

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

March 13, 2018

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

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

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

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

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

I. OPEN SESSION

A. Call to Order

II. ADJOURN TO CLOSED SESSION

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

- A. 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).
- B. Certificated and Classified Personnel Actions** - Government Code Section 54957. The Board will be asked to review and approve hiring, transfers, promotions, evaluations, terminations, and resignations as reported by the Assistant Superintendent, Human Resources. **Appendix A**
- C. Non-Reelection of Probationary Certificated Employee(s)** – Per Education Code §44929.21, discussion and action on Superintendent’s recommendation that the notice of non-reelection to be given to one or more probationary certificated employee(s). Employment with the district will terminate June 2018.
- D. Conference with Legal Counsel** – Potential Litigation (Subdivision (a) of Section 54956.9)

- E. Student Matters** - Education Code Sections 35146 & 48919. The Board will review proposed expulsions/suspended expulsion(s) and/or requests for re-admission. NOTE: The education code requires closed sessions in these cases to prevent disclosure of confidential student record information.
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III. RECONVENE IN OPEN SESSION

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

IV. ANNOUNCE CLOSED SESSION ACTIONS – Dr. Richardson

V. PRESENTATIONS

- A. CFW Student Scholarship – Barbara Renteria/CFW**
-

VI. REPORTS

- A. Student Reports**
- B. Superintendent’s Report**
- C. Board Member Reports**
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VII. ITEMS SCHEDULED FOR ACTION

A. GENERAL

- 1. Public Hearing on Reopener Proposals for Negotiations from the District to CSEA 2018-19**

Resource Person: Joni McDonald

At the February 13, 2018 meeting, the District presented their Reopener Proposals for Negotiations to the California School Employees Association (CSEA) 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

B. BUSINESS

1. 2017-2018 Second Interim Report – *Appendix C*

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

California Education Code requires each school district to file two interim reports detailing the financial and budgetary status to the County Office of Education. The Second Interim report shall cover the period of July 1, 2017 to January 31, 2018, and be approved by the Board of Education no later than 45 days after the close of this period.

The County Superintendent shall certify in writing that the district can meet its financial obligations for the remainder of the fiscal year, based on current forecasts and assumptions, and for the subsequent two fiscal years.

The certification shall be classified as:

- 1) Positive Certification will be assigned indicating that the district can meet its financial obligations for the current and subsequent two years, or
- 2) Qualified Certification will be assigned to a school district if it may not meet its financial obligations for the current year and the subsequent two years, or
- 3) Negative Certification will be assigned to a school district that, based upon current projections, will be unable to meet its financial obligations for the remainder of the fiscal year or in the subsequent two fiscal years.

The full report is in accordance with the state-adopted Standards and Criteria, is posted on the District website at www.smjuhsd.k12.ca.us.

*** **IT IS RECOMMENDED THAT** the Board of Education adopt a Positive Certification for the Second Interim report for fiscal year 2017-2018 as shown in Appendix C.

Moved _____

Second _____

Vote _____

**2. Authorization to Make Budget Revisions –
Resolution Number 12-2017-2018**

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

Income and expenditures have been updated in accordance with revenues, grant awards, personnel and other expenditure adjustments. The working budget, as shown in the Projected Year Totals column of the 2017-2018 Second Interim Report has been adjusted to reflect these changes and is presented as Resolution Number 12-2017-2018.

*** **IT IS RECOMMENDED THAT** the Board of Education approve Resolution Number 12-2017-2018 authorizing budget revisions as identified in the 2017-2018 Second Interim Report.

Moved _____ **Second** _____

A Roll Call Vote is Required:

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

**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
RESOLUTION NUMBER 12-2017-2018**

AUTHORIZATION FOR BUDGET REVISIONS

WHEREAS, the Board of Education adopted its budget on June 20, 2017 for the fiscal year 2017-2018; which was subsequently revised on December 12, 2017; and

WHEREAS, income will be received and expenditures in certain classifications will be required in excess of amounts budgeted therefore; and

WHEREAS, Education Code Section 42602 authorizes that the Board may budget and use any unbudgeted income provided during the fiscal year; and

WHEREAS, Education Code Section 42600 authorizes that transfers may be made from the designated fund balance or the unappropriated funds balance to any expenditure classification or between expenditure classifications at any time by written resolution of the district governing board;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Santa Maria Joint Union High School District hereby authorizes budget revisions be made as reflected in the 2017-2018 Second Interim Report.

PASSED AND ADOPTED this 13th day of March, 2018 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

3. Award of Bid for Districtwide Core Switch Replacement – Project #18-277

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

District administration opened bids on February 20, 2018, for the DISTRICTWIDE CORE SWITCH REPLACEMENT – PROJECT #18-277. The bid recap and administrative recommendation follows:

BIDDER	BASE BID
CIO Solutions	\$421,724.00
Dell	\$542,559.87
GigaKOM	\$553,338.60
Dimension Data	\$566,350.78

After reviewing the bid(s) received by administration, CIO Solutions was determined to be the initial apparent low bidder; however an irregularity was identified in their bid package, specifically failure to include the required bid bond. Dell, the second lowest bidder, had an irregularity identified in pricing. GigaKOM is the apparent lowest responsive bidder.

*** **IT IS RECOMMENDED THAT** the Board of Education find the CIO Solutions bid non-responsive due to their failure to include the required Bid Bond with their bid per the specified requirements.

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

*** **IT IS RECOMMENDED THAT** the Board of Education find the Dell bid non-responsive due to an irregularity in the pricing.

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

*** **IT IS RECOMMENDED THAT** the Board of Education award the bid for Districtwide Core Switch Replacement – Project #18-277 to GigaKOM, to be paid from the General Fund/E-Rate Funding.

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

4. Award of Bid for PVHS-Pool Lights Install & Column Repair – Project #17-251

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

The administration opened bids on March 7, 2018 for the PVHS - POOL LIGHTS INSTALL & COLUMN REPAIR - PROJECT #17-251. The bid recap and administrative recommendation follows:

BIDDER	BASE BID
Lee Wilson Electric Co.	\$281,305.00
Vernon Edwards Constructors, Inc.	\$320,000.00
Newton Construction & Management	\$341,000.00
P&P Develop, Inc.	\$349,000.00

After a review of the four (4) bid(s) received by administration, **Lee Wilson Electric Co.** was determined to be the apparent low bidder.

*** **IT IS RECOMMENDED THAT** the Board of Education award the bid for the PVHS - POOL LIGHTS INSTALL & COLUMN REPAIR - PROJECT #17-251 to the lowest bidder Lee Wilson Electric Co. for the bid amount of \$281,305.00, to be paid from Fund 22.

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

VIII. CONSENT ITEMS

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

All items listed are considered to be routine and may be enacted by approval of a single 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 _____

A Roll Call Vote is Required:

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

A. Approval of Minutes

Regular Board Meeting – February 13, 2018
 Special Board Meeting – February 26, 2018

B. Approval of Warrants for the Month of February 2018

Payroll	\$6,975,058.49
Warrants	<u>2,521,115.19</u>
Total	<u>\$9,496,173.68</u>

C. Attendance Report

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

D. Facility Report – **Appendix B**

E. Student Matters – Education Code Sections 35146 & 48919

Administrative Recommendation to order expulsion: #347368, #352006

F. Textbook Discard

The following textbooks were submitted for discard by Santa Maria High School. The administration is requesting that the Board of Trustees approve the discard of the textbooks as listed below:

TEXTBOOK TITLE	AUTHOR/PUBLISHER	ISBN #	COPYRIGHT	# OF COPIES
Dime Uno	DC Heath	06699433284	1997	30
Sendas Literarios	Heinle & Heinle	0838451357	1996	80
Dime Uno	DC Heath Co.	0669238813	1996	200
Dime Uno Cuaderno De Actividades	DC Heath Co.	066923883x	1996	200
Holt Ciencias Fisicas: Ciencias Y Tecnologia	Holt	003064762-2	2002	60
Biologia Prentice Hall	Prentice Hall	003978321-0	1987	96

G. Out of State Travel

PERSON/REASON	PLACE/DATE	FUNDING
Pete Flores Conference	Portland, Oregon March 15-17, 2018	LCAP Goal 6, Section 4

H. Selection of Auditor

Education Code Section 41020 requires the Governing Board of a public school district to identify a qualified independent auditor each year to conduct an audit of all funds under the control or jurisdiction of the District, and notify the County Superintendent of Schools by April 1st each year of the district's selection.

The administration has received notification from their current audit firm, Christy White Associates, of rotation of the supervising partner for the District's audit. In addition, a proposed engagement letter has been provided detailing maximum not to exceed fees over the next three years totaling \$101,400. This amount is \$3,600 greater than the fees paid for the prior three years.

I. Approval of Board Policies

The following board policies are presented to the Board of Education for approval. The policies were listed for first reading on the February 13, 2018 board agenda.

