations

Action Step 1	Support Community Engagement and Provide Events that the Community is invited to (i.e. Heroes of Happy Valley)
Metrics, Measurement	List of events
Baseline	2023 Heroes of Happy Valley Event 2023 there were 2 field days Calendar of events shared with board members (ie. Redwood Gala)
2023-24 Tasks	Board presence at all events Review tenants and by-laws of Heroes of Happy Valley.

Action Step 2	Collaborate with the HVES Parent Club
Metrics, Measurement	Agendas Events
Baseline	Regular involvement of board, staff and administration at Parent Club meetings and functions
2023-24 Tasks	Outreach to Parent Club (possible committees, including fundraising) Provide yearly calendar Regular report from Parent Club Representative Invite parent representative to attend Board Meetings

Action Step 3	Participate in Work Days that Enhance the Campus
Metrics, Measurement	Scheduled work days
Baseline	80% participation by board in field days
2023-24 Tasks	Attendance at scheduled work days

Action Step 4	Communicate Transparently to the School Community About Important Board Decisions
Metrics, Measurement	Newsletters Website Community response at Board Meetings
Baseline	Weekly Newsletters 2022-23 Website updated 2022-23 Town hall
2023-24 Tasks	Provide a monthly board meetings on the Friday newsletter Respond to parents as needed. Coffee with the Superintendent/Principal monthly; board members may join

Goal IV. Human Resources

Action Step 1	Retain, Recruit (when necessary) and Support High Quality Staff
Metrics, Measurement	Salary Schedule List of retention of teachers CBA
Baseline	2022-23 Salary Schedule updated 2023 No new teachers
2023-24 Tasks	Maintain current practices

Action Step 2	Create Positive Relations Between the Staff and School Board
Metrics, Measurement	Staff reports at Board meetings Surveys
Baseline	40% of Board attended beginning of the year breakfast
2023-24 Tasks	Possible Board Retreats Attend beginning of the year breakfast, other events available

Last Approval Date: 9/13/2023



State of California
 Commission on Teacher Credentialing
 Certification Division
 1900 Capitol Avenue
 Sacramento, CA 95811 4213

Email: credentials@ctc.ca.gov
 Website: www.ctc.ca.gov

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 2425

Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT OR DISTRICT/COUNTY AUTHORIZED CHARTER SCHOOL

Name of District or Charter: Happy Valley Elementary School District District CDS Code: 69757

Name of County: Santa Cruz County County CDS Code: 44

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board/body of the school district or charter school specified above adopted a declaration at a regularly scheduled public meeting held on 4 / 17 / 2024 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2025.

Submitted by (Superintendent, Board Secretary, or Designee):

Michelle Stewart Superintendent/Principal

Name

Signature

Title

831-429-6205

831-429-1456

4/17/2024

Fax Number

Telephone Number

Date

3125 Branciforte Drive, Santa Cruz, CA 95065

Mailing Address

mstewart@hvesd.com

EMail Address

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ___/___/___, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

Name	Signature	Title
Fax Number	Telephone Number	Date
Mailing Address		
EMail Address		

► *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
CLAD/English Learner Authorization (applicant already holds teaching credential)	1
Bilingual Authorization (applicant already holds teaching credential)	_____
List target language(s) for bilingual authorization:	_____
Resource Specialist	_____
Teacher Librarian Services	_____
Emergency Transitional Kindergarten (ETK)	_____

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas. Additionally, for the Single Subject Limited Assignment Permits estimated, please include the authorization(s) which will be requested:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	1
Single Subject	
Special Education	
TOTAL	

Authorizations for Single Subject Limited Assignment Permits

SUBJECT	ESTIMATED NUMBER NEEDED	SUBJECT	ESTIMATED NUMBER NEEDED
Agriculture		Mathematics	
Art		Music	
Business		Physical Education	
Dance		Science: Biological Sciences	
English		Science: Chemistry	
Foundational-Level Math		Science: Geoscience	
Foundational-Level Science		Science: Physics	
Health		Social Science	
Home Economics		Theater	
Industrial & Technology Education		World Languages (specify)	

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program? Yes No

If no, explain. small school, one school district, we do not have a need for district intern program.

