

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

April 28, 2026

5:00pm CLOSED Session

6:00pm Regular Session

Meeting Location:

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

Zoom for the public:

Link: <https://us02web.zoom.us/j/86119496788>

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

Webinar ID: 861 1949 6788

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): Logan Kinneer

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.

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. PUBLIC COMMENT FOR CLOSED SESSION

At this time, the meeting opens for any public comments regarding the Closed Session item(s).

E. CLOSED SESSION

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

1. Government Code 54956.9

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code 54956.9(d)(2) or (3)

Number of potential cases: one (1)

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

3. Government Code 54957

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: District Superintendent

F. RETURN TO OPEN SESSION and ADJOURN FOR BREAK

G. 6:00PM – RECONVENE

H. FLAG SALUTE

I. RECOGNITION OF JAMES BERARDI FOR YEARS OF SERVICE

J. REPORT OUT FROM CLOSED SESSION

K. INFORMATION/DISCUSSION ITEMS

1. Superintendent Reports

COUNTY—SCOE

- a. Children and Youth Behavioral Health Initiative (CYBHI) Grant discussion
- b. California County Superintendents General Membership Meeting and Advocacy
- c. Teacher on Special Assignment – Math and Science Instructional Coach**
- d. SCOE Personnel Items:
 1. Resignation for Amy Burt, Severely Handicapped Aide, Loyalton Elementary School, 1.0 FTE (6 hours/day), effective June 12, 2026
 2. Resignation for Victoria Russell-Fisher, Severely Handicapped Aide, Loyalton High School, 1.0 FTE (6 hours/day), effective June 12, 2026
 3. Assignment of Carmel Crane, TOSA--Academic and Online Learning Support--College & Career Readiness, Districtwide, 1.0 FTE, effective August 17, 2026

DISTRICT—SPJUSD

- e. 2026-2027 LCAP Community Meetings
 - f. Facilities update
 - g. Old Middle School Gym Structural Evaluation**
2. Business Report
- a. Monthly Chronic Absenteeism Rates**
 - b. Seventh Month SPJUSD Enrollments for the 2025-2026 School Year**
3. Spotlight on Schools/Programs: Downieville Schools
4. SPTA Report
5. Committee/Board Member Reports
6. 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. Three (3) minutes may be allotted to each speaker and a maximum of twenty (20) minutes to each subject matter.

L. CONSENT CALENDAR

1. Approval of minutes for the joint Special Meeting held March 10, 2026**
2. Approval of minutes for the joint Regular Meeting held March 10, 2026**
3. Approval of minutes for the SPJUSD Special Meeting held April 01, 2026**
4. Approval of Board Report-Checks Dated 03/01/2026 through 03/31/2026
 - a. SCOE**
 - b. SPJUSD**
5. Approval of Quarterly Report on Williams Uniform Complaints for the quarter ending 03/31/2026
 - a. SCOE**
 - b. SPJUSD**
6. Approval of the following SPJUSD personnel items:
 - a. Resignation of Carol Richards, Custodian, Loyalton Middle School, 1.0 FTE, effective March 27, 2026
 - b. Authorization to fill Custodian, Loyalton Middle School, 1.0 FTE
 - c. Assignment of Colby Barker, Teacher, Loyalton Middle School, 1.0 FTE, effective August 17, 2026
 - d. Assignment of April Burns, Teacher, Loyalton Middle School, 1.0 FTE, effective August 17, 2026
 - e. Authorization to fill Teacher, Loyalton Elementary School, 1.0 FTE

M. ACTION ITEMS

1. New Business

COUNTY—SCOPE

None

DISTRICT—SPJUSD

- a. Adoption of Resolution 26-015D, Recognition of James Berardi**
- b. Approval of the 2026-2027 Extra Duty Assignments and Stipends to be filled**
- c. Approval of amendment to the Mental Health Student Services Act (MHSSA) grant MOU**
- d. Authorization to Submit Request for Federal Waiver for Carl D. Perkins Career and Technical Education Improvement Act**
- e. Approval of the Right of Entry and License Agreement with the City of Loyalton, Contract No. 2026-016D**
- f. Approval of bid for foundation work for Sierra Pass portable--
- g. Approval of bid for Loyalton Portables Painting Project**
- h. Approval of bid for paving LMS Basketball Court and Lunch Area**
- i. Approval of quote for fiberoptic trenching work between LES to LMS**
- j. Approval of quote for Robotics and Coding Curriculum and Equipment**
- k. Approval of two quotes for supplies and materials for Healthcare Pathways under Golden State Pathways Program (GSPP) grant--
- l. Approval to appoint Sean Snider as the representative for Sierra-Plumas Joint Unified School District on the Feather River Adult Education Consortium
- m. Approval to surplus Downieville Kitchen Stand Mixer, Hobart Model A-200T

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."

Batch from March 10th – Second Reading

- n. 3470—Debt Issuance and Management^^
- o. 5020—Parent Rights and Responsibilities^^
- p. 5117—Interdistrict Attendance^^
- q. 5138—Conflict Resolution/Peer Mediation^^
- r. 6020—Parent Involvement^^
- s. 6143—Courses of Study^^
- t. 6146.2—Certificate of Proficiency/High School Equivalency, *DELETE*

New for April 28th – First Reading

- u. 4119.21~4219.21~4319.21—Professional Standards**
- v. 4119.24~4219.24~4319.24—Maintaining Appropriate Adult-Student Interactions**
- w. 9250—Remuneration, Reimbursement and other Benefits
 - 1. Board Bylaw**
 - 2. Exhibit (1)**
 - 3. Exhibit (2)**
- x. 9320—Meetings and Notices**
- y. 9320.1—Remote Meetings and Attendance**
- z. 9322—Agenda/Meeting Materials**
- aa. 9323—Meeting Conduct**

N. ADVANCED PLANNING

1. The next Regular Joint Board Meeting will be held on ***May 26 (last Tuesday)***, 2026, at Loyalton Elementary School, 111 Beckwith Street, Loyalton CA 96118 at 6:00pm. If needed, Closed Session may be held before the Regular session beginning at 5:00pm. Zoom videoconferencing will be available for the public.
2. Suggested Agenda Items

O. 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.

Teacher on Special Assignment (TOSA)
Math/Science Instructional Coach & MSCS Coordinator
District-Wide, Grades TK-12

DEFINITION:

Under the supervision of the Superintendent or designee, the Math/Science Instructional Coach provides support to school sites by supporting the implementation of adopted curriculum and curricular frameworks, providing professional development activities, and providing evidence-based interventions and academic and classroom management coaching. At times, this position may be required to provide direct support to students.

QUALIFICATIONS:

- Bachelor's Degree required
- Valid teaching credential in math or science or both
- Minimum 5 years of successful teaching experience
- Training or experience as a coach or mentor
- Strong knowledge of the California Math Framework and Next Generation Science Standards (NGSS)
- Experience in a leadership capacity i.e., district mentor, department chairperson, grade level lead teacher. (preferred)
- Strong relationship-building skills and ability to work with a diverse group of students and teachers

EXAMPLES OF DUTIES:

In addition to supporting curriculum implementation, framework implementation, and evidence-based intervention instructional support, continuous improvement duties may include, but are not limited to, the following:

Instructional Coaching & Teacher/School Support

- Attend training from the publisher of the adopted math and science curriculum and develop a high level of knowledge and expertise in it, becoming a resident expert who knows the curriculum inside and out and can support all district teachers with implementation.
- Participate in professional development and relevant meetings with Capital Service Region providers (Placer County Office of Education, Sacramento County Office of Education, etc.) and the Rural Math Collaborative to learn and implement highly effective, evidence-based strategies for math and science instruction, including math framework and NGSS implementation.
- Improve the efficacy of teachers and paraprofessionals through ongoing instructional coaching, support, observation, and feedback.
- Teach demonstration lessons, co-plan/co-teach lessons, and facilitate peer observations among teachers.
- Advise site administrators on issues relating to mathematics instruction and intervention.
- Use data to develop, implement, monitor, and evaluate improvement efforts, and build capacity in others to do the same
- Support the work of learning acceleration grounded in belief that all students can learn at grade-level with appropriate just-in-time supports
- Strong interpersonal skills, with experience mentoring and coaching teachers with tact and patience, while championing new instructional approaches deeply rooted in the CA Math Framework and Next Generation Science Standards (NGSS).
- Highly skilled in student interaction and engagement strategies (such as Building Thinking Classrooms), incorporating frequent teacher and student movement throughout the room, with the ability to model these practices for others.

Professional Development Facilitation

- Develop and facilitate professional development to support the implementation of new curriculum, high-impact, evidence-based instructional strategies, with a particular focus on the math framework and NGSS, including personalized and project-based learning.
- Maintain current knowledge of educational research, materials, and strategies.

Assessment & Data Coordination

- Coordinate the administration of local and statewide assessments (including CAASPP) and the analysis and dissemination of assessment data.

Math, Science, Computer Science Coordinator

- Organize a team of teachers and district leaders to serve as the MSCS District Team, which meets bi-monthly to inform and provide input on district and teacher needs in math, science, and computer science.
- Connect with outside partner organizations to build a robust network of community partners.
- Serve as the districtwide Family Night Coordinator, planning, organizing, and implementing family nights to celebrate and raise awareness around math, science, and computer science for all grade levels and district schools.
- Organize and coordinate field trips and in-class learning opportunities related to math, science, and computer science across the district and communicate with teachers about available educational opportunities for their students.

PHYSICAL DEMANDS

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- While performing the duties of this job, the employee is regularly required to walk, sit, use hands, reach with hands and arms, talk and hear. The employee frequently is required to stand. The employee is occasionally required to stoop, kneel, crouch, or crawl.
- The employee must regularly lift and/or move up to 10 pounds, and occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

- The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.
- While performing the duties of this job, the employee sometimes works in outside weather conditions and is regularly exposed to fumes and/or airborne particles. The noise level in the work environment is usually moderate.

March 30, 2026

Sean Snider, Superintendent
Sierra-Plumas Joint Unified School District
109 Beckwith St.
Loyalton, CA 96118
via email – ssnider@spjUSD.org

RE: Report of Structural Evaluation
Loyalton Middle School Gymnasium
605 School Street, Loyalton CA 96118
Sierra County

Linchpin Project No. 25-213

Linchpin Structural Engineering, Inc. (Linchpin) has completed our seismic evaluation of the referenced Loyalton Middle School Gymnasium. This report summarizes our review and recommendations.

Background

Sierra-Plumas Joint Unified School District requested that Linchpin evaluate the seismic vulnerability of the Loyalton Middle School Gymnasium. Linchpin proposed to provide an observation and evaluation per the American Society of Civil Engineers *Seismic Evaluation and Retrofit of Existing Buildings* (ASCE 41)

The evaluation was Tier 1 and considered the building under the Immediate Occupancy criteria. Tier 1 is a screening level assessment with limited calculations. Linchpin proposed to further evaluate anything found non-compliant using the Tier 2 procedure for just that concern.

Linchpin visited the building on February 4, 2026, to document the existing structure. The on-site assessment consisted of a visual, non-destructive inspection of accessible areas of the structure. No finishes were removed and no destructive testing was performed. The assessment focused on identifying the primary gravity and lateral force-resisting systems and documenting their apparent configuration and condition.

Observations / Building Description

The original gymnasium is a 60-foot by 80-foot wood-framed building. The existing building also has two attached additions: a 1,200 square foot locker room to the west side of the gymnasium and a 200 square foot concession stand to the south side of the gymnasium. The gymnasium's seismic reinforcing system is comprised of ¾" diagonal wood sheathing for the roof and walls as seen in Figure 1 below. The building is best defined by the ASCE 41 as a building type W2.





Figure 1. Attic View of Wall and Roof Diagonal Sheathing.

The gymnasium roof is framed with six large wood trusses that span across its width. They are spaced at approximately 16 feet in the center. Each truss is supported by 10x10 wood posts with positive connections to the trusses consisting of steel plates with bolts. Rafters span parallel to the ridge from truss to truss and are spaced at 24 inches.

The gable end walls do not have trusses; instead, the wall framing extends up to the roof line. All studs are 2x8 with 4x8 king studs either side of openings. Along the long walls, the stud walls are framed between the roof truss supporting posts.

Shear transfer between the roof and walls is achieved by the nailing from both the diagonal roof and wall sheathing to common framing members, either blocking at the end wall or the edge rafter at the long walls. The same occurs at the attic floor.

We noted that at locations where windows were infilled, the diagonal sheathing was not restored.

At the bases of the walls, there are sill plates. The anchorage of the plates was unable to be observed, which we assume means that it is deficient. That would be typical of the hundreds of similar buildings of

this vintage that we have seismically evaluated in the past. Similarly, no overturning ties (or holddowns) are present.

Overall, the building appears to be in very good condition, with minimal issues. Besides the recent failure of an apparent roof element over the rear exit, which has left the sheathing exposed, the building is well maintained. We assume this roof is recent and will be addressed. There are no significant signs of distress, excessive deflection, or widespread deterioration.

ASCE 41 Evaluation

As described the evaluation was per the American Society of Civil Engineers *Seismic Evaluation and Retrofit of Existing Buildings* (ASCE 41). We completed the Tier 1 Immediate Occupancy Checklist for Building Type W2. The gymnasium passed the Checklist apart from the apparent lack of sill bolts and holddowns to the foundation. The latter warranted a Tier 2 evaluation, which showed that given the length of the shearwalls, holddowns are not required as the weight of the building prevents uplift. The evaluation relied on the shear continuity of the infilled windows, which will need to be properly nailed.

Additional Considerations

By observation, it appears that the building has been supporting snow loads adequately. Regardless, Linchpin performed a cursory analysis of the building's roof trusses for snow and found them to be adequate. That evaluation considers the performance requirements of a Risk Category IV building.

We did not perform a wind evaluation. We consider the building to have shown that it adequately has resisted wind loads that have occurred since its construction. The building is not expected to ever experience higher wind loads.

The seismic evaluation follows the ASCE41 standard and the requirements for an immediate occupancy damage state, a performance objective similar to that of new design as a Risk Category IV building. We understand that this complies with DSA and the Field Act.

Evaluation Findings and Recommendations

We recommend the installation of retrofit anchorage to replace the missing anchor bolts at the wall-to-foundation interface. We also recommend where the windows were infilled, that the plywood be removed, studs be installed with blocking so that the plywood can be nailed off as a shear resisting element. The costs for this work is estimated to be \$20,000 or less.



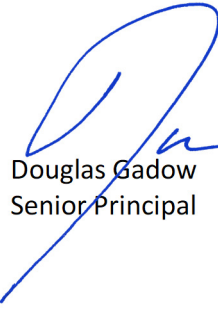
Conclusion

Linchpin performed ASCE 41 Tier 1 and limited Tier 2 evaluation of the building and found the building to only require two modest retrofits.

Please contact me if you have any questions.

Very truly yours,

LINCHPIN STRUCTURAL ENGINEERING, INC.


Douglas Gadow
Senior Principal




Ali Slack, PE
Associate Engineer

Chronic Absenteeism Rates as of April 15, 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 **12 or more days** are considered chronically absent. By the end of the school year, this number increases to **18 days**.

2025-2026 School Year as of April 15 (139 Days This Year)

SITE/MONTH	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE
Downieville Elementary	28% (7)	20% (5)	11% (3)	15% (4)	19.2% (5/26)	30.7% (8/26)	34.6% (9/26)	30.7% (8/26)		
Downieville Jr./Sr. High	0%	25% (2)	14% (1)	14% (1)	14% (1/7)	14% (1/7)	14% (1/7)	14% (1/7)		
Loyalton Elementary	20%	7.7%	7.7% (13)	11% (18)	7.7% (13/168)	8.9% (15/168)	10% (17/169)	9.4% (16/171)		
Loyalton Middle	17.8%	31.8%	19% (15)	20% (16)	13.9% (11/79)	17.7% (14/79)	15.2% (12/79)	16.5% (13/79)		
DISTRICT (% of All Students)	19.49%	15.04% (40/280)	11.4% (32/280)	13.9% (39/280)	10.7% (30/280)	13.57% (38/280)	13.8% (39/281)	13.4% (38/283)		

2024-2025 School Year as of April 16 (149 Days Last Year) *No Pres. Week Off

SITE/MONTH	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE
Downieville Elementary		26%(7)	11.5% (3)	7% (2)	7.7% (2)	15.4% (4/26)	23% (6/26)	15.4% (4/26)		
Downieville Jr./Sr. High		10% (1)	10%(1)	10%(1)	10% (1)	20% (2/10)	20% (2/10)	20% (2/10)		
Loyalton Elementary (TK-6)		13.5%	24% (49)	23% (46)	19.5% (39)	13% (26/200)	11.5% (23/200)	13.8% (28/203)		
Loyalton High (7th&8th)		8.5%	10.6% (5)	15% (7)	12.7% (6/47)	10.6% (5/47)	10.6% (5/47)	25.5% (12/47)		
DISTRICT (% of All Students)		16.85% 38/271	20.5% 58/282	19.8% (56/282)	17% (48/283)	13.07% (37/283)	12.7% (36/283)	16.1% (46/286)		

ENROLLMENT BY SCHOOL MONTH - 2025-2026

****As of 03/27/2026**

	Downieville Elementary	Loyalton Elementary	Downieville Jr High	Loyalton Middle	Downieville Sr High	Loyalton Sr High	Sierra Pass Continuation	Long-Term ISP/SDC	TOTAL
Ending 2024-2025	24	200	9	45	10	113	7	included in site #	408
1st Day 2025-2026	26	165	8	80	14	105	3	included in site #	401

	Month	TK/K-6	TK/K-5	7-8	6-8	9-12	9-12	9-12		
August	1	26	168	8	79	14	107	3	included in site #	405
08/20/25-09/12/25										
September	2	26	168	8	80	14	105	3	included in site #	404
09/15/25-10/10/25										
October	3	26	168	8	77	14	106	3	included in site #	402
10/13/25-11/07/25										
November	4	26	168	8	77	14	105	3	included in site #	401
11/10/25-12/05/25										
December	5	26	170	8	77	14	105	3	included in site #	403
12/08/25-01/16/26										
January	6	24	170	8	76	14	105	5	included in site #	402
01/19/26-02/13/26										
February	7	23	173	8	75	14	104	5	included in site #	402
02/16/26-03/13/26										
March	8								included in site #	0
03/16/26-04/10/26										
April	9								included in site #	0
04/13/26-05/08/26										
May	10								included in site #	0
05/11/26-06/05/26										
June	11								included in site #	0
06/08/26-06/12/26										

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

2023-2024	SPJUSD	SCOE	Washoe
P1 ADA	358.58	0.74	13.34
P2 ADA	357.90	0.74	13.37
Annual	358.02	0.74	13.33

Long-Term ISP	
DES	0
LES	3
LMS	3
DHS	0
LHS	6

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

March 10, 2026

4:00pm

*Loyalton: Loyalton Elementary School, 111 Beckwith Street, Loyalton CA 96118
Zoom videoconferencing was also available for the public.*

A. CALL TO ORDER

President RHYNIE HOLLITZ called the meeting to order at 4:07pm.

B. ROLL CALL

PRESENT: *Area 1: Patty Hall
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

*CHAMPION/HALL
5/0*

D. PUBLIC COMMENT

*Special Meeting Agenda Items only, please.
None*

E. DISCUSSION ITEMS

1. Children and Youth Behavioral Health Initiative (CYBHI) Grant overview
Presentation by Paul Richman
2. Counseling and Mental Health Services Available for Students

F. ADVANCED PLANNING

1. The next Regular Joint Board Meeting will be held on March 10, 2026, at Loyalton Elementary School, 111 Beckwith Street, Loyalton CA 96118 at 6:00pm. If needed, Closed Session may be held before the Regular session beginning at 5:00pm. Zoom videoconferencing will be available for the public.

G. ADJOURN at 5:02pm

Sean Snider, Superintendent

John Martinetti, Clerk

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

March 10, 2026

5:00pm CLOSED Session

6:00pm Regular Session

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

Zoom videoconferencing was also available for the public.

A. CALL TO ORDER

President RHYNIE HOLLITZ called the meeting to order at 5:06pm.

B. ROLL CALL

PRESENT: *Area 1: Patty Hall*

Area 2: Rhynie Hollitz (President)

Area 3: John Martinetti (Clerk)

Area 4: Kelly Champion (Vice President)

Area 5: Richard Jaquez

ABSENT: *Student Board Member (Downieville): Logan Kinner*

VACANT: *Student Board Member (Loyalton)*

C. APPROVAL OF AGENDA

HALL/MARTINETTI

5/0

D. PUBLIC COMMENT FOR CLOSED SESSION

None

E. CLOSED SESSION

The Board moved into Closed Session at 5:06pm 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

2. Government Code 54957

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: District Superintendent

F. RETURN TO OPEN SESSION at 6:03pm and ADJOURN FOR BREAK

G. 6:09PM – RECONVENE

H. FLAG SALUTE

I. REPORT OUT FROM CLOSED SESSION

MARTINETTI: Item 1, direction given to the Superintendent. Item 2, for discussion only.

J. INFORMATION/DISCUSSION ITEMS

1. Superintendent Reports

COUNTY—SCOE

a. Update since Assuming Office

SNIDER: Learning about all County Office programs and budget. Setting up monthly meetings with each County Office program/department heads.

b. California County Superintendents Advocacy Meeting in April

SNIDER: Advocacy Meeting follows the General Membership meeting in April. Will continue with the advocacy work that BERARDI started.

DISTRICT—SPJUSD

c. Facilities update

SNIDER: Big focus on LHS Window Project currently. Also working to address the LES staff bathrooms, plumbing issue with very old pipes. For the Sierra Pass move, the transfer of land from the City of Loyalton was approved allowing us to move forward. Next, we need the architect plans approved by DSA. Hoping to be ready for the move of the portable the first week of May. Preparing for bid on Loyalton Portable Painting Project which also includes the Special Education building.

d. 2026-2027 LCAP Community Meetings

SNIDER: Downieville – March 26th at 5:30pm. Loyalton – March 31st at 5:30pm.

2. Business Report

a. Letters from the California Department of Education concurring with the positive certification for the 2025-2026 First Interim Reports for SCOE and SPJUSD

b. Monthly Chronic Absenteeism Rates

c. Sixth Month SPJUSD Enrollments for the 2025-2026 School Year

d. Most recent Inter-District Attendance Agreements approved

3. Spotlight on Schools/Programs: Loyalton Middle School

Presented by Principal, Laurie Petterson

Highlights: A middle schooler is a brave in-between—curious enough to question everything, bold enough to try new things, and growing every day into who they're becoming. They're learning not just subjects, but confidence, character, and how to find their place in the world.

Focus for the year:

1. Create a safe, inclusive, and engaging learning environment

B.E.A.R.S. program—Best version, Effort, Attitude, Respect, Support

2. Support students' academic and social emotional development

Great group of staff between teachers, support staff, maintenance, and custodians. Semester assemblies, attendance incentives, tutoring, intervention, FLEX.

3. Rebuild a strong middle school identity and culture

Fun activities, leadership class, and Olympics to help facilitate inclusion and teamwork.

4. SPTA Report

PRESIDENT—PRAKASH: Negotiations should be wrapping up soon. Just a few articles left to discuss. Continues to be positive with open communication.

5. Committee/Board Member Reports

CHAMPION: Budget Committee meeting held today with focus on transportation funding, Middle School staffing, and remaining funds for grants coming to an end. Also, thank you once again to JACOBSEN for working to keep us going with the uptick in meetings lately.

MARTINETTI: Would add to Facilities update the re-bid on the Downieville Roof project almost done. Thank you to GCPC for putting on the Daddy Daughter Dance which was a lot of fun.

HALL: Went to a Downieville Senior Class meeting and learned a lot.

6. Public Comment

None

K. CONSENT CALENDAR

1. Approval of minutes for the joint Regular Meeting held February 10, 2026
2. Approval of Board Report-Checks Dated 02/01/2026 through 02/28/2026
 - a. SCOE
 - b. SPJUSD
3. Authorization for the Superintendent to enter into the 2026-2027 Interlocal Contract with Washoe County School District, Contract 2026-012D
4. Approval of bid award for the Apple MacBook 2019 to James Berardi
5. Approval of the following SPJUSD personnel items:
 - a. Approval to extend the service of Tristan Williams in the English assignment at Loyalton Middle School beyond the 30-day substitute teaching limitation, authorizing service up to 60 cumulative days in accordance with AB 1224. The District has conducted and documented diligent recruitment efforts to employ a fully credentialed teacher for this assignment and has been unable to secure an appropriately credentialed candidate.
 - b. Approval of assignment of Faith Edwards, Downieville School, to teach Core Subjects out of Credential Authorization for the remainder of the 2025-2026 school year:
 1. Work Experience – 3 sections
 2. ISP Physical Education – 1 sectionThis assignment is authorized pursuant to Education Code §44865 (Necessary Small School Assignment Option) and in accordance with Board Policy 4113.
 - c. Increase FTE for Part-Time Teacher to Full-Time Teacher, Loyalton Middle School, .50 FTE to 1.0 FTE

HALL/CHAMPION

5/0

L. ACTION ITEMS

1. New Business

COUNTY & DISTRICT—SCOE & SPJUSD

- a. Adoption of the 2025-2026 Second Interim Actuals and Criteria and Standards Reports as of January 31, 2026
 1. SCOE
CHAMPION/HALL
5/0
 2. SPJUSD
MARTINETTI/HALL
5/0

- b. Approval of the 2026-2027 Transportation Plans
 - 1. SCOE
MARTINETTI/JAQUEZ
5/0
 - 2. SPJUSD
MARTINETTI/HALL
5/0
- c. Adoption of Resolutions 26-007C and 26-010D, Tri-County Schools Insurance Group (TCSIG) Workers' Compensation Program Participation
 - 1. SCOE
HALL/JAQUEZ
5/0
 - 2. SPJUSD
HALL/JAQUEZ
5/0
- d. Adoption of Resolutions 26-008C and 26-011D, Authorizing Application to the Director of Industrial Relations, State of California, for a Certificate of Consent to Self-Insure Workers' Compensation Liabilities
 - 1. SCOE
JAQUEZ/HALL
5/0
 - 2. SPJUSD
JAQUEZ/HALL
5/0
- e. Adoption of Resolutions 26-009C and 26-012D, Changing Bank Account Authorized Signatories
 - 1. SCOE
 - 2. SPJUSD
CHAMPION/HALL
5/0

DISTRICT—SPJUSD

- f. Adoption of Resolution 26-013D, Cal OES Designation of Applicant's Agent Resolution for Non-State Agencies
HALL/JAQUEZ
5/0
- g. Award of contract to the lowest responsive responsible bidder for the Downieville School Gym Roof replacement re-bid
HALL motioned to approve Sierra Singly Ply, Inc, as recommended.
Second by JAQUEZ.
5/0
- h. Award of contract to the lowest responsive responsible bidder for the E-Rate project
MARTINETTI motioned to approve AMS.NET, LLC, as recommended.
Second by HALL.
5/0

- i. Approval of Architect's proposal for design work for Loyalton High School Window replacement project

*CHAMPION motioned to approve Interactive Resources as presented.
Second by HALL.*

5/0

- j. Approval of the 2026-2027 School Calendar

1. Downieville

2. Loyalton

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."

Batch from February 10th (Special Packet)– Second Reading

No changes

- k. 0450—Comprehensive Safety Plan
- l. 1340—Access to District Records
- m. 1445—Response to Immigration Enforcement
- n. 5125—Student Records
- o. 5125.1—Release of Directory Information

New for March 10th – First Reading

Postponed to April 28th for Second Reading

- p. 3470—Debt Issuance and Management
- q. 5020—Parent Rights and Responsibilities
- r. 5117—Interdistrict Attendance
- s. 5138—Conflict Resolution/Peer Mediation
- t. 6020—Parent Involvement
- u. 6143—Courses of Study
- v. 6146.2—Certificate of Proficiency/High School Equivalency, *DELETE*

M. ADVANCED PLANNING

1. The next Regular Joint Board Meeting will be held on ***April 28 (last Tuesday)***, 2026, Downieville School, 130 School Street, Downieville CA 95936 at 6:00pm. If needed, Closed Session may be held before the Regular session beginning at 5:00pm. Zoom videoconferencing will be available for the public.

2. Suggested Agenda Items

None

N. ADJOURN at 7:58pm

HALL/JAQUEZ

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: March 10, 2026

CLOSED SESSION BEGAN AT: 5:06 P.M.

BOARD MEMBERS PRESENT:

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

OTHERS PRESENT:

☒ Sean Snider, Superintendent
☒ Randy Jones, Director of Business Services/CBO

☐ _____
☐ _____
☐ _____

I. SESSION TOPIC(S):

Item #1—Government Code 54957.6

CONFERENCE WITH LABOR NEGOTIATORS

Agency Negotiator(s) for the Board:

James Berardi, County Superintendent
Sean Snider, District Superintendent

Employee Organizations:

Unrepresented Employees:

District Superintendent
Sierra-Plumas Teachers' Association
Classified Employees
Confidential Employees
Administrative Employees

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

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: District 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 _____

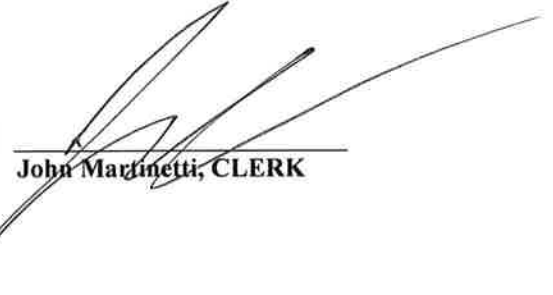
**SIERRA COUNTY BOARD OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT GOVERNING BOARD
Closed Session Reporting Form**

II. ENDED CLOSED SESSION AT 6:03 P.M. AND RETURNED TO OPEN SESSION

PRESIDED BY:


Rhynie Hollitz, PRESIDENT

RECORDED BY:


John Martinetti, CLERK

**MINUTES for the *SPECIAL* Meeting of the
Sierra-Plumas Joint Unified School District Governing Board**

April 01, 2026

5:00pm

Loyalton: Sierra County Office of Education, Room 13, 109 Beckwith Road, Loyalton CA 96118
Zoom videoconferencing was also available for the public.

A. CALL TO ORDER

President RHYNIE HOLLITZ called the meeting to order at 5:00pm.

B. ROLL CALL

PRESENT: *Area 1: Patty Hall*
 Area 2: Rhynie Hollitz (President)
 Area 3: John Martinetti (Clerk)

ABSENT: *Area 4: Kelly Champion (Vice President)*
 Area 5: Richard Jaquez

C. APPROVAL OF AGENDA

HALL/MARTINETTI
3/0

D. PUBLIC COMMENT

Special Meeting Agenda Items only, please.
None

E. ACTION ITEMS

1. Adoption of Resolution 26-014D, Surplus Land Act Notice of Exemption Determination (Intended Property Exchange with City of Loyalton)
HALL/MARTINETTI
3/0

F. ADVANCED PLANNING

1. The next Regular Joint Board Meeting will be held on ***April 28 (last Tuesday)***, 2026, at Downieville School, 130 School Street, Downieville CA 95936 at 6:00pm. If needed, Closed Session may be held before the Regular session beginning at 5:00pm. Zoom videoconferencing will be available for the public.

G. ADJOURN at 5:02pm

HALL/MARTINETTI
3/0

Sean Snider, Superintendent

John Martinetti, Clerk

Checks Dated 03/01/2026 through 03/31/2026

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00017857	03/05/2026	VIVIANA ROMERO	01-5200	MATH TRAINING		270.50
00017858	03/13/2026	PRIMO BRANDS BLUETRITON BRANDS, INC.	11-4330	WATER SERVICE		20.88
00017859	03/13/2026	AMAZON CAPITAL SERVICES	01-4300	OFFICE SUPPLIES	94.12	
			01-4320	TRASHCAN	40.72	134.84
00017860	03/13/2026	DONALD BERGSTROM	01-5810	SPED/DO CLEANING	995.75	
			01-5899	SPED/DO CLEANING	404.25	1,400.00
00017861	03/13/2026	MICAH COHEN, MOT, OTR/L	01-5810	OCCUPATIONAL THERAPY SERVICES		2,149.60
00017862	03/13/2026	EDWARDS, STEVENS AND TUCKER, LLP	01-5801	LEGAL FEES		67.00
00017863	03/13/2026	ELEVATION TRUCKEE	01-5810	TRANSITIONAL SERVICES		5,664.00
00017864	03/13/2026	FAGEN FRIEDMAN & FULFROST LLP	01-5801	LEGAL FEES		252.00
00017865	03/13/2026	FOSTER & FOSTER CONSULTING ACTUARIES, INC.	01-5810	ACTUARIALS		4,750.00
00017866	03/13/2026	KELLI GROCK	01-5100	COUNSELING SERVICES		4,085.00
00017867	03/13/2026	INTERMOUNTAIN DISPOSAL, INC.	11-5500	GARBAGE SERVICE		39.64
00017868	03/13/2026	WENDY JACKSON	11-5200	MILEAGE		1,015.30
00017869	03/13/2026	LAUREN JONES BEHAVIORAL CONSULTANT	01-5200	BEHAVIORAL CONSULTANT	899.00	
			01-5899	BEHAVIORAL CONSULTANT	9,266.00	10,165.00
00017870	03/13/2026	NORTHEASTERN JOINT POWERS AUTHORITY	76-9571	WORKER'S COMPENSATION		13,227.75
00017871	03/13/2026	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	01-5600	POSTAGE MACHINE LEASE	51.34	
			01-5899	POSTAGE MACHINE LEASE	154.02	205.36
00017872	03/13/2026	PLUMAS-SIERRA TELECOMMUNICATIONS	11-5900	BROADBAND SERVICE		109.00
00017873	03/13/2026	PRESENCELEARNING, INC.	01-5810	PRESENCE LEARNING		7,879.20
00017874	03/13/2026	UBEO WEST LLC	11-5600	COPIER/MAINTENANCE		50.32
00017875	03/13/2026	SIERRA COUNTY OFFICE OF EDUCATION	01-5808	BANK SERVICE FEES		95.65
00017876	03/13/2026	SIERRA VALLEY HOME CENTER	01-4300	SHOP CLASS SUPPLIES		1,019.42
00017877	03/13/2026	TRI COUNTY SCHOOLS INSURANCE GROUP	01-9535	HEALTH INSURANCE	2,033.00	
			76-9576	HEALTH INSURANCE	29,531.40	31,564.40
00017878	03/13/2026	U.S. BANK	01-4300	SHOP CLASS SUPPLIES	281.24	
				SHOP SUPPLIES	775.18	
				SOFTWARE	199.98	
				TECH SUPPLIES	193.04	
			01-4330	TECH SUPPLIES	50.92	
			01-4350	FUEL	297.92	
			01-5200	CCS TRAVEL	2,183.88	
				REGISTRATION	100.00	
			01-5810	DOMAIN RENEWALS	22.19	
			01-5899	CABLES	16.07	
				COURSE MATERIAL	199.28	

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 03/01/2026 through 03/31/2026

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00017878	03/13/2026	U.S. BANK	01-5899	MHSSA SNACKS	43.32	
				REGISTRATION/HOTEL	296.80	
				SERVSAFE COURSE	11.99	
				TECH SUPPLIES	184.55	
			11-4300	TV WALL MOUNTS	95.18	
				COURSE SUPPLIES	128.97	
				CULINARY/SOAP CLASS SUPPLIES	214.58	
				ZOOM SUBSCRIPTION	159.90	
			11-4320	SHOP VAC	51.63	
			11-4400	SINK	1,752.01	7,258.63
00017879	03/13/2026	U.S. BANK VOYAGER	01-4350	FUEL EXPENSE	279.19	
			01-5200	FUEL EXPENSE	67.33	
			01-5899	FUEL EXPENSE	207.22	553.74
00017880	03/19/2026	CLASS LEASING	01-6200	WELLNESS CENTER BUILDING		49,272.00
00017881	03/27/2026	ALL SEASONS NORTH ROOFING & WATERPROOFING	01-5600	ROOF REPAIR		1,147.15
00017882	03/27/2026	AMAZON CAPITAL SERVICES	01-5899	TECH SUPPLIES		208.68
00017883	03/27/2026	APPLE COMPUTER	01-4400	IPADS		169.46
00017884	03/27/2026	AT&T	11-5900	PHONE		178.12
00017885	03/27/2026	STATE OF CALIFORNIA DEPARTMENT OF JUSTICE	01-5805	EMPLOYMENT FINGERPRINTING		49.00
00017886	03/27/2026	WENDY JACKSON	11-5200	PER DIEM		98.00
00017887	03/27/2026	BRETT KEE	11-4300	CULINARY SUPPLIES		426.39
00017888	03/27/2026	LES SCHAWB	01-4350	VEHICLE SERVICE	312.17	
			01-5899	VEHICLE SERVICE	156.07	468.24
00017889	03/27/2026	LIBERTY UTILITY CA	01-5500	ELECTRICAL SERVICE	1,952.58	
			11-5500	ELECTRICAL SERVICE	721.17	2,673.75
00017890	03/27/2026	NULL EDUCATION SERVICES, LLC	01-5200	COACHING INSTITUTE		4,500.00
00017891	03/27/2026	SEAN SNIDER	01-5200	MILEAGE		197.20
00017892	03/27/2026	ELIZABETH JANE SHEPARD	11-5810	MARKETING		2,735.00
Total Number of Checks					36	154,100.22

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	County School Service Fund	26	103,640.16
11	ADULT EDUCATION	11	7,700.91
76	Payroll Clearing	2	42,759.15

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 03/01/2026 through 03/31/2026

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
		Total Number of Checks	36		154,100.22	
		Less Unpaid Sales Tax Liability			.00	
		Net (Check Amount)			154,100.22	

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 03/01/2026 through 03/31/2026

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00088278	03/05/2026	JOSHUA WILKINSON	01-5200	MILEAGE		142.80
00088279	03/05/2026	SINGLETON AUMAN PC	01-8699	AUDIT FEES		4,000.00
00088280	03/05/2026	WHITE'S SIERRA STATION, INC	01-4350	AG VEHICLE SERVICES		34.33
00088281	03/13/2026	AMAZON CAPITAL SERVICES	01-4300	Art Supplies	187.20	
				CAASPP TESTING SUPPLIES	264.59	
				CLASSROOM SUPPLIES	258.20	
				instructional supplies	173.40	
				LIBRARY SUPPLIES	256.67	
				playground equipment	17.14	
				Walk to Learn supplies	36.41	
			01-4302	Office Supplies	122.29	
			01-4305	Baseball Supplies	571.55	
			01-4330	office supplies	502.47	
			01-4340	CAFE SUPPLIES	41.12	2,431.04
00088282	03/13/2026	AMERIGAS	01-5540	PROPANE	11,599.22	
			01-5899	PROPANE	997.71	12,596.93
00088283	03/13/2026	STACI ARMSTRONG	01-4300	ATTENDANCE INCENTIVE		37.84
00088284	03/13/2026	PAMELA BRANDON	01-5600	TECH COTTAGE RENTAL		100.00
00088285	03/13/2026	CALIFORNIA SCHOOL BOARD ASSOC C/O WESTAMERICA BANK	01-5200	CSBA ANNUAL EDUCATION CONF	300.00	
			01-5899	CSBA ANNUAL EDUCATION CONF	300.00	600.00
00088286	03/13/2026	CCEMC	01-5200	LEADERSHIP ACADEMY		1,950.00
00088287	03/13/2026	CITY OF LOYALTON	01-5530	WATER AND SEWER - LOYALTON SITES	5,158.36	
			01-5899	WATER AND SEWER - LOYALTON SITES	175.77	5,334.13
00088288	03/13/2026	CURRENT ELECTRIC & ALARM, INC.	01-5899	SECURITY SYSTEM	722.50	
			01-6200	DRAFTING FEES	825.00	
				SECURITY SYSTEM	722.50	2,270.00
00088289	03/13/2026	DOWNIEVILLE PUBLIC UTILITY DIS	01-5530	Water		50.00
00088290	03/13/2026	EDMENTUM	01-5890	ONLINE CURRICULUM		17,910.00
00088291	03/13/2026	EDWARDS, STEVENS AND TUCKER, LLP	01-5810	LEGAL FEES		3,316.50
00088292	03/13/2026	FAITH EDWARDS	01-4300	WATER		19.46
00088293	03/13/2026	FOSTER & FOSTER CONSULTING ACTUARIES, INC.	01-5840	ACTUARIAL		4,750.00
00088294	03/13/2026	CAROLINE GRIFFIN	01-4300	Reim for Awards	520.00	
			01-5890	Reim. for Race	410.55	930.55
00088295	03/13/2026	JANET HAMILTON	01-5600	TECH COTTAGE RENTAL		100.00
00088296	03/13/2026	HUNT & SONS, INC.	01-5590	HEATING OIL		3,539.50
00088297	03/13/2026	CHRISTINA LAFOON	01-5890	COLLEGE & CAREER SERVICES		2,090.00
00088298	03/13/2026	MARYSVILLE JOINT USD	01-5600	BUS MAINTENANCE		90.00

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 03/01/2026 through 03/31/2026

