

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

BOARD OF EDUCATION

CSBA Professional Governance Standards

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

THE BOARD

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

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

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

THE INDIVIDUAL TRUSTEE

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

To be effective, an individual trustee:

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



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

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

RESPONSIBILITIES OF THE BOARD

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

Effective boards:

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

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

Regular Meeting

May 15, 2018

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

5:00 p.m. Closed Session/6:30 p.m. General Session

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

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

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

I. OPEN SESSION

A. Call to Order

II. ADJOURN TO CLOSED SESSION

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

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

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

C. Superintendent Evaluation

III. RECONVENE IN OPEN SESSION

A. Call to Order/Flag Salute

IV. ANNOUNCE CLOSED SESSION ACTIONS – Dr. Richardson

V. REPORTS

A. Student Reports

B. Superintendent’s Report

- 2018 Certificated Employee of the Year Recognition
- Recognition of Student Board Representatives

C. Board Member Reports

VI. PRESENTATIONS

A. Parents on a Mission

VII. ITEMS SCHEDULED FOR ACTION

A. GENERAL

1. Order of Election – Santa Barbara County – Resolutions #16-2017-2018 and #17-2017-2018

Resource Person: Dr. Mark Richardson, Superintendent

Pursuant to Section 10509 of the Elections Code, not less than 123 days prior to the day set for the general district election, the secretary shall deliver two copies of this Resolution and Order to the county superintendent of schools, and copies to the county election office. The notice shall bear the secretary’s signature, the district seal, and shall also contain both of the following:

- a. The elective offices of the district to be filled at the next general election.
- b. Whether the district or the candidate is to pay for the publication of a statement of qualifications pursuant to Section 13307.

District incumbents coming up for election on November 6, 2018, are Carol Karamitsos, Dominick Palera and Diana Perez.

Resolution Number 16-2017-2018 (ordering the governing board member election and notice to consolidate with other elections to be held on the same day) is presented on the next page for approval. In addition, Resolution Number 17-2017-2018 (adopting certain policies in regard to statements of candidates who run for office as members of the governing Board of the district) is presented on the following page for approval.

*** **IT IS RECOMMENDED THAT** the Board of Education approve Resolution Number 16-2017-2018 ordering the governing board member election in Santa Barbara County and the notice to consolidate the election and Resolution Number 17-2017-2018 adopting policies on the candidates' statements.

Moved _____ Second _____

A Roll Call Vote is Required:

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

**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
RESOLUTION NUMBER 16-2017-2018**

**RESOLUTION ORDERING GOVERNING BOARD MEMBER ELECTION
& NOTICE TO CONSOLIDATE
(Education Code Sections 5000, 5018, 5304, 5322)**

WHEREAS, the regular biennial election of governing board members is ordered by law pursuant to section 5000 of the Education Code to fill offices of members of the governing board of the Santa Maria Joint Union High School District of Santa Barbara County; and

WHEREAS, pursuant to Section 5340 of the Education Code, said election must be consolidated with any other school or community college district governing board elections in the same area on the same day; and

WHEREAS, pursuant to Section 10400 of the Elections Code, said election may be consolidated with other elections to be held on the same day;

NOW, THEREFORE, BE IT RESOLVED that Dr. Susan Salcido, Santa Barbara County Superintendent of Schools, call the election as Ordered and in accordance with the designations contained in the following Specifications of the Election Order made under the authority of Education Code Sections 5304 and 5322.

Specifications of the Election Order

The election shall be held on Tuesday, November 6, 2018.

The purpose of the election is to elect three members of the governing board of the Santa Maria Joint Union High School District to four-year terms.

IT IS FURTHER ORDERED that the clerk or secretary of the district shall deliver, not less than 123 days prior to the date set for the election, two copies of this Resolution and Order to the County Superintendent of Schools, and one copy to the officer conducting the election.

The foregoing Resolution and Order was adopted by a formal vote of the governing board of the Santa Maria Joint Union High School District of Santa Barbara County, being the board authorized by law to make the designations therein contained, on May 15, 2018.

ROLL CALL VOTE

AYES:

NOES:

ABSTAIN:

ABSENT:

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

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
RESOLUTION NUMBER 17-2017-2018

RESOLUTION ORDERING POLICIES IN REGARD TO CANDIDATES' STATEMENTS

WHEREAS, Section 13307 of the Elections Code of the State of California requires this board to adopt certain policies in regard to statements of candidates who run for office as members of the governing board of the district;

NOW, THEREFORE, BE IT RESOLVED that this governing board does hereby determine:

- That the cost of printing, handling and mailing candidates' statements shall be charged to the candidate(s).
- That the candidates' statement shall not exceed 200 words.
- That candidates not be permitted to submit additional materials to be sent to the voter with the sample ballot.
- That the County of Santa Barbara Registrar of Voters be directed to give a copy of these regulations to each candidate, or his or her representative at the time that nomination documents are received.

BE IT FURTHER RESOLVED that these policies shall remain in full force and effect until rescinded by this Board.

PASSED AND ADOPTED by the Board of Education of the Santa Maria Joint Union High School District this 15th day of May, 2018.

ROLL CALL VOTE

AYES:

NOES:

ABSENT:

ABSTAIN:

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

2. Order of Election – San Luis Obispo County – Resolutions # 18-2017-2018 and #19-2017-2018

Resource Person: Dr. Mark Richardson, Superintendent

Pursuant to Section 10509 of the Elections Code, not less than 123 days prior to the day set for the general district election, the secretary shall deliver two copies of this Resolution and Order to the county superintendent of schools, and copies to the county election office. The notice shall bear the secretary’s signature, the district seal, and shall also contain both of the following:

- a. The elective offices of the district to be filled at the next general election.
- b. Whether the district or the candidate is to pay for the publication of a statement of qualifications pursuant to Section 13307.

District incumbents coming up for election on November 6, 2018, are Carol Karamitsos, Dominick Palera and Diana Perez.

Resolution Number 18-2017-2018 (ordering the governing board member election and notice to consolidate with other elections to be held on the same day) is presented on the next page for approval. In addition, Resolution Number 19-2017-2018 (adopting certain policies in regard to statements of candidates who run for office as members of the governing Board of the district) is presented on the following page for approval.

*** **IT IS RECOMMENDED THAT** the Board of Education approve Resolution Number 18-2017-2018 ordering the governing board member election in San Luis Obispo County and the notice to consolidate the election and Resolution Number 19-2017-2018 adopting policies on the candidates’ statements.

Moved _____ Second _____

A Roll Call Vote is Required:

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

**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
RESOLUTION NUMBER 18-2017-2018**

**RESOLUTION ORDERING GOVERNING BOARD MEMBER ELECTION
& NOTICE TO CONSOLIDATE
(Education Code Sections 5000, 5018, 5304, 5322)**

WHEREAS, the regular biennial election of governing board members is ordered by law pursuant to section 5000 of the Education Code to fill offices of members of the governing board of the Santa Maria Joint Union High School District; and

WHEREAS, pursuant to Section 5340 of the Education Code, said election must be consolidated with any other school or community college district governing board elections in the same area on the same day; and

WHEREAS, pursuant to Section 10400 of the Elections Code, said election may be consolidated with other elections to be held on the same day;

NOW, THEREFORE, BE IT RESOLVED that James J. Brescia, San Luis Obispo County Superintendent of Schools, call the election as Ordered and in accordance with the designations contained in the following Specifications of the Election Order made under the authority of Education Code Sections 5304 and 5322.

Specifications of the Election Order

The election shall be held on Tuesday, November 6, 2018.

The purpose of the election is to elect three members of the governing board of the Santa Maria Joint Union High School District to four-year terms.

IT IS FURTHER ORDERED that the clerk or secretary of the district shall deliver, not less than 123 days prior to the date set for the election, two copies of this Resolution and Order to the County Superintendent of Schools, and one copy to the officer conducting the election.

The foregoing Resolution and Order was adopted by a formal vote of the governing board of the Santa Maria Joint Union High School District, being the board authorized by law to make the designations therein contained, on May 15, 2018.

ROLL CALL VOTE

AYES:

NOES:

ABSTAIN:

ABSENT:

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

**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
RESOLUTION NUMBER 19-2017-2018**

RESOLUTION ORDERING POLICIES IN REGARD TO CANDIDATES' STATEMENTS

WHEREAS, Section 13307 of the Elections Code of the State of California requires this board to adopt certain policies in regard to statements of candidates who run for office as members of the governing board of the district;

NOW, THEREFORE, BE IT RESOLVED that this governing board does hereby determine:

- That the cost of printing, handling and mailing candidates' statements shall be charged to the candidate(s).
- That the candidates' statement shall not exceed 200 words.
- That candidates not be permitted to submit additional materials to be sent to the voter with the sample ballot.
- That the County of San Luis Obispo Registrar of Voters be directed to give a copy of these regulations to each candidate, or his or her representative at the time that nomination documents are received.

BE IT FURTHER RESOLVED that these policies shall remain in full force and effect until rescinded by this Board.

PASSED AND ADOPTED by the Governing Board of the Santa Maria Joint Union High School District this 15th day of May, 2018.

ROLL CALL VOTE

AYES:

NOES:

ABSENT:

ABSTAIN:

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

**3. Declaration of Need for Fully Qualified Educators –
Resolution # 20-2018-2019**

Resource Person: Kevin Platt, Asst. Superintendent Human Resources

The California Commission on Teacher Credentialing requires the Governing Board to adopt a “Declaration of Need for Fully Qualified Educators” certifying there is an insufficient number of certificated persons who meet the District’s specified employment criteria. The Declaration, printed on the following page, shall remain in force for the 2018/19 school year.

*** **IT IS RECOMMENDED THAT** the Board of Education approve Resolution Number 20- 2018-2019 to certify the Declaration of Need for Fully Qualified Educators for the 2018/19 school year.

Moved _____ Second _____

A Roll Call Vote is Required:

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

**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS
RESOLUTION NUMBER 20-2018-19**

WHEREAS, The California Commission on Teacher Credentialing requires the Governing Board to adopt a "Declaration of Need for Fully Qualified Educators" certifying there is an insufficient number of certificated persons who meet the District's specified employment criteria. The Declaration shall remain in force for the 2018/19 school year.

WHEREAS, The District will continue to make all possible efforts to recruit and hire fully qualified applicants.