Does your agency participate in a Commission-approved college or university internship program? Yes No

If yes, how many interns do you expect to have this year? _____

If yes, list each college or university with which you participate in an internship program.

If no, explain why you do not participate in an internship program.
small school, one school district, we do not have a need for program.



State of California
Commission on Teacher Credentialing
Certification Division
1900 Capitol Avenue
Sacramento, CA 95811-4213

Email: credentials@ctc.ca.gov
Website: www.ctc.ca.gov

ANNUAL STATEMENT OF NEED 30-DAY SUBSTITUTE and DESIGNATED SUBJECTS CAREER TECHNICAL EDUCATION 30-DAY SUBSTITUTE TEACHING PERMITS

INSTRUCTIONS TO THE EMPLOYER

This statement of need must be filed at the school district office each school year when employing holders of Emergency 30-Day Substitute Permits. The employing agency will complete a single statement of need form (below) and retain the form at the school district office.

The form must be completed annually, indicating that either no credentialed person is available or that those available are not deemed qualified for substitute teaching and details of the circumstances that necessitate the use of emergency permit holders rather than fully credentialed teachers.

This statement of need form does not require listing specific employees or their positions. The form must be signed by the superintendent of the employing school district. It does not need to be co-signed by the county superintendent of schools.

A copy of the form does not need to be submitted to the county or the Commission with each Emergency 30-Day Substitute Teaching Permit application; however, the county superintendent of schools, whose responsibilities include areas such as district payroll or district substitute placement, may request a copy of the district's statement of need form to accurately fulfill these duties.

County superintendent of schools offices employing holders of the Emergency 30-Day Substitute Teaching Permit are also required to annually file, at their office, this completed statement of need form. The county superintendent of schools will sign the form.

The Commission does not require that the school board approve the statement of need. The individual school district may establish its own policy regarding this matter.

References: California Education Code, Sections 44225 and 44300 and California Code of Regulations, Title 5, Sections 80023, 80025 and 80026

This form must be signed by either:

The district superintendent of schools and filed at the school district office if the holder of any Emergency 30-Day Substitute Teaching Permit will be employed as a substitute in a public school operated by a school district.

OR

The county superintendent of schools and filed at the county superintendent of schools' office if the holder of any Emergency 30-Day Substitute Teaching Permit will be employed as a substitute in a county-operated school.

Certification and Authorized Signature

The district superintendent of schools or the county superintendent of schools has reviewed the information contained in this statement of need and certifies one the following:

Either a credentialed person is not available or one or more credentialed persons are available, but are not deemed qualified by the district or county, as applicable, to serve as a day-to-day substitute teacher.

OR

The situation or circumstances that necessitate the use of an emergency permit holder are as follows:
(Attach additional sheets, if necessary.)

I hereby certify that all of the information contained in this statement of need is true and correct.

	Happy Valley School District	04/17/2024
<i>Signature of the District Superintendent</i>	<i>District</i>	<i>Date</i>
<i>Signature of the County Superintendent of Schools</i>	<i>County</i>	<i>Date</i>

It is not necessary to submit this form to the Commission on Teacher Credentialing.



HAPPY VALLEY ELEMENTARY SCHOOL DISTRICT ARTS PLAN and PROP 28

The Santa Cruz County Office of Education in collaboration with the Small Schools has created this Arts Plan as a guide to:

- Document what visual & performing arts (VAPA) are happening for the students in each school.
- Establish goals and plan for future opportunities in the visual & performing arts.
- Celebrate what visual and performing arts are in place.
- Identify the challenges to meeting the goals.

Arts Plan Goal 1: All students have access to arts education that supports and increases their engagement, connection, and social-emotional development and wellness.