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00088299	03/13/2026	MODEL DAIRY, LLC	13-4700	DAIRY PRODUCTS		1,215.15
00088300	03/13/2026	NAPA COUNTY OFFICE OF EDUCATION	01-5200	REGISTRATION		675.00
00088301	03/13/2026	NEW VINTAGE BAROQUE INC DBA MUSICA SIERRA	01-4300	FIELD JOURNALS		900.00
00088302	03/13/2026	NORTHEASTERN JOINT POWERS AUTHORITY	76-9571	WORKER'S COMP		27,161.00
00088303	03/13/2026	PERMABOUND BOOKS	01-4300	library supplies		239.44
00088304	03/13/2026	UBEO WEST LLC	01-5600	COPIER MAINT.	841.98	
			01-5899	COPIER MAINT.	115.07	957.05
00088305	03/13/2026	SIERRA BOOSTER	01-5890	ADVERTISEMENTS/LEGAL/PUBLIC NOTICES		441.60
00088306	03/13/2026	SIERRA COUNTY HEALTH DEPARTMENT	01-5510	ELECTRICAL SERVICES FOR TECH COTTAGE		289.50
00088307	03/13/2026	INTERMOUNTAIN DISPOSAL, INC.	01-5520	GARBAGE SERVICE	1,074.18	
			01-5899	GARBAGE SERVICE	20.80	1,094.98
00088308	03/13/2026	SIERRA HARDWARE	01-4320	Misc Maintenance supplies		210.11
00088309	03/13/2026	SIERRA VALLEY HOME CENTER	01-4300	MISC. AG SUPPLIES	457.45	
			01-4320	MAINT. SUPPLIES	237.79	
				MAINT/CUSTODIAL SUPPLIES	334.07	
			01-6200	STORAGE BUILDING	3,997.76	5,027.07
00088310	03/13/2026	SIERRA-PLUMAS JOINT UNIFIED	01-5890	BANK SERVICE FEES		284.45
00088311	03/13/2026	SEAN SNIDER	01-9210	REGISTRATION		50.00
00088312	03/13/2026	SYSCO FOOD SVCS OF SACRAMENTO	13-4340	CAFETERIA - FOOD AND SUPPLIES	914.50	
			13-4700	CAFETERIA - FOOD AND SUPPLIES	6,961.07	7,875.57
00088313	03/13/2026	TEAM ONE NETWORKING	01-5899	PHONE SERVICES	35.00	
			01-5910	PHONE SERVICES	105.00	140.00
00088314	03/13/2026	TRI COUNTY SCHOOLS INSURANCE GROUP	01-9535	HEALTH INSURANCE	8,111.62	
			76-9576	HEALTH INSURANCE	85,772.84	93,884.46
00088315	03/13/2026	U.S. BANK VOYAGER	01-4305	FUEL	1,141.75	
			01-4351	FUEL	1,548.64	
			01-5200	FUEL	410.94	3,101.33
00088316	03/13/2026	WHITE'S SIERRA STATION, INC	01-4350	AG VEHICLE SERVICES		404.12
00088317	03/27/2026	AIRGAS, USA, LLC	01-5600	TANK RENTAL LHS/DVL		392.98
00088318	03/27/2026	AMAZON CAPITAL SERVICES	01-4300	CLASSROOM SUPPLIES	517.26	
				GARDEN SUPPLIES	261.27	
				headphones	19.90	
				Music Grant	48.25	
				WELLNESS CENTER SUPPLIES	989.57	
			01-4320	IGNITER	32.04	
				Jump ropes	144.80	

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 03/01/2026 through 03/31/2026

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00088318	03/27/2026	AMAZON CAPITAL SERVICES	01-4320	Plant and Maintenance	48.55	
				TK SUPPLIES	53.88	
			01-4330	CAMERA SETUP	46.09	
				OFFICE SUPPLIES	204.36	
			01-4340	CAFE SUPPLIES	695.17	
				Kitchen stool	84.06	
			01-4400	WASHER/DRYER	1,081.42	4,226.62
00088319	03/27/2026	STACI ARMSTRONG	01-4300	ATTENDANCE INCENTIVE		51.90
00088320	03/27/2026	AMANDA BEVILLE	01-5200	NST SUMMIT		613.17
00088321	03/27/2026	KATRINA BOSWORTH	13-4340	CAFE SUPPLIES	96.08	
			13-4700	CAFE SUPPLIES	170.55	266.63
00088322	03/27/2026	CURRENT ELECTRIC & ALARM, INC.	01-5600	SERVICE CALL		600.00
00088323	03/27/2026	EASTERN PLUMAS HEALTH CARE	01-5890	HEP B SERIES		583.00
00088324	03/27/2026	EL DORADO COUNTY OFFICE OF ED	01-4305	SPORTS PLAQUE REPLACEMENT		218.08
00088325	03/27/2026	JEREMY ESPANA	01-5890	BARN WORK		350.00
00088326	03/27/2026	FLINN SCIENTIFIC, INC.	01-4300	Supplies		177.03
00088327	03/27/2026	CAROLINE GRIFFIN	01-5890	Reim. for Race		351.57
00088328	03/27/2026	INTERACTIVE RESOURCES, INC	01-6200	ARCHITECTS		10,583.25
00088329	03/27/2026	JOSHUA WILKINSON	01-5200	DMV FEES/MILEAGE		415.30
00088330	03/27/2026	JOSTENS	01-4305	Diplomas and Covers		200.61
00088331	03/27/2026	SONIA JOY	01-4305	FNL REIMBURSEMENT	50.19	
				FUEL REIMBURSEMENT	74.00	124.19
00088332	03/27/2026	KUNSMAN FENCE COMPANY	01-5899	FENCING - NEW DO/WELLNESS	2,237.50	
			01-6200	FENCING - NEW DO/WELLNESS	2,237.50	
			40-5890	FENCING AND GATE	3,000.00	7,475.00
00088333	03/27/2026	LES SCHWAB TIRE CENTER	01-4350	Vehicle maintenance	13.77	
			01-9510	Vehicle Maintenance	20.99	34.76
00088334	03/27/2026	LIBERTY UTILITY CA	01-5510	ELECTRIC - LOYALTON SITES	18,978.25	
			01-5899	ELECTRIC - LOYALTON SITES	263.27	19,241.52
00088335	03/27/2026	MODEL DAIRY, LLC	13-4700	DAIRY PRODUCTS		551.52
00088336	03/27/2026	MOUNTAIN MESSENGER	01-5890	ADVERTISEMENTS AND PUBLIC HEARINGS		376.96
00088337	03/27/2026	NORTHAM DISTRIBUTING, INC.	13-4340	CAFE FOOD/SUPPLIES	112.29	
			13-4700	CAFE FOOD/SUPPLIES	3,220.77	3,333.06
00088338	03/27/2026	PACIFIC GAS & ELECTRIC COMPANY	01-5510	Electricity		4,865.60
00088339	03/27/2026	POWERSCHOOL GROUP LLC	01-5890	MESSAGING		1,929.18
00088340	03/27/2026	SHERRILL RAHE	01-4300	GARDEN SUPPLIES		582.74
00088341	03/27/2026	SIERRA ELECTRONICS	01-4400	CAMERAS	6,033.46	

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 03/01/2026 through 03/31/2026

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00088341	03/27/2026	SIERRA ELECTRONICS	40-4400	CAMERAS	26,822.32	32,855.78
00088342	03/27/2026	SIERRA VALLEY MOBILE REPAIR	01-5600	BUS INSPECT/REPAIR		202.50
00088343	03/27/2026	TINYEYE TECHNOLOGIES CORP c/o V68000U	01-5890	THERAPY SERVICES		13,827.49
00088344	03/27/2026	U.S. BANK	01-4300	IPAD SOFTWARE	682.92	
				LIBRARY BOOKS	1,081.27	
				TRIMESTER AWARDS	115.03	
				WATER/CAFE SUPPLIES	36.15	
			01-4320	CAPACITOR	62.52	
				GATE SIGNS	274.44	
				HAND TRUCK	140.73	
				SOLAR STREET LAMP	233.75	
			01-4330	ADOBE PRO SUBSCRIPTION	14.99	
			01-4340	CAFE SUPPLIES	121.29	
				WATER/CAFE SUPPLIES	189.08	
			01-4350	FUEL FOR MAINT.	86.57	
			01-4351	BUS FUEL	421.17	
				FUEL	101.67	
			01-4400	Pitching Screen	899.00	
			01-5200	ACSA TRAVEL	792.06	
				CHARTER BUS	351.43	
			01-5890	DRAIN CLEANOUT	398.00	
				ZOOM SUBSCRIPTION	74.25	
			01-5899	ADOBE PRO SUBSCRIPTION	5.00	
				REGISTRATION	300.00	
			01-5900	POSTAGE	957.65	
			13-4340	CAFE SUPPLIES	8.65	
			13-4700	CAFE SUPPLIES	44.72	
			13-5200	FOOD MANAGER COURSES	121.00	7,513.34
00088345	03/27/2026	VERIZON WIRELESS	01-5899	CELL PHONE SERVICE	517.70	
			01-5900	CELL PHONE SERVICE	152.04	
			01-5910	CELL PHONE SERVICE	570.86	1,240.60
Total Number of Checks					68	319,428.29

Fund Summary

Fund	Description	Check Count	Expensed Amount
------	-------------	-------------	-----------------

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 03/01/2026 through 03/31/2026

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
--------------	------------	---------------------	-------------	---------	-----------------	--------------

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	62	163,255.83
13	Cafeteria Fund	6	13,416.30
40	Special Reserve for Capital Ou	2	29,822.32
76	Warrant/Pass Though (payroll)	2	112,933.84
Total Number of Checks		68	319,428.29
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			319,428.29

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 COUNTY OFFICE OF EDUCATION

PO Box 955, 109 Beckwith Rd
Loyalton CA 96118
Office: 530-993-1660
Fax: 530-993-0828

Quarterly Report on Williams Uniform Complaints

[Education Code § 35186]

To: Sean Snider
County Superintendent

Person completing this form: Kristie Jacobsen
Executive Assistant to the Superintendent

2025-2026 School Year

Quarterly Report Submission Date: ☐ October 2025 (Jul-Aug-Sep)
☐ January 2026 (Oct-Nov-Dec)
☒ April 2026 (Jan-Feb-Mar)
☐ July 2026 (Apr-May-Jun)

Date for information to be reported publicly at a governing board meeting:
April 28, 2026

Please check the box that applies:

☒ No complaints were filed with any school in the County during the quarter indicated above.

☐ Complaints were filed with schools in the County during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0	0	0
Teacher Vacancy or Misassignments	0	0	0
Facilities Conditions	0	0	0
TOTALS	0	0	0

Signature of County Superintendent

Date

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

PO Box 955, 109 Beckwith Rd
Loyalton CA 96118
Office: 530-993-1660
Fax: 530-993-0828

Quarterly Report on Williams Uniform Complaints

[Education Code § 35186]

To: Sean Snider
District Superintendent

Person completing this form: Kristie Jacobsen
Executive Assistant to the Superintendent

2025-2026 School Year

Quarterly Report Submission Date: ☐ October 2025 (Jul-Aug-Sep)
☐ January 2026 (Oct-Nov-Dec)
☒ April 2026 (Jan-Feb-Mar)
☐ July 2026 (Apr-May-Jun)

Date for information to be reported publicly at a governing board meeting:
April 28, 2026

Please check the box that applies:

- ☒ No complaints were filed with any school in the District during the quarter indicated above.
- ☐ Complaints were filed with schools in the District during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0	0	0
Teacher Vacancy or Misassignments	0	0	0
Facilities Conditions	0	0	0
TOTALS	0	0	0

Signature of District Superintendent

Date

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 26-015D

IN RECOGNITION OF OUTSTANDING SERVICE

WHEREAS, James T. Berardi, referred to occasionally as Jamie, never Jim, but always Mr. Jameson, attended secondary school in Downieville, distinguishing himself not only academically as a regular member of the Principal's List, a mentor of classmates in science class, and the science teacher on Student-Teacher Switch Day, but also as an avid Snowballer, 8th grade and Varsity basketball player for 3 years and Turkey Bowl participant, and overall school leader, serving in student government for four years, where his gift for gab behind the podium was often documented and foreshadowed the current opinion that James' next career could easily be Talker for Hire;

AND WHEREAS, student James, affectionately dubbed Peaches and Carrothead, was voted Most Inspirational in 9th grade and predicted to be a future Prime Minister of Australia, having spent senior year "down under" as an AFS International Scholar, prompting DHS Principal Lou Phillippi to comment: "I always knew Berardi would go far one day";

AND WHEREAS, James' love of adventure prompted him to join the Merchant Marines in order to see more of the world and later to convert an abandoned school bus into an RV in which he and his wife Alicia disappeared into the sunset to celebrate James' final retirement;

AND WHEREAS, James' commitment to youth and his passion for learning and exploration, especially in the field of science, led him to pursue a teaching career at Lindhurst High and then to return to his old stomping grounds in Sierra County as Teaching-Principal at both Pliocene Ridge and Downieville Schools, concurrently, later serving as Principal/Superintendent of Twin Ridges Elementary School District before making his way back to Sierra County a third time to serve as Principal/Teacher/Superintendent of SPJUSD, from which position he retired in 2026, having made good on a DHS yearbook song dedication made 40 years earlier, said song titled "Only the Strong Survive";

AND WHEREAS, during both of his tenures as Downieville Teaching-Principal and SPJUSD Superintendent/County Superintendent James worked closely and further bonded with two of his former DHS teachers, placing the three of them in a unique reversal of authority roles;

AND WHEREAS, James developed such a strong working relationship with his current school secretary who is a former classmate, that many days just a small hand gesture was all the communication that was needed between the two;

AND WHEREAS, it was commonly accepted that although said school secretary ran the school, James' never-ending knowledge and experience proved invaluable to the school, community and county;

AND WHEREAS, James’ deep connection to the small communities that compose SPJUSD enabled him to participate in any number of student-centered activities from taking a pie in the face at the annual Downieville School Halloween Carnival to repeatedly being top bidder on pies and cakes at the Holiday on Main baked goods auction/fundraiser;

AND WHEREAS, James was always an administrator who was able to think outside of the box, and bring new experiences to the students of SPJUSD, who helped the district weather the challenges of COVID-dictated mandates and distance learning, while recognizing students’ need to celebrate their accomplishments and allowing an outdoor graduation with families sitting in their vehicles while participants maintained the required six-foot distance on the field;

NOW THEREFORE, BE IT RESOLVED, that SPJUSD honors James Berardi’s energy, wisdom, compassion, humor, integrity, and commitment to the hundreds of students, families, colleagues and community members whose lives he has touched. Let us all strive to live by James’ parting words to ACSA, words that he exemplified daily over the course of his career in education: “Be yourself, live with empathy, and always put the kids first.”

Thank you, James—you will continue to be an inspiration and a model of a true educator, life-long learner, and priceless friend.

Dated this 28th day of April, 2026.

Rhynie Hollitz, President

Sean Snider, Superintendent

Kelly Champion, Vice President

Patty Hall, Trustee

John Martinetti, Clerk

Richard Jaquez, Trustee

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

2026-2027 Extra Duty Assignments - Positions To Be Filled

Athletic Coaches

<u>Coaching Assignments</u>	<u>STIPEND</u>
Athletic Director - Loyalton High/\$2,750 per season x3/\$8250 cap	\$8250 cap
Athletic Director – Downieville/\$750 per season, \$2,250 cap	\$2,250 cap
Athletic Director - Loyalton Grades TK-8 \$2,000 per season, \$6,000 cap	\$6,000 cap
Varsity Football, LHS	\$2,250
Assistant Varsity Football, LHS	\$1,750
6 th -8 th Grade Flag Football	\$750
Varsity Basketball - Boys	\$2,250
J.V. Basketball – Boys	\$2,250
Varsity Basketball - Girls	\$2,250
J.V Basketball – Girls	\$2,250
6 th Grade Basketball- Boys	\$750
6 th Grade Basketball-Girls	\$750
7 th Grade Basketball – Boys	\$750
8 th Grade Basketball – Boys	\$750
7 th Grade Basketball - Girls	\$750
8 th Grade Basketball – Girls	\$750
7 th /8 th Gr COED Basketball, DVL	\$1,750
Boys Baseball	\$2,250
Girls Softball	\$2,250
Varsity Volleyball - Girls	\$2,250
JV Volleyball – Girls	\$1,750
6th-8th Grade Volleyball	\$750
Track	\$2,250
Tennis	\$1,750
Cheerleading Advisor-per season, max 2 season per year	\$2,250
Golf	\$1,750
Cross Country	\$750
Physical Fitness Coordinator District-wide	\$750
Soccer	\$2,250
6 th -8 th Grade Soccer	\$750
Varsity Alpine Ski and Snowboard	\$1,750

All positions subject to approval by the Sierra-Plumas Joint Unified School District Governing Board at the April 2026, regular meeting

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

CERTIFICATED PERSONNEL

2026-2027 Extra Duty Assignments - Positions to Be Filled

The following Extra Duty Assignment temporary positions and stipends are subject to the Sierra-Plumas Joint Unified Governing Board approval on April 28, 2026.

	<u>Stipend</u>
WASC Lead	
• Loyalton Maintenance Year	\$1,250
• Downieville Maintenance Year	\$1,250
Site Technology Coordinator	\$1,750
• Loyalton Elementary	
• Loyalton Junior/Senior High 7-12	
• Downieville K-12	
• Loyalton Middle School 6-8	
Teacher-In-Charge (per semester)	\$1,250
• Loyalton Junior/Senior High 9-12	
• Loyalton Elementary TK-5	
• Downieville TK-12	
• Loyalton Middle 6-8	
Lead Teacher Downieville per month	\$1,250
Student Study Team (SST) Site Facilitator	
• Loyalton High 7-12	\$1,750
• Downieville K-12	\$1,250
• LES TK-5	\$1,750
• LMS 6-8	\$1,500
<i>Advisor Friday Night Live Kids</i>	
• <i>Loyalton Grades TK-5</i>	<i>\$2,500</i>
• <i>Downieville Grades TK-6</i>	<i>\$1,500</i>
<i>Advisor Friday Night Live</i>	
• <i>Loyalton Grades 9-12</i>	<i>\$2,500</i>
• <i>Downieville Grades 9-12</i>	<i>\$1,500</i>
<i>Advisor Club Live</i>	
• <i>Loyalton Grades 6-8</i>	<i>\$2,500</i>
• <i>Downieville Grades 7-8</i>	<i>\$1,500</i>
<i>Advisor Associated Student Body-LHS</i>	<i>\$2,500</i>
<i>Advisor Associated Student Body-DHS</i>	<i>\$1,250</i>
<i>Advisor Associated Student Body LMS</i>	<i>\$1,750</i>

AMENDMENT TO AGREEMENT

The following is an amendment to the “Agreement No. 2022-119 / 2023-005D” Memorandum of Understanding (MOU) between Sierra-Plumas Joint Unified School District and Sierra County Behavioral Health regarding Mental Health Student Services Act (MHSSA) Grant, and is made and executed by and between the County of Sierra (the COUNTY) and Sierra-Plumas Joint Unified School District (the CONTRACTOR).

1. Section 1 of the Agreement refers to the Term of the Agreement and is hereby amended to read as follows:
This agreement term begins on September 21, 2022, and ends on June 30, 2027, in an amount not to exceed \$1,566,205.
2. Section VII. Of the Agreement refers to Contacts, and is hereby amended to read as follows:
For Sierra-Plumas Joint Unified School District:
Sean Snider, Superintendent
PO Box 955
Loyalton, CA 96118
ssnider@spjUSD.org

For Sierra County:
Sheryll Prinz-McMillan, Director of Behavioral Health
PO Box 265
Loyalton, CA 96118
sprinzmcmillan@sierracounty.ca.gov
3. Attachment 5: Budget Amendment of the Agreement refers to the budget plan and is hereby amended as to Attachment 5.
4. All other terms and conditions of the Agreement to remain the same.
5. This Amendment shall be effective as of July 1, 2025

IN WITNESS WHEREOF, the parties have executed this Amendment with the effective date as set forth above.

COUNTY OF SIERRA

“CONTRACTOR”

PAUL ROEN
Chair, Board of Supervisors

SEAN SNIDER
Superintendent, SPJUSD

ATTEST:

APPROVED AS TO FORM

HEATHER FOSTER
Clerk of the Board

ANDREW PLETT
County Counsel

**Memorandum of Understanding (MOU) between
Sierra-Plumas Joint Unified School District and
Sierra County Behavioral Health regarding
Mental Health Student Services Act (MHSSA) Grant**

This MOU is entered into, by, and between, Sierra-Plumas Joint Unified School District and Sierra County Behavioral Health.

I. PURPOSE

The purpose of this MOU is to set forth the terms and conditions for Sierra-Plumas Joint Unified School District and Sierra County Behavioral Health to provide the services set forth in RFA_MHSSA_002 document (attachment A). This agreement term begins on September 21, 2022 and ends on September 21, 2026 in an amount not to exceed \$1,446,772.

II. BACKGROUND AND AUTHORITY

The Mental Health Services Oversight & Accountability Commission (Commission) Strategic Plan includes the priorities and objectives for the years 2020-2023. One of these objectives is to “promote school mental health as a prime opportunity to reach and serve at-risk children, families and neighborhoods.” This will be accomplished through the implementation of the Mental Health Student Services Act (MHSSA) as the Commission will have the opportunity to work with grantees who can share lessons learned and identify areas of improvement.

Improved access to mental health services is foundational to supporting children and youth to develop into healthy resilient adults. Comprehensive models and integrated services that are tailored to individual and family needs have the best chance of improving health and academic outcomes. The MHSSA is intended to foster stronger school-community mental health partnerships that can leverage resources to help students succeed by authorizing counties and local educational agencies to enter into partnerships to create programs that include targeted interventions for pupils with identified social-emotional, behavioral, and academic needs. School-community mental health partnerships offer an opportunity to reach children and youth in an environment where they are comfortable and that is accessible.

The Federal American Rescue Plan Act (ARPA) provided \$100 million through the State Fiscal Recovery Fund to expand the MHSSA program throughout California. These grants shall be for Economically Disadvantaged Communities. This solicitation is for the federally funded grants and is available to California counties and local education partners, which did not already receive an MHSSA grant from the Commission.

Sierra County Behavioral Health is the only behavioral health agency located in Sierra County. Specialty Mental Health Services are offered through SCBH, excluding youth who do not qualify or whose family has private health insurance. All youth are experiencing health inequities considering the lack of services available within the county. Children living in Sierra County experience health

disparities in relation to children living in neighboring counties. In general, families must travel out of the county to receive mental health services. The current mental health services are provided on a limited basis with waiting lists through Sierra County Behavioral Health and limited access to school-based therapists.

The long-term stress of living with COVID-19 has created trauma for our youth. As a result, Sierra County Schools are experiencing an uptick in students who are displaying signs of depression or anxiety expounded by the inherent risk factors of developing a mental illness due to the social determinants of health Sierra County community members experience. In addition, schools are recognizing an increase in children who have experienced childhood trauma and substance abuse in their homes.

An intense universal prevention, early intervention approach to providing mental health services in our school district is the foundation of Sierra County's Mental Health Student Services Act plan. School based counselors/therapists, a Certified Behavior Analyst, and a Peer Support staff member to assist in running a Loyalton High School Wellness Center are the services/programs which will be implemented with this funding source.

Increase capacity of counseling/therapy available to school aged youth:

Increasing the capacity will allow all school aged youth access to school-based counseling/therapy throughout the Sierra-Plumas Joint Unified School District through a universal school-based early intervention program with no eligibility requirements (i.e. identified as Severely Emotionally Disturbed, insured or underinsured, waiting lists, etc.). The geographic barrier to mental health services will be reduced. The existing social determinant of health due to lack of access to needed mental health services would shift as mental health equity increases through offering equitable access to counseling/therapy.

To accomplish increased school-based counseling/therapy marriage and family therapists and/or a Child Psychologist would be hired. In-person school-based contractors or employees can be hired or contracts through telehealth will be attained. Case management will be provided through the Student Attendance Review Board Student/Parent Navigator with an additional 15 hours per week.

Behavior Analyst Services:

Law enforcement, probation, and schools struggle to find successful outcomes when working with children who suffer from behavioral issues. Having a Behavior Analyst at school sites will ensure the teacher and family is confident in implementing Applied Behavior Analysis (ABA) programs with fidelity and collecting and analyzing the appropriate data in order for the student to be as successful as possible. Professional development for teachers, law enforcement, parents and other school staff addressing behavior will be provided by the Behavior Analyst.

Loyalton High School Wellness Center:

A Loyalton High School Wellness Center will be established to allow students to access a compassionate, safe environment as they deal with the issues stated above. Current events have also created stress/trauma among students struggling to understand racism, gender identity, biases, and general differences. The High School Wellness Center will include evidence-based activities/programs to

increase self-efficacy of resiliency factors reducing or mitigating the risk of mental health issues. A Peer Support staff member will be hired to facilitate programs and provide supportive conversation. The Student/Parent Navigator will be housed at the High School Wellness Center and will provide Case Management services to those youth seeking counseling/therapy. Access and linkage to Specialty Mental Health Services will be provided through the Student/Parent Navigator.

The successful implementation of the programs/services listed above will create an opportunity to provide wraparound type services for Sierra County youth.

III. SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT RESPONSIBILITIES

Program Development:

- Staffing
 1. Recruitment and hiring of Counselor/MFT or contracting with telehealth.
 2. Recruitment and hiring of peer staff for high school Wellness Center.
 3. Hiring of Student Attendance Review Board Student/Parent Navigator at 15 hours per week to conduct case management activities and oversight of Loyalton High School Wellness Center.
 4. Recruitment and hiring of Behavior Analyst.
 5. Research of Evidence Based Programs/Activities for the High School Wellness Center.
- Goods
 1. Purchase of Initial art/activity supplies
 2. Purchase of evidence-based programs/activities for High School Wellness Center
 3. Purchase of material to paint or cover walls, window coverings for High School Wellness Center
 4. Purchase of laptop for each school site
 5. Purchase of software and licenses to maintain standards and HIPAA compliance
 6. Purchase of Washer/Dryer for High School Wellness Center
 7. Purchase of furniture/microwave/refrigerator/TV for High School Wellness Center

Program Operations:

- Increase Capacity Counseling/Therapy, Behavioral Analyst, High School Wellness Center
- 1) Program Expenditures
 - a) Federal reporting due quarterly
 - i) Total expenditures
 - (1) School Bills for Services
 - (2) SCBH submits total expenditures
- 2) Commission reporting –
 - a) Staff hired and count

- b) Contractors hired and count
- c) Goods purchased
- d) Capital purchases
- e) Other pertinent information (e.g., follow-up from Monthly check-ins)
 - i) School collects a-e stated above
 - ii) SCBH submits to Commission
- 3) Contractor Contracts
 - a) Copy of Contract
 - b) Contractor DUNS Number
 - i) School Provides to SCBH
 - ii) SCBH submits
- 4) Data Collection
 - a) Number of students screened and **NOT** referred to services
 - i) Number of students on the Free and Reduced-Meal Program
 - ii) Grade/Number in each grade
 - iii) Age/Number in each age group
 - iv) Primary Language/number in each primary language
 - v) Ethnicity/number in each ethnicity
 - vi) Number of students suspended/expelled
 - vii) Number of students who dropped out
 - viii) Number of students with IEP/504
 - ix) Number of students in foster care
 - x) Number of students that have been in juvenile hall
 - b) Number of students screened and referred to services
Same as above (i – x)
 - c) Number of trainings provided to teachers, administrators, and parents
 - d) Number of school mental health partnership coordination activities with other interested parties

School to collect all data and submit monthly reports and invoices by the 15th of every month to Sierra County Behavioral Health.

IV. SIERRA COUNTY BEHAVIORAL HEALTH RESPONSIBILITIES

- Monthly check-Ins with the Commission staff to discuss performance and attempt to resolve any issues that may arise.
- Quarterly meetings with Commission staff, which may include collaboration meetings with other counties. In conjunction with these meetings, Grantee will submit the following information in a form and manner to be provided by the Commission. This information is due on a quarterly basis:
Commission reporting –
 - a) Staff hired and count
 - b) Contractors hired and count
 - c) Goods purchased
 - d) Capital purchases
 - e) Other pertinent information (e.g., follow-up from Monthly check-ins)
 - School collects a-e stated above
 - SCBH submits to Commission

- Grantee shall report all expenditure information in an Annual Fiscal Report within 30 days of the end of each Grant Year, in a form and manner to be provided by the Commission.
- Grantee shall report on Program Development by submitting the plans listed below, in a form and manner to be provided by the Commission. All Plans must be approved by the Commission before moving to the Program Operations phase. Plans can be submitted and approved on a flow basis and need not be sequential.
 - a) Project Plan
 - b) Implementation Plan
 - c) Communication Plan
 - d) Refined Budget Plan (line-item detail of the proposed costs)
- Provide Grant oversight
- Provide reporting tools
- Submit reports on behalf of the Sierra Plumas Joint Unified School District MHSSA grant activities/services
- Advance \$39,350 for start-up costs
- Pay invoices on a monthly basis when accompanied by required data.
- Grantee shall provide a written agreement signed by the representative of each school Entity showing support/approval for the Program Development plans listed above, as a condition of moving to Program Operations. A template will be provided by the Commission for this purpose.

V. INDEMNIFICATION

The Sierra-Plumas Joint Unified School District shall defend, indemnify, and hold harmless Sierra County, its elected and appointed councils, boards, commissions, officers, agents, and employees from any liability for damage or claims for damage for any economic loss or personal injury, including death, as well as for property damage, which may arise from the intentional or negligent acts or omissions of the Sierra Plumas Joint Unified School District in the performance of services rendered under this Agreement by the Sierra Plumas Joint Unified School District, or any of the Sierra Plumas Joint Unified School District's officers, agents, employees, contractors, or subcontractors.

Sierra County shall defend, indemnify, and hold harmless the Sierra-Plumas Joint Unified School District, its officers, agents, and employees from any liability for damage or claims for damage for any economic loss or personal injury, including death, as well as for property damage, which may arise from the intentional or negligent acts or omissions of Sierra County in the performance of services rendered under this Agreement by Sierra County, or any of Sierra County's elected and appointed councils, boards, commissions, officers, agents, and employees.

VI. INSURANCE

Prior to rendering services provided by the terms and conditions of this Agreement, the Sierra-Plumas Joint Unified School District agrees it shall acquire and maintain during the term of this Agreement insurance coverage through and with an insurer acceptable to Sierra County, sufficient to cover the potential liability arising from performance of their obligations under this Agreement, as set forth below. Said insurance shall not in any way limit the obligations to indemnify and defend Sierra

County as set forth in Section V above.

- x Comprehensive general liability insurance including comprehensive public liability insurance with minimum coverage of Five Hundred Thousand Dollars (\$500,000) per occurrence and with not less than One Million Dollars (\$1,000,000) aggregate;
- x Comprehensive automobile liability insurance with minimum coverage of One Hundred Thousand Dollars (\$100,000) per occurrence and with not less than Three Hundred Thousand Dollars (\$300,000) on reserve in the aggregate, with combined single limit including owned, non-owned and hired vehicles.
- x Workers' Compensation Insurance coverage for all Sierra Plumas Joint Unified School District employees and other persons for whom Sierra Plumas Joint Unified School District is responsible to provide such insurance coverage, as provided by Division 4 and 4.5 of the *Labor Code*.

VII. CONTACTS

For Sierra-Plumas Joint Unified School District:

James Berardi, Superintendent

PO Box 955

Loyalton, CA 96118

(530) 993-1660

iberardi@spjUSD.org

For Sierra County:

Laurie Marsh, Program Manager

Sierra County Behavioral Health

PO Box 265

Loyalton, CA 96118

(530) 993-6745

lmash@sierracounty.ca.gov

VIII. GENERAL PROVISIONS

1. AMENDMENTS

This agreement may be amended in writing at any time by written mutual consent of the Parties.

2. TERMINATION

a. Termination without cause

This agreement may be terminated by either Party without cause upon thirty (30) days written notice.

b. Termination with cause

This agreement may be terminated immediately by either Party if the terms of this agreement are violated in any manner.

c. Other grounds for termination

In the event that any other contract, or agreement, as being related to or necessary for the performance of this contract, terminates or expires, this agreement may be terminated upon the effective date of the termination of that MOU, informal agreement or contract, even if such termination will occur with less than thirty (30) days written notice.

IX. GENERAL TERMS AND CONDITIONS

No Supplantation with grant funds: Grant funds may be used to supplement, but not supplant existing financial and resource commitments of the county, city, or multi-county mental health or behavioral health departments, or a consortium of those entities, or educational entities that receive a grant.

Audit: The Commission of California State Auditor or any State of California fiscal oversight agency has the right to audit performance under this Agreement. The auditor(s) shall be entitled to review and copy Grantee's records and supporting documentation pertinent to its performance. Grantee agrees to maintain such records and documents for a minimum five (5) years after the funding source expires. Grantee agrees to allow the auditor(s) access to such records and documents as are relevant and pertinent, at its facilities during normal business hours; and to allow its employees to be interviewed as deemed necessary, in the professional opinion of the auditor(s). The Commission agrees to give Grantee advance written notice of any onsite audit. Grantee understands that the auditors may follow U.S. Treasury standards as referenced in the RFA. (See RFA_MHSSA_002, Appendix 1 at Federal and State Guidance.

MHSOAC Logo: Contract hereby authorizes the uses of the Commission Logo by Grantee for outreach and information purposes in connection with this Agreement. Grantee understand and agrees it must adhere to the guidelines in the Commission Brand Book in using this logo. A copy of Brand Book will be provided to the grantee upon the request.

Presentations: Grantee shall meet with the Commission upon request to present any findings, conclusions or recommendations that result from its performance under this Agreement.

Governing Law: This Agreement is governed by and shall be interpreted in accordance with the laws of the State of California, without regard to state conflict-of-law.

Governing Forum: In the event of dispute, the parties agree that the County of Sacramento and City of Sacramento shall be the proper forum.

Record Retention: Records must be retained for at least five (5) years after the date on which the federal funding source expires. At the time of Agreement execution, the date of funds expiration was December 31, 2026, but the parties understand that this is subject to change.

X. BUDGET CONTINGENCY CLAUSE

- a. It is mutually agreed that if the Budget Act of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the Program, this Agreement shall be of no further force and effect. In this event, the Commission and the State of California (State) shall have no liability to pay any funds whatsoever to Grantee or to furnish any other considerations under this Agreement and Grantee shall not be obligated to perform any provisions of this Agreement.
- b. If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this Program, the State shall have the option to either cancel this Agreement with no liability occurring to the State, or offer an agreement amendment to Grantee to reflect the reduced amount.
- c. If the term of this Agreement overlaps Federal and State fiscal years, should funds not be appropriated by Congress or approved by the Legislature for the fiscal year(s) following that during which this grant was executed, the State may exercise its option to cancel this grant.
- d. This grant is subject to any additional restrictions, limitations, or conditions enacted by Congress or the Legislature which may affect the provisions or terms of funding of this grant in any manner.

At a minimum on an annual basis, the Commission will compare amounts actually expended by the Grantee with amounts that have been disbursed to the Grantee and true up any difference in the following quarterly payment to ensure funds are spent by the Grantee.

The Commission may withhold funds if Grantee fails to meet the reporting requirements, falls behind schedule, has unexpended funds, modifies the scope of the Program, or presents some other deficiency. The Commission will provide advance Notice of such withhold with a description of the deficiency; and allow Grantee an opportunity to cure for at least 30 days, where the duration shall be governed by time remaining in the term of this Agreement.

As part of said cure, Grantee shall provide the Commission with a Mitigation Plan including a timeline for correcting the deficiency. Funding disbursement cannot resume until said Plan has been received by the Commission and agreed upon between the parties.

AUTHORIZED REPRESENTATIVES

By signing below, the individual certifies that it is acting as the representative of the Party named below and possesses the authority to enter into this agreement on behalf of that Party and that the Party possesses the legal authority to enter into this agreement.

For Sierra-Plumas Joint Unified School District

Signature: _____

Date: _____

For Sierra County:

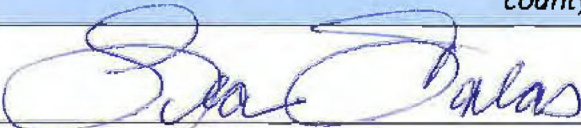
Signature: _____

Date: _____

ATTACHMENT 1: APPLICATION COVER SHEET

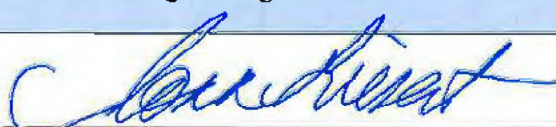
Mental Health Student Services Act Grant Application Cover Sheet

Provide the information related to the partnership below.

Name of County and/or City Mental Health/Behavioral Health Department	Director or Designee Name and Title	
Sierra County Behavioral Health	Lea Salas, Administrative Director	
Director or Designee Signature (Sign as Lead Agency or sign to authorize the Lead Agency listed below, if not the county/city)		Date
		12/02/21

DUNS number of the County and/or City Mental Health/Behavioral Health Department: 040482804

Provide the Lead agency information if it is not the County and/or City Mental Health/Behavioral Health Department

Name of Lead Agency	Director or Designee Name and Title	
Sierra Plumas Joint Unified School District	James Berardi, Superintendent Nona Griesert, Director of Business Services/CBO	
Director or Designee Signature		Date
		12/6/21

County and/or City Mental Health/Behavioral Health Department Applicant has not applied for and/or has not received a previous MHSSA grant from the Commission (initial): 

I HEREBY CERTIFY under penalty of perjury that I have the authority to apply for this grant; that we have not applied and/or received previous MHSSA funds and that this grant Application is consistent with the terms and requirements of the Commission's Request for Application for the Mental Health Student Services Act.

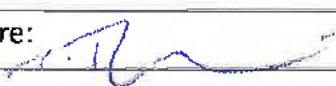
If this is a joint effort with another County and/or City Mental Health/Behavioral Health, list all additional participants to the application. (Add lines as needed)

Mental Health Services Oversight and
Accountability CommissionRFA_MHSSA_002
Mental Health Student Services Act

Additional County and/or City Mental Health/Behavioral Health Departments	Director or Designee	Date Signed
1. Not Applicable	Name:	
	Signature:	

List all school districts in the partnership for this application (Add lines as needed)
1. Sierra/Plumas Joint Unified School District

List all Educational entities (County Office of Education and/or Charter School(s)) participating in this application. (Add lines as needed)

Name of Educational Entity	Director or Designee	Date Signed
1. Sierra County Office of Education	Name: James Berardi	
	Signature: 	12/2/21

Applicant/Lead Grant Coordinator Contact Information:

Name:	Laurie Marsh
Title:	Behavioral Health Coordinator
Email:	lmarsh@sierracounty.ca.gov
Phone Number:	530-993-6745

Mental Health Services Oversight and
Accountability Commission

RFA_MHSSA_002
Mental Health Student Services Act

ATTACHMENT 2: INTENT TO APPLY

This Attachment is required to be submitted to be eligible to receive a grant. See due state stated in Table IV-I Key Action Dates.

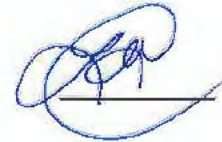
The form may be submitted by email to the Procurement Official below, but the original signed copy must be submitted with the final Application.

Procurement Official:

Cheryl Ward
Mental Health Services Oversight and Accountability Commission
MHSOAC@mhsoac.ca.gov

Subject Line: RFA_MHSSA_002

We intend to submit an Application for the MSHAOC RFA_MHSSA_002:



The individual to whom all information regarding this solicitation shall be transmitted is:

Name:	Laurie Marsh		
Address:	PO Box 265		
City, State and ZIP Code:	Loyalton, CA 96118		
Telephone:	530-993-6745	FAX:	530-993-6759
E-Mail:	lmarsh@sierracounty.ca.gov		

List all counties, and/or city mental health/behavioral health departments covered under this Intent to Bid. If this is a joint effort, the lead county shall be listed first and sign the Intent to Apply. (Add lines as needed)

Counties, and/or city mental health/behavioral health departments	
1.	Sierra County Behavioral Health
2.	
3.	
4.	

Mental Health Services Oversight and
Accountability Commission

RFA_MHSSA_002
Mental Health Student Services Act

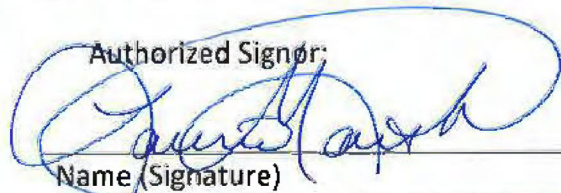
List all School Districts participating in this application. If a School District is the lead, identify which one. *(Add lines as needed)*

School Districts	
1.	Sierra/Plumas Joint Unified School District (lead)
2.	
3.	
4.	
5.	
6.	

List all Educational entities (County Office of Education and/or Charter School(s)) participating in this application. If an Educational entity is the lead, identify which one. *(Add lines as needed)*

Educational entities (County Office of Education and/or Charter School(s))	
1.	Sierra County Office of Education
2.	
3.	

