

# 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**

**June 11, 2019**

**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 and § 48918. 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.

**III. RECONVENE IN OPEN SESSION**

**A. Call to Order**

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

**V. PRESENTATIONS**

**A. PDC/Boardroom Mural Unveiling**

**B. 2018-2019 Second Semester Retiree Recognition**

The Board recognizes the following retirees for their many years of service to the students in our district.

NAME	TITLE	SITE	YEARS IN DISTRICT
Scott Authier	Teacher	PVHS	10
Catherine Boyle	Teacher	SMHS	32
James Brown	Teacher	ERHS	23
Robert Garcia	Teacher	ERHS	24
Al Garcia	Outreach Consultant	Delta	27 ½
Don Johnson	Lead District Maintenance	District	20
Rob Knight	Teacher	ERHS	29
Lori Meltzer-Sutton	Instructional Assistant – Special Ed II	PVHS	13 ½
Esther Prieto-Chavez	Principal	Delta	22
Mark Richardson	Superintendent	District	7
Rafael Sanchez	Custodian	SMHS	34 ½
Cathy Simpson	Guidance Technician	ERHS	38 ¾
Linda Sinclair	Intervention Lab Spec.	Delta	20 ½
Cynthia Striegel	Food Service Worker	SMHS	18 ½
Chuck Tafoya	Campus Security Assistant II	SMHS	13
Patty Wagner	Teacher	SMHS	34
Anita Wickers	Administrative Asst. I	District	7 ½
Lorene Yoshihara	Teacher	SMHS	30
Danilo Zogorean	Teacher	Righetti	22

**VI. REPORTS**

**A. Board Member Reports**

**B. Superintendent's Report**

- **Parents on a Mission Update**
- **Robotics and Technological Advances at Delta**

**VII. ITEMS SCHEDULED FOR ACTION**

**A. GENERAL**

**1. Approval of Tentative Agreement for Classified Bargaining Unit regarding new bargaining unit job descriptions**

Resource Person: Joni McDonald, Human Resources Manager

The District and the California School Employees Association (CSEA) have reached a tentative agreement for the creation of corresponding job descriptions. The Tentative Agreement dated June 3, 2019 will take effect pending approval by both parties. (See Appendix D)

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

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

**B. INSTRUCTION**

**1. LCAP Public Hearing**

Resource Person: John Davis, Acting Superintendent

The Board is asked to hold a Public Hearing and receive comments on the district LCAP. The district began the LCAP process with a 46-member committee. The draft plan was shared with the following groups for input: Site Associated Student Body Officers, District Migrant Parent Advisory Committee, Site English Learner Advisory Committees, Site Parent Advisory Committees, Faculty Association, and CSEA. We ask that the board now hold a public hearing for any additional comments on the district's LCAP.

**A PUBLIC HEARING IS REQUIRED.**

1. Open Public Hearing
  2. Take Public Comments
  3. Close Public Hearing
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**C. BUSINESS**

**1. Budget Hearing for Fiscal Year 2019-2020 – Appendix E**

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

Education Code Section 42127 requires that on or before July 1 of each year the Governing Board of the school district shall hold a public hearing on the budget to be adopted for the subsequent year. Pursuant to Education Code Section 33127, the proposed adopted budget complies with the standards and criteria as established by the State Board of Education.

Assembly Bill 97 as signed by the Governor on July 1, 2013, created the Local Control Funding Formula (“LCFF”) and made numerous revisions and additions to California’s Education Code. The District’s Governing Board is required to conduct a public hearing to review its Local Control and Accountability Plan (“LCAP”) at the same meeting as the hearing for the District’s budget.

The Governor in his May Budget the “May Revise” revenue forecast through 2019-20 increased by \$3.2 billion. The COLA is slightly reduced by .20% from the COLA of 3.46% projected in January, to 3.26% as of the May Revise. The COLA factor is only applied to the LCFF target base grant, and categorical programs that are outside the LCFF, including special education and child nutrition. Full implementation of the LCFF was achieved in 2018-19, two years ahead of schedule. LCFF growth estimates are now limited to discretionary COLA adjustments.

The May Revision appropriates \$500 million non-Proposition 98 funds to reduce the 2019-20 CalSTRS employer contribution rate from 18.13% to 16.7%. The January proposal included \$3 billion to reduce CalSTRS long-term liabilities to buy down the employer contribution rates over the next two years. There is no funding assistance currently proposed for PERS retirement system and these costs continue to increase year to year. It’s important to keep in mind the year to year changes in the rates that the District pays for contributions to STRS and PERS are still increasing, 0.42% for STRS and PERS is 2.671% increase in 2019-20 from the prior year.

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The District's reserve cap at 10% is not triggered, as required by Prop 2 passed in November 2014. There are specific conditions that must be met to trigger the cap. These have not been met in 2018/19 and will not be met in 2019/20. In the meantime, efforts continue to repeal the legislation.

The Governor's May Revise budget does not provide any additional "one time" discretionary funding allocation per ADA.

Finally, even though there is additional funding in the May Revise, there are concerns about sustainability as we are in the longest economic expansion in history; it won't last forever. Despite strong revenues the Governor's budget is predicated on the assumption that the economy will slow but while it does not forecast a recession; the Governor continues to encourage cautious optimism and recommends LEAs practice fiscal prudence and plan to increase reserves in excess of the required minimum reserve levels for economic uncertainty as a precaution.

The District's LCAP plan contains many goals and initiatives to provide increased services to its target population of foster youth, low income and English learners. The plan was developed after many hours of meetings and consultations with stakeholders. These meetings were used to evaluate the progress towards the goals that were contained in the prior year's plan, and to make revisions for the District's "Annual Update" which is a part of the 2019-2020 LCAP plan. The District's budget that is being proposed for adoption for the 2019-2020 year reflects the goals and expenditures contained in that plan.

*Based on guidance from the Santa Barbara County Education Office, which has oversight authority for approval of the District's Adopted Budget, this budget for the District utilizes the LCFF simulator tool as provided by the Fiscal Crisis and Management Assistance Team ("FCMAT") to compute the District's expected revenue from LCFF sources.*

A summary of the proposed budget for 2019-2020 is presented as Appendix E for consideration by the Board of Education. Due to the requirements with LCFF and LCAP, adoption will occur at subsequent meeting.

**A PUBLIC HEARING IS REQUIRED.**

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

**2. Reject Bid: SMHS - PROP 39 HVAC UPGRADE (PROJECT #19-300)**

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

The administration opened bids on April 30, 2019 for the SMHS - PROP 39 HVAC UPGRADE (PROJECT #19-300). The bid recap and administrative recommendation follows:

BIDDER	BASE BID
Vernon Edwards Constructors	\$894,151.50

After review of the one (1) bid received by administration, Vernon Edwards Constructors was determined to be the apparent low bidder; however, the bid amount was substantially over the budgeted amount for the project.

\*\*\* **IT IS RECOMMENDED THAT** the Board of Education reject the bid for the SMHS - PROP 39 HVAC UPGRADE (PROJECT #19-300) from the single and only bidder, Vernon Edwards Constructors, as the bid amount of \$894,151.50 was substantially over the budgeted amount for the project.

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

**3. Pavement Maintenance 2019 at ERHS/DHS (PROJECT #19-302)**

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

The administration opened bids on May 17, 2019 for the PAVEMENT MAINTENANCE 2019 at ERHS/DHS (PROJECT #19-302). The bid recap and administrative recommendation follows:

BIDDER	BASE BID (ERHS)	ALTERNATE #1 (DHS)	TOTAL BID (ERHS/DHS)
Vernon Edwards Constructors	\$206,145.50	\$83,502.10	\$289,647.60
S. Chaves Construction	\$265,772.18	\$116,582.14	\$382,354.32

After review of the two (2) bids received by administration, Vernon Edwards Constructors was determined to be the apparent low bidder.



\*\*\* **IT IS RECOMMENDED THAT** the Board of Education approve the bid for the PAVEMENT MAINTENANCE 2019 at ERHS/DHS (PROJECT #19-302) from the low bidder, Vernon Edwards Constructors, for the total bid amount of \$289,647.60 to be paid from the 2019-20 Deferred Maintenance fund.

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

**4. Delegation of Governing Board Powers and Duties – Resolution Number 15-2018-2019**

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

Education Code Section 35161 grants the Board of Education the authority to delegate various powers and duties to employees of the district to act on its behalf. The Board has approved various resolutions and approved authorized signers for various duties in the past. However, due to periodic changes of personnel, it is necessary to update those resolutions and authorizations.

Passage of the following resolution will authorize the Acting District Superintendent, Assistant Superintendent of Business Services, Director of Fiscal Services, Assistant Superintendent of Human Resources, Director of Facilities and Operations, and the Director of Support Services to act on behalf of the Board of Education with specific limitations or restrictions.

\*\*\* **IT IS RECOMMENDED THAT** the Board of Education approve Resolution Number 15-2018-2019 delegating specific powers and duties of the Board of Education to employees of the district and notify the County Superintendent of Schools accordingly.

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

**A Roll Call Vote is Required:**

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

**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT  
RESOLUTION NUMBER 15 – 2018-2019**

**DELEGATION OF GOVERNING BOARD POWERS/DUTIES**

WHEREAS, Education Code Section 35161 provides that “the governing board of any school district may execute any powers delegated by law to it or to the district of which it is the governing board, and shall discharge any duty imposed by law upon it or upon the district of which it is the governing board...” , and

WHEREAS, Education Code Section 35161 further provides that the governing board “may delegate to an officer or employee of the district any of those powers or duties. The governing board, however, retains ultimate responsibility over the performance of those powers or duties so delegated.” and

WHEREAS, the Governing Board of the Santa Maria Joint Union High School District recognizes that while the authority provided in Education Code Section 35161 authorizes the Board to delegate any of its powers and duties, the Governing Board retains the ultimate responsibility over the performance of those powers or duties.

WHEREAS, the Governing Board further recognizes that where other education code provisions authorize a delegation of authority for a specific purpose, but impose restrictions on such delegated authority, these restrictions must be observed.

NOW, THEREFORE, BE IT RESOLVED, that in accordance with the authority provided in Education Code 35161, the Governing Board of the Santa Maria Joint Union High School District hereby delegates to the following officers or employees of the district, the authority to act on its behalf in performance of the duties and powers granted to the Board by law, as indicated below and subject to the following limitations and restrictions:

- John Davis, Acting District Superintendent
  - Delegated Power or Duty: Ability to make budget revisions to expenses and/or cash transfers between funds, approve payroll warrants, commercial warrants, purchase orders, contracts and process change orders for bids and contracts. Designated as a district representative with the State of California – State Allocation Board/Office of Public School Construction.
  
- Yolanda Ortiz, Assistant Superintendent of Business Services
  - Delegated Power or Duty: Ability to make budget revisions to expenses and/or cash transfers between funds, approve payroll warrants, commercial warrants, purchase orders, contracts and process change orders for bids and contracts. Designated as a district representative with the State of California – State Allocation Board/Office of Public School Construction.

- Michelle Coffin, Director of Fiscal Services
  - Delegated Power or Duty: Ability to make budget revisions to expenses and/or cash transfers between funds, approve payroll warrants, commercial warrants, purchase orders and contracts.
  
- Kevin Platt, Assistant Superintendent of Human Resources
  - Delegated Power of Duty: Ability to approve contracts.
  
- Reese Thompson, Director of Facilities & Operations
  - Delegated Power or Duty: Ability to approve contracts.
  
- Gary Wuitschick, Director of Support Services
  - Delegated Power or Duty: Ability to approve purchase orders and contracts.

