

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

July 28, 2026

5:00pm Open Session

Closed Session immediately follows Open Session

Meeting Location:

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

Zoom for the public:

Link: <https://us02web.zoom.us/j/88608386374>

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

Webinar ID: 886 0838 6374

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

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

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

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

A. CALL TO ORDER

Please be advised that this meeting will be recorded.

B. ROLL CALL

C. APPROVAL OF AGENDA

D. FLAG SALUTE

E. GOVERNMENT CODE 54952.3

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

F. PUBLIC COMMENT (INCLUDING CLOSED SESSION)

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

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

G. INFORMATION/DISCUSSION ITEMS

1. Superintendent Reports

COUNTY—SCOE

a. SCOE Personnel Items:

1. Assignment of Shary Milligan, Secretary, Adult Education, .75 FTE (30 hours/week), effective July 21, 2026

DISTRICT—SPJUSD

- b. All-Staff Kickoff August 17th
- c. Facilities Update

2. Business Report

- a. Most recent Inter-District Attendance Agreements approved**

3. SPTA Report

4. Committee/Board Member Reports

H. CONSENT CALENDAR

1. Approval of minutes for the joint Regular Meeting held June 23, 2026**
2. Approval of minutes for the SPJUSD Special meeting held July 09, 2026**
3. Approval of minutes for the SPJUSD Special meeting held July 15, 2026**
4. Approval of Board Report-Checks Dated 06/01/2026 through 06/30/2026
 - a. SCOE**
 - b. SPJUSD**
5. Approval of Quarterly Report on Williams Uniform Complaints for the quarter ending 06/30/2026
 - a. SCOE**
 - b. SPJUSD**
6. Approval to surplus SCOE and SPJUSD E-Waste**
7. Approval of the Agricultural Career Technical Education Incentive Grant Program application for 2026-2027**
8. Approval of Intern Teaching Memorandum of Understanding with La Sierra University, Contract No. 2027-004D**
9. Approval of Agreement for Professional Services for College and Career Curriculum and Counseling with Christina Lafoon, Contract No. 2027-002D**
10. Approval of the following SPJUSD personnel items:
 - a. Resignation for Tonya Wood, Instructional Aide, Loyalton Middle School, .58 FTE (3.5 hours/day), effective June 12, 2026
 - b. Authorization to fill Instructional Aide, Loyalton Middle School, .58 FTE (3.5 hours/day)
 - c. Approval of Job Description for TOSA--Online Learning Support, College & Career Readiness**
 - d. Assignment of Tonya Wood on a Short-Term Staff Permit (STSP) in order to fill a certificated assignment for TOSA--Online Learning Support, College & Career Readiness, Districtwide, for the 2026-2027 school year, as allowed by the California Commission on Teacher Credentialing regulations. A diligent search was conducted and no fully credentialed applicant was available. 1.0 FTE, effective August 17, 2026

- e. Resignation for Kayla Seeland, Cafeteria Worker II, Loyalton Elementary School, .68 FTE (5.4 hours/day), effective July 06, 2026
 - f. Authorization to fill Cafeteria Worker II, Loyalton Elementary School, .68 FTE (5.4 hours/day)
 - g. Resignation for Toushulong Vang, Agriculture Teacher, Loyalton High School, 1.0 FTE, effective July 31, 2026
 - h. Authorization to fill Agriculture Teacher, Loyalton High School, 1.0 FTE
 - i. Assignment of Seonaid Uebelhardt, Student Services Liaison, .68 FTE (up to 27 hours weekly), effective August 19, 2026
11. Approval of the following rescinded coaching assignments for 2026-2027:
- a. Carlyn Wills, 6-8 Grade Soccer, Loyalton Middle School
 - b. Aimee Phebus, Varsity Girls Volleyball, Loyalton High School
 - c. Phoebe Griffin, JV Girls Volleyball, Loyalton High School
12. Assignment of the following coaches for 2026-2027:
- a. Miguel Hernandez, 6-8 Grade Soccer, Loyalton Middle School
 - b. Frank Emsoff, Assistant Varsity Football, Loyalton High School
 - c. Autumn Thurber, Varsity Girls Volleyball, Loyalton High School
 - d. Cassie Potter, JV Girls Volleyball, Loyalton High School
 - e. Christopher Riziero Martinetti, JV Girls Basketball, Loyalton High School
 - f. Shannon Scott, Girls Softball, Loyalton High School

I. ACTION ITEMS

1. New Business

COUNTY & DISTRICT

- a. Adoption of Resolution 27-001C, Fund Transfers between SCOE and SPJUSD for the 2026-2027 Fiscal Year**
- b. Adoption of Resolution 27-001D, Fund Transfers between SPJUSD and SCOE for the 2026-2027 Fiscal Year**

PUBLIC HEARING – Declaration of Need for Fully Qualified Educators

- c. Public Hearing to receive public comment regarding the Declaration of Need for Fully Qualified Educators for the 2026-2027 School Year
- d. Adoption of Resolution No. 27-002C/27-002D, Declaration of Need for Fully Qualified Educators for the 2026-2027 School Year**
- e. Approval of the Declaration of Need for Fully Qualified Educators for the 2026-2027 school year. *A diligent search to recruit fully prepared teacher(s) was made and an insufficient number of certificated persons met the employment criteria for the position(s).*
 - 1. SCOE**
 - 2. SPJUSD**
- f. Approval of CBEST Waiver for Substitute Teachers
The Sierra COE and Sierra-Plumas JUSD have been unable to recruit enough day-to-day substitute teachers who have not had an opportunity to take and pass all sections of the California Basic Educational Skills Test. The SCOE and SPJUSD anticipates employing no greater than five (5) day-to-day substitutes on variable term CBEST waiver for the 2026-2027 school year.
- g. First Reading – Biennial Review of the Conflict-of-Interest Code
 - 1. SCOE**
 - 2. SPJUSD**

DISTRICT—SPJUSD

- a. Approval of quote for Phase 2 of Security Camera System implementation**
- b. Approval of Employment Agreement Amendment for District Superintendent, Contract No. 2027-005D**

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 June 23rd – Second Reading

- c. 1240—Volunteer Assistance^^
- d. 2110—Superintendent Responsibilities and Duties^^
- e. 5131.4—Student Disturbances**
- f. 5141.4—Child Abuse Prevention and Reporting^^
- g. 5141.7—Sun Safety, DELETE
- h. 5141.75—Weather Safety, NEW^^
- i. 5142—Safety^^
- j. 5145.6—Parent/Guardian Notifications**
- k. 7110—Facilities Master Plan^^
- l. 9200—Limits of Board Member Authority^^

New for July 28th – First Reading

- m. 4100—Certificated Personnel**
- n. 4200—Classified Personnel**
- o. 4300—Administrative and Supervisory Personnel**
- p. 4111~4211~4311—Recruitment and Selection**
- q. 4112.9~4212.9~4312.9—Employee Notifications**

J. ADVANCED PLANNING

1. The next Regular Joint Board Meeting will be held on August 11, 2026, at Downieville School, 130 School Street, Downieville CA 95936 at 6:00pm. If needed, Closed Session may be held before the Open session beginning at 5:00pm. Zoom videoconferencing will be available for the public.
2. Suggested Agenda Items

K. PUBLIC COMMENT FOR CLOSED SESSION

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

L. CLOSED SESSION

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

1. Government Code 54957.6

CONFERENCE WITH LABOR NEGOTIATORS

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

M. REPORT OUT FROM CLOSED SESSION

N. 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.

Inter-District Attendance Agreements

2026-2027

New/Renewal	School Year	Grade Entering	District of Residence	Receiving District	Reason Given by Requestor	Backup Documentation Received?	In/Out?
Renewal	2026-27	9	Plumas	SPJUSD	Continue education in Loyalton	n/a	In
New	2026-27	K	Washoe	SPJUSD	Enrolled at LES with plans to move to Sierra County	n/a	In
New	2026-27	9	Plumas	SPJUSD	Proximity to schools	n/a	In
New	2026-27	TK	Plumas	SPJUSD	Employed by SPJUSD	n/a	In
New	2026-27	1	SPJUSD	TTUSD	Continue education in Truckee	n/a	Out
Renewal	2026-27	12	SPJUSD	TTUSD	Continue education in Truckee	n/a	Out
Renewal	2026-27	11	SPJUSD	Plumas	Parent works for PUSD	n/a	Out
Renewal	2026-27	5	SPJUSD	Plumas	Parent works for PUSD	n/a	Out
Renewal	2026-27	5	SPJUSD	Plumas	Continue education/parent works in Plumas	Yes	Out
New	2026-27	TK	SPJUSD	Plumas	Attend same district as sibling/parent works in Plumas	Yes	Out
Renewal	2026-27	1	SPJUSD	TTUSD	Continue education in Kings Beach	n/a	Out
Renewal	2026-27	7	Washoe	SPJUSD	Caregiver employed with SPJUSD	n/a	In
Renewal	2026-27	5	Washoe	SPJUSD	Caregiver employed with SPJUSD	n/a	In
Renewal	2026-27	9	SPJUSD	Washoe	Parent works in Washoe County	Yes	Out
Renewal	2026-27	7	SPJUSD	Washoe	Parent works in Washoe County	Yes	Out
Renewal	2026-27	12	SPJUSD	Washoe	Proximity to school	n/a	Out
Renewal	2026-27	10	SPJUSD	Washoe	Proximity to school	n/a	Out
Renewal	2026-27	10	SPJUSD	Washoe	Proximity to school	n/a	Out
Renewal	2026-27	6	SPJUSD	Washoe	Proximity to school	n/a	Out
Renewal	2026-27	7	SPJUSD	Washoe	Proximity to school	n/a	Out
Renewal	2026-27	2	SPJUSD	Washoe	Proximity to school	n/a	Out
Renewal	2026-27	5	SPJUSD	Washoe	Proximity to school	n/a	Out
New	2026-27	1	SPJUSD	Washoe	Continue education in Washoe County	n/a	Out
Renewal	2026-27	2	SPJUSD	Washoe	Proximity to school	n/a	Out
Renewal	2026-27	6	SPJUSD	Washoe	Proximity to school	n/a	Out
Renewal	2026-27	7	SPJUSD	Washoe	Proximity to school	n/a	Out
New	2026-27	K	SPJUSD	Washoe	Proximity to school	n/a	Out
New	2026-27	4	SPJUSD	Washoe	Proximity to school	n/a	Out
Renewal	2026-27	5	SPJUSD	Washoe	Proximity to school	n/a	Out
Renewal	2026-27	2	SPJUSD	Washoe	Proximity to school	n/a	Out
Renewal	2026-27	7	SPJUSD	Washoe	Proximity to school	n/a	Out

Report Date:
7/28/2026

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

June 23, 2026

4:30pm Closed Session

5:30pm Open 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 4:30pm.

B. ROLL CALL

PRESENT: *Area 1: Patty Hall (arrived at 4:37pm)*
 Area 2: Rhynie Hollitz (President)
 Area 3: John Martinetti (Clerk)
 Area 4: Kelly Champion (Vice President) (arrived at 4:31pm)
 Area 5: Richard Jaquez

ABSENT: *None*

C. APPROVAL OF AGENDA

MARTINETTI/JAQUEZ
3/0

D. GOVERNMENT CODE 54952.3

Pursuant to Government Code 54952.3, this is notice that as a result of holding this Joint County and District Board Meeting, Trustees will receive a monthly stipend of \$15 for the County and \$45 for the District.

E. PUBLIC COMMENT FOR CLOSED SESSION

None

F. CLOSED SESSION

The Board moved into Closed Session *at 4:30pm* to discuss the following item(s):

1. Government Code 54957.6

CONFERENCE WITH LABOR NEGOTIATORS

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

G. RETURN TO OPEN SESSION *at 5:20pm* and ADJOURN FOR BREAK

H. *5:30PM* – RECONVENE

I. FLAG SALUTE

J. REPORT OUT FROM CLOSED SESSION

MARTINETTI: The one item was for discussion only. No action was taken.

K. PUBLIC COMMENT

None

L. INFORMATION/DISCUSSION ITEMS

1. Correspondence

- a. SCSA WASC Accreditation through June 30, 2029

2. Superintendent Reports

COUNTY—SCOE

- a. Children and Youth Behavioral Health Initiative (CYBHI) Grant Update

SNIDER: Because of the flexibility with these funds I have learned about, we will keep this grant. We can even use it to cover another year of TinyEye.

- b. SCOE 2026-2027 Annual Summary Report

SNIDER: Required report that outlines what we are using Level 1 Differentiated Assistance funds for, \$300,000 per year. These funds are used for services provided to the District.

DISTRICT—SPJUSD

- c. Facilities Update

SNIDER: Visible progress on the painting project that started on the portables over the weekend. Project Manager checking in on a few projects including the painting and Downieville gym roof. We are in full summer project mode and hoping to get a lot done before school starts in August.

- d. Contract or hire Facilities Consultant/Project Manager

SNIDER: Richard Baker currently helps with bigger projects. Asked him about helping with projects more regularly and he is interested. More to come.

3. Business Report

- a. Monthly Chronic Absenteeism Rates

- b. Tenth Month and Eleventh Month SPJUSD Enrollments for the 2025-2026 School Year

4. SPTA Report

None

5. Committee/Board Member Reports

HOLLITZ/CHAMPION: Budget Committee meeting held yesterday. Talked about the interagency MOUs, Fund 40 balance and forest reserve. SNIDER to bring back recommendations at the next meeting.

CHAMPION & HOLLITZ both attended graduations across the district. Great turnout and support at all three (DHS, LHS, Sierra Pass) plus the 8th Grade promotion at LMS.

M. CONSENT CALENDAR

1. Approval of minutes for the joint Regular Meeting held June 09, 2026

2. Authorization to submit the 2026-2027 Consolidated Applications

- a. SCOE

- b. SPJUSD

3. Adoption of Resolution 26-017D, Ordering Election, Requesting County Elections to Conduct the Election, Requesting Consolidation of the Election, and Specifications of the Election Order

4. Approval of agreement with TinyEYE for counseling services for the 2026-2027 School Year, Contract No. 2027-001D
5. Approval of quote from Edmentum for 2026-2027 School Year online classes
6. Approval of the California Interscholastic Federation Representatives for the 2026-2027 School Year

HALL/MARTINETTI

5/0

N. ACTION ITEMS

1. New Business

COUNTY & DISTRICT—SCOE & SPJUSD

- a. Adoption of the 2026-2027 SCOE/SPJUSD Local Control and Accountability Plan

HALL/HOLLITZ

5/0

- b. Proposition 30 Education Protection Act funding for 2026-2027

The Education Protection Account (EPA) provides Local Educational Agencies (LEAs) with general purpose state aid funding pursuant to Proposition 30, The Schools and Local Public Safety Protection Act of 2012, approved by the voters on November 6, 2012. The EPA funding is a component of a LEA's Local Control Funding Formula (LCFF) or charter school general purpose entitlement.

CHAMPION/HALL

5/0

1. SCOE
2. SPJUSD

- c. Adoption of the 2026-2027 Budgets and Criteria and Standards Reports

1. SCOE
- HALL/CHAMPION*

5/0

2. SPJUSD
- HALL/CHAMPION*

5/0

- d. Adoption of Dashboard Local Indicators

HALL/MARTINETTI

5/0

1. SCOE
2. SPJUSD

DISTRICT—SPJUSD

- e. Approval of quotes for carpet replacements

MARTINETTI motioned to approve the quotes as presented with updates, but giving SNIDER discretion to change the product used to save on cost.

Second by Hall.

Youngs Carpet One – Downieville Learning Center \$7,675.56; Sierra Pass Portable \$7,337.36; LHS Portable #16 Ag \$19,510.18; LHS Portable #17 Library \$7,290.22; LHS Main Office \$12,946.32; LES Intervention Classroom \$3,184.06

5/0

- f. Approval of quote for LMS Lockers for Architectural and Engineering Services
HALL/JAQUEZ
Interactive Resources Architects + Engineers – \$15,000
5/0
- g. Approval of new High School course: AP Precalculus
HALL/JAQUEZ
5/0
- h. Approval of Land Exchange Agreement with City of Loyalton, including Grant Deed and Easement and Use Agreement, Contract No. 2026-022D
CHAMPION motioned to approve the Land Exchange Agreement with the City of Loyalton, including the Grant Deed attached as Exhibit D and the Easement and Use Agreement attached as Exhibit E, and to authorize and direct Superintendent SNIDER or his designee to take all necessary action to execute, record, and accept the agreements with the appropriate parties on behalf of the District.
Second by HALL.
5/0
- i. Approval to surplus 1999 Thomas (diesel bus #224), vin 1T75U4B25X1167607
CHAMPION/HALL
5/0

BOARD POLICIES AND BYLAWS

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

From May 26th – Update from Attorney

HALL/JAQUEZ

5/0

- j. 9323—Meeting Conduct

New for June 23rd – First Reading

Postponed to July 28th meeting.

- k. 1240—Volunteer Assistance
- l. 2110—Superintendent Responsibilities and Duties
- m. 5131.4—Student Disturbances
- n. 5141.4—Child Abuse Prevention and Reporting
- o. 5141.7—Sun Safety, DELETE
- p. 5141.75—Weather Safety, NEW
- q. 5142—Safety
- r. 5145.6—Parent/Guardian Notifications
- s. 7110—Facilities Master Plan
- t. 9200—Limits of Board Member Authority

O. ADVANCED PLANNING

- 1. The next Regular Joint Board Meeting will be held on ***July 28 (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 Open session beginning at 5:00pm. Zoom videoconferencing will be available for the public.

2. Suggested Agenda Items

None

P. ADJOURN *at 6:56pm*

HALL/HOLLITZ

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: June 23, 2026

CLOSED SESSION BEGAN AT: 4:30 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:

Employee Organizations:

Unrepresented Employees:

Sean Snider, Superintendent

Sierra-Plumas Teachers' Association

Administrative Employees

Classified Employees

Confidential Employees

Superintendent

RESULT:

☐ DIRECTION WAS GIVEN TO SUPERINTENDENT

☒ THE CLOSED SESSION WAS FOR PURPOSES OF DISCUSSION ONLY. NO ACTION WAS TAKEN.

☐ A ROLL CALL VOTE WAS TAKEN:

HALL _____ HOLLITZ _____ MARTINETTI _____ CHAMPION _____ JAQUEZ _____

☐ A ROLL CALL VOTE WAS TAKEN IN OPEN SESSION:

HALL _____ HOLLITZ _____ MARTINETTI _____ CHAMPION _____ JAQUEZ _____

II. ENDED CLOSED SESSION AT 5:20 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**

July 09, 2026

4:00pm

*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 4:00pm.

B. ROLL CALL

PRESENT: *Area 1: Patty Hall
Area 2: Rhynie Hollitz (President)
Area 3: John Martinetti (Clerk)
Area 5: Richard Jaquez*

ABSENT: *Area 4: Kelly Champion (Vice President)*

C. APPROVAL OF AGENDA

*HALL/JAQUEZ
4/0*

D. PUBLIC COMMENT

*Special Meeting Agenda Items only, please.
None*

E. ACTION ITEMS

1. New Business

- a. Approval of quote for asbestos abatement at Loyalton High School
*HALL/MARTINETTI
1-888-4-Abatement, Inc – \$17,000
4/0*

F. ADVANCED PLANNING

- 1. The next Regular Joint Board Meeting will be held on ***July 28 (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.

G. ADJOURN at 4:08pm

*HALL/JAQUEZ
4/0*

Sean Snider, Superintendent

John Martinetti, Clerk

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

July 15, 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 5:01pm.

B. ROLL CALL

PRESENT: *Area 2: Rhynie Hollitz (President)*
 Area 4: Kelly Champion (Vice President)
 Area 5: Richard Jaquez

ABSENT: *Area 1: Patty Hall*
 Area 3: John Martinetti (Clerk)

C. APPROVAL OF AGENDA

CHAMPION/JAQUEZ
3/0

D. PUBLIC COMMENT

Special Meeting Agenda Items only, please.
None

E. ACTION ITEMS

1. New Business
 - a. Approval of quote for ramp for Sierra Pass portable
CHAMPION/JAQUEZ
TMP Services – \$16,493.77
3/0

F. ADVANCED PLANNING

1. The next Regular Joint Board Meeting will be held on ***July 28 (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.

