

# 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 April 13, 2021

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

Spanish: <https://www.youtube.com/channel/UCvP0f03ekQDsiYfv6OFFbfq>

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

### 5:15 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](http://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 April 12, 2021.*

If you would like to address the SMJUHS Board of Education at the April 13, 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 April 12, 2021. The email address is [SMJUHS-D-Public-Comment@smjuhsd.org](mailto: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 April 12, 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.

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## I. OPEN SESSION

### A. Call to Order

**II. ADJOURN TO CLOSED SESSION**

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

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

- A. Call to Order/Flag Salute**
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**IV. ANNOUNCE CLOSED SESSION ACTIONS** – Antonio Garcia, Superintendent

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**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. Bond Program and Facilities Update – Appendix I**  
Yolanda Ortiz, Asst. Supt. of Business; Gary Wuitschick, Director of Support Services; Mary-Beth Gallas, Facilities Planner
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**VII. ITEMS SCHEDULED FOR ACTION**

**A. INSTRUCTION**

**1. Quarterly Report on Williams Uniform Complaints**

Resource Person: John Davis, Asst. Superintendent 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 2021 on the Williams Uniform Complaints for the months of Jan-March 2021. 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 as submitted.

**Moved** \_\_\_\_\_ **Second** \_\_\_\_\_

**Roll Call Vote:**

Dr. Garvin \_\_\_\_\_  
Dr. Karamitsos \_\_\_\_\_  
Ms. Perez \_\_\_\_\_  
Mr. Palera \_\_\_\_\_  
Ms. Lopez \_\_\_\_\_

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**2. Board Policies for First Reading – No Action Required – Appendix G**

Resource Person: John Davis, Asst. Superintendent of Curriculum

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

BP	Description
BP/AR 6146	Board Policy and Administrative Regulation 6146 have been updated to include: <ul style="list-style-type: none"> <li>▪ A minor revision to clarify that immigrant students enrolled in the newcomer programs in grades 11-12 may be eligible for an exemption from locally established graduation requirements, regardless of whether they transferred between schools after the completion of the second year of high school.</li> <li>▪ The temporary amendment to the District’s graduation requirements for certain students during the 2020-21 school year due to the COVID-19 pandemic.</li> </ul>

**B. BUSINESS**

**1. Approve Bid: New Trucks (9 Total) Project #21-369**

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

The administration opened bids on March 24, 2021 for the **NEW TRUCKS (9 Total), PROJECT #21-369**. The bid recap and administrative recommendation follows:

BIDDER	BASE BID
Paradise Motors (1)	\$ 349,673.99
Paradise Motors (2)	No Bid Form Provided
Home Motors Chevrolet	\$ 368,083.06

The bid included a group purchase of the following vehicles for Maintenance and Operations use:

- Five (5) ¾ Ton or 1 Ton Regular Cab Truck with Utility Bed with 6 Liter or Above Gasoline Engine.
- One (1) ¾ Ton or 1 Ton Crew Cab (Four Full Doors) Truck with Utility Bed with 6 Liter or Above Gasoline Engine.
- Three (3) Class 1 Light Duty Extended Cab Truck (Colorado, Canyon, Ranger or Equivalent) With 2 Liter or Above Gasoline Engine.

After review of the three (3) bids received by administration, Paradise Motors (1) was determined to be the apparent low bidder.

\*\*\* **IT IS RECOMMENDED THAT** the Board of Education approve the to the lowest bidder, **NEW TRUCKS (9 Total), PROJECT #21-369**, for the bid amount of \$349,673.99 to be paid from the General Fund (Fund 01).

**Moved** \_\_\_\_\_                      **Second** \_\_\_\_\_                      **Vote** \_\_\_\_\_

**Roll Call Vote:**

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

**2. SMHS and PVHS Summer Roofing Projects (Project #21-367)**

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

The administration opened bids on March 31, 2021 for the SMHS PVHS SUMMER ROOFING PROJECTS (PROJECT #21-367). The bid recap and administrative recommendation follows:

BIDDER	BASE BID
Best Contracting Services Inc.	\$550,000.00
Brazos Urethane	\$472,440.00
Channel Islands Roofing Inc.	\$318,337.00
Craig Roofing Co. Inc.	\$298,046.00
Derrick’s Roofing Inc.	\$298,000.00 and \$258,000.00

After review of the five (5) companies' bids received by administration, Derrick's Roofing Inc. was found to be nonresponsive because two completed bid forms showing significantly different amounts were included in the same bid package. Craig Roofing Co. Inc. was determined to be the apparent low bidder.

\*\*\* **IT IS RECOMMENDED THAT** the Board of Education approve the SMHS PVHS SUMMER ROOFING PROJECTS (PROJECT #21-367) to the lowest bidder, Craig Roofing Co. Inc., for the bid amount of \$298,046.00 to be paid from the Deferred Maintenance Fund (Fund 14).

Moved \_\_\_\_\_ Second \_\_\_\_\_

**Roll Call Vote:**

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

**3. Approve Bid: SMHS Building 240 HVAC & TRUSS Upgrade Project (PROJECT #20-332)**

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

The administration opened bids on April 1, 2021 for the SMHS BUILDING 240 HVAC & TRUSS UPGRADE PROJECT (PROJECT #20-332). The bid recap and administrative recommendation follows:

BIDDER	BASE BID
J. R. Barto Heating & Air	\$154,570.00
Smith Mechanical, Electrical & Plumbing	\$95,860.00

After review of the two (2) bids received by administration, Smith Mechanical, Electrical & Plumbing was determined to be the apparent low bidder.

\*\*\* **IT IS RECOMMENDED THAT** the Board of Education approve the SMHS Building 240 HVAC & Truss Upgrade Project (PROJECT #20-332) to the lowest bidder, Smith Mechanical, Electrical & Plumbing, for the bid amount of \$95,860.00 to be paid from Prop 39 funds.

**Moved** \_\_\_\_\_ **Second** \_\_\_\_\_

**Roll Call Vote:**

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

**4. Public Disclosure of Collective Bargaining Agreement with Classified Unit – Appendix J**

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

In accordance with AB 1200 reporting requirements, the District must make public disclosure of any proposed collective bargaining agreements with their various employee organizations as to the effects of the agreements on the District’s financial status. The District has reached a tentative agreement with the Classified Bargaining Unit (California School Employees’ Association Chapter #455). The agreement is for a one-time off-schedule payment of \$1,000 to be included in the April 30, 2021 payroll.

The total cost of the tentative agreement is projected to be \$474,077 in 2020-21. Of this amount, \$429,254.17 is chargeable to the General Fund and \$44,822.83 is chargeable to the Cafeteria Fund. Further documentation of the fiscal impacts (as required by AB1200) is shown in Appendix J.

**\*\*\* IT IS RECOMMENDED THAT** the Board of Education approve the AB 1200 Public Disclosure of Collective Bargaining Agreement with the Classified Bargaining Unit.

**Moved** \_\_\_\_\_ **Second** \_\_\_\_\_

**Roll Call Vote:**

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

**5. Public Disclosure of Collective Bargaining Agreement with Faculty Association – Appendix J**

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

In accordance with AB 1200 reporting requirements, the District must make public disclosure of any proposed collective bargaining agreements with their various employee organizations as to the effects of the agreements on the District's financial status. The Memorandum of Understanding (MOU) with the Santa Maria Joint Union High School District Faculty Association regarding compensation settlement includes a one-time off-schedule payment of \$1,000 to be included in the May 28, 2021 payroll.

The total cost of the Memorandum of Understanding is projected to be \$541,242 in 2020-21. Further documentation of the fiscal impacts (as required by AB1200) is shown in Appendix J.

\*\*\* **IT IS RECOMMENDED THAT** the Board of Education approve the AB 1200 Public Disclosure of Collective Bargaining Agreement with the Faculty Association.

**Moved** \_\_\_\_\_ **Second** \_\_\_\_\_

**Roll Call Vote:**

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

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**6. Public Disclosure of Approval of Compensation for Confidential, Classified Management and Certificated Management – Appendix J**

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

In accordance with AB 1200 reporting requirements, the District must make public disclosure of any proposed collective bargaining agreements with their various employee organizations as to the effects of the agreement on the District's financial status. Administration is proposing the same one-time off-schedule payment of \$1,000 given to the Classified Bargaining Unit and the Faculty Association for non-bargaining unit members which consist of confidential, classified management and certificated management employees. The one-time payment is to be included in the May 28, 2021 payroll.

The total cost of the recommended increase is projected to be \$47,386 in 2020-21. Of this amount, \$46,297.87 is chargeable to the General Fund and \$1,088.13 is chargeable to the Cafeteria Fund. Further documentation of the fiscal impacts (as required by AB1200) is shown in Appendix J.

\*\*\* **IT IS RECOMMENDED THAT** the Board of Education approve the AB 1200 Public Disclosure of the Approval of a one-time payment with the Confidential, Classified Management and Certificated Management.

**Moved** \_\_\_\_\_ **Second** \_\_\_\_\_

**Roll Call Vote:**

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

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**C. GENERAL**

**1. Approval of Classified Bargaining Unit Tentative Agreement regarding compensation settlement for the 2020-2021 school year – Appendix D**

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

The District and the California School Employees Association (CSEA) have reached a tentative agreement regarding compensation settlement for the 2020-2021 school year.

The Tentative Agreement dated February 11, 2021 will take effect pending approval by both parties. (see Appendix D)

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

**Moved** \_\_\_\_\_ **Second** \_\_\_\_\_

**Roll Call Vote:**

Dr. Garvin \_\_\_\_\_  
Dr. Karamitsos \_\_\_\_\_  
Ms. Perez \_\_\_\_\_  
Mr. Palera \_\_\_\_\_  
Ms. Lopez \_\_\_\_\_

**2. Approval of MOU between the Santa Maria Joint Union High School District and the Santa Maria Joint Union High School District Faculty Association CTA/NEA regarding compensation settlement for the 2020-2021 school year. – Appendix C**

Resource Person: Kevin Platt, Asst. Superintendent of Human Resources

The Memorandum of Understanding (MOU) dated March 23, 2021 will take effect pending approval by the Board of Education. (see Appendix C)

**\*\*\* IT IS RECOMMENDED THAT** the Board of Education approve the MOU with the Faculty Association as presented.

**Moved** \_\_\_\_\_ **Second** \_\_\_\_\_

**Roll Call Vote:**

Dr. Garvin \_\_\_\_\_  
Dr. Karamitsos \_\_\_\_\_  
Ms. Perez \_\_\_\_\_  
Mr. Palera \_\_\_\_\_  
Ms. Lopez \_\_\_\_\_

**3. Resolution Increasing Compensation for Confidential Employees and Management (including the certificated administrators, classified management, assistant superintendents, and the Superintendent) for the 2020-2021 School Year Consistent With Compensation Provided to Certificated and Classified Personnel – Appendix K – Resolution Number 19-2020-2021**

Resource Person: Kevin Platt, Asst. Superintendent of Human Resources

Resolution Number 19-2020-2021 will take effect pending approval by the Board of Education. (see Appendix K)



\*\*\* **IT IS RECOMMENDED THAT** the Board of Education approve Resolution Number 19-2020-2021 as presented.

**Moved** \_\_\_\_\_ **Second** \_\_\_\_\_

**A Roll Call Vote is Required:**

Dr. Garvin \_\_\_\_\_  
Dr. Karamitsos \_\_\_\_\_  
Ms. Perez \_\_\_\_\_  
Mr. Palera \_\_\_\_\_  
Ms. Lopez \_\_\_\_\_

**4. Public Hearing on Initial Proposals for Successor Negotiations from the District to the SMJUHS Faculty Association**

Resource Person: Kevin Platt, Asst. Superintendent of Human Resources

At the March 9, 2021 meeting, the District presented their Initial Proposals for Successor Negotiations to the SMJUHS Faculty Association for public review as required by Government Code 3547. A public hearing is required at this time to provide an opportunity for members of the public to directly address the Board on this topic.

**A PUBLIC HEARING IS REQUIRED.**

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

\*\*\* **IT IS RECOMMENDED THAT** the Board of Education adopt the District's Initial Proposal to the SMJUHS Faculty Association as presented.

**Moved** \_\_\_\_\_ **Second** \_\_\_\_\_

**Roll Call Vote:**

Dr. Garvin \_\_\_\_\_  
Dr. Karamitsos \_\_\_\_\_  
Ms. Perez \_\_\_\_\_  
Mr. Palera \_\_\_\_\_  
Ms. Lopez \_\_\_\_\_

**5. Approval of Tentative Agreement for Classified Bargaining Unit regarding Reclassification Recommendation – Appendix E**

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

The District and the California School Employees Association (CSEA) have reached a tentative agreement regarding the 2019-20 reclassification recommendation. The Tentative Agreement dated March 3, 2021 will take effect July 1, 2020 pending approval by both parties. (See Appendix E)

**IT IS RECOMMENDED THAT** the Board of Education approve the Tentative Agreement with the Classified Bargaining Unit as presented for the reclassification recommendation.

**Moved** \_\_\_\_\_ **Second** \_\_\_\_\_

**Roll Call Vote:**

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

**6. Approval of MOU for Classified Bargaining Unit concerning the District's response to the coronavirus (COVID-19) pandemic – Appendix F**

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

The District has reached agreement with the California School Employees Association (CSEA) concerning the District's response to the coronavirus (COVID-19) pandemic.

The Memorandum of Understanding (MOU) supersedes the previous COVID-19 MOU and shall remain in effect through June 30, 2021 without precedent and does not constitute past practice or waive either party's obligation to negotiate matters within the scope of bargaining. (See Appendix F)

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

Moved \_\_\_\_\_ Second \_\_\_\_\_

**Roll Call Vote:**

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

**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 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

Regular Board Meeting – March 9, 2021

B. Approval of Warrants for the Month of March 2021

Payroll	\$8,073,646.15
Warrants	<u>5,526,733.59</u>
<b>Total</b>	<b><u>\$13,600,379.74</u></b>

C. Facility Report – **Appendix B**

D. Approval of Contracts

COMPANY/ VENDOR	DESCRIPTION OF SERVICES	AMOUNT/ FUNDING	RESOURCE PERSON
Qualtrics	One year agreement for data collection tool to assist the District in interpreting and analyzing data in a transparent format.	\$36,000/ LCAP 5.2	John Davis
Document Tracking Services	License agreement for School Accountability Report Card and School Plan software for 2020-2021 school year	\$1,770/ LCAP 5.2	John Davis

E. Low-Performing Students Block Grant (LPSBG) Amendment – **Appendix H**

The Low-Performing Students Block Grant (LPSBG) provides funds for local education agencies serving students identified as low performing on state English language arts or math assessments, who are not otherwise identified for supplemental grant funding under the LCFF or eligible for special education services. The grant has been amended to include the purchase of student technology and computers to assist in providing tutoring services.

F. Addendum to the Instructional Services Agreement for Concurrent Enrollment Courses with Allan Hancock College

Concurrent Enrollment refers to college-credit bearing courses taught to high school students by college-approved high school teachers. This addendum to the agreement will extend the Concurrent Instructional Services Agreement between Allan Hancock Joint Community College District and the Santa Maria Joint Union High School District from June 30, 2020 to June 30, 2022.

G. Authorization to Utilize California Multiple Award Schedule (CMAS) – Carrier Corporation for the HVAC Equipment for the Length of the Contract through March 19, 2022

Section 10299 of the Public Contract Code (PCC) provides an alternative for obtaining supplies, furniture, and equipment whereby notwithstanding Section 20111 and 20112 of the PCC Code, “school districts may, without competitive bidding, utilize contracts, master agreements, and 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 HVAC equipment be made utilizing the provisions of the PCC that allows purchasing from CMAS – Carrier Corporation, CMAS #4-20-51-0084A utilizing Sigler Wholesale Distributors through March 19, 2022.

- H. Authorization to utilize Sourcewell for the Purchase of Vehicles, Cars, Vans, SUVs and Light Trucks with Related Equipment, Accessories and Services for the length of the Contract through January 17, 2022

Section 10299 of the Public Contract Code (PCC) provides an alternative for obtaining supplies, furniture, and equipment, whereby notwithstanding Section 20111 and 20112 of the PCC, “school districts may, without competitive bidding, utilize contracts, master agreements, and 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 Vehicles, Cars, Vans, SUVs, and Light Trucks with Related Equipment, Accessories, Attachments and Services be made utilizing the provisions of the PCC through 72 Hour LLC, dba National Auto Fleet Group, Contract #120716-NAF, term dates January 17, 2017 through January 17, 2022.

- I. Authorization to Utilize OMNIA Partners for District-wide Purchases of Utility, Transportation and Golf Vehicles and Replaced Accessories, Equipment, Parts and Services for the length of the Contract through December 31, 2026.

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 Utility, Transportation and Golf Vehicles and Replaced Accessories, Equipment, Parts and Services be made utilizing the provisions of the Public Contract Code that allow purchasing from OMNIA Partners Contract #EV2671-01 – Club Car LLC through December 31, 2026.

- J. Notice of Completion

The following project was substantially completed on March 18, 2021 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) PVHS -Track & Field Conduit Bore, Project #20-359 with Leo Tidwell Excavating Corp. (Contractor)

- K. Authorization to Piggyback on San Joaquin County Office of Education for Shade Structures District-wide for the Length of the Contract through June 27. 2021

Section 20118 of the Public Contract Code (PCC) provides an alternative for obtaining supplies, furniture, and equipment, commonly referred to as “piggybacking”, where notwithstanding Section 20111 and 20112 of the PCC, the governing board of any school district without advertising for bids, and if the board has determined it to be in the best interest of the district may authorize the purchase of such supplies, furniture, and equipment.

San Joaquin County Office of Education has awarded their purchases as needed for shade structures to USA Shade & Fabric Structures, Inc. through June 27, 2021. The district recommends that the board find and determines that it is in the best interest of the district to authorize shade structures purchases under the same terms and conditions. With Board approval the district may “piggyback” on their bid pursuant to the provisions of PCC 20118.

- L. Authorization for Sale of Obsolete Equipment and Vehicles

Education Code §17545 and 17546 allows the district to dispose of personal property belonging to the district that is unsatisfactory, no longer necessary (obsolete), or unsuitable for school use. The district administration is requesting authorization to dispose of obsolete items in the list below in compliance with government regulations. If an auction is warranted, the district will conduct an auction via the internet by and through its representative RT Auctions. Notices of items for sale at auction will be posted in no less than three public places within the District, including the District’s website at <http://www.smjuhsd.k12.ca.us>

<b>Tag #</b>	<b>Asset Category</b>	<b>Description</b>	<b>Serial #</b>
38341	APPLIANCES	3-DRAWER WARMER	
21279	APPLIANCES	2-DRAWER WARMER	0606DO6686
13762	AV EQUIP	DVD/VHS PLAYER	491-67265658
02127	APPLIANCES	2-DRAWER WARMER	
26994	COMPUTER	Dell Optiplex 9020	8MYR9Y1
337	VEHICLE	1994 Dodge UTL #337	1B6HL26X1RW123430
09855	APPLIANCES	BUNN COFFEE MAKER	

**REGULAR MEETING**  
**April 13, 2021**

M. Purchase Orders

PO #	Vendor	Amount	Description/Funding
PO21-01128	EHP Solutions	\$ 286,343.10	Tatung 75" interactive display / General Fund Cares Act ESSER funding
PO21-01143	Softchoice Corporation	\$ 83,126.94	MS CAMSA Agreement O365 / General Fund IT
PO21-01179	Dell Marketing LP	\$ 79,465.84	OptiPlex 3090 Ultra Computers PVHS Computer Lab / General Fund Low Performing Student Block Grant
PO21-01199	72 Hour LLC National Auto Fleet Group	\$ 172,965.31	2021 Dodge 2500 Big Horn 4x4 Crew Cab (3) / General Fund LCAP 3.3
PO21-01200	72 Hour LLC National Auto Fleet Group	\$ 210,015.33	GMC Yukon XL vehicles (4) for AG Depts. / General Fund LCAP 3.2
PO21-01209	Power Machinery Center	\$ 161,240.96	Golf carts (9) / General Fund Operations Dept.
PO21-01210	Coast Cart, Inc.	\$ 115,042.83	GEM utility security carts (6) / General Fund Operations Dept.
PO21-01211	Tennant Sales & Service Co.	\$ 81,471.68	M20-D Diesel Cylindrical Sweeper Scrubber / General Fund Operations Dept.
PO21-01212	Pacwest Air Filter, LLC.	\$ 92,506.56	Intellipure 468 Air Cleaner System / General Fund Cares Act ESSER II
PO21-01213	Dell Marketing LP	\$ 69,015.36	OptiPlex 7780 All-In-One Computers for SMHS Business Lab / General Fund LCAP 4.3 & 3.3
PO21-01215	County Clerk-Recorder-Assessor	\$ 78,340.32	General Election Nov. 2020 / General Fund Admin. Dept.
PO21-01222	Apple Computer, Inc.	\$ 73,741.07	Macbook Pro Computers for District PD / General Fund Cares Act ESSER

N. Acceptance of Gifts

<b>Delta High School</b>		
<u>Donor</u>	<u>Recipient</u>	<u>Amount</u>
United Way (masks)	DHS Students	\$600.00
<b>Total Delta High School</b>		<b><u>\$600.00</u></b>
<b>Santa Maria High School</b>		
<u>Donor</u>	<u>Recipient</u>	<u>Amount</u>
Martha Janzen	FFA Floral Shop	\$100.00
Cecily G Kohler	Close Up Club	\$100.00
Delbert C Petersen	FFA General – In Memory of Bill Adam Jr.	<u>\$300.00</u>
<b>Total Santa Maria High School</b>		<b><u>\$500.00</u></b>

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**IX. REPORTS FROM EMPLOYEE ORGANIZATIONS**

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**X. OPEN SESSION PUBLIC COMMENTS**

If you would like to address the SMJUHS Board of Education at the April 13, 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 April 12, 2021. The email address is [SMJUHS-Public-Comment@smjuhsd.org](mailto:SMJUHS-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 April 12, 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.

