

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
February 9, 2021**

English: <https://www.youtube.com/channel/UCvPYs34Im9h0dAwgfi-gDGg>

Spanish: <https://www.youtube.com/channel/UCvP0f03ekQDsiYfv6OFfbfg>

Mixteco: <https://www.youtube.com/channel/UCviEi9hvcQI96poD0PDiSIA>

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.”*

This meeting is being conducted pursuant to Executive Order N-29-20 issued by California Governor Gavin Newsom on March 17, 2020. Consistent with these orders the Board room will not be open to the public for this meeting. Any or all Board members may attend the meeting by phone or videoconference platform. Archives of meetings are available on the District’s website at www.smjuhsd.k12.ca.us.

The District is committed to swiftly resolving any requests for reasonable modification or accommodation for individuals with disabilities who wish to observe the meeting, please contact Tammy Rhine at (805) 922-4573, extension 4202 by 5:00 p.m. on February 8, 2021.

If you would like to address the SMJUHS Board of Education at the February 9, 2021 meeting for either open or closed session items, see the options for participation below.

1. In writing: Submit your comment via email and list the agenda item page and number or reference if you wish to leave a public comment, limited to 250 words or less, to the Assistant to the Superintendent, Tammy Rhine, by 5:00 p.m. on February 8, 2021. The email address is SMJUHS-D-Public-Comment@smjuhsd.org.

2. By phone: If you would like to make a comment by phone, please call 805-922-4573, extension 4202 and state your name and phone number. Someone will return your phone call to take your public comment over the phone. Request for addressing the Board by phone must be received by 5:00 p.m. on February 8, 2021. Please note: The time limit to address the Board may not exceed two minutes. The Board is not required to respond to the Public Comment.

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. Public Employee Performance Evaluation** – Government Code § 54957, subd. (b)(1) Title: Superintendent
 - B. Certificated and Classified Personnel Actions** – Government Code § 54957. The Board will be asked to review and approve hiring, transfers, promotions, evaluations, terminations, and resignations as reported by the Assistant Superintendent, Human Resources. **Appendix A**
 - C. 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).
 - D. Conference with Legal Counsel regarding Anticipated Litigation** – Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2): four matters.
 - E. Potential Threat to Public Services or Facilities Pursuant to Government Code §54957(a)** – Consultation with District legal counsel
-

III. RECONVENE IN OPEN SESSION

- A. Call to Order/Flag Salute**
-

IV. ANNOUNCE CLOSED SESSION ACTIONS – Antonio Garcia, Superintendent

V. REPORTS

- A. Student Reports** – Janeyri Antonio/SMHS; Karlee Cullen/ERHS; Ashley Fuerte/Delta; Carlos Rivas/PVHS
 - B. Superintendent’s Report**
 - C. Board Member Reports**
-

VI. PRESENTATIONS

- A. Early Academic Outreach Program (EAOP) –** John Davis, Asst. Superintendent; Britt Ortiz, UCSB EAOP Director
- B. Distance Learning and Reopening Plan Update –** Antonio Garcia, Superintendent; John Davis, Asst. Superintendent; Yolanda Ortiz, Asst. Superintendent; Kevin Platt, Asst. Superintendent

VII. ITEMS FOR DISCUSSION

A. Distance Learning Grading/Evaluation of Student Achievement

The Board will receive information and discuss development of a policy for grading during distance learning that prioritizes student well-being and academic success as well as recognizes that individual student needs require flexibility and sensitivity to factors which are beyond the student's control. The District strives to have a grading policy where grades communicate student learning and growth as well as the ability to validate mastery of established standards/competencies.

VIII. ITEMS SCHEDULED FOR ACTION

A. GENERAL

**1. Reduction in Force for Classified Staff –
*Resolution Number 14-2020-2021***

Resource Person: Kevin Platt, Asst. Superintendent of Human Resources; Joni McDonald, Director, Human Resources

The district must reduce certain classified positions due to lack of work. Resolution Number 14-2020-2021 authorizes the administration to proceed with the recommended reduction in force.

***** IT IS RECOMMENDED THAT** the Board of Education approve Resolution Number 14-2020-2021 which authorizes the administration to proceed with the recommended reduction in classified staff.