PASSED AND ADOPTED this 11<sup>th</sup> day of June 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

**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:**

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

**A. Approval of Minutes**

Regular Board Meeting – May 14, 2019

**B. Student Matters**

Administrative Recommendation to order expulsion: 352360

Administrative Recommendation for student re-admission from suspended order or expulsion order: 345613, 349062, Case #2, 347368

Expelled student(s) who did not meet the terms of their suspended order or expulsion order: 356631, 351088, 352006

**C. Facility Report – *Appendix B***

**D. Single School Plan for Student Achievement**

Santa Maria High School is presenting their Single School Plan for approval. Plans will only be returned to the Board if major changes are made in the goals and strategies.

E. Authorization for Sale of Obsolete Equipment – **Appendix C**

Education Code §17545 allows the district to sell personal property belonging to the district that is unsatisfactory, no longer necessary (obsolete), or unsuitable for school use. The district administration is requesting authorization to conduct a public auction via the internet by and through its representative RT Auctions, to sell equipment that is obsolete, damaged beyond repair, or surplus to the highest responsible bidder. The obsolete equipment to be auctioned is listed in Appendix C. Notices of items for sale at auction will be posted in no less than three public places within the District, including the District’s website at <http://www.smjuhsd.k12.ca.us>.

F. Out of State Travel

<b>PERSON/REASON</b>	<b>PLACE/DATE</b>	<b>FUNDING</b>
Reese Thompson, Ken Gropetti/Industrial Cleaning Conference & Expo	Las Vegas, NV Nov. 18-21, 2019	Custodial Operations
Eduardo Gonzalez-Ramos Joe Brown Mechanic Training	Reno, NV July 23-25, 2019	Transportation
Hector Jimenez Welding Educator Skill Advancement Program	Cleveland, OH July 15-20, 2019	LCAP 3.7
Jose Dias Math Training	Bonita Springs, FL July 9-12, 2019	LCAP 1.1

G. Authorization to Piggyback on Kern County Superintendent of Schools for Interactive and Commercial-Grade Displays, Monitors, and Mobile Stands Districtwide for the Length of the Contract through December 31, 2021

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

Kern County Superintendent of Schools has awarded their purchases as needed for technology hardware, software, related services and other branded products through Pennsylvania Education Purchasing Program for Microcomputers (PEPPM) California Bid #529561-069 with EHP Solutions through December 31, 2021. The district recommends that the board find and determines that it is in the best interest of the district to authorize technology purchases under the same terms and conditions. With Board approval the district may “piggyback” on their bid pursuant to the provisions of PCC20118.

- H. Approval to Contract with Flowers & Associates Inc. for Engineering Services During Construction of Additional Parking Lot at the Support Services Center – Project #15-176

The proposal submitted by Flowers & Associates Inc. includes the preparation of the bid schedule, evaluation and award recommendation. They will also chair construction meetings and provide onsite construction observation while consulting with the Contractor to monitor Contractor’s schedule and progress. Contract is not to exceed \$99,000.

- I. Contract with Speech and Language Pathologist (SLP) Kellie Henkel, M.A. SLP – Non Public Agency (NPA)

Service: Certified Speech and Language Pathologist (SLP) continue direct student support at Pioneer Valley High School. In consultation with special education staff, and administration will: (1) Provide a full range of services including screening, assessment, and development of an individualized program; (2) Consult with and provide periodic reports to teachers on the student’s progress, goals, and provide supportive communication strategies which lead to speech improvement; (3) Initiate referrals to other district and county personnel where educational achievement is related to psycholinguistic learning disabilities, as indicated by evaluations; (4) Provide individual and/or group speech language therapy for General Education and students receiving Special Education services; and (5) attend IEPs student’s annual, triennial, or requested IEP meetings. Travel mileage and per diem are not included in service contract.

The term of the Service Agreement for Extended School Year (ESY) 2018-2019 June 10 – July 8, 2019 estimated cost \$7,200.00.

- J. Approval of Board Policies

The policies listed below are presented for approval. The policies were listed for first reading on the May 14, 2019 board agenda.

<b>BP/AR/BB</b>	<b>Title and Description</b>
BP 3100	Budget
AR 3230	Federal Grant Funds
BP/AR 3350	Travel Expenses
BP 3516	Emergencies and Disaster Preparedness Plans
AR 3542	School Bus Drivers
AR 3543	Transportation Safety and Emergencies
BP 3553	Free and Reduced Price Meals
BP 3555	Nutrition Program Compliance

K. Acceptance of Gifts

<b>Pioneer Valley High School</b>		
<u>Donor</u>	<u>Recipient</u>	<u>Amount</u>
Elida Carranza	AVID 2019	\$300.00
SB County Educaton Grant	PV Trail Blazers	\$700.00
Wepay/Snapraise	Baseball	\$1,470.58
<b>Total Pioneer Valley High School</b>		<b><u>\$2,470.58</u></b>
<b>Delta High School</b>		
<u>Donor</u>	<u>Recipient</u>	<u>Amount</u>
Prieto-Chavez Scholarship	4 Delta Students	\$1,000.00
<b>Total Delta High School</b>		<b><u>\$1,000.00</u></b>
<b>Santa Maria High School</b>		
<u>Donor</u>	<u>Recipient</u>	<u>Amount</u>
Automotive Racing Products	SMHS Race Team	\$600.00
Interstate Batteries	SMHS Race Team	\$800.00
Trojan Petroleum	SMHS Race Team	\$1,400.00
Richard Bouman	SMHS Race Team	\$500.00
Scat Enterprises, Inc.	SMHS Race Team	\$3,000.00
Air Flow Research	SMHS Race Team	\$3,100.00
Central Coast StreetRods, Inc.	SMHS Race Team	\$500.00
Calif. Future Business Leaders of America	FBLA	\$580.65
Bonnie & Thomas Crawford	Auto Club	\$200.00
The Broadway Salon	American Dream	\$390.00
Rafael Valdez Jr	American Dream	\$130.00
Code 4 Fire Management	Auto Club	\$1,000.00
Delicious Roasted Corn & Tacos Y Mas	American Dream	\$300.00
Apex Auto Glass, Inc	Auto Club	\$500.00
All Horticultural Company	FFA OH	\$350.00
Central Coast Streetrods Inc.	Auto Club	\$500.00
<b>Total Santa Maria High School</b>		<b><u>\$13,850.65</u></b>

**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. NEXT MEETING DATE**

Unless otherwise announced, the next regular meeting of the Board of Education will be held June 18, 2019. Open session begins at 8:30 a.m. The meeting will be held at the District Support Services Center.

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**XII. FUTURE REGULAR BOARD MEETINGS FOR 2019**

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July 9, 2019	September 10, 2019	November 12, 2019
August 6, 2019	October 8, 2019	December 10, 2019

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**XIII. ADJOURN**

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CLASSIFIED PERSONNEL ACTIONS							
	Action	Assignment	Site	Effective	Pay Rate	Hours	
	Leave Without Pay	Director I - Information Systems	DO	6/15 - 6/29/19	M/3	8	
	Out of Class	Warehouse Worker/Delivery Driver	DO	6/4/19	18/E	8	
	Resign	Instructional Assistant-Special Ed TLC - Level I	SMHS	5/21/19	16/E	6	
	Employ	Fiscal Technician	DO	5/22/19	24/A	8	
	Employ	Custodian	SMHS	5/31/19	15/A	8	
CERTIFICATED PERSONNEL ACTIONS							
	Action	Assignment	Site	Effective	Salary	FTE	
	Employ/Prob 1	Special Education	PVHS	7/1/19	4/V	1.0	
	Retire	Industrial Arts	PVHS	7/1/19	16/V	1.0	
	Employ	Family Consumer Science	PVHS	2019-20	6/IV	1.0	
	Employ	Principal/Interim	SMHS	7/1/19	20/2	1.0	
	Early Notification Bonus		PVHS	6/30/19	\$500.00		
	Salary Advance	VPA	RHS	2019-20	11/V	1.0	
	Employ/Prob 2	English	RHS	2019-20	7/V	1.0	
	Salary Advance	English	PVHS	2019-20	6/V	1.0	
	Salary Advance	Mathematics	PVHS	2019-20	2/IV	1.0	
	Retire	Science	SMHS	6/14/19	36/V	1.0	
	Retire	Physical Education	SMHS	6/8/19	35/V	1.0	
COACHING PERSONNEL ACTIONS							
	Action	Assignment	Site	Effective	District	ASB/Booster	Employee Type
	2 Sport Stipend	Coaching	SMHS	2018-2019	\$500.00		CLASS.
	2 Sport Stipend	Coaching	SMHS	2018-2019	\$500.00		CERT.
	2 Sport Stipend	Coaching	SMHS	2018-2019	\$500.00		CERT.
	2 Sport Stipend	Coaching	SMHS	2018-2019	\$500.00		CLASS.
	2 Sport Stipend	Coaching	SMHS	2018-2019	\$500.00		CERT.
	2 Sport Stipend	Coaching	SMHS	2018-2019	\$500.00		CERT.
	2 Sport Stipend	Coaching	SMHS	2018-2019	\$500.00		CERT.
	2 Sport Stipend	Coaching	SMHS	2018-2019	\$500.00		CERT.
	2 Sport Stipend	Coaching	SMHS	2018-2019	\$500.00		CERT.
	2 Sport Stipend	Coaching	SMHS	2018-2019	\$500.00		CERT.
	2 Sport Stipend	Coaching	SMHS	2018-2019	\$500.00		CERT.
	2 Sport Stipend	Coaching	SMHS	2018-2019	\$500.00		CERT.
	2 Sport Stipend	Coaching	RHS	2018-2019	\$500.00		CERT.

COACHING PERSONNEL ACTIONS							
	Action	Assignment	Site	Effective	District	ASB/Booster	Employee Type
	2 Sport Stipend	Coaching	RHS	2018-2019	\$500.00		CERT.
	2 Sport Stipend	Coaching	RHS	2018-2019	\$500.00		CERT.
	2 Sport Stipend	Coaching	RHS	2018-2019	\$500.00		CERT.
	2 Sport Stipend	Coaching	RHS	2018-2019	\$500.00		CERT.
	2 Sport Stipend	Coaching	RHS	2018-2019	\$500.00		CERT.
	2 Sport Stipend	Coaching	RHS	2018-2019	\$500.00		CERT.
	2 Sport Stipend	Coaching	RHS	2018-2019	\$500.00		CERT.
	2 Sport Stipend	Coaching	PVHS	2018-2019	\$500.00		CERT.
	2 Sport Stipend	Coaching	PVHS	2018-2019	\$500.00		CERT.
	2 Sport Stipend	Coaching	PVHS	2018-2019	\$500.00		CLASS.
	2 Sport Stipend	Coaching	PVHS	2018-2019	\$500.00		CLASS.
	2 Sport Stipend	Coaching	PVHS	2018-2019	\$500.00		CERT.
	2 Sport Stipend	Coaching	PVHS	2018-2019	\$500.00		CERT.
	2 Sport Stipend	Coaching	PVHS	2018-2019	\$500.00		CERT.

## Appendix B

# SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT FACILITIES REPORT

## May 2019 Activities

### 1. Santa Maria High School Construction Projects

#### **SMHS Reconstruction – Rachlin Partners**

- Transition team representatives from the District, Site, and Contractor met May 29, 2019 to review the status of classroom relocations in preparation for summer and fall construction activities. Project team representatives from the District, Architect, and Contractor, met multiple times during May to complete the design and costs for Phase 0 summer work including electrical bypass and temporary art and culinary arts classrooms. The 50-Classroom and Administration Building Conversion Projects packages continue under review at the DSA.

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

- Bids were received April 30. Presentation of the bids was postponed until June to allow staff time to evaluate the cost and provide a recommendation. The results of the bid and staff recommendations will be presented to the Board at the June 11, 2019 meeting.