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**XI. FUTURE ITEMS FOR BOARD DISCUSSION**

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**XII. NEXT MEETING DATE**

Unless otherwise announced, the next regular meeting of the Board of Education will be held May 11, 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.

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**XIII. FUTURE REGULAR BOARD MEETINGS FOR 2021**

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June 8, 2021	July 13, 2021	October 12, 2021
June 15, 2021	August 3, 2021	November 9, 2021
	September 14, 2021	December 14, 2021

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**XIV. ADJOURN**

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CLASSIFIED PERSONNEL ACTIONS							
	Action	Assignment	Site	Effective	Pay Rate	Hours	
	Retire	Food Service Worker I	RHS	6/25/21	9/E	5.5	
	Early Notification Bonus			4/30/21	\$1,000		
	Employ	School Support Secretary	PVHS	3/15/21	16/A	8	
	Employ	Food Service Worker I	PVHS	3/29/21	9/A	3	
	Promote	Computer Network Technician	DO	3/15/21	28/A	8	
	Retire	School Support Secretary	SMHS	6/16/21	16/E	8	
	Early Notification Bonus			4/30/21	\$1,000		
	Employ	Campus Security Assistant II	RHS	3/17/21	17/A	4	
	Reassign	Behavioral Instructional Assistant (BIA) Spec Ed	SMHS	4/13/21	18/B	6	
	Retire	Student Data Specialist	RHS	6/30/21	22/E	8	
	Early Notification Bonus			4/30/21	\$1,000		
	Employ	Campus Security Assistant II	PVHS	3/22/21	17/A	4	
	Employ	Food Service Worker I	PVHS	3/18/21	9/A	3	
	Employ	Food Service Worker I	PVHS	3/22/21	9/A	3	
	Employ	Food Service Worker I	PVHS	3/25/21	9/A	3	
	Retire	Attendance Technician	SMHS	6/16/21	20/E	8	
	Early Notification Bonus			4/30/21	\$1,000		
	Retire	Intervention Lab Specialist	RHS	6/29/21	22/E	8	
	Early Notification Bonus			4/30/21	\$1,000		
	Employ	Instructional Assistant-Spec Ed II	SMHS	3/8/21	15/A	6	
	Retire	Instructional Assistant-Spec Ed II	RHS	6/10/21	15/E	6	
	Early Notification Bonus			4/30/21	\$1,000		
	Retire	Accompanist	PVHS	3/31/21	15/E	4	
	Early Notification Bonus			4/30/21	\$1,000		
	Resign	Accounting Assistant II	DO	3/19/21	17/E	5.5	
CERTIFICATED PERSONNEL ACTIONS							
	Action	Assignment	Site	Effective	Salary	FTE	
	Perm Change/Perm	Special Ed	PVHS	2021-22	6/V	1.0	
	Employ/Prob 1	CTE Transportation	SMHS	2021-22	1/7	1.0	
	Perm Change/Prob 2	TOSA/MMEP	LC	2021-22	2/IV	1.0	
	Perm Change/Perm	Agriculture	PVHS	2021-22	5/V	1.0	
	Perm Change/Prob 2	Science	SMHS	2021-22	2/V	1.0	
	Perm Change/Perm	Physical Ed	PVHS	2021-22	8/IV	1.0	
	Perm Change/Prob 2	English	RHS	2021-22	2/I	1.0	
	LOA	English	PVHS	2021-22	17/V	0.2	
	Perm Change/Prob 2	Mathematics	PVHS	2021-22	2/III	1.0	
	Perm Change/Perm	Int'l Languages	RHS	2021-22	8/V	1.0	
	Extra Prep Period	Special Ed	DHS	3/29/21-6/9/21	14/V	0.2	
	Perm Change/Prob 2	Int'l Languages	SMHS	2021-22	2/IV	1.0	
	Perm Change/Prob 2	English	RHS	2021-22	7/IV	1.0	
	Perm Change/Prob 2	Special Ed	PVHS	2021-22	6/V	1.0	

CERTIFICATED PERSONNEL ACTIONS							
	Action	Assignment	Site	Effective	Salary	FTE	
	Perm Change/Perm	Science	SMHS	2021-22	8/V	1.0	
	Perm Change/Prob 2	Mathematics	PVHS	2021-22	7/V	1.0	
	Perm Change/Perm	Science	SMHS	2021-22	6/V	1.0	
	Perm Change/Prob 2	Special Ed Coordinator	SMHS	2021-22	7/V	1.0	
	Perm Change/Prob 2	Science	RHS	2021-22	7/III	1.0	
	LOA	Social Science	SMHS	2021-22	16/V	0.4	
	Perm Change/Perm	Agriculture	PVHS	2021-22	5/V	1.0	
	Perm Change/Perm	English	PVHS	2021-22	3/III	1.0	
	Perm Change/Prob 2	Mathematics	RHS	2021-22	4/IV	1.0	
	Perm Change/Prob 2	Home Economics	PVHS	2021-22	5/I	1.0	
	Perm Change/Perm	English	PVHS	2021-22	4/III	1.0	
	LOA	International Language	SMHS	2021-22	18/V	0.2	
	LOA	Agriculture	SMHS	2021-22	22/V	0.2	
	Perm Change/Perm	Int'l Languages	PVHS	2021-22	3/IV	1.0	
	Perm Change/Prob 2	Social Science	RHS	2021-22	3/IV	1.0	
	Perm Change/Prob 2	Counselor	PVHS	2021-22	2/IV	1.0	
	Perm Change/Perm	Mathematics	SMHS	2021-22	8/V	1.0	
	Perm Change/Prob 2	Special Ed	RHS	2021-22	3/IV	1.0	
	Perm Change/Perm	Agriculture	RHS	2021-22	3/V	1.0	
	Perm Change/Prob 2	Agriculture	SMHS	2021-22	2/III	1.0	
	Perm Change/Perm	Visual & Performing Arts	RHS	2021-22	4/V	1.0	
	Perm Change/Perm	Social Science	PVHS	2021-22	5/IV	1.0	
	Perm Change/Perm	Int'l Languages	RHS	2021-22	8/V	1.0	
	Perm Change/Prob 2	Mathematics	PVHS	2021-22	7/V	1.0	
	Perm Change/Prob 2	English	PVHS	2021-22	2/III	1.0	
	Early Notification Bonus			4/30/21	\$1,000		
	Employ/Prob 0	Special Education	PVHS	2021-22	2/I	1.0	
	Perm Change/Perm	Social Science	SMHS	2021-22	3/V	1.0	
	Perm Change/Prob 2	English	RHS	2021-22	7/V	1.0	
	Perm Change/Prob 2	Special Ed	SMHS	2021-22	6/V	1.0	
	Perm Change/Perm	Science	SMHS	2021-22	8/V	1.0	
	Early Notification Bonus			4/30/21	\$1,000		
	Retire	Special Education	PVHS	6/11/21	26/V	1.0	
	Early Notification Bonus				\$1,000		
	Perm Change/Perm	Mathematics	SMHS	2021-22	8/V	1.0	
	Perm Change/Prob 2	Counselor	SMHS	2021-22	2/V	1.0	
	Perm Change/Prob 2	Science	PVHS	2021-22	2/III	1.0	
	Perm Change/Prob 2	Athletic Director	PVHS	2021-22	14/V, +5, 9%	1.0	
	Perm Change/Prob 2	Int'l Languages	PVHS	2021-22	4/V	1.0	
	Perm Change/Perm	Physical Ed	SMHS	2021-22	4/IV	1.0	
	Perm Change/Prob 2	English	RHS	2021-22	7/IV	1.0	
	Resign	English	SMHS	6/11/21	16/V	1.0	
	Perm Change/Prob 2	English	SMHS	2021-22	4/V	1.0	

CERTIFICATED PERSONNEL ACTIONS								
	Action	Assignment	Site	Effective	Salary	FTE		
	Perm Change/Prob 2	Science	RHS	2021-22	2/V	1.0		
	Perm Change/Prob 2	Special Ed	RHS	2021-22	6/V	1.0		
	Perm Change/Prob 2	Home Economics	SMHS	2021-22	7/I	1.0		
	Employ/Prob 1	English	PVHS	2021-22	1/III	1.0		
	Retire	Home School Program	Library	6/30/21	26/V	1.0		
	Early Notification Bonus				\$1,000			
	Perm Change/Prob 2	Social Science	PVHS	2021-22	2/III	1.0		
	LOA	International Language	PVHS	2021-22	13/V	0.4		
	Column Advance	Science	DHS	2021-22	26/V	1.0		
	Perm Change/Prob 2	Special Ed	RHS	2021-22	5/IV	1.0		
	Perm Change/Prob 2	Special Ed	PVHS	2021-22	6/IV	1.0		
	Perm Change/Prob 2	Physical Ed	SMHS	2021-22	2/V	1.0		
	Perm Change/Perm	Int'l Languages	SMHS	2021-22	8/V	1.0		
	Perm Change/Perm	Health Ed	PVHS	2021-22	8/V	1.0		
	Perm Change/Perm	special Ed	SMHS	2021-22	6/V	1.0		
	Perm Change/Prob 2	English	SMHS	2021-22	2/III	1.0		
	Perm Change/Perm	Sports Medicine CTE	RHS	2021-22	3/IV	0.4		
	Perm Change/Prob 2	Social Science	PVHS	2021-22	7/V	1.0		
	LOA	Special Education	PVHS	2021-22	11/V	0.2		
	Perm Change/Prob 2	English	SMHS	2021-22	6/V	1.0		
	Perm Change/Prob 2	Mathematics	SMHS	2021-22	4/III	1.0		
	Perm Change/Prob 2	Agriculture	SMHS	2021-22	2/V	1.0		
	Perm Change/Prob 2	Science	SMHS	2021-22	2/III	1.0		
	Perm Change/Prob 2	Mathematics	SMHS	2021-22	7/IV	1.0		
COACHING PERSONNEL ACTIONS								
	Action	Assignment	Site	Effective	District	ASB/Booster	Dignity Health	Employee Type
	Stipend Decrease	Head JV Boys Track	PVHS	2020-2021	\$2,000			CERT.
	Stipend Increase	CoHead JV Boys Track	PVHS	2020-2021	\$957			CLASS.
	Stipend	Head Varsity Boys Wrestling	PVHS	2020-2021	\$4,189			CERT.
	Stipend	Head JV Boys Wrestling	PVHS	2020-2021	\$3,142			CERT.
	Stipend	Head Varsity Girls Wrestling	PVHS	2020-2021	\$4,189			WALK-ON
	Stipend	Head JV Girls Wrestling	PVHS	2020-2021	\$3,142			WALK-ON
	Stipend	Head Varsity Boys Baseball	ERHS	2020-2021	\$4,189			CERT.
	Stipend	Assistant Varsity Boys Baseball	ERHS	2020-2021	\$1,800			WALK-ON
	Stipend	Assistant Varsity Boys Baseball	ERHS	2020-2021	\$1,342			WALK-ON
	Stipend	Head JV Boys Baseball	ERHS	2020-2021	\$2,026			CERT.
	Stipend	CoHead JV Boys Baseball	ERHS	2020-2021	\$1,116			WALK-ON
	Stipend	Head Frosh Boys Baseball	ERHS	2020-2021	\$1,500			WALK-ON
	Stipend	CoHead Frosh Boys Baseball	ERHS	2020-2021	\$458			WALK-ON
	Stipend	CoHead Frosh Boys Baseball	ERHS	2020-2021	\$684			WALK-ON
	Stipend	Head Varsity Boys Basketball	ERHS	2020-2021	\$4,436			CERT.
	Stipend	Head JV Boys Basketball	ERHS	2020-2021	\$3,327			WALK-ON

COACHING PERSONNEL ACTIONS								
	Action	Assignment	Site	Effective	District	ASB/Booster	Dignity Health	Employee Type
	Stipend	Head Varsity Girls Basketball	ERHS	2020-2021	\$4,436			CERT.
	Stipend	Head JV Girls Basketball	ERHS	2020-2021	\$1,663.50			WALK-ON
	Stipend	CoHead JV Girls Basketball	ERHS	2020-2021	\$1,663.50			WALK-ON
	Stipend	Head Varsity Boys Golf	ERHS	2020-2021	\$100			CERT.
	Stipend	CoHead Varsity Boys Golf	ERHS	2020-2021	\$3,350			WALK-ON
	Stipend	Head Varsity Girls Golf	ERHS	2020-2021	\$3,450			CERT.
	Stipend	Head Varsity Boys Soccer	ERHS	2020-2021	\$3,696			WALK-ON
	Stipend	Head JV Boys Soccer	ERHS	2020-2021	\$2,772			WALK-ON
	Stipend	Head Varsity Girls Soccer	ERHS	2020-2021	\$3,696			WALK-ON
	Stipend	Head JV Girls Soccer	ERHS	2020-2021	\$2,772			WALK-ON
	Stipend	Head Varsity Girls Softball	ERHS	2020-2021	\$4,073			CERT.
	Stipend	CoHead Varsity Girls Softball	ERHS	2020-2021	\$116			CERT.
	Stipend	Assistant Varsity Girls Softball	ERHS	2020-2021	\$484			CERT.
	Stipend	Assistant Varsity Girls Softball	ERHS	2020-2021	\$2,500			WALK-ON
	Stipend	Assistant Varsity Girls Softball	ERHS	2020-2021	\$158			CLASS.
	Stipend	Head JV Girls Softball	ERHS	2020-2021	\$2,500			WALK-ON
	Stipend	CoHead JV Girls Softball	ERHS	2020-2021	\$642			CLASS.
	Stipend	Head Varsity Boys Swim	ERHS	2020-2021	\$3,450			WALK-ON
	Stipend	Head JV Boys Swim	ERHS	2020-2021	\$2,588			CERT.
	Stipend	Head Varsity Girls Swim	ERHS	2020-2021	\$3,450			CERT.
	Stipend	Head JV Girls Swim	ERHS	2020-2021	\$2,588			CERT.
	Stipend	Head Varsity Girls Tennis	ERHS	2020-2021	\$3,450			CERT.
	Stipend	Head Varsity Boys Tennis	ERHS	2020-2021	\$3,450			CERT.
	Stipend	Head Varsity Boys Track	ERHS	2020-2021	\$2,600			WALK-ON
	Stipend	CoHead Varsity Boys Track	ERHS	2020-2021	\$1,343			WALK-ON
	Stipend	Head JV Boys Track	ERHS	2020-2021	\$1,875			WALK-ON
	Stipend	CoHead JV Boys Track	ERHS	2020-2021	\$1,082			WALK-ON
	Stipend	Head Varsity Girls Track	ERHS	2020-2021	\$2,600			CERT.
	Stipend	CoHead Varsity Girls Track	ERHS	2020-2021	\$550			WALK-ON
	Stipend	Head JV Girls	ERHS	2020-2021	\$1,875			WALK-ON
	Stipend	Head Varsity Boys Wrestling	ERHS	2020-2021	\$4,189			CERT.
	Stipend	Head JV Boys Wrestling	ERHS	2020-2021	\$3,142			CERT.
	Stipend	Head Varsity Girls Wrestling	ERHS	2020-2021	\$3,491			CERT.
	Stipend	CoHead Varsity Girls Wrestling	ERHS	2020-2021	\$349			CERT.
	Stipend	CoHead Varsity Girls Wrestling	ERHS	2020-2021	\$349			CERT.
	Stipend	Head JV Girls Wrestling	ERHS	2020-2021	\$3,142			CERT.
	Stipend	Assistant Athletic Director	ERHS	2020-2021	\$3,450			CERT.
	Stipend Decrease	Head JV Boys Swim	SMHS	2020-2021	\$2,588			CERT.
	Stipend Decrease	Head JV Girls Track	SMHS	2020-2021	\$2,957			WALK-ON
	Stipend	CoHead Varsity Girls Track	ERHS	2020-2021	\$793			WALK-ON
	Stipend	CoHead JV Girls Track	ERHS	2020-2021	\$1,082			WALK-ON

## Appendix B

# SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT FACILITIES REPORT

## March 2021 and Coronavirus Activities

### 1. Santa Maria High School Construction Projects

#### SMHS Reconstruction – Rachlin Partners

- Increment 1, Phase 1 - 50 Classroom and Administration Building: Activities occurring this period include final debris removal, over excavation, grading, compaction, footings, and underground utilities infrastructure work. **(Photos)**
- Increment 2, Phase (To Be Determined) - Administration Building Conversion to Classrooms: Resubmittal of the package to DSA was delayed due to a change in the Heating, Ventilation, and Air Condition systems. It is now estimated to occur in May of 2021. Once approval is received, further project activity will be suspended until completion of Increment 1, Phase 1, 50 Classroom construction in April of 2023.

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

- After further review by the Architect, it was determined the roof truss system modification components would have to be installed after the existing HVAC units are removed. This work was rolled into the main bid. The bid was issued March 10, 2021 and is to be opened April 1, 2021. Work is scheduled for June 2021.

#### SMHS 4 Portable Classrooms – Rachlin Partners

- DSA review of the 4 portable classrooms plans continues. It is now estimated approval will occur in mid-April. The bid period remains dependent upon DSA approval. Work remains to be completed during the summer of 2021.

### 2. Ernest Righetti High School Construction Projects

#### ERHS Maintenance and Operations Building – Rachlin Partners

- Notice of the California Environmental Quality Act (CEQA) Initial Study/Mitigated Negative Declaration was posted on March 15 and will run through April 13, 2021. Upon completion of the notice period, the item is scheduled to be presented to the Board at the May 11 meeting. The bid package is being prepared for immediate issue upon approval. Construction remains targeted to begin in early July 2021.

#### ERHS Phase 2 Improvements – Rachlin Partners

- The District and Architect have developed work phasing options to address the diminished availability of existing unoccupied portable classrooms previously planned to be used as temporary housing during construction. These options are under preliminary review by the ERHS administration. A final phasing planning meeting with the Project team is to occur in mid-April.

**ERHS Turf Replacement – Support Services**

- Contracts are complete and design work is underway. May 17, 2021 has been identified by ERHS athletics and site administration as the preferred start date. The work is expected to take approximately one month to complete.

**3. Pioneer Valley High School Construction Projects**

**PVHS 12 Modular Fire System Revisions – Support Services**

- DSA has approved the original project modifications. Work on the two fire riser pipes is complete. Final project closeout is underway.

**PVHS 3 New Modular Classrooms – Rachlin Partners**

- The Architect is continuing evaluations of material received from modular building vendors and has requested additional detail information. They are planning on using the material to develop overview packages with recommendations for District review. A project schedule will be established once a determination on the building vendor is complete.

**PVHS Relocate 86 HVAC Diffusers – Support Services**

- Several HVAC diffusers were found to be located too close to fire sprinklers during the investigation of the fire sprinkler issue of March 2020.
- Additional diffusers were identified and added to the project scope during subsequent site visits bringing the total from 70 to 86. The bid package was issued February 25, 2021. Three bids were received. All came in below the \$60,000 approval threshold. Work is scheduled to be performed during June and July of 2021.

**PVHS Electrical Bus Duct Repair – Support Services**

- A bid package was issued March 31, 2021. Bids are scheduled to be received April 22, 2021. Work is to be performed in June and July of 2021.

**PVHS Carpet Replacement 300 Building – Support Services**

- A bid package was issued February 25, 2021. One bid was received on March 23, 2021. It was below the \$60,000 approval threshold. Work is to be performed in June and July of 2021.

**4. Career Technical Education Center**

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

- Work completed this period includes final Change Order (CO) work adjustments and punch-list items. Original Contract construction work was substantially complete January 31, 2021. A final Notice of Completion, a final CO credit, and a Contract Amendment is scheduled to go to the Board for review at the April meeting. Access to the site for operations, students, and teachers is now available. Other Lease, Leaseback documentation closeout activities continue. **(Photo)**

## **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: Selective wall demolition to allow verification of component installations is complete. No issues were found. Forms indicating the results have been submitted to DSA for review and comment.
  - SMHS #03-102635 Alteration to Graphic Arts/Restroom bldg. 320 and 320A; Industrial Arts bldg. 500; Home Economics bldg. 210: DSA continues review CO #7. The Project Inspector verified the proper completion of the CO #7 scope of work. Forms indicating the results have been submitted to DSA for review and comment.
  - SMHS #03-102993, Construction of 22 Classrooms and Toilet Building: The Consultant and closeout Architect's evaluation has determined the project, while shown as 22 buildings, appears to include 16 buildings under the application number. They believe the original Architect may not have adjusted the actual project scope in the DSA file. Direction from DSA on how to proceed has been requested.
  - ERHS #03-105187, Alterations to 3 classroom Buildings (C, D, and E): The closeout Consultant is waiting for Rachlin Partners to complete the evaluation of CO #3.