Moved _____

Second _____

A Roll Call Vote is Required:

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

**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
RESOLUTION NUMBER 14-2020-2021**

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 or discontinued due to lack of work to the following extent:

Classified		
<u>Number of Positions</u>	<u>Classification</u>	<u>Disposition</u>
1	Behavioral Instructional Assistant (BIA) Special Ed	Eliminate 1 assignment

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 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 ninth day of February 2021.

AYES:

NOES:

ABSENT:

ABSTAIN:

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

B. BUSINESS

1. Fiscal Year 2019-2020 Audit Report and Plan of Corrective Actions – Appendix C

Resource Person: Yolanda Ortiz, Asst. Superintendent of Business Services; Michelle Coffin, Director of Fiscal Services

As required by Education Code §41010, the District retained the services of the auditing firm, Christy White Accountancy Corporation, to audit the books and accounts of the District. In accordance with Education Code §41020, the audit report for the year ended June 30, 2020 is hereby submitted to the Board of Education for review at this public meeting. The full audit report can be found on the District’s website.

***** IT IS RECOMMENDED THAT** the Board of Education accept the submission of the audit report for the year ended June 30, 2020 and approve filing it with the County Superintendent of Schools as required by Education Code §41020.

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

Roll Call Vote:

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

IX. 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 roll call 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** _____

Roll Call Vote:

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

A. Approval of Minutes

Special Board Meeting – January 11, 2021
 Regular Board Meeting – January 12, 2021

B. Approval of Warrants for the Month of January 2021

Payroll	\$8,046,477.96
Warrants	<u>2,868,665.26</u>
Total	<u>\$10,915,143.22</u>

C. Approval of Contracts

COMPANY/ VENDOR	DESCRIPTION OF SERVICES	AMOUNT/ FUNDING	RESOURCE PERSON
Tutor.com	Online Academic Tutoring	\$100,500/ CARES Act/ LLMF	John Davis
Comcast Cable Communications Management	Internet Service for Students	\$9.95/per month per student/ CARES Act/ LLMF	John Davis
IBH Solutions	Customer Service and Account Management for Employee Assistance Services for November 2020 – June 2021.	\$8,342.40/ General Fund	Kevin Platt

D. Facility Report – **Appendix B**

E. Denial of Claim

The District is in receipt of a claim on behalf of Harrison Moore by The May Firm with regards to an accident that occurred on September 20, 2019. It is recommended that the Board of Education deny the claim and refer the matter to the District’s insurance carrier.

F. Notice of Completion

The following project was substantially completed on December 18,2020 and in order to file the necessary Notice of Completion forms with the County of Santa Barbara, the Acceptance of Substantial Completion needs to be formally accepted by the Board of Education.

- 1) ERHS -Gym Bleacher Replacement Project #20-352 with American Eagle Enterprises, Inc. (Contractor)

G. Purchase Orders

PO #	Vendor	Amount	Description/Funding
PO21-00802	Santa Barbara County SELPA	\$ 128,595.00	Non-Public School costs SY 20-21 / General Fund Special Ed Mental Health TLC
PO21-00839	FieldTurf USA, Inc.	\$ 451,645.87	RHS field turf replacement / Fund 25 Developer Fees
PO21-00849	Santa Barbara County SELPA	\$ 112,440.56	BCBA services contract FY 20-21 / General Fund Special Ed Mental Health

H. Acceptance of Gifts

Righetti High School		
<u>Donor</u>	<u>Recipient</u>	<u>Amount</u>
California Future Business Leaders of America	FBLA	<u>\$721.95</u>
Total Righetti High School		<u>\$721.95</u>
Santa Maria High School		
<u>Donor</u>	<u>Recipient</u>	<u>Amount</u>
Index Fresh	FFA – In Memory of Bill Adam Jr.	\$150.00
Kaye M Raul	FFA – In Memory of Bill Adam Jr.	\$100.00
EHP Solutions	Auto Club	\$5,000.00
California Future Business Leaders of America	FBLA	<u>\$721.95</u>
Total Santa Maria High School		<u>\$5,971.95</u>

X. REPORTS FROM EMPLOYEE ORGANIZATIONS

XI. OPEN SESSION PUBLIC COMMENTS

If you would like to address the SMJUHSD Board of Education at the February 9, 2021 meeting for either open or closed session items, see the options for participation below.