NOW, THEREFORE BE IT RESOLVED that the Governing Board of the Santa Maria Joint Union High School District does hereby adopt the "Declaration of Need for Fully Qualified Educators" for the 2018/19 school year.

This resolution was passed and adopted at a regular meeting of the Board of Education of the Santa Maria Joint Union High School District of Santa Barbara County, California, on May 15, 2018, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

4. Approval of MOU for Classified Bargaining Unit – Appendix C

Resource Person: Joni McDonald, Human Resources Manager

The District and the California School Employees Association (CSEA) have reached settlement agreement regarding union orientation, union member contact information and periodic updates of contact information for current employees.

The Memorandum of Understanding (MOU) tentatively agreed to on March 15, 2018 will take effect upon approval by both parties. (See Appendix C)

*** **IT IS RECOMMENDED THAT** the Board of Education approve the Agreement with the Classified Bargaining Unit as presented in Appendix C.

Moved _____ Second _____ Vote _____

5. Approval of Classified Bargaining Unit Tentative Agreement on Work Calendars for 2018/19 – Appendix D

Resource Person: Joni McDonald, Human Resources Manager

The District and the California School Employees Association (CSEA) have reached a tentative agreement on work calendars for 2018/19. The Tentative Agreement dated May 8, 2018 will take effect upon approval by both parties. (See Appendix D)

*** **IT IS RECOMMENDED THAT** the Board of Education approve the work calendars for 2018/19 with CSEA pursuant to the tentative agreement dated May 8, 2018 and pending ratification by CSEA as presented in Appendix D.

Moved _____ Second _____

**6. Classified School Employee Week –
Resolution # 21-2017-2018**

Resource Person: Joni McDonald, Human Resources Manager

Resolution Number 21-2017-2018 declares May 20 through May 26, 2018 to be Santa Maria Joint Union High School District’s Classified School Employees Week. Classified school employees play crucial roles in education. From the time students board a school bus to the time they head home at the end of the day, every aspect of their education experience is impacted by a classified school employee. Classified employees are integral to public education. Since 1986, California has taken the third week in May to honor the invaluable contributions of classified school employees.

*** **IT IS RECOMMENDED THAT** the Board of Education approve Resolution Number 21-2017-2018 as presented on the following page.

Moved _____ Second _____

A Roll Call Vote is Required:

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

**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
RESOLUTION NUMBER 21-2017-2018**

**RESOLUTION DECLARING MAY 20 THROUGH MAY 26, 2018
TO BE CLASSIFIED SCHOOL EMPLOYEE WEEK**

WHEREAS, classified professionals provide valuable services to the schools and students of the Santa Maria Joint Union High School District; and

WHEREAS, classified professionals contribute to the establishment and promotion of a positive instructional environment; and

WHEREAS, classified professionals serve a vital role in providing for the welfare and safety of Santa Maria Joint Union High School District students; and

WHEREAS, classified professionals employed by the Santa Maria Joint Union High School District strive for excellence in all areas relative to the educational community; and

WHEREAS, Santa Maria Joint Union High School District classified school employees are respected and appreciated by the Board of Education, administrators, teachers, students, parents, and the residents of the community.

NOW, THEREFORE, BE IT RESOLVED that the Santa Maria Joint Union High School District Board of Education hereby recognize and honor the contributions of classified professionals to quality education in the State of California and the Santa Maria Joint Union High School District and declares the week of May 20 through May 26, 2018, as Classified School Employee Week in the Santa Maria Joint Union High School District.

PASSED AND ADOPTED by the Board of Education of the Santa Maria Joint Union High School District, County of Santa Barbara, State of California, this fifteenth day of May, 2018.

AYES:

NOES:

ABSENT:

ABSTAIN:

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

**7. Reduction in Force for Classified Staff
Resolution # 22-2017-2018**

Resource Person: Joni McDonald, Human Resources Manager

The district must reduce certain classified positions due to lack of work or lack of funds. Resolution Number 22-2017-2018 authorizes the administration to proceed with the recommended reduction in force.

Due to lack of funds the District must layoff one position and reduce the work year of two positions funded via the Migrant Program.

Due to lack of work the District must reduce the work hours of certain Transportation positions for the beginning of next school year. New routes will be established and will be selected in the new school year, per the CSEA labor agreement.

*** **IT IS RECOMMENDED THAT** the Board of Education approve Resolution Number 22-2017-2018 which authorizes the administration to proceed with the recommended reduction in classified staff.

Moved _____ Second _____

A Roll Call Vote is Required:

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

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
RESOLUTION NUMBER 22-2017-2018

RESOLUTION IN SUPPORT OF REDUCTION OF CLASSIFIED SERVICES

WHEREAS, the Superintendent recommends and the Board finds it is in the best interest of the District that certain services now being provided by the District be reduced due to lack of work or lack of funds to the following extent:

| <u>Number of Positions</u> | <u>Classification</u> | <u>Disposition</u> |
|----------------------------|------------------------|---|
| 27 | Bus Drivers | Reduce total of 41.50 hours |
| 1 | Migrant School Advisor | Eliminate 1 assignment |
| 2 | Migrant School Advisor | Reduce work year 12 months to 11 months |

NOW, THEREFORE, BE IT RESOLVED THAT the Superintendent is authorized and directed to issue a Notice of Layoff to the affected classified employee(s) of the District pursuant to California Education Code §45117 no later than 60 days prior to the effective date of the layoff for lack of work or lack of funds resulting from the reduction of services as set forth above.

PASSED AND ADOPTED by the Board of Education of the Santa Maria Joint Union High School District, County of Santa Barbara, State of California, this fifteenth day of May, 2018.

AYES:

NOES:

ABSENT:

ABSTAIN:

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

B. INSTRUCTION

1. Quarterly Report on Williams Uniform Complaints

Resource Person: John Davis, Asst. Supt. of Curriculum

Pursuant to Education Code Section 35186, the governing board of a school district must conduct a public hearing to report the quarterly report that was submitted in April 2018 on the Williams Uniform Complaints for the months of Jan- March 2018. Each school site has reported that there have been no complaints in the general subject areas of Textbooks and Instructional Materials, Teacher Vacancy or Misassignments, Facilities Conditions or Valenzuela/CAHSEE Intensive Instruction and Services.

A public hearing is required:

- 1. Open public hearing.
- 2. Take public comments.
- 3. Close public hearing.

*** **IT IS RECOMMENDED THAT** the Board of Education approve the Quarterly Report on Williams Uniforms Complaints as submitted.

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

2. Approval of Designated Representation to California Interscholastic Federation League (CIF)

Resource Person: John Davis, Asst. Supt. of Curriculum

Education Code 33353(a) gives the authority for high school athletics to high school governing boards. The code also requires that the boards, after joining CIF, designate their representatives to CIF leagues.

Athletic Directors for SMJUHSD:
Kevin Barbarick, Righetti High School
Greg Lanthier, Pioneer Valley High School
Brian Wallace, Santa Maria High School

*** **IT IS RECOMMENDED THAT** the Board of Education approve the district's designated representatives to the CIF league as presented.

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

C. BUSINESS

1. AWARD OF BID FOR 2017/18-001 – DISTRICT BULK FUEL BID

Resource Person: Yolanda Ortiz, Asst. Superintendent of Business Services

Pursuant to the Public Contract Code section 20111, contracts more than \$90,200, must be contracted by formal procedures. (Pub. Contract Code, § 20111, subd. (a)). If a contract is awarded, it shall be awarded to the lowest responsive, responsible bidder.

The District issued its Notice Inviting Bids for Bulk Fuel in a newspaper of general circulation on or around April 20 and April 27, 2018.

On May 4, 2018, two bids were received for Bulk Fuel in response to the Notice Inviting Bids):

| BIDDER | GASOLINE | DIESEL | TOTAL COMBINED UNIT PRICE |
|--------------------------|---------------------|---------------------|---------------------------|
| Pinnacle Petroleum, Inc. | 2.64¢ over OPIS* | 14.82¢ over OPIS | 17.46¢ over OPIS |
| JB Dewar | 16.0¢ over OPIS* | 16.0¢ over OPIS | 32.0¢ over OPIS |

*OPIS – Oil Price Information Service

The Non-Collusion Affidavit included with the bid from Pinnacle Petroleum, Inc. was not notarized. As Public Contract Code section 7106 no longer requires the signature to be notarized, the error is not material and therefore waivable, thus Pinnacle Petroleum is the lowest responsive bidder.

***** IT IS RECOMMENDED THAT** the Board of Education award the contract for 2017/18-001 – District Bulk Fuel Bid to Pinnacle Petroleum, Inc., the lowest responsible bidder, for 17.46¢ over OPIS.

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

2. AWARD OF BID #2017/18-002 FOR FOUR (4) – FREE STANDING SATELLITE FOOD SERVICE STATIONS

Resource Person: Yolanda Ortiz, Asst. Superintendent of Business Services

The administration opened bids on May 4, 2018 for Bid #2017/18-002 for Four (4) – Free Standing Satellite Food Service Stations. The bid recap and administrative recommendation follows:

| BIDDER | BASE BID |
|---|--------------|
| Icon Enclosures Inc., dba/ServeSmart | \$158,225.00 |

After review of the one (1) and only bid received by administration, Icon Enclosures, Inc., dba/ServeSmart was determined to be the apparent low bidder.

*** **IT IS RECOMMENDED THAT** the Board of Education award the contract for Bid #2017/18-002 for Four (4) – Free Standing Satellite Food Service Stations to the lowest bidder Icon Enclosures, Inc., for the bid amount of \$158,225.00, to be paid from the Cafeteria Fund.

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

3. AWARD OF BID FOR PVHS PAVING A B D E - PROJECT #18-278

Resource Person: Yolanda Ortiz, Asst. Superintendent of Business Services

The District has previously elected to be subject to the California Uniform Public Construction Cost Accounting Act (the “Act”) pursuant to Public Contract Code (PCC) section 22030 et seq. In relevant part, pursuant to the Act, public projects more than \$175,000, must be contracted by formal procedures. (PCC § 22032 (c)). If no bids are received through the formal procedure, the project may be performed by negotiated contract without further complying with this article. (PCC § 22038 (c)).

The District issued Notice[s] Inviting Formal Bids for the PVHS Paving A B D E Project in a newspaper of general circulation and on or around April 13, 2018 and was emailed and mailed to all construction trade journals specified in Section 22036 on or around April 17, 2018.