### **SSC-SMHS 2021 Paving SSC and Lincoln Street – Flowers and Associates**

- The Consultant is continuing to prepare design documents. Construction remains anticipated to occur during the summer of 2021.

### **District Wide Roof Repairs 2021 SMHS and PVHS – Support Services**

- The bid was issued March 3, 2021. The bid was opened on March 31, 2021. The results will be provided to the Board for review at the April meeting. Construction is anticipated to occur during summer of 2021.

### **SSC Purchasing Office Reconfiguration – Ravatt-Albrecht Architects**

- Construction plans and specifications continue under development by the Architect in preparation of permit documentation submittal to the City. The project schedule estimate will be provided upon completion of the submittal package.

### **SSC Second Story Office Reconfiguration – Ravatt-Albrecht Architects**

- The Architect proposal is complete and design package efforts are underway. A project schedule estimate will be provided upon completion of the submittal package.

### **SSC Tire Room Reconfiguration – Ravatt-Albrecht Architects**

- The Architect proposal is complete and design package efforts are underway. The project schedule will be provided upon completion of the submittal package.

## **6. Summer Activities Planning**

### **District Wide Summer Projects Planning 2020/21**

- Ongoing summer and long-term project planning and coordination continue with plant managers, site staff, and administration.

Gary Wuitschick  
Director – Support Services

## Maintenance & Operations

### SMHS

- Performed weekly grooming and cleaning of the stadium sports turf.
- Completed stadium preparation for track season.
- Completed quarterly fertilizer application on turf campus wide.
- Performed preventive maintenance on grounds maintenance equipment: gas powered blowers, edger, and pressure washer.
- Completed preparation of fields for SMHS boys' and girls' soccer season. (Photo)
- Performed gopher control to safely and efficiently maintain a near zero gopher population.
- Completed grounds maintenance shop inventory and new layout for improved use of space.
- Completed repairs to electric powered utility vehicles: Athletics' cart tires.
- Performed preventive maintenance on district irrigation weather station.
- Inspected domestic and irrigation water back flow prevention valves.
- Performed routine landscape maintenance at areas A, B, and C.
- Relocated the COVID-19 lunch distribution shelter for improved safety of elementary age students.
- Refreshed the Dignity Health logo on stadium turf.
- Replaced Reverse Osmosis unit filters at Administration staff lounge kitchen.
- Performed plumbing repair maintenance in the following rooms 108, 112, 334, 460 kitchen, 500 boys' portable restroom, 600 staff restroom, and 830 restrooms.
- Repaired the marquee flagpole lighting.
- Repaired Maxicom irrigation control communication wiring pathway.
- Completed installation of a new sink in the maintenance shop breakroom. (Photo)
- Completed assembly and delivery of six of eighty-four 75-inch Tatung interactive flat panel monitors with NovoPro collaboration hardware.
- Repaired a water leak in the pool equipment building. (Photo)
- Performed testing of campus wide emergency systems including AEDs and eyewash stations.
- Performed repairs to door hardware: Administration front entry, 132 custodian room, Ethel Pope Auditorium south entrance, and Wilson Gymnasium southeast hall.
- Completed preventive maintenance on custodian cleaning equipment: KaiVac restroom cleaning system.
- Performed preventive maintenance on HVAC systems: Administration air handlers (41), 330 Building gas fired heaters, and 830 Building heat pumps.
- Repaired HVAC: 336, 350 building, 480, 618, and 626.
- Completed inspection and resealing of crawl space grates
- Performed weekly test operation of four ADA chair lifts and one passenger elevator
- Completed hygiene dispenser repairs: 330, 360, 526, and Wilson Gymnasium.
- Performed monthly online and in-person training.
- Completed ceiling tile replacement 500 staff restroom.
- Completed monthly fire extinguisher inspections.
- Performed regular delivery of PPE to requested areas and predetermined stations
- Provided support of school event and civic center use activities: 50-Classroom project groundbreaking ceremony, SMHS FFA, Migrant Education Academy distribution, SMHS Counseling backpack distribution, MMEP Health & Wellness Fair, ELPAC Testing, Agriculture floral design class supplies distribution, SMHS Counselor's Saturday & Sunday lab hours, AHC Promise Steps, SMHS Cross Country, SMHS Girls Tennis, and SMHS Boys & Girls Soccer.
- Preventive work hours - 40
- Routine work hours - 379
- Total work orders completed - 274
- Event setup hours - 71

Ken Groppetti  
Plant Manager



## REGULAR MEETING

April 13, 2021

### PVHS

- Set up cones, pylons, and barriers for on campus cross country match.
- Prepared Varsity and Junior Varsity baseball and softball fields for the upcoming season. (Photo)
- Swept and groomed the stadium turf for soccer matches.
- Replaced the four soccer goal nets.
- Painted regulation size soccer field on the practice turf for soccer team practice.
- Installed recycled artificial turf from SMHS in varsity bullpens on baseball and softball fields.
- Rerouted irrigation lines and prepared planter boxes for two new walkways in front of the boys' and girls' locker rooms at the gymnasium.
- Completed repairs to irrigation sprinkler valves at the varsity baseball field.
- Painted discus and shot-put sector angles for Track and Field events.
- Performed gopher control maneuvers campus wide.
- Installed a new dishwasher, and replaced the washer and dryer, in the Culinary Arts lab pantry.
- Painted the first-floor workroom and hallway in the 400 Building, east and west exterior corridors, and second floor classroom 355. (Photo)
- Installed turbine air vents on theater arts and athletics storage containers.
- Completed assembly and delivery of twenty-eighty 75-inch Tatung interactive flat panel monitors with NovoPro collaboration hardware. (Photo)
- Patched water leaks on roof of classroom 610.
- Serviced campus rolling stock: rear tires custodial cart #364, flat tire on athletic trainer cart, replaced a cracked fender on Grounds Gator #726. (Photo)
- Replaced security alarm back-up batteries.
- Installed two whiteboards in classrooms 355 and 356 following installation of SMART Technologies 75-inch interactive flat panel monitors.
- Diagnosed and repaired the HVAC compressor for classroom 413.
- Set up a pilot project wide angle camera for remote and hybrid teaching in classroom 613.
- Replaced a VGA communication cable with HDMI to improve the signal between the computer projector and the teacher's computer in classroom 620.
- Assembled two new kitchen carts for Food Service.
- Repaired the ice machine in Agriculture Science classroom 207.
- Replaced the controller module in remote-operated rolling gate #12.
- Removed the damaged windscreen in the varsity baseball visitor's bullpen.
- Delivered two tri-fold privacy barriers to each classroom on campus.
- Set up the east court of the gymnasium for overflow of small cohorts in the library: student desks and chairs.
- Set up for Freshman registration.
- Power washed and sealed the concrete floors in boys' and girls' locker room.
- Inventoried and reorganized custodial warehouse in the maintenance shop.
- Sealed the pool deck. (Photo)
- Pressure washed the stadium bleachers for the return of athletics. (Photo)
- Provided support of school event and civic center use activities: cross country meets, soccer, tennis, track and field, swim, and an FFA Drive-Through event.
- Preventive work order hours – 14
- Routine work hours – 124
- Total work orders completed – 124
- Event setup hours - 128

Dan Mather  
Plant Manager

## REGULAR MEETING

April 13, 2021

### ERHS

- Completed landscaping of the front planter at Delta High School; removed existing bark, added bubbler irrigation system, new plants, and rubber mulch. (Photo)
- Set up the baseball and softball outfield fences and prepared the infield for baseball and softball season.
- Groomed the stadium turf for football season and painted competition lines.
- Refreshed the Dignity Health logo on stadium turf.
- Performed weed abatement at ERHS and DHS.
- Power washed the tennis courts for the upcoming season.
- Serviced all hydration stations at ERHS and DHS.
- Repaired a leaking water valve in girls' locker room.
- Diagnosed and repaired the heater control for classroom 216.
- Installed new LED stage lights and a lighting controller in Drama room.
- Repaired exterior lighting in the stadium and on the walkway to Larch Street.
- Installed a large monitor in the principal's office; patched and painted following installation. (Photo)
- Completed monthly inspection of emergency equipment: fire extinguishers, AEDs, fire alarm, eye wash stations, and emergency showers.
- Completed assembly and delivery of thirty-one 75-inch Tatum interactive flat panel monitors with NovoPro collaboration hardware. (Photo)
- Replaced emergency lighting batteries and fixtures in the Administration Building and the gymnasium.
- Installed touchless paper towel dispensers in all restrooms and classrooms (COVID-19 recommendation).
- Serviced doors and locks: classroom 506 and Administration room 716.
- Repaired the hydronic boiler control board in the Industrial Arts Building.
- Replaced hydronic boiler tubes in 300 Building boiler. Investigated and repaired an air leak in the control system.
- Completed daily disinfecting of high touch surfaces and restroom cleaning.
- Performed nightly classroom disinfecting of classrooms that are occupied each day.
- Cleaned desktops and horizontal surfaces in all classrooms at DHS and ERHS in preparation for student return.
- Delivered eighty-one new ergonomic chairs to teachers and staff at ERHS. (Photo)
- Completed annual in person safety training in two sessions: one day session and one evening session.
- Provided support of school event and civic center use activities: FFA Drive-Through event, Ballet Folklorico, cross country meet, swim, and girls' tennis.
- Preventive work order hours –0 (0 DHS)
- Routine work order hours –367 (includes 187 DHS)
- Total work orders completed – 110 (includes 20 DHS)
- Event setup hours – 20

Danny Sheridan  
Plant Manager

### Transportation

- Completed informational meeting and training on student return procedures. (Photo)

### Graffiti & Vandalism

- DHS \$ 0
- ERHS \$ 0
- SMHS \$ 100
- PVHS \$ 0

Reese Thompson  
Director – Facilities and Operations

## Photo Gallery – Major Projects

### School Construction 101



SMHS 50-Classroom Building – First you Demolish the Old Buildings...



...Then you Dig a Big Hole...





...Next you Put All the Dirt Back in the Hole and Compact it...



...and Finally, You Dig New Holes for the Footings!



CTE Center – Paul Robinson Oversees Storage Unit Placement



## Photo Gallery – Maintenance & Operations



SMHS – Nelson Frutos Paints Soccer Lines on the Practice Field



SMHS – The Maintenance Shop Receives a New Sink and Countertop



SMHS – John Daniloff Repairs a Water Leak in the Pool Equipment Room



PVHS – Greg Gentile Prepares the Varsity Softball Field for the Big Game





PVHS – Ernest Paz Repaints in the Science Building Teacher Work Room

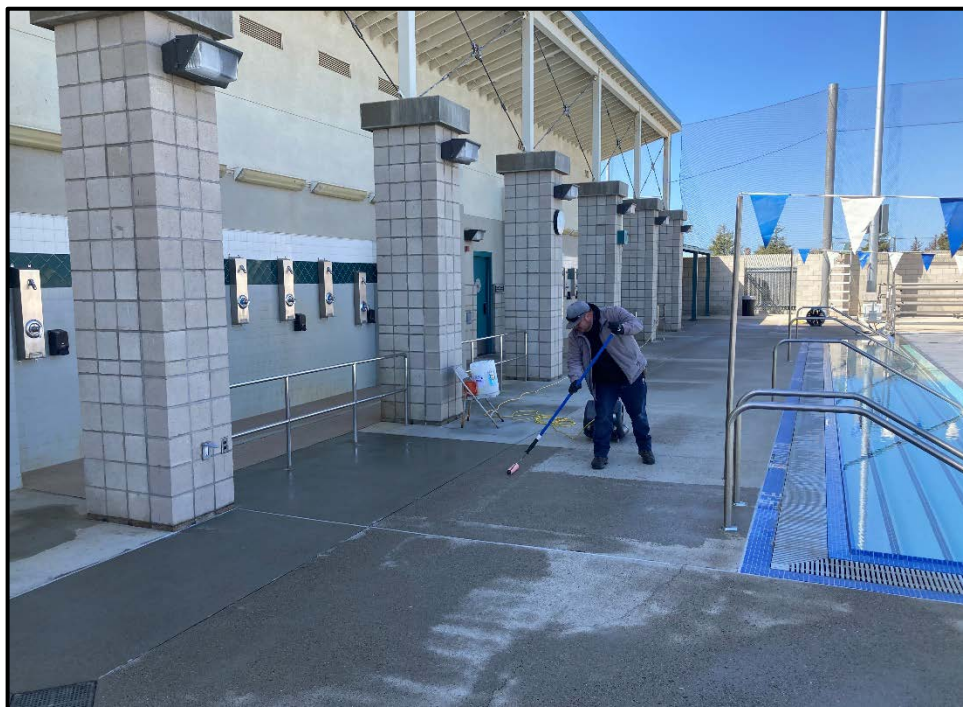


PVHS – Elias Camacho Assembles one of Twenty-eight Interactive Monitors





PVHS - Elias Camacho Keeps the Custodial Carts Rolling



PVHS - Paul Alvarez Applies a Protective Coating to the Pool Deck...



PVHS – ...and Pressures Washes the Stadium Bleachers in Preparation for Football Season



DHS – The Grounds Crew Puts the Finishing Touches on the Entry Planter





ERHS - Ernest Paz Touches up the Paint Following a New Monitor Installation



ERHS - Leo Avila and Jason Allen Assemble Interactive Monitors

REGULAR MEETING  
April 13, 2021



ERHS – Luis Rosa and Jason Allen Deliver Ergonomic Chairs to Teachers Holding Daily Zoom Meeting Classroom Sessions



Transportation – Joni McDonald Explains COVID-19 Home Screening to the Bus Drivers

**REGULAR MEETING**  
**April 13, 2021**

**APPENDIX C**

**Approval of MOU between the  
District and the SMJUHSD Faculty Association  
regarding compensation settlement  
for the 2020-21 school year**




Memorandum of Understanding  
between the  
Santa Maria Joint Union High School District Faculty Association  
and the  
Santa Maria Joint Union High School District  
March 23, 2021  
COMPENSATION SETTLEMENT FOR 2020-2021

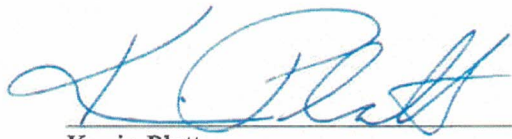
The following Agreement reflects the full and complete agreement of the Santa Maria Joint Union High School District Faculty Association (SMJUHSDFA) and the Santa Maria Joint Union High School District ("District") regarding compensation settlement for the 2020-2021 school year. Due to the pandemic and the uncertainty of the future, on June 12, 2020, the SMJUHSDFA and the District came to an agreement to resolve re-openers for the 2018-2021 Collective Bargaining Agreement. Since that agreement, the financial outlook in California has improved and the District is in a position to offer the following compensation for the 2020-2021 school year.

The parties agree to the following terms:

1. For the 2020-2021 fiscal year, the District will provide a one time off-schedule payment of \$1000 to each eligible unit member.
2. Upon a vote of approval by the Board of Education, the terms of this agreement as stated above shall be implemented.
3. The \$1000 payment shall be paid in one lump sum on May 31, 2021.
4. The actual employee payment amount will be "equalized" between all unit members giving all eligible unit members an equal payment amount of \$1000.00 regardless of FTE.
5. Employees must be in paid status at least 60 calendar days prior to the payment and in active status on the day of payment in order to be eligible to receive the payment.
6. This Memorandum of Understanding ("MOU") is not precedent setting and shall not constitute a binding practice between the parties.

Tentatively agreed to this 23<sup>rd</sup> day of March 2021.

  
\_\_\_\_\_  
Matt Provost  
Santa Maria Joint Union High School District FA

  
\_\_\_\_\_  
Kevin Platt  
Santa Maria Joint Union High School District

**REGULAR MEETING**  
**April 13, 2021**

**APPENDIX D**

**Approval of Classified Bargaining Unit  
Tentative Agreement regarding  
compensation settlement for the  
2020-21 school year**


Tentative Agreement between the  
California School Employees Association  
And Its Chapter 455  
and the  
Santa Maria Joint Union High School District  
February 11, 2021  
COMPENSATION SETTLEMENT FOR 2020-2021

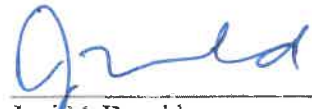
The following Agreement reflects the full and complete agreement of the California School Employees Association (CSEA) Chapter 455 and the Santa Maria Joint Union High School District ("District") regarding compensation settlement for the 2020-2021 school year.

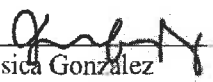
The parties agree to the following terms:

1. The District and CSEA have reached an Agreement for the 2020-2021 fiscal year. The terms of this agreement are an off-schedule payment of \$1000 paid to each eligible unit member.
2. CSEA will have a ratification meeting to approve these compensation changes as soon as possible following the signing of this Tentative Agreement and conclusion of the CSEA 610 policy review.
3. Upon the successful ratification vote of CSEA membership, this compensation settlement will be placed as an action item on the Board Agenda for the April 9, 2021 meeting of the Santa Maria Joint Union High School District Board of Education.
4. Upon a vote of approval by the Board of Education, the terms of this agreement as stated above shall be implemented.
5. The \$1000 payment shall be paid in one lump sum on April 30, 2021.
6. The actual employee payment amount will be "equalized" between all unit members giving all eligible unit members an equal payment amount of \$1000.00 regardless of FTE.
7. Employees must be in paid status at least 60 calendar days prior to the payment and in active status on the day of payment in order to be eligible to receive the payment.

Tentatively agreed to this 11<sup>th</sup> day of February 2021.

  
\_\_\_\_\_  
Tami Contreras  
For CSEA Central Coast Chapter #455

  
\_\_\_\_\_  
Joni McDonald  
For Santa Maria Joint Union High School

  
\_\_\_\_\_  
Jessica Gonzalez  
For California School Employees Association



**REGULAR MEETING**  
**April 13, 2021**

**APPENDIX E**

**Approval of Classified Bargaining Unit  
Tentative Agreement regarding  
Reclassification Recommendation**

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

March 3, 2021

The following reflects the full and complete agreement of the California School Employees Association and its Central Coast Chapter #455 (hereinafter "Association") and the Santa Maria Joint Union High School District (hereinafter "District") regarding the 2019-20 reclassification process.

1. New job descriptions for the following Association bargaining unit classifications shall be created and are attached to this agreement:

Human Resources Specialist – Benefits (Salary Range 30), formerly Human Resources Technician (Salary Range 28)  
Human Resources Specialist – Recruitment and Compliance (Salary Range 30), formerly Administrative Assistant I – SSC (Salary Range 22)  
Student Records Specialist – DHS (Salary Range 23), formerly Registrar I (Salary Range 18)

2. The following reclassification requests were reviewed and are recommended for change effective 07/01/2020:  
  
Unit Member 201920-001: to new Human Resources Specialist - Benefits;  
Unit Member 201920-002: to new Human Resources Specialist – Recruitment and Compliance;  
Unit Member 201920-003: to new Student Records Specialist - DHS
3. No Association bargaining unit member shall be harmed in any way by these reclassifications. The District shall provide support and training for any unit member to perform satisfactorily within their revised job description should it be needed.
4. Members in positions with new titles will retain their seniority date from their prior classifications.
5. Any disputes of any of the provisions contained herein shall be resolved utilizing the Grievance Procedures outlined in the Collective Bargaining Agreement.

Tentatively agreed to this 3<sup>rd</sup> day of March 2021. This Tentative Agreement shall become final and binding upon the parties with ratification by the membership of the Association (pursuant to Association Policy 610 and if required by that Policy) and adoption by the Santa Maria Joint Union High School District Board of Education.

FOR THE ASSOCIATION:

*Lani Gutierrez*

*Michael*

*[Signature]*

*[Signature]*

*[Signature]*

Jessica Gonzalez  
Labor Relations Representative

FOR THE DISTRICT:

*[Signature]*

*[Signature]*

*[Signature]*

*[Signature]*

*[Signature]*

## HUMAN RESOURCES SPECIALIST - BENEFITS

### **BASIC FUNCTION:**

Under the direction of the Assistant Superintendent of Human Resources or other Human Resources management designee, perform a variety of specialized duties related to the on-boarding of new-hire employees including pre-employment requirements, orientations, voluntary and mandatory employee benefit programs for the District; process enrollment forms and maintain database for benefits; provide assistance, counsel, and information regarding the benefit programs; and process claims for workers' compensation, according to established procedures; prepare related records.