1. In writing: Submit your comment via email and list the agenda item page and number or reference if you wish to leave a public comment, limited to 250 words or less, to the Assistant to the Superintendent, Tammy Rhine, by 5:00 p.m. on February 8, 2021. The email address is SMJUHSD-Public-Comment@smjuhsd.org.

2. By phone: If you would like to make a comment by phone, please call 805-922-4573, extension 4202 and state your name and phone number. Someone will return your phone call to take your public comment over the phone. Request for addressing the Board by phone must be received by 5:00 p.m. on February 8, 2021. Please note: The time limit to address the Board may not exceed two minutes. The Board is not required to respond to the Public Comment.

XII. FUTURE ITEMS FOR BOARD DISCUSSION

XIII. NEXT MEETING DATE

Unless otherwise announced, the next regular meeting of the Board of Education will be held March 9, 2021. 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.

XIV. FUTURE REGULAR BOARD MEETINGS FOR 2021

April 13, 2021
May 11, 2021
June 8, 2021

June 15, 2021
July 13, 2021
August 3, 2021

September 14, 2021
October 12, 2021
November 9, 2021
December 14, 2021

XV. ADJOURN

CLASSIFIED PERSONNEL ACTIONS						
	Action	Assignment	Site	Effective	Pay Rate	Hours
	Change in Assignment	Campus Security Assistant II	PVHS	1/21/21	17/E	6 to 7.50
	Change in Assignment	Food Service Worker I	SMHS	1/25/21	9/B	3 to 3.75
	Change in Assignment	Food Service Worker I	RHS	1/25/21	9/C	3 to 3.5
	Resign	Instructional Assistant-Spec Ed I	PVHS	1/12/21	13/A	5.5
	Employ	Instructional Assistant-Spec Ed I	PVHS	1/14/21	13/A	5.5
	Change in Assignment	Instructional Assistant-Spec Ed II	RHS	1/12/21	15/B	6
	Employ	Instructional Assistant-Spec Ed I	PVHS	1/19/21	13/A	5.5
	Employ	Instructional Assistant-Spec Ed II	PVHS	1/12/21	15/A	6
	Leave Without Pay	Food Service Worker I	SMHS	3/1/21 - 6/10/21	9/D	3.5
	Out of Class	Warehouse Worker/Delivery Driver	DO	1/14/21	18/E	8
	39-Month Reemploy	Campus Security Assistant II	PVHS	1/11/21	17/E	7.5
	Employ	Instructional Assistant-Spec Ed I	RHS	1/12/21	13/A	5.5
	Short-term Assignment	ELPAC Tester	LC	1/19/21 - 5/31/21	16/A	7
	Employ	School/Community Liaison	SMHS	1/20/21	20/A	8
	Resign	Custodian	RHS	1/22/21	15/E	8
	Employ	Instructional Assistant-Spec Ed I	PVHS	1/12/21	13/A	5.5
	Change in Assignment	Campus Security Assistant II	RHS	1/25/21	17/C	4 to 6
	Resign	Food Service Worker I	PVHS	2/2/21	9/B	3
	Change in Assignment	Food Service Worker I	PVHS	1/25/21	9/C	3 to 4
	Resign	Campus Security Assistant II	RHS	1/22/21	17/C	6
	Change in Assignment	Campus Security Assistant II	PVHS	1/21/21	17/B	4 to 6
	Resign	School Support Secretary	PVHS	1/29/21	16/A	8
	Leave Without Pay	Campus Security Officer - DHS	DHS	1/21/21 - 3/31/21	19/E	7.25
	Leave Without Pay	Accounting Assistant II	DO	1/27/21 - 3/19/21	17/E	5.5
CERTIFICATED PERSONNEL ACTIONS						
	Action	Assignment	Site	Effective	Salary	FTE
	Employ	ISI	PVHS	1/11/2021-6/11/21	1/I	1.0
	Extra Prep Period	English	SMHS	1/11/21-6/11/21	8/V	0.2
	Extra Prep Period	English	PVHS	1/11/21-3/21/21	10/V	0.2
	Increase FTE	Social Science	SMHS	1/11/21	15/V	.6 to 1.0
	Extra Prep Period	Social Science	PVHS	1/11/21-TBD	20/V	0.2
	Extra Prep Period	English	PVHS	1/11/21-3/21/21	3/III	0.2
	Extra Prep Period	Science	SMHS	1/11/21-3/5/21	12/V	0.2