G. ADJOURN at 5:15pm

Sean Snider, Superintendent

John Martinetti, Clerk

Checks Dated 06/01/2026 through 06/30/2026

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00017959	06/05/2026	AMAZON CAPITAL SERVICES	01-4300	CLASSROOM SUPPLIES	263.26	
				COPY PAPER	50.93	
			11-4300	INSTRUCTIONAL/OFFICE SUPPLIES	38.78	
			11-4400	INSTRUCTIONAL/OFFICE SUPPLIES	657.28	1,010.25
00017960	06/05/2026	MEGAN ANDALUZ	01-5810	TRANSPORTATION REIMBURSE		386.86
00017961	06/05/2026	AT&T	11-5900	PHONE		179.90
00017962	06/05/2026	DONALD BERGSTROM	01-5810	SPED/DO CLEANING	1,182.46	
			01-5899	SPED/DO CLEANING	480.04	1,662.50
00017963	06/05/2026	CASAS	11-5200	REGISTRATION		1,750.00
00017964	06/05/2026	KELLY CHAMPION	01-5200	PER DIEM	70.77	
			01-5899	PER DIEM	70.75	141.52
00017965	06/05/2026	ELEVATION TRUCKEE	01-5810	TRANSITIONAL SERVICES		5,310.00
00017966	06/05/2026	FAGEN FRIEDMAN & FULFROST LLP	01-5801	LEGAL FEES		360.00
00017967	06/05/2026	KELLI GROCK	01-5100	COUNSELING SERVICES		5,035.00
00017968	06/05/2026	INTERMOUNTAIN DISPOSAL, INC.	01-5899	GARBAGE SERVICE	28.86	
			11-5500	GARBAGE SERVICE	10.78	39.64
00017969	06/05/2026	BRETT KEE	11-4300	CULINARY SUPPLIES		120.13
00017970	06/05/2026	LAUREN JONES BEHAVIORAL CONSULTANT	01-5899	BEHAVIORAL CONSULTANT		12,566.50
00017971	06/05/2026	LIBERTY UTILITY CA	01-5500	ELECTRICAL SERVICE	1,512.41	
			11-5500	ELECTRICAL SERVICE	363.33	1,875.74
00017972	06/05/2026	LOCALIQ	11-5810	ADULT ED WEBSITE MANAGEMENT		534.00
00017973	06/05/2026	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	01-5600	POSTAGE MACHINE LEASE	51.34	
			01-5899	POSTAGE MACHINE LEASE	154.02	205.36
00017974	06/05/2026	PLUMAS-SIERRA TELECOMMUNICATIONS	11-5900	BROADBAND SERVICE		109.00
00017975	06/05/2026	REMSA CENTER FOR INTEGRATED HEALTH CARE & COMMUNITY EDU	11-5810	CPR CARDS		13.00
00017976	06/05/2026	RENO PRINT STORE	01-4300	TUPE SUPPLIES		843.24
00017977	06/05/2026	RHYNIE HOLLITZ	01-5200	PER DIEM	35.53	
			01-5899	PER DIEM	35.52	71.05
00017978	06/05/2026	SIERRA COUNTY SOCIAL SERVICES	01-5200	FOSTER YOUTH CONFERENCE		1,015.13
00017979	06/05/2026	SIERRA COUNTY OFFICE OF EDUCATION	01-5808	BANK SERVICE FEES		192.87
00017980	06/05/2026	SIERRA VALLEY HOME CENTER	01-4300	SHOP CLASS SUPPLIES		550.33
00017981	06/05/2026	TRI COUNTY SCHOOLS INSURANCE GROUP	01-9535	HEALTH INSURANCE	8,643.56-	
			76-9576	HEALTH INSURANCE	42,068.96	33,425.40
00017982	06/05/2026	U.S. BANK	01-4300	CAASPP SUPPLIES	104.36	
				EPOXY	589.86	
				IPAD APP	49.99	
			01-4350	FUEL	478.22	

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Checks Dated 06/01/2026 through 06/30/2026

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00017982	06/05/2026	U.S. BANK	01-4350	VEHICLE REPAIR	848.77	
			01-5200	COMMUNITY OF PRACTICE	251.92	
				CONFERENCE		
				HOTEL AND PARKING	414.42	
				POWERSCHOOL UNIVERSITY	1,992.20	
				REGISTRATION	1,280.88	
				REGISTRATION/HOTEL	426.34	
				WORKABILITY CONF	322.46	
			01-5810	SUBSCRIPTION	24.00	
			01-5899	COMPUTER	465.10	
				POWERSCHOOL UNIVERSITY	1,328.13	
				REGISTRATION	450.00	
			01-9200	REIMBURSEMENT	69.72	
			11-4300	COURSE SUPPLIES	132.97	
				GRADUATION SUPPLIES	20.30	
				MEETING SUPPLIES	12.00	9,261.64
00017983	06/05/2026	U.S. BANK VOYAGER	01-4350	FUEL EXPENSE	461.26	
			01-5200	FUEL EXPENSE	277.60	
			01-5899	FUEL EXPENSE	225.42	964.28
00017984	06/09/2026	MICAH COHEN, MOT, OTR/L	01-5810	OCCUPATIONAL THERAPY SERVICES		2,116.90
00017985	06/09/2026	ROBIN GRIFFIN	01-5200	CPR COURSE		39.00
00017986	06/09/2026	MARCOS MARTINEZ	01-8699	MILEAGE		128.38
00017987	06/09/2026	TRENTON NORMAN	01-9500	PER DIEM		140.00
00017988	06/09/2026	SINGLETON AUMAN PC	01-8699	AUDIT FEES		4,000.00
00017989	06/29/2026	PRIMO BRANDS BLUETRITON BRANDS, INC.	11-4330	WATER SERVICE		48.72
00017990	06/29/2026	AMAZON CAPITAL SERVICES	01-4300	STUDENT SUPPLIES		883.32
00017991	06/29/2026	MEGAN ANDALUZ	01-5810	TRANSPORTATION REIMBURSE		386.86
00017992	06/29/2026	KIMBERLY ASKEW	01-5200	PER DIEM		122.00
00017993	06/29/2026	AT&T	11-5900	PHONE		179.64
00017994	06/29/2026	BAROBO, INC	01-4200	ROBOTICS CURRICULM		28,850.97
00017995	06/29/2026	CARNEGIE LEARNING	01-4100	K-5 MATH DIGITAL LICENSES		922.05
00017996	06/29/2026	KELLY CHAMPION	01-5899	PER DIEM		71.05
00017997	06/29/2026	MICAH COHEN, MOT, OTR/L	01-5810	OCCUPATIONAL THERAPY SERVICES		2,881.30
00017998	06/29/2026	D2 PARTY RENTALS	01-5810	YEAR END CELEBRATION		9,474.00
00017999	06/29/2026	KELLI GROCK	01-5100	COUNSELING SERVICES		2,660.00
00018000	06/29/2026	HOLLANDS COMPANY	01-5810	BANNER/WRAP		2,560.50
00018001	06/29/2026	INTEGRITY HEATING & AIR	01-5600	HEATING REPAIR SPED BLDG		1,250.75
00018002	06/29/2026	WENDY JACKSON	11-4300	CULINARY CLASS SUPPLIES		24.60

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00018003	06/29/2026	JEREMIAH MOCK, MSC, PHD	01-5810	TUPE PRESENTATION		5,820.73
00018004	06/29/2026	JT'S BUTCHER SUPPLY, INC	11-4300	BUTCHERY CLASS SUPPLIES		67.56
00018005	06/29/2026	BRETT KEE	11-4300	CULINARY SUPPLIES		608.36
00018006	06/29/2026	LASSEN COUNTY OFFICE OF EDUCATION	01-5810	ADAPTIVE PE SERVICES		746.08
00018007	06/29/2026	LAUREN JONES BEHAVIORAL CONSULTANT	01-5100	BEHAVIORAL CONSULTANT	2,385.42	
			01-5899	BEHAVIORAL CONSULTANT	3,662.08	6,047.50
00018008	06/29/2026	LIBERTY UTILITY CA	01-5500	ELECTRICAL SERVICE		1,519.58
00018009	06/29/2026	PJR CONSULTING	01-5810	CYBHI CONSULTING		5,000.00
00018010	06/29/2026	POWERSCHOOL GROUP, LLC	01-5200	REGISTRATION	998.00	
			01-5899	REGISTRATION	1,702.00	2,700.00
00018011	06/29/2026	PRESENCELEARNING, INC.	01-5810	PRESENCE LEARNING		11,256.00
00018012	06/29/2026	UBEO WEST LLC	11-5600	COPIER/MAINTENANCE		117.42
00018013	06/29/2026	RENO PRINT STORE	01-4300	TUPE SUPPLIES		632.50
00018014	06/29/2026	RHYNIE HOLLITZ	01-5200	PER DIEM	60.90	
			01-5899	PER DIEM	60.90	121.80
00018015	06/29/2026	SCOTT SANDERS	11-4300	BUTCHERY CLASS SUPPLIES		2,800.00
00018016	06/29/2026	SIERRA COUNTY OFFICE OF EDUCATION	01-5808	BANK SERVICE FEES		168.93
00018017	06/29/2026	STUNTMASTERS INC.	01-5810	TUPE ASSEMBLY		3,050.00
00018018	06/29/2026	U.S. BANK	01-4300	TUPE ART PROJECT	81.07	
			01-4330	ADOBE SUBSCRIPTIONS	239.88	
			01-4350	FUEL	466.91	
			01-5200	POWERSCHOOL UNIVERSITY	515.16	
				REGISTRATION	1,003.00	
			01-5810	SUBSCRIPTION	24.00	
			01-5899	CELEBRATION SUPPLIES	238.62	
				POWERSCHOOL UNIVERSITY	343.45	
			11-4300	BUTCHERY CLASS SUPPLIES	815.42	
				MEAT GRINDER	12.59	
				PROPANE TANK	64.94	
			11-4400	MEAT GRINDER	1,405.28	
			11-5200	FUEL EXPENSE	149.01	
				HOTEL AND FLIGHTS	567.40	
			11-5808	POSTAGE	9.55	5,936.28
00018019	06/29/2026	AMBER WILLIAMS	01-5200	COMMUNITY OF PRACTICE		56.00
				CONFERENCE		
Total Number of Checks					61	181,012.12

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Checks Dated 06/01/2026 through 06/30/2026

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

Fund	Description	Check Count	Expensed Amount
01	County School Service Fund	48	128,131.20
11	ADULT EDUCATION	18	10,811.96
76	Payroll Clearing	1	42,068.96
Total Number of Checks		61	181,012.12
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			181,012.12

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00088472	06/05/2026	AMAZON CAPITAL SERVICES	01-4300	GRADUATION SUPPLIES	29.96	
				TECH SUPPLIES ROOM 3/10	187.54	
			01-4305	FNL supplies	117.82	
			01-4320	BUS RADIO SUPPLIES	174.62	
			01-4330	Cert Paper and Computer case	78.43	
				FAX MACHINE	172.35	
				MICROPHONE STAND	19.84	
			01-4400	TECH SUPPLIES ROOM 3/10	647.40	
			01-5899	MICROPHONE STAND	19.83	1,447.79
00088473	06/05/2026	APPLE COMPUTER, INC.	01-4400	MAC MINI		1,070.36
00088474	06/05/2026	AT&T	01-5890	PHONE SERVICES	61.57	
			01-5910	PHONE SERVICES	672.54	734.11
00088475	06/05/2026	KATRINA BOSWORTH	13-4700	CAFE SUPPLIES		112.12
00088476	06/05/2026	BRADY INDUSTRIES	01-4320	custodial supplies for June work	190.64	
				Gym floor finishing	2,315.28	
				June cleaning supplies	353.67	
				Supplies	12.00	
			01-4400	EXTRACTOR	2,394.30	5,265.89
00088477	06/05/2026	PAMELA BRANDON	01-5600	TECH COTTAGE RENTAL		100.00
00088478	06/05/2026	CALIFORNIA AGRICULTURAL TEACHERS' ASSN.	01-5200	REGISTRATION		50.00
00088479	06/05/2026	CDW GOVERNMENT, INC	01-4300	SPSA		640.67
00088480	06/05/2026	CITY OF LOYALTON	01-5530	WATER AND SEWER - LOYALTON SITES	5,598.00	
			01-5899	WATER AND SEWER - LOYALTON SITES	58.59	5,656.59
00088481	06/05/2026	CLAYTON A TITUS INC.	40-5895	MOVE PORTABLE		21,000.00
00088482	06/05/2026	COLLEGE BOARD	01-5890	SAT	266.40	
			01-5895	AP EXAMS	3,820.00	
			01-9210	SAT	79.20	4,165.60
00088483	06/05/2026	EDWARDS, STEVENS AND TUCKER, LLP	01-5810	LEGAL FEES		3,718.50
00088484	06/05/2026	GAGER DISTRIBUTING, INC.	13-4340	CAFETERIA SUPPLIES		186.54
00088485	06/05/2026	JANET HAMILTON	01-5600	TECH COTTAGE RENTAL		100.00
00088486	06/05/2026	INTEGRITY HEATING & AIR	40-5895	LOCKER ROOM HEATER		8,034.50
00088487	06/05/2026	INTERACTIVE RESOURCES, INC	01-6200	ARCHITECTS	1,177.80	
			40-6200	ARCHITECTS - LHS WINDOWS	4,954.10	6,131.90
00088488	06/05/2026	JOSTENS	01-4305	TASSELS		11.80
00088489	06/05/2026	CHRISTINA LAFOON	01-5890	COLLEGE & CAREER SERVICES		2,035.00
00088490	06/05/2026	LIBERTY UTILITY CA	01-5510	ELECTRIC - LOYALTON SITES	15,837.64	
			01-5899	ELECTRIC - LOYALTON SITES	152.06	15,989.70

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00088491	06/05/2026	MIKE PLESSAS	01-4305	Reim for Baseballs		234.79
00088492	06/05/2026	MODEL DAIRY, LLC	13-4700	DAIRY PRODUCTS		1,796.98
00088493	06/05/2026	MOUNTAIN MESSENGER	01-5890	ADVERTISEMENTS AND PUBLIC HEARINGS		80.74
00088494	06/05/2026	NORTHAM DISTRIBUTING, INC.	13-4700	CAFE FOOD/SUPPLIES		121.74
00088495	06/05/2026	PACIFIC GAS & ELECTRIC COMPANY	01-5510	Electricity		23.39
00088496	06/05/2026	SIERRA COUNTY HEALTH DEPARTMENT	01-5510	ELECTRICAL SERVICES FOR TECH COTTAGE		289.50
00088497	06/05/2026	INTERMOUNTAIN DISPOSAL, INC.	01-5520	GARBAGE SERVICE	1,058.33	
			01-5899	GARBAGE SERVICE	20.80	1,079.13
00088498	06/05/2026	SIERRA VALLEY HOME CENTER	01-4300	MISC. AG SUPPLIES	532.40	
			01-4320	MAINT. SUPPLIES	647.25	
				MAINT/CUSTODIAL SUPPLIES	18.22	
			01-6200	STORAGE BUILDING	3,522.72	4,720.59
00088499	06/05/2026	SIERRA-PLUMAS JOINT UNIFIED	01-5800	Reim for Sports Officials	8,304.14	
			01-5890	BANK SERVICE FEES	514.66	8,818.80
00088500	06/05/2026	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	01-5890	EMPLOYMENT FINGERPRINTING		32.00
00088501	06/05/2026	CDE, CASHIER'S OFFICE	13-4700	COMMODITIES	2,086.36	
			13-8221	COMMODITIES	2,023.96-	62.40
00088502	06/05/2026	SYSCO FOOD SVCS OF SACRAMENTO	13-4340	CAFETERIA - FOOD AND SUPPLIES	952.36	
			13-4700	CAFETERIA - FOOD AND SUPPLIES	7,531.90	8,484.26
00088503	06/05/2026	TEAM ONE NETWORKING	01-5895	NUMBER PORTING		2,094.59
00088504	06/05/2026	THE PRINT SHOP AT GCOE	01-4330	BUSINESS CARDS/ENVELOPES	96.90	
			01-5899	BUSINESS CARDS/ENVELOPES	32.29	129.19
00088505	06/05/2026	TINYEYE TECHNOLOGIES CORP c/o V68000U	01-5890	THERAPY SERVICES		13,827.49
00088506	06/05/2026	TRI COUNTY SCHOOLS INSURANCE GROUP	01-9535	HEALTH INSURANCE	8,314.13	
			76-9576	HEALTH INSURANCE	83,347.43	91,661.56
00088507	06/05/2026	U.S. BANK	01-4300	donated snack funds	43.03	
				INSTRUCTIONAL SUPPLIES	397.53	
				IPAD SOFTWARE	20.16	
				SPSA	219.73	
				testing snacks	111.67	
			01-4320	CANOPIES	227.31	
				GATES	791.69	
				MAINT. SUPPLIES	108.04	
				Speed Bumps	578.11	
			01-4330	ADOBE PRO SUBSCRIPTION	15.00	
			01-4350	FUEL FOR MAINT.	55.52	

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00088507	06/05/2026	U.S. BANK	01-4350	TRUCK REPAIR	14,374.41	
				Vehicle Maintenance	222.67	
				VEHICLE SERVICE	153.43	
				WINDSHIELD	283.05	
			01-4351	BUS FUEL	591.08	
			01-4400	MOWER WITH BAG ATTACHMENT	4,755.42	
			01-5200	celtic festival tickets	447.35	
				Superior Region Meeting	395.00	
			01-5600	BUS 511 REPAIRS	5,528.05	
			01-5890	ZOOM SUBSCRIPTION	74.23	
			01-5899	ADOBE PRO SUBSCRIPTION	4.99	
			01-6200	BLUEPRINT COPIES	77.50	
				STORAGE BUILDING DOOR	5,253.02	
			01-6400	Joiner Cap	1,240.07	
			13-4340	CAFE SUPPLIES	180.29	
				CAFETERIA SUPPLIES	62.79	36,211.14
00088508	06/05/2026	VERIZON WIRELESS	01-5899	CELL PHONE SERVICE	451.88	
			01-5900	CELL PHONE SERVICE	152.04	
			01-5910	CELL PHONE SERVICE	649.75	1,253.67
00088509	06/05/2026	U.S. BANK VOYAGER	01-4305	FUEL	3,231.04	
			01-4351	FUEL	2,420.47	
			01-5200	FUEL	359.93	6,011.44
00088510	06/05/2026	DARCY WHITE	01-4300	ROUTER JIG		80.21
00088511	06/08/2026	CURIPOD, INC.	01-4300	INSTRUCTIONAL SUPPLIES		1,999.00
00088512	06/29/2026	ACADEMIC INNOVATIONS	01-4305	CURRICULM		39.10
00088513	06/29/2026	AIRGAS, USA, LLC	01-5600	TANK RENTAL LHS/DVL		447.31
00088514	06/29/2026	ALLPRO ENVIRONMENTAL SERVICES	40-5890	ASBESTOS TESTING		850.00
00088515	06/29/2026	AMAZON CAPITAL SERVICES	01-4200	GSPP SUPPLIES		639.61
00088516	06/29/2026	AMERIGAS	01-5540	PROPANE	4,310.74	
			01-5899	PROPANE	384.87	4,695.61
00088517	06/29/2026	KIMBERLY ASKEW	01-5200	PER DIEM		56.00
00088518	06/29/2026	AT&T	01-5890	PHONE SERVICES	61.15	
			01-5910	PHONE SERVICES	462.52	523.67
00088519	06/29/2026	PATTI AUGER	01-4300	WALK TO LEARN INCENTIVES		145.70
00088520	06/29/2026	AMANDA BEVILLE	01-5200	MILEAGE		269.70
00088521	06/29/2026	KATRINA BOSWORTH	13-4700	CAFE SUPPLIES		58.61
00088522	06/29/2026	BRADY INDUSTRIES	01-4320	Custodial Supplies	133.24	