### **REPRESENTATIVE DUTIES:**

- Administer district's employee and retiree health and welfare benefits program, including medical, dental, and vision care insurances, life insurance, long term disability, and mandated programs such as COBRA; administer new hire enrollments, additions, terminations, or changes in accordance with union agreements and board policies. **E**
- Prepare and reconcile insurance eligibility reports for additions, terminations, and changes including but not limited to, life insurance, income protection, medical, dental, vision and Section 125 insurance carriers. **E**
- Compile statistical data and create reports as required for the administration of benefit programs. **E**
- Receive, review, audit and reconcile monthly billings from benefit providers to payroll, employee and employer benefit records. **E**
- Act as primary contact and reference source for staff and insurance providers; troubleshoot and resolve employee issues and concerns regarding benefits; research information as necessary; prepare and distribute correspondence to employees, retirees, and plan participants as needed; provide employees with informational materials as required; refer staff to outside resources as appropriate. **E**
- Administer the District annual open enrollment, including correspondence with carriers and plan administrators; review enrollment forms and other documents for accuracy.
- Maintain records of individual voluntary deductions and related data; verify documents for proper codes, premium rates, and related data. **E**
- Review and check documents for completeness, accuracy and conformance with applicable rules/regulations and procedural requirements; assure that established procedures are carried out efficiently. **E**
- Make job offers; conduct new employee pre-employment meetings to inform, review, and collect various complex new-hire documents; conduct orientations including presentations on all applicable employee benefit programs. **E**
- Communicate compliance requirements to new-hires and current employees, prepare specialized forms, packets, referrals, and information; track receipt of required information; follow up as necessary to ensure all required paperwork and information is received in timely manner, tracked, and maintained according to law, policy, or procedure. **E**
- Process entry of employee records into the Human Resources Information System (HRIS) and other required systems and databases. **E**

- Administer regulatory leave of absence processes including but not limited to, Family Medical Leave Act and the California Family Rights Act; responds to requests, determines eligibility, tracks available leaves hours, and prepares all required correspondence and reports in accordance with established state and federal legal requirements. **E**
- Compute and summarize voluntary deductions; maintain records of deductions; verify and input data; prepare special reports as assigned. **E**
- Monitor for compliance with Affordable Care Act; creates reports and tracks employee work hours. **E**
- Act as liaison with retirees to provide benefits information, tracks eligibility status and processes retiree payments. **E**
- Process, evaluate, review and audit Workers' Compensation reports and claims; assure claims are processed in an effective and timely manner, and according to law. **E**
- Authorize visits to designated District physician. **E**
- Maintain contact with employees on Industrial Illness and Injury Leave; respond to questions pertaining to benefits and claims procedures. **E**
- District liaison with outside agency for bridge assignments; work closely with employees, supervisors, site personnel, and outside agency for all matters related to the bridge assignments. **E**
- Perform a variety of activities related to Human Resources; provide District-wide services. **E**
- Perform related duties as assigned.

#### **KNOWLEDGE OF:**

Tax withholding, voluntary and involuntary deductions, and fringe benefits.

Bookkeeping methods and terminology.

Modern office practices, procedures, and equipment.

Interpersonal skills using tact, patience, and courtesy.

Correct English usage, grammar, spelling, punctuation, and vocabulary.

Operation of a computer with emphasis on Excel, Word, Access, and Outlook.

Oral and written communication skills.

#### **ABILITY TO:**

Perform responsible record-keeping duties with a high degree of skill and accuracy.

Prepare financial summaries and reports.

Interpret and apply state and federal regulations, policies, rules, and procedures.

Organize, summarize, and express complex concepts or issues in concise, simple terms to a variety of people with varying levels of interest and understanding.

Establish and maintain cooperative and effective working relationships with others.

Work confidentially with discretion.

Meet schedules and timelines.

Perform clerical duties as assigned.

Communicate effectively both orally and in writing.

Operate assigned office equipment.

10-key by touch.

**EDUCATION AND EXPERIENCE:**

Graduation from high school, two years college-level coursework in business, accounting or related field and a minimum three years of increasingly responsible experience in benefits, payroll, accounting, human resources, or a related field, or a combination thereof.

**WORKING CONDITIONS:**

**ENVIRONMENT:**

Office environment.  
Constant interruptions.

**PHYSICAL ABILITIES:**

Hearing and speaking to exchange information in person and on the telephone.  
Seeing to read a variety of materials.  
Dexterity of hands and fingers to operate a computer keyboard.  
Sitting for extended periods of time.  
Bending at the waist, kneeling, or crouching.

07/01/2020  
SMJUHSD  
Range 30

## **HUMAN RESOURCES SPECIALIST – RECRUITMENT AND COMPLIANCE**

### **BASIC FUNCTION:**

Under the direction of the Assistant Superintendent of Human Resources or Human Resources management designee, perform a variety of complex and specialized human resources functions in the recruitment, selection, and hiring of assigned district employees; provide information to employees regarding policies, regulations, and negotiated language; ensure hiring practices comply with established procedures, laws, and regulations; input and update employee information into the Human Resources Information System (HRIS) and other required database systems; track employment compliance issues as directed.

### **REPRESENTATIVE DUTIES:**

- Perform a variety of specialized human resources functions related to employee recruitment, including but not limited to, recruitment and selection, employment processing and other related functions and activities. **E**
- Develop recruitment vacancy notices; distribute according to policy and contractual requirements. **E**
- Perform research and conduct surveys, as necessary, to determine appropriate advertising strategies; maintain a network of advertising vendors to contact for recruitment activities, as necessary. **E**
- Coordinate all aspects of the screening and interview process according to policy and procedures, and collective bargaining requirements. **E**
- Review and preliminarily screen applications to assure application completeness and minimum qualifications and requirements such as typing skills, certifications, etc., are met. **E**
- Communicate with applicants throughout the recruitment process via email, phone call, or written correspondence, as necessary. **E**
- Assemble and organize examination materials; schedule and arrange examinations; explain testing procedures; analyze test results, update applicant records in applicant management system and notify applicants of test results. **E**
- Collaborate with managers to schedule interviews; assist in the calculation of interview rating sheets. **E**
- Make job offers; conduct new employee pre-employment orientations and facilitate the hiring process for assigned employee groups. **E**
- Prepare and maintain personnel files and records related to the assigned employee groups. **E**
- Develop and maintain tracking systems related to District required testing, volunteers, authorizations to transport students, legally required health records, certifications, and mandatory trainings. **E**
- Coordinate employee tuberculosis testing, DMV employer pull notice program, First Aid/CPR certifications, fingerprinting, volunteer authorizations, authorization to drive students, and mandatory staff trainings. **E**
- Communicate compliance requirements to new-hires, current employees, coaches, student workers, volunteers, and the public; prepare specialized forms, packets,

referrals, and information; track receipt of required information; follow up as necessary to ensure all required paperwork and information is received in a timely manner, tracked, and maintained according to law, policy, or procedure. **E**

- Serve as the system administrator for the district's absence management system and the applicant management system; assign rights, troubleshoot the system, respond to questions, work with vendor to resolve problems; train users as required. **E**
- Schedule and coordinate meetings, appointments, and interviews for the administrator. **E**
- Type a variety of materials such as letters, memoranda, bulletins, reports, news releases, agenda items, statistical data, and other forms pertinent to the assignment from straight copy, rough draft, or verbal instructions. **E**
- Process and issue work permits for students in private/home school programs and as needed when the school sites are closed. **E**
- Operate a variety of modern office machines. **E**
- Attend a variety of meetings as assigned.
- Perform related duties as assigned.

#### **KNOWLEDGE OF:**

Office practices and procedures.

Receptionist and telephone techniques and etiquette.

Record-keeping techniques.

Correct English usage, grammar, spelling, punctuation, and vocabulary.

Oral and written communication skills.

Applicable sections of State Education Code and other applicable laws.

Interpersonal skills using tact, patience, and courtesy.

Operation of office machines including computer equipment.

Proficient in use of computer software including databases and spreadsheets.

#### **ABILITY TO:**

Learn, interpret, apply, and explain school and District policies, rules, and objectives.

Analyze situations accurately and determine appropriate course of action.

Work independently with little direction.

Understand and interpret rules and written directions and apply to specific situations.

Perform duties effectively with many demands on time and constant interruptions.

Type 55 wpm net from clear copy; original certificate dated within 6 months is acceptable.

Establish and maintain effective working relationships with others.

Meet schedules and timelines.

Plan and organize work.

Maintain records and prepare reports.

Work confidentially with discretion.

Communicate effectively both orally and in writing.

#### **EDUCATION AND EXPERIENCE:**

Any combination equivalent to: Graduation from high school, two years college level course work in human resources, business or a related field, and three years of increasingly responsible experience in a personnel function, or a combination thereof.



**WORKING CONDITIONS:**

**ENVIRONMENT:**

Office environment.  
Constant interruptions.

**PHYSICAL ABILITIES:**

Hearing and speaking to exchange information in person and on the telephone.  
Seeing to read a variety of materials.  
Dexterity of hands and fingers to operate a computer keyboard.  
Sitting for extended periods of time.  
Bending at the waist, kneeling, or crouching.

07/01/2020  
SMJUHSD  
Range 30

## STUDENT RECORDS SPECIALIST - DHS

### **BASIC FUNCTION:**

Under the direction of a site administrator perform various complex technical and record keeping duties relating to the enrollment, transfer or withdrawal of high school students according to established policies and procedures; evaluate student transcripts and maintain student records; provide information to staff, students, parents, and public; assist in general clerical functions of a school office.

### **REPRESENTATIVE DUTIES:**

- Perform various complex statistical record keeping duties relating to the enrollment, transfer or withdrawal of high school students according to established policies and procedures; enter information and data into computer. **E**
- Receive, prepare and maintain permanent records and cumulative folders, transcript files and demographic information on enrolled and incoming students; request necessary records and initiate telephone and written communication relative to student records. **E**
- Process and forward transcripts and records to colleges and other institutions from student permanent records according to established guidelines and procedures. **E**
- Evaluate incoming student transcripts and transcribe credits to conform with District system; enter new students' grades into the computer to create a history file and transcript; process, enter or change grade, race, immunization, and other related student information according to established procedures; maintain student test scores as required. **E**
- Perform technical duties in the maintenance and generation of various computer-generated records and reports including, discipline, permanent grade record, attendance, schedules, profiles, teacher rosters and grade sheets, locator cards, and a variety of other queries and reports; distribute reports to appropriate staff. **E**
- Prepare and maintain State and District reports and files; compose correspondence, memos, reports and other materials for counselors and administrators as needed; prepare and distribute diplomas, and assist with forms as requested. **E**
- Provide support and information to District staff, site personnel, students, and the public; troubleshoot computer-related problems as needed. **E**
- Prepare withdrawal papers, retrieve files and print transcripts; assure student accounts are maintained according to established policies for appropriate grade clearance. **E**
- Plan, organize, and coordinate elements of the Independent Study Program, including but not limited to, referrals, master agreements, attendance, entry of grades, and graduation checks. **E**
- Assist students, counselors, parents and others in person or on the telephone regarding student records, transcript requests and enrollment procedures. **E**
- Enter student information into computer system; update individual student records as needed. **E**
- Collect student fees, as required. **E**
- Maintain records related to Adult Education; respond to requests from public for Adult Education records, including but not limited to, transcripts and GPA information. **E**

- Input student grades earned, course units, advocate and County school course work; process student grade cards and graduation notices. **E**
- Operate office equipment including computer terminal and printer, facsimile and copier. **E**
- Communicate with a variety of District personnel, parents, and outside organizations to exchange information, resolve issues, answer questions and coordinate activities. **E**
- Provide certificated instructors with academic warnings and report card materials as requested; provide class rosters and class enrollment records. **E**
- Perform related duties as assigned.

### **KNOWLEDGE OF:**

Transcript evaluation and student enrollment procedures and requirements.

State regulations regarding permanent student records maintenance and confidentiality.

State and District requirements for graduation.

Accurate record keeping methods and practices.

Basic knowledge of data processing and computer output readings.

Modern office practices, procedures and equipment including filing and typing.

Correct English usage, grammar, spelling, punctuation, and vocabulary.

Reading and writing communication skills.

Applicable sections of State Education Code and other applicable laws.

Interpersonal skills using tact, patience, and courtesy.

Telephone techniques and etiquette.

District organization, operations, policies, and objectives.

### **ABILITY TO:**

Evaluate, maintain and record course work and credits, grades, test scores and other student data.

Perform complex clerical tasks involving independent judgement and requiring speed and accuracy.

Evaluate and interpret out-of-District transcripts.

Organize, compile, and evaluate data pertaining to student course work, grades and enrollment.

Establish and maintain official permanent records of students.

Plan and schedule work.

Read, interpret, apply, and explain rules, regulations, policies, and procedures.

Establish and maintain cooperative and effective working relationships with students, staff and the public.

Operate office equipment including computer terminal and printer, typewriter, and copier.

Type 40 wpm net from clear copy; original certificate dated within 6 months is acceptable.

Understand and follow oral and written directions.

Work independently with little direction.

Analyze situations accurately and adopt an effective course of action.

Meet schedules and timelines.

Work confidentially with discretion.

Communicate effectively both orally and in writing.

**EDUCATION AND EXPERIENCE:**

Any combination equivalent to: graduation from high school and three years increasingly responsible clerical experience, including at least one year maintaining student records in an automated office environment.

**WORKING CONDITIONS:**

**ENVIRONMENT:**

Office Environment  
Constant interruptions.

**PHYSICAL ABILITIES:**

Dexterity of hands and fingers to operate a computer and standard office equipment.  
Hearing and speaking to exchange information in person or on the telephone.  
Seeing to read and analyze transcripts.  
Moderate lifting, carrying and pushing objects up to 20 pounds.  
Reaching overhead, above the shoulders and horizontally to retrieve files.

7/1/2020  
SMJUHSD  
Range 23

**REGULAR MEETING**  
**April 13, 2021**

**APPENDIX F**

**Approval of MOU for Classified Bargaining Unit  
concerning the District's response to the  
coronavirus (COVID-19) pandemic**

MEMORANDUM OF UNDERSTANDING  
BETWEEN  
SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT  
AND  
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION  
AND ITS CENTRAL COAST CHAPTER 455

This memorandum is agreed between the Santa Maria Joint Union High School District (District) and the California School Employees Association and its Chapter 455 (together “CSEA”) and known together as “the Parties” concerning the District’s response to the coronavirus (COVID-19) pandemic. This Agreement supersedes the previous COVID-19 MOU and shall remain in effect through June 30, 2021 without precedent and does not constitute past practice or waive either party’s obligation to negotiate matters within the scope of bargaining.

The current federal paid leave due to COVID-19 (HR 6201) is set to expire on December 31, 2020. If extended in any form, the parties will reconvene to bargain the impacts and effects on classified working conditions.

It is agreed by the Parties that both the District and CSEA will adhere to the COVID-19 Public Health guidance, and new emergency OSHA regulations, (approved November 30, 2020) [www.dir.ca.gov/oshsb/emergencyregulations.html](http://www.dir.ca.gov/oshsb/emergencyregulations.html) thus creating and maintaining a safe environment for students, teachers and staff to return to campus, and to allow for as much in-person instruction as possible.

To these ends, for the duration of this MOU, the District and CSEA agree as follows:

1. The District and CSEA will cooperate in any necessary public health actions, including those actions recommended by federal, state, and local Department of Public Health, including but not limited to, contact tracing of individuals.
  - a. The District will provide information to its employees on public health measures, hygiene, and sanitation to help minimize the spread of the virus, and shall make every effort to provide at its facilities the necessary supplies for preventative sanitation measures (such as soap and water, disposable towels, tissues, and hand sanitizer). The District will provide employees with the SMJUHS D Reopening Plan which will be attached/linked to this MOU.
  - b. Pursuant to federal, state and local Departments of Public Health, **all employees of the District will fill out a daily health screening form.** The District will **be utilizing an electronic method** ~~communicate its protocol/process~~ for the required daily health screening. **Employees of the District can use an app or the website for the daily health screening. The health screening must be completed by the end of the employee’s first hour of work. The health screening tool does not take the place of Articles 8.1.2 and 8.1.3 of the Collective Bargaining Agreement.** ~~to entering the workplace, pursuant to~~

~~federal, state, and local Departments of Public Health to its employees.~~

Additionally, the parties agree there is an expectation that all employees will comply with said required processes, including, but not limited to, temporal checks, use of face coverings, regular hand washing, surveillance testing, etc. The District shall supply face coverings that meet CDC Guidelines upon request. No Bargaining Unit Member shall be required to work in a space with any individual not wearing a face covering. These issues should be handled in accordance with 1e. The District shall install plexiglass shields where 6 ft distance cannot be provided between stations.

- c. The Parties agree that both employees and supervisors will be engaged in conducting temporal checks, surveillance testing, and other processes as determined necessary.
  - d. The Parties agree that all SMJUHSD employees will comply with all applicable safety and social distancing measures, including active screening, temporal screening, surveillance testing, face coverings, and observing pathways as demarcated throughout sites and all district offices.
  - e. Employees are strongly encouraged to report unsafe working conditions to their immediate supervisor, in writing, as well as CSEA and the Human Resources Department. The supervisor shall respond in writing to the employee as soon as practicable and if necessary, an alternative assignment/work location will be assigned pending an investigation into said concern. Any report made by a Bargaining Unit Member to a supervisor or Human Resources shall remain confidential.
  - f. Employees who have conflicts or concerns regarding returning to the worksite, should contact the Human Resources department to enter into the interactive process or schedule a flexible workplace conversation.
2. In the event any District facility or portion thereof must be closed temporarily, CSEA bargaining-unit employees will continue in paid status, and shall not be required to use paid sick leave or any other form of paid time off if fully available to perform assigned work functions.
- a. The parties agree that ADA work accommodations made between a unit member and Human Resources will remain in place while the District remains in Distance Learning. The reasonable accommodations will be re-evaluated as the District moves to a Hybrid schedule for instruction.
  - b. The parties agree that work from home accommodations made between a unit member and Human Resources will remain in place while the District remains in Distance Learning. These employees will be expected to return to the worksite when the District moves to a Hybrid schedule for instruction.
  - c. The District shall give at least a 14-day notice prior to the transition to hybrid or in person instruction.
  - d. The parties agree that Human Resources and the immediate supervisor at their discretion, may require some unit members to remain onsite, or work at another

work site, and perform the essential duties of their work during their scheduled assignment.

- i. All Positions not already engaged in an accommodation agreement with Human Resources will be reviewed and a determination will be made in collaboration with the employee, the immediate supervisor and Human Resources as to the feasibility of a remote work schedule. In the case of any schedule conflicts between positions, shift selection shall be done by seniority order in collaboration with CSEA.
  - ii. It is agreed that all business hours at each site/facility will be covered, as needed, by an appropriate number of classified positions, as determined by Human Resources.
  - iii. Any Bargaining Unit Member determined to be eligible to work remotely must read, sign and return the Temporary Modification of Work Location/Remote Work-Agreement to Human Resources prior to remote work commencing. All remote work shall be scheduled and approved prior to the employee commencing said remote work.
  - iv. While working remotely, voicemails left on an employee's school extension will be forwarded to their District email. Emails should be checked at least hourly. Employees should respond via email or telephone call within a 24 hour work day period.
  - v. The District reserves the right to modify or end any work from home agreement as necessary, including when the District moves to Hybrid instruction.
  - vi. The District and CSEA agree that if a remote shift needs to be modified due to District need, the affected employee(s) will be given a two-hour notice whenever possible.
- e. The Parties agree to the need for flexibility with job duties, temporarily, to allow for employees whose regular assignment is not applicable during distance learning to assume reasonable, different job duties that do not require specialized training. Human Resources shall provide proper notice to the Chapter President, Labor Relations Representative, and Chief Union Steward prior to assigning new job duties so as to give the association the opportunity to demand to bargain said assignments.
  - f. During closure or Distance Learning, unit members shall abstain from the use of alcohol or other substances otherwise prohibited in the workplace during such hours, and shall be available to report for work (or remote work) within two hours of notification to perform assigned duties, if needed.
  - g. Unit members may be directed to or required to participate in training through distance learning or other remote procedures while their worksite is closed to students. Unit members who work with students may be directed or required to perform instructional assistance and/or provide services through distance learning or other remote procedures while their worksite is closed to students.