CERTIFICATED PERSONNEL ACTIONS						
	Action	Assignment	Site	Effective	Salary	FTE
	Employ	Business	RHS	1/11/2021-6/11/21	1/I	1.0
	Change Assignment	ISI to English	SMHS	1/11/21	25/V	1.0
	Stipend	Drama	PVHS	2020-21	1,1 7%	
	Extra Prep Period	English	PVHS	1/11/21-3/21/21	15/V	0.2
	Extra Prep Period	English	SMHS	1/11/21-6/11/21	15/V	0.2
	Increase FTE	Athletic Director	SMHS	1/11/21	15/V +5 9%	.6 to 1.0

Appendix B

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT FACILITIES REPORT

January 2021 and Coronavirus Activities

1. Santa Maria High School Construction Projects

SMHS Reconstruction – Rachlin Partners

- Increment 1, Phase 1 - 50 Classroom and Administration Building: Work commenced on January 4, 2021. As the site was already fenced off, the contractor was able to move in quickly and begin underground markings and hazardous material abatement activities. Demolition has commenced starting from the west side heading east including removal of portions of the 400 and 430-440 Buildings. Demolition activities are expected to continue into mid-February. **(Photos)**
- Increment 2, Phase (To Be Determined) - Administration Building Conversion to Classrooms: Reviews of Division of State Architect (DSA) comments continue by the Architect and consultants. A resubmittal date will be established once the final Increment 2, Phase 1 50 Classroom construction schedule is finalized.

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

- Design information and material to perform modifications to the original roof truss system have been received from the original manufacturer. A contractor will be brought in to complete the modifications when convenient to the site to ensure there are no unforeseen issues when main Heating, Ventilation, and Air Conditioning (HVAC) unit replacements occur. As HVAC units are long lead items, they will also be purchased in advance by the district, so they are available when the bid for installation is completed. The bid is expected to be issued in February or March. Installation activities are anticipated to occur during the summer of 2021.

2. Ernest Righetti High School Construction Projects

ERHS Maintenance and Operations Building – Rachlin Partners

- Final approved plans and specifications were received from the Architect in late January, including the relocation of main electrical feeds found within the building footprint. It is now estimated the bid package will be issued in February with results to be brought to the Board in April. Construction is anticipated to start in late April.

ERHS Phase 2 Improvements – Rachlin Partners

- Meetings to establish a draft phased project schedule and temporary housing plan occurred in January with final comments pending from the Architect. Adjustments to HVAC system included in the plan are under review as a potential cost and maintenance savings to the district. A final bidding schedule package will be created upon the outcome of the HVAC review. The anticipated construction start remains Summer 2021.

ERHS Turf Replacement – Support Services

- A proposal from Fieldturf, utilizing an existing California Multiple Award Schedule (CMAS) purchasing option, has been received and reviewed. The results will be presented at the February Board meeting. An installation schedule will be coordinated between site athletics activities and vendor availability.

3. Pioneer Valley High School Construction Projects

PVHS 12 Modular Fire System Revisions – Support Services

- DSA Structural and Access Compliance reviews continue. Completion is expected during February 2021.

PVHS 3 New Modular Classrooms – Rachlin Partners

- Architectural initial project review and engineering proposal activities for the installation of a 3-classroom modular building are ongoing. The Architect is reviewing offerings from multiple modular building vendors to provide options and recommendations to the district.

4. Career Technical Education Center

C2004 & H2016 Career Technical Education (CTE) Center/Ag Farm – 19six Architects

- All extended lead time data equipment has arrived and has been installed. Other work completed this period includes site-wide data, communications, power installations, and final punch-list work. Special electrical receptacles for the mills and lathes are on order and expected to be received and installed before the end of January. Training for kitchen equipment is anticipated to occur January 27 and 28, 2021. Contract construction work is expected to be complete in early February. Lease, Leaseback closeout activities are underway. [\(Photos\)](#)

5. District Wide and Support Services Center

District Wide Project Closeout – Support Services

- Closeout of legacy projects continues:
 - SMHS #03-105496 Construction of Classroom Building, Special Education Building: The DSA has requested a reopening fee from the district. A process change now requires the fee upfront to proceed with the reexamination to determine required documents.
 - SMHS #03-102635 Alteration to Graphic Arts/Restroom bldg. 320 and 320A; Industrial Arts bldg. 500; Home Economics bldg. 210: The district provided a letter indicating building 320 and 320A are not occupied and are scheduled for demolition under the 50 Classroom project. The consultant will use the letter to establish that the missing information for these areas is no longer needed as they are being removed.
 - SMHS #03-102993, Construction of 22 Classrooms and Toilet Building: Continues under review by DSA to determine documentation requirements for closeout. The consultant is attempting to gather documentation from the original portable

manufacturer, as well as DSA Sacramento and San Diego where stockpile applications were originally created.