#### **SMHS Track Resurfacing – Support Services**

- Beynon Sport's California Multiple Award Schedule (CMAS) proposal for track resurfacing was approved at the April 9, 2019 board meeting. Final contract and scheduling activities are nearing completion with work scheduled to begin July 1, 2019.

### 2. Ernest Righetti High School Construction Projects

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

- Remaining punch list items and installation of exterior metal ceiling grid, light fixtures, and perforated walkway panels will begin June 10, 2019. Completion is expected prior to the start of fall semester.

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

- Schematic design evaluations and development of schedule estimates were moved to late June to allow for focus on kickoff activities for projects scheduled for summer.

#### **ERHS Phase 2 Improvements – (Rachlin Partners)**

- Multiple meetings and site visits between District, Site, and Architect representatives were conducted in May to review the results of the Architect's earlier assessment and to begin establishing site needs, scope, and budget details. Further project development meetings are anticipated to occur throughout the summer and early fall.

**ERHS Outdoor Greek Theatre Seating Replacement – Support Services**

- The project was approved at the May board meeting. Contracts are nearing completion. Work is expected to be performed in July 2019.

**ERHS Paving Areas F, G, H, L – Flowers Associates**

- Bids were received May 17, 2019 and will be presented to the Board for approval at the June meeting. Work is anticipated to commence July 1 with completion Aug 5, 2019.

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

**PVHS 12 Modular Re-Roofing – Support Services**

- A cooperative purchasing agreement was approved by the Board at the May Board meeting. After further review of a preliminary proposal and time frames involved it was determined the agreement would be best used for materials acquisition at this time. Further evaluation regarding bidding the labor and minor materials separately is underway.

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

- Contract document completion is under way with the original fire system installer and DSA project inspector. A construction start date is pending but is expected to occur during Summer of 2019.

**4. Career Technical Education Center**

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

- Construction completed this period includes continued erection of steel columns, roof structures, and interior structural wall framing on Culinary Building A, Shop Building B and Shop Building C. Work completed on Barn Building D includes installation of concrete footings, base rows of block wall, rough-in electrical and data conduit, rough-in plumbing, concrete pads and swales, and waste collection systems. Off-site utilities and access road installation coordination efforts continue. A meeting was held with school agriculture staff to review the project and gain concurrence on site fencing needs. [\(Photos\)](#)

**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:
  - Evaluations of the remaining legacy projects (five at SMHS and one at ERHS). An initial list of actions to address remaining issues has been completed. DSA has agreed to review the list to establish how the required work will be accomplished, either as stand-alone projects or attached to future site work. The DSA review is now expected to occur in June.

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

- A proposal for bid and construction oversight support by the consultant was received and will be presented to the Board at the June 11, 2019 meeting. Bid planning is underway. Work is tentatively planned to occur in Fall 2019.

**SSC Proposition 39 VRF HVAC - West Offices – Ravatt-Albrecht Architects**

- The City completed its plan review and approval process in May. A bid package will be completed once a copy of the stamped plans are received by the District. The work is anticipated to occur after hours during September or October 2019.

**SSC-DHS-PVHS Proposition 39 Electrical Lighting Retrofit – PCE Engineering**

- ReGreen Inc. was awarded the contract approved at the May 14, 2019 Board meeting. A contract package is under development. The construction start day is pending, but work is anticipated to be completed during the summer of 2019.

## **6. Summer Activities Planning**

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

- Ongoing evaluations will continue leading up to summer regarding the addition of smaller projects based on time and funding availability. Project planning for 2019/2020 is anticipated to commence in September 2019.

Gary Wuitschick  
Director – Support Services

## Maintenance & Operations

### SMHS

- Prepared the greenhouse for floor replacement. (Photos)
- Performed routine landscape maintenance throughout campus.
- Performed preventive maintenance and repairs to grounds maintenance equipment: pressure washers, gators, mowers, drop trailer, paint sprayer.
- Continued online safety training modules for maintenance, grounds, and custodians.
- Supported recycling program by rotating cardboard collection bins throughout campus.
- Performed preventive maintenance on district irrigation weather station.
- Cleaned and groomed the stadium turf.
- Repaired stadium turf color inlays.
- Performed gopher control activities.
- Completed repairs to irrigation systems at the greenhouse, band shelter, softball field, practice field, southwest stadium perimeter.
- Power washed the concrete at the stadium concession.
- Repaired entry ramps for classrooms 615, 616, and 618.
- Replaced maintenance shop skylights with roofing panels, eliminating fall hazard. (Photo)
- Performed plumbing fixture repairs in several areas: classroom 334/335 restroom, Industrial Arts classroom 510, pool showers, 300 Building girls' restroom, 900 Lincoln Street girls' restroom, 360 Science Building boys' restroom, MMLC boys' restroom, and Administration Building staff women's' restroom.
- Completed security camera system inspection and completed repairs as needed.
- Performed electrical lighting and outlet repairs for Ethel Pope Auditorium emergency lighting, classroom 355, and 500 portable restroom.
- Performed painting maintenance on the Greenhouse block wall, 100 Building interior corridor walls, classrooms ramps 615 and 618.
- Repaired custodial equipment: Chariot stand-on floor scrubber and stand-on hard floor burnisher.
- Performed repairs to door locks: 100 Building staff restroom, Administration office 127, Multi-purpose Room, Thornburg Street staff parking lot, Wilson Gymnasium, 350 Math Building corridor, and Classrooms 410, 610, and 820.
- Repaired restroom dispensers: 100 Building boys', Wilson Gymnasium boys' locker room. (Photo)
- Completed preventive maintenance to the heating systems at the maintenance shop, Ethel Pope Auditorium, Wilson Gymnasium, as well as classrooms 514 and 527.
- Repaired the business office window mechanism.
- Performed inspection and testing of campus wide emergency systems; emergency showers, emergency lights, fire extinguishers, and AEDs.
- Conducted weekly pool inspection and preventive maintenance.
- Performed preventive maintenance inspections on chair lift and elevators at classrooms 106 and 107, 100 Building hallway, girls' locker room, and the stadium press box.
- Delivered packing materials to staff scheduled to vacate planned classroom demolition.
- Completed deep cleaning activities at the MMLC, classroom 220, and Wilson Gymnasium lobby (Photo)
- Setup and restored from school and civic center use events – SMHS Un Cafecito, DELAC, MPAC, International Languages Festival, Equity Conference, Staff Collaboration, Certificated Appreciation Day, SISC health screening, Classified Appreciation Day, AP Testing, Link Crew, May Fair, ELAC Spanish Honors Banquet, incoming freshmen sports meeting, LPSRA training, Boys & Girls Club soccer finals, AHC youth dance, AHC concert, OAHS film festival, SMHS Baseball, SMHS Softball, SMHS Track & Field, and club soccer.
- Preventive work order hours – 77
- Routine work order hours – 216
- Total work orders completed – 150
- Event setup hours – 181

Ken Groppetti  
Plant Manager

REGULAR MEETING  
June 11, 2019

**PVHS**

- Prepared varsity and junior varsity baseball and softball fields for weekly games.
- Cleaned and set up tennis courts for boys' tennis matches.
- Set up the stadium as well as the practice fields for SMCCS soccer finals.
- Moved equipment and supplies for Prom to the Fair Park.
- Completed weed abatement campus wide.
- Removed a possum from under portable classroom 629. (Photo)
- Installed new Smartboards in classrooms 214, 351, and 618.
- Diagnosed and replaced a failed exhaust fan in electric equipment room 285 in the shop building.
- Installed new building identification signage to improve visibility both on a daily basis as well as in the event of an emergency. (Photo)
- Painted building exteriors following removal of old building signs and installation of new signage.
- Cleared a plugged drain in the boys' locker room.
- Painted the gymnasium lobby interior walls.
- Assembled storage shelves in the pool storage unit.
- Performed furniture repairs: staff task chair lifting cylinder, replaced librarian's keyboard tray.
- Replaced a broken hinge on the cafeteria kitchen refrigerator door.
- Replaced a soap dispenser in the cafeteria lobby girls' restroom.
- Repaired a chemical storage cabinet lock in the 400 Building preparation area.
- Completed door hardware repairs: classroom 615 door closer.
- Replaced and repaired classroom equipment: room 455 pencil sharpener, room 413 computer projector bulb, sharpened paper cutter blade in the Administration Building,
- Repaired restroom equipment; Building 400 south girls' restroom hand dryer.
- Repaired custodial equipment: Kaivac #7 chemical dispensing pump, Chariot floor scrubber electronic control board and squeegee. (Photo)
- Diagnosed and repaired HVAC in classroom 607.
- Replaced the pool water circulating check valve at the pool.
- Installed hangers for hockey goals in the physical education storage unit. (Photo)
- Removed the original pool acid tank, cleaned and hauled from campus. The site has been converted to Chlorine and CO<sup>2</sup> to reduce operating cost.
- Repaired the safety sensor on gate #19.
- Setup and restored from school and civic center use events – senior assembly, science activities, AVID project, college signing day, SISC health screenings, Panther of the Quarter, AP pre-administration, POM meetings, CAST science, AP exams, social science presentation, Future Panther Night, guest speaker in the PAC, cheer parent meeting, boys volleyball banquet, Panther Pals Dance, FFA meeting, Spring Fair, NAMI Club, boys wrestling tournament and ERHS band performance in the PAC, ELPAC testing, International Language Fair, Taco Tuesday employee appreciation event, student film presentation, CAST, Sadie Hawkins Dance, blood drive, AVID 2020 project display, powder puff football meeting, cheerleading tryouts, FFA meeting, GLO club, Leadership Day, girls soccer banquet, swim team dinner, boys soccer banquet, volleyball matches, CSEA leadership meeting and Santa Maria philharmonic practice. (Photo)
- Preventive work order hours – 48
- Routine work order hours – 91
- Total work orders completed – 122
- Event setup hours – 131

Dan Mather  
Plant Manager

## REGULAR MEETING

June 11, 2019

### ERHS

- Performed general landscape maintenance at ERHS and DHS.
- Completed gopher control activities.
- Prepared varsity baseball field for CIF game, softball field, and stadium for Track and Field events. (Photo)
- Planted new shrubs in the Bradley Road planter. Replaced DHS planter ceanothus shrubs with red lantana. (Photo)
- Investigated and repaired irrigation leaks throughout campus.
- Prepared the 100 Building south courtyard for annual preschool program in the Family Consumer Sciences Department; pressure washed concrete, rearrange fencing, and assemble play structure.
- Repainted the front gate at DHS.
- Replaced the water heater igniter at DHS.
- Rerouted fire alarm conduit from Agriculture Science building to the 400 portable classrooms so that obsolete fencing could be removed, and paving completed to improve student traffic flow.
- Painted the new (used) storage unit at the softball field.
- Installed a new ice machine in the Agriculture Science Building.
- Repainted rolling gate #24 at the library, as well as the new siding on portable classroom 604.
- Completed several plumbing repairs: plugged toilets and urinals, leaking sinks in Administration restroom, 100 Building boys' restroom, and 300 Building boys' restroom.
- Inspected and replaced caulk on sinks in all campus restrooms.
- Inspected, lubricated, and cleaned lock cores at DHS, as well as ERHS gymnasium and Administration Building.
- Completed quarterly HVAC preventive maintenance in the 200 Building, 300 Building, and Administration
- Performed quarterly inspection and cleaning of cafeteria kitchen grease trap and annual inspection of cafeteria kitchen exhaust fans.
- Serviced and repaired custodial equipment: mosquito carpet spot cleaner, pressure washer hose, and Kaivac chemical dispenser.
- Completed monthly safety inspections: AEDs, emergency lighting, emergency eye wash stations, and fire alarm test.
- Serviced all roll gates, adjusted chains, greased wheels and completed visual inspection of all moving parts.
- Cleaned heating and cooling coils on HVAC units in the portable classrooms.
- Placed newly purchased chair mats in all classrooms of the 38-classroom building.
- Installed new computer tables in classroom 852; set up microwave ovens, tables and chairs in 800 Building staff workroom.
- Setup and restored from school and civic center use events – Financial Aid Parent meeting, PTSA, college signing day, staff meeting, AHC registration, Film Festival, make-up testing, AP testing, Jesus Club, AVID, Animal Lovers, Prom Rally, cheer parent meeting, boys' and girls' swim banquet, Cal Poly Upward Bound and Santa Barbara County Explorers.
- DHS events - Financial Aid meeting, SSC meeting, English meeting and AHC registration,
- Preventive work order hours – 100
- Routine work order hours – 448 (includes 132 DHS)
- Total work orders completed – 153
- Event setup hours – 145