On May 4, 2018, no bids were received for the PVHS Paving A B D E Project in response to the Notice Inviting Formal Bids. Subsequently, District staff negotiated a contract with S Chavez Construction, Inc. for \$297,000.00, a reasonable amount in the opinion of District staff and engineers.

*** **IT IS RECOMMENDED THAT** the Board of Education award the contract for PVHS Paving A B D E – Project #18-278 to S Chavez Construction for \$297,000, to be paid from the Deferred Maintenance Fund.

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

4. AWARD OF BID FOR PVHS PROP 39 LIGHTING UPGRADES - PROJECT #18-279

Resource Person: Yolanda Ortiz, Asst. Superintendent of Business Services

The District has previously elected to be subject to the California Uniform Public Construction Cost Accounting Act (the “Act”) pursuant to Public Contract Code (PCC) section 22030 et seq. In relevant part, pursuant to the Act, public projects more than \$175,000, must be contracted by formal procedures. (PCC § 22032 (c)). If a contract is awarded, it shall be awarded to the lowest responsible bidder. (PCC § 22038, (b)).

The District issued Notice[s] Inviting Formal Bids for the PVHS Prop 39 Lighting Upgrades Project in a newspaper of general circulation on or around April 13, 2018 and was emailed and mailed to all construction trade journals specified in Section 22036 on or around April 17, 2018.

On May 3, 2018, two bids were received for the PVHS Prop 39 Lighting Upgrades Project in response to the Notice Inviting Formal Bids as follows:

| BIDDER | BASE BID | Additive Alternative #1 | TOTAL BID |
|-------------------------|-----------------|--------------------------------|------------------|
| Clear Blue Energy Corp. | \$258,428.81 | \$42,489.56 | \$301,278.37 |
| Smith Electric Service | \$268,139.00 | \$68,006.00 | \$336,145.00 |

After reviewing the bids received by administration, Clear Blue Energy Corp. failed to acknowledge the second Addendum as required by the bid documents. Therefore, the Clear Blue Energy Corporation’s bid is non-responsive. Smith Electric Service is the apparent lowest responsible bidder.

*** **IT IS RECOMMENDED THAT** the Board of Education find the Clear Blue Energy Corp. bid non-responsive due to their failure to acknowledge the second addendum per the specified requirements;

*** **IT IS RECOMMENDED THAT** the Board of Education award the contract for PVHS Prop 39 Lighting Upgrades – Project #18-279 to Smith Electric Service in the amount of \$336,145.00, to be paid from Proposition 39 funds.

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

VIII. CONSENT ITEMS

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

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

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

A. Approval of Minutes

Regular Board Meeting – April 10, 2018

B. Approval of Warrants for the Month of April 2018

| | |
|--------------|-------------------------------|
| Payroll | \$ 7,037,382.04 |
| Warrants | <u>3,040,680.45</u> |
| Total | <u>\$10,078,062.49</u> |

C. Attendance Report

Mrs. Yolanda Ortiz, Assistant Superintendent of Business Services, will be available to answer questions regarding the 2017-2018 eighth monthly attendance report presented on the last page of this agenda.

D. Facility Report – **Appendix B**

- E. Authorization to Utilize Region 4 ESC/National IPA – B&H Foto Electronics Corp. for District-wide Purchases of Audio Visual Equipment, Accessories and Services for the length of the Contract through September 30, 2019

Section 10299 of the Public Contract Code provides an alternative for obtaining supplies, furniture, and equipment, whereby notwithstanding Section 20111 and 20112 of the Public Contract Code, “school districts may, without competitive bidding, utilize contracts, master agreements, multiple award schedules...established by the department [DGS] for the acquisition of information technology, goods, and services.” Section 10299 further authorizes state and local agencies to “contract with suppliers awarded the contracts without further competitive bidding.” The district administration recommends that district-wide purchases of audio visual equipment, accessories and services be made utilizing the provisions of the Public Contract Code that allow purchasing from National IPA Contract – B&H Foto Electronics Corp. – Contract #R160901 through September 30, 2019.

- F. Authorization to Piggyback on Hemet Unified School District for School Buses District-Wide for the Length of the Contract through June 30, 2018

Section 20118 of the Public Contract Code provides an alternative for obtaining supplies, furniture, and equipment, commonly referred to as “piggybacking”. Notwithstanding Section 20111 and 20112 of the Public Contract Code, the governing board of any school district without advertising for bids and with board determination that it is in the best interest of the district, may authorize the purchase of such supplies, furniture and equipment. The district administration recommends that district-wide purchases of school buses be made utilizing the provisions of the Public Contract Code that allow purchasing pursuant to a piggyback clause, utilizing the Hemet Unified School District bid to BUSWEST – Piggyback Bid #2014/15-22814, extended through June 30, 2018.

- G. Authorization to Utilize Region 4 ESC/National IPA – The HON Company, LLC for District-wide Purchases of Furniture and Installation for the length of the Contract through April 30, 2019

Section 10299 of the Public Contract Code provides an alternative for obtaining supplies, furniture, and equipment, whereby notwithstanding Section 20111 and 20112 of the Public Contract Code, “school districts may, without competitive bidding, utilize contracts, master agreements, multiple award schedules...established by the department [DGS] for the acquisition of information technology, goods, and services.” Section 10299 further authorizes state and local agencies to “contract with suppliers awarded the contracts without further competitive bidding.” The district administration recommends that district-wide purchases of furniture and installation be made utilizing the provisions of the Public Contract Code that allow purchasing from National IPA Contract – The HON Company, LLC – Contract #R142208 through April 30, 2019.

H. Memo of Understanding with SBCEO for Peter B. Fitzgerald Community School Program

The purpose of the agreement is to outline the services and supports planned for students referred by the district who are “at-risk” and may benefit from an alternative school setting. The Peter B. Fitzgerald Community School program will focus on academic skills and supports, credit recovery, social development, and readiness to transition either back to SMJUHSD or on to post-secondary education or the workforce. The term of the agreement is from July 1, 2017 to June 30, 2018.

I. Memo of Understanding with SBCEO for Cal Safe Program

The purpose of this agreement is to provide service and support to a maximum of eight (8) children of teen-parents referred by the District who will benefit from the Cal-SAFE school setting. The Cal-SAFE program will focus on child care services during the school day, following a planned calendar, and parents support services. The term of the agreement is from August 1, 2017 to June 30, 2018.

J. The following contracts are being submitted for approval:

- On Target Student Learning, LLC
Service: Provide designated members of Santa Maria High School with professional development aimed at strengthening their ability to engage in professional practices designed to increase learning for all students.
Funding source: SMHS Title 1
Amount: \$6,000
- Keynote Speaker with Q & A: Michele De Bellis
Service: Presenter for Adaptive Schools Training for teachers
Funding source: LCAP
Amount: \$14,600
- Future Leaders of America
Service: Have 30 SMJUHSD students participate in FLA’s youth Leadership Conference in Whittier, CA starting July 15th – July 20th. This program empowers youth into leadership through the FLA peer to peer model.
Funding source: LCAP
Amount: \$15,000

K. Out of State Travel

| PERSON/REASON | PLACE/DATE | FUNDING |
|---|--|---------------------------------------|
| Ivan Diaz RTI at Work Institute | Bellevue, WA August 6-8, 2018 | LCAP |
| Vanessa Carrillo Professional Development Institute for AP Spanish Literature | Madrid, Spain June 23-July 8, 2018 | Educator Effectiveness/ Title I PD |
| Angel Hoyos Asociacion Nacional de Grupos Folkloricos (ANGF) National Conference | Phoenix, AZ July 6-15, 2018 | Educator Effectiveness/ Title I PD |
| Jerry Sitton Transportation Director Summit | Reno, NV July 13-18, 2018 | General Funds |
| Ricardo Gabaldon ANGF Conference | Phoenix, AZ July 6–15, 2018 | RHS ASB Marimba |
| Ricardo Gabaldon Mariachi Conference | Mexico June 24-30, 2018 | RHS VPA and Admin |

L. Purchase Orders

| PO # | Vendor | Amount | Description/Funding |
|-------------|-------------------------------|---------------|--|
| PO18-01414 | Innovatory Inc. | \$ 62,383.80 | EV2 electric cars / Cafeteria Fund |
| PO18-01425 | Dell Marketing LP | \$ 69,902.99 | Computers for publications class / General Fund CTEIG Grant |
| BPO19-00001 | Jordano's | \$ 390,000.00 | Misc. food supplies FY18-19 school year / Cafeteria Fund |
| BPO19-00002 | The Berry Man, Inc. | \$ 73,000.00 | Food service produce items FY 18-19 school year / Cafeteria Fund |
| PO18-01454 | Caldwell Flores Winters, Inc. | \$ 665,106.00 | District reconfiguration & facility program management fees / Fund 25 Developer Fees |

M. Acceptance of Gifts

| Pioneer Valley High School | | |
|---|-----------------------|---------------------------|
| <u>Donor</u> | <u>Recipient</u> | <u>Amount</u> |
| SESLOC Federal Credit Union | AP Grant/Harmon | \$420.00 |
| California Women for Agriculture | PVHS Garden/McKee | \$1,000.00 |
| PVHS Boosters | Various Clubs | \$5,999.00 |
| Wepay | Various Clubs | \$5,928.19 |
| Fund for Santa Barbara | I Have A Voice | \$2,000.00 |
| Israel & Aleea Armijo | GLO | \$170.00 |
| Total Pioneer Valley High School | | <u>\$15,517.19</u> |
| District | | |
| <u>Donor</u> | <u>Recipient</u> | <u>Amount</u> |
| Rotary Club of Santa Maria | Migrant Ed Programs | \$1,000.00 |
| Total District Office | | <u>\$1,000.00</u> |
| Santa Maria High School | | |
| <u>Donor</u> | <u>Recipient</u> | <u>Amount</u> |
| The Fund for Santa Barbara Inc. | Spanish Honor Society | \$2,990.00 |
| Microwave Applications Group | Las Comadres | \$800.00 |
| Downtown Friday's LLC | Athletics | \$500.00 |
| Community West Bank, N.A. | Girls Volleyball | \$525.00 |
| C.I.F. Southern Section | Boys & Girls Gold | \$700.00 |
| Total Santa Maria High School | | <u>\$5,515.00</u> |

IX. REPORTS FROM EMPLOYEE ORGANIZATIONS

X. OPEN SESSION PUBLIC COMMENTS

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

XI. ITEMS NOT ON THE AGENDA

Note: The law generally prohibits the Board from discussing items not on the agenda. Under limited circumstances, the Board may discuss and act on items not on the agenda if they involve an emergency affecting safety of persons or property, or a work stoppage, or if the need to act came to the attention of the District too late to include on the posted agenda.