- ERHS #03-105187, Alterations to 3 classroom Buildings (C, D, and E): The closeout consultant continues to work with Rachlin Partners to formally redelegate authority to them so they can work toward closing the remaining change order #3.

SSC New West Parking Area – Flowers & Associates

- Payment application and retention release activities continue.

SSC Canopy Demolition – Support Services

- Construction was completed January 11, 2021. Final document closeout and payments are in process. This project is closed.

SSC-SMHS 2021 Paving – Flowers and Associates

- Paving work under consideration includes Lincoln Street slurry seal and SSC uncovered bus parking area grind and overlay. The consultant conducted area reviews during the week of January 25, 2021 and is preparing a proposal and project schedule. Construction is anticipated to occur during the Summer of 2021.

6. Summer Activities Planning

District Wide Summer Projects Planning 2020/21

- Planning meetings for 2020/2021 are ongoing with plant managers, site staff, and administration to establish summer work and funding availability.

Gary Wuitschick
Director – Support Services

Maintenance & Operations

SMHS

- Performed weekly grooming and cleaning of stadium sports turf.
- Completed turf dethatching and field leveling at baseball and softball fields. (Photo)
- Revised the irrigation at the newly installed 600 portable classroom location and hydroseeded for new turf to mitigate rain induced muddy conditions near classroom entrances. (Photo)
- Performed gopher control to safely and efficiently maintain a near zero gopher population.
- Painted the brackets on newly assembled concrete lunch tables to match the table color.
- Finished professional development in forklift safety, scissor lift safety, and KaiVac operation refresher subjects.
- Performed inspection and testing of campus wide emergency system including fire alarm, emergency lighting, and eyewash stations.
- Performed repairs to door hardware at gate 10 and Wilson Gymnasium concession roll-up door.
- Installed no-touch paper towel dispensers in all student restrooms.
- Assembled and delivered seventeen (17) interactive flat panel display monitors and mobile stands to assigned classrooms. (Photo)
- Repaired HVAC in classrooms 603, 905, and pool.
- Installed fifty-four (54) additional lockers in the girls' locker room.
- Performed semi-annual preventive maintenance to doors and door hardware campus wide.
- Adjusted the cafeteria kitchen freezer temperature setting to optimize freezer temperature.
- Performed weekly test operation of four ADA chair lifts and one passenger elevator.
- Performed winter extended shutdown & restoration of HVAC to maximize energy conservation.
- Performed Covid-19 related additional cleaning tasks.
- Completed winter break main kitchen walk-in freezer and refrigerator cleaning.
- Completed removal of equipment from the 50-Classroom construction area obsolete buildings. (Photo)
- Completed monthly fire extinguisher inspections.
- Completed hard floor care in Administration Building.
- Installed approximately seventy (70) additional sit/stand desktop units.
- Performed regular delivery of PPE to requested areas and predetermined stations.
- Supported Facility modernization and reconstruction program.
- Completed Annual OSHA safety inspection on 350's, 800's, 900's, and Football Stadium.
- Provided support of school event and civic center use activities: textbook return and second semester distribution, SMHS Counseling Department backpack distribution, Spring Semester Certificated Professional Development Day, daily lunch distribution program.
- Preventive work hours - 107
- Routine work hours - 103
- Total work orders completed - 160
- Event setup hours - 59