BP/AR 4119.11/4219.11/4319.11	Sexual Harassment
BP 5146	Married/Pregnant/Parenting Students
BP/AR 6145.2	Athletic Competition

J. Acceptance of Gifts

Righetti High School		
<u>Donor</u>	<u>Recipient</u>	<u>Amount</u>
Guadalupe Cooling Company	Color Blind Club	\$300.00
RHS Band Boosters	Band	\$3,275.00
Mike & Vicki Dirkes	Warrior Robotics	\$100.00
Kiwanis Club of Guadalupe	Marimba Band	\$300.00
Wepay/Snap Raise	Girls Basketball	\$5,349.35
Santa Maria Valley Discovery Museum	Marimba Band	\$300.00
Pacific Christian Center	Choir	\$500.00
Wepay/Snap Raise	Wrestling	<u>\$3,813.50</u>
Total Righetti High School		<u>\$13,937.85</u>
Santa Maria High School		
<u>Donor</u>	<u>Recipient</u>	<u>Amount</u>
SMHS Aquatics	Swim	\$990.00
Santa Maria Associated EFCU	Close Up Club	\$250.00
Rafael Torres	Close Up Club	<u>\$100.00</u>
Total Santa Maria High School		<u>\$1,340.00</u>
Delta High School		
<u>Donor</u>	<u>Recipient</u>	<u>Amount</u>
Urbane Café Operations LLC	School	\$1,509.28
Total Delta High School		<u>\$1,509.28</u>

IX. REPORTS FROM EMPLOYEE ORGANIZATIONS

X. OPEN SESSION PUBLIC COMMENTS

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

XI. ITEMS NOT ON THE AGENDA

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

XII. NEXT MEETING DATE

Unless otherwise announced, the next regular meeting of the Board of Education will be held April 10, 2018. Closed session begins at 5:30 p.m. Open session begins at 6:30 p.m. The meeting will be held at the District Support Services Center.

XIII. FUTURE REGULAR BOARD MEETINGS FOR 2018

May 15, 2018	July 10, 2018	October 9, 2018
June 12, 2018	August 7, 2018	November 13, 2018
June 19, 2018	September 11, 2018	December 11, 2018

XIV. ADJOURN

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

January 02, 2018 through January 26, 2018

	Sixth Month 2016-17			Sixth Month 2017-18			Cumulative ADA			
	Ending Enrollment	ADA	ADA % of Poss. Enroll.	Ending Enrollment	ADA	ADA % of Poss. Enroll.	Prior Year		Current Year	
							ADA % to CBEDS	ADA	ADA % to CBEDS	ADA
ERNEST RIGHETTI HIGH										
Regular	1992	1892.17	94.5%	2001	1903.17	94.4%		1950.54		1964.36
Special Education	80	75.92	93.8%	84	78.33	93.3%		73.96		80.74
Independent Study	25	17.33	76.2%	31	21.83	76.4%		10.68		17.24
Independent Study 12+	0	0.00	---	0	0.00	---		0.00		0.32
Independent Study Spec Ed	0	0.50	100.0%	---	---	---		0.16		1.53
CTE Program	5	3.92	78.3%	7	5.50	78.6%		4.93		5.05
Home and Hospital Reg Ed	3	1.58	70.4%	2	1.50	90.0%		2.11		0.90
Home and Hospital Spec Ed	1	0.50	50.0%	1	0.00	0.0%		2.37		0.45
TOTAL RIGHETTI	2106	1991.92	94.5%	2126	2010.33	94.4%		2044.75		2070.59
SANTA MARIA HIGH										
Regular	2325	2208.25	95.1%	2391	2264.08	94.8%		2295.29		2307.90
Special Education	93	85.25	92.1%	87	77.75	90.5%		90.09		79.53
Independent Study	24	16.25	65.4%	14	13.50	95.3%		17.83		11.54
Independent Study 12+	0	0.00	0.0%	0	0.00	---		0.00		0.00
Independent Study Spec Ed	0	0.00	0.0%	1	0.50	50.0%		0.00		0.85
CTE Program	7	4.92	84.3%	8	5.42	67.7%		6.41		6.53
Home and Hospital Reg Ed	9	8.00	85.0%	9	6.67	89.9%		5.57		5.47
Home and Hospital Spec Ed	2	2.33	100.0%	0	0.00	---		1.40		0.00
TOTAL SANTA MARIA	2460	2325	95.0%	2510	2367.92	94.6%		2416.59		2411.82
PIONEER VALLEY HIGH										
Regular	2557	2442.50	95.6%	2513	2393.92	95.3%		2495.03		2447.91
Special Education	101	94.00	93.6%	102	95.50	94.1%		97.33		99.95
Independent Study	11	9.33	84.8%	16	9.25	55.0%		4.87		10.20
Independent Study Spec Ed	3	2.00	66.7%	3	2.67	88.9%		1.83		1.62
Home and Hospital Reg Ed	11	9.17	83.3%	10	7.08	72.6%		7.27		6.44
Home and Hospital Spec Ed	2	2.00	100.0%	2	2.00	100.0%		2.07		1.83
TOTAL PIONEER VALLEY	2685	2559	95.5%	2646	2510.42	95.2%		2608.40		2567.95
DAY TREATMENT @ LINCOLN STREET	5	3.92	77.0%	10	8.92	89.2%		4.68		5.66
DISTRICT SPECIAL ED TRANSITION	25	24.42	100.0%	22	22.00	100.0%		26.86		22.31
DISTRICT SPECIAL ED TRANS/VOC MM	11	11.00	100.0%	22	20.50	93.2%		14.33		21.52
ALTERNATIVE EDUCATION										
Delta Continuation	297	245.49	81.7%	330	246.56	72.8%		253.00		260.65
Delta 12+	0	0.00	0.0%	0	0.00	---		0.00		0.47
Delta Independent Study	14	11.38	93.5%	2	1.50	78.0%		4.89		9.71
Delta Independent Study 12+	5	5.45	99.1%	22	21.82	92.2%		11.13		5.58
Delta Independent Study Spec Ed	0	0.00	0.0%	1	0.92	91.7%		0.00		0.31
Home & Hospital Reg Ed	2	1.66	82.8%	4	1.94	49.5%		0.60		1.75
Reach Program--ERHS	---	---	---	5	3.33	66.7%				
Reach Program--DHS	1	0.00	0.0%	0	0.00	---		0.00		0.00
Reach Program--SMHS	10	8.00	80.0%	2	3.50	84.0%		3.72		3.95
Reach Program--PVHS	12	8.33	80.0%	9	5.67	71.6%		8.39		6.36
Home School @ Library Program	37	32.75	88.1%	40	26.17	64.9%		26.48		30.51
Delta HS I.S. Program P	20	19.56	96.2%	24	21.55	92.7%		16.95		17.75
TOTAL ALTERNATIVE EDUCATION	398	332.62	93.5%	439	332.95	75.8%		325.16		337.03
TOTAL HIGH SCHOOL DISTRICT	7690	7247.88	94.3%	7775	7273.03	93.5%	94.2%	7440.77	94.1%	7436.88

CLASSIFIED PERSONNEL ACTIONS						
Name	Action	Assignment	Site	Effective	Pay Rate	Hours
	Resign	Maintenance Worker II	PVHS	2/23/18	25/E	8
	Employ	Instructional Asst-Spec Ed II	PVHS	2/20/18	15/A	6
	Employ	Instructional Asst-Spec Ed II	PVHS	2/20/18	15/A	6
	Employ	Instructional Asst-Spec Ed II	PVHS	3/1/18	15/A	6
	Employ	Instructional Asst-Spec Ed II	PVHS	2/20/18	15/A	6
	Out of Class	Grounds Maintenance I	PVHS	3/6/18	16/A	8
	Promote	Custodial Supervisor	RHS	3/5/18	23/C	8
	Employ	Campus Security Assistant II	PVHS	2/20/18	17/A	4
	Employ	Behavior Instructional Asst-Spec Ed	SMHS	3/1/18	18/A	6
	Employ	Instructional Asst-Spec Ed II	RHS	2/14/18	15/A	6
CERTIFICATED PERSONNEL ACTIONS						
Name	Action	Assignment	Site	Effective	Salary	FTE
	Teacher Prep Period	Social Science	DHS	3/12-6/7/18	27/V	0.2
	Nonrelect	Special Education/E.D.	LC	6/7/18	7/V	1.0
	LOA	English	PVHS	2018-19	14/V	0.2
	Temp Contract End	Visual Performing Arts	RHS	6/7/18	2/III	0.6
	Teacher Prep Period	Social Science	DHS	3/12-6/7/18	24/V	0.2
	Employ	Special Education/SLP	SMHS	2/26-6/7/18	6/V	1.0
	Nonrelect	Special Education/SLP	SMHS	6/7/18	6/V	1.0
	LOA	Social Science	SMHS	2018-19	13/V	0.4
	LOA/FMLA	Special Education	PVHS	2/5-3/25/18	15/V	1.0
	Temp Contract End	Agriculture	PVHS	6/7/18	1, I	1.0
	LOA	International Language	SMHS	2018-19	15/V	0.2
	Temp Contract End	Special Education M/M	PVHS	6/7/18	1/I	1.0
	LOA	Mathematics	RHS	2018-19	30/V	0.2
	LOA	International Language	SMHS	2018-19	10/V	0.2
	Resign	Special Education	SMHS	6/7/18	6/V	1.0
	Temp Contract End	Visual Performing Arts	SMHS	6/7/18	1, II	1.0
	Teacher Prep Period	English	DHS	3/12-6/7/18	16/V	0.2
	LOA	International Language	PVHS	2018-19	10/V	0.4
	LOA	Physical Education	SMHS	2018-19	14/V	0.2
	Teacher Prep Period	English	DHS	3/12-6/7/18	14/V	0.2