XII. NEXT MEETING DATE

Unless otherwise announced, the next regular meeting of the Board of Education will be held June 12, 2018. Closed session begins at 5:30 p.m. Open session begins at 6:30 p.m. The meeting will be held at the District Support Services Center.

XIII. FUTURE REGULAR BOARD MEETINGS FOR 2018

| | | |
|---------------|--------------------|-------------------|
| June 19, 2018 | August 7, 2018 | October 9, 2018 |
| July 10, 2018 | September 11, 2018 | November 13, 2018 |
| | | December 11, 2018 |

XIV. ADJOURN

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
MONTHLY REPORT OF ATTENDANCE
EIGHTH MONTH OF 2017-18

February 26, 2018 through March 23, 2018

| | Eighth Month 2016-17 | | | Eighth Month 2017-18 | | | Accumulated ADA | | | |
|---|----------------------|----------------|------------------------|----------------------|----------------|------------------------|-----------------|----------------|----------------|----------------|
| | Ending Enrollment | ADA | ADA % of Poss. Enroll. | Ending Enrollment | ADA | ADA % of Poss. Enroll. | Prior Year | | Current Year | |
| | | | | | | | ADA % to CBEDS | ADA | ADA % to CBEDS | ADA |
| ERNEST RIGHETTI HIGH | | | | | | | | | | |
| Regular | 1955 | 1878.60 | 95.2% | 1964 | 1879.85 | 95.0% | | 1930.57 | | 1955.24 |
| Special Education | 80 | 72.55 | 92.9% | 82 | 77.80 | 94.9% | | 73.60 | | 80.47 |
| Independent Study | 30 | 17.65 | 60.0% | 40 | 28.95 | 74.7% | | 12.91 | | 19.10 |
| Independent Study 12+ | 0 | 0.00 | 0.0% | 0 | 0.00 | --- | | 0.00 | | 0.23 |
| Independent Study Spec Ed | 1 | 0.25 | 100.0% | --- | --- | --- | | 0.15 | | 1.64 |
| CTE Program | 6 | 4.55 | 67.4% | 7 | 5.90 | 84.3% | | 4.79 | | 5.33 |
| Home and Hospital-Reg Ed | 4 | 1.80 | 58.1% | 4 | 2.90 | 79.5% | | 2.11 | | 1.59 |
| Home and Hospital-Spec Ed | 3 | 1.00 | 44.4% | 0 | 0.00 | --- | | 1.93 | | 0.41 |
| TOTAL RIGHETTI | 2079 | 1976.4 | 95.1% | 2097 | 1995.40 | 95.0% | | 2026.06 | | 2064.02 |
| SANTA MARIA HIGH | | | | | | | | | | |
| Regular | 2306 | 2233.70 | 96.3% | 2341 | 2266.00 | 96.1% | | 2273.20 | | 2313.63 |
| Special Education | 93 | 84.80 | 91.8% | 84 | 78.50 | 91.9% | | 88.71 | | 79.15 |
| Independent Study | 30 | 20.20 | 74.7% | 19 | 15.60 | 84.1% | | 18.73 | | 11.90 |
| Independent Study 12+ | 0 | 0.00 | 0.0% | 0 | 0.00 | --- | | 0.00 | | 0.00 |
| Independent Study Spec Ed | 0 | 0.00 | 0.0% | 1 | 0.50 | 50.0% | | 0.00 | | 0.89 |
| CTE Program | 6 | 4.85 | 76.4% | 9 | 5.35 | 63.7% | | 6.12 | | 6.28 |
| Home and Hospital-Reg Ed | 10 | 7.75 | 79.9% | 9 | 8.35 | 83.5% | | 6.10 | | 7.13 |
| Home and Hospital-Spec Ed | 1 | 0.00 | 50.0% | 1 | 0.00 | 0.0% | | 1.39 | | 0.00 |
| TOTAL SANTA MARIA | 2446 | 2351.3 | 96.1% | 2464 | 2374.30 | 96.0% | | 2394.25 | | 2418.97 |
| PIONEER VALLEY HIGH | | | | | | | | | | |
| Regular | 2508 | 2445.55 | 96.9% | 2460 | 2390.20 | 96.3% | | 2478.07 | | 2450.82 |
| Special Education | 97 | 92.75 | 94.5% | 102 | 94.70 | 92.3% | | 95.97 | | 99.43 |
| Independent Study | 20 | 12.50 | 60.0% | 22 | 13.30 | 57.3% | | 6.97 | | 10.04 |
| Independent Study Spec Ed | 4 | 2.10 | 53.8% | 0 | 0.00 | 0.0% | | 1.90 | | 1.10 |
| Home and Hospital-Reg Ed | 12 | 9.10 | 85.0% | 10 | 6.20 | 73.8% | | 7.61 | | 7.30 |
| Home and Hospital-Spec Ed | 0 | 0.00 | 0.0% | 2 | 1.70 | 85.0% | | 0.00 | | 0.00 |
| TOTAL PIONEER VALLEY | 2641 | 2562 | 96.8% | 2596 | 2506.10 | 96.1% | | 2590.52 | | 2568.70 |
| DAY TREATMENT @ LINCOLN STREET | 5 | 3.90 | 78.8% | 9 | 6.70 | 74.4% | | 4.40 | | 5.22 |
| DISTRICT SPECIAL ED TRANSITION | 25 | 23.05 | 92.2% | 23 | 23.00 | 100.0% | | 25.83 | | 23.17 |
| DISTRICT SPECIAL ED TRANS/VOC MM | 11 | 11.00 | 100.0% | 21 | 21.00 | 100.0% | | 13.40 | | 22.02 |
| ALTERNATIVE EDUCATION | | | | | | | | | | |
| Delta Continuation | 303 | 232.12 | 75.1% | 319 | 229.92 | 73.2% | | 248.25 | | 243.99 |
| Delta 12+ | 1 | 0.92 | 92.2% | 0 | 0.00 | 0.0% | | 0.19 | | 0.31 |
| Delta Independent Study | 24 | 21.96 | 95.5% | 34 | 25.30 | 85.3% | | 8.99 | | 17.40 |
| Delta Independent Study 12+ | 2 | 1.96 | 83.2% | 1 | 0.00 | 0.0% | | 8.77 | | 2.13 |
| Delta Independent Study Spec Ed | 0 | 0.00 | 0.0% | 1 | 0.98 | 97.8% | | 0.00 | | 0.50 |
| Home and Hospital | 3 | 0.96 | 40.1 | 3 | 2.73 | 76.0% | | 0.75 | | 2.04 |
| Reach Program--ERHS | --- | --- | --- | 6 | 1.55 | 30.1% | | --- | | --- |
| Reach Program--DHS | 0 | 0.00 | 0.0% | 0 | 0.00 | --- | | 0.00 | | 0.00 |
| Reach Program--SMHS | 13 | 6.65 | 55.4% | 8 | 4.65 | 63.3% | | 4.72 | | 3.40 |
| Reach Program--PVHS | 18 | 11.40 | 70.4% | 10 | 6.70 | 65.4% | | 9.00 | | 5.31 |
| Home School @ Library Program | 38 | 35.90 | 92.6% | 45 | 31.80 | 75.7% | | 28.99 | | 29.04 |
| Delta I.S. Program P | 21 | 17.93 | 82.6% | 29 | 21.13 | 84.7% | | 17.56 | | 20.19 |
| TOTAL ALTERNATIVE EDUCATION | 423 | 329.80 | 78.0% | 456 | 324.76 | 71.2% | | 327.22 | | 324.33 |
| TOTAL HIGH SCHOOL DISTRICT | 7630 | 7257.45 | 95.1% | 7666 | 7251.26 | 94.6% | 93.4% | 7381.68 | 94.0% | 7426.43 |

| CLASSIFIED PERSONNEL ACTIONS | | | | | | |
|--------------------------------|------------------------------------|------|-----------|------------|--------------|--|
| Action | Assignment | Site | Effective | Pay Rate | Hours | |
| Employ | Food Service Worker I | PVHS | 4/17/18 | 9/A | 3 | |
| Increase Hours | Food Service Worker I | SMHS | 5/9/18 | 9/B | 3.5 to 3.75 | |
| Out of Class | Mechanic | DO | 3/9/18 | 32/A | 8 | |
| Employ | Campus Security Assistant II | RHS | 5/7/18 | 17/A | 4 | |
| Employ | Administrative Assistant I - SSC | DO | 4/24/18 | 22/A | 8 | |
| Change in Assignment | Maintenance Worker I | SMHS | 4/30/18 | 21/E | 8 | |
| Resign | Food Service Worker I | SMHS | 5/22/18 | 9/D | 3.75 | |
| Employ | Food Service Worker I | SMHS | 4/12/18 | 9/A | 3 | |
| Resign | Custodian | SMHS | 4/19/18 | 15/A | 8 | |
| Out of Class | Administrative Assistant I - DHS | DHS | 5/7/18 | 22/E | 8 | |
| Increase Hours | Bus Driver | DO | 4/10/18 | 18/E | 6.75 to 7.75 | |
| Out of Class | Grounds Maintenance I | RHS | 4/16/18 | 16/B | 8 | |
| Employ | Instructional Assistant-Spec Ed II | PVHS | 4/9/18 | 15/A | 6 | |
| CERTIFICATED PERSONNEL ACTIONS | | | | | | |
| Action | Assignment | Site | Effective | Salary | FTE | |
| Resign | Science | RHS | 6/7/18 | 4/V | 1.0 | |
| Resign | AVID/Stipend | RHS | 6/7/18 | 1, I 5.5% | ~~ | |
| Employ/Perm | Multilingual/Migrant Ed. Director | LC | 7/1/18 | 14/3 | 1.0 | |
| Employ/Perm | Assistant Principal | PVHS | 7/1/18 | 16/2 | 1.0 | |
| Stipend Ended | Department Chair/FCS | PVHS | 6/7/18 | 1, I 9% | ~~ | |
| Column Advance | Social Science | SMHS | 2018-19 | 5/IV | 1.0 | |
| Stipend | Co-Department Chair/Science | PVHS | 2018-19 | 1, I 4.75% | ~~ | |
| Stipend Ended | Department Chair/Agriculture | PVHS | 6/7/18 | 1, I 9% | ~~ | |
| Stipend | Co-Department Chair/Agriculture | PVHS | 2018-19 | 1, I 4.5% | ~~ | |
| Resign | Department Chair/ Math | SMHS | 6/7/18 | 1, I 5% | ~~ | |
| Resign | Department Chair/English | SMHS | 6/7/18 | 1, I, 10% | ~~ | |
| Stipend Ended | Department Chair/Science | PVHS | 6/7/18 | 1, I 9.5% | ~~ | |
| Stipend | Co-Department Chair/Science | PVHS | 2018-19 | 1, I 4.75% | ~~ | |
| Stipend Ended | Department Chair/Int'l Languages | PVHS | 6/7/18 | 1, I 9.5% | ~~ | |
| Resign | Special Education | PVHS | 6/8/18 | 6/V | 1.0 | |
| Stipend | Department Chair/FCS | PVHS | 2018-19 | 1, I 9% | ~~ | |
| LOA | EL Coordinator | LC | 2018-19 | 8/V | 1.0 | |
| Column Advance | Physical Education | RHS | 2018-19 | 5/V | 1.0 | |