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00088522	06/29/2026	BRADY INDUSTRIES	01-4320	Gym floor finishing	106.23	239.47
00088523	06/29/2026	CARNEGIE LEARNING	01-4100	MATH MANIPULATIVES	9,057.56	
				MATH TEXTBOOKS	98,728.29	107,785.85
00088524	06/29/2026	CEV MULTIMEDIA, LLC	01-4300	Certification Subscriptions		875.00
00088525	06/29/2026	CURRENT ELECTRIC & ALARM, INC.	40-5895	DRAFTING FEE		500.00
00088526	06/29/2026	DOWNIEVILLE PUBLIC UTILITY DIS	01-5530	Water		229.97
00088527	06/29/2026	EDWARDS, STEVENS AND TUCKER, LLP	01-5810	LEGAL FEES		1,775.50
00088528	06/29/2026	FLINN SCIENTIFIC, INC.	01-4400	GSPP SUPPLIES		11,405.66
00088529	06/29/2026	GIRAFFE, INC	01-5890	Grad Decor		1,350.00
00088530	06/29/2026	CAROLINE GRIFFIN	01-4300	Reim for Supplies		114.99
00088531	06/29/2026	BECKY HUBBS	01-4305	FUEL REIMBURSEMENT		366.13
00088532	06/29/2026	INTERACTIVE RESOURCES, INC	01-6200	ARCHITECTS	3,469.30	
			40-6200	ARCHITECTS - LHS WINDOWS	10,745.05	14,214.35
00088533	06/29/2026	JOSTENS	01-4305	Diplomas and Covers		91.80
00088534	06/29/2026	SONIA JOY	01-4305	FNL CELEBRATION		476.65
00088535	06/29/2026	K 12 MANAGEMENT DBA FUELED	01-6400	ASYNCHRONOUS INSTRUCTION		250.00
00088536	06/29/2026	CASSIDY KUCERA	01-4305	BASEBALLS		200.40
00088537	06/29/2026	CHRISTINA LAFOON	01-5890	COLLEGE & CAREER SERVICES		1,540.00
00088538	06/29/2026	LES SCHWAB TIRE CENTER	01-4350	TIRES		1,615.19
00088539	06/29/2026	LIBERTY UTILITY CA	01-5510	ELECTRIC - LOYALTON SITES	14,619.48	
			01-5899	ELECTRIC - LOYALTON SITES	138.93	14,758.41
00088540	06/29/2026	MARTIN EARTHWORKS	40-6200	PAD WORK FOR LOCKERS		2,200.00
00088541	06/29/2026	MARYSVILLE JOINT USD	01-5600	BUS MAINTENANCE		353.72
00088542	06/29/2026	AMY MASON	01-4300	INCENTIVES		189.57
00088543	06/29/2026	MODEL DAIRY, LLC	13-4700	DAIRY PRODUCTS		751.90
00088544	06/29/2026	NV5, INC	40-5895	TESTING & INSPECTIONS		3,607.80
00088545	06/29/2026	ODP BUSINESS SOLUTIONS LLC	01-4302	TONER		160.24
00088546	06/29/2026	PACIFIC GAS & ELECTRIC COMPANY	01-5510	Electricity		3,833.90
00088547	06/29/2026	LAURIE PETTERSON	01-4300	REIMBURSEMENT		89.63
00088548	06/29/2026	UBEO WEST LLC	01-5600	COPIER MAINT.	958.45	
			01-5899	COPIER MAINT.	150.58	1,109.03
00088549	06/29/2026	REEDS LOCKS, INC	01-4320	KEYS		23.71
00088550	06/29/2026	VICTORIA RUSSELL-FISHER	01-4305	FUEL REIMBURSEMENT	299.47	
			01-5200	FFA FUEL REIMBURSE	80.21	379.68
00088551	06/29/2026	SIERRA BOOSTER	01-5890	ADVERTISEMENTS/LEGAL/PUBLIC NOTICES		232.00
00088552	06/29/2026	INTERMOUNTAIN DISPOSAL, INC.	01-5520	GARBAGE SERVICE		433.72
00088553	06/29/2026	SIERRA HARDWARE	01-4320	Misc Maintenance supplies		407.71

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Checks Dated 06/01/2026 through 06/30/2026

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
00088554	06/29/2026	SIERRA-PLUMAS JOINT UNIFIED	01-5890	BANK SERVICE FEES		574.07
00088555	06/29/2026	SIOBHAN MARKEE	01-4300	MUSEUM TICKETS		238.38
00088556	06/29/2026	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	01-5890	EMPLOYMENT FINGERPRINTING		96.00
00088557	06/29/2026	CHRISTOPHER STRINE	01-5895	BUS DRIVER REIMBURSEMENT		102.00
00088558	06/29/2026	SYSKO FOOD SVCS OF SACRAMENTO	13-4340	CAFETERIA - FOOD AND SUPPLIES	371.34	
			13-4700	CAFETERIA - FOOD AND SUPPLIES	3,135.73	3,507.07
00088559	06/29/2026	TEAM ONE NETWORKING	01-5899	PHONE SERVICES	36.25	
			01-5910	PHONE SERVICES	108.75	145.00
00088560	06/29/2026	TINYEYE TECHNOLOGIES CORP c/o V68000U	01-5890	THERAPY SERVICES		13,827.49
00088561	06/29/2026	U.S. BANK	01-4300	FIELD TRIP	1,810.56	
				INCENTIVES	51.39	
				IPAD SOFTWARE	22.90	
			01-4320	DO SIGNS	336.47	
				MAINT SUPPLIES	170.58	
				MAINT. SUPPLIES	1,532.54	
				RECEIVER HITCH	29.21	
			01-4330	ADOBE PRO SUBSCRIPTION	14.99	
				LEAVE SLIP FORMS	217.96	
			01-4350	FUEL FOR MAINT.	102.46	
				POSTER BOARDS	292.20-	
			01-4351	BUS FUEL	529.58	
			01-5200	COLC registration	256.00	
			01-5890	Grad Chairs	1,483.06	
				ZOOM SUBSCRIPTION	74.23	
			01-5895	MAINT SUPPLIES	654.68	
			01-5899	ADOBE PRO SUBSCRIPTION	5.00	
				DO SIGNS	336.46	
				LEAVE SLIP FORMS	72.66	
			01-9210	field trip - ASB reimburse	1,120.88	
				grad awards/CSF - ASB reimburse	87.09	
				POSTER BOARDS	292.20	
			13-4340	MAINT SUPPLIES	596.32	9,505.02
00088562	06/29/2026	MEGAN VARNI	01-5200	FFA FUEL REIMBURSE		164.36
00088563	06/29/2026	VERIZON WIRELESS	01-5899	CELL PHONE SERVICE	452.28	
			01-5900	CELL PHONE SERVICE	152.04	
			01-5910	CELL PHONE SERVICE	622.68	1,227.00
00088564	06/29/2026	DARCY WHITE	01-5200	PARKING		165.25

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 06/01/2026 through 06/30/2026

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
Total Number of Checks					93	464,302.61

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	78	313,142.71
13	Cafeteria Fund	11	15,921.02
40	Special Reserve for Capital Ou	8	51,891.45
76	Warrant/Pass Though (payroll)	1	83,347.43
Total Number of Checks		93	464,302.61
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			464,302.61

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:
July 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

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[Education Code § 35186]

To: Sean Snider
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Person completing this form: Kristie Jacobsen
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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

Device	Asset Tag	Reason	County
Samsung Chromebook	50371	E-Waste	
Samsung Chromebook	3110	E-Waste	
Samsung Chromebook	3287	E-Waste	
HP Chromebook		E-Waste	
HP Chromebook	32258	E-Waste	
HP Chromebook	4061	E-Waste	
HP Chromebook	32548	E-Waste	
Samsung Chromebook	4203	E-Waste	
Samsung Chromebook	32770	E-Waste	
HP Chromebook	32114	E-Waste	
Dell Chromebook	4086	E-Waste	
HP Chromebook	4206	E-Waste	
HP Chromebook	32425	E-Waste	
HP Chromebook	4049	E-Waste	
HP Chromebook	32537	E-Waste	
HP Chromebook	32503	E-Waste	
HP Chromebook	4064	E-Waste	
HP Chromebook	32244	E-Waste	
HP Chromebook	32451	E-Waste	
HP Chromebook	32552	E-Waste	
HP Chromebook	3836	E-Waste	
HP Chromebook	4051	E-Waste	
HP Chromebook	4070	E-Waste	
HP Chromebook	32531	E-Waste	
HP Chromebook	32421	E-Waste	
HP Chromebook	4139	E-Waste	
HP Chromebook	4159	E-Waste	
HP Chromebook	3824	E-Waste	
Samsung Chromebook	50110	E-Waste	
HP Chromebook	32528	E-Waste	
HP Chromebook	32532	E-Waste	
HP Chromebook	32540	E-Waste	
HP Chromebook	32097	E-Waste	
HP Chromebook	32280	E-Waste	
HP Chromebook	4048	E-Waste	
HP Chromebook		E-Waste	
HP Chromebook	32120	E-Waste	
HP Chromebook	32237	E-Waste	
HP Chromebook	32108	E-Waste	
HP Chromebook	32141	E-Waste	
HP Chromebook	32514	E-Waste	
HP Chromebook	4044	E-Waste	
Samsung Chromebook	32769	E-Waste	
HP Chromebook	32252	E-Waste	
HP Chromebook	32259	E-Waste	
HP Chromebook	4079	E-Waste	
HP Chromebook	32082	E-Waste	
HP Chromebook	32233	E-Waste	
HP Chromebook		E-Waste	
HP Chromebook	32582	E-Waste	
Dell Chromebook	3362	E-Waste	
Dell Chromebook	42445	E-Waste	
Dell Chromebook		E-Waste	

Samsung Chromebook	32821	E-Waste	
Samsung Chromebook	32824	E-Waste	
Samsung Chromebook	32819	E-Waste	
Samsung Chromebook	32784	E-Waste	
Samsung Chromebook	32823	E-Waste	
Samsung Chromebook	32788	E-Waste	
Samsung Chromebook	32767	E-Waste	
Samsung Chromebook	32818	E-Waste	
HP Chromebook	32197	E-Waste	
HP Chromebook	32239	E-Waste	
HP Chromebook	32234	E-Waste	
HP Chromebook	32093	E-Waste	
HP Chromebook	40138	E-Waste	
Dell Chromebook	40208	E-Waste	
HP Chromebook	40071	E-Waste	
HP Chromebook	32521	E-Waste	
HP Chromebook	40161	E-Waste	
HP Chromebook	32200	E-Waste	
HP Chromebook	32236	E-Waste	
HP Chromebook	32154	E-Waste	
Dell Chromebook	3110	E-Waste	
Dell Chromebook	984	E-Waste	yes
HP Chromebook	32194	E-Waste	
HP Chromebook	32175	E-Waste	
HP Chromebook	32558	E-Waste	
HP Chromebook	32072	E-Waste	
HP Chromebook	32456	E-Waste	
HP Chromebook	40046	E-Waste	
Apple AirPort Extreme	41071	End of Life	
Apple Mac mini	41025	End of Life	
Apple Mac mini	32382	End of Life	
Apple Mac mini	3752	End of Life	
Apple Mac mini	32388	End of Life	
Apple Mac mini	D200180003	End of Life	
Apple Mac mini	32392	End of Life	
Apple MacBook Pro	50008	End of Life	
Apple MacBook Pro		End of Life	
HP Chromebook	60062	End of Life	yes
Apple MacBook Air	50081	End of Life	
Apple MacBook Pro	50040	End of Life	
Apple MacBook Pro	50006	End of Life	
Chromebook	41091	End of Life	
Chromebook	502	End of Life	
Apple MacBook Pro	81638	End of Life	
ASUS Notebook PC	60033	End of Life	yes
Apple MacBook Pro	32912	End of Life	
Smart Board		Broken	
Smart Board		Broken	
Smart Board		Broken	
Smart Board		Broken	
Epson Projector		Broken	
Epson Projector		Broken	
Epson Projector		Broken	
HP Inkjet Printer		Broken	
HP Inkjet Printer		Broken	

**Application for Funding
Agricultural Career Technical Education
Incentive Grant Program Year 2026–2027**

(for use by High School and Combined Middle and High School Programs)

Project Duration: July 1, 2026, to June 30, 2027

School Site: Loyalton High School

District: Sierra Plumas Joint Unified School District

Certification:

I hereby certify that the school district named above will abide by and follow all applicable state and federal laws and regulations; that to the best of my knowledge, the information contained in this application is correct and complete; and that the school district acknowledges and certifies the district's intent to abide by and follow the below certifications and assurances:

- a. General Assurances and Certifications 2026-27 web page at
<https://www.cde.ca.gov/fg/fo/fm/generalassurances2026-27.asp>
- b. The school district certifies to the Superintendent of Public Instruction that the grant funds received and the matching funds contributed by the district shall be used solely for the purpose of purchasing or leasing equipment for use in agricultural career technical education programs. [Education Code 52461(b)]
- c. The school district certifies and assures that the ACTEIG grant funds will be used to supplement, not supplant, the school district's ongoing expenditures for the Agricultural Career Technical Education Program.

Sean Snider

Signature of Superintendent or Designee

[Signature]

Signature of Agriculture Teacher
Responsible for Program

Superintendent

Title of Designee

[Signature]

Signature of Principal

Agriculture Teacher Contact Cell Number: 559-570-4561

School District Board Approval Date: July 28th, 2026

Name of Agriculture Teachers for 2025–26:

Toushulong Vang

Part A - Base Funding

To qualify for the Agriculture Career Technical Education Incentive Grant, an applicant must meet all the following criteria or provide a Variance Request approved by the Regional Supervisor for each criterion not met. All evidence must be submitted with the original application.



1. Properly Credentialed Teachers:

Log on to the California Commission on Teacher Credentialing at <https://www.ctc.ca.gov/> and provide a printout of credentials or a copy of current credentials. (2026 - Required for teachers who were hired during the 2025-26 school year.)



2. Professional Development:

Provide printout from teacher journal in Agriculture Experience Tracker (AET) verifying professional development activities. Each teacher (with 50% of their teaching assignment in agriculture) must have participated in **six** state-approved professional development activities during the 2025-26 school year. (2026 - Required)



3. Course Sequence:

Provide evidence of at least **one** two-year agriculture course pathway. (2026 - Nothing required unless the pathway has changed since last year.)



4. Alternative Credits:

Submit description of at least **one** two-year agriculture course pathway. (2026 - Only required for **NEW** pathways that were taught in 2025-26 or if changes have been made to your existing pathways.)



5. Grading of Future Farmers of America (FFA) and Supervised Agricultural Experience Participation (SAE):

Provide a copy of each course syllabus identifying the grading policy for FFA and SAE. (2026 - Only required for **NEW** courses that were taught in 2025-26 or if changes have been made to your department policies.)



6. Future Farmers of America (FFA) Constitution & By-Laws:

Provide a copy of the current FFA Chapter Constitution & Bylaws with the language relating to the election of officers highlighted. (2026 - Nothing required unless there were changes in 2025-26.)



7. Future Farmers of America (FFA) Meetings:

Use meeting manager in AET or provide minutes for a minimum of six chapter meetings held during the 2025-26 school year. (2026 - Required)



8. Graduate Exit Survey:

Have completed graduate exit surveys submitted in AET. (2026- Required for all 2026 graduates)



9. Agriculture Advisory Committee:

Provide a roster of the 2025-26 committee members with their roles and contact information. (Note: Ag teachers and administrators are ex officio/non-voting members of the Advisory Committee.) (2026 – Required)



Provide minutes for **two** local Agriculture Advisory Committee meetings. (Note: District- wide CTE, Academy, and/or ROP committees will not be accepted.) (2026 - Required)

Roster & minutes templates are available here:

https://calaged.org/resources/program_management

PART A – Base Funding (Continued)

Qualified Program (\$6,000) to each site		6000
--	--	------

Number of Agriculture Teachers (with at least 50% of their teaching assignment in agriculture) in 2025-26?	1	
--	---	--

Teacher-based funding (Number of teachers x \$500)		0
--	--	---

Number of Students as identified on the 2025-26 FFA Membership roster?	61	
--	----	--

Student-based funding (Number of students x \$15)		0
---	--	---

Class size funding only applies to Agriculture Teachers with at least 50% of their teaching assignment in agriculture.

Class size funding A (number of teachers meeting level A in all classes – 28 in classroom/22 in shop classes)	1	
---	---	--

Class size A funding (Number of teachers meeting level A class size x \$2,000)		0
--	--	---

Class size funding B (number of teachers meeting level B in all classes – 31 in classroom/25 in shop classes)	0	
---	---	--

Class size B funding (Number of teachers meeting level B class size x \$1,000)		0
--	--	---

SAE Period - funding will only be granted if the period is provided in addition to the regular preparatory period provided to all teachers; no students can be assigned to this period

Number of teachers receiving SAE period(s) in 2025-26	1	
---	---	--

SAE Period funding (Number of teachers receiving SAE periods x \$2,000)		0
---	--	---

Extended Contract - funding will only be granted if the extended contract provided is at least \$2,000 per teacher

Number of teachers receiving Extended Contract in 2025-26	1	
---	---	--

Extended Contract funding (Number of teachers receiving Extended Contracts x \$2,000)		0
---	--	---

Total Part A – Base Funding:		13415
------------------------------	--	-------

PART B – Excellence in Ag Education Funds

Applicants may qualify for up to \$ 10,000 of additional funding based on their ability to meet the Professional Development requirement and the Agricultural Advisory Committee meeting requirement listed at the beginning of this section. If a program does not meet these two requirements, they are not eligible to apply for Part B funding.

There are three sections where an applicant may qualify for additional funding in Part B: 1) Classroom; 2) Leadership Development (FFA); and 3) Supervised Agricultural Experience (SAE). A program must meet all criteria listed in that specific section to be eligible to receive additional funding for that section. If any of the criteria listed in a section is not met in the section, the applicant is not eligible for funding in that section. Verification of meeting criteria will be taken from entries in the AET as well as other documentation provided by the applicant. The AET report will be developed based on data as of June 30th. This report will be used to complete Part B and will be included as part of the application. Other documentation must be submitted at the time the original application is submitted to the Regional Supervisor.

Professional Development – Each teacher (with at least 50 percent of their teaching assignment in agriculture during 2025-26) must have participated in **eight** state-approved professional development activities.

- This will be verified by reviewing the documentation provided for Part A – Base Funding (#2). No additional evidence is required.

Agriculture Advisory Committee: Provide the minutes for a **third** local Agriculture Advisory Committee meeting held during the 2025-26 school year.

- *Note: District-wide CTE, Academy, and/or ROP committees will not be accepted*
- Roster & minutes templates are available here:
https://calaged.org/resources/program_management

CLASSROOM	Minimum Percentage	Program Percentage
Freshman Retention - Percentage of freshman cohort that completed three years of Agriculture education enrollment.	30%	69.2
Graduation/4-year Completer - Percentage of graduates who were enrolled in agriculture education courses all four years of high school.	30%	60%
Student Certifications - Percentage of students who complete approved Industry Validated Certifications.	20%	57.4

If the applicant meets or exceeds the minimum percentage in the above required area, then they are eligible for an additional \$3,333.

3,333

LEADERSHIP DEVELOPMENT (FFA)	Minimum Percentage	Program Percentage
FFA Activities: Chapter - Percentage of different members who participated in at least two local FFA activities.	70%	68
FFA Activities: Above Chapter - Percentage of members who participated in at least one FFA activity above the chapter level.	30%	48.5
Community Service - Percentage of different members who participated in at least one community service activity.	30%	52.9

If the applicant meets or exceeds the minimum percentage in all of the above required areas, then they are eligible for an additional \$3,333.

0

Supervised Agricultural Experience (SAE)	Minimum Percentage	Program Percentage
SAE Assessments - Number of students with SAE Supervision Assessments.	40%	11.8%
Active SAE - Percent of 7th/8th/9th grade and first-year students with an active (>10hrs) SAE	60%	100%
Active SAE - Percent of 10th/11th/12th grade continuing students with an active (>50hrs) SAE	50%	79.2%
SAE Awards: Percent of students with engagement in SAE Awards (Discovery Degree, Proficiencies, Agriscience Fair)	20%	13

If the applicant meets or exceeds the minimum percentage in all of the above required areas, then they are eligible for an additional \$3,334.

0

Part B - Excellence in Ag Education Funding 3333

Part A – Base Funding:

13415

Part B – Excellence in Ag Education Funding:

3333

Grand Total Funding:

16748

**Budget Report
Agricultural Career Technical Education
Incentive Grant**

July 1, 2026 – June 30, 2027

School Site: Loyalton High School

District: Sierra-Plumas Joint Unified School District

Budget Category 4000: Books and Supplies

Item	Budget (Column A)	Budget Match (Column B)
Books and Supplies	\$5,493	\$10,490
Total 4000	\$5,493	\$10,490

Budget Category 5000: Services and Operating Expenses, Travel, Conferences, Rentals, etc.*

*Each Line Item in Object Code 5000 must be matched.

Item	Budget (Column A)	Budget Match (Column B)
Travel & Conferences	\$11,255	\$18,650
Total 5000	\$11,255	\$18,650

Budget Category 6000: Capital Outlay*

*Each Line Item in Object Code 6000 must be matched.

Item	Budget (Column A)	Budget Match (Column B)
Total 6000	0	0

Grand Totals:	<u>\$16,748</u>	<u>\$29,140</u>
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LA SIERRA UNIVERSITY
 4500 Riverwalk Parkway, Riverside, CA 92515
INTERN TEACHING
MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is entered into by and between Sierra-Plumas Joint Unified School District (Hereinafter called "Employing District") and LA SIERRA UNIVERSITY (hereinafter called the "University").

RECITALS

- A. The purpose of this Memorandum of Understanding is to provide to the students of the University educational clinical practice experience.
- B. The University has established programs in intern teaching. The Intern certificate shall be valid for a term of no more than two (2) years.
- C. The programs require locations where the students can obtain clinical practice experience.
- D. Remuneration is to be provided by the District, to the intern teachers for service provided by the intern teachers participating in these programs.

TERMS

In consideration of the mutual promises and conditions in this Memorandum of Understanding and for good and valuable consideration, the University and the Employing District agree as follows:

1.0 Obligations of the Employing District.

- 1.1 The Employing District shall provide to the intern teacher of the University educational clinical practice experience in schools, classes or other appropriate sites of the Employing District, under the direct or indirect supervision of certified employees of the Employing District.
- 1.2 The Employing District's Supervisor shall be the school site's principal or assistant principal, unless designated otherwise.
- 1.3 The Employing District will designate appropriate personnel to coordinate the intern teacher's clinical practice experience. This will involve working with University faculty and staff to assign interns to the appropriate sites as required by the particular program.
- 1.4 Prior to an intern teacher assuming daily teaching responsibilities, the Employing District shall assign a mentor to the intern teacher and provide sufficient resources, including identification of protected time for the Employing District's mentor to work with the intern teacher during or after the school day to include defined expectations for the type and frequency of mentor and support. The qualifications of the mentor shall include a valid California teaching credential, three years of teaching experience, and English learner (EL) authorization (unless another mentor/support

provider has been designated for only English learner mentoring and support. (See 3.0 Preparation to Teach English Learners).