Danny Sheridan  
Plant Manager



REGULAR MEETING  
June 11, 2019

### Transportation

- Thirteen District school busses transported elementary school students to the Elks Mini Rodeo.  
[\(Photos\)](#)

### Graffiti & Vandalism

- DHS \$ 0
- ERHS \$ 825
- SMHS \$ 930
- PVHS \$ 0

Reese Thompson  
Director – Facilities and Operations

## Photo Gallery – Major Projects



CTE Ag Center – Structural Steel Arranged to Set in Place



CTE Ag Center – Shop Building B Roof Decking Installed



CTE Ag Center – Barn Foundation Concrete Pour Underway



CTE Ag Center – Overall View of the Construction Site

## Photo Gallery - Maintenance & Operations



Before



After

SMHS - Agriculture Science Greenhouse Receives a new Concrete Floor



SMHS - District Maintenance Crew Replaces a Skylight with Metal Roofing



SMHS – Greg Matthews Replaces Damaged Dispensers in Student Restrooms



SMHS- Paul Valencia and Alex Banda Extract the Carpet in the Multi-Media Learning Center



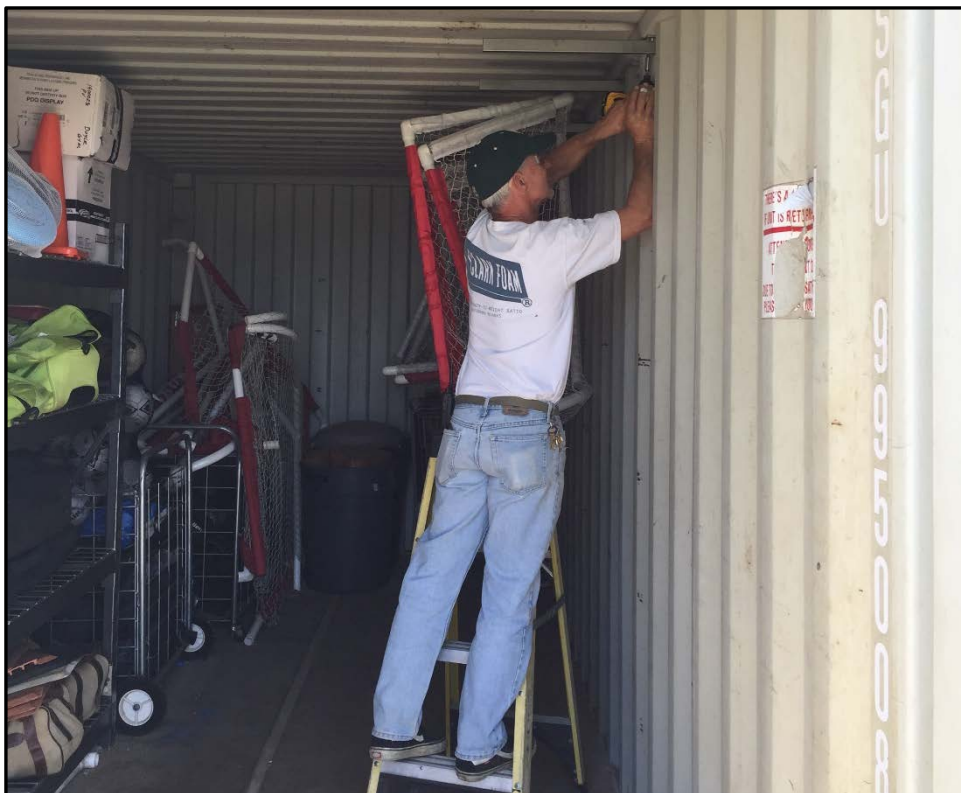
PVHS – José Placencia Fishes a Possum out of a Portable Classroom Crawl Space



PVHS – New Building Signs Improve Identification for Daily Use and Emergency Events



ERHS - Elias Camacho Services a Custodial Floor Scrubber



PVHS - Greg Parker Installs Mounting Hardware for Hanging Hockey Goals



PVHS – One of Many Fun Assemblies that Maintenance and Operations Sets Up



ERHS – Joseph Campos Prepares the Varsity Baseball Field for a CIF Game





ERHS – Juan Rodriguez Improves the View from Bradley Road with New Shrubs and Ground Cover



Transportation – Thousands of Elementary Students Enjoyed the Elks Mini Rodeo ...  
So Did a Few Bus Drivers

## OBSOLETE EQUIPMENT REPORT (6/11/19)

## APPENDIX C

Tag #	Asset Category	Description	Serial #
4427	VEHICLES	1987 Nissan PickUp #193	JN6ND12S3HW001485
4446	VEHICLES	1993 GMC #309	2GJHG9K5P4518017
N/A	VEHICLES	1995 Ford 3/4 ton #344	1FTEF25Y7SNB25971
N/A	VEHICLES	1993 GMC 3/4 ton Utility Bed Truck #354	1GTGC24K7PE538379
N/A	VEHICLES	1997 Chev 3/4 ton pick-up truck #356	1GCGC24R1VE263893
N/A	VEHICLES	1993 KEIFE TRAILER # 305	1DVDD102XPA000913
27093	SCANNER	8835183 Kodak i2400 Sheetfed Scanner	47587568
13038	PRINTER	HP LaserJet 1012 Printer	CNFB920606
20648	PRINTER	HP Color LaserJet M551 Printer	CNBCD5G0LG
20913	PRINTER	HP 3600n Color LaserJet Printer	CNTBD33609
21120	PRINTER	HPLaserJet 1022	2528
21498	PRINTER	Q8061A HP 6310 All-In-One	GOVT
22695	PRINTER	CB511A HP LaserJet P4015x Printer	CNDY152376
22837	PRINTER	LaserJet Printer	CNB9D12031
24070	PRINTER	CC436A HP LaserJet CM2320NF	SCNF9B77TRH
25137	PRINTER	CE459A HP P2055DN LaserJet	VNB3102743
26518	PRINTER	CE993A#BGJ HP LaserJet	CNCCG4728P
26859	PRINTER	OFFICE JET 8600	CN37NDVJTO
20459	MONITOR	Dell 17"	N/A
20461	MONITOR	Dell 17"	N/A
20463	MONITOR	Dell 17"	N/A
33098	LAPTOPS	Latitude E6440 CTO	4RDZG72
11450	GROUND EQUIP	CS-10,000 Paint Sprayer	G0400261
10129	COPIER	Canon	TVD42921
21093	COPIER	Sharp AL-163 Copier	57608
25547	COPIER	701802 DCP-8080DN Brother Laser	B2J146347
32875	COMPUTERS	U2417H MONITOR	7L315N2
33102	COMPUTERS	OPTIPLEX 3030 AIO COMPUTERS	HBF2382
20145	COMPUTER EQUIP	15040 Summit200-48 10/100 swtich	0540G-01937
20382	COMPUTER	Latitude D610 Pentium M740	GXS4T91
20531	COMPUTER	ZOC3 iBook 14" 1.42GHz,	4H6170U4SE6
20546	COMPUTER	ZOCX iMac 17"	N/A
20547	COMPUTER	ZOCX iMac 17"	N/A
20551	COMPUTER	ZOCX iMac 17" 1.83GHz	N/A
20560	COMPUTER	ZOCX iMac 17"	N/A
22685	COMPUTER	OptiPlex 755 Minitower	FCV0PH1
22818	COMPUTER	laptop	8rpqqj1
23290	COMPUTER	ZOGN iMac, 20"	Q86MJ
23384	COMPUTER	OptiPlex 960 Minitower	CJN6TK1
23618	COMPUTER	DELL POWEREDGE T110	29TZPM1
23771	COMPUTER	MB292LL/A iPad Wi-Fi 16GB	V5025BMCZ38
24060	COMPUTER	Z0JM iMac,	QP0350D0DNN
24911	COMPUTER	Optiplex 380 Desktop	9R2HZQ1
25010	COMPUTER	OptiPlex 990 Small Form Factor	FJB42R1
25222	COMPUTER	OptiPlex 990 Small Form Factor	2fysvr1
25238	COMPUTER	OptiPlex 990 Small Form Factor	2fxrvr1
25241	COMPUTER	OptiPlex 990 Small Form Factor	2g1nvr1

## OBSOLETE EQUIPMENT REPORT (6/11/19)

## APPENDIX C

Tag #	Asset Category	Description	Serial #
25277	COMPUTER	OptiPlex 990 Small form Factor	4SNGHS1
25470	COMPUTER	OptiPlex 990 Small Form Factor	26BYMS1
25872	COMPUTER	OPTIPLEX 9010 AIO	5MG2TW1
25905	COMPUTER	Extreme Networks Summit Switch	1303G-80160
25941	COMPUTER	OPTIPLEX 9010 AIO	5M90TW1
25942	COMPUTER	OPTIPLEX 9010 AIO EPA	5M22TW1
25946	COMPUTER	OPTIPLEX 9010 AIO	5MD2TW1
26327	COMPUTER	Latitude 14 5000 Series	2PBQD12
26980	COMPUTER	Dell Latitude E6430 Laptop	JQ7FRY1
27306	COMPUTER	Dell Latitude E6430	3T21XY1
27392	COMPUTER	OptiPlex 3011 All in One	5CS2H02
29095	COMPUTER	MD388LL/A Mac Mini	C07N323KDWYM
24301	COMM EQUIP	VX-354-AG7 High Performance	42099
7279	AV EQUIP	Sony 32" w/s-video	8023510-5
20203	AV EQUIP	NEC XGA 1500 Lumens Projector	5Y00332FJ
22378	AV EQUIP	310660 Sharp Aquos 37" LCD HDTV	B711852947
22934	AV EQUIP	3M Overhead Projector Model 1880	S181011841
23391	AV EQUIP	NP500 NEC Projector	9701310FJ
23487	AV EQUIP	10118598 ELMO DOC CAMERA	456769
23501	AV EQUIP	NP510 NEC Projector	173FB
24662	AV EQUIP	Smart Board SB680 77"	b02876
24666	AV EQUIP	Smart Board SB680 77"	b02874
24681	AV EQUIP	NP M300X NEC LCD Projector	1401114FC
28793	AV EQUIP	NEC XGA 1500 Lumens Projector	5600489RJ
29472	AV EQUIP	NEC XGA 1500 Lumens Projector	4800158ED
20064	APPL/FOOD SVC	Whirlpool Super Capacity Washer	3357978
258	AV EQUIP	Projector	N/A
265	AV EQUIP	TV	N/A
383	AV EQUIP	TV	N/A
712	AV EQUIP	TV	N/A
1278	PRINTER	Printer	N/A
1770	AV EQUIP	vhs	N/A
1791	AV EQUIP	VHS	N/A
2475	AV EQUIP	VHS	N/A
2790	AV EQUIP	VHS	N/A
3566	AV EQUIP	VHS	N/A
3567	AV EQUIP	VHS	N/A
4217	AV EQUIP	TV	N/A
4847	LAB/SCIENCE	Robot Arm	N/A
4903	AV EQUIP	VHS	N/A
6501	COMPUTER	Monitor	N/A
6697	COMPUTER	CPU	N/A
6884	PRINTER	Printer	N/A
6886	PRINTER	Printer	N/A
7009	COMPUTER	Mac Computer	N/A
7237	AV EQUIP	VHS	N/A
7238	AV EQUIP	VHS	N/A
7240	AV EQUIP	VHS	N/A
7241	AV EQUIP	VHS	N/A

