

**AGENDA for the Joint Meeting of the
Sierra County Board of Education
and the
Sierra-Plumas Joint Unified School District Governing Board**

September 08, 2026

5:00pm Closed Session

6:00pm Open Session

Meeting Location:

Loyalton: Loyalton Elementary School, 111 Beckwith Street, Loyalton CA 96118

Zoom for the public:

Link: <https://us02web.zoom.us/j/85604620467>

Phone dial-in: 669-900-9128 (Press *6 to unmute)

Webinar ID: 856 0462 0467

Board Members:

Area 1: Patty Hall – phall@spjUSD.org

Area 2: Rhynie Hollitz (*President*) – rhollitz@spjUSD.org

Area 3: John Martinetti (*Clerk*) – jmartinetti@spjUSD.org

Area 4: Kelly Champion (*Vice President*) – kchampion@spjUSD.org

Area 5: Richard Jaquez – rjaquez@spjUSD.org

Student Board Member (Downieville): Jessie Malone

Student Board Member (Loyalton): Vacant

Any individual who requires disability-related accommodations or modifications including auxiliary aids and services in order to participate in the Board meeting should contact the Superintendent(s) or designee in writing at least 48 hours in advance so that we can make every reasonable effort to accommodate you.

Any student or parent/guardian who wishes to have directory information or personal information, as defined in Education Code 49061 and/or 49073.2, be excluded from the minutes should contact the Superintendent(s) or designee in writing.

Public inspection of agenda documents that are distributed to the Board less than 72 hours before the meeting, will be made available at Sierra County Office of Education, Room 13, 109 Beckwith Road, Loyalton, CA, 96118, and posted with the online agenda at <http://www.sierracountyschools.org> (Government Code 54957.5).

A. CALL TO ORDER

Please be advised that this meeting will be recorded.

B. ROLL CALL

C. APPROVAL OF AGENDA

D. GOVERNMENT CODE 54952.3

Pursuant to Government Code 54952.3, this is notice that as a result of holding this Joint County and District Board Meeting, Trustees will receive a stipend of \$65 for the County and \$35 for the District.

E. PUBLIC COMMENT FOR CLOSED SESSION

Each speaker is allotted two (2) minutes per Closed Session item. Total comment on a single Closed Session item is limited to twenty (20) minutes. These limits may be extended in accordance with Board Bylaw 9323—Meeting Conduct. No member of the public is permitted to speak more than once during this item.

F. CLOSED SESSION

The Board will move into Closed Session to discuss the following item(s):

1. Government Code 54957.6

CONFERENCE WITH LABOR NEGOTIATORS

Agency Negotiator(s) for the Board: Sean Snider, Superintendent

Employee Organizations: Sierra-Plumas Teachers' Association

Unrepresented Employees: Administrative Employees
 Classified Employees
 Confidential Employees
 Superintendent

G. RETURN TO OPEN SESSION and ADJOURN FOR BREAK

H. 6:00PM – RECONVENE

I. FLAG SALUTE

J. REPORT OUT FROM CLOSED SESSION

K. PUBLIC COMMENT

This is an opportunity for members of the public to directly address the governing board on any item of interest that is within the subject matter jurisdiction of the governing board whether or not it is listed on the agenda. Each speaker is allotted two (2) minutes per agenda item. Total comment on a single agenda item is limited to twenty (20) minutes. These limits may be extended in accordance with Board Bylaw 9323—Meeting Conduct. No member of the public may be permitted to speak more than once during this item.

*Please note that there will be an opportunity for public comment during each item listed on the agenda if you wish to hold your comment until a specific item(s).

L. INFORMATION/DISCUSSION ITEMS

1. Superintendent Reports

COUNTY—SCOE

- a. California County Superintendents, Capital Service Region 3 Annual Planning Meeting

DISTRICT—SPJUSD

- b. Opening of School Activities
- c. Presentation of 2026-2027 Superintendent Goals**
- d. Annual Review of Board Governance Norms and Board Goals**
- e. Facilities update
- f. Potential Special Meeting items
- g. Teacher Intern Program MOU with Sacramento COE, Contract No. 2027-006D**
- h. Williams Audit Consulting Services Agreement with Placer COE, Contract No. 2027-007D**

2. Business Report

- a. Monthly Chronic Absenteeism Report**
- b. First Day SPJUSD Enrollments for the 2026-2027 School Year**
- c. Most recent Inter-District Attendance Agreements approved**

3. SPTA Report

4. Committee/Board Member Reports

M. CONSENT CALENDAR

- 1. Approval of minutes for the joint Regular Meeting held August 11, 2026**
- 2. Approval of Board Report-Checks Dated 08/01/2026 through 08/31/2026
 - a. SCOE**
 - b. SPJUSD**
- 3. Approval of the 2026-2027 SPJUSD Certificated Substitute List**
- 4. Authorization for Out of State Travel request to Indianapolis, IN, for National FFA Convention—Rebeka Heard, Loyalton High School FFA Coordinator**

5. Approval of the following SPJUSD personnel items:
 - a. Assignment of Alexandria Bentley on a Short-Term Staff Permit (STSP) in order to fill a certificated assignment for Teacher at Downieville Elementary School for the 2026-2027 school year, as allowed by the California Commission on Teacher Credentialing regulations. A diligent search was conducted and no fully credentialed applicant was available. 1.0 FTE, effective August 17, 2026
 - b. Assignment of Marissa Trevaskis, Instructional Aide, Loyalton Middle School, .58 FTE (3.5 hours/day), effective August 19, 2026
 - c. Resignation for Seonaid Uebelhardt, Student Services Liaison, Districtwide, .68 FTE (up to 27 hours weekly), effective August 25, 2026
 - d. Authorization to fill Student Services Liaison, Districtwide, .68 FTE (up to 27 hours weekly)

N. ACTION ITEMS

1. Old Business

- a. Biennial Review of the Conflict of Interest Code – Adoption of Resolutions and Designated Positions updated
 1. Resolution 27-003C, Adopting the SCOE Conflict of Interest Code with changes**
 2. Resolution 27-004D, Adopting the SPJUSD Conflict of Interest Code with changes**

2. New Business

COUNTY—SCOE

- a. Appointment of members of the SCOE Student Attendance Review Board as follows:
 1. Sean Snider, County Superintendent (Chairperson)
 2. J. Lon Cooper, Sierra County Public Defender
 3. Sandra Groven, Sierra County District Attorney
 4. Chuck Henson, Sierra County Chief Probation Officer
 5. Candy Corcoran, Sierra County Behavioral Health
 6. Alicia Barney, Parent Representative
 7. Jamie Shiltz, Sierra County Social Services
 8. Kimberly Askew, Sierra County Foster Youth Services and McKinney-Vento Liaison
 9. Mike Fisher, Sierra County Sheriff

(Ed Code 48321 (a) (4) The school district representatives on the county school attendance review board shall be nominated by the governing boards of school districts and shall be appointed by the county superintendent of schools. All other persons and group representatives shall be appointed by the county board of education.)

DISTRICT—SPJUSD

- b. Nomination of SPJUSD representatives for the SCOE Student Attendance Review Board as follows:
 1. Faith Edwards, Downieville Schools Administrator
 2. Caroline Griffin, Loyalton High School & Sierra Pass Administrator
 3. Laurie Petterson, Loyalton Middle School
 4. Staci Armstrong, Loyalton Elementary School Administrator
 5. Kristie Jacobsen, Secretary

(Ed Code 48321 (a) (4) The school district representatives on the county school attendance review board shall be nominated by the governing boards of school districts and shall be appointed by the county superintendent of schools. All other persons and group representatives shall be appointed by the county board of education.)
- c. Approval of Assignments to Teach Core Subjects out of Credential Authorization for the 2026-2027 School Year**
- d. Approval of the 2025-2026 Prop 28 Annual Report**

- e. Adoption of Resolution 27-005D, Authorize Transfer of Funds to Special Fund 40**
- f. Adoption of Resolution 27-006D, Designation of Certain General Funds as Committed Fund Balance**

BOARD POLICIES AND BYLAWS

Board Bylaw 9310: “The Superintendent or designee shall develop and present a first reading at a public Board meeting and action may be taken on the proposed policy. The Board may require additional readings if necessary.”

From June 23rd – Further Review

- g. 1240—Volunteer Assistance**
- h. 5141.4—Child Abuse and Prevention**

From August 11th – Recommended Revisions with Further Review

- i. Exhibit 3312—Contracts**

New for September 8th – First Reading

- j. 3471—Parcel Taxes**
- k. 4119.1~4219.1~4319.1—Civil and Legal Rights**
- l. 4131—Staff Development**
- m. 4231—Staff Development**
- n. 4331—Staff Development**
- o. 7214—General Obligation Bonds**
- p. 9220—Governing Board Elections
 - 1. Bylaw**
 - 2. Exhibit**
- q. 9240—Board Training**

O. ADVANCED PLANNING

1. Date for Special Board Meeting for Candidate Interviews for Area 5 Trustee Appointment
2. The next Regular Joint Board Meeting will be held on October 13, 2026, at Downieville School, 130 School Street, Downieville CA 95936 at 6:00pm. If needed, Closed Session may be held before the Open session beginning at 5:00pm. Zoom videoconferencing will be available for the public.
3. Suggested Agenda Items

P. ADJOURN



Sean Snider, Superintendent

** enclosed

-- handout

^^ prior meeting material

Sean Snider, Superintendent – ssnider@spjUSD.org

Randy Jones, Director of Business Services/CBO – rjones@spjUSD.org

Kristie Jacobsen, Executive Assistant to the Superintendent – [kjacobson@spjUSD.org](mailto:kjacobsen@spjUSD.org)

Office: 530-993-1660 x0

Email schoolinfo@spjUSD.org to be added to the agenda email list.

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

P. O. Box 955
109 Beckwith Road
Loyalton, California

Sean Snider
Superintendent

Phone: (530) 993-1660
FAX: (530) 993-0828
Email: ssnider@spjUSD.org

Superintendent's Goals for 2026-2027
Sean Snider
Presented to the Board of Trustees September 8, 2026

*Updates on goals will be provided in October, January, March, and May in order to establish two-way feedback on the progress of each.

Goal 1: Improve Student Learning and Achievement

Deliver a rigorous and engaging academic program that supports all students. Prioritize high-quality instruction, assessments, and targeted supports to meet the individual needs of every student.

How We Will Do This:

- Implement ongoing professional development in evidence-based instructional practices.
- Adopt and utilize high-quality, standards-aligned curriculum and resources.
- Implement intervention programs targeted to individual student needs.
- Regularly analyze assessment data to help guide instruction.
- Strengthen District-level and School-based Professional Learning Communities (PLCs) to support data-driven decisions.

2026-27 Metrics for Success:

- Increase the percentage of students meeting or exceeding standards on state assessments in English language arts, mathematics, and science.
- Increase the percentage of students demonstrating expected annual growth on local benchmark assessments.
- Implement and monitor targeted academic interventions, with student progress reviewed regularly during school staff meetings and district admin team meetings.
- Revise the Local School Wellness Policy to align with current USDA requirements and strengthen district expectations regarding the use of food, including candy and other high-sugar foods, as student rewards; present the revised policy to the Board for approval.

Goal 2: Maintain and Strengthen Facilities

Address essential facility needs, including roof repairs, window replacements, and other upgrades to create safe, energy-efficient learning environments for students and staff across the district.

How We Will Do This:

- Complete a comprehensive facility needs assessment.
- Prioritize facility projects based on basic needs, safety, efficiency, and instructional impact.
- Secure funding through state programs, grants, and local budget planning.
- Develop a multi-year facilities improvement plan aligned with the Facilities Master Plan.
- Ensure transparency and accountability through regular updates to the Board and community.

2026-27 Metrics for Success:

- Complete priority facility projects, including, but not limited to bathrooms for Sierra Pass, window replacements for Loyalton High School, and protective canopy over Loyalton Middle School lockers.
- Submit eligible applications for State School Facilities Program funding, including Prop 2 Small District Set-Aside funds.
- Conduct a comprehensive review of the Facilities Master Plan and 10-Year Facilities Improvement Plan and revise as necessary.

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

P. O. Box 955
109 Beckwith Road
Loyalton, California

Sean Snider
Superintendent

Phone: (530) 993-1660
FAX: (530) 993-0828
Email: ssnider@spjUSD.org

Goal 3: Practice Strategic and Responsible Fiscal Management

Move from reactive budgeting to proactive, goal-aligned financial planning. Ensure resources are managed responsibly and intentionally to support the district's priorities and long-term stability.

How We Will Do This:

- Align the annual budget with board goals and district priorities.
- Maintain clear multi-year financial projections that demonstrate the district's ability to meet all obligations and remain fiscally solvent.
- Explore additional grant-writing and pursue alternative funding sources.
- Ensure clear, understandable financial reports are presented to the board and public on a regular basis.

2026-27 Metrics for Success:

- Budget reflects board goals and is adopted on time.
- Maintain reserve levels at or above Board-established minimums while proactively planning for economic uncertainty, including maintaining appropriate levels of funding in the regular economic uncertainty reserve, Necessary Small School Special Reserve, Paid Pregnancy Leave Special Reserve, and Fund 40 facilities projects account.
- Clean annual audit with no significant findings.



Sierra-Plumas Joint Unified School District Sierra County Office of Education Board Governance Norms

Operating in a Governance Culture of Trust and Respect

A strong Board-Superintendent partnership gives direction, stability and confidence to the staff and community. Where this exists, morale is high, people work effectively and efficiently, and most importantly, good things happen for students. A strong relationship is based on having a common vision, developing trust, demonstrating sensitivity and caring, and being motivated to develop the skills and knowledge necessary to work successfully together.

Meeting Guidelines:

We agree to:

- Focus on the best interests of students, staff, families, and the community- always what's best for our kids!
- Listen with an open mind and without any preconceived notions.
- Not take disagreements personally.
- Show respect (never dismiss/devalue others).
- Commit to effective deliberation, ensuring that each member listens openly while others share their perspectives.
- Value the opinions and perspectives of others.
- Make a commitment to open communication, honesty, and no surprises.
- Commit the time necessary to govern effectively.
- Be collaborative and communicate openly without fear of ridicule. This is the way we operate!
- Maintain confidentiality. This builds trust.
- Look upon history as lessons learned; focus on the present and the future.

Our Norms:

- We operate within our respective roles and responsibilities in order to facilitate the efficient and effective running of the school district.
- We recognize that each board member brings unique experiences, values and beliefs to the table, and that we must work with each other and the superintendent to ensure that a high-quality education is provided to all students.

- We begin every conversation by assuming positive intent when listening to others.
- We view the District and County Superintendents as key players on the governance team, understand their roles and responsibilities, respect their expertise, and seek their professional advice on all board business.
- We maintain open and honest two-way communication with each other in order to develop a strong board / superintendent relationship.
- We understand the purpose of individual meetings with the Superintendent/s is to share information and build relationships and understanding...not to build mistrust or undermine other board members.
- We provide direction so that staff presents sufficient, appropriate, specific information that supports the boards' ability to make rational, thoughtful, responsible decisions on behalf of students, families, and the community.
- We take collective responsibility for the success of our governance team and are willing to respectfully discuss personal concerns or issues with other individuals on the team if necessary.
- We work to understand other team members' concerns, perspectives and interests.
- We give one another the benefit of the doubt before arriving at a negative conclusion.
- We support each other, and demonstrate mutual respect and understanding for our respective responsibilities and time constraints, recognizing that the superintendent is doing his/her best to treat every board member equally.
- We encourage board members to build relationships outside of formal meetings (such as sharing coffee or lunch), provided they refrain from discussing official board business if more than 2 members are present, in compliance with the Brown Act.
- We focus our time and energy on important issues, not pettiness or politics.

Sierra-Plumas Joint Unified School District

Board Goals – 2025 and Beyond

Goal 1

Improve Student Learning and Achievement

Deliver a rigorous, relevant, and engaging academic program that supports all students. Prioritize high-quality instruction, assessments, and targeted supports to meet the individual needs of every student.

How We Will Do This:

- Implement ongoing professional development in evidence-based instructional practices.
- Adopt and utilize high-quality, standards-aligned curriculum and resources.
- Implement intervention programs targeted to individual student needs.
- Regularly analyze assessment data to help guide instruction.
- Strengthen Professional Learning Communities (PLCs) to support data-driven decisions.

2025-26 Metrics for Success:

- Increased percentage of students meeting or exceeding standards on state assessments in English language arts and math.
- Increase the percentage of students demonstrating at least one year's growth on local benchmark assessments.

Sierra-Plumas Joint Unified School District

Board Goals – 2025 and Beyond

Goal 2

Maintain and Strengthen Facilities

Address essential facility needs, including roof repairs, window replacements, and other upgrades to create safe, energy-efficient learning environments for students and staff across the district.

How We Will Do This:

- Complete a comprehensive facility needs assessment.
- Prioritize facility projects based on basic needs, safety, efficiency, and instructional impact.
- Secure funding through state programs, grants, and local budget planning.
- Develop a multi-year facilities improvement plan aligned with the Facilities Master Plan.
- Ensure transparency and accountability through regular updates to the Board and community.

2025-26 Metrics for Success:

- Number of facility projects completed.
- Completion and Board approval of Facility Master Plan.
- Applications submitted for state modernization and new construction funding

Sierra-Plumas Joint Unified School District

Board Goals – 2025 and Beyond

Goal 3

Practice Strategic and Responsible Fiscal Management

Move from reactive budgeting to proactive, goal-aligned financial planning. Ensure resources are managed responsibly and intentionally to support the district's priorities and long-term stability.

How We Will Do This:

- Align the annual budget with board goals and district priorities.
- Maintain clear multi-year financial projections that demonstrate the district's ability to meet all obligations and remain fiscally solvent.
- Explore additional grant-writing and pursue alternative funding sources.
- Ensure clear, understandable financial reports are presented to the board and public on a regular basis.

2025-26 Metrics for Success:

- Budget reflects board goals and is adopted on time.
- Reserve levels remain above board-set minimums.
- Clean annual audit with no significant findings.

**Memorandum of Understanding
Sacramento County Office of Education
and Sierra-Plumas Joint Unified School District
Employing Agency Agreement**

The Sacramento County Office of Education (SCOE) is the Local Education Agency for SCOE's Teacher Intern Program, which is a Commission on Teacher Credentialing (CTC) approved two-year Mild to Moderate Support Needs, Extensive Support Needs, Multiple Subject, and Single Subject Mathematics, World Language, Art, Music, Dance, Theater, Biology, Chemistry, Physics, and Foundational Level Science Teacher Intern Credentials Program (Program).

Sierra-Plumas Joint Unified School District is the employing agency of an intern teacher participating in the Program (Employing Agency).

SCOE and the Employing Agency formed a partnership to provide and coordinate services in support of intern teachers throughout the length of validity of their Intern Credential (up to 2 years for Multiple and single subject, up to 3 years for EdSpecialists). SCOE Intern Program is guided by an Advisory Council composed of IHE's and LEA's that share responsibility in the planning and implementation of our Intern Program. The Employing Agency have a shared authority and responsibility for implementing the intern program as well, and should have a voice in the Advisory Council, guiding the continuous improvement of the program to support our intern participants. The purpose of the MOU is to set forth the operative conditions which will govern this partnership.

I. Parties

This Memorandum of Understanding (MOU) is between the Sacramento County Office of Education (SCOE) and Employing Agency.

II. Term

The effective dates of this MOU are July 1, 2026 - June 30, 2027. Either party may terminate this agreement by submitting written notice to the other party no later than 60 days prior to the start of a school year.

III. Responsibilities of the Parties

A. Both parties agree to the following responsibilities:

1. Jointly counsel the intern teacher and develop a Professional Development Plan to complete the requirements to earn a credential in the intern teacher's content or specialty area(s); both parties and the intern teacher shall concur on the plan
 - a. Professional Development Plan. The employing district has developed and implemented a Professional Development Plan for interns in consultation with SCOE. The plan shall include all of the following:
 - i. Provisions for an annual evaluation of the intern by the Employing Agency.
 - ii. Provide a description of the courses to be completed by the intern, if any, and a plan for the completion of preservice or other clinical training, if any, including student teaching.

- iii. Additional instruction during the first semester of service, for interns teaching in kindergarten or grades 1 to 6 inclusive, in child development and teaching methods, and special education programs for pupils with IEPs.
 - iv. Instruction, during the first year of service, for interns teaching children in bilingual classes in the culture and methods of teaching bilingual children, and instruction in the etiology and methods of teaching children with disabilities.
2. The combination of employer-provided support/mentoring and SCOE supervision provided to the intern should include weekly course planning, coaching within the classroom, problem-solving regarding students, curriculum, and teaching as needed in order to meet the Teaching Performance Expectations and teach effectively.
 - a. A minimum of 144 hours of support/mentoring and supervision will be provided each year during the two-year Intern Program.
 - b. A minimum of two hours of support/mentoring and supervision will be provided to an intern every five instructional days.
 - c. An additional 45 hours of yearly support/mentoring and supervision specific to meeting the needs of English learners (EL) shall be provided to an intern teacher.
 - d. Interns in the Mild to Moderate Support Needs and/or Extensive Support Needs credential program will have at least 200 hours of supervised early field work in general education and special education settings.
 - e. Examples of support/mentoring and supervision could include, but are not limited to:
 - i. Site staff or co-planning meetings
 - ii. Curriculum, data assessment review
 - iii. Professional development
 - iv. EL lesson modification
 - v. IEP support training
 - vi. Classroom observations with mentor
 - vii. Mentor consulting
 - f. For intern teachers who assume daily teaching responsibilities after the beginning of the school year, the parties will provide:
 - i. General mentoring/support equal to sixteen hours times the number of months remaining in the school year.
 - ii. EL support is equal to five hours times the number of months remaining in the school year.
 3. Review and verify the number of support/mentoring and supervision hours conducted as reported by the intern teacher.
 4. Jointly make credentialing recommendations to CTC, recognizing that employment decisions (such as continuing employment and tenure decisions) are separate from credentialing decisions.
 5. Notify the other party as soon as possible if an intern teacher placement may be terminated or modified.
 6. Ensure District certificated employees are not displaced by SCOE Interns.

B. SCOE agrees to the following responsibilities:

1. Be responsible for ensuring that the Teacher Intern Program fulfills the applicable

- standards of program quality and effectiveness adopted by the Commission on Teacher Credentialing (CTC) and California Department of Education (CDE).
2. Provide intern teachers with 120 hours of Preservice training prior to the teacher intern obtaining an intern teaching credential and entering the classroom as the teacher-of-record with the Employing Agency.
 3. Establish effective and on-going communication with Employing Agency and SCOE Intern Personnel as appropriate to ensure a successful teaching experience for the intern.
 4. Ensure that the intern teacher is receiving required support/mentoring and supervision as part of the 144 General Ed/45 EL hours of yearly support by:
 - a. Identifying an intern coach with a clear or life teaching credential and at least three years of teaching experience to provide:
 - i. Direct support/mentoring and coaching to intern teachers, including monthly coaching for a minimum of 6 coaching observations in the intern teacher's classroom per semester, with additional ongoing support, mentoring and consultation outside of the intern teacher's classroom.
 - b. Working with Employing Agency mentor(s) to establish a collaborative working relationship with the intern teacher, Employing Agency mentor, and SCOE intern coach.
 - c. Providing a tracking system to track the total number of support/mentoring and supervision hours provided by both parties to the intern teacher.
 - d. Providing the Intern with procedures to document and monitor the CTC required hours of mentoring and support received from the Employing Agency and SCOE.
 - e. Verifying the number of mentor and support hours provided by SCOE's intern coach and reported by the intern teacher.
 5. Ensure that SCOE employees, including intern coaches, have completed all applicable required fingerprinting, background checks, tuberculosis testing and mandated reporter trainings, before interacting with Employing Agency students in the performance of the agreement.
 6. Ensure that Mild to Moderate Support Needs and Extensive Support Needs intern teachers will have at least 200 hours of supervised early field work in general education and special education settings.
 7. Ensure that faculty and instructional personnel regularly and systematically collaborate with colleagues in P-12 settings, college and university units and members of the broader educational community to improve educator preparation.
 8. Communicate with CTC including:
 - a. Notify CTC if an intern teacher's placement is terminated or changed with the Employing Agency.
 - b. Complete all requirements and reporting to CTC for the Intern Credential.
 - c. Complete all requirements and reporting to CTC for the Preliminary Credential.
 9. Should an intern teacher not fulfill the completion requirements of the SCOE intern credential program including attendance, grades and/or timely payment of tuition, the program may drop the candidate. SCOE will remain in close contact with the Employing Agency regarding intern status.
 10. Ensure that district selected mentor supervisors are trained on the requirements of

Content Knowledge, Instructional Practices, and Adult Learning Theory.

C. Employing Agency agrees to the following responsibilities:

1. Select placement sites (schools) that demonstrate commitment to collaborative evidence-based practices and continuous program improvement, have partnerships with appropriate other educational, social, and community entities that support teaching and learning, place students with disabilities in the Least Restrictive Environment (LRE), provide robust programs and support for English learners, reflect to the extent possible socioeconomic and cultural diversity, and permit video capture for candidate reflection and California Teacher Performance Assessment (TPA) completion and the Literacy Performance Assessment (LPA). We ask our districts to have a recording policy in place to accommodate TPA video assessment.
2. Ensure every placement site has a fully qualified site administrator.
3. Screen and conduct all necessary background checks on intern teachers.
4. Complete the CTC document entitled "Governing Board Statement for District Intern Credential" and give a copy to SCOE prior to employing the intern teacher.
5. Ensure that intern teachers, as Employing Agency employees, have completed all applicable required fingerprinting, background checks, tuberculosis testing and mandated reporter trainings, before interacting with Employing Agency students in the performance of the agreement.
6. Employ the intern teacher in positions in which the intern teacher will:
 - a. assume the functions that are authorized by the regular standard credential and that the interns' services meet the instructional or service needs of the participating district.
 - b. Be employed as the "Teacher of Record" in the appropriate classroom setting based on their provided intern credential.
 - c. Be employed a minimum of .5 FTE capacity in a typical face-to face setting with the same group of students.
7. Prior to an intern teacher assuming daily teaching responsibilities, identify a mentor for the intern teacher that possesses a valid, corresponding life or clear teaching credential, and a minimum of three years of successful teaching experience. The mentor will be from the same site and have a corresponding credential. The mentor must complete the 10-hour Site Mentor Training through the Course Networking training website and SCOE's orientation. The mentor will not receive payment for their work from SCOE, but may choose to pay to receive up to 3 WASC accredited units per year for working with the intern.
 - a. The mentor will stay current with changing program requirements, including program alignment to the Literacy Standards and TPEs, and will attend a SCOE 2-hour orientation training to learn about mentorship expectations and the performance assessment requirements for interns, including the Literacy Performance Assessment which includes a focus on foundational literacy skills and the additional cross cutting themes in literacy
 - b. The mentor will attend 10 hours of state mandated trainings in the areas of adult learning theory and cognitive coaching, instructional practice, content knowledge, and training specific to our program's format and curricula.
 - c. If possible, the mentor will possess an EL authorization and can act as the EL mentor to provide supervision and support in meeting the intern requirements to receive 45 hours of annual EL support (see Paragraph 5).

- d. The Site Mentor may not be the Intern's primary evaluator.
- 8. If there is not a mentor available with an EL Authorization, provide an EL mentor for intern teachers who enter the program to complete their 45 hours of EL supervision, as outlined in III.A.2.c.
 - a. The EL mentor will be available to assist the intern with planning lessons that are appropriately designed and differentiated for English learners, for assessing language needs and progress, and for support of language accessible instruction through in-classroom modeling, as needed.
- 9. Ensure that:
 - a. A minimum of 144 hours of annual support/mentoring and supervision is provided to intern teacher in conjunction with SCOE supervisors/coaches, per CTC guidelines:
 - i. The combination of employer-provided support/mentoring and SCOE supervision provided to the intern should be a minimum of two hours every five instructional days. All interns should receive support in weekly course planning, coaching within the classroom, problem-solving regarding students, curriculum, and teaching as needed in order to meet the Teaching Performance Expectations and teach effectively.
 - ii. An additional 45 hours of annual EL support/mentoring and supervision is provided by the EL mentor if required by the intern teacher in conjunction with SCOE supervisors and coaches per CTC guidelines.
 - iii. Ensure that Mild to Moderate Support Needs and Extensive Support Needs intern teachers will have at least 200 hours of supervised early field work in general education and special education settings.
- 10. Ensure that all site administrators with mentor(s) and/or Intern teacher(s) on staff have been informed about the SCOE Teacher Intern program processes and materials, and stay current with changing program requirements, including program alignment to the Literacy Standards and TPEs.
- 11. Intern teachers hired within the Participating district must be at sites that allow the Intern teacher to provide effective literacy instruction for all students. Specifically, the intern teacher shall be at sites that allow for instructing students in the literacy areas of meaning making, language development, and effective expression.
- 12. Intern teachers hired within the Participating district must be at sites that ensure Intern Teachers can practice and implement screening and diagnostic techniques that inform teaching and assessment and early intervention techniques.
- 13. Intern teachers hired within the Participating district must be at sites that provide opportunities to practice a strong literature, language, and comprehension component with a balance of oral and written language.
- 14. Intern teachers hired within the Participating district must be in settings that allow interns to practice utilizing the California Dyslexia guidelines, including screening students for dyslexia and providing additional support to those who were flagged from the screener.
- 15. Provide protected time for mentor(s)/intern to work within the school day; and clearly define expectations for type/frequency of support.
- 16. Provide opportunities for intern teachers to participate in Professional Development trainings such as grade level collaboration, staff meetings, workshops, and other trainings that promote professional growth for the intern.