1. Students have opportunities to engage in the visual and performing arts.
 - a. All students are released from the classroom once a week for art and once a week for music, taught by a certified teacher.
 - b. Regular integration into the classroom of arts and music, such as plays, projects, songs and dance.
2. Happy Valley builds and sustains community by allowing students to participate in a variety of arts and music activities. Some of these include:
 - a. A Visual and Performing Arts based talent show
 - b. Weekly Friday Flag that includes poems, songs, chants and skits
 - c. Poster Contests, culminating in a school mural
 - d. School Song written by students and performed with ukuleles
 - e. Physical education that includes movement, music, perceptual skills

Arts Plan Goal 2: Every student has access to ongoing, sequential, standards-based teaching and learning in the arts in order to support their academic achievement.

1. Standards-based scope and sequence created by the Visual and Performing Arts teachers
2. Share opportunities for teachers to attend the Summer Arts Education Institute and accompanying Arts Education Community of Practice
3. Guest artists who base their performances and teaching on the California Arts Standards
4. Field Trips based on the California Arts Standards

Arts Plan Goal 3: All learners have equitable opportunities to engage in arts education due to the creation of sustainable systems, including Proposition 28 funding.

1. Customize and follow the Arts Plan
2. Participate in no-cost arts education (sponsored by the COE) including but not limited to:
 - a. Link Up Music program (3-6th)

- b. Youth Art Exhibit (TK-6th)
- c. STEAM Expo (TK-6th)
- d. For teachers: Full scholarship for Summer Arts Education Institute
- 3. Build VAPA into the LCAP specifying the impact and use of Proposition 28 funding.
- 4. Integrate art into Science and Environmental Literacy
- 5. Identify potential VAPA partners in the community including parents, families, arts organizations, local businesses.
 - a. Career Day
 - b. Assemblies
 - c. Special Artists

Proposition 28 Arts Allocation: \$14,122 a year beginning in 2023-24

We set aside \$2000 for materials and field trips; the remainder, along with any money on materials not spent, will be used to pay for part of an Arts and Music Teacher. This teacher supports students in all grades.

Number of FTE: 40%, partially covered by donations and Prop 28 funds

Number of Pupils served: 120

School Site: Happy Valley Elementary

April 15, 2024

Caroline Frier

Michelle Stewart, Superintendent/Principal
Happy Valley Elementary School District
3125 Branciforte Drive
Santa Cruz, CA 95065

Dear Michelle,

Please accept this letter as notice of my resignation from my 4th/5th grade teaching position at Happy Valley School at the end of the 2023-2024 school year. I will be retiring as of May 25, 2024. Having taught at Happy Valley School since 2001, I feel very fortunate to have been a part of an exceptional school community that has always held itself to the highest standards in educating and serving our students. I feel very fortunate to have worked with such dedicated colleagues, administration and Board of Trustees throughout my time at Happy Valley School.

It has been very rewarding to be a part of the continued growth of Happy Valley School and to work with colleagues who put in their all to provide an excellent education and learning environment to Happy Valley Students.

Most of all, it has been a joy and a privilege to teach my 4th-6th grade students at Happy Valley School for 22 years.

Thank you for your support and excellent leadership. I wish the entire school community and you the best as Happy Valley School continues to fulfill its mission to provide an excellent education to the whole child.