Authorized Signor:


Name (Signature)
Behavioral Health Coordinator

Name and Title (Print)
lmarsh@sierracounty.ca.gov

Email

11/15/2021

Date
Sierra

County
530-993-6745

Telephone

ATTACHMENT 3: ECONOMICALLY DISADVANTAGED COMMUNITIES

Applicants must show how they meet the Economically Disadvantaged Communities requirement by providing the following program information for each school in the proposed MHSSA program

Economically Disadvantaged Communities						
VI.B.	Enrollment Data					
		School District (Name)	School (Name)	Title 1 (Y/N)	Total Enrollment (Count)	Total Enrollment in Free and Reduced- Price Meal program (Count)
	1	Sierra Plumas Joint Unified School District	Downieville Elementary	Y	21	9
	2	Sierra Plumas Joint Unified School District	Downieville Junior/Senior High School	Y	28	8
	3	Sierra Plumas Joint Unified School District	Loyalton Elementary	Y	185	67
	4	Sierra Plumas Joint Unified School District	Loyalton Junior/Senior High School	Y	157	42
	5	Sierra Plumas Joint Unified School District	Sierra Pass	Y	4	2
	6					
	7					
	8					
	9					
	10					
	11					
	12					
	13					
	14					
	15					
	16					
	17					
	18					
	19					
	20					
		(Add lines as needed)				

ATTACHMENT 4: PROPOSED PLAN

Proposed Plan	
VI.C.	Provide a brief program plan that describes the MHSSA program being implemented and how funds will be used in support of the MHSSA program Description of Sierra County Geography: Sierra County is the second least populated county in the State of California. Considered a "Frontier County" because of remoteness and population density; Sierra County has no stoplights, fast food restaurants, movie theaters, public transportation systems, pharmacies, hospitals, shopping centers or event centers. Most communities are geographically isolated from services. Communities are isolated from each by at least 5 miles with no development between them. The county is bisected by the Sierra Nevada Mountain range. One pass (Yuba Pass, elevation 6,701 ft.) provides the access between the east and west side communities. Harsh weather and mountain driving conditions make travel during the winter months treacherous. Sierra County shares a border with the State of Nevada. Neighboring counties are Plumas, Lassen, Nevada and Yuba. Description of Services Available in Sierra County: Primary health care is provided through satellite clinics provided by Eastern Plumas Health Care and Western Sierra Medical. These sites are staffed by Nurse Practitioners and only basic health care is provided. Any specialty medical need or major medical need is provided out of the County. The only mental health services provided in the County is through Sierra County Behavioral Health. Services for mild to moderately ill individuals or those who are insured are not available within the County. Individuals who are not eligible to receive services through Sierra County Behavioral Health travel out of county to receive services. Families, schools, probation, law enforcement and Sierra County Behavioral Health struggle to find enough prevention/early intervention services for our community members who are at risk of developing a mental illness. Thus, all community members are at risk. Identified Gaps in Services for Youth: As mentioned above, Sierra County Behavioral Health (SCBH) is the only behavioral health agency located in Sierra County. Specialty Mental Health Services are offered through SCBH, excluding youth who do not qualify or whose family has private insurance. All youth are experiencing health inequities considering the lack of services available within the county. Children living in Sierra County experience health disparities in relation to children living in neighboring counties. In general, families must travel out of the county to receive mental health services. The current mental health services are provided on a limited basis with waiting lists through Sierra County Behavioral Health and limited access to school-based therapists. The long-term stress of living with COVID-19 has created trauma for our youth. As a result, Sierra County Schools are experiencing an uptick in students who are displaying signs of depression or anxiety expounded by the inherent risk factors of developing a mental illness due to the social determinants of health Sierra County community members experience. In addition, schools are recognizing an increase in children who have experienced childhood trauma and substance abuse in their homes. Plan Description: An intense universal prevention, early intervention approach to providing mental health services in our school district is the foundation of Sierra County's Mental Health Student Services Act plan.

School based counselors/therapists, a Certified Behavior Analyst, increased hours for our Student/Parent Navigator, and a Peer Support staff member to assist the Student/Parent Navigator in running a Loyalton High School Wellness Center are the services/programs which will be implemented with this funding source.

Increase capacity of counseling/therapy available to school aged youth:

Increasing the capacity will allow all school aged youth access to school-based counseling/therapy throughout the Sierra/Plumas Joint Unified School District through a universal school-based early intervention program with no eligibility requirements (i.e. identified as Severely Emotionally Disturbed, insured or underinsured, waiting lists, etc.). The geographic barrier to mental health services will be reduced. The existing social determinant of health due to lack of access to needed mental health services would shift as mental health equity increases through offering equitable access to counseling/therapy.

To accomplish increased school-based counseling/therapy MFTs and/or a Child Psychologists would be hired. In-person school-based contractors or employees can be hired or contracts through telehealth will be attained. Case management will be provided through the Student/Parent Navigator's additional 15 hours per week.

Behavior Analyst Services:

Law enforcement, probation, and the schools struggle to find successful outcomes when working with children who suffer from behavioral issues. Having a Behavior Analyst at school sites will ensure the teacher and family is confident in implementing Applied Behavior Analysis (ABA) programs with fidelity and collecting and analyzing the appropriate data in order for the student to be as successful as possible. Professional development for teachers, law enforcement, parents and other school staff addressing behavior will be provided by the Behavior Analyst.

Loyalton High School Wellness Center:

A Loyalton High School Wellness Center will be established to allow students to access a compassionate, safe environment as they deal with the issues stated above. Current events have also created stress/trauma among students struggling to understand racism, gender identity, biases, and general differences. The High School Wellness Center will include evidence-based activities/programs to increase self-efficacy of resiliency factors reducing or mitigating the risk of mental health issues. A Peer Support staff member will be hired to facilitate programs and provide supportive conversation. The Student/Parent Navigator will be housed at the High School Wellness Center and will provide Case Management services to those youth seeking counseling/therapy. Access and linkage to Specialty Mental Health Services will be provided through the Student/Parent Navigator.

The successful implementation of the programs/services listed above will create an opportunity to provide wraparound type services for Sierra County youth.

Mental Health Services Oversight and
Accountability Commission

RFA_MHSSA_002
Mental Health Student Services Act

VI.C.	Provide a brief explanation of what will be accomplished during each of the following phases: a. Program Development Program development will include research of evidence-based programs/activities and whether or not there is a need to implement a contract with telehealth. Recruitment of staff will take place. Purchasing the needed goods and capital outlays identified in the Program Development Budget will also take place. Reporting/evaluation tools will need to be drafted during this time as well. b. Program Operations Actual staffing and implementation of counseling/therapy, behavioral analyst activities, and the Loyaltan High School Wellness Center will be considered to be the program operations phase. At that point reporting data will start to be obtained.

ATTACHMENT 5: PROPOSED BUDGET

Provide proposed budget, by project phase, up to the total Grant Funding Cap for the Applicant's population designation (See Table V-1)

Proposed Budget		
D.1.a.	Program Development	
	Proposed Budget – Program Development	\$95,300
D.2.	Provide brief description on the types of costs that are planned to be incurred The following costs have been broken down as line items listed below. a. This can include, but not limited to 1. Staffing \$1,500 Recruitment of Counselor/MFT \$1,500 Recruitment of Peer Staff \$1,600 Telehealth research & contract prep. \$1,600 Research of Evidence Based Programs/Activities for the High School Wellness Center \$1,600 Drafting of evaluation tools for each program \$20,000 SPJUSD Startup Admin \$20,000 County Startup Admin 2. Contractors - None 3. Trainings - None 4. Goods \$10,000 Purchase of initial art/activity supplies \$3,000 Purchase of evidence-based programs/activities for High School Wellness Center \$1,500 Purchase of material to paint or cover walls, window coverings for High School Wellness Center \$10,000 Purchase of 3 laptops for each school site \$15,000 Purchase of Software purchase and licenses \$3,000 Purchase of washer/dryer for High School Wellness Center \$10,000 Purchase of furniture/microwave/refrigerator/TV for High School Wellness Center 5. Capital Outlays	

Mental Health Services Oversight and
Accountability Commission

RFA_MHSSA_002
Mental Health Student Services Act

D.1.b.	Program Operations					
		Proposed Budget – Program Operations				
		Year 1	Year 2	Year 3	Year 4	Total Program Operations
		\$336,476	\$381,476	\$381,476	\$381,476	\$1,480,904
D.2.	Provide brief description on the types of costs that are planned to be incurred					
	The types of costs have been broken down as line items listed below.					
	a. This can include, but not limited to					
	1. Staffing					Year 1 Year 3-4
	Student/Parent Navigator increase of 15 hours per week					17,160 17,160
	Peer Support Specialist – High School Wellness Center					35,200 35,200
	County Data Collection/Submission					6,600 6,600
	County Admin					9,858 29,858
	SPJUSD Admin					9,858 29,858
	2. Contractors					
	Counselor/Therapist/Telehealth					150,000 150,000
	Behavior Analyst					52,800 52,800
	Special Group Consultant/Facilitator for High School Wellness Center					15,000 15,000
	3. Trainings					
	Continuing Education					5,000 5,000
	Cultural Awareness					5,000 5,000
	Other as pertinent to student/staff needs					5,000 5,000
	4. Goods					
	Purchase of art/activity supplies for the High School Wellness Center					5,000 5,000
	Healthy food/supplies for the High School Wellness Center					20,000 20,000
	5. Capital Outlays					
	None					
D.1.c.	Total Grant Request					
	Total Grant Request					\$1,576,204
	(Total Program Development + Total Program Operations)					

ATTACHMENT 6: FINAL SUBMISSION CHECKLIST

Complete this checklist to confirm the items in your application. Place a check mark or "X" next to each item that you are submitting to Commission. For your application to be complete, all required attachments along with this checklist shall be returned with your application package.

Check	DESCRIPTION
X	Attachment 1: Application Cover Sheet/Minimum Requirements
X	Attachment 2: Intent to Apply
X	Attachment 3: Economically Disadvantaged Communities
X	Attachment 4: Proposed Plan
X	Attachment 5: Proposed Budget
X	Attachment 6: Final Submission Checklist
X	Attachment 7: Payee Data Record (Std 204)

*Not signed, waiting
for final submittal*

Mental Health Services Oversight and
Accountability Commission

RFA_MHSSA_002
Mental Health Student Services Act

ATTACHMENT 7: PAYEE DATA RECORD (STD 204)

The Applicant must complete and submit Payee Data Record (STD. 204) with its Final Application.

This form is available at: <http://www.documents.dgs.ca.gov/dgs/fmc/pdf/std204.pdf>

PAYEE DATA RECORD(Required when receiving payment from the State of California in lieu of IRS W-9 or W-7)
STD 204 (Rev. 03/2021)**Section 1 – Payee Information****NAME** (This is required. Do not leave this line blank. Must match the payee's federal tax return.)

Sierra County

BUSINESS NAME, DBA NAME or DISREGARDED SINGLE MEMBER LLC NAME (If different from above)

Sierra County Behavioral Health

MAILING ADDRESS (number, street, apt. or suite no.) (See instructions on Page 2)

PO Box 265

CITY, STATE, ZIP CODE

Loyalton, CA 96118

E-MAIL ADDRESS

lsalas@sierracounty.ca.gov

Section 2 – Entity Type

Check one (1) box only that matches the entity type of the Payee listed in Section 1 above. (See instructions on page 2)

☐ **SOLE PROPRIETOR / INDIVIDUAL**☐ **SINGLE MEMBER LLC** *Disregarded Entity owned by an individual*☐ **PARTNERSHIP**☐ **ESTATE OR TRUST**☐ **CORPORATION** (see instructions on page 2)☐ **MEDICAL** (e.g., dentistry, chiropractic, etc.)☐ **LEGAL** (e.g., attorney services)☐ **EXEMPT** (e.g., nonprofit)☒ **ALL OTHERS****Section 3 – Tax Identification Number**Enter your Tax Identification Number (TIN) in the appropriate box. The TIN must match the name given in Section 1 of this form. Do not provide more than one (1) TIN. The TIN is a 9-digit number. **Note:** Payment will not be processed without a TIN.

- For **Individuals**, enter SSN.
- If you are a **Resident Alien**, and you do not have and are not eligible to get an SSN, enter your ITIN.
- Grantor Trusts (such as a Revocable Living Trust while the grantors are alive) may not have a separate FEIN. Those trusts must enter the individual grantor's SSN.
- For **Sole Proprietor or Single Member LLC (disregarded entity)**, in which the **sole member is an individual**, enter SSN (ITIN if applicable) or FEIN (FTB prefers SSN).
- For **Single Member LLC (disregarded entity)**, in which the **sole member is a business entity**, enter the owner entity's FEIN. Do not use the disregarded entity's FEIN.
- For all other entities including LLC that is taxed as a corporation or partnership, estates/trusts (with FEINs), enter the entity's FEIN.

Social Security Number (SSN) or Individual Tax Identification Number (ITIN)

_____ - _____ - _____

OR

Federal Employer Identification Number (FEIN)

[REDACTED]

Section 4 – Payee Residency Status (See instructions)

- ☒ **CALIFORNIA RESIDENT** – Qualified to do business in California or maintains a permanent place of business in California.
- ☐ **CALIFORNIA NONRESIDENT** – Payments to nonresidents for services may be subject to state income tax withholding.
- ☐ No services performed in California
- ☐ Copy of Franchise Tax Board waiver of state withholding is attached.

Section 5 – Certification

I hereby certify under penalty of perjury that the information provided on this document is true and correct.
Should my residency status change, I will promptly notify the state agency below.

NAME OF AUTHORIZED PAYEE REPRESENTATIVE

Lea Salas

TITLE

Administrative Director SCBH

E-MAIL ADDRESS

lsalas@sierracounty.ca.gov

SIGNATURE**DATE**

12/06/2021

TELEPHONE (include area code)

(530)993-6791

Section 6 – Paying State Agency

Please return completed form to:

STATE AGENCY/DEPARTMENT OFFICE**UNIT/SECTION****MAILING ADDRESS****FAX****TELEPHONE** (include area code)**CITY****STATE****ZIP CODE****E-MAIL ADDRESS**

STATE OF CALIFORNIA – DEPARTMENT OF FINANCE

PAYEE DATA RECORD

(Required when receiving payment from the State of California in lieu of IRS W-9 or W-7)
STD 204 (Rev. 03/2021)

GENERAL INSTRUCTIONS

Type or print the information on the Payee Data Record, STD 204 form. Sign, date, and return to the state agency/department office address shown in Section 6. Prompt return of this fully completed form will prevent delays when processing payments.

Information provided in this form will be used by California state agencies/departments to prepare Information Returns (Form 1099).

NOTE: Completion of this form is optional for Government entities, i.e. federal, state, local, and special districts.

A completed Payee Data Record, STD 204 form, is required for all payees (non-governmental entities or individuals) entering into a transaction that may lead to a payment from the state. Each state agency requires a completed, signed, and dated STD 204 on file; therefore, it is possible for you to receive this form from multiple state agencies with which you do business.

Payees who do not wish to complete the STD 204 may elect not to do business with the state. If the payee does not complete the STD 204 and the required payee data is not otherwise provided, payment may be reduced for federal and state backup withholding. Amounts reported on Information Returns (Form 1099) are in accordance with the Internal Revenue Code (IRC) and the California Revenue and Taxation Code (R&TC).

Section 1 – Payee Information

Name – Enter the name that appears on the payee's federal tax return. The name provided shall be the tax liable party and is subject to IRS TIN matching (when applicable).

- Sole Proprietor/Individual/Revocable Trusts – enter the name shown on your federal tax return.
- Single Member Limited Liability Companies (LLCs) that is disregarded as an entity separate from its owner for federal tax purposes – enter the name of the individual or business entity that is tax liable for the business in section 1. Enter the DBA, LLC name, trade, or fictitious name under Business Name.
- Note: for the State of California tax purposes, a Single Member LLC is not disregarded from its owner, even if they may be disregarded at the Federal level.
- Partnerships, Estates/Trusts, or Corporations – enter the entity name as shown on the entity's federal tax return. The name provided in Section 1 must match to the TIN provided in section 3. Enter any DBA, trade, or fictitious business names under Business Name.

Business Name – Enter the business name, DBA name, trade or fictitious name, or disregarded LLC name.

Mailing Address – The mailing address is the address where the payee will receive information returns. Use form STD 205, Payee Data Record Supplement to provide a remittance address if different from the mailing address for information returns, or make subsequent changes to the remittance address.

Section 2 – Entity Type

If the Payee in Section 1 is a(n)...	THEN Select the Box for...
Individual • Sole Proprietorship • Grantor (Revocable Living) Trust disregarded for federal tax purposes	Sole Proprietor/Individual
Limited Liability Company (LLC) owned by an individual and is disregarded for federal tax purposes	Single Member LLC-owned by an individual
Partnerships • Limited Liability Partnerships (LLP) • and, LLC treated as a Partnership	Partnerships
Estate • Trust (other than disregarded Grantor Trust)	Estate or Trust
Corporation that is medical in nature (e.g., medical and healthcare services, physician care, nursery care, dentistry, etc.) • LLC that is to be taxed like a Corporation and is medical in nature	Corporation-Medical
Corporation that is legal in nature (e.g., services of attorneys, arbitrators, notary publics involving legal or law related matters, etc.) • LLC that is to be taxed like a Corporation and is legal in nature	Corporation-Legal
Corporation that qualifies for an Exempt status, including 501(c) 3 and domestic non-profit corporations.	Corporation-Exempt
Corporation that does not meet the qualifications of any of the other corporation types listed above • LLC that is to be taxed as a Corporation and does not meet any of the other corporation types listed above	Corporation-All Other

Section 3 – Tax Identification Number

The State of California requires that all parties entering into business transactions that may lead to payment(s) from the state provide their Taxpayer Identification Number (TIN). The TIN is required by R&TC sections 18646 and 18661 to facilitate tax compliance enforcement activities and preparation of Form 1099 and other information returns as required by the IRC section 6109(a) and R&TC section 18662 and its regulations.

Section 4 – Payee Residency Status

Are you a California resident or nonresident?

- A corporation will be defined as a "resident" if it has a permanent place of business in California or is qualified through the Secretary of State to do business in California.
- A partnership is considered a resident partnership if it has a permanent place of business in California.
- An estate is a resident if the decedent was a California resident at time of death.
- A trust is a resident if at least one trustee is a California resident.
 - For individuals and sole proprietors, the term "resident" includes every individual who is in California for other than a temporary or transitory purpose and any individual domiciled in California who is absent for a temporary or transitory purpose. Generally, an individual who comes to California for a purpose that will extend over a long or indefinite period will be considered a resident. However, an individual who comes to perform a particular contract of short duration will be considered a nonresident.

For information on Nonresident Withholding, contact the Franchise Tax Board at the numbers listed below:

Withholding Services and Compliance Section: 1-888-792-4900
For hearing impaired with TDD, call: 1-800-822-6268

E-mail address: wscs.gen@ftb.ca.gov
Website: www.ftb.ca.gov

Section 5 – Certification

Provide the name, title, email address, signature, and telephone number of individual completing this form and date completed. In the event that a SSN or ITIN is provided, the individual identified as the tax liable party must certify the form. Note: the signee may differ from the tax liable party in this situation if the signee can provide a power of attorney documented for the individual.

Section 6 – Paying State Agency

This section must be completed by the state agency/department requesting the STD 204.

Privacy Statement

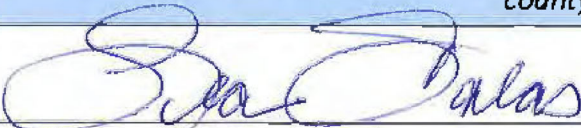
Section 7(b) of the Privacy Act of 1974 (Public Law 93-579) requires that any federal, state, or local governmental agency, which requests an individual to disclose their social security account number, shall inform that individual whether that disclosure is mandatory or voluntary, by which statutory or other authority such number is solicited, and what uses will be made of it. It is mandatory to furnish the information requested. Federal law requires that payment for which the requested information is not provided is subject to federal backup withholding and state law imposes noncompliance penalties of up to \$20,000. You have the right to access records containing your personal information, such as your SSN. To exercise that right, please contact the business services unit or the accounts payable unit of the state agency(ies) with which you transact that business.

All questions should be referred to the requesting state agency listed on the bottom front of this form.

ATTACHMENT 1: APPLICATION COVER SHEET

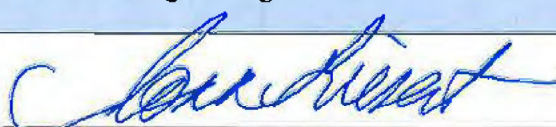
Mental Health Student Services Act Grant Application Cover Sheet

Provide the information related to the partnership below.

Name of County and/or City Mental Health/Behavioral Health Department	Director or Designee Name and Title
Sierra County Behavioral Health	Lea Salas, Administrative Director
Director or Designee Signature (Sign as Lead Agency or sign to authorize the Lead Agency listed below, if not the county/city)	Date
	12/02/21

DUNS number of the County and/or City Mental Health/Behavioral Health Department: 040482804

Provide the Lead agency information if it is not the County and/or City Mental Health/Behavioral Health Department

Name of Lead Agency	Director or Designee Name and Title
Sierra Plumas Joint Unified School District	James Berardi, Superintendent Nona Griesert, Director of Business Services/CBO
Director or Designee Signature	Date
	12/6/21

County and/or City Mental Health/Behavioral Health Department Applicant has not applied for and/or has not received a previous MHSSA grant from the Commission (initial): 

I HEREBY CERTIFY under penalty of perjury that I have the authority to apply for this grant; that we have not applied and/or received previous MHSSA funds and that this grant Application is consistent with the terms and requirements of the Commission's Request for Application for the Mental Health Student Services Act.

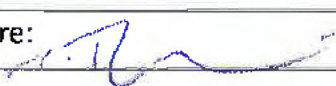
If this is a joint effort with another County and/or City Mental Health/Behavioral Health, list all additional participants to the application. (Add lines as needed)

Mental Health Services Oversight and
Accountability CommissionRFA_MHSSA_002
Mental Health Student Services Act

Additional County and/or City Mental Health/Behavioral Health Departments	Director or Designee	Date Signed
1. Not Applicable	Name:	
	Signature:	

List all school districts in the partnership for this application (Add lines as needed)
1. Sierra/Plumas Joint Unified School District

List all Educational entities (County Office of Education and/or Charter School(s)) participating in this application. (Add lines as needed)

Name of Educational Entity	Director or Designee	Date Signed
1. Sierra County Office of Education	Name: James Berardi	
	Signature: 	12/2/21

Applicant/Lead Grant Coordinator Contact Information:

Name:	Laurie Marsh
Title:	Behavioral Health Coordinator
Email:	lmarsh@sierracounty.ca.gov
Phone Number:	530-993-6745

Mental Health Services Oversight and
Accountability Commission

RFA_MHSSA_002
Mental Health Student Services Act

ATTACHMENT 2: INTENT TO APPLY

This Attachment is required to be submitted to be eligible to receive a grant. See due state stated in Table IV-I Key Action Dates.

The form may be submitted by email to the Procurement Official below, but the original signed copy must be submitted with the final Application.

Procurement Official:

Cheryl Ward
Mental Health Services Oversight and Accountability Commission
MHSOAC@mhsoac.ca.gov

Subject Line: RFA_MHSSA_002

We intend to submit an Application for the MSHAOC RFA_MHSSA_002:



The individual to whom all information regarding this solicitation shall be transmitted is:

Name:	Laurie Marsh		
Address:	PO Box 265		
City, State and ZIP Code:	Loyalton, CA 96118		
Telephone:	530-993-6745	FAX:	530-993-6759
E-Mail:	lmarsh@sierracounty.ca.gov		

List all counties, and/or city mental health/behavioral health departments covered under this Intent to Bid. If this is a joint effort, the lead county shall be listed first and sign the Intent to Apply. (Add lines as needed)

Counties, and/or city mental health/behavioral health departments	
1.	Sierra County Behavioral Health
2.	
3.	
4.	

Mental Health Services Oversight and
Accountability Commission

RFA_MHSSA_002
Mental Health Student Services Act

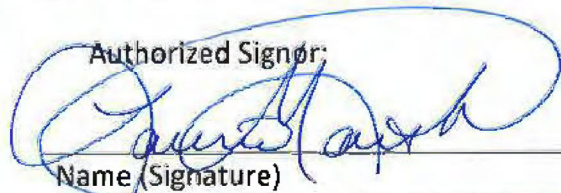
List all School Districts participating in this application. If a School District is the lead, identify which one. *(Add lines as needed)*

School Districts	
1.	Sierra/Plumas Joint Unified School District (lead)
2.	
3.	
4.	
5.	
6.	

List all Educational entities (County Office of Education and/or Charter School(s)) participating in this application. If an Educational entity is the lead, identify which one. *(Add lines as needed)*

Educational entities (County Office of Education and/or Charter School(s))	
1.	Sierra County Office of Education
2.	
3.	

Authorized Signor:


Name (Signature)
Behavioral Health Coordinator

Name and Title (Print)
lmarsh@sierracounty.ca.gov

Email

11/15/2021

Date
Sierra

County
530-993-6745

Telephone

ATTACHMENT 3: ECONOMICALLY DISADVANTAGED COMMUNITIES

Applicants must show how they meet the Economically Disadvantaged Communities requirement by providing the following program information for each school in the proposed MHSSA program

Economically Disadvantaged Communities						
VI.B.	Enrollment Data					
		School District (Name)	School (Name)	Title 1 (Y/N)	Total Enrollment (Count)	Total Enrollment in Free and Reduced- Price Meal program (Count)
	1	Sierra Plumas Joint Unified School District	Downieville Elementary	Y	21	9
	2	Sierra Plumas Joint Unified School District	Downieville Junior/Senior High School	Y	28	8
	3	Sierra Plumas Joint Unified School District	Loyalton Elementary	Y	185	67
	4	Sierra Plumas Joint Unified School District	Loyalton Junior/Senior High School	Y	157	42
	5	Sierra Plumas Joint Unified School District	Sierra Pass	Y	4	2
	6					
	7					
	8					
	9					
	10					
	11					
	12					
	13					
	14					
	15					
	16					
	17					
	18					
	19					
	20					
		(Add lines as needed)				

ATTACHMENT 4: PROPOSED PLAN

Proposed Plan	
VI.C.	Provide a brief program plan that describes the MHSSA program being implemented and how funds will be used in support of the MHSSA program Description of Sierra County Geography: Sierra County is the second least populated county in the State of California. Considered a "Frontier County" because of remoteness and population density; Sierra County has no stoplights, fast food restaurants, movie theaters, public transportation systems, pharmacies, hospitals, shopping centers or event centers. Most communities are geographically isolated from services. Communities are isolated from each by at least 5 miles with no development between them. The county is bisected by the Sierra Nevada Mountain range. One pass (Yuba Pass, elevation 6,701 ft.) provides the access between the east and west side communities. Harsh weather and mountain driving conditions make travel during the winter months treacherous. Sierra County shares a border with the State of Nevada. Neighboring counties are Plumas, Lassen, Nevada and Yuba. Description of Services Available in Sierra County: Primary health care is provided through satellite clinics provided by Eastern Plumas Health Care and Western Sierra Medical. These sites are staffed by Nurse Practitioners and only basic health care is provided. Any specialty medical need or major medical need is provided out of the County. The only mental health services provided in the County is through Sierra County Behavioral Health. Services for mild to moderately ill individuals or those who are insured are not available within the County. Individuals who are not eligible to receive services through Sierra County Behavioral Health travel out of county to receive services. Families, schools, probation, law enforcement and Sierra County Behavioral Health struggle to find enough prevention/early intervention services for our community members who are at risk of developing a mental illness. Thus, all community members are at risk. Identified Gaps in Services for Youth: As mentioned above, Sierra County Behavioral Health (SCBH) is the only behavioral health agency located in Sierra County. Specialty Mental Health Services are offered through SCBH, excluding youth who do not qualify or whose family has private insurance. All youth are experiencing health inequities considering the lack of services available within the county. Children living in Sierra County experience health disparities in relation to children living in neighboring counties. In general, families must travel out of the county to receive mental health services. The current mental health services are provided on a limited basis with waiting lists through Sierra County Behavioral Health and limited access to school-based therapists. The long-term stress of living with COVID-19 has created trauma for our youth. As a result, Sierra County Schools are experiencing an uptick in students who are displaying signs of depression or anxiety expounded by the inherent risk factors of developing a mental illness due to the social determinants of health Sierra County community members experience. In addition, schools are recognizing an increase in children who have experienced childhood trauma and substance abuse in their homes. Plan Description: An intense universal prevention, early intervention approach to providing mental health services in our school district is the foundation of Sierra County's Mental Health Student Services Act plan.

School based counselors/therapists, a Certified Behavior Analyst, increased hours for our Student/Parent Navigator, and a Peer Support staff member to assist the Student/Parent Navigator in running a Loyalton High School Wellness Center are the services/programs which will be implemented with this funding source.

Increase capacity of counseling/therapy available to school aged youth:

Increasing the capacity will allow all school aged youth access to school-based counseling/therapy throughout the Sierra/Plumas Joint Unified School District through a universal school-based early intervention program with no eligibility requirements (i.e. identified as Severely Emotionally Disturbed, insured or underinsured, waiting lists, etc.). The geographic barrier to mental health services will be reduced. The existing social determinant of health due to lack of access to needed mental health services would shift as mental health equity increases through offering equitable access to counseling/therapy.

To accomplish increased school-based counseling/therapy MFTs and/or a Child Psychologists would be hired. In-person school-based contractors or employees can be hired or contracts through telehealth will be attained. Case management will be provided through the Student/Parent Navigator's additional 15 hours per week.

Behavior Analyst Services:

Law enforcement, probation, and the schools struggle to find successful outcomes when working with children who suffer from behavioral issues. Having a Behavior Analyst at school sites will ensure the teacher and family is confident in implementing Applied Behavior Analysis (ABA) programs with fidelity and collecting and analyzing the appropriate data in order for the student to be as successful as possible. Professional development for teachers, law enforcement, parents and other school staff addressing behavior will be provided by the Behavior Analyst.

Loyalton High School Wellness Center:

A Loyalton High School Wellness Center will be established to allow students to access a compassionate, safe environment as they deal with the issues stated above. Current events have also created stress/trauma among students struggling to understand racism, gender identity, biases, and general differences. The High School Wellness Center will include evidence-based activities/programs to increase self-efficacy of resiliency factors reducing or mitigating the risk of mental health issues. A Peer Support staff member will be hired to facilitate programs and provide supportive conversation. The Student/Parent Navigator will be housed at the High School Wellness Center and will provide Case Management services to those youth seeking counseling/therapy. Access and linkage to Specialty Mental Health Services will be provided through the Student/Parent Navigator.

The successful implementation of the programs/services listed above will create an opportunity to provide wraparound type services for Sierra County youth.

Mental Health Services Oversight and
Accountability Commission

RFA_MHSSA_002
Mental Health Student Services Act

VI.C.	Provide a brief explanation of what will be accomplished during each of the following phases: a. Program Development Program development will include research of evidence-based programs/activities and whether or not there is a need to implement a contract with telehealth. Recruitment of staff will take place. Purchasing the needed goods and capital outlays identified in the Program Development Budget will also take place. Reporting/evaluation tools will need to be drafted during this time as well. b. Program Operations Actual staffing and implementation of counseling/therapy, behavioral analyst activities, and the Loyalton High School Wellness Center will be considered to be the program operations phase. At that point reporting data will start to be obtained.

ATTACHMENT 5: PROPOSED BUDGET

Provide proposed budget, by project phase, up to the total Grant Funding Cap for the Applicant's population designation (See Table V-1)

Proposed Budget		
D.1.a.	Program Development	
	Proposed Budget – Program Development	\$95,300
D.2.	Provide brief description on the types of costs that are planned to be incurred The following costs have been broken down as line items listed below. a. This can include, but not limited to 1. Staffing \$1,500 Recruitment of Counselor/MFT \$1,500 Recruitment of Peer Staff \$1,600 Telehealth research & contract prep. \$1,600 Research of Evidence Based Programs/Activities for the High School Wellness Center \$1,600 Drafting of evaluation tools for each program \$20,000 SPJUSD Startup Admin \$20,000 County Startup Admin 2. Contractors - None 3. Trainings - None 4. Goods \$10,000 Purchase of initial art/activity supplies \$3,000 Purchase of evidence-based programs/activities for High School Wellness Center \$1,500 Purchase of material to paint or cover walls, window coverings for High School Wellness Center \$10,000 Purchase of 3 laptops for each school site \$15,000 Purchase of Software purchase and licenses \$3,000 Purchase of washer/dryer for High School Wellness Center \$10,000 Purchase of furniture/microwave/refrigerator/TV for High School Wellness Center 5. Capital Outlays	

Mental Health Services Oversight and
Accountability Commission

RFA_MHSSA_002
Mental Health Student Services Act

D.1.b.	Program Operations					
		Proposed Budget – Program Operations				
		Year 1	Year 2	Year 3	Year 4	Total Program Operations
		\$336,476	\$381,476	\$381,476	\$381,476	\$1,480,904
D.2.	Provide brief description on the types of costs that are planned to be incurred					
	The types of costs have been broken down as line items listed below.					
	a. This can include, but not limited to					
	1. Staffing					Year 1 Year 3-4
	Student/Parent Navigator increase of 15 hours per week					17,160 17,160
	Peer Support Specialist – High School Wellness Center					35,200 35,200
	County Data Collection/Submission					6,600 6,600
	County Admin					9,858 29,858
	SPJUSD Admin					9,858 29,858
	2. Contractors					
	Counselor/Therapist/Telehealth					150,000 150,000
	Behavior Analyst					52,800 52,800
	Special Group Consultant/Facilitator for High School Wellness Center					15,000 15,000
	3. Trainings					
	Continuing Education					5,000 5,000
	Cultural Awareness					5,000 5,000
	Other as pertinent to student/staff needs					5,000 5,000
	4. Goods					
	Purchase of art/activity supplies for the High School Wellness Center					5,000 5,000
	Healthy food/supplies for the High School Wellness Center					20,000 20,000
	5. Capital Outlays					
	None					
D.1.c.	Total Grant Request					
	Total Grant Request					\$1,576,204
	(Total Program Development + Total Program Operations)					

ATTACHMENT 6: FINAL SUBMISSION CHECKLIST

Complete this checklist to confirm the items in your application. Place a check mark or "X" next to each item that you are submitting to Commission. For your application to be complete, all required attachments along with this checklist shall be returned with your application package.

Check	DESCRIPTION
X	Attachment 1: Application Cover Sheet/Minimum Requirements
X	Attachment 2: Intent to Apply
X	Attachment 3: Economically Disadvantaged Communities
X	Attachment 4: Proposed Plan
X	Attachment 5: Proposed Budget
X	Attachment 6: Final Submission Checklist
X	Attachment 7: Payee Data Record (Std 204)

*Not signed, waiting
for final submittal*

Mental Health Services Oversight and
Accountability Commission

RFA_MHSSA_002
Mental Health Student Services Act

ATTACHMENT 7: PAYEE DATA RECORD (STD 204)

The Applicant must complete and submit Payee Data Record (STD. 204) with its Final Application.

This form is available at: <http://www.documents.dgs.ca.gov/dgs/fmc/pdf/std204.pdf>

PAYEE DATA RECORD(Required when receiving payment from the State of California in lieu of IRS W-9 or W-7)
STD 204 (Rev. 03/2021)**Section 1 – Payee Information****NAME** (This is required. Do not leave this line blank. Must match the payee's federal tax return.)

Sierra County

BUSINESS NAME, DBA NAME or DISREGARDED SINGLE MEMBER LLC NAME (If different from above)

Sierra County Behavioral Health

MAILING ADDRESS (number, street, apt. or suite no.) (See instructions on Page 2)

PO Box 265

CITY, STATE, ZIP CODE

Loyalton, CA 96118

E-MAIL ADDRESS

lsalas@sierracounty.ca.gov

Section 2 – Entity Type

Check one (1) box only that matches the entity type of the Payee listed in Section 1 above. (See instructions on page 2)

☐ **SOLE PROPRIETOR / INDIVIDUAL**☐ **SINGLE MEMBER LLC** *Disregarded Entity owned by an individual*☐ **PARTNERSHIP**☐ **ESTATE OR TRUST**☐ **CORPORATION** (see instructions on page 2)☐ **MEDICAL** (e.g., dentistry, chiropractic, etc.)☐ **LEGAL** (e.g., attorney services)☐ **EXEMPT** (e.g., nonprofit)☒ **ALL OTHERS****Section 3 – Tax Identification Number**Enter your Tax Identification Number (TIN) in the appropriate box. The TIN must match the name given in Section 1 of this form. Do not provide more than one (1) TIN. The TIN is a 9-digit number. **Note:** Payment will not be processed without a TIN.

- For **Individuals**, enter SSN.
- If you are a **Resident Alien**, and you do not have and are not eligible to get an SSN, enter your ITIN.
- Grantor Trusts (such as a Revocable Living Trust while the grantors are alive) may not have a separate FEIN. Those trusts must enter the individual grantor's SSN.
- For **Sole Proprietor or Single Member LLC (disregarded entity)**, in which the **sole member is an individual**, enter SSN (ITIN if applicable) or FEIN (FTB prefers SSN).
- For **Single Member LLC (disregarded entity)**, in which the **sole member is a business entity**, enter the owner entity's FEIN. Do not use the disregarded entity's FEIN.
- For all other entities including LLC that is taxed as a corporation or partnership, estates/trusts (with FEINs), enter the entity's FEIN.

Social Security Number (SSN) or Individual Tax Identification Number (ITIN)

_____ - _____ - _____

OR

Federal Employer Identification Number (FEIN)

[REDACTED]

Section 4 – Payee Residency Status (See instructions)

- ☒ **CALIFORNIA RESIDENT** – Qualified to do business in California or maintains a permanent place of business in California.
- ☐ **CALIFORNIA NONRESIDENT** – Payments to nonresidents for services may be subject to state income tax withholding.
- ☐ No services performed in California
- ☐ Copy of Franchise Tax Board waiver of state withholding is attached.

Section 5 – Certification

I hereby certify under penalty of perjury that the information provided on this document is true and correct.
Should my residency status change, I will promptly notify the state agency below.

NAME OF AUTHORIZED PAYEE REPRESENTATIVE

Lea Salas

TITLE

Administrative Director SCBH

E-MAIL ADDRESS

lsalas@sierracounty.ca.gov

SIGNATURE**DATE**

12/06/2021

TELEPHONE (include area code)

(530)993-6791

Section 6 – Paying State Agency

Please return completed form to:

STATE AGENCY/DEPARTMENT OFFICE**UNIT/SECTION****MAILING ADDRESS****FAX****TELEPHONE** (include area code)**CITY****STATE****ZIP CODE****E-MAIL ADDRESS**

STATE OF CALIFORNIA – DEPARTMENT OF FINANCE

PAYEE DATA RECORD

(Required when receiving payment from the State of California in lieu of IRS W-9 or W-7)
STD 204 (Rev. 03/2021)

GENERAL INSTRUCTIONS

Type or print the information on the Payee Data Record, STD 204 form. Sign, date, and return to the state agency/department office address shown in Section 6. Prompt return of this fully completed form will prevent delays when processing payments.

Information provided in this form will be used by California state agencies/departments to prepare Information Returns (Form 1099).

NOTE: Completion of this form is optional for Government entities, i.e. federal, state, local, and special districts.

A completed Payee Data Record, STD 204 form, is required for all payees (non-governmental entities or individuals) entering into a transaction that may lead to a payment from the state. Each state agency requires a completed, signed, and dated STD 204 on file; therefore, it is possible for you to receive this form from multiple state agencies with which you do business.

Payees who do not wish to complete the STD 204 may elect not to do business with the state. If the payee does not complete the STD 204 and the required payee data is not otherwise provided, payment may be reduced for federal and state backup withholding. Amounts reported on Information Returns (Form 1099) are in accordance with the Internal Revenue Code (IRC) and the California Revenue and Taxation Code (R&TC).

Section 1 – Payee Information

Name – Enter the name that appears on the payee's federal tax return. The name provided shall be the tax liable party and is subject to IRS TIN matching (when applicable).

- Sole Proprietor/Individual/Revocable Trusts – enter the name shown on your federal tax return.
- Single Member Limited Liability Companies (LLCs) that is disregarded as an entity separate from its owner for federal tax purposes – enter the name of the individual or business entity that is tax liable for the business in section 1. Enter the DBA, LLC name, trade, or fictitious name under Business Name.
- Note: for the State of California tax purposes, a Single Member LLC is not disregarded from its owner, even if they may be disregarded at the Federal level.
- Partnerships, Estates/Trusts, or Corporations – enter the entity name as shown on the entity's federal tax return. The name provided in Section 1 must match to the TIN provided in section 3. Enter any DBA, trade, or fictitious business names under Business Name.

Business Name – Enter the business name, DBA name, trade or fictitious name, or disregarded LLC name.

Mailing Address – The mailing address is the address where the payee will receive information returns. Use form STD 205, Payee Data Record Supplement to provide a remittance address if different from the mailing address for information returns, or make subsequent changes to the remittance address.