## OBSOLETE EQUIPMENT REPORT (6/11/19)

## APPENDIX C

Tag #	Asset Category	Description	Serial #
7568	AV EQUIP	Projector	N/A
7879	PRINTER	Printer	N/A
8406	AV EQUIP	TV	N/A
9374	PRINTER	Printer	N/A
9596	COMPUTER	Laptop	N/A
9605	COMPUTER	Laptop	N/A
9607	COMPUTER	Laptop	N/A
9609	COMPUTER	Laptop	N/A
9611	COMPUTER	Laptop	N/A
9612	COMPUTER	Laptop	N/A
9613	COMPUTER	Laptop	N/A
9614	COMPUTER	Laptop	N/A
9615	COMPUTER	Laptop	N/A
9618	COMPUTER	Laptop	N/A
9694	COMPUTER	Laptop	N/A
9867	COMPUTER	Monitor	N/A
9902	COMPUTER	CPU	N/A
10037	COMPUTER	Laptop	N/A
10189	PRINTER	Printer	N/A
10205	PRINTER	Printer	N/A
10358	AV EQUIP	DVR	N/A
10363	AV EQUIP	TV	N/A
10376	PRINTER	Printer	N/A
10625	AV EQUIP	VHS	N/A
10637	MACH/TOOLS	12P Saw	N/A
11061	COMPUTER	CPU	N/A
11156	COMPUTER	Monitor	N/A
11315	COMPUTER	CPU	N/A
11342	COMPUTER	Monitor	N/A
12173	AV EQUIP	TV	N/A
12210	PRINTER	Printer	N/A
12376	PRINTER	Printer	N/A
12390	PRINTER	Printer	N/A
12812	AV EQUIP	TV	N/A
12876	COMPUTER	Laptop	N/A
12878	COMPUTER	Laptop	N/A
13390	COMPUTER	Monitor	N/A
13897	APPL/FOOD SVC	Fridge	N/A
20033	AV EQUIP	TV	N/A
20479	COMPUTER	CPU	N/A
20560	COMPUTER	Monitor	N/A
20686	MACH/TOOLS	24 P Saw	N/A
21878	COMPUTER	Laptop	N/A
22179	ATHLETIC EQUIP	Bike	N/A
22181	ATHLETIC EQUIP	Bike	N/A
22182	ATHLETIC EQUIP	Bike	N/A
22184	ATHLETIC EQUIP	Bike	N/A
22187	ATHLETIC EQUIP	Bike	N/A
22190	ATHLETIC EQUIP	Bike	N/A
22191	ATHLETIC EQUIP	Bike	N/A
22194	ATHLETIC EQUIP	Bike	N/A
22195	ATHLETIC EQUIP	Bike	N/A
22196	ATHLETIC EQUIP	Bike	N/A
22198	ATHLETIC EQUIP	Bike	N/A

## OBSOLETE EQUIPMENT REPORT (6/11/19)

## APPENDIX C

Tag #	Asset Category	Description	Serial #
22199	ATHLETIC EQUIP	Bike	N/A
22200	ATHLETIC EQUIP	Bike	N/A
22201	ATHLETIC EQUIP	Bike	N/A
22203	ATHLETIC EQUIP	Bike	N/A
22204	ATHLETIC EQUIP	Bike	N/A
22206	ATHLETIC EQUIP	Bike	N/A
22207	ATHLETIC EQUIP	Bike	N/A
22208	ATHLETIC EQUIP	Bike	N/A
22213	ATHLETIC EQUIP	Bike	N/A
22214	ATHLETIC EQUIP	Bike	N/A
22215	ATHLETIC EQUIP	Bike	N/A
22217	ATHLETIC EQUIP	Bike	N/A
22220	ATHLETIC EQUIP	Bike	N/A
22223	ATHLETIC EQUIP	Bike	N/A
22224	ATHLETIC EQUIP	Bike	N/A
22225	ATHLETIC EQUIP	Bike	N/A
22228	ATHLETIC EQUIP	Bike	N/A
22241	COMPUTER	Monitor	N/A
22353	COMPUTER	Computer	N/A
23327	MACH/TOOLS	48P Saw	N/A
23384	COMPUTER	CPU	N/A
24234	PRINTER	Printer	N/A
24945	PRINTER	Printer	N/A
25010	COMPUTER	Computer	N/A
25301	PRINTER	Printer	N/A
25578	PRINTER	Copier	N/A
25752	AV EQUIP	Projector	N/A
26327	COMPUTER	Computer	N/A
26477	AV EQUIP	Projector	N/A
27094	AV EQUIP	Projector	N/A
27529	PRINTER	copier	N/A
27529	PRINTER	Printer	N/A
30181	AV EQUIP	Sound Bar	N/A
30367	COMPUTER	Computer	N/A
30368	COMPUTER	Computer	N/A
30369	COMPUTER	Computer	N/A
30370	COMPUTER	Computer	N/A
30372	COMPUTER	Computer	N/A
30373	COMPUTER	Computer	N/A
30374	COMPUTER	Computer	N/A
30375	COMPUTER	Computer	N/A
30376	COMPUTER	Computer	N/A
30377	COMPUTER	Computer	N/A
30378	COMPUTER	Computer	N/A
30379	COMPUTER	Computer	N/A
30380	COMPUTER	Computer	N/A
30381	COMPUTER	Computer	N/A
30381	COMPUTER	Computer	N/A
31525	AV EQUIP	Projector	N/A
31548	AV EQUIP	Projector	N/A
31958	MACH/TOOLS	24 P Saw	N/A
33650	COMPUTER	Monitor	N/A
33650	PRINTER	Printer	N/A
06816	AV EQUIP	TV	N/A

**REGULAR MEETING**  
**June 11, 2019**

**APPENDIX D**

**Approval of Tentative Agreement for  
Classified Bargaining Unit  
regarding new bargaining unit job descriptions**

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

June 3, 2019




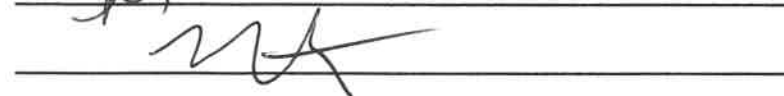
The following reflects the full and complete agreement of the California School Employees Association and its Central Coast Chapter #455 (hereinafter "Association") and the Santa Maria Joint Union High School District (hereinafter "District") regarding the creation of two (2) bargaining unit job description.

1. Two (2) new bargaining unit job descriptions have been created and they are attached to this Agreement:



Instructional Assistant - Multilingual (Salary Range 15)  
Multilingual Translator-Interpreter (Salary Range 26)

Tentatively agreed to this 3<sup>rd</sup> day of June 2019. This tentative agreement shall become final and binding upon the parties with ratification by the membership of the Association (pursuant to Association Policy 610 and if required by that Policy) and adoption by the Santa Maria Joint Union High School District Board of Education.

**For CSEA:**

	Date <u>6/3/19</u>
	Date <u>6/3/19</u>
	Date <u>6-3-19</u>
	Date <u>6-3-19</u>

**For District:**

	Date <u>6.3.19</u>
	Date <u>6/3/19</u>
_____	Date _____
_____	Date _____

## INSTRUCTIONAL ASSISTANT MULTILINGUAL

### BASIC FUNCTION:

Under the direction of an assigned supervisor, assist a certificated teacher in providing instruction to individual or small groups of limited or non-English speaking students and students scoring below the 50% mark in accordance with an assigned bilingual program; monitor and report student progress regarding behavior and performance; translate for students, parents, counselors, teachers and others as assigned.

### REPRESENTATIVE DUTIES:

- Tutor individual or small groups of limited or non-English speaking students enrolled in the District limited-English proficient (LEP) or related program; reinforce instruction as directed by the teacher; communicate with students in English and a designated second and third language to facilitate instructional processes. *E*
- Provide translation for teachers in classroom discussions, lectures, parent-teacher conferences or telephone calls with parents of limited or non-English speaking students; translate notes, letters and instructional materials as assigned. *E*
- Prepare instructional materials as directed by the teacher; assist in administering and monitoring a variety of tests; interpret for exams as needed. *E*
- Assist the teacher with classroom management; assist with the reporting of student progress regarding performance and behavior; assist students with health and community services as necessary. *E*
- Perform a variety of clerical duties such as preparing, typing and duplicating instructional materials; compile and update student information; prepare and maintain student files and cards. *E*
- Confer with teachers concerning programs and materials to meet student needs; prepare for classroom activities to supplement lesson plans as assigned. *E*
- Provide support to the teacher by setting up work areas operating audio-visual equipment and collecting paper, supplies and materials.
- Facilitate student participation in extra-curricular and post secondary activities and special summer programs.
- Maintain current knowledge of appropriate multilingual and multicultural instructional methods, materials and appropriate usage; participate in meetings and in-service training programs as assigned.
- Perform related duties as assigned.

### KNOWLEDGE OF:

Correct oral and written usage of English and a designated second and third language.  
Basic subjects taught in District schools, including arithmetic, grammar, social studies, science and reading.

Safe practices in classroom and playground activities.

Basic instructional methods and techniques.

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

Oral and written communication skills.

Interpersonal skills using tact, patience and courtesy.

Basic record-keeping techniques.

Classroom procedures and appropriate student conduct.



Operation of office, instructional and audio-visual equipment.

**ABILITY TO:**

Read, write and translate English and a designated second and third language.  
Speak and interpret English and a designated second and third language.  
Add, subtract, multiply and divide quickly and accurately.  
Understand and follow oral and written directions.  
Learn the procedures, functions and limitations of assigned duties.  
Communicate effectively with students, teachers, parents, staff and the public including members of ethnic communities.  
Read, interpret, apply and explain rules, regulations, policies and procedures.  
Establish and maintain cooperative and effective working relationships with others.  
Communicate effectively both orally and in writing.  
Operate office, instructional and audio-visual equipment.

**EDUCATION AND EXPERIENCE:**

Any combination equivalent to: graduation from high school and one year experience working with high school aged students in an organized setting.

**WORKING CONDITIONS:**

**ENVIRONMENT:**

Classroom or learning environment.

**PHYSICAL ABILITIES:**

Hearing and speaking to exchange information.  
Seeing to monitor students.  
Dexterity of hands and fingers to operate assigned equipment and demonstrate activities.  
Bending at the waist, kneeling or crouching to assist students.  
Reaching overhead, above the shoulders and horizontally.

07/01/19  
SMJUHSD  
Range 15

## **MULTILINGUAL TRANSLATOR-INTERPRETER**

### **BASIC FUNCTION:**

Under the direction of the Director of Multilingual and Migrant Education Programs, translate and produce a variety of general, technical, legal and medical documents and materials between English and a second and third designated language for schools and district office staff. Provide simultaneous interpretations during various formal meetings and as-needed in order to provide information to non-English speaking students, parents and community members.

### **REPRESENTATIVE DUTIES:**

- Prepares written translations of a variety of documents used at school sites and the district office including, but not limited to, individualized educational plans, legal materials, assessments, bulletins, correspondence, meeting minutes and forms.
- Produces verbatim translations of formal and informal meetings using idiomatic expressions when necessary and appropriate to ensure accurate and effective message content and intent delivery.
- Provide simultaneous interpretations during formal presentations at schools and district meeting sites using district interpretation equipment.
- Interprets from English to a specified second and third language and from the specified second and third language to English in order to assist district personnel in communicating with non-English speaking students, families and community members.
- Use, distribute and maintain headsets and microphones used during oral interpretation assignments.
- Use modern office equipment in the preparation of translations.
- Attend various meetings as necessary; travel to schools and offices as assigned.