3. The Parties agree that all current adopted leave policies will remain in full effect during the duration of this MOU.
  - a. If an employee is required to quarantine after an exposure to COVID-19 at the worksite, the employee will be placed on Paid Administrative Leave for the duration of the quarantine.
  - b. Unit members who begin to exhibit symptoms while at work that are consistent with COVID-19 and who are sent home from work by the District shall be permitted to use any and all leaves to which they are entitled under state and/or federal law and the CBA. If Unit Member symptoms are not COVID-19 related, there will be no charge for time absent. If a unit member is sent home with COVID-19 symptoms by the District, the District will provide free of charge a COVID-19 test.
  - c. At the expiration of the “Families First Coronavirus Response Act” all Bargaining Unit Members who had been utilizing such leave, who also have used all of their various paid leaves, and cannot return to work at their site shall either be allowed to work remotely or be placed on the 39 month rehire list as to protect their reemployment rights. No Bargaining Unit Member shall be required to resign at the expiration or exhaustion of said leaves.
4. The District acknowledges that it is precluded from engaging in any layoffs concerning the following classification of employees: food service workers, transportation workers and custodial workers. Additionally, the District acknowledges its intent to not engage in any layoffs of its current classified workforce for the 2020-2021 school year. This intent does not preclude the possibility of having to identify the District’s most critical workforce in meeting the needs of the District, its students, and its organization. The district and association agree to immediately schedule to meet and confer/negotiate, as appropriate, if this occurs.
  - a. In accordance with SB 98, Section 94, all bus drivers shall return to their 2019-2020 work hours effective July 1, 2020. The District guarantees the level of hours from the 2019-2020 school year to all bus drivers, however the bus driver may voluntarily select an assignment that is different from the hours they held in the 2019-2020 school year.
5. The parties understand the District’s intent and ongoing consideration of practical options for budget reductions, and acknowledge that should the District have to engage in said identification process and resulting layoffs warranted during the 2020-2021 school year, CSEA has the right to negotiate the impacts and effects of said layoff decisions.
6. The District will not discourage an employee from filing a workers’ compensation claim, with regards to contracting COVID-19 at the workplace, and will, as with all other workers’ compensation claims, expect its Workers’ Compensation Insurance Company to engage in its normal process of handling claims.

7. CSEA agrees it will support efforts to maintain funding pursuant to Education Code Section 41422 and 46392 in the event of a closure of any District facilities due to COVID-19.
8. Human Resources shall meet and confer/negotiate, as appropriate, with CSEA with respect to any school closures as well as any re-openings following closure as it pertains to classified working conditions.
9. The Parties agree to meet and confer/negotiate, as appropriate, portions of this MOU, prior to all students returning to the school site, whether in a hybrid/blended model or a traditional model, or if there are changes to the Reopening Plan or Public Health directives and guidelines, that the District may implement, which impact the mandatory subjects of bargaining.
10. The Parties acknowledge, as described in the reopening plan, that students will be returning to the school site. The parties also acknowledge the public, limited in nature, will also be coming back onto sites and buildings pursuant to the reopening plan.
11. The Parties acknowledge and agree that nothing herein limits the District's authority to exercise its emergency powers as established by law, the applicable collective bargaining contract, policies, and administrative regulations. The Parties further agree that the District shall have the sole and exclusive discretion to determine whether a District facility is closed, maintained as open, or reopened after closure.
12. Any alleged violation, misinterpretation, or misapplication of the terms of this agreement shall be subject to the grievance and arbitration provisions of Article 13 of the CBA, except as follows:
  - a. The definition of a grievant: Only CSEA can be the grievant, not an employee.
  - b. The definition of a grievance: A "grievance" does not require CSEA to be "adversely affected" for a grievance to be filed regarding an alleged violation, misapplication or misinterpretation of a provision of this agreement.
  - c. Whenever possible the grievance shall be settled at Level 1. The immediate supervisor shall respond to the Grievant in writing within three (3) working days of receiving notice. If not resolved at Level 1, the grievance will proceed to Level 2.
  - d. If the grievance is not resolved through Level 2, CSEA may move the grievance immediately to the final step of the grievance process.
  - e. CSEA and the District agree that any alleged violation, misinterpretation, or misapplication of the terms of this agreement is time sensitive and therefore

shall be resolved in expedited arbitration before an arbitrator mutually agreed upon by CSEA and the District.

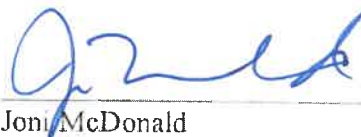
- f. Arbitration shall be scheduled within twenty (20) working days once the request for arbitration has been submitted, unless a different timeline is mutually agreed upon by CSEA and the District.
- g. This method of resolving violations shall not displace CSEA's right to file OSHA or other Administrative complaints.

The Parties agree that this Memorandum of Understanding will be implemented upon ratification of the Parties and pursuant to CSEA Policy 610, if applicable, and is done without precedent. It is the Parties' expectation that both the District, its management, and all classified employees, will adhere to the rules, regulations, and agreements set forth in this MOU.

Executed this 30<sup>th</sup> day of March, 2021.



Tami Contreras, Chapter President  
CSEA and its Central Coast Chapter 455



Joni McDonald  
Director of Human Resources

*Carlos Lopez*

Carlos Lopez  
CSEA Labor Representative

**APPENDIX G**

**BOARD POLICIES FOR FIRST READING**

**BP/AR 6146.1**

## **HIGH SCHOOL GRADUATION REQUIREMENTS**

The Governing Board desires to prepare all students to successfully complete the high school course of study and obtain a diploma that represents their educational achievement and increases their opportunities for postsecondary education and employment.

*(cf. 5127 - Graduation Ceremonies and Activities)*

*(cf. 5147 - Dropout Prevention)*

*(cf. 6011 - Academic Standards)*

*(cf. 6143 - Courses of Study)*

*(cf. 6146.3 - Reciprocity of Academic Credit)*

### **Course Requirements**

To obtain a high school diploma, students shall complete the following courses in grades 9-12, with each course being one year unless otherwise specified:

1. Three courses in English (Education Code 51225.3)

*(cf. 6142.91 - Reading/Language Arts Instruction)*

2. Two courses in mathematics (Education Code 51225.3)

At least one mathematics course, or a combination of the two mathematics courses, shall meet or exceed state academic content standards for Algebra I or Mathematics I. Completion of such coursework prior to grade 9 shall satisfy the Algebra I or Mathematics I requirement, but shall not exempt a student from the requirement to complete two mathematics courses in grades 9-12. (Education Code 51224.5)

Students may be awarded up to one mathematics course credit for successful completion of an approved computer science course that is classified as a "category c" course based on the "a-g" course requirements for college admission. (Education Code 51225.3, 51225.35)

*(cf. 6142.92 - Mathematics Instruction)*

*(cf. 6152.1 - Placement in Mathematics Courses)*

3. Two courses in science, including biological and physical sciences (Education Code 51225.3)

*(cf. 6142.93 - Science Instruction)*

4. Three courses in social studies, including United States history and geography; world history, culture, and geography; a one-semester course in American

government and civics; and a one-semester course in economics (Education Code 51225.3)

*(cf. 6142.3 - Civic Education)*

*(cf. 6142.94 - History-Social Science Instruction)*

5. One course in visual or performing arts, world language, or career technical education (CTE). For purposes of this requirement, a course in American Sign Language shall be deemed a course in world language. (Education Code 51225.3)

To be counted towards meeting graduation requirements, a CTE course shall be aligned to the CTE model curriculum standards and framework adopted by the State Board of Education. (Education Code 51225.3)

*(cf. 6142.2 - World Language Instruction)*

*(cf. 6142.6 - Visual and Performing Arts Education)*

*(cf. 6178 - Career Technical Education)*

*(cf. 6178.2 - Regional Occupational Center/Program)*

6. Two courses in physical education, unless the student has been otherwise exempted pursuant to other sections of the Education Code (Education Code 51225.3)

*(cf. 6142.7 - Physical Education and Activity)*

*(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction)*

*(cf. 6142.4 - Service Learning/Community Service Classes)*

*(cf. 6142.8 - Comprehensive Health Education)*

Because the prescribed course of study may not accommodate the needs of some students, the Board shall provide alternative means for the completion of prescribed courses in accordance with law.

*(cf. 6146.11 - Alternative Credits Toward Graduation)*

*(cf. 6146.2 - Certificate of Proficiency/High School Equivalency)*

*(cf. 6146.4 - Differential Graduation and Competency Standards for Students with Disabilities)*

### **Exemptions from District-Adopted Graduation Requirements**

1. District students are required to complete graduation course requirements specified above, including the requirements imposed by Education Code 51225.3 and those adopted by the Board. However, a foster youth, homeless student, former juvenile court school student, child of a military family, or migrant student who transfers into the district or between district schools any time after completing the second year of high school, or a newly arrived immigrant student who is in the third or fourth year of high school and is participating in a

newcomer program, shall be exempted from any graduation requirements adopted by the Board that are in addition to statewide course requirements. This exemption shall not apply if the Superintendent or designee makes a finding that the student is reasonably able to complete the requirements in time to graduate by the end of the fourth year of high school. Within 30 days of the transfer or of the commencement of participation in a newcomer program, as applicable, the Superintendent or designee shall notify any eligible student of the availability of the exemption and whether the student qualifies for it. (Education Code 51225.1)

2. As a direct result of the COVID-19 pandemic, the District has temporarily amended the District's graduation requirements during the 2020-21 school year for certain students.

*(cf. 1312.3 - Uniform Complaint Procedures)*

*(cf. 5145.6 - Parental Notifications)*

*(cf. 6173 - Education for Homeless Children)*

*(cf. 6173.1 - Education for Foster Youth)*

*(cf. 6173.2 - Education of Children of Military Families)*

*(cf. 6173.3 - Education for Juvenile Court School Students)*

*(cf. 6175 - Migrant Education Program)*

### **Retroactive Diplomas**

Any student who completed grade 12 in the 2003-04 through 2014-15 school year and met all applicable graduation requirements other than the passage of the high school exit examination shall be granted a high school diploma. (Education Code 51413)

In addition, the district may retroactively grant high school diplomas to former students who: (Education Code 48204.4, 51430, 51440)

1. Departed California against their will while in grade 12 and did not receive a diploma because the departure interrupted their education, provided that they were in good academic standing at the time of the departure

Persons may be considered to have departed California against their will if they were in custody of a government agency and were transferred to another state, were subject to a lawful order from a court or government agency that authorized their removal from California, were subject to a lawful order and were permitted to depart California before being removed from California pursuant to the lawful order, were removed or were permitted to depart voluntarily pursuant to the federal Immigration and Nationality Act, or departed due to other circumstances determined by the district that are consistent with the purposes of Education Code 48204.4.

In determining whether to award a diploma under these circumstances, the Superintendent or designee shall consider any coursework that may have been completed outside of the United States or through online or virtual courses.

2. Were interned by order of the federal government during World War II or are honorably discharged veterans of World War II, the Korean War, or the Vietnam War, provided that they were enrolled in a district school immediately preceding the internment or military service and did not receive a diploma because their education was interrupted due to the internment or military service in those wars

Deceased former students who satisfy these conditions may be granted a retroactive diploma to be received by their next of kin.

3. Are veterans who entered the military service of the United States while in grade 12 and who had satisfactorily completed the first half of the work required for grade 12 in a district school
4. Were in their senior year of high school during the 2019-20 school year, were in good academic standing and on track to graduate at the end of the 2019-20 school year as of March 1, 2020, and were unable to complete the statewide graduation requirements as a result of the COVID-19 crisis

### **Honorary Diplomas**

The Board may grant an honorary high school diploma to: (Education Code 51225.5)

1. An international exchange student who has not completed the course of study ordinarily required for graduation and who is returning to the student's home country following the completion of one academic school year in the district

*(cf. 6145.6 - International Exchange)*

2. A student who is terminally ill

The honorary diploma shall be clearly distinguishable from the regular diploma of graduation awarded by the district. (Education Code 51225.5)

***Presented for First Reading: April 13, 2021***



## **Regulation 6146.1: High School Graduation Requirements**

Requirements for graduation and specified alternative means for completing the prescribed course of study shall be made available to students, parents/guardians, and the public. (Education Code 51225.3)

(cf. 5126 - Awards for Achievement)

(cf. 6146.11 - Alternative Credits Toward Graduation)

(cf. 6145.6 - International Exchange)

(cf. 6146.2 - Certificate of Proficiency/High School Equivalency)

Students shall not be required to have resided within the district for any minimum length of time as a condition of high school graduation. (Education Code 51411)

If a student successfully completes the district's graduation requirements while attending a juvenile court school or nonpublic, nonsectarian school or agency, the district shall issue the student a diploma from the school the student last attended. (Education Code 48645.5)

### **Comprehensive High School Graduation Course Requirements**

Beginning with the 2012-13 school year, students who have not completed the Foreign Language or Visual and Performing Arts requirement of 10 credits for graduation, will have the option of fulfilling this requirement by taking an approved Career-Technical Education course.

#### **1. English (Four Years) - 40 Credits\***

English 4 or other senior English course must be taken in the senior year.

- English Requirement for English Learners: Effective with the Class of 2009, English Learners may earn a maximum of 30 English credits from English Language Development (ELD) and remediation courses. The remaining English credits must be earned from L2 or mainstream English courses.
- Students taking intervention classes may earn a maximum of 20 credits in district approved intervention courses and must earn an additional 20 credits in Regular English classes.

#### **2. Math (Two years) - 20 Credits\*\***

Must include 10 credits of Algebra or 20 credits of 2-year Algebra

- At least one mathematics course, or a combination of the two mathematics courses required for completion in grades 9-12, shall meet or exceed state academic content standards for Algebra I. Students may satisfy the Algebra I course requirement prior to grade 9.

#### **3. Science (Two Years) - 20 Credits**

10 Credits of Physical Science and 10 Credits Biological Science

#### **4. Social Studies (Three years) - 30 Credits**

10 Credits Modern World History

10 Credits US History

5 Credits Government and 5 Credits Economics

5. Visual and Performing Arts, World Language, CTE, or American Sign Language (one year) - 10 Credits
6. Physical Education (Two years in grades 9-10) - 20 Credits
  - No more than five credits may be earned in non-physical education classes and applied toward the 20-unit physical education requirement. Non-physical education courses approved by the site in excess of the five credits will earn elective credit.
7. Health - 5 Credits
8. Electives - 75 Credits
  - Starting with the Class of 2012, a maximum of 10 credits of any combination of teacher aide/student clerk may be applied towards completion of graduation requirements.
9. Total Minimum Credits Required - 220 Credits
  - Ninth, 10th, and 11th grade comprehensive high school students must be enrolled in a minimum of 60 credits (Six periods). Twelfth grade students in good academic standing and not credit deficient may be approved to take a reduced class schedule of a minimum of 40 credits (four periods) per school year.

### **Continuation High School and Alternative Education Differential Graduation Course Requirements**

Beginning with the Class of 2011, students attending the continuation high school or other district alternative education programs must earn a minimum of 205 credits in the subjects listed below. Students earn five credits for each semester class passed with a grade "D" or better.

1. English (Four years) - 40 Credits
  - English 4 or other senior English course must be taken in the senior year.
  - English Requirement for English Learners: Effective with the Class of 2009, English Learners may earn a maximum of 30 English credits from English Language Development (ELD) and remediation courses. The remaining English credits must be earned from L2 or mainstream English courses.
  - Students taking intervention classes may earn a maximum of 20 credits in district approved intervention courses and must earn an additional 20 credits in Regular English classes.
2. Math (Two years) - 20 Credits
  - Must include 10 credits of Algebra or 20 credits of 2-year Algebra
  - At least one mathematics course, or a combination of the two mathematics courses required for completion in grades 9-12, shall meet or exceed state academic content standards for Algebra I. Students may satisfy the Algebra I course requirement prior to grade 9.
3. Science (Two years) - 20 Credits
  - 10 Credits of Physical Science and 10 Credits Biological Science
4. Social Studies (Three years) - 30 Credits
  - 10 Credits Modern World History
  - 10 Credits US History

- 5 Credits Government and 5 Credits Economics
5. Visual and Performing Arts, World Language, CTE, or American Sign Language (One year) - Credits
6. Physical Education (2 years in grades 9-10) - 20 Credits
- No more than five credits may be earned in non-physical education classes and applied toward the 20-unit physical education requirement. Non-physical education courses approved by the site in excess of the five credits will earn elective credit.
7. Health - 5 Credits
8. Electives - 60 Credits
- Starting with the Class of 2012, a maximum of 10 credits of any combination of teacher aide/student clerk may be applied towards completion of graduation requirement.
9. Total Minimum Credits Required - 205 Credits

#### Senior English Approved Courses

- The following courses have been approved to fulfill the Senior English requirement in lieu of the student taking English 4. These courses must be taken in the student's senior year:
  1. Agriculture Leadership & Communication
  2. Communication Technology
  3. Developmental Psychology of Children
  4. Fashion Design
  5. Introduction to Education
  6. Music History
  7. Theatre History
  8. Technology Concepts for Communication
  9. Professional Business Communication cd

#### Health Requirement Approved Courses

- Courses that may count towards the 5-unit health requirement include:
  1. Health
  2. Introduction to Family & Consumer Sciences & Health
  3. Child and the Family A/B
  4. Family Health
  5. Marriage and Family
  6. Marriage and Family/Family Health
  7. Child and Family A/B
  8. Single Living
  9. Health 11/12
  10. Developmental Psychology of Children A/B
  11. Independent Living & Health

### **Non-Graduating Seniors from the Class of 2010**

The above revised diploma requirements do not apply to the non-graduating seniors from the Class of 2010. These students will still be required to fulfill the Class of 2010 course and diploma requirements. With administrative approval, these non-graduating seniors from the Class of 2010 may be permitted to continue for an additional senior year provided that they maintain continuous enrollment, minimum course loads of 40 credits (four periods) per school year, and satisfactory attendance.

Upon satisfactory progress and continuous enrollment throughout the first semester of this additional senior year, these students will be reclassified beginning with the start of the second semester of the 2010-2011 as students under the guidelines of the Class of 2011. These students will then be considered members of the Class of 2011 and therefore the Class of 2011 course and diploma requirements will apply.

### **2020-21 Graduation Requirement Amendment**

As a direct result of the COVID-19 pandemic, Resolution 15-2020-21 temporarily amends the District's graduation requirements during the 2020-21 school year for certain students.

- 12th grade students of the District who have met State graduation requirements, but who are unable to complete the full number of credits required by Board Policy 6146.1 as a direct result of hardship created by the COVID-19 emergency, as specifically determined by the Superintendent or designee, shall be deemed to have satisfied graduation requirements of the District if they have completed the minimum standards required by the Education Code.
- The Board hereby authorizes the Superintendent or designee to determine, on a case-by-case basis, and on recommendation of school site administration, which District students satisfy the specific conditions set forth and therefore qualify for graduation in 2021 based on a modified credit requirement.
- Modified Credit Requirement for 2020-21 School Year– 180 Total Credits:
  - English – 30 Credits
  - World History – 10 Credits
  - US History – 10 Credits
  - Government – 5 Credits
  - Economics – 5 Credits
  - Mathematics – 20 Credits
  - Physical Science – 10 Credits
  - Life Science – 10 Credits
  - Physical Education – 20 Credits
  - VPA Art/World Lang/CTE – 10 Credits
  - Health – 5 Credits
  - Electives – 45 Credits

***Presented for First Reading: April 13, 2021***

## **APPENDIX H**

# **LOW-PERFORMING STUDENTS BLOCK GRANT (LPSBG) PLAN AMENDMENT**

## **SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT LOW-PERFORMING STUDENTS BLOCK GRANT (LPSBG) PLAN**

The Santa Maria Joint Union High School District plan for Low-Performing Students Block Grant will serve students identified as low performing in state English language arts or mathematics assessments. The District focus is on assisting high needs students through services that include peer to peer tutoring, intervention support courses for English and math, and resource materials for both students and teachers. All services are evidenced-based toward student achievement and sustain authentic systemic change.

The District will implement a peer to peer tutoring evidence-base program at all school sites. All students participating as tutees in the peer-to-peer tutoring program will receive training through District certificated teachers who teach in the Advancement Via Individual Determination (AVID) program. AVID is an implemented program in the District that supports a college-going first-generation student. As part of the AVID program, it has a student tutor training component. AVID tutorology is a training program to train students in peer tutoring. SMJUHSD students participating in peer tutoring will train in the strategies AVID tutorology. District AVID teachers will provide the training to students. Tutoring training will be conducted in two sessions on consecutive non-instructional days. Tutor training includes hands-on scenarios tutoring sessions with guided strategies using a portable dry erase board and student questioning techniques. Students learn to work with other students for a common purpose.