COACHING PERSONNEL ACTIONS

Name	Action	Assignment	Site	Effective	District	ASB/Booster	Employee Type
	Stipend	Head Varsity Boys Baseball	PVHS	2017-2018	\$4,027.00		CERT
	Stipend	Asst. Varsity Boys Baseball	PVHS	2017-2018	\$2,265.00		WALK-ON
	Stipend	Asst. Varsity Boys Baseball	PVHS	2017-2018	\$755.00		CLASS
	Stipend	Co Head JV Boys Baseball	PVHS	2017-2018	\$2,265.00		WALK-ON
	Stipend	Co Head JV Boys Baseball	PVHS	2017-2018	\$755.00		CLASS
	Stipend	Co Head Frosh Boys Baseball	PVHS	2017-2018	\$755.00		CLASS
	Stipend	Co Head Frosh Boys Baseball	PVHS	2017-2018	\$2,265.00		CLASS
	Stipend	Head Varsity Boys Golf	PVHS	2017-2018	\$3,316.00		WALK-ON
	Stipend	Co Head Varsity Girls Softball	PVHS	2017-2018	\$3,800.00		CERT
	Stipend	Co Head Varsity Girls Softball	PVHS	2017-2018	\$227.00		CLASS
	Stipend	Asst. Varsity Girls Softball	PVHS	2017-2018	\$1,222.00		WALK-ON
	Stipend	Asst. Varsity Girls Softball	PVHS	2017-2018	\$1,798.00		CLASS
	Stipend	Co Head JV Girls Softball	PVHS	2017-2018	\$1,300.00		WALK-ON
	Stipend	Co Head JV Girls Softball	PVHS	2017-2018	\$475.00		CLASS
	Stipend	Co Head JV Girls Softball	PVHS	2017-2018	\$1,245.00		CLASS
	Stipend	Head Varsity Boys Swim	PVHS	2017-2018	\$3,316.00		CERT
	Stipend	Co Head JV Boys Swim	PVHS	2017-2018	\$1,650.00		WALK-ON
	Stipend	Co Head JV Boys Swim	PVHS	2017-2018	\$837.00		WALK-ON
	Stipend	Head Varsity Girls Swim	PVHS	2017-2018	\$3,316.00		CERT
	Stipend	Co Head JV Girls Swim	PVHS	2017-2018	\$1,500.00		CERT
	Stipend	Co Head JV Girls Swim	PVHS	2017-2018	\$987.00		WALK-ON
	Stipend	Head Varsity Boys Tennis	PVHS	2017-2018	\$3,316.00		WALK-ON
	Stipend	Head JV Boys Tennis	PVHS	2017-2018	\$2,487.00		CLASS
	Stipend	Co Head Varsity Boys Track	PVHS	2017-2018	\$2,400.00		CERT
	Stipend	Co Head Varsity Boys Track	PVHS	2017-2018	\$1,390.00		WALK-ON
	Stipend	Co Head JV Boys Track	PVHS	2017-2018	\$2,400.00		CERT
	Stipend	Co Head JV Boys Track	PVHS	2017-2018	\$210.00		WALK-ON
	Stipend	Co Head JV Boys Track	PVHS	2017-2018	\$232.00		WALK-ON
	Stipend	Co Head Varsity Girls Track	PVHS	2017-2018	\$2,100.00		WALK-ON
	Stipend	Co Head Varsity Girls Track	PVHS	2017-2018	\$1,600.00		WALK-ON
	Stipend	Co Head Varsity Girls Track	PVHS	2017-2018	\$90.00		WALK-ON
	Stipend	Co Head JV Girls Track	PVHS	2017-2018	\$2,100.00		CLASS
	Stipend	Co Head JV Girls Track	PVHS	2017-2018	\$742.00		WALK-ON

COACHING PERSONNEL ACTIONS

Name	Action	Assignment	Site	Effective	District	ASB/Booster	Employee Type
	Stipend	Head Varsity Boys Volleyball	PVHS	2017-2018	\$3,553.00		WALK-ON
	Stipend	Head JV Boys Volleyball	PVHS	2017-2018	\$2,665.00		WALK-ON
	Stipend	Head Frosh Boys Volleyball	PVHS	2017-2018	\$2,665.00		CERT
	Stipend	Asst. Athletic Director	PVHS	2017-2018	\$2,750.00		CERT
	Stipend	Asst. Athletic Director	PVHS	2017-2018	\$566.00	\$ 1,700.00	CERT
	Stipend	Head Varsity Boys Baseball	SMHS	2017-2018	\$4,027.00		CERT
	Stipend	Asst. Varsity Boys Baseball	SMHS	2017-2018	\$3,020.00		WALK-ON
	Stipend	Head JV Boys Baseball	SMHS	2017-2018	\$3,020.00		WALK-ON
	Stipend	Head Frosh Boys Baseball	SMHS	2017-2018	\$3,020.00		CLASS
	Stipend	Head Varsity Boys Golf	SMHS	2017-2018	\$ 3,316.00		CERT
	Stipend	Head Varsity Girls Softball	SMHS	2017-2018	\$ 4,027.00		WALK-ON
	Stipend	Asst. Varsity Girls Softball	SMHS	2017-2018	\$ 3,020.00		WALK-ON
	Stipend	Head JV Girls Softball	SMHS	2017-2018	\$ 3,020.00		CLASS
	Stipend	Head Varsity Boys Swim	SMHS	2017-2018	\$ 3,316.00		CERT
	Stipend	Head JV Boys Swim	SMHS	2017-2018	\$ 2,487.00		CERT
	Stipend	Head Varsity Girls Swim	SMHS	2017-2018	\$ 3,316.00		CERT
	Stipend	Head JV Girls Swim	SMHS	2017-2018	\$ 2,487.00		WALK-ON
	Stipend	Co Head Varsity Boys Tennis	SMHS	2017-2018	\$ 1,658.00		WALK-ON
	Stipend	Co Head Varsity Boys Tennis	SMHS	2017-2018	\$ 1,658.00		CERT
	Stipend	Head Varsity Boys Track	SMHS	2017-2018	\$ 3,790.00		CERT
	Stipend	Head JV Boys Track	SMHS	2017-2018	\$ 2,842.00		CLASS
	Stipend	Head Varsity Girls Track	SMHS	2017-2018	\$ 3,790.00		CERT
	Stipend	Head JV Girls Track	SMHS	2017-2018	\$ 2,842.00		CLASS
	Stipend	Head Varsity Boys Volleyball	SMHS	2017-2018	\$ 3,553.00		CLASS
	Stipend	Head JV Boys Volleyball	SMHS	2017-2018	\$ 3,553.00		CLASS
	Stipend	Asst. Athletic Director	SMHS	2017-2018	\$ 1,105.00		CERT
	Stipend	Asst. Athletic Director	SMHS	2017-2018	\$ 1,106.00		CERT
	Stipend	Asst. Athletic Director	SMHS	2017-2018	\$ 1,105.00		WALK-ON
	Stipend	Head Varsity Boys Baseball	RHS	2017-2018	\$ 2,447.00		CERT
	Stipend	Asst. Varsity Boys Baseball	RHS	2017-2018	\$ 1,580.00		WALK-ON
	Stipend	Asst. Varsity Boys Baseball	RHS	2017-2018	\$ 1,800.00		WALK-ON
	Stipend	Asst. Varsity Boys Baseball	RHS	2017-2018	\$ 220.00		WALK-ON
	Stipend	Asst. Varsity Boys Baseball	RHS	2017-2018	\$ 1,000.00		WALK-ON
	Stipend	Co Head JV Boys Baseball	RHS	2017-2018	\$ 1,500.00		CERT
	Stipend	Co Head JV Boys Baseball	RHS	2017-2018	\$ 760.00		WALK-ON
	Stipend	Co Head JV Boys Baseball	RHS	2017-2018	\$ 760.00		CERT
	Stipend	Co Head Frosh Boys Baseball	RHS	2017-2018	\$ 2,020.00		WALK-ON

COACHING PERSONNEL ACTIONS

Name	Action	Assignment	Site	Effective	District	ASB/Booster	Employee Type
	Stipend	Head Varsity Boys Golf	RHS	2017-2018	\$ 3,316.00		WALK-ON
	Stipend	Head Varsity Girls Softball	RHS	2017-2018	\$ 4,027.00		WALK-ON
	Stipend	Asst. Varsity Girls Softball	RHS	2017-2018	\$ 3,020.00		WALK-ON
	Stipend	Co Head JV Girls Softball	RHS	2017-2018	\$ 2,500.00		WALK-ON
	Stipend	Co Head JV Girls Softball	RHS	2017-2018	\$ 520.00		WALK-ON
	Stipend	Co Head Varsity Boys Swim	RHS	2017-2018	\$ 2,211.00		CERT
	Stipend	Co Head Varsity Boys Swim	RHS	2017-2018	\$ 1,105.00		CERT
	Stipend	Head JV Boys Swim	RHS	2017-2018	\$ 2,487.00		WALK-ON
	Stipend	Co Head Varsity Girls Swim	RHS	2017-2018	\$ 2,816.00		CERT
	Stipend	Co Head Varsity Girls Swim	RHS	2017-2018	\$ 500.00		CERT
	Stipend	Head JV Girls Swim	RHS	2017-2018	\$ 2,487.00		CERT
	Stipend	Head Varsity Boys Tennis	RHS	2017-2018	\$ 3,316.00		WALK-ON
	Stipend	Co Head Varsity Boys Track	RHS	2017-2018	\$ 3,000.00		WALK-ON
	Stipend	Co Head Varsity Boys Track	RHS	2017-2018	\$ 790.00		WALK-ON
	Stipend	Co Head JV Boys Track	RHS	2017-2018	\$ 1,782.00		WALK-ON
	Stipend	Co Head JV Boys Track	RHS	2017-2018	\$ 1,060.00		WALK-ON
	Stipend	Co Head Varsity Girls Track	RHS	2017-2018	\$ 1,500.00		CERT
	Stipend	Co Head Varsity Girls Track	RHS	2017-2018	\$ 650.00		WALK-ON
	Stipend	Co Head Varsity Girls Track	RHS	2017-2018	\$ 1,640.00		WALK-ON
	Stipend	Co Head JV Girls Track	RHS	2017-2018	\$ 1,600.00		CERT
	Stipend	Co Head JV Girls Track	RHS	2017-2018	\$ 1,242.00		WALK-ON
	Stipend	Co Head Varsity Boys Volleyball	RHS	2017-2018	\$ 1,553.00		WALK-ON
	Stipend	Co Head Varsity Boys Volleyball	RHS	2017-2018	\$ 2,000.00		WALK-ON
	Stipend	Head JV Boys Volleyball	RHS	2017-2018	\$ 2,665.00		WALK-ON
	Stipend	Asst. Athletic Director	RHS	2017-2018	\$ 3,316.00		CERT