- These trainings may also count towards the 144 General Ed-45 EL hours of support/mentoring and supervision provided by Employing Agency and SCOE.
17. Provide SCOE with any required documentation needed for reporting to CTC or to fulfill the Teacher Intern Program requirements.
 18. Recognize the credits earned by the intern teacher in the Program to the same extent as credits earned in a college or university for the purpose of employment salary and/or other benefits.
 19. Notify SCOE as soon as possible if Employing Agency elects not to employ the intern teacher during year two of the program (i.e., "non re elects").
 20. Recognize that an intern credential ceases to be valid when SCOE's program terminates an intern teacher for failing to make satisfactory progress. Employing Agency will take appropriate action regarding the intern-teacher's position as a teacher of record.
 21. Ensure District certificated employees are not displaced by SCOE Interns.
 22. Approve SCOE interns request up to three release days per school year to observe other teachers and/or complete their credential requirement such as performance assessments.
 23. Provide staff to serve in a "Partner" role with SCOE, and to be liaison between credential program, Intern, and employer. The Liaison shall provide feedback and support to SCOE Teacher Intern Program staff, and may serve on the Advisory Council with other program partners and IHE's to support continuous improvement and guide the planning and implementing of our program.

VI. Responsibilities - Fiscal

1. SCOE, in its capacity as the Teacher Intern Program's LEA, agrees to the following:
 - a. Overall fiscal responsibility for the administration of the Teacher Intern Program.
 - b. Develop and maintain a balanced budget that allocates amounts sufficient to meet the costs of implementing program responsibilities as described in the Teacher Intern Program Plan.
 - c. Expend income according to regularly established policies and procedures within the SCOE expenditure guidelines.
2. Employing Agency agrees to the following:
 - a. Contract with teacher intern for certificated placement on appropriate certificated salary schedule. Interns shall be compensated in accordance with the Employing Agency's established pay rates and payroll processes for intern teachers. Payment will be processed through the Employing Agency's regular payroll system and is subject to all applicable policies and withholdings.
 - b. Provide Teacher Intern with all requirements as related to contract employment, including all benefits related to employment and insurance coverage.

VII. Ownership of Materials

1. Any and all products developed by the Teacher Intern Program are the exclusive property of SCOE. Employing Agency, its employees, staff, and subcontractors shall not have the right to disseminate, market, or otherwise use the products without the expressed written permission of SCOE. SCOE shall have the authority to adapt and adopt materials developed by Teacher Intern Program for dissemination purposes.

VIII. Indemnification:

1. Employing Agency agrees to defend, indemnify, and hold harmless SCOE (including its directors, agents, officers, volunteers, and employees) from any claim, action, or proceeding arising from any actual or alleged acts or omissions of Employing Agency (its director, agents, officers, volunteers, or employees) in performing its duties and obligations described in this agreement or imposed by law.
2. SCOE agrees to defend, indemnify, and hold harmless Employing Agency (including its Trustees, directors, agents, officers and employees) from any claim, action, or proceeding arising from any actual or alleged acts or omissions of SCOE (its director, agents, officers, volunteers, or employees) in performing its duties and obligations described in this agreement or imposed by law.
3. The principles of comparative fault shall govern this agreement. This provision shall survive the termination of this agreement.

IX. Confidentiality

Each party shall be responsible for maintaining the confidentiality of employee and student data to the extent required by law. If either party fails to comply with this requirement it shall hold the non-offending party harmless and indemnify that party for the breach of confidentiality.

X. Independent Agents:

This MOU is by and between two independent agents and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture and/or association. The employees and agents of each party shall not be entitled to the employment benefits of the other by virtue of this agreement. Each party shall remain responsible for worker's compensation and other employment laws for their respective employees.

XI. Nondiscrimination Clause:

Any service provided by either party pursuant to this agreement shall be without discrimination based on the actual or perceived race, religious creed, color, national origin, nationality, immigration status, ethnicity, ethnic group identification, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, military and veteran status, gender, gender identity, gender expression, sex, sexual orientation, or any other legally protected class in accordance with all applicable Federal and State laws and regulations.

XII. Notice:

Any notices required to be given by the MOU or by law shall be in writing. They shall be served either personally, by mail, or email.

Any notice to Employing Agency may be given at the following address;

Sierra-Plumas Joint Unified School District
P.O. Box 955
Loyalton, CA 96118
 Attn: Sean Snider
 Email: ssnider@spjUSD.org

Any notice to SCOE shall be sent to the following address:

Sacramento County Office of Education
 P.O. Box 269003
 Sacramento, CA 95826-9003

Attn: Ben Odell, Director, Teacher Intern Program
 Email: bodell@scoc.net

XIII. Insurance:

All parties shall procure and maintain at all times it performs any portion of the Services the following insurances with minimum limits equal to the amounts indicated below. Evidence of insurance coverage shall be furnished upon request by a party of this agreement.

1. Commercial General Liability and Automobile Liability Insurance. Commercial General Liability Insurance and Any Auto Automobile Liability Insurance, in the amounts set forth below, that shall protect SCOE, Employing Agency, and the State from all claims of bodily injury, property damage, personal injury, death, advertising injury, and medical payments arising performing any portion of the services set forth in this agreement (Services).

2. Allegations of Sexual Abuse Insurance. Comprehensive coverage for the indemnifying parties and their employees, naming the other party as an additional insured, in the amount of not less than two million dollars (\$2,000,000.00) on a per individual and occurrence basis for any and all, claims, lawsuits, demands related to acts which arise from any allegations of sexual abuse or molestation of any child under the care and control of Employing Agency.

3. Workers' Compensation and Employers' Liability Insurance. Workers' Compensation Insurance and Employers' Liability Insurance for all of its employees performing any portion of the Services. In accordance with provisions of section 3700 of the California Labor Code, the parties shall be required to secure workers' compensation coverage for its employees. If any class of employee or employees engaged in performing any portion of the Services under this Agreement are not protected under the Workers' Compensation Statute, adequate insurance coverage for the protection of any employee(s) not otherwise protected must be obtained before any of those employee(s) commence performing any portion of the Services.

Type of Coverage	Minimum Coverage
Commercial General Liability Insurance , including Bodily Injury, Personal Injury, Property Damage, Advertising Injury, and Medical Payments Each Occurrence General Aggregate	\$2,000,000 \$4,000,000
Automobile Liability Insurance - Any Auto Each Occurrence General Aggregate	\$1,000,000 \$1,000,000
Allegations of Sexual Abuse Insurance	\$2,000,000
Workers Compensation	Statutory Limits
Employer's Liability	\$1,000,000

XIV. Entire Contract:

This contract contains the Parties' entire written agreement. Any representations or promises not specifically detailed in this document will not be valid or binding on the Parties to this contract. Any modification to the terms of this contract must be made in writing and signed by all Parties

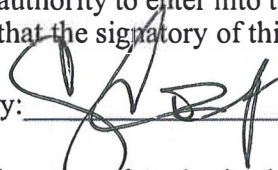
to this contract.

XV. Execution of Agreement:

This agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Photographic copies of such signed counterparts may be used in lieu of the originals for any purpose.

XVI. Signatures:

By affixing its signature to this Contract, each Party warrants and represents that each has the authority to enter into this contract and to perform all obligations under the contract, and further that the signatory of this contract is authorized to legally bind the Party.

By:  _____

Signature of Authorized Official

Sacramento County Office of Education

Title: Executive Director, School of Education

Date: 9/12/24

By: Sean Snider _____

Signature of Authorized Official

Employing Agency

Title: Superintendent

Date: 8/11/2026


Placer County Office of Education

 1400 W. Stanford Ranch Road, Rocklin, CA 95765
 (530) 889-8020 • Fax (866) 840-2941 • www.placercoe.org

Gayle Garbolino-Mojica, Placer County Superintendent of Schools

Date: August 4, 2026

AGREEMENT FOR PCOE CONSULTING SERVICES

This agreement ("Agreement") for consulting services offered by the Placer County Office of Education (PCOE) is entered into between Gayle Garbolino-Mojica, Placer County Superintendent of Schools, in her capacity as the Chief Executive Officer of PCOE and ("Agency"). This Agreement is executed by PCOE and Agency and for reference only is dated **Sierra Plumas Unified School District.**

1.0 SCOPE OF SERVICES

PCOE shall provide specialized consulting services to Agency as described below or (in Attachment A).

2.0 FEES

Agency shall pay a maximum amount to PCOE of **\$2,800** as full payment for all specialized services set forth herein. Any additional expenses such as travel, materials, copying etc. shall be paid as described in Attachment A.

3.0 RECORDS

Any records shall be maintained and stored by the Agency as may be required by the Education Code or other legal mandate. Copies of records may also be maintained and stored by PCOE.

4.0 WORK PRODUCT

All work product including intellectual property, such as trade secrets and copyrights, documents, records, files and supporting data accumulated, prepared and/or distributed by PCOE within the course and scope of this Agreement shall be specified below the property of:

- a. ☒ PCOE _____
- b. ☐ Agency _____
- c. ☐ Not Applicable _____

5.0 TERM

The term of this Agreement shall be from **August 1, 2026** through **October 31, 2026.**

6.0 TERMINATION

Either party may terminate this Agreement by giving the other party at least thirty (30) calendar days written notice. In the event of the early termination of this Agreement, PCOE shall be paid for all work performed and all reasonable expenses incurred up to and including the date of termination.

7.0 PAYMENT

PCOE will invoice Agency within thirty (30) calendar days after services have been provided. Agency shall pay fees within thirty (30) calendar days after receiving an invoice from PCOE.

8.0 AMENDMENTS

Any amendments to this Agreement shall be in writing and signed by both parties.

9.0 STATUS OF CONSULTANT

The consulting services are being provided by PCOE salaried employee and not of the Agency. Any and all employer payroll tax and retirement related payments on behalf of individual are to be made by PCOE.

10.0 CERTIFICATION

The Agency shall be responsible for reviewing and verifying all data included in documents, forms, and reports prepared by PCOE on behalf of Agency. The Agency shall be responsible for meeting any certification requirements and if necessary, for consulting legal counsel as related to the preparation and submittal of documents, forms, and reports that PCOE prepares on behalf of Agency.

11.0 HOLD HARMLESS AND IDEMNIFICATION

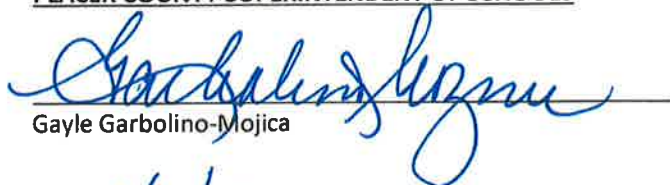
Each party agrees to indemnify, defend and hold harmless the other party and its employees, officers, and agents from and against all liability or claims for injury or damage to persons or property arising out of or from the breach of this Agreement, or from any negligent or intentional acts or omissions of either party, its employees, officers, and agents, in connection with the performance of this Agreement.

12.0 ENTIRE AGREEMENT

This Agreement constitutes the entire agreement and understanding of the parties. There are no oral understandings, terms or conditions, and no party has relied upon any representation, express or implied, that are not otherwise contained in this Agreement. All prior understandings, terms or conditions are deemed merged into this Agreement.

IN WITNESS WHEREOF, the parties do hereby certify that they are duly authorized to execute this Agreement.

PLACER COUNTY SUPERINTENDENT OF SCHOOLS


Gayle Garbolino-Mojica

8/10/26
Date

AGENCY

Sierra-Plumas Joint Unified School District
Name of Agency

Sean Snider
(Signature of Agency Representative)

8/14/26
Date

Superintendent
Title



14016 - J. Ibanez

Placer County Office of Education

1400 W. Stanford Ranch Road, Rocklin, CA 95765
(530) 889-8020 • Fax (866) 840-2941 • www.placercoe.org

Gayle Garbolino-Mojica, County Superintendent of Schools

DESCRIPTION OF PCOE CONSULTING SERVICES

Sierra Plumas Unified School District

Sean Snider ssnider@spjUSD.org

Date	Time	Training	Audience	Trainer	Cost
TBD - Sept/Oct	Full Day	Williams Audit	Loyalton Elementary Admin	C Fahlstrom	\$2800

Total Cost of Proposal: \$2,800

Chronic Absenteeism Rates as of Sept. 3, 2026

Chronic absenteeism refers to the number (or percentage) of students in grades **TK through 8th grade** who have missed 10% or more of school days for **any reason**. At this point in the year, students who have missed **2 or more days** are considered chronically absent. By the end of the school year, this number increases to **18 days**.

2026-2027 School Year as of Sept. 3 (12 Days This Year)

[illegible]

2025-2026 School Year as of Sept. 4 (11 Days Last Year)

[illegible]

ENROLLMENT BY SCHOOL MONTH - 2025-2026

****As of 09/01/2026**

		Downieville Elementary	Loyalton Elementary	Loyalton Middle	Downieville Sr High	Loyalton Sr High	Sierra Pass Continuation	Long-Term ISP/SDC	TOTAL	
Ending 2025-2026		23	173	73	14	103	6	included in site #	400	(8 - DVL Jr High (7-8))
1st Day 2026-2027		26	167	71	12	102	2	included in site #	380	

	Month	TK/K-8	TK/K-5	6-8	9-12	9-12	9-12		
August	1							included in site #	0
08/17/26-09/11/26									
September	2							included in site #	0
09/14/26-10/09/26									
October	3							included in site #	0
10/12/26-11/06/26									
November	4							included in site #	0
11/09/26-12/04/26									
December	5							included in site #	0
12/07/26-01/15/27									
January	6							included in site #	0
01/18/27-02/12/27									
February	7							included in site #	0
02/15/27-03/12/27									
March	8							included in site #	0
03/15/27-04/09/27									
April	9							included in site #	0
04/12/27-05/07/27									
May	10							included in site #	0
05/10/27-06/04/27									
June	11							included in site #	0
06/07/27-06/11/27									

2025-2026	SPJUSD	SCOE	Washoe
P1 ADA	377.78	0.84	16.60
P2 ADA	376.93	0.84	16.41
Annual	374.00	0.84	16.40

Long-Term ISP	
DES	0
LES	4
LMS	4
DHS	1
LHS	0

2024-2025	SPJUSD	SCOE	Washoe
P1 ADA	382.08	1.00	16.52
P2 ADA	378.46	1.01	16.34
Annual	377.39	1.01	16.16

Most Recent Inter-District Attendance Agreements

2026-2027

New/Renewal	School Year	Grade Entering	District of Residence	Receiving District	Reason Given by Requestor	In/Out?
Renewal	2026-27	8	SPJUSD	TRESD	Continue education in Nevada City	Out
Renewal	2026-27	3	Plumas	SPJUSD	Proximity to schools	In
Renewal	2026-27	1	Plumas	SPJUSD	Proximity to schools	In
Renewal	2026-27	7	Plumas	SPJUSD	Parent works in Loyalton	In
Renewal	2026-27	11	Plumas	SPJUSD	Parent works in Loyalton	In
Renewal	2026-27	7	SPJUSD	TTUSD	Parents work in Truckee	Out
Renewal	2026-27	9	SPJUSD	TTUSD	Parents work in Truckee	Out
Renewal	2026-27	1	Plumas	SPJUSD	Childcare in Vinton	In
Renewal	2026-27	K	Plumas	SPJUSD	Childcare in Vinton	In
New	2026-27	5	SPJUSD	CUESD	Proximity to schools	Out
Renewal	2026-27	1	SPJUSD	TTUSD	Parents work in Truckee	Out
Renewal	2026-27	1	Plumas	SPJUSD	Continue education in Loyalton	In
New	2026-27	7	SPJUSD	GVSD	Transportation and access to sports and other programs	Out
New	2026-27	12	Plumas	SPJUSD	Continue education in Loyalton	In
New	2026-27	7	SPJUSD	TTUSD	Continue education in Truckee	Out

Report Date:
9/8/2026

**MINUTES for the Joint Meeting of the
Sierra County Board of Education
and the
Sierra-Plumas Joint Unified School District Governing Board**

August 11, 2026

5:00pm CLOSED Session

6:00pm Regular Session

Downieville: Downieville School, 130 School Street, Downieville CA 95936

Zoom videoconferencing was also available for the public.

A. CALL TO ORDER

President RHYNIE HOLLITZ called the meeting to order at 5:02pm.

B. ROLL CALL

PRESENT: *Area 1: Patty Hall (arrived at 5:09pm)*
 Area 2: Rhynie Hollitz (President)
 Area 3: John Martinetti (Clerk)
 Area 4: Kelly Champion (Vice President)
 Area 5: Richard Jaquez

ABSENT: *None*

C. APPROVAL OF AGENDA

MARTINETTI/CHAMPION
4/0

D. GOVERNMENT CODE 54952.3

Pursuant to Government Code 54952.3, this is notice that as a result of holding this Joint County and District Board Meeting, Trustees will receive a stipend of \$65 for the County and \$35 for the District.

E. PUBLIC COMMENT FOR CLOSED SESSION

None

F. CLOSED SESSION

The Board moved into Closed Session *at 5:03pm* to discuss the following item(s):

1. Government Code 54957

PUBLIC EMPLOYMENT PERFORMANCE EVALUATION

Title: District Superintendent

a. Superintendent draft presentation of 2026-2027 goals

2. Government Code 54957.6

CONFERENCE WITH LABOR NEGOTIATORS

Agency Negotiator(s) for the Board:	Sean Snider, Superintendent
Employee Organizations:	Sierra-Plumas Teachers' Association
Unrepresented Employees:	Administrative Employees
	Classified Employees
	Confidential Employees
	Superintendent

G. RETURN TO OPEN SESSION at 6:07pm and ADJOURN FOR BREAK

H. 6:13PM – RECONVENE

I. FLAG SALUTE

J. REPORT OUT FROM CLOSED SESSION

MARTINETI: Both items were for discussion only, no action was taken.

K. PUBLIC COMMENT

None

L. INFORMATION/DISCUSSION ITEMS

1. Superintendent Reports

COUNTY—SCOE

a. Single District Counties meeting

SNIDER: Working on a document for FCMAT—Fiscal Crisis Management and Assistance Team—as a result of what happened in Plumas County to help them better understand Single District County operations, and help create/update Ed Code to address Single District Counties.

DISTRICT—SPJUSD

b. All-Staff Kickoff August 17th

SNIDER: Open to all staff and board members.

c. Facilities update

SNIDER: LMS basketball court and locker area are paved. Lines are painted and hope to have the basketball hoops ready by the first day of school. At Sierra Pass concrete was poured for sidewalk at the bus stop area, prep work was done for the ramp to be installed, and everything should come together by the first day of school next week. Though, there is now an issue with the bathrooms for Sierra Pass students at the Old Middle School site not having gone through the DSA approval process when they were put in about 12 years ago. We are looking at temporary bathrooms that the students can use until we come up with a solution to meet DSA requirements. Final touchups and walkthrough on the painting project have been completed.

2. Business Report

a. Most recent Inter-District Attendance Agreements approved

3. SPTA Report

PRESIDENT—PRAKASH: SPTA would like to welcome everyone back, but also enjoy your last few days of freedom. We look forward to seeing everyone including new staff coming on board at multiple sites. Thank you to the district for submitting the Sunshine Proposal. We look forward to getting negotiations going for this school year. See everyone next week!

4. Committee/Board Member Reports

CHAMPION: Finance Committee—We went over increased costs, preliminary staff material requests, and discussed three resolutions to present to the board next month for consideration regarding Fund 40, Necessary Small School reserve, and addressing the new pregnancy leave requirements.

HALL: Downieville was packed with bike riders this weekend for the Downieville Classic. The use of the school site played a big part.

M. CONSENT CALENDAR

1. Approval of minutes for the joint Regular Meeting held July 28, 2026
2. Approval of Board Report-Checks Dated 07/01/2026 through 07/31/2026
 - a. SCOE
 - b. SPJUSD
3. Approval to surplus the following:
 - a. Tappan refrigerator Tag #35197
 - b. John Deere L100 riding mower #2227
 - c. John Deere L140 riding mower
 - d. Snapper push mower
 - e. GE refrigerator Tag #26786
 - f. Hobart commercial oven
 - g. Montague commercial oven
4. Approval of the following SPJUSD personnel items:
 - a. Assignment of Jill Parkey, Teacher, Loyalton Elementary School, 1.0 FTE, effective August 17, 2026
 - b. Assignment of Rebeka Heard, Agriculture Teacher, Loyalton High School, 1.0 FTE, effective August 17, 2026

HALL/CHAMPION

5/0

N. ACTION ITEMS

1. Old Business
 - a. Biennial Review of the Conflict-of-Interest Code – Second Reading with Recommended Updates

MARTINETTI/HALL

5/0

1. SCOE
2. SPJUSD

2. New Business

COUNTY & DISTRICT

- a. Approval of updated Injury & Illness Prevention Plan (IIPP) for 2026-2027

HOLLITZ/MARTINETTI

5/0

DISTRICT—SPJUSD

- b. Adoption of Resolution No. 27-003D, 2026 Sierra County Multi-Jurisdictional Hazard Mitigation Plan

HALL/CHAMPION

5/0

- c. Approval of the District Sunshine Proposal

MARTINETTI/HALL

5/0

BOARD POLICIES AND BYLAWS

Board Bylaw 9310: “The Superintendent or designee shall develop and present a first reading at a public Board meeting and action may be taken on the proposed policy. The Board may require additional readings if necessary.”

From June 23rd – Further Review

Postpone to September 8th meeting.

- d. 1240—Volunteer Assistance
- e. 5141.4—Child Abuse and Prevention

Batch from July 28th – Second Reading

HALL/MARTINETTI

5/0

- f. 4100—Certificated Personnel
- g. 4200—Classified Personnel
- h. 4300—Administrative and Supervisory Personnel
- i. 4111~4211~4311—Recruitment and Selection
- j. 4112.9~4212.9~4312.9—Employee Notifications

Recommended Revisions

- k. 3400—Management of District Assets/Accounts

MARTINETTI/CHAMPION

5/0

- l. Exhibit 3312—Contracts

HALL/JAQUEZ

Determined further review is needed.

HALL amended motion to table item l until the September 8th meeting for further review and updates. Second by HOLLITZ.

5/0

O. ADVANCED PLANNING

- 1. The next Regular Joint Board Meeting will be held on September 08, 2026, at Loyalton Elementary School, 111 Beckwith Street, Loyalton CA 96118 at 6:00pm. If needed, Closed Session may be held before the Open session beginning at 5:00pm. Zoom videoconferencing will be available for the public.

- 2. Suggested Agenda Items

None

P. ADJOURN at 7:03pm

JAQUEZ/HALL

5/0

Sean Snider, Superintendent

John Martinetti, Clerk

**SIERRA COUNTY BOARD OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT GOVERNING BOARD
Closed Session Reporting Form**

DATE: August 11, 2026

CLOSED SESSION BEGAN AT: 5:03 P.M.

BOARD MEMBERS PRESENT:

☒ Patty Hall ☒ Rhynie Hollitz ☒ John Martinetti ☒ Kelly Champion ☒ Richard Jaquez

arrived @ 5:09pm

OTHERS PRESENT:

☒ Sean Snider, Superintendent
☒ Randy Jones, Director of Business Services/CBO (200m)

☐ _____
☐ _____
☐ _____

I. SESSION TOPIC(S):

Item #1—Government Code 54957

PUBLIC EMPLOYMENT PERFORMANCE EVALUATION

Title: District Superintendent

a. Superintendent draft presentation of 2026-2027 goals

RESULT:

- ☐ DIRECTION WAS GIVEN TO SUPERINTENDENT
- ☒ THE CLOSED SESSION WAS FOR PURPOSES OF DISCUSSION ONLY. NO ACTION WAS TAKEN.
- ☐ A ROLL CALL VOTE WAS TAKEN:
HALL _____ HOLLITZ _____ MARTINETTI _____ CHAMPION _____ JAQUEZ _____
- ☐ A ROLL CALL VOTE WAS TAKEN IN OPEN SESSION:
HALL _____ HOLLITZ _____ MARTINETTI _____ CHAMPION _____ JAQUEZ _____

Item #2—Government Code 54957.6

CONFERENCE WITH LABOR NEGOTIATORS

Agency Negotiator(s) for the Board:

Sean Snider, Superintendent

Employee Organizations:

Sierra-Plumas Teachers' Association

Unrepresented Employees:

Administrative Employees

Classified Employees

Confidential Employees

Superintendent

RESULT:

- ☐ DIRECTION WAS GIVEN TO SUPERINTENDENT
- ☒ THE CLOSED SESSION WAS FOR PURPOSES OF DISCUSSION ONLY. NO ACTION WAS TAKEN.
- ☐ A ROLL CALL VOTE WAS TAKEN:
HALL _____ HOLLITZ _____ MARTINETTI _____ CHAMPION _____ JAQUEZ _____
- ☐ A ROLL CALL VOTE WAS TAKEN IN OPEN SESSION:
HALL _____ HOLLITZ _____ MARTINETTI _____ CHAMPION _____ JAQUEZ _____

**SIERRA COUNTY BOARD OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT GOVERNING BOARD
Closed Session Reporting Form**

II. ENDED CLOSED SESSION AT 6:07 P.M. AND RETURNED TO OPEN SESSION

PRESIDED BY:



Rhynie Holitz, PRESIDENT

RECORDED BY:



John Martinetti, CLERK

Checks Dated 08/01/2026 through 08/31/2026

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00018043	08/14/2026	PRIMO BRANDS BLUETRITON BRANDS, INC.	11-4330	WATER SERVICE		51.44
00018044	08/14/2026	AMAZON CAPITAL SERVICES	01-9500	FOSTER YOUTH SUPPLIES	1,110.56	
				FY BOOKS	847.60	1,958.16
00018045	08/14/2026	AT&T	11-5900	PHONE		178.43
00018046	08/14/2026	DONALD BERGSTROM	01-5810	SPED/DO CLEANING	1,736.00	
			01-5899	SPED/DO CLEANING	504.00	2,240.00
00018047	08/14/2026	CALIFORNIA COUNTY SUPERINTENDENTS	01-5300	BASC STEERING COMMITTEE	1,000.00	
				CCSESA DUES	19,665.90	
				PASCO DUES	1,000.00	21,665.90
00018048	08/14/2026	CARNEGIE LEARNING	01-5810	MATH CURRICULUM TRAINING		20,280.00
00018049	08/14/2026	FAGEN FRIEDMAN & FULFROST LLP	01-5801	LEGAL FEES		108.00
00018050	08/14/2026	INTERMOUNTAIN DISPOSAL, INC.	01-9500	GARBAGE SERVICE	61.96	
			11-9500	GARBAGE SERVICE	39.64	101.60
00018051	08/14/2026	BRETT KEE	11-4300	COOKING CLASS SUPPLIES	122.97	
				SERVSAFE CLASS MATERIALS	1,234.97	1,357.94
00018052	08/14/2026	LIBERTY UTILITY CA	01-5500	ELECTRICAL SERVICE		968.81
00018053	08/14/2026	PLUMAS-SIERRA TELECOMMUNICATIONS	11-5900	BROADBAND SERVICE		109.00
00018054	08/14/2026	PRESENCELEARNING, INC.	01-9500	PRESENCE LEARNING		5,628.00
00018055	08/14/2026	UBEO WEST LLC	11-5600	COPIER/MAINTENANCE		31.11
00018056	08/14/2026	REMSA CENTER FOR INTEGRATED HEALTH CARE & COMMUNITY EDU	11-9500	CPR CARDS		6.50
00018057	08/14/2026	RHYNIE HOLLITZ	01-5200	PER DIEM	47.02	
			01-5899	PER DIEM	47.02	94.04
00018058	08/14/2026	SIERRA COUNTY OFFICE OF EDUCATION	01-5808	BANK SERVICE FEES		201.77
00018059	08/14/2026	SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT	01-9200	REIMBURSE PC CHECK		4,500.00
00018060	08/14/2026	TERMINIX PROCESSING CENTER	01-5810	PEST CONTROL		225.00
00018061	08/14/2026	TRI COUNTY SCHOOLS INSURANCE GROUP	01-5400	PROPERTY/CASUALTY PREMIUMS	31,379.00	
			01-9535	HEALTH INSURANCE	2,090.40	
			76-9571	WORKERS COMP PREMIUM	5,091.88	
			76-9576	HEALTH INSURANCE	31,034.50	69,595.78
00018062	08/14/2026	U.S. BANK	01-4330	PHONE CASE	16.23	
			01-5200	CCS TRAVEL	1,078.00	
			01-9500	FOSTER YOUTH SUPPLIES	3,750.96	
				NAMEPLATE	10.50	
				POWERSCHOOL UNIVERSITY	5,413.22	
				SIERRA NV JOURNEYS CAMP	1,390.50	
				SUBSCRIPTION	24.00	
			11-9500	HOTEL AND FLIGHTS	2,453.15	14,136.56