Section 2 – Entity Type

If the Payee in Section 1 is a(n)...	THEN Select the Box for...
Individual • Sole Proprietorship • Grantor (Revocable Living) Trust disregarded for federal tax purposes	Sole Proprietor/Individual
Limited Liability Company (LLC) owned by an individual and is disregarded for federal tax purposes	Single Member LLC-owned by an individual
Partnerships • Limited Liability Partnerships (LLP) • and, LLC treated as a Partnership	Partnerships
Estate • Trust (other than disregarded Grantor Trust)	Estate or Trust
Corporation that is medical in nature (e.g., medical and healthcare services, physician care, nursery care, dentistry, etc.) • LLC that is to be taxed like a Corporation and is medical in nature	Corporation-Medical
Corporation that is legal in nature (e.g., services of attorneys, arbitrators, notary publics involving legal or law related matters, etc.) • LLC that is to be taxed like a Corporation and is legal in nature	Corporation-Legal
Corporation that qualifies for an Exempt status, including 501(c) 3 and domestic non-profit corporations.	Corporation-Exempt
Corporation that does not meet the qualifications of any of the other corporation types listed above • LLC that is to be taxed as a Corporation and does not meet any of the other corporation types listed above	Corporation-All Other

Section 3 – Tax Identification Number

The State of California requires that all parties entering into business transactions that may lead to payment(s) from the state provide their Taxpayer Identification Number (TIN). The TIN is required by R&TC sections 18646 and 18661 to facilitate tax compliance enforcement activities and preparation of Form 1099 and other information returns as required by the IRC section 6109(a) and R&TC section 18662 and its regulations.

Section 4 – Payee Residency Status

Are you a California resident or nonresident?

- A corporation will be defined as a "resident" if it has a permanent place of business in California or is qualified through the Secretary of State to do business in California.
- A partnership is considered a resident partnership if it has a permanent place of business in California.
- An estate is a resident if the decedent was a California resident at time of death.
- A trust is a resident if at least one trustee is a California resident.
 - For individuals and sole proprietors, the term "resident" includes every individual who is in California for other than a temporary or transitory purpose and any individual domiciled in California who is absent for a temporary or transitory purpose. Generally, an individual who comes to California for a purpose that will extend over a long or indefinite period will be considered a resident. However, an individual who comes to perform a particular contract of short duration will be considered a nonresident.

For information on Nonresident Withholding, contact the Franchise Tax Board at the numbers listed below:

Withholding Services and Compliance Section: 1-888-792-4900
For hearing impaired with TDD, call: 1-800-822-6268

E-mail address: wscs.gen@ftb.ca.gov
Website: www.ftb.ca.gov

Section 5 – Certification

Provide the name, title, email address, signature, and telephone number of individual completing this form and date completed. In the event that a SSN or ITIN is provided, the individual identified as the tax liable party must certify the form. Note: the signee may differ from the tax liable party in this situation if the signee can provide a power of attorney documented for the individual.

Section 6 – Paying State Agency

This section must be completed by the state agency/department requesting the STD 204.

Privacy Statement

Section 7(b) of the Privacy Act of 1974 (Public Law 93-579) requires that any federal, state, or local governmental agency, which requests an individual to disclose their social security account number, shall inform that individual whether that disclosure is mandatory or voluntary, by which statutory or other authority such number is solicited, and what uses will be made of it. It is mandatory to furnish the information requested. Federal law requires that payment for which the requested information is not provided is subject to federal backup withholding and state law imposes noncompliance penalties of up to \$20,000. You have the right to access records containing your personal information, such as your SSN. To exercise that right, please contact the business services unit or the accounts payable unit of the state agency(ies) with which you transact that business.

All questions should be referred to the requesting state agency listed on the bottom front of this form.

MHSSA BUDGET MODIFICATION WORKSHEET - PROGRAM DEVELOPMENT (PD) AND PROGRAM OPERATIONS (PO)

(Whole Dollars)

Grantee: Sierra		Contract #: 21MHSA058			
Hired Staff: list title/classification	PD & GY 1* (2/25/22-7/31/24)	GY 2 8/1/24-7/31/25	GY 3 8/1/25-7/31/26	GY 4 8/1/26-7/31/27	Total PD & All GYs
SCBH - Behavioral Health Coordinator	2,218	7,907	7,280	7,280	24,685
SCBH - Community Outreach Coordinator		-	1,479	1,479	2,957
SCBH - Child Clinician	-	-	74,268	74,268	148,536
SPJUSD - School Services Liaison	-	21,942	22,000	22,000	65,942
Subtotal: Personnel Services Salaries	2,218	29,849	105,027	105,027	242,120
Add: Personnel Services Benefits	1,302	9,664	30,526	30,526	72,017
Total Personnel Services (salaries & benefits)	3,520	39,513	135,552	135,552	314,137
Hired Contractors or other non-staff: if applicable list individual title/classification	PD & GY 1*	GY 2	GY 3	GY 4	Total PD & All GYs
Behavior Analyst Contractor	34,852	43,160	50,000	50,000	178,012
TinyEYE	102,992	122,434	100,000	-	325,426
Peer Specialist	15,291	-	-	-	15,291
SPJUSD	16,458	-	-	-	16,458
MHSSA Project Planning Coordinator Assistant	12,877	-	-	-	12,877
High Sierra Family Resource Center (FRC)			75,000	75,000	150,000
Total Contracted Services	182,469	165,594	225,000	125,000	698,063
Total Personnel and Contracted Services	185,989	205,107	360,552	260,552	1,012,201
Other Costs: list non-staff and non-contracted items or services	PD & GY 1*	GY 2	GY 3	GY 4	Total PD & All GYs
Purchase art/activity supplies WC	-	-	5,000	5,000	10,000
Healthy food/supplies for WC	-	-	1,000	1,000	2,000
Trainings: Continuing Education, Cultural Awareness, Other		-	1,500	1,500	3,000
Data Collection & Submission Tech & Equipment	-	3,279	9,000	9,000	21,279
Purchase & Installation of Portable Unit as Wellness Center			300,000		300,000
Purchase of supplies, materials & equipment needed to finish & furnish interior of WC		4,053	12,500		16,553
SWAY (Sierra Wellness Advocacy for Youth)	-	8,554	18,000	18,000	44,554
					-
					-
					-
Total Other Costs	-	15,886	347,000	34,500	397,386
Total Program Costs before Indirect	185,989	220,993	707,552	295,052	1,409,587
Indirect Costs	PD & GY 1*	GY 2	GY 3	GY 4	Total PD & All GYs
SCBH	-	26,103	26,103	26,103	78,309
SPJUSD	-	26,103	26,103	26,103	78,309
Total Indirect Costs	-	52,206	52,206	52,206	156,618
Total MHSSA Program Costs	185,989	273,199	759,758	347,258	1,566,205

*This column should match, in whole dollars, the amounts listed on the AFR (actual costs incurred) for Program Development and GY1 Program Operations.

**Please note, Del Norte MHSSA contract term ends 12/31/26. The Commission is open to extending contracts to ensure 4 full years, if needed



**MHSSA Modified Budget FY 26-27
distributed by agency**

Behavioral Health Department:

• SCBH Child Clinician	\$74,268
• SCBH Behavioral Health Coordinator	\$7,280
• SCBH Community Outreach Coordinator	\$1,479
• SCBH Personnel services benefits	\$24,131
• Family Resource Center	\$75,000
• Sierra Wellness Advocacy for Youth (SWAY)	\$18,000
• SCBH Indirect Cost	<u>\$26,103</u>
Total	\$ 226,261

Sierra Plumas Joint Unified School District

• SPJUSD School Services Liason	\$22,000
• Personnel services benefits	\$6,394
• Behavior Analyst contractor	\$50,000
• Wellness Center supplies	\$5,000
• WC food	\$1,000
• SPJUSD trainings, cultural awareness	\$1,500
• Data collection & submission tech & equipment	\$9,000
• SPJUSD Indirect Cost	<u>\$26,103</u>
Total	\$ 120,997

Combined MHSSA funding for FY 26-27 is \$347,258



Change Text Size: A A A

[Logoff](#)

Waiver Request System

Submission

Instructions:

- Fields marked with an asterisk (*) are required.
- The format for all dates is mm/dd/yyyy.
- Use the 'Attachments' section below to attach all supporting documents if required.
- For General Waivers – you will not be allowed to submit your waiver without attaching the following:
 - ◆ Documentation of Evidence of the advisory council
 - ◆ Documentation of bargaining unit participation
- Make sure all information is accurate before selecting submit. You will not be able to edit this waiver once you have submitted the form.
- DO NOT at any time hit the back button. You will lose all your information.
- Use brackets [] for putting Education Code section to be waived. See FAQ for details.
- Do not use abbreviations for bargaining units.
- Refer to the FAQ for general questions.
- The waiver request page is time sensitive. You must be able to complete the waiver request within two hours. Failure to complete and submit the waiver request in the two hours will result in the loss of all previously entered information.

District Information

*County: *District: *Address: *City: *State: *Zip code: Fax:

Waiver Information

*Period of request start date: *Period of request end date: *Is this waiver a renewal? ☐ No ☒ Yes*Previous waiver number: *Previous SBE approval date: *Waiver topic: *Ed Code title:

*Ed Code section:

*Ed Code authority:

*Education Code or California Code of Regulations (CCR) section to be Waived. If the request is to waive a portion of a section, type the text of the pertinent sentence of the law, or those exact phrases requested to be waived (use [] to strike out).

Carl D. Perkins Career and Technical Education Improvement Act of 2006, Public Law 109-270 Section 131(c)(1), that requires local agencies whose allocations are less than \$15,000 to enter into a consortium with other agencies for the purpose of meeting the \$15,000 minimum grant requirement.

*Student population

*Located in a(n) city

*What is the NCES locale code for your school?

*Describe briefly the circumstances that brought about the request and why the waiver is necessary to achieve improved student performance and/or streamline or facilitate local agency operations. If more space is needed, please attach additional documents using the 'Attachments' section below.

The Sierra-Plumas JUSD is located over 100 miles from the nearest city over 10,000 people and has been operating on a waiver for quite some time. Efforts to join into other consortiums have been unsuccessful due to our rural location. SPJUSD is expecting to receive \$4,321 in Perkins funding for the 2025-26 school year, which is necessary to continue operating our CTE programs.

Approvals/Review

*Local board approval date:

Attachments

If needed, upload additional file(s) here (must be Word, Excel, or PDF format)

No file selected.

Contact Information

*Title:

*First name:

*Last name:

*Position:

*E-mail:

*Area code:

*Telephone:

Extension:

☒ I hereby certify that I have gone through my authorizing school district and or Special Education Local Plan Area (SELPA), that I am the

superintendent or the superintendent's designee and that the information provided on this application is true and correct.

Submit

[Menu](#)

[Questions: Waiver Office | 916-319-0824](#)

California Department of Education
1430 N Street
Sacramento, CA 95814

[Web Policy](#)

Right of Entry and License Agreement

This Right of Entry and License Agreement ("Agreement") is entered into on this 28th day of April, 2026, by and between the Sierra-Plumas Joint Unified District ("District"), and the City of Loyalton ("City") on the terms and conditions set forth herein. The City and School District may be referred to herein individually as "Party" or collectively as "Parties".

Section 1. Recitals

- A. The Parties are in the process of finalizing an equal exchange of land. The City will acquire the land around a well which the City already owns and the District will acquire adequate space to place a portable classroom so that the District may expand its educational programs.
- B. The District will subdivide and convey a 2,822 square foot portion of its Loyalton High School parcel (APN 017-030-001-000) to the City by deed. The City will use a lot line adjustment to convey to District the Southeastern corner of City-owned parcel APN 017-082-022-000 consisting of the 2,822 square foot quadrilateral with sides of 40 feet, 70.6 feet, 40 feet, and 70.5 feet ("the Property") as depicted by the boundary lines marked "PROPOSED ADJUSTED PROPERTY LINE" in **Exhibit A**. **Exhibit A** is attached and incorporated into this Agreement.
- C. Only a few businesses in California move portable classrooms and their services book out many months in advance. As a result, the District's only window to relocate the portable classroom onto the Property is the first week of May 2026. Additionally, some site preparation work must be completed before the portable classroom can be moved. The Parties' property exchange is unlikely to be completed before site preparation and the movement of the portable classroom must occur.
- D. As a result, the Parties enter into this Agreement to allow the District to perform necessary site preparation work and relocate the portable classroom pending the finalization of the Parties' property exchange.

Section 2. Consideration

This Agreement is entered for and in consideration of the mutual promises herein, and other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged.

Section 3. Right of Entry and License

- A. City hereby grants to District and its contractors and consultants a temporary license to enter and go upon the Property and to prepare the Property for placement of a portable classroom, including preparation of a foundation and ensuring utility access, and to place the portable classroom on the Property (the "Work"). "Work" does not include anything other than preparing the Property and placing a portable classroom on the Property; for example, this Agreement does not grant District the right to provide educational programs on the Property or use the portable which will be placed on the Property as a classroom.

- B. The Property is accepted by District in its “as-is” condition as of the date the Parties execute this Agreement and City is under no obligation to make any alterations or improvements in or to the Property.
- C. District shall use the Property solely for purpose of the Work. District shall at all times abide by and observe reasonable rules and regulations promulgated by City from time to time. District shall not use or occupy the Property for any unlawful purpose, or in any manner that will constitute waste, nuisance, or disturbance to City.
- D. District shall keep the Property in clean, safe and sanitary condition.
- E. District shall comply with all laws, ordinances (including zoning ordinances and land use requirements), regulations and orders of any governmental or quasigovernmental agency having jurisdiction over the Property.
- F. District agrees that it shall at its sole cost and expense do each of the following:
 - 1. Obtain and comply with all regulatory permits/approvals required to complete the Work.
 - 2. Perform the Work in an orderly, efficient, and safe manner.
 - 3. Provide for the protection and safety of the public and the employees of the City.
 - 4. Restore all areas of the Property and any surrounding properties or rights of way affected by the Work to the satisfaction of all regulatory agencies, permits, or approvals and to the satisfaction of the City.
 - 5. Repair any damage to the Property, the adjacent museum building (see **Exhibit A**), or any City-owned improvement adjacent to the Property caused by the activities involved in completing the Work to an equal or superior condition to what existed prior to commencing the Work and to the full satisfaction of the City.
 - 6. Leave the Property in a clean and tidy condition and remove all materials (except as allowed herein) and equipment from the Property when the Work is complete and not later than the expiration of this Agreement.
 - 7. Immediately provide the City with full and complete copies of all final reports and data describing the Work performed.

Section 4. Term and Termination

- A. District’s rights under this Agreement shall commence following execution of this Agreement by both Parties. Once this Agreement is executed by both Parties, City shall deliver possession of the Property to District.

- B. This Agreement shall expire unless an extension is agreed to in writing by the City on the earlier of:
1. Completion of the Parties' equal exchange of land described in Section 1, Recitals, which includes the conveyance of the Property to District.
 2. Upon a decision by either Party to not move forward and not execute an agreement to complete the equal exchange of land described in Section 1, Recitals;
 3. Upon mutual agreement of the Parties to terminate this Agreement; or
 4. December 31, 2026.
- C. Unless the Parties mutually agree otherwise, if the Agreement terminates for reasons B.2, B.3, or B.4 above, then then District shall remove the portable classroom from the Property and restore the Property to as good a condition as it was in before District commenced the Work.

Section 5. Limitations

The above Right of Entry and License is limited by the following provisions:

- A. Continuous and unfettered access to the Property by City, its employees, invitees, and agents shall be provided during the term of this Agreement.
- B. No easement is granted by this Agreement.
- C. District shall not assign this Agreement (in whole or in part), sublicense (which term, as used herein, shall include any type of subrental arrangement and any type of license to occupy) all or any part of the Property, or otherwise permit occupancy or use by another party of all or any part of the Property.

Section 6. Liens

District covenants and agrees to hold City and the Property harmless from any mechanic's or materialmen's liens claimed by any person, firm or corporation employed by or on behalf of District. In the event of the filing of any such lien, District shall cause such lien to be released within five (5) days after City's written notice to do so. District shall indemnify and defend City against all liability, cost, and expense (including attorney's fees) incurred by City as a result of any such lien.

Section 7. Indemnity

District agrees to release, hold harmless, indemnify, and defend (with counsel approved by City) City, its officers, employees and agents from and against all liability, cost, and expense (including, without limitation, attorney's fees, in addition to costs of suit and judgment) for loss of or damage to any property or loss of the use thereof, or for injury to or death of any person when arising or resulting from:

1. The use of the Property by District, its officers, agents, employees, contractors or consultants (other than an officer, employee, agent, , or invitee of City), or
2. District's breach of any provision of this Agreement, except that which is caused or contributed to by the negligence, active or passive, of City, its employees, agents, invitees, or any other person.

Section 8. Insurance

- A. Throughout the term of this Agreement, District shall provide and maintain and require that its contractor(s) and/or consultant(s) associated with this Agreement provide and maintain comprehensive general liability insurance, including but not limited to bodily injury and property damage insurance and automobile liability insurance, for liability assumed by the District under this Agreement with minimum limits of liability as follows:

Bodily injury and property damage liability:	\$1,000,000 (per occurrence)
Automobile liability (any auto):	\$ 500,000 (per occurrence)
Comprehensive general liability:	\$1,000,000 (per occurrence)

- B. Such insurance shall be obtained from a company or companies admitted to transact business in the State of California and shall have an endorsement with such policy or policies specifying that:
 1. City and its officers, employees, and agents are included as additional insureds for any liability resulting from, growing out of, or in any way connected with or incident to this Agreement;
 2. City is not responsible for premiums and assessments on the insurance policy; and
 3. The insurance company or companies will provide City with thirty (30) days prior written notice before cancelling the insurance policy or policies acquired pursuant to this paragraph and before reducing any liability coverage thereunder.

District may meet its insurance obligation through a program of self-insurance that is reasonably acceptable to the City.

- C. Prior to commencing Work under this Agreement, the District shall furnish City with a copy of said endorsement(s) from its self-insurance program or insurance and its contractors and/or consultants.
- D. District hereby warrants that it will require its self-insurance program or insurance and its contractors and/or consultants to not cancel or reduce their insurance coverage without thirty (30) days prior written notice to City, and that they will immediately notify the City in writing of any cancellation of coverage initiated by the insurer.
- E. District and all District contractors and/or consultants shall pay any workers compensation to employees in accordance with the provisions of Section 3700 of the

Labor Code. At the time of execution of this Agreement and prior to the commencement of Work, the District and all District contractors and/or consultants shall provide the City with either a certificate of insurance issued by an insurance carrier licensed to write Workers Compensation Insurance in the State of California, including the name of the carrier and the date of expiration of the insurance, or a certificate of consent to self-insure issued by the Director of the Department of Industrial Relations.

- F. In the event that the insurance coverage cannot be obtained or is cancelled or reduced below the minimum required herein, City may in its sole discretion waive, in part or in whole, the insurance requirements set forth above, provided, however, that City may reinstate such requirements if it determines there has been a change of circumstances.
- G. Notwithstanding any waiver by City, in the event District or District's contractors and/or consultants fails to obtain or maintain insurance coverage as required herein, District shall have an affirmative obligation to seek such coverage throughout the term of this Agreement.

Section 9. General Provisions

A. Entire Agreement

This Agreement constitutes the entire agreement between the Parties. The Parties intend this Agreement to be a final expression of their understanding for the transaction it covers. The Parties intend that this Agreement supersede any prior agreements the Parties may have reached concerning the Property and may not be contradicted by evidence of any prior agreement or contemporaneous oral agreement. The Parties further intend that this Agreement be complete and exclusive, and that no extrinsic evidence may be introduced in any judicial or arbitration proceeding involving this Agreement.

B. Amendments

This Agreement may not be amended or modified in any respect except by a further agreement in writing executed by the Parties.

C. Counterparts

This Agreement and any supplement, addendum, or modification, including any photocopy or facsimile, may be executed in two or more counterparts, all of which constitute the same writing.

D. Severability

If any term or provision of this Agreement is, to any extent, held invalid or unenforceable, the remainder of this Agreement shall not be affected.

E. Waivers

No waiver or breach of any covenant or provision in this Agreement shall be deemed a waiver of any other covenant or provision, and no waiver shall be valid unless in writing and executed by the waiving Party.

F. Third-Party Rights

Nothing in this Agreement, express or implied, is intended to confer on any person, other than the Parties and their respective successors and assigns, any rights or remedies under this Agreement.

G. Construction

Headings in this Agreement are solely for the convenience of the Parties and are not a part of and shall not be used to interpret this Agreement. The singular form shall include plural, and vice versa. This Agreement shall not be construed as if it had been prepared by one of the Parties, but rather as if both Parties have prepared it. Unless otherwise indicated, all references to sections are to this Agreement.

H. Governing Law

This Agreement shall be governed by and construed in accordance with California law.

I. Attorneys' Fees and Venue

The prevailing Party in any suit or action shall be entitled to an award of its attorneys' and experts fees and costs. Any action arising from or related to this Agreement shall be commenced and maintained the Superior Court of California in and or the Couty of Sierra, unless the Parties agree in writing to a different venue.

J. Presumptions

Both Parties intend that this Agreement shall be fairly interpreted to carry out its terms. No presumption shall arise from the identity of the drafter.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement in duplicate as of the day and year first herein written.

CITY OF LOYALTON

SIERRA-PLUMAS UNIFIED SCHOOL
DISTRICT

By: _____
Joy Markum, Mayor

By: _____
Sean Snider, Superintendent



CITY OF LOYALTON
& S.P.J.U.S.D. SCHOOL ST
PROPOSED PORTABLE BLDG

3/27/2026

1" = 20'



5405 MAE ANNE AVENUE
PHONE: (775) 747-8550

- I. The CONTRACTOR shall also be responsible for meeting all code requirements whether local, City, County, State, Federal, or other.
- 4). If the substitution requested by CONTRACTOR is not, in the opinion of the DISTRICT, substantially equal or better in every respect to that specified, then CONTRACTOR shall perform as specified.
- 5). In the event CONTRACTOR furnishes a material, process, service, or equipment more expensive than that specified, the difference in cost of such material, process, service, or equipment so furnished shall be borne by CONTRACTOR. Any difference in cost between an approved substitution which is lower in cost than the originally specified item shall be refunded by CONTRACTOR to DISTRICT.
- 6). Any engineering, design fees, or approval agencies' fees required to make adjustments in material or work off all trades directly or indirectly affected by the approved substitution shall be borne entirely by CONTRACTOR.
19. If after the OWNER or his AGENT has made an approval of material or equipment, it is found that the materials or equipment presented and approved for use are not justifiably equal in quality and performance to the product originally specified, the Owner or his Agent retains the right to revoke said approval and reject the materials or equipment prior to installation without any additional cost.
20. All materials, samples, tests, and inspections shall be in accordance with the requirements of the specifications.

BID FORM

Bids will be received until **April 15 ,2026 at 3:30 pm** at the Office of the District Superintendent of the Sierra-Plumas Joint Unified School District, 109 Beckwith Rd., Loyalton, CA 96118.

TO: Board of Trustees
Sierra-Plumas Joint Unified School District

Trustees:

Having examined the specifications and any addendas issued by the Sierra-Plumas Joint Unified School District Board of Trustees and last dated 4/13/2026 3:30. Having familiarize ourselves with the job conditions, the undersigned does hereby tender the following bid for the furnishing of all labor and material necessary for:

Loyalton Middle School Painting Project
Loyalton, CA 96118

Forty Four Thousand And FIFTY DOLLARS
(includes labor, materials, taxes)
(\$ 44,050)

The district will award based on base bid value without alternates or unit pricing.
Unit price

#1 Unit Price per SQ FT of additional 4" concrete and prep per spec. To be placed concurrently with bid scope.

N/A DOLLARS
(includes labor, materials taxes)

#2 Unit Price per SQ FT of additional asphalt or concrete flat work to be demoed concurrently with bid scope

0.75 DOLLARS
(includes labor, materials taxes)

The undersigned agrees that should the work not be completed within the time herein stated from and after the date the Contractor is instructed to proceed by the Owner, an amount equal to FIVE HUNDRED DOLLARS (\$500.00) per day for each day's delay after the expiration of such period shall be deducted from the contract sum.

The undersigned has examined the locations of the proposed work and is familiar with the plans and bid specifications and the local conditions of the place where the work is to be done.

The undersigned has checked carefully all the above figures and understands that the Board of Trustees of the Sierra-Plumas Joint Unified School District will not be responsible for any errors or omissions on the part of the undersigned in making up this bid.

The undersigned acknowledges that the Board of Trustees of the Sierra-Plumas Joint Unified School District reserves the right to reject any or all bids and/or waive any irregularities or informalities in the bidding.

Enclosed please find bidder's bond from a surety company registered with the State of California Insurance Commissioner, or cashier's check in the amount of ten percent (10%) of the bid, or certified check or cashier's check # X of the

X Bank for \$ X.

CONTRACTOR: HB Restoration INC

BY: Dimitrios P. Rozakis CEO
(Name) (Title)

LICENSE NO.: 1034975 EXPIRATION DATE 1/31/2018

DIR REGISTRATION# 1000055112 EXPIRATION DATE 6/30/2016

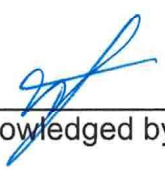
Company Address: 5907 26th St Rio Linda, CA 95673

Telephone No.: 916-308-5193

Dated this 9 day of April, 2016.

Receipt of Addenda:

#(s) _____


Acknowledged by:

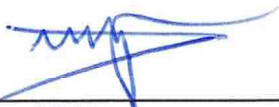
4/9/2016
Date

**NON-COLLUSION AFFIDAVIT FORM TO BE EXECUTED BY BIDDER
AND SUBMITTED WITH BID**

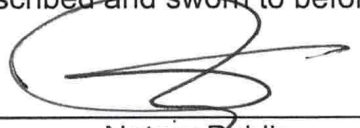
State of California)
County of SACRAMENTO) ss.

EMMANUEL ROZARY, being first duly sworn,
deposes and says that he or she is CO-OWNER of
H.B. RESTORATION INC., the
party making the foregoing bid; that the bid is not made in the interest of, or on behalf
of, any undisclosed person, partnership, company, association, organization, or
corporation; that the bid is genuine and not collusive or sham; that the bidder has not
directly or indirectly induced or solicited any other bidder to put in a false or sham bid,
and has not directly or indirectly colluded, conspired, connived, or agreed with any
bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding;
that the bidder has not in any manner, directly or indirectly, sought by agreement,
communication, or conference with anyone to fix the bid price of the bidder or any other
bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any
other bidder, or to secure any advantage against the public body awarding the contract
or anyone interested in the proposed contract; that all statements contained in the bid
are true, and, further, that the bidder has not, directly or indirectly, submitted his or her
bid price or any breakdown thereof, or the contents thereof, or divulged information or
data relative thereto, or paid, and will not pay any fee to any corporation, partnership,
company association, organization, bid depository, or to any member or agent thereof to
effectuate a collusive or sham bid.

I certify (or declare) under penalty of perjury that the foregoing is true and correct.



Signature of Bidder

Subscribed and sworn to before me on this 14th day of APRIL, 2026 SR


Notary Public

~ SEE ATTACHED NOTARY CERTIFICATE ~

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of SACRAMENTO

Subscribed and sworn to ~~(or affirmed)~~ before me on this 14th
day of APRIL, 2026, by EMMANUAL ROZAKIS

proved to me on the basis of satisfactory evidence to be the
person~~(s)~~ who appeared before me.



(Seal)

Signature

A handwritten signature in dark ink, appearing to read "EMMANUAL ROZAKIS", written over a horizontal line.



HCC

American Contractors Indemnity Company
601 S. Figueroa Street, Suite 1600, Los Angeles, California 90017
main 310 649 0990 facsimile 310 649 0416

BOND NO. 1000083336 JJ
PREMIUM \$0.00
BID DATE: 04/15/26

BID BOND

KNOW ALL MEN BY THESE PRESENTS, That we, H.B. Restoration, Inc.

(hereinafter called Principal), as Principal, and **American Contractors Indemnity Company**, a corporation,
organized and existing under the laws of the State of California and authorized to transact a general surety business in the
State of California

(hereinafter called Surety), as Surety, are held and firmly bound unto Nevada County Superintendent of Schools

(hereinafter called Obligee) in the penal sum of ten percent percent (10 %) of amount bid
not to exceed Eleven thousand dollars & No/100

Dollars (\$ 11,000.00)

for the payment of which the Principal and the Surety bind themselves, their heirs, executors, administrators, successors
and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, That, whereas the Principal has submitted or is about to submit a
proposal to the Obligee on a contract for Loyalton Middle School Painting Project

NOW, THEREFORE, if the said contract be awarded to the Principal and the Principal shall, within such time as may be
specified, enter into the contract in writing, then this obligation shall be void. If the Principal shall fail to do so, then the
undersigned shall pay the obligee the damages which the obligee may suffer by reason of such failure up to and not
exceeding the penal sum of the bond.

SIGNED, SEALED AND DATED THIS 10th DAY OF April, 2026.

H.B. Restoration, Inc.

By: [Signature] PRINCIPAL

American Contractors Indemnity Company

By: [Signature]
Anthony F. Angelicola, Attorney-in-Fact



TOKIOMARINE
HCC

POWER OF ATTORNEY

AMERICAN CONTRACTORS INDEMNITY COMPANY TEXAS BONDING COMPANY
UNITED STATES SURETY COMPANY U.S. SPECIALTY INSURANCE COMPANY

KNOW ALL MEN BY THESE PRESENTS: That American Contractors Indemnity Company, a California corporation, Texas Bonding Company, an assumed name of American Contractors Indemnity Company, United States Surety Company, a Maryland corporation and U.S. Specialty Insurance Company, a Texas corporation (collectively, the "Companies"), do by these presents make, constitute and appoint:

ANTHONY F. ANGELICOLA

its true and lawful Attorney(s)-in-fact, each in their separate capacity if more than one is named above, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings or other instruments or contracts of suretyship to include riders, amendments, and consents of surety, providing the bond penalty does not exceed ***** TWENTY MILLION and 00/100 ***** Dollars (***\$20,000,000.00***). This Power of Attorney shall expire without further action on April 23rd, 2026. This Power of Attorney is granted under and by authority of the following resolutions adopted by the Boards of Directors of the Companies:

Be it Resolved, that the President, any Vice-President, any Assistant Vice-President, any Secretary or any Assistant Secretary shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

Attorney-in-Fact may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements or indemnity and other conditional or obligatory undertakings, including any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts, and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be binding upon the Company as if signed by the President and sealed and effected by the Corporate Secretary.

Be it Resolved, that the signature of any authorized officer and seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signature or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached.

IN WITNESS WHEREOF, The Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 18th day of April 2022

AMERICAN CONTRACTORS INDEMNITY COMPANY TEXAS BONDING COMPANY
UNITED STATES SURETY COMPANY U.S. SPECIALTY INSURANCE COMPANY

State of California
County of Los Angeles



By:

Daniel P. Aguilar, Vice President

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document

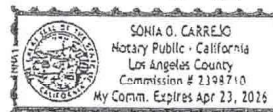
On this 18th day of April 2022, before me, Sonia O. Carrejo, a notary public, personally appeared Daniel P. Aguilar, Vice President of American Contractors Indemnity Company, Texas Bonding Company, United States Surety Company and U.S. Specialty Insurance Company who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature

(seal)



I, Kio Lo, Assistant Secretary of American Contractors Indemnity Company, Texas Bonding Company, United States Surety Company and U.S. Specialty Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Los Angeles, California this 10th day of April, 2022

Corporate Seals

Bond No

100008336J

Agency No

2009 - PDF POA



Kio Lo, Assistant Secretary

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of San Francisco

On 04-10-26 before me, D. Tschaplizki - Notary Public
(insert name and title of the officer)

personally appeared Anthony F. Angelicola
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature

D. Tschaplizki (Seal)



LIST OF SUBCONTRACTORS

PROJECT: ***Loyalton Middle School Painting Project***

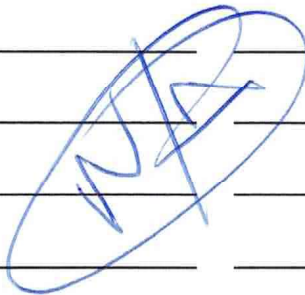
Pursuant to the provisions of Section 4100 to 4114 inclusive, of the Government Code of the State of California, and as set forth in the General Provisions, the above-named Contractor hereby designates below the names and locations of the place of business of each subcontractor.

 Check if none

Work to be Done

Name of Subcontractor

Location of
Place of Business



WORKERS' COMPENSATION INSURANCE CERTIFICATE

Reference to Labor Code

- A. "Every employer, except the State and all political subdivisions or institutions thereof, shall secure the payment of compensation in one or more of the following ways:
1. By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this state.
 2. By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to this employee."

Instructions

- A. Per Article 5 (commencing at Section 1860), Chapter 1, Part 7, Division 2 of the Labor Code, the following certificate must be signed and filed with the Sierra-Plumas Joint Unified School District prior to performing any Contract work.

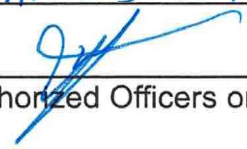
Contractor's Certification

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this Contract.

CONTRACTORS STATE LICENSE NO. CONTRACTOR:

1034975

By Dimitrios P. Rozakis

By 
Authorized Officers or Agents

PROHIBITIONS AGAINST TOBACCO PRODUCTS
(To be executed by bidder and submitted with bid)

CPSD BOARD POLICY: PROHIBITIONS AGAINST TOBACCO PRODUCTS

1. No pupil may possess or use tobacco, or any products containing tobacco or nicotine products, including but not limited to cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel: (1) while on school grounds; (2) while going to or coming from school in any vehicle provided by the District; (3) during the lunch period whether on or off the campus; and (4) during a school-sponsored activity.
2. All schools and school grounds are "No Smoking Areas" and shall be posted as such. No pupil, employee or visitor shall use tobacco products at schools or on school grounds. No pupil, employee or visitor shall use tobacco products in vehicles operated by or on behalf of the District.

NO-SMOKING POLICY

Per the No-Smoking Policy set forth by the Sierra-Plumas Joint Unified School District, a copy of which is stated above and is incorporated herein by reference, contractors, subcontractors and any other officers, agents and employees of either of them shall be deemed visitors to the district while on district premises. Pursuant to the terms of the Policy, the use of tobacco, or any other product containing tobacco or nicotine products by any visitor on school premises is prohibited. The first time the contractor, subcontractor, any officers, agent and employees for either of them are found smoking can be traced to a worker on the construction site, Contractor shall be given a written warning of the violation and be advised of this provision. Upon the second and each subsequent violation of the policy, Contractor shall be fined an amount of \$250.00. At any time after the third violation of the policy, the District may either (1) require that the contractor replace the worker(s) who are violating the policy, or (2) terminate the Contractor pursuant to the provisions of the General Conditions.

By signing below, the undersigned acknowledges Notice of this Prohibitions Against Tobacco Products policy and remedies set forth herein.

Date: 4/1/2026

Contractor's Name: HB Restoration INC

By (signature): 

CONTRACTOR'S CERTIFICATE REGARDING DRUG-FREE WORKPLACE

This Drug-Free workplace Certification form is required from all successful bidders pursuant to the requirements mandated by Government Code sections 8350 et seq., the Drug-Free Workplace Act of 1990. The Drug-Free Workplace Act of 1990 required that every person or organization awarded a contract or grant for the procurement of any property or service from any State agency must certify that it will provide a drug-free workplace by doing certain specified acts. In addition, the Act provides that each contract or grant awarded by a State agency may be subject to suspension of payments or termination of the contract or grant, and the CONTRACTOR or grantee may be subject to debarment from future contracting, if the contracting agency determines that specified acts have occurred.

Pursuant to Government Code Section 8355, every person or organization awarded a contract or grant from a State agency shall certify that it will provide a drug-free workplace by doing all of the following:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited in the person's or organization's workplace and specifying actions which will be taken against employees for violations of the prohibition;
2. Establishing a drug-free awareness program to inform employees about all of the following:
 - a. The dangers of drug abuse in the workplace;
 - b. The person's or organization's policy of maintaining a drug-free workplace.
 - c. The availability of drug counseling, rehabilitation and employee-assistance programs;
 - d. The penalties that may be imposed upon employees for drug abuse violations.
3. Requiring that each employee engaged in the performance of the contract or grant be given a copy of the statement required by subdivision (1) and that, as a condition of employment on the contract or grant, the employee agrees to abide by the terms of the statement.

I, the undersigned, agree to fulfill the terms and requirements of Government Code Section 8355 listed above and will publish a statement notifying employees concerning (1) the prohibition of controlled substances at the workplace; (2) establishing a drug-free awareness program, and (3) requiring that each employee engaged in the performance of the contract be given a copy of the statement required by Section 8355(a) and requiring that the employee agree to abide by the terms of that statement.

I also understand that if the DISTRICT determines that I have either (1) made a false verification herein; or (2) violated this certification by failing to carry out the requirements of Section 8355, that the contract awarded herein is subject to termination, suspension

of payments, or both. I further understand that, should I violate the terms of the Drug-Free Workplace Act of 1990, I may be subject to debarment in accordance with the requirements of Sections 8350 et seq.

I acknowledge that I am aware of the provisions of Government Code Sections 8350 et seq. And hereby certify that I will adhere to the requirements of the Drug-Free Workplace Act of 1990.

Date: 4/9/2026

Contractor's Name: HB Restoration INC

By (signature): 

**CONTRACTOR'S CERTIFICATE REGARDING
WORKERS' COMPENSATION**

- A. Per Article 5 (commencing at Section 1860), Chapter 1, Part 7, Division 2 of the Labor Code, the following certificate must be signed and filed with the Sierra-Plumas Joint Unified School District prior to performing any Contract work.

Contractor's Certification

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this Contract.

CONTRACTORS STATE LICENSE NO. CONTRACTOR:

1034975

By 

By Dimitrios P. Pezakis
Authorized Officers or Agents

ESTIMATE

Bertagnolli Paving
P.O. Box 61
Sierraville, CA 96126

bertagnollipaving@gmail.com
+1 (530) 994-3209
www.bertagnollipaving.com

Bill to
Mr. Sean Snider
Superintendent - SPJUSD
111 Beckwith Road
Loyalton, CA 96118

Ship to
Mr. Sean Snider
Superintendent - SPJUSD
111 Beckwith Road
Loyalton, CA 96118

Estimate details
Estimate no.: 1478
Estimate date: 03/11/2026
Expiration date: 05/01/2026

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Paving	For New Basketball Court and Lunch area at Loyalton Middle School. Total area of 7,565 square feet	1	\$50,660.00	\$50,660.00
2.			1) Remove grass from under area to be paved, haul off and dispose. 2) Prep area with 12 in. of 3/4 base rock grade and compact. 3) Pave area with 2.5 in. compacted asphalt. Price includes basic outline/stripping of basketball court.			

Note to customer
If this is acceptable please sign and return copy.

Accepted date

Accepted by



Hauff Excavation
P.O. Box 372
Loyalton, CA 96118
(530)214-6084

Invoice

Proposal Date: 3/10/2026
Job Name: Fiber - Elementary to Middle School

Description	Total:
4" SCD 40 Pipe	\$1,460.00
2 extra sweeps due pull box installation	\$200.00
Sand to Backfill Pipe	\$875.00
Burial caution tape	\$200.00
Equipment, Labor, & Installation approximately 280' of trenching.	\$9,000.00
15 1/2" x 22" with 1" Frame Pull Box	\$525.12

All extra dirt will be left on site unless otherwise talked about. We will put grass back to the best of our ability. If concrete or asphalt need to be patched back in depending on how big, the patch materials could go up.

Depending on start of the job, price of pipe could increase 20% due to fuel prices.

Notes: All material is guaranteed to be specified. Proposal based on mutually agreed start date. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. Hauff Excavation Inc. has no obligation to either (1) detect errors or (2) amend dimensions and descriptions in the plans. Hauff Excavation Inc. is not responsible for private utility locating or repair costs of damaged non-located private utilities. It is the property owners responsibility to locate private utilities.

EXCLUSIONS: Any of the following items/ occurrences if encountered are not included in this proposal; Revegetation- Site Dewatering – any rock requiring larger/specialty equipment to remove (including blasting) and subsequent export – excessively rocky soil that permits a qualified operator to excavate at an appropriate level deemed reasonable by Hauff Excavation Inc. will incur additional hourly costs- Utilities incurred due to frozen ground - Purchasing of permits (including street cut permits) – Acts of nature, and or any other unforeseen happenstance that are beyond our control – General site clean up – Hauff Excavation Inc. will be held responsible to maintain cleanliness for it's items/projects only.

Note: If a natural disaster occurs such as a fire, project will be held on pause if Hauff Excavation Inc. is called to help the process of extinguishing such fire. We appreciate your understanding.

Note: Material prices may increase with economy during duration of project.

Note: If any scope of work is not included in this proposal, it will be charged at a time and materials rate.