The management of peer tutoring takes place at the school sites. This will include making announcements to promote openings for tutoring positions and keeping track of all applications and conducting interviews. School sites will provide oversight of student tutors and

tutees to monitor progress, expected outcomes and attendance. Counselors will work on managing referrals. The following are specifics to procedures, criteria, and protocols:

### **Peer Tutoring Policies and Procedures**

- Job duties and expectations
  - An employee of the District as a paid position assisting student learning. Paychecks will be once a month. Pay is minimum wage.
  - Create an environment of learning focus on improving student academics. Students are proficient in English language arts and mathematics.
  - Employee responsible for keeping track of scheduled tutoring sessions with the tutee.
  - Inform supervisor of any issues with the tutee.
  - Student tutor job application must submit for consideration for employment. Student interviews conducted at site and inform District of new employee.
  - Tutoring hours are from 3:00 PM to 5:00 PM Tuesday, Wednesday, and Thursday.
- Upon arrival
  - Sign in through QR code. APP required.
  - Meet with tutee or walk-in tutee. Greet tutee and remind them to sign in through QR code for supplemental attendance.
- Disciplinary Protocol
  - 1<sup>st</sup> offense – A verbal warning
  - 2<sup>nd</sup> offense – Schedule meeting with the supervisor

- 3<sup>rd</sup> offense – Schedule meeting with site administrator
- Library Setting
  - Student feel comfortable
  - Safe and secure to ask questions
  - Feel valued
  - Confident
- College credit option
  - Allan Hancock College - College Work Experience
- Supervising staff and trainers for tutors are paid through the grant

The District's peer-to-peer tutoring program will be an afterschool program. The program intends to improve the academic standing of every student participating in the program. The impact on peer tutoring promotes student engagement with increased time on academic task (Dufrene, Reisener, Olmi, Zoder-Martell, McNutt, and Horn, 2010). The ideal size of the setting for tutoring will be a group size of three students to one tutor (Boudouris, 2005). Using the evidence-based model requires the procedures for evaluating student effectiveness. Students will require sign-in every time they attend a tutoring session. Student names will be collected to reference academic grades in English and math as an indicator of academic improvement. The District use of a researched-based computer adaptive progress monitoring tool will be referenced for effectiveness with peer to peer tutoring. Students in grades 9<sup>th</sup>, 10<sup>th</sup>, and 11<sup>th</sup> grades assessment takes place three times a year. Research has shown in the area of English and mathematics, peer tutoring is an evidence-based procedure for improving academic performance (Dufrene, Reisener, Olmi, Zoder-Martell, McNutt, and Horn, 2010). Research has also shown



that tutees gain academic skill from the tutoring process. Through the peer to peer tutoring, the District tends to expand services to students using other interventions.

Interventions play an essential role for student servicing who are performing low in English language arts (ELA) and mathematics. The District intends to implement intervention services to students during the school day using LPSBG funds. Students who are performing low in state assessments, or local assessments, or in their ELA or mathematics course identified as needing support are placed in the intervention support course. Student referrals for an intervention course may come from teachers or progress grades reviewed by site administrators or counselors. Students may exit the course if their progress grades have improved or they may wish to stay and continue with the support. According to Richards-Tutor, Baker, Gersten, Baker, and Smith (2016), interventions in small groups (three to five students) are more useful for delivering instruction particularly for students of high needs. The intervention support course is designed for students to work in groups of three to five students in the same content area. The effectiveness of this program is measured through progress grades and exit interviews documented in the student's counseling record. Progress monitoring assessment results may be considered pending the time of the assessment and exit.

The LPSBG plan and the District's Local Control Accountability Plan (LCAP) are closely aligned to support peer tutoring and intervention for low performing students. Goal #1 is aligned for support of common core state standards for ELA and mathematics and other state standards. The LPSBG funds provide added support for high need students with assistance in ELA and mathematics through peer tutoring and intervention support courses. Goal #4 provides services to students in high need in the area of reading comprehension, literacy, progress monitoring, college and career readiness. Goal #7 provides services for English language

learners (ELL). The implementation of the District's peer tutoring program benefits ELL students. Peer tutoring programs have shown to improve academic skills for English Language Learners (ELL) students who come from linguistically and culturally diverse backgrounds (Boudouris, 2005). Especially ELL students who come without basic knowledge of verbal and early literacy skills. The District's peer tutoring program and interventions will be incorporated as a budget actions/services for the 2019/2020 LCAP.

The District is supportive in using LPSBG funds necessary to ensure a positive outcome of the grant. Funding may be allocated to further support teachers' knowledge on peer-to-peer tutoring and intervention through professional development. Materials may include portable dry erase boards; dry erase markers and other materials needed for supportive services to students and teachers.

As of March 18, 2021, the District would like to amend the LPSBG to include student computer labs, stationary desktop labs, and mobile labs. There has been an identified need to add computer labs to serve students' needs through the peer tutoring process. Students working on cooperative pairs activities have shown that more quality time on task than students working individually. In the research on integrated learning systems - computer labs and cooperative pairs, students ask more content-related questions, learn a greater depth of knowledge, and perform better on achievement assessments (Brush, 1997).

Student outcomes for content learning of integrated learning systems and cooperative pairs are measured and monitored through student surveys and academic success in specific content that each student is peered tutored.

## References

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- Dufrene, B. A., Reisener, C. D., Olmi, D. J., Zoder-martell, K., Mcnutt, M. R., & Horn, D. R. (2010). Peer tutoring for reading fluency as a feasible and effective alternative in response to intervention systems. *Journal of Behavioral Education*, 19(3), 239-256. doi:<http://dx.doi.org.summit.csuci.edu/10.1007/s10864-010-9111-8>
- Richards-Tutor, C., Baker, D. L., Gersten, R., Baker, S. K., & Smith, J. M. (2016). The effectiveness of reading interventions for english learners. *Exceptional Children*, 82(2), 144-169. doi:<http://dx.doi.org.summit.csuci.edu/10.1177/0014402915585483>

REGULAR MEETING

April 13, 2021

# **APPENDIX I**

**9<sup>th</sup> UPDATE**

**TO THE RECONFIGURATION AND**

**FACILITIES PROGRAM**

**APRIL 2021**





# Santa Maria Joint Union High School District



## 9<sup>TH</sup> UPDATE TO THE RECONFIGURATION AND FACILITIES PROGRAM

APRIL 2021

# Introduction

- This evening we are reviewing 9<sup>th</sup> Semi-Annual Update to the Reconfiguration and Facilities Program, including project status and the Master Budget & Master Schedule
- Since the previous Reconfiguration and Facilities Program update, the District has:
  - Received CTEFP funding for the CTE/Ag Farm for Ag and Natural Resources (Pathway)
  - 6 CTEFP applications have been approved for new construction at CTE Center/Ag Farm and for improved facilities at Righetti and Santa Maria High Schools
  - Completed the submission of approximately \$36 million in State aid reimbursement applications for Phase 1 projects
  - Completed construction for the new 38-classroom building at Righetti High School
  - Completed design efforts, negotiated the GMP and commenced construction of the Santa Maria 50-Classroom Building
  - Received DSA approval for the design of Ernest Righetti Phase 2 modernization improvements and preparing to bid the project
  - Substantial completion of the CTE Center/Ag Farm

# Facilities Program Update

- Worked with design and construction teams to further define facilities and equipment needs for new construction and modernization
- Coordinated temporary housing at Santa Maria High School for duration of the campus construction



Career Technical Education Center & Agriculture Farm



## Submitted New Construction Applications

	Total Grants	Per-Pupil Grant Eff. 01-21	Est. Total State Grant (50%)	Est. Local Match (50%)	Project Total (100%)
<b>Total Pupil Eligibility</b>	<b>3,978</b>				
<b>Project</b>					
Funded - 14-Classroom Building, Santa Maria High School**	378	\$ 15,567	\$ 5,884,326	\$ 5,884,326	\$ 11,768,652
Site Development	N/A	N/A	\$ 2,058,579	\$ 2,058,579	\$ 4,117,158
Funded - Performing Arts Center, Pioneer Valley High***	108	\$ 16,415	\$ 1,772,820	\$ 1,772,820	\$ 3,545,640
Site Development	N/A	N/A	\$ 1,284,167	\$ 1,284,167	\$ 2,568,334
38-Classroom Building, Righetti High	938	\$ 16,994	\$ 15,940,372	\$ 15,940,372	\$ 31,880,744
Site Development	N/A	N/A	\$ 2,460,396	\$ 2,460,396	\$ 4,920,792
CTE Center/Ag Farm Construction	191	\$ 16,994	\$ 3,245,854	\$ 3,245,854	\$ 6,491,708
Site Development	N/A	N/A	\$ 1,521,966	\$ 1,521,966	\$ 3,043,932
Land Acquisition		N/A	\$ 2,081,805	\$ 2,081,805	\$ 4,163,611
<b>Total</b>	<b>1,615</b>		<b>\$ 36,250,285</b>	<b>\$ 36,250,285</b>	<b>\$ 72,500,570</b>
<b>Total Grants Remaining*</b>	<b>2,363</b>	<b>\$ 16,994</b>	<b>\$ 40,156,822</b>	<b>\$ 40,156,822</b>	<b>\$ 80,313,644</b>

\*2,363 remaining pupils include 251 Special Day Class pupil grants if needed

\*\*Based on 2018 Per Pupil Grant Allocation \*\*\*Based on 2019 Per Pupil Grant Allocation

- The District completed the submittal of \$36 million in new construction reimbursement applications
- All of these applications are within the remaining bonded authorization amount



**Santa Maria High School 14-Classroom Building**

### Remaining State New Construction Eligibility

Project	Total Grants	Per-Pupil Grant Eff. 01-21	Est. Total State Grant (50%)	Est. Local Match (50%)	Project Total (100%)
Total Grants Available	2,363	\$ 16,994	\$ 40,156,822	\$ 40,156,822	\$ 80,313,644
SMHS 50 Classroom Bldg.	1,350	\$ 16,994	\$ 22,941,900	\$ 22,941,900	\$ 45,883,800
<b>Total Grants Remaining</b>	<b>1,013</b>	<b>\$ 16,994</b>	<b>\$ 17,214,922</b>	<b>\$ 17,214,922</b>	<b>\$ 34,429,844</b>

*In current dollars. Sources: Santa Maria Joint Union High School District, OPSC*

- Allows the District to fully fund the estimated number of pupil grants required to construct the new 50-classroom building
- An additional 1,013 new construction pupil grants remain (which may be used to fund additional classrooms or support facilities Districtwide in the future)

# CTEFP Grant Applications

## Summary of CTEFP Grants

- 7 applications (\$9.6 million) have been submitted and approved to the State's CTEFP:
  - 3 New Construction Applications for the CTE Center/Ag Farm
  - 2 Modernization Applications for the Ag/Auto Shops at Righetti High School
  - 2 Modernization Applications for the Ag shops at Santa Maria HS
- The District has been funded for 1 and approved for priority funding for 2 Pathways at CTE/Ag Farm (\$4.7 million)
- 4 Modernization Applications are approved for priority funding – awaiting drawings to be submitted to DSA
- CTEFP applications are evaluated on a competitive basis and do not require local pupil grant eligibility
- However, they require a 50% local match
- Proceeds may be used for infrastructure, facilities costs and equipment

APPLICATIONS APPROVED	
<b>CTE Center/Ag Farm Site</b>	
<b>Application Type (New Construction)</b>	
50-10 CTE - Food Services and Hospitality (SAB Approved)	App. No. 55/69310-00-006
Construction of Facilities/Site Development	\$ 752,497
Furniture and Equipment	\$ 322,194
<b>Subtotal</b>	<b>\$ 1,074,691</b>
50-10 CTE - Res. Construction Shop (SAB Approved)	App. No. 55/69310-00-007
Construction of Facilities/Site Development	\$ 975,118
Furniture and Equipment	\$ 174,520
<b>Subtotal</b>	<b>\$ 1,149,638</b>
50-10 CTE - Ag and Natural Resources (SAB Funded)	App. No. 55/69310-00-002
Construction of Facilities/Site Development	\$ 2,180,982
Furniture and Equipment	\$ 263,776
<b>Subtotal</b>	<b>\$ 2,444,758</b>
<b>Total In Review CTEFP New Construction Applications</b>	
	<b>\$ 4,668,987</b>
<b>Righetti High School</b>	
<b>Application Type (Modernization)</b>	<b>Estimated Grant Amount</b>
50-10 - Ag Mech Shops 401, 402, 406 (SAB Approved)	App. No. 59/69310-00-006
Construction of Facilities/Site Development	\$ 1,126,886
Furniture and Equipment	\$ 373,114
<b>Subtotal</b>	<b>\$ 1,500,001</b>
50-10 - Agriscience Rooms: 404, 405 (SAB Approved)	App. No. 59/69310-00-005
Construction of Facilities/Site Development	\$ 653,676
Furniture and Equipment	\$ 87,985
<b>Subtotal</b>	<b>\$ 741,661</b>
<b>Santa Maria High School</b>	
50-10 - Ag Mech. Shops: 410, 411 (SAB Approved)	App. No. 59/69310-00-008
Construction of Facilities/Site Development	\$ 1,146,951
Furniture and Equipment	\$ 240,325
<b>Subtotal</b>	<b>\$ 1,387,276</b>
50-10 - Auto Shops: 512, 513 (SAB Approved)	App. No. 59/69310-00-007
Construction of Facilities/Site Development	\$ 1,110,483
Furniture and Equipment	\$ 182,782
<b>Subtotal</b>	<b>\$ 1,293,265</b>
<b>Total Approved CTEFP Modernization Applications</b>	
	<b>\$ 4,922,203</b>
<b>GRANT TOTAL CTE APPLICATIONS</b>	
	<b>\$ 9,591,190</b>

# Master Budget Summary

## Variance Between Adopted Master Budget and Revised Master Budget

SOURCES	Phase 1		Phase 2		Phases 1 & 2	
	Adopted Budget (March 2018)	Adjusted Budget (October 2018)	Adopted Budget (October 2018)	Adjusted Budget (April 2021)	Adjusted Budget (April 2021)	Variance
New Bond Authorization						
Series A Issued 2017	\$	\$	\$ 46,720,000	\$ 46,720,000	\$ 46,720,000	\$
Series B Estimated					\$ 38,939,240	\$
Series C Estimated					\$ 27,952,214	\$
Existing Building Fund (in					\$ 43,145,254	\$
Submitted State Aid Appl					\$ 48,444,745	\$
Existing Deferred Mainte					\$	\$
Proposed State Aid Appl					\$	\$
Estimated Project Develop					\$ 13,497,517	\$ (5,348)
<b>Estimated Total Funds</b>					\$ 244,598,738	\$ (5,348)
USES					Phases 1 & 2	
					Adjusted Budget (April 2021)	Variance
Righetti High					\$ 57,339,316	\$
Pioneer Valley High					\$ 19,390,074	\$
Santa Maria High					\$ 91,628,392	\$ 13,416,256
Delta High					\$	\$ (138,105)
ICTE/Ag Farm					\$	\$
Land Acquisition	\$ 4,165,611	\$ 4,165,611	\$	\$	\$ 4,165,611	\$
Facilities / Site Development	\$ 10,335,543	\$ 4,021,172	\$ 19,925,033	\$ 19,925,033	\$ 23,946,205	\$
Districtwide						
Master Site Planning	\$ 320,000	\$ 320,000	\$	\$	\$ 320,000	\$
Additional Classrooms	\$	\$	\$ 29,829,147	\$ 29,829,147	\$ 29,829,147	\$
<b>Subtotal</b>	\$ 50,764,091	\$ 45,612,268	\$167,588,221	\$181,004,477	\$ 226,616,745	\$ 13,278,151
<b>Estimated Total Uses</b>	\$ 51,254,835	\$ 51,253,852	\$193,350,234	\$193,344,886	\$ 244,598,738	\$ 13,283,499



- Estimated Sources increased due to a slight decrease in developer fees
- Estimated Uses increased to reflect associated costs of Santa Maria High School's Phase 1 construction





# Master Schedule

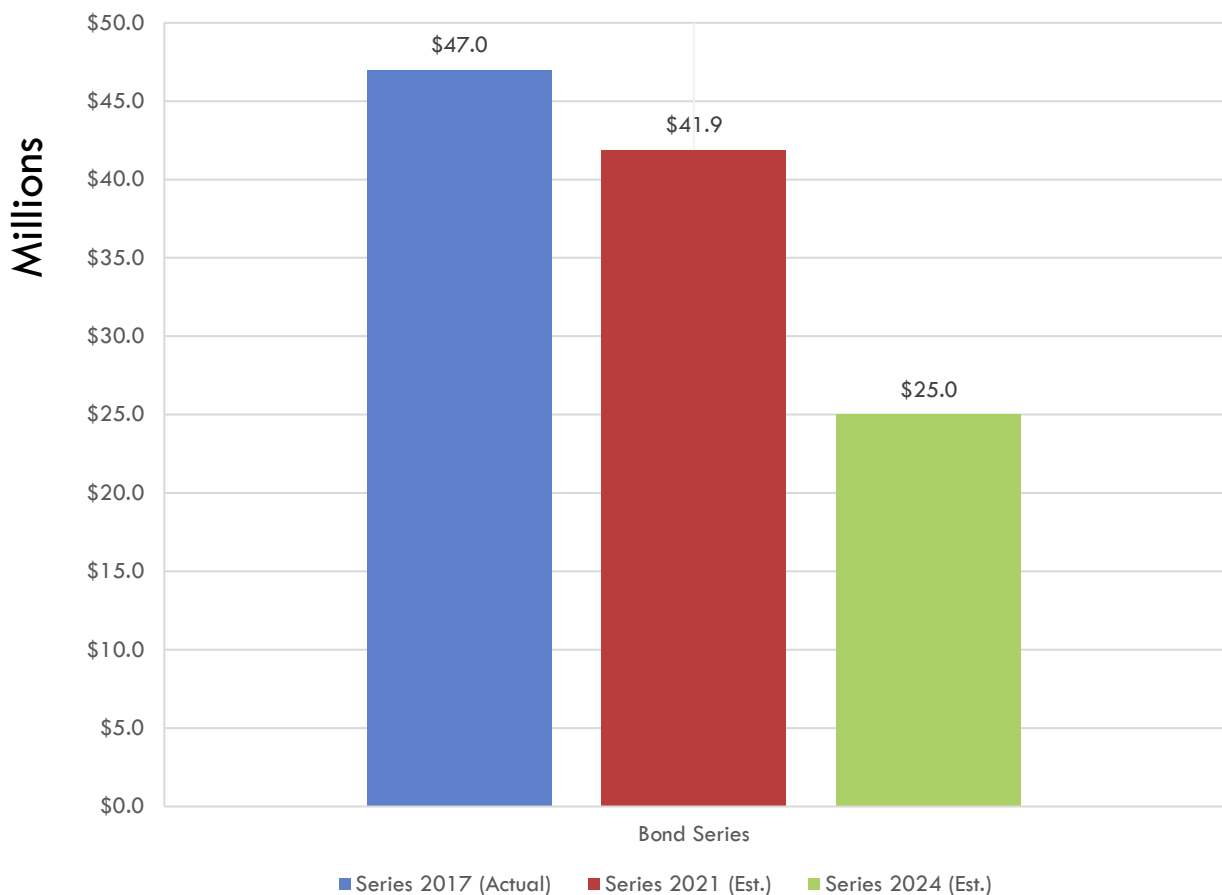
## Adjusted Master Schedule

PHASE 1					
School	Project	Cost	Scheduled		Est. Total Months
			Start	End	
Righetti High	New Classroom Facility	\$25,745,839	8/2014	3/2019	55
Pioneer Valley High	New Performing Arts Center Addition to Bldg J	\$11,361,646	8/2014	10/2017	38
CTE/Ag Farm	Land Acquisition & Construction of Facilities	\$8,184,783	8/2014	1/2021	78
Districtwide	Master Site Planning	\$320,000	9/2015	11/2016	14
	<b>Phase 1 Subtotal</b>	<b>\$45,612,268</b>			
PHASE 2					
School	Project	Cost	Scheduled		Est. Total Months
			Start	End	
Righetti High	Classroom, Site Infrastructure, & Maintenance Improvements	\$18,493,472	7/2021	6/2024	36
	New Practice Gym / Performance Space	\$13,700,005	7/2023	7/2025	24
	<b>Subtotal</b>	<b>\$32,193,477</b>			
Pioneer Valley High	Classrooms/Site Infrastructure, & Maintenance Improvements	\$8,028,428	7/2021	6/2023	24
Santa Maria High	New 50-Classroom Building	\$68,928,473	9/2018	4/2023	55
	21st Century Classroom Modernization, Athletic & Support Facilities	\$10,853,636	9/2018	12/2024	76
	Auditorium Renovation	\$11,846,283	9/2018	12/2024	76
	<b>Subtotal</b>	<b>\$91,628,392</b>			
CTE/Ag Farm	Construction of Facilities	\$19,925,033	7/2018	3/2021	32
Districtwide	District Enrollment Capacity Improvement	\$29,829,147	7/2022	6/2025	35
	<b>Phase 2 Subtotal</b>	<b>\$181,004,477</b>			

# Master Schedule

- The schedule for Santa Maria High School, Ernest Righetti and Pioneer Valley High School has been extended to accommodate the latest dates for DSA submission and completion of the projects
- No other major changes to the schedule are proposed at this time

## District's Actual & Estimated Bond Issuance Schedule and Anticipated Amounts



# Next Steps

Over the next 12 months of implementation, efforts will focus on the following milestones:

- Work with the design and construction team to further define, establish and implement facilities bond projects
- Continue design and construction efforts for the Santa Maria High School Reconstruction and Modernization Projects
- Finalize planning for the Ernest Righetti High School Modernization Phase 2 which was approved by DSA in September 2020 and finalize bid planning to commence construction in 2021
- Complete construction closeout efforts for the CTE Center/Ag Farm project
- Submit CTE State aid applications for new construction and modernization efforts at Righetti and Santa Maria High Schools



**Santa Maria High School 50-Classroom & Administration Building Groundbreaking**



REGULAR MEETING

April 13, 2021

## **APPENDIX J**

### **PUBLIC DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT**

**with**

**CLASSIFIED UNIT,  
FACULTY ASSOCIATION &  
CONFIDENTIAL, CLASSIFIED MANAGEMENT and  
CERTIFICATED MANAGEMENT**

**PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT**  
**in accordance with AB 1200 (Chapter 1213/Statutes 1992), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5**

Name of School District: **SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT**  
 Name of Bargaining Unit: **SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT FACULTY ASSN**  
 Certificated, Classified, Other: **CERTIFICATED**

The proposed agreement covers the period beginning: **July 1, 2020** and ending: **June 30, 2021**  
 (date) (date)

The Governing Board will act upon this agreement on: **April 13, 2021**  
 (date)

**Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.**

**A. Proposed Change in Compensation**

Bargaining Unit Compensation		Fiscal Impact of Proposed Agreement			
		(Complete Years 2 and 3 for multiyear and overlapping agreements only)			
		Annual Cost Prior to Proposed Settlement	Year 1 Increase/(Decrease)	Year 2 Increase/(Decrease)	Year 3 Increase/(Decrease)
All Funds - Combined			2020-21	2021-22	2022-23
1.	<b>Salary Schedule</b> Including Step and Column	\$ 39,482,001	\$ -		
			0.00%	0.00%	0.00%
2.	<b>Other Compensation</b> Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.	\$ 502,121	\$ 433,000		
			86.23%	0.00%	0.00%
	<b>Description of Other Compensation</b>		Off-schedule one-time payment		
3.	<b>Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.</b>	\$ 7,612,042	\$ 108,242		
			1.42%	0.00%	0.00%
4.	<b>Health/Welfare Plans</b>	\$ 5,658,146	\$ -	\$ -	
			0.00%	0.00%	0.00%
5.	<b>Total Bargaining Unit Compensation</b> Add Items 1 through 4 to equal 5	\$ 53,254,309	\$ 541,242	\$ -	\$ -
			1.02%	0.00%	0.00%
6.	<b>Total Number of Bargaining Unit Employees</b> (Use FTEs if appropriate)	433.00			
7.	<b>Total Compensation Average Cost per Bargaining Unit Employee</b>	\$ 122,989	\$ 1,250	\$ -	\$ -
			1.02%	0.00%	0.00%

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT  
SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT FACULTY ASSN

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

N/A.