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Checks Dated 08/01/2026 through 08/31/2026

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00018063	08/14/2026	U.S. BANK VOYAGER	01-4350	FUEL EXPENSE	526.20	
			01-9500	FUEL EXPENSE	143.52	669.72
Total Number of Checks					21	144,107.76

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	County School Service Fund	15	103,754.17
11	ADULT EDUCATION	8	4,227.21
76	Payroll Clearing	1	36,126.38
Total Number of Checks		21	144,107.76
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			144,107.76

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Checks Dated 08/01/2026 through 08/31/2026

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00088616	08/14/2026	1-888-4-ABATEMENT	40-5895	ASBESTOS ABATEMENT		17,000.00
00088617	08/14/2026	ABOVE & BEYOND FLOORING INC	40-6200	GYM FLOOR PAINT/REPAIR		24,270.00
00088618	08/14/2026	ADOBE SYSTEMS INCORPORATED	01-4300	ADOBE SOFTWARE LICENSES		2,496.00
00088619	08/14/2026	AIRGAS, USA, LLC	01-5600	TANK RENTAL LHS/DVL		447.31
00088620	08/14/2026	ALL SEASONS NORTH ROOFING & WATERPROOFING	01-6200	SNOW DIVERTER		42,457.00
00088621	08/14/2026	ALPINE FIRE SERVICE, INC.	01-5600	FIRE EXTINGUISHER MAINT - ALL SITES	3,105.03	
			01-5899	FIRE EXTINGUISHER MAINT - ALL SITES	29.86	3,134.89
00088622	08/14/2026	AMAZON CAPITAL SERVICES	01-4300	classroom supplies	787.75	
			01-4320	CLOCKS	156.09	
				FAN	171.59	
				FURNITURE	1,131.69	
				PLANT MAINT	85.26	
			01-4330	Balloon Air Pump	16.07	2,348.45
00088623	08/14/2026	AMERICAN EAGLE ENTERPRISES	01-5895	Bleacher Service		2,350.00
00088624	08/14/2026	AMERIGAS	01-9510	PROPANE		1,131.86
00088625	08/14/2026	APPLE COMPUTER, INC.	01-4300	COMPUTERS	42.61	
			01-4400	COMPUTERS	343.17	385.78
00088626	08/14/2026	AT&T	01-5895	PHONE SERVICES	61.15	
			01-5910	PHONE SERVICES	834.35	895.50
00088627	08/14/2026	BLUE NOTE B'S HORN SHOP	01-9510	INSTRUMENT SERVICE		2,666.80
00088628	08/14/2026	BRADY INDUSTRIES	01-4320	CUSTODIAL SUPPLIES	12,737.68	
			01-4400	VIPER WET DRY VAC	964.39	13,702.07
00088629	08/14/2026	PAMELA BRANDON	01-5600	TECH COTTAGE RENTAL		100.00
00088630	08/14/2026	CITY OF LOYALTON	01-5530	WATER AND SEWER - LOYALTON SITES	5,474.07	
			01-5899	WATER AND SEWER - LOYALTON SITES	58.59	5,532.66
00088631	08/14/2026	CURRENT ELECTRIC & ALARM, INC.	01-6200	FIRE ALARM SYSTEM		8,400.00
00088632	08/14/2026	EMPLOYMENT DEVELOPMENT DEPARTMENT	01-3502	2nd QTR QTR LOCAL EXPERIENCE CHARGE		966.60
00088633	08/14/2026	EDMENTUM	01-4200	ONLINE CURRICULUM		42,500.00
00088634	08/14/2026	EDWARDS, STEVENS AND TUCKER, LLP	01-5810	LEGAL FEES		2,880.00
00088635	08/14/2026	GONE GREEN RECYCLING LLC	01-5895	CONTAINER MOVING		500.00
00088636	08/14/2026	GOSECURE	01-5895	EMAIL/INTERNET FILTERING		2,821.63
00088637	08/14/2026	CAROLINE GRIFFIN	01-5200	PER DIEM/MILEAGE		179.42
00088638	08/14/2026	JANET HAMILTON	01-5600	TECH COTTAGE RENTAL		100.00
00088639	08/14/2026	HAUFF EXCAVATION	01-9510	FIBER LES TO LMS		11,519.27
00088640	08/14/2026	HEARTLAND SCHOOL SOLUTIONS	01-5895	MOSIAC ANNUAL SUPPORT/SUBSCRIP		2,424.75
00088641	08/14/2026	LIBERTY UTILITY CA	01-5510	ELECTRIC - LOYALTON SITES		8,869.24
00088642	08/14/2026	MARTIN EARTHWORKS	40-6200	BUS STOP AT 605 SCHOOL ST	2,900.00	

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Checks Dated 08/01/2026 through 08/31/2026

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00088642	08/14/2026	MARTIN EARTHWORKS	40-6200	PAD WORK AT 605 SCHOOL ST	3,900.00	6,800.00
00088643	08/14/2026	MERIDIAN	01-4300	Planners		1,396.13
00088644	08/14/2026	ODP BUSINESS SOLUTIONS LLC	01-4302	office supplies	1,118.64	
			01-4330	office supplies	381.04	
			01-5899	OFFICE SUPPLIES	68.74	1,568.42
00088645	08/14/2026	PACIFIC GAS & ELECTRIC COMPANY	01-5510	Electricity		3,757.14
00088646	08/14/2026	PIONEER ATHLETICS	01-4305	Field Paint		3,995.37
00088647	08/14/2026	POWERSCHOOL GROUP LLC	01-5895	POWERSCHOOL MAINT/SUPPORT		7,948.83
00088648	08/14/2026	UBEO WEST LLC	01-5600	COPIER MAINT.	1,147.50	
			01-5899	COPIER MAINT.	160.80	1,308.30
00088649	08/14/2026	RICHARD D. SHORT & ASSOC, INC	01-6200	CONSULTATION		750.00
00088650	08/14/2026	RIDDEL ALL AMERICAN SPORTS CORP	01-5895	Helmet Reconditioning		1,975.98
00088651	08/14/2026	SAN JOAQUIN COUNTY OFFICE OF EDUCATION	01-5895	ED-JOIN ANNUAL FEE	400.00	
			01-5899	ED-JOIN ANNUAL FEE	400.00	800.00
00088652	08/14/2026	SCHOOL INNOVATIONS & ACHIEVEMENT	01-5895	MANDATED COST SERVICES		4,500.00
00088653	08/14/2026	SCHOOL OUTFITTERS	01-4320	FURNITURE		5,762.21
00088654	08/14/2026	SCHOOL SERVICES OF CALIFORNIA	01-5895	FISCAL BUDGET SERVICES		5,160.00
00088655	08/14/2026	SIERRA COUNTY HEALTH DEPARTMENT	01-5510	ELECTRICAL SERVICES FOR TECH COTTAGE		289.50
00088656	08/14/2026	SIERRA VALLEY HOME CENTER	01-4300	MISC. AG SUPPLIES	1,113.42	
			01-4320	MAINT. SUPPLIES	651.20	
				MAINT/CUSTODIAL SUPPLIES	482.49	2,247.11
00088657	08/14/2026	SIERRA-PLUMAS JOINT UNIFIED	01-6200	UTILITY HOOKUPS	433.82	
			01-9510	REGISTRATION	555.00	988.82
00088658	08/14/2026	SEAN SNIDER	01-5890	NOTARY FEE		30.00
00088659	08/14/2026	TEAM ONE NETWORKING	01-5899	PHONE SERVICES	6.02	
			01-5910	PHONE SERVICES	138.98	145.00
00088660	08/14/2026	TERMINIX PROCESSING CENTER	01-5895	PEST CONTROL -LES/LHS		428.73
00088661	08/14/2026	THE GARDEN OF ENGLISH	01-5200	AP WORKSHOP		650.00
00088662	08/14/2026	TMP SERVICES	01-6200	RAMP		16,493.77
00088663	08/14/2026	TOUSHULONG VANG	01-9510	CATA CONFERENCE		2,155.64
00088664	08/14/2026	TRI COUNTY SCHOOLS INSURANCE GROUP	01-9535	HEALTH/WELFARE PREMIUMS	8,586.00	
			76-9571	WORKERS COMP	5,019.21	
			76-9576	HEALTH/WELFARE PREMIUMS	91,638.46	105,243.67
00088665	08/14/2026	U.S. BANK	01-4300	IPAD SOFTWARE	4.12	
			01-4320	CUSTODIAL SUPPLIES	73.02	
			01-5895	Graduation Chairs	165.00	
			01-5900	STAMPS	78.00	

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Checks Dated 08/01/2026 through 08/31/2026

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00088665	08/14/2026	U.S. BANK	01-6200	CABINETS	5,693.16	
			01-9510	ADOBE PRO SUBSCRIPTION	19.99	
				BRIDGE TOLL	10.75	
				FUEL FOR MAINT.	90.52	
				MAINT	518.09	
				MAINT SUPPLIES	206.66	
				Seals for Diplomas	383.96	
				VOLLEYBALL GYM SETUP	5,889.10	
				ZOOM SUBSCRIPTION	74.29	13,206.66
00088666	08/14/2026	U.S. BANK VOYAGER	01-4351	FUEL	284.79	
			01-5200	FUEL	524.97	
			01-9510	FUEL	121.53	931.29
00088667	08/14/2026	WASHOE COUNTY SCHOOL DISTRICT	01-7110	2024-25 OUT OF STATE ATTENDANCE	19,225.43	
			01-9510	2024-25 OUT OF STATE ATTENDANCE	107,940.00	
				2025-26 OUT OF STATE ATTENDANCE	164,823.25	291,988.68
00088668	08/14/2026	WHITE'S SIERRA STATION, INC	01-4350	AG VEHICLE SERVICES		159.02
00088669	08/14/2026	YOUNGS CARPET ONE, INC	01-6200	CARPET REPLACE	7,337.36	
			40-6200	CARPET REPLACEMENT	19,510.18	26,847.54
Total Number of Checks					54	707,607.04

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	51	543,369.19
40	Special Reserve for Capital Ou	4	67,580.18
76	Warrant/Pass Though (payroll)	1	96,657.67
Total Number of Checks		54	707,607.04
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			707,607.04

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

**SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
CERTIFICATED SUBSTITUTE LIST 2026-2027**

LAST NAME	FIRST NAME	CREDENTIAL	SERVES
Alderete	Genell	EMERGENCY 30 DAY SUBSTITUTE	Loyalton Schools
Barney	Alicia	EMERGENCY 30 DAY SUBSTITUTE	Loyalton Elementary
Berardi	James	Single Subject, Science	Downieville
Bosworth	Katrina	Single Subject, Multiple Subject	Downieville
De Coite	Suzanne	Multiple Subject	Loyalton
Dorsey	Donna	EMERGENCY 30 DAY SUBSTITUTE	LHS
Fillo	Lynn	Standard Secondary	Downieville School
Fillo	Stephen	STANDARD SECONDARY-Industrial Arts	Downieville School
Folchi	Erin	Clear Multiple Subject	Loyalton Schools
Galan	Karen	Clear Multiple Subject	Downieville School
Genasci	Andy	Emergency 30 Day Substitute	Loyalton Schools
Jaquez	Barbara	Single Subject, Social Science, Special education	Loyalton Schools
Johnson	Christa	Education Specialist	LES Th/Fridays
Joy	Megan	EMERGENCY 30 DAY SUBSTITUTE	Loyalton Elemtary
Lopez	Sylvia	EMERGENCY 30 DAY SUBSTITUTE	Downieville School/LHS
Mason	Amy	Single Subject Social Science	Loyalton-Before 11 or after 2pm
McIntosh	Lindsay	EMERGENCY 30 DAY SUBSTITUTE	Loyalton Schools
Ostrom	Sigurd	SINGLE SUBJ ART, P.E. w/SUPP BIOLOGY	Downieville, Loyalton Gr 7-12
Rahe	Sherrill	EMERGENCY 30 DAY SUBSTITUTE	LES, LHS, LMS
Williams	Carlie	EMERGENCY 30 DAY SUBSTITUTE	Loyalton Schools
Roberts	Virginia	EMERGENCY 30 DAY SUBSTITUTE	Loyalton Schools
Williams	Tristan	EMERGENCY 30 DAY SUBSTITUTE	All Schools
Seehuetter	Margie	Single Subject, Spanish, Math	LHS

REQUEST FOR TRAVEL/CONFERENCE APPROVAL

PURCHASE ORDER REQUIRED FOR EACH EXPENSE CLAIM

Prepayment Required ☐ Yes ☐ No (Unless you indicate a prepayment is necessary, no prepayment will be sent) Date Due: _____ To: _____

Employee: Rebecca HeardDate of Request: 8/31/26

SCHOOL/SITE

Loyalton High School

Date(s) of Activity

10/23 - 10/24Destination: Indiana Convention Center, Indianapolis (facility you are visiting and city)

Funding Program: _____

Purpose of Activity: National FFA American Degree Ceremony, 4 previous students receiving degree

How will attendance benefit the District's educational program(s)? _____

THE FOLLOWING CLAIMS REQUIRE A PURCHASE ORDER EACH. PLEASE ATTACH A COPY WITH THIS FORM.

TRANSPORTATION: ☐ District Vehicle ☐ Personal ☐ Other _____ Est. Miles _____ x \$.67/mile = \$ _____
(Mileage will only be paid when a School/District vehicle is not available.)

PER DIEM:

1 Breakfast x \$16.00 = \$16
2 Lunch x \$19.00 = \$38
2 Dinner x \$28.00 = \$56

Per Diem is taxable income, unless it meets the IRS overnight travel rule.

PARKING:

_____ Days x \$ _____ = \$ _____

Taxi/Shuttle:

_____ Trips x \$ _____ /Trip = \$ _____

AIR TRAVEL:

Airline Name: Southwest

Confirmation #:

Total Cost: EST. \$396

Please attach copy of confirmation/receipt

REGISTRATION FEE: \$ 95ORGANIZATION CONDUCTING ACTIVITY: National FFA

(Attach completed copy of ENTIRE Registration Form)

REGISTRATION HAS BEEN MADE ☐ YES ☒ NOREGISTRATION FORM NEEDS TO BE MAILED ☐ YES ☐ NO

LODGING:

Hotel name and address: Mammoth

Tele: _____

Dates: 10/23 - 10/24

Confirmation # _____

Total cost including all taxes per night \$ EST. 210 x 1 nights = Total cost of lodging \$ EST. 210

NOTE: HOTEL ACCOMMODATION INFORMATION AND COMPLETED REGISTRATION FORM MUST BE ATTACHED OR REQUEST WILL BE RETURNED!

SUBSTITUTE REQUIRED: yes PROGRAM TO CHARGE: Parking

After approval by the site administrator, employees must follow these steps:

- > Employees are responsible for their own registration, hotel and travel arrangements and any changes thereto. If an employee does not cancel in an appropriate amount of time to secure a refund, the employee will be responsible for covering the cost.
- > This form, a copy of registration, all required purchase orders, and any backup documentation must be submitted to the District Office - four weeks prior - to date of departure or registration deadline.

STAFF DEVELOPMENT DAY(S): _____ SUPERINTENDENT APPROVAL: _____

(Certificated staff only when conference is on a non-contract day, and is at least 6 hours in length)

APPROVAL		Date
Authorizing Agent	Signature	
ADMINISTRATOR:	<u>CS6uff</u>	<u>8/31/26</u>
SUPERINTENDENT:	<u>Sean Linder</u>	<u>9/01/26</u>

Estimated Cost ~ \$1,000

SIERRA - PLUMAS JOINT UNIFIED SCHOOL DISTRICT

109 Beckwith Road, P.O. Box 955, Loyalton, CA 96118
Tel: (530) 993-1660 Fax: (530) 993-0828

REQUEST FOR FIELD TRIP

(Not required for regularly scheduled athletic trips)

PURCHASE ORDER and LIST OF STUDENTS REQUIRED FOR EACH TRIP REQUEST

Prepayment Required?	☐ Yes	Date Due: _____
	☐ No	To: _____ (Itemize on Page 2)

School: LHS

Date of Trip: 10/28 - 10/29/14

6-12	7-12	Total # of Students
		<u>0</u>

Time of Departure	Time of Return
<u>TBD</u>	<u>TBD</u>

Description of Trip (include specific information on establishments you plan to visit and their educational value):

National FFA convention - Indianapolis
Supporting 4 Loyalton FFA super seniors receiving
their american degree. Attending sessions

Destination (Address, City & State)

Out of State Waiver Distributed to Parents

100 S. Capitol Ave, Indianapolis,
IN, 46225

☒ Yes ☐ No

Chaperone List	
1/10 students (K-8)	1/20 students (9-12)
	<u>Giffan</u>
	<u>Heard</u>

Total Cost of Trip: \$ _____ (from Page 2)

Other source of funding: Student Body Amount: \$ _____ (Attach list of student expenses paid/to be paid)

Other source(s): _____

Approval		
Authorizing Agent	Signature	Date
Administrator:	<u>[Signature]</u>	<u>5/26/26</u>
Superintendent:	<u>[Signature]</u>	<u>9/01/26</u>

Note: Signature on waiver of all claims required for all students and pupils taking out-of-state field trips or excursions (Ed. Code Section 355330). Please submit to the District Business office for approval at least three weeks in advance of the date of the scheduled trip.

Friday, Oct. 23, 2026

Fourth General Session

Doors Open: 7:00 a.m.

Session Time: 8:00 a.m.

Session Chairs: T. Wayne Williams & Joey Nowotny

Opening Ceremony

Proficiency Awards: Goat Production; Poultry Production; Sheep Production; Small Animal Production & Care; Specialty Animal Production; Swine Production – Entrepreneurship; Swine Production – Placement; Veterinary Science

Agriscience Fair: Environmental Services & Natural Resources

Chorus

Retiring Address: Claire Woeppel

Honorary American Degree

Distinguished Service Citation

VIP Awards

Keynote Speaker

Premier Chapter Award: Growing Leaders

Chorus

Career Development Events: Agricultural Communications; Agricultural Issues; Dairy Cattle; Employment Skills; Horse Evaluation

Fifth General Session

Doors Open: 1:30 p.m.

Session Time: 2:30 p.m.

Session Chairs: Trey Myers & Lilly Nyland

Opening Ceremony

Proficiency Awards: Agriscience Research – Plant Systems; Diversified Crop Production – Entrepreneurship; Diversified Crop Production – Placement; Diversified Horticulture; Fiber & Oil Crop Production; Forage Production; Fruit and Nut Production; Grain Production; Landscape Installation; Nursery Operations; Specialty Crop Production; Turf and Landscape Maintenance; Vegetable Production

Agriscience Fair: Plant Systems

Band Selection

Retiring Address: Jael Cruikshank

Recognition: National Officer Candidates

Band Selection

Premier Chapter Award: Building Communities

Recognition: National Officer Mentors

Career Development Events: Agricultural Technology & Mechanical Systems; Conduct of Chapter Meetings; Environmental and Natural Resources;

Registration

Questions? Please view the convention help center or contact registration support. Registration will open at 6 p.m. EDT on Wednesday, Sept. 9. For exhibitor registration, please contact expo@ffa.org.

Full Registration

Wednesday to Saturday event access; includes entrance to one opening session, general sessions, American Degree Ceremony, Expo, Shopping Mall, Student and Teacher Workshops.

Early Bird Registration Rate

\$95 per person

Early bird registration opens at 6 p.m. EDT on Wednesday, Sept. 9 and ends at 7:59 p.m. EDT on Wednesday, Sept. 30.

Standard Registration Rate

\$115 per person

Onsite registration rates will begin at 12 a.m. on Tuesday, Oct. 20.

Onsite Registration Rate

\$120 per person

Onsite registration rates will begin at 12 a.m. on Tuesday, Oct. 20.

Daily Registration

Single-day access to sessions, Expo, Shopping Mall, Student and Teacher Workshops. Daily registration on Saturday, Oct. 24, only includes the American FFA Degree Ceremony and Session 7.

Daily Registration Rates

Sept. 9- Oct. 19

Wednesday, Thursday, Friday: \$55 per person

Saturday: \$30 per person

Onsite Daily Registration Rates

Oct. 20-Oct. 24

Wednesday, Thursday, Friday: \$60 per person

Saturday: \$35 per person



[HOME](#)

[SCHEDULE](#)

[PLANNING >](#)

[ACTIVITIES & EVENTS >](#)

[ALUMNI AND SUPPORTERS](#)

[EXHIBITORS & SHOPPING MALL](#)

[FAQ](#)

#FFA26



Get Convention Updates

[SIGN UP](#)

[REGISTER](#)

[SCHEDULE](#)

[SHOPFFA](#)

[ESPAÑOL](#)

EVENT SCHEDULE

99th National FFA Convention & Expo • Indianapolis

All times EDT



Printable Schedules (PDF):

GENERAL SESSIONS

DELEGATE SESSIONS

STUDENT
SHOWCASE STAGE
SCHEDULE

HOME

SCHEDULE

Wednesday, Oct. 21

PLANNING >

- Opening Session 1A | 3:30 p.m.
- Competitive Events
- Expo and Shopping Mall
- Delegate Events
- Student and Teacher Workshops
- Career Success Tours
- Student Showcase Stage
- Award Recognition Ceremonies
- Concert
- Rodeo



Get Convention Updates

 SIGN UP

Friday, Oct. 23

- Fourth General Session | 8 a.m.
- Fifth General Session | 2:30 p.m.
- Sixth General Session | 7 p.m.
- Expo and Shopping Mall
- Student and Teacher Workshops
- Career Success Tours
- National Days of Service

Thursday, Oct. 22

- Opening Session 1B | 8 a.m.
- Second General Session | 2 p.m.
- Third General Session | 7 p.m.
- Competitive Events
- Expo and Shopping Mall
- Delegate Events
- Student and Teacher Workshops
- Career Success Tours
- National Days of Service
- Student Showcase Stage
- Award Recognition Ceremonies
- Rodeo
- Hypnotist Shows

Saturday, Oct. 24

- American Degree Ceremony
- Seventh General Session | 1:30 p.m.

- Student Showcase Stage
- Award Recognition Ceremonies
- Rodeo



Future Convention Dates

The National FFA Convention & Expo will occur in Indianapolis through at least 2033.

[HOME](#)

[Oct. 21-24, 2026](#)

[SCHEDULE](#)

[Oct. 27-30, 2027](#)

[PLANNING >](#)

[ACTIVITIES & EVENTS >](#)

[ALUMNI AND SUPPORTERS](#)



[EXHIBITORS & SHOPPING MALL](#)

© 2026 National FFA Organization | [Visit](#)

[Schedule](#)

[Registration](#)

[FFA.org](#) →



[Get Convention Updates](#)

 [SIGN UP](#)



[HOME](#)

[SCHEDULE](#)

[PLANNING >](#)

[ACTIVITIES & EVENTS >](#)

[ALUMNI AND SUPPORTERS](#)

[EXHIBITORS & SHOPPING MALL](#)

[FAQ](#)

#FFA26

[f](#) [X](#) [@](#) [▶](#) [in](#)

Get Convention Updates

✉ [SIGN UP](#)

[REGISTER](#)

[SCHEDULE](#)

[SHOPFFA](#)

[ESPAÑOL](#)

Registration

Registration and Badge Pickup

On-site registration and badge pickup are located in the Indiana Convention Center, Hall A.

- Tuesday, Oct. 20, 1-8 p.m.
- Wednesday, Oct. 21, 8 a.m.-8 p.m.
- Thursday, Oct. 22, 7 a.m.-7 p.m.
- Friday, Oct. 23, 7 a.m.-7 p.m.
- Saturday, Oct. 24, 6:30-9 a.m. *

*At Lucas Oil Stadium only

Lost badges: Visit registration to replace a lost badge for \$15/each. Student members must be accompanied by an advisor/chaperone to receive a replacement badge.

Additional Events

Concert (Oct. 21)

\$75 per person

Sponsored by Culver's

Hypnotist (Multiple performances)

\$25 per person

World's Toughest Rodeo (Multiple performances)

\$45 per person

Rodeo Shuttle

\$13 per person

Career Success Tours

\$30 per person

Registration Cancellation Policy:

All convention registration and event fees may be canceled and refunded for any reason before 8 p.m. on Wednesday, Sept. 30. Complete any changes via the online registration system using the link found in your registration confirmation email.

**Sierra County Office of Education
Resolution Adopting a Conflict of Interest Code
Resolution No. 27-003C**

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

WHEREAS, a COE is permitted to create its conflict of interest code by incorporating by reference the terms of 2 CCR 18730, along with a list of COE Officials to whom the code applies and disclosure categories, in accordance with Government Code 87300 and 87306;

WHEREAS, the Governing Board of the Sierra County Office of Education ("COE") has previously adopted a local conflict of interest code in this manner; and

WHEREAS, the COE has recently reviewed its list of COE Officials, and the duties of each, and has determined that changes to the current conflict of interest code are necessary.

NOW THEREFORE BE IT RESOLVED, the Governing Board of the COE adopts the following Conflict of Interest Code, including the accompanying Appendix of COE Officials and Disclosure Categories, and

BE IT FURTHER RESOLVED, any earlier resolutions, bylaws, and/or appendices containing the COE's conflict of interest code are hereby rescinded and superseded by this Resolution and Appendix.

PASSED AND ADOPTED THIS 8th day of September, 2026, at a meeting, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

VACANT: _____

Attest:

John Martinetti,
Clerk of the Board

Rhynie Hollitz,
President

**Conflict of Interest Code ("Code") of the
SIERRA COUNTY OFFICE OF EDUCATION ("COE")
2026**

The Political Reform Act (PRA) (Government Code 81000-87505) requires the COE to adopt a conflict of interest code. 2 CCR 18730 contains the terms of a conflict of interest code, which may be amended by the Fair Political Practices Commission (FPPC) to conform to amendments in the PRA. Therefore, the terms of 2 CCR 18730 and any amendments to it duly adopted by the FPPC are hereby incorporated by reference. This Code and the attached Appendix, designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the COE.

COE Officials, defined as those positions listed herein, shall file a Form 700 (also known as a Statement of Economic Interest) in accordance with the disclosure categories listed in the attached Appendix. The Form 700 shall be filed with the COE's filing officer and/or, if so required, with the COE's code reviewing body. The COE's filing officer shall make the statements available for public review and inspection.

APPENDIX

Disclosure Categories

Category 1:

A COE Official designated "Category 1" shall disclose the following:

- a. Interests in real property located entirely or partly within COE boundaries, or within two miles of COE boundaries, or of any land owned or used by the COE
- b. Investments or business positions in or income from sources which are engaged in the acquisition or disposal of real property within the COE, are contractors or subcontractors which are or have been within the past two years engaged in work or services of the type used by the COE, or manufacture or sell supplies, books, machinery, or equipment of the type used by the COE

Category 2:

A COE Official designated "Category 2" shall disclose the following:

- a. Investments or business positions in or income from sources which are contractors or subcontractors engaged in work or services of the type used by the department which the designated person manages or directs
- b. Investments or business positions in or income from sources which manufacture or sell supplies, books, machinery, or equipment of the type used by the department which the designated person manages or directs

For a principal in this category, the principal's department is the principal's entire school.

Category 3 (Applicable to positions that "manage public investments," as defined by Government Code 87200):

A COE Official designated "Category 3" shall disclose, in accordance with Government Code 87200-87210, the following:

- a. Interests in real property located entirely or partly within COE boundaries, or within two miles of COE boundaries, or of any land owned or used by the COE
- b. Investments, business positions, and sources of income, including gifts, loans, and travel payments

Designated Positions

COE Officials	Disclosure Categories
Governing Board Members	1
Superintendent	1
Fiscal Services Coordinator (Purchasing Agent)	1
Director	2
School Site Administrator/Principal	2
Consultants*	2

*Disclosures for Consultants

The Superintendent or designee shall annually determine, on a case-by-case basis, which district consultants, if any, shall constitute COE Officials and who shall disclose financial interests. The Superintendent or designee's written determination shall include a description of the consultant's duties and a statement of the extent of disclosure requirements based upon that description. All such determinations are public records and shall be retained for public inspection along with this conflict of interest code.

