

# 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  
September 11, 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.*

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**I. OPEN SESSION**

**A. Call to Order**

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**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. Student Matters** – Education Code § 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.

- D. Conference with Legal Counsel – Anticipated Litigation**  
 Significant exposure to litigation pursuant to Gov. Code, § 54956.9, subd. (d): 2 cases

**III. RECONVENE IN OPEN SESSION**

- A. Call to Order/Flag Salute**
  - Moment of Silence in Remembrance of 9/11

**IV. ANNOUNCE CLOSED SESSION ACTIONS – Dr. Richardson**

**V. REPORTS**

- A. Student Reports**
  - *New Student Board Representatives for 2018-2019: Sebastian Rivera/Delta, Jenny Ruiz/PVHS, Kate Martella/RHS, Cristy Vega/SMHS*
- B. Superintendent’s Report**
  - *Retiree recognition – Tom Fast*
- C. Board Member Reports**

**VI. ITEMS SCHEDULED FOR ACTION**

- A. GENERAL**
  - 1. Board Policies – First Reading – No Action Needed**

*Resource Person: Mark Richardson, Superintendent*

The administration is presenting the proposed updates to the SMJUHSD Board Policies listed below. The policies will be on the next board agenda for approval.

The following board policies are being updated to reflect new law (AB 699).

<b>BP/AR</b>	<b>Title</b>
BP 0410	Nondiscrimination in District Programs and Activities
BP/AR 5111	Admission
BP/AR 5111.1	District Residency
BP/AR 5125	Student Records
BP 5131.2	Bullying
BP/AR 5145.3	Nondiscrimination/Harassment

**2. Ed Code Sections used for Assignment Options –  
Resolution 1-2018-2019**

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

The District is required by state law to have all teachers properly assigned within their credentialed subject areas according to the California Commission on Teacher Credentialing. However, there are several Education Code options to assign teachers in areas in which they have a requisite number of units and/or expertise. The resolution outlines specific names, subject areas and Education Codes to meet this annual criterion.

**\*\*\* IT IS RECOMMENDED THAT** the Board of Education approve Resolution Number 1-2018-2019, to certify The Teacher Assignment Options Resolution for the 2018 -19 school year.

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

**A Roll Call Vote is Required:**

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

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**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT**  
**RESOLUTION NUMBER 1-2018-19**

WHEREAS, the District is required by state law to have all teachers properly assigned within their credentialed subject areas. However, there are several options to assign teachers in areas in which they have a requisite number of units and/or expertise.

WHEREAS, Education Code § 44258.3 & § 44258.7 (c & d) allows the district to assign teachers, with their consent to teach departmentalized and elective subject classes when that assignment has been approved by the Governing Board, and

WHEREAS, Education Code § 44263 allows teachers to teach outside of their major/minor in subject areas in which they hold eighteen (18) semester hours of course work or nine (9) upper division semester hours or graduate course work, and

NOW, THEREFORE BE IT RESOLVED that the Governing Board of the Santa Maria Joint Union High School District does hereby authorize the assignments of the teachers listed per education codes cited:

Education Code § 44258.3 & § 44258.7(c & d)  
Zachary Ferguson                      Mathematics  
Glynda Maddaleno                      VPA

Education Code § 44263  
Robert Knight                              Spanish

PASSED AND ADOPTED this 11<sup>th</sup> day of September 2018, by the following vote:

ROLL CALL

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

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

**3. Approval of the amended 2018 Conflict of Interest Code – Resolution Number 2-2018-2019/Appendix D**

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

The Political Reform Act (Gov. Code § 81000-§ 91015) provides that “no public official at any level of state or local government shall make, participate in making, or in any way attempt to use his official position to influence a governmental decision in which he knows or has reason to know he has a financial interest.” In addition, the Act requires every public official to disclose all his or her economic interests that could foreseeably be affected by the exercise of the official’s duties (§ 87200-§ 87313).

The Political Reform Act requires every local agency with a Conflict of Interest Code to review such code beginning July 1 of even-numbered years and submit a notice to the code reviewing body that specifies if the code is accurate, or alternatively, that the code must be amended. The County of Santa Barbara Clerk of the Board of Supervisors, as our code reviewing body, must receive this notice no later than October 1, 2018.

An amended Conflict of Interest Code is attached as Appendix D.

\*\*\* **IT IS RECOMMENDED THAT** the Board of Education approve Resolution Number 2-2018-2019 and the amended Conflict of Interest Code for the district as presented in Appendix D.

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

**A Roll Call Vote is Required:**

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

**RESOLUTION NUMBER 2-2018-2019**

**ADOPTION OF SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT  
CONFLICT OF INTEREST CODE**

WHEREAS, the Political Reform Act, Government Code 87300-87313, requires each public agency in California to adopt a conflict of interest code;

WHEREAS, the Governing Board of the Santa Maria Joint School District ("District") has previously adopted a local conflict of interest code;

WHEREAS, past and future amendments to the Political Reform Act and implementing regulations may require conforming amendments to be made to the District's conflict of interest code;

WHEREAS, a regulation adopted by the Fair Political Practices Commission, 2 CCR 18730, provides that incorporation by reference of the terms of that regulation, along with an agency-specific appendix designating positions and disclosure categories shall constitute the adoption and amendment of a conflict of interest code in conformance with Government Code 87300 and 87306;

WHEREAS, the District has recently reviewed its positions, and the duties of each position, and determined that changes to the prior conflict of interest code were necessary;

WHEREAS, District staff developed the attached revised conflict of interest code to reflect the current positions and duties;

WHEREAS, the Santa Barbara County Board of Supervisors has to approve the proposed conflict of interest code; and

WHEREAS, any earlier conflict of interest code shall be rescinded and superseded by this resolution and appendix.

THEREFORE BE IT RESOLVED, the Santa Maria Joint Union High School District Governing Board adopts the attached Conflict of Interest Code including its Appendix of Designated Employees and Disclosure Categories and incorporates the Conflict of Interest Code into Board Bylaw 9270.

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



**APPROVED, PASSED AND ADOPTED** by the Santa Maria Joint Union High School District Board of Education on this eleventh day of September 2018, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

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

**B. INSTRUCTION**

**1. Instructional Materials Certifications –  
Resolution Number 3-2018-2019**

*Resource Person: John Davis, Asst. Superintendent of Curriculum*

Pursuant to Education Code Section 60119, the governing board of a school district must conduct a public hearing to discuss “whether each pupil in each school in the district has, or will have prior to the end of the fiscal year, sufficient textbooks or instructional materials, or both, in each subject that are consistent with the content and cycles of curriculum framework adopted by the state board.” District Resolution Number 3-2018-2019 printed on the following pages indicates that the district has certified for 2018-2019 that Education Code Section 60119 has been followed.

**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 Resolution Number 3-2018-2019, which indicates that the district has fulfilled Education Code Section 60119.

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

**A Roll Call Vote is Required:**

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

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**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT**  
**Resolution Number 3-2018-2019**

**SUFFICIENCY OF INSTRUCTIONAL MATERIALS - STATEMENT OF ASSURANCE**

WHEREAS, the governing board of Santa Maria Joint Union High School District, County of Santa Barbara, State of California, in order to comply with the requirements of Education Code 60119 held a public hearing on September 11, 2018, at 6:30 pm, which is on or before the eighth week of school and which did not take place during or immediately following school hours, and;

WHEREAS, the governing board provided at least 10 days' notice of the public hearing posted in at least three public places within the district that stated the time, place, and purpose of the hearing, and;

WHEREAS, the governing board encouraged participation by parents, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

WHEREAS, information provided at the public hearing and to the governing board at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the Santa Maria Joint Union High School District, County of Santa Barbara, and;

WHEREAS, the definition of "sufficient textbooks or instructional materials" means that each pupil has a textbook or instructional materials, or both, to use in class and to take home to complete required homework assignments, and;

WHEREAS, sufficient textbooks and instructional materials were provided to each student, including English learners, in mathematics, science, history-social science, and English/language arts, including the English language development component of an adopted program, consistent with the cycles and content of the curriculum frameworks, and;

WHEREAS, sufficient textbooks or instructional materials were provided to each pupil enrolled in foreign language or health classes, and;

WHEREAS, sufficient laboratory science equipment was provided for science laboratory classes offered in grades 9-12, inclusive;

Therefore, it is resolved that for the 2018-2019 school year, the Santa Maria Joint Union High School District, County of Santa Barbara, State of California has provided each pupil with sufficient textbooks and instructional materials consistent with the cycles and content of the curriculum frameworks.

**Resolution 3-2018-2019 (page 2)  
Sufficiency of Instructional Materials - Statement of Assurance**

I hereby certify the foregoing to be a full, true, and correct copy of a resolution duly adopted by the Board of Education of the Santa Maria Joint Union High School District, County of Santa Barbara, and State of California at a regular meeting of the Board on this 11<sup>th</sup> day of September 2018.

**PASSED AND ADOPTED THIS 11<sup>TH</sup> day of September 2018 by the following vote:**

**ROLL CALL**

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

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

**2. Consolidated Application 2018-19**

*Resource Person: John Davis, Asst. Superintendent of Curriculum*

The Santa Maria Joint Union High School District is requesting that the Board of Education approve the Consolidated Application for Funding for the 2018-19 school year, which includes Title I, Title II, and Title III.

The 2018-19 Consolidated Application for Funding Categorical Programs includes the following Titles and the focus of their funding:

- Title I—Improving the academic achievement of the disadvantaged
- Title II – A: Teacher and Principal Training and Recruiting
- Title III – English Learners

These funds provide a wide array of instructional and supportive services to support student success in our district.

\*\*\* **IT IS RECOMMENDED THAT** the Board of Education approve the Consolidated Application for Funding as presented.

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

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

**Vote** \_\_\_\_\_

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**C. BUSINESS**

**1. 2017-2018 Unaudited Actuals – Appendix E**

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

Pursuant to Education Code Section 42100, the school district must file an annual statement with the County Superintendent of Schools regarding prior year actual income and expenditures no later than September 15. This District closed its books for 2017-2018, and these figures are shown on the appropriate state forms which are posted on the District website at [www.smjuhsd.k12.ca.us](http://www.smjuhsd.k12.ca.us) under Parents/Community, Public Notices, Financial Reports, Financial Reports 2017-2018.

District staff will discuss the year-end actuals, including the change in the 2017-2018 Ending Balance and its corresponding effect on the 2018-2019 Beginning Balances. A brief summary of the changes is shown in Appendix E.