Appendix B

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT FACILITIES REPORT

February 2018 Activities

1. Santa Maria High School Construction Projects

SMHS Reconstruction – Rachlin Partners

- The architect was directed to initiate the modernization scope of work of the project. A site visit was held with the architect, as well as the mechanical and electrical engineers, giving them the opportunity to analyze and evaluate the existing facilities to be updated, repurposed, or modernized. Formal selection of the Lease Leaseback contractor by the Board is anticipated for April 2018, which will add preconstruction services to enhance the design effort.

2. Ernest Righetti High School Construction Projects

ERHS New 38-Classroom Building – Rachlin Partners

- The contractor commenced roof installation, along with metal stud framing and installation of plumbing, mechanical, and electrical throughout the building. Intumescent first floor fireproofing, exterior insulated core wall installation, rough-in fire sprinkler installation at the third floor, and exterior framing at the east building are ongoing. Rough HVAC was completed. [\(Photos\)](#)

ERHS Maintenance and Operations Building Project – Rachlin Partners

- Reviews by Support Services of updated Architectural and Engineering services documents, including comments provided by the districts legal counsel regarding the agreements, are expected to be complete during March 2018. When complete they will be returned to the Architect for final review. Construction related to this project is not expected until 2019 after completion of the 38-classroom building and based on fund availability.

3. Pioneer Valley High School Construction Projects

C2004 District Performing Arts Center – BCA Architects

- Remaining Architect review items are complete. One remaining change order related to extended site costs is under evaluation. All remaining retention funds are ready for release. All required documentation has been received by DSA. Final project certification is expected upon receipt of the final fee warrant issued February 27, 2018 to DSA.

PVHS Pool Lighting and Column Repair – WLC Architects

- DSA plan approval was received February 5, 2018. A Notice Inviting Bids was issued February 15, 2018. Bids are due March 7, 2018. Construction is estimated to occur April 6 through July 29, 2018.

PVHS Gym Floor Resurfacing – Support Services

- Pacific Flooring Company was awarded the bid to provide project construction services at the February 13, 2018 Board of Education meeting. Work is to be completed late June 29 through August 3, 2018.

PVHS 12 Modular Fire Sprinkler and HVAC Revisions – Support Services

- Further evaluation related to revisions to the fire sprinkler system and HVAC mounts to allow original project closeout will be conducted in April. Work is anticipated to occur during the summer of 2018.

4. New Facility

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

- CDE approval for the CTE Center/Ag farm facilities was completed in February 2018. Two funding applications for Career Technical Education Facilities Program (CTEFP) were filed totaling approximately \$2.6 million for the Ag and Natural Resources Industry Sector and approximately \$2 million for the Food Services within the Hospitality Tourism and Recreation Industry Sector. Both funding applications would support facilities and equipment needs associated with these industry sectors. Preparation of a subsequent application for the OPSC School Facilities Program (SFP) - New Construction, is underway for remaining CTE Center facilities and will include reimbursement for land acquisition. Board action on the selection of the Lease Leaseback contractor is anticipated for April 2018.

5. District Wide and Support Services Center

District Wide Project Closeout – Support Services

- Review of project closeout: Projects under current review and their status are as follows:
 - Consultant services are being reviewed to assist in continued evaluations of legacy projects requiring special evaluations with DSA and past Architect of Records for outstanding SMHS and ERHS projects.

SSC New West Parking Area – Flowers and Associates

- Drawings were submitted to the City for Final Plan Check on January 30, 2018. Additional landscaping comments were received by the consultant. Responses to these latest comments are expected to be sent back the week of March 5, 2018. Bidding and construction schedules remain awaiting final City approval.

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

- Vernon Edwards Constructors was awarded the bid to provide project construction services at the February 13, 2018 Board of Education meeting. Construction is estimated to commence in early spring 2018.

Proposition 39 HVAC Ducting Installation – Ravatt-Albrecht Architects

- Smith Electric Service was awarded the bid to provide project construction services at the February 13, 2018 Board of Education meeting. Construction is estimated to commence in April 2018.

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

- Advanced Wireless was awarded the bid to provide project construction services at the February 13, 2018 Board of Education meeting. Construction is estimated to commence in April 2018.

Solar Photovoltaic – Support Services

- Substantial construction work at DHS, RHS, PVHS, and the SSC is complete. Power on activities occurred at DHS, RHS and PVHS March 2 – 6th. A punch list walk is scheduled for March 6, 2018 for all sites. Commissioning is expected to occur March 6 - 9 2018. Punch list and commissioning correction activities will occur through mid-March. Final disconnect modification work at the SSC requires a power outage on March 11, 2018 and one final outage in mid-March at a date to be determined. Approval of interconnection agreements are in progress with PG&E. Activation of all systems will occur after system commissioning is complete and PG&E has scheduled and conducted their own system tests. **(Photos)**

6. Summer Activities

District Wide Summer Projects Planning

- Evaluations of proposed projects for summer 2018 will continue throughout the year.

Gary Wuitschick
Director – Support Services

Maintenance & Operations

SMHS

- Performed preventive maintenance sweeping and grooming on football stadium turf.
- Completed weed abatement on three areas of campus. (Photo)
- Performed preventive maintenance on grounds equipment.
- Prepared baseball and softball fields for spring 2018 season.
- Repaired crowd control barriers.
- Inspected and lubricated automatic gates and gate operators.
- Installed a bench in the senior court. The bench was donated to the school by the class of 1971. (Photo)
- Performed gopher control activities using Gopher Hawk traps and a new CO Gasser.
- Prepared the stadium for Track & Field 2018 season. (Photos)
- Fertilized all turf areas for spring growing season.
- Installed 55-inch monitors in classrooms 904 and 910, as well as the Principal's office and Assistant Principal's office.
- Reconfigured the boys' locker room shower and team room lighting controls for improved safety.
- Rerouted and connected HVAC controls in the 240 New Science Building to a supervisory controller in 230 Business Building; this ties the building controls into Johnson Controls Metasys.
- Repaired lighting in rooms 245, 247, 510, 611, and the 350 Math Building hallway.
- Installed and repaired projector hardware in classrooms 522 and 830.
- Repaired and painted the softball bleachers.
- Repaired plumbing fixtures in the 820/830 kitchen, 400 Staff women's restroom, pool boys' restroom, cafeteria kitchen, PE girls' office restroom, 118 restroom, 513 auto shop restroom, boys' locker room restroom, 360 Old Science Breezeway boys' restroom, Breezeway staff women's restroom, 600 south Portable boys' restroom, and classroom sinks in 215, 330B, and 422.
- Reprogrammed remote automatic gate controllers and keypads to improve campus security.
- Completed ADA lift weekly inspections in classrooms 106, 107, the small gym locker room, stadium chair lift, and 100's vertical passenger elevator.
- Replaced fire extinguishers as a result of monthly inspection.
- Completed weekly swimming pool preventive maintenance inspection.
- Tested and repaired computer projectors in classrooms 331, 340, and 430.
- Performed monthly fire alarm test.
- Repaired doors and windows in the Administration Building north women's restroom, cafeteria kitchen, and Wilson Gymnasium.
- Repaired and replaced restroom dispensers in the 100 Broadway Classroom boys' restroom first floor, 600 girls' restroom, and the Wilson Gymnasium trainer's restroom.
- Repaired HVAC in Classrooms 222, 234, 510, and 525.
- Completed installation of replacement pool covers for improved energy conservation.
- Conducted routine inspections of classroom, office, and public space fire extinguishers.
- Performed lamp replacement on lighting fixtures in classrooms 245, 247, 361, and 362, as well as in the maintenance shop.
- Performed furniture movement/obsolete/repair tasks in classrooms 129, 240, 315, 320, 422, and 903.
- Performed scheduled cleaning of walls in several buildings: 100 Broadway Classrooms, 350 Math Building, Administration, and Wilson Gymnasium.
- Setup and restored from school and civic center use events – SMHS returning student registration, SMHS incoming freshmen registration, Cafecito, hearing and vision screening clinic, Cash for College Fair, Parent Portal workshops, Staff Collaboration, truancy meeting, MMEP testing, Mixteco, PIDA and PIQE workshops, FFA meetings, SMHS Boys' & Girls' Soccer, SMHS Boys' & Girls' basketball, SMHS wrestling matches, sports banquets, Allan Hancock College classes, and the Mexican Consulate.
- Preventive work order hours – 47
- Routine work order hours – 277
- Total work orders completed – 191
- Event setup hours – 229