| CERTIFICATED PERSONNEL ACTIONS | | | | | | | |
|--------------------------------|---------|----------------------------------|------|-----------|------------|-------------|---------------|
| | Action | Assignment | Site | Effective | Salary | FTE | |
| | Stipend | Co-Department Chair/Agriculture | PVHS | 2018-19 | 1, I 4.5% | ~~ | |
| | Resign | English | RHS | 6/7/18 | 3/III | 1.0 | |
| | Resign | Special Education | SMHS | 6/7/18 | 18/V | 1.0 | |
| | Stipend | Department Chair/Int'l Languages | PVHS | 2018-19 | 1, I 9.5% | ~~ | |
| COACHING PERSONNEL ACTIONS | | | | | | | |
| | Action | Assignment | Site | Effective | District | ASB/Booster | Employee Type |
| | Stipend | Winter Asst. Athletic Director | RHS | 2017-2018 | \$3,316.00 | | CERT |

Appendix B

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT FACILITIES REPORT

April 2018 Activities

1. Santa Maria High School Construction Projects

SMHS Reconstruction – Rachlin Partners

- Design efforts continue for the new construction and modernization components. CFW held meetings with the District and school site staff to review classroom locations during and after construction. CFW is working with the District to prepare required materials for the next round of CTE grant applications.

2. Ernest Righetti High School Construction Projects

ERHS New 38-Classroom Building – Rachlin Partners

- Construction activities include installing the moisture barrier, intumescent fireproofing, and the storefront installation. Exterior sheathing is being installed on the east building. On the interior, drywall installation is ongoing along with metal stud installation at the second floor. CFW is working with District and school site staff to discuss the furniture and equipment needed for the technology that will be in building, as well as required teacher training for the technology. [\(Photos\)](#)

ERHS Maintenance and Operations Building – Rachlin Partners

- The Architect is reviewing updates to original proposals that will be incorporated into the main Architect and Engineering agreement.

ERHS Phase 2 Improvements – (Architect TBD)

- An architect selection package was released to the District's prequalified architect firms with proposals due May 11, 2018. It is anticipated that the Board will consider the selected firm at the June 12, 2018 Board meeting. CFW is also working with the District to prepare required materials for the next round of CTE grant applications.

3. Pioneer Valley High School Construction Projects

C2004 District Performing Arts Center – BCA Architects

- The final change order related to extended site costs has been approved and is expected to be billed this month. All other payments are complete and DSA Certification is finalized. This project is closed.

PVHS Pool Lighting and Column Repair – WLC Architects

- Contract documents are complete. A Notice to Proceed with a start date of April 10, 2018 has been issued. Preliminary submittal reviews and long lead-time orders are underway. Site construction is currently scheduled to occur from June 11 through July 29, 2018.

PVHS Gym Floor Resurfacing – Support Services

- Submittal reviews and floor design activities with the site are complete. Site construction work is scheduled to occur June 29 through August 3, 2018.

PVHS 12 Modular Fire Sprinkler and HVAC Revisions – Support Services

- Due to other priority construction activities, evaluations of fire sprinkler system and HVAC mounts to allow original project closeout planned for April are postponed. A revised schedule will be determined at a later date.

PVHS Paving Areas A, B, D, E – Flowers and Associates Consulting

- A bid package for paving repair and slurry seal at four locations on the Pioneer site was issued April 13, 2018. Bids are to be received May 4, 2018. The results of the bid will be presented to the Board at the May 15, 2018 meeting.

PVHS Proposition 39 Lighting Upgrade – Power and Communications Engineering

- A bid package was issued April 13, 2018 for replacement of interior and exterior florescent light bulbs with LED bulbs. Bids are to be received May 3, 2018. The results of the bid will be presented to the Board at the May 15, 2018 meeting.

4. New Facility

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

- Vernon Edwards was selected by the School Board as the Lease-Leaseback construction services firm for the project. Bidding and GMP negotiation activities are anticipated to conclude in May with the proposed GMP contract expected to be presented to the Board in June. CFW and the District prepared and submitted the required 15-day letter response to OPSC for the Agriculture and Natural Resources CTE funding application.

5. District Wide and Support Services Center

District Wide Project Closeout – Support Services

- Review of project closeout: Projects under current review and their status are as follows:
 - A new contract was established with a consultant specializing in DSA legacy closeouts. Work is again underway to determine actions regarding outstanding SMHS and ERHS projects.

SSC New West Parking Area – Flowers and Associates

- The consultant contacted the City Planning Department and received verbal confirmation that no other department comments were expected. On May 7, 2018, the consultant submitted what is expected to be the final package including City requested landscaping changes. Bidding and construction schedules are on hold until final City approval, which is expected shortly.

Proposition 39 District Wide Mechanical Upgrades – Pool Heaters – Ravatt-Albrecht Architects

- Contract documents are complete. A Notice to Proceed with a contract start date of April 6, 2018 has been issued. Equipment submittals were reviewed and long lead-time orders are underway. Start of site construction is currently dependent upon the receipt of heating units.

Proposition 39 HVAC Ducting Installation – Ravatt-Albrecht Architects

- Contract documents are complete. A Notice to Proceed with a contract start date of April 9, 2018 has been issued. Preliminary submittal reviews and custom manufacture ducting orders are underway. Site construction is estimated to begin mid-May 2018.

District Wide Security Camera Installation (Phase 2) – Support Services

- Contract documents are complete. A Notice to Proceed has been issued with a contract start date of April 2, 2018. Site construction is underway.

Solar Photovoltaic – Support Services

- Punch list items have been completed at all sites. PG&E has completed final inspections at DHS, PVHS, and RHS. Permit to Operate (PTO) letters have been received. SSC, City, and PG&E inspection scheduling is still in process. The contractor is scheduling systems operations and maintenance training in May.

6. Summer Activities

District Wide Summer Projects Planning

- Reviews of proposed projects, bids, and awarded contract schedules for summer projects continue.

Gary Wuitschick
Director – Support Services

Maintenance & Operations

SMHS

- Performed scheduled maintenance on stadium turf: sweeping and grooming.
- Completed weed abatement and cleanup in several areas of campus.
- Fertilized natural turf areas.
- Performed preventive maintenance on grounds equipment.
- Repaired concrete trip hazards at classroom 320 and the Math building.
- Inspected and repaired sprinklers campus wide. (Photo)
- Prepared baseball and softballs fields for spring games. (Photo)
- Completed ALICE training for all M & O employees.
- Conducted monthly routine maintenance on the Rain Bird irrigation weather station.
- Performed gopher control activities.
- Completed weekly rotation of recycle bins to allow student groups to deposit classroom recyclables.
- Repaired the door to classroom 356.
- Completed computer projector relocation in classrooms 240, 522, and 528.
- Installed a new Voice Over Internet Protocol (VOIP) speaker in classroom 480 in the Cafeteria Building.
- Repaired lights in Administration Building room 122.
- Repaired the exterior lighting at the 500 portable classrooms.
- Installed a trial remote radio-controlled gate operator at gate 22. This is a trial for use in emergency evacuation situations.
- Painted interior and exterior surfaces at the MMLC, Principal's office, classrooms 342 and 339, stadium long jump, and Ethel Pope Auditorium.
- Repaired plumbing fixtures in classroom 830, 600 restrooms on the south campus, student restrooms at the Lincoln Street Learning Center, the Science Breezeway restroom, and the girls' PE office.
- Repaired broken windows in classrooms 104, 118, 330B and 361.
- Completed theater seat inspection in Ethel Pope Auditorium.
- Repaired science tables in classroom 246.
- Repaired malfunctioning doors at classroom 609, and in Wilson Gymnasium.
- Completed needed repairs identified in annual safety inspection: secured bookcases in classrooms 528, 529, 619, 630, and 902.
- Performed monthly inspection of Automated External Defibrillators, monthly testing of emergency showers, and monthly testing of the fire alarm.
- Repaired the swimming pool heater.
- Completed lamp replacement in the Multipurpose room and cafeteria kitchen.
- Performed energy conservation shutdown and power up for Spring Break.
- Performed scheduled wall cleaning in several buildings: Broadway Classroom, Math, and Administration.
- Completed routine furniture movement, obsoleting, and repair in classrooms 119, 125, 130, 339, 352, 353, 431, 522, 611, 615, 623, 637, and the information desk.
- Repaired vertical blinds in classrooms 629, 633, 644, and 903.
- Completed repairs to the roof at Ethel Pope Auditorium.
- Restored the intrusion alarm in the Business Building 230.
- Coordinated an ALICE simulation exercise.
- Setup and restored from school and civic center use events – SMHS Boys & Girls Track, SMHS Baseball, SMHS Softball, SMHS Boys Tennis, SMHS Boys Volleyball, club soccer, SMBSD track practice, Adult Soccer League, CTEIG best practices luncheon, W>A>R anti-bullying Seminar, Latinos Unidos Weekend Fun Event, Spring talent show, parent portal workshops, truancy meetings, Allan Hancock College presentations, PIDA, POM, MMEP orientation, FFA drive-thru BBQ, student stress relief day, ERHS Big Show, and the Mexican Consulate.
- Preventive work order hours – 18
- Routine work order hours – 214
- Total work orders completed – 195
- Event setup hours – 188