\*\*\* **IT IS RECOMMENDED THAT** the Board of Education authorize the District to file the 2017-2018 Annual Statement with the County Superintendent of Schools.

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

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**2. Adoption of 2018-2019 Gann Limit – Resolution Number 4-2018-2019**

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

Education Code Section 42132 requires that by September 30<sup>th</sup> of each year school district governing boards adopt a resolution identifying their estimated appropriations limit for the current year and their actual appropriations limit for the preceding year. Resolution Number 4-2018-2019, printed on the following page, reflects the calculation of the estimated appropriation limit for the 2018-2019 school year.

\*\*\* **IT IS RECOMMENDED THAT** the Board of Education approve Resolution Number 4-2018-2019.

**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 4 - 2018-2019**

**ADOPTION OF THE 2018-2019 GANN LIMIT**

**BE IT RESOLVED** by the Board of Education of the Santa Maria Joint Union High School District that pursuant to Article XIII-B of the State Constitution and Government Code Sections 7900, et. seq., an adjusted appropriation limit for the 2017-2018 school year has been calculated in the amount of \$49,164,181.91.

**BE IT FURTHER RESOLVED** that the revenues applied to the 2018-2019 school year are not anticipated to exceed the appropriations subject to limitation, \$55,160,736.00.

**PASSED AND ADOPTED** by the Board of Education of the Santa Maria Joint Union High School District this 11<sup>th</sup> day of September, 2018, by the following vote:

**ROLL CALL:**

**Ayes:**

**Noes:**

**Absent:**

**Abstain:**

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

**VII. 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 – August 7, 2018

**B. Approval of Warrants for the Month August 2018**

Payroll	\$2,298,873.82
Warrants	<u>4,274,665.45</u>
<b>Total</b>	<b><u>\$6,573,539.27</u></b>

**C. Facility Report – *Appendix B***

**D. 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 August 7, 2018 board agenda.

<b>BP/AR</b>	<b>Title</b>
BP/AR 7310	Naming of Facilities



E. Approval/Ratification of Contracts

COMPANY/ VENDOR	DESCRIPTION OF SERVICES	AMOUNT/F UNDING	RESOURCE PERSON
SBCEO	English learner services from Carlos Pagan for August 22, October 18, October 25, March 14, April 4	LCAP 7.1 \$10,135.44	John Davis
PIQE	PIQE will provide a parent training course for the Mixteco parents of the children enrolled in Santa Maria Joint Union High School District.	\$10,000 LCAP 2.2	John Davis
Kyle Willkom	Kyle Willkom will work with PVHS to prep for, plan, and facilitate "Unity Day".	\$2,500 LCAP 4.14	John Davis
Demontray "Dee" Hankins	Guest speaker for the SMJUHS D's "Foster Youth Summit" on September 12, 2018.	\$3,000 LCAP 8.2	John Davis
Fighting Back Santa Maria Valley	Collaboration for 2018-2019 between FBSMV and SMJUHS D	\$30,000 LCAP 6.1	John Davis
Michele De Bellis	Two days of "Habits of Mind" Training.	\$6,000 plus travel expenses LCAP 1.3	John Davis
Michele De Bellis	Four days of "Adaptive Schools" Training.	\$12,000 plus travel expenses LCAP 1.3	John Davis
Parents on a Mission	Follow-up Parents on a Mission (POM) training.	\$1,500 LCAP 2.2	John Davis

F. Career Technical Education Facilities Program Cycle 5 Submission

The Proposition 51 State Facilities Bond measure includes \$500 million to construct or modernize Career Technical Education (CTE) facilities as well as purchase equipment on comprehensive high school sites. On August 23, 2017, the State Allocation Board approved \$125 million for the next Career Technical Education Facilities Program (CTEFP) funding cycle. New construction projects are eligible for up to \$3 million dollars in State funding. The District must provide a 50% match of the total project cost up to \$3 million dollars. Modernization projects are eligible for up to \$1.5 million dollars in State funding. The District must provide a 50% match of the total project cost up to \$1.5 million. This is a competitive grant process and applications must score at least 105 points out of a total of 141 point possible for consideration of funding.

Eight applications will be submitted, four for new construction and four for modernization, for Santa Maria Joint Union High School District. Four of the applications are for the new CTE Site. Two of the applications are for Santa Maria High School and two are for Righetti High School.

The new construction applications at the CTE Site are:

1. Manufacturing and Product Development Industry Sector: Machining and Forming Technologies Pathway
2. Transportation Industry Sector: Systems Diagnostics and Service, Diesel Mechanics
3. Building and Construction Trades Industry Sector: Residential and Commercial Construction Pathway
4. Hospitality, Tourism and Recreation Industry Sector: Food Service and Hospitality Pathway (Culinary Arts)

Two modernization applications for Santa Maria High School:

1. Agriculture and Natural Resources Industry Sector: Ag Mechanics Pathway, Shops 510 and 511
2. Transportation Industry Sector: Systems Diagnostics and Service Pathway, Automotive, Shops 511 and 510.

Two modernization applications for Righetti High School:

1. Agriculture and Natural Resources Industry Sector: Ag Mechanics Pathway, Shop 401 (and classroom 402) and Shop 406
2. Agriculture and Natural Resources Industry Sector: Agriscience Pathway, classrooms 404 and 405

All applications require the approval of each of their Industry Sector Advisory Committees as well as School Board approval. The applications are due October 19, 2018.

All eight of the applications are consistent with the Master Schools Improvement Program and have been prepared consistent with the design and budget for the CTE Center/Ag Farm project as well as the modernization projects for Righetti and Santa Maria High Schools as adopted by the board in the Master Schools Improvement Plan.

G. Student Matters – Education Code Sections 35146 & 48918

Administrative Recommendation for student re-admission from expulsion/suspended order and/or expulsion: Case #01

H. Notices of Completion

In order to file the necessary Notice of Completion forms with the County of Santa Barbara, the Acceptance of Substantial Completion for the following two (2) projects, needs to be formally accepted by the Board of Education.

SANTA MARIA HIGH SCHOOL/ERNEST RIGHETTI HIGH SCHOOL/PIONEER VALLEY HIGH SCHOOL/SUPPORT SERVICES CENTER – SECURITY CAMERA INSTALLATION, PHASE 2 – PROJECT #17-273; Kcindur Communications, Inc., dba. Advanced Wireless - Contractor, was substantially completed on August 31, 2018.

PIONEER VALLEY HIGH SCHOOL – PROP 39 LIGHTING UPGRADES – PROJECT #18-279, Smith Electric Company – General Contractor, was substantially completed on August 22, 2018.

I. Purchase Orders

PO #	Vendor	Amount	Description/Funding
PO19-00426	Regents of University of California	\$ 155,000.00	UCSB Site Coordinator for SMHS, RHS & PVHS / General Fund LCAP Goal 4
PO19-00427	Dell Marketing	\$ 69,791.61	Smart TV's RHS Multi-Level Classrooms / Building Fund C2004
PO19-00428	Tandus Centiva US, LLC	\$118,757.78	Carpet for RHS Multi-Level Classrooms / Building Fund C2004

J. Acceptance of Gifts

<b>Pioneer Valley High School</b>		
<u>Donor</u>	<u>Recipient</u>	<u>Amount</u>
PGE	PV Admin	\$120.00
Elks Rodeo Parade	FFA	\$100.00
Elizabeth Osborne	Home Ec	\$100.00
<b>Total Pioneer Valley High School</b>		<b><u>\$320.00</u></b>
<b>Righetti High School</b>		
<u>Donor</u>	<u>Recipient</u>	<u>Amount</u>
Kiwanis Club of Guadalupe	Marimba Band	\$1,000.00
Gold Coast Collision Body and Paint	Marimba Band	\$300.00
Warrior Boosters	Baseball	\$1,523.15
Warrior Boosters	Girls Golf	\$287.00
Marvel Wrestling Academy	Cheer	\$1,420.00
Dennis Blackburn	Football	\$125.00
Cal-Coast Refrigeration	Football	\$125.00
Tracy McGregor	Girls Golf	\$200.00

<b>REGULAR MEETING</b> <b>September 11, 2018</b>
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Keithly-William Seeds	Girls Golf	\$400.00
Community Bank of SM	Baseball	\$150.00
SB Bowl Foundation	Marimba Band	\$3,000.00
Home Motors	Cheer	\$200.00
Ryan and Heather Allen	Girls Swim	\$200.00
Get Schooled	Tech Club	\$1,606.00
JB Dewar	FFA	\$100.00
Guadalupe Cooling Company	Color Blind Club	\$300.00
Children's Creative Project	Marimba Band	\$2,300.00
Pamela A Rowen DBA Coffee A La Cart	Class of 2021	\$100.00
Ruiz Apartments	Art Club	\$300.00
History Center of SLO County	Marimba Band	\$500.00
Mark and Tracy English	Marimba Band	\$300.00
Cruzin' for Life, Inc.	Marimba Band	\$100.0
Righetti PTSA	Various Clubs	\$3,104.41
PCI	Softball	\$500.00
Freshkist	Baseball	\$100.00
Janet Nickason	Baseball	\$100.00
Pamela Cosma	Mario Cosma Scholarship	\$1,000.00
Arrow Screw Products	Baseball	\$660.00
The Fund for SB, Inc.	Latinos Unidos	\$2,860.00
Santa Maria Valley YMCA	Marimba Band	\$100.00
<b>Total Righetti High School</b>		<b><u>\$22,960.56</u></b>

<b>Santa Maria High School</b>		
<b><u>Donor</u></b>	<b><u>Recipient</u></b>	<b><u>Amount</u></b>
Famco Development, Inc	Auto Club	\$2,500.00
Altrusa Club of the Central Coast Foundation, Inc	FFA OH	\$500.00
G. Brothers Kettle Corn	American Dream	\$60.00
Delicious Roasted Corn	American Dream	\$200.00
FLIR Systems Inc	Outreach	\$1,000.00
CHC	Las Comadres	\$621.00
Fisher Pump & Well Service, Inc	Auto Club	\$5,000.00
Azucena's Flowers	Athletics	\$150.00
Bill Adam Farm	FFA	\$250.00
Ball Horticultural Company	FFA OH	\$350.00
CHC	Boys Basketball	\$250.00
Santa Ynez Band of Chumash Indians	Boys Golf	\$1,500.00
Mark Richardson	Boys Golf	\$100.00
C02 West Inc.	Boys Golf	\$1,500.00
Santa Maria Associated EFCU	Auto Club	\$500.00
Santa Maria FFA Boosters	FFA	\$30,000.00
<b>Total Santa Maria High School</b>		<b><u>\$44,481.00</u></b>

**VIII. REPORTS FROM EMPLOYEE ORGANIZATIONS**

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**IX. 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.