### **KNOWLEDGE OF:**

Correct oral and written usage of English and a designated second and third language.

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

Oral and written communication skills.

Interpersonal skills using tact, patience and courtesy.

Basic record-keeping techniques.

Operation of desktop computer software and peripherals.

### **ABILITY TO:**

Read, write and translate English and a designated second and third language.

Speak and interpret English and a designated second and third language.

Understand and follow oral and written directions.

Learn the procedures, functions and limitations of assigned duties.

Communicate effectively with students, teachers, parents, staff and the public including members of ethnic communities.

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

Establish and maintain cooperative and effective working relationships with others.

Meet schedules and timelines.

Communicate effectively both orally and in writing.

**EDUCATION AND EXPERIENCE:**

Graduation from high school and two years experience assisting non-English speakers with translation and interpretation services.

**LICENSES AND OTHER REQUIREMENTS:**

Valid California driver's license.

**WORKING CONDITIONS:****ENVIRONMENT:**

Office environment, school setting, evening parent advisory committee and school board meetings.

**PHYSICAL ABILITIES:**

Hearing and speaking to exchange information in person and on the phone.

Dexterity of hands and fingers to operate computer equipment and keyboard.

Speaking in an understandable voice with sufficient volume to be heard in normal conversational distance.

Sitting for extended periods of time.

Seeing to read a variety of materials.

07/01/19  
SMJUHSD  
Range 26

**REGULAR MEETING**  
**June 11, 2019**

**APPENDIX E**  
**General Fund**  
**2019-20 Adopted Budget**

## **SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT 2019-20 ADOPTED BUDGET**

Education Code Section 42127 requires that on or before July 1 of each year the Governing Board of a school district shall hold a public hearing on the budget to be adopted for the subsequent year. Pursuant to Education Code Section 33127, this Adopted Budget complies with the criteria and standards as established by the State Board of Education.

The District's Governing Board is required to conduct a public hearing to review its Local Control and Accountability Plan ("LCAP") at the same meeting as the hearing for the District's budget. The District's LCAP plan contains many goals and initiatives to provide increased services to its target population of foster youth, low income and English learners. The plan was developed after many hours of meetings and consultations with stakeholders. These meetings were used to evaluate the progress towards the goals that were contained in the prior year's plan, and to make revisions for the District's 2019-20 LCAP plan. The District's budget that is being proposed for adoption for the 2019-20 year reflects the goals and expenditures contained in its LCAP plan. The State Board of Education made some significant revisions for the LCAP plan template for use beginning in the 2017-18 year; the 2019-20 year is the final year using this template which now includes a Budget overview for Parents to improve transparency and highlight planned revenue and expenditures for the upcoming LCAP plan budget year and report on estimated actual expenditures for the 2018-19 year.

The May Revision is the last revision required under the law for the Governor to propose his budget for the State for the 2019-20 year. In his May Budget, the Governor's revenue forecast through 2019-20 increased by \$3.2 billion. The calculations for COLA are complete, and it's a modest decrease from the COLA of 3.46% projected in January, to 3.26% as of the May Revision. The COLA factor is only applied to the LCFF target base grant, and categorical programs that are outside the LCFF, including special education and child nutrition. Full implementation of the LCFF was achieved in 2018-19, two years ahead of schedule.

The May Revision appropriates \$500 million non-Proposition 98 funds to reduce the 2019-20 CalSTRS employer contribution rate from 18.13% to 16.7%. The January proposal included \$3 billion to reduce CalSTRS long-term liabilities to buy down the employer contribution rates over the next two years. There is no funding assistance currently proposed for PERS retirement system and these costs continue to increase year to year. It's important to keep in mind the year to year changes in the rates that the District pays for contributions to STRS and PERS are still increasing, 0.42% for STRS and PERS is 2.671% increase in 2019-20 from the prior year.

The District's reserve cap at 10% is not triggered, as required by Prop 2 passed in November 2014. There are specific conditions that must be met to trigger the cap. These have not been met in 2018/19 and will not be met in 2019/20. So, it will now be three years before the cap can be triggered. In the meantime, efforts continue to repeal the legislation.

The Governor's May Revision budget does not provide any additional "one time" discretionary funding allocation per ADA.

Finally, even though there is additional funding in the May Revision, there are concerns about sustainability as we are in the longest economic expansion in history; it won't last forever. The national economy is characterized by change and uncertainty: the spike in the U.S gross domestic product at the end of last year is likely a one-off due to the deferred effects of the federal tax cuts, increased government spending, and the monetary easing policies of the Federal Reserve according to the recent UCLA Anderson Forecast. The Federal Reserve deficit has grown to \$4.5 trillion. In addition, the global economy is weakening as California's economy is ranked 5<sup>th</sup> in the

world, the changes in the global economy can have great impacts to California's economic health. Despite strong revenues the Governor's budget is predicated on the assumption that the economy will slow but while it does not forecast a recession; the Governor continues to encourage cautious optimism and recommends LEAs practice fiscal prudence and plan to increase reserves in excess of the required minimum reserve levels for economic uncertainty as a precaution. Currently, LCFF growth estimates are limited to discretionary COLA adjustments.

## SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT 2019-20 ADOPTED BUDGET ASSUMPTIONS

### Ending Fund Balance Reconciliation

As a District adopts its budget for any given year, it must also report the estimated actuals for the prior year. These estimated actuals are based on the District's most current working budget, and they typically are not the same as the budget presented on the 2nd Interim Revised Budget. Adjustments and revisions to the District's working budget are made when new facts or events occur. The following table summarizes the major changes the District has made to its working budget since the 2nd Interim Revised Budget. These changes are included in the "2018-19 Estimated Actuals" columns in the District's 2019-20 Adopted Budget.

<b>ENDING FUND BALANCE</b>		Unrestricted	Restricted	Total
<b>A)</b>	As of 2018-19 2nd Interim Revision ("Projected Year Totals")	\$ 5,537,512	\$ 488,956	\$ 6,026,468
	<b>CHANGES IN REVENUES:</b>			
	Increase Property Tax Revenue based on P-2 attendance	449,765		449,765
	Increase Mandate Block Grant, CELDT, CAASPP revenue	470,551		470,551
	Adjust Title II LEP grant revenue		12,676	12,676
	Adjust Title III LEP grant revenue		13,108	13,108
	Adjust Title IV grant revenue		3,393	3,393
	Adjust interest revenue, rates increasing	85,000		85,000
	Special Ed Contribution changes to due to increased expenditures	(67,238)	67,238	0
<b>B)</b>	Total Increases (Decreases) in Revenues	938,078	96,415	1,034,493
	<b>CHANGES IN EXPENDITURES and TRANSFERS</b>			
	Increased expense form RHS Multilevel Classrooms	17,980		17,980
	Adjust RHS/DHS Laguna Sanitation based on actuals	1,126		1,126
	Adjust Title II LEP grant	(599)	12,676	12,077
	Adjust Title III LEP grant	(10,570)	13,108	2,538
	Adjust Title IV grant	(159)	3,393	3,234
	Special Ed, Mental Health BCBA services		30,138	30,138
	Special Ed, increase for additional regional programs support		18,000	18,000
	Special Ed, increase for summer school		19,100	19,100
	Adjust State Special Schools, based on actuals	17,224		17,224
	Adjust increase for acting Supt. contract	1,665		1,665
<b>C)</b>	Total Increases (Decreases) in Expenditures and Transfers	26,667	96,415	123,083
	As of 2019-20 Budget Adoption ("2018-19 Estimated Actuals")	\$ 6,448,923	\$ 488,956	\$ 6,937,879
	( A + B - C )	6,448,923	488,956	6,937,879
		(0)	(0)	\$ (0)

## The District's 2019-20 Adopted Budget

### REVENUES:

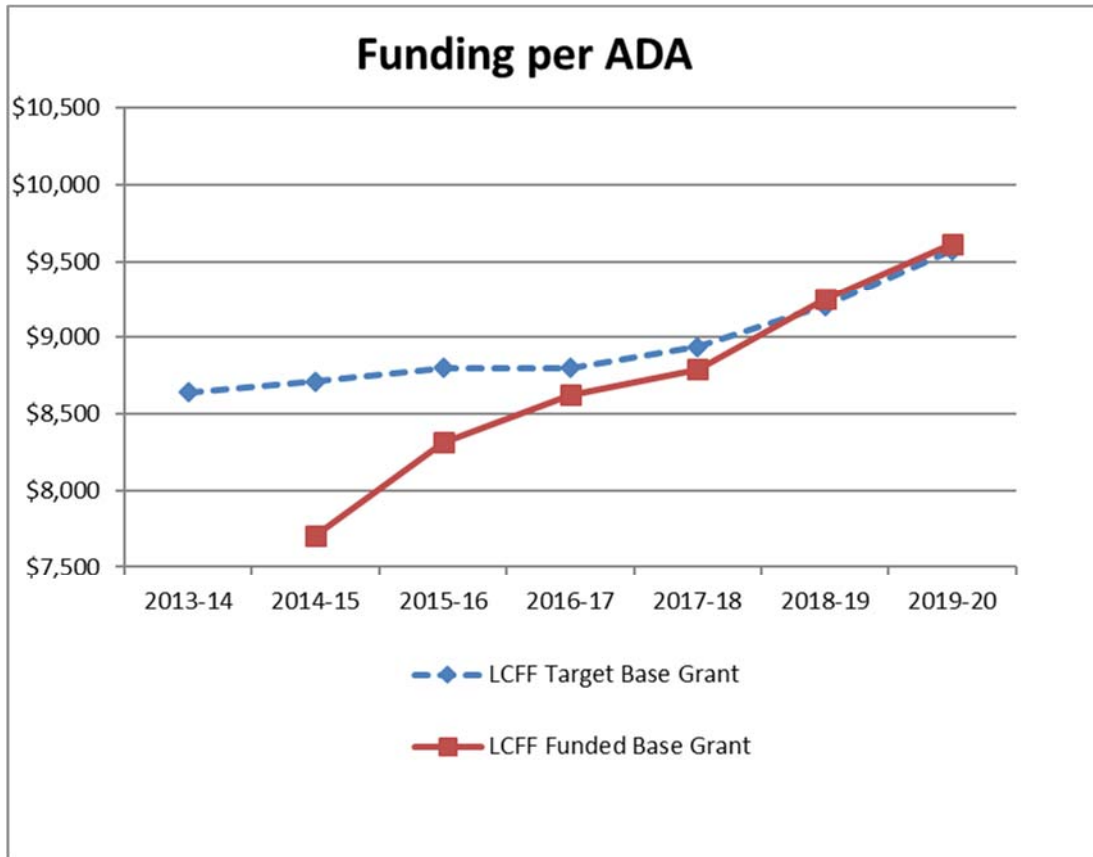
#### LCFF Sources

For the District's 2019-20 Adopted Budget, revenue from LCFF sources is projected utilizing the LCFF simulator tool as provided by the Fiscal Crisis and Management Assistance Team ("FCMAT"). A comparison to the 2018-19 Estimated Actuals in the components of LCFF revenue is summarized in the table below.