- 1.5 The Employing District's mentor shall collaborate with the University Supervisor and meet regularly with the intern teacher to ensure adherence to the California Teaching Performance Expectations (TPE) and other such standards applicable to the specific regular standard teaching credential that the intern teacher is seeking.
- 1.6 The Employing District's mentor shall collaborate with the University Supervisor to provide a yearly minimum of 144 hours of mentoring and support to each intern teacher per school year including coaching, modeling, demonstrating within the classroom, assistance with course planning, and problem-solving regarding students, curriculum, and development of effective teaching methodologies. The minimum mentoring and support provided to the intern teacher who assumes daily teaching responsibilities after the beginning of the school year shall be equal to four hours times the number of instructional weeks remaining in the school year. A minimum of two hours of mentoring and support shall be provided to an intern teacher every five instructional days.
- 1.7 The Employing District shall include the intern teacher in appropriate Employing District support programs and regularly scheduled staff development activities.
- 1.8 The Employing District recognizes that the intern teacher is an employee of the Employing District subject to all the rights and obligations associated with such employment, including normal teacher evaluation policies and practices. The intern assumes all responsibility as teacher of record. For *employment* purposes, the Employing District shall be the sole evaluator of the intern teacher, including the evaluation process, instrument, and content. The University stipulates that the intern's services meet the instructional needs of the Employing District.
- 1.9 The Employing District shall collaborate with the University to develop a Professional Development Plan (PDP), which will include the following: provisions for an annual evaluation of the intern teacher.
- 1.10 The Employing District, in cooperation with the University Supervisor, agrees to document and monitor processes to ensure that the intern teacher receives the California Commission on Teacher Credentialing (CTC) required yearly minimum of 144 hours of mentoring and support.
- 1.11 The Employing District will recommend to the University the withdrawal of an intern teacher if: (1) the achievement, progress, adjustment, or health of the student does not warrant continuation at the Employing District, or (2) the behavior of the intern teacher fails to conform to the applicable regulations of the Employing District. The Employing District will assist the University, if necessary, in implementing this recommendation.
- 1.12 The Employing District reserves the right, exercisable in its discretion after consultation with the University, to exclude any intern teacher from its premises in the event that such person's conduct or state of health is deemed objectionable or detrimental, considering the proper administration of said Employing District.
- 1.13 The Employing District shall provide emergency care in case of illness or accident to any participating intern teacher.
- 1.14 No intern's salary may be reduced by more than 1/8th of the Employing District's total pay for

supervision, and the salary of the intern shall not be less than the minimum base salary paid to regularly certificated persons.

- 1.15 The University and the Employing District certify that interns do not displace certificated employees. The Employing District must provide a statement to the University about the lack of availability of qualified certificated persons holding the credential.
- 1.16 The Employing District Supervisor for each intern shall ensure that the curriculum and objectives outlined in the University Credential Handbook are met by each intern teacher. Additionally, each Employing District Supervisor shall comply with all duties and responsibilities assigned them under the University Credential Handbook.
- 1.17 The District agrees that the intern teachers provided under this memorandum of understanding are entitled to the rights or benefits afforded to the District's employees, including disability or unemployment insurance, workers' compensation, medical insurance, sick leave, or any other employment benefit, based upon the employment classification of each intern. Additionally, the District is responsible for providing, at its own expense, any other insurance, training, permits, and licenses for the intern teaching candidates, as required by State law or District policies.

2.0 Obligations of the University.

- 2.1 For all intern teachers the University shall provide University Supervisors who shall have met clearly defined qualifications to include: a) current knowledge in the content being taught, b) understanding of the context of schooling, c) ability to model best professional practices in teaching and learning, scholarship, and service, d) knowledge about diverse abilities, culture, language, ethnicity, and gender, and e) thorough grasp of the academic standards, frameworks, and accountability systems that drive the curriculum of public schools.
- 2.2 University Supervisors shall visit intern teachers in the intern environment for the number of times necessary to ensure that interns receive the CTC required yearly minimum of 144 hours of mentoring, supervision, and support when combined with the mentoring provided by the Employing District cooperating/mentor teacher.
- 2.3 The University Supervisor in collaboration with the Employing District's mentor agree to collaborate and adhere to the distribution of mentoring roles and responsibilities related to weekly course planning, coaching within the classroom, problem-solving regarding students, curriculum and instructional methodologies.
- 2.4 The University shall provide orientation and training for the Employing District mentor.
- 2.5 The University shall provide and maintain the records and reports necessary for conducting the intern teacher's clinical practice hours.
- 2.6 The University shall withdraw a student from the internship, if, after consultation with Employing District personnel, the University determines such action to be warranted.
- 2.7 The University will be responsible for providing a University Supervisor or person designated and employed by the University to direct, supervise, and evaluate the performance of the students of the University engaged in the clinical practice experience. The person(s) will participate cooperatively with those individuals in the Employing District responsible mentoring and

supervision.

- 2.8 The University will provide the Employing District mentor with a Credential Handbook that explains the clinical practice hour requirements. The handbook will include a description of the intern program, the curriculum and objectives to be achieved, and the responsibilities of the Employing District mentors at the Employing District and/or school site.
- 2.9 The University shall ensure that the credential candidates receive a Certificate of Clearance in accordance with California Education Code § 44320(b).
- 2.10 The University shall ensure that the credential candidates obtain an examination, within the past (2) two years determining that they are free of active tuberculosis in accordance with California Education Code § 49406.
- 2.11 The University shall communicate with the Intern the validity of the Intern Certificate will last for 2 years as outlined by the California Commission on Teacher Credentialing (CTC). A one-time, one-year extension may be granted by the CTC if the intern experienced hardship that hindered the intern from completing the requirements of the preliminary credential within the two years of the internship.

3.0 Preparation to Teach English Learners.

- 3.1 The Employing District shall identify an individual who will be immediately available to assist the intern teacher with planning lessons that are appropriately designed and differentiated for English learners, for assessing language needs and progress, and for support of language accessible instruction through in-classroom modeling and coaching as needed. The identified ELL mentor/support provider/coach may be the same general mentor assigned to the intern teacher, provided the individual has at least three years teaching experience and possesses an English learner authorization and will be immediately available to assist the intern teacher.
- 3.2 The Employing District agrees to cooperate with the University to manage documentation and monitoring for the additional yearly 45 ELL-focused support and supervision hours to intern teachers who have not yet received a passing score on the California Teaching of English Learners (CTEL) or otherwise earned the English learner authorization.
- 3.3 A candidate who passes the CTET examination prior to or subsequent to the issuance of the intern credential may be exempted from the additional 45 hours of mentoring and supervision specific to the needs of the English learners.
- 3.4 The Employing District and the University shall collaboratively provide the additional yearly 45 hours of mentoring, supervision, and support to intern teachers who enter the program *without* a valid English learner authorization listed on a previously issued Multiple Subject or Single Subject credential, or *without* possession of a valid English learner or Cross-cultural Language and Academic Development (CLAD) authorization.
- 3.5 The Employing District and the University shall provide 45 hours of mentoring and supervision per school year, including in-class coaching specific to the needs of English learners. The minimum mentoring, supervision, and support provided to the intern teacher who assumes daily teaching responsibilities after the beginning of a school year shall be equal to five hours times the number of months remaining in the school year. The mentoring and supervision should be

distributed in a manner that sufficiently supports the intern teacher's development of knowledge and skills in the instruction of English Learners.

4.0 Intern Teaching Clinical Practice Provisions.

Where the Employing District agrees to provide to the intern teachers of the University clinical practice experience, the following additional provisions will apply:

- 4.1 Intern teachers are defined as persons who are working towards the completion of a credential preparation program and who have met prescribed training prerequisites for field placement and have been employed as teachers by the Employing District. Such intern teachers will have met all requirements of the Teacher Education Program prerequisites to intern/student teaching, and will have been issued a Certificate of Clearance from the State of California.
- 4.2 The Employing District agrees to place intern teachers from the University in the Employing District schools under guidelines specified by the California Commission on Teacher Credentialing and incorporated into the Teacher Education Program of the University.
- 4.3 Arrangements for intern teaching placement will be made by the University's Director of Student Teaching in collaboration with the person designated by the Employing District, according to District policy.
- 4.4 Regular supervision of intern teachers by the faculty of the University will be provided during this internship.
- 4.5 The Employing District's mentor will be issued a La Sierra University Supervisor Handbook, specifying the requirements and regulations of the intern program.
- 4.6 The Employing District's mentor will hold a California Clear Professional Credential and will have had a minimum of three years of successful teaching experience, and at least one year in the current teaching assignment.
- 4.7 The Employing District's English learner mentor/support provider will hold a California recognized English learner credential authorization.
- 4.8 The Employing District's mentor will be viewed by the District and the University as a good professional role model for intern teachers, be committed to the teaching profession, and provide the guidance, supervision, and evaluation of intern teachers as specified in the Credential Handbook.
- 4.9 The District's Mentor Teachers and administrators will provide opportunities for interns to plan, implement, and assess student learning on foundational literacy skills and the additional cross cutting themes in literacy to fulfill the Commission-approved literacy performance assessment.

5.0 Financial Provision.

- 5.1 Intern teachers are individually responsible for their own insurance, subject to any insurance benefits provided through their employment with the District. The University is not the employer of the intern teacher, and as such will not be providing any salary or other employment benefits to the intern teachers, including, but not limited to, salary, insurance, sick leave, or worker's

compensation benefits, as may be required under California law.

- 5.2 Intern teachers shall be considered as employees of the District and shall be treated as employees, for determination of applicable benefits under District policies as outlined in paragraph 1.17 above.

6.0 Term.

- 6.1 The Memorandum of Understanding shall be for a term beginning on August 1, 2026 and ending, without further notice, on the date that it is terminated by either party pursuant to the provisions of paragraph 7.1.

7.0 Termination.

- 7.1 Either party may terminate this Memorandum of Understanding upon thirty (30) days written notice to the other party except if the University terminates this Memorandum of Understanding based on lack of funding, the thirty (30) days notice requirement shall not apply. The notice required under this clause shall be sent by registered mail.

8.0 Non-Assignment and Subcontracting.

- 8.1 The Employing District shall not assign, transfer, or contract for the furnishing of services to be performed under this Memorandum of Understanding without the written approval of the University.

9.0 Hold Harmless.

- 9.1 The University hereby agrees to indemnify, defend, and hold harmless, the District and its departments, agents, officers, and employees from any and all claims or sums which the District or any of its departments, agents, officers, or employees may be obligated to pay by reason of any liability of any kind imposed upon them, including damages to property; liability for injury or death of persons; and court costs, litigation expenses, and attorney fees in the event of litigation; that the District may incur as a result of any act, or negligence of the University, its agents, officers, employees, or credential candidates, in connection with, or arising out of the activity which is the subject of this memorandum of understanding.

- 9.2 The District hereby agrees to indemnify, defend, and hold harmless, the University and its departments, agents, officers, employees, and credential candidates from any and all claims or sums which the University, or any of its departments, agents, officers, employees, or credential candidates may be obligated to pay by reason of any liability of any kind imposed upon them, including damages to property; liability for injury or death of persons; and court costs, litigation expenses, and attorney fees in the event of litigation; that the University may incur as a result of any act, or negligence of the District, its agents, officers, employees, or servants, in connection with, or arising out of the activity which is the subject of this memorandum of understanding.

10.0 Entire Memorandum of Understanding; Alteration Disclaimer.

- 10.1 This Memorandum of Understanding constitutes the entire understanding between the parties with respect to the subject matter hereof.

10.2 No alteration or variation of the terms of this Memorandum of Understanding shall be valid unless made in writing and signed by the parties hereto, and no oral understanding of the Memorandum of Understanding not incorporated herein shall be binding on any of the parties hereto.

11.0 Governing Law.

11.1 This Memorandum of Understanding shall be governed by and construed under the laws of the State of California, which shall be the forum of any lawsuit arising from or incident to this Memorandum of Understanding.

12.0 Liability Insurance.

12.1 Each party agrees to maintain a policy of insurance in the minimum amount of \$1,000,000.00 to cover any negligent acts or omissions committed by that party, or the party's employees or agents during the performance of any duties under this memorandum of understanding. Each party further agrees to indemnify and hold the other party free and harmless from any and all claims arising from any such negligent act or omission.

13.0 Severability.

13.1 In the event that one or more clauses of this Memorandum of Understanding are declared illegal, void or unenforceable, that shall not affect the validity of the remaining portions of this Memorandum of Understanding.

14.0 Waiver.

14.1 The failure of either party to exercise any of its rights under this Memorandum of Understanding for a breach thereof shall not be deemed to be a waiver of such rights, and no waiver by either party, whether written or oral, express or implied, of any rights under or arising from the Memorandum of Understanding shall be binding on any subsequent occasion; and no concession by either party shall be treated as an implied modification of the Memorandum of Understanding unless specifically agreed in writing.

IN WITNESS WHEREOF, the authorized representatives of the parties have executed this Memorandum of Understanding on this date:

By: Sean Snider 7/15/26
For: Sierra-Plumas Joint Unified School District: Sean Snider, Superintendent Date

By: Maria Ki
For: La Sierra University, Department Chair or Program Coordinator Date

By: Li, Chong 7/16/2026
For: La Sierra University, Dean, School of Education Date

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT for Professional Services ("Agreement") is made as of the Agreement Date set forth below by and between **Sierra-Plumas Joint Unified School District**, ("the DISTRICT"), and **Christina Lafoon**, the ("CONTRACTOR").

In consideration of the services to be rendered, the sums to be paid, and each and every covenant and condition contained herein, the parties hereto agree as follows:

OPERATIVE PROVISIONS

1. SERVICES.

The CONTRACTOR warrants that CONTRACTOR has the special skills, expertise and experience in order to effectively provide individual and/or group counseling services. CONTRACTOR shall provide the services described in Attachment "A" and in the manner specified in Attachment "A", Provisions A-2 through A-3.

2. TERM.

Commencement Date: August 17, 2026

Termination Date: June 30, 2027

3. PAYMENT.

DISTRICT shall pay CONTRACTOR for services rendered pursuant to this Agreement on a time and material basis and in the amount set forth in Attachment "B". The payment specified in Attachment "B" shall be the only payment made to CONTRACTOR for services rendered pursuant to this Agreement. CONTRACTOR shall submit all billings for said services to DISTRICT in the manner specified in Attachment "B".

4. FACILITIES, EQUIPMENT AND OTHER MATERIALS AND OBLIGATIONS OF DISTRICT.

CONTRACTOR shall, at its sole cost and expense, furnish all facilities, equipment, and other materials which may be required for furnishing services pursuant to this Agreement, except as provided in this paragraph. DISTRICT shall furnish CONTRACTOR only those facilities, equipment, and other materials and shall perform those obligations listed in Attachment "A".

5. ADDITIONAL PROVISIONS.

Those additional provisions unique to this Agreement are set forth in Attachment "C".

6. GENERAL PROVISIONS.

The general provisions set forth in Attachment "D" are part of this Agreement. Any inconsistency between said general provisions and any other terms or conditions of this Agreement shall be controlled by the other terms or conditions insofar as the latter are inconsistent with the general provisions.

7. DESIGNATED REPRESENTATIVES.

Mr. Sean Snider, District Superintendent, is the designated representative of the DISTRICT, and will administer this Agreement for the DISTRICT. Christina Lafoon is the authorized representative for CONTRACTOR. Changes in designated representatives shall occur only by advance written notice to the other party.

8. ATTACHMENTS.

All attachments referred to herein are attached hereto and by this reference incorporated herein.
Attachments include:

Attachment A - Services
Attachment B - Payment
Attachment C - Additional Provisions
Attachment D - General Provisions

9. AGREEMENT DATE. The Agreement Date is July 15, 2026.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day here first above written.

" DISTRICT "

"CONTRACTOR"

By: _____
Sean Snider, Superintendent

By: _____
Christina Lafoon

Date

Date

CONTRACTOR TAXPAYER I.D. NUMBER

Federal Tax ID# - On File

(Taxpayer I.D. or Social Security No.)

ATTACHMENT A**A.1. SCOPE OF SERVICES AND DUTIES.**

At the request of Sierra-Plumas Joint Unified School District, CONTRACTOR shall include, but is not limited to,

- Provide individual and group college and career counseling
- Develop College & Career Curriculum for grades 8-12 for Downieville and Loyalton High students
- Create systems for college and career support, including establishing a college & career center at Loyalton High School and Downieville High School in collaboration with the college & career readiness team
- Provide Fifteen (15) hours of services for students per week or as needed; documentation not to exceed maximum contract amount of \$32,000.
- Submit a monthly invoice for payment.

A.2. TIME SERVICES RENDERED

Work will begin on date identified in Provision 2, "TERM", of this Agreement. Thereafter, CONTRACTOR shall perform services in a diligently and timely manner.

A.3. MANNER SERVICES ARE TO BE PERFORMED.

As an independent contractor, CONTRACTOR shall be responsible for providing services and fulfilling obligations hereunder in a professional manner. DISTRICT shall not control the manner of performance.

A.4. FACILITIES FURNISHED BY DISTRICT.

- Provide copies of existing records and supporting documentation as necessary to perform all work.
- Provide location for CONTRACTOR to meet with students at both Downieville and Loyalton School sites.

ATTACHMENT B

PAYMENT

DISTRICT shall pay CONTRACTOR as follows:

- B.1 BASE CONTRACT FEE.** DISTRICT shall pay CONTRACTOR Fifty-five dollars and zero cents per hour (\$55.00). CONTRACTOR shall submit requests for payment ("Invoice") on a monthly basis, invoicing for all work completed and delivered to the Superintendent, or designee prior to the issuance of such Invoice. In no event shall total compensation paid for services to CONTRACTOR under this Agreement exceed thirty-two thousand dollars (\$32,000) without a written amendment to this Agreement approved by the District Superintendent.
- B.2 MILEAGE.** None
- B.3 TRAVEL COSTS.** None
- B.4 AUTHORIZATION REQUIRED.** Services performed by CONTRACTOR and not authorized in this Agreement shall not be paid for by DISTRICT. Payment for additional services shall be made to CONTRACTOR by DISTRICT if, and only if, this Agreement is amended in writing by both parties in advance of performing additional services.
- B.4 SPECIAL CIRCUMSTANCES.** In-Person Emergency Services required before travel cost can be incurred.
- B.5 MAXIMUM CONTRACT AMOUNT.** The maximum amount payable to CONTRACTOR under this Agreement shall not exceed the following:
- | | | |
|------|------------------------|------------------|
| B. 1 | Direct Service Fee | \$55.00 per hour |
| B.2 | Mileage | 0 |
| B.3 | Travel Costs | 0 |
| B.4 | Authorization Required | Yes |
| B.5 | Special Circumstances | No |
- MAXIMUM CONTRACT AMOUNT: \$32,000

ATTACHMENT C
ADDITIONAL PROVISIONS

[NONE]

ATTACHMENT D
GENERAL PROVISIONS

D.1 INDEPENDENT CONTRACTOR.

For all purposes arising out of this Agreement, CONTRACTOR shall be an independent contractor and CONTRACTOR and each and every employee, agent, servant, partner, and shareholder of CONTRACTOR (collectively referred to as "The Contractor") shall not be, for any purpose of this Agreement, an employee of DISTRICT. Furthermore, this Agreement shall not under any circumstance be construed or considered to be a joint powers agreement as described in *Government Code Section 6000, et seq.*, or otherwise. As an independent contractor, the following shall apply:

D.1.1 CONTRACTOR shall determine the method, details and means of performing the services to be provided by CONTRACTOR as described in this Agreement.

D.1.2 CONTRACTOR shall be responsible to DISTRICT only for the requirements and results specified by this Agreement and, except as specifically provided in this Agreement, shall not be subject to DISTRICT'S control with respect to the physical actions or activities of CONTRACTOR in fulfillment of the requirements of this Agreement.

D.1.3 CONTRACTOR shall be responsible for its own operating costs and expenses, property and income taxes, workers' compensation insurance and any other costs and expenses in connection with performance of services under this Agreement.

D.1.4 CONTRACTOR is not, and shall not be, entitled to receive from or through DISTRICT, and DISTRICT *shall* not provide or be obligated to provide the CONTRACTOR with workers' compensation coverage, unemployment insurance coverage or any other type of employee or worker insurance or benefit coverage required or provided by any federal, state or local law or regulation for, or normally afforded to, any employee of DISTRICT.

D.1.5 The CONTRACTOR shall not be entitled to have DISTRICT withhold or pay, and DISTRICT shall *not withhold or pay*, on behalf of the CONTRACTOR any tax or money relating to the Social Security Old Age Pension Program, Social Security Disability Program or any other type of pension, annuity or disability program required or provided by any federal, state or local law or regulation for, or normally afforded to, an employee of DISTRICT.