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**X. NEXT MEETING DATE**

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

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**XI. FUTURE REGULAR BOARD MEETINGS FOR 2018**

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November 13, 2018  
December 11, 2018

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**XII. ADJOURN**

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CLASSIFIED PERSONNEL ACTIONS						
Name	Action	Assignment	Site	Effective	Pay Rate	Hours
	Out of Class	Maintenance I	RHS	8/21/18	21/C	8
	Out of Class	Student Body Bookkeeper	RHS	9/5/18	22/D	8
	Leave Without Pay	Bus Driver	DO	9/3/18 - 9/7/18	18/D	4
	Out of Class	Intervention Lab Specialist	DHS	8/13/18	22/A	8
	Employ	Food Service Worker I	RHS	8/9/18	9/A	3
	Retire	Campus Security Coordinator	SMHS	9/30/18	26/E	8
	Out of Class	Campus Security Coordinator	PVHS	8/23/18	26/A	8
	Out of Class	Campus Security Coordinator	SMHS	9/7/18	26/A	8
	Employ	Instructional Assistant-Spec Ed II	PVHS	9/4/18	15/A	6
	Increase Hours	Food Service Worker I	PVHS to SMHS	8/27/18	9/B	3 to 3.5
	Employ	Student Data Specialist	PVHS	8/7/18	22/A	8
	Promote	School Support Secretary	PVHS	8/27/18	16/E	8
	Retire	Bus Driver	DO	12/31/18	18/E	4
	Employ	Food Service Worker I	SMHS	8/9/18	9/A	3
	Employ	Library Technician	RHS	8/23/18	18/A	8
	Resign	Office Assistant	RHS	8/17/18	12/C	4
	Employ	Instructional Assistant-Spec Ed II	RHS	8/13/18	15/A	6.5

CERTIFICATED PERSONNEL ACTIONS						
Name	Action	Assignment	Site	Effective	Salary	FTE
	Teacher Prep Period	English	RHS	8/13/18-8/21/18	18/V	0.2
	Teacher Prep Period	Science	PVHS	8/13/18-12/21/18	19/III	0.2
	Teacher Prep Period	Social Science	DHS	8/9/18-10/12/18	25/V	0.2
	Column Advance	Science	SMHS	2018-19	3/V	1.0
	Teacher Prep Period	English	PVHS	8/13/18-12/21/18	8/V	0.2
	Column Advance	Mathematics	DHS	2018-19	9/V	1.0
	Column Advance	English	SMHS	2018-19	4/V	1.0
	Teacher Prep Period	Family Consumer Science	PVHS	8/13/18-12/21/18	23/IV	0.2
	Update/Intern	Science	PVHS	2018-19	1/III	1.0
	Employ/Prob 1	Special Education	SMHS	2018-19	6/V	1.0
	Teacher Prep Period	Mathematics	DHS	8/9/18-10/12/18	9/V	0.2
	Employ	Science/TOSA	DHS	10/15/18-6/7/19	9/V	0.2
	Stipend	Co-Department Chair/English	SMHS	2018-19	1, I 5%	~~
	Employ/Temp	English	RHS	2018-19	6/V	1.0
	Column Advance	Visual Performing Arts	RHS	2018-19	3/III	1.0

CERTIFICATED PERSONNEL ACTIONS							
Name	Action	Assignment	Site	Effective	Salary	FTE	
	Stipend	Co-Department Chair/Math	SMHS	2018-19	I, I 5%	--	
	Teacher Prep Period	English	DHS	8/9/18-10/12/18	19/V	0.2	
	Teacher Prep Period	International Language	PVHS	8/13/18-12/21/18	22/IV	0.2	
	Teacher Prep Period	Family Consumer Science	PVHS	8/16/18-12/21/18	3/V	0.2	
	Teacher Prep Period	Mathematics	SMHS	8/13/18-12/21/18	12/V	0.2	
	Stipend	Department Chair/Counseling	SMHS	2018-19	I, I 9.5%	--	
	Teacher Prep Period	Business	PVHS	8/13/18-12/21/18	15/IV	0.2	
	Teacher Prep Period	English	DHS	8/9/18-10/12/18	17/V	0.2	
	Column Advance	Visual Performing Arts	RHS	2018-19	8/IV	1.0	
	Salary Update	Mathematics	PVHS	2018-19	1/II	1.0	
	Teacher Prep Period	English	SMHS	8/13/18-12/21/18	5/V	0.2	
	Teacher Prep Period	Mathematics	SMHS	8/13/18-12/21/18	9/IV	0.2	
	Stipend	Department Chair/Science	SMHS	2018-19	I, I 10%	--	
	Employ	Science/TOSA	SMHS	2018-19	28/V	.8/.2	
	Teacher Prep Period	Health	PVHS	8/22/18-12/21/18	13/V	0.2	
	Teacher Prep Period	Science	SMHS	8/13/18-12/21/18	3/III	0.2	
	Teacher Prep Period	English	SMHS	8/13/18-12/21/18	6/III	0.2	
	Teacher Prep Period	English	SMHS	8/13/18-12/21/18	10/V	0.2	
	Employ	Mathematics/TOSA	RHS	2018-19	24/V	.8/.2	
	Employ	Science/TOSA	RHS	2018-19	28/V	.8/.2	
	Salary Update	Special Education	SMHS	2018-19	6/III	1.0	
COACHING PERSONNEL ACTIONS							
Name	Action	Assignment	Site	Effective	District	ASB/Booster/Dignity	Employee Type
	Stipend	Head Varsity Boys Cross Country	RHS	2018-2019	\$3,316.00		CERT.
	Stipend	Head Varsity Girls Cross Country	RHS	2018-2019	\$3,316.00		CERT.
	Stipend	Head Varsity Boys Football	RHS	2018-2019	\$4,500.00		CERT.
	Stipend	Asst. Varsity Boys Football	RHS	2018-2019	\$1,500.00		CERT.
	Stipend	Asst. Varsity Boys Football	RHS	2018-2019	\$1,500.00		WALK-ON
	Stipend	Asst. Varsity Boys Football	RHS	2018-2019	\$1,500.00		CLASS.
	Stipend	Asst. Varsity Boys Football	RHS	2018-2019	\$1,125.00		WALK-ON
	Stipend	Asst. Varsity Boys Football	RHS	2018-2019	\$1,125.00		WALK-ON
	Stipend	Asst. Varsity Boys Football	RHS	2018-2019	\$1,125.00		WALK-ON
	Stipend	Asst. Varsity Boys Football	RHS	2018-2019	\$1,125.00		WALK-ON

COACHING PERSONNEL ACTIONS							
Name	Action	Assignment	Site	Effective	District	ASB/Booster/Dignity	Employee Type
	Stipend	Asst. Varsity Boys Football	RHS	2018-2019	\$1,125.00		WALK-ON
	Stipend	Head JV Boys Football	RHS	2018-2019	\$1,500.00		WALK-ON
	Stipend	Asst. JV Boys Football	RHS	2018-2019	\$1,125.00		WALK-ON
	Stipend	Asst. JV Boys Football	RHS	2018-2019	\$1,125.00		WALK-ON
	Stipend	Asst. JV Boys Football	RHS	2018-2019	\$1,125.00		WALK-ON
	Stipend	Asst. JV Boys Football	RHS	2018-2019	\$750.00		CERT.
	Stipend	Asst. Frosh Boys Football	RHS	2018-2019	\$1,125.00		WALK-ON
	Stipend	Asst. Frosh Boys Football	RHS	2018-2019	\$750.00		CERT.
	Stipend	Asst. Frosh Boys Football	RHS	2018-2019		\$2,000.00	CERT.
	Stipend	Head Varsity Girls Golf	RHS	2018-2019	\$2,316.00		CERT.
	Stipend	Asst. Varsity Girls Golf	RHS	2018-2019	\$1,000.00		CERT.
	Stipend	Head Varsity Girls Tennis	RHS	2018-2019	\$3,316.00		WALK-ON
	Stipend	Head Varsity Girls Volleyball	RHS	2018-2019	\$1,553.00	\$330.00	WALK-ON
	Stipend	Asst. Varsity Grils Volleyball	RHS	2018-2019	\$2,000.00	\$100.00	WALK-ON
	Stipend	Head JV Girls Volleyball	RHS	2018-2019	\$1,865.00	\$35.00	WALK-ON
	Stipend	Asst. JV Girls Volleyball	RHS	2018-2019	\$800.00		WALK-ON
	Stipend	Head Frosh Girls Volleyball	RHS	2018-2019	\$2,165.00	\$35.00	WALK-ON
	Stipend	Asst. Frosh Girls Volleyball	RHS	2018-2019	\$300.00		WALK-ON
	Stipend	Asst. Frosh Girls Volleyball	RHS	2018-2019	\$200.00		WALK-ON
	Stipend	Head Varsity Boys Water Polo	RHS	2018-2019	\$3,553.00		CERT.
	Stipend	Asst. Varsity Boys Water Polo	RHS	2018-2019		\$2,000.00	CERT.
	Stipend	Head Varsity Girls Water Polo	RHS	2018-2019	\$2,309.00		CERT.
	Stipend	Asst. Varsity Girls Water Polo	RHS	2018-2019	\$1,244.00		CERT.
	Stipend	Head JV Girls Water Polo	RHS	2018-2019	\$1,333.00		WALK-ON
	Stipend	Asst. JV Girls Water Polo	RHS	2018-2019	\$1,332.00		WALK-ON
	Stipend	Asst. Athletic Director	RHS	2018-2019	\$3,316.00		CERT.
	Stipend	Cheer Advisor	RHS	2018-2019	\$3,316.00		CLASS.
	Stipend	Dance Advisor	RHS	2018-2019	\$2,606.00		CLASS.
	Stipend	Cheer Coach	RHS	2018-2019		\$2,500.00	WALK-ON
	Stipend	Cheer Coach	RHS	2018-2019		\$2,000.00	WALK-ON
	Stipend	Head Varsity Boys Cross Country	SMHS	2018-2019	\$3,316.00		CERT.
	Stipend	Head Varsity Girls Cross Country	SMHS	2018-2019	\$1,658.00		CERT.
	Stipend	Asst. Varsity Girls Cross Country	SMHS	2018-2019	\$1,658.00		WALK-ON
	Stipend	Head Varsity Boys Football	SMHS	2018-2019	\$4,500.00		CERT.