Ken Groppetti
Plant Manager

REGULAR MEETING
February 9, 2021

PVHS

- Completed broadleaf weed abatement to all natural turf areas on campus using the wide boom sprayer attachment. [\(Photo\)](#)
- Renovated planter boxes in front of gymnasium and applied rubber mulch. [\(Photo\)](#)
- Serviced grounds crew gator vehicles.
- Completed repairs to irrigation system on front lawn area.
- Performed gopher control maneuvers.
- Began grounds maintenance for return to athletics on baseball and softball fields.
- Installed nine (9) new wall mounted 75-inch Smartboard Interactive Flat Panel Monitors in classrooms 601, 602, 605, 219, 614, 627, 610, 355 and 356. This included removal and replacement of whiteboards in each classroom. [\(Photos\)](#)
- Assembled and delivered seventeen (17) 75-inch Interactive Flat Panel Monitors with mobile stands into various rooms to support distance and hybrid learning models.
- Installed a new NEC computer projector in classroom 611.
- Installed carpet physical distancing markers in Computer Lab 1 in the library.
- Replaced HVAC filters on all units of Building H.
- Replaced stained ceiling tiles in classrooms 216 and 217.
- Repaired cove base in classrooms 206 and 404.
- Repaired molding strip on mailbox cabinet in the Administration Building.
- Replaced arcing light switches in classrooms 202 and 204.
- Replaced broken light switch covers in classrooms 313, 322, 353, and 607.
- Repaired heater in classroom 629.
- Repaired flickering lights in Computer Lab 2 in the library.
- Cleared a plugged sink in staff lounge of the Administration Building.
- Assembled and installed sit/stand desks for faculty in classrooms 301 and 606.
- Installed new outdoor classroom identification signs for modular classrooms 212-219.
- Assembled new lift to be used to mount Smartboard and Tatum Interactive Flat Panel Monitors. This will reduce injuries when handling these 150-175 pound units.
- Repaired a leaking sink faucet in the Administration Building.
- Repaired refrigerator D1 in the cafeteria kitchen.
- Pressure washed entire pool deck. [\(Photo\)](#)
- Delivered and setup a new desk in the staff lounge of the library.
- Moved furniture and boxes from classroom 305 to 209 to assist with staff relocation.
- Cleaned exhaust hood filters in the cafeteria kitchen.
- Cleaned interior and exterior windows in the Administration Building, Library Building, and Cafeteria.
- Performed daily and nightly disinfecting of all small cohort rooms in use, including the library and related computer labs.
- Replaced fire riser control valve in cafeteria. [\(Photo\)](#)
- Serviced the fire alarm panel in the maintenance shop. [\(Photo\)](#)
- City of Santa Maria crew continues to provide pool operation services. [\(Photo\)](#)
- Provided support of school event and civic center use activities: no setup as all large events were virtual.
- Preventive work order hours – 95
- Routine work hours – 116
- Total work orders completed – 123
- Event setup hours - 6

Dan Mather
Plant Manager

REGULAR MEETING
February 9, 2021

ERHS

- Removed and replaced bark with recycled rubber mulch behind portable classrooms and along the pool walkway. (Photos)
- Performed general landscape maintenance at ERHS and DHS. (Photo)
- Replaced flammable storage cabinets in the grounds shop. (Photo)
- Applied directional arrows throughout campus for student pathways in preparation for returning to hybrid learning. (Photo)
- Performed gopher control and weed abatement campus wide.
- Repainted fascia on portable workroom 599.
- Painted the exterior light poles in the Greek Theatre.
- Patched and painted classrooms that were identified during the annual FIT inspection.
- Painted the newly installed door on chemical room at pool.
- Performed preventive maintenance on the 100 Science Building Hydronic heat boiler. (Photo)
- Removed and cleaned all HVAC cassette filters in the 800 Building.
- Inspected and lubricated all rolling gates at ERHS.
- Performed monthly tests and inspections: fire alarm, AED, eye wash stations, emergency lighting, and fire extinguishers.
- Completed installation of boys' restroom partitions in portable restroom 598.
- Repaired door locks at DHS student restrooms.
- Completed online safety training.
- Pressure washed entire campus; nearly all gum was removed.
- Provided support of school event and civic center use activities: all events virtual.
- Preventive work order hours – 85 (includes 1 DHS)
- Routine work order hours –349 (includes 20 DHS)
- Total work orders completed – 121 (includes 6 DHS)
- Event setup hours – 0

Danny Sheridan
Plant Manager

Transportation

Installed a charging station specific to the new electric school bus. This will serve as an interim charger until a full plan can be completed to provide charging for additional electric school busses.

Graffiti & Vandalism

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

Reese Thompson
Director – Facilities and Operations

Photo Gallery – Major Projects



SMHS 50-Classroom Building – Demolition is Underway



SMHS 50-Classroom Building – Demolition Begins in Earnest



SMHS 50-Classroom Building – Say Goodbye to 1969 Portable Classrooms



SMHS 50-Classroom Building – The First Truckloads Leave the Campus!