Payment to be made as follows:

Estimate: \$12,260.12

Authorized Signature: _____

Dated: _____

Rick Hauff, Owner



Barobo

QUOTE

Barobo, Inc.
221 G Street, Suite 204
Davis, CA 95616
Phone: 530-746-8260 Fax: 530-231-0111
Email: service@barobo.com
www.barobo.com

DATE: 4/2/26

QUOTE #: 22220b

Bill To: Megan Meschery

Sierra County Office of Education
109 Beckwith Rd
Loyalton, CA 96118
mmeschery@spjUSD.com

Ship to: Megan Meschery

Sierra County Office of Education
109 Beckwith Rd
Loyalton, CA 96118
mmeschery@spjUSD.com

Purchase Order #

Ship Via

Terms

Due Date

Net 30

Item

Description

Quantity

Unit Price

Line Total

1

16 Linkbot Bundle

2

\$6,389.00

\$12,778.00

2

8 Linkbot Bundle

2

\$3,199.00

\$6,398.00

3

8 OmniBot Pack Bundle

2

\$520.00

\$1,040.00

4

4 OmniBot Pack Bundle

2

\$260.00

\$520.00

5

Linkbot-L Body with USB Cable

6

\$219.00

\$1,314.00

6

Activity Mat: RoboTown (6-12)

4

\$144.00

\$576.00

7

Activity Mat: RoboExploration (6-12)

4

\$144.00

\$576.00

8

Arduino-Compatible Basic Kit

24

\$30.00

\$720.00

9

Linkbot Sensor Connection Pack

24

\$55.00

\$1,320.00

10

Annual RoboBlockly Instructor License (July 1, 2026-June 30, 2027)

2

\$185.00

\$370.00

11

Annual Per-Student License for Barobo Full Curriculum: TK-12 RoboBlockly Math, CS & STEAM with Robotics, Robotics and Robotics-Math for Expanded Learning, and RoboPlay Challenge Competition curricula, plus Learning Management System (LMS) (July 1, 2026-June 30, 2027), for up to 60 students

60

\$18.00

\$1,080.00

Subtotal

\$26,692.00

Sales Tax 7.25%

\$1,830.05

Estimated Shipping and Handling

\$808.36

Total

\$29,330.41

Notes:

1. Quote is valid for 60 days from above date.
2. No sales tax on Licenses or Professional Development.

CSBA POLICY GUIDE SHEET – March 10, 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.

****NEW to SCOE/SPJUSD** Board Policy 3470 - Debt Issuance and Management**

Policy updated to (1) add communication to the public to the list of debt issuance program activities that the Superintendent administers and coordinates, (2) remove reference to Qualified Zone Academy Bonds which are no longer authorized to be issued, (3) add types of temporary borrowing or short-term transfers to the list of potential financing sources for the district, (4) add that the method of sale for any district-issued debt be the most cost-effective, (5) add that before any sale of bonds, the Governing Board adopt a resolution stating the Board's express approval of the method of sale and a statement of the reasons for the method of sale selected, and (6) include additional information regarding the report to the California Debt Investment and Advisory Commission, which the district is required to submit annually following a bond issuance.

Board Policy 5020 - Parent Rights and Responsibilities

Policy updated to more closely align with law the Governing Board's belief that the district's relationship with parents/guardians is one of mutual support and respect, and that the partnership with parents/guardians is specific to their children. Additionally, policy updated to clarify that the notification parents/guardians receive regarding their rights, includes, but is not limited to, rights under the Family Educational Rights and Privacy Act (FERPA), in accordance with Board Policy/Exhibit (1) 5145.6 - Parent/Guardian Notifications. In addition, policy updated to reflect **NEW COURT DECISION (Mahmoud v. Taylor)** which held that the First Amendment prohibited a district from including lesbian, gay, bisexual, transgender, queer, and questioning (LGBTQ+) storybooks as part of elementary school instruction without providing parents/guardians with notice and the ability to opt their students out of that instructional content on the grounds that the storybooks substantially interfered with the religious development of their children. Policy also updated to include that the Superintendent or designee may establish a parent center at a school with a substantial number of students with a home language other than English, to encourage parent/guardian understanding of and participation in their children's educational programs.

Board Policy 5117 - Interdistrict Attendance

Policy updated to clarify that the Board policy and accompanying administrative regulation apply to students transferring into and out of the district. Additionally, policy updated to reflect **NEW LAW (SB 897, 2024)** which (1) extends the school district of choice program indefinitely, (2) requires the accounting of requests for district of choice transfers to include foster youth and student experiencing homelessness status, and (3) provides that compliance of all provisions of a district's school district of choice program are subject to the annual district audit required by law.

****NEW to SCOE/SPJUSD** Board Policy 5138 - Conflict Resolution/Peer Mediation**

Policy updated to clarify the distinction between students providing peer mediation and those receiving it. Additionally, policy updated to include, in the development of a conflict resolution and/or peer mediation program (1) the expectation for confidentiality regarding who participated, what was discussed, and how any conflict was resolved, and (2) the selection of and requirements to train as a peer mediator.

Board Policy 6020 - Parent Involvement

Policy updated to reference the U.S. Department of Education's June 2025 Dear Colleague Letter which provides school choice guidance and explains how states can use federal funds to both expand education choice and turn around underperforming schools. Additionally, policy updated to ensure compliance with the California Department of Education's federal program monitoring instrument. In addition, policy updated to add material related to the establishment and convening of a parent advisory committee (PAC) and, as applicable, an English learner parent advisory committee (ELPAC), which was moved from the accompanying administrative regulation, as it is more appropriately placed in Board policy. Policy also updated to add that the Superintendent or designee annually attend a regular meeting of the PAC or ELPAC, if applicable.

Board Policy 6143 - Courses of Study

Policy updated to clarify, in accordance with various provisions of state and federal law and related court cases, the actual or perceived characteristics of an individual or group that may serve as a basis for unlawful discrimination in education programs and activities, and reflect **NEW LAW (SB 1137, 2024)** which provides that prohibited discrimination includes discrimination not just because of one protected class under state law, but also because of the combination of two or more protected bases. Additionally, policy updated to clarify that the Governing Board adopt a course of study for elementary and secondary grades that, in addition to preparing students for the next level of study and/or employment, includes all required instructional content. In addition, policy updated to reflect **NEW COURT DECISION (Mahmoud v. Taylor)** which held that the First Amendment prohibited a district from including lesbian, gay, bisexual, transgender, queer, and questioning (LGBTQ+) storybooks as part of elementary school instruction without providing parents/guardians with notice and the ability to opt their students out of that instructional content on the grounds that the storybooks substantially interfered with the religious development of their children.

****Delete** - Board Policy 6146.2 - Certificate of Proficiency/High School Equivalency**

Policy deleted as unnecessary as the requirements stated within vest with the California Department of Education and/or the State Board of Education rather than being the obligation of a school district.

Board Policy Manual

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

Business and Noninstructional Operations

Policy 3470: Debt Issuance And Management

CSBA NOTE: Government Code 8855 mandates that the Governing Board adopt a debt management policy prior to issuing any debt, such as general obligation bonds, tax and revenue anticipation notes (TRANS), and certificates of participation. The policy is required to include (1) the purposes for which the debt proceeds may be used, (2) the types of debt that may be issued, (3) the relationship of the debt to, and integration with, the district's capital improvement program or budget, if applicable, (4) policy goals related to the district's planning goals and objectives, and (5) internal control procedures to ensure that the proceeds of the proposed debt issuance will be directed to the intended use. It is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel, and their financial advisor, in developing this policy. The following policy should be revised to reflect district practice.

The Governing Board is committed to long-term capital and financial planning and recognizes that the issuance of debt is a key source for funding the improvement and maintenance of school facilities and managing cash flow. Any debt issued by the district shall be consistent with law and this policy.

CSBA NOTE: Article 16, Section 18 of the California Constitution contains the basic "debt limitation" which places constraints on discretionary borrowing applicable to school districts. Under the "traditional authority," districts may authorize the issuance of general obligation bonds if approved by two-thirds of the electorate. Under Proposition 39, the district may authorize the issuance of general obligation bonds for the specific purpose of construction, reconstruction, rehabilitation, or replacement of school facilities if approved by 55 percent of the electorate. Lease financings, such as certificates of participation, are not considered "indebtedness" for purposes of the Constitutional debt limitation and are not subject to voter approval. For more information regarding general obligation bonds, see BP/AR 7214 - General Obligation Bonds, and for public debt financing options, see the California Debt and Investment Advisory Commission's (CDIAC), "California Debt Issuance Primer."

The district shall not enter into indebtedness or liability that in any year exceeds the income and revenue provided for such year, unless two-thirds of the voters approve the obligation or one of the exceptions specified in law applies.

When the Board determines that it is in the best interest of the district, the Board may issue debt or order an election to issue debt. The Superintendent or designee shall make recommendations to the Board regarding appropriate financing methods for capital projects or other projects that are authorized purposes for debt issuance. When approved by the Board and/or the voters as applicable, the Superintendent or designee shall administer and coordinate the district's debt issuance program and activities, including the timing of issuance, sizing of issuance, method of sale, structuring of the issue, communication with the public, and marketing strategies.

CSBA NOTE: Pursuant to 15 USC 78o-4 (Section 15B of Securities Exchange Act of 1934), any financial advisor retained by the district is required to be duly registered with both the Securities Exchange Commission (SEC) and the Municipal Securities Rulemaking Board (MSRB) and to additionally hold any certifications and/or licenses required by the SEC and/or MSRB.

The Superintendent or designee shall retain a financial advisor, municipal advisor, investment advisor, and/or other financial services professionals as needed to assist with the structuring of the debt issuance and to provide general advice on the district's debt management program, financing options, investments, and compliance with legal requirements. Contracts for services provided by such advisors may be for a single transaction or for multiple transactions, consistent with the contracting requirements in Education Code 17596. In the event that the district issues debt through a negotiated sale, underwriters may be selected for multiple transactions if multiple issuances are planned for the same project. Additionally, the district shall select a legal team on an as-needed basis to assist with debt issuances or special projects.

Goals

CSBA NOTE: Government Code 8855 requires that the district's debt management policy includes policy goals related to the district's planning goals and objectives. The following section should be revised to reflect district goals.

The district's debt issuance activities and procedures shall be aligned with the district's vision and goals for providing adequate facilities and programs that support student learning and well-being. When issuing debt, the district shall ensure that it:

1. Maintains accountability for the fiscal health of the district, including prudent management and transparency of the district's financing programs
2. Attains the best possible credit rating for each debt issue in order to reduce interest costs, within the context of preserving financial flexibility and meeting capital funding requirements
3. Takes all practical precautions and proactive measures to avoid any financial decision that will negatively impact current credit ratings on existing or future debt issues
4. Maintains effective communication with rating agencies and, as appropriate, credit enhancers such as bond insurers or other providers of credit or liquidity instruments in order to enhance the creditworthiness, liquidity, or marketability of the debt
5. Monitors the district's statutory debt limit in relation to assessed valuation within the district and the tax burden needed to meet long-term debt service requirements
6. When determining the timing of debt issuance, considers market conditions, cash flows associated with repayment, and the district's ability to expend the obtained funds in a timely, efficient, and economical manner consistent with federal tax laws
7. Determines the amortization (maturity) schedule which will fit best within the overall debt structure of the district at the time the new debt is issued
8. Considers the useful lives of assets funded by the debt issue, as well as repair and replacement costs of those assets to be incurred in the future
9. Preserves the availability of the district's general fund for operating purposes and other purposes that cannot be funded by the issuance of voter-approved debt

10. Meets the ongoing obligations and accountability requirements associated with the issuance and management of debt under state and federal tax and securities laws

Authorized Purposes for the Issuance of Debt

CSBA NOTE: Government Code 8855 requires that the district's debt management policy include the purposes for which debt proceeds may be used. The following section should be revised to reflect purposes that the Board has determined may be appropriate purposes for issuing debt in the district.

The district may issue debt for any of the following purposes:

1. To pay for the cost of capital improvements, including acquiring, constructing, reconstructing, rehabilitating, replacing, improving, extending, enlarging, and/or equipping district facilities
2. To refund existing debt
3. To provide for cash flow needs

Pursuant to Government Code 53854, general operating costs, including, but not limited to, items normally funded in the district's annual operating budget, shall not be financed from debt payable later than 15 months from the date of issuance. The district may deem it desirable to finance cash flow requirements under certain conditions so that available resources better match expenditures within a given fiscal year. To satisfy both state constitutional and statutory constraints, such cash flow borrowing shall be payable from taxes, income, revenue, cash receipts, and other moneys attributable to the fiscal year in which the debt is issued.

Authorized Types of Debt

CSBA NOTE: Government Code 8855 requires that the district's debt management policy include the types of debt that may be issued. The following section should be revised to reflect the types of debt instruments authorized by the Board.

The Superintendent or designee shall recommend to the Board potential financing method(s) that result in the highest benefit to the district, with the cost of staff and consultants considered.

Potential financing sources may include:

1. Short-Term Debt
 - a. Short-term debt, such as tax and revenue anticipation notes (TRANs), when necessary to allow the district to meet its cash flow requirements (Government Code 53850-53858)
 - b. Bond anticipation notes (BANs) to provide interim financing for capital bond projects that will ultimately be paid from general obligation bonds (Education Code 15150)
 - c. Grant anticipation notes (GANs) to provide interim financing pending the receipt of grants and/or loans from the state or federal government that have been appropriated and committed to the district (Government Code 53859-53859.08)
2. Long-Term Debt

CSBA NOTE: The California Constitution, Article 13A, Sections 1(b)(2) and 1(b)(3), Education Code 15100- 15262 and 15264-15276, and Government Code 53506-53509.5 authorize the district to issue general obligation bonds requiring either two-thirds voter approval or 55 percent voter approval, subject to specific accountability requirements. Voter-approved general obligation bonds typically provide the lowest cost of borrowing and, by providing for the levy of additional ad valorem property taxes to service the debt, do not impact the district's general fund. For requirements pertaining to the issuance of general obligation bonds, see BP/AR 7214 - General Obligation Bonds.

- a. General obligation bonds for projects approved by voters (Education Code 15100-15262, 15264- 15276; Government Code 53506-53509.5)

CSBA NOTE: Districts may establish a community facilities district for school facility purposes in accordance with the Mello-Roos Community Facilities Act (Government Code 53311-53368.3). The boundaries of the Mello-Roos district may include the entire school district, but usually include only a portion of the district, such as an area with new housing developments. The bonds sold by the community facilities district are paid for by a special tax on the properties within that community facilities district's boundaries. For more information regarding community facilities districts, see BP 7212 - Mello-Roos Districts.

- b. Special tax bonds issued pursuant to the Mello-Roos Community Facilities Act of 1982 (Government Code 53311-53368.3)

3. Lease financing, including certificates of participation (COPs)

- a. Lease financing to fund the highest priority capital equipment purchases when pay-as-you-go financing is not feasible (Education Code 17450-17453.1)

CSBA NOTE: Authority for lease financings is based in part on judicial rulings finding that leases that meet certain conditions do not constitute indebtedness subject to a vote of the electorate.

- b. Lease financing to fund facilities projects when there is insufficient time to obtain voter approval or in instances where obtaining voter approval is either not feasible or unavailable (Education Code 17400- 17429)

4. Special financing programs or structures offered by the federal or state government when the use of such programs or structures is determined to result in sufficiently lower financing costs compared to traditional tax- exempt bonds and/or COPs (Government Code 53700-53706)

5. Temporary borrowing or short-term transfers from other sources, including the following: (Education Code 42620, 42621; Government Code 53820-53833, 53850-53858)

- a. When the district lacks sufficient funds to meet its current expenses:
 - i. Transfers of funds from the County Treasurer up to 85 percent of the amount of money that will accrue to the district within the fiscal year
 - ii. Transfers of funds from the county school service fund up to 85 percent of the money accruing to the district at the time of transfer, to be repaid before June 30 of the current fiscal year

b. Temporary borrowing from other sources

CSBA NOTE: Government Code 8855 requires that the district's debt management policy include the relationship of the debt to, and integration with, the district's capital improvement program or budget, if applicable. The following section should be revised to reflect district practice.

COPs, TRANS, revenue bonds, or any other non-voter approved debt instrument shall not be issued by the district in any fiscal year in which the district has a qualified or negative certification, unless the County Superintendent of Schools determines, pursuant to criteria established by the Superintendent of Public Instruction, that the district's repayment of that indebtedness is probable. (Education Code 42133)

Relationship of Debt to District Facilities Program and Budget

CSBA NOTE: Government Code 8855 requires that the district's debt management policy includes the relationship of the debt to, and integration with, the district's capital improvement program or budget, if applicable. The following section should be revised to reflect district practice.

Decisions regarding the issuance of debt for the purpose of financing capital improvement shall be aligned with current needs for acquisition, development, and/or improvement of district property and facilities as identified in the district's facilities master plan or other applicable needs assessment, the projected costs of those needs, schedules for the projects, and the expected resources.

CSBA NOTE: The following paragraph is optional.

The cost of debt issued for major capital repairs or replacements shall be evaluated against the potential cost of delaying such repairs and/or replacing such facilities.

When considering a debt issuance, the Board and the Superintendent or designee shall evaluate both the short-term and long-term implications of the debt issuance and additional operating costs associated with the new projects involved. Such evaluation may include, but is not limited to, the projected ratio of annual debt service to the tax burden on the district's taxpayers and the ratio of annual debt service secured by the general fund to general fund expenditures.

The district may enter into credit enhancement agreements such as municipal bond insurance, surety bonds, letters of credit, and lines of credit with commercial banks, municipal bond insurance companies, or other financial entities when their use is judged to lower borrowing costs, eliminate restrictive covenants, or have a net economic benefit to the financing.

Structure of Debt Issues

The district shall consider the overall impact of the current and future debt burden of the financing when determining the duration of the debt issue.

The district shall design the financing schedule and repayment of debt so as to take best advantage of market conditions, ensure cost effectiveness, provide flexibility, and, as practical, recapture or maximize its debt capacity for future use. Principal amortization will be structured to meet debt repayment, tax rate, and flexibility goals.

CSBA NOTE: Education Code 15102 and 15268 limit the principal portion of the district's total outstanding bonded debt to 1.25 percent of the assessed valuation of the taxable property of a non-unified district. Education Code 15106 and 15270 limit the principal portion of the district's total outstanding bonded debt to 2.5 percent of the assessed valuation of the taxable property of a unified district. Consequently, the issuance of new debt is limited when the district has total bonded indebtedness in excess of the applicable percentage of the assessed valuation in the district. TRANs and lease payment obligations in support of COPs generally do not count against this limit except as provided in Education Code 17422.

For new money debt issuances for capital improvements, the district shall size the debt issuance with the aim of funding capital projects as deemed appropriate by the Board, as long as the issuance is consistent with the overall financing plan, does not exceed the amount authorized by voters, and, unless a waiver is sought and received from the state, will not cause the district to exceed the limitation on debt issuances specified in the California Constitution or Education Code 15102, 15106, 15268, and 15270.

To the extent practicable, the district shall also consider credit issues, market factors, and tax law when sizing the district's bond issuance. The sizing of refunding bonds shall be determined by the amount of money that will be required to cover the principal of, any accrued interest on, and any redemption premium for the debt to be paid on the call date and to cover appropriate financing costs.

Any general obligation bond issued by the district shall mature within 40 years of the issuance date or as otherwise required by law. (Government Code 53508.6)

The final maturity of equipment or real property lease obligations will be limited to the useful life of the assets to be financed but, with respect to a lease purchase of equipment, no longer than a period of 10 years. (Education Code 17452)

Method of Sale

For the sale of any district-issued debt, the Superintendent or designee shall recommend the method of sale which is most cost-effective, that has the potential to achieve the lowest financing cost, and/or generates other benefits to the district. Potential methods of sale include:

1. A competitive bidding process through which the award is based on, among other factors, the lowest offered true interest cost
2. Negotiated sale, subject to approval by the district to ensure that interest costs are in accordance with comparable market interest rates
3. Private placement sale, when the financing can or must be structured for a single or limited number of purchasers or where the terms of the private placement are more beneficial to the district than either a negotiated or competitive sale

Before any sale of bonds, the Board shall adopt a resolution stating the Board's express approval of the method of sale and a statement of the reasons for the method of sale selected. (Education Code 15146)

Investment of Proceeds

The district shall actively manage the proceeds of debt issued for public purposes in a manner that is consistent with state law governing the investment of public funds and with the permitted securities covenants of related financing documents executed by the district. Where applicable, the district's

official investment policy and legal documents for a particular debt issuance shall govern specific methods of investment of bond-related proceeds. Preservation of principal shall be the primary goal of any investment strategy, followed by the availability of funds and then by return on investment.

CSBA NOTE: Pursuant to Education Code 15146, the proceeds of the sale of bonds, exclusive of any premium received, are required to be deposited in the county treasury to the credit of the building fund of the district. Additionally, 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)

The management of public funds shall enable the district to respond to changes in markets or changes in payment or construction schedules so as to ensure liquidity and minimize risk.

Refunding/Restructuring

CSBA NOTE: The following section may be revised to reflect district practice. The Government Finance Officers Association's (GFOA), "Best Practices: Refunding Municipal Bonds," states that a test often used to assess the appropriateness of a refunding is the achievement of a minimum net present value savings. According to the GFOA, a common threshold is that the savings, as a percentage of the refunding bonds, should be at least 3-5 percent. However, the GFOA recognizes that it may be appropriate to approve refunding that results in lower anticipated savings in some circumstances, such as when interest rates are at low levels or the time remaining to maturity is limited and thus future opportunities to achieve greater savings are not likely to occur.

The district may consider refunding or restructuring outstanding debt if it will be financially advantageous or beneficial for debt repayment and/or structuring flexibility. When doing so, the district shall consider the maximization of the district's expected net savings over the life of the debt issuance and, when using a general obligation bond to refund an existing bond, shall ensure that the final maturity of the refunding bond is no longer than the final maturity of the existing bond.

Internal Controls

CSBA NOTE: Government Code 8855 requires that the district's debt management policy include the internal control procedures that the district has implemented or will implement to ensure that the proceeds of the proposed debt issuance will be directed to the intended use. Examples of internal control standards for the management of bond funds are contained in the U.S. Government Accountability Office's, "Standards for Internal Control in the Federal Government." These include factors related to the internal control environment, risk assessment, control activities, information and communications, and monitoring. Because internal controls and accountability measures may be lengthy, districts may choose to develop an administrative regulation, exhibit, or other document that provides further details and that may be updated as needed. For more information regarding the effective management of the district's assets and resources, see BP 3400 - Management of District Assets/Accounts. The following section should be revised to reflect district practice.

The Superintendent or designee shall establish internal control procedures to ensure that the proceeds of any debt issuance are directed to the intended use. Such procedures shall assist the district in maintaining the effectiveness and efficiency of operations, properly expending funds, reliably reporting debt incurred by the district and the use of the proceeds, complying with all laws and

regulations, preventing fraud, and avoiding conflict of interest.

The district shall be vigilant in using bond proceeds in accordance with the stated purposes at the time such debt was incurred as defined in the text of the voter-approved bond measure. (Government Code 53410)

When feasible, the district shall issue debt with a defined revenue source in order to preserve the use of the general fund for general operating purposes.

The district shall annually conduct a due diligence review to ensure its compliance with all ongoing obligations applicable to issuers of debt. Such a review may be conducted by general legal counsel or bond counsel. Any district personnel involved in conducting such reviews shall receive periodic training regarding their responsibilities.

Additionally, the Superintendent or designee shall ensure that the district completes, as applicable, all performance and financial audits that may be required for any debt issued by the district, including disclosure requirements applicable to a particular transaction.

Records/Reports

CSBA NOTE: Government Code 8855 requires that the district report any proposed issuance of debt to the 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 includes a certification that the district has adopted a debt policy and that the issuance is consistent with that policy.

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). Such report shall include a self-certification that the district has adopted a policy concerning the use of debt that complies with law and that the contemplated debt issuance is consistent with that policy. (Government Code 8855)

CSBA NOTE: Pursuant to Government Code 8855, the district is required to report any final sale of debt to CDIAC. The report covers the period from July 1 to June 30, and is required to be submitted electronically on a form provided by CDIAC within seven months of the end of the reporting period (January 31).

Following a bond issuance, by each subsequent January 31, the district shall submit an annual report to CDIAC that consists of the following information for a reporting period of the prior July 1 to June 30, inclusive: (Government Code 8855)

1. The debt authorized, issued, authorized but unissued, and debt for which authorization has lapsed during the reporting period
2. The principal balance at the beginning of the reporting period, the principal paid during the reporting period, and the remaining principal outstanding at the end of the reporting period
3. The use of proceeds of issued debt including the amount of proceeds available at the beginning of the reporting period, the proceeds spent during the reporting period and the purposes for which they were spent, and the proceeds remaining at the end of the reporting period

CSBA NOTE: Pursuant to 17 CFR 240.15c2-12, most financings are required to have official disclosure statements which include the terms of the bond, security, risk factors, financial and operating information concerning the issuer, and background information. Additionally, districts are required to provide ongoing disclosure in the form of annual reports and event notices pursuant to 17 CFR 240.15c2-12. Such disclosures are required to be made to the MSRB through its Electronic Municipal Market Access repository or any successor repository, as well as to investors and other persons or entities entitled to disclosure. For further information, see CDIAC's, "California Debt Issuance Primer," and GFOA's, "Understanding Your Continuing Disclosure Requirements."

The Superintendent or designee shall provide initial and any annual or ongoing disclosures required by 17 CFR 240.10b-5 and 240.15c2-12 to the Municipal Securities Rulemaking Board, investors, and other persons or entities entitled to disclosure, and shall ensure that the district's disclosure filings are updated as needed.

CSBA NOTE: 26 CFR 1.6001-1 requires districts to retain records for as long as the contents thereof are material in the administration of any internal revenue law. Records related to debt issuance may affect tax liability in both past and future tax years. In order to be consistent with specific record retention requirements, the Internal Revenue Service's (IRS), "Tax Exempt Bond FAQs Regarding Record Retention Requirements," available on IRS's website, recommends that material records should be kept for as long as the debt is outstanding, plus three years after the final payment of the debt. Although the IRS recommendation is specific to tax-exempt bonds, districts should also retain records related to other forms debt issuance for the same length of time.

The Superintendent or designee shall maintain transaction records of decisions made in connection with each debt issuance, including the selection of members of the financing team, the structuring of the financing, selection of credit enhancement products and providers, and selection of investment products. Each transaction file shall include the official transcript for the financing, interest rates and cost of issuance on the day when the debt was sold ("final number runs"}, and a post-pricing summary of the debt issue. Additionally, documentation evidencing the expenditure of proceeds, the use of debt-financed property by public and private entities, all sources of payment or security for the debt, and investment of proceeds shall be kept for as long as the debt is outstanding, plus the period ending three years after the financial payment date of the debt or the final payment date of any obligations or series of bonds issued to refund directly or indirectly all of any portion of the debt, whichever is later.

The Superintendent or designee shall annually report to the Board regarding debt issued by the district, including information on actual and projected tax rates, an analysis of bonding capacity, ratings on the district's bonds, market update and refunding opportunities, new development for California bond financings, and the district's compliance with post-issuance requirements.

Board Policy Manual

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

Students

Policy 5020: Parent Rights And Responsibilities

The ~~Board of Education~~Governing Board recognizes that parents/guardians of district students have certain rights as well as responsibilities related to the education of their children.-

CSBA NOTE: Pursuant to Education Code 51101, each Governing Board is mandated to adopt policy, jointly developed with parents/guardians, including parents/guardians whose primary language is not English, that outlines how parents/guardians, school staff, and students may share the responsibility for continuing the intellectual, physical, emotional, and social development and well-being of students at each school site. Such policy is required to include (1) the means by which the school and parents/guardians may help students achieve academic and other standards of the school, (2) a description of the school's responsibility to provide a high-quality curriculum and instructional program in a supportive and effective learning environment that enables all students to meet the academic expectations of the school, and (3) the manner in which parents/guardians may support the learning environment of their children, including, but not limited to, the responsibilities as detailed in the accompanying administrative regulation.

The following should be revised, so long as done so in accordance with law, to reflect the policy jointly developed with parents/guardians.

The Board believes that the ~~education of the district's~~ students is a shared responsibility relationship with parents/guardians is one of mutual support and respect. The Superintendent or designee shall work with parents/guardians, including parents/guardians of English learners, to determine appropriate roles and responsibilities of parents/guardians, ~~school staff and students~~ for continuing the intellectual, physical, emotional, and social development and well-being of their students ~~at each school site~~, including the means by which the ~~schools~~district and parents/guardians can help their students achieve academic and other standards of the ~~school~~district.

Within this framework, the ~~school's~~district's primary responsibility shall be to provide a high-quality curriculum and instructional program in a supportive and effective learning environment that enables all students to meet the academic expectations of the ~~school~~district.

Parents/guardians shall have the opportunity to work with schools in a mutually supportive and respectful partnership and to help their children succeed in school. (Education Code 51100)

The Superintendent or designee shall ensure that district staff understand the rights of parents/guardians afforded by law ~~and~~, Board policy, and administrative regulation, and follow acceptable practices that respect those rights.

CSBA NOTE: Districts are required to annually provide parents/guardians with notice of their rights pursuant to the Family Educational Rights and Privacy Act (FERPA) (20 USC 1232g; 34 CFR 99.1-99.8). For more information regarding annual notifications to parents/guardians, see BP/E(1) 5145.6 - Parent/Guardian Notifications.

The Superintendent or designee shall ensure that parents/guardians receive notification regarding their rights ~~in accordance with law~~, including, but not limited to, their rights in accordance with 20 USC 1232g and 34 CFR 99.1-99.8, the federal Family Educational Rights and Privacy Act (FERPA), and as specified in Board Policy/Exhibit (1) 5145.6 - Parent/Guardian Notifications.

CSBA NOTE: Districts are required to teach certain instructional content. For example, Education Code 51204.5 requires instruction in social sciences to include a study of the role and contributions of specified groups of people to the economic, political, and social development of California and the United States of America, which includes people of all genders, Native Americans, African Americans, Latino Americans, Asian Americans, Pacific Islanders, European Americans, lesbian, gay, bisexual, transgender, queer, and questioning (LGBTQ) Americans, and members of other ethnic, cultural, religious, and socioeconomic status groups. Additionally, pursuant to Education Code 243 and 51501, the Board may not prohibit the continued use of an appropriately adopted textbook, instructional material, or curriculum on the basis that it contains inclusive or diverse perspectives

State law requires districts to provide parents/guardians notice and the opportunity to opt their students out of certain instruction, in some instances only based on religious beliefs and in other instances for any basis. For more information, see BP/AR 6142.1 -- Sexual Health And HIV/AIDS Prevention Instruction.

Additionally, in June 2025, the U.S. Supreme Court, in Mahmoud v. Taylor, held that the First Amendment prohibited a district from including LGBTQ storybooks as part of elementary school instruction without providing parents with notice and the ability to opt their students out of that instructional content on the grounds that the storybooks substantially interfered with the religious development of their children. The court's reasoning may be interpreted to apply to other instructional content that parents/guardians could view as substantially interfering with the religious development of their children. In addition, the court's holding emphasized that the question of whether certain instructional content substantially interferes with the religious development of a student will always be fact-intensive. For more information, see BP/AR 6141.2 - Recognition of Religious Beliefs and Customs.

In light of Mahmoud and the existence of some statutorily required opt-outs and the requirement to teach certain content, it is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel when determining the instructional content for which parents/guardians may opt their students out, creating opt-out procedures, and evaluating opt-out requests.

When required by law, Board policy, or administrative regulation, the district shall notify parents/guardians that they may request to opt their student out of certain instruction. Students for whom the district has approved the opt out shall be offered an alternative activity of similar educational value.

CSBA NOTE: Education Code 51101.1 provides that parents/guardians be afforded all rights pursuant to Education Code 51100-51140, regardless of English fluency, and grants additional rights for parents/guardians of English learners. See the accompanying administrative regulation.

Additionally, Education Code 51101.1 requires the district to take all reasonable steps to ensure that parents/guardians of English language learners are notified of the rights and opportunities available to them in English and in their home language pursuant to Education Code 48985. Education Code 48985 provides that when 15 percent or more of students enrolled in a school speak a single primary language other than English, all notices and reports sent to the parents/guardians of these students are required to also be written in the primary language and may be answered by the parent/guardian in either language.

In addition, Education Code 51101.1 encourages those districts with a substantial number of English learners to establish parent centers with district staff who can communicate with the parents/guardians and to encourage their participation in the district's educational programs.

The Superintendent or designee shall take all reasonable steps to ensure that all parents/guardians who speak a language other than English are properly notified in English, and in their home language, of the rights and opportunities available to them pursuant to Education Code 48985. (Education Code 51101.1)

The Superintendent or designee may establish a parent center at a school with a substantial number of students with a home language other than English, to encourage parent/guardian understanding of, and participation in, their children's educational programs. (Education Code 51101.1)

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Policy adopted: April 10, 2007
revised: ??, 2026

Board Policy Manual

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

Students**Policy 5117: Interdistrict Attendance**

CSBA NOTE: The Education Code provides a number of options under which a district may enroll a student whose parent/guardian does not reside within district boundaries. Under an "interdistrict attendance permit" or "reciprocal agreement" pursuant to Education Code 46600-46610, a student may attend school in a different district when both the district of residence and the district of proposed attendance agree (Option 1 below). Alternatively, pursuant to Education Code 48300-48317, the Governing Board may declare the district to be a "school district of choice" willing to accept a specific number of interdistrict transfers into the district through a random selection process (Option 2 below). In order to maintain the integrity of the random selection process, it is recommended that a school district of choice not also accept transfers under the interdistrict attendance permit option except when extraordinary circumstances exist, as provided in Option 2 below. Districts that wish to use both sources of authority should consult CSBA's District and County Office of Education Legal Services or district legal counsel.

In addition to these options, pursuant to Education 48345, the Board is authorized, until July 1, 2029, to enter into an agreement with other local educational agencies (LEA) to offer courses and coursework to students from another LEA who have been impacted by disruptions or cancellations to specified courses, or teacher shortages to such courses. See "Instruction Collaboration Agreements," below.

Pursuant to Education Code 48204, a district may authorize a student whose parent/guardian is employed within district boundaries to attend a school in the district (Allen bill transfer); see AR 5111.1 - District Residency.

The Governing Board recognizes that parents/guardians of students who reside within the geographic boundaries of one district may, for a variety of reasons, desire to enroll their children in a school in another district. Student transfers into and out of the district shall be in accordance with law and as specified in this policy and accompanying administrative regulation.

Interdistrict Attendance Agreements and Permits

The ~~Board~~district may enter into an agreement with any other school district, for a term not to exceed five school years, for the interdistrict attendance of students who are residents of ~~the districts; either~~ district. (Education Code 46600)

CSBA NOTE: Education Code 46600 requires that the interdistrict attendance agreement specify the terms and conditions under which individual permits may be granted or denied. Additionally, pursuant to Education Code 46600, students who have been granted an interdistrict attendance permit are required to be allowed to continue to attend the school without having to reapply unless the agreement between the two districts contains specific agreed-upon standards for reapplication; see the accompanying administrative regulation. In addition, districts may include in the agreement the agreed-upon standards for revocation of students' interdistrict attendance. Examples of conditions that may result in revocation include falsification of information stated on the permit application, unsatisfactory attendance, continual disruption, or poor academic achievement.

The agreement shall specify the terms and conditions under which interdistrict attendance shall be permitted or denied. ~~It also~~Additionally, it may contain standards agreed upon by both districts for reapplication and/or revocation of the student's permit. (Education Code 46600)

CSBA NOTE: Pursuant to Education Code 46600, it is the responsibility of the Superintendent or designee of the district of residence, subject to Board policies of the district of residence and terms of the agreement, to issue an individual permit verifying the district's approval of an interdistrict transfer out of the district. The permit shall become valid when endorsed by the Board's designee in the district of proposed enrollment.

See the accompanying administrative regulation for procedures to follow when the permit is denied.

~~Upon receiving a permit for~~ When the request of a student seeking to transfer out of the district, or an individual permit verifying another district's approval for its student to transfer into the district that has been approved by the student's district of residence, or upon receiving a written request from the parent/guardian of a district student who wishes to enroll in another district, is received, the Superintendent or designee shall review ~~the request,~~ and ~~may~~ approve or deny the request or permit ~~subject to~~ based on the terms and conditions of the interdistrict attendance agreement.

Instruction Collaboration Agreements

The ~~Superintendent or designee~~ district may, with ~~board~~ Board approval, enter into an instruction collaboration agreement (ICA) with another school district, county office of education, or charter school for the district to offer the same or similar courses and coursework to students from another school district, county office of education, or charter school who have been impacted by any of the following: (Education Code 48345)-

1. Disruptions or cancellations in science, technology, engineering, and mathematics (STEM) classes
2. Disruptions or cancellations in dual language immersion programs
3. Teacher shortages in STEM classes or dual language immersion programs

Prior to accepting students for classes for any of the reasons specified in Items #1-3 above, the Superintendent or designee shall, with Board ~~Approval~~ approval, determine the maximum number of students that the district can accept for these purposes. The district shall accept students who apply until the district is at maximum capacity.

Students shall be ~~admitted~~ transferred to this program through an unbiased process that prohibits an inquiry into, or evaluation or consideration of, whether a student should be authorized to participate in the course or coursework based upon the student's current academic or athletic performance, proficiency in English, physical condition, any of the individual characteristics specified in Education Code 200, or family income. If the number of applicants exceeds the number of seats available, the approval for participation shall be determined by a random public drawing at a regularly scheduled Board meeting. (Education Code 48345)

The Superintendent or designee shall publicly post information, including, but not limited to, applicable forms and timelines for submission pursuant to the ICA, to ensure that students and their families are aware of the opportunities to participate. (Education Code 48345)

CSBA NOTE: Pursuant to Education Code 48345, the average daily attendance attributable to a student participating in the instruction collaboration agreement shall remain with the LEA of origination for purposes of state apportionment.

When negotiating the ICA, the Superintendent or designee shall collaborate with the other participating ~~LEA(s)~~ local educational agencies to agree upon an appropriate shared cost structure. (Education Code

48345)

Transportation

CSBA NOTE: Districts are not required to provide transportation or transportation assistance to students transferred under an interdistrict attendance permit pursuant to Education Code 46600-46610, except that Education Code 46600 requires the district of enrollment to provide transportation assistance to a student who is eligible for free or reduced price meals and is either a child of an active military duty parent/guardian or a victim of an act of bullying, as defined in Education Code 48900.

Pursuant to Education Code 48311, a school district of choice is authorized, but not required, to provide transportation assistance to the extent that the district otherwise provides transportation assistance to students.

Upon parent/guardian request, the district shall provide transportation assistance to a student receiving an interdistrict transfer who is eligible for free and reduced-price meals and is the child of an active duty military parent/guardian or a victim of bullying, as defined in Education Code 46600. (Education Code 46600)

~~In addition~~Additionally, upon request of a student's parent/guardian, the Superintendent or designee may authorize transportation for any interdistrict transfer student to and from designated bus stops within the attendance area of the school that the student attends, if space is available.

SIERRA COUNTY OFFICE OF EDUCATION
 SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
 Policy adopted: April 10, 2007
 revised: March 8, 2011
 revised: October 9, 2012
 revised: January 12, 2016
 revised: November 14, 2017
 revised: May 14, 2019
 revised: January 14, 2020
 revised: August 8, 2023
revised: ??, 2026

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

Students

Policy 5138: Conflict Resolution/Peer Mediation

CSBA NOTE: Research indicates that school-based conflict resolution/peer mediation programs effectively reduce violence and promote safe learning environments at schools. Districts that have integrated conflict resolution/peer mediation programs into existing disciplinary procedures have reported reductions in suspensions, expulsions, and student-to-student conflict. Additionally, conflict resolution/peer mediation programs can help to promote personal responsibility and citizenship among students.

The following optional policy may be used by districts wishing to encourage the development of conflict resolution/peer mediation programs at the school site.

To promote student safety and contribute to the maintenance of a positive school climate, the Governing Board encourages the development of school-based conflict resolution and peer mediation programs designed to help students learn constructive ways of handling conflict. The Board believes that such programs can reduce violence and promote communication, personal responsibility, and problem-solving skills among students.

Conflict resolution and peer mediation programs may be considered as part of each school's comprehensive safety plan and incorporated into other district discipline procedures as appropriate. Such programs shall not supplant the authority of district staff to take appropriate action as necessary to prevent violence, ensure student safety, maintain order in the school, and institute disciplinary measures.

Such programs may incorporate peer mediation strategies in which selected student volunteers are specifically trained to work with their peers in resolving conflicts. This training may involve effective communication and listening, critical thinking, problem-solving processes, and the use of negotiation to find mutually acceptable solutions. Additionally, the training may address the ethical and social development of students, respect for diversity, and interpersonal and behavioral skills.

CSBA NOTE: It is important that students voluntarily enter the mediation process in order to secure acceptance of the program. Confidentiality by all involved parties, including the program coordinator, is essential in maintaining the integrity of the peer mediation program.

Participation in a peer mediation program by a student engaged in a conflict shall be voluntary and kept confidential by all parties involved.

In developing a conflict resolution and/or peer mediation program, school-site teams shall address, as appropriate:

1. The grade levels and courses in which the conflict resolution curriculum shall be delivered
2. Staff development related to the implementation of the curriculum and modeling of appropriate behaviors and communication skills
3. The selection of peer mediators involving, to the extent possible, a cross-section of students in terms of grade, gender, race, ethnicity, and socioeconomic status, and including some students who exhibit negative leadership among peers

4. Training and support for peer mediators, including training in mediation processes and in the skills related to understanding conflict, communicating effectively and listening
5. The process for identifying and referring students to the peer mediation program
6. The types of conflicts suitable for peer mediation
7. Expectation for confidentiality regarding who participated, what was discussed, and how any conflict was resolved
8. Scheduling and location of peer mediation sessions
9. Methods of obtaining and recording agreement from all disputants
10. The appropriate involvement of parents/guardians, the community, and staff, including counseling/guidance and security staff
11. Communications to students, parents/guardians, and staff regarding the availability of the program
12. Methods of following up with students to determine the effectiveness of the process
13. Development of assessment tools to periodically evaluate the success of the program including, but not limited to, measurements of whether there has been a reduction in violence at the school and whether the school's suspension rates have fallen since the program has been introduced
14. Selection of and requirements to train as peer mediators

Board Policy Manual

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

Instruction**Policy 6020: Parent Involvement**

CSBA NOTE: Education Code 11503 and 20 USC 6318 mandate each district receiving federal Title I, Part A, funds to have a written parent/guardian and family engagement policy developed jointly with and agreed upon by parents/guardians and family members of participating students. Education Code 11504 mandates districts to adopt a policy on parent/guardian involvement applicable to each school that does not receive Title I funds. The following policy and accompanying administrative regulation contain language satisfying both mandates and should be revised to reflect whether the district receives Title I funds.