<b>COACHING PERSONNEL ACTIONS</b>							
<b>Name</b>	<b>Action</b>	<b>Assignment</b>	<b>Site</b>	<b>Effective</b>	<b>District</b>	<b>ASB/Booster/Dignity</b>	<b>Employee Type</b>
	Stipend	Asst. Varsity Boys Football	SMHS	2018-2019	\$3,025.00		CLASS.
	Stipend	Asst. Varsity Boys Football	SMHS	2018-2019	\$1,500.00		WALK-ON
	Stipend	Asst. Varsity Boys Football	SMHS	2018-2019	\$2,000.00		WALK-ON
	Stipend	Asst. Varsity Boys Football	SMHS	2018-2019	\$1,800.00		WALK-ON
	Stipend	Asst. Varsity Boys Football	SMHS	2018-2019	\$1,800.00		WALK-ON
	Stipend	Head JV Boys Football	SMHS	2018-2019	\$2,000.00		CLASS.
	Stipend	Asst. JV Boys Football	SMHS	2018-2019	\$1,125.00		WALK-ON
	Stipend	Asst. JV Boys Football	SMHS	2018-2019	\$1,125.00		WALK-ON
	Stipend	Asst. JV Boys Football	SMHS	2018-2019	\$1,125.00		WALK-ON
	Stipend	Head Frosh Boys Football	SMHS	2018-2019	\$2,600.00		CLASS.
	Stipend	Asst. Frosh Boys Football	SMHS	2018-2019	\$1,500.00		CERT.
	Stipend	Asst. Frosh Boys Football	SMHS	2018-2019	\$1,500.00		CLASS.
	Stipend	Head Varsity Girls Golf	SMHS	2018-2019	\$3,316.00		CERT.
	Stipend	Head Varsity Girls Tennis	SMHS	2018-2019	\$3,316.00		WALK-ON
	Stipend	Head JV Girls Tennis	SMHS	2018-2019	\$2,487.00		CERT.
	Stipend	Head Varsity Girls Volleyball	SMHS	2018-2019	\$3,553.00		CERT.
	Stipend	Head Frosh Girls Volleyball	SMHS	2018-2019	\$2,665.00		CLASS.
	Stipend	Head Varsity Boys Water Polo	SMHS	2018-2019	\$3,553.00		WALK-ON
	Stipend	Head JV Boys Water Polo	SMHS	2018-2019	\$1,778.00		CERT.
	Stipend	Asst. JV Boys Water Polo	SMHS	2018-2019	\$887.00		WALK-ON
	Stipend	Head Varsity Girls Water Polo	SMHS	2018-2019	\$3,553.00		CERT.
	Stipend	CoHead JV Girls Water Polo	SMHS	2018-2019	\$1,778.00		CERT.
	Stipend	CoHead JV Girls Water Polo	SMHS	2018-2019	\$887.00		WALK-ON
	Stipend	Asst. Athletic Director	SMHS	2018-2019	\$700.00		WALK-ON
	Stipend	Asst. Athletic Director	SMHS	2018-2019	\$1,105.00		CERT.
	Stipend	Asst. Athletic Director	SMHS	2018-2019	\$1,511.00		CERT.
	Stipend	Varsity Cheer Coach	SMHS	2018-2019	\$1,658.00		WALK-ON
	Stipend	JV Cheer Coach	SMHS	2018-2019	\$1,658.00		WALK-ON
	Stipend	Head Varsity Boys Cross Country	PVHS	2018-2019	\$3,316.00		WALK-ON
	Stipend	Head Varsity Girls Cross Country	PVHS	2018-2019	\$3,316.00		CERT.
	Stipend	Head Varsity Boys Football	PVHS	2018-2019	\$4,000.00		CERT.
	Stipend	Asst. Varsity Boys Football	PVHS	2018-2019	\$2,000.00		CERT.
	Stipend	Asst. Varsity Boys Football	PVHS	2018-2019	\$2,000.00		CERT.
	Stipend	Asst. Varsity Boys Football	PVHS	2018-2019	\$2,000.00		CERT.
	Stipend	Asst. Varsity Boys Football	PVHS	2018-2019	\$1,250.00	\$750.00	WALK-ON
	Stipend	Asst. Varsity Boys Football	PVHS	2018-2019	\$3,375.00		CERT.
	Stipend	Asst. Varsity Boys Football	PVHS	2018-2019		\$2,000.00	WALK-ON
	Stipend	Asst. Varsity Boys Football	PVHS	2018-2019		\$1,000.00	CLASS.
	Stipend	Asst. Varsity Boys Football	PVHS	2018-2019		\$1,000.00	WALK-ON

COACHING PERSONNEL ACTIONS							
Name	Action	Assignment	Site	Effective	District	ASB/Booster/Dignity	Employee Type
	Stipend	Asst. Varsity Boys Football	PVHS	2018-2019		\$1,500.00	WALK-ON
	Stipend	Asst. Varsity Boys Football	PVHS	2018-2019		\$500.00	WALK-ON
	Stipend	Head JV Boys Football	PVHS	2018-2019	\$2,000.00		WALK-ON
	Stipend	Asst. JV Boys Football	PVHS	2018-2019	\$2,000.00		WALK-ON
	Stipend	Asst. JV Boys Football	PVHS	2018-2019	\$1,625.00		WALK-ON
	Stipend	Head Frosh Boys Football	PVHS	2018-2019	\$3,375.00		WALK-ON
	Stipend	Asst. Frosh Boys Football	PVHS	2018-2019		\$2,000.00	CERT.
	Stipend	Asst. Frosh Boys Football	PVHS	2018-2019	\$2,000.00		CERT.
	Stipend	Asst. Frosh Boys Football	PVHS	2018-2019	\$250.00		WALK-ON
	Stipend	Head Varsity Girls Golf	PVHS	2018-2019	\$3,316.00		CLASS.
	Stipend	Head Varsity Girls Tennis	PVHS	2018-2019	\$3,316.00		WALK-ON
	Stipend	Head JV Girls Tennis	PVHS	2018-2019	\$2,487.00		WALK-ON
	Stipend	Head Varsity Girls Volleyball	PVHS	2018-2019	\$2,883.00		CERT.
	Stipend	Asst. Varsity Girls Volleyball	PVHS	2018-2019	\$670.00		WALK-ON
	Stipend	Head JV Girls Volleyball	PVHS	2018-2019	\$2,000.00		WALK-ON
	Stipend	Asst. JV Girls Volleyball	PVHS	2018-2019	\$665.00		WALK-ON
	Stipend	Head Frosh Girls Volleyball	PVHS	2018-2019	\$2,000.00		WALK-ON
	Stipend	Asst. Frosh Girls Volleyball	PVHS	2018-2019	\$665.00		WALK-ON
	Stipend	Head Varsity Boys Water Polo	PVHS	2018-2019	\$3,553.00		WALK-ON
	Stipend	Head JV Boys Water Polo	PVHS	2018-2019	\$2,665.00		WALK-ON
	Stipend	Head Varsity Girls Water Polo	PVHS	2018-2019	\$3,553.00		WALK-ON
	Stipend	Head JV Girls Water Polo	PVHS	2018-2019	\$2,665.00		CERT.
	Stipend	Asst. Athletic Director	PVHS	2018-2019	\$1,658.00		CERT.
	Stipend	Asst. Athletic Director	PVHS	2018-2019	\$1,658.00		CERT.
	Stipend	Cheer Coach	PVHS	2018-2019	\$3,316.00		WALK-ON

## Appendix B

# SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT FACILITIES REPORT

## August 2018 Activities

### 1. Santa Maria High School Construction Projects

#### SMHS Reconstruction – Rachlin Partners

- Recent design efforts have focused on traffic plan and encroachment permits required by the City of Santa Maria. Additional efforts have focused on procuring engineering services required for the underground utilities survey. Submittal of the design plans to the Division of State Architect (DSA) continues to be anticipated for November 2018.

### 2. Ernest Righetti High School Construction Projects

#### ERHS New 38-Classroom Building – Rachlin Partners

- The contractor continues to plaster the exterior envelope of the new 38-classroom building. Interior drywall has progressed from the first floor to the upper floors, and preparations for the surrounding flatwork and sitework are ongoing. Substantial completion is forecast for mid-December. [\(Photos\)](#)

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

- Reviews of schematic plans, preparation of cost estimates, and updates to original proposals for incorporation into the main Architect and Engineering agreement are underway.

#### ERHS Phase 2 Improvements – (Architect TBD)

- Contract negotiations with Rachlin Partners for the Phase 2 improvements are continuing. An agreement is expected to be ready for District review and approval in September 2018. A design kick-off meeting will be scheduled upon the completion of the agreement.

### 3. Pioneer Valley High School Construction Projects

#### PVHS Pool Lighting and Column Repair – WLC Architects

- All final testing and punch list work is complete. Closeout activities related to DSA and contract requirements have commenced.

**PVHS Gym Floor Resurfacing – Support Services**

- Closeout activities related to documentation and payment continue.

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

- Closeout activities related to documentation and payment continue.

**PVHS Proposition 39 Lighting Upgrade – Power and Communications Engineering**

- Additional issues related to compatibility between specified LED fixtures and existing exterior lighting occurred at various locations. Adjustments were made, and work completed August 22, 2018. Final documentation and closeout activities are underway.

**4. Career Technical Education Center**

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

- A groundbreaking event was held on August 6. Site utilities and road cut work are in progress. Concrete forms for footings have been installed for the second classroom shop building. The project team is meeting to select the District's plumbing fixtures and audio/visual equipment. [\(Photos\)](#)

**5. District Wide and Support Services Center**

**District Wide Project Closeout – Support Services**

- Review of project closeout: Projects under current review and their status are as follows:
  - A meeting is scheduled for September 6 to review the status of document searches for 10 outstanding SMHS and ERHS projects. Site and online documentation searches are continuing.

**SSC New West Parking Area – Flowers and Associates**

- A bid package is under development. Bidding is targeted to start in October with construction estimated to start in late November.

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

- All heating units have been received and installed. Connections are complete, and all units are active. Final adjustments are underway with a punch list walk expected to be completed by mid-September.

**Proposition 39 HVAC Ducting Installation – Ravatt-Albrecht Architects**

- Final documentation and contract closeout activities are complete. Final payment and retention release have occurred. This project is closed.

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

- Construction at all sites was complete on August 31, 2018. Final documentation and contract closeout activities have commenced.