CTE Center – Equipment Training is Presented Live for District Employees



CTE Center – Equipment Training is also Recorded for Future Reference

Photo Gallery – Maintenance & Operations



SMHS – Nicolas Canaan Uses the Kopping-Hardie Turf Renovator on the Softball Field



SMHS – Alan Rodriguez Hydroseeds the Practice Field Following Irrigation System Revisions



SMHS – Alex Anguiano-Alcaraz Assembles an Interactive Monitor and Mobile Stand for Distance and Hybrid Learning



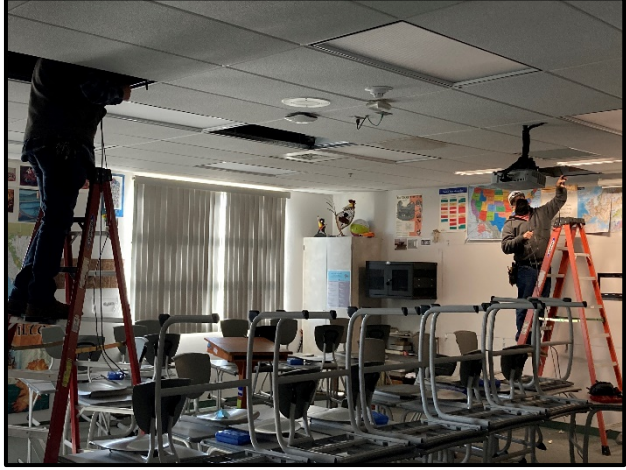
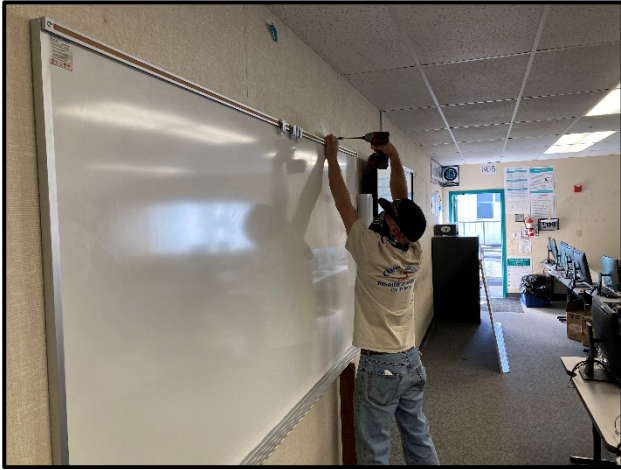
SMHS – Abraham Vasquez Clears Weight Machines from the Old Wood Shop-Band Room-Weight Room Prior to Demolition for the 50-Classroom Building



PVHS – José Gamino applies Broadleaf Weed Abatement on the Playfields



PVHS – José Gamino and Pepé Gutierrez Renovate the Planters at the Gymnasium



PVHS – Interactive Flat Panel Monitor Installation Includes Removal of Whiteboards and Addition of New Communication Wire ...



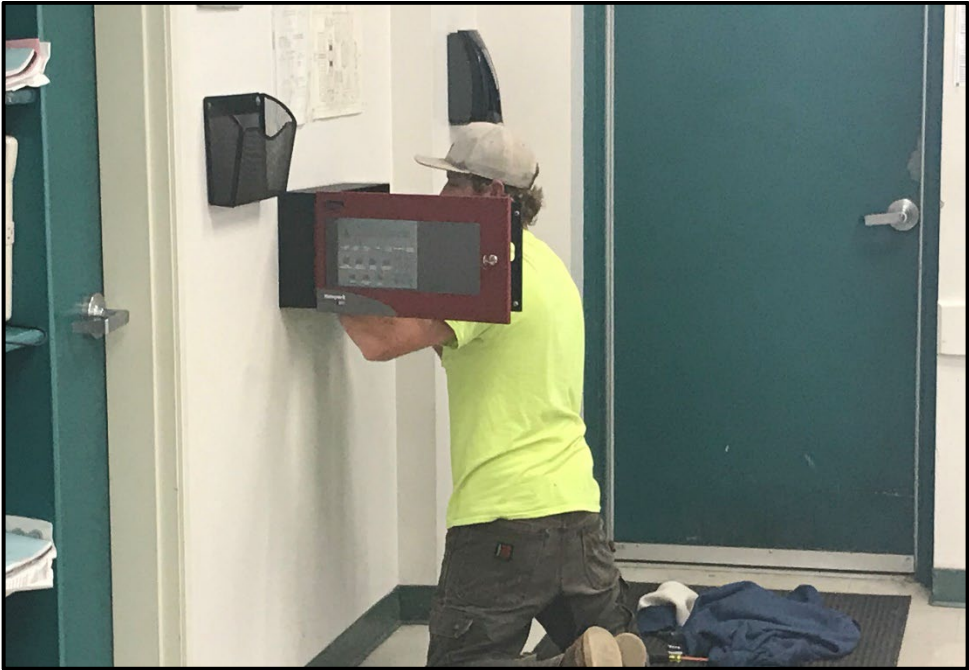
... The Electricians Make the Finished Product Look Easy