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

1. Approve a rate, rule, or regulation
2. Adopt or enforce a law
3. Issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order, or similar authorization or entitlement
4. Authorize the COE to enter into, modify, or renew a contract that requires COE approval
5. Grant COE approval to a contract that requires COE approval and in which the district is a party, or to the specifications for such a contract
6. Grant COE approval to a plan, design, report, study, or similar item
7. Adopt or grant COE approval of COE policies, standards, or guidelines

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

**Sierra-Plumas Joint Unified School District
Resolution Adopting a Conflict of Interest Code
Resolution No. 27-004D**

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

WHEREAS, a district is permitted to create its conflict of interest code by incorporating by reference the terms of 2 CCR 18730, along with a list of District Officials to whom the code applies and disclosure categories, in accordance with Government Code 87300 and 87306;

WHEREAS, the Governing Board of the Sierra-Plumas Joint Unified School District (“District”) has previously adopted a local conflict of interest code in this manner; and

WHEREAS, the District has recently reviewed its list of District Officials, and the duties of each, and has determined that changes to the current conflict of interest code are necessary.

NOW THEREFORE BE IT RESOLVED, the Governing Board of the District adopts the following Conflict of Interest Code, including the accompanying Appendix of District Officials and Disclosure Categories, and

BE IT FURTHER RESOLVED, any earlier resolutions, bylaws, and/or appendices containing the District's conflict of interest code are hereby rescinded and superseded by this Resolution and Appendix.

PASSED AND ADOPTED THIS 8th day of September, 2026, at a meeting, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

VACANT: _____

Attest:

John Martinetti,
Clerk of the Board

Rhynie Hollitz,
President

**Conflict of Interest Code ("Code") of the
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT ("District")
2026**

The Political Reform Act (PRA) (Government Code 81000-87505) requires the District to adopt a conflict of interest code. 2 CCR 18730 contains the terms of a conflict of interest code, which may be amended by the Fair Political Practices Commission (FPPC) to conform to amendments in the PRA. Therefore, the terms of 2 CCR 18730 and any amendments to it duly adopted by the FPPC are hereby incorporated by reference. This Code and the attached Appendix, designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the District.

District Officials, defined as those positions listed herein, shall file a Form 700 (also known as a Statement of Economic Interest) in accordance with the disclosure categories listed in the attached Appendix. The Form 700 shall be filed with the District's filing officer and/or, if so required, with the District's code reviewing body. The District's filing officer shall make the statements available for public review and inspection.

APPENDIX

Disclosure Categories

Category 1:

A District Official designated "Category 1" shall disclose the following:

- a. Interests in real property located entirely or partly within district boundaries, or within two miles of district boundaries, or of any land owned or used by the district
- b. Investments or business positions in or income from sources which are engaged in the acquisition or disposal of real property within the district, are contractors or subcontractors which are or have been within the past two years engaged in work or services of the type used by the District, or manufacture or sell supplies, books, machinery, or equipment of the type used by the District

Category 2:

A District Official designated "Category 2" shall disclose the following:

- a. Investments or business positions in or income from sources which are contractors or subcontractors engaged in work or services of the type used by the department which the designated person manages or directs
- b. Investments or business positions in or income from sources which manufacture or sell supplies, books, machinery, or equipment of the type used by the department which the designated person manages or directs
For a principal in this category, the principal's department is the principal's entire school.

Category 3 (Applicable to positions that "manage public investments," as defined by Government Code 87200):

A District Official designated "Category 3" shall disclose, in accordance with Government Code 87200-87210, the following:

- a. Interests in real property located entirely or partly within district boundaries, or within two miles of district boundaries, or of any land owned or used by the District
- b. Investments, business positions, and sources of income, including gifts, loans, and travel payments

Designated Positions

District Officials	Disclosure Categories
Governing Board Members	1
Superintendent	1
School Site Administrator/Principal	2
Consultants*	2

*Disclosures for Consultants

The Superintendent or designee shall annually determine, on a case-by-case basis, which district consultants, if any, shall constitute District Officials and who shall disclose financial interests. The Superintendent or designee's written determination shall include a description of the consultant's duties and a statement of the extent of disclosure requirements based upon that description. All such determinations are public records and shall be retained for public inspection along with this conflict of interest code.

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

1. Approve a rate, rule, or regulation
2. Adopt or enforce a law
3. Issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order, or similar authorization or entitlement
4. Authorize the District to enter into, modify, or renew a contract that requires District approval
5. Grant District approval to a contract that requires District approval and in which the district is a party, or to the specifications for such a contract
6. Grant District approval to a plan, design, report, study, or similar item
7. Adopt or grant District approval of District policies, standards, or guidelines

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

Assignment Monitor
Teachers on Local Assignment
Presented to Governing Board 9/8/2026

Teacher	Site	Credential	Subject/Grade	Sections	EC §	Section
Corcoran, A	LHS	Single Subject Social Science	Spanish 2	1	44865	Necessary Small School
			Spanish 3/4	1	44865	Necessary Small School
			Future Focus	1	44865	Necessary Small School
Doyle, P	Sierra Pass	Multiple Subject	Math 7-12	TBD	44865	Alternative School
			Social Science 7-12	TBD	44865	Alternative School
			Science 7-12	TBD	44865	Alternative School
			English	TBD	44865	Alternative School
			ISP K-12	TBD	44865	Alternative School
Rosecrans, J	LMS	Preliminary Single Subject Science				
			Math 6	1	44865	Necessary Small School
			Math 8	1	44865	Necessary Small School
			Robotics	1	44865	Necessary Small School
			Math 7	1	44865	Necessary Small School
Barker, C	LMS	Single Subject English				
			Graphic Arts	1	44865	Necessary Small School
			Photography	1	44865	Necessary Small School
Schaffnit, C	LHS	Preliminary Single Subject English	Econ	1	44865	Necessary Small School
			Spanish 1	1	44865	Necessary Small School
			Ethnic Studies	1	44865	Necessary Small School
LMS= Loyalton Middle School			doc:Assignment monitor/2026-2027 local teaching assignment			Sep-26
LHS=Loyalton High 7-12						
DVL=Downieville Jr/Sr High 7-12						
Sierra P= Sierra Pass Continuation						

Assignment Monitor
Teachers on Local Assignment
Presented to Governing Board 9/8/2026

Bolle, Robin	DVL	Single Subject Soc Science/SS Biological Science				
			Chemistry	1	44865	Necessary Small School
			Science 8	1	44865	Necessary Small School
			Earth Science 6/7	1	44865	Necessary Small School
			Natural Resources/Forestry	1	44865	Necessary Small School
Markee, Siobhan	DVL	Multiple Subject				
			English 9/10	1	44865	Necessary Small School
			English 11/12	1	44865	Necessary Small School

Proposition 28: Arts and Music in Schools Funding

Annual Report

Fiscal Year 2026-27

Name: Sierra-Plumas Joint Unified

CDS Code: 4670177-0000000

Allocation Year: 2025-26, 2024-25, 2023-24

1. Narrative description of the Prop 28 arts education program(s) funded. (2500 character limit).

Prop 28 funds were used to hire a new full-time music teacher for Loyalton Elementary, Middle and High Schools and Sierra Pass Continuation School, and to provide supplemental art and music instruction at Downieville Elementary and Downieville Junior-Senior High.

2. Number of full-time equivalent teachers (certificated). 1.0

3. Number of full-time equivalent personnel (classified). 0.0

4. Number of full-time equivalent teaching aides. 0.0

5. Number of students served. 357

6. Number of school sites providing arts education. 6

Date of Approval by Governing Board/Body 9/8/2026 12:00:00 AM

Annual Report Data URL

https://www.sierracountyschools.org/apps/pages/index.jsp?uREC_ID=4098612&type=d&pREC_ID=2555841

Submission Date 9/3/2026 8:34:06 AM

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Resolution No. 27-005D

RESOLUTION TO AUTHORIZE TRANSFER OF FUNDS TO SPECIAL FUND 40

On motion of Member _____, seconded by Member _____, the following resolution is adopted:

WHEREAS, the special reserve fund known as Fund 40 is established for capital outlay projects for school districts.

WHEREAS, the Governing Board approved resolution No. 23-007D on June 21, 2023, authorizing an annual contribution from the General Fund to each Site Resource in Fund 40 of \$250,000 (total contribution of \$750,000), and

WHEREAS, resolution No. 24-007D was approved on November 14, 2023, amending the authorization of the annual contribution to a one-time contribution from the General Fund to each Site Resource in Fund 40 of \$100,000 (total contribution of \$300,000), and

WHEREAS, resolution No. 25-005D was approved on March 19, 2025, amending the authorization of the one-time contribution from the General Fund to each Site Resource in Fund 40 of \$100,000 (total contribution of \$300,000) to a one-time contribution of \$2,000,000 from the General Fund in the 2024-2025 fiscal year to Fund 40.

WHEREAS, the current condition of our district facilities and estimated costs for repairs necessitates an additional transfer of funds.

WHEREAS, in order to be eligible for Proposition 2 and State Modernization dollars districts must have their 40% matching funds ready to go.

THEREFORE, BE IT RESOLVED that the Governing Board of Sierra-Plumas Joint Unified School District authorizes a one-time contribution of \$800,000 from the General Fund to Fund 40.

The set aside of these funds are for any site capital outlay project and/or deferred maintenance project as directed by the Governing Board and Superintendent. The Governing Board of Sierra-Plumas Joint Unified School District shall approve all projects funded with dollars contributed to Fund 40.

PASSED AND ADOPTED at a regular meeting of the Sierra-Plumas Joint Unified School District Governing Board, September 08, 2026, by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

VACANT: _____

STATE OF CALIFORNIA)
) SS
COUNTY OF SIERRA)

I, _____, Clerk of the Governing Board, do hereby certify that the foregoing is a full, true and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

John Martinetti,
Clerk of the Governing Board

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Resolution No. 27-006D

**RESOLUTION DESIGNATING CERTAIN GENERAL
FUNDS AS COMMITTED FUND BALANCE**

On motion of Member _____, seconded by Member _____, the following resolution is adopted:

WHEREAS, the Governmental Standards Accounting Board (GASB) has issued Statement No. 54, establishing a hierarchy clarifying constraints that govern how a government entity can use amounts reported as fund balance; and

WHEREAS, the Governing Board of Sierra-Plumas Joint Unified School District has previously adopted Board Policy 3100 acknowledging its authority to commit, assign, or evaluate existing fund-balance classifications and identify the intended uses of committed or assigned funds; and

WHEREAS, the committed fund balance classification reflects amounts subject to specific internal constraints self-imposed by the Board; and

WHEREAS, once the committed fund-balance constraints are imposed, it requires the constraint to be revised, removed or redirected for other purposes by the Board in the same manner as the Board originally approved the commitment; and

WHEREAS, the Board has determined it has specific needs that it elects to fund with portions of its General Fund ending fund balance.

NOW, THEREFORE, BE IT RESOLVED, that Sierra-Plumas Joint Unified School District hereby commits to utilizing portions of its general fund ending balance, as indicated by the committed fund classification in its financial statements, for the following purposes:

Purpose	Justification	Estimated Amount
Necessary Small School Funding Reserve	Provides funding for retention of staff and other necessary small school expenditures when average daily attendance declines result in State Necessary Small School funding band reductions.	From \$500,000 to \$700,000
AB 65 Pregnancy Leave	In accordance with the employee leave requirements of AB 65, the Board establishes this reserve to account for ending fund balances exceeding the state-mandated cap.	\$38,522

AB 65 Pregnancy Leave Funding Reserve	A portion of these unrestricted reserves, the current calculation estimate totals \$38,522, is expressly committed to fund the structural deficits created by the new California Paid Pregnancy Leave mandate. Effective January 1, 2027, the district must provide up to 14 weeks of full salary replacement for eligible certificated, classified, and part-time personnel recovering from pregnancy or related conditions. Because this mandate requires the district to cover full continuous employee wages alongside the concurrent costs of necessary substitute teacher coverage, these designated reserves are vital to safeguard the district's operational liquidity and ensure uninterrupted classroom instruction without cutting existing educational programs.	
---	---	--

BE IT FURTHER RESOLVED, that such funds cannot be used for any purposes other than directed above, unless the Board adopts a successor resolution to revise or remove the constraint, or otherwise redirect the funds for other purposes.

Approved, passed and adopted at a regular meeting of the Sierra-Plumas Joint Unified School District Governing Board, September 08, 2026, by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

VACANT: _____

STATE OF CALIFORNIA)
) SS
COUNTY OF SIERRA)

I, _____, Clerk of the Governing Board, do hereby certify that the foregoing is a full, true and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

John Martinetti,
Clerk of the Governing Board

Board Policy Manual

Sierra-Plumas Joint Unified School District & Sierra County Office of Education

Community Relations

Policy 1240: Volunteer Assistance

~~The Board of Education~~The Governing Board recognizes that volunteer assistance in schools can enrich the educational program, increase supervision of students, ~~and~~ contribute to school safety, and support the district in providing for the well-being of district students, while strengthening the schools' relationships with the community. The Board encourages parents/guardians and other members of the community to share their time, knowledge, and abilities with students.-

The Superintendent or designee shall develop and implement a plan for recruiting, screening, and placing volunteers, including strategies for reaching underrepresented groups of parents, guardians, and community members. Screening shall include fingerprinting and a criminal background check for all volunteers, regardless of the frequency or duration of their volunteer assignment, prior to being cleared to volunteer. Fingerprinting and background checks shall be required only once during a student's K-12 school career. The District strongly encourages every transitional kindergarten or kindergarten parent/guardian who intends to volunteer to complete the fingerprinting and background check process during the student's TK or kindergarten year so that they are cleared to volunteer for the remainder of the student's K-12 school career.

Each school shall provide families with a list of planned activities and events for the upcoming school year for which volunteers will be needed. The list shall be distributed at the beginning of each school year to assist in recruiting and organizing volunteers.

~~The Superintendent or designee shall develop and implement a plan for recruiting, screening, and placing volunteers, including strategies for reaching underrepresented groups of parents/guardians and community members.~~

~~He/she may also~~Additionally, the Superintendent or designee may recruit community members to serve as mentors to students and/or make appropriate referrals to community organizations.

CSBA NOTE: Government Code 12940 prohibits harassment of a volunteer on the basis of the characteristics listed below. For more information regarding the prohibition of discrimination in district programs and activities, see BP 0410 - Nondiscrimination in District Programs and Activities. For more information specific to the protection against discrimination as related to employees, unpaid interns, job applicants, and volunteers, see BP 4030 - Nondiscrimination in Employment and BP 4119.11/4219.11/4319.11 - Sexual Harassment.

The Board prohibits harassment of any volunteer on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, reproductive health decisionmaking, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or veteran or military status. (Government Code 12940)

As appropriate, the Superintendent or designee ~~may~~shall provide volunteers with information about school goals, programs, and practices and an orientation or other training related to their specific responsibilities.-

CSBA NOTE: Pursuant to Penal Code 11165.7, as amended by SB 848 (Ch. 460, Statutes of 2025), a volunteer who is over 18 years of age who interacts with students outside of the immediate supervision and control of the student's parent/guardian or a school employee is a mandated reporter and subject to the requirements of The Child Abuse and Neglect Reporting Act (Penal Code 11164-

11174.3). These obligations include the requirement to make a report, as specified, whenever the mandated reporter has knowledge of or observes a child whom the mandated reporter knows or reasonably suspects has been the victim of child abuse or neglect. For more information regarding mandatory training requirements, see AR 5141.4 -Child Abuse Prevention and Reporting.

Additionally, volunteers who are over 18 years of age and who interact with students outside of the immediate supervision and control of the student's parent/guardian or a school employee shall, as mandated reporters, receive the notification and training required of mandated reporters as specified in Administrative Regulation 5141.4 - Child Abuse Prevention and Reporting.

A volunteer who is a mandated reporter shall make a report, as specified in Administrative Regulation 5141.4 - Child Abuse Prevention and Reporting, whenever such volunteer has knowledge of or observes a child whom the volunteer knows or reasonably suspects has been the victim of child abuse or neglect.

Volunteers shall act in accordance with law, district policies and administrative regulations, including Board Policy and Administrative Regulation 4119.24/4219.24/4319.24 - Maintaining Appropriate Adult-Student Interactions, and school rules. The Superintendent or designee shall be responsible for investigating and resolving complaints regarding volunteers.

Employees who supervise volunteers shall ensure that volunteers are assigned meaningful responsibilities that utilize their skills and expertise and maximize their contribution to the educational program.

Volunteer ~~maintenance~~-work shall be limited to those projects that do not replace the normal-~~maintenance~~ duties of classified staff. The Board nevertheless encourages volunteers to work on short-term projects to the extent that they enhance the classroom or school, ~~do not significantly increase maintenance workloads,~~ and comply with ~~employee negotiated~~ collective bargaining agreements.

CSBA NOTE: Education Code 45347 and 45349 require certain volunteers, depending on the types of duties they will be performing, to meet qualifications pertaining to basic skills proficiency, tuberculosis testing, and/or criminal background checks. For more information regarding such qualifications, see the accompanying administrative regulation. Additionally, Health and Safety Code 1596.7995 requires volunteers who provide care and supervision to children at a child care and development center or preschool to be immunized against influenza, pertussis, and measles, and to subsequently receive an influenza vaccination between August 1 and December 1 of each year. For more information regarding child care and development programs and early childhood education see AR 5148 - Child Care and Development and AR 5148.3 - Preschool/Early Childhood Education.

See AR 5148.2 - Before/After School Programs for information about health screening and fingerprint clearance requirements for volunteers in the After School Education and Safety program and 21st Century Community Learning Center program pursuant to Education Code 8483.4 and 35021.3.

~~Volunteer aides shall not be used to assist certificated staff in performing teaching or administrative responsibilities in place of regularly authorized classified employees who have been laid off. (Education Code 35021)~~

~~Volunteers shall act in accordance with district policies, regulations, and school rules. At their discretion, employees who supervise volunteers may ask any volunteer who violates school rules or district policies to leave the campus.~~

The Superintendent or designee shall ~~be responsible for investigating and resolving complaints regarding volunteers.~~ establish procedures for determining whether volunteers possess the qualifications, if any,

required by law and administrative regulation for the types of duties they will perform.

The Board encourages principals to develop a means for recognizing the contributions of each school's volunteers.

The Superintendent or designee shall periodically report to the Board regarding the district's volunteer assistance program.

Qualifications

~~The Superintendent or designee shall establish procedures for determining whether volunteers possess the qualifications, if any, required by law and administrative regulation for the types of duties they will perform.~~

~~Prior to assuming a volunteer position to work with students in a district-sponsored student activity program, a volunteer shall obtain both a Department of Justice and Federal Bureau of Investigation criminal background check through the district. (Education Code 49024)~~

~~A volunteer who possesses a current Activity Supervisor Clearance Certificate from the Commission on Teacher Credentialing, issued prior to July 9, 2010, shall have satisfied district requirements for the criminal background check. (Education Code 49024)~~

Workers' Compensation Insurance

CSBA NOTE: The following optional section is for use by districts that choose to extend workers' compensation insurance to volunteers as authorized, but not required, pursuant to Labor Code 3352 and 3364.5. Labor Code 3364.5 requires that the Governing Board adopt a resolution to provide such insurance to volunteers.

The Board desires to provide a safe environment for volunteers and minimize the district's exposure to liability.

Upon the adoption of a resolution by the Board, volunteers shall be entitled to workers' compensation benefits for any injury sustained while engaged in the performance of service for the district. (Labor Code 3364.5)

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Policy adopted: April 10, 2007
Revised: February 12, 2008
Revised: July 12, 2011
revised: ??, 2026

Board Policy Manual

Sierra-Plumas Joint Unified School District & Sierra County Office of Education

Students**Policy 5141.4: Child Abuse Prevention And Reporting**

CSBA NOTE: The following optional policy may be revised to reflect district practice.

Pursuant to Education Code 44691, as amended by SB 848 (Ch. 460, Statutes of 2025), the California Department of Education (CDE) is required to develop and disseminate information to all districts, and their staff and volunteers, regarding the prevention, detection, and reporting of child abuse and assault, including sexual abuse and assault of children on district property, by district staff and volunteers, or in district-sponsored programs. Additionally, Education Code 44691 requires CDE to provide guidance on the responsibilities of mandated reporters, including, as amended by SB 848, the responsibilities of volunteers. For such information and resources, see CDE's website. For information on appropriate adult-student boundaries, see BP 4119.21/4219.21/4319.21 -Professional Standards and BP 4119.24/4219.24/4319.24 - Maintaining Appropriate Adult-Student Interactions.

SchoolSafety.gov is an interagency website created by the U.S. Department of Homeland Security, U.S. Department of Education, U.S. Department of Justice, and U.S. Department of Health and Human Services to provide districts with actionable recommendations to create safe and supportive learning environments for students, including information about how to prevent, identify, and respond to child exploitation.

The Governing Board is committed to supporting the safety and well-being of district students and desires to facilitate the prevention of and response to child abuse, assault, and neglect. The Superintendent or designee shall develop and implement strategies for preventing, recognizing, and promptly reporting known or suspected child abuse, assault, and neglect.

The Superintendent or designee may provide a student who is a victim of abuse with school-based mental health services or other support services and/or may refer the student to resources available within the community as needed.

CSBA NOTE: Pursuant to Education Code 51950, districts are encouraged to collaborate with the county's child welfare, probation, mental health, public health, and sheriff's departments; juvenile court; and office of education, on intervention programs for students.

The Superintendent or designee may collaborate with the county's child welfare, probation, mental health, public health, and sheriff's departments; juvenile court; and office of education, on intervention programs for students.

Child Abuse Prevention

CSBA NOTE: Education Code 51900.6 and 51950, as amended by SB 848, authorize districts to provide age- appropriate instruction in sexual abuse and sexual assault awareness and prevention in grades kindergarten-12, provided that students are allowed to be excused from such instruction upon the written request of their parents/guardians.

Pursuant to Education Code 51950, the district may provide instruction regarding abuse, including sexual abuse, human trafficking prevention, and, as amended by SB 848, sexual assault. Pursuant to Education Code 51950, as amended by SB 848, CDE is required to, by July 1, 2026, develop resources and information regarding building awareness and understanding of (1) appropriate boundaries regarding adult-student interactions and relationships, (2) appropriate professional boundaries between students and school personnel and volunteers, (3) appropriate student-student interactions and relationships, (4) the detection and indicators of inappropriate behaviors in adults and students, and

strategies to reduce risk and establish healthy boundaries, and (5) options to report child abuse, assault, and inappropriate interactions and relationships, and to safely seek assistance. Additionally, pursuant to Education Code 51950, as amended by SB 848, CDE is required to, by July 1, 2026, develop guidance on the appropriate means of instructing students regarding the prevention of abuse, including sexual abuse and assault, as specified.

Pursuant to Education Code 33546.2, the Instructional Quality Commission is required to consider incorporating into the health curriculum framework content on "sextortion." For purposes of Education Code 33546.2, "sextortion" means a threat to use sexual or intimate images or videos, however obtained, to compel another person to produce sexual or intimate images or videos, engage in sexual acts, or provide anything of value.

The district's instructional program may provide age-appropriate and culturally sensitive child abuse prevention curriculum which explains students' right to live free of abuse, includes instruction in the skills and techniques needed to identify unsafe situations and react appropriately and promptly, informs students of available support resources, and teaches students how to obtain help and disclose incidents of abuse.

~~The~~Any instructional program on child abuse may include annual instruction on sexual abuse and assault, and human trafficking prevention, including instruction on the prevalence and nature of abuse, including sexual abuse and assault and human trafficking, strategies to reduce risk, techniques to set healthy boundaries, and how to safely seek assistance. (Education Code 51950)

Additionally, the district's program ~~also~~ may include age-appropriate instruction in sexual abuse and sexual assault awareness and prevention. ~~Upon written request of a student's parent/~~(Education Code 51900.6, 51950)

~~Parent(s)/guardian, the student(s) shall be excused~~have the right to excuse their child from taking such instruction. (Education Code 51900.6) ~~all or part of instruction regarding abuse, including sexual abuse, and human trafficking prevention education, and assessments related to that education, in accordance with law and Board policy. (Education Code 51950)~~

CSBA NOTE: Pursuant to Education Code 33133.5, posters notifying students of the appropriate telephone number to call to report child abuse or neglect are available on CDE's website in five languages. Education Code 33133.5 encourages districts to post the appropriate version(s) of the poster in an area of the school where students frequently congregate.

The Superintendent or designee may display posters, in areas on campus where students frequently congregate, notifying students of the appropriate telephone number to call to report child abuse or neglect. (Education Code 33133.5)

CSBA NOTE: The following paragraph is for use by districts that serve students in grades 7-12. Education Code 215.5, as amended by AB 727 (Ch. 483, Statutes of 2025), requires districts that issue student identification cards to have printed on either side of the card The Trevor Project's LGBTQ suicide hotline. For additional information required to be printed on student identification cards, see AR 5142 - Safety.

~~In addition~~Additionally, student identification cards for students in grades 7-12 shall include ~~have printed on them the 988 Suicide and Crisis Lifeline, the National Domestic Violence Hotline telephone number (1-800-799-7233), and The Trevor Project's LGBTQ+ suicide hotline (1-866-488-7386, or by texting START to 678-678).~~ have printed on them the 988 Suicide and Crisis Lifeline, the National Domestic Violence Hotline telephone number (1-800-799-7233), and The Trevor Project's LGBTQ+ suicide hotline (1-866-488-7386, or by texting START to 678-678). (Education Code 215.5)

The Superintendent or designee shall, to the extent feasible, seek to incorporate community resources into the district's child abuse prevention programs and may use these resources to provide parents/guardians with instruction in parenting skills and child abuse prevention.

Child Abuse Reporting

CSBA NOTE: The Child Abuse and Neglect Reporting Act (Penal Code 11164-11174.3) identifies persons who are mandated to report known or suspected child abuse or neglect and establishes procedures for filing a report. Pursuant to Penal Code 11165.7, as amended by SB 848, a mandated reporter includes a district Governing Board member, employee, or volunteer. Education Code 44691, as added by SB 848, requires CDE to provide guidance on the responsibilities of mandated reporters who are school personnel and requires districts to provide annual training to employees, volunteers, and persons working on their behalf who are mandated reporters. Additionally, although not required by law, a Board member, as a mandated reporter, may receive appropriate training. For more information on mandated reporters, see the accompanying administrative regulation. It is recommended that districts with questions regarding mandated reporter training requirements consult CSBA's District and County Office of Education Legal Services or district legal counsel.

The Superintendent or designee shall establish procedures for the identification and reporting of known and suspected child abuse and neglect in accordance with law.

Procedures for reporting child abuse, as specified in Penal Code 11164-11174.3, shall be included in the district and/or school comprehensive safety plan. (Education Code 32282)

CSBA NOTE: Education Code 44252 requires that teachers applying to the Commission on Teacher Credentialing for a new credential or a renewal of their credential read and sign a statement that they understand the duties imposed on them as mandated reporters pursuant to Penal Code 11164-11174.3.

District employees who are mandated reporters, as defined by law and administrative regulation, are obligated to report all known or suspected incidents of child abuse and neglect.

CSBA NOTE: Education Code 44691 and Penal Code 11165.7 require districts to annually train their employees and, as amended by SB 848, volunteers, regarding the duties of mandated reporters. For more information regarding mandated reporting requirements, see the accompanying administrative regulation. However, pursuant to Penal Code 11165.7, a lack of training does not excuse any mandated reporter from the duty to report suspected child abuse and neglect.

The Superintendent or designee shall provide training regarding the duties of mandated reporters as required by law and as specified in the accompanying administrative regulation. (Education Code 44691; Penal Code 11165.7)

SIERRA COUNTY OFFICE OF EDUCATION
 SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
 Policy adopted: April 10, 2007
 revised: March 10, 2015
 revised: September 21, 2021
 revised: December 09, 2025
revised: ??, 2026

Sierra County/Sierra-Plumas Joint USD

Business and Noninstructional Operations

Exhibit 3312 – Contracts

Per Board Policy 3312, the Board may, by a majority vote, delegate to the Superintendent or designee the authority to enter into contracts on behalf of the district. To be valid or to constitute an enforceable obligation against the district, all such contracts must be approved and/or ratified by the Board. The only administrators authorized by the Board to sign contracts are the Superintendent and the ~~Business Manager~~Director of Business Services/CBO.