**Solar Photovoltaic – Support Services**

- ENGIE personnel are continuing efforts to fine-tune the solar power system. DSA closeout for PVHS, ERHS, and DHS are continuing. Change Order negotiations are complete. Other closeout activities related to DSA and contract documentation requirements continue.

**6. Summer Activities Planning**

**District Wide Summer Projects Planning 2018/19**

- Preliminary planning discussions are underway. Assessments, site reviews, and evaluations of proposed projects for winter and summer 2019 are expected to begin in October 2018.

Gary Wuitschick  
Director – Support Services

## Maintenance & Operations

### SMHS

- Performed online safety training.
- Completed preventive maintenance on grounds equipment: pressure washer, infield and football groomers, utility vehicles, and field renovation equipment.
- Completed Lincoln street landscape project including fence repair and shrub removal. (Photo)
- Conducted monthly preventive maintenance on Rain Bird weather station.
- Performed gopher control activities.
- Completed softball field turf maintenance procedures for improved safety and playability. (Photo)
- Removed shrubs and cleaned landscape in the alley behind the 600's portable classrooms (southeast campus area). (Photo)
- Performed stadium turf grooming preventive maintenance.
- Conducted routine grounds maintenance of ornamental landscapes.
- Repaired irrigation systems at practice field and softball fields.
- Performed weekly restriping of practice field.
- Completed landscape and sports turf herbicide application.
- Evaluated and installed interactive flat panel monitor in classroom 230.
- Repaired wall board in classroom 633.
- Repaired wood baseboard in classroom 332.
- Performed restriping of parking lot markings at staff and event parking lots.
- Utilized drain jetting equipment to remove debris from the storm drain at the Agriculture Science Building.
- Repainted the stage at Ethel Pope Auditorium. (Photo)
- Performed plumbing fixture repairs in classroom 361, MMLC girls' restroom, pool girls' restroom, Wilson Gymnasium lobby boys' restroom, Administration north boys' restroom, maintenance shop, Wilson Gymnasium boys' locker restroom, MPR kitchen, Administration staff lounge women's restroom, 300 Building boys' restroom, and the Small Gymnasium PE office.
- Repaired window coverings in classrooms 620 and 625.
- Tested and repaired classroom LCD projectors in classrooms 234, 360, 640, 644, and the MMLC.
- Performed HVAC and Domestic Hot Water boiler inspection, as well as filter changes in Administration, 220 Arts and Crafts, 350 Math, 360 Science, Ethel Pope Auditorium, Wilson Gymnasium, and the Small Gymnasium.
- Repaired greenhouse humidifying plant cooler.
- Repaired Administration Building boiler feed backflow device.
- Repaired custodial cleaning equipment: auto-scrubbers and Kaivac restroom cleaning equipment.
- Installed white dry erase boards in classroom 230 and office 130C.
- Performed routine and preventive maintenance at swimming pool to reduce operational downtime and extend equipment life.
- Performed elevator and chair lift preventive maintenance inspections.
- Repaired volleyball net system in Wilson Gymnasium.
- Completed annual fire extinguisher recertification.
- Completed sports bleacher inspections in the both gymnasiums.
- Restored campus from summer energy conservation shutdown to full school use operation.
- Completed first stage of Wilson Gymnasium boys' locker room floor renovation by removing years of paint and polishing the concrete floor. (Photo)
- Completed the cleaning of all remaining carpeted classrooms not reported in August: light repair, student desk degumming, HVAC register cleaning, wall cleaning, dusting, window cleaning, and carpet hot water extraction cleaning.
- Performed routine furniture movement/obsolete/repair tasks in rooms 118, 122a, 220, 230, 332, 356, 444.

## REGULAR MEETING

September 11, 2018

- Setup and restored from school and civic center use events – STEM Industry Days, Link Crew, student pictures, CTE Ag Center ground breaking, Mexican Consulate, Adkins Dance, Allan Hancock College classes, SMHS Summer baseball program, SMHS football, Buena Vista Park grand opening, Club soccer organizations.
- Preventive work order hours - 72
- Routine work order hours – 306
- Total work orders completed – 136
- Event setup hours – 84

## PVHS

- Replaced a failed tree in the planter at the entrance to the Performing Arts Center.
- Repaired the football stadium entrance gate.
- Fertilized all turf on campus.
- Installed nine new computer connections in classroom 208.
- Removed Smart Board in classrooms 363 and 628.
- Installed Smart Boards in classrooms 356, 465, and 628.
- Installed Smart technologies Interactive Flat Panel Monitors in classrooms 208, 209, 213, 304, 323, 335, 365, 411, 431, and 435.
- Installed additional computer connections in the College and Career Center for use during testing. Also assembled new computer work stations and a teacher desk.
- Installed new delineators in the food service line at the Science Building satellite food serving station.
- Patched and painted the interior walls of classroom 435 as well as the College and Career Center.
- Performed welding repairs on the football lineman chute practice sled.
- Repaired loose toilets in classroom restroom 433 and the girls' locker room.
- Inspected and serviced all security cameras on campus.
- Restriped the student parking lot. (Photo)
- Set up new teacher furniture in classroom 605.
- Installed a white board in the athletic director's office.
- Set up a new tablet charging station in the library classroom as well as classroom 424.
- Mounted a fire blanket in classroom 403.
- Replaced ceiling tiles in the Science Building stairwells.
- Installed a new sound bar and speaker system in classroom 314.
- Repaired the washing machine in classroom 333.
- Replaced a broken thermostat in classroom 602.
- Mounted new storage boxes in classroom 323.
- Installed a new bulletin board in the library.
- Moved 900 new computer tablets into the server room for distribution to freshmen. (Photo)
- Removed the stoves in the foods lab classroom 325, cleaned behind, and reconnected them.
- Cleaned and inspected the gymnasium bleachers.
- Setup and restored from school and civic center use events – Parent/Student Orientation, Department Chair Meeting, student schedule distribution, Class assemblies, Staff Development Day, support groups, cheerleading meetings, football meetings, and volleyball games, outside soccer leagues.
- Preventive work order hours – 26
- Routine work order hours – 240
- Total work orders completed – 156
- Event setup hours – 69

## ERHS

- Installed a satellite food service station near the entrance to the gymnasium. (Photo)
- Updated the information in the classroom emergency response kits. (Photo)
- Completed installation of artificial turf in the Building 300 courtyard.
- Repaired broken sprinklers in the practice field.
- Revised landscape sprinkler locations in the Delta High School planters.
- Performed weed abatement on grounds at ERHS and DHS.
- Prepared landscape areas and pressure washed concrete at ERHS and DHS in preparation for the new school year.
- Restriped the practice field.
- Groomed the football stadium turf and prepared the stadium for football season.
- Installed additional computer communications and power in the video lab, as well as the Teacher on Special Assignment work area in the library. (Photo)
- Added pool deck drainage by saw cutting drains in the concrete. (Photo)
- Restriped the parking lot and repainted evacuation numbers on outdoor volleyball courts.
- Completed a variety of plumbing repairs: plugged urinals, irrigation leak at the pump house, jetting the storm drains, storm drain inspection, and repaired a leak in the reverse osmosis system at DHS. (Photo)
- Assembled new storage racks for the cafeteria freezer and dry food storage areas.
- Cut classroom access keys for new teachers. (Photo)
- Performed monthly fire alarm test, AED inspections, emergency eye wash stations, and semi-annual fire suppression in the cafeteria.
- Completed quarterly boiler inspections and service and annual service of Administration HVAC.
- Installed new white boards and bulletin boards in various locations.
- Mounted an art display hanging line in the art classroom.
- Replaced batteries in the fire alarm panels.
- Repaired the exhaust fan in the press box and repaired HVAC in classroom 521.
- Collected obsolete items as teachers prepared their classrooms for the new school year.
- Set up new pool covers.
- Poured a concrete path in the quad area of the science building. This is the start of a native garden planned and installed by the Science Department. (Photo)
- Setup and restored from school and civic center use events – student schedule distribution, freshman orientation, staff development, alternative education meeting, student school photos, cheerleading uniform fitting, spirit squad tryouts, and girls' volleyball.
- Preventive work order hours – 35
- Routine work order hours – 230
- Total work orders completed – 87
- Event setup hours – 36

## Graffiti & Vandalism

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

Reese Thompson  
Director – Facilities and Operations



**Photo Gallery – Major Projects**



**ERHS 38-Classroom Building – Exterior Stuccoing is Underway Throughout the Building**



**ERHS 38-Classroom Building – Stucco Batch Plant in Place to Mix Mortar on Site**



**CTE Ag Center – Underground Utilities Go into Place for the Shop Buildings**



**CTE Ag Center – Temporary Power for Construction is Provided by a Mobile Solar Plant**



**Photo Gallery – Maintenance & Operations**



**SMHS – Robert Wallace Removes Shrubs During Lincoln Street Landscape Upgrade**



**SMHS – Alan Rodriguez Works on the Softball Field Outfield Renovation**



**SMHS – Nelson Frutos Feeds Shrubs into the Shredder Behind the Portable Classrooms**



**SMHS – Ethel Pope Auditorium Stage is Painted and Ready for Another School Year.**





**SMHS – James Harvey and Miguel Sanchez Polish the Concrete in the Boys’ Locker Room**



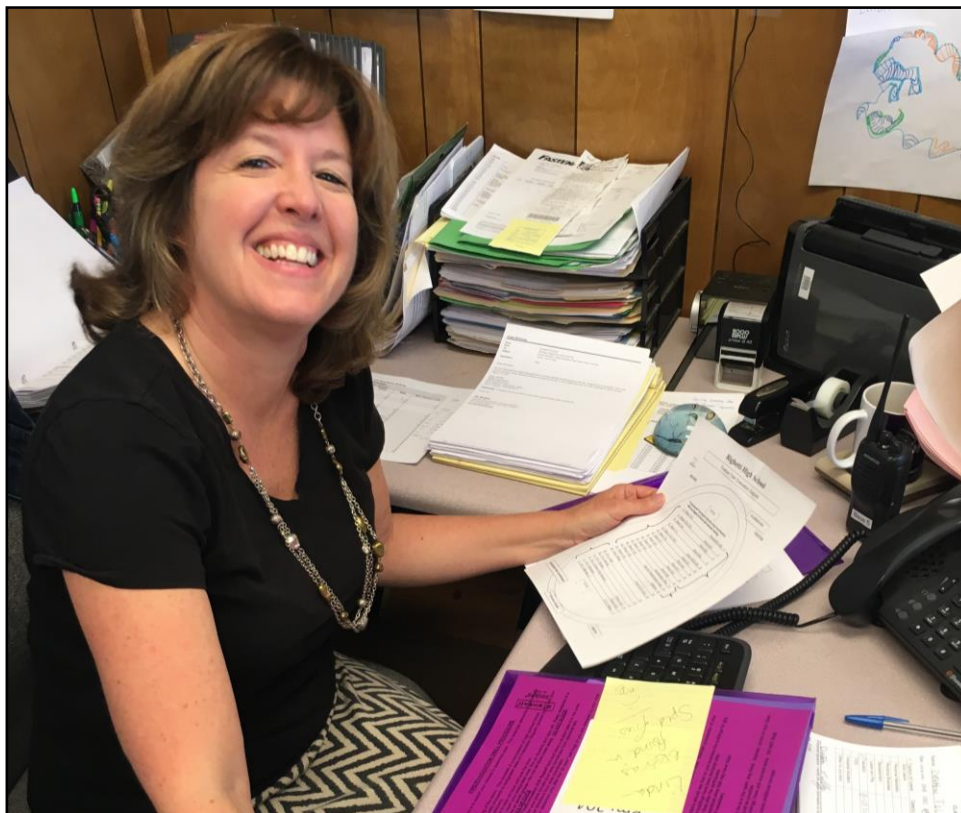
**PVHS – Ernest Paz and Ray Segovia Restripe the Student Parking Lot**