Additionally, Education Code 51101 mandates policy for all districts addressing the manner in which parents/guardians, school staff, and students may share responsibility for continuing the intellectual, physical, emotional, and social development and well-being of students; see BP/AR 5020 - Parent Rights and Responsibilities for language fulfilling this mandate.

The U.S. Department of Education's June 2025 Dear Colleague Letter provides school choice guidance and explains how states can use federal funds to both expand education choice and turn around underperforming schools. The letter provides specific examples of ways in which districts can offer choice to enable parents/guardians to make decisions that best meet the educational needs of their student, such as offering a range of activities from which parents/guardians are able to choose, dual enrollment opportunities, academic tutoring programs, and career and technical education activities. Additionally, districts may, unless any part of Title I allocations are reserved for public school choice, use Elementary and Secondary Education Act funds for any activity that it determines will help a school identified for comprehensive support and improvement, targeted support and improvement due to consistently underperforming subgroups, and additional targeted support and improvement to improve student outcomes, such as offering public school choice as part of its support and improvement plan and providing parents/guardians with information about such choice.

For best practices in implementing parent/guardian and family engagement programs, see the California Department of Education's, "Family Engagement Framework: A Tool for California School Districts."

~~The Board of Education~~The Governing Board recognizes that parents/guardians are their children's first and most influential teachers and that sustained parent/guardian involvement in the education of their children contributes greatly to student achievement and a positive school environment.-

The Superintendent or designee shall work with parents/guardians and family members to jointly develop and ~~agree upon policy and strategies to implement this policy, and the programs established by this policy, and to propose revisions to this policy, as needed.~~ Additionally, the Superintendent or designee shall meaningfully involve parents/guardians and family members in district and school activities at all grade levels; advisory, decision-making, and advocacy roles; and activities to support learning at home. (Education Code 11500-11504, 51101; 20 USC 6318)

Parents/guardians shall be notified of their rights to be informed about and to participate in their children's education and of the opportunities available ~~to them to do so for them to do so, in accordance with Board Policy/ Administrative Regulation 5020 - Parents Rights and Responsibilities.~~

The district's local control and accountability plan (LCAP) shall include goals and strategies for parent/guardian involvement and family engagement, including district efforts to seek parent/guardian input in district and school site decision making and to promote parent/guardian participation in programs for English learners, foster youth, students eligible for free and reduced-price meals, and students with disabilities. -(Education Code 42238.02, 52060)

The Board shall establish and convene a parent advisory committee (PAC), and, as applicable, an English learner parent advisory committee (ELPAC) to review and comment on the LCAP, in accordance Board Policy 0460 - Local Control and Accountability Plan, including the use of federal funds and how funds will be allocated for parent/guardian involvement activities as well as activities related to increasing student achievement.

The Superintendent or designee shall regularly evaluate and report to the Board on the effectiveness of the district's parent/guardian and family engagement efforts, including, but not limited to, input from parents/guardians, family members, and school staff on the adequacy of parent/guardian involvement opportunities and on barriers that may inhibit participation.

Title I Schools

CSBA NOTE: The following section is for use by districts that receive Title I funds. 20 USC 6318 mandates that such districts develop, jointly with parents/guardians and family members of participating students, policy which establishes expectations and objectives for meaningful parent/guardian and family involvement and describes how the district will address specified components. See the accompanying administrative regulation for the required components and optional strategies for addressing each component.

State law (Education Code 11503) also mandates procedures to ensure that parents/guardians are consulted and participate in the planning, design, implementation, and evaluation of the Title I parent/guardian and family engagement program.

The Superintendent or designee shall involve parents/guardians and family members in establishing district expectations and objectives for meaningful parent/guardian and family engagement in schools supported by Title I funding; ~~developing strategies that describe how the district will carry out each activity listed in 20 USC 6318, as contained in the accompanying administrative regulation;~~ and implementing and evaluating such programs, activities, and procedures. The Superintendent or designee shall implement these obligations in accordance with the accompanying administrative regulation. As appropriate, the Superintendent or designee shall conduct outreach to all parents/guardians and family members. -(Education Code 11503; 20 USC 6318)

CSBA NOTE: The following paragraph is for use by districts that receive more than \$500,000 in Title I, Part A funding. Pursuant to 20 USC 6318, the Governing Board is required to reserve at least one percent of the district's Title I funding to carry out parent/guardian and family engagement activities, provided that one percent of the allocation received by the district totals more than \$5,000.

When the district's Title I, Part A allocation exceeds the amount specified in 20 USC 6318, the Board shall reserve at least one percent of the funding to implement parent/guardian and family engagement activities and ~~shall~~ distribute at least 90 percent of those reserved funds to eligible schools, with priority given to high-need schools as defined in 20 USC 6631. The Superintendent or designee shall involve parents/guardians and family members of participating students in decisions regarding how the district's Title I funds will be allotted for parent/guardian and family engagement activities. (20 USC 6318)

CSBA NOTE: 20 USC 6318 identifies allowable uses of the Title I funds reserved for parent/guardian and family engagement, as provided below. These uses are consistent with the activities that are required to be addressed in the district's parent/guardian and family engagement policy, as described in the accompanying administrative regulation.

Expenditures of such funds shall be consistent with the activities specified in this Board policy and shall include at least one of the following: (20 USC 6318)

1. Support for schools and nonprofit organizations in providing professional development for district and school staff regarding parent/guardian and family engagement strategies, which may be provided jointly to teachers, principals, other school leaders, specialized instructional support personnel, paraprofessionals, early childhood educators, and parents/guardians and family members
-
2. Support for programs that reach parents/guardians and family members at home, in the community, and at school
-
3. -Dissemination of information on best practices focused on parent/guardian and family engagement, especially best practices for increasing the engagement of economically disadvantaged parents/guardians and family members
-
4. Collaboration, or the provision of subgrants to schools to enable collaboration, with community-based or other organizations or employers with a record of success in improving and increasing parent/guardian and family engagement
-
5. Any other activities and strategies that the district determines are appropriate and consistent with this policy

CSBA NOTE: The following paragraph is for use by districts that receive funds under federal Title IV, Part E (20 USC 7241-7246), and should be deleted by districts that do not receive such funds.

~~If the district also receives funds under federal Title IV, Part E, to~~ coordinate and enhance family engagement programs, the Superintendent or designee shall inform parents/guardians and organizations of the existence of Title IV. -(20 USC 6318)

CSBA NOTE: Pursuant to 20 USC 6318, the district's parent/guardian and family engagement policy is required to be incorporated into the district's Title I LEA plan. In California, all the requirements of the LEA plan are addressed in an addendum to the local control and accountability plan (LCAP). For more information related to LCAP requirements, see BP 0460 - Local Control and Accountability Plan.

The district's Board policy and administrative regulation containing parent/guardian and family engagement strategies shall be incorporated into the district's LCAP in accordance with 20 USC 6312. -(20 USC 6318)

The Superintendent or designee shall ensure that each school receiving Title I funds develops a school-level parent/guardian and family engagement policy in accordance with 20 USC 6318.

District and school-level parent/guardian and family engagement policies and administrative regulations shall be distributed to parents/guardians of students participating in Title I programs and shall be available to the local community. Parents/guardians shall be notified of the policy in an understandable

and uniform format and, to the extent practicable, provided in a language the parents/guardians can understand. -(20 USC 6318)

As required by law, the Superintendent or designee shall annually attend a regular meeting of the PAC or ELPAC, if applicable, to receive input and feedback on topics that support student achievement and programs that reach parents/guardians and family members at home, in the community, and at school. (20 USC 6318)

Non-Title I Schools

CSBA NOTE: The following section is for use by districts that do not receive any Title I funds or that have one or more individual schools that do not receive Title I funds. Education Code 11504 mandates the Board to adopt a policy on parent/guardian involvement, applicable to each school that does not receive Title I funds, that is consistent with the purposes and goals in Education Code 11502. See the accompanying administrative regulation for information about these goals and sample strategies for addressing each goal.

The Superintendent or designee shall develop and implement strategies applicable to each school that does not receive federal Title I funds to encourage the involvement and support of parents/guardians in the education of their children, including, but not limited to, strategies describing how the district and schools will address the purposes and goals described in Education Code 11502. -(Education Code 11504)

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Policy adopted: April 10, 2007
revised: September 08, 2020
revised: ??, 2026

Board Policy Manual

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

Instruction**Policy 6143: Courses Of Study**

The Governing Board recognizes that a well-aligned sequence of courses fosters academic growth and provides for the best possible use of instructional time. The district's course of study shall provide students with opportunities to attain the skills, knowledge, and abilities they need to be successful academically, professionally, and personally.-

CSBA NOTE: The following optional paragraph should be revised to reflect the grade levels offered by the district. For example, unified school districts need to be concerned about articulation of courses within the district and with postsecondary institutions, whereas elementary districts and high school districts will need to address articulation with each other.

The Superintendent or designee shall establish processes for ensuring the articulation of courses across grade levels within the district. As necessary, the Superintendent or designee shall work with representatives of appropriate area districts and postsecondary institutions to ensure articulation of courses with other institutions to which district students may matriculate. The sequence of courses shall be designed to ensure that each course provides adequate preparation for the next course in the sequence, only utilizes prerequisites that are essential to success in a given program or course, avoids significant duplication of content, and allows for reinforcement and progression in the subject matter.

CSBA NOTE: In accordance with various provisions of state and federal law and regulation, and related court cases, discrimination in education programs and activities is unlawful when it is based on certain actual or perceived characteristics of an individual. This includes, but is not limited to, discrimination based on race or ethnicity; ancestry; color; ethnic group identification; nationality; national origin; immigration status; sex; sexual orientation; sex stereotypes; gender; gender identity; gender expression; religion; disability; medical condition; genetic information; pregnancy, false pregnancy, childbirth, termination of pregnancy, or related conditions or recovery; and parental, marital, and family status. For more information regarding the requirement for district programs and activities to be free from discrimination, see BP 0410 - Nondiscrimination in District Programs and Activities, regarding the protection of district students against discrimination, see BP/AR 5145.3 - Nondiscrimination/Harassment, and regarding the protection of students against sexual harassment, see BP/AR 5145.7 - Sexual Harassment.

Education Code 200 and 210.2, as amended by SB 1137 (Ch. 779, Statutes of 2024), provide that prohibited discrimination includes discrimination not just because of one protected class under state law, but also because of the combination of two or more protected bases.

The district shall not provide any course separately or require or refuse participation by any student on the basis of the student's actual ~~or perceived sex, sexual orientation, gender, gender expression, gender identity, race or ethnicity; ancestry; color; ethnic group identification; nationality; national origin; immigration status; race, ancestry, national origin; sex; sexual orientation; sex stereotypes; gender; gender identity; gender expression; religion; color, mental or physical; disability; age; medical condition; genetic information; pregnancy, false pregnancy, childbirth, termination of pregnancy, or related conditions or recovery; and parental, marital, and family status, or any other characteristic listed in Education Code 200 and 220, Government Code 11135, or Penal Code 422.55, or the student's; a perception of one or more of such characteristics; a combination of two or more of such characteristics or association with a person or group with one or more of such these actual or perceived characteristics, or a combination of two or more of them.~~ (Education Code 200, 210.1, 210.2, 212, 212.1, 220, 221.51, 230, 260; Government Code 11135, 12926; Penal Code 422.55; 5 CCR 4940); 20 USC 1681-1688, 42 USC 2000d-2000d-7)

Elementary Grades

CSBA NOTE: The following section is for use by districts offering elementary grades and may be revised to reflect district practice. Education Code 51225.4 mandates elementary school districts to certify to the Superintendent of Public Instruction that they have adopted a policy to implement a course of instruction that sufficiently prepares students for the secondary courses required for graduation pursuant to Education Code 51225.3.

The Board shall adopt a course of study for elementary grades that includes all required instructional content and sufficiently prepares students for the secondary course of study- specified in Education Code 51225.3.

Secondary Grades

CSBA NOTE: Education Code 51228 requires districts to offer students in grades 7-12 a course of study that fulfills the requirements and prerequisites for admission to California public colleges. Education Code 51228 also requires districts to offer such students the opportunity to attain entry-level employment skills. Pursuant to Education Code 51228, districts that adopt a course of study that meets or exceeds the state model curriculum standards in career technical education will be deemed to have satisfied the requirement.

Education Code 66204 prohibits a public school from establishing any policy or practice that directs any student away from choosing programs that prepare a student academically for college, especially for cultural or linguistic reasons.

The following paragraph is for use by districts maintaining any of grades 7-12 and should be revised to reflect the grade levels offered by the district.

The district shall offer all otherwise qualified students in grades 7-12 a course of study that includes all required instructional content and prepares them, upon graduation from high school, to meet the requirements and prerequisites for admission to California public colleges and universities and to attain entry-level employment skills in business or industry. The district's course of study may provide for a rigorous academic curriculum that integrates academic and career skills, includes applied learning across all disciplines, and prepares all students for high school graduation and career entry. (Education Code 51228)

CSBA NOTE: The remainder of this policy is for use by districts maintaining any of grades 9-12.

~~In addition~~ Additionally, the course of study for students in grades 9-12 shall include instruction in skills and knowledge for adult life, career technical training, and a timely opportunity for all otherwise qualified students to enroll, within four years, in each course necessary to fulfill the requirements and prerequisites for admission to California public colleges and universities prior to graduation. (Education Code 51224, 51228)

CSBA NOTE: Among the criteria for admission to the University of California (UC) or California State University system is a requirement that high school students satisfactorily complete 15 yearlong/30 semesters of specified courses ("A-G" courses). These include a growing number of career technical education courses that connect knowledge of academic content with practical or work-related applications.

In order to qualify as an "A-G" course, the course must first be submitted to and approved by UC.

Education Code 51229 requires that districts annually provide the list of certified courses to the parents/guardians of students in grades 9-12; see the accompanying administrative regulation and E(1) 5145.6 - Parental Notifications.

The Superintendent or designee shall develop a process by which courses that meet California college admission criteria (referred to as "A-G" course requirements) are submitted to the University of California for review and certification. The Superintendent or designee shall maintain an accurate list of all current high school courses that have been so certified, ~~shall~~ ensure that the list is provided annually to all students in grades 9-12 and their parents/guardians, and ~~shall~~ make updated lists readily available. (Education Code 51229, 66204)

Parental Notification and Opt-Out

CSBA NOTE: Districts are required to teach certain instructional content. For example, Education Code 51204.5 requires instruction in social sciences to include a study of the role and contributions of specified groups of people to the economic, political, and social development of California and the United States of America, which includes people of all genders, Native Americans, African Americans, Latino Americans, Asian Americans, Pacific Islanders, European Americans, lesbian, gay, bisexual, transgender, queer, and questioning (LGBTQ) Americans, and members of other ethnic, cultural, religious, and socioeconomic status groups. Additionally, pursuant to Education Code 243 and 51501, the Governing Board may not prohibit the continued use of an appropriately adopted textbook, instructional material, or curriculum on the basis that it contains inclusive or diverse perspectives.

State law requires districts to provide parents/guardians notice and the opportunity to opt their students out of certain instruction, in some instances only based on religious beliefs and in other instances for any basis. For more information, see BP/AR 6142.1-- Sexual Health And HIV/AIDS Prevention Instruction.

Additionally, in June 2025, the U.S. Supreme Court, in Mahmoud v. Taylor, held that the First Amendment prohibited a district from including LGBTQ storybooks as part of elementary school instruction without providing parents with notice and the ability to opt their students out of that instructional content on the grounds that the storybooks substantially interfered with the religious development of their children. The court's reasoning may be interpreted to apply to other instructional content that parents/guardians could view as substantially interfering with the religious development of their children. In addition, the court's holding emphasized that the question of whether certain instructional content substantially interferes with the religious development of a student will always be fact-intensive. For more information, see BP/AR 6141.2 - Recognition of Religious Beliefs and Customs.

In light of Mahmoud and the existence of some statutorily required opt-outs and the requirement to teach certain content, it is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel when determining the instructional content for which parents/guardians may opt their students out, creating opt-out procedures, and evaluating opt-out requests.

When required by law, Board policy, or administrative regulation, the district shall notify parents/guardians that they may request to opt their student out of certain instruction. Students for whom the district has approved the opt-out shall be offered an alternative activity of similar educational value.

Policy adopted: April 10, 2007

revised: May 08, 2012

revised: February 11, 2020

revised: November 08, 2022

revised: December 12, 2023

revised: ??, 2026

CSBA POLICY GUIDE SHEET – April 28, 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 4119.21/4219.21/4319.21 - Professional Standards

Policy updated to add, to the philosophical paragraph, the Governing Board's desire to provide a safe and positive school environment that promotes the learning, engagement, safety, and well-being of district students, and to expand upon the expectations for district employee conduct. Additionally, policy updated to reflect **NEW LAW (SB 848, 2025)** which prohibits inappropriate conduct between district employees, adult volunteers, and contractors and among and between adults employed, volunteering, or under contract with the district. In addition, policy updated to clarify that inappropriate employee conduct includes (1) engaging in any conduct that endangers or threatens to endanger students, staff, or others, and (2) other conduct prohibited in Board Policy 4119.24/4219.24/4319.24 - Maintaining Appropriate Adult-Student Interactions.

Board Policy 4119.24/4219.24/4319.24 - Maintaining Appropriate Adult-Student Interactions

Policy updated to add, that for purposes of this policy, employees include interns, volunteers, contractors, and other persons with an employment relationship with the district. Additionally, policy updated to add, to the philosophical paragraph, the Governing Board's desire to provide a safe environment that promotes the learning, engagement, and safety of district students. In addition, policy updated to reflect **NEW LAW (SB 848, 2025)** which prohibits inappropriate conduct between district employees and students and expands the list of inappropriate employee conduct. Policy also updated to add new section related to violations of this policy.

Board Bylaw 9250 - Remuneration, Reimbursement and other Benefits

Bylaw updated to (1) delete options regarding monthly compensation provided to individual Governing Board members, (2) replace with a blank for districts to specify the amount of monthly compensation that reflects district practice, and (3) separate out material which provides that Board members are not required to accept the monthly compensation. Additionally, bylaw updated to clarify material related to (1) a Board member receiving a pro rata monthly compensation, (2) reimbursement for expenses incurred when performing authorized services for the district, (3) benefits for Board members, and (4) former Board members, and the Board member's spouse/registered domestic partner and eligible dependent children, participation in the health and welfare benefits programs provided for district employees. In addition, the section, "Health and Welfare Benefits for Former Board Members," was deleted, as there are few, if any, Board members who would be eligible, since it would require serving for over 30 years, with still relevant material combined with the expanded section, "Benefits for Board Members."

NEW - Exhibit (1) 9250 - Remuneration, Reimbursement and other Benefits

Exhibit updated to clarify language in the resolution related to a Governing Board member receiving a pro rata monthly compensation, and reorganize the resolution for precision and ease of use.

NEW - Exhibit (2) 9250 - Remuneration, Reimbursement and other Benefits

New exhibit provides the maximum monthly compensation that a Governing Board member may receive as compensation for their services, and reflects **NEW LAW (AB 1390, 2025)** which increases the maximum monthly compensation amount based on the district's average daily attendance.

Board Bylaw 9320 - Meetings and Notices

Bylaw updated to clarify (1) when the Governing Board may meet in open or closed session, (2) that the existence of a Board meeting includes gathering remotely or electronically, (3) that a series of communications by a majority of the Board should not occur through official or personal social media accounts, and (4) that written notice of special Board meetings should be posted in any location required for remote meetings and attendance. Additionally, bylaw updated to delete material related to disability-related accommodations as it already exists and is more appropriately placed in Board Bylaw 9322 - Agenda/Meeting Materials. In addition, bylaw updated to reflect (1) **NEW LAW (SB 707, 2025)** which permits a remote Board meeting based on a proclaimed state of emergency or local emergency without the requirement to post the physical location of Board members, and (2) the requirement for the notice of

an emergency Board meeting to the local media that have requested such notice to be by telephone or email. Bylaw also updated to delete material related to traditional teleconferencing, teleconferencing by individual Board members due to just cause, teleconferencing by individual Board members due to emergency circumstances, and teleconference meetings during a proclaimed state of emergency, as that content has been moved to new Board Bylaw 9320.1 - Remote Meetings and Attendance.

NEW - Board Bylaw 9320.1 - Remote Meetings and Attendance

New bylaw addresses circumstances in which the Governing Board is legally permitted to meet remotely and in which an individual remote Board member is permitted to attend and participate in a Board meeting. Additionally, bylaw includes the traditional method of remote attendance and reflects **NEW LAW (SB 707, 2025)** which permits (1) remote attendance and participation as an accommodation and due to just cause, and (2) remote Board meetings during a proclaimed state of emergency.

Board Bylaw 9322 - Agenda/Meeting Materials

Bylaw updated to clarify that (1) closed session items should be agendized in accordance with Board Bylaw 9321 - Closed Session, and (2) for a regular Board meeting, the Governing Board may consider an item not included in the agenda in accordance with Board Bylaw 9323.2 - Actions by the Board. Additionally, bylaw updated to add new section heading, "Public Comment," which (1) includes clarification that the agenda provide members of the public the opportunity to address the Board on any agenda item, including items to be considered in closed session and items listed on the consent agenda, (2) provides options depending on if it is district practice to have one public comment period for all open session agenda items or separate public comment for each open session agenda item, and (3) reflects **NEW LAW (SB 707, 2025)** which adds requirements to the exception to public comment requirements. In addition, bylaw updated to add new section heading, "Disability-Related Accommodations or Modifications." Bylaw also updated to add material related to Board member requests for a specific matter within the subject matter of the Board to be placed on the agenda, both when the Board member is acting in the capacity as a member of the public and acting in the capacity as a Board member. Additionally, bylaw updated to add new section, "Special Meeting Agenda Dissemination to Members of the Public," which clarifies requirements related to the dissemination of special meeting agendas.

Board Bylaw 9323 - Meeting Conduct

Bylaw updated to (1) clarify that the chair of a given Governing Board meeting will be the Board president or, if the Board president is absent, another Board member, (2) delete the time for which a regular Board meeting should be adjourned, and instead provide a blank to reflect district practice, (3) add material related to removal of an item from the consent agenda, specifying that the Board chair determine when the removed item be considered on the agenda, (4) expand material related to the prohibition from requiring members of the public to provide identifying information as a condition of attending a Board meeting and/or providing public comment, and related exceptions, (5) delete material related to public participation that is either unnecessary or is contained within more closely related Board bylaws, (6) delete the time for which an individual providing public comment is allowed to address the Board, and instead provide a blank to reflect district practice, (6) provide clarifying language related to an individual speaker giving some or all of the speaker's time to another speaker, and (7) add language related to the public comment period when a remote Board member is attending and participating based on just cause. Additionally, bylaw updated to add new section heading, "Disruptions," which (1) reflects **NEW COURT DECISION (Berkeley People's Alliance v. City of Berkeley)** in which the California Court of Appeal held that state law requires a legislative body to clear the meeting room when a meeting is willfully disrupted and order cannot be restored by removing disruptive individuals and does not permit the legislative body to relocate the meeting to a different room in lieu of clearing the meeting room.

Board Policy Manual

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

Personnel**Policy 4119.21~4219.21~4319.21: Professional Standards**

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

Pursuant to Education Code 32100, as added by SB 848 (Ch. 460, Statutes of 2025), districts are required to, by July 1, 2026, adopt policies that (1) promote safe environments for student learning and engagement that explicitly address professional boundaries between (a) students and school employees, adult volunteers, and school contractors, (b) among and between students, and (c) among and between adults employed, volunteering, or under contract with the district, and (2) establish appropriate limits on contact during or outside of the school day between students and school employees, volunteers, and school contractors via social media internet platforms, text messaging, and other forms of communication that do not otherwise include the student's parent/guardian. The limitations in this policy may vary based on the age or grade of the students and may be revised to reflect district practice. For language fulfilling these mandates, see BP 4119.24/4219.24/4319.24 - Maintaining Appropriate Adult-Student Interactions.

~~The Board of Education~~The Governing Board desires to provide a safe and positive school environment that promotes the learning, engagement, safety, and well-being of district students. The Board expects county/district employees to maintain the highest ethical standards, behave professionally, follow district policies and regulations, abide by state and federal laws, and exercise good judgment when interacting with students and other members of the school community. Employees shall engage in conduct that enhances the integrity of the district; advances the goals of the district's educational programs; encourages student learning, engagement, and success; and contributes to a safe and positive school climate.-

CSBA NOTE: The following optional paragraph encourages district employees to abide by standards developed by their professional associations. The professional standards for certificated staff have been developed by the National Education Association, the professional standards for classified staff have been developed by the California School Employees Association, and the professional standards for managerial and supervisory staff have been developed by the Commission on Teacher Credentialing (CTC), each available on their respective websites. These standards are reproduced at E(1) 4119.21 (certificated personnel), E(1) 4219.21 (classified personnel), and E(1) 4319.21 (administrative and supervisory personnel).

The Board encourages county/district employees to accept as guiding principles the professional standards and codes of ethics adopted by educational or professional associations to which they may belong.

~~Each employee is expected to acquire the knowledge and skills necessary to fulfill his/her responsibilities and to contribute to the learning and achievement of county/district students.~~

Each employee is expected to acquire the knowledge and skills necessary to fulfill the employee's professional responsibilities and to contribute to the learning and achievement of district students.

Inappropriate Conduct

The Board prohibits inappropriate conduct between employees, adult volunteers, and district contractors and among and between adults employed, volunteering, or under contract with the district. (Education Code 32100)

Inappropriate employee conduct includes, but is not limited to:

1. Engaging in any conduct that endangers or threatens to endanger students, staff, or others, including, but not limited to, physical violence, threats of violence, or possession of a firearm or other weapon ~~on district property or at a school-sponsored activity~~
-
2. Engaging in harassing or discriminatory behavior towards students, parents/guardians, staff, or community members, or failing or refusing to intervene when an act of discrimination, harassment, intimidation, or bullying against a student is observed
-
3. Physically abusing, sexually abusing, neglecting, or otherwise willfully harming or injuring a child
-
4. Engaging in inappropriate socialization or fraternization with a student or soliciting, encouraging, or maintaining an inappropriate written, verbal, or physical relationship with a student
-

CSBA NOTE: Pursuant to Penal Code 311.2, pornography includes digitally altered or artificial-intelligence- generated matter.

5. Possessing or viewing any pornography on school grounds, or possessing or viewing child pornography or other imagery portraying children in a sexualized manner at any time
-
6. Using profane, obscene, or abusive language against students, parents/guardians, staff, or community members
-
7. Willfully disrupting county/district or school operations by loud or unreasonable noise or other action
-
8. Using tobacco, alcohol, or an illegal or unauthorized substance, or possessing or distributing any controlled substance, while in the workplace, on district property, or at a school-sponsored activity
-
9. Being dishonest with students, parents/guardians, staff, or members of the public, including, but not limited to, falsifying information in employment records or other school records
-
10. Divulging confidential information about students, county/district employees, or county/district operations to persons or entities not authorized to receive the information
-
11. Using county/district equipment or other county/district resources for the employee's own commercial purposes or for political activities
-
12. Using county/district equipment or communications devices for personal purposes while on duty, except in an emergency, during scheduled work breaks, or for personal necessity

Employees shall be notified that computer files and all electronic communications, including, but not limited to, email and voice mail, are not private. To ensure proper use, the Superintendent or designee may monitor employee usage of county/district technological resources at any time without the employee's consent.

13. Causing damage to or engaging in theft of property belonging to students, staff, or the county/district

CSBA NOTE: For more information about appropriate attire for district employees, see BP 4119.22/4219.22/4319.22 - Dress and Grooming.

14. Wearing inappropriate attire

15. Other conduct prohibited in Board Policy 4119.24/4219.24/4319.24 - Maintaining Appropriate Adult-Student Interactions

Reports of Misconduct

An employee who observes or has evidence of another employee's inappropriate conduct shall immediately report such conduct to the principal or Superintendent or designee. An employee who has knowledge of or suspects child abuse or neglect shall file a report pursuant to the county/district's child abuse reporting procedures as detailed in AR Administrative Regulation 5141.4 - Child Abuse Prevention and Reporting.

CSBA NOTE: Discipline of employees is a subject of collective bargaining. For information about the range of disciplinary actions that may be taken, see BP/AR 4118 - Dismissal/Suspension/Disciplinary Action, and AR 4218 - Dismissal/Suspension/Disciplinary Action.

Education Code 44242.5 and 5 CCR 80303 require the Superintendent to notify CTC when the status of a certificated employee changes as a result of alleged misconduct. Although "alleged misconduct" is not defined in law, CTC provides that conduct affecting classroom safety, student safety, or the integrity of the school environment is the type of misconduct that is required to be reported. See AR 4117.7/4317.7 - Employment Status Reports.

Any reports of employee misconduct shall be promptly investigated by the Superintendent or designee. Any employee who is found to have engaged in inappropriate conduct in violation of law or Board policy shall be subject to disciplinary action and, in the case of a certificated employee, may be subject to a report to the Commission on Teacher Credentialing. The Superintendent or designee shall notify local law enforcement as appropriate.

An employee who has knowledge of but fails to report inappropriate employee conduct may also be subject to discipline.

The county/district ~~superintendent~~ prohibits retaliation against anyone who files a complaint against an employee or reports an employee's inappropriate conduct. Any employee who retaliates against any such complainant, reporter, or other participant in the county/district's complaint process shall be subject to discipline.

Notifications

CSBA NOTE: Education Code 44050 requires districts maintaining an employee code of conduct that addresses employee interactions with students to post the section(s) on employee-student interactions in a publicly accessible manner on each school's website, or the district website if a school does not maintain one. Additionally, at the beginning of each school year, the district is required to provide parents/guardians with written copies of the sections of the employee code of conduct that address employee interactions with students. The applicable sections of the code of conduct may appear in a variety of district documents, including, but not limited to, portions of this Board policy, employee handbooks, and/or the code of conduct adopted by the district for use by certificated, classified, or administrative personnel as presented in the accompanying Exhibits.

The section(s) of the county/district's employee code of conduct addressing interactions with students shall be provided to parents/guardians at the beginning of each school year and shall be posted on school and/or county/district ~~web sites~~websites. (Education Code 44050)

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

Policy adopted: April 10, 2007

revised: April 8, 2008

revised: February 8, 2011

revised: October 9, 2012

revised: February 13, 2018

revised: ??, 2026

Board Policy Manual

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

Personnel

Policy 4119.24~4219.24~4319.24: Maintaining Appropriate Adult-Student Interactions

CSBA NOTE: This policy is mandated, pursuant to Education Code 32100, as added by SB 848 (Ch. 460, Statutes of 2025), which requires districts to, by July 1, 2026, adopt policies that (1) promote safe environments for student learning and engagement that explicitly addresses professional boundaries between (a) students and school employees, adult volunteers, and school contractors, (b) among and between students, and (c) among and between adults employed, volunteering, or under contract with the district, and (2) establishes appropriate limits on contact during or outside of the school day between students and school employees, volunteers, and school contractors via social media internet platforms, text messaging, and other forms of communication that do not otherwise include the student's parent/guardian. The limitations in this policy may vary based on the age or grade of the students and may be revised to reflect district practice. For more information regarding professional standards for district employees, see BP 4119.21/4219.21/4319.21- Professional Standards.

For purposes of this policy employees include interns, volunteers, contractors, and other persons with an employment relationship with the district.

~~The Board of Education~~ The Governing Board desires to provide a safe and positive school environment that ~~protects~~promotes the learning, engagement, safety, and well-being of district students. The Board expects all adults with whom students may interact at school or in school-related activities, ~~including employees, independent contractors, and volunteers,~~ to maintain the highest professional and ethical standards in their interactions with students both within and outside the educational setting, in accordance with this policy and Board Policy 4119.21/4219.21/4319.21 - Professional Standards. Such adults shall not engage in threatening, unsafe, unlawful, or inappropriate interactions with students and shall avoid boundary-blurring behaviors that undermine trust in the adult-student relationship and lead to the appearance of impropriety.-

~~Employees are prohibited from entering into or attempting to form a romantic or sexual relationship with any student or engaging in sexual harassment of a student, including sexual advances, flirtations, requests for sexual favors, inappropriate comments about a student's body or appearance, or other verbal, visual, or physical conduct of a sexual nature.~~

Adults shall not intrude on a student's physical or emotional boundaries unless necessary in an emergency or to serve a legitimate purpose related to instruction, counseling, student health, or student or staff safety.

CSBA NOTE: Education Code 44050 requires districts maintaining an employee code of conduct that addresses employee interactions with students to post, in a publicly accessible manner on each school's website or on the district website if a school does not maintain one, the section(s) of the code of conduct dealing with employee- student interactions. Additionally, at the beginning of each school year, the district is required to provide parents/guardians with written copies of the sections of the employee code of conduct that address employee interactions with students. The applicable sections of the code of conduct may appear in a variety of district documents, including, but not limited to, this Board policy, sections of BP/E 4119.21/4219.21/4319.21- Professional Standards, and employee handbooks.

~~Any employee who observes or has knowledge of another employee's violation of this policy shall report the information to the Superintendent or designee or appropriate agency for investigation pursuant to the applicable complaint procedures. Other adults with knowledge of any violation of this policy are encouraged to report the violation to the Superintendent or designee. The Superintendent or designee shall protect anyone who reports a violation from retaliation. Immediate intervention shall be implemented when necessary to protect student safety or the integrity of the investigation.~~

~~Employees who engage in any conduct in violation of this policy, including retaliation against a person who reports the violation or participates in the complaint process, shall be subject to discipline, up to and including dismissal. Any other adult who violates this policy may be barred from school grounds and activities in accordance with law. The Superintendent or designee may also notify law enforcement as appropriate.~~

The district's employee code of conduct addressing interactions with students shall be provided to parents/guardians at the beginning of each school year and shall be posted on school and/or district ~~web sites~~websites. (Education Code 44050)

Inappropriate Conduct

CSBA NOTE: The following section lists examples of prohibited inappropriate conduct and conduct that can create the appearance of impropriety and reflects the requirements of Education Code 32100, as added by SB 848. The list may be modified to reflect district practice and the grade levels served, so long as the list conforms with the requirements of Education Code 32100. For additional examples of behaviors that may constitute sexual harassment of students, see BP/AR 5145.7 - Sexual Harassment

Employees shall remain vigilant of their position of authority and not abuse it when relating with students. ~~Examples of~~The Board prohibits inappropriate conduct between employees and students. (Education Code 32100) Inappropriate employee conduct ~~that can undermine professional adult student interactions or create the appearance of impropriety include~~includes, but ~~are~~is not limited to:

1. Initiating inappropriate physical contact
2. Attempting to form a romantic or sexual relationship with any student or engaging in sexual harassment of a student, including sexual advances, flirtations, requests for sexual favors, inappropriate comments about a student's body or appearance, or other verbal, visual, or physical conduct of a sexual nature
3. Engaging in inappropriate socialization or fraternization with a student or soliciting, encouraging, or maintaining an inappropriate written, verbal, or physical relationship with a student
- 2.4. Being alone with a student outside of the view of others
- 3.5. Visiting a student's home or inviting a student to visit the employee's home without parent/guardian consent

CSBA NOTE: Education Code 32100, as added by SB 848, requires the district's policy to establish appropriate limits on contact during or outside of the school day between students and employees via social media platforms, text messaging, and other forms of communication that do not otherwise include the student's parent/guardian.

~~4.6.~~ Maintaining personal contact with a student during or outside the school day that has no legitimate educational purpose, by phone, letter, text message, social media internet platforms, electronic communications, or other means of communication, without including the student's parent/guardian ~~or the principal~~

~~When communicating electronically with students~~In accordance with Board Policy/Administrative Regulation 4040 - Employee Use of Technology, employees shall use district equipment or technological resources, when available, when communicating electronically with students. Employees shall not communicate with students through any medium that is designed to eliminate records of the communications. The Superintendent or designee may monitor employee usage of district technology at any time without advance notice or consent.

~~5.7.~~ Creating or participating in social networking sites for communication with students, other than those created by the district, without the prior written approval of the principal or designee

~~6.8.~~ Inviting or accepting requests from students, or former students who are minors, to connect on personal social networking sites (e.g., "friending" or "following" on social media), unless the site is dedicated to school business

~~7.9.~~ Singling out a particular student for personal attention and friendship, including giving gifts and/or nicknames to individual students

~~8.10.~~ Addressing a student in an overly familiar manner, such as by using a term of endearment

~~9.11.~~ Socializing or spending time with students outside of school-sponsored events, except as participants in community activities

~~10.12.~~ Sending or accompanying students on personal errands unrelated to any legitimate educational purpose

~~11.13.~~ Transporting a student in a personal vehicle without prior authorization

~~12.14.~~ Encouraging students to confide ~~their~~ personal or family problems and/or relationships

~~13.15.~~ Disclosing personal, family, or other private matters to students or sharing personal secrets with students

16. Engaging in any conduct that endangers or threatens to endanger students, including, but not limited to, physical violence or threats of violence

17. Engaging in harassing or discriminatory behavior towards students, or failing or refusing to intervene when an act of discrimination, harassment, intimidation, or bullying against a student is observed

18. Physically abusing, sexually abusing, neglecting, or otherwise willfully harming or injuring a child

19. Using profane, obscene, or abusive language against students

Violations of Policy

CSBA NOTE: Pursuant to the Child Abuse and Neglect Reporting Act (Penal Code 11164-11174.3), persons identified as "mandated reporters," including, but not limited to, school administrators, certificated staff, and classified staff, and as amended by SB 848, Board members and volunteers, are required to report known or suspected child abuse, including sexual assault and sexual exploitation. For required procedures for filing a report, see BP/AR 5141.4 - Child Abuse Prevention and Reporting.

Any employee who observes or has knowledge of another employee's violation of this policy shall report the information to the Superintendent or designee or appropriate agency for investigation pursuant to the applicable complaint procedures. Other adults with knowledge of any violation of this policy are encouraged to report the violation to the Superintendent or designee. The Board prohibits retaliation against anyone who reports a violation of this policy. Immediate intervention shall be implemented when necessary to protect student safety or the integrity of the investigation.

Employees who engage in any conduct in violation of this policy, including retaliation against a person who reports the violation or participates in the complaint process, shall be subject to discipline, up to and including dismissal. Any other adult who violates this policy may be barred from school grounds and activities in accordance with law. Additionally, the Superintendent or designee may also notify law enforcement as appropriate.

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Policy adopted: August 13, 2019
revised: ??, 2026

Board Policy Manual

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

Board Bylaws**Bylaw 9250: Remuneration, Reimbursement And Other Benefits**Remuneration~~Compensation~~

CSBA NOTE: Education Code 35120 authorizes Governing Board members to receive compensation for their services based on the district's average daily attendance (ADA) for the prior school year and, as amended by AB 1390 (Ch. 639, Statutes of 2025), increases the maximum monthly compensation amount. For a chart with the maximum monthly compensation amounts per ADA range, see Exhibit (2).

Additionally, pursuant to Education Code 35120, the Board may annually increase the monthly compensation of Board members beyond the applicable maximum amount delineated in Education Code 35120 by an amount not to exceed five percent.

Notwithstanding Education Code 35120, compensation for certain boards may be 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.

~~Each member of the Board of Education may receive the monthly compensation as~~ Each member of the Governing Board shall be provided for in law monthly compensation of \$ [REDACTED], less any amounts deducted for meeting absences which are not excused by the Board. (Education Code 35120)

Board members are not required to accept the monthly compensation.

On an annual basis, the Board may amend this Bylaw to increase the compensation of Board members beyond the limit delineated in Education Code 35120 in an amount not to exceed five percent based on the present monthly rate of compensation. ~~Any increase made pursuant to this section shall be effective upon approval by the Board. (Education Code 35120)~~

~~Board members are not required to accept payment for meetings attended.~~

~~Any member who does not attend all Board meetings during the month is eligible to receive only a percentage of the monthly compensation equal to the percentage of meetings attended unless otherwise authorized by the Board in accordance with law. (Education Code 35120)~~

~~A member may be compensated for meetings he/she missed when the Board, by resolution, finds that he/she was performing designated services for the district at the time of the meeting or that he/she was absent because of illness, jury duty or a hardship deemed acceptable by the Board. (Ed. Code 35120)~~

(Education Code 35120) ~~Reimbursement of Expenses~~

CSBA NOTE: In order to receive the entire compensation amount for a given month, a Board member is required to attend all Board meetings held that month, including special and emergency Board meetings. Pursuant to Education Code 35120, a Board member who is absent from a meeting shall not receive the pro rata monthly compensation for that meeting unless the Board finds, via resolution, that the Board member was absent due to one or more specified circumstances. For a sample resolution authorizing compensation for an absent Board member, see Exhibit (1).

~~When authorized in advance~~ A Board member who is absent from a Board meeting shall not receive the pro rata monthly compensation for that meeting unless the Board finds, via resolution, that at the time of

the Board meeting the Board member was absent due to the need to perform services for the district, illness, jury duty, or a hardship deemed acceptable by the Board. (Education Code 35120)

Student Board member compensation shall be provided in accordance with Board Bylaw 9150 - Student Board Members.