D.1.6 The CONTRACTOR shall not be entitled to participate in, or receive any benefit from, or make any claim against any DISTRICT fringe benefit program including, but not limited to, DISTRICT 's pension plan, medical and health care plan, dental plan, life insurance plan, or other type of benefit program, plan or coverage designated for, provided to, or offered to DISTRICT 's employees.

D.1.7 DISTRICT shall not withhold or pay on behalf of CONTRACTOR any federal, state or local tax including, but not limited to, any personal income tax owed by CONTRACTOR.

D.1.8 The CONTRACTOR is, and at all times during the term of this Agreement shall represent and conduct itself as, an independent contractor and not as an employee of DISTRICT.

D.1.9 CONTRACTOR shall not have the authority, express or implied, to act on behalf of, bind or obligate the DISTRICT in any way without the written consent of the DISTRICT.

D.1.10 CONTRACTOR shall provide the following before this Agreement is complete:

X **D.1.10.1** Proof of current negative TB test.

X **D.1.10.2** Proof of current fingerprint clearance

D.2 LICENSES, PERMITS, ETC.

CONTRACTOR represents and warrants to DISTRICT that it has all licenses, permits, qualifications, and approvals of whatsoever nature which are legally required for CONTRACTOR to practice its profession. CONTRACTOR represents and warrants to DISTRICT that CONTRACTOR shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Agreement any licenses, permits, and approvals which are legally required for CONTRACTOR to practice its profession at the time the services are performed.

D.3 CHANGE IN STATUTES OR REGULATIONS.

If there is a change of statutes or regulations applicable to the subject matter of this Agreement, both parties agree to be governed by the new provisions, unless either party gives notice to terminate pursuant to the terms of this Agreement.

D.4 TIME.

CONTRACTOR shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary for the satisfactory performance of CONTRACTOR's obligations pursuant to this Agreement. Neither party shall be considered in default of this Agreement to the extent performance is prevented or delayed by any cause, present or future, which is beyond the reasonable control of the party.

D.5 INSURANCE.**D.5.1** Prior to rendering services provided by the terms and conditions of this Agreement, CONTRACTOR shall acquire and maintain during the term of this Agreement insurance coverage through and with an insurer acceptable to DISTRICT, naming the DISTRICT and DISTRICT's officers, employees, as additional insured (hereinafter referred to as "the insurance"). The insurance shall contain the coverage indicated by the checked items below.

X **D.5.1.1** During the term of this Agreement, CONTRACTOR shall maintain in full force and effect a policy of professional errors and omissions insurance with policy limits of not less than One Million Dollars (\$1,000,000) per incident and Three Million (\$3,000,000) annual aggregate, with deductible or self-insured portion not to exceed Two Thousand Five Hundred Dollars (\$2,500).

X **D.5.1.2** 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 **D.5.1.3** Workers' Compensation Insurance coverage for all CONTRACTOR employees and other persons for whom CONTRACTOR is responsible to provide such insurance coverage, as provided by Division 4 and 4.5 of the *Labor Code*.

D.5.2 The limits of insurance herein shall not limit the liability of the CONTRACTOR hereunder.**D.5.3** In respect to any insurance herein, if the aggregate limit available becomes less than that required above, other excess insurance shall be acquired and maintained immediately. For the purpose of any insurance term of this Agreement, "aggregate limit available" is defined as the total policy limits available for all claims made during the policy period.**D.5.4** The insurance shall include an endorsement that no cancellation or material change adversely affecting any coverage provided by the insurance may be made until twenty (20) days after written notice is delivered to DISTRICT.**D.5.5** The insurance policy forms, endorsements and insurer(s) issuing the insurance shall be satisfactory to DISTRICT at its sole and absolute discretion. The amount of any deductible payable by the insured shall be subject to the prior approval of the DISTRICT and the DISTRICT, as a condition of its approval, may require such proof of the adequacy of CONTRACTOR's financial resources as it may see fit.

- D.5.6** Prior to CONTRACTOR rendering services provided by this Agreement, and immediately upon acquiring additional insurance, CONTRACTOR shall deliver a certificate of insurance describing the insurance coverages and endorsements to:
 Sierra-Plumas Joint Unified School District
 Director of Business Services/CBO
 P.O. Box 955
 Loyalton CA 96118
- D.5.7** CONTRACTOR shall not render services under the terms and conditions of this Agreement unless each type of insurance coverage and endorsement is in effect and CONTRACTOR has delivered the certificate(s) of insurance to DISTRICT as previously described. If CONTRACTOR shall fail to procure and maintain said insurance, DISTRICT may, but shall not be required to, procure and maintain the same, and the premiums of such insurance shall be paid by CONTRACTOR to DISTRICT upon demand. The policies of insurance provided herein which are to be provided by CONTRACTOR shall be for a period of not less than one year, it being understood and agreed that twenty (20) days prior to the expiration of any policy of insurance, CONTRACTOR will deliver to DISTRICT a renewal or new policy to take the place of the policy expiring.
- D.5.8** DISTRICT shall have the right to request such further coverage's and/or endorsements on the insurance as DISTRICT deems necessary, at CONTRACTOR'S expense. The amounts, insurance policy forms, endorsements and insurer(s) issuing the insurance shall be satisfactory to DISTRICT in its sole and absolute discretion.
- D.5.9** Any subcontractor(s), independent contractor(s) or any type of agent(s) performing or hired to perform any term or condition of this Agreement on behalf of CONTRACTOR, as may be allowed by this Agreement (hereinafter referred to as the "SECONDARY PARTIES"), shall comply with each term and condition of this Section D.5 entitled "INSURANCE". Furthermore, CONTRACTOR shall be responsible for the SECONDARY PARTIES' acts and satisfactory performance of the terms and conditions of this Agreement.
- D.6** INDEMNITY. CONTRACTOR shall defend, indemnify, and hold harmless DISTRICT, 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 CONTRACTOR in the performance of services rendered under this Agreement by CONTRACTOR, or any of CONTRACTOR'S officers, agents, employees, contractors, or subcontractors.
- D.7** CONTRACTOR NOT AGENT. Except as DISTRICT may specify in writing, CONTRACTOR shall have no authority, express or implied, to act on behalf of DISTRICT in any capacity whatsoever as an agent. CONTRACTOR shall have no authority, express or implied, pursuant to this Agreement to bind DISTRICT to any obligation whatsoever.
- D.8** ASSIGNMENT PROHIBITED. CONTRACTOR may not assign any right or obligation pursuant to this Agreement. Any attempted or purported assignment of any right or obligation pursuant to this Agreement shall be void and of no legal effect.
- D.9** PERSONNEL. CONTRACTOR shall assign only competent personnel to perform services pursuant to this Agreement. In the event that DISTRICT, in its sole discretion at any time during the term of this Agreement, desires the removal of any person or persons assigned by CONTRACTOR to perform services pursuant to this Agreement, CONTRACTOR shall remove any such person immediately upon receiving written notice from DISTRICT of its desire for removal of such person or persons.
- D.10** STANDARD OF PERFORMANCE. CONTRACTOR shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which CONTRACTOR is engaged. All products of whatsoever nature which CONTRACTOR delivers to DISTRICT pursuant to this Agreement shall be prepared in a first class and workmanlike manner

and shall conform to the standards of quality normally observed by a person practicing in CONTRACTOR'S profession.

- D.11** POSSESSORY INTEREST. The parties to this Agreement recognize that certain rights to property may create a "possessory interest", as those words are used in the *California Revenue and Taxation Code (107)*. For all purposes of compliance by DISTRICT with Section 107.6 of the *California Revenue and Taxation Code*, this recital shall be deemed full compliance by the DISTRICT. All questions of initial determination of possessory interest and valuation of such interest, if any, shall be the responsibility of the DISTRICT and the contracting parties hereto. A taxable possessory interest may be created by this, if created, and the party in whom such an interest is vested will be subject to the payment of property taxes levied on such an interest.
- D.12** TAXES. CONTRACTOR hereby grants to the DISTRICT the authority to deduct from any payments to CONTRACTOR any DISTRICT imposed taxes, fines, penalties and related charges which are delinquent at the time such payments under this Agreement are due to CONTRACTOR,
- D.13** TERMINATION. DISTRICT shall have the right to terminate this Agreement at any time by giving notice in writing of such termination to CONTRACTOR. In the event DISTRICT gives notice of termination, CONTRACTOR shall immediately cease rendering service upon receipt of such written notice and the following shall apply;
- D.13.1.1** CONTRACTOR shall deliver to DISTRICT copies of all writings prepared by it pursuant to this Agreement. The term "writings" shall be construed to mean and include: handwriting, typewriting, printing, photostating, photographing, computer storage medium (tapes, disks, diskettes, etc.) and every other means of recording upon any tangible thing, and form of communication or representation, including letters, words, pictures, sounds, or symbols, or combinations thereof.
- D.13.1.2** DISTRICT shall pay CONTRACTOR the reasonable value of services rendered by CONTRACTOR to the date of termination pursuant to this Agreement not to exceed the amount documented by CONTRACTOR and approved by DISTRICT as work accomplished to date; provided, however, that in no event shall any payment hereunder exceed **One Thousand Dollars (\$1,000)**. Further provided, however, DISTRICT shall not in any manner be liable for lost profits which might have been made by CONTRACTOR had CONTRACTOR completed the services required by this Agreement. In this regard, CONTRACTOR shall furnish to DISTRICT such financial information as in the judgment of the DISTRICT is necessary to determine the reasonable value of the services rendered by CONTRACTOR. In the event of a dispute as to the reasonable value of the services rendered by CONTRACTOR, the decision of the DISTRICT shall be final. The foregoing is cumulative and does not affect any right or remedy which DISTRICT may have in law or equity.
- D.13.2** CONTRACTOR may terminate its services under this Agreement upon thirty (30) working days written notice to the DISTRICT, without liability for damages, if CONTRACTOR is not compensated according to the provisions of the Agreement or upon any other material breach of the Agreement by DISTRICT, provided that CONTRACTOR has first provided DISTRICT with a written notice of any alleged breach, specifying the nature of the alleged breach and providing not less than ten (10) working days within which the DISTRICT may cure the alleged breach.
- D.14** OWNERSHIP OF INFORMATION. All professional and technical information developed under this Agreement and all work sheets, reports, and related data shall become and/or remain the property of DISTRICT, and CONTRACTOR agrees to deliver reproducible copies of such documents to DISTRICT on completion of the services hereunder. The DISTRICT agrees to indemnify and hold CONTRACTOR harmless from any claim arising out of reuse of the information for other than this project.
- D.15** WAIVER. A waiver by any party of any breach of any term, covenant or condition herein contained or a waiver of any right or remedy of such party available hereunder at law or in equity shall not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant or condition herein contained or of any continued or subsequent right to the same right or remedy. No party shall be deemed to have made any such waiver unless it is in writing and signed by the party so waiving.

- D.16** COMPLETENESS OF INSTRUMENT. This Agreement, together with its specific references and attachments, constitutes all of the agreements, understandings, representations, conditions, warranties and covenants made by and between the parties hereto. Unless set forth herein, neither party shall be liable for any representations made, express or implied.
- D.17** SUPERSEDES PRIOR AGREEMENTS. It is the intention of the parties hereto that this Agreement shall supersede any prior agreements, discussions, commitments, representations, or agreements, written or oral, between the parties hereto.
- D.18** MINOR AUDITOR REVISION. In the event the Sierra-Plumas Joint Unified School District finds a mathematical discrepancy between the terms of the Agreement and actual invoices or payments, provided that such discrepancy does not exceed 1% of the Agreement amount, the Superintendent may make the adjustment in any payment or payments without requiring an amendment to the Agreement to provide for such adjustment. Should the DISTRICT or the CONTRACTOR disagree with such adjustment, they reserve the right to contest such adjustment and/or to request corrective amendment.
- D.19** CAPTIONS. The captions of this Agreement are for convenience in reference only and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this Agreement.
- D.20** DEFINITIONS. Unless otherwise provided in this Agreement, or unless the context otherwise requires, the following definitions and rules of construction shall apply herein.
- D.20.1** NUMBER AND GENDER. In this Agreement, the neuter gender includes the feminine and masculine, the singular includes the plural, and the word "person" includes corporations, partnerships, firms or associations, wherever the context so requires.
- D.20.2** MANDATORY AND PERMISSIVE. "Shall" and "will" and "agrees" are mandatory. "May" is permissive.
- D.21** TERM INCLUDES EXTENSIONS. All references to the term of this Agreement or the Agreement Term shall include any extensions of such term.
- D.22** SUCCESSORS AND ASSIGNS. All representations, covenants and warranties specifically set forth in this Agreement, by or on behalf of, or for the benefit of any or all of the parties hereto, shall be binding upon and inure to the benefit of such party, its successors and assigns.
- D.23** MODIFICATION. No modification or waiver of any provisions of this Agreement or its attachments shall be effective unless such waiver or modification shall be in writing, signed by all parties, and then shall be effective only for the period and on the condition, and for the specific instance for which given.
- D.24** COUNTERPARTS. This Agreement may be executed simultaneously and in several counterparts, each of which shall be deemed an original, but which together shall constitute one and the same instrument.
- D.25** OTHER DOCUMENTS. The parties agree that they shall cooperate in good faith to accomplish the object of this Agreement and, to that end, agree to execute and deliver such other and further instruments and documents as may be necessary and convenient to the fulfillment of these purposes.
- D.26** PARTIAL INVALIDITY. If any term, covenant, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the

provision and/or provisions shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

- D.27** VENUE. It is agreed by the parties hereto that unless otherwise expressly waived by them, any action brought to enforce any of the provisions hereof or for declaratory relief hereunder shall be filed and remain in a court of competent jurisdiction in the County of Sierra, State of California.
- D.28** CONTROLLING LAW. The validity, interpretation and performance of this Agreement shall be controlled by and construed under the laws of the State of California.
- D.29** CALIFORNIA TORT CLAIMS ACT. Notwithstanding any term or condition of the Agreement, the provisions, and related provisions, of the California Tort Claims Act, Division 3.6 of the *Government Code*, are not waived by DISTRICT and shall apply to any claim against DISTRICT arising out of any acts or conduct under the terms and conditions of this Agreement.
- D.30** TIME IS OF THE ESSENCE. Time is of the essence of this Agreement and each covenant and term herein.
- D.31** AUTHORITY. All parties to this Agreement warrant and represent that they have the power and authority to enter into this Agreement in the names, titles and capacities herein stated and on behalf of any entities, persons, estates or firms represented or purported to be represented by such entity(s), person(s), estate(s) or firm(s) and that all formal requirements necessary or required by any state and/or federal law in order to enter into this Agreement are in full compliance. Further, by entering into this Agreement, neither party hereto shall have breached the terms or conditions of any other contract or agreement to which such party is obligated, which such breach would have a material effect hereon.
- D.32** CORPORATE AUTHORITY. If CONTRACTOR is a corporation or public agency, each individual executing this Agreement on behalf of said corporation or public agency represents and warrants that he or she is duly authorized to execute and deliver this Agreement on behalf of said corporation, in accordance with a duly adopted resolution of the Board of Directors of said corporation or in accordance with the bylaws of said corporation or Board or Commission of said public agency, and that this Agreement is binding upon said corporation or public entity in accordance with its terms. If CONTRACTOR is a corporation, CONTRACTOR shall, within thirty (30) days after execution of this Agreement, deliver to DISTRICT a certified copy of a resolution of the Board of Directors of said corporation authorizing or ratifying the execution of this Agreement.
- D.33** CONFLICT OF INTEREST
- D.33.1** LEGAL COMPLIANCE. CONTRACTOR agrees at all times in performance of this Agreement to comply with the law of the State of California regarding conflicts of interest, including, but not limited to, Article 4 of Chapter 1, Division 4, Title 1 of the *California Government Code*, commencing with Section 1090, and Chapter 7 of Title 9 of said Code, commencing with Section 87100, including regulations promulgated by the California Fair Political Practices Commission.
- D.33.2** ADVISEMENT. CONTRACTOR agrees that if any facts come to its attention which raise any questions as to the applicability of this law, it will immediately inform the DISTRICT designated representative and provide all information needed for resolution of the question.
- D.33.3** ADMONITION. Without limitation of the covenants in subparagraphs D.34.1 and D.34.2, CONTRACTOR is admonished hereby as follows:
- The statutes, regulations and laws referenced in this provision D.34 include, but are not limited to, a prohibition against any public officer, including CONTRACTOR for this purpose, from making any

decision on behalf of DISTRICT in which such officer has a direct or indirect financial interest. A violation occurs if the public officer influences or participates in any DISTRICT decision which has the potential to confer any pecuniary benefit on CONTRACTOR or any business firm in which CONTRACTOR has an interest of any type, with certain narrow exceptions.

- D.34** NONDISCRIMINATION. During the performance of this Agreement, CONTRACTOR shall not unlawfully discriminate against any employee of the CONTRACTOR or of the DISTRICT or applicant for employment or for services or any member of the public because of race, religion, color, national origin, ancestry, physical handicap, medical condition, marital status, age or sex. CONTRACTOR shall ensure that in the provision of services under this Agreement, its employees and applicants for employment and any member of the public are free from such discrimination. CONTRACTOR shall comply with the provisions of the Fair Employment and Housing Act (*Government Code* Section 12900 et seq.). The applicable regulations of the Fair Employment Housing Commission implementing *Government Code* Section 12900, set forth in Chapter 5, Division 4 of Title 2 of the California *Administrative Code* are incorporated into this Agreement by reference and made a part hereof as if set forth in full. CONTRACTOR shall also abide by the Federal Civil Rights Act of 1964 and all amendments thereto, and all administrative rules and regulation issued pursuant to said Act. CONTRACTOR shall give written notice of its obligations under this clause to any labor agreement. CONTRACTOR shall include the nondiscrimination and compliance provision of this paragraph in all subcontracts to perform work under this Agreement.
- D.35** JOINT AND SEVERAL LIABILITY. If any party consists of more than one person or entity, the liability of each person or entity signing this Agreement shall be joint and several.
- D.36** TAXPAYER I.D. NUMBER. The DISTRICT shall not disburse any payments to CONTRACTOR pursuant to this Agreement until CONTRACTOR supplies the latter's Taxpayer I.D. Number or Social Security Number (as required on the line under CONTRACTOR'S signature on page 2 of this Agreement).
- D.37** NOTICES. All notices and demands of any kind which either party may require or desire to serve on the other in connection with this Agreement must be served in writing either by personal service or by registered or certified mail, return receipt requested, and shall be deposited in the United States Mail, with postage thereon fully prepaid, and addressed to the party so to be served as follows:

If to "DISTRICT":
 Sierra-Plumas Joint Unified School District
 Post Office Box 955
 Loyalton CA 96118
 (530) 993-1660
 Fax: (530) 993-0828

If to "CONTRACTOR":
 Christina Lafoon
 P.O. Box [REDACTED]
 [REDACTED]
 [REDACTED]
 Email: [REDACTED]

TOSA- Online Learning Support, College & Career Readiness

DEFINITION

The primary purpose of the position of the TOSA- Online Learning Support, College & Career Readiness is to provide online learning support for our district's middle school and high school students as well as college and career readiness support to the students and families of the Sierra-Plumas Joint Unified School District, primarily for Downieville Junior/Senior High School. Under the general supervision of the Superintendent or Designee, the TOSA- Online Learning Support, College & Career Readiness provides support and progress monitoring to students who are taking online courses within their on campus course load to widen their academic and career opportunities. This Teacher on Special Assignment (TOSA) position works closely with high school principals, counselors and advisors to support our students taking online and dual enrollment courses and to provide information and counseling for students and their families in the college application and financial aid processes, as well as vocational training and career preparation. The TOSA brings post-high school informational events and workshops to our students and holds a key role in creating and maintaining a college-going and career-ready school culture.

QUALIFICATIONS

- Valid California Teaching Credential (Single Subject or Multiple Subject)
- Experience: At least two years of teaching experience and career and college-related work at the high school level preferred. The position will incorporate training and workshops
- Experience teaching or managing online learning environments
- A valid California driver's license and the availability of private transportation or the ability to provide transportation between job sites.

EXAMPLES OF DUTIES

This job description is intended to describe the general nature and level of work being performed by the employee assigned to the position. Depending on the area of assignment, duties may include, but are not limited to, those listed below. This description is not an exhaustive list of all duties, responsibilities, knowledge, skills, abilities, and work ethics associated with the position. Incumbents may be required to perform any combination of these duties. All requirements are subject to possible modification to reasonably accommodate individuals with disabilities.

A. Commitment to School Mission and Vision

Uphold the school's Mission, Vision, Core Values, and Commitments to foster student success.