**PVHS – Elias Camacho and Andy Gutierrez Store Student Tablets in the Computer Server Room**



**ERHS – New Satellite Food Service Station Assembled Near the Gymnasium**



**ERHS – Linda Dickinson Assembles Classroom Emergency Information Packets**



**ERHS – Del Ward Tests a Computer after Increasing the Number of Computer Connections in the Video Lab**





**ERHS – José Placencia Cuts Drain Slots on the Pool Deck**



**ERHS – Jesus Reyes Clears the Storm Drain Near the Gymnasium**





**ERHS – Leo Avila Cuts Classroom Keys for New Teachers**



**ERHS – Demolition Begins for a Native Garden in the Science Building Courtyard**

# **APPENDIX C**

**Guidesheet for Revised Board Policies – September 11, 2018**

## APPENDIX C

### Guidesheet for Revised Board Policies – September 11, 2018

Policy/Regulation	Description
<b>BP 0410</b>	<b>Nondiscrimination in District Programs and Activities</b>  Policy updated to reflect NEW LAW (AB 699) which (1) adds immigration status to the categories of characteristics that are protected against discrimination, (2) requires parent/guardian notification of their child's right to a free public education regardless of immigration status or religious beliefs, and (3) mandates that districts adopt policy consistent with a model policy developed by the California Attorney General, which includes a statement regarding equitable services. Policy also reflects provisions of the Attorney General's model policy and NEW LAW (SB 31) which prohibit districts from compiling or assisting in the compilation of a registry based on immigration status, religion, or other specified characteristics.
<b>BP/AR 5111</b>	<b>Admission</b>  Policy updated to reflect state law prohibiting the collection of social security numbers or the last four digits of the social security numbers of students or their parents/guardians, unless otherwise required by law. Policy also reflects NEW LAW (AB 699) which prohibits districts from inquiring into students' citizenship or immigration status and the California Attorney General's model policy which provides that, under the limited circumstances when such information must be collected to comply with eligibility requirements for special state or federal programs, such information should be collected separately from the school enrollment process. Regulation updated to reflect a requirement of the Attorney General's model policy that prohibits districts from requiring documentation that may indicate a student's national origin or immigration status, such as a passport, to the exclusion of other permissible documentation. Regulation also reflects the authority to accept a parent/guardian affidavit as evidence of a child's age when other documentation is not available.

<p><b>BP/AR 5111.1</b></p>	<p><b>District Residency</b></p> <p>Policy and regulation updated to reflect NEW LAW (AB 699) which prohibits districts from collecting information or documents regarding the citizenship or immigration status of students or their family members. Regulation also updated to reflect NEW LAWS providing that a student meets district residency requirements if the student’s parent/guardian is transferring or pending transfer to a military installation within the state (SB 455), or the student’s parent/guardian was a resident of California who departed the state against his/her will pursuant to a transfer by a government agency, a court order, or the federal immigration and Nationality Act (SB 257).</p>
<p><b>BP/AR 5125</b></p>	<p><b>Student Records</b></p> <p>Policy updated to reflect the California Attorney General’s model policy, developed pursuant to NEW LAW (AB 699), which (1) prohibits districts from collecting information regarding students’ citizenships or immigration status, and (2) requires district staff to receive training in the gathering and handling of sensitive student information. Policy also reflects state law limiting the collection of students’ social security numbers or the last four digits of the social security numbers, and NEW LAW (SB 31) which prohibits districts from assisting in the compilation of a list, registry, or database based on students’ national origin, ethnicity, or religion. Regulation updated to reflect NEW LAW (SB 233) which expands the types of records related to foster youth that must be made accessible to specified agencies, and a requirement of the Attorney General’s model policy that the annual parental notification include a statement that a student’s citizenship, place of birth, or national origin will not be released without parental consent or a court order.</p>

<p><b>AR/E 5125.1</b></p>	<p><b>Release of Directory Information</b></p> <p>Regulation and exhibit updated to reflect the California Attorney General’s model policy, developed pursuant to NEW LAW (AB 699), which requires that the annual parental notification include a statement that directory information does not include citizenship status, immigration status, place of birth, or national origin.</p>
<p><b>BP 5131.2</b></p>	<p><b>Bullying</b></p> <p>Policy updated to reflect NEW LAW (AB 699) which requires districts to educate students about the negative impact of bullying based on actual or perceived immigration status or religious beliefs and customs. Policy also reflects the California Attorney General’s model policy developed pursuant to AB 699, which requires staff training with specified components related to bullying prevention and response.</p>
<p><b>BP/AR 5145.3</b></p>	<p><b>Nondiscrimination/Harassment</b></p> <p>Minor revisions made in policy and regulation to reflect NEW LAW (AB 699) which prohibits discrimination based on immigration status.</p>

**REGULAR MEETING**  
**September 11, 2018**

**APPENDIX D**

**Approval of the amended  
2018 Conflict of Interest Code**

**NOTICE OF INTENTION TO AMEND THE CONFLICT OF INTEREST CODE  
of the  
SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT**

NOTICE IS HEREBY GIVEN that the Santa Maria Joint Union High School District, pursuant to the authority vested in it by §87306 of the Government Code, proposes amendment to its Conflict of Interest Code. The purpose of these amendments is to implement the requirements of §87300 through §87302, and §87306 of the Government Code.

The Santa Maria Joint Union High School District proposes to amend its Conflict of Interest Code to include positions that involve the making or participation in the making of decisions that may foreseeably have a material effect on any financial interest, as set forth in subdivision (a) of §87302 of the Government Code.

Specifically, the proposed amendment will add positions that are newly created by the agency, and revise the titles of existing positions. Copies of the amended code are available and may be requested from the contact person set forth below.

The Santa Maria Joint Union High School District has prepared a written explanation of the reasons for the proposed amendments and has available the information on which the amendments are based. Copies of the proposed amendments, the written explanation of the reasons, and the information on which the amendments are based may be obtained by contacting the contact person set forth below.

Contact Person:     Mark Richardson, Superintendent  
                          Santa Maria Joint Union High School District  
                          2560 Skyway Drive  
                          Santa Maria, California 93455  
                          805-922-4573, extension 4201

**WRITTEN EXPLANATION OF REASONS FOR AMENDMENT  
to the  
CONFLICT OF INTEREST CODE  
for the  
SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT  
2018**

NOTICE IS HEREBY GIVEN that the Santa Maria Joint Union High School District, pursuant to the authority vested in it by §87306 of the Government Code, proposes amendment to its Conflict of Interest Code. The purpose of these amendments is to implement the requirements of §87300 through §87302, and §87306 of the Government Code.

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Specifically, the proposed amendment will add positions that are newly created by the agency, and revise the titles of existing positions. Copies of the amended code are available and may be requested from the Human Resources Department.

At this time, no public hearing has been scheduled concerning the proposed amendments. If any interested person or the person's representative requests a public hearing, he or she must do so no later than September 11, 2018, by contacting the Superintendent's Office.

The Santa Maria Joint Union High School District is amending its Conflict of Interest Code to bring it current with the existing organizational structure of the agency. The specific amendments and an explanation of each proposed change is as follows:

- The following positions are new and have been amended into the code, and have been designated as disclosure category 2:
  - Director of Student Services
  - Facilities Planner
  - Public Information Officer
  
- The following positions have been revised and are designated as disclosure category 2:
  - Assistant Director of Human Resources revised to
  - Human Resources Manager



**CONFLICT OF INTEREST CODE**  
**for the**  
**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT**

The Political Reform Act, Government Code Section 81000, et. seq., requires state and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations Section 18730) which contains the terms of a standard Conflict of Interest Code, which can be incorporated by reference in an agency's code. After public notice and hearing, it may be amended by the Fair Political Practices Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated by reference. This regulation and the attached Code designating officials and employees and establishing disclosure categories, shall constitute the Conflict of Interest Code of the **SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT**.

Designated employees shall file statements of economic interests with the SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT who will make the statements available for public inspection and reproduction. (Government Code §81008). Upon receipt of the Statement filed by the designated employee, a copy shall be retained with the Santa Maria Joint Union High School District and the original shall be forwarded to the County Clerk, Recorder and Assessor.

**DISCLOSURE CATEGORIES**

Category 1

Designated employees assigned to this category must report:

(a) Interests in real property which are located in whole or in part: (1) within the boundaries of the District, (2) within two miles of the boundaries of the District, or (3) within two miles of any land owned or used by the District, including any leasehold, beneficial or ownership interest or option to acquire such interest in real property.

(b) Investments and business positions, in business entities or income from sources which engage in the acquisition or disposal of real property within the jurisdiction.

(c) Investments and business positions, in business entities or income from sources which: (1) are contractors or subcontractors engaged in the performance of work or services of the type utilized by the District, or (2) which manufacture or sell supplies, books, machinery or equipment of the type utilized by the District.

Category 2

Designated employees assigned to this category must report:

Investments and business positions in business entities and income from sources which: (1) are contractors or subcontractors engaged in the performance of work or services of the type utilized by the employee's department, or (2) which manufacture or sell supplies, books, machinery or equipment of the type utilized by the employee's department. For the purpose of this category, a principal's department is his entire school.