PVHS – Paul Alvarez Power Washes the Pool Deck



PVHS – Fire Riser Control Valve is Replaced in the Cafeteria



PVHS – Maintenance Shop Fire Alarm Panel is Serviced



PVHS – City Pool Operator Cleans the Recirculating Pump Filter



ERHS – Jordan Markstone Prepares the Ground for Rubber Mulch Behind Portable Classrooms



ERHS – Rubber Mulch is Delivered to the Site in Semi-Bulk Bags



ERHS – Jordan Markstone Applies Rubber Mulch to a Planter Near the Pool



ERHS – Safety is Important! The Grounds Crew Replaces Flammable Storage Cabinets in the Grounds Shop



ERHS – Directional Arrows for Traffic Flow are Carefully Placed to Maintain Physical Distance When Students Return



ERHS – The Grounds Crew Improves the Planter in Front of the Science Building



ERHS – Bernie Rayner Inspects the Heating Boiler Burners During a Preventive Maintenance Service



REGULAR MEETING
February 9, 2021

ERHS – The M & O Crew Takes a Break from the Daily Action in their Outdoor Physically Distanced Break Area

APPENDIX C

AUDIT PRESENTATION

February 9, 2021

Board Meeting



Santa Maria Joint Union High School District

2019-20 AUDITED FINANCIAL STATEMENTS

The Opinion Letter - Financial Statements

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Santa Maria Joint Union High School District, as of June 30, 2020, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Opinions

- Internal Control (Other Auditors' Reports, page 74)
- Federal Compliance (Other Auditors' Reports, page 76)
- State Compliance (Other Auditors' Reports, page 78)

MD & A - Financial Highlights

- Total net position \$56,037,240 as of June 30, 2020. An increase of \$15,899,310 from the prior year which is mainly attributed to CTE AG facility & SMHS classroom project capital assets. (MD&A, page 3)
- Overall revenues \$138,039,033 exceeded expenses of \$122,139,723 (MD&A, page 3)
- Governmental funds combined fund balance \$92,951,369 (page 14)

Financial Trends

SCHEDULE OF FINANCIAL TRENDS AND ANALYSIS FOR THE YEAR ENDED JUNE 30, 2020

	2021 (Budget)	2020	2019	2018
General Fund - Budgetary Basis**				
Revenues And Other Financing Sources	\$ 110,561,227	\$ 119,583,210	\$ 115,205,999	\$ 98,692,422
Expenditures And Other Financing Uses	111,907,720	110,586,970	108,858,726	98,781,071
Net change in Fund Balance	\$ (1,346,493)	\$ 8,996,240	\$ 6,347,273	\$ (88,649)
Ending Fund Balance	\$ 24,126,221	\$ 25,472,714	\$ 16,476,474	\$ 10,129,201
Available Reserves*	\$ 22,286,922	\$ 16,271,786	\$ 8,881,818	\$ 5,040,542
Available Reserves As A Percentage Of Outgo	19.92%	14.71%	8.16%	5.10%
Long-term Liabilities	\$ 236,233,124	\$ 244,643,956	\$ 250,704,209	\$ 255,163,424
Average Daily Attendance At P-2	8,425	8,193	7,716	7,440

Audit Findings

- Financial Statement Findings – NONE!
- Federal Award Findings – NONE!
- State Award Findings – NONE!



THANK YOU!