REGULAR MEETING

March 13, 2018

PVHS

- Setup the stadium for soccer games.
- Prepared soccer fields for weekend soccer leagues.
- Dragged the grass and applied striping for Track & Field Shot Put arena.
- Erected the Discus safety cage for Track & Field season. (Photo)
- Prepared the baseball and softball fields for the 2018 season.
- Inspected and serviced irrigation sprinklers throughout the campus.
- Performed gopher control activities on the practice fields.
- Evaluated several classrooms for new Smart Boards or Interactive Monitor installations: 400 Science Building, 300 Humanities Building, Foreign Language, and portable classroom 628.
- Painted practice circles for Discus and Shot Put in the practice field and the stadium.
- Installed a new ice maker in Ag Science classroom 206. (Photo)
- Repaired emergency lighting in the Administration Building.
- Painted the dugouts and backstops on varsity and junior varsity baseball fields.
- Painted the dugouts and backstops on varsity and junior varsity softball fields.
- Patched holes in the wall of the audio rack room in the Performing Arts Center.
- Patched holes in the hallway between classrooms 201 and 202.
- Blacked out the paint on a temporary cross walk in the student parking lot.
- Repainted the back wall of the Performing Arts Center stage for improved video performance. (Photo)
- Installed new shelving and secured cabinet doors in the trainer's room.
- Installed a new wall mounted tablet charging station in classroom 211. (Photo)
- Installed new umbrellas on lunch tables located between the two-story classroom buildings.
- Completed monthly fire extinguisher, eye wash, and emergency shower inspections.
- Performed quarterly preventive maintenance service on HVAC systems.
- Replaced a broken office chair cylinder in the Administration Building.
- Replaced damaged ceiling tiles in classroom 219.
- Repaired a broken door on one of the new food service mobile carts.
- Repaired two teacher desks in classroom 630.
- Repaired the chain and connectors on the stadium field groomer.
- Replaced broken soap dispensers in the 300 Building west boys' restroom.
- Repaired the HVAC compressor in classroom 602.
- Replaced batteries in the walk-behind auto scrubber in the cafeteria.
- Repaired the heater in the girls' locker room.
- Repaired the clothes washer in the trainer's room.
- Transported drama props from Allan Hancock College to PVHS.
- Installed a new file cabinet in classroom 613.
- Installed feminine hygiene dispensers in all staff restrooms.
- Replaced all smoke detectors in classrooms 601-618. This will eliminate a repeated problem of false fire alarms caused by aging smoke detectors.
- Replaced Ki chairs in the science classrooms with VS America chairs in an effort to reduce wear on the floors and enhance the look of classrooms as the school year progresses. The VS America chairs have a two-part composite glide on the bottom that will not scuff the tile floors.
- Raised new American and California flags in front of the school.
- Setup and restored from school and civic center use events – PIDA Class, Mindful Mondays, 8th Grade Registration, After School Tutoring, ELPAC Testing, 8th Grade Parent Night, ASM Meeting, All School Assembly, FFA Meeting, Gauntlet for Soccer/Basketball teams, Share Rally, GLO Club Meeting, Soccer Games, Basketball Games, PVHS AVID Meeting, and Sadie's Dance.
- Preventive work order hours – 63
- Routine work order hours – 183
- Total work orders completed – 179
- Event setup hours – 246

REGULAR MEETING
March 13, 2018

ERHS

- Performed monthly and quarterly preventive maintenance on grounds equipment: leaf blowers, weed eaters, mowers, and Gators.
- Prepared the stadium for 2018 Track & Field season: set up nets, striped fields, groomed turf, cleaned track and jump pits.
- Inspected and repaired sprinklers throughout campus.
- Performed gopher control endeavors.
- Performed weed abatement at ERHS and DHS.
- Pressure washed concrete walkway in several areas of campus, including the new quad area.
- Assembled several mobile carts for 75-inch interactive monitors that will be flexible to move throughout various locations on campus as the needs arise.
- Installed a hydration station outside Industrial Arts so that there is access for bottle filling in the vicinity of the gymnasium and Greek Theater. **(Photo)**
- Repaired a natural gas leak in a “Tee” that supplies the gymnasium as well as the 200 and 300 classroom buildings. The leak was under the lawn on a slope. The repair was quite complicated but safely handled by District forces. **(Photos)**
- Replaced a faucet in the girls’ gymnasium lobby restroom as well as in the gymnasium custodial room. Also cleared sanitary sewer drain lines various, along with several toilets and urinals.
- Repaired dugouts, bleachers, and backstops at varsity baseball, freshman baseball, and softball fields.
- Replaced wood rot in the window trim of work room 599 and repainted the repairs.
- Repaired the gymnasium scoreboard. **(Photo)**
- Replaced computer projector lamps in classrooms 214, 312, 613, and 629.
- Cleaned air filters in computer projectors in classrooms 504 and 505.
- Completed monthly inspections of AEDs, fire extinguishers, emergency eye washes and showers, and emergency lighting.
- Inspected and adjusted doors in Administration.
- Lubricated all padlocks throughout campus.
- Completed semi-annual service of the cafeteria kitchen fire suppression system.
- Performed the quarterly inspection and service of the cafeteria kitchen grease trap.
- Replaced pump motors on KaiVac restroom cleaning equipment at ERHS and DHS.
- Replaced heater fan motors in classrooms 111B and 222.
- Replaced a broken window in classroom 401 due to vandalism.
- Removed obsolete items from the library, including several mobile book stacks.
- Replaced broken seats and backs on student chairs; returned them to warehouse stock.
- Setup and restored from school and civic center use events – TIP, Financial Aid, PIDA, Warrior Welcome, Career Fair, FFA, Drama, Dance, Marimba Band parent meeting and CSEA union meeting, boys’ and girls’ basketball, and wrestling tournament.
- Preventive work order hours – 23
- Routine work order hours – 255
- Total work orders completed – 163
- Event setup hours – 143

Graffiti & Vandalism

• DHS	\$	0
• ERHS	\$	430
• SMHS	\$	320
• PVHS	\$	0

Reese Thompson
Director – Facilities and Operations

Photo Gallery – Major Projects



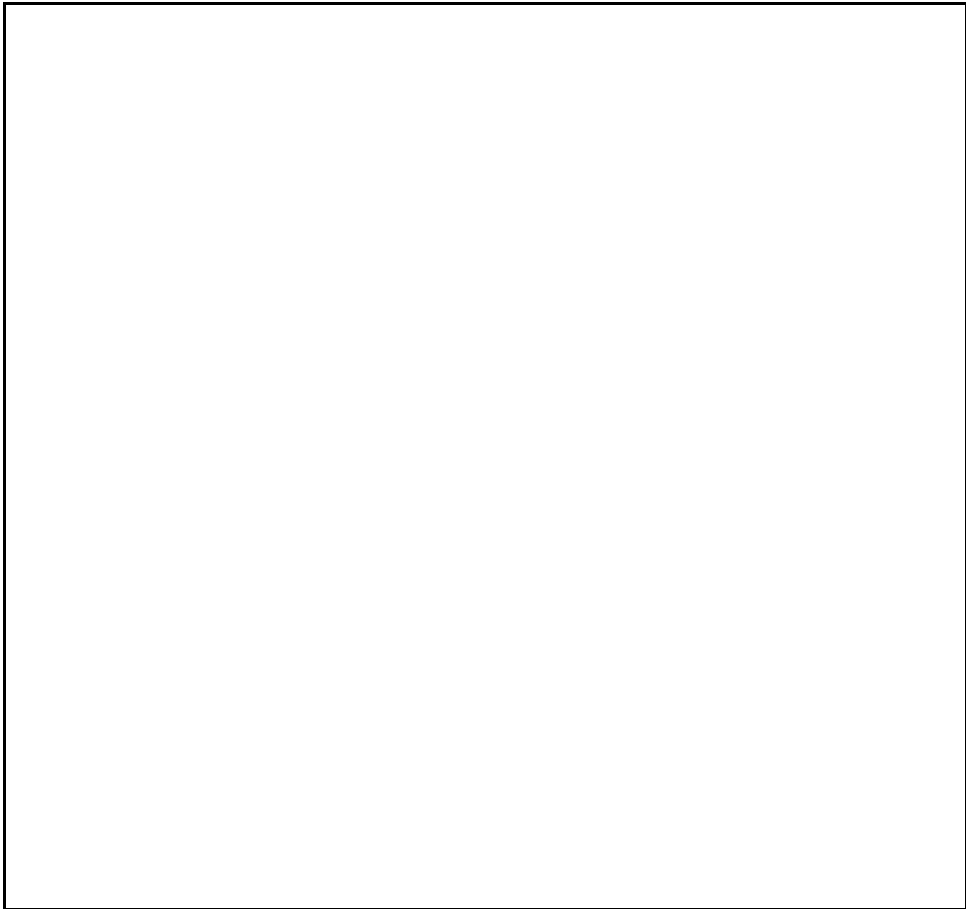
ERHS 38-Classroom Building – Metal Stud and Stairway Installation