Amount Range	Board Item Type	Instructions
Up to \$9,999.99	Purchase Order	Type “Purchase Order serves as contract” in the requisition item description field. You may wish to use the district’s contract template to formalize the contract, but it is not necessary for Board approval. A purchase order must be issued <u>before</u> supplies are ordered or work begins.
\$10,000 to \$14,999.99	Consent Agenda	Administrative Assistance will p Place the contract on the consent agenda for Board approval. A physical contract must be executed; it can be either the District’s template or the vendor’s contract, but the District’s contract is preferred as it has all of the necessary provisions in it. It is not necessary to wait for Board approval to sign the contract and start services because the contract amount is under the bid limit; the Board will be asked to “ratify” the contract. <u>Independent contractors and consultants must pass the IRS 20 question test.</u> A purchase order and contract must be signed <u>before</u> supplies are ordered or work begins.
<u>\$10,000 to \$20,000</u>	<u>Consent Agenda</u>	<u>**When action is required before the next regularly scheduled Board meeting due to time-sensitive circumstances and delaying action would not be in the District’s best interest, the Superintendent may approve purchases or contracts up to \$20,000 after receiving agreement by email from both the Board President and Vice President. In the event the Board President or Vice President will be out of the area or otherwise unreachable, they may appoint a proxy to act on their behalf. The item will be added to the Consent Agenda at the next regularly scheduled Board meeting for full transparency.</u>

\$15,000 up to Bid Limit	Action Item	Not for Public Works projects (see “> Bid Limit” below.) The superintendent will take a formal contract as a separate action item to the Board for approval. A physical contract must be executed; it can be either the District’s template or the vendor’s contract, but the District’s contract is preferred as it has all of the necessary provisions in it. It is not necessary to wait for Board approval to sign the contract and start services because the contract is under the bid limit; in this case, the Board should be asked to “ratify” the contract in the action item. <u>Independent contractors and consultants must pass the IRS 20 question test.</u> A purchase order and contract must be signed before supplies are ordered or work begins.
At or above Bid Limit	Action Item	For Public Works projects over \$15,000<u>the bid limit shown below</u>. Also, for supplies/materials/equipment/services (such as maintenance and repairs) that are either sold or leased to the District that are valued over the Bid Limit shown below. A physical contract must be executed; it can be either the District’s template or the vendor’s contract, but the District’s contract is preferred as it has all of the necessary provisions in it. Supplies cannot be purchased, services cannot begin, and the contract cannot be signed until the Board approves the contract. When such contracts are over the bid limit, they must be competitively bid or be subject to a “piggyback” contract that allows use of a competitively bid contract for the exact types of supplies or services in the bid. <u>Independent contractors and consultants must pass the IRS 20 question test.</u> A purchase order and contract must be signed before supplies are ordered or work begins.

2016 Bid Limits	Description
\$15,000 <u>\$75,000</u>	Public Works projects are defined by Labor Code 1720(a)(1)-(7) as “construction, alteration, demolition, installation, or repair work done under contract and paid for in whole or in part out of public funds.” Not adjusted annually.
\$87,800 <u>\$119,100</u>	Items subject to competitive bidding: purchase or lease of equipment, materials or supplies; services that are not construction; and repairs/maintenance as defined in PCC Section 20115 that are not public works. Adjusted annually for inflation.

Internal Revenue Service 20-point Checklist for Independent Contractor

Mistakenly classifying an employee as an independent contractor can result in significant fines and penalties. There are 20 factors used by the IRS to determine whether you have enough control over a worker to be an employer. Though these rules are intended only as a guide-the IRS says the importance of each factor depends on the individual circumstances-they should be helpful in determining whether you wield enough control to show an employer- employee relationship. If you answer “Yes” to all of the first four questions, you’re probably dealing with an independent contractor; “Yes” to any of questions 5 through 20 means your worker is probably an employee.

- | <u>Yes</u> | <u>No</u> | |
|--------------------------|--------------------------|--|
| ☐ | ☐ | 1. Profit or Loss. Can the worker make a profit or suffer a loss as a result of the work, aside from the money earned from the project? (This should involve real economic risk--not just the risk of not getting paid.) |
| ☐ | ☐ | 2. Investment. Does the worker have an investment in the equipment and facilities used to do the work? (The greater the investment, the more likely independent contractor status.) |
| ☐ | ☐ | 3. Works for more than one firm. Does the person work for more than one company at a time? (This tends to indicate independent contractor status, but isn’t conclusive since employees can also work for more than one employer.) |
| ☐ | ☐ | 4. Services offered to the general public. Does the worker offer services to the general public? |
| ☐ | ☐ | 5. Instructions. Do you have the right to give the worker instructions about when, where, and how to work? (This shows control over the worker.) |
| ☐ | ☐ | 6. Training. Do you train the worker to do the job in a particular way? (Independent contractors are already trained.) |
| ☐ | ☐ | 7. Integration. Are the worker’s services so important to your business that they have become a necessary part of the business? (This may show that the worker is subject to your control.) |
| ☐ | ☐ | 8. Services rendered personally. Must the worker provide the services personally, as opposed to delegating tasks to someone else? (This indicates that you are interested in the methods employed, and not just the results.) |
| ☐ | ☐ | 9. Hiring assistants. Do you hire, supervise, and pay the worker’s assistants? (Independent contractors hire and pay their own staff.) |
| ☐ | ☐ | 10. Continuing relationship. Is there an ongoing relationship between the worker and yourself? (A relationship can be considered ongoing if services are performed frequently, but irregularly.) |
| ☐ | ☐ | 11. Work hours. Do you set the worker’s hours? (Independent contractors are masters of their own time.) |
| ☐ | ☐ | 12. Full-time work. Must the worker spend all of his or her time on your job? (Independent contractors choose when and where they will work.) |
| ☐ | ☐ | 13. Work done on premises. Must the individual work on your premises, or do you control the route or location where the work must be performed? (Answering no doesn’t by itself mean independent contractor status.) |
| ☐ | ☐ | 14. Sequence. Do you have the right to determine the order in which services are performed? (This shows control over the worker) |
| ☐ | ☐ | 15. Reports. Must the worker give you reports accounting for his or her actions? (This may show lack of independence) |
| ☐ | ☐ | 16. Pay Schedules. Do you pay the worker by hour, week, or month? (Independent contractors are generally paid by the job or commission, although by industry practice, some are paid by the hour.) |

- ☐ ☐ 17. **Expenses.** Do you pay the worker's business or travel costs? (This tends to show control.)
- ☐ ☐ 18. **Tools and materials.** Do you provide the worker with equipment, tools, or materials? (Independent contractors generally supply the materials for the job and use their own tools and equipment.)
- ☐ ☐ 19. **Right to fire.** Can you fire the worker? (An independent contractor can't be fired without subjecting you to the risk of breach of contract lawsuit.)
- ☐ ☐ 20. **Worker's right to quit.** Can the worker quit at any time, without incurring liability? (An independent contractor has a legal obligation to complete the contract.)

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Exhibit version: June 14, 2016
revised: ??, 2026

CSBA POLICY GUIDE SHEET – September 08, 2026 *First Reading*

Note: Descriptions below identify revisions made to CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts and county offices of education should review the sample materials and modify their own policies accordingly.

Board Policy 3471 – Parcel Taxes

Policy updated to clarify that ballot materials be submitted in accordance with law and Board policy. Additionally, policy updated to reflect **NEW COURT DECISION (Traiman v. Alameda Unified School District)** where the Court of Appeals held that a district may set a maximum tax liability amount per parcel and that this does not create classifications or a differential taxation in violation of the requirement for the parcel tax to be uniformly applied to all taxpayers. In addition, policy updated to add that for each election, upon receipt of the certified statement of the results of the election from the applicable county elections officials, the Governing Board is required to declare the results of the vote on the parcel tax.

Board Policy 4119.1/4219.1/4319.1 – Civil and Legal Rights

Policy updated to reference **NEW COURT DECISION (Dodge v. Evergreen School District)** where the Ninth Circuit Court of Appeals held that a principal inappropriately reprimanded a teacher who brought (but did not wear) a hat with a presidential campaign slogan on it to an on-site professional development session because (1) the teacher was expressing himself as a private citizen on a national political campaign, which was a matter of public concern and (2) the fact that some employees in attendance took offense did not create the type of substantial disruption necessary to justify limiting the teacher's right to free speech. Additionally, policy updated to clarify that, as permitted by law, districts may direct employees to search their personal accounts, devices, and records for district-related documents or information. In addition, policy updated to reflect **NEW COURT DECISION (Brown v. City of Inglewood)** where the California Supreme Court held that elected officials are not considered "employees" eligible for whistleblower protections under specified law.

Board Policy 4131 – Staff Development

Policy updated to reflect that staff be required to attend staff development as directed by the Superintendent or designee and in accordance with any applicable collective bargaining agreement and Board Policy. Additionally policy updated to add the requirement (1) for all teachers and other certificated staff serving students in any of grades 7-12 to receive at least one hour of training annually which incorporates the California Department of Education's (CDE) online training curriculum to support lesbian, gay, bisexual, transgender and questioning (LGBTQ+) cultural competency, (2) for districts, on or before July 1, 2029, to certify to CDE that 100 percent of its certificated employees who have direct contact with students in any of grades 7-12 have received youth behavioral health training at least one time, (3) for districts to provide annual training, using the online training module provided by the State Department of Social Services, to employees, volunteers, and persons working on their behalf who are mandated reporters on the mandated reporting requirements, and (4) for certificated staff who administer screening instruments or other instruments used to assess students in grades kindergarten-2 for risk of reading difficulties to be appropriately trained to administer such instruments. In addition, policy updated to reflect **NEW LAW (AB 715, 2025)** which (1) prohibits the Governing Board from adopting or approving the use of any staff development materials or services if such materials or services promote, endorse, or otherwise support actions or the use of any textbook, instructional material, supplemental instructional material, or curriculum which would subject a student to unlawful discrimination, (2) requires, if the Board knows or has reason to know that staff development materials or services were used, or an action occurred, which violated specified law, the Board to investigate and remediate the action, and (3) requires the district to notify an organization that the district determines provided a textbook, instructional material, supplemental instructional material, staff development material, or curriculum that violated specified law, unless the Superintendent of Public Instruction has already done so. Policy also updated to reflect **NEW LAW (SB 303, 2025)** which provides that an employee's assessment, testing, admission, or acknowledgment of the employee's own personal bias that was made in good faith and solicited or required as part of a bias mitigation training does not constitute

unlawful discrimination.

Board Policy 4231 – Staff Development

Policy updated to reflect that staff be required to attend staff development as directed by the Superintendent or designee and in accordance with any applicable collective bargaining agreement and Board Policy. Additionally, policy updated to add the requirement (1) for districts, on or before July 1, 2029, to certify to the California Department of Education that 40 percent of its classified employees who have direct contact with students in any of grades 7-12 have received youth behavioral health training at least one time, (2) the requirement for districts to provide annual training, using the online training module provided by the State Department of Social Services, to employees, volunteers, and persons working on their behalf who are mandated reporters on the mandated reporting requirements, and (3) the authorization for staff development on student and campus safety to include implementation of the school safety plan. In addition, policy updated to reflect **NEW LAW (AB 715, 2025)** which (1) prohibits the Governing Board from adopting or approving the use of any staff development materials or services if such materials or services promote, endorse, or otherwise support actions or the use of any textbook, instructional material, supplemental instructional material, or curriculum which would subject a student to unlawful discrimination, (2) requires, if the Board knows or has reason to know that materials were used in staff development materials or services were used, or an action occurred, which violated specified law, the Board to investigate and remediate the action, and (3) requires the district to notify an organization that the district determines provided a textbook, instructional material, supplemental instructional material, staff development material, or curriculum which violated specified law unless the Superintendent of Public Instruction has already done so. Policy also updated to reflect **NEW LAW (SB 303, 2025)** which provides that an employee's assessment, testing, admission, or acknowledgment of the employee's own personal bias that was made in good faith and solicited or required as part of a bias mitigation training does not constitute unlawful discrimination.

Board Policy 4331 – Staff Development

Policy updated to reflect that staff be required to attend staff development as directed by the Superintendent or designee and in accordance with any applicable collective bargaining agreement and Board Policy. Additionally policy updated to add the requirement (1) for districts to provide annual training, using the online training module provided by the State Department of Social Services, to employees, volunteers, and persons working on their behalf who are mandated reporters on the mandated reporting requirements and (2) for districts, on or before July 1, 2029, to certify to the California Department of Education that 100 percent of its certificated employees and 40 percent of its classified employees who have direct contact with students in any of grades 7-12 have received youth behavioral health training at least one time. In addition, policy updated to reflect **NEW LAW (AB 715, 2025)** which (1) prohibits the Governing Board from adopting or approving the use of any staff development materials or services if such materials or services promote, endorse, or otherwise support actions or the use of any textbook, instructional material, supplemental instructional material, or curriculum which would subject a student to unlawful discrimination, (2) requires, if the Board knows or has reason to know that staff development materials or services were used, or an action occurred, which violated specified law, the Board to investigate and remediate the action, and (3) requires the district to notify an organization that provided a textbook, instructional material, supplemental instructional material, staff development material, or curriculum which violated specified law, unless the Superintendent of Public Instruction has already done so. Policy also updated to reflect **NEW LAW (SB 303, 2025)** which provides that an employee's assessment, testing, admission, or acknowledgment of the employee's own personal bias that was made in good faith and solicited or required as part of a bias mitigation training does not constitute unlawful discrimination.

Board Policy 7214 – General Obligation Bonds

Policy updated to clarify (1) that if the certificate of election results received by the Governing Board from the applicable county elections officials shows that the appropriate majority of the voters is in favor of issuing the bonds, the Board declare that the bond measure has passed and record that fact in its minutes and (2) following passage of the bond measure by the appropriate majority of voters, the Board shall pass one or more resolutions directing the issuance and sale of bonds as necessary.

Board Bylaw 9220 – Governing Board Elections

Bylaw updated to add that a person duly elected to the Governing Board who also holds an incompatible office at the time the Board member is sworn in may not continue to serve in the incompatible office and to reference **NEW ATTORNEY GENERAL OPINION** which granted a request to sue an individual serving both as a county board of education member and as a school board member of a district within the jurisdiction of the county board on the grounds that there was a substantial legal question that the two offices were incompatible pursuant to specified law. Additionally, bylaw updated to reflect **NEW LAW (AB 1392, 2025)** which requires that the residence address, telephone number, and email address of a Board candidate appearing on the affidavit of registration be kept confidential except as provided by state law, and **NEW LAW (AB 94, 2025)** which prohibits a recalled Board member from being appointed to the seat that was vacated by the recall. In addition, bylaw updated to reference **NEW LAW (AB 5, 2025)** which requires county elections officials to finish counting all ballots, with certain exceptions, and release a vote count for those ballots by the 13th day following an election. Bylaw also updated to include, for those districts with board elections that have voters in more than one county, that the Board's declaration of which individuals were elected to the Board shall be transmitted to the county elections official with primary jurisdiction for the district.

Exhibit (1) 9220 – Governing Board Elections

Exhibit updated in conjunction with the accompanying Board bylaw.

Board Bylaw 9240 – Board Training

Bylaw updated to reflect **NEW LAW (AB 640, 2025)** which (1) requires a Governing Board member to receive training on school district finance, (2) requires the district to maintain records of such trainings, and (3) authorizes Board members to satisfy the training requirement by successfully completing CSBA's Masters in Governance program. Additionally, bylaw updated, for purposes of the required ethics training, to remove references to Board members whose terms expired prior to January 1, 2026, as that provision is now outdated. In addition, bylaw updated to reference **NEW LAW (SB 848, 2025)** which (1) includes Board members among those individuals who are mandated to report known or suspected child abuse or neglect and establishes procedures for filing a report, (2) provides that Board members may receive mandated reporter training, although they are not explicitly required to do so, and (3) includes that each Board member is required to receive the annual mandated reporter training in accordance with Board Policy and Administrative Regulation 5141.4 - Child Abuse Prevention and Reporting. Bylaw also updated to reflect **NEW LAW (SB 707, 2025)** which requires a district to provide a copy of the Brown Act to each newly elected or appointed Board member.

Board Policy Manual

Sierra-Plumas Joint Unified School District & Sierra County Office of Education

Business and Noninstructional Operations

Policy 3471: Parcel Taxes

CSBA NOTE: Pursuant to Article 13A of the California Constitution and Government Code 50079, districts may levy, with voter approval, a qualified special tax known as a parcel tax on real property in accordance with Government Code 50075-50077.5. Unlike a traditional ad valorem property tax which is based on estimated property values and which cannot be levied by school districts, taxpayers generally pay a flat rate for a parcel tax regardless of property value. The funds can be used on any activities or items for which general fund moneys can be spent, including general operating expenses, as long as the funds are used strictly for the purposes specified in the ballot statement.

A parcel tax is separate from general obligation bonds that may be approved for the construction, reconstruction, rehabilitation, or replacement of school facilities. For information regarding the funding of specified facilities needs through the issuance of debt, see BP/AR 7214 - General Obligation Bonds.

It is recommended that districts considering the placement of a parcel tax on the ballot consult CSBA's District and County Office of Education Legal Services or district legal counsel.

The Governing Board ~~of Education~~ recognizes its obligation to provide a high-quality educational program within safe facilities and secure campuses, and that additional funds are at times necessary to fulfill this responsibility. The Board may consider appropriate methods of financing and, when it is in the best interest of the district, may order the placement of a parcel tax on the ballot for approval by the voters.

The Board shall hold a noticed public hearing prior to approving a resolution for the adoption of a parcel tax. The resolution shall be approved by a two-thirds vote of the Board in order to be placed on the ballot.- The resolution shall include the type and rate of the tax to be levied, the method of collection, and the date upon which an election shall be held to approve the levy of the tax.- (Government Code 50077, 53724)

CSBA NOTE: Elections Code 9170 requires the ballot label or similar description of a school district parcel tax measure on a county ballot to list, either as a supporter or an opponent of the measure, the associations, nonprofit organizations, businesses, or individuals, including current or former elected officials such as Governing Board members, who have signed the ballot argument or are listed in the text of the argument for or against the measure, unless the county board of supervisors elects not to list such supporters and opponents. For more information about ballot measures, see BP 1160 - Political Processes.

Ballot materials shall be submitted in accordance with law, including Elections Code 9160-9170, and Board Policy 1160 - Political Processes.

CSBA NOTE: Pursuant to Government Code 50079, the parcel tax is required to be applied uniformly to all taxpayers or all real property within the district, unless the Board grants an exemption as authorized by law. For more information regarding exemptions from a parcel tax, see "Exemptions" below.

Additionally, Government Code 50079 provides that unimproved property may be taxed at a lower rate than improved property. However, different tax rates may not be imposed for different classifications of property.

In Borikas v. Alameda Unified School District, the appellate court concluded that the language in Government Code 50079 which states that the special tax "apply uniformly to all taxpayers or all real property" does not authorize different tax rates for residential and commercial/industrial properties, nor for different sized commercial/industrial properties. However, in Traiman v. Alameda Unified School District, the appellate court held that a district may use a uniform rate per square foot with a maximum cap on tax liability without creating illegal classifications or a differential taxation in violation of Government Code 50079.

The parcel tax shall apply uniformly to all taxpayers or all real property within the district, except that unimproved property may be taxed at a lower rate than improved property.- (Government Code 50079)

The Board shall consult with legal counsel to ensure compliance with all requirements of law, including its determination of the appropriate ~~amount~~uniform rate of the proposed parcel tax, any maximum cap on tax liability per parcel, and whether exemptions from the tax will be ~~granted~~included.

Any parcel tax to be proposed for voter approval shall provide for accountability measures, including, but not limited to, a statement indicating the specific purposes of the special tax and that the proceeds of the tax shall be used only for the specific purposes identified, creation of a separate account into which the proceeds shall be deposited, and annual reporting pursuant to Government Code 50075.3.- (Government Code 50075.1)

CSBA NOTE: Education Code 7054 prohibits a district from using funds, services, supplies or equipment to support or defeat a parcel tax ballot measure.

Additionally, in City and County of San Francisco v. All Persons Interested in The Matter of Proposition G, the appellate court held that a parcel tax placed on the ballot as a citizen initiative required only a simple majority vote to pass, and not a two-thirds majority as required if the parcel tax had been placed on the ballot by a municipality. As this case dealt with the ability to place a city or county tax on the ballot via a citizen initiative, its applicability to districts is unclear. Nonetheless, if there is an effort to put a district parcel tax on the ballot via a citizen initiative, districts should monitor the involvement of district staff and officials to ensure that such involvement does not transform the effort into a parcel tax placed on the ballot by the district.

For more information on the appropriate use of public funds as related to ballot measures, see BP 1160 - Political Processes.

No district funds, services, supplies, or equipment shall be used to support or defeat a parcel tax ballot measure.- The Superintendent or designee may use district resources to provide students, parents/guardians, and community members with fair and impartial information related to a parcel tax ballot measure, including information about the impact of the parcel tax on the district.- (Education Code 7054)

CSBA NOTE: Pursuant to Elections Code 15307, as added by AB 5 (Ch. 250, Statutes of 2025), county elections officials are required to finish counting all ballots, with certain exceptions, and release a vote count for those ballots by the 13th day following an election. Pursuant to Elections Code 15400, after each election and the counting of the ballots has been completed, the Board is required to declare the results of the vote on the parcel tax.

For each election, upon receipt of the certified statement of the results of the election from the applicable county elections officials, the Board shall declare the results of the vote on the parcel tax. (Elections Code 15372, 15400)

Upon approval of the tax by two-thirds of the votes, the district may levy the tax or contract with the county to collect the tax on the district's behalf.- (Government Code 50077)

Exemptions

The Board may grant an exemption from the parcel tax for any or all of the following: (Government Code 50079)

1. Persons who are 65 years of age or older
2. Persons receiving Supplemental Security Income for a disability, regardless of age
3. Persons receiving Social Security Disability Insurance benefits, regardless of age, whose yearly income does not exceed 250 percent of the 2012 federal poverty guideline issued by the U.S. Department of Health and Human Services

Any exemption granted by the Board shall remain in effect until the taxpayer becomes ineligible. If the taxpayer becomes ineligible for the exemption for any reason, a new exemption may be granted in the same manner.- (Government Code 50079)

If the district provides for an exemption from the parcel tax and contracts or enters into an agreement with the county to collect such tax, the district shall annually provide to the tax collector a phone number where requests for exemption information may be directed and the link, if available, to the location on the district's ~~web-site~~[website](#) that contains exemption information and the application for exemption.- (Government Code 50079)

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Policy adopted: April 14, 2020
revised: ??, 2026

Board Policy Manual

Sierra-Plumas Joint Unified School District & Sierra County Office of Education

Personnel**Policy 4119.1~4219.1~4319.1: Civil And Legal Rights**

CSBA NOTE: The following policy may be revised to reflect district practice. Though employees generally have the same constitutional and statutory rights as other citizens, there are situations in which the district may limit some of those rights.

The Governing Board believes that the personal life of an employee is not an appropriate concern of the district, except as it may directly relate to the performance of the employee's duties.

CSBA NOTE: When disciplining an employee, the district is required to consider and analyze all of the surrounding facts and circumstances within the parameters of any applicable constitutional or legal framework.

In Johnson v. Poway Unified School District, the Ninth Circuit Court of Appeals found that a district could direct a teacher not to post large banners with quotations that appeared to promote a religious viewpoint, even though the quotations were taken from instructional materials. Because the speech occurred in the teacher's classroom, the court held that it was part of the employee's role as a teacher and, thus, could be regulated by the district. In contrast, in Dodge v. Evergreen School District, the Ninth Circuit Court of Appeals held that a principal inappropriately reprimanded a teacher who brought (but did not wear) a hat with a presidential campaign slogan on it to an on-site professional development session because (1) the expression was as a private citizen on a national political campaign, which was a matter of public concern and (2) the fact that some employees in attendance took offense did not create the type of substantial disruption necessary to justify limiting the teacher's right to free speech. Additionally, in Kennedy v. Bremerton School District, the U.S. Supreme Court found that a district football coach did not coerce students to pray when the employee knelt at midfield after games to offer a quiet personal prayer and rejected the district's argument that any visible religious conduct by a teacher or coach amounted to impermissible coercion on students. The Court concluded that the coach was acting in a private capacity and not in the capacity of an employee of the district because the prayer was offered during a time when school employees were free to attend to personal matters.

Because employee discipline, especially with respect to suspension and dismissal, involves complex legal considerations, it is recommended that districts consult CSBA's District and County Office of Education Legal Services or the district's legal counsel, accordingly.

District employees may engage in private, personal activities, including the exercise of their religious, political, cultural, social or other beliefs or activities, during personal time ~~including~~such as when employees are not on duty or engaged in the supervision or instruction of students.

CSBA NOTE: The following paragraph provides for the right to privacy of district employees pursuant to Article 1, Section 1 of the California Constitution. Additionally, Education Code 49091.24 authorizes teachers to refuse to submit to district surveys or evaluations concerning certain personal beliefs as stated below.

The district shall make no inquiry concerning the personal values, attitudes, and beliefs of district employees or their sexual orientation or political or religious affiliations, beliefs, or opinions except when authorized by law. ~~In addition~~Additionally, no district employee shall be required to provide critical appraisals of other individuals with whom the employee has a familial relationship. However, the district reserves the right to access any publicly available information about any employee.

CSBA NOTE: Education Code 48907 gives students the right to exercise freedom of speech and of the press and requires that districts adopt reasonable rules and regulations concerning the time, place, and manner for students to engage in those activities. For more information on student free speech, see BP/AR 5145.2 - Freedom of Speech/Expression. Additionally, Education Code 48950 prohibits a district from disciplining any high school student solely for the student's speech or other communication which would be protected by either the U.S. or California Constitution if engaged in outside of school campus. Both of these statutes prohibit disciplining an employee who acts to protect a student engaged in conduct authorized under these provisions.

No employee shall be dismissed, suspended, disciplined, reassigned, transferred, or otherwise retaliated against solely for acting to protect a student engaged in conduct authorized under Education Code 48907 or 48950.

~~When necessary to protect the health, welfare, or safety of students and staff, school officials may search district property under an employee's control.~~

CSBA NOTE: When investigating an allegation of employee misconduct, the district may need to consider whether a search of the employee's desk, files, or other district-provided equipment, such as a computer or cell phone, is warranted. Additionally, the district may direct employees to search their personal accounts, devices, and records for district-related documents or information.

The determination of whether such searches are legally justified is complex and depends on whether the employee has a reasonable expectation of privacy in the items to be searched and whether the search is reasonable at its inception. Given the legal complexities, it is recommended that CSBA District and County Office of Education Legal Services or district legal counsel be consulted prior to a search and that employees conducting searches receive appropriate instruction as to how the search is to be conducted.

As permitted by law, the district may conduct a search of district property under an employee's control and may direct the employee to search the employee's personal accounts, devices, and records for district-related documents or information.

Whistleblower Protection

CSBA NOTE: Education Code 44110-44114, the Reporting by School Employees of Improper Governmental Activities Act, and Labor Code 1102.5 provide "whistleblower protection" to employees who refuse to be a party to, or who report, noncompliance with a state or federal law or regulation.

Whistleblower protection does not cover employees when they speak out within their employment setting on matters related to their official duties. In Garcetti v. Ceballos, the U.S. Supreme Court held that when public employees speak out in the workplace about work-related issues, they may be subject to employee discipline since they are not speaking as citizens for First Amendment purposes. However, employees have the right to speak out as concerned citizens outside of the work environment. To the extent that the employee's speech is on an issue subject to whistleblower protection, the protections provided to employees by the whistleblower statutes would be applicable.

It is recommended that districts with questions regarding whistleblower protections and related requirements consult CSBA's District and County Office of Education Legal Services or district legal counsel.

An employee shall have the right to disclose to a Board member, a school administrator, a member of the County Board of Education, the County Superintendent of Schools, or the Superintendent of Public Instruction any improper governmental activity by the district or a district employee that violates state or federal law, is economically wasteful, or involves gross misconduct, incompetency, or inefficiency. When the employee has reasonable cause to believe that the information discloses a violation of state or federal statute or a violation of or noncompliance with a state or federal rule or regulation, the employee has the right to disclose such information to a government or law enforcement agency or to refuse to participate in any such activity. (Education Code 44112, 44113; Labor Code 1102.5)

CSBA NOTE: In *Brown v. City of Inglewood*, the California Supreme Court held that elected officials are not considered "employees" eligible for whistleblower protections under Labor Code 1102.5.

For purposes of whistleblower protection, a Board member is not considered to be an employee.

CSBA NOTE: Pursuant to Labor Code 1102.8, a district is required to prominently display a list of employees' rights and responsibilities under the whistleblower laws, including the telephone number of the whistleblower hotline, in lettering at least 15 point type. Labor Code 98.11 requires the Labor Commissioner's Office to create a model list of employees' rights and responsibilities under the whistleblower laws that complies with the requirements of Labor Code 1102.8, and provides that a district will be deemed in compliance with the posting requirement of Labor Code 1102.8 if it posts the model list created by the Labor Commissioner's Office. The accompanying exhibit is a copy, without the original formatting, of the model list created by the Labor Commissioner's Office, which can be viewed and downloaded directly from the website of the Labor Commissioner's Office.