CONFLICT OF INTEREST CODE  
for the  
SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT

<u>Designated Positions</u>	<u>Disclosure Category</u>
Board Members	1
Superintendent	1
Assistant Superintendent of Human Resources	2
Assistant Superintendent of Curriculum	2
Assistant Superintendent of Business Services	2
Principal	2
LCFF Task Force Coordinator	2
Director of Alternative Education	2
Director of Special Education	2
<b><u>Director of Student Services</u></b>	2
Assistant Principal	2
Multilingual & Migrant Ed Services	2
Director of Facilities and Operations	2
Director of Information Systems	2
Director of Fiscal Services	2
Budget Manager	2
Energy Manager	2
Plant Manager	2
Director of Support Services	2
<b><u>Facilities Planner</u></b>	2
<del>Assistant Director of Human Resources</del> <b><u>Human Resources Manager</u></b>	2
<b><u>Public Information Officer</u></b>	2
Transportation Manager	2
Food Service Manager	2
Consultant*	2

\*Disclosures for Consultants

Consultants are designated employees who must disclose financial interests as determined on a case-by-case basis by the Superintendent or designee. The Superintendent or designee's written determination shall include a description of the consultant's duties and a statement of the extent of disclosure requirements based upon that description. All such determinations are public records and shall be retained for public inspection along with this conflict of interest code.

A consultant is an individual who, pursuant to a contract with the district, makes a governmental decision whether to: (2 CCR 18700.3)

1. Approve a rate, rule, or regulation
2. Adopt or enforce a law
3. Issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order, or similar authorization or entitlement
4. Authorize the district to enter into, modify, or renew a contract that requires district approval

5. Grant district approval to a contract that requires district approval and in which the district is a party, or to the specifications for such a contract
6. Grant district approval to a plan, design, report, study, or similar item
7. Adopt or grant district approval of district policies, standards, or guidelines

A consultant is also an individual who, pursuant to a contract with the district, serves in a staff capacity with the district and in that capacity participates in making a governmental decision as defined in 2 CCR 18704, subsections (a) and (b), or performs the same or substantially all the same duties for the district that would otherwise be performed by an individual holding a position specified in the district's conflict of interest code. (2 CCR 18700.3)

**REGULAR MEETING**  
**September 11, 2018**

**APPENDIX E**

**2017-18 UNAUDITED ACTUALS**

**Narrative summary and Fund 01 SACS Form**

**The full report on state-required forms is on District's website:**

**<http://www.smjuhsd.k12.ca.us>**

**Parents & Community**

**→Public Notices**

**→Financial Reports**

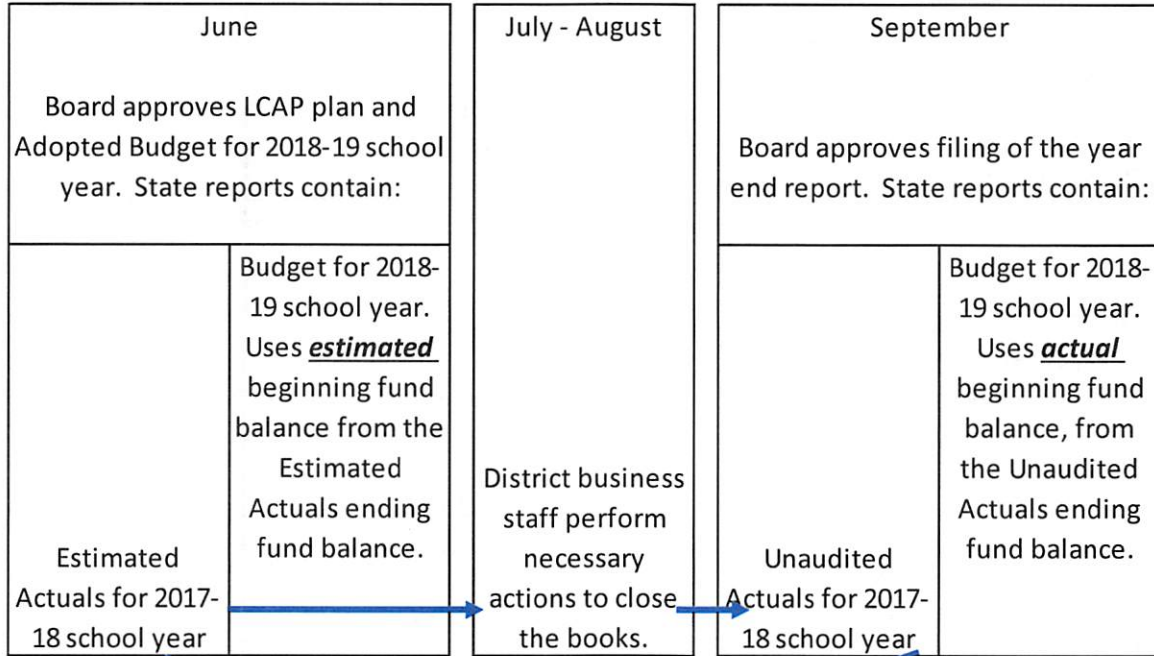
**→2017-2018 Financial Reports**

**→2017-18 Unaudited Actuals**

**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT  
2017-18 UNAUDITED ACTUALS  
Summary of Changes since Budget Adoption – General Fund**

As the District closes its books for 2017-18 and prepares the required state reporting forms, note that they also contain budget information. The relationship of the year-end report to the District’s Adopted Budget report, and the process used, is illustrated in the graphic below:

**The relationship of Estimated Actuals, Adopted Budget, and Unaudited Actuals**



Ending fund balance as estimated at adoption is reconciled to ending fund balance as of year end by analysing the changes in major categories between the Estimated Actuals report presented at adoption, vs the Unaudited Actuals report presented at year end.

Year-end closing is an appropriate time to reflect upon some of the significant financial events of the past year, and to summarize all of the changes that have resulting in closing the year with a total ending fund balance of \$10.1 million. Significant changes in revenues and expenditures which occurred between the time the District presented estimated actuals at 2018-19 Adopted Budget, and this Unaudited Actuals year-end report, are discussed on the following pages.

## COMPONENTS OF THE GENERAL FUND ENDING BALANCE

The table below details the components of the District's General Fund ending balance for the year ended June 30, 2018

	17-18 Unaudited Actuals	17-18 Estimated Actuals as of 18-19 Budget Adoption	Difference
<b>ENDING FUND BALANCE</b>	<b>\$ 10,129,202</b>	<b>\$ 4,920,838</b>	<b>\$ 5,208,364</b>
<b>Components of Ending Fund Balance</b>			
<b>Nonspendable</b>			
Revolving Cash	15,000	15,000	
Stores	204,847	208,672	
Prepaid Expenses	25,920	15,834	
<b>Subtotal Nonspendable Amounts</b>	<b>245,767</b>	<b>239,506</b>	
<b>Assignments</b>			
Site/Department Carryovers	415,374		
Unexpended 15-16 1-Time \$			
Instructional Materials	985,453		
Site Allocations	141,534		
MAA carryover	103,234		
Solar project	59,995		
Transportation/Vehicle shop reserve	196,871		
Misc grants and donations	43,049		
MMRC Advertising Sponsorship	29,085		
<b>Subtotal Assignments and Carryovers</b>	<b>1,974,596</b>		
<b>Categorical programs restricted ending balances</b>			
LEA Medi-Cal Billing Option	42,618	1,504	
Prop 39 California Clean Energy	1,432,003	1,413,986	
Prop 20 Lottery Instructional Materials	383,340		
College Readiness Block Grant	759,323		
Misc locally restricted grants & donations	251,013	83,771	
<b>Subtotal Categorical restricted ending balances</b>	<b>2,868,297</b>	<b>1,499,262</b>	
Reserve for Economic Uncertainties (3% minimum)	2,963,413	3,158,581	
<b>TOTAL DESIGNATIONS AND RESERVATIONS</b>	<b>8,052,073</b>	<b>4,897,349</b>	
<b>ENDING AVAILABLE UNAPPROPRIATED FUND BALANCE</b>	<b>\$ 2,077,129</b>	<b>\$ 23,489</b>	<b>\$ 2,053,640</b>

## **The District's General Fund Ending Balance**

The general fund actual ending fund balance, before required deductions and reservations, is \$10.1 million. Included in the ending fund balance are \$1.9 million in carryovers of unexpended funds for school site-department budgets, MAA reimbursements, 2015/16 1-time discretionary dollars, and local grants/donations; \$2.8 million in restricted program ending balances; and \$2.9 million in other designations and required reserves.

After taking into account the various reservations and designations, the District's **available** unappropriated ending fund balance is \$2 million, an **increase** of \$2,053,640 from what was projected at the time the District adopted its 2018-19 budget. This increase is due primarily to the following major items of change:

### **REVENUES**

- State revenues – Lottery based on 4<sup>th</sup> qtr estimate from State Controller's office (unrestricted) \$ 45,851
- Local revenues
  - Interest income, net of adjustment for estimated fair value of cash in county treasury 15,436
  - Other miscellaneous income including year-end billings to AHC for concurrent enrollment, FA excess release time and Cal Poly Teacher Quality 81,146

**TOTAL REVENUE INCREASES** **\$ 142,433**

All of the revenue items noted above are considered to be one-time in nature.

### **EXPENDITURES**

Expenditure <increases> / decreases consist of the following:

- LCAP expenditures lower as of year-end than the estimated actuals \$ 453,522
- District support budget savings 127,150
- Utilities phone & internet ERATE credits 118,277
- Salary savings 225,718

**TOTAL UNRESTRICTED EXPENDITURE DECREASES** **\$ 924,667**

### **CONTRIBUTIONS**

Contributions represent the amount of unrestricted funds the District must transfer ("contribute") to restricted programs where expenditures are greater than the revenue sources that support them. These programs are Special Education, Migrant and Routine Restricted Maintenance. Adjustments contained in the year-end SELPA funding model related to regional programs resulted in a decrease (savings) of the general fund contribution.

**\$ 797,633**

**FUND BALANCE COMPONENTS**

Components of non-spendable items (revolving cash, prepaid expenses, and stores) and the required 3% economic uncertainty reserve, which is the statutory minimum, have decreased since the estimated actuals. This decrease means a corresponding increase in the available ending fund balance. It is one-time in nature; once the carryover expenditures are re-budgeted in 2018-19 the economic uncertainty reserve will change.