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

No.

10. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

This is a Memorandum of Understanding to the current Collective Bargaining Agreement (CBA) reflects a one year compensation agreement for the 2020-21 school year for a one-time payment of \$1,000 per employee without regard to additional pay stipends or pro-rated based on assignments.

11. Does this bargaining unit have a negotiated cap for Health and Welfare benefits? Yes  No   
If yes, please describe the cap amount.

2020-21 Annual caps are, for full 1.0 FTE: Single tier \$6,204.12; two party tier \$12,777.72; family tier \$17,737.20. Caps are subject to negotiation during successor contracts and/or reopeners.

**B. Proposed negotiated changes in noncompensation items** (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

None.

**C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement?** Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

None known.

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT  
SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT FACULTY ASSN

**D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?**

None.

**E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.**

None.

**F. Source of Funding for Proposed Agreement:**

1. Current Year

Current resources and fund balance.

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years?

N/A.

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

N/A.

**PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT**  
**in accordance with AB 1200 (Chapter 1213/Statutes 1992), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5**

Name of School District:	SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
Name of Bargaining Unit:	CALIF SCHOOL EMPLOYEES ASSN CENTRAL COAST CHAPTER 455
Certificated, Classified, Other:	CLASSIFIED

The proposed agreement covers the period beginning: July 1, 2020 and ending: June 30, 2021  
(date) (date)

The Governing Board will act upon this agreement on: April 13, 2020  
(date)

**Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.**

**A. Proposed Change in Compensation**

Bargaining Unit Compensation	All Funds - Combined	Fiscal Impact of Proposed Agreement (Complete Years 2 and 3 for multiyear and overlapping agreements only)			
		Annual Cost Prior to Proposed Settlement	Year 1 Increase/(Decrease)	Year 2 Increase/(Decrease)	Year 3 Increase/(Decrease)
			2020-21	2021-22	2022-23
1. Salary Schedule Including Step and Column	\$ 14,834,469	\$ -			
		0.00%	0.00%	0.00%	
2. Other Compensation Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.	\$ 993,015	\$ 400,000			
		40.28%	0.00%	0.00%	
Description of Other Compensation		Off-schedule one-time payment			
3. Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 4,418,408	\$ 74,077			
		1.68%	0.00%	0.00%	
4. Health/Welfare Plans	\$ 1,479,686	\$ -			
		0.00%	0.00%	0.00%	
5. Total Bargaining Unit Compensation Add Items 1 through 4 to equal 5	\$ 21,725,579	\$ 474,077	\$ -	\$ -	
		2.18%	0.00%	0.00%	
6. Total Number of Bargaining Unit Employees (Use FTEs if appropriate)	400.00				
7. Total Compensation Average Cost per Bargaining Unit Employee	\$ 54,314	\$ 1,185	\$ -	\$ -	
		2.18%	0.00%	0.00%	

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT  
CALIF SCHOOL EMPLOYEES ASSN CENTRAL COAST CHAPTER 455

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

N/A.

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

No.

10. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

This is a Memorandum of Understanding to the current Collective Bargaining Agreement (CBA) reflects a one year compensation agreement for the 2020-21 school year for a one-time payment of \$1,000 per employee without regard to additional pay stipends or pro-rated based on assignments.

11. Does this bargaining unit have a negotiated cap for Health and Welfare benefits? Yes  No   
If yes, please describe the cap amount.

2020-21 annual caps are, for full 1.0 FTE: Single tier \$6,516.00; two party tier \$8,136.00; family tier \$9,588.00. Caps are subject to negotiation during successor contracts and/or reopeners.

**B. Proposed negotiated changes in noncompensation items** (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

None.

**C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement?** Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

None known.

**D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?**

None.

**E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.**

None.

**F. Source of Funding for Proposed Agreement:**

1. Current Year

Current resources and fund balance.

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years?

N/A.

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

N/A.

**PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT**  
**in accordance with AB 1200 (Chapter 1213/Statutes 1992), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5**

Name of School District:	SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
Name of Bargaining Unit:	Certificated Management, Classified Management, Confidential
Certificated, Classified, Other:	OTHER

The proposed agreement covers the period beginning: July 1, 2020 and ending: June 30, 2021  
 (date) (date)

The Governing Board will act upon this agreement on: April 13, 2021  
 (date)

**Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.**

**A. Proposed Change in Compensation**

Bargaining Unit Compensation		Fiscal Impact of Proposed Agreement			
		(Complete Years 2 and 3 for multiyear and overlapping agreements only)			
		Annual Cost Prior to Proposed Settlement	Year 1 Increase/(Decrease)	Year 2 Increase/(Decrease)	Year 3 Increase/(Decrease)
All Funds - Combined			2020-21	2021-22	2022-23
1.	<b>Salary Schedule</b> Including Step and Column	\$ 5,346,244	\$ -		
			0.00%	0.00%	0.00%
2.	<b>Other Compensation</b> Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.	\$ 28,727	\$ 38,000		
			132.28%	0.00%	0.00%
	<b>Description of Other Compensation</b>		Off-schedule one-time payment		
3.	<b>Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.</b>	\$ 1,183,250	\$ 9,386		
			0.79%	0.00%	0.00%
4.	<b>Health/Welfare Plans</b>	\$ 346,939	\$ -		
			0.00%	0.00%	0.00%
5.	<b>Total Bargaining Unit Compensation</b> Add Items 1 through 4 to equal 5	\$ 6,905,159	\$ 47,386	\$ -	\$ -
			0.69%	0.00%	0.00%
6.	<b>Total Number of Bargaining Unit Employees</b> (Use FTEs if appropriate)	38.00			
7.	<b>Total Compensation Average Cost per Bargaining Unit Employee</b>	\$ 181,715	\$ 1,247	\$ -	\$ -
			0.69%	0.00%	0.00%



SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT  
Certificated Management, Classified Management, Confidential

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

N/A.

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

No.

10. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

This is a one year compensation agreement for the 2020-21 school year for a one-time payment of \$1,000 per employee without regard to additional pay stipends or pro-rated based on assignments.

11. Does this bargaining unit have a negotiated cap for Health and Welfare benefits? Yes  No   
If yes, please describe the cap amount.

2020-21 annual caps are, for full 1.0 FTE: Single tier \$5,940.00; two party tier \$8,616.00; family tier \$10,692.00. Caps are subject to negotiation during successor contracts and/or reopeners.

**B. Proposed negotiated changes in noncompensation items** (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

None.

**C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement?** Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

None known.

**D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?**

None.

**E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.**

None.

**F. Source of Funding for Proposed Agreement:**

1. Current Year

Current resources and fund balance.

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years?

N/A.

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

N/A.

**PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT**  
**in accordance with AB 1200 (Chapter 1213/Statutes 1992), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5**

Name of School District: **SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT**  
 Name of Bargaining Unit: **FA ASSOC., CSEA CCC 455, CERT & CLASS MGMT, CONF. COMBINED**  
 Certificated, Classified, Other: **CERTIFICATED, CLASSIFIED, OTHER**

The proposed agreement covers the period beginning: **July 1, 2020** and ending: **June 30, 2021**  
 (date) (date)

The Governing Board will act upon this agreement on: **April 13, 2021**  
 (date)

**Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.**

**A. Proposed Change in Compensation**

Bargaining Unit Compensation		Fiscal Impact of Proposed Agreement			
		(Complete Years 2 and 3 for multiyear and overlapping agreements only)			
All Funds - Combined		Annual Cost Prior to Proposed Settlement	Year 1 Increase/(Decrease)	Year 2 Increase/(Decrease)	Year 3 Increase/(Decrease)
			2020-21	2021-22	2022-23
1.	<b>Salary Schedule</b> Including Step and Column	\$ 59,662,714	\$ -		
			0.00%	0.00%	0.00%
2.	<b>Other Compensation</b> Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.	\$ 1,523,862	\$ 871,000		
			57.16%	0.00%	0.00%
	<b>Description of Other Compensation</b>		Off-schedule one-time payment		
3.	<b>Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.</b>	\$ 13,213,699	\$ 191,705		
			1.45%	0.00%	0.00%
4.	<b>Health/Welfare Plans</b>	\$ 7,484,771	\$ -		
			0.00%	0.00%	0.00%
5.	<b>Total Bargaining Unit Compensation</b> Add Items 1 through 4 to equal 5	\$ 81,885,047	\$ 1,062,705	\$ -	\$ -
			1.30%	0.00%	0.00%
6.	<b>Total Number of Bargaining Unit Employees</b> (Use FTEs if appropriate)	871.00			
7.	<b>Total Compensation Average Cost per Bargaining Unit Employee</b>	\$ 94,013	\$ 1,220	\$ -	\$ -
			1.30%	0.00%	0.00%

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT  
FA ASSOC., CSEA CCC 455, CERT & CLASS MGMT, CONF. COMBINED

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

N/A.

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

No.

10. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

This is a Memorandum of Understanding to the current Collective Bargaining Agreement (CBA) for the Faculty Association, CSEA CCC 455, and Certificated & Classified Management and Confidential bargaining groups reflects a one year compensation agreement for the 2020-21 school year for a one-time payment of \$1,000 per employee without regard to additional pay stipends or pro-rated based on assignments.

11. Does this bargaining unit have a negotiated cap for Health and Welfare benefits? Yes  No   
If yes, please describe the cap amount.

20-21 annual caps for full 1.0 FTE: CERT - Single \$6,204.12; two party \$12,777.72; family \$17,737.20. CSEA - Single \$6,516; two party \$8,136; family \$9,588. MGMT & CONF - Single \$5,940; two party \$8,616; family

**B. Proposed negotiated changes in noncompensation items** (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

None.

**C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement?** Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

None known.

**D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?**

None.

**E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.**

None.

**F. Source of Funding for Proposed Agreement:**

1. Current Year

Current resources and fund balance.

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years?

N/A.

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

N/A.

## SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

## G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

## Unrestricted General Fund

Bargaining Unit: SSOC., CSEA CCC 455, CERT &amp; CLASS MGMT, CONF. COMB

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of March 9, 2021 2nd Interim Budget)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
LCFF Revenue	8010-8099	\$ 100,725,335	\$ -	\$ 100,725,335
Federal Revenue	8100-8299		\$ -	\$ -
Other State Revenue	8300-8599	\$ 1,778,992	\$ -	\$ 1,778,992
Other Local Revenue	8600-8799	\$ 585,640	\$ -	\$ 585,640
<b>TOTAL REVENUES</b>		\$ 103,089,966	\$ -	\$ 103,089,966
<b>EXPENDITURES</b>				
Certificated Salaries	1000-1999	\$ 39,044,338	\$ 388,990	\$ 39,433,328
Classified Salaries	2000-2999	\$ 12,877,211	\$ 247,875	\$ 13,125,086
Employee Benefits	3000-3999	\$ 18,237,201	\$ 145,133	\$ 18,382,333
Books and Supplies	4000-4999	\$ 8,291,400	\$ -	\$ 8,291,400
Services, Other Operating Expenses	5000-5999	\$ 9,123,523	\$ -	\$ 9,123,523
Capital Outlay	6000-6999	\$ 5,180,035	\$ -	\$ 5,180,035
Other Outgo	7100-7299 7400-7499	\$ 655,620	\$ -	\$ 655,620
Indirect/Direct Support Costs	7300-7399	\$ (1,477,794)	\$ -	\$ (1,477,794)
<b>TOTAL EXPENDITURES</b>		\$ 91,931,534	\$ 781,998	\$ 92,713,532
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources	8900-8979	\$ 402,804	\$ -	\$ 402,804
Transfers Out and Other Uses	7600-7699	\$ 823,813	\$ -	\$ 823,813
Contributions	8980-8999	\$ (11,169,478)	\$ (234,797)	\$ (11,404,275)
<b>OPERATING SURPLUS (DEFICIT)*</b>		\$ (432,055)	\$ (1,016,794)	\$ (1,448,849)
<b>BEGINNING FUND BALANCE</b>				
	9791	\$ 23,858,037		\$ 23,858,037
Prior-Year Adjustments/Restatements	9793/9795			\$ -
<b>ENDING FUND BALANCE</b>		\$ 23,425,982	\$ (1,016,794)	\$ 22,409,188
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts	9711-9719	\$ 203,133	\$ -	\$ 203,133
Restricted Amounts	9740			
Committed Amounts	9750-9760		\$ -	\$ -
Assigned Amounts	9780	\$ 712,059	\$ -	\$ 712,059
Reserve for Economic Uncertainties	9789	\$ 4,145,797	\$ 30,504	\$ 4,176,300
Unassigned/Unappropriated Amount	9790	\$ 18,364,994	\$ (1,047,298)	\$ 17,317,696

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

## SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

## G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

## Restricted General Fund

Bargaining Unit: SSOC., CSEA CCC 455, CERT &amp; CLASS MGMT, CONF. COMB

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of March 9, 2021 2nd Interim Budget)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
LCFF Revenue	8010-8099	\$ 2,132,101	\$ -	\$ 2,132,101
Federal Revenue	8100-8299	\$ 20,992,758	\$ -	\$ 20,992,758
Other State Revenue	8300-8599	\$ 6,581,401	\$ -	\$ 6,581,401
Other Local Revenue	8600-8799	\$ 4,360,711	\$ -	\$ 4,360,711
<b>TOTAL REVENUES</b>		\$ 34,066,971	\$ -	\$ 34,066,971
<b>EXPENDITURES</b>				
Certificated Salaries	1000-1999	\$ 7,660,137	\$ 66,010	\$ 7,726,147
Classified Salaries	2000-2999	\$ 5,077,135	\$ 129,000	\$ 5,206,135
Employee Benefits	3000-3999	\$ 8,134,895	\$ 39,787	\$ 8,174,681
Books and Supplies	4000-4999	\$ 15,249,816		\$ 15,249,816
Services, Other Operating Expenses	5000-5999	\$ 4,250,914	\$ -	\$ 4,250,914
Capital Outlay	6000-6999	\$ 1,004,338	\$ -	\$ 1,004,338
Other Outgo	7100-7299 7400-7499	\$ 2,795,110	\$ -	\$ 2,795,110
Indirect/Direct Support Costs	7300-7399	\$ 1,278,825	\$ -	\$ 1,278,825
<b>TOTAL EXPENDITURES</b>		\$ 45,451,169	\$ 234,797	\$ 45,685,966
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources	8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses	7600-7699	\$ 375,000	\$ -	\$ 375,000
Contributions	8980-8999	\$ 11,169,478	\$ 234,797	\$ 11,404,275
<b>OPERATING SURPLUS (DEFICIT)*</b>		\$ (589,719)	\$ -	\$ (589,719)
<b>BEGINNING FUND BALANCE</b>				
	9791	\$ 1,614,676		\$ 1,614,676
Prior-Year Adjustments/Restatements	9793/9795	\$ -		\$ -
<b>ENDING FUND BALANCE</b>		\$ 1,024,957	\$ -	\$ 1,024,957
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts	9711-9719	\$ -	\$ -	\$ -
Restricted Amounts	9740	\$ 1,024,957	\$ -	\$ 1,024,957
Committed Amounts	9750-9760			
Assigned Amounts	9780			
Reserve for Economic Uncertainties	9789	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount	9790	\$ 0	\$ -	\$ 0

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

## SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

## G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

## Combined General Fund

Bargaining Unit: \ ASSOC., CSEA CCC 455, CERT &amp; CLASS MGMT, CONF. COMBINI

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of March 9, 2021 2nd Interim Budget)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
LCFF Revenue 8010-8099	\$ 102,857,436		\$ -	\$ 102,857,436
Federal Revenue 8100-8299	\$ 20,992,758		\$ -	\$ 20,992,758
Other State Revenue 8300-8599	\$ 8,360,393		\$ -	\$ 8,360,393
Other Local Revenue 8600-8799	\$ 4,946,351		\$ -	\$ 4,946,351
<b>TOTAL REVENUES</b>	\$ 137,156,938		\$ -	\$ 137,156,938
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ 46,704,475	\$ 455,000	\$ -	\$ 47,159,475
Classified Salaries 2000-2999	\$ 17,954,345	\$ 376,875	\$ -	\$ 18,331,220
Employee Benefits 3000-3999	\$ 26,372,095	\$ 184,919	\$ -	\$ 26,557,015
Books and Supplies 4000-4999	\$ 23,541,216		\$ -	\$ 23,541,216
Services, Other Operating Expenses 5000-5999	\$ 13,374,438		\$ -	\$ 13,374,438
Capital Outlay 6000-6999	\$ 6,184,373		\$ -	\$ 6,184,373
Other Outgo 7100-7299 7400-7499	\$ 3,450,730		\$ -	\$ 3,450,730
Indirect/Direct Support Costs 7300-7399	\$ (198,968)		\$ -	\$ (198,968)
<b>TOTAL EXPENDITURES</b>	\$ 137,382,703	\$ 1,016,794	\$ -	\$ 138,399,497
<b>OTHER FINANCING SOURCES/USES</b>				
Transfer In and Other Sources 8900-8979	\$ 402,804	\$ -	\$ -	\$ 402,804
Transfers Out and Other Uses 7600-7699	\$ 1,198,813	\$ -	\$ -	\$ 1,198,813
Contributions 8980-8999	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ (1,021,775)	\$ (1,016,794)	\$ -	\$ (2,038,569)
<b>BEGINNING FUND BALANCE</b>				
9791	\$ 25,472,713			\$ 25,472,713
Prior-Year Adjustments/Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	\$ 24,450,939	\$ (1,016,794)	\$ -	\$ 23,434,144
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts 9711-9719	\$ 203,133	\$ -	\$ -	\$ 203,133
Restricted Amounts 9740	\$ 1,024,957	\$ -	\$ -	\$ 1,024,957
Committed Amounts 9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts 9780	\$ 712,059	\$ -	\$ -	\$ 712,059
Reserve for Economic Uncertainties 9789	\$ 4,145,797	\$ 30,504	\$ -	\$ 4,176,300
Unassigned/Unappropriated Amount 9790	\$ 18,364,994	\$ (1,047,298)	\$ -	\$ 17,317,696