CSBA NOTE: The following optional paragraph is for use by any board whose quorum also serves as another legislative body that receives additional compensation. Pursuant to Government Code 54952.3, the disclosure requirements described below are not applicable if the compensation of the legislative body is set by statute.

Whenever a quorum of Board members serves as another legislative body which will meet simultaneously or in serial order to a Board meeting, the Board clerk or a member of the Board shall, when required by law, verbally announce the amount of any additional compensation or stipend that each member will be entitled to receive as a result of convening the simultaneous or serial meeting. (Government Code 54952.3)

Reimbursement of Expenses, ~~members shall be reimbursed~~

CSBA NOTE: Pursuant to Education Code 35044, the district is required to reimburse individual Board members for travel expenses incurred when performing services directed by the Board. Additionally, pursuant to Education Code 35160, the Board may otherwise act in any manner which is not in conflict with or inconsistent with, or otherwise preempted by, any law, and which is not in conflict with the purposes for which districts are established. Based on this authority, the Board may authorize reimbursement for individual Board members for expenses incurred generally when performing district business. However, Article XVI, section 6, of the California Constitution generally prohibits gifts of public funds and Government Code 8314 prohibits the use of public resources for campaign activity or personal purposes which are not authorized by law.

The district shall reimburse individual Board members for actual and necessary expenses incurred when performing authorized services for the district. ~~Expenses for travel, telephone, business meals, or other authorized purposes shall be in accordance with policies, including services directed by the Board. The timelines and procedures for reimbursement shall be the same as those established for district personnel and at the same rate of reimbursement. Education Code 35044)~~

Authorized purposes may include, but are not limited to, attendance at educational seminars or conferences designed to improve Board members' skills and knowledge; participation in regional, state, or national organizations whose activities affect the district's interests; attendance at district or community events; and meetings with state or federal officials on issues of community concern.

Personal expenses shall (Education Code 31560, 35044; Government Code 8314)

CSBA NOTE: The following paragraphs should be modified to reflect district practice.

All other expenses, including personal expenses, shall be the responsibility of individual Board members, and shall not be paid or reimbursed by the district. (Government Code 8314)

Personal expenses shall include, but are not limited to, the personal portion of any trip, tips or gratuities, alcohol, entertainment, laundry, expenses of any family member who is accompanying the Board member on district-related business, personal use of an automobile, and personal losses and traffic violation fees incurred while on district business.

Any questions regarding the propriety of a particular type of expense should be resolved by the

Superintendent or designee before the expense is incurred.

Health and Welfare Benefits for Current Board Members

Any Board member with questions regarding the propriety of a particular type of expense shall seek and receive guidance from the Superintendent or designee before the expense is incurred.

Credit Cards

CSBA NOTE: Although some districts issue district credit cards to Board members, a policy statement issued by the Institute for Local Government, primarily applicable to city and county governments, indicates that many local agencies have decided not to issue credit cards to local officials because of the potential for confusing an agency credit card with a personal card and the negative consequences of personal use of an agency card. The following optional paragraph should be deleted if the district does not issue credit cards to Board members.

Board members may use district-issued credit cards while on official district business and consistent with the limits established for district personnel. Personal expenses shall not be charged on a district-issued credit card, even if the Board member intends to subsequently reimburse the district for the personal charges.

Benefits for Board Members

CSBA NOTE: The following section is optional. Pursuant to Government Code 53201 and 53205, the district has the option of providing health and welfare benefits to Board members and has flexibility in selecting the types of coverage and the methods of payment for such coverage. Pursuant to Government Code 53200, health and welfare benefits may include, but are not limited to, hospital, medical, surgical, dental, disability, group life, legal expense, and income protection insurance or benefits. However, Internal Revenue Service Publication 571, which was last revised in January 2025, indicates that, as elected officials, Board members are not eligible to participate in district programs for the purchase of tax sheltered annuities pursuant to 26 USC 403 and 26 CFR 1.403(b)-2.

Pursuant to Government Code 53208.5, the health and welfare benefits of a Board member may not be greater than that received by nonsafety employees of the district or, if the district has different benefit structures, not greater than the most generous schedule of benefits being received by any category of nonsafety employees. Nonsafety employees are those employees not otherwise included in Government Code 20420-20445 defining "safety members" for purposes of membership in the Public Employees' Retirement System. Additionally, Government Code 53208.5 provides that Board members shall not be eligible to accrue multiple health and welfare benefits from two or more public agencies for concurrent service, unless the Board member serves as a regular full-time employee in a separate public agency.

Government Code 53202 authorizes the district to contract with one or more insurers, health service organizations, or legal service organizations for health and welfare benefits. Alternatively, the district may approve an existing health care arrangement between a Board member and an insurer or health care provider. In 83 Ops.Cal.Atty.Gen. 124 (2000), the Attorney General opined that, if the district chooses to approve such an arrangement, the district may pay for this benefit by way of reimbursement to the Board member who has paid for the benefit instead of direct district payment to the insurer. However, according to the Attorney General, a district may not make cash payments to Board members in lieu of providing them with health insurance benefits. For districts considering the reimbursement of Board members for the cost of health and welfare benefits, it is recommended that the district consult CSBA's District and County Office of Education Legal Services or district legal counsel.

Board members may participate in the health and welfare benefits program provided for county/district employees.

~~Health as permitted by law. However, health~~ and welfare benefits for Board members shall be no greater than that received by ~~county/district Classified service staff~~ with the most generous schedule of benefits. (Government Code ~~53201, 53205, 53208.5~~)

CSBA NOTE: The district may choose and/or revise any of the following options to reflect district practice.

The county/district shall pay the ~~cost of all~~ premiums required for Board members electing to participate in the county/district health and welfare benefits program to the same extent that ~~the district~~ pays ~~premiums~~ for county/district Classified service staff.

CSBA NOTE: Pursuant to Government Code 53205.1, a district may choose to pay all or a portion of premiums, dues, or other charges for health and welfare benefits for a Board member's spouse or dependent children.

Pursuant to Family Code 297.5, registered domestic partners have the same rights, protections, and benefits as spouses under California law. Therefore, to the extent that the district provides health benefits under state law to spouses of Board members, the same coverage must be provided to registered domestic partners.

Pursuant to Health and Safety Code 1373 and Insurance Code 10277, the age at which a person ceases to be a dependent child is 26 years of age or higher as specified in the health plan, unless otherwise provided under a plan that qualifies as a grandfathered plan pursuant to 42 USC 18011. Additionally, a health services plan or insurer is required to continue coverage for a dependent child who attains the age specified in the plan if the child is incapable of self-sustaining employment by reason of a physically or mentally disabling injury, illness, or condition and is chiefly dependent on the subscriber or insured for support. In addition, Health and Safety Code 1373 and Insurance Code 10277 require that, if the plan provides coverage for a dependent child who is over 26 years of age and enrolled at a secondary or postsecondary educational institution, continued coverage must be provided during any break in the school calendar and during a medical leave of absence as specified.

The following paragraph should be deleted or modified to reflect district practice.

Health and welfare benefits provided to Board members shall be extended at the same level to their spouses, ~~dependent children to the child's 26th birthday and spouse/registered domestic partner and to their eligible dependent children regardless of age who are physically or mentally incapacitated.~~

~~Medicare Eligible Current Board Members~~ as specified in law and the health plan. (Family Code 297.5; Government Code 53205.1)

~~At no time shall the district/county's cost for a current Board member's Medicare and/or Medicare supplement policy, including dependent coverage, exceed the amount the district/county contributes for eligible Classified service employees.~~

~~In lieu of enrollment in the district/county's group sponsored health insurance plan, a current Board member eligible for Medicare health insurance may receive reimbursement from the district/county for the cost of his/her Medicare Plan(s) (Part A and/or Part B and/or Part D).~~

~~When a Board member is enrolled in a Medicare policy and receiving cost reimbursement from the~~

~~District/County, the same courtesy may be extended to a dependent who is Medicare eligible.~~

~~A Board member who elects a Medicare supplement policy in lieu of enrollment in the district/county's group sponsored health insurance plan may receive premium reimbursement from the district/county. A Board member may be reimbursed for a family member's Medicare supplement policy if the dependent was covered under the district/county plan (tier rate structure) immediately prior to un-enrollment from the group plan.~~

~~The district/county employer may reimburse the Board member for both Medicare and Medicare supplemental policies simultaneously. The Board member may also be reimbursed for a dependent who is eligible for Medicare and Medicare supplemental policies.~~

~~In the event an active Board member chooses to end benefits in the district/county's group sponsored health insurance plan for a Medicare and/or Medicare supplement policy, the member may re-enroll in the group sponsored plan during the annual open enrollment period.~~

~~Health and Welfare Benefits for Former Board Members (Retiree)~~

~~Retiring trustees of the Board of Education, who are covered by the district/county group health plan at the time of their retirement from the Board after serving at least one (1) full term of four (4) consecutive years, shall have the option to continue the benefit program at their own expense. (Government Code 53201) At their own expense, continued coverage through the district/county shall also be made available to Board trustee's spouse and dependents upon the Board trustee's death. Retirees who choose to retain health insurance benefits shall be placed on the tiered rate structure. A Retiree may select medical coverage only or all offered benefits (dental and vision). Retirees may not select dental and/or vision coverage without medical coverage. Retirees are not eligible for life insurance coverage. Eligible retirees and covered spouses must secure Medicare Part A and Part B for the group plan Medicare rate. Retirees who discontinue coverage cannot re-enroll in any District plan.~~

CSBA NOTE: Pursuant to Government Code 53201, the district may pay premiums for health and welfare benefits for former Board members under very limited circumstances. It is recommended that the district consult CSBA's District and County Office of Education Legal Services or district legal counsel before adding, modifying, or deleting the following paragraph.

Former Board members, and a former Board member's spouse/registered domestic partner and eligible dependent children, may participate in the health and welfare benefits program provided for county/district employees only as permitted by law.

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Bylaw adopted: April 10, 2007
revised: May 14, 2013
revised: July 9, 2013
revised: October 8, 2013
revised: August 8, 2017
revised: ??, 2026

Sierra County/Sierra-Plumas Joint USD

Board Bylaws

Exhibit(1) 9250 – Remuneration, Reimbursement and other Benefits

RESOLUTION ON EXCUSING BOARD MEMBER ABSENCE FOR PURPOSES OF MONTHLY COMPENSATION

CSBA NOTE: Pursuant to Education Code 35120 and the accompanying Board Bylaw, a Governing Board member who is absent from a meeting shall not receive the pro rata monthly compensation for that meeting unless the Board finds, via resolution, that the Board member was absent due to one or more specified circumstances. The following optional exhibit provides such a resolution for use by districts that offer monthly compensation to members of the Board.

WHEREAS, the members of the Governing Board of the _____ School District (Board) receive monthly compensation for meeting attendance in accordance with Education Code 35120 (EC 35120) and Board Bylaw 9250 - Remuneration, Reimbursement and Other Benefits (BB 9250);

WHEREAS, pursuant to EC 35120 and BB 9250, a Board member who is absent from a Board meeting shall not receive the pro rata monthly compensation for that meeting unless the Board finds, via resolution, that the Board member was absent due to the need to perform services for the district, illness, jury duty, or a hardship deemed acceptable by the Board at the time of the Board meeting; and

WHEREAS, _____ (name of Board member) was absent from the Board meeting(s) on _____ (date(s)).

NOW THEREFORE BE IT RESOLVED, the Board finds that the absence of _____ (name of board member) from the Board meeting(s) on _____ (date(s)) is excused for the following reasons(s):

- ☐ Performance of other designated duties for the district
- ☐ Illness
- ☐ Jury duty
- ☐ Hardship deemed acceptable by the Board

; and

BE IT FURTHER RESOLVED, the Board authorizes _____ (name of Board member) to be compensated for the Board meeting(s) on _____ (date(s)).

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

Sierra County/Sierra-Plumas Joint USD

Board Bylaws

Exhibit(2) 9250 – Remuneration, Reimbursement and other Benefits

CHART OF BOARD MEMBER MONTHLY COMPENSATION

CSBA NOTE: Education Code 35120 authorizes Governing Board members to receive compensation for their services based on the district's average daily attendance (ADA) for the prior school year and, as amended by AB 1390 (Ch. 639, Statutes of 2025), increases the maximum monthly compensation amount. The following chart provides the maximum statutory monthly compensation amount for each ADA range.

Additionally, pursuant to Education Code 35120, the Board may annually increase the monthly compensation of Board members beyond the applicable maximum amount delineated in the chart by an amount not to exceed five percent.

Notwithstanding Education Code 35120, compensation for certain boards may be governed by the applicable city or county charter, or both. This chart would not be applicable to such districts.

<u>District's Prior Average Daily Attendance</u>	<u>Monthly Compensation Limit</u>
<u>1,000 or less</u>	<u>\$600</u>
<u>1,001 to 10,000</u>	<u>\$1,200</u>
<u>10,001 to 25,000</u>	<u>\$2,000</u>
<u>25,001 to 60,000</u>	<u>\$3,000</u>
<u>60,001 or more</u>	<u>\$4,500</u>

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

Board Policy Manual

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

Board Bylaws**Bylaw 9320: Meetings And Notices**

CSBA NOTE: The following bylaw is mandated pursuant to Education Code 35140 and Government Code 54954, which require the Governing Board to fix the time and location for its regular Board meetings by rule and regulation. See "Regular Meetings" below for language fulfilling this mandate.

Meetings of the Governing Board are conducted for the purpose of accomplishing district business. ~~The Board may meet in open session or closed session, as necessary, in~~ accordance with applicable open meeting laws (Brown Act), ~~the Board shall hold its meetings in public and shall conduct closed sessions during such meetings only as authorized by law. To encourage community involvement in the schools, and~~ Board meetings shall provide the opportunity for members of the public to directly address the Board. ~~All meetings shall be conducted in accordance with law and the Board's bylaws, policies, and administrative regulations.~~ Bylaw 9321 - Closed Session, Board Bylaw 9322 - Agenda/Meeting Materials, and Board Bylaw 9323 - Meeting Conduct.

A Board meeting exists whenever a majority of Board members ~~gather~~gathers at the same time and location, including ~~teleconference location as permitted by Government Code 54953~~remotely or electronically, to hear, discuss, deliberate, or take action upon any item within the subject matter jurisdiction of the Board. (Government Code 54952.2)

~~In accordance with law and as specified in Board Bylaw 9012 – Board Member Electronic Communications, a majority of the Board shall not, outside of an authorized meeting, use~~

CSBA NOTE: The Brown Act prohibits serial Board meetings, which are defined by Government Code 54952.2 as a series of communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item of district business.

This prohibition against serial Board meetings also applies to communications via technology. Email exchanges, text/chat threads, or comments posted on a blog or social media account that result in a majority of the Board "discussing among themselves" an item within the subject matter jurisdiction of the Board could result in a Brown Act violation. Pursuant to Government Code 54952.2, Board members may engage in separate conversations or communications with members of the public on social media that is open and accessible to the public as long as a majority of the Board does not use the platform to directly communicate among themselves regarding matters within the subject matter jurisdiction of the Board and members do not comment on or use digital icons (e.g., "likes" or emojis) to express reactions to communications made by other Board members. Additionally, a Board member is prohibited from responding directly to any communication from other members of the Board on a social media platform regarding matters that are within the subject matter jurisdiction of the Board. For more information regarding Board member communications via technology, see BB 9012 - Board Member Electronic Communications.

However, Government Code 54952.2 specifies that briefings between less than a quorum of the Board and staff, whether in-person, virtual, or via email, are permissible in order to answer questions or to provide information, as long as the briefing is not used to communicate the comments or position of any other Board member.

It is recommended that districts with questions regarding serial Board meetings consult CSBA's District and County Office of Education Legal Services or district legal counsel.

In accordance with Board Bylaw 9012 - Board Member Electronic Communications, a majority of the Board shall not use a series of communications of any kind, directly or through intermediaries or technology, including official or personal social media accounts, to discuss, deliberate, or take action on any matter that is within the subject matter jurisdiction of the Board. (Government Code 54952.2)

However, the Superintendent or designee may engage in separate conversations or communications with Board members in order to answer questions or provide information regarding ~~an item~~ any matter within the subject matter jurisdiction of the Board, as long as that employee or district official does not communicate the comments or position of any Board members to other Board members. ~~(Government Code 54952.2)~~

~~In order to help ensure the participation of individuals with disabilities at Board meetings, the Superintendent or designee shall provide appropriate disability-related accommodations or modifications upon request in accordance with the Americans with Disabilities Act. Any doubt about a request for accommodation shall be resolved in favor of accessibility.~~

~~Notice of the procedure for receiving and resolving such requests for accommodation shall be given in each instance in which notice of the time of a meeting is otherwise given or the agenda for the meeting is otherwise posted. (Government Code 54953, 54953.2, 54954.1, 54954)(Government Code 54952.2)~~

Regular Meetings

CSBA NOTE: Education Code 35140 and Government Code 54954 mandate the Board to fix the time and location for its regular Board meetings by rule and regulation. The following paragraph should be revised to reflect district practice.

The Sierra County Board of Education and the Sierra-Plumas Joint Unified School District Governing Board shall hold one regular joint Board meeting each month starting in January 2023.

Unless otherwise determined by the Board(s), the regular joint meetings shall be held at 6:00pm on the second Tuesday of each month. Meetings will be held at Sierra County Office of Education (109 Beckwith Road, Loyalton CA 96118), Loyalton Elementary School (111 Beckwith Street, Loyalton CA 96118) or Downieville Schools (130 School Street, Downieville CA 95936), alternating each month.

CSBA NOTE: Pursuant to Government Code 54954.2, the agenda for a regular Board meeting is required to be posted at least 72 hours prior to the meeting at a location that is freely accessible to the public. Additionally, Government Code 54954.2 requires that the agenda be posted on the district's website. Other posting requirements may apply where Board members attend and participate remotely as specified in BB 9320.1 - Remote Meetings and Attendance.

The Attorney General has determined in 78 Ops.Cal.Atty.Gen. 327 (1995) that weekend hours may be counted as part of the 72-hour period for posting of the agenda prior to a regular Board meeting. In the same opinion, the Attorney General found that the term "freely accessible" requires that the agenda be posted in a location where it can be read by the public at any time during the 72 hours immediately preceding the meeting. For example, if a building where the agenda is posted is closed during the evening hours, the agenda is required to also be posted in a location accessible during evening hours, such as a lighted display case outside of the building. Additionally, the Attorney General opined in 88 Ops.Cal.Atty.Gen. 218 (2005) that the agenda may be posted on a touch screen electronic kiosk, in lieu of a paper copy on a bulletin board, as long as the kiosk is accessible without charge to the public 24 hours a day, seven days a week.

At least 72 hours prior to a regular Board meeting, the agenda shall be posted at one or more locations

freely accessible to members of the public ~~and, on the district's website, and at any location required by Board Bylaw 9320.1 - Remote Meetings and Attendance.~~ (Government Code 54954.2) ~~One or more locations freely accessible to members of the public shall include the following, at minimum:~~

- ~~1. The meeting site listed on the agenda~~
- ~~2. Each school site within the district~~
1. All possible Post Office locations within the district

CSBA NOTE: Pursuant to Government Code 54957.5, the agenda is required to list the address where the public can inspect agenda materials that are distributed to Board members less than 72 hours before a regular Board meeting. Pursuant to Government Code 54957.5, when agenda materials are distributed to all or a majority of the Board less than 72 hours before a regular Board meeting and outside of regular business hours, the materials may be posted on the district's website in satisfaction of the Brown Act if specified requirements are met. It is recommended that districts with questions regarding this exception consult CSBA's District and County Office of Education Legal Services or district legal counsel. For more information on distributing agenda materials to Board members, see BB 9322 - Agenda/Meeting Materials.

Additionally, pursuant to the California Public Records Act (Government Code 7920.000 - 7930.215), agenda materials related to an open session of a Board's regular Board meeting are "public records" and are subject to inspection by any member of the public as specified in BP/AR 1340 - Access to District Records.

Consistent with ~~Government Code 54957.5 and~~ Board Bylaw 9322 - Agenda/Meeting Materials, whenever agenda materials relating to an open session of a regular Board meeting are distributed to the Board less than 72 hours before the meeting, the Superintendent or designee shall make the materials available for public inspection at a public office or location designated for that purpose. The records shall be posted on the district website at the time the materials are distributed to all or a majority of the Board if distributed outside of business hours. (Government Code 54957.5)

Special Meetings

CSBA NOTE: Government Code 54956 permits the Board president or a majority of the Board to call a special Board meeting. When a majority of the Board has requested a special Board meeting on the same specific topic, the Superintendent or designee shall inform the Board and the meeting shall be organized and called. If an individual Board member desires a special Board meeting on a specific topic that has not been called by the Board president, the Board member should inform the Superintendent or designee rather than other Board members in order to comply with the Brown Act.

Special meetings of the Board may be called at any time by the presiding officer or a majority of the Board members on any topic within the subject matter jurisdiction of the Board unless otherwise prohibited by law or as specified in BB 9323.2 - Actions by the Board. (Government Code 54956)

At least 24 hours before the noticed start time ~~of the meeting~~, written notice of a special ~~meetings~~Board meeting shall be ~~delivered~~: (Government Code 54953.8, 54953.8.3, 54956)

1. Delivered personally or by any other means to all Board members and the local media who have requested such notice in writing. ~~The notice also shall be posted~~
2. Posted on the district's website; ~~and, at least 24 hours before the time of the meeting,~~ in a location freely accessible to the public.-
3. Posted in any location required by Board Bylaw 9320.1 - Remote Meetings and Attendance

The notice shall specify the time and location of the special Board meeting and the business to be transacted or discussed. No other business shall be considered ~~at this meeting.~~ (Education Code 35144; Government Code 54956)

Any Board member may waive the 24-hour written notice requirement prior to the time of the special Board meeting by filing a written waiver of notice with the clerk or secretary of the Board or by being present at the meeting at the time it convenes. (Education Code 35144; Government Code 54956)

~~Every notice of a special meeting shall provide an opportunity for members of the public to directly address the Board concerning any item that has been described in the meeting notice, before or during the item's consideration. (Government Code 54954.3)~~

Emergency Meetings

CSBA NOTE: The emergency Board meeting provisions in Government Code 54956.5 differ from the provisions in Government Code 54953.8.2, as added by SB 707 (Ch. 327, Statutes of 2025), that permit a remote Board meeting based on a proclaimed state of emergency or local emergency. The former permits the Board to hold an urgent Board meeting without the 24-hour notice and posting requirements, while the latter permits the Board to meet remotely without the requirement to post the physical location of Board members.

In the case of an emergency situation for which prompt action is necessary due to the disruption or threatened disruption of public facilities, the Board may hold an emergency Board meeting ~~without complying as long as it complies~~ with all requirements of a special Board meeting, except the 24-hour notice and/or 24-hour posting ~~requirement for special meetings pursuant to Government Code 54956 requirements.~~ (Government Code 54956.5)

The Board may meet in closed session during an emergency ~~meetings~~ Board meeting so long as two-thirds of the members present at the meeting agree or, if less than two-thirds of the members are present, by unanimous vote of the members present. (Government Code 54956.5)

CSBA NOTE: Government Code 54956.5 requires the Board president or designee to give notice of an emergency Board meeting by telephone at least one hour before the meeting to the local media that have requested notice of special Board meetings or, as amended by AB 2350 (Ch. 565, Statutes of 2024), by email.

~~The Board shall comply with all other requirements for special meetings during an emergency meeting. (Government Code 54956.5)~~

Except in the case of a dire emergency, the Board president or designee shall give notice of the emergency Board meeting by telephone or email at least one hour before the meeting to the local media that have requested notice of special Board meetings. ~~All~~ As applicable, all telephone numbers or email addresses provided by the media in the most recent request for notification shall be exhausted. If telephone or internet services are not functioning, the notice requirement of one hour is waived and, as soon after the emergency Board meeting as possible, the Board shall notify those media representatives of the meeting and shall describe the purpose of the meeting and any action taken by the Board. In the case of a dire emergency, the Board president or designee shall give such notice at or near the time notification as is given to the other members of the Board. (Government Code 54956.5)

The minutes of the emergency Board meeting, a list of persons the Board president or designee notified or attempted to notify, a copy of the roll call vote, and any actions taken at the meeting shall be posted for at least 10 days in a public place as soon as possible after the meeting ~~as possible~~. (Government Code 54956.5)

An *emergency* means a work stoppage, crippling activity, or other activity that severely impairs public health and/or safety as determined by a majority of the members of the Board. (Government Code 54956.5)

A *dire emergency* means a crippling disaster, mass destruction, terrorist act, or threatened terrorist activity that poses peril so immediate and significant that requiring the Board to provide one-hour notice before holding an emergency Board meeting may endanger the public health and/or safety as determined by a majority of the members of the Board. (Government Code 54956.5)

Adjourned/Continued Meetings

The Board may adjourn/continue any regular or special Board meeting to a later time and location that shall be specified in the order of adjournment. Less than a quorum of the Board may adjourn/continue such a meeting. If no Board members are present, the secretary or the clerk may declare the Board meeting adjourned/continued to a later time and location and shall give notice in the same manner required for special Board meetings. (Government Code 54955)

Within 24 hours after the time of adjournment/continuance, a copy of the order or notice of adjournment/continuance shall be conspicuously posted on or near the door of the location where the Board meeting was held. (Government Code 54955)

Study Sessions, Retreats, Public Forums, and Discussion Meetings

CSBA NOTE: The following section is optional and may be revised to reflect district practice. Pursuant to Government Code 54954.2, the Board is required to comply with the public notice requirements when holding a study session, retreat, public forum, or other such Board meeting.

The Board may convene a study session or public forum to study an issue in more detail or to receive information from staff or feedback from members of the public. ~~The~~ Additionally, the Board may ~~also~~ convene a retreat ~~or discussion meeting~~ to discuss Board roles and relationships. Any such Board meeting, regardless of title or topic, shall be held as a regular or special Board meeting, as appropriate, and shall comply with all other requirements for regular or special Board meetings. (Government Code 54956)

Other Gatherings

Attendance by a majority of Board members at any of the following events is not subject to the Brown Act provided that a majority of the Board members do not discuss specific district business among themselves other than as part of the scheduled program: (Government Code 54952.2)

1. A conference or similar public gathering open to the public that involves a discussion of issues of general interest to the public or to school board members
2. An open, publicized meeting organized by a person or organization other than the district to address a topic of local community concern
3. An open and noticed meeting of another body of the district
4. An open and noticed meeting of a legislative body of another local agency
5. A purely social or ceremonial occasion
6. An open and noticed meeting of a standing committee of the Board established pursuant to

Board Bylaw 9130 - Board Committees, provided that the Board members who are not members of the standing committee attend only as observers

Individual contacts or conversations between a Board member and any other person that are not part of a series of communications prohibited by the Brown Act are permitted. (Government Code 54952.2)

Location of Meetings

Unless the Board is holding a ~~teleconference~~remote Board meeting during a proclaimed state of emergency or local emergency in accordance with Board Bylaw 9320.1 - Remote Meetings and Attendance, all Board meetings shall be held within district boundaries, except to do any of the following: (Government Code 54954)

1. Comply with state or federal law or court order or attend a judicial or administrative proceeding to which the district is a party
2. Inspect real or personal property which cannot conveniently be brought into the district, provided that the topic of the meeting is limited to items directly related to the property
3. Participate in meetings or discussions of multiagency significance, provided these meetings are held within one of the other agencies' boundaries, with all participating agencies giving the notice required by law
4. Meet in the closest meeting facility if the district has no meeting facility within its boundaries or if its principal office is located outside the district
5. Meet with elected or appointed state or federal officials when a local meeting would be impractical, solely to discuss legislative or regulatory issues affecting the district over which the state or federal officials have jurisdiction
6. Meet in or near a facility owned by the district but located outside the district, provided the meeting agenda is limited to items directly related to that facility
7. Visit the office of the district's legal counsel ~~for~~to meet in closed session on pending litigation, when doing so would reduce legal fees or costs
8. Attend conferences on nonadversarial collective bargaining techniques
9. Interview residents of another district regarding the Board's potential employment of an applicant for Superintendent of the district
10. Interview a potential employee from another district

All Board meetings, regardless of location, shall comply with the applicable notice and open meeting requirements. Additionally, no such meeting may be held in a facility that prohibits the admittance of any person on the basis of ancestry or any characteristic listed in Government Code 11135, which is inaccessible to individuals with disabilities, or where members of the public must make a payment or purchase in order to be admitted. (Government Code 54961)

If a fire, flood, earthquake, or other emergency renders the posted regular or special Board meeting location unsafe and the deadline for posting the location has passed, the meeting shall be held at a location designated by the Board president or designee, who shall so inform all news media who have requested notice of meetings pursuant to Government Code 54956 by the most rapid available means of communication.

Traditional Teleconferencing

~~A Board member may participate in any meeting by teleconference, which includes both audio or video/audio so long as the following conditions are met: (Government Code 54953)-~~

- ~~1. All votes taken during the meeting are by rollcall~~
- ~~2. The meeting is conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency~~
- ~~3. The location of the Board member participating by teleconference is open and accessible to the public during the meeting, except during closed session, such that members of the public may observe in person the Board member participating by teleconference, may hear/listen to the meeting to the same extent as the Board member participating by teleconference, and may make public comment during the same portion of the agenda as others members of the public from the same location as the Board member participating by teleconference~~
- ~~4. The location of the Board member participating by teleconference is noted in the agenda and the agenda is posted at the location of the Board member participating by teleconference in advance of the meeting as statutorily required based on the type of meeting~~
- ~~5. At least a quorum of the members is within the district boundaries.~~

Teleconferencing by Individual Board Member Due to Just Cause

~~Until January 1, 2026, when there is "just cause" preventing a Board member from attending a Board meeting in person, that Board member may participate in that meeting by teleconference without: (Government Code 54953)-~~

- ~~1. Including the location of the Board member participating by teleconference in the agenda~~
- ~~2. Making the location of the Board member participating by teleconference open and accessible to the public~~
- ~~3. Posting the agenda at the location of the Board member participating by teleconference~~

~~A Board member needing to participate by teleconference for just cause shall notify the Board at the earliest possible opportunity, including at the start of a regular meeting, of the need to do so and include a general description of the circumstances relating to the need to appear by teleconference at the given meeting. (Government Code 54953)~~

~~For the Board member to participate by teleconference under this section, all of the following are required: (Government Code 54953)-~~

- ~~1. All votes taken during the meeting are by rollcall~~
- ~~2. At least a quorum of the Board participates in person from a singular physical location clearly identified on the agenda~~
- ~~3. The Board member participating by teleconference utilizes both audio and visual technology to participate in the meeting~~
- ~~4. The Board member participating by teleconference publicly discloses, before any action is taken, whether any individual 18 years of age or older is present at the Board member's location and the general nature of the member's relationship with each such individual~~
- ~~5. The public is able to access the meeting via a two-way audiovisual platform or a two-way audio service and a live webcast, with real-time public comment being allowed via the platform or service, in addition to public comment being available in person~~

~~The platform or service may require members of the public to register in order to make public comments so long as the platform or service is not controlled by the district~~

- ~~6. The agenda for the meeting includes information describing how members of the public can access the platform or service~~

~~If the platform or service is disrupted such that the public cannot access the meeting or give real time public comment, the meeting may continue but the Board may not take action on any agenda item until the disruption is resolved. (Government Code 54953)~~

~~A Board member shall be permitted to participate by teleconference for just cause for no more than two meetings per calendar year. (Government Code 54953)~~

~~For purposes of this section, "just cause" may exist for any of the following: (Government Code 54953)~~

- ~~1. A childcare or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires a Board member to participate remotely~~
- ~~2. A contagious illness prevents a Board member from attending in person~~
- ~~3. A Board member has a need related to a physical or mental disability not otherwise reasonably accommodated~~
- ~~4. A Board member is traveling while on official business of the Board or another state or local agency~~

~~Teleconferencing by Individual Board Member Due to Emergency Circumstances~~

~~Until January 1, 2026, when a physical or family medical emergency would prevent a Board member from attending a Board meeting in person, that Board member may request to participate in such meeting by teleconference. The Board member requesting to appear remotely shall submit the request as soon as possible and include a concise general description of the emergency that necessitated the request. The Board member shall not be required to disclose any disability, medical diagnosis, or personal medical information exempt under existing law. (Government Code 54953)~~

~~If the request is received timely, it shall be added to the agenda as the first item of business at the meeting, even before any closed session items. If the request is not received timely, it shall be taken up by the Board before the first item of business at the meeting. The request shall only be granted upon a vote by the majority of the Board. (Government Code 54953, 54954.2)~~

~~If the request is granted by the Board, the Board member may participate by teleconference without: (Government Code 54953)~~

- ~~1. Including the location of the Board member participating by teleconference in the agenda~~
- ~~2. Making the location of the Board member participating by teleconference open and accessible to the public~~
- ~~3. Posting the agenda at the location of the Board member participating by teleconference~~

~~For the Board member to participate by teleconference due to emergency circumstances, all of the following are required: (Government Code 54953)~~

- ~~1. All votes taken during the meeting are by rollcall~~
- ~~2. At least a quorum of the Board participates in person from a singular physical location clearly identified on the agenda~~
- ~~3. The Board member participating by teleconference utilizes both audio and visual technology to participate in the meeting~~
- ~~4. The Board member participating by teleconference publicly discloses, before any action is taken, whether any individual 18 years of age or older is present at the Board member's location and the general nature of the member's relationship with each such individual~~
- ~~5. The public is able to access the meeting via a two-way audiovisual platform or a two-way audio service and a live webcast, with real time public comment being allowed via the platform or service, in addition to public comment being available in person~~

~~The platform or service may require members of the public to register in order to make public comments so long as the platform or service is not controlled by the district~~

6. ~~The agenda for the meeting includes information describing how members of the public can access the platform or service~~

~~If the platform or service is disrupted such that the public cannot access the meeting or give real time public comment, the meeting may continue but the Board shall not take action on any agenda item until the disruption is resolved. (Government Code 54953)~~

~~In total, a Board member may not participate by teleconference due to emergency circumstances alone, or together with teleconference due to just cause, as specified above, for more than 20 percent of the Board's regular meetings or for more than three consecutive months. If the Board meets less than 10 times in a calendar year, a Board member may not appear remotely due to emergency circumstances for more than two meetings. (Government Code 54953)~~

~~Teleconference Meetings During a Proclaimed State of Emergency~~

~~The Board may conduct a Board meeting entirely by teleconference during a proclaimed state of emergency pursuant to Government Code 8625-8629 in any of the following circumstances: (Government Code 54953)-~~

1. ~~For the purpose of determining whether meeting in person would present imminent risks to the health or safety of attendees due to the emergency~~
2. ~~When the Board has been determined, pursuant to Item #1 above, that meeting in person would present imminent risks to the health or safety of attendees due to the emergency~~

~~The Board may hold a meeting by teleconference during a proclaimed state of emergency without: (Government Code 54953)-~~

1. ~~Including the location of Board members in the agenda~~
2. ~~Making the locations of Board members open and accessible to the public~~
3. ~~Posting the agenda at the locations of Board members~~

~~For the Board to hold such meeting, all of the following are required: (Government Code 54953)-~~

1. ~~All votes taken during the meeting are by rollcall~~
2. ~~The public is able to access the meeting via a call in service or an internet based platform or service, with real time public comment being allowed via the platform or service~~

~~If an internet based platform or service is utilized, it may require members of the public to register in order to make public comments so long as the platform or service is not controlled by the district~~

3. ~~The agenda for the meeting includes information describing how members of the public can access the platform or service~~

~~If the platform or service is disrupted such that the public cannot access the meeting or give real time public comment, the meeting may continue but the Board may not take action on any agenda item until the disruption is resolved. (Government Code 54953)~~

~~For any public comment period with a time limit, the Board may not close that public comment period or the opportunity to register until the full time for public comment has elapsed. For any other public comment period, the Board shall allow a reasonable amount of time to allow members of the public to provide public comment and to register to do so. (Government Code 54953)~~

~~The Board may continue to conduct all meetings by teleconference throughout one or more 45 day periods so long as, prior to the beginning of each 45 day period, the Board has reconsidered the circumstances of the state of emergency and determines that it continues to directly impact the ability of the Board to meet safely in person. (Government Code 54953)~~

| (Government Code 54954)

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

Bylaw adopted: November 13, 2007

revised: January 13, 2009

revised: December 13, 2011

revised: February 14, 2012

revised: October 8, 2013

revised: August 11, 2015

revised: December 13, 2016

revised: January 17, 2017

revised: January 12, 2021

revised: March 08, 2022

revised: December 13, 2022

revised: February 14, 2023

revised: April 4, 2023

revised: December 17, 2024

| revised: ??, 2026

Board Bylaws**Bylaw 9320.1: Remote Meetings And Attendance**

CSBA NOTE: The following Board bylaw specifies the circumstances in which the Governing Board is legally permitted to meet remotely and in which individual Board members are permitted to attend and participate remotely in a Board meeting.

The Governing Board recognizes the need, when permitted by law, to hold Board meetings in which the Board members meet remotely or in which individual Board members attend and participate remotely.

Definitions

Local emergency means either of the following that impacts persons under the jurisdiction of the district or property within the boundaries of the district: (Government Code 54953.8.2)

1. A condition of extreme peril proclaimed by a city, county, or city and county pursuant to Government Code 8630
2. A local health emergency proclaimed pursuant to Health and Safety Code 101080

Remote means not being physically present at the primary in-person location of a Board meeting, and includes the terms "teleconference" and "virtual."

Remote attendance and participation means the ability to attend and participate in a Board meeting by electronic means, through either audio or visual technology, or both.

Remote Board Member means a Board member, not physically present at the Board meeting, who nonetheless seeks to attend and participating in a Board meeting.

State of Emergency means state of emergency proclaimed pursuant to Government Code 8625.

Traditional Method of Remote Attendance

A remote Board member may attend and participate in a Board meeting so long as all of the following conditions are met: (Government Code 54953)

1. All votes taken during the meeting are by rollcall
2. The meeting is conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the Board
3. The physical location of the remote Board member is open and accessible to the public during the meeting, except during closed session, such that members of the public may observe in person the remote Board member; may hear, listen to, or watch the meeting to the same extent as the remote Board member; and may make public comment during the same portion of the agenda as other members of the public from the same location as the remote Board member
4. The location from which the remote Board member will attend the meeting is noted in the

agenda and the agenda is posted at that location in advance of the meeting as statutorily required based on the type of meeting

5. At least a quorum of the Board is within district boundaries

Remote Attendance as an Accommodation

CSBA NOTE: In 107 Ops.Cal.Atty.Gen. 107, the Attorney General opined that a Board member with a qualifying disability under the federal Americans with Disability Act (ADA) is required to be offered remote attendance and participation as a reasonable accommodation. While the Attorney General did not prescribe all of the conditions and requirements of such a reasonable accommodation, the opinion found that it is required to be "done in a manner that simulates in-person attendance." Additionally, Government Code 54953, as amended by SB 707 (Ch. 327, Statutes of 2025), permits remote attendance and participation as a reasonable accommodation for a Board member with a disability but requires that the Board member (1) participate through both audio and visual technology, except that any Board member with a disability may participate only through audio technology if a physical condition related to their disability results in a need to participate off camera, and (2) disclose at the Board meeting before any action is taken whether any other individuals 18 years of age or older are present in the room at the remote location with the Board member, and the general nature of the member's relationship with any of those individuals. The remote Board member in this circumstance is considered to be attending in-person at the physical meeting location for all purposes, including any requirement that a quorum participate from any particular location.

With respect to the requirement to disclose whether any other individuals 18 years of age or older are present in the room at the location with the remote Board member, and the general nature of the member's relationship with any of those individuals, Government Code 54953, as amended by SB 707, does not specify the frequency of such disclosures. One option is for the remote Board member to make the initial disclosure at the start of the Board meeting and then make additional disclosures, if needed, each time an individual 18 years of age or older enters or exits the room. Another option is for the remote Board member to make separate disclosures before each Board action. It is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel to determine the best means of complying with this requirement.

A Board member with a qualifying disability under the Americans with Disabilities Act that precludes the Board member from attending a Board meeting in person or from attending and participating remotely in a Board meeting using the method specified in "Traditional Method of Remote Attendance" above may request to attend and participate remotely as a reasonable accommodation for the Board member's disability.

If the request is granted based on the district's process for reviewing reasonable accommodations, the remote Board member shall be permitted to attend and participate in the Board meeting as long as the following requirements are met: (Government Code 54953)

CSBA NOTE: While Government Code 54953 does not require that all votes be taken by rollcall when a remote Board member attends and participates as an accommodation, it is the practice required for every other situation in which there is remote attendance and participation as a means to ensure vote clarity. Item #1 below incorporates this approach and should be modified to reflect district practice.

1. All votes taken during the meeting are by rollcall
2. The remote Board member utilizes both audio and visual technology to participate in the meeting, except no visual technology shall be required if a physical condition related to their disability results in a need to participate off camera

3. The remote Board member publicly discloses, before any action is taken, whether any individual 18 years of age or older is present at the Board member's location and the general nature of the member's relationship with each such individual

In this circumstance, the following conditions are not required: (Government Code 54953)

1. Including the location of the remote Board member in the agenda
2. Making the location of the remote Board member open and accessible to the public
3. Posting the agenda at the location of the remote Board member

Additionally, in this circumstance, the remote Board member shall be considered to be attending in-person at the physical meeting location for all purposes, including any requirement that a quorum participate from any particular location. (Government Code 54953)

These requirements and conditions may be modified as required by law or the district may offer another reasonable accommodation as appropriate.