	2018-19 Estimated Actuals	2019-20 Budget	Difference
<b>LCFF State Aid Funding</b>			
Base Grant	\$ 71,927,123	\$ 76,832,575	\$ 4,905,452
Supplemental/Concentration Grant	18,132,644	19,947,651	1,815,007
<b>Total LCFF State Aid</b>	90,059,767	96,780,226	6,720,459
<b>Property Tax Transfer SBCEO for Special Education</b>	1,674,947	1,694,841	19,894
<b>Total Revenues, LCFF Sources</b>	<b>\$ 91,734,714</b>	<b>\$ 98,475,067</b>	<b>\$ 6,740,353</b>
<b>Funded LCFF <u>Base Grant</u> / ADA:</b>	<b>\$ 9,285</b>	<b>\$ 9,617</b>	<b>\$ 332</b>
<b>Funded ADA</b>	7,747	7,989	

The California Department of Finance provides the data for the factors to use in the LCFF simulator tool. For 2019-20, these include a COLA adjustment to the *target* base grant per ADA for the District's 9-12 grade span of 3.26% for 2019-20, with gap funding at 100%. Supplemental and concentration grant funding is based on a three-year average of the percentage of the District's pupils that are either low-income, English learners, or foster youth. For 2018-19, the District's percentage was 75.70%. For the 2019-20 budget year, this average is projected to increase to 76.55%. As part of the legislation that enacted the LCFF funding model, and the accompanying requirement for an LCAP plan, supplemental and concentration grant funding is required to be expended to provide increased services to the target groups of low income, English learner, and foster youth students.

A graphical display of the Base Grant amounts per ADA, target and funded target, is presented on the following page.



#### Federal Revenues

Federal revenues are revised to decrease project award amounts or eliminate revenue attributable to prior year unused carryovers.

Year to year changes in Federal revenues are summarized below:

2018-19 Estimated Actuals	\$ 5,720,494
2019-20 Budget Year	
Title I	< 951,745>
Title II	< 158,554>
Title III Immigrant & LEP	< 169,061>
Title IV	3,472
Special Education	<90,589>
Migrant	< 8,436>
Carl Perkins	9,757
LEA Medi-Cal Billing	< 23,000>
Decrease in Federal Revenues for 2019-20	<u>\$ &lt; 1,388,158&gt;</u>
Total Federal Revenues 2019-20 Budget Year	<u>\$ 4,332,336</u>



## State Revenues

Year to year changes in State revenues are summarized below:

2018-19 Estimated Actuals	\$ 8,211,251
2019-20 Budget Year	
Increased Mandated Block Grant discretionary funding \$61.90 / ADA	\$ 32,525
CTEIG grant, adjust earned revenue based on eligible expenditures (half of the grant has already been received in cash)	<838,636>
Removed 18-19 one-time discretionary funding	<1,369,632>
Eliminate Low Performing Students Block Grant	<270,715>
Eliminate Classified Professional Development Block Grant	<60,546>
Revise Lottery funding	<15,200>
Revise Ag Incentive to remove supplemental grant that occurred in 2018-19	<27,687>
Adjust STRS On-Behalf Pension Contribution	192,119
Other State Revenue	<u>23,222</u>
Decrease in State Revenues for 2019-20	<u>\$ &lt;2,334,550&gt;</u>
Total State Revenue 2019-20 Budget Year	<u>\$ 5,876,702</u>

## Local Revenues

Local revenues consist of a variety of items from reimbursements, billings for use of facilities, donations, funding from the Medi-Cal Reimbursement Activities, E-Rate, interest, and other irregular and/or non-recurring items. Other than the few items that are regular in nature, it has been the District's practice to budget local revenue when actually received. Projected changes in Local Revenues from 2018-19 amounts are summarized below:

2018-19 Estimated Actuals:	\$ 5,243,201
2019-20 Budget Year:	
Remove 18-19 Retro SB SIPE Workers Comp. Rebate	\$ <1,013,687>
E-Rate reimbursements, report as income (accounting rules requirement), removal of prior year one-time tech funding	<409,030>
Reduce interest based on projections	<11,300>
Adjust for facility use & transportation trip revenues based on prior year actuals	<1,643>
Remove one-time solar project	<105,000>
Remove misc. grants and donations	<75,494>
Remove AHC AWET mini-grants, AP & PSAT grants	<20,720>
Remove projected revenues for student tablet insurance	<39,722>
Ag Department Vehicle Use deductions	<8,497>
All other changes in local revenues	<15,622>
SELPA-allocated Special Education revenue	<u>61,124</u>
Decrease in Local Revenue for 2019-20	<u>\$ &lt;1,639,590&gt;</u>
Total Local Revenue 2019-20 Budget Year	<u>\$ 3,603,611</u>

**TOTAL REVENUES HAVE INCREASED BY:****\$ 1,378,056****EXPENDITURES:****Salaries, Wages, and Benefits**

Projected expenditures for salaries, wages, and benefits total \$86.43 million in the 2019-20 budget year. This total amounts to 80.01% of the District's total expenditures. Of this amount, \$12.07 million is budgeted in the LCAP plan. In total, salaries, wages, and benefits increase by \$5,447,777 from the estimated actuals. Components of this increase, by bargaining unit/employee group, are detailed in the tables following.

<b>CERTIFICATED</b>	<b>FTE</b>	<b>COST</b>
Increased cost for step/column movement plus 2% COLA including statutory benefits		\$ 1,518,117
Increased costs due to 0.42 percentage point increase in STRS		158,914
Increased costs due to 2.671 percentage point increase in PERS (A few members of Certificated staff are in the PERS retirement system)		47,516
Increased costs from increase in Workers Comp rate by 0.043 percentage points		51,460
New staffing:		
EL Coordinator (position not filled in prior year)	1.00	103,957
Teachers due to increased enrollment	9.40	862,235
Teachers for LCAP Goal 1	8.80	856,751
Sped SH Teachers SESP classes	3.00	271,732
Changes associated with non-position pay:		
Ag extra days		9,258
Other non-position related pay, hourly, subs, etc		10,323
Summer school		83,325
<b>CERTIFICATED total</b>	<b>22.20</b>	<b>3,973,588</b>

<b>CLASSIFIED</b>	<b>FTE</b>	<b>COST</b>
Increased cost for step/column movement including statutory benefits		\$ 191,661
Increased costs associated with vacation and/or longevity increments		3,347
Increased costs due to 2.671 percentage point increase in PERS		441,895
Increased costs due to 0.42 percentage point increase in STRS		2,712
Increased costs from increase in Workers Comp rate by 0.043 percentage points		13,546
Bus Driver route re-bids		27,540
New staffing:		
Bilingual Instructional Aides	2.44	84,185
Instructional Aides I & II	11.00	378,065
LVN Health	0.80	33,507
Reallocating savings from prior year vacancies	(1.24)	(37,270)
Changes associated with non-position pay:		
ELPAC (previously CELDT) testing (hourly)		(10,000)
Other subs, extra hours & OT various depts.		120,398
Coaching Stipends		13,300
<b>CLASSIFIED total</b>	<b>13.00</b>	<b>\$ 1,262,887</b>

<b>MANAGEMENT/CONF</b>	<b>FTE</b>	<b>COST</b>
Increased cost for step/column movement including statutory benefits		\$ 21,277
Increased costs due to 2.671 percentage point increase in PERS		49,016
Increased costs due to 0.42 percentage point increase in STRS		35,404
Increased costs from increase in Workers Comp rate by 0.043 percentage points		3,479
New Staffing:		
Director CTE	1.00	139,380
Savings from retirements/replacements and projected lower costs		(37,253)
<b>MANAGEMENT/CONF total</b>	<b>1.00</b>	<b>\$ 211,303</b>

Books and Supplies, Services, Capital Outlay

In total, expenditures for Books and Supplies, Services, and Capital Outlay **decrease** by \$8,606,219 from the estimated actuals, as shown in the table below:

<b>SUPPLIES, SERVICES, CAPITAL OUTLAY</b>		
Remove expenditure items in 2018/19 that are non-recurring for 2019/20:		
Expenditures supported by funding from the 2015-16 Discretionary Block Grant including textbooks & professional development		\$ 1,126,966
Expenditures supported by funding from the 2018-19 Discretionary Block Grant for various capital projects & equipment		274,665
Expenditures related to carryover of prior year's unused grants and/or ending balances		4,145,095
Expenditures supported by 2018-19 Retro SB SIPE Workers Compensation Rebate		763,687
Expenditures for specific services, capital outlay purchases, or project:		
RHS Barrier Removal, ADA assessment / ADA improvements		178,738
All Sites Solar Project		60,613
MAA Medi-Cal Administrative Activities		117,029
Note: although budgeted in 2018/19, amounts attributable to any of the above items which remain unspent when the District completes its year end closing for the 2018/19 year, will be included in the District's 2019/20 1st Interim Revised Budget.		
Subtotal (decrease) removal of non-recurring expenditures		<b>\$ (6,666,793)</b>
Expenditures in the 2019/20 Adopted Budget		
Reductions other than staffing, in support of the 2019-20 LCAP Plan		(49,879)
Carl Perkins CTE Grant		18,739
Prop 39 California Clean Energy projects		(985,328)
Reduce other plant maint. and operations		(205,248)
Special Education SESP three new classes increase supplies & equipment budget		40,744
Special Education, three replacement vans equipped with lifts for SDC Classes		135,000
Special Education, decrease in contract services		(256,169)
Adjust utility expenses		(183,528)
Reduce various school site pool equipment & services		(114,906)
Reduce Routine Restricted Maint. capital equipment items		(218,319)
Transportation Home to School & Special Education (removed prior year 18-19 one-time purchases)		(84,137)
Increases to school site budgets based on ADA		20,553
Reduce legal fees		(92,000)
Increase Escape licensing & maintenace agreement with SBCEO		59,446
All other departmental adjustments		(24,394)
<b>TOTAL CHANGE IN SUPPLIES, SERVICES, CAPITAL OUTLAY</b>		<b>\$ (8,606,219)</b>

Other Outgo

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	\$ 10,554
State Special Schools	<17,224>
Fitzgerald Community Schools	98,588
Special Education regional housing costs, BCBA services & non-public school costs	<51,938>
SELPA funding model changes	<1,633,275>
Indirect cost changes	<u>4,556</u>
Decrease Other Outgo for 2019-20	<u>\$&lt;1,588,740&gt;</u>

**TOTAL EXPENDITURES HAVE DECREASED BY: \$ 4,747,182**

**OTHER FINANCING SOURCES/USES** The District continues to budget a \$375,000 transfer to the District's Deferred Maintenance Fund. Eliminated transfers out totaling \$952,898 to Special Reserve fund for various District facilities projects and capital equipment: 18-19 one-time discretionary funds totaling \$664,000 and 18-19 Retro Rebate SB SIPE funds \$250,000, and AB1290 RDA Property Taxes \$38,898.

**TOTAL CHANGE OF "INCREASE (DECREASE) IN FUND BALANCE:**

Total Revenues have <i>increased</i> by:	\$ 1,378,056
Total Expenditures have <i>decreased</i> by:	4,747,182
Total Other Financing Uses have decreased:	<u>952,898</u>

Total change of "Increase (Decrease) in Fund Balance": \$ 7,078,137

**The District's Fund Balance:**

- Note that this proposed budget reflects significant decreases in expenditures due to the presence of a large value of non-recurring items in the preceding year "estimated actuals". Any of these items that remain unspent when the District closes its books for the 2018-19 school year, will be re-budgeted when the District prepares its First Interim Revised budget in the fall.
- After providing for non-spendable components, and the 3% statutory minimum reserve for economic uncertainties, the District's ending available unappropriated General Fund balance is \$6,879,694.
- 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.
- The next budget event to happen will be the official adoption of the State's budget for the 2019-20 year, which should occur in mid- to late June. SSC, the organization that many school districts state-wide rely on for the latest information on school finance.