REGULAR MEETING

May 15, 2018

PVHS

- Prepared the varsity baseball field for the alumni game. (Photo)
- Prepared the tennis courts for boy's tennis matches.
- Prepared the softball fields for games.
- Installed recycled rubber mulch in the planter behind the cafeteria classrooms. (Photo)
- Painted the practice field for weekend soccer leagues.
- Painted the shot put and discus venues for track meets.
- Performed weed abatement campus wide.
- Installed new compressed air lines in the work area of the welding shop. (Photo)
- Completed quarterly service of KaiVac restroom cleaning machines.
- Repaired pantry shelving in the foods lab storage area.
- Repaired automatic gate 19.
- Repaired the door lock in classroom 431.
- Replaced a broken window in classroom 363.
- Replaced a sanitary dispenser in the girls' locker room restroom.
- Repaired the clothes washer in classroom 333.
- Repaired leaking water faucets in the boys' locker room restroom.
- Replaced broken soap dispenser in the English Building boys' restroom.
- Assembled work tables and set up in Agriculture Science classroom.
- Completed monthly kitchen exhaust hood inspections.
- Installed a computer projector in the library.
- Installed a computer tablet charging station in classroom 623.
- Connected air and water lines to the plasma cutter in the welding shop. (Photo)
- Replaced broken tiles in the cafeteria kitchen freezer.
- Repaired the exterior door lock in classroom 431.
- Performed energy conservation shutdown and power up for Spring Break.
- Installed new emergency lighting in the cafeteria dining room and kitchen.
- Replaced shower faucet cartridges at the pool showers.
- Repaired the stove in classroom 433.
- Setup and restored from school and civic center use events – International Languages Fair, Mindful Mondays, ELPAC Testing, Foster Youth Luncheon, College & Career Day, Parent Meetings, Parent Tech Night, PIDA, Parents on a Mission, Truancy Meeting, ASB Pizza Party, Cheerleading Banquet, Blood Drive, Spring Fair, Link Crew Lunch Meeting, Powder Puff Meeting, GLO Club Meeting, Cheerleading Tryouts, Band-O-Rama, Girls Basketball Banquet, and Boys Basketball Banquet.
- Preventive work order hours – 35
- Routine work order hours – 106
- Total work orders completed – 103
- Event setup hours – 260

REGULAR MEETING

May 15, 2018

ERHS

- Repaired sprinklers throughout campus.
- Aerated and reseeded turf at ERHS and DHS.
- Performed weed abatement at ERHS and DHS.
- Striped baseball, softball, and tracks events. (Photo)
- Prepared Lakeview Junior High softball field for junior varsity softball.
- Repaired a damaged fence and gate at the varsity baseball field.
- Replaced landscape bark in various planters in the quad and along Bradley Road.
- Installed a Smart Board in classroom 301.
- Repaired the sound system in the Multipurpose Room of the cafeteria.
- Fabricated and installed ventilation filters for the field house at the irrigation well.
- Investigated and repaired an electrical problem in classroom 434.
- Repaired the sound system in the PE fitness center and PE areas.
- Repainted the ramps and skirting at the 600 portable classrooms.
- Repaired the showers in the boys' and girls' locker rooms.
- Cleared the sanitary sewer at Industrial Arts.
- Replaced damaged restroom partitions in the 200 building boys' restroom. (Photo)
- Performed monthly fire tests at ERHS and DHS.
- Completed routine maintenance of the wood shop exhaust fan and dust collection system.
- Performed energy conservation shutdown and power up for Spring Break.
- Replaced ceiling tiles resulting from Williams Settlement inspection.
- Reprogrammed HVAC thermostats due to power outage.
- Repaired the solar powered gate at the front of the Library.
- Repaired several water leaks in the 600 portable classrooms during the recent rainstorm.
- Relocated furniture and fixtures from classroom 103 to the Library office.
- Setup and restored from school and civic center use events – new student orientation (DHS), Career presentation (DHS), placement testing, Reach Higher, staff meeting, TIP, PIDA, Parent night, SISC health screening, Drama presentation, AP testing, ASVAB, EAOP award night, ACT testing, Cheer and Dance banquet, Talent show, girls' basketball, soccer banquet, wrestling banquet, volleyball, and CSEA monthly meeting.
- Preventive work order hours – 8
- Routine work order hours – 161
- Total work orders completed – 153
- Event setup hours – 109

Transportation

- Celebrated California School Bus Driver Appreciation Day April 24. (Photos)

Graffiti & Vandalism

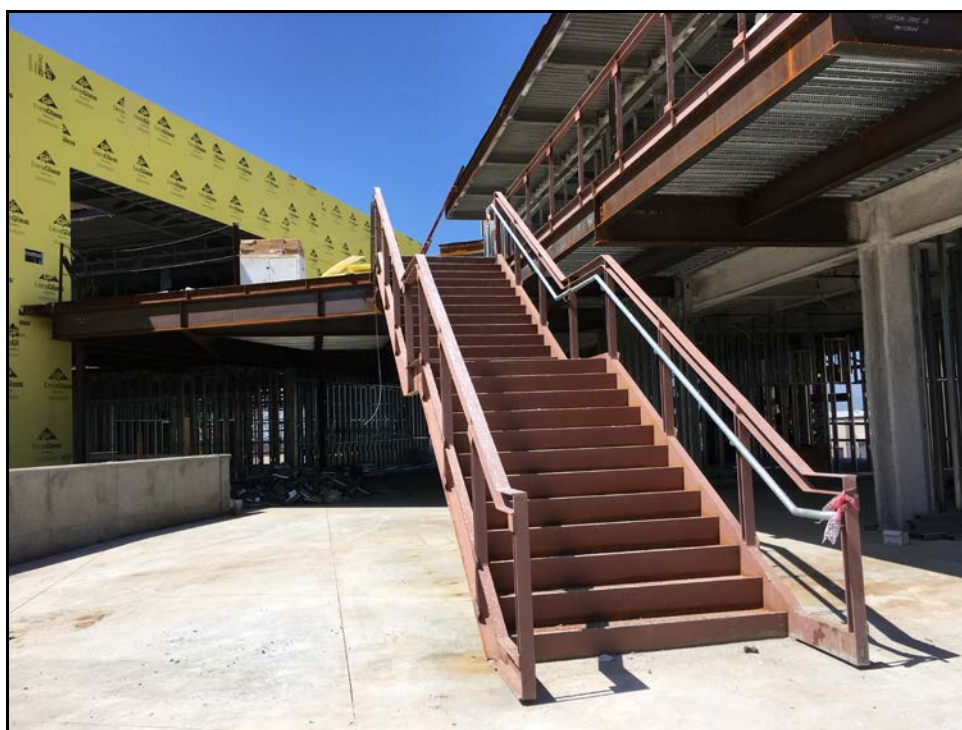
| | | |
|--------|----|-----|
| • DHS | \$ | 0 |
| • ERHS | \$ | 25 |
| • SMHS | \$ | 550 |
| • PVHS | \$ | 0 |

Reese Thompson
Director – Facilities and Operations

Photo Gallery – Major Projects



ERHS 38-Classroom Building – Metal Stud Walls Take Shape and Painting Begins



ERHS 38-Classroom Building – Stairway from the Second Floor Plaza to the Third Floor

Photo Gallery – Maintenance & Operations



SMHS – Greg Matthews Replaces Three Irrigation Valves in the Softball Field



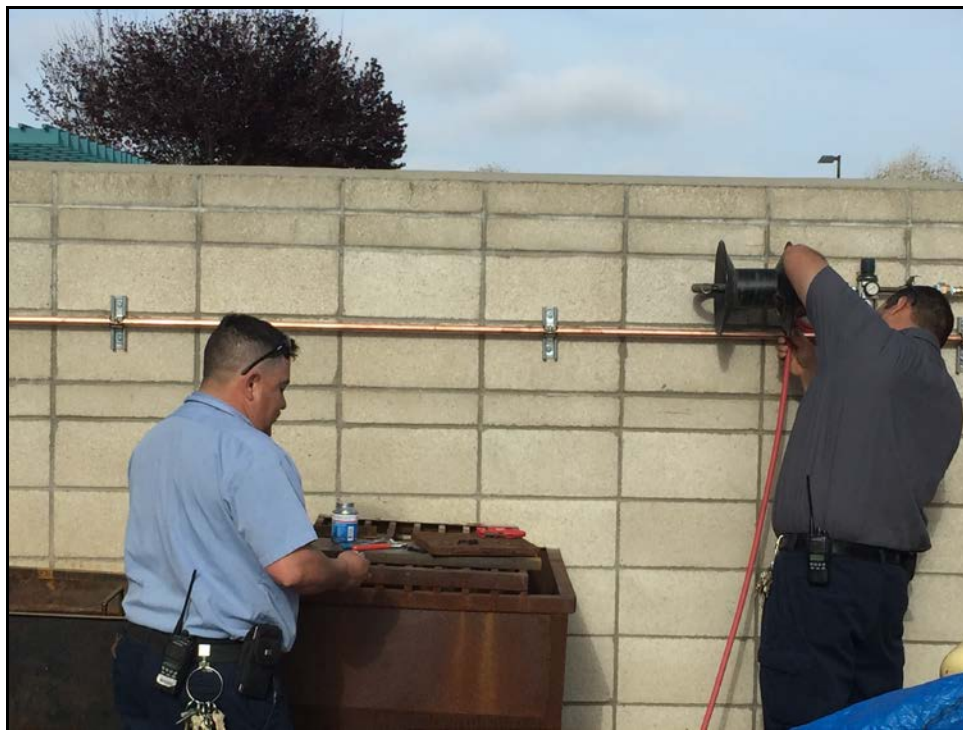
SMHS – Grounds Crew Prepares Varsity Baseball for Another Big Game