The Superintendent or designee shall prominently display in lettering ~~larger than size 14~~ of at least 15 point type a list of employees' rights and responsibilities under the whistleblower laws, including the telephone number of the whistleblower hotline maintained by the office of the California Attorney General. (Labor Code 1102.7, 1102.8)

No employee shall use or attempt to use official authority status or influence to intimidate, threaten, coerce, or command, or attempt to intimidate, threaten, coerce, or command, another employee for the purpose of interfering with that employee's right to disclose improper governmental activity. (Education Code 44113)

CSBA NOTE: An employee may be liable for an action in civil damages for interfering with the right of another employee to disclose an improper governmental action. In *Hartnett v. Crosier*, a California appellate court ruled that "management employees" could also be held liable for their acts of retaliation committed when acting in a supervisory role.

An employee who has disclosed improper governmental activity and believes that acts or attempted acts of reprisal have subsequently occurred shall file a written complaint in accordance with the district's complaint procedures.

After filing a complaint with the district, the employee may also file a copy of the complaint with local law enforcement and/or seek civil law remedies against the supervisor or administrator who retaliated or attempted to retaliate against the employee, in accordance with Education Code 44114.

Protection Against Liability

CSBA NOTE: 20 USC 7941-7948 limit the liability of teachers, principals, and other school personnel who maintain discipline and/or ensure safety when harm is caused while they are acting within the scope of their employment. The law also applies to Governing Board members. For more information on legal protections for Board members, see BB 9260 - Legal Protection. The following section is made applicable to all employees.

No employee shall be liable for harm caused by the employee's act or omission when acting within the scope of employment or district responsibilities, the employee's act or omission is in conformity with federal, state, and local laws, district policy, or administrative regulation, and the employee's act or omission is in furtherance of an effort to control, discipline, expel, or suspend a student or to maintain order or control in the classroom or school. (20 USC 7946)

The protection against liability shall not apply when: (20 USC 7946)

1. The employee acted with willful or criminal misconduct, gross negligence, recklessness, or a conscious, flagrant indifference to rights or safety of the individual harmed.
2. The employee caused harm by operating a motor vehicle or other vehicle requiring license or insurance.
3. The employee was not properly licensed, if required, by state law for such activities.
4. The employee was found by a court to have violated a federal or state civil rights law.
5. The employee was under the influence of alcohol or any drug at the time of the misconduct.
6. The misconduct constituted a crime of violence pursuant to 18 USC 16 or an act of terrorism for which the employee has been convicted in a court.
7. The misconduct involved a sexual offense for which the employee has been convicted in a court.
8. The misconduct occurred during background investigations, or other actions, involved in the employee's hiring.

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Policy adopted: October 9, 2012
revised: December 13, 2022
revised: ??, 2026

Board Policy Manual

Sierra-Plumas Joint Unified School District & Sierra County Office of Education

Personnel

Policy 4131: Staff Development (*Certificated*)

CSBA NOTE: Staff development is not one of the enumerated items within the scope of collective bargaining pursuant to Government Code 3543.2. However, in *United Faculty of Contra Costa Community College District v. Contra Costa Community College District*, the Public Employment Relations Board (PERB) found that some aspects of staff development may be negotiable if they are related to an enumerated subject of bargaining, such as working hours, wages, or other enumerated terms or conditions of employment. Because the terms "staff development" and "training" are not always clear, their negotiability, in the absence of an agreement, may be determined by PERB on a case-by-case basis. It is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel regarding questions about staff development and/or staff training as it relates to collective bargaining.

The Governing Board believes that, ~~in order to maximize certificated staff members' continual learning and improvement of relevant skills maximizes~~ student learning, achievement, and well-being, ~~certificated staff members must be continuously learning and improving relevant skills.~~ The Superintendent or designee shall develop a program of ongoing professional development which includes opportunities for teachers to enhance their instructional and classroom management skills, become informed about changes in pedagogy and subject matter, and strengthen practices related to social-emotional development and learning.-

Staff shall attend staff development as directed by the Superintendent or designee and in accordance with any applicable collective bargaining agreement and Board Policy 4119.1/4219.1/4319.1 - Civil and Legal Rights.

CSBA NOTE: Education Code 52060-52077 requires districts to develop a local control and accountability plan (LCAP) which includes goals aligned with state and local priorities, specific actions aligned to meet those goals, and a budget aligned to fund those specific actions. For more information regarding LCAP requirements, see BP/AR 0460 - Local Control and Accountability Plan. Alignment of the district's staff development program with its priorities and goals, as outlined in the LCAP and other applicable district and school plans, will help the district meet such goals and priorities.

The Superintendent or designee shall involve teachers, site and district administrators, and others, as appropriate, when creating, reviewing, and amending the district's staff development program. -The Superintendent or designee shall ensure that the district's staff development program is aligned with district priorities for student learning, achievement and well-being, school improvement objectives, the local control and accountability plan, and other district and school plans.

CSBA NOTE: Items #1-4 in the following list are required.

Due to ongoing litigation related to the religious rights of teachers, it is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel if a teacher objects to certain content of a staff training on religious grounds.

The district's staff development program shall assist certificated staff in developing knowledge and skills, including, but not limited to:

CSBA NOTE: Pursuant to Education Code 218, the California Department of Education (CDE) has developed and/or updated resources, available on its website, for use in schools serving students in grades 7-12 for in-service training for the support of lesbian, gay, bisexual, transgender, queer, and questioning (LGBTQ) students, and strategies to increase support for LGBTQ students which improve overall school climate. PRISM is a six-course online training tool with content for certificated educators to provide resources to bolster support for LGBTQ youth in California. Additionally, Education Code 218.3 requires a district serving students in any of grades 7-12 to provide at least one hour of training annually to all teachers and certificated employees serving students in grades 7-12 which incorporates CDE's online training curriculum to support LGBTQ cultural competency. The district is required to maintain records documenting the date that each employee completed the training and the name of the entity that provided the training.

1. Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning (LGBTQ+) Cultural Competency

All teachers and other certificated staff serving students in any of grades 7-12 shall, through the 2029-30 school year, receive at least one hour of training annually which incorporates the California Department of Education's (CDE) online training curriculum to support LGBTQ+ cultural competency. (Education Code 218.3)

CSBA NOTE: Pursuant to Education Code 49428.2, on or before July 1, 2029, districts are required to certify to CDE that 100 percent of its certificated employees who have direct contact with students in any of grades 7-12 have received youth behavioral health training, at least one time, in accordance with the requirements specified in Education Code 49428.2.

2. Youth behavioral health

On or before July 1, 2029, all certificated staff who have direct contact with students in any of grades 7-12 shall, at least one time, receive youth behavioral health training which provides instruction around the unique risk factors and warning signs of behavioral health problems in adolescents, builds understanding of the importance of early intervention, and teaches certificated staff how to help an adolescent in crisis or experiencing a behavioral health challenge. The training may also include instruction on: (Education Code 49428.2)

- a. Recognizing the signs and symptoms of youth behavioral health disorders, including, but not limited to, psychiatric conditions and substance use disorders such as opioid and alcohol abuse
- b. How to maintain student privacy and confidentiality in a manner consistent with federal and state privacy laws
- c. Safe de-escalation of crisis situations involving students with a youth behavioral health disorder

CSBA NOTE: Pursuant to Education Code 44691, districts are required to provide annual training, using the online training module provided by the California Department of Social Services, to their employees, volunteers, and persons working on their behalf who are mandated reporters on the mandated reporting requirements. This training is required to include information that failure to report an incident of known or reasonably suspected child abuse or neglect, is a misdemeanor. Additionally, the training is required to include information on the prevention of abuse, including sexual abuse and assault, of children on school grounds, by school personnel and volunteers, or in district-sponsored programs. CDE is required to develop and disseminate information to districts, and their school personnel and volunteers, regarding the detection and reporting of child abuse.

and the prevention of abuse, including sexual abuse and assault.

3. Mandated reporter requirements

Certificated staff shall receive training annually, or if hired during the course of the school year upon being hired, on the prevention of abuse, including sexual abuse, of children on school grounds, by school personnel, or in district-sponsored programs. The training shall include that failure to report an incident of known or reasonably suspected child abuse or neglect is a misdemeanor punishable by up to six months confinement in a county jail, or by a fine of one thousand dollars (\$1,000), or by both imprisonment and fine. (Education Code 44691)

CSBA NOTE: Pursuant to Education Code 53008, districts are required to annually assess each student in grades kindergarten-2 for risk of reading difficulties, unless the student's parent/guardian opts out of the screening as specified below. Employees administering such assessments are required to be appropriately trained.

Education Code 33319.6, as added by AB 121 (Ch.8, Statutes of 2025), appropriates funding for districts to expend before the end of the 2029-30 fiscal year to train certificated staff in grades transitional kindergarten (TK)-5, who provide literacy instruction or who support any teacher who provides literacy instruction using specified professional development criteria.

4. Administration of screening instruments for risk of reading difficulties

Certificated staff who administer screening instruments or other instruments used to assess students in grades kindergarten-2 for risk of reading difficulties shall be appropriately trained to administer such instruments. (Education Code 53008)

CSBA NOTE: The remaining items are suggested, but not required, and may be revised to reflect district practice.

Pursuant to Education Code 33319.6, as amended by SB 147 (Ch. 744, Statutes of 2025), the State Board of Education (SBE), is required to approve and CDE is required to post on its website, criteria and guidance for the selection or development of inservice professional development programs for effective means of teaching literacy in grades TK-5, with a list of inservice professional development programs that have been deemed to meet those criteria

4.5. Mastery of subject-matter knowledge, including current state and district academic standards

CSBA NOTE: Education Code 51221.1, as added by SB 472 (Ch. 761, Statutes of 2025), created the California Teachers Collaborative for Holocaust and Genocide Education, which established a statewide teacher professional development program on genocide, including the Holocaust, to ensure that genocide education is taught consistent with the current content standards, curriculum frameworks, and instructional materials adopted by SBE, and in ways that are interdisciplinary and age-appropriate to students of different grade levels. Education Code 51221.2, as added by SB 472, establishes the Holocaust and Genocide Education Grant Program to provide direct allocations to districts for the purpose of providing Holocaust and genocide education and professional development on Holocaust and genocide education.

~~2.1. Use of effective, subject-specific teaching methods, strategies, and skills~~

~~3.1. Use of technologies to enhance instruction and learning, including face-to-face, remote, or hybrid instruction~~

4.6. Sensitivity to and ability to meet the needs of diverse student populations, including, but not limited to, students with characteristics specified in Education Code 200 and/or 220, Government

Code 11135, and/or Penal Code 422.55

7. Use of effective, subject-specific teaching methods, strategies, and skills

CSBA NOTE: SBE's, "California Digital Learning Integration and Standards Guidance," provides recommendations for staff development regarding technology-based learning. It encompasses curriculum and instructional guidance for mathematics, English language arts, and English language development, including a framework for addressing critical standards, formative and diagnostic assessment, recommended aggregate time for instruction and independent work by grade, and guidance on embedding social-emotional supports for students into technology-based learning curriculum.

Education Code 51745-51749.6 contains specified requirements for districts offering technology-based instruction pursuant to an independent study program. For more information regarding independent study as an optional alternative instructional strategy for students whose needs may be best met through study outside of the regular classroom setting, see BP/AR 6158 - Independent Study.

8. Use of technologies to enhance instruction and learning, including face-to-face, remote, or hybrid instruction

~~5-9.~~ Understanding of how academic and career technical instruction can be integrated and implemented to increase student learning

~~6-10.~~ Knowledge of strategies that encourage parents/guardians to participate fully and effectively in their children's education

CSBA NOTE: CSBA's guide, "Practical Steps Toward Advancing Equitable and Supportive Discipline," a summary of research from the University of California, Los Angeles', and University of California, Berkeley's Race, Education, and Community Healing (REACH), offers actionable, research-informed steps for Governing Boards to support more equitable discipline practices, including the support of professional development opportunities that equip educators with effective restorative-focused classroom management tools.

~~7-11.~~ Effective classroom management skills and strategies for establishing a climate that promotes respect, fairness, acceptance, and civility, including conflict resolution, hatred prevention, and positive behavioral interventions and supports

~~8-12.~~ Ability to relate to students, understand their various stages of growth and development, and motivate them to learn

~~9-13.~~ Ability to interpret and use data and assessment results to guide instruction

~~10-14.~~ Knowledge of topics related to student mental and physical health, safety, and welfare, which may include social-emotional learning and trauma-informed practices

~~11-15.~~ Knowledge of topics related to employee health, safety, and security

Staff Development Materials and Services

The Board shall adopt staff development materials and services that align with the district's mission, vision, and goals, are relevant to student academic achievement and well-being, and are instrumental in

assisting certificated staff in developing the knowledge and skills specified in Items #1-15, above.

CSBA NOTE: Education Code 244, as amended by AB 715 (Ch. 428, Statutes of 2025), prohibits the Board from adopting or approving the use of any staff development materials or services if such materials or services promote, endorse, or otherwise support actions or the use of any textbook, instructional material, supplemental instructional material, or curriculum which would subject a student to unlawful discrimination pursuant to Education Code 220. For more information regarding nondiscrimination in staff development see BP 0410 - Nondiscrimination in District Programs and Activities.

The Board shall not adopt the use of any staff development materials or services that promote, endorse, or otherwise support actions or the use of any textbook, instructional material, supplemental instructional material, or curriculum which would subject a student to unlawful discrimination pursuant to Education Code 220 and Board Policy 0410 - Nondiscrimination in District Programs and Activities. (Education Code 244)

CSBA NOTE: Pursuant to Education Code 244, as amended by AB 715, the Board is required to take remedial action as described below, if the Board knows or has reason to know that materials were used in a classroom, staff development materials or services were used, or an action occurred, which violated Education Code 220. The following paragraph requires the Superintendent or designee to conduct the investigation on behalf of the Board.

If the Board knows or has reason to know that materials were used in a classroom, staff development materials or services were used, or an action occurred which subjected an individual to unlawful discrimination pursuant to Education Code 220, the Superintendent or designee shall remediate the action, which may include, but is not limited to, implementation of restorative justice practices. (Education Code 244)

CSBA NOTE: Pursuant to Education Code 60152, as added by AB 715, if it is determined that any textbook, instructional material, supplemental instructional material, staff development material, or curriculum provided by an organization has violated Education Code 244, the district is required to notify the organization that corrective action is required unless the Superintendent of Public Instruction has already done so. If corrective action is not taken within 60 days, CDE may use any means authorized by law to effect compliance. For more information regarding such notification see AR 1312.3 - Uniform Complain Procedures.

If it is determined that any textbook, instructional material, supplemental instructional material, staff development material, or curriculum provided by an organization has violated Education Code 244, the district shall notify the organization that corrective action is required unless the Superintendent of Public Instruction has already done so. If corrective action is not taken within 60 days, CDE may use any means authorized by law to effect compliance. (Education Code 60152)

CSBA NOTE: Education Code 44277 encourages districts to establish individualized professional growth programs for teachers and other educators based on a needs assessment and to evaluate such programs based on specified criteria. Districts may assist teachers with preliminary credentials to meet the qualifications required for a professional clear credential, and are required to provide support and guidance to teachers participating in internship programs and teachers who possess a short-term staff permit, a provisional internship permit, or an emergency permit. For more information regarding certification qualifications, see AR 4112.2 - Certification, and for the employment of interns, see AR 4112.21 - Interns.

The Superintendent or designee shall, in conjunction with teachers, interns, and administrators, as appropriate, develop an individualized program of professional growth to increase competence, performance, and effectiveness in teaching and classroom management and, as necessary, to assist them in meeting state or federal requirements to be fully qualified for their positions.

Professional learning opportunities offered by the district shall be evaluated based on the criteria specified in Education Code 44277. -Such opportunities may be part of a coherent plan that combines school activities within a school, including lesson study or co-teaching, and external learning opportunities that are related to academic subjects taught, provide time to meet and work with other teachers, and support instruction and student learning. Learning activities may include, but are not limited to, mentoring projects for new teachers, extra support for teachers to improve practice, and collaboration time for teachers to develop new instructional lessons, select or develop common formative assessments, or analyze student data. -(Education Code 44277)

The district's staff evaluation process may be used to recommend additional individualized staff development for individual employees.

CSBA NOTE: Pursuant to Government Code 12940.2, as added by SB 303 (Ch. 216, Statutes of 2025), an employee's assessment, testing, admission, or acknowledgment of their own personal bias that was made in good faith and solicited or required as part of a bias mitigation training does not, by itself, constitute unlawful discrimination. For more information regarding nondiscrimination in employment, see BP 4030 - Nondiscrimination in Employment.

An employee's assessment, testing, admission, or acknowledgment of their own personal bias that was made in good faith and solicited or required as part of a bias mitigation training does not, by itself, constitute unlawful discrimination. (Government Code 12940.2)

The Board may budget funds for actual and reasonable expenses incurred by staff who participate in staff development activities.

The Superintendent or designee shall provide a means for continual evaluation of the benefit of staff development activities to both staff and students and shall regularly report to the Board regarding the effectiveness of the staff development program. -Based on the Superintendent's report, the Board may revise the program as necessary to ensure that the staff development program supports the district's priorities for student achievement and well-being.

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Policy adopted: April 10, 2007
revised: February 11, 2014
revised: October 13, 2015
revised: October 12, 2021
revised: ??, 2026

Board Policy Manual

Sierra-Plumas Joint Unified School District & Sierra County Office of Education

Personnel

Policy 4231: Staff Development (*Classified*)

CSBA NOTE: Staff development is not one of the enumerated items within the scope of collective bargaining pursuant to Government Code 3543.2. However, in *United Faculty of Contra Costa Community College District v. Contra Costa Community College District*, the Public Employment Relations Board (PERB) has found that some aspects of staff development may be negotiable if they are related to an enumerated subject of bargaining, such as working hours, wages, or other enumerated terms or conditions of employment. Because the terms "staff development" and "training" are not always clear, their negotiability, in the absence of an agreement, may be determined by PERB on a case-by-case basis. It is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel regarding questions about staff development and/or staff training as it relates to collective bargaining.

Pursuant to Education Code 45391, a district that expends funds for professional development for any school site staff is required to consider the needs of its classified school employees to update their skills and learn best practices.

Pursuant to Education Code 45387, the Governing Board may authorize a permanent classified employee to attend job-related inservice training with pay during working hours for one or more school days each year.

The ~~Governing Board of Education~~ recognizes that classified staff does essential work that supports students, helps create a healthy school environment, and furthers the educational program. Classified staff shall have opportunities to participate in staff development activities in order to improve job skills, learn best practices, retrain as appropriate in order to meet changing conditions in the district, and/or enhance personal growth.-

Staff shall attend staff development as directed by the Superintendent or designee and in accordance with any applicable collective bargaining agreement and Board Policy 4219.1 - Civil and Legal Rights.

CSBA NOTE: Education Code 52060-52077 requires districts to develop a local control and accountability plan (LCAP) which includes goals aligned with state and local priorities, specific actions aligned to meet those goals, and a budget aligned to fund those specific actions. For more information regarding LCAP requirements, BP/AR 0460 - Local Control and Accountability Plan. Alignment of the district's staff development program with its priorities and goals, as outlined in the LCAP and other applicable district and school plans, will help the district meet such goals and priorities.

The Superintendent or designee ~~may~~shall involve classified staff, site and district administrators, and others, as appropriate, in the development of the district's staff development program. ~~He/she~~The Superintendent or designee shall ensure that the district's staff development program is aligned with district goals, school improvement objectives, the local control and accountability plan, and other district and school plans.

~~Staff development may address general workplace skills and/or skills and knowledge specific to the duties of each classified position, including, but not limited to, the following topics: (Education Code 45391)~~

CSBA NOTE: Items #1-2 in the following list are required.

Due to ongoing litigation related to the religious rights of employees, it is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel if an employee objects to certain content of a staff training on religious grounds.

The district's staff development program shall assist classified staff in developing knowledge and skills, including, but not limited to:

CSBA NOTE: Pursuant to Education Code 49428.2, on or before July 1, 2029, districts are required to certify to the California Department of Education (CDE) that 40 percent of its classified employees, who have direct contact with students in any of grades 7-12, have received youth behavioral health training at least one time, in accordance with the requirements in Education Code 49428.2.

1. Youth behavioral health

On or before July 1, 2029, 40 percent of classified staff who have direct contact with students in any of grades 7-12 shall, at least one time, receive youth behavioral health training which provides instruction around the unique risk factors and warning signs of behavioral health problems in adolescents, builds understanding of the importance of early intervention, and teaches classified staff how to help an adolescent in crisis or experiencing a behavioral health challenge. The training may also include instruction on: (Education Code 49428.2)

- a. Recognizing the signs and symptoms of youth behavioral health disorders, including, but not limited to, psychiatric conditions and substance use disorders such as opioid and alcohol abuse
- b. How to maintain student privacy and confidentiality in a manner consistent with federal and state privacy laws
- c. Safe de-escalation of crisis situations involving students with a youth behavioral health disorder

CSBA NOTE: Pursuant to Education Code 44691, districts are required to provide annual training, using the online training module provided by the California Department of Social Services, to their employees, volunteers, and persons working on their behalf who are mandated reporters on the mandated reporting requirements. This training is required to include information that failure to report an incident of known or reasonably suspected child abuse or neglect, is a misdemeanor. Additionally, the training is required to include information on the prevention of abuse, including sexual abuse and assault, of children on school grounds, by school personnel and volunteers, or in district-sponsored programs. CDE is required to develop and disseminate information to districts, and their school personnel and volunteers, regarding the detection and reporting of child abuse, and the prevention of abuse, including sexual abuse and assault.

2. Mandated reporter requirements

Classified staff shall receive training annually, or if hired during the course of the school year upon being hired, on the prevention of abuse, including sexual abuse, of children on school grounds, by school personnel, or in district-sponsored programs. The training shall include that failure to report an incident of known or reasonably suspected child abuse or neglect is a misdemeanor punishable by up to six months confinement in a county jail, or by a fine of one

thousand dollars (\$1,000), or by both imprisonment and fine. (Education Code 44691)

CSBA NOTE: The remaining items are suggested, but not required, and may be revised to reflect district practice.

Education Code 33319.6, as added by AB 121 (Ch. 8, Statutes of 2025), appropriates funding for districts to expend prior to the end of the 2029-30 fiscal year to train classified staff who provide literacy instruction or who support any teacher who provides literacy instruction using specified professional development criteria.

Additionally, pursuant to Education Code 33319.6, as amended by SB 147 (Ch. 744, Statutes of 2025), the State Board of Education is required to approve, and CDE is required to post on its website, criteria and guidance for the selection or development of inservice professional development programs for effective means of teaching literacy in grades transitional kindergarten-5, with a list of inservice professional development programs that have been deemed to meet those criteria.

1.3. Student learning and achievement– (Education Code 45391)

- a. How paraprofessionals can assist teachers and administrators to improve the academic achievement of students
- b. Alignment of curriculum and instructional materials with Common Core State Standards
- c. The management and use of state and local student data to improve student learning
- d. Best practices in appropriate interventions and assistance to at-risk students-

CSBA NOTE: CSBA's guide, "Practical Steps Toward Advancing Equitable and Supportive Discipline," a summary of research from the University of California, Los Angeles', and University of California, Berkeley's Race, Education, and Community Healing (REACH), offers actionable, research-informed steps for Boards to support more equitable discipline practices, including the support of professional development opportunities that equip educators with effective restorative-focused classroom management tools.

2.4. Student and campus safety, including implementation of the school safety plan (Education Code 45391)

3.5. Education technology, including management strategies and best practices regarding the use of education technology to improve student performance (Education Code 45391)

4.6. School facility maintenance and operations, including best practices in the operation and maintenance of school facilities, such as green technology and energy efficiency, that help reduce the use and cost of energy at school sites (Education Code 45391)

5.7. Special education, including best practices to meet the needs of special education students and to comply with any new state and federal mandates (Education Code 45391)

6.8. School transportation and bus safety (Education Code 45391)

7.9. Parent/guardian involvement, including ways to increase parent/guardian involvement at school sites (Education Code 45391)

~~8-10.~~ Food service, including food preparation to provide nutritional meals, food safety, and food management (Education Code 45391)

~~9-11.~~ Health, counseling, and nursing services (Education Code 45391)

~~10-12.~~ Environmental safety, including pesticides and other possibly toxic substances so that they may be safely used at school sites (Education Code 45391)

Staff Development Materials and Services

The Board shall adopt staff development materials and services that align with the district's mission, vision, and goals, are relevant to student academic achievement and well-being, and are instrumental in assisting classified staff in developing the knowledge and skills specified in Items #1-12, above.

CSBA NOTE: Education Code 244, as amended by AB 715 (Ch. 428, Statutes of 2025), prohibits the Board from adopting or approving the use of any staff development materials or services if such materials or services promote, endorse, or otherwise support actions or the use of any textbook, instructional material, supplemental instructional material, or curriculum which would subject a student to unlawful discrimination pursuant to Education Code 220. For more information regarding nondiscrimination in staff development, see BP 0410 - Nondiscrimination in District Programs and Activities.

The Board shall not adopt the use of any staff development materials or services that promote, endorse, or otherwise support actions or the use of any textbook, instructional material, supplemental instructional material, or curriculum which would subject a student to unlawful discrimination pursuant to Education Code 220 and Board Policy 0410 - Nondiscrimination in District Programs and Activities. (Education Code 244)

CSBA NOTE: Pursuant to Education Code 244, as amended by AB 715, the Board is required to take remedial action as described below, if the Board knows or has reason to know that materials were used in a classroom, staff development materials or services were used, or an action occurred, which violated Education Code 220. The following paragraph requires the Superintendent or designee to conduct the investigation on behalf of the Board.

If the Board knows or has reason to know that materials were used in a classroom, staff development materials or services were used, or an action occurred which subjected an individual to unlawful discrimination pursuant to Education Code 220, the Superintendent or designee shall remediate the action, which may include, but is not limited to, implementation of restorative justice practices. (Education Code 244)

CSBA NOTE: Pursuant to Education Code 60152, as added by AB 715, if it is determined that any textbook, instructional material, supplemental instructional material, staff development material, or curriculum provided by an organization has violated Education Code 244, the district is required to notify the organization that corrective action is required unless the Superintendent of Public Instruction has already done so. If corrective action is not taken within 60 days, CDE may use any means authorized by law to effect compliance. For more information regarding such notification, see AR 1312.3 - Uniform Complain Procedures.

If it is determined that any textbook, instructional material, supplemental instructional material, staff development material, or curriculum provided by an organization has violated Education Code 244,

the district shall notify the organization that corrective action is required unless the Superintendent of Public Instruction has already done so. If corrective action is not taken within 60 days, the California Department of Education may use any means authorized by law to effect compliance. (Education Code 60152)

CSBA NOTE: The following paragraph may be revised to reflect district practice. Pursuant to Education Code 44277, the district is required to evaluate any program of professional growth it offers to its teachers and classified employees who are involved in direct instruction of students based on specified criteria. For details of the requirement related to teachers, see BP 4131 - Staff Development.

For classroom instructional aides or other classified staff involved in direct instruction of students, staff development activities may also include academic content of the core curriculum, teaching strategies, classroom management, or other training designed to improve student performance, conflict resolution, and relationships among students. Such professional learning opportunities shall be evaluated based on criteria specified in Education Code 44277 and BP Board Policy 4131 - Staff Development.

The district's staff evaluation process may be used to recommend additional individualized staff development for individual employees.

CSBA NOTE: Pursuant to Government Code 12940.2, as added by SB 303 (Ch. 216, Statutes of 2025), an employee's assessment, testing, admission, or acknowledgment of their own personal bias that was made in good faith and solicited or required as part of a bias mitigation training does not, by itself, constitute unlawful discrimination. For more information regarding nondiscrimination in employment, see BP 4030 - Nondiscrimination in Employment.

An employee's assessment, testing, admission, or acknowledgment of their own personal bias that was made in good faith and solicited or required as part of a bias mitigation training does not, by itself, constitute unlawful discrimination. (Government Code 12940.2)

The Superintendent or designee shall provide a means for continual evaluation of the benefit of staff development activities to both staff and students and shall regularly report to the Board regarding the effectiveness of the staff development program. Based on the Superintendent's report, the Board may revise the program as necessary to ensure that the staff development program supports the district's priorities for student achievement and well-being.

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Policy adopted: April 10, 2007
revised: February 11, 2014
revised: October 13, 2015
revised: ??, 2026

Board Policy Manual

Sierra-Plumas Joint Unified School District & Sierra County Office of Education

Personnel

Policy 4331: Staff Development (*Management*)

The ~~Governing Board of Education~~ recognizes that professional development enhances employee effectiveness and contributes to personal growth. Staff development for administrative and supervisory personnel shall be designed to guide institutional improvement, build leadership skills, and enhance overall management efficiency.-

Staff shall attend staff development as directed by the Superintendent or designee and in accordance with any applicable collective bargaining agreement and Board Policy 4319.1 - Civil and Legal Rights.