B. Online-learning Support

- a. Progress-monitor all students taking online courses, including online college courses
- b. Communicate with students and families regarding progress and grades
- c. Enroll students into courses at the beginning of semesters
- d. Work closely with online platform liaisons to ensure a smooth enrollment process
- e. Provide timely and accurate updates to site principals and academic advisors to ensure students have the wrap-around support they need to be successful
- f. Collaborate with site teachers who supervise online students during the school day

C. Student Academic and Career Planning

- a. Collaborate with high school advisors to:
- b. Meet with 7th-12th grade students to discuss career goals, academic pathways, and post-secondary plans.
- c. Assist high school students with course selection to meet A-G requirements and align extracurricular activities with interests and talents.
- d. Provide individualized support for the college admission process, including application assistance, major selection, financial aid, and scholarships.
- e. Collaborate with the College & Career Readiness Team (CCR Team) to develop and implement a comprehensive College and Career Service Plan that includes academic advising, enrichment activities, test preparation, career exploration, coordination of PSAT and SAT exams, and organizing a mock job interview event in the spring.

D. Events and Community Engagement

E. Collaborate with CCR Team to Organize and coordinate:

- 1. College representative meetings, job fairs, college fairs, and career events (e.g., Career Days and Career Month).
- 2. College Nights and Cash for College Nights
- 3. Guest speakers from local businesses, colleges, universities, and the military.
- 4. Mock Job Interviews Event
- 5. Partnerships with external programs (e.g., TRIO, FRC) to foster a college-going culture.

F. Work Experience and Student Employment

1. Support the Work Experience program to promote job readiness and real-world experience.

G. Student Support and Equity

1. Provide personalized guidance for “at-promise” student populations, including foster youth, English learners, low-income students, students with special needs, and those experiencing homelessness.
2. Advocate for student educational rights and connect families with appropriate resources.

H. Career Technical Education (CTE) Support

1. Ensure that courses meet A-G requirements, Pathway certifications, and address both academic and career readiness goals.
2. Build partnerships with local businesses, colleges, and community organizations to provide work-based learning experiences (e.g., internships, apprenticeships, job shadowing).

I. Records and Data Management

1. Use student information system to input grades, provide feedback, audit and evaluate student transcripts, including ensuring GPA calculations are accurate (e.g., UC, CSU, weighted, and graduation).

J. Publications and Communication

1. Develop promotional materials, including letters, flyers, and newsletters, to advertise events and services.
2. Manage communication to students, families, and the school community regarding events, scholarships, and post-secondary opportunities.

PHYSICAL ABILITIES

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.

Date Adopted: ???

**BEFORE THE BOARD OF TRUSTEES OF THE
SIERRA COUNTY OFFICE OF EDUCATION
CALIFORNIA**

RESOLUTION 27-001C

FUND TRANSFERS for 2026-2027 FISCAL YEAR

The Board of Trustees of the SIERRA COUNTY OFFICE OF EDUCATION hereby authorizes the Superintendent and Director of Business Services/CBO to:

1. Make transfers between expenditure classification and/or transfers between funds of the budget deemed necessary to permit the payment of obligations of the County/District incurred during the 2026-2027 fiscal year.
2. Appropriate unbudgeted income, if necessary, in accordance with Education Code 42602.
3. Make necessary inter-budget transfers and revisions.

The foregoing Resolution was passed and adopted by the Board of Trustees of the SIERRA COUNTY OFFICE OF EDUCATION on the 28th day of July 2026, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

VACANT: _____

John Martinetti, Clerk

**BEFORE THE BOARD OF TRUSTEES OF THE
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
CALIFORNIA**

RESOLUTION 27-001D

FUND TRANSFERS for 2026-2027 FISCAL YEAR

The Board of Trustees of the SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT hereby authorizes the Superintendent and Director of Business Services/CBO to:

1. Make transfers between expenditure classification and/or transfers between funds of the budget deemed necessary to permit the payment of obligations of the County/District incurred during the 2026-2027 fiscal year.
2. Appropriate unbudgeted income, if necessary, in accordance with Education Code 42602.
3. Make necessary inter-budget transfers and revisions.

The foregoing Resolution was passed and adopted by the Board of Trustees of the SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT on the 28th day of July 2026, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

VACANT: _____

John Martinetti, Clerk

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

**Resolution No. 27-002C/27-002D
DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS
FOR THE 2026-2027 SCHOOL YEAR**

WHEREAS, the Sierra County Office of Education (SCOE) and Sierra-Plumas Joint Unified School District (SPJUSD) make every effort to recruit fully prepared teachers; and

WHEREAS, when fully prepared teachers are not available, SCOE and SPJUSD recruit candidates who qualify for an intern credential; and

WHEREAS, there are teachers who have not yet completed Cross Cultural Language and Academic Development (CLAD) certification or other English Learner Authorization; and

WHEREAS, the Board of Trustees recognizes that there are an insufficient number of certificated persons who meet SCOE's and SPJUSD's specific employment criteria; and

WHEREAS, Title 5 Section 80026 and AB 471 (Scott) require that a Declaration of Need for Fully Qualified Educators and resolution by the Governing Board be submitted by an employing agency prior to the issuance of any emergency permit and/or limited assignments permit for that agency in a given school year; and

WHEREAS, Title 5 Section 80026 and AB 471 (Scott) specify that said Declaration of Need for Fully Qualified Educators and resolution be adopted by the Governing Board in a regularly scheduled public meeting of the Board on an annual basis; and

WHEREAS, said Declaration of Need for Fully Qualified Educators shall not be adopted by the Board as part of a consent calendar; and

WHEREAS, all employees invest their time, energy and countless hours to provide all students with quality programs and services that support their individual needs and educational goals;

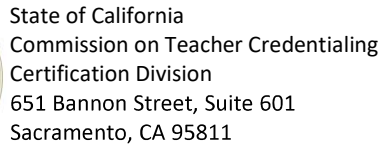
NOW, THEREFORE, BE IT RESOLVED that the Sierra County Board of Education and Sierra-Plumas Joint Unified School District Governing Board hereby request that a Declaration of Need for Fully Qualified Educators be submitted to the Commission on Teacher Credentialing for the 2026-27 school year.

PASSED AND ADOPTED, by the Sierra County Board of Education and Sierra-Plumas Joint Unified School District Governing Board at their regular meeting held on the 28th of July, 2026.

VOTE:

Ayes _____ **Nays** _____ **Abstain** _____ **Absent** _____

John Martinetti,
SCOE & SPJUSD Clerk



DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Revised Declaration of Need for year: _____

Name of County: Sierra County CDS Code: 46 10462

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2027.

Name of NPS/NPA _____ County of Location **Sierra**

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on 07/28/2026, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, 2027.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

Sean Snider

Superintendent

Name

Signature

Title

530-993-0828

530-993-1660

Fax Number

Telephone Number

Date

PO Box 955 Loyalton, CA 96118

Mailing Address

ssnider@spjUSD.org

EMail Address

- *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit

Estimated Number Needed

CLAD/English Learner Authorization (applicant already holds teaching credential)

1

Bilingual Authorization (applicant already holds teaching credential)

List target language(s) for bilingual authorization:

Resource Specialist

1

Teacher Librarian Services

Emergency Transitional Kindergarten (ETK)

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas. Additionally, for the Single Subject Limited Assignment Permits estimated, please include the authorization(s) which will be requested:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	
Single Subject	
Special Education	1
TOTAL	1

Authorizations for Single Subject Limited Assignment Permits

SUBJECT	ESTIMATED NUMBER NEEDED	SUBJECT	ESTIMATED NUMBER NEEDED
Agriculture		Mathematics	
Art		Music	
Business		Physical Education	
Dance		Science: Biological Sciences	
English		Science: Chemistry	
Foundational-Level Math		Science: Geoscience	
Foundational-Level Science		Science: Physics	
Health		Social Science	
Home Economics		Theater	
Industrial & Technology Education		World Languages (specify)	

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program?

☐ Yes ☒ No

If no, explain. Small rural single county school district; limited staff and resources

Does your agency participate in a Commission-approved college or university internship program?

☒ Yes ☐ No

If yes, how many interns do you expect to have this year? 1

If yes, list each college or university with which you participate in an internship program.

National University

La Sierra University

If no, explain why you do not participate in an internship program.



State of California
Commission on Teacher Credentialing
Certification Division
651 Bannon Street, Suite 601
Sacramento, CA 95811

Email: DON@ctc.ca.gov
Website: www.ctc.ca.gov

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 2026-2027

Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT OR DISTRICT/COUNTY AUTHORIZED CHARTER SCHOOL

Name of District or Charter: Sierra-Plumas Joint USD District CDS Code: 46 70177

Name of County: Sierra County CDS Code: 46 10462

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board/body of the school district or charter school specified above adopted a declaration at a regularly scheduled public meeting held on 7/28/2026 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2027.

Submitted by (Superintendent, Board Secretary, or Designee):

Sean Snider

Name

530-993-0828

Fax Number

Signature

530-993-1660

Telephone Number

Superintendent

Title

Date

PO Box 955 Loyalton, CA 96118

Mailing Address

ssnider@spjUSD.org

Email Address

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ____/____/____, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, 2027.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

_____ <i>Name</i>	_____ <i>Signature</i>	_____ <i>Title</i>
_____ <i>Fax Number</i>	_____ <i>Telephone Number</i>	_____ <i>Date</i>
_____ <i>Mailing Address</i>		
_____ <i>E-Mail Address</i>		

- *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit

Estimated Number Needed

CLAD/English Learner Authorization (applicant already holds teaching credential)

2

Bilingual Authorization (applicant already holds teaching credential)

List target language(s) for bilingual authorization:

Resource Specialist

Teacher Librarian Services

Emergency Transitional Kindergarten (ETK)

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas. Additionally, for the Single Subject Limited Assignment Permits estimated, please include the authorization(s) which will be requested:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	2
Single Subject	3
Special Education	
TOTAL	5

Authorizations for Single Subject Limited Assignment Permits

SUBJECT	ESTIMATED NUMBER NEEDED	SUBJECT	ESTIMATED NUMBER NEEDED
Agriculture	1	Mathematics	
Art		Music	
Business		Physical Education	1
Dance		Science: Biological Sciences	
English		Science: Chemistry	
Foundational-Level Math		Science: Geoscience	
Foundational-Level Science		Science: Physics	
Health		Social Science	1
Home Economics		Theater	
Industrial & Technology Education		World Languages (specify)	

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program?

☐ Yes ☒ No

If no, explain. Small rural single county school district; limited staff and resources

Does your agency participate in a Commission-approved college or university internship program?

☒ Yes ☐ No

If yes, how many interns do you expect to have this year? 2

If yes, list each college or university with which you participate in an internship program.

National University
La Sierra University

If no, explain why you do not participate in an internship program.

SIERRA COUNTY OFFICE OF EDUCATION

CONFLICT-OF-INTEREST CODE

2016

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict-of-interest codes. The Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations Section 18730) that contains the terms of a standard conflict-of-interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices, designating positions and establishing disclosure categories, shall constitute the conflict-of-interest code of the Sierra County Office of Education (County).

Individuals holding designated positions shall file their statements of economic interests with the County, which will make the statements available for public inspection and reproduction at 109 Beckwith Road, Loyalton, California. (Gov. Code Sec. 81008.) All statements will be retained by the County.

SIERRA COUNTY OFFICE OF EDUCATION

CONFLICT-OF-INTEREST CODE

APPENDIX A DESIGNATED POSITIONS

<u>POSITION</u>	<u>CATEGORY</u>
Designated Position Disclosure Category	
Governing Board of Education Members	1
Superintendent of Schools.....	1
Business Manager	2
SELPA Director	2
Consultants/New Positions*	2

* Consultants/New positions shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The Superintendent may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Superintendent's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

SIERRA COUNTY OFFICE OF EDUCATION

CONFLICT-OF-INTEREST CODE

APPENDIX B DISCLOSURE CATEGORIES

Category 1:

Designated positions in this category must report:

- a. Interest in real property located entirely or partly within boundaries, or within two miles of County boundaries or of any land owned or used by the County. Such interests include any leasehold, beneficial or ownership interest, or option to acquire such interest in real property.
- b. Investments and business positions in business entities and income, including gifts, loans, and travel payments, from, sources which:
 1. Are engaged in the acquisition or disposal of real property within the County,
 2. Are contractors that are, or have been within the past two years, engaged in work or services of the type used by the County, or
 3. Are of the type which engages in the manufacture, sale, repair, rental or distribution of school supplies, books, materials, school furnishings, or equipment.

Category 2:

Designated persons in this category must report investments and business positions in business entities and income, including gifts, loans, and travel payments, from, sources which:

- a. Are contractors engaged in work or services of the type to be used by the department in which the designated person manages or directs, or
- b. Are of the type which engages in the manufacture, sale, repair, rental or distribution of school supplies, books, materials, school furnishings, or equipment.

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

CONFLICT-OF-INTEREST CODE

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict-of-interest codes. The Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations Section 18730) that contains the terms of a standard conflict-of-interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices, designating positions and establishing disclosure categories, shall constitute the conflict-of-interest code of the **Sierra-Plumas Joint Unified School District (District)**.

Individuals holding designated positions shall file their statements of economic interests with the **District**, which will make the statements available for public inspection and reproduction at 109 Beckwith Road, Loyalton, California. (Gov. Code Sec. 81008.) All statements will be retained by the **District**.

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

CONFLICT-OF-INTEREST CODE

APPENDIX A DESIGNATED POSITIONS

<u>POSITION</u>	<u>CATEGORY</u>
Governing Board of Education Members	1
Superintendent of Schools	1
Business Manager	2
School Site Administrators	2
SELPA Director	2
Technology Director	2
Consultants/New Positions	*

Note: The positions of Superintendent of Schools and Business Manager are Sierra County Office of Education staff members who act in a staff capacity.

* Consultants/New positions shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The Superintendent may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Superintendent's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT

CONFLICT-OF-INTEREST CODE

APPENDIX B DISCLOSURE CATEGORIES

Category 1:

Designated position in this category must report:

- Interest in real property located entirely or partly within District boundaries, or within two miles of District boundaries or of any land owned or used by the District. Such interests include any leasehold, beneficial or ownership interest, or option to acquire such interest in real property.
- Investments and business positions in business entities and income, including gifts, loans, and travel payments, from, sources which:
 - Are engaged in the acquisition or disposal of real property within the District,
 - Are contractors that are, or have been within the past two years, engaged in work or services of the type used by the District, or
 - Are of the type which engages in the manufacture, sale, repair, rental or distribution of school supplies, books, materials, school furnishings, or equipment of the type utilized by the District.

Category 2:

Designated position in this category must report:

- Investments and business positions in business entities and income, including gifts, loans, and travel payments, from, sources which:
 - Are contractors engaged in work or services of the type to be used by the department,
 - Are of the type which engages in the manufacture, sale, repair, rental or distribution of school supplies, books, materials, school furnishings, or equipment of the type utilized by the department in which the designated position manages or directs.

This is the last page of the conflict of interest code for **Sierra-Plumas Joint Unified School District**.



CERTIFICATION OF FPPC APPROVAL

Pursuant to Government Code Section 87303, the conflict of interest code for **Sierra-Plumas Joint Unified School District** was approved on 1/17/ 2017. This code will become effective on 2/16/ 2017.

A handwritten signature in blue ink, appearing to read "BJ", written over a horizontal line.

Brian G. Lau

Senior Commission Counsel

Fair Political Practices Commission



690 E. Glendale Ave, Suite 9B, Sparks, NV 89431
(775) 359-1121 (800) 874-7515

Phase 2 SALES QUOTE

TO: Sierra-Plumas Joint Unified School District
Sean Snider
Loyalton, CA 96118-955
530-993-1660 X43

Date: **7/22/2026**
Sales Rep: Matt Kent
P.O. Number:
Expires: 8/21/2026

REF# DQM15853

ITEM	DESCRIPTION	QTY	UNIT PRICE	AMOUNT
32C-H5A-4MH-30	8MP 4 head H5A Multisensor Camera; Alta 30 Day	2	\$2,675.00	\$5,350.00
APP-200-8-DG	Cloud connector 8tb	2	\$3,150.00	\$6,300.00
5.0C-H6M-DO1-IR	5MP H6M Outdoor Mini-Dome with IR and 3.0mm Lens	1	\$685.00	\$685.00
HALO-V3.00C-PC HALO	IoT Smart Sensor 3C PC	4	\$890.00	\$3,560.00
H5AMH-DO-COVR1	Dome bubble and cover for outdoor surface mnt or pendant mnt For use with the Avigilon H5A Multisen	2	\$160.00	\$320.00
H5AMH-AD-PEND1	Outdoor pendant mount adapter. For use with the Avigilon H5A Multisensor	2	\$160.00	\$320.00
H4AMH-AD-IRIL1	Optional IR Illuminator ring, up to 30 meters, four use w/ H4AMH- DO-COVR1	2	\$300.00	\$600.00
WLMT-1001	Wall Mount for large pendant camera	2	\$110.00	\$220.00
CRNMT-1001	Corner Mount Adapter	1	\$125.00	\$125.00
POE60U-1BTE	Gigabit 802.3bt 60 W PoE Injector, Indoor, single port	2	\$165.00	\$330.00
Misc Item-Equipment	Analog Video Encoder ENC-4P-H264	5	\$375.00	\$1,875.00
AWA-CLD-3Y	3yr Subscription to Alta Aware	8	\$350.00	\$2,800.00
Infrastructure Misc	Installation Supplies, Hardware, misc etc	1	\$1,165.00	\$1,165.00
Labor	Labor	1	\$7,215.00	\$7,215.00

Subtotal	\$30,865.00
Sales Tax	\$1,714.62
Total	\$32,579.62

Notes: Customer is responsible for all networking and switches.

Thank you for giving Sierra Electronics the opportunity to provide this quote. We look forward to being of service to you.

Please feel free to call Matt Kent at (775) 359-1121, (800) 874-7515, or (775) 799-0046 (cell) with any questions, or if you would like to go ahead and place an order. If you prefer email: matthk@sierraelectronics.com



690 E. Glendale Ave, Suite 9B, Sparks, NV 89431
(775) 359-1121 (800) 874-7515

bus add SALES QUOTE

TO: Sierra-Plumas Joint Unified School District
Sean Snider
Loyalton, CA 96118-955
530-993-1660 X43

Date: **7/22/2026**
Sales Rep: Matt Kent
P.O. Number:
Expires: 8/21/2026

REF# DQM15854

ITEM	DESCRIPTION	QTY	UNIT PRICE	AMOUNT
5.0C-H6M-DO1-IR	5MP H6M Outdoor Mini-Dome with IR and 3.0mm Lens	4	\$685.00	\$2,740.00
AWA-CLD-3Y	3yr Subscription to Alta Aware	4	\$350.00	\$1,400.00
Infrastructure Misc	Installation Supplies, Hardware, misc etc	1	\$660.00	\$660.00
Labor	Labor	1	\$3,190.00	\$3,190.00
			Subtotal	\$7,990.00
			Sales Tax	\$348.00
			Total	\$8,338.00

Notes:

Thank you for giving Sierra Electronics the opportunity to provide this quote. We look forward to being of service to you.

Please feel free to call Matt Kent at (775) 359-1121, (800) 874-7515, or (775) 799-0046 (cell) with any questions, or if you would like to go ahead and place an order. If you prefer email: mattk@sierraelectronics.com

Employment Agreement
Between the Sierra-Plumas Joint Unified School District
and
Sean R. Snider
July 28, 2026, Contract Amendment

The Governing Board ("Board") of the Sierra-Plumas Joint Unified School District ("District") and Sean Snider ("Superintendent") have entered into an Agreement to employ Mr. Snider as the District's Superintendent.

Pursuant to Section 16 of the Agreement, the Board and Superintendent mutually agree to amend the Agreement by replacing Section 1 of the Agreement in its entirety with the following:

1. Term:

District employs Sean Snider as the District's Superintendent commencing on July 1, 2026, and ending on June 30, 2028, unless such employment is terminated earlier or extended in accordance with the provisions of this Agreement."

This amendment to the Agreement was approved by the Governing Board and became effective at the Board's July 28, 2026, regular Board Meeting upon a vote by the Governing Board in open session after an oral summary of the salary or salary schedule and fringe benefits as required by Government Code section 54953(c)(3).

Rhynie Hollitz, President, on behalf of
Sierra-Plumas Joint Unified School District
Governing Board

Date: _____

John Martinetti, Clerk, on behalf of
Sierra-Plumas Joint Unified School District
Governing Board

Date: _____

Sean Snider, Superintendent

Date: _____

CSBA POLICY GUIDE SHEET – June 23, 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 1240 - Volunteer Assistance

Policy updated to align with law the list of characteristics for which harassment of a volunteer is prohibited. Additionally, policy updated to reflect **NEW LAW (SB 848, 2025)** which provides that a volunteer who is over 18 years of age who interacts with students outside of the immediate supervision and control of the student's parent/guardian or a school employee is a mandated reporter and subject to the requirements of The Child Abuse and Neglect Reporting Act, including, but not limited to, notification, training and reporting requirements.

Board Policy 2110 - Superintendent Responsibilities and Duties

Policy updated to expand the Governing Board's philosophical statement. Additionally, policy updated to reflect **NEW LAW (SB 827, 2025)**, which requires the Superintendent to receive specified training in ethics once every two years, with a specific timeline for Superintendents who begin service with the district after January 1, 2026.