Sincerely,



Caroline Frier

Checks Dated 03/01/2024 through 03/31/2024						
Check Number	Check Date	Pay to the Order of	FF-RRRR-Y-GGGG-FFFF-0000-SSS-MMM	Comment	Expensed Amount	Check Amount
1058625	03/04/2024	Bewleys Cleaning, Inc.		01-0000-0-0000-8100-5524-200-2801 JANITORIAL SERVICES	3,255.00	
				01-2600-0-0000-8100-5524-200-0000 JANITORIAL SERVICES	1,085.00	4,340.00
1058626	03/04/2024	BOWIE, CRAIG		01-0084-0-1110-1000-5800-200-0000 OUTDOOR GARDEN COORDINATOR	40.00	
				01-9009-0-1110-1000-5800-200-OPLL OUTDOOR GARDEN COORDINATOR	1,400.00	1,440.00
1058627	03/04/2024	COAST PAPER & SUPPLY, INC		01-1100-0-0000-8100-4350-200-3000 JANITORIAL SUPPLIES	64.11	
				01-2600-0-0000-8100-4350-200-0000 JANITORIAL SUPPLIES	21.37	85.48
1058628	03/04/2024	ESSENTIAL OPERATIONS INC		01-0000-0-0000-8100-5800-200-2801 SEPTIC SERVICE		130.00
1058629	03/04/2024	ESTRADA HERRERA, CARLOS		01-0000-0-0000-8100-5800-200-2801 YARD MAINT		100.00
1058630	03/04/2024	LOZANO SMITH		01-0000-0-0000-7191-5809-200-2801 LEGAL NEGOTIATIONS		197.50
1058631	03/04/2024	PACIFIC GAS & ELECTRIC		01-0000-0-0000-8100-5511-200-2801 ELECTRIC	1,359.74	
				01-2600-0-0000-8100-5511-200-0000 ELECTRIC	453.25	1,812.99
1058632	03/04/2024	SAN LORENZO LUMBER		01-0000-0-0000-8100-4350-200-2801 YARD MAINT EXIT SIGN		72.09
1058633	03/04/2024	SANTA CRUZ MUNICIPAL UTILITIES		01-0000-0-0000-8100-5514-200-2801 WATER	186.90	
				01-2600-0-0000-8100-5514-200-0000 WATER	62.30	249.20
1058634	03/04/2024	Seffinger, Steve H		01-0084-0-1110-1000-4300-200-0000 TPT MATH PARCEL		8.95
1058635	03/04/2024	STAPLES		01-1100-0-0000-2700-4350-200-3000 OFFICE MATERIALS AND SUPPLIES	13.42	
				01-1100-0-0000-7200-4350-200-3000 OFFICE MATERIALS AND SUPPLIES	40.27	
				01-9009-0-1110-1000-4300-200-MURT ART MATERIALS AND SUPPLIES	64.09	117.78
1058636	03/04/2024	Stewart, Michelle A		01-0000-0-0000-7200-5200-200-2801 CONF STAFF		32.50
1059288	03/11/2024	AT&T		01-0000-0-0000-2700-5900-200-2801 PHONE	116.76	
				01-0000-0-0000-7200-5900-200-2801 PHONE	38.92	155.68
1059289	03/11/2024	AT&T		01-0000-0-0000-2700-5900-200-2801 INTERNET		187.31