CSBA NOTE: Education Code 52060-52077 requires districts to develop a local control and accountability plan (LCAP) which includes goals aligned with state and local priorities, specific actions aligned to meet those goals, and a budget aligned to fund those specific actions. For more information regarding LCAP requirements, see BP/AR 0460 - Local Control and Accountability Plan. Alignment of the district's staff development program with its priorities and goals, as outlined in the LCAP and other applicable district and school plans, will help the district meet such goals and priorities.

Education Code 44690 established the 21st Century California School Leadership Academy to organize and offer high-quality professional learning opportunities and to select providers of high-quality professional learning for administrators and other school leaders to receive grants to ensure the availability of professional learning through the 21st Century California School Leadership Academy, free of charge, to districts that receive federal Title II funds.

The U.S. Department of Education's, "Supporting Effective Instruction State Grants (Title II, Part A)," provides grants to State educational agencies and subgrants to local educational agencies to (1) increase student achievement consistent with challenging state academic standards, (2) improve the quality and effectiveness of teachers, principals, and other school leaders, (3) increase the number of teachers, principals, and other school leaders who are effective in improving student academic achievement in schools, and (4) provide low-income and minority students greater access to effective teachers, principals, and other school leaders.

The Superintendent or designee shall develop a plan for administrator support and development activities that is based on a systematic assessment of the needs of district students and staff and is aligned to the district's vision, goals, local control and accountability plan, and other comprehensive plans.

~~The district's staff development program for district and school administrators may include, but is not limited to, the following topics:~~

CSBA NOTE: Items #1-2 in the following list are required.

Due to ongoing litigation related to the religious rights of employees, it is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel if an employee objects to certain content of a staff training on religious grounds.

The district's staff development program shall assist district and school administrators in developing knowledge and skills, including, but not limited to:

CSBA NOTE: Pursuant to Education Code 44691, districts are required to provide annual training, using the online training module provided by the California Department of Social Services to their employees and persons working on their behalf who are mandated reporters, on the mandated reporting requirements. This training is required to include information that failure to report an incident of known or reasonably suspected child abuse or neglect, is a misdemeanor. Additionally, this training is required to include information on the prevention of abuse, including sexual abuse, of children on school grounds, by school personnel, or in school-sponsored programs. In addition, the California Department of Education (CDE) is required to develop and disseminate information to all school districts, and their school personnel in California, regarding the detection and reporting of child abuse.

1. Mandated reporter requirements

Administrative and supervisory staff shall receive training annually, or if hired during the course of the school year upon being hired, on the prevention of abuse, including sexual abuse, of children on school grounds, by school personnel, or in district-sponsored programs. The training shall include that failure to report an incident of known or reasonably suspected child abuse or neglect is a misdemeanor punishable by up to six months confinement in a county jail, or by a fine of one thousand dollars (\$1,000), or by both imprisonment and fine. (Education Code 44691)

CSBA NOTE: Pursuant to Education Code 49428.2, on or before July 1, 2029, districts are required to certify to CDE that 100 percent of its certificated employees and 40 percent of its classified employees who have direct contact with students in any of grades 7-12 have received youth behavioral health training, at least one time, in accordance with the requirements specified in Education Code 49428.2.

2. Youth behavioral health

On or before July 1, 2029, administrative and supervisory staff who have direct contact with students in any of grades 7-12 shall, at least one time, receive youth behavioral health training which provides instruction around the unique risk factors and warning signs of behavioral health problems in adolescents, builds understanding of the importance of early intervention, and teaches staff how to help an adolescent in crisis or experiencing a behavioral health challenge. The training may also include instruction on: (Education Code 49428.2)

- a. Recognizing the signs and symptoms of youth behavioral health disorders, including, but not limited to, psychiatric conditions and substance use disorders such as opioid and alcohol abuse
- b. How to maintain student privacy and confidentiality in a manner consistent with federal and state privacy laws
- c. Safe de-escalation of crisis situations involving students with a youth behavioral health disorder

CSBA NOTE: The remaining items are suggested, but not required and may be revised to reflect district practice.

1.3. Personnel management, including best practices on hiring, recruitment, assignment, and retention of staff

2.4. Effective fiscal management and accountability practices

~~3.5.~~ Academic standards and standards-aligned curriculum and instructional materials

~~4.6.~~ Leadership training to improve the academic achievement of all students, including capacity building in pedagogies of learning, instructional strategies that meet the varied learning needs of students, and student motivation

~~5.7.~~ The use of student assessments, including analysis of disaggregated assessment results to identify needs and progress of student subgroups

~~6.8.~~ The use of technology to improve student performance and district operations

CSBA NOTE: CSBA's guide, "Practical Steps Toward Advancing Equitable and Supportive Discipline," a summary of research from the University of California, Los Angeles', and University of California, Berkeley's Race, Education, and Community Healing (REACH), offers actionable, research-informed steps for Governing Boards to support more equitable discipline practices, including the support of professional development opportunities that equip educators with effective restorative-focused classroom management tools.

~~7.9.~~ Creation of safe and inclusive school environments

~~8.10.~~ ~~Parental~~Parent/guardian involvement and community collaboration

~~9.11.~~ Employee relations

~~10.12.~~ Effective school and district planning processes

Staff Development Materials and Services

The Board shall adopt staff development materials and services that align with the district's mission, vision, and goals, are relevant to student academic achievement and well-being, and are instrumental in assisting administrative and supervisory staff in developing the knowledge and skills specified in Items #1-12, above.

CSBA NOTE: Education Code 244, as amended by AB 715 (Ch. 428, Statutes of 2025), prohibits the Board from adopting or approving the use of any staff development materials or services if such materials or services promote, endorse, or otherwise support actions or the use of any textbook, instructional material, supplemental instructional material, or curriculum which would subject a student to unlawful discrimination pursuant to Education Code 220. For more information regarding nondiscrimination in staff development, see BP 0410 - Nondiscrimination in District Programs and Activities.

The Board shall not adopt the use of any staff development materials or services that promote, endorse, or otherwise support actions or the use of any textbook, instructional material, supplemental instructional material, or curriculum which would subject a student to unlawful discrimination pursuant to Education Code 220 and Board Policy 0410 - Nondiscrimination in District Programs and Activities. (Education Code 244)

CSBA NOTE: Pursuant to Education Code 244, as amended by AB 715, the Board is required to take remedial action as described below, if the Board knows or has reason to know that materials were used in a classroom, staff development materials or services were used, or an action occurred, which violated Education Code 220. The following paragraph requires the Superintendent or designee to conduct the investigation on behalf of the Board.

If the Board knows or has reason to know that materials were used in a classroom, staff development materials or services were used, or an action occurred which subjected an individual to unlawful discrimination pursuant to Education Code 220, the Superintendent or designee shall remediate the action, which may include, but is not limited to, implementation of restorative justice practices. (Education Code 244)

CSBA NOTE: Pursuant to Education Code 60152, as added by AB 715, if it is determined that any textbook, instructional material, supplemental instructional material, staff development material, or curriculum provided by an organization has violated Education Code 244, the district is required to notify the organization that corrective action is required unless the Superintendent of Public Instruction has already done so. If corrective action is not taken within 60 days, CDE may use any means authorized by law to effect compliance. For more information regarding such notification see AR 1312.3 - Uniform Complain Procedures.

If it is determined that any textbook, instructional material, supplemental instructional material, staff development material, or curriculum provided by an organization has violated Education Code 244, the district shall notify the organization that corrective action is required unless the Superintendent of Public Instruction has already done so. If corrective action is not taken within 60 days, the California Department of Education may use any means authorized by law to effect compliance. (Education Code 60152)

The district's staff evaluation process may be used to recommend additional staff development for individual employees.

~~The Superintendent or designee shall evaluate the benefit to staff and students of professional development activities.~~

CSBA NOTE: Pursuant to Government Code 12940.2, as added by SB 303 (Ch. 216, Statutes of 2025), an employee's assessment, testing, admission, or acknowledgment of their own personal bias that was made in good faith and solicited or required as part of a bias mitigation training does not, by itself, constitute unlawful discrimination. For more information regarding nondiscrimination in employment, see BP 4030 - Nondiscrimination in Employment.

An employee's assessment, testing, admission, or acknowledgment of their own personal bias that was made in good faith and solicited or required as part of a bias mitigation training does not, by itself, constitute unlawful discrimination. (Government Code 12940.2)

The Superintendent or designee shall provide a means for continual evaluation of the benefit of staff development activities to both staff and students and shall regularly report to the Board regarding the effectiveness of the staff development program. Based on the Superintendent's report, the Board may revise the program as necessary to ensure that the staff development program supports the district's priorities for student achievement and well-being.

Board Policy Manual

Sierra-Plumas Joint Unified School District & Sierra County Office of Education

Facilities**Policy 7214: General Obligation Bonds**

CSBA NOTE: The following policy may be revised to reflect district practice. Pursuant to the California Constitution, Article 16, Section 18, a school district may issue bonds for the construction of school facilities with either a two-thirds or 55 percent approval by local voters. To qualify for the lower 55 percent threshold pursuant to Proposition 39, districts are required to comply with additional accountability requirements as required by law and as specified in this Board policy and accompanying administrative regulation.

Education Code 15100 sets forth conditions under which the Governing Board may call for a bond election. Pursuant to Education Code 15266, these conditions are required to be satisfied if the Board is seeking either the two-thirds or 55 percent approval threshold.

In 88 Ops.Cal.Atty.Gen. 46 (2005), the Attorney General opined that a school district may use district funds to hire a consultant to assess the feasibility of developing a bond measure and to assess the public's level of support, but not to develop and implement a strategy to build a coalition to support the bond because such activities would be an impermissible use of public funds for campaign purposes in violation of Education Code 7054. However, in 99 Ops.Cal.Atty.Gen. 18 (2016), the Attorney General, while reaffirming the 2005 opinion, clarified that costs incurred from hiring consultants for pre-election services could not be paid from bond proceeds. For further discussion regarding use of district funds for political purposes, see BP 1160 - Political Processes. It is recommended that districts with questions about the use of bond proceeds consult CSBA's District and County Office of Education Legal Services or district legal counsel.

Additional information about debt financing for districts may be found in the California Debt and Investment Advisory's (CDIAC) publication, "California Debt Financing Guide."

The Governing Board recognizes that school facilities are an essential component of the educational program and that the Board has a responsibility to ensure that the district's facilities needs are met in the most cost-effective manner possible. The Board may direct the Superintendent to explore the possibility of a bond measure, which may include, but is not limited to, conducting community focus groups, surveys, and Board presentations. When the Board determines that it is in the best interest of district students, it may order an election on the question of whether bonds shall be issued to pay for school facilities.

CSBA NOTE: Pursuant to Government Code 8855, the Board is required to adopt a debt management policy prior to issuing any debt, including a general obligation bond. For sample policy language fulfilling this mandate, see BP 3470 - Debt Issuance and Management. For bonds requiring a 55 percent majority, Education Code 15268 and 15270 set limits as to the maximum amount of the bond and the tax rate that may be levied as a result of the bond. Limitations for bonds requiring a two-thirds majority are detailed in Education Code 15102-15109.

The Board's decision to order a bond election, as well as its ~~determinations~~determination regarding the appropriate amount, timing, and structure of the bond issuance, shall be consistent with law and the district's debt management policy.

CSBA NOTE: Pursuant to Education Code 15100, the following requirement applies to bond elections ordered by the Board regardless of whether the Board is seeking the two-thirds or 55 percent approval threshold.

Before ordering a bond election, the Board shall obtain reasonable and informed projections of assessed valuations that take into consideration projections of assessed property valuations made by the county assessor. (Education Code 15100)

When any project to be funded by bonds will require state matching funds for any phase of the project, the ballot materials for the bond measure shall include a statement as specified in Education Code 15122.5, advising voters that, because the project is subject to approval of state matching funds, passage of the bond measure is not a guarantee that the project will be completed. (Education Code 15122.5)

Bonds Requiring 55 Percent Approval by Local Voters

CSBA NOTE: Pursuant to Education Code 15266, upon adoption of the resolution specified below, the district is required to comply with the accountability provisions required for the 55 percent threshold, even if the bond ultimately passes by a two-thirds majority of the voters.

The Board, by a two-thirds vote and subject to Education Code 15100, may adopt a resolution to incur bonded indebtedness and order an election. Pursuant to the California Constitution, Article 13A, Section 1(b)(3) and Article 16, Section 18(b), a bond election authorized pursuant to Education Code 15266 requires the approval of at least a 55 percent majority of the voters voting in the election. (Education Code 15266)

CSBA NOTE: Education Code 15266 requires bond elections to be held only during a regularly scheduled local election at which all of the electors (voters) in the district are entitled to vote. Therefore, those school districts whose boundaries encompass more than one city or county or whose board members are elected by trustee area are required to ensure that the bond election is on a ballot in which all of the electors in the district are entitled to vote, such as a statewide primary, general, or special election.

The bond election may only be ordered at a primary or general election, a statewide special election, or a regularly scheduled local election at which all of the electors of the district are entitled to vote. (Education Code 15266)

Bonded indebtedness incurred by the district pursuant to Education Code 15266 shall be used only for the following purposes: (California Constitution Article 13A, Section 1(b)(3) and 1(b)(3)(A))

1. The construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities
2. The acquisition or lease of real property for school facilities
3. The refunding of any outstanding debt issuance used for the purposes specified in Items #1-2 above

The proposition approved by the voters shall include the following accountability requirements:
~~The proposition approved by the voters shall include the following accountability requirements:-~~
~~(California Constitution Article 13A, Section 1(b)(3))~~

1. Certification that proceeds from the sale of the bonds will be used only for the purposes specified in Items #1- 2 above, and not for any other purposes including teacher and administrative salaries and other school operating expenses (California Constitution Article 13A, Section 1(b)(3))

CSBA NOTE: In Taxpayers for Accountable School Bond Spending v. San Diego Unified School District, the court held that new stadium lighting was not specifically authorized by the school bond when the bond language did not include construction of stadium lighting even though the full text of the measure authorized projects to "renovate/replace stadium bleachers" and to "upgrade fields, track, and courts for accessibility compliance" including "other costs incidental to and necessary for completion of the listed projects including... field lighting." Since bond proceeds may only be spent on school facilities projects listed in the bond project list, aspects of a project other than those that are incidental to and necessary for its completion should be explicitly authorized. It is recommended that districts with questions about project list language consult CSBA's District and County Office of Education Legal Services or district legal counsel.

2. A list of specific school facilities projects to be funded and certification that the Board has evaluated safety, class size reduction, and information technology needs in developing that list (California Constitution Article 13A, Section 1(b)(3))

CSBA NOTE: The Attorney General opined in 87 Ops.Cal.Atty.Gen. 157 (2004) that bond proceeds may be used to pay the salaries of district employees to the extent they perform administrative oversight work on bond projects. According to the opinion, because these audits are expressly required by Proposition 39 and are directly related to the bond projects rather than routine school operations, these project administration costs may be considered as within the purposes specified in California Constitution Article 13A, Section 1(b) (3)(A) and therefore are an appropriate expenditure of bond proceeds.

However, because the legality of using bond proceeds to pay the costs of required audits is not always clear, it is recommended that the district consult CSBA's District and County Office of Education Legal Services or district legal counsel regarding the legality of using bond proceeds to pay the costs of the audits required pursuant to Items #3-4 below.

The performance audit described in Item #3 may include an evaluation of the planning, financing, and implementation of the overall facilities program.

3. A requirement that the Board conduct an annual, independent performance audit to ensure that the funds have been expended only on the specific projects listed (California Constitution Article 13A, Section 1(b)(3))
4. A requirement that the Board conduct an annual, independent financial audit of the proceeds from the sale of the bonds until all of those proceeds have been expended for the school facilities projects (California
If a district general obligation bond requiring a 55 percent majority is approved by the voters, Constitution Article 13A, Section 1(b)(3))
5. A requirement that the Board shall appoint an independent citizens' oversight committee to inform the public concerning the expenditure of bond revenues as specified in Education Code 15278 and the accompanying administrative regulation – (Education Code 15278)

This committee shall be appointed within 60 days of the date that the Board enters the election results in its minutes pursuant to Education Code 15274. (Education Code 15278)

The Superintendent or designee shall ensure that the annual, independent performance and financial audits required pursuant to Items #3-4 above are issued in accordance with the U.S. Comptroller General's Government Auditing Standards and submitted to the citizens' oversight committee at the same time they are submitted to the Superintendent or designee and no later than March 31 of each year. (Education Code 15286)

The Board shall provide the citizens' oversight committee with responses to all findings, recommendations, and concerns addressed in the performance and financial audits within three months of receiving the audits. (Education Code 15280)

The Board may disband the citizens' oversight committee when the committee has completed its review of the final performance and financial audits.

Bonds Requiring ~~66.67 Percent~~Two-thirds Approval by Local Voters

The Board may decide to pursue the authorization and issuance of bonds by approval of ~~66.67 percent~~a two-thirds majority of the voters pursuant to Education Code 15100 and California Constitution, Article 13A, Section 1(b)(2). If a majority of the Board agrees to such an election, or upon a petition of the majority of the qualified electors residing in the district, the Board shall adopt a resolution ordering an election on the question of whether to incur bonded indebtedness if approved by ~~a 66.67 percent~~two-thirds majority of ~~the~~ voters. (Education Code 15100)

CSBA NOTE: Pursuant to Education Code 15101, an election for a bond measure that requires two-thirds approval may be held only on specified days. Districts using this option should coordinate efforts with their local elections officials to ensure compliance with law.

The bond election may be ordered to occur on any Tuesday, except a Tuesday that is a state holiday or the day before or after a state holiday, is within 45 days before or after a statewide election unless conducted at the same time as the statewide election, or is an established election date pursuant to Elections Code 1000 or 1500. (Education Code 15101)

CSBA NOTE: Items #1-10 below reflect the purposes for which funds generated from a general obligation bond authorized with two-thirds voter approval may be used, pursuant to Education Code 15100. Some of these purposes may be inconsistent with Article 13A, Section 1 of the California Constitution, which permits a district to raise funds in this manner only for the acquisition or improvement of real property. It is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel when determining whether to order a bond election for any of the purposes specified in Education Code 15100.

Subject to limits specified in Article 13A, Section 1 of the California Constitution, bonds shall be sold to raise money for any of the following purposes: (Education Code 15100)

1. Purchasing school lots
2. Building or purchasing school buildings
3. Making alterations or additions to school building(s) other than as may be necessary for current maintenance, operation, or repairs
4. Repairing, restoring, or rebuilding any school building damaged, injured, or destroyed by fire or other public calamity
5. Supplying school buildings and grounds with furniture, equipment, or necessary apparatus of a permanent nature
6. Permanently improving school grounds
7. Refunding any outstanding valid indebtedness of the district, evidenced by bonds or state school building aid loans

8. Carrying out sewer or drain projects or purposes authorized in Education Code 17577
9. Purchasing school buses with a useful life of at least 20 years
10. Demolishing or razing any school building with the intent to replace it with another school building, whether in the same location or in any other location

Except for refunding any outstanding indebtedness, any of the purposes listed above may be united and voted upon as a single proposition by an order of the Board entered into the minutes. (Education Code 15100)

CSBA NOTE: Although Education Code 15278 requires that the Board appoint a citizens' oversight committee if the district has a general obligation bond approved according to the 55 percent threshold provisions, districts that have had approval of a bond with two-thirds majority vote are not required by law to appoint a citizens' oversight committee. However, such districts may, at their discretion, form an oversight committee under requirements and guidelines adopted by the Board.

The Board may appoint a citizens' oversight committee to review and report to the Board and the public as to whether the expenditure of bond revenues complies with the intended purposes of the bond.

Certificate of Results

CSBA NOTE: The following section applies to bond elections requiring either a 55 percent or two-thirds approval by local voters.

Pursuant to Elections Code 15307, as added by AB 5 (Ch. 250, Statutes of 2025), county elections officials are required to finish counting all ballots, with certain exceptions, and release a vote count for those ballots by the 13th day following an election. Pursuant to Elections Code 15372, following a bond election, the county elections official is required to submit a certificate of the election results to the Board, which then must provide certification to the County Board of Supervisors, as specified below.

If the certificate of election results received by the Board from the applicable county elections officials shows that the appropriate majority of the voters is in favor of issuing the bonds, the Board shall declare that the bond measure has passed and record that fact in its minutes. The Board shall then certify to the County Board of Supervisors all proceedings it had in connection with the election results. (Education Code 15124, 15274; Elections Code 15372, 15400)

Resolutions Regarding Sale of Bonds

CSBA NOTE: The following section applies to bond elections requiring either a 55 percent or two-thirds approval by local voters. Pursuant to Education Code 15140, bonds may be offered for sale by either the County Board of Supervisors or the County Superintendent of Schools. However, the County Board of Supervisors may adopt a resolution authorizing a district to sell bonds on its own behalf when the district has not received a qualified or negative certification in its most recent interim financial report. For more information regarding interim financial reports see BP/AR 3460 - Financial Reports and Accountability.

In addition to districts' authority to issue bonds pursuant to Education Code 15100-15254, Government Code 53506-53509.5 provide an alternative method. However, any district that intends to issue bonds using this alternative method is subject to stricter requirements pursuant to Government Code 53508.5.

Pursuant to Education Code 15100.3 and 15267, two or more small school districts with average daily attendance of 2,500 or less that have voter-approved authority to issue bonds, may form a joint powers authority, in accordance with Government Code 6500 - 6539.9, for the purpose of issuing or selling bonds for raising money for the purposes authorized.

Districts using these alternative methods may need to further modify this policy and accompanying administrative regulation. It is recommended that districts wishing to modify policy language consult with CSBA's District and County Office of Education Legal Services or district legal counsel as necessary.

Regardless of the method used to issue bonds, pursuant to Education Code 15144.1 and 15144.2, the district's total debt service to principal ratio must not exceed four to one and, if the bond allows for the compounding of interest, such as a capital appreciation bond (CAB), and matures more than 10 years after its issuance date, the bond must be redeemable by the district no later than 10 years from issuance. Pursuant to Government Code 53508.6, a current interest bond (CIB) may have a maturity of up to 40 years provided that the district complies with the disclosure requirements specified in Education Code 15146 and makes a finding that the useful life of the facility to be financed with the bonds is at least equal to the maturity date of the bonds.

Following passage of the bond measure by the appropriate majority of voters, the Board shall pass ~~a resolution~~one or more resolutions directing the issuance and sale of bonds ~~as necessary~~. In accordance with law, ~~the~~each resolution shall prescribe the total amount of bonds to be sold and may also prescribe the maximum acceptable interest rate, not to exceed eight percent, and the time(s) when the whole or any part of the principal of the bonds shall be payable. (Education Code 15140; Government Code 53508.6)

CSBA NOTE: To ensure prudence in the expenditure of district resources, the Board should carefully consider all available funding instruments, such as CIBs, CABs, and convertible capital appreciation bonds, the manner in which the bonds will be sold, and other related issues as specified in Education Code 15146. Districts considering the method of bond sale and kinds of bonds to sell are encouraged to review CSBA's Governance Brief, "Bond Sales - Questions and Considerations for Districts," and establish a bond financing team including a municipal advisor and bond counsel.

In passing ~~the~~each resolution, the Board shall consider each available funding instrument, including, but not limited to, the costs associated with each and their relative suitability for the project to be financed.

Prior to the sale of bonds, the Board shall place an agenda item at a public meeting and adopt as part of the bond issuance resolution, or in a separate resolution, disclosures of the available funding instruments, the costs and sustainability of each, and all of the following information: (Education Code 15146)

1. Express approval of the method of sale, such as competitive or negotiated sales
2. Statement of the reasons for the method of sale selected
3. Disclosure of the identity of the bond counsel, and the identities of the bond underwriter and the financial adviser if either or both are utilized for the sale, unless these individuals have not been selected at the time the resolution is adopted, in which case the Board shall disclose their identities at the public meeting occurring after they have been selected
4. Estimates of the costs associated with the bond issuance, including, but not limited to, bond counsel and financial advisor fees, printing costs, rating agency fees, underwriting fees, and other miscellaneous costs and expenses of issuing the bonds

When the sale involves bonds that allow for the compounding of interest, such as a capital appreciation bond (CAB), the resolution to be adopted by the Board shall include Items #1-4 above as well as the financing term and time of maturity, repayment ratio, and the estimated change in the assessed value of taxable property within the district over the term of the bonds. The resolution shall be publicly noticed on at least two consecutive meeting agendas, first as an information item and second as an action item. The agendas shall identify that bonds that allow for the compounding of interest are proposed. (Education Code 15146)

Prior to adopting a resolution for the sale of bonds that allow for the compounding of interest, the Board shall be presented with the following: (Education Code 15146)

1. An analysis containing the total overall cost of the bonds that allow for the compounding of interest
2. A comparison to the overall cost of current interest bonds
3. The reason bonds that allow for the compounding of interest are being recommended
4. A copy of the disclosure made by the underwriter in compliance with Rule G-17 adopted by the federal Municipal Securities Rulemaking Board

CSBA NOTE: Government Code 8855 requires that the district report any proposed issuance of debt to CDIAC at least 30 days prior to the sale of the debt issue. Typically, bond counsel will file the report on behalf of the district. Government Code 8855 requires that the report include a certification that the district has adopted a debt management policy and that the issuance is consistent with that policy. Additionally, pursuant to Government Code 8855, the district is required to annually submit, on or before January 31, a report to the CDIAC regarding all outstanding debt and the use of the proceeds of the issued debt. For more information regarding the issuance of debt as a source of funding, see BP 3470 - Debt Issuance and Management.

At least 30 days prior to the sale of any debt issue, the Superintendent or designee shall submit a report of the proposed issuance to the California Debt and Investment Advisory Commission (CDIAC). (Government Code 8855)

After the sale, the Board shall be presented with the actual issuance cost information and shall disclose that information at the Board's next scheduled meeting. The Board shall ensure that an itemized summary of the costs of the bond sale and all necessary information and reports regarding the sale are submitted to the CDAIC. (Education Code 15146; Government Code 53509.5)

Bond Anticipation Notes

CSBA NOTE: Pursuant to Education Code 15150, the district is authorized to issue a bond anticipation note when the Board determines by resolution that it is in the best interest of the district to finance a facilities project on an interim basis in anticipation of the sale of bonds that has been approved by voters. The note may only be issued in accordance with law and subject to terms and conditions prescribed by the Board.

Whenever the Board determines that it is in the best interest of the district, it may, by resolution, issue a bond anticipation note, on a negotiated or competitive-bid basis, to raise funds that shall be used only for a purpose authorized by a bond that has been approved by the voters of the district in accordance with law. (Education Code 15150)

CSBA NOTE: Education Code 15150 clarifies that interest on a bond anticipation note may be paid at maturity from the proceeds of the sale of the bond in anticipation of which it was issued or paid periodically from a property tax levied for that purpose if certain conditions are satisfied.

Payment of principal and interest on any bond anticipation note shall be made at note maturity, not to exceed five years, from the proceeds derived from the sale of the bond in anticipation of which that note was originally issued or from any other source lawfully available for that purpose, including state grants. Interest payments may also be made from such sources. However, interest payments may be made periodically and prior to note maturity from an increased property tax if the following conditions are met: (Education Code 15150)

1. A resolution of the Board authorizes the property tax for that purpose
2. The principal amount of the bond anticipation note does not exceed the remaining principal amount of the authorized but unissued bonds

A bond anticipation note may be issued only if the tax rate levied to pay interest on the note would not cause the district to exceed the tax rate limitation set forth in Education Code 15268 or 15270, as applicable.

Deposit of Bond Proceeds

CSBA NOTE: Pursuant to Education Code 15146, the proceeds of the sale of bonds, exclusive of any premium received, is required to be deposited in the county treasury to the credit of the building fund of the district. Education Code 15146 prohibits districts from withdrawing proceeds from the sale of bonds at any time for purposes of making investments outside the county treasury.

With regard to general obligation bonds, the district shall invest new money bond proceeds in the county treasury pool as required by law. (Education Code 15146)

SIERRA COUNTY OFFICE OF EDUCATION
 SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
 Policy adopted: April 10, 2007
 revised: August 14, 2012
 revised: May 13, 2013
 revised: April 18, 2014
 revised: October 10, 2017
 revised: September 10, 2024
revised: ??, 2026

Board Policy Manual

Sierra-Plumas Joint Unified School District & Sierra County Office of Education

Board Bylaws**Bylaw 9220: Governing Board Elections**

CSBA NOTE: While many district elections are governed by state law, some district elections are governed by the applicable city or county charter, or both. This bylaw is written based on state law but should be modified to the extent a city or county charter applies.

Because the filling of elective offices involves serious issues of constitutional and statutory concerns, it is recommended that districts with questions related to local elections consult CSBA's District and County Office of Education Legal Services or district legal counsel.