Board Policy 5131.4 - Student Disturbances

Policy updated to add to the Governing Board's philosophical statement the recognition that student disturbances interfere with a positive school environment and interrupt learning, and to delete material related to requesting assistance from law enforcement as that material is covered in the development of a school's disturbance management plan (formerly disturbance response plan). Additionally, policy updated to expand material related to a school's disturbance management plan, including who the Superintendent or designee may consult with when developing the plan, and creating a list of items that the plan may include. In addition, policy updated to provide that discipline for students who participate in a disturbance be in accordance with specified discipline related policies.

Board Policy 5141.4 - Child Abuse Prevention and Reporting

Policy updated to reflect that the Superintendent or designee may collaborate with the county's child welfare, probation, mental health, public health, and sheriff's departments; juvenile court; and office of education, on intervention programs for students. Additionally, policy updated to reflect **NEW LAW (SB 848, 2025)** which authorizes any instructional program on child abuse offered by the district to include, in addition to instruction on sexual abuse and human trafficking prevention, instruction on sexual assault. In addition, policy updated to clarify that parent(s)/guardian(s) have the right to excuse their child from all or part of abuse, including sexual abuse, and human trafficking prevention education, and assessments related to that education, in accordance with law and Board policy. Policy also updated to reflect the requirement that districts that issue student identification cards for students in grades 7-12 have printed on them (1) the 988 Suicide and Crisis Lifeline, (2) the National Domestic Violence Hotline, and (3) as required by **NEW LAW (AB 727, 2025)** The Trevor Project's LGBTQ+ suicide hotline, and may have printed on them a quick response (QR) code that links to the county's mental health resources website.

DELETE - Board Policy 5141.7 - Sun Safety

Policy deleted as unnecessary, with content being moved to new Board Policy 5141.75 - Weather Safety.

NEW - Board Policy 5141.75 - Weather Safety

New policy addresses safety related to various forms of inclement weather, and reflects requirement for districts to, by July 1, 2026, develop, adopt, and implement weather protocols for extreme weather conditions. Additionally, policy reflects CDE's "Senate Bill 1248: Extreme Weather Guidelines," and incorporates content from former Board Policy 5141.7 - Sun Safety.

Board Policy 5142 - Safety

Policy updated to add to the Governing Board's philosophical statement that the Board recognizes the importance of student engagement and safe use of technology to a safe school environment. Additionally, policy updated to reflect **NEW LAW (SB 848, 2025)** which mandates districts to, by July 1, 2026, adopt written (1) policies that promote safe environments for student learning and engagement, with specified components related to professional boundaries, and (2) policies, plans, or specifications regarding school facilities that address classroom and nonclassroom environments to promote safe environments for learning and engagement that are easily supervised.

Board Policy 5145.6 - Parent/Guardian Notifications

Policy updated in conjunction with the accompanying exhibit, which is reviewed and updated annually.

Board Policy 7110 - Facilities Master Plan

Policy updated to clarify in the Governing Board's philosophical statement that long-range planning is important for carrying out the district's vision, mission, and goals. Additionally, policy updated to reflect **NEW LAW (SB 848, 2025)** which requires the Board to, by July 1, 2026, adopt written policies, plans or specifications for the design and construction of facilities, including furnishing of such facilities, that promote safe environments for learning and engagement.

Board Bylaw 9200 - Limits of Board Member Authority

Bylaw updated to clarify the Governing Board's expectations that individual Board members conduct themselves specifically in accordance with Board Bylaw 9000 - Role of the Board and Board Bylaw 9005 - Governance Standards. Additionally, bylaw updated to include that (1) individual Board members do not have the authority to direct staff or represent the Board or the district, (2) individual Board members do not have the authority to investigate, resolve, or otherwise actively engage with community members with respect to complaints, personnel or student matters, or legal issues, (3) any Board member who receives a communication regarding such a topic shall forward the communication to or otherwise inform the Superintendent or Board president, and (4) individual Board members are permitted to engage with community members, including responding to general inquiries or expressions of opinion so long as such engagement is consistent with Board policies and bylaws such as Board Bylaw 9010 - Public Statements and Board Bylaw 9012 - Board Member Electronic Communications. In addition, bylaw updated to provide additional limitations, procedures, and expectations related to instances when an individual Board member observes and/or volunteers in a school or classroom, including in the school or classroom in which the Board member's child is enrolled.

Board Policy Manual

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

Community Relations

Policy 1240: Volunteer Assistance

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

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

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

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

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

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

CSBA NOTE: Pursuant to Penal Code 11165.7, as amended by SB 848 (Ch. 460, Statutes of 2025), a volunteer who is over 18 years of age who interacts with students outside of the immediate supervision and control of the student's parent/guardian or a school employee is a mandated reporter and subject to the requirements of The Child Abuse and Neglect Reporting Act (Penal Code 11164-11174.3). These obligations include the requirement to make a report, as specified, whenever the mandated reporter has knowledge of or observes a child whom the mandated reporter knows or reasonably suspects has been the victim of child abuse or neglect. For more information regarding mandatory training requirements, see AR 5141.4 -Child Abuse Prevention and Reporting.

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

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

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

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

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

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

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

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

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

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

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

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

Qualifications

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

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

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

Workers' Compensation Insurance

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

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

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

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

Board Policy Manual

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

Administration

Policy 2110: Superintendent Responsibilities And Duties

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

~~The Board of Education~~The Governing Board desires to establish a productive and collaborative working relationship with the Superintendent and to ensure that the work of the Superintendent is focused on student learning ~~and~~ achievement, and well-being, and the attainment of the district's vision and goals. ~~The~~Additionally, the Board ~~also~~ desires to provide a fair basis for holding the Superintendent accountable. The responsibilities of the Superintendent are detailed in law, in the Superintendent's contract, and throughout Board policies and administrative regulations.-

The Board shall ~~clarify~~set expectations and goals for the Superintendent at the beginning of every evaluation year.

As the chief executive officer of the district, the Superintendent shall implement all Board decisions and manage ~~the~~all instructional and noninstructional operations ~~of~~. Additionally, the schools. The Superintendent ~~also~~ serves as a member of the district's governance team and has responsibilities to support Board operations and decision making.

The Superintendent may delegate any of ~~his/her~~the Superintendent's responsibilities and duties to other district staff, but ~~he/she~~ remains accountable to the Board for all areas of operation under the Superintendent's authority.

CSBA NOTE: Government Code 53234-53235.2, as amended by SB 827 (Ch. 661, Statutes of 2025), requires the Superintendent to receive specified training in ethics once every two years. For a Superintendent who begins service with the district after January 1, 2026, the Superintendent is required to receive ethics training no later than six months from the first day of service with the district, and at least once every two years thereafter. The district is required to maintain records of such training, as specified.

Pursuant to Government Code 53235, the Fair Political Practices Commission, in consultation with the Attorney General, created and maintains an ethics training course, available on its website.

The Superintendent shall complete ethics training in accordance with Government Code 53234-53235.2 at least once every two years. (Government Code 53235)

If the Superintendent begins service with the district after January 1, 2026, the Superintendent is required to receive ethics training no later than six months from the first day of service with the district, and at least once every two years thereafter. (Government Code 53235.1)

The district shall maintain records of ethics training, which are public records subject to disclosure under the California Public Records Act, for at least five years after the Superintendent received the training. The district shall post on its website clear instructions and contact information for the purpose of requesting these records. (Government Code 53235.2)

Board Policy Manual

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

Students**Policy 5131.4: Student Disturbances**

CSBA NOTE: The following optional policy and administrative regulation relate to disturbances caused by students. Determining whether a particular student activity constitutes a disturbance is often complex and may implicate certain student rights such as the right to free speech and expression. Due to this complexity, it is recommended that districts consult CSBA's District and County Office of Education Legal Services or district legal counsel. For more information regarding the right of students to free speech and expression, including the press, see BP/AR 5145.2 - Freedom of Speech/Expression.

Additionally, this policy and administrative regulation are complementary to other related policies such as BP/AR 0450 - Comprehensive Safety Plan, BP/AR 3515 - Campus Security, and BP/AR 3516 - Emergencies and Disaster Preparedness Plan.

For disruptions caused by nonstudents, see BP/AR 3515.2 - Disruptions. Employees who cause a disruption may be subject to disciplinary action in accordance with the district's collective bargaining agreement and/or Board policy. For more information regarding employee disciplinary action, see BP/AR 4118 - Dismissal/Suspension/Disciplinary Action, BP/AR 4218 - Dismissal/Suspension/Disciplinary Action, and BP 4218.1- Dismissal/Suspension/Disciplinary Action (Merit System).

The Governing Board of Education desires to provide orderly campuses that create a positive school environment and are conducive to learning. ~~When students initiate or are involved in a campus disturbance that has the potential to threaten the safety of students or staff, the Superintendent or designee may request law enforcement assistance.~~, and recognizes that student disturbances interfere with such an environment and interrupt learning

Students who participate in a ~~campus disturbance~~ shall ~~may~~ be subject to ~~disciplinary action in accordance with Board policy and administrative regulations.~~ discipline in accordance with Board Policy/Administrative Regulation 5144 - Discipline, Board Policy/Administrative Regulation 5144.1 - Suspension and Expulsion/Due Process, and Administrative Regulation 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities).

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 5141.4: Child Abuse Prevention And Reporting**

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

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

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

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

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

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

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

Child Abuse Prevention

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

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

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

Pursuant to Education Code 33546.2, the Instructional Quality Commission is required to consider incorporating into the health curriculum framework content on "sextortion." For purposes of Education Code 33456.2, "sextortion" means a threat to use sexual or intimate images or videos, however obtained, to compel another person to produce sexual or intimate images or videos, engage in sexual acts, or provide anything of value.

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

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

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

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

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

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

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

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

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

Child Abuse Reporting

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

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

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

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

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

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

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

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

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Board Policy Manual

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

Students

Policy 5141.75: Weather Safety

CSBA NOTE: The following policy is mandated pursuant to Education Code 33355, which requires districts to, by July 1, 2026, develop, adopt, and implement weather protocols for extreme weather conditions, as described below.

The Governing Board recognizes that extreme weather may pose significant risks to the health and safety of students participating in physical activities during extreme weather conditions, including students who are at higher risk of health impacts from extreme weather. The Board desires to protect students from such risks. Additionally, because children are particularly vulnerable to the effects of overexposure to ultraviolet (UV) radiation from the sun and artificial sources, the Board desires to support the prevention of harmful effects of excessive UV radiation exposure by students and to assist students in developing sun-safe habits to use throughout their lives.

CSBA NOTE: Education Code 33355 defines "extreme weather conditions" and "physical activity," which are reflected below.

Extreme weather conditions means occurrences of unusually severe weather conditions, including, but not limited to, periods of extreme heat, excessive precipitation, and floods, that may pose significant harm to students. (Education Code 33355)

Physical activity means physical education classes, sports, and athletic practices and games sponsored by a district, except for those relating to an interscholastic athletic program administered by the California Interscholastic Federation. (Education Code 33355)

CSBA NOTE: Pursuant to Education Code 33355, the district is required to, by July 1, 2026, develop, adopt, and implement weather protocols for extreme weather conditions which incorporate the standardized guidelines compiled by the California Department of Education (CDE) and detail the specific measures to be taken during extreme weather conditions, as specified below. For more information related to CDE's extreme weather guidelines, see, "Senate Bill 1248: Extreme Weather Guidelines," available on CDE's website.

The district's interscholastic athletic programs which are administered through the California Interscholastic Federation, including practices and games, are required to comply with the guidelines established pursuant to Education Code 35179.8 related to heat illness. For more information related to interscholastic athletic programs, see BP/AR 6145.2 - Athletic Competition.

The Superintendent or designee shall develop, maintain, and implement weather protocols for extreme weather conditions, which incorporate the standardized guidelines compiled by the California Department of Education and detail specific measures to be taken during extreme weather conditions, including, but not limited to: (Education Code 33355)

CSBA NOTE: CDE's, "Senate Bill 1248: Extreme Weather Guidelines," available on its website, includes the California Department of Public Health's (CDPH) Heat Risk Grid, which may be helpful to the district when monitoring heat risk, what it means, who is at risk, and what actions can be taken.

1. Clear criteria for determining when weather conditions are considered extreme weather conditions and warrant modification or cessation of outdoor physical activities

2. Procedures for monitoring weather forecasts and alerts to anticipate extreme weather conditions
3. Protocols for communicating with staff, students, and parents/guardians regarding changes to outdoor activities due to extreme weather conditions
4. Designation of indoor alternative activities that can be safely conducted during extreme weather conditions
5. Staff training on recognizing signs of weather-related distress in students and appropriate response measures
6. Coordination with relevant local agencies and experts to ensure timely access to weather-related information and resources

The district's weather protocols may include:

1. Considering air quality conditions when determining whether outdoor physical activity should be modified
2. Maintaining air quality index thresholds for reducing or discontinuing strenuous outdoor activities
3. Having procedures for relocating activities indoors during periods of poor air quality or wildfire smoke
4. Identifying and maintaining adequate mitigation resources, such as shade structures, hydrations stations, and indoor cooling areas
5. Providing equitable access to mitigation measures across school sites
6. Planning for flexible scheduling to accommodate weather variability

The Superintendent or designee shall annually review, evaluate, and, if necessary, update the weather protocols to incorporate best practices and address any emerging concerns or challenges, and to reflect changes in weather patterns, advances in safety practices, and feedback from stakeholders. (Education Code 33355)

Sun Safety

The Superintendent or designee shall establish a developmentally appropriate prevention/intervention program for grades transitional kindergarten-12 to prevent student overexposure to UV radiation. The Superintendent or designee may coordinate sun safety and UV radiation education and policy efforts with the California Department of Public Health, the local health department, and other local agencies and/or community organizations. Such school- based programs shall involve students, parents/guardians, and the community.

The Superintendent or designee may incorporate sun safety elements into the curriculum in order to increase students' understanding of the health risks associated with overexposure to UV radiation from the sun or artificial sources and to encourage students to engage in preventive practices.

Students may take reasonable measures to protect their skin and eyes from overexposure to the sun while on campus, while attending district-sponsored activities, or while under the supervision and control of district employees.

CSBA NOTE: Although Items #1 and 3 below reflect Education Code 35183.5 which "allows" students to take certain actions, any of Items #1-4 below may be revised at the district's discretion to instead "encourage" students to take these actions.

To encourage and assist students to avoid overexposure to the sun when they are outdoors, students shall be allowed to:

CSBA NOTE: Education Code 35183.5 requires that students be allowed to wear sun-protective clothing, as provided in Item #1 below. Education Code 35183.5 gives schools discretion to prohibit specific clothing or hats determined to be gang-related or inappropriate. For more information regarding appropriate dress and grooming as it contributes to a productive learning environment, including gang-related apparel, see AR 5132 - Dress and Grooming.

1. Wear sun-protective clothing, including, but not limited to, hats (Education Code 35183.5)

CSBA NOTE: Because sunglasses are not specifically mentioned in the description of sun-protective clothing in Education Code 35183.5, the district may choose to adopt language to clarify that sunglasses will be allowable, as provided in optional Item #2 below.

2. Wear UV-protective sunglasses outdoors
3. Use sunscreen during the school day without a physician's note or prescription (Education Code 35183.5)

CSBA NOTE: The following paragraph is optional. Pursuant to Education Code 35183.5, schools may set rules related to the use of sunscreen during the school day. Information provided by CDPH indicates that applications of sunscreen 15-20 minutes before going outside would provide the maximum protection. Education Code 35183.5 specifies that nothing in this law requires school personnel to assist students in applying sunscreen.

Those students using sunscreen shall be encouraged to apply sunscreen at least 15-20 minutes prior to any outdoor activity that will require prolonged exposure to the sun. School personnel shall not be required to assist students in applying sunscreen.

CSBA NOTE: Item #4 below is optional.

4. Use UV-protective lip balm

The Superintendent or designee shall evaluate the adequacy of shaded and/or indoor areas for recreation at each school and consider the provision of sufficient shaded areas in plans for new construction or modernization of facilities.

CSBA NOTE: The ultraviolet (UV) Index was developed by the National Weather Service and the U.S. Environmental Protection Agency to predict the next day's UV radiation levels on a scale ranging from 1 (low risk of harm from solar UV radiation) to 11 (extreme risk). See "Management Resources," below, for a website ("UV Index") to access the daily index by zip code or city.

The Superintendent or designee may monitor the UV Index and modify outdoor school activities with regard to the risk of harm associated with the Index level.

Staff shall be encouraged to model recommended sun-safe behaviors, such as avoiding excessive sun exposure, using sunscreen, and wearing hats and other sun-protective clothing.

The Superintendent or designee shall inform school staff and parents/guardians of the district's sun safety measures and encourage parents/guardians to provide sunscreen, lip balm, hats, and other sun-protective clothing for their children to use at school. Additionally, the Superintendent or designee may provide information to parents/guardians about the risks of overexposure to UV radiation and preventive measures they may take to protect their children during nonschool hours.

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
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Students**Policy 5142: Safety**

CSBA NOTE: The following policy addresses the mandate pursuant to Education Code 32100, as added by SB 848 (Ch. 460, Statutes of 2025), for districts to, by July 1, 2026, adopt written policies, plans, or specifications related to student safety. Districts that do not otherwise have plans or specifications addressing the requirements pursuant to Education Code 32100, as added by SB 848, are required to adopt policy in this regard. Language fulfilling this mandate is reflected below.

Under the California Tort Claims Act (Government Code 810-996.6), a district may be held liable for personal injuries caused by dangerous conditions on school property and for its employees' failure to use reasonable care to prevent foreseeable injuries resulting from school activities. The court in Dailey v. Los Angeles Unified School District held that, within the scope of their employment, school staff is required to exercise the degree of care "which a person of ordinary prudence, charged with (comparable) duties, would exercise under the same circumstances." In J.H. v. Los Angeles Unified School District, the court held that the district had a duty to use ordinary care in supervising the after-school program.

With regard to athletic activities, the court in Kahn v. East Side Union High School District held that schools have no legal duty to eliminate risks inherent in the activity itself because students are deemed to assume those risks by participating in the activity. However, schools do have a duty to exercise due care not to increase the risks over and above those inherent in the sport.

Pursuant to Penal Code 422.3, as added by SB 19 (Ch. 594, Statutes of 2025), it is a crime for a person to willfully threaten by any means, including, but not limited to, an image or threat posted or published on the internet, to commit a crime at a district facility, including a school, if (1) the person has specific intent that the statement be taken as a threat, even if there is no intent of actually carrying it out, (2) if the threat, on its face and under the circumstances in which it is made is so unequivocal, unconditional, immediate, and specific as to convey to the person or persons threatened a gravity of purpose and an immediate prospect of execution of the threat, and (3) if the threat causes a person or person to reasonably be in sustained fear for their own safety or the safety of others at the school. If the threat is made by a person under 18 years of age, the person is required to be referred to juvenile court, if eligible.

The Governing Board recognizes the importance of providing a safe school environment that is conducive to learning and engagement and promotes student safety and well-being. Appropriate measures shall be implemented to minimize the risk of harm to students, including, but not limited to, protocols for maintaining safe conditions on school grounds, promoting safe use of school facilities and equipment, including safe use of technology, and guiding student participation in educational programs and school-sponsored activities.

CSBA NOTE: 6 USC 665k established the Federal Clearinghouse on School Safety Evidence-Based Practices to serve as a federal resource to identify and publish online evidence-based practices and recommendations to improve school safety. Additionally, in an effort to enhance cybersecurity across kindergarten-12 schools, the U.S. Department of Education and the Cybersecurity and Infrastructure Security Agency launched the Education Services and Facilities Subsector Government Coordinating Council in 2024. Districts who meet the federal universal service discounts for Internet access (E-rate discounts) eligibility requirements may be eligible for funding to purchase cybersecurity services and equipment through the Federal Communications Commission's Schools and Libraries Cybersecurity Pilot Program. The State Educational Technology Directors Association's 2023 guidance, "Small Districts, Big Hurdles: Cybersecurity Support for Small, Rural, and Under-resourced Districts," provides additional information regarding the use of leadership development, partnership building, vulnerability assessment, and staff training to enhance cybersecurity readiness.

~~Additionally, the~~The Superintendent or designee shall regularly review current guidance regarding cybersecurity and digital media awareness and incorporate recommended practices into the district's processes and procedures related to the protection of the district's network infrastructure, and the monitoring and response to suspicious and/or threatening digital media content.

District staff shall be responsible for the proper supervision of students at all times when students are subject to district rules, including, but not limited to, during school hours, district-sponsored activities, before and after-school programs, morning drop-off and afternoon pick-up, and while students are using district provided transportation.