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Board Report

Checks Dated 03/01/2024 through 03/31/2024

Check Number	Check Date	Pay to the Order of	FF-RRRR-Y-GGGG-FFFF-0000-SSS-MMM	Comment	Expensed Amount	Check Amount
1059290	03/11/2024	BLOOM PEDIATRIC OT	01-6500-0-5760-3140-5800-200-1304	FEB SPED OT JAN SPED OT	1,150.00	
1059291	03/11/2024	CARLY PERLMAN	01-7435-0-0000-3140-5800-200-0000	LEARNING RECOVERY OT	775.00	2,175.00
1059292	03/11/2024	DASSEL'S PETROLEUM	01-6546-0-1110-3120-5800-200-0000	FEB COUNSELING	1,365.00	
1059293	03/11/2024	HANCOCK PARK & DELONG, INC	01-6546-0-5760-3120-5800-200-0000	FEB COUNSELING	845.00	2,210.00
1059294	03/11/2024	MRC SMART TECHNOLOGY SOLUTIONS	01-0000-0-0000-8100-5511-200-2801	PROPANE	814.97	
1059295	03/11/2024	PEACEPARTNERS, INC	01-2600-0-0000-8100-5511-200-0000	PROPANE	271.65	1,086.62
1059296	03/11/2024	PHIL ALLEGRI ELECTRIC INC	35-9719-0-0000-8500-5800-200-0000	MODERNIZATION CONSULT		87.50
1059297	03/11/2024	PROTECH CONSULTING ENGINEERING	01-1100-0-0000-7100-5600-200-3000	COPIER USAGE	10.72	
1059298	03/11/2024	ROBERTSON & ASSOC CPAS	01-1100-0-0000-7200-5600-200-3000	COPIER USAGE	42.89	
1059299	03/11/2024	Seffinger, Steve H	01-1100-0-1110-1000-5600-200-3000	COPIER USAGE	160.84	214.45
1059300	03/11/2024	SISC 3	01-0700-0-1110-1000-4300-200-2801	PRIASE NOTES		78.71
1059301	03/11/2024	SPROUTS SC	01-0000-0-0000-8100-5600-200-2801	INSTALL EXIT SIGN		150.00
1059302	03/11/2024	Stewart, Michelle A	35-9719-0-0000-8500-5800-200-0000	MODERNIZATION ENGINEERING SERVICES		5,040.00
1060050	03/18/2024	19six Architects	01-0000-0-0000-7191-5809-200-2801	AUDIT		2,466.00
			01-0084-0-1110-1000-4300-200-0000	TPT PARCEL MATH		20.49
			01-0000-0- - - -9514- - MARCH MEDICAL		11,794.00	
			01-0000-0- - -9524- - MARCH MEDICAL		3,175.00	14,969.00
			01-2600-0-1110-1000-5800-200-0000	ELOP AFTER SCHOOL ENRICHMENT		1,362.00
			01-0000-0-0000-7200-5200-200-2801	REIMBURSE CONF		20.00
			35-9719-0-0000-8500-5800-200-0000	MODERNIZATION ADMIN		5,000.00

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Check Number	Check Date	Pay to the Order of	FF-RRRR-Y-GGGG-FFFF-O000-SSS-MMM	Comment	Expensed Amount	Check Amount
1060051	03/18/2024	ABRITE	01-6500-0-5760-1190-5100-200-1304	SPED AIDE		6,324.45
1060052	03/18/2024	ESSENTIAL OPERATIONS INC	01-0000-0-0000-8100-5800-200-2801	SEPTIC REPAIRS		2,782.50
1060053	03/18/2024	GREENWASTE RECOVERY INC	01-0000-0-0000-8100-5523-200-2801	GARBAGE		571.08
1060054	03/18/2024	MICHELLE HODSDON	01-6546-0-1110-3120-5800-200-0000	PSYCH TESTING	5,381.25	
1060055	03/18/2024	OHLSEN FOODS	01-6547-0-5760-3120-5800-200-0000	PSYCH TESTING	1,662.50	7,043.75
1060056	03/18/2024	PROJECT SUPPORT SERVICES, INC	01-0000-0-0000-3700-5800-200-3007	FEB LUNCHES		4,858.25
1060057	03/18/2024	Royer, Kate	01-0000-0-0000-8100-5800-200-2801	DSA CLOSEOUT CONSULT		626.50
1060058	03/18/2024	SAN LORENZO LUMBER	01-9009-0-1110-1000-4300-200-RM01	REIMBURSE TPT		21.75
1060059	03/18/2024	SANTA CRUZ PIPEFITTERS	01-9009-0-1110-1000-4300-200-0PLL	GARDEN MATERIALS AND SUPPLIES		42.57
1060060	03/18/2024	STAPLES	01-0000-0-0000-8100-5600-200-2801	BOYS BATHROOM PLUMBER		320.76
			01-1100-0-0000-2700-4350-200-3000	OFFICE SUPPLIES	50.26	
			01-1100-0-0000-7200-4350-200-3000	OFFICE SUPPLIES TONER	42.08	
			01-1100-0-0000-7200-4350-200-3000	OFFICE SUPPLIES	16.75	
			01-1100-0-0000-7200-4350-200-3000	OFFICE SUPPLIES TONER	14.02	
			01-1100-0-0000-8100-4350-200-3000	JANITORIAL SUPPLIES	33.46	
			01-2600-0-0000-8100-4350-200-0000	JANITORIAL SUPPLIES	11.15	
			01-2600-0-1110-1000-4300-200-0000	ELOP AFTER SCHOOL ROBOTICS CLASS	43.07	
			01-9009-0-1110-1000-4300-200-RM02	MATERIALS AND SUPPLIES	114.14	324.93
1060061	03/18/2024	Stewart, Michelle A	01-0000-0-0000-7200-5200-200-2801	REIMBURSE CONF PD DAY		45.04
1060062	03/18/2024	US BANK EQUIPMENT FINANCE	01-1100-0-0000-7100-5600-200-3000	COPIER LEASE	33.13	
			01-1100-0-0000-7200-5600-200-3000	COPIER LEASE	132.54	
			01-1100-0-1110-1000-5600-200-3000	COPIER LEASE	497.03	662.70
1060877	03/25/2024	COAST PAPER & SUPPLY, INC	01-1100-0-0000-8100-4350-200-3000	JANITORIAL SUPPLIES	218.62	
			01-2600-0-0000-8100-4350-200-0000	JANITORIAL SUPPLIES	72.87	291.49