Santa Maria Joint Union High School District				
2019/20 ADOPTED BUDGET- MULTI YEAR PROJECTION - GENERAL FUND				
		2019/20	2020/21	2021/22
		Total	Total	Total
	Current year enrollment	8,493	8,493	8,493
	Projected Actual ADA	7,985	7,985	7,985
	Projected Funded ADA (greater of curr or prior yr)	7,985	7,985	7,985
<b>Beginning Balance</b>		<b>6,937,879</b>	<b>10,824,693</b>	<b>15,046,959</b>
<b>Revenues</b>				
	LCFF Sources	98,475,067	101,379,103	104,159,732
	Federal Revenues	4,332,336	4,332,336	4,332,336
	State Revenues	5,876,702	5,437,751	5,437,751
	Local Revenues	3,603,611	3,603,611	3,603,611
<b>Total Revenues</b>		<b>112,287,716</b>	<b>114,752,801</b>	<b>117,533,430</b>
<b>Expenditures</b>				
	1000 Certificated Salaries	44,569,030	45,029,890	45,539,900
	2000 Classified Salaries	17,556,800	17,778,848	17,928,019
	3000 Employee Benefits	24,307,420	26,392,644	27,079,509
	4000 Books & Supplies	6,729,357	7,326,498	7,658,808
	5000 Services and Other Operating	10,206,680	10,265,165	9,709,382
	6000 Capital Outlay	2,208,998	877,000	877,000
	Other Outgo, debt service, State Sp. School	2,614,974	2,652,848	2,693,501
	Direct Support/Indirect Cost	(167,358)	(167,358)	(167,358)
<b>Total Expenditures</b>		<b>108,025,902</b>	<b>110,155,535</b>	<b>111,318,761</b>
<b>Operating Surplus/(Deficit)</b>		<b>4,261,814</b>	<b>4,597,266</b>	<b>6,214,669</b>
	Transfers In	-	-	-
	Special Rsrv Fd - Facility projects	-	-	-
	Special Rsrv Fd - Def Maint projects (prev sweep)	-	-	-
	Transfers Out	(375,000)	(375,000)	(375,000)
<b>Increase (Decrease) in Fund Balance</b>		<b>3,886,814</b>	<b>4,222,266</b>	<b>5,839,669</b>
<b>Ending Fund Balance</b>		<b>10,824,693</b>	<b>15,046,959</b>	<b>20,886,628</b>
<b>Components of Ending Fund Balance</b>				
	Nonspendable (revolving cash, stores, prepaid exp)	204,016	204,016	204,016
	Economic uncertainty reserve	3,252,027	3,315,917	3,350,813
	Restricted programs ending balances	488,956	0	0
<b>Unappropriated amount, General Fund 01</b>		<b>6,879,694</b>	<b>11,527,025</b>	<b>17,331,799</b>

All ongoing sources of Revenues and Expenditures from the 2019/20 Adopted Budget are assumed to continue at the same level for the next two years with the following adjustments:

**REVENUES**

**LCFF Sources**

- For this Adopted 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.

	2019-20	2020-21	2021-22
<b>LCFF State Aid Funding</b>			
Base Grant	\$ 76,832,575	\$ 79,121,974	\$ 81,326,967
Supplemental/Concentration Grant	19,947,651	20,562,288	21,137,924
<b>Total LCFF State Aid</b>	<b>96,780,226</b>	<b>99,684,262</b>	<b>102,464,891</b>
<b>Property Tax Transfer SBCEO for Special Education</b>	<b>1,694,841</b>	<b>1,694,841</b>	<b>1,694,841</b>
<b>Total Revenues, LCFF Sources</b>	<b>\$ 98,475,067</b>	<b>\$ 101,379,103</b>	<b>\$ 104,159,732</b>
<b>Funded LCFF Base Grant / ADA:</b>	<b>\$ 9,617</b>	<b>\$ 9,904</b>	<b>\$ 10,180</b>
<b>Funded ADA (includes COE)</b>	<b>7989</b>	<b>7989</b>	<b>7989</b>

- In 2020/21, revenues from LCFF sources **increase** from 2019/20 by \$2,904,036. Of this amount, \$614,637 is attributable to an increase in supplemental/concentration grant funding and is required to be expended on increasing services for the District’s target population of English learners, foster youth, and economically disadvantaged students (“FRPM/EL”). The estimated funded LCFF base grant per ADA is \$9,904.
- In 2021/22, revenues from LCFF sources **increase** from 2020/21 by \$2,780,629. The amount of the increase attributable to the District’s FRPM/EL population is \$575,636. The estimated funded LCFF base grant per ADA is \$10,180.

**Federal Revenues**

- As of budget adoption, Federal Revenues amount to \$4,332,336, and are projected to remain unchanged for the next two subsequent years.

State Revenues

- In 2020/21 State Revenues **decrease** by \$438,951 from 2019/20, as follows:
  - CTEIG Calif. Career Tech Ed grant; the amount of revenue the District can receive is based on qualifying expenditures \$438,951
- In 2021/22 State Revenues remain unchanged from 2020/21.

Local Revenues

- Local Revenues include interest earnings, facility use fees, a transfer of Special Ed appropriations from SELPA, and a variety of reimbursements and fee-for-service programs. Typically the District adjusts its budget for Local Revenues based on actual receipts and reimbursements.
- For both subsequent years, Local Revenues remain unchanged from 2019/20.

**EXPENDITURES**

Salaries, Wages and Benefits:

- Step and Longevity increases for all employees of \$1,041,618 for 2020/21 and \$1,005,719 for 2021/22.
- 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 \$100,319 in 2020/21 and \$100,319 in 2021/22.
- Based on projected enrollment and hiring ratios, there is no increase to Certificated FTE's in 2020/21. For 2021/22 enrollment remains unchanged from 2020/21.
- Legislation passed in 2016 has resulted in statutory rate increases for the District's contribution to the State Teachers' Retirement System. The rate increases for the subsequent year is 2.4 percentage points in 2020/21 in the amount of \$1,038,369. For 2021/22, the statutory rate is unchanged from 2020/21.
- Similarly, while not set in statute, the rates for the District's contribution to the Public Employees' Retirement System (PERS) are projected by the PERS board annually in May to set the following year's rate. For 2020/21 the increase is 2.87 percentage points, or \$517,036 increase from 2019/20. For 2021/22 the projection is an increase 1.3 percentage points, resulting in an increase of \$234,442 from 2020/21.
- Based on increased salary costs for step-column movement, the 1% pre-funding of retiree health benefits increases by \$8,038 in 2020/21, and \$7,801 in 2021/22.
- Based on an actuarial study of the District's OPEB liability, the provision for the retiree health benefits pay as you go amount increases by \$263,389 in 2020/21, and increases by \$198,402 in 2021/22.
- In total, costs for salaries, wages, and benefits **increase** from 2019/20 to 2020/21 by \$2,768,131 and **increase** from 2020/21 to 2021/22 by \$1,346,045. 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 2020/21 or 2021/22, as these are subject to negotiations.



<b>SALARIES, WAGES, AND BENEFITS</b>					
2019/20 balance					\$ 86,433,251
2019/20					
	Step-column costs			1,041,618	
	STRS rate increase 2.4 percentage points			1,038,369	
	PERS rate increase 2.87 percentage points			517,036	
	Staffing increases due to increased enrollment			-	
	Increase in retiree health benefits prefunding			8,038	
	Projected change in retiree health pay as you go			263,389	
	Estimated annual retirements 5 FTE's			<b>(100,319)</b>	
Total change from 2019/20 to 2020/21					2,768,131
2019/20 balance					89,201,382
2021/22					
	Step-column costs			1,005,719	
	STRS rate same rate as prior year no increase			-	
	PERS rate increase 1.3 percentage points			234,442	
	Staffing increases due to increased enrollment			-	
	Increase in retiree health benefits prefunding			7,801	
	Projected change in retiree health pay as you go			198,402	
	Estimated annual retirements 5 FTE's			<b>(100,319)</b>	
Total change from 2020/21 to 2021/22					1,346,045
2021/22 balance					\$ 90,547,427

Books and Supplies, Services, Capital Outlay

- Year to year changes in supplies, services, and capital outlay are summarized in the table below.

<b>SUPPLIES, SERVICES, CAPITAL OUTLAY</b>			
2019/20 balance			\$ 19,145,035
2020/21			
	Provision for increased LCAP expenditures to serve FRPM/EL population, based on projected increase in supplemental/concentration grant	\$ 597,141	
	Elections Expense (occurs every other year in even-numbered years)	45,000	
	Actuarial & self insurance study (bi-annual)	7,500	
	Adjust projected expenditure in restricted programs subject to available	444,936	
	Eliminate expenditures related to CTEIG	(438,951)	
	Eliminate expenditures related to One Time Block Grant	(1,331,998)	
	Total change from 2019/20 to 2020/21		(676,372)
2020/21 balance			18,468,663
2021/22			
	Provision for increased LCAP expenditures to serve FRPM/EL population, based on projected increase in supplemental/concentration grant	332,310	
	Elections Expense (occurs every other year in even-numbered years)	(45,000)	
	Actuarial & self insurance study (bi-annual)	(7,500)	
	Adjust projected expenditure in restricted programs subject to available	(503,282)	
	Total change from 2020/21 to 2021/22		(223,472)
2021/22 balance			\$ 18,245,191

Other Outgo

- Included in Other Outgo is the District's required payment for Certificates of Participation ("COPs") debt service, in support of a variety of energy management, conservation, and retrofit projects throughout the District. Amounts projected in accordance with debt service schedules are \$384,970 in 2019/20, \$405,620 in 2020/21 an increase of \$20,650 over the previous year and \$429,049 in 2021/22 an increase of \$23,429 over the previous year.
- As noted in the narrative accompanying the Revised budget, other outgo includes State Special Schools tuition an increase of \$17,224 in the 2020/21 year, and it remains unchanged in the subsequent year.
- Also included in Other Outgo are amounts paid to the Santa Barbara County Education Office for services provided under the Districts LCAP plan. These services include shared costs for Fitzgerald Community School. The total amount included in the budget year for these services is \$348,588 and it remains unchanged in the two subsequent years.
- Also included in Other Outgo, Special Education, mental health and TLC program allocations from SELPA funding model, this represents an accounting change, amounts paid to the Santa Barbara County SELPA for regional housing, BCBA services and non-public school costs. Amounts are projected to remain unchanged in the two subsequent years.
- The indirect cost component of Other Outgo remains unchanged in the two 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 existing current law, as well as proposals contained in the Governor's May Revise Budget. The Legislature has yet to take action on the Governor's proposal, so some or all of the factors and assumptions used may change when the state budget is officially adopted into law. If any of the factors or assumptions used are significantly different when the state budget is officially adopted into law, the District will have a 45-day period to adjust its budget accordingly. Otherwise, the next budget revision for the District will be the "First Interim Revised Budget" based on actual results through October 31, and required to be presented to the Board on or before December 15.***

SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT			
2019-20 ADOPTED BUDGET			
SB 858 RESERVE REQUIREMENT CALCULATIONS & DISCLOSURE			
	2019-20	2020-21	2021-22
<b>Minimum Reserve Level Required (3%)</b>	<b>\$ 3,252,027</b>	<b>\$ 3,315,917</b>	<b>\$ 3,350,813</b>
<b>Reserve Level in District's budget</b>	<b>\$ 3,252,027</b>	<b>\$ 3,315,917</b>	<b>\$ 3,350,813</b>
<b>Amount in excess of minimum</b>			
<b>General Fund</b>	<b>6,879,694</b>	<b>11,527,025</b>	<b>17,331,799</b>
<b>Fund 17 Special Reserve</b>	<b>1,260,126</b>	<b>1,266,427</b>	<b>1,272,759</b>
<b>Total amount in excess of minimum</b>	<b>\$ 8,139,820</b>	<b>\$ 12,793,452</b>	<b>\$ 18,604,558</b>
<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 have been settled for CTA, but negotiations for the other bargaining groups remain unsettled 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>			