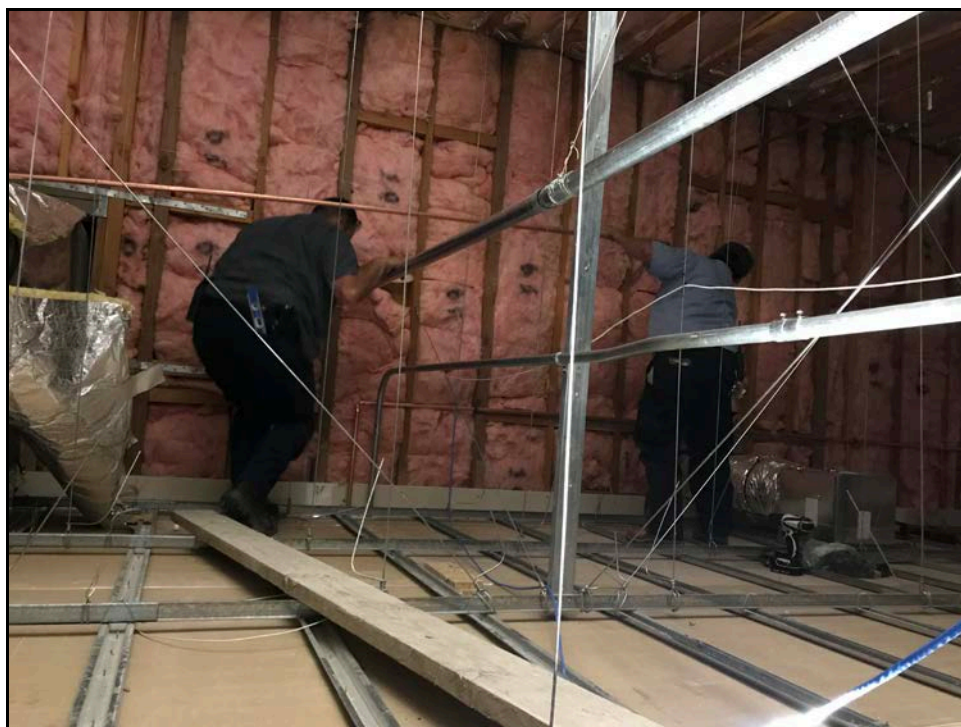
PVHS – Grounds Crew Prepares the Varsity Baseball Field for the Annual Alumni Game



PVHS – Greg Gentile Spreads Recycled Rubber Mulch at the Cafeteria Classrooms



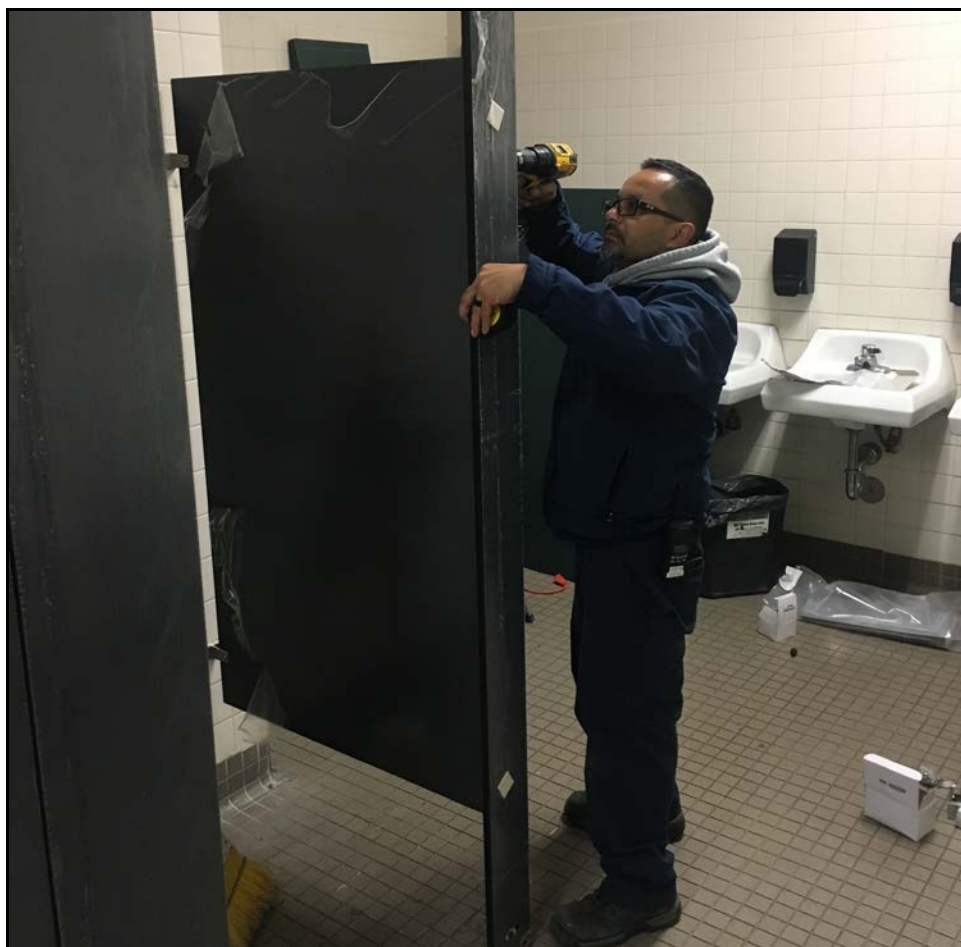
PVHS – Jesus Reyes and Elias Comacho Replace Welding Shop Compressed Air Lines



PVHS – Jesus Reyes and Elias Comacho Install New Air and Water Supply to the Welding Shop Plasma Cutter



ERHS – Alan Rodriguez and Ernie Vela Prepare to Stripe the Discus Throw



ERHS – Jimmy Salutan Installs New Partitions in the Boys' Restroom



Transportation – Drivers and Administrators Celebrate School Bus Driver Appreciation Day



Transportation – Bus Drivers Gather for a Photos on School Bus Driver Appreciation Day

REGULAR MEETING
May 15, 2018

APPENDIX C

**Approval of Tentative Agreement for
Classified Bargaining Unit regarding union
orientation, union member contact
information and periodic updates of contact
information for current employees**

Memorandum of Understanding Between the California School Employees Association and its Central Coast Chapter 455 (CSEA) and the Santa Maria Joint Union High School District (District)

March 15, 2018

The following Memorandum of Understanding (MOU) reflects the full and complete agreement of the California School Employees Association and its Chapter 455 (hereafter "CSEA") and the Santa Maria Joint Union High School District (hereafter "District") regarding union orientation, union member contact information, and periodic updates of contact information for current employees.

The parties agree to the following:

A. Union Orientation. The following procedures apply:

- 1) The District shall notify the Chapter President of newly hired unit members within ten (10) days of clearance once a new hire has cleared the pre-employment requirements and a start date is confirmed.
- 2) Notice shall be made via email addressed to the Chapter President.
- 3) Union orientation shall be conducted in accordance with Article 16.17.

B. Union Member Contact Information. The District shall provide CSEA with contact information on the newly hired unit members consistent with Government Code section 3558. The information shall be provided electronically via a mutually agreeable format within thirty (30) days of hire and shall include the following:

- a) Name
- b) Job title
- c) Department
- d) Work location
- e) Work, home, and personal cellular telephone numbers
- f) Personal email addresses on file with the employer
- g) Home address

C. Periodic Update of Contact Information. The District shall provide CSEA with a list of all bargaining unit members' names and contact information on the last working day of

REGULAR MEETING
May 15, 2018

APPENDIX D

**Approval of Classified Bargaining Unit
Tentative Agreement on Work Calendars for
2018/19**

Tentative AGREEMENT
between the
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
AND ITS CENTRAL COAST CHAPTER 455
and the
SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

May 8, 2018

The following Agreement reflects the full and complete agreement of the Santa Maria Joint Union High School District (hereinafter "District") and the California School Employees Association and its Central Coast Chapter 455 (hereinafter "CSEA") regarding the 2018-19 bargaining unit work calendar.

The parties agree on the following:

1. The "2018-19 School Year Calendar" (Attachment #1 of this Agreement) shall be used to recognize the 2018-19 holidays for the Association bargaining unit as provided in Article 6.1.1 of the Collective Bargaining Agreement between the District and the Association.
2. The number of work days for each less than 12-month bargaining unit classification as well as their start date and end date for the 2018-19 fiscal year is listed on Attachment #2 of this Agreement.
3. Additional work days for Campus Security Assistant II, Campus Security Coordinators, and Campus Security Officer employees in effect for the 2018-2019 fiscal year are listed on Attachment #3 of this agreement.
4. For bargaining unit members assigned to a Monday through Friday schedule, the following holidays will be observed on alternate dates due to the date on which the holidays fall:

Veteran's Day Holiday will be observed on Monday, November 12, 2018.

Admission Day Holiday will be observed on Wednesday, December 26, 2018.

For those bargaining unit members working a non-traditional work-week, the holidays are specified in Article 6.

5. The number of paid days for 12-month bargaining unit members for the 2018-19 fiscal year is 260 days. They shall be paid each month their same base monthly salary amount regardless of the number of work days in each month. The monthly base salary is reflected on Appendix C of the Collective Bargaining Agreement.
6. Bargaining unit members who are employed by the District during times outside of the dates they are normally in paid status shall receive compensation and benefits on a pro

rata basis that are applicable to the classification of the additional assignment or service during their regular work year in accord with Education Code 45102.

7. Any disputes of any of the provisions contained herein shall be resolved utilizing the Grievance Procedures outlined in the Collective Bargaining Agreement. Additionally, violations of statute may be addressed using those resolution processes.

Tentatively agreed to this 8th day of May 2018. This Tentative Agreement shall become final upon ratification by the membership of the Association (as outlined in the Association's Internal Policy 610) and adoption/ratification by the Santa Maria Joint Union High School District Board of Education.