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Checks Dated 03/01/2024 through 03/31/2024

Check Number	Check Date	Pay to the Order of	FF-RRRR-Y-GGGG-FFFF-0000-SSS-MMMM	Comment	Expensed Amount	Check Amount
1060878	03/25/2024	CUMMING MANAGEMENT GROUP, INC	35-9719-0-0000-8500-5800-200-0000	MODERNIZATION PROJECT MANAGEMENT		11,777.50
1060879	03/25/2024	JNM AUTOMATION	01-0000-0-0000-8100-5600-200-2801	GATE MAINT		331.94
1060880	03/25/2024	LOZANO SMITH	01-0000-0-0000-7191-5809-200-2801	LEGAL NEGOTIATIONS		4,661.00
1060881	03/25/2024	PACIFIC GAS & ELECTRIC	01-0000-0-0000-8100-5511-200-2801	PUMPHOUSE STREET LIGHT	28.09	
1060882	03/25/2024	PHIL ALLEGRI ELECTRIC INC	01-0000-0-0000-8100-5600-200-2801	ELECTRIC SERVICE	10.37	38.46
1060883	03/25/2024	Ruwe, Carey L	01-9009-0-1110-1000-4300-200-RM04	REIMBURSE ROOM 4 TPT		426.73
1060884	03/25/2024	SCHOOLS EXCESS LIABILITY FUND	01-0000-0-0000-7200-5450-200-2801	EXCESS LIABILITY		14.99
1060885	03/25/2024	SOCIAL STUDIES SCHOOL SERVICE	01-0084-0-1110-1000-4300-200-0000	PARCEL MATH SHAPES		73.35
1060886	03/25/2024	STAPLES	01-0084-0-1110-1000-4300-200-0000	PARCEL MATH MATERIALS AND SUPPLIES	50.65	
			01-1100-0-0000-2700-4350-200-3000	OFFICE MATERIALS AND SUPPLIES	195.83	
			01-1100-0-0000-7200-4350-200-3000	OFFICE MATERIALS AND SUPPLIES	65.28	311.76
1060887	03/25/2024	WALLACE READER	01-0000-0-0000-8100-5800-200-2801	YARD MAINT		520.00
Total Number of Checks					51	88,957.90

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	GENERAL FUND	47	67,052.90
35	COUNTY SCHOOL FACILITIE:	4	21,905.00
Total Number of Checks		51	88,957.90
Less Unpaid Tax Liability			00
Net (Check Amount)			88,957.90

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