**\$ 188,907**

**NET EFFECT ON FUND BALANCE (REVENUE INCREASES + EXPENDITURE DECREASES + FUND BALANCE COMPONENT DECREASES**

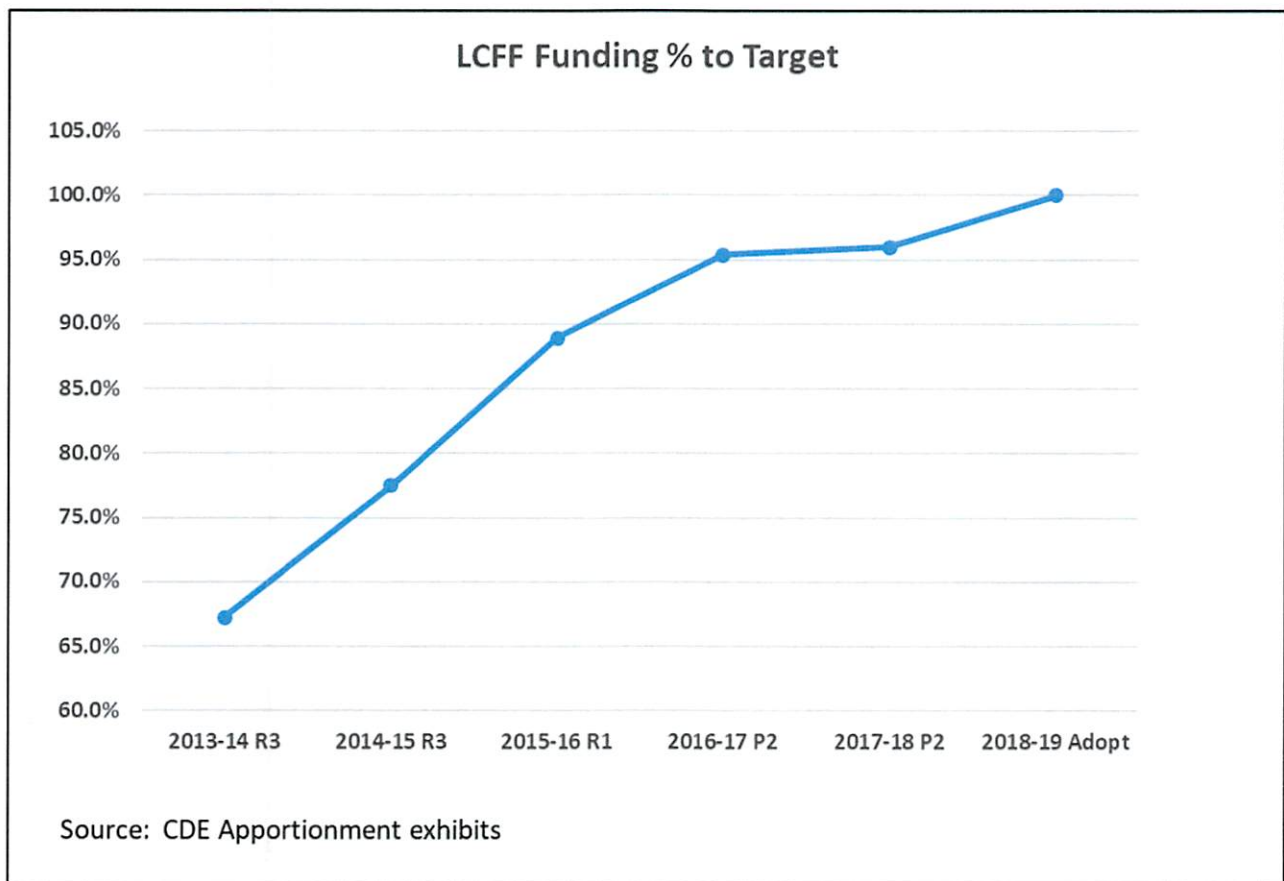
**\$ 2,053,640**



## CLOSING THOUGHTS

The 2017-18 school year marks the fifth year of education being distributed through the Local Control Funding Formula (“LCFF”). Districts with high percentages of economically disadvantaged students, foster youth, and English learners receive increased funding under LCFF to be able to increase or improve services for those student groups. Coupled with an overall improving economy since 2012-13, the District’s high percentage of enrollment in the targeted student populations, and support from the Prop 30 temporary taxes, the District’s General Fund budget grew from \$93.96 million in 2016-17 to \$98.66 million as of the close of the 2017-18 year.

The sales tax portion of the Prop 30 temporary taxes has expired, leaving only personal income taxes available as a revenue tool. With leading economic indicators pointing to a slowdown in economic growth, the volatility of income tax revenue can have a negative impact on education funding. In addition, as exhibited in the charts below, LCFF funding reached 100% of target levels in 2018-19 fiscal year; future increases in funding will be COLA driven.



Pressure is building on districts across the state to be able to cover their increased employer cost for STRS and PERS. In districts with no enrollment growth, and absent any additional funding support from the state to assist with these costs, COLA factors will need to be on the order of 3% or more just to cover the costs of PERS, STRS, and step-column movement. And the last time the State fully funded a COLA equal to or greater than 3% was 2007-08.

The next stage of budget and financial reporting will be the District's 1<sup>st</sup> Interim Revised Budget which will be brought to the Board in December. At that time, all of the carryovers of unexpended funds noted above (\$1.9 million) will be have been included. Negotiations with employee groups are currently underway and any changes as a result of those negotiated agreements approved by the board will be accounted for in the 1<sup>st</sup> Interim Revised Budget.

Concurrent with work on the District's next revised budget will be a second visit from the auditors to wrap up their work on the District's 2017-18 financial statements. Their report should be brought to the Board in December.

Description	Resource Codes	Object Codes	2017-18 Unaudited Actuals			2018-19 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
<b>A. REVENUES</b>									
1) LCFF Sources		8010-8099	80,496,785.10	1,673,676.00	82,170,461.10	90,525,496.00	1,545,284.00	92,070,780.00	12.0%
2) Federal Revenue		8100-8299	10,723.12	3,732,888.18	3,743,611.30	0.00	4,320,352.00	4,320,352.00	15.4%
3) Other State Revenue		8300-8599	2,737,997.65	6,221,393.59	8,959,391.24	2,527,649.00	4,288,318.06	6,815,967.06	-23.9%
4) Other Local Revenue		8600-8799	823,232.93	2,995,724.84	3,818,957.77	858,321.59	2,735,195.00	3,593,516.59	-5.9%
5) TOTAL, REVENUES			84,068,738.80	14,623,682.61	98,692,421.41	93,911,466.59	12,889,149.06	106,800,615.65	8.2%
<b>B. EXPENDITURES</b>									
1) Certificated Salaries		1000-1999	34,136,881.83	5,339,566.89	39,476,448.72	35,119,193.97	5,701,992.41	40,821,186.38	3.4%
2) Classified Salaries		2000-2999	12,244,705.99	4,102,087.60	16,346,793.59	12,486,583.06	4,337,213.76	16,823,796.82	2.9%
3) Employee Benefits		3000-3999	15,286,053.80	6,237,694.07	21,523,747.87	15,797,322.77	6,257,218.75	22,054,541.52	2.5%
4) Books and Supplies		4000-4999	4,281,805.86	2,295,310.12	6,577,115.98	5,284,163.49	1,428,892.12	6,713,055.61	2.1%
5) Services and Other Operating Expenditures		5000-5999	6,873,930.23	5,597,023.42	12,470,953.65	8,705,145.52	5,527,613.06	14,232,758.58	14.1%
6) Capital Outlay		6000-6999	620,112.04	661,247.33	1,281,359.37	3,167,935.50	221,200.72	3,389,136.22	164.5%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	638,724.97	260,577.60	897,302.57	709,416.00	408,000.00	1,117,416.00	24.5%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(959,652.32)	792,000.05	(167,652.27)	(921,937.86)	758,700.86	(163,237.00)	-2.6%
9) TOTAL, EXPENDITURES			73,120,562.40	25,285,507.08	98,406,069.48	80,347,822.45	24,640,831.68	104,988,654.13	6.7%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			10,948,176.40	(10,661,824.47)	286,351.93	13,563,644.14	(11,751,682.62)	1,811,961.52	532.8%
<b>D. OTHER FINANCING SOURCES/USES</b>									
1) Interfund Transfers									
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	375,000.00	375,000.00	0.00	375,000.00	375,000.00	0.0%
2) Other Sources/Uses									
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	(10,788,605.18)	10,788,605.18	0.00	(12,126,682.65)	12,126,682.65	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(10,788,605.18)	10,413,605.18	(375,000.00)	(12,126,682.65)	11,751,682.65	(375,000.00)	0.0%

Description	Resource Codes	Object Codes	2017-18 Unaudited Actuals			2018-19 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			159,571.22	(248,219.29)	(88,648.07)	1,436,961.49	0.03	1,436,961.52	-1721.0%
<b>F. FUND BALANCE, RESERVES</b>									
1) Beginning Fund Balance									
a) As of July 1 - Unaudited		9791	7,101,333.58	3,116,516.37	10,217,849.95	7,260,904.80	2,868,297.08	10,129,201.88	-0.9%
b) Audit Adjustments		9793	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			7,101,333.58	3,116,516.37	10,217,849.95	7,260,904.80	2,868,297.08	10,129,201.88	-0.9%
d) Other Restatements		9795	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			7,101,333.58	3,116,516.37	10,217,849.95	7,260,904.80	2,868,297.08	10,129,201.88	-0.9%
2) Ending Balance, June 30 (E + F1e)			7,260,904.80	2,868,297.08	10,129,201.88	8,697,866.29	2,868,297.11	11,566,163.40	14.2%
Components of Ending Fund Balance									
a) Nonspendable									
Revolving Cash		9711	15,000.00	0.00	15,000.00	15,000.00	0.00	15,000.00	0.0%
Stores		9712	204,846.90	0.00	204,846.90	204,846.90	0.00	204,846.90	0.0%
Prepaid Items		9713	25,919.61	0.00	25,919.61	25,919.61	0.00	25,919.61	0.0%
All Others		9719	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Restricted		9740	0.00	2,868,297.08	2,868,297.08	0.00	2,868,297.11	2,868,297.11	0.0%
c) Committed									
Stabilization Arrangements		9750	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
d) Assigned									
Other Assignments		9780	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
e) Unassigned/Unappropriated									
Reserve for Economic Uncertainties		9789	2,963,413.00	0.00	2,963,413.00	3,159,758.97	0.00	3,159,758.97	6.6%
Unassigned/Unappropriated Amount		9790	4,051,725.29	0.00	4,051,725.29	5,292,340.81	0.00	5,292,340.81	30.6%