Remote Attendance Due to Just Cause

CSBA NOTE: Government Code 54953.8.3, as added by SB 707, authorizes a remote Board member to attend and participate in a Board meeting for "just cause," as described below. This authorization, which goes into effect July 1, 2026, replaces prior provisions which authorized a remote Board member to attend and participate in a Board meeting for "just cause" or "emergency circumstances."

Beginning July 1, 2026, a remote Board member may attend and participate in a Board meeting based on any of the following "just cause" reasons: (Government Code 54953.8.3)

1. A childcare or caregiving need of a Board member's child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires the Board member to attend and participate remotely
2. A contagious illness that prevents a Board member from attending in person

CSBA NOTE: Item #3 below is for a Board member's physical or mental condition for which remote attendance is not required as a reasonable accommodation under the ADA. For more information about reasonable accommodations under the ADA, see "Remote Attendance as an Accommodation" above.

3. A need related to a Board member's physical or mental condition not otherwise reasonably accommodated
4. A Board member is traveling while on official business of the Board or another state or local agency
5. An immunocompromised child, parent, grandparent, grandchild, sibling, spouse, or domestic partner of a Board member requires the Board member to attend and participate remotely
6. A physical or family medical emergency prevents a Board member from attending in person
7. Military service obligations that result in a Board member being unable to attend in person because the Board member is serving under official written orders for active duty, drill, annual

training, or any other duty required as a member of the California National Guard or a United States Military Reserve organization that requires the Board member to be at least 50 miles outside the boundaries of the district

The remote Board member shall notify the Board at the earliest possible opportunity, including at the start of a Board meeting, of the need to attend and participate remotely for just cause, including the general circumstances of the Board member's need to attend and participate remotely. The remote Board member need not disclose any medical diagnosis or disability, or any personal medical information that is otherwise exempt under existing law. The minutes for the Board meeting shall identify the specific provision that is the basis for the just cause. (Government Code 54953, 54953.8.3)

Additionally, when a remote Board member attends and participates in a Board meeting based on just cause, all of the following conditions shall be met: (Government Code 54953, 54953.8, 54953.8.3)

1. All votes taken during the meeting are by rollcall
2. The meeting is conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the Board
3. The public is able to access the meeting via a two-way audiovisual platform or a two-way audio service and a live webcast, with real-time public comment being allowed via the platform or service, in addition to public comment being available in person

The platform or service may require members of the public to register in order to make public comments as long as the platform or service is not controlled by the district.

4. The agenda for the meeting includes information describing how members of the public can access the platform or service and how members of the public can offer public comment
5. The minutes of the Board meeting state that the remote Board member attended and participated remotely
6. At least a quorum of the Board participates in person from a singular physical location clearly identified on the agenda and which is within district boundaries and is open to the public
7. The remote Board member utilizes both audio and visual technology to participate in the meeting

CSBA NOTE: Government Code 54953.8.3, as added by SB 707, requires a remote Board member attending and participating due to just cause to publicly disclose whether any individual 18 years of age or older is present in the room with the remote Board member and, if so, the general nature of the member's relationship with each such individual before "any" Board action is taken, but does not specify the frequency of such disclosures. One option is for the remote Board member to make the initial disclosure at the start of the Board meeting and then make additional disclosures, if needed, each time an individual 18 years of age or older enters or exits the room. Another option is for the remote Board member to make separate disclosures before each Board action. It is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel to determine the best means of complying with this requirement.

8. The remote Board member publicly discloses, before any action is taken, whether any individual 18 years of age or older is present at the Board member's location and the general nature of the member's relationship with each such individual

In this circumstance, the agenda need not include the location of the remote Board member or be posted at that location, and the location of the remote Board member need not be open and accessible to the public. (Government Code 54953, 54953.8)

The Board shall give notice of the means by which members of the public may access the meeting and offer public comment. The agenda shall identify and include an opportunity for all persons to attend via a call-in option or an internet-based service option. (Government Code 54953.8)

If the platform or service is disrupted such that the public cannot access the meeting or give real-time public comment, the Board meeting may continue but the Board may not take action on any agenda item until public access to the meeting is restored. (Government Code 54953.8)

CSBA NOTE: Government Code 54953.8.3, as added by SB 707, sets an annual limit on the number of times a remote Board member can attend and participate in a Board meeting for just cause, which is based on the frequency of the Board's regular meetings. Districts should select the option below which best aligns with its regular Board meeting frequency.

OPTION 1: (For Boards that generally hold no more than one regular meeting per month)

A remote Board member may attend and participate in no more than two Board meetings per year for just cause. (Government Code 54953.8.3)

OPTION 1 ENDS HERE

OPTION 2: (For Boards that generally hold two regular meetings per month)

A remote Board member may attend and participate in no more than five Board meetings per year for just cause. (Government Code 54953.8.3)

OPTION 2 ENDS HERE

OPTION 3: (For Boards that generally hold at least three regular meetings per month)

A remote Board member may attend and participate in no more than seven Board meetings per year for just cause. (Government Code 54953.8.3)

OPTION 3 ENDS HERE

CSBA NOTE: Pursuant to Government Code 54953.8.3, as added by SB 707, a "meeting," for the purpose of counting remote attendance and participation, is defined as any number of Board meetings that begin on the same calendar day.

A remote Board member's attendance and participation in multiple Board meetings that begin on the same calendar day shall only count as one Board meeting for purposes of this limit.

Remote Board Meetings During a Proclaimed State of Emergency

CSBA NOTE: Government Code 54953.8.2, added by SB 707, supplanted the authority previously contained in Government Code 54953 related to remote Board meetings during a proclaimed state of emergency and expanded that authority to address local emergencies.

The Board may conduct a remote Board meeting during a proclaimed state of emergency or local emergency in either of the following circumstances: (Government Code 54953.8.2)

1. For the purpose of determining, by majority vote, whether meeting in person would present imminent risks to the health or safety of attendees due to the emergency
2. When the Board, pursuant to Item #1 above, has determined that meeting in person would present imminent risks to the health or safety of attendees due to the emergency

In either such circumstance, the Board may hold a remote Board meeting without: (Government Code 54953.8, 54953.8.2)

1. Including the location of Board members in the agenda
2. Making the locations of Board members open and accessible to the public
3. Posting the agenda at the locations of Board members
4. Having at least a quorum of the Board members within the district boundaries

When the Board holds such a meeting, all of the following shall be followed: (Government Code 54953.8, 54953.8.2)

1. All votes taken during the meeting are by rollcall
2. The public is able to access the meeting via a call-in or audiovisual platform or service, with real-time observation of the meeting and public comment being allowed via the platform or service

The platform or service may require members of the public to register in order to make public comments so long as the platform or service is not controlled by the district.
3. The agenda for the meeting includes information describing how members of the public can access the platform or service

The Board may continue to conduct all Board meetings remotely throughout one or more 45-day periods as long as, prior to the beginning of each 45-day period, the Board has reconsidered the circumstances of the proclaimed state of emergency or local emergency and determined that it continues to directly impact the ability of the Board to meet safely in person. (Government Code 54953.8.2)

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Bylaw adopted: ??, 2026

Board Policy Manual

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

Board Bylaws**Bylaw 9322: Agenda/Meeting Materials**Agenda Content

Governing Board meeting agendas shall reflect the county/district's vision and goals and the Board's focus on student learning and well-being.

CSBA NOTE: Government Code 54954.2 requires meeting agendas to briefly describe each item to be discussed, including closed session items, and states that a brief general description of an item generally need not exceed 20 words. For information regarding the different types of meetings and meeting location requirements, see BB 9320 - Meetings and Notices. For information regarding remote meetings and attendance, see BB 9320.1 - Remote Meetings and Attendance. For agenda requirements regarding closed session agenda items, see BB 9321 - Closed Session.

Each agenda shall state the meeting time and location(s) and shall briefly describe each item ~~to be transacted or discussed~~ listed in the agenda, including items to be discussed in closed session: in accordance with Board Bylaw 9321 - Closed Session. (Government Code 54954.2)

For a regular meeting, the Board may consider an item not included in the posted agenda in accordance with Board Bylaw 9323.2 - Actions by the Board.

Public Comment

CSBA NOTE: Education Code 35145.5 mandates the Board to adopt regulations which ensure that the public can address the Board regarding matters within the subject matter jurisdiction of the Board.

The agenda shall provide members of the public the opportunity to address the Board on any agenda item before or during the Board's consideration of the item. ~~The agenda for a regular meeting shall also provide members of the public an opportunity to address the Board regarding matters within the subject-jurisdiction of the Board which are not on the,~~ including items to be considered in closed session in accordance with Board Bylaw 9321 - Closed Session and items listed on the consent agenda. (Education Code 35145.5; Government Code 54954.3)

CSBA NOTE: Government Code 54954.3 authorizes reasonable regulations regarding public comment, including establishing limits on the total amount of time allocated for public testimony and for each individual speaker.

There are different practices regarding public comment. Option 1 below reflects that members of the public are provided with one opportunity to address the Board on all open session agenda items. Option 2 below reflects that members of the public are provided with separate opportunities to address the Board on each open session agenda item. Districts should select and complete the option below that reflects district practice or modify an option below to reflect district practice.

OPTION 1 (ONE PUBLIC COMMENT ITEM FOR ALL OPEN SESSION AGENDA ITEMS)

Before any other open session agenda item, there shall be one public comment item on every meeting agenda to give members of the public the opportunity to address the Board on any item on the open session agenda. The public comment period shall last no longer than -- minutes unless 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.

OPTION 1 ENDS HERE

OPTION 2 (SEPARATE PUBLIC COMMENT FOR EACH OPEN SESSION AGENDA ITEM)

As part of every open session item, there shall be an opportunity for members of the public to address the Board on that item. The time set aside for public comment on each item shall last no longer than minutes unless extended in accordance with Board Bylaw 9323 - Meeting Conduct. No member of the public may be permitted to speak more than once on each item.

OPTION 2 ENDS HERE

CSBA NOTE: Government Code 54954.3 provides an exception to the public comment requirement when the item was previously considered by a committee comprised exclusively of Board members and, as amended by SB 707 (Ch. 327, Statutes of 2025), imposes additional requirements for when the exceptions may apply.

The agenda ~~does not~~ need ~~to not~~ provide an opportunity for public comment on an item that has previously been considered at an open meeting by a committee comprised exclusively of Board members, provided that ~~members~~all of the following conditions were met: (Government Code 54954.3)

1. Members of the public were afforded an opportunity to comment on the item, before or during the committee's consideration of the item, ~~and the~~
2. The item has not been substantially changed since the committee considered it. ~~(~~
3. A quorum of the committee attended and participated in the committee meeting at which the item was considered from a singular physical location that was clearly identified on the agenda, open to the public, and situated within the boundaries of the district
4. Any other applicable provisions of Government Code 54954.3 ~~)~~

Additionally, the agenda for a regular meeting shall provide members of the public with an opportunity to address the Board regarding matters within the subject matter jurisdiction of the Board which are not on the agenda. (Education Code 35145.5; Government Code 54954.3)

The notice and agenda shall ~~describe the means available for~~include information describing how members of the public ~~to can~~ access the meeting and provide platform or service and how members of the public can offer public comment in person and, if a Board member is appearing remotely due to an emergency circumstance or for just cause required pursuant to Government Code 54953, through an internet based service or call in option (Government Code 54953) Board Bylaw 9320.1 - Remote Meetings and Attendance.

Disability-Related Accommodations or Modifications

CSBA NOTE: Government Code 54954.2 requires that the agenda include information regarding how, when, and to whom a request for a disability-related accommodation or modification may be made. Additionally, Government Code 54953.8, as added by SB 707, restates the requirements from Government Code 54953 which provides that boards maintain and implement a procedure for receiving and swiftly resolving requests for reasonable accommodation for individuals with disabilities, consistent with the Americans with Disabilities Act (ADA) (42 USC 12132), and to resolve any doubt in favor of accessibility. The following paragraph should be modified to reflect district practice as to when and to whom such a request should be made.

The agenda shall include information regarding how, when, and to whom a request for disability-related accommodations or modifications, including auxiliary aids and services, may be made by an individual who requires accommodations or modifications in order to participate in the ~~Board~~ meeting, as well as the procedure for receiving and resolving such requests as required by law. (Government Code ~~54953.8,~~ 54954.2, ~~54953~~)

CSBA NOTE: Pursuant to Government Code 54957.5, the agenda for a regular meeting is required to include the address of the location where the public can inspect any materials that are related to an open session item and are distributed to the Board less than 72 hours before that meeting. In Fowler v. City of Lafayette, the California Appellate Court clarified that the disclosure requirements of Government Code 54957.5 also apply to claims or written threats of litigation pursuant to Government Code 54956.9.

For more information regarding the dissemination of agenda materials to the public, see "Regular Meeting Agenda Dissemination to Members of the Public" and "Special Meeting Agenda Dissemination to Members of the Public" below.

Each agenda for a regular meeting shall list the address designated by the Superintendent or designee for public inspection of documents related to an open session item, or for records of a statement threatening litigation against the district to be discussed in closed session, when such documents have been distributed to the Board less than 72 hours before the meeting. (Government Code 54956.9, 54957.5)

CSBA NOTE: Pursuant to Education Code 49073.2, the Board is prohibited from including in its minutes a student's directory information, as defined in Education Code 49061, or a parent/guardian's personal information, as defined in Education Code 49073.2, when the student or parent/guardian has provided the Board with a written request that such information be excluded; for more information on regarding minutes, see BB 9324 - Minutes and Recordings. In order to notify students and parents/guardians of the right to request that this information be withheld, the following paragraph requires including such a statement in each agenda and should be modified to reflect district practice.

Each agenda shall include a statement regarding the option for students and parents/guardians to request that directory information or personal information of the student or parent/guardian, as defined in Education Code 49061 and/or 49073.2, be excluded from the minutes. ~~The~~ Additionally, the agenda shall ~~also~~ state that the request must be made in writing to the secretary or clerk of the Board. (Education Code 49073.2)

Agenda Preparation

CSBA NOTE: It is common practice for the Board president and the Superintendent to work together to develop the agenda for each meeting. However, some Boards prefer that the Board president makes the final decision regarding the agenda. The following paragraph reflects collaboration between the Board president and Superintendent and should be modified to reflect district practice.

The Board president and the Superintendent, as secretary to the Board, shall work together to develop the agenda for each ~~regular and special~~ meeting.

~~Any, including whether an item requires Board member action and whether an item shall be considered in open or member of the public closed session.~~

CSBA NOTE: Education Code 35145.5 mandates that the Board adopt reasonable regulations to ensure that members of the public can place matters directly related to district business on meeting agendas. Districts are free to establish their own timeline for placing an item on the agenda, taking into account staff time and resources, as long as the established timeline is a reasonable one. In Caldwell v. Roseville Joint Union High School District, a federal district court upheld a district bylaw requiring members of the public to submit a written request in order to place items on a meeting agenda. The following paragraph requires that members of the public submit a written request and should be revised to reflect district practice.

Any member of the public, or an individual Board member acting in that Board member's capacity as a member of the public, may request that a matter within the subject matter jurisdiction of the Board be placed on the agenda of a regular meeting. The request shall be submitted in writing to the Superintendent or designee with supporting documents and information. (Education Code 35145.5)

CSBA NOTE: In *Mooney v. Garcia*, the California Appellate Court reaffirmed the Board's discretion in determining whether an agenda item is within the subject matter jurisdiction of the Board.

The Board president and Superintendent shall decide whether such a request ~~from a member of the public~~ is within the subject matter jurisdiction of the Board. Items not within the subject matter jurisdiction of the Board ~~may~~shall not be placed on the agenda. ~~In addition, before placing the item on the agenda, the~~ Additionally, if the Board president and Superintendent ~~shall~~ determine ~~if that~~ the ~~item request~~ is merely a request for information, ~~and if so, respond accordingly.~~

~~If the Board president and Superintendent deny a request from a Board member to place an item on the agenda, the Board member may request the Board take action during a Board meeting to determine whether the item then the request shall~~ not be placed on the agenda.

CSBA NOTE: It is common practice for individual Board members to be permitted to request that matters within the subject matter jurisdiction of the Board be placed on an agenda. However, even if no such explicit permission exists, Board members may do so as members of the public pursuant to Government Code 35145.5. The following two paragraphs, which should be modified to reflect district practice, create separate authority for individual Board members to request that matters within the subject matter jurisdiction of the Board be placed on an agenda and a process by which that request can be voted on by the Board if it is denied.

A Board member may request in writing, at a meeting as part of a related open session item, or at a meeting as part of an open session item intended for this purpose that a specific matter within the subject matter jurisdiction of the Board be placed on an upcoming Board agenda. Within thirty (30) days of receiving the request, the Board member shall be informed by the Board president if the request has been approved or denied by the Board president and Superintendent.

~~The~~If the request is approved, the Board president and Superintendent shall ~~also decide whether an agenda item is appropriate for discussion in open or closed session, inform the Board member of the general timeframe that the matter will be placed on an agenda, on which part of the agenda the item will appear, and whether the item requires action by the Board.~~ If the request is denied, the Board president and Superintendent fail to provide a response to the request, or the requesting Board member disagrees with the timeframe that the matter will be placed on an agenda, on which part of the agenda the item will appear, ~~or whether the item should be an~~requires action by the Board, then the Board member may appeal the response to the request to the Board. The Board president and Superintendent shall place the appeal on the next upcoming regular meeting agenda for Board action, but only as to whether, when, and how to agendize the requested matter. If a majority of the Board agrees with the appeal, the item subject to Board vote or an information item, and when the item is placed on the agenda will be considered in accordance with the decision of the majority of the Board.

CSBA NOTE: The following optional paragraph is for boards that use the consent agenda or calendar to take action on matters of a routine nature for which discussion may not be necessary. It is important for such boards to limit the use of the consent agenda to noncontroversial matters and to establish rules that help ensure that any use of the consent agenda does not reduce transparency in the Board's conduct of district business or result in violation of the open meeting laws. Additionally, boards should be aware that, by law, certain items may not be placed on the consent agenda. For more information regarding what item may not be placed on the consent agenda, see BB 9323.2 - Actions by the Board.

In order to promote efficient meetings, the Board may bundle a number of items and act upon them together by a single vote through the use of a consent agenda, except as required by law. Consent items shall be items of a routine nature ~~and items~~ for which Board discussion is not anticipated and for which the Superintendent recommends approval. ~~When any Board member requests the removal of an item from the consent agenda, the item shall be removed and given individual consideration for action as a separate agenda item.~~

~~The agenda shall provide an opportunity for members of the public to comment on any consent agenda item unless such item has been previously considered at an open meeting of a committee comprised exclusively of Board members. (Government Code 54954.3)~~

~~Any Board action that involves borrowing \$100,000 or more shall be discussed, considered, and deliberated upon as a separate item of business on the meeting agenda. (Government Code 53635.7)~~

~~All public communications with the Board are subject to requirements of relevant Board policies and administrative regulations.~~

Agenda Dissemination to Board Members

CSBA NOTE: Pursuant to Government Code 7921.310, when the Board, in the conduct of its duties, is authorized by law to access any writing of the Board or district, including the agenda and supporting documents, the district is prohibited from discriminating between or among Board members as to when and which writing will be made available.

At least 72 hours before each regular meeting, each Board member shall be provided a copy of the agenda and ~~agenda packet, including all related materials such as~~ the Superintendent or designee's report; minutes to be approved; copies of communications; reports from committees, staff, and others; and other available supporting documents pertinent to the meeting.

Additionally, the Superintendent or designee may distribute to the Board additional materials related to agenda items less than 72 hours before each regular meeting, as permitted by law.

CSBA NOTE: Government Code 54956, as amended by SB 707, only refers to the authority to "call" and "notice" a special meeting. However, in practice these terms, particularly "notice," are synonymous with "agenda." The following paragraph utilizes the term "agenda" and should be modified to reflect district practice.

~~When special meetings are~~ When a special meeting is called, Board members shall receive, the agenda and all related materials at least 24 hours prior to the meeting, ~~notice of the business to be transacted.~~ (Government Code 54956)

Board members shall review the agenda and all related materials before each regular or special meeting. Individual Board members may confer directly with the Superintendent or designee to ask questions and/or request additional information on agenda items. However, a majority of Board members shall not, outside of a noticed meeting, directly or through intermediaries or electronic means, discuss, deliberate, or take action on any matter within the subject matter jurisdiction of the Board.

Regular Meeting Agenda Dissemination to Members of the Public

~~Agenda~~ The agenda and all related materials distributed to the Board related to a regular meeting shall be made available to the public upon request without delay. However, only those documents which are disclosable public records under the California Public Records Act (PRACCPRA) and which relate to an agenda item scheduled for the open session portion of a regular meeting or which contain a claim or written threat of litigation which will be discussed in closed session shall be made available to the public. (Government Code 54956.9, 54957.5)

CSBA NOTE: The Attorney General opined in 78 Ops.Cal.Atty.Gen. 327 (1995) that weekend hours may be counted as part of the 72-hour period for posting of the agenda prior to a regular meeting. In the same opinion, the Attorney General found that the requirement for the agenda to be posted in a "freely accessible" location means that it can be read by the public at any time, including evening hours, during the 72 hours immediately preceding the meeting.

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public. (Government Code 54954.2)

CSBA NOTE: Government Code 54954.2 requires that the agenda be posted on the homepage of the district website, if it has one, in accordance with law. Districts that use an integrated agenda management platform, such as CSBA's GAMUT Meetings, may provide a direct link on the homepage of the district's website to access agendas posted on the platform. Pursuant to Government Code 54954.2, the link is required to not be solely accessible through a contextual menu, and the agenda must be posted in a format which is retrievable, downloadable, indexable, electronically searchable by commonly used Internet search applications, available to the public free of charge, and without any restriction that would impede the reuse or redistribution of the agenda.

The Attorney General has opined in 99 Ops.Cal.Atty.Gen. 11 (2016) that the Brown Act regular meeting online agenda posting provision contained within Government Code 54954.2 is not necessarily violated when a local agency's website experiences technical difficulties that cause the agenda to become inaccessible to the public for a portion of the 72 hours that precede the meeting. If the local agency has otherwise substantially complied with the Brown Act agenda posting requirements, the legislative body may lawfully hold its regular meeting as scheduled.

Pursuant to Government Code 54957.5, the district may post on the district's website any writing related to an open session item of a regular meeting which is distributed to Board members less than 72 hours before the meeting, when, due to the closure of the location designated for inspection, the writing is not available for inspection by the public. To post such a writing, the requirements specified in Items #1-4 below are required to be met. It is recommended that districts with questions regarding this exception consult CSBA's District and County Office of Education Legal Services or district legal counsel.

~~In addition~~ **Additionally**, the Superintendent or designee shall post the agenda on the homepage of the district website. The posted agenda shall be accessible through a prominent direct link to the current agenda or to the district's agenda management platform in accordance with Government Code 54954.2. When the district utilizes an integrated agenda management platform, the link to that platform shall take the user directly to the website with the district's agendas, and the current agenda shall be the first available. (Government Code 54954.2)

If a writing which relates to an open session agenda item or which contains a claim or written threat of litigation which will be discussed in closed session during a regular ~~Board~~ meeting is distributed to the Board less than 72 hours prior to ~~at~~ the meeting, the Superintendent or designee shall make the writing available for public inspection at a designated location at the same time the document is distributed to all or a majority of the Board.

However, if the writing is distributed to at least a majority of the Board at a time when the designated location is closed to the public, this requirement may be satisfied by posting the writing on the district website if the following conditions are met: (Government Code 54957.5)

1. An initial staff report or similar document containing an executive summary and any staff recommendations related to the agenda item is made available for public inspection at the designated location at least 72 hours before the meeting

2. The writing is immediately posted on the district's website in a position and manner that makes it clear that the writing relates to an agenda item for the upcoming meeting
3. The district lists the website address where such writings may be accessed on all Board meeting agendas
4. A physical copy of the document is made available for public inspection at the designated location at the beginning of the next regular business hours, but not less than 24 hours before the ~~relevant Board~~ meeting

The Superintendent or designee shall mail a copy of the agenda or a copy of all the documents constituting the agenda packet to any person who requests the items. The materials shall be mailed at the time the agenda is posted or upon distribution of the agenda to a majority of the Board, whichever occurs first. (Government Code 54954.1)

The Superintendent or designee shall email a copy of, or a website link to, the agenda or a copy of all the documents constituting the agenda packet to any person who requests such items to be delivered by email. If the Superintendent or designee determines that it is technologically infeasible to do so, a copy of the agenda or a website link to the agenda and a copy of all other documents constituting the agenda packet shall be sent to the person who has made the request in accordance with mailing requirements specified in law. (Government Code 54954.1)

Any request for mailed copies of agendas or agenda packets shall be in writing and shall be valid for the calendar year in which it is filed. Written requests must be renewed following January 1 of each year. (Government Code 54954.1)

CSBA NOTE: Government Code 54954.1 authorizes districts to charge a fee for mailing the agenda or agenda packet as long as the fee does not exceed the cost of providing the service. Pursuant to Government Code 54957.5, a surcharge may not be imposed for providing the agenda and other public record documents in alternative formats to persons with disabilities. The following optional paragraph is for use by districts that charge a fee for mailing the agenda or agenda packet and should be deleted or modified to reflect district practice.

Persons requesting mailing of the agenda or agenda packet shall pay an annual fee, as determined by the Superintendent or designee, not to exceed the cost of providing the service.

Any document prepared by the district or Board and distributed during a ~~public~~ public open meeting shall be made available for public inspection at the meeting. Any document prepared by another person shall be made available for public inspection after the meeting. These requirements shall not apply to a document that is exempt from public disclosure under the PRACCPRA. (Government Code 54957.5)

CSBA NOTE: Pursuant to Government Code 54954.1, upon request, the agenda and all related materials are required to be made available in appropriate alternative formats to persons with a disability, as required under the ADA. Examples of alternative formats, also referred to as "auxiliary aids and services," are listed in 28 CFR 36.303 and include accessible electronic and information technology, audio recordings, or Braille materials.

Upon request, the Superintendent or designee shall make the agenda, agenda packet, and/or any writings distributed at the meeting available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act.- (Government Code 54954.1)

Special Meeting Agenda Dissemination to Members of the Public

CSBA NOTE: The portions of the Brown Act related to the dissemination of the agenda and related materials are inconsistent in regard to whether they apply solely to regular meetings or are silent as to which type of meeting they apply. Out of an abundance of caution and to reflect common practice among districts, the following section, which should be modified to reflect district practice, is written to extend the agenda dissemination requirements for regular meetings to special meetings. It is recommended that districts with questions regarding special meeting agenda dissemination consult CSBA's District and County Office of Education Legal Services or district legal counsel.

The requirements for the dissemination of regular meeting agendas and related materials and writings to members of the public found in "Regular Meeting Agenda Dissemination to Members of the Public" shall be applicable to the dissemination of special meeting agendas and related materials and writings to members of the public except that the 24-hour requirement shall apply rather than the 72-hour requirement.

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
Bylaw adopted: April 10, 2007
revised: May 12, 2009
revised: October 11, 2011
revised: February 12, 2013
revised: January 8, 2019
revised: May 10, 2022
revised: July 11, 2023

Board Policy Manual

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

Board Bylaws

Bylaw 9323: Meeting Conduct

Meeting Procedures

All Governing Board meetings shall begin on time and shall be guided by an agenda prepared in accordance with Board bylaws and posted and distributed in accordance with the Ralph M. Brown Act (open meeting requirements) and other applicable laws.

CSBA NOTE: The law does not require a particular set of procedures to govern Governing Board meetings. However, it is common to use Robert's Rules of Order or Rosenberg's Rules of Order. The following paragraph should be modified to reflect district practice.

The Board chair, who is either the Board president or the Board member chairing the meeting at the time if the Board president is absent, shall conduct Board meetings in accordance with ~~Board bylaws and procedures that Robert's Rules of Order to~~ enable the Board to efficiently consider issues and carry out the will of the majority.

CSBA NOTE: The following optional paragraph limits the length of Board meetings and should be revised to reflect district practice.

The Board believes that late night meetings can deter public participation, ~~can~~ affect the Board's decision-making ability, and ~~can~~ be a burden to staff. Regular Board meetings shall be adjourned by 10:30 p.m. unless extended to a specific time determined by a majority of the Board. The meeting shall be extended no more than once and, if necessary, may subsequently be adjourned to a later date.

CSBA NOTE: The following optional paragraph, which should be revised to reflect district practice, is for boards that use the consent agenda or calendar to take action on matters of a routine nature for which discussion may not be necessary. For more information regarding the use of a consent agenda or calendar, see BB 9322 - Agenda/Meeting Materials.

When any Board member requests the removal of an item from the consent agenda, the item shall be removed and given individual consideration for action as a separate agenda item. The Board chair shall determine where on the agenda the former consent item is placed.

Quorum and Abstentions

~~The~~ Except as required by law, the Board shall act by majority vote of all of the membership constituting the Board. (Education Code 35164)

~~The~~ Except when prohibited by law, the Board ~~believes that when no conflict of interest requires abstention, expects~~ its members ~~have a duty~~ to vote on all issues before them. When a member abstains, the abstention shall not be counted for purposes of determining whether a majority of the membership of the Board has taken action.

Public Participation

CSBA NOTE: Pursuant to Government Code 54953.3, members of the public cannot be required to register their names, complete a questionnaire, or provide other information as a condition of attending a Board meeting, except that a member of the public desiring to observe the meeting or provide comment through the use of a third party website or online platform may be required to register as required by the third party provider.

Members of the public may be given or asked for non-personal identifying information (e.g., a numbered ticket) to indicate speaking order for public comment. If an attendance list or similar document is posted near the entrance or circulated during the meeting, it is required to clearly state that signing or completing the document is voluntary.

Members of the public are encouraged to attend Board meetings and to address the Board concerning any item on the agenda or within the Board's jurisdiction. So as not to inhibit public participation, ~~persons~~members of the public attending a Board ~~meetings~~meeting shall not be requested to sign in, complete a questionnaire, or otherwise provide their name or other information as a condition of attending the meeting, except ~~that if the meeting is conducted using remote public participation or with a Board member attending remotely pursuant to Government Code 54953,~~ a member of the public ~~desiring to provide~~desires to observe the meeting or make public comment through the use of a third party ~~internet~~ website or online platform ~~may be required to register~~ as required by the third party provider.

~~In order to conduct district business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the following procedures:-~~

~~The~~To facilitate public comment, the Board ~~shall give~~may request that members of the public ~~an opportunity who wish~~to address the Board on any item of interest give public comment provide their names or other identifying information to determine speaking order.

~~In order to conduct district business in an orderly and efficient manner, public comment shall occur in accordance with Board Bylaw 9322 - Agenda Meeting/Materials and in compliance with the public that is within the subject matter jurisdiction of the Board, either before or during the Board's consideration of the item. (Education Code 35145.5; Government Code 54954.3) following procedures:~~

CSBA NOTE: District employees have the same right as members of the public to address the Board during a public Board meeting. In 90 Ops.Cal.Atty.Gen. 47 (2007), the Attorney General opined that, under the Ralph M. Brown Act, an administrative district employee cannot be prohibited from attending a Board meeting or from speaking during the public comment period, including comments on an employment-related issue.

~~At a time so designated on the agenda at a regular meeting, members of the public may bring before the Board matters that are not listed on the agenda.-~~

1. The Board shall take no action or discussion on any item not appearing on the posted agenda, except as authorized by law- (Education Code 35145.5; Government Code 54954.2)
2. ~~Without taking action,~~ Board members or district staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda-(Government Code 54954.2)

Additionally, on their own initiative or in response to questions posed by the public, Board members or staff members may ask a question for clarification, make a brief announcement, or make a brief report on their own activities. (Government Code 54954.2)

~~Furthermore~~In addition, the Board or a Board member may provide a reference to staff or other resources for factual information, ask staff to report back to the Board at a subsequent meeting concerning any matter, or take action directing staff to place a matter of business on a future agenda. (Government Code 54954.2)

- ~~3. The Board need not allow the public to speak on any item that has already been considered by a committee composed exclusively of Board members at a public meeting where the public had the opportunity to address the committee on that item. However, if the Board determines that the item has been substantially changed since the committee heard the item, the Board shall provide an opportunity for the public to speak. (Government Code 54953)~~

CSBA NOTE: Government Code 54954.3 authorizes reasonable regulations, including the total amount of time allocated for each individual speaker and whether speakers may defer or combine time. The following paragraph may be modified to reflect district practice.

- ~~4.3. A person~~ A member of the public wishing to be heard by the Board shall first be recognized by the ~~president and shall then proceed to comment as briefly as the subject permits.~~

~~In general, individual speakers will~~ Board chair

~~An individual speaker shall be allowed threea maximum of~~ minutes to address the Board ~~on each agenda or nonagenda item, and the Board will limit the total time for public input on each item to 20 minutes. However, in exceptional circumstances when necessary to ensure full opportunity for public input, the Board president may, with Board consent. However, the Board chair, or a majority of the Board, may~~ adjust the amount of time allowed for public input and/or the time allotted for each speaker. Any such adjustment shall be done equitably so as to allow a diversity of viewpoints. ~~The president~~Additionally, the Board chair may ~~also~~ ask members of the public with the same viewpoint to select a few individuals to address the Board on behalf of that viewpoint.

In order to ensure that non-English speakers receive the same opportunity to directly address the Board, any member of the public who utilizes a translator shall be provided at least twice the allotted time to address the Board, unless simultaneous translation equipment is used to allow the Board to hear the translated public testimony simultaneously. (Government Code 54954.3)

- ~~4. The Board president~~An individual speaker may rule on give some or all of the appropriateness of a topicspeaker's time to another speaker, provided that no individual speaker is permitted to speak more than the maximum time permitted per individual speaker pursuant to Board Bylaw 9322 - Agenda/Meeting Materials

- ~~5. For any public comment period with a time limit when a remote Board member is attending and participating based on just cause pursuant to Board Bylaw 9320.1 - Remote Meetings and Attendance, the Board may not close that public comment period or the opportunity to register to provide public comment via the two-way audiovisual platform or two-way audio service until the full time for public comment has elapsed (Government Code 54953.8)~~

For any other public comment period when a remote Board member is attending and participating based on just cause pursuant to Board Bylaw 9320.1 - Remote Meetings and Attendance, the Board shall allow a reasonable amount of time to permit members of the public to provide public comment and to register to do via the two-way audiovisual platform or two-way audio

service. (Government Code 54953.8)

5.6. The Board chair shall determine whether an individual's public comment is within the scope of the public comment period, subject to the following conditions:

- a. If the public comment is within the scope of a topic would be suitably addressed at a later time different public comment period, the Board president may chair shall so indicate the time and place when it should be presented.
- b. The Board shall not prohibit public criticism of the Board, individual Board members, the district, its policies, procedures, programs, services, acts, or omissions. shall not be prohibited (Government Code 54954.3)

CSBA NOTE: The following optional item addresses the issue of specific charges or complaints against district employees in open Board meetings. Although the Board may inform the speaker of appropriate district complaint procedures, it cannot prohibit criticisms of the district and its employees, no matter how harsh. Board members and staff may briefly respond to the concerns raised by the complainant at the meeting.

In Baca v. Moreno Valley Unified School District, a federal district court issued a preliminary injunction against the district prohibiting it from enforcing its policy barring criticism of employees at public Board meetings. The court found that the district's policy violated the plaintiff's First Amendment rights by restricting the content of her speech. The court further noted that the district could not legally prevent a member of the public from speaking in open session, even if the speech was clearly defamatory. It is recommended that the Board consult CSBA District and County Office of Education Legal Services or district legal counsel if a question arises regarding public criticism of a district employee.

- b.c. The Board shall not prohibit public criticism of district employees. Public criticism of district employees shall not be prohibited

However, whenever a member of the public initiates specific complaints or charges against an individual employee, the Board president chair shall inform the complainant of the appropriate complaint procedure.

Disruptions

CSBA NOTE: Government Code 54957.95 authorizes the Board to remove a person who willfully disrupts or disturbs a meeting. Examples of disruptive conduct might include conduct that is extremely loud, disturbing, or creates a health or safety risk. In McMahon v. Albany Unified School District, a California Appellate Court held that a speaker's constitutional rights were not violated when the speaker was removed from a Board meeting after dumping a substantial amount of garbage on the floor of the meeting room. Because the speaker was not removed based on the content of his speech, the court upheld his conviction for a willful disruption of a public meeting. In City of San Jose v. Garbett, the court held that a legislative body may exclude from a meeting a person who has expressed a credible threat of violence that would place reasonable persons in fear for their safety or the safety of their immediate family and that serves no legitimate purpose.

However, the courts have found that a person's conduct is required to actually disrupt the meeting in order to warrant ejection. In Norse v. City of Santa Cruz, the court held that the city council improperly ejected a member of the public who gave the council a silent Nazi salute, on the grounds that the action did not interfere with the proceedings of the meeting.

Because of the potential impact on the public's access to open meetings, it is recommended that the Board consult CSBA District and County Office of Education Legal Services or district legal counsel if a question arises regarding the procedures for removing a disruptive individual, or if an individual's behavior warrants removal from a meeting.

The Board ~~president~~chair shall not permit ~~actual disruption of an individual to actually disrupt a Board meeting~~meeting. Actual disruption by an individual ~~or group~~ or any conduct or statements that threaten the safety of any person(s) at the meeting shall be grounds for the ~~president~~Board chair to terminate the privilege of addressing the Board ~~for that meeting~~ and remove the individual from the meeting.

~~The Board President or designee may remove an individual for actually disrupting the meeting.~~
(Government Code 54957.95)

Prior to removal, the individual shall be warned that ~~their~~the individual's behavior is disrupting the meeting and that failure to cease the disruptive behavior may result in removal. If, after being warned, the individual does not promptly cease the disruptive behavior, the Board ~~president~~chair, or designee, may then remove the individual from the meeting. (Government Code 54957.95)

When an individual's behavior constitutes the use of force or a true threat of force, the individual shall be removed from a Board meeting without a warning. (Government Code 54957.95)

Disrupting means engaging in behavior during a Board meeting that actually disrupts, disturbs, impedes, or renders infeasible the orderly conduct of the meeting and includes, but is not limited to, a failure to comply with reasonable and lawful regulations adopted by a legislative body pursuant to Section 54954.3 or any other law, or engaging in behavior that constitutes use of force or a true threat of force. (Government Code 54957.95)

True threat of force means a threat that has sufficient indicia of intent and seriousness, that a reasonable observer would perceive it to be an actual threat to use force by the person making the threat. (Government Code 54957.95)

6- Additionally, the Board may order the room cleared ~~if necessary~~when a group or groups of persons willfully interrupts so as to render the orderly conduct of the meeting unfeasible and order cannot be restored by the removal of individuals who are willfully interrupting the meeting. In this case, members of the media not participating in the disturbance shall be allowed to remain, and individuals not participating in such disturbances may be allowed to remain at the discretion of the Board. When the room is ordered cleared due to such a group disturbance, further Board proceedings shall concern only matters appearing on the agenda. (Government Code 54957.9)

~~When disruptive conduct occurs, the Board may decide to recess the meeting to help restore order, or if removing the disruptive individual(s) or clearing the room is infeasible, move the meeting to another location. The Board may direct the Superintendent or designee to contact local law enforcement as necessary.~~

CSBA NOTE: In Berkeley People's Alliance v. City of Berkeley, the California Appellate Court held that Government Code 54957.9 requires a legislative body to clear the meeting room when a meeting is willfully disrupted and order cannot be restored by removing disruptive individuals and does not permit the legislative body to relocate the meeting to a different room in lieu of clearing the meeting room.

When such group disruptive conduct occurs, the Board may decide to recess the meeting to help restore order, remove the disruptive individual(s), or clear the room. Additionally, the Board may adjourn the meeting to another time and location specified in an order of adjournment. The Board chair may direct the Superintendent or designee to contact local law enforcement as necessary. (Government Code 54955, 54957.9, 54957.95, 54957.96)

Recording by the Public

CSBA NOTE: Government Code 54953.5 provides that any member of the public attending an open meeting may record it with an audio or video recorder or a still or motion picture camera unless the Board makes a reasonable finding that the recording cannot continue without noise, illumination, or obstruction of view which would persistently disrupt the meeting. Government Code 54953.6 requires a similar finding before the Board can prohibit or restrict a broadcast of its meetings.

The following paragraph extends the right to record an open meeting to include recordings made by other devices such as a cell phone.

Members of the public may record an open Board meeting using an audio or video recorder, still or motion picture camera, cell phone, or other device, provided that the noise, illumination, or obstruction of view does not persistently disrupt the meeting. The Superintendent or designee may designate locations from which members of the public may make such recordings without causing a distraction.

If the Board finds that noise, illumination, or obstruction of view related to these activities would persistently disrupt the proceedings, these activities shall be discontinued or restricted as determined by the Board. (Government Code 54953.5, 54953.6)

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

Bylaw adopted: April 10, 2007

revised: November 13, 2007

revised: June 12, 2012

revised: February 14, 2017

revised: December 13, 2019

revised: February 14, 2023

revised: ??, 2026