ERHS 38-Classroom Building – Forming Concrete Stairway to the First Floor



SSC Solar Power – Electricians Connect Panels on the Bus Barn Roof



SSC Solar Power – Solar Disconnect Open and Electricians Install Power Meters

Photo Gallery – Maintenance & Operations



SMHS – Nelson Frutos Clears Weeds in Front of Campus



SMHS – New Bench for Senior Court Donated by the Class of 1971



SMHS – Track & Field Equipment Setup by the Grounds Crew



PVHS – José Gamino Raises the Net on the Discus Safety Cage

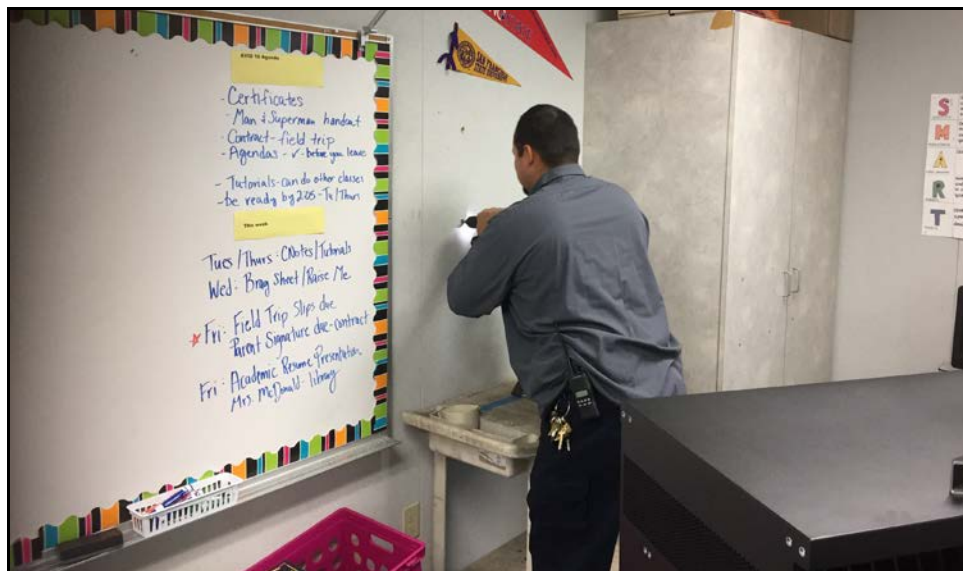


PVHS - Jesus Reyes Plumbing the Ag Science Ice Machine



PVHS - Painters Ernest and Ray Revise the Stage Backdrop at the Performing Arts Center

REGULAR MEETING
March 13, 2018



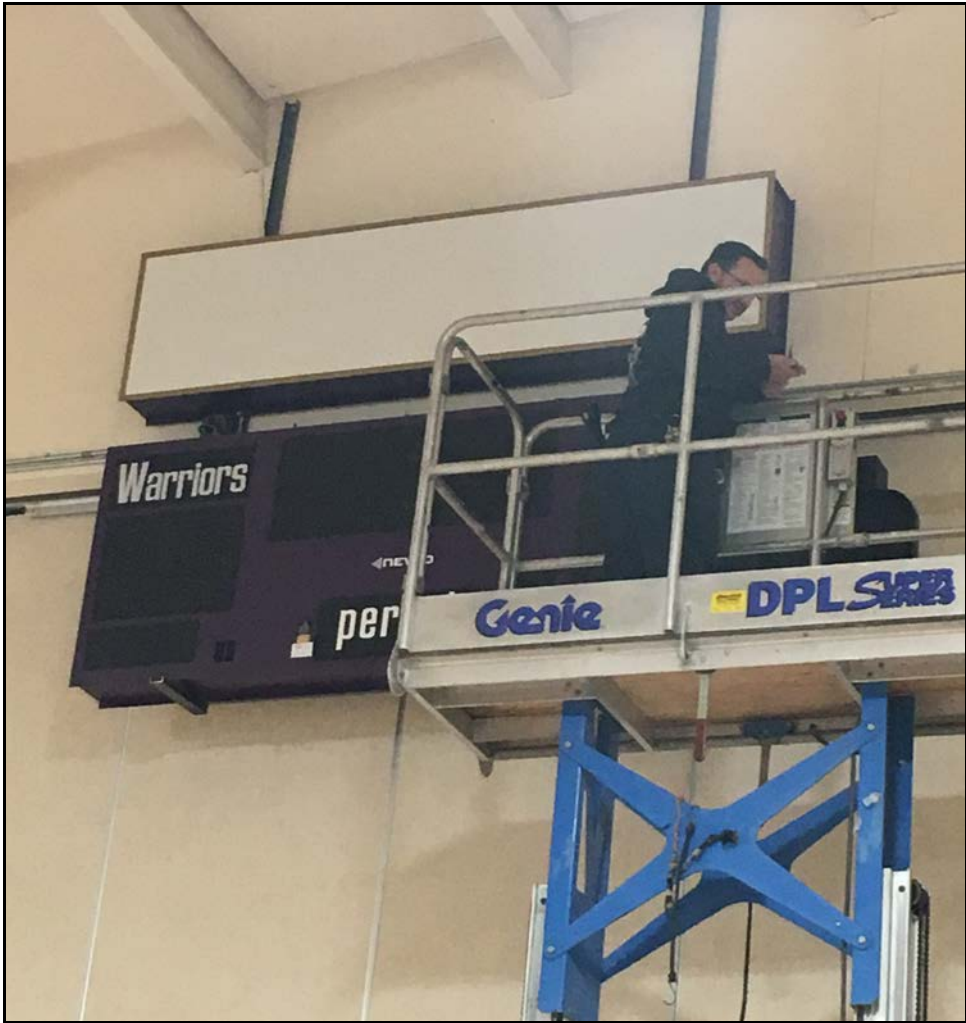
PVHS – Elias Camacho Installs a Wall Mounted Tablet Charger in Room 211



ERHS – Jesus Reyes Installs a New Hydration Station on the Gymnasium/Industrial Arts Level of Campus



ERHS – Maintenance Crew Replaces a Natural Gas Line



ERHS – Bernie Rayner Repairs the Gymnasium Scoreboard

REGULAR MEETING
March 13, 2018

APPENDIX C
2017-18 Second Interim Revised Budget

**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
2017/18 SECOND INTERIM REVISED GENERAL FUND BUDGET ASSUMPTIONS**

This revised budget for the Santa Maria Joint Union High School District recognizes changes which have occurred since the Board approved the District's First Interim Revised Budget in December 2017. These revisions include recognition of the effect of other legislation passed since that time, adjustments to current year award amounts as information is obtained, and other items necessitated by changing conditions within the District. The details for the major changes from the First Interim Revised Budget to this Second Interim Report are shown below and on the following pages.

REVENUES:

LCFF Sources

The District is projecting its revenues from LCFF sources using an enrollment figure of 7949 as of the CBEDS date, which occurred on October 4. This figure is official and has been certified in the state's CalPADS data system on January 27th. This figure represents an increase of 27 students from what was projected in the District's Revised Budget. This leads to revising the projected ADA upward, from 7457 to 7483. The District will be funded at the current ADA level for 2017/18, which is projected at 7483. Other factors that determine LCFF revenues include gap funding – increased 1.78 % at 44.97%, and a slight increase in the FRPM/EL factor of 1.02 percentage points. Included in LCFF sources is an allocation of property taxes from SELPA, which revenues remained unchanged. In total, LCFF revenues **increase** from the Revised Budget by:

\$ 444,158

Federal Revenues

Federal Revenues are revised to recognize adjustments to current year award amounts based on official or updated estimated award announcements. In total, Federal Revenues increase by \$18,457 since the Adjusted Budget. By program, changes since the Revised Budget are:

Title I	\$ <u>18,457</u>
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Total <u>increase</u> in Federal Revenues	\$ <u>18,457</u>
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State Revenues

Revisions to State Revenues include the following:

One time discretionary funds, adjustment to per ADA rate on final appropriation	\$2,926
Special Education, Mental Health funding, allocation per SELPA funding model.	<u><23,419></u>

Total <u>decrease</u> in State Revenues	\$ <u><20,493></u>
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Local Revenues

The District adjusts its budget for local revenues during the year based on actual events. Adjustments are as follows:

Special Education, allocation from SELPA funding model, out of Mental Health funds, for TLC regional programs operated by the District.	\$<29,752>
Special Education, State AB602 apportionment funding, increase in allocation per SELPA funding model	34,463
Other local revenue includes grants from Marian Medical Center, teacher grants along with donations by Wells Fargo, Ricardo Gabaldon, and other miscellaneous revenues	33,502
Santa Maria High School partial reimbursement from So Cal Gas for the purchase of a pool cover, revenue is net of expense	8,897
California Academic Partnership Program "CAPP" grant year 6	7,500
Righetti High School PSAT funding	<u>4,343</u>
Total <i>increase</i> in Local Revenues	\$ <u>58,953</u>
<u>TOTAL REVENUES HAVE INCREASED BY:</u>	<u>\$ 501,075</u>

EXPENDITURES:

Salaries, Wages, & Benefits

- Certificated staffing changes are detailed in the table below

	FTE	COST
Speech Therapist partial cost for 2nd semester only	1.00	29,602
Cost savings from positions vacant or on LOA since 1st semester being filled with temporary LT subs at a lower salary placement		\$ (74,121)
Extra pay assignment adjustments: stipened increases and changes in department chairs for Counselors		265
Changes in health and welfare benefit costs due to coverage tier changes associated with qualifying events		445
	1.00	\$ (43,809)

- Classified staffing changes are detailed in the table below

	FTE	COST
Bus Drivers, route rebids in December	1.31	14,873
Language Assistant	2.44	7,285
Increases in health & welfare benefits costs associated with coverage tier changes, and/or qualifying events for employees		5,267
Difference between estimated costs in District's 1st Interim budget, and projected actual costs, these savings are primarily due to periods of vacancies (late starts) in the positions being filled.		(105,829)
Cost savings on staff turnover (resignations, transfers, promotions). This represents changes in a total of 4 different positions since the District 1st Interim budget		(57,321)
	3.75	\$(135,725)

- Management and Confidential staffing changes are detailed in the table below

	FTE	COST
Salary schedule placement, column shift		5,697
Cost savings on staff turnover (retirements, resignations and promotions). This represents changes in a total of 3 different positions since the District 1st Interim budget		(16,509)
	-	\$ (10,813)

- Other non-position based changes in salaries, wages and benefits include adjustments for summer school, hourly instruction, and substitutes, totaling <\$7,871>. Some of these

costs occur in program budgets and are offset by corresponding decreases in amounts budgeted for supplies, services, and capital outlay.

- In total, all changes in salaries, wages, & benefits result in a decrease of \$<198,218> since the First Interim Revised Budget.

Books and Supplies, Services, Capital Outlay

- In total, expenditures for books and supplies, services, and capital outlay increase by \$390,539 since the First Interim Revised Budget. Details are shown in the table below:

Supplies, Services, and Capital Outlay	
One time expenditures:	
LCAP additional funds allocated to various goals and services	\$ 58,290
Misc. grants/donations	54,242
Real Asset Management Solutions fixed asset software license	25,000
RHS barrier removal & ADA assessment, topographic survey of athletic fields & other	23,283
Contractual services for Prop 39 project consultant	675
Total one time expenditures	161,490
Restricted programs: expenditures related to prior year unused grant award carryovers, revenue adjustments, and ending balances carried forward. These amounts are net of any changes made in salary & wage expense in the associated program:	
Title I	19,335
Title II	1,689
Migrant (reductions due to changes in staffing cost)	(15,116)
CTEIG	(2,355)
Total restricted expenditures	3,552
Ongoing expenditures:	
Spec Ed Therapeutic Learning program costs for materials, contractual & professional services	225,729
Professional consulting services for Special Education, Speech Therapy and DHOH transcribing services	59,500
Increased water, refuse & sewer costs, and non-capital equipment purchases	27,200
SELPA funding model, reduction in allocation of regional program costs	(86,932)
Total ongoing expenditures	225,497
Total Expenditure Increase	\$ 390,539

Other Outgo

- There is no change for payments of principal and interest on the District’s non-voter approved debt, including capital leases and Certificates of Participation (“COPs”), and on-bill interest free financing from PG&E in support of the JCI energy retrofit project.
- The credit for indirect costs included in other outgo remains unchanged from the First Interim Revised Budget.

TOTAL EXPENDITURES HAVE INCREASED BY: \$192,321

OTHER FINANCING SOURCES/USES: Reflect a reversal of transfer in from the Non-Capital Outlay Special Reserve fund of \$200,000. Also, reflected is a transfer out of \$375,000 to the District’s Deferred Maintenance fund.

The District's Fund Balance:

- **After providing for non-spendable components, and the 3% statutory minimum reserve for economic uncertainties, the District's ending unrestricted unassigned fund balance has a positive balance of \$165,147. Note from the preceding narrative that there are numerous one-time items that have been carried forward from the prior year.**

- **Remember that there are no minimum funding level requirements contained in the LCFF law. So while LCFF has resulted in significant additional revenue to the District, it is still an ADA driven model, and changes in the District's unduplicated FRPM/EL percent can have a significant impact, either up or down, on the amount of revenue. Additionally, the gap percentage funding factor is subject to revision by the California Department of Finance throughout the year.**

Santa Maria Joint Union High School District			
2017/18 2ND INTERIM- MULTI YEAR PROJECTION - GENERAL FUND			
		2017/18	2018/19
			2019/20
		Total	Total
	Current year enrollment	7,949	8,249
	Projected Actual ADA	7,483	7,765
	Projected Funded ADA (greater of curr or prior yr)	7,483	7,765
Beginning Balance		10,217,850	5,029,081
Revenues			
	LCFF Sources	82,559,801	91,540,828
	Federal Revenues	5,031,598	4,375,694
	State Revenues	9,177,225	5,208,728
	Local Revenues	3,328,608	3,216,070
Total Revenues		100,097,232	104,341,320
Expenditures			
	1000 Certificated Salaries	39,516,145	40,597,643
	2000 Classified Salaries	16,378,384	16,606,075
	3000 Employee Benefits	21,574,742	23,184,342
	4000 Books & Supplies	10,680,689	8,103,176
	5000 Services and Other Operating	14,730,402	13,298,223
	6000 Capital Outlay	1,531,649	382,086
	Other Outgo, debt service, State Sp. School	666,390	683,464
	Direct Support/Indirect Cost	(167,401)	(167,401)
Total Expenditures		104,911,001	102,687,609
Operating Surplus/(Deficit)		(4,813,769)	1,653,711
	Transfers In	-	-
	Special Rsrv Fd - Facility projects	-	-
	Special Rsrv Fd - Def Maint projects (prev sweep)	-	-
	Transfers Out	(375,000)	(375,000)
Increase (Decrease) in Fund Balance		(5,188,769)	1,278,711
Ending Fund Balance		5,029,081	6,307,792
Components of Ending Fund Balance			
	Nonspendable (revolving cash, stores, prepaid exp)	207,947	207,947
	Economic uncertainty reserve	3,158,581	3,091,879
	Restricted programs ending balances	1,497,407	1,497,407
	Unappropriated amount, General Fund 01	165,146	1,510,559
			2,529,764

All ongoing sources of Revenues and Expenditures from the 2017/18 Revised Budget are assumed to continue at the same level for the next two years with the following adjustments:

REVENUES

LCFF Sources

- For this Revised Budget, the District is projecting revenue from LCFF sources using the simulator tool provided by the Fiscal Crisis and Management Assistance Team (“FCMAT”). FCMAT’s calculations use inflation and gap funding percentage estimates provided by the California Department of Finance, and then allows for entry of district-variable data such as ADA by grade span, and the percentage of the count of unduplicated students who are English learners, foster youth, or who qualify for free or reduced-price meals. This factor is often referred to as “FRPM/EL”. The table below illustrates the various components of income from LCFF sources for the budget and two subsequent years.

	2017-18	2018-19	2019-20
LCFF State Aid Funding			
Base Grant	\$ 65,995,634	\$ 71,787,901	\$ 73,510,716
Supplemental/Concentration Grant	15,018,883	18,207,643	19,076,930
Total LCFF State Aid	81,014,517	89,995,544	92,587,646
Property Tax Transfer SBCEO for Special Education	1,545,284	1,545,284	1,545,284
Total Revenues, LCFF Sources	\$ 82,559,801	\$ 91,540,828	\$ 94,132,930
Funded LCFF <u>Base Grant</u> / ADA:	\$ 8,784	\$ 9,209	\$ 9,430
Funded ADA (includes COE)	7,514	7,796	7,796

- In 2018/19, revenues from LCFF sources **increase** from 2017/18 by \$8,981,027. The estimated funded LCFF base grant per ADA is \$9,209.
- In 2019/20, revenues from LCFF sources **increase** from 2018/19 by \$2,592,102. The estimated funded LCFF base grant per ADA is \$9,430.

Federal Revenues

- In 2018/19 Federal Revenues **decrease** by \$655,904 which is the amount of prior year unused grant award carryover dollars contained in the Revised Budget.
- In 2019/20 Federal Revenues remain unchanged from 2018/19.

State Revenues

- In 2018/19 State Revenues **decrease** by \$3,968,497 from 2017/18, as follows:
 - Discretionary funding \$1,089,766
 - CTEIG grant 2,252,775
 - California Career Pathways grant (CCPT) 117,910
 - Lottery 61,940

- Prop 39 California Clean Energy Jobs program 446,106
- For 2017-18, discretionary funding is budgeted at \$147.32 per prior year ADA. Although it is intended to be non-recurring, this is the fourth year in a row that the State budget has contained such an appropriation. Funded amounts per ADA have varied widely from \$66/ADA in 2014/15; \$529/ADA in 2015/16, to \$214/ADA for 2016/17.
- The College Readiness grant was new in 2016/17 but is one-time. Funds must be fully expended by June 30, 2019, in accordance with the plan approved by the Board.
- The CTEIG (Career Technical Education Incentive Grant) began in 2015-16. Funds are provided on a matching basis depending on planned expenditures. Future funding is also dependent upon budget appropriations. Matching requirements are \$1.50 for every \$1.00 received in revenue for the 2017/18 year.
- CCPT is a “pass-through” local grant being administered through the Templeton Unified School District. The availability of future funding is uncertain.
- The California Clean Energy Prop 39 program is intended to be a multi-year program, but is subject to re-appropriation by the Legislature from year to year. To date nearly \$1 million in funding has been received. These funds are to be used for increasing efficiency in energy usage throughout the District. Future funding for this program is dependent upon state allocations of corporate income tax revenues, and will be budgeted when awarded.
- In 2019/20 State Revenues remain unchanged from 2018/19.