FOR THE ASSOCIATION:

L.A. 5/8/18
W
Stangor
PH
Phyllis Comstock

FOR THE DISTRICT:

Armed
K.P. Platt
Yoranda Otero
Janet





SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
2018/2019 SCHOOL YEAR CALENDAR





| S | M | T | W | T | F | S | | |
|----|----|----|----|----|----|----|--------------|---|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | JULY 2018 | July 4 - Independence Day Holiday |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 | | |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 | | |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 | | |
| 29 | 30 | 31 | | | | | | |
| | | | 1 | 2 | 3 | 4 | AUGUST | August 9 - Certificated Workday August 10 - Staff Development |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 | | August 13 - School Begins August 20, 27 - Staff/Collaboration - Early Out |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 | | August 30 - Back to School Night August 31 - Minimum Day |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 | 15 | |
| 26 | 27 | 28 | 29 | 30 | 31 | | | |
| | | | | | | | | |
| | | | | | | 1 | SEPTEMBER | September 3 - Labor Day Holiday September 10, 17, 24 - Staff/Collaboration - Early Out September 21 - Minimum Day - Progress Reports |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 | | |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 | | |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 | | |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 | | |
| 30 | | | | | | | 19 | |
| | 1 | 2 | 3 | 4 | 5 | 6 | OCTOBER | October 1, 8, 15, 22, 29 - Staff/Collaboration - Early Out |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 | | |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 | | |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 | | |
| 28 | 29 | 30 | 31 | | | | 23 | |
| | | | | 1 | 2 | 3 | NOVEMBER | November 2 - Minimum Day - Progress Reports November 5, 26 - Staff/Collaboration - Early Out November 12 - Veteran's Day as prescribed by law November 19-23 - Thanksgiving Break |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 | | |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | | |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 | | |
| 25 | 26 | 27 | 28 | 29 | 30 | | 16 | |
| | | | | | | 1 | DECEMBER | December 3, 10, 17 - Staff/Collaboration - Early Out December 19, 20, 21 - Finals - Fall Semester Ends Winter Break - Dec 24 - Jan 11 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 | | |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 | | |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 | | |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 | | |
| 30 | 31 | | | | | | 15 | |
| | | 1 | 2 | 3 | 4 | 5 | JANUARY 2019 | January 14 - Staff Development <i>certificated only</i> January 15 - All Staff Workday January 16 - Students Return January 28 - Staff/Collaboration - Early Out January 21 - Martin Luther King, Jr. Day |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 | | |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 | | |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 | | |
| 27 | 28 | 29 | 30 | 31 | | | 11 | |
| | | | | | 1 | 2 | FEBRUARY | February 4, 25 - Staff/Collaboration - Early Out February 11 - Lincoln's Day February 18 - Washington's Day |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 | | |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 | | |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 | | |
| 24 | 25 | 26 | 27 | 28 | | | 18 | |
| | | | | | | 1 | MARCH | March 1 - Minimum Day - Progress Reports March 4, 11, 18, 25 - Staff/Collaboration - Early Out |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 | | |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 | | |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 | | |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 | | |
| 31 | | | | | | | 21 | |
| | 1 | 2 | 3 | 4 | 5 | 6 | APRIL | April 1, 8, 15, 29 - Staff/Collaboration - Early Out April 12 - Minimum Day - Progress Reports April 18 - Spring Fair - Minimum Day April 19 - Good Friday Holiday April 22 - April 26 - Spring Break |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 | | |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 | | |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 | | |
| 28 | 29 | 30 | | | | | 16 | |
| | | | 1 | 2 | 3 | 4 | MAY | May 6, 13, 20 - Staff/Collaboration - Early Out May 27 - Memorial Day Break |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 | | |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 | | |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 | | |
| 26 | 27 | 28 | 29 | 30 | 31 | | 22 | |
| | | | | | | 1 | JUNE | June 4, 5, 6 - Finals Schedule June 6 - Last Day of School June 7 - Graduation/Staff Development |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 | | |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 | | |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 | | |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 | | |
| 30 | | | | | | | 4 | |
| | 1 | 2 | 3 | 4 | 5 | 6 | JULY 2019 | July 4 - Independence Day Holiday |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 | | |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 | | |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 | | |
| 28 | 29 | 30 | 31 | | | | | |

88

92

Board Approved - 4/10/2018

-  School Closed
-  1 HR Collaboration
-  Minimum Day
-  Progress Reports

-  2 Staff Workdays - 8/9, 1/15
-  3 Staff Development Days - 8/10, 1/14, & 6/7
-  Back to School Night 8/30
-  Finals

180

2018-19 Work Year Schedule

| MOS | DAYS | Calendar | ASSIGNMENT | 2018 Beg | 2019 End | |
|-------|------|----------|--------------------------------|----------|----------|--|
| 9.50 | 181 | CL181 | Accompanist | 13-Aug | 6-Jun | |
| 9.50 | 181 | CL181 | Behavior Inst Asst-Sp Ed | 13-Aug | 6-Jun | |
| 9.50 | 181 | CL181 | Inst Asst | 13-Aug | 6-Jun | |
| 9.50 | 181 | CL181 | Inst Asst-Bilingual | 13-Aug | 6-Jun | |
| 9.50 | 181 | CL181 | Inst Asst-Sp Ed TLC - Level I | 13-Aug | 6-Jun | |
| 9.50 | 181 | CL181 | Inst Asst-Sp Ed I | 13-Aug | 6-Jun | |
| 9.50 | 181 | CL181 | Inst Asst-Sp Ed II | 13-Aug | 6-Jun | |
| 9.50 | 181 | CL181 | LVN Health Asst | 13-Aug | 6-Jun | |
| 9.50 | 181 | CL181 | Office Assistant | 13-Aug | 6-Jun | |
| 9.50 | 181 | CL181 | School/Comm Liaison | 13-Aug | 6-Jun | |
| 9.50 | 181 | CL181 | Staff Secretary | 13-Aug | 6-Jun | CTEIG |
| 9.50 | 182 | CL182 | Accounting Asst I | 10-Aug | 6-Jun | |
| 9.50 | 182 | CL182 | Career Center Tech | 10-Aug | 6-Jun | |
| 9.50 | 182 | CL182 | Crisis Intervention Consultant | 10-Aug | 6-Jun | |
| 9.50 | 182 | CL182 | Custodian | 10-Aug | 6-Jun | |
| 9.50 | 182 | CL182 | Intervention Lab Specialist | 10-Aug | 6-Jun | |
| 9.50 | 183 | CL183SEC | Campus Security Asst | 10-Aug | 7-Jun | |
| 9.50 | 183 | CL183SEC | Campus Security Asst II | 10-Aug | 7-Jun | *See MOU for extra days |
| 9.50 | 183 | CL183SEC | Campus Security Coord | 10-Aug | 7-Jun | *See MOU for extra days |
| 9.50 | 183 | CL183SEC | Campus Security Officer | 10-Aug | 7-Jun | *See MOU for extra days |
| 9.50 | 183 | CL183 | Accounting Asst II | 9-Aug | 10-Jun | Returns on January 17th |
| 9.50 | 183 | CLFSW | Food Serv Lead | 9-Aug | 6-Jun | |
| 9.50 | 183 | CLFSW | Food Serv Wkr I | 9-Aug | 6-Jun | |
| 9.50 | 183 | CLFSW | Food Serv Wkr II | 9-Aug | 6-Jun | |
| 9.50 | 185 | CL185 | Bus Driver | 9-Aug | 6-Jun | 2 additional days are FDD Days pd on Jan 14 and June 7 |
| 10.00 | 190 | CL190 | Health Tech | 31-Jul | 6-Jun | |
| 10.00 | 191 | CL191 | Outreach Consultant | 6-Aug | 13-Jun | |
| 10.00 | 191 | CL191 | Staff Secretary | 6-Aug | 13-Jun | Spec Ed |
| 10.00 | 192 | CL192 | Attendance Tech | 3-Aug | 13-Jun | |
| 10.00 | 192 | CL192 | Attendance Asst | 3-Aug | 13-Jun | |
| 10.00 | 192 | CL192 | Career Center Spec | 3-Aug | 13-Jun | |
| 10.00 | 192 | CL192 | Translators | 3-Aug | 13-Jun | PVHS & SMHS |
| 10.00 | 196 | CL196 | Administrative Asst I-DHS | 30-Jul | 13-Jun | |
| 10.00 | 196 | CL196 | Guidance Tech | 30-Jul | 13-Jun | |
| 10.00 | 196 | CL196 | Operations Specialist | 30-Jul | 13-Jun | |
| 10.00 | 196 | CL196 | School Support Secty | 30-Jul | 13-Jun | |
| 10.50 | 201 | CL201 | Library Asst | 30-Jul | 20-Jun | |
| 10.50 | 201 | CL201 | Library Tech | 30-Jul | 20-Jun | |
| 10.50 | 202 | CL202 | Translator | 3-Aug | 27-Jun | RHS |
| 10.50 | 206 | CL206 | Administrative Asst II-Site | 23-Jul | 20-Jun | |
| 10.50 | 206 | CL206 | Administrative Asst III-DHS | 23-Jul | 20-Jun | |
| 10.50 | 206 | CL206 | Registrar I | 23-Jul | 20-Jun | DHS |
| 11.00 | 211 | CL211B | Registrar II | 9-Jul | 13-Jun | |
| 11.00 | 211 | CL211B | Migrant School Advisor | 9-Jul | 13-Jun | |
| 11.00 | 211 | CL211A | Student Data Spec | 24-Jul | 27-Jun | Also works Jan 14 |
| 11.00 | 215 | CL215A | Administrative Asst IV-Site | 13-Jul | 25-Jun | |
| 11.00 | 215 | CL215B | Student Body Bkpr | 18-Jul | 28-Jun | |

April 20, 2018

As required by the job descriptions for Campus Security Assistant II, Campus Security Coordinator, and Campus Security Officer, employees in these classifications must have completed 24 hours of training as required by SB1626 and Non-Violent Crisis Intervention Training. In order to ensure our school sites maintain a sufficient number of Campus Security Staff at all times, these required trainings will be offered on dates when school is not in session and no students will be on campus. For the 2018-2019 school year, the trainings will be held on the following dates:

Mandated SB1626 Training:

Monday, Tuesday and Wednesday, August 6, 7 and 8, 2018, from 7:30am to 4:30pm, with a 1-hour lunch break scheduled each day to allow for participants to go offsite for lunch.

Non-Violent Crisis Intervention Training:

Thursday and Friday, August 9 and 10, 2018, from 7:30am to 3:30pm, with a 1-hour lunch break scheduled each day to allow for participants to go offsite for lunch.

The following Campus Security Staff will begin their work year on August 6, 2018 in order to participate in three days, 24 total hours of mandated SB1626 training:

Raymond Mendoza
Joan Johnson
Julian Loera
Robert Loya
Natasha Delacruz

The following Campus Security Staff will begin their work year on August 9, 2018 in order to participate in two days, 14 total hours of Non-Violent Crisis Intervention training:

| | |
|-----------------|-----------------|
| Griselda Arroyo | Doniel Galloway |
| Gabriel Athie | Eddie Hernandez |
| Teresa Barahona | Daniel Nunez |
| Glenn Broome | Xochi Ramos |
| Tom Fast | Charles Tafoya |
| Clay Freeman | Robert Villa |
| Aron Galicinao | John Widle |

The above named Campus Security Staff will return to their normal work day hours on Monday, August 13, 2018.

All Campus Security Assistants will begin their work year on August 10, 2018.