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**



## SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

## G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

## Fund 13/61 - Cafeteria Fund

Bargaining Unit: \ ASSOC., CSEA CCC 455, CERT &amp; CLASS MGMT, CONF. COMBINI

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of March 9, 2021 2nd Interim Budget)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
LCFF Revenue 8010-8099	\$ -		\$ -	\$ -
Federal Revenue 8100-8299	\$ 2,656,000		\$ -	\$ 2,656,000
Other State Revenue 8300-8599	\$ 483,600		\$ -	\$ 483,600
Other Local Revenue 8600-8799	\$ 10,759		\$ -	\$ 10,759
<b>TOTAL REVENUES</b>	\$ 3,150,359		\$ -	\$ 3,150,359
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ -	\$ -	\$ -	\$ -
Classified Salaries 2000-2999	\$ 1,194,766	\$ 39,125		\$ 1,233,891
Employee Benefits 3000-3999	\$ 371,805	\$ 6,786		\$ 378,591
Books and Supplies 4000-4999	\$ 2,436,500		\$ -	\$ 2,436,500
Services, Other Operating Expenses 5000-5999	\$ 129,055		\$ -	\$ 129,055
Capital Outlay 6000-6999	\$ 100,000		\$ -	\$ 100,000
Other Outgo 7100-7299 7400-7499	\$ -		\$ -	\$ -
Indirect/Direct Support Costs 7300-7399	\$ 198,968		\$ -	\$ 198,968
<b>TOTAL EXPENDITURES</b>	\$ 4,431,094	\$ 45,911	\$ -	\$ 4,477,005
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ (1,280,736)	\$ (45,911)	\$ -	\$ (1,326,647)
<b>BEGINNING FUND BALANCE</b>				
9791	\$ 2,405,036			\$ 2,405,036
Prior-Year Adjustments/Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	\$ 1,124,300	\$ (45,911)	\$ -	\$ 1,078,389
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts 9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts 9740	\$ 1,124,300	\$ (45,911)		\$ 1,078,389
Committed Amounts 9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts 9780	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ -	\$ -	\$ -

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT  
FA ASSOC., CSEA CCC 455, CERT & CLASS MGMT, CONF. COMBINED

**Explanations for Column 3 "Other Revisions" entered on Pages 4a through 4h:**

Page 4a: Unrestricted General Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4b: Restricted General Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4d: Fund 11 - Adult Education Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4e: Fund 12 - Child Development Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4f: Fund 13/61 - Cafeteria Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4g: Other	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4h: Other	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Additional Comments:

## SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

## H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

## Unrestricted General Fund MYP

Bargaining Unit: SOC., CSEA CCC 455, CERT &amp; CLASS MGMT, CONF. COM

Object Code	2020-21	2021-22	2022-23
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
<b>REVENUES</b>			
LCFF Revenue 8010-8099	\$ 100,725,335	\$ 103,430,765	\$ 105,287,444
Federal Revenue 8100-8299	\$ -	\$ -	\$ -
Other State Revenue 8300-8599	\$ 1,778,992	\$ 1,786,599	\$ 1,793,188
Other Local Revenue 8600-8799	\$ 585,640	\$ 664,244	\$ 690,970
<b>TOTAL REVENUES</b>	\$ 103,089,966	\$ 105,881,608	\$ 107,771,602
<b>EXPENDITURES</b>			
Certificated Salaries 1000-1999	\$ 39,433,328	\$ 40,993,588	\$ 41,392,857
Classified Salaries 2000-2999	\$ 13,125,086	\$ 13,467,907	\$ 13,577,940
Employee Benefits 3000-3999	\$ 18,382,333	\$ 19,275,095	\$ 20,572,993
Books and Supplies 4000-4999	\$ 8,291,400	\$ 4,851,883	\$ 4,696,518
Services, Other Operating Expenses 5000-5999	\$ 9,123,523	\$ 9,197,151	\$ 9,418,987
Capital Outlay 6000-6999	\$ 5,180,035	\$ 1,597,063	\$ 1,597,063
Other Outgo 7100-7299 7400-7499	\$ 655,620	\$ 679,048	\$ 697,161
Indirect/Direct Support Costs 7300-7399	\$ (1,477,794)	\$ (1,477,794)	\$ (1,477,794)
Other Adjustments			\$ -
<b>TOTAL EXPENDITURES</b>	\$ 92,713,532	\$ 88,583,941	\$ 90,475,726
<b>OTHER FINANCING SOURCES/USES</b>			
Transfers In and Other Sources 8900-8979	\$ 402,804	\$ 402,804	\$ 402,804
Transfers Out and Other Uses 7600-7699	\$ 823,813	\$ -	\$ -
Contributions 8980-8999	\$ (11,404,275)	\$ (11,139,122)	\$ (11,668,275)
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ (1,448,849)	\$ 6,561,349	\$ 6,030,404
<b>BEGINNING FUND BALANCE</b> 9791	\$ 23,858,037	\$ 22,409,188	\$ 28,970,537
Prior-Year Adjustments/Restatements 9793/9795	\$ -		
<b>ENDING FUND BALANCE</b>	\$ 22,409,188	\$ 28,970,537	\$ 35,000,941
<b>COMPONENTS OF ENDING BALANCE:</b>			
Nonspendable Amounts 9711-9719	\$ 203,133	\$ 203,133	\$ 203,133
Restricted Amounts 9740			
Committed Amounts 9750-9760	\$ -	\$ -	\$ -
Assigned Amounts 9780	\$ 712,059	\$ 712,059	\$ 712,059
Reserve for Economic Uncertainties 9789	\$ 4,176,300	\$ 3,427,010	\$ 3,509,073
Unassigned/Unappropriated Amount 9790	\$ 17,317,696	\$ 24,628,335	\$ 30,576,677

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts must be positive**

## SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

## H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

## Restricted General Fund MYP

Bargaining Unit: SOC., CSEA CCC 455, CERT &amp; CLASS MGMT, CONF. COM

Object Code	2020-21	2021-22	2022-23
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
<b>REVENUES</b>			
LCFF Revenue 8010-8099	\$ 2,132,101	\$ 2,132,101	\$ 2,132,101
Federal Revenue 8100-8299	\$ 20,992,758	\$ 5,336,294	\$ 5,336,294
Other State Revenue 8300-8599	\$ 6,581,401	\$ 5,744,461	\$ 5,751,014
Other Local Revenue 8600-8799	\$ 4,360,711	\$ 4,235,431	\$ 4,235,431
<b>TOTAL REVENUES</b>	\$ 34,066,971	\$ 17,448,286	\$ 17,454,840
<b>EXPENDITURES</b>			
Certificated Salaries 1000-1999	\$ 7,726,147	\$ 6,832,853	\$ 6,937,800
Classified Salaries 2000-2999	\$ 5,206,135	\$ 4,735,756	\$ 4,807,374
Employee Benefits 3000-3999	\$ 8,174,681	\$ 7,963,129	\$ 8,309,087
Books and Supplies 4000-4999	\$ 15,249,816	\$ 2,172,838	\$ 2,203,797
Services, Other Operating Expenses 5000-5999	\$ 4,250,914	\$ 2,281,220	\$ 2,271,033
Capital Outlay 6000-6999	\$ 1,004,338	\$ 545,202	\$ 545,202
Other Outgo 7100-7299 7400-7499	\$ 2,795,110	\$ 2,795,110	\$ 2,795,110
Indirect/Dirrect Support Costs 7300-7399	\$ 1,278,825	\$ 892,747	\$ 892,747
Other Adjustments		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ 45,685,966	\$ 28,218,854	\$ 28,762,150
<b>OTHER FINANCING SOURCES/USES</b>			
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ 375,000	\$ 375,000	\$ 375,000
Contributions 8980-8999	\$ 11,404,275	\$ 11,139,122	\$ 11,668,275
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ (589,719)	\$ (6,446)	\$ (14,036)
<b>BEGINNING FUND BALANCE</b> 9791	\$ 1,614,676	\$ 1,024,957	\$ 1,018,511
Prior-Year Adjustments/Restatements 9793/9795	\$ -		
<b>ENDING FUND BALANCE</b>	\$ 1,024,957	\$ 1,018,511	\$ 1,004,475
<b>COMPONENTS OF ENDING BALANCE:</b>			
Nonspendable Amounts 9711-9719	\$ -	\$ -	\$ -
Restricted Amounts 9740	\$ 1,024,957	\$ 1,018,511	\$ 1,004,475
Committed Amounts 9750-9760			
Assigned Amounts 9780			
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ 0	\$ 0	\$ 0

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts must be positive**

## SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

## H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

## Combined General Fund MYP

Bargaining Unit: SOC., CSEA CCC 455, CERT &amp; CLASS MGMT, CONF. COMI

Object Code	2020-21	2021-22	2022-23
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
<b>REVENUES</b>			
LCFF Revenue 8010-8099	\$ 102,857,436	\$ 105,562,866	\$ 107,419,545
Federal Revenue 8100-8299	\$ 20,992,758	\$ 5,336,294	\$ 5,336,294
Other State Revenue 8300-8599	\$ 8,360,393	\$ 7,531,060	\$ 7,544,202
Other Local Revenue 8600-8799	\$ 4,946,351	\$ 4,899,675	\$ 4,926,401
<b>TOTAL REVENUES</b>	\$ 137,156,938	\$ 123,329,894	\$ 125,226,441
<b>EXPENDITURES</b>			
Certificated Salaries 1000-1999	\$ 47,159,475	\$ 47,826,442	\$ 48,330,657
Classified Salaries 2000-2999	\$ 18,331,220	\$ 18,203,663	\$ 18,385,314
Employee Benefits 3000-3999	\$ 26,557,015	\$ 27,238,224	\$ 28,882,080
Books and Supplies 4000-4999	\$ 23,541,216	\$ 7,024,720	\$ 6,900,315
Services, Other Operating Expenses 5000-5999	\$ 13,374,438	\$ 11,478,370	\$ 11,690,021
Capital Outlay 6000-6999	\$ 6,184,373	\$ 2,142,265	\$ 2,142,265
Other Outgo 7100-7299 7400-7499	\$ 3,450,730	\$ 3,474,158	\$ 3,492,271
Indirect/Direct Support Costs 7300-7399	\$ (198,968)	\$ (585,047)	\$ (585,047)
Other Adjustments		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ 138,399,497	\$ 116,802,795	\$ 119,237,876
<b>OTHER FINANCING SOURCES/USES</b>			
Transfers In and Other Sources 8900-8979	\$ 402,804	\$ 402,804	\$ 402,804
Transfers Out and Other Uses 7600-7699	\$ 1,198,813	\$ 375,000	\$ 375,000
Contributions 8980-8999	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ (2,038,569)	\$ 6,554,903	\$ 6,016,369
<b>BEGINNING FUND BALANCE</b>			
9791	\$ 25,472,713	\$ 23,434,144	\$ 29,989,047
Prior-Year Adjustments/Restatements 9793/9795	\$ -		
<b>ENDING FUND BALANCE</b>	\$ 23,434,144	\$ 29,989,047	\$ 36,005,416
<b>COMPONENTS OF ENDING BALANCE:</b>			
Nonspendable Amounts 9711-9719	\$ 203,133	\$ 203,133	\$ 203,133
Restricted Amounts 9740	\$ 1,024,957	\$ 1,018,511	\$ 1,004,475
Committed Amounts 9750-9760	\$ -	\$ -	\$ -
Assigned Amounts 9780	\$ 712,059	\$ 712,059	\$ 712,059
Reserve for Economic Uncertainties 9789	\$ 4,176,300	\$ 3,427,010	\$ 3,509,073
Unassigned/Unappropriated Amount 9790	\$ 17,317,696	\$ 24,628,335	\$ 30,576,677

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts must be positive**

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT  
FA ASSOC., CSEA CCC 455, CERT & CLASS MGMT, CONF. COMBINED

**I. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES**

1. State Reserve Standard

		2020-21	2021-22	2022-23
a.	Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 139,598,311	\$ 117,177,795	\$ 119,612,876
b.	Less: Special Education Pass-Through Funds	\$ -	\$ -	\$ -
c.	Net Expenditures, Transfers Out, and Uses	\$ 139,598,311	\$ 117,177,795	\$ 119,612,876
d.	State Standard Minimum Reserve Percentage for this District <b>Enter percentage →</b>	3.00%	3.00%	3.00%
e.	State Standard Minimum Reserve Amount for this District (For districts with less than 1,001 ADA, this is the greater of Line a, times Line b, or \$50,000)	\$ 4,187,949	\$ 3,515,334	\$ 3,588,386

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

a.	General Fund Budgeted Unrestricted Designated for Economic Uncertainties (9789)	\$ 4,176,300	\$ 3,427,010	\$ 3,509,073
b.	General Fund Budgeted Unrestricted Unassigned/Unappropriated Amount (9790)	\$ 17,317,696	\$ 24,628,335	\$ 30,576,677
c.	Special Reserve Fund (Fund 17) Budgeted Designated for Economic Uncertainties (9789)			
d.	Special Reserve Fund (Fund 17) Budgeted Unassigned/Unappropriated Amount (9790)	\$ 3,514,491	\$ 3,127,246	\$ 2,738,064
e.	Total Available Reserves	\$ 25,008,487	\$ 31,182,591	\$ 36,823,814
f.	Reserve for Economic Uncertainties Percentage	17.91%	26.61%	30.79%

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

2020-21	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2021-22	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
2022-23	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

4. If no, how do you plan to restore your reserves?

**Public Disclosure of Proposed Collective Bargaining Agreement**  
**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT**  
**FA ASSOC., CSEA CCC 455, CERT & CLASS MGMT, CONF. COMBINED**

**5. Does the Total Compensation Increase/(Decrease) on Page 1, Section A, #5 agree with the Total Increase/(Decrease) for all funds as a result of the settlement(s)? Please explain any variance.**

Total Compensation Increase/(Decrease) on Page 1, Section A, #5	\$ 1,062,705
General Fund balance Increase/(Decrease), Page 4c, Column 2	\$ (1,016,794)
Adult Education Fund balance Increase/(Decrease), Page 4d, Column 2	\$ -
Child Development Fund balance Increase/(Decrease), Page 4e, Column 2	\$ -
Cafeteria Fund balance Increase/(Decrease), Page 4f, Column 2	\$ (45,911)
Other Fund balance Increase/(Decrease), Page 4g, Column 2	\$ -
Other Fund balance Increase/(Decrease), Page 4h, Column 2	\$ -
<b>Total all fund balances Increase/(Decrease) as a result of the settlement(s)</b>	<b>\$ (1,062,705)</b>

**Variance** \$ -

**Variance Explanation:**

**6. Will this agreement create or increase deficit financing in the current or subsequent years?**

"Deficit Financing" is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If a deficit is shown below, provide an explanation and any deficit reduction plan, as necessary.

<u>General Fund Combined</u>	<u>Surplus/ (Deficit)</u>	<u>(Deficit) %</u>	<u>Deficit primarily due to:</u>
Current FY Surplus/(Deficit) before settlement(s)?	\$ (1,021,775)	(0.7%)	Ending balance carryovers.
Current FY Surplus/(Deficit) after settlement(s)?	\$ (2,038,569)	(1.5%)	End bal C/O & one-time off schedule pmt
1st Subsequent FY Surplus/(Deficit) after settlement(s)?	\$ 6,554,903	5.6%	
2nd Subsequent FY Surplus/(Deficit) after settlement(s)?	\$ 6,016,369	5.0%	

**Deficit Reduction Plan (as necessary):**

**Were "Other Adjustments" amount(s) entered in the multiyear projections (pages 5a and 5b) for 1st and 2nd**

**7. Subsequent FY?**

"Other Adjustments" could indicate that a budget reduction plan was/is being developed to address deficit spending, and to rebuild reserves. Any amount shown below must have an explanation. If additional space is needed, attach a separate sheet, or use page 9a.

<u>MYP</u>	<u>Amount</u>	<u>"Other Adjustments" Explanation</u>
1st Subsequent FY Unrestricted, Page 5a	\$ -	
1st Subsequent FY Restricted, Page 5b	\$ -	
2nd Subsequent FY Unrestricted, Page 5a	\$ -	
2nd Subsequent FY Restricted, Page 5b	\$ -	

FA ASSOC., CSEA CCC 455, CERT & CLASS MGMT, CONF. COMBINED

**J. COMPARISON OF PROPOSED CHANGE IN TOTAL COMPENSATION TO CHANGE IN LCFF FUNDING FOR THE NEGOTIATED PERIOD**

The purpose of this form is to determine if the district has entered into bargaining agreements that would result in salary increases that are expected to exceed the projected increase in LCFF funding.

(fill out columns for which there is an agreement)

	Prior Year	2020-21	2021-22	2022-23
a. LCFF Funding per ADA	12,051.00	11,915.00		
b. Amount Change from Prior Year Funding per ADA		(136.00)	-	-
c. Percentage Change from Prior Year Funding per ADA		-1.13%	0.00%	0.00%
d. Total Compensation Amount Change (from Page 1, Section A, Line 5)		1,062,705.23	-	-
e. Total Compensation Percentage Change (from Page 1, Section A, Line 5)		1.30%	0.00%	0.00%
f. Proposed agreement is within/exceeds change in LCFF Funding (f vs. e)		Exceeds	-	-



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

This certification page must be signed by the district's Superintendent and Chief Business Official at the time of public disclosure and is intended to assist the district's Governing Board in determining whether the district can meet the costs incurred under the tentative Collective Bargaining Agreement in the current and subsequent years. The absence of a certification signature or if "I am unable to certify" is checked should serve as a "red flag" to the district's Governing Board.

In accordance with the requirements of Government Code Sections 3540.2 and 3547.5, the Superintendent and Chief Business Official of the Santa Maria Joint Union High School District, hereby certify that the District can meet the costs incurred under this Collective Bargaining Agreement during the term of the agreement from July 1, 2020 to June 30, 2021.

**Board Actions**

The board actions necessary to meet the cost of the agreement in each year of its term are as follows:

Current Year

**Budget Adjustment Categories:**

Revenues/Other Financing Sources  
 Expenditures/Other Financing Uses  
 Ending Balance(s) Increase/(Decrease)

<b>Budget Adjustment Increase/(Decrease)</b>	
\$	-
\$	1,062,705
\$	(1,062,705)

Subsequent Years

**Budget Adjustment Categories:**

Revenues/Other Financing Sources  
 Expenditures/Other Financing Uses  
 Ending Balance(s) Increase/(Decrease)

<b>Budget Adjustment Increase/(Decrease)</b>	
\$	-
\$	-
\$	-

**Budget Revisions**

If the district does not adopt and submit within 45 days all of the revisions to its budget needed in the current year to meet the costs of the agreement at the time of the approval of the proposed collective bargaining agreement, the county superintendent of schools is required to issue a qualified or negative certification for the district on its next interim report.

**Assumptions**

See attached page for a list of the assumptions upon which this certification is based.

**Certifications**

I hereby certify                       I am unable to certify

\_\_\_\_\_  
**District Superintendent**  
 (Signature)

\_\_\_\_\_  
**Date**

I hereby certify                       I am unable to certify

\_\_\_\_\_  
**Chief Business Official**  
 (Signature)

\_\_\_\_\_  
**Date**

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

**L. CERTIFICATION NO. 2**

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

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Sections 3540.2(a) and 3547.5.

[Redacted]  
SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT  
**District Name**

\_\_\_\_\_  
**District Superintendent  
(Signature)**

[Redacted]  
MICHELLE COFFIN, FISCAL SERVICES DIRECTOR  
**Contact Person**

\_\_\_\_\_  
**Date**

[Redacted]  
805-922-4573 X4403  
**Phone**

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on April 13, 2021, took action to approve the proposed agreement with the Faculty Association, California School Employees' Association Central Coast Chapter 455, Certificated and Classified Management and Confidential employees.

\_\_\_\_\_  
**President (or Clerk), Governing Board  
(Signature)**

\_\_\_\_\_  
**Date**

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

## **APPENDIX K**

### **Resolution Number 19-2020-2021**

**Resolution Increasing Compensation for Management and Confidential Employees for the 2020-2021 School Year**

**BEFORE THE BOARD OF TRUSTEES OF THE  
SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT**

**RESOLUTION NUMBER 19-2020-2021**

**RESOLUTION INCREASING COMPENSATION FOR  
MANAGEMENT AND CONFIDENTIAL EMPLOYEES FOR THE  
2020-2021 SCHOOL YEAR.**

**WHEREAS**, the District has concluded negotiations with its certificated and classified staff for the 2020-21 school year. Under the terms of those agreements, eligible certificated and classified employees will receive a one-time, off schedule, recognition and retention payment of \$1,000.

**WHEREAS**, The purpose of this Resolution is to provide confidential employees and eligible management employees, including certificated administrators, classified management, assistant superintendents, and the Superintendent with the same one-time, off schedule, recognition and retention payment of \$1,000 as that provided to other certificated and classified staff.

**NOW THEREFORE, BE IT RESOLVED AND ORDERED:**

1. Management and confidential employees that have been in paid status with the District for sixty (60) calendar days as of April 30, 2021 shall receive a one-time off-schedule payment of \$1000 paid to each eligible staff member.
2. The \$1000 payment shall be paid in one lump sum on May 28, 2021.
3. The actual employee payment amount will be "equalized" between all employees giving all eligible employees an equal payment amount of \$1000.00 regardless of FTE.
4. This resolution shall be considered an amendment of the terms and conditions of employment for confidential employees and managers, including any employment agreement entered into with a classified manager or certificated administrator.

**PASSED AND ADOPTED** by the following vote of the Board of Trustees of the Santa Maria Joint Union High School District, County of Santa Barbara, State of California on April 13, 2021.

AYES:

NOES:

ABSTENTION:

ABSENT:

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Jack Garvin Ed.D, President  
Santa Maria Joint Union High School District  
Board of Trustees

ATTEST:

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Dr. Carol Karamitsos, Clerk  
Santa Maria Joint Union High School District  
Board of Trustees