Board Member Qualifications

CSBA NOTE: Education Code 35107 details eligibility for Governing Board membership as specified below, including the requirement to be registered to vote. Elections Code 2201 lists the causes for cancelling an individual's voter registration, including, but not limited to, legally established mental incompetency, proof that the person is presently imprisoned or on parole for conviction of a felony, or official notification that the voter is registered to vote in another country or state.

Additionally, pursuant to certain provisions of the California Constitution and various state laws, the conviction of certain offenses makes a person ineligible to be a Board member, except when the person has been granted a pardon in accordance with law. For a non-exhaustive list of such offenses, see the accompanying exhibit.

Any person is eligible to be a member of the Governing Board, without further qualifications, if the person is: 18 years of age or older; a citizen of California; a resident of the school district or, if ~~applicable~~required, the trustee area; a registered voter; and not legally disqualified from holding civil office. (Education Code 35107)

A person is not eligible to be a member of the Board if they have been convicted of an offense(s) as specified in law ~~and the accompanying Exhibit~~, except when the person has been granted a pardon in accordance with law.-

A district employee duly elected to the Board shall resign from district employment, or shall otherwise cease being a district employee, before being sworn in. If a district employee duly elected to the Board is sworn in and remains a district employee, then the district's employment of the employee shall automatically terminate upon being sworn into office. (Education Code 35107)

CSBA NOTE: Pursuant to Government Code 1099, an individual is prohibited from simultaneously holding two public offices that are incompatible.

In 109 Ops.Cal.Atty.Gen. 106 (2026), the Attorney General granted a request to sue an individual serving both as a county board of education member and as a school board member of a district within the jurisdiction of the county board on the grounds that there was a substantial legal question that the two offices were incompatible pursuant to Government Code 1099.

Additionally, a person duly appointed or elected to the Board who holds an incompatible office at the time the Board member is sworn in to office as a Board member may not continue to serve in the incompatible office, and shall be deemed to have forfeited the incompatible office in accordance with Government Code 1099.

CSBA NOTE: See CSBA's website for information about governing board services that may be provided to candidates.

The Board encourages all candidates to become knowledgeable about the role of board members. ~~The Superintendent or designee shall provide a~~ Upon request by a Board candidate, ~~upon request by the Superintendent or designee shall provide~~ the candidate, with ~~information that will enable them to understand;~~

1. Information regarding the responsibilities and expectations of ~~being~~ a Board member, including information regarding available workshops, seminars, and/or training. ~~Additionally, the Superintendent or designee shall provide a Board candidate, upon request by the candidate, the~~
2. The county election official's contact information and general information about school programs, district operations, and Board responsibilities.

CSBA NOTE: Pursuant to Elections Code 2166.9, as added by AB 1392 (Ch. 300, Statutes of 2025), the residence address, telephone number, and email address of a Board candidate appearing on the affidavit of registration is required to be kept confidential except as provided by state law.

A candidate's residence address, telephone number, and email address recorded with the applicable county election official shall be kept confidential in accordance with state law. (Elections Code 2166.9)

Recalling a Board Member

~~A Board member may be recalled as permitted by Elections Code 11000-11386.~~ To commence a recall of a Board member, proponents shall serve, file, and publish or post a notice of intention to circulate the recall petition as specified by law and any applicable ~~county~~ elections official directives. Additionally, the recall petition shall be in the format provided by the Secretary of State and include, among other things, an estimate of the cost of conducting the special election, as determined by the county elections official, in consultation with the district. (Elections Code 11000-11386)

CSBA NOTE: Pursuant to Elections Code 11240, within 14 days after the regular Board meeting at which the Board received a certificate of sufficiency to recall a Board member, the Board is required to order a recall election and set a date for the recall election in accordance with law. Pursuant to Elections Code 11241, if the Board fails to do so, the elections official of the county which has jurisdiction over the district is required to set the date for the recall election within five days after the expiration of the 14-day window.

Within 14 days after the regular meeting at which the Board receives a certificate of sufficiency of signatures on a recall petition from ~~a county~~an elections official, the Board shall order an election to be held to determine whether the Board member named in the petition shall be recalled. The election shall be held not less than 88, nor more than 125, days after the date that the Board orders the election. However, the election may be conducted within 180 days after the issuance of the Board's order to consolidate the election with a regularly scheduled election. (Elections Code 11240-11242)

A recall election of a Board member shall be conducted in accordance with Elections Code 11381-11386.

If a recall of a Board member is successful, that Board member's seat becomes vacant and shall be filled in accordance with Education Code 5090-~~95~~5095 and Board Bylaw 9223 - Filling Vacancies.

CSBA NOTE: Pursuant to Elections Code 11382, as amended by AB 94 (Ch. 251, Statutes of 2025), a recalled Board member may not be appointed to the seat that was vacated by the recall. For information on filling vacancies, see BB 9223 - Filing Vacancies.

However, a recalled Board member may not be appointed to the seat that was vacated by the recall. (Elections Code 11382)

Consolidation of Elections

CSBA NOTE: The following section is for districts that currently hold their Board elections at a time that is not concurrent with municipal or statewide elections.

In general, Education Code 5000 and Elections Code 1302 require the regular election of Board members to be held on the first Tuesday after the first Monday in November of each odd-numbered year. However, in accordance with Elections Code 1302 and 10404.5, districts are authorized to request consolidation of their Board elections with the local municipal or state primary or general election by adopting a Board resolution and submitting it to the County Board of Supervisors for approval. Most districts choose to consolidate their Board elections with the local municipal or state primary or general election.

Pursuant to Elections Code 14051-14052, districts are required to hold elections concurrent with statewide elections if holding nonconcurrent elections has previously resulted in a "significant decrease" in voter turnout, as defined. Districts consolidating their elections due to low voter turnout should follow the procedures specified in Elections Code 1302, including the adoption of a Board resolution. For further analysis, see CSBA's, "Legal Alert on the Impact of Senate Bill No. 415 on School Board Elections."

The Board may consolidate Board elections with the local municipal or statewide primary or general election in accordance with Elections Code 1302.

Additionally, if a regularly scheduled Board election held other than on a statewide election date results in a decrease in local voter turnout of 25 percent or more compared to the average local turnout for the previous four statewide general elections, the Board shall take action to consolidate Board elections with statewide elections in accordance with Elections Code 14051-14052.

In order to consolidate elections, the Board shall adopt a resolution and submit it to the County Board of Supervisors for approval not later than 240 days prior to the date of the currently scheduled district election. (Elections Code 10404.5)

Whenever a regularly scheduled Board election is changed due to consolidation of elections, the terms of office of incumbent Board members shall be extended to align with the next applicable election. (Elections Code 10404.5)

Elections Process and Procedures

CSBA NOTE: Pursuant to Elections Code 15307, as added by AB 5 (Ch. 250, Statutes of 2025), county elections officials are required to finish counting all ballots, with certain exceptions, and release a vote count for those ballots by the 13th day following an election. Pursuant to Elections Code 15400, after each election and the counting of the ballots has been completed, the Board is required to declare who has been elected to the Board.

For each election, upon ~~certification by the County Board of Supervisors~~ receipt of the certified statement of the results of the election from the applicable county elections officials, the Board shall

declare ~~who has~~which individuals have been elected to the Board in accordance with law.
(~~Election~~Elections Code 15372, 15400)

CSBA NOTE: The following paragraph is for districts with board elections that have voters in more than one county and should be deleted by all other districts.

The declaration shall be transmitted to the county elections official with primary jurisdiction for the district, who shall then issue and deliver a certificate of election to each person elected. (Elections Code 15400-15401)

A Board member whose term has expired shall continue to discharge the duties of the office until a successor has qualified by taking the oath of office. (Government Code 1302, 1360)

CSBA NOTE: Option #1 below is for use where Board members are elected by trustee area. Option #2 below is for use where Board members are elected "at large." Option #3 below is for use where Board members are elected using a "hybrid" method.

OPTION 1: (Election by trustee area)

Each Board member shall reside within the trustee area ~~that the Board member represents but they represent and~~ shall be elected by all-voters in the district, residing within that trustee area. Trustee areas shall be balanced by population as required by state and federal law.

CSBA NOTE: Elections Code 21100-21180 establishes a comprehensive set of rules that local governments are required to follow during the redistricting process.

Following each decennial federal census the Board shall adjust the boundaries of the district's trustee areas in accordance with Elections Code 21100-21180. (Education Code 5019.5)

OPTION 1 ENDS HERE

CSBA NOTE: Any district that selects Option 2 or 3 should ensure that its decision is consistent with law.

OPTION 2: (Election using "at large" voting method)

~~Board members may reside anywhere within the district's boundaries and shall be elected by all voters in the district.~~

OPTION 2 ENDS HERE

CSBA NOTE: In addition to the methods described in Option 1 and Option 2, a district may use a "hybrid" method, which requires each Board member to reside within the trustee area that the Board member represents but be elected by all voters in the district. The extent, if any, to which a district using this "hybrid" method is required to balance its trustee areas by population is unclear.

OPTION 3: (Election using hybrid method)

~~Each Board member shall reside within the trustee area that the Board member represents but shall be elected by all voters in the district. Trustee areas shall be balanced by population as required by state and federal law.~~

CSBA NOTE: Elections Code 21100-21180 establishes a comprehensive set of rules that local governments are required to follow during the redistricting process.

~~Following each decennial federal census the Board shall adjust the boundaries of the district's trustee areas in accordance with Elections Code 21100-21180. (Education Code 5019.5)~~

OPTIONS 3 ENDS HERE

CSBA NOTE: The following paragraph may be revised to reflect district practice. Districts using Option 2 or 3 above should periodically monitor the demographics within their geographical boundaries to ensure that no violation of law occurs.

The Board may review the district's Board election method to determine whether any modification is necessary.

CSBA NOTE: Converting from an "at-large" (Option 2 above) or a "hybrid" (Option 3 above) voting method to a "by trustee area" (Option 1 above) voting method involves complex issues of law regarding matters such as the redrawing of maps, required approvals, and transition dates. Elections Code 10010 and 21100-21150 require the Board to follow certain procedures and hold hearings before and after drawing maps of the proposed district boundaries to allow for public input. One such procedure is found in Elections Code 10010, which requires hearings to solicit input regarding the composition of the district, the content of the draft map(s), and the proposed sequence of elections, if applicable. Each such hearing is required to be publicly noticed and begin at a fixed time if it is held as part of a Board meeting that also includes other substantive agenda items.

The following paragraph may be deleted by districts that have already adopted the "by-trustee" election method (Option 1 above).

If the district seeks to change its election method, the Board shall follow procedural requirements and hold public hearings in accordance with Elections Code 10010 and 21100-21150 before adopting a resolution at an open meeting specifying the change and ~~obtain~~obtaining approval from the county committee on school district organization ~~having with primary~~ jurisdiction ~~over~~for the district in accordance with Education Code 5019.

CSBA NOTE: The Attorney General opined in 105 Ops.Cal.Atty.Gen. 182 (2022) that when the boundaries of a district's trustee areas are adjusted or the district changes from "at-large elections" to "by-trustee area elections," and a vacancy then arises in a seat held by a Board member whose term of office began prior to the change in boundaries or election method, the vacancy should be filled using the boundaries or election method by which the incumbent Board member was elected. Any district that has already adopted a "by-trustee" election method should revise the following paragraph accordingly.

The election method or trustee-area boundaries in effect at the beginning of a Board member's term shall be used when any vacancy that occurs during that term is to be filled, even if, during the term, the district has adopted "by- trustee area" election method or trustee area boundaries have been adjusted.

Campaign ~~Conduct~~Finance

CSBA NOTE: The Political Reform Act and its associated regulations establish campaign finance rules for school board elections. Additionally, Education Code 35177 authorizes boards, by resolution, to limit campaign expenditures and/or contributions for candidates in board elections. The following paragraph may be modified to reflect district practice.

Based on the First Amendment, however, courts have imposed constraints on limitations on campaign expenditures and/or contributions limits. It is strongly recommended that, before adopting any campaign expenditures and/or contribution limits, the Board consult CSBA's District and County Office of Education Legal Services or district legal counsel, in order to ensure that the district's limits satisfy legal restrictions.

All candidates, including current Board members running as incumbents, shall abide by local, county, state, and federal requirements regarding campaign contributions, funding, and expenditures.

CSBA NOTE: Government Code 85300 generally prohibits the expenditure of public funds for the purpose of seeking elective office. However, Government Code 85300 permits a candidate to expend or accept public funds for the purpose of seeking elective office if the Board establishes a dedicated fund for that purpose, provided that both (1) the public funds are available to all qualified, voluntarily participating candidates for the same office without regard to incumbency or political party preference and (2) the Board has established criteria for determining a candidate's qualifications. For school board elections, candidate qualifications are governed by state law as specified in "Board Member Qualifications," above.

A Board ~~member~~candidate shall not expend, ~~and a candidate shall not or~~ accept, any public money for the purpose of seeking elective office. However, the district may establish a dedicated fund for those seeking election to the Board, provided that the funds are available to all candidates who are qualified pursuant to Education Code 35107 without regard to incumbency or political preference. (Government Code 85300)

CSBA NOTE: Pursuant to Elections Code 20440, county election officials are required to present each candidate running for public office with a voluntary Code of Fair Campaign Practices for the candidate to sign. However, neither the district nor candidates have authority to enforce the pledge if it is violated. The following paragraph expresses the Board's desire that candidates for Board membership sign and abide by the terms of the pledge.

In order to help protect the public's trust in the electoral process as well as the public's confidence in the Board and district, the Board encourages all candidates to sign and adhere to the principles in the Code of Fair Campaign Practices pursuant to Elections Code 20440.

Statement of Qualifications

On the 125th day prior to the day fixed for the general district election, the Board secretary or designee shall deliver a notice, bearing the secretary's signature and district seal, to the county elections official describing both of the following: (Elections Code 10509)

1. The elective offices of the district to be filled at the ~~general~~applicable election and which offices, if any, are for the balance of an unexpired term
2. Whether the district or the candidate is to pay for the publication of a statement of qualifications pursuant to Elections Code 13307

CSBA NOTE: Pursuant to Elections Code 13307, the candidate statement is limited to 200 words (Option 1 below), unless the Board chooses to authorize a 400-word maximum (Option 2 below).

OPTION 1: (200 Words Limit)

Candidates for the Board may submit a candidate statement to the elections official for inclusion in the voter's pamphlet. Candidate statements shall be limited to no more than 200 words. (Elections Code 13307)

OPTION 1 ENDS HERE

OPTION 2: (400 Words Limit)

~~Candidates for the Board may submit a candidate statement to the elections official for inclusion in the voter's pamphlet. Candidate statements shall be limited to no more than 400 words. (Elections Code 13307)~~

OPTION 2 ENDS HERE

CSBA NOTE: Pursuant to Elections Code 13307, a voter may receive by mail a voter's pamphlet that contains candidate statements or, when authorized by the elections official, may opt to obtain the voter's pamphlet and related materials electronically such as from the elections official's website or via email. When electronic distribution is authorized by the elections official, districts may choose, pursuant to Elections Code 13307, whether to permit Board candidates to prepare a statement for electronic distribution. If a candidate chooses to submit a statement for electronic distribution only, it will not appear in the mailed voter's pamphlet.

The following paragraph, which may be revised to reflect district practice, is for use by any district that authorizes electronic distribution of candidate statements in addition to or instead of the mailed voter's pamphlet.

When the elections official allows for the electronic distribution of candidate statements, a candidate for the Board may, in addition to or instead of submitting a candidate statement for inclusion in the mailed voter's pamphlet, prepare and submit a candidate statement for electronic distribution. (Elections Code 13307)

CSBA NOTE: Prior to the beginning of the nominating period, Elections Code 13307 requires the Board to determine whether to have the district assume the costs of producing candidate statements or to charge candidates for the costs, regardless of whether the statements are for hard copy or electronic distribution. In 85 Ops.Cal.Atty.Gen. 49 (2002), the Attorney General opined that Elections Code 13307, which authorizes the district to pay for distributing candidate statements for nonpartisan elective offices, does not conflict with Education Code 7054, which prohibits the use of district resources for campaign purposes.

Option 1 below is for districts that assume the costs associated with producing candidate statements, and Option 2 is for districts that charge candidates for the costs. The following options may be revised to reflect the method of distribution (i.e., electronic and/or hard copy) used by the district.

OPTION 1: (Candidate Statement Paid by District)

The district shall pay the cost of printing, handling, translating, mailing, and/or electronically distributing candidate statements filed pursuant to Elections Code 13307.

OPTION 1 ENDS HERE

OPTION 2: (Candidate Statement Paid by Candidate)

The district shall assume no part of the cost of printing, handling, translating, mailing, or electronically distributing candidate statements filed pursuant to Elections Code 13307. As a condition of having candidate statements included in the voter's pamphlet, the district may require candidates to pay their estimated pro rata share of these costs to the district in advance pursuant to Elections Code 13307.

OPTION 2 ENDS HERE

Tie Votes in Board Member Elections

CSBA NOTE: Education Code 5016 requires the Board to decide, before conducting any election, whether a potential tie will be resolved by lot or by a runoff election. Option 1 provides for the use of lots to determine the winner in case of a tie in every election and Option 2 provides for a runoff election in every election.

Education Code 5016 requires the County Superintendent of Schools to provide certification of a tie vote in an election to the district Board.

OPTION 1: (Tie Decided by Lot)

Whenever the County Superintendent of Schools with primary jurisdiction for the district certifies to the Board that there is a tie vote such that it is impossible to determine which of two or more candidates has been elected to the Board, the Board shall immediately notify the candidates who received the tie votes of the time and place where the candidates or their representatives should appear before the Board. The Board at that time and place shall determine the winner by lot. (Education Code 5016)

OPTION 1 ENDS HERE

OPTION 2: (Tie Decided by Runoff Election)

~~Whenever the County Superintendent of Schools with primary jurisdiction for the district certifies to the Board that there is a tie vote such that it is impossible to determine which of two or more candidates has been elected to the Board, the Board shall schedule a runoff election in accordance with law. (Education Code 5016)~~

OPTION 2 ENDS HERE

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Bylaw adopted: April 10, 2007
revised: January 13, 2009
revised: September 10, 2013
revised: August 8, 2017
renamed: September 13, 2022
revised: June 21, 2023
revised: December 17, 2024
revised: ??, 2026

Sierra County/Sierra-Plumas Joint USD

Board Bylaws

Exhibit 9220 – Governing Board Elections

This exhibit is a non-exhaustive list of offenses the conviction of which disqualifies a person from holding public office, including as a Governing Board member of a school district, in the State of California.

1. California Constitution, Article VII, Section 8: Giving or offering a bribe to procure personal election or appointment
2. California Constitution, Article VII, Section 8: Committing bribery, perjury, forgery, malfeasance in office, or other high crimes
3. Penal Code ~~section~~ 67: Giving or offering a bribe to any executive officer in the state to influence any decision made by that officer in their official capacity
4. Penal Code ~~section~~ 68: While an executive or ministerial officer, employee, or appointee of the state, a county, a city, or another political subdivision of the state, asking for, receiving, or agreeing to receive any bribe to influence any decision made by that person in their official capacity
5. Penal Code ~~section~~ 74: As a public officer, for gratuity or reward, appointing another person to public office, or permitting another person to exercise or discharge the duties of their office
6. Penal Code ~~section~~ 88: While a member of the Legislature or of a legislative body of a city, county, city and county, school district, or other special district, committing any of various crimes against the Legislative power, including bribery and logrolling
7. Penal Code ~~section~~ 98: While an officer, committing any of various bribery and corruption crimes against the public justice as specified in Penal Code 92-100, including bribing or threatening judges or jurors
8. Penal Code ~~section~~ 165: Giving or offering a bribe to a member of a city council or a board of supervisors to influence any decision made by that member in their official capacity
9. Penal Code ~~section~~ 424: While an officer of the state or of any county, city, town, or district of the state, or while otherwise charged with the receipt, safekeeping, transfer, or disbursement of public moneys, appropriating such moneys for personal use, or refusing to pay any public moneys as required by law
10. Penal Code ~~section~~ 2772: Interfering with the work of prisoners employed at a road camp, or giving or attempting to give such prisoners any controlled substances, intoxicating liquors, firearms, weapons, or explosives of any kind
11. Penal Code ~~section~~ 2790: Interrupting the work of prisoners employed at a public park or camp, or giving or attempting to give such prisoners any controlled substances, intoxicating liquors, firearms, weapons, or explosives of any kind

12. Government Code ~~section~~-1021: Committing designated crimes as specified in the California Constitution or state law
13. Government Code ~~section~~ 1097: While a public official, being financially interested in a contract made in their official capacity, or by any body or board of which ~~he or she~~ the public official is a member, or aiding or abetting a public official in committing such a violation
14. Government Code ~~section~~ 9055: While a member of the Legislature or of a legislative body of a city, county, city and county, school district, or other special district, committing any of various crimes against the Legislative power, including bribery and logrolling
15. Government Code ~~section~~ 9412: While a member of the Legislature, refusing to appear before the Senate, Assembly, or any committee of the Legislature after being summoned to testify, or while appearing before the Senate, Assembly, or any committee, refusing to be sworn or to answer any material and proper question, or refusing to produce, upon reasonable notice, any material and proper books, papers, or documents in their possession and under their control
16. Elections Code ~~section~~ 20: Committing a felony involving accepting or giving, or offering to give, any bribe, the embezzlement of public money, extortion or theft of public money, perjury, or conspiracy to commit any of those crimes
17. Elections Code ~~section~~ 18501: While a public official, aiding the illegal casting of a vote at an election or otherwise facilitating the perpetration of election fraud

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Exhibit version: December 17, 2024
revised: ??, 2026

Board Policy Manual

Sierra-Plumas Joint Unified School District & Sierra County Office of Education

Board Bylaws**Bylaw 9240: Board Training**

CSBA NOTE: CSBA's Professional Governance Standards include expectations that each Governing Board member will participate in professional development and commit the time and energy necessary to be an informed and effective leader. See CSBA's website for education opportunities, including, but not limited to, the Institute for New and First-Term Board Members, Masters in Governance (MIG) Program, Annual Education Conference and Trade Show, Legal Symposium for Experienced Board Members, Board Presidents Workshop, Brown Act Workshop, Policy Update Webinars, and Ethics Trainings, as well as other workshops and webinars on specific topics, and in-district governance consulting services.

The Governing Board believes that ~~the Board's~~ ability to effectively and responsibly govern the district is essential to promoting student achievement, building positive community relations, and protecting the public interest in district schools. Board members shall participate in ~~mandatory trainings on school district finance, ethics training, and mandated reporting as outlined below, and required by this Bylaw.~~ Additionally, Board members are encouraged to participate in ongoing opportunities for professional development ~~sufficient~~ to help them understand their responsibilities, stay abreast of new developments in education, and improve their governance skills.

CSBA NOTE: Education Code 35220-35223, as added by AB 640 (Ch. 618, Statutes of 2025), requires a Board member to receive training on school district finance based on curricula to be developed by the Fiscal Crisis and Management Assistance Team (FCMAT), in consultation with the California Department of Education, and for the district to maintain records of such trainings. In lieu of the training based on the FCMAT curricula, Board members may satisfy the training requirement by successfully completing CSBA's MIG Program.

~~Unless a Board member's~~ Each Board member shall complete a training in district finance in accordance with Education Code 35220-35223. For Board members in office as of April 1, 2027, the deadline to complete the training is April 1, 2028, unless their term expires prior to January 1, 2026 of office ends before April 1, 2028. For Board members elected or appointed to office after April 1, 2027, including a Board member newly elected or appointed to a nonconsecutive term, the deadline to complete the training is one year from the first day of serving as a Board member. Completion of CSBA's Masters in Governance (MIG) Program shall be deemed to satisfy the district finance training requirement.

CSBA NOTE: Government Code 53234-53235.2 requires a local agency official, including a Board member, to receive recurring trainings in ethics, and for the district to maintain records of such trainings. CSBA offers ethics trainings to satisfy this requirement. Additionally, pursuant to Government Code 53235, the Fair Political Practices Commission, in consultation with the Attorney General, is required to offer a free online ethics training course.

In addition, Government Code 53234-53235.2, as amended by SB 827 (Ch. 661, Statutes of 2025), imposes a similar requirement on Superintendents. For more information on required trainings for the Superintendent, see BP 2110 - Superintendent Responsibilities and Duties.

Additionally, each Board member shall complete ethics training in accordance with Government Code 53234-53235.2 by January 1, 2026, 53235.2 within six months from the first day of serving as a Board member and at least once every two years thereafter. (Government Code 53235)

CSBA NOTE: The Child Abuse and Neglect Reporting Act (Penal Code 11164-11174.3) identifies persons who are mandated to report known or suspected child abuse or neglect and establishes procedures for filing a report. Pursuant to Penal Code 11165.7, as amended by SB 848 (Ch. 460, Statutes of 2025), a mandated reporter includes a Board member. Additionally, Education Code 44691, as added by SB 848, requires districts to provide annual training to employees, volunteers, and persons working on their behalf who are mandated reporters. Although not explicitly required by law, a Board member, as a mandated reporter, may receive appropriate training. The remainder of this Bylaw is written to require such training for Board members and should be modified to reflect district practice.

For more information on mandated reporter training, see BP/AR 5141.4 - Child Abuse Prevention and Reporting. Additionally, it is recommended that districts with questions regarding mandated reporter training requirements consult CSBA's District and County Office of Education Legal Services or district legal counsel.

In addition, each Board member shall receive annual mandated reporter training in accordance with Board Policy/Administrative Regulation 5141.4 - Child Abuse Prevention and Reporting. (Education Code 44691; Penal Code 11165.7)

~~Once completed, the~~Each Board member shall inform the Board president and Superintendent, ~~who or~~ designee of the completion of any training required by this Bylaw, and the Superintendent or designee shall ensure that records of participation and completion are retained for each Board member's participation in the required ethics training member. (Education Code 35222; Government Code 44691, 53235.2)

CSBA NOTE: Pursuant to Government Code 54952.7, as amended by SB 707 (Ch. 327, Statutes of 2025), the district is required to provide a copy of the Brown Act to each elected or appointed Board member.

Upon each Board member's election or appointment, the district shall provide the Board member with a copy of the Brown Act. (Government Code 54952.7)

The Board president and/or the Superintendent or designee shall provide an orientation to newly elected or appointed Board members consistent with Board Bylaw 9230 - Orientation.

The Board president shall work with the Superintendent or designee to include funds in the district's proposed annual budget for professional development, and associated reasonable travel expenses, for the Board as a whole and for each individual Board member ~~in the district's proposed annual budget~~.

Consistent with the availability of funds in the district's adopted annual budget, the Board president or designee shall annually develop, and bring to the Board for ~~adoption~~consideration at a Board meeting, a Board professional development calendar designed to assist the Board as a whole in understanding the principles of effective governance, including, but not limited to, information on ~~school finance and budgets~~the district's budget, student achievement and assessment, labor relations, community relations, program evaluation, open meeting laws (the Brown Act), conflict of interest laws, and other topics necessary to govern effectively and in compliance with law.

CSBA NOTE: The following paragraph, which may be modified to reflect district practice, authorizes individual Board members to identify and participate in additional professional development opportunities so long as there are funds available in the district's adopted annual budget for such purpose.

Consistent with the availability of funds in the district's adopted annual budget, individual Board members may identify and participate in additional professional development opportunities, and shall timely inform the Board president and the Superintendent upon doing so. Additionally, the Superintendent or designee shall establish timelines and procedures for how an individual Board member shall request that the district pay for such professional development opportunities, whether in advance or by reimbursement.

Board members are encouraged to consider participating in the professional development opportunities offered by CSBA such as the Institute for New and First-Term Board Members, ~~Masters in Governance~~ MIG Program, Annual Education Conference and Trade Show, Legal Symposium for Experienced Board Members, Board Presidents Workshop, Brown Act Workshop, Policy Update Webinars, and Ethics Trainings.

Individual Board members are encouraged to share the knowledge or skills acquired from individual professional development opportunities with the full Board, thereby benefiting the Board as a whole and the district.

CSBA NOTE: Pursuant to Government Code 54952.2, a "meeting" subject to Brown Act requirements does not include the attendance of a majority of the Board's members at a conference or similar public gathering, provided that a majority of the members do not discuss among themselves business of a specific nature that is within the subject matter jurisdiction of the Board. For more information regarding Board meetings, including what constitutes a Board meeting, see BB 9320 - Meetings and Notices.

Consistent with Board Bylaw 9320 - Meetings ~~And~~ and Notices, Board members may attend a professional development opportunity as part of a conference or similar public gathering, such as the Annual Education Conference and Trade Show hosted by CSBA, so long as a majority of the Board members do not discuss among themselves, other than as part of the scheduled program, business of a ~~specified~~ specific nature that is within the district's jurisdiction.

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Bylaw adopted: April 10, 2007
revised: February 14, 2017
revised: March 19, 2025
revised: ??, 2026