Local Revenues

- Local Revenues include interest earnings, facility use fees, and a variety of reimbursements and fee-for-service programs. Beginning in 2018/19, local revenues decrease by \$112,538 due to elimination of the CAPP Grant program (\$40,000), AWET (Agriculture, Water, and Environmental Technology) mini-grant (\$20,000), and miscellaneous other grants (\$52,538).
- In 2019/20 Local Revenues remain unchanged from 2018/19.

EXPENDITURES

Salaries, wages and benefits:

- Step and Longevity increases for all employees of \$1,125,528 for 2018/19 and \$1,000,743 for 2019/20.
- The District annually projects attrition of 5.0 Certificated FTE's from retirements. The salary and benefit savings from these retirements, offset by salary and benefit costs for replacement employees, and continuing health benefits for the retirees, results in a net decrease of \$92,096 in 2018/19 and \$94,333 in 2019/20.
- Based on projected enrollment and hiring ratios, an increase of \$907,762 for approximately 11 FTE's in 2018/19. There are no changes in 2019/20.
- Legislation passed last year has resulted in statutory rate increases for the District's contribution to the State Teachers' Retirement System (STRS). The rate increases for the subsequent two years are 1.85 percentage points in each year. Therefore there is an increase of \$707,441 in 2018/19, and another increase of \$707,441 in 2019/20.
- Rates for the Public Employee Retirement System (PERS) are also projected to increase; final approval of the rate by the CalPERS board is done usually in May of each year for the following year. At that time the actuarial assumptions and projected rates are also updated. For the 2018/19 year, the projection is an increase of 2.57 percentage points, resulting in an increase of \$427,767 from 2017/18. For the 2019/20 year, the projection is an increase of 2.70 percentage points, resulting in an increase of \$449,583 from 2018/19.
- Based on increased salary costs for step-column movement and additional staffing, the 1% pre-funding of retiree health benefits increases by \$14,547 in 2018-19, and \$8,063 in 2019/20.
- Based on an actuarial study of the District's OPEB liability, the provision for the retiree health benefits increases by \$54,575 in 2018/19, and increases by \$111,834 in 2019/20.
- In 2013/14 the District offered an early retirement incentive program, and eligible participants could choose to take the payout of \$50,000 in installments varying from two to five years. The fourth installment due, in the amount of \$22,500, has been included in the budget year. The remaining balance and final payment of \$10,000 will be due in 2018-19.
- In total, costs for salaries, wages, and benefits **increase** from 2017/18 to 2018/19 by \$2,918,789 and **increase** from 2018/19 to 2019/20 by \$2,173,330. All of the changes noted above are summarized in the table on the following page.
- **PLEASE NOTE: There are no COLA increases for salaries and benefits included in 2018/19 or 2019/20, as these are subject to negotiations.**

SALARIES, WAGES, AND BENEFITS					
2017/18 balance					\$ 77,469,271
2018/19					
	Step-column costs			1,125,528	
	STRS rate increase 1.85 percentage points			707,441	
	PERS rate increase 2.57 percentage points			427,767	
	Staffing increases due to increased enrollment			907,762	
	Increase in retiree health benefits prefunding			14,547	
	Increase in retiree health benefits pay as you go			54,575	
	Decrease in CTEIG funded positions			(214,235)	
	Estimated annual retirements 5 FTE's			(92,096)	
	Reduction in early retirement incentive pymts			(12,500)	
	Total change from 2017/18 to 2018/19				2,918,789
2018/19 balance					80,388,060
2019/20					
	Step-column costs			1,000,743	
	STRS rate increase 1.85 percentage points			707,441	
	PERS rate increase 2.70 percentage points			449,583	
	Staffing increases due to increased enrollment			-	
	Increase in retiree health benefits prefunding			8,063	
	Increase in retiree health benefits pay as you go			111,834	
	Estimated annual retirements 5 FTE's			(94,333)	
	Reduction in early retirement incentive pymts			(10,000)	
	Total change from 2015/16 to 2016/17				
	Total change from 2017/18 to 2018/19				
					2,173,331
2019/20 balance					\$ 82,561,391

Books and Supplies, Services, Capital Outlay

- As detailed in the table in the following page, total expenditures for books and supplies, services, and capital outlay **decrease** by \$5,159,254 from 2017/18 to 2018/19, and **increase** by \$584,662 from 2018/19 to 2019/20.

SUPPLIES, SERVICES, CAPITAL OUTLAY			
2017/18 balance			\$ 26,942,740
2018/19			
Remove amounts added in the budget year that are non-recurring			
15-16 1-time instructional materials, site allocations, M&O			\$ (1,106,216)
Site department & MAA carryovers			(611,254)
Consultant, Solar Energy Project			(51,071)
Unused grant award carryovers, Federal programs Title I, II, III			(655,904)
Ending balance carryover, College Readiness			(806,309)
Ending balance carryover, Educator Effectiveness			(426,388)
Ending balance carryover, Lottery			(299,248)
Solar project testing & inspection fees, partially vendor reimbursed			(140,534)
Real Asset Management Solutions fixed asset software license			(25,000)
Capital outlay			
Special Education bus & Chevy truck			(191,903)
RHS Barrier removal & ADA assessment, topographic survey of athletic fields & other			(185,160)
Well pump at RHS			(32,255)
Remove expenditures associated with revenue sources that, in whole or part, do not continue in subsequent year:			
CTEIG grant			(1,967,470)
Prop 39 California Clean Energy grant			(353,661)
Ag Incentive grant			(10,395)
AWET grant			(5,000)
Provision for increased LCAP expenditures to serve FRPWEL population, based on projected increase in supplemental/concentration grant		1,873,664	
Adjust projected expenditures in restricted programs subject to available funding			(431,608)
5% increased cost allocation from SBCEO for regionalized special education programs		192,808	
Actuarial & self insurance study (bi-annual)		7,500	
Elections Expense		45,000	
School site allocations based on projected ADA increases		21,150	
Total change from 2016/17 to 2017/18			(5,159,254)
2018/19 balance			21,783,486
2019/20			
School site allocations based on ADA increase			-
Elections expense			(45,000)
Actuarial & self insurance study (bi-annual)			(7,500)
Provision for increased LCAP expenditures to serve FRPWEL population, based on projected increase in supplemental/concentration grant		478,679	
Adjust projected expenditures in restricted programs subject to available funding			(34,325)
5% increased cost allocation from SBCEO for regionalized special education programs		192,808	
Total change from 2018/19 to 2019/20			584,662
2019/20 balance			\$ 22,368,148

Other Outgo

- As noted in the narrative accompanying the Revised Budget, other outgo includes State Special Schools tuition, payment to or from SBCEO for services related to the District's LCAP goals, and debt service for the District's required payments for debt service including Certificates of Participation ("COPs").
- In accordance with established debt service schedules for the COPs, there is an increase of \$17,074 in the 2018/19 year. For the 2019/20 year, the increase is \$10,558.
- The indirect cost component of Other Outgo remains unchanged in the subsequent years.

Other Financing Uses

- The budget year includes transfers out in support of the District's facilities and deferred maintenance projects. Note that funding for deferred maintenance, formerly a "Tier III" categorical program, is eliminated due to the LCFF funding formula. The District is continuing to budget a transfer of \$375,000 per year for necessary deferred maintenance projects.
- Additionally, the transfer of Needy Meal revenues to the Cafeteria Fund, which has typically been \$250,000 in the past, is not reflected in the budget and two succeeding years. The need for this transfer is monitored on an ongoing basis. Depending upon reserve levels and food costs, this transfer may need reinstating in future years.

PLEASE NOTE: This projection is based on assumptions and factors from the State Budget and various education trailer bills. LCFF funding is dependent upon a variety of state and District-specific factors which can significantly impact future revenue projections. There is no requirement for minimum funding in the LCFF law therefore projections of "gap funding" by the Department of Finance can change based on changing revenue collections at the state level. However there are still numerous political and economic factors that could impact the state budget and education funding.

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT			
2017-18 2ND INTERIM BUDGET			
SB 858 RESERVE REQUIREMENT CALCULATIONS & DISCLOSURE			
	2017-18	2018-19	2019-20
Minimum Reserve Level Required (3%)	\$ 3,158,581	\$ 3,091,879	\$ 3,174,935
Reserve Level in District's budget	\$ 3,158,581	\$ 3,091,879	\$ 3,174,935
Amount in excess of minimum			
General Fund	165,146	1,510,559	2,529,764
Fund 17 Special Reserve	1,218,768	1,224,862	1,230,986
Total amount in excess of minimum	\$ 1,383,914	\$ 2,735,421	\$ 3,760,750
<p>In the General Fund, amounts in excess of the minimum reserve level are needed to provide for future possible financial settlements with the District's employee groups. Negotiations are not settled for the budget year; future years are subject to re-openers</p>			
<p>In Fund 17, Special Reserve, amounts in this fund are earmarked for costs associated with opening a new school, that cannot be paid with bond funds. Recommendation is that the Board take action at a future date to commit these funds for that purpose.</p>			