CSBA NOTE: The following paragraphs reflect Education Code 32100, as added by SB 848, which requires districts to, by July 1, 2026, adopt (1) policies that promote safe environments for student learning and engagement, with specified components related to professional boundaries among and between students, school employees, adult volunteers, and school contractors and (2) policies, plans, or specifications regarding school facilities that address classroom and nonclassroom environments to promote safe environments for learning and engagement that are easily supervised. For additional language regarding professional standards for district employees, see BP 4119.21/4219.21/4319.21 - Professional Standards, and for language fulfilling the mandate regarding professional boundaries between students and school employees, volunteers and contractors, see BP 4119.24/4219.24/4319.24 - Maintaining Appropriate Adult-Student Interactions.

Additionally, district employees, volunteers, and contractors shall promote safe environments for student learning and engagement that maintain appropriate boundaries among and between students. (Education Code 32100)

Appropriate boundaries shall be maintained between students and school employees, adult volunteers, and school contractors, and among and between adults employed, volunteering, or under contract with the district, in accordance with Board Policy 4119.21/4219.21/4319.21 - Professional Standards and Board Policy 4119.24/4219.24/4319.24 - Maintaining Appropriate Adult-Student Interactions.

In addition, school facilities, including classroom and nonclassroom environments, shall be constructed and furnished in order to promote safe environments for learning and engagement that are easily supervised by district staff. (Education Code 32100)

The Superintendent or designee shall ensure that students receive appropriate instruction on topics related to safety and emergency procedures, as well as injury and disease prevention.

~~Crossing~~Cross Guards/Student Safety Patrol

CSBA NOTE: School crossing guards may be employed by the Governing Board pursuant to Education Code 45450- 45451 and by cities and counties pursuant to Vehicle Code 42200 and 42201. Education Code 49300 authorizes the Board to establish a student safety patrol at any district school for the purpose of assisting students in safely crossing streets. See the accompanying administrative regulation for requirements pertaining to safety patrols.

To assist students in safely crossing streets adjacent to or near school sites, the Board may employ crossing guards and/or establish a student safety patrol at any district school. The Superintendent or designee shall periodically examine traffic patterns within school attendance areas in order to identify locations where crossing assistance may be needed.

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Board Policy Manual

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

Students**Policy 5145.6: Parent/Guardian Notifications**

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

The Governing Board desires to promote effective communication from the district and/or school to families to keep families informed regarding educational programs, district and school operations, and the legal rights of students and parents/guardians. The Superintendent or designee shall send parents/guardians all notifications required by law and any other notifications the Superintendent or designee believes will promote familial understanding and involvement.-

Notice of the rights and responsibilities of parents/guardians as specified in Education Code 48980 shall be sent at the beginning of each academic year and may be provided by regular mail, in electronic form when so requested by the parent/guardian, or by any other method normally used by the district for written communication with parents/guardians. (Education Code 48981)

No activity specified in Education Code 48980 shall be undertaken with respect to any particular student unless the student's parent/guardian has been informed of such action through the annual notification or other separate special notification. Such notice shall state the activity that will be undertaken and the approximate date on which the activity will occur. (Education Code 48983-48984)

The annual notification shall include a request that the parent/guardian sign the notice and return it to the school or, if the notice is provided in electronic format, that the parent/guardian submit a signed acknowledgment of receipt of the notice to the school. Parents are not required to sign the notice, but schools still need to confirm that parents received it. If a parent does sign the form, it only shows that they have received the information. It does not mean that they are agreeing to or refusing to let their child participate in any specific program. (Education Code 48982)

There are certain activities where parents must actively give or withhold permission for their child to participate. These activities include:

1. Sexual health and HIV/AIDS prevention education (passive consent): Parents are notified and given the option to opt their child out of these lessons.
2. Animal dissections (passive consent): If students are required to dissect animals, parents can choose to excuse their child from this activity.
3. Physical exams (passive consent): Schools may perform routine physical exams, but parents can decline these for their child.
4. Surveys or questionnaires (active consent for 5th grade, passive consent for 7th, 9th, and 11th grade): Parents must give permission for their child to participate in certain surveys about personal beliefs or family matters.
5. Photos and media release (active consent): Schools usually require parents to approve the use of a student's photo or name in public communications.

These decisions help ensure that parents are actively involved in their child's education and can choose what is appropriate for their child.

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

Whenever a student enrolls in a district school during the school year, the student's parents/guardians shall be given all required parental notifications at that time.

CSBA NOTE: The following paragraph applies to notices required for certain federal programs, including, but not necessarily limited to, Title I notices pursuant to 20 USC 6311 and 6312, notices regarding the rights of parents/guardians of students with disabilities pursuant to 34 CFR 300.503 and 300.504, and notices of the educational rights of students experiencing homelessness pursuant to 42 USC 11432. The following paragraph may be revised to reflect district practice.

Notifications shall be presented in an understandable and uniform format.

CSBA NOTE: Pursuant to state and federal antidiscrimination laws, including the Americans with Disabilities Act (42 USC 12101; 28 CFR 35) and Section 504 of the Rehabilitation Act of 1973 (29 USC 794), auxiliary aides and services are required to be provided to qualified individuals with disabilities to enable those individuals to effectively communicate and participate in public programs, services, or activities. For example, for the Medi-Cal Program, the Department of Health Care Services (DHCS), the state agency that administers the program, has issued Policy and Procedure Letters No. 21-017R and No. 23-004, which require districts to develop a plan to meet these alternative format requirements. For more information on the Medi-Cal Program, see AR 5141.6 - School Health Services.

When necessary, the district shall provide notifications to qualified individuals with disabilities in alternative formats, such as braille, large font, or audio recordings, to enable such individuals to effectively participate in any program, service, or activity, as required by law.

CSBA NOTE: Pursuant to Education Code 48985, 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. Education Code 48985 requires the California Department of Education (CDE) to notify districts, by August 1 of each year, of the schools and the languages for which the translation of notices is required based on census data submitted to CDE in the preceding fiscal year.

Whenever 15 percent or more of the students enrolled in a district school speak a single primary language other than English, as determined from the California Department of Education census data collected pursuant to Education Code 52164, all notices sent to the parent/guardian of any such student shall, in addition to being written in English, be written in the primary language, and may be responded to either in English or the primary language. (Education Code 48981, 48985)

Whenever an employee learns that a student's parent/guardian is unable to understand the district's printed notifications for any reason, the employee shall inform the principal or designee, who shall work with the parent/guardian to establish other appropriate means of communication.

SIERRA COUNTY OFFICE OF EDUCATION
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Board Policy Manual

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

Facilities

Policy 7110: Facilities Master Plan

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

Pursuant to the School Facility Program (Education Code 17070.10-17079.30), the State Allocation Board (SAB) and Office of Public School Construction administer state funding programs for new construction, modernization, career technical education facilities, charter school facilities, critically overcrowded school facilities, facility hardships, seismic mitigation, high performance incentives (environmentally efficient schools), joint use programs, labor compliance, overcrowding relief, emergency repairs, and deferred maintenance.

As a condition of participating in the School Facility Program, districts are required to submit a 5-year school facilities master plan to the Department of General Services (DGS). Additionally, pursuant to Government Code 66007, if the Governing Board of the district has adopted a five-year facilities master plan, as required by the School Facilities Program, the district may be exempt from deferring the collection of developer fees until a certificate of occupancy or final inspection, and instead may collect developer fees at the time of building permit issuance.

Although not required by law, the California Department of Education's (CDE) publication, "Educational Specifications: Linking Design of School Facilities to Educational Program," recommends that the district's facilities master plan be adopted by formal resolution of the Board.

For additional information about the facilities master planning process, see CSBA's fact sheet, "Facilities Master Planning," and for the Board's role in the development of the facilities master plan, see CSBA's publication, "Construction Management Task Force." Additionally, CSBA's Facilities Master Plans Planning program provides assistance with enrollment projections and/or the development of facilities master plans.

In addition, the National Center on School Infrastructure is a resource hub that provides a clearinghouse of resources for districts related to improving and developing safe, healthy, sustainable and equitable public school infrastructure, including master planning.

The Governing Board recognizes the importance of long-range planning for school facilities in order to address changes in student enrollment, teacher housing needs, ~~and~~ the district's educational program, and carrying out the district's vision, mission, and goals. The Superintendent or designee shall develop, for Board approval, a master plan for district facilities which describes the district's anticipated short- and long-term facilities needs and priorities.

Plan Development

The district's facilities master plan shall be based on an assessment of the condition and adequacy of existing facilities, a projection of future enrollments, and alignment of facilities with the district's vision for the instructional program.

To solicit broad input into the planning process, the Superintendent or designee may establish a facilities advisory committee consisting of staff, parents/guardians, and business, local government, and other community representatives. The Superintendent or designee shall ensure that the public is informed of the need for construction and modernization of facilities and of the district's plans for facilities.

At least 45 days prior to completion of any facilities plan that relates to the potential expansion of existing school sites or the necessity to acquire additional school sites, the Superintendent or designee shall notify and provide copies of the plan or any relevant and available information to the planning commission or agency of the city or county with land use jurisdiction within the district. (Government Code 65352.2)

If the city or county commission or agency requests a meeting, the Superintendent or designee shall meet with the commission or agency within 15 days following the notification. Items that the parties may discuss at the meeting include, but are not limited to, methods of coordinating planning with proposed revitalization efforts and recreation and park programs, options for new school sites, methods of maximizing the safety of persons traveling to and from the site, and opportunities for financial assistance. (Government Code 65352.2)

CSBA NOTE: The following optional paragraph may be revised to reflect district practice. In its "Public School Construction Cost Reduction Guidelines," SAB recommends that facilities master plans be reevaluated whenever a new construction project is initiated or at intervals not exceeding five years.

The master plan shall be regularly reviewed and updated as necessary to reflect changes in the educational program, existing facilities, finances, or demographic data.

Plan Components

CSBA NOTE: CDE's publication, "Educational Specifications: Linking Design of School Facilities to Educational Program (Appendix 1: Master Planning and Overall Goals)," recommends components that should be addressed in the facilities master plan. Items #1-8 below are optional and may be revised to reflect district practice.

The facilities master plan shall include:

1. A statement of purpose, including district goals, philosophy, and related policies
2. A description of the planning process
3. ~~Demographics~~Description and demographics of the community, such as economic trends, migration patterns, employment base, residential base, socioeconomic makeup, historical school enrollments, and inventory of physical resources and needs
4. A description of the educational program, such as grade-level organization, class size, staffing patterns, technology plans, special programs and support services, and other educational specifications
5. Analysis of the safety, adequacy, and equity of existing facilities and potential for expansion, including the adequacy of classrooms, school cafeterias and food preparation areas, physical activity areas, playgrounds, parking areas, and other school grounds
6. Site selection criteria and process
7. Development of a capital planning budget and identification of potential funding sources
8. Policy for reviewing and updating the plan

Planning shall ensure that school facilities meet the following minimum standards: (5 CCR 14001)

1. Are aligned with the district's educational goals and objectives
2. Provide for maximum site enrollment at school facilities
3. Are located on a site that meets California Department of Education standards as specified in 5 CCR 14010
4. Are designed for the environmental comfort and work efficiency of the occupants
5. Are designed to require a practical minimum of maintenance

CSBA NOTE: Education Code 17586 requires school districts that undertake an addition, alteration, reconstruction, rehabilitation, or retrofit of a school building, to install interior locks on each door of any room with an occupancy of five or more persons in that school building. For more information on safety and security on school grounds and in district programs and activities, see BP/AR 0450 - Comprehensive Safety Plan and AR 3515 - Campus Security.

6. Are designed to meet federal, state, and local statutory requirements for structure, fire, and public safety
7. Are designed and engineered with flexibility to accommodate future need

CSBA NOTE: 5 CCR 14030 delineates detailed standards for developing plans for the design and construction of school facilities. All school districts are required to comply with these standards, whether a project is state funded or locally funded. Other legal requirements for facilities plans, including Education Code 16011, 16322, and 17251, vary depending on the funding source and type of project.

Pursuant to the Americans with Disabilities Act (ADA) (42 USC 12101-12213) and 28 CFR 35.150 and 35.151, district facilities are required to be accessible to and usable by individuals with disabilities. In achieving compliance, a district need not make structural changes to existing facilities if other methods are effective and the district can demonstrate that the structural change would result in a fundamental alteration in the nature of the activity or an undue financial or administrative burden. State law limits the cost of complying with the requirement to provide accessible facilities to 20 percent of the adjusted construction cost for specified projects, such as accessible paths of travel in accordance with Education Code 17671 and 17672. However, all newly constructed facilities are required to comply with the 2010 ADA Standards for Accessible Designs pursuant to 28 CFR 35.151.

California Green Building Standards Code, Title 24, Part 11 of the California Code of Regulations, ("CALGreen") establishes both mandatory requirements and voluntary standards for "green" building, which apply to all new construction and are applicable to K-12 schools. CALGreen addresses five major areas: (1) planning and design, (2) energy efficiency, (3) water efficiency, (4) material conservation and resource efficiency, and (5) indoor environmental quality.

Health and Safety Code 53570-53574, The Teacher Housing Act of 2016, authorizes districts to establish and implement programs that address the housing needs of teachers and district employees facing challenges in securing affordable housing. Pursuant to Education Code 17283.5 and Government Code 4454.5, "residential housing," defined as any building used as a personal residence by a teacher or employee of a district, with the teacher's or employee's family, is specifically exempt from obtaining approval from DGS for earthquake safety (Field Act) and access by persons with disabilities.

~~Plans~~Additionally, plans for the design and construction of new school facilities shall ~~also~~ meet the standards described in 5 CCR 14030, the California Green Building Standards Code, Title 24, Part 11 of the California Code of Regulations ("CALGreen"), the Americans with Disabilities Act (ADA) pursuant to 42 USC 12101-12213, and any other requirements applicable to the funding source and type of project.

However, plans for residential housing, which includes any building used or intended to be used by the district as a personal residence by a teacher or employee of the district, is not considered to be a "school building" and does not require approval by the Department of General Services regarding earthquake safety and/or the ADA. (Education Code 17283.5; Government Code 4454.5)

CSBA NOTE: Pursuant to Education Code 32100, as added by SB 848 (Ch. 460, Statutes of 2025), districts are required to, by July 1, 2026, adopt written policies, plans, or specifications regarding school facilities, including the furnishing of such facilities, that address classroom and nonclassroom environments to promote safe environments for learning and engagement that are easily supervised. Additionally, CDE's publication, "Educational Specifications: Linking Design of School Facilities to Educational Program (Appendix 7: Safe Architecture for Schools)," addresses some of the building and equipment safety issues that districts may consider. For language fulfilling this requirement, see BP 5142 - Safety.

In addition, plans for the design and construction of facilities, including furnishing of such facilities, shall promote safe environments for learning and engagement in accordance with Board Policy 5412 - Safety.

CSBA NOTE: Subject to the availability of funds, districts may apply pursuant to Education Code 17077.40- 17077.45 to fund joint use projects which are part of (1) a qualifying new construction project that will either increase the size and/or create extra costs beyond that necessary for school use of the multipurpose room, gymnasium, child care facility, library, or teacher education facility, or (2) a modernization project or a stand-alone project to provide for a multipurpose room, gymnasium, child care facility, library, or teacher education facility at a school that does not have the type of facility needed or has an inadequate facility.

To facilitate the efficient use of public resources when planning for new construction or modernization of school facilities, the district may consider designs that facilitate joint use of the facility with a local governmental agency, public postsecondary institution, or nonprofit organization.

SIERRA COUNTY OFFICE OF EDUCATION
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Board Policy Manual

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

Board Bylaws**Bylaw 9200: Limits Of Board Member Authority**

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

The Governing Board of Education recognizes that the Board is the unit of authority over the district and ~~that a Board member has no expects individual authority. Board members shall hold the education of students above any partisan principle, group interest, or personal interest. to conduct themselves in accordance with Board Bylaw 9000 - Role of the Board and Board Bylaw 9005 - Governance Standards.~~

Unless agreed to by the Board as a whole, an individual ~~members of Board member possesses no authority to direct staff, represent the Board shall not or the district, or exercise any administrative responsibility with respect to the schools or command the services of any school employee. Individual Board members shall submit requests for information to the Superintendent. Board members shall refer Board related correspondence to the Superintendent for forwarding to the Board or for placement on the Board's agenda, as appropriate.~~

~~Individual~~ Additionally, individual Board members do not have the authority to investigate, resolve complaints, or otherwise actively engage with community members with respect to complaints, personnel or student matters, or legal issues. Any Board member ~~approached directly by a person with a complaint should refer the complainant to the Superintendent or designee so that the problem may receive proper consideration and be handled through the appropriate district process.~~

~~A Board member whose child is attending a district school should be aware of his/her role as a Board member when interacting with district employees about his/her child. Because his/her position as a Board member may inhibit the performance of school personnel, the Board member should who receives a communication regarding such a topic shall forward the communication to or otherwise inform the Superintendent or designee before volunteering in his/her child's classroom.~~

~~Board members~~ Board president, as appropriate, who shall respond or otherwise follow-up, as needed. The Board member shall not respond substantively to the communication beyond acknowledging receipt and persons elected to the explaining the limits of the Board member's authority. It shall be the responsibility of the Superintendent or Board president to inform the Board or place the topic on a future Board agenda.

Individual Board members are permitted to engage with community members, including responding to general inquiries or expressions of opinion. Such engagement shall be consistent with Board policies and bylaws such as Board Bylaw 9010 - Public Statements and Board who have Bylaw 9012 - Board Member Electronic Communications, and may not yet assumed office are responsible for complying with the requirements of the Brown Act. (Government Code 54952.1) purport to represent the position of the Board.

Requests for information by an individual Board member shall be submitted to the Superintendent.

CSBA NOTE: Pursuant to Education Code 35292, the Governing Board is required to visit each district school at least once each term to examine the management, needs, and conditions of the schools or should ensure that the Superintendent or designee does so.

Additionally, pursuant to Education Code 51101, parents/guardians have the right to observe and/or volunteer in a school or classroom in accordance with law. Although this right is not affected upon election to the Board, Board members should be aware that district employees may view them as Board members even when visiting their child's school or classroom as a parent/guardian.

A Board member may observe and/or volunteer in a school or classroom, including in the school or classroom in which the Board member's child is enrolled, in accordance with Board Policy/Administrative Regulation 1240— Volunteer Assistance and Board Policy/Administrative Regulation 5020 - Parent Rights and Responsibilities. Prior to observing or volunteering, a Board member shall inform the Superintendent. Additionally, a Board member who is present on district property or at district programs or activities is expected to be aware of the role and limits on authority as a Board member.

A Board member who chooses to observe or volunteer shall do so in a manner that does not disrupt school operations. Any questions or concerns regarding operational or personnel matters shall be directed to the Superintendent or designee. Any questions or concerns specific to the Board member's child may be directed to appropriate site staff. If a question or concern is both specific to the Board member's child and involves operational or personnel matters, the Board member shall collaborate with the Superintendent or designee to determine whether the Board member shall direct the question or concern to site staff or whether the responsibility to investigate or resolve the question or concern, if necessary, lies with the Superintendent or designee.

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
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CSBA POLICY GUIDE SHEET – July 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 4100 - Certificated Personnel

Policy updated for consistency, as appropriate, with Board Policy/Administrative Regulation 4200 - Classified Personnel and Board Policy 4300 - Administrative and Supervisory Personnel, including material related to professional development; the "filling" of certificated positions; clearly defined and communicated duties, responsibilities, and expectations for each certificated position; and employee responsibilities and performance evaluations. Additionally, policy updated to delete language regarding the availability and administration of policies, rules, and regulations related to certificated personnel, as being unnecessary due to its very general nature.

Board Policy 4200 - Classified Personnel

Policy updated for consistency, as appropriate, with Board Policy 4100 - Certificated Personnel and Board Policy 4300 - Administrative and Supervisory Personnel, including material related to professional development; the "filling" of classified positions; clearly defined and communicated duties, responsibilities, and expectations for each classified position; and employee responsibilities and performance evaluations.

Board Policy 4300 - Administrative and Supervisory Personnel

Policy updated for consistency, as appropriate, with Board Policy 4100 - Certificated Personnel and Board Policy/Administrative Regulation 4200 - Classified Personnel, including material related to professional development; the selection, recommendation, and Governing Board ratification of qualified candidates for administrative and supervisory positions; defined and communicated duties, responsibilities, and expectations for each administrative and supervisory position; and employee responsibilities and evaluations. Additionally, policy updated to delete language regarding the adoption of policies related to administrative and supervisory personnel, insofar as the policies are needed to comply with law and describe terms of employment, as being unnecessary due to its very general nature. In addition, policy updated to reflect case law which held that a classified employee can only obtain senior management status if that employee is designated a senior manager by the Board.

Board Policy 4111/4211/4311 - Recruitment and Selection

Policy updated to clarify that (1) recruitment and selection processes and procedures be consistent with applicable law, Board policy, and collective bargaining agreements and be designed to promote fairness and equity so that individuals are selected for employment in the district based on demonstrated knowledge, skills, and competence and in compliance with applicable antidiscrimination laws, (2) recruitment and selection processes and procedures include the recruitment of a diverse pool of qualified applicants, consistent with applicable law, (3) job announcements are disseminated in a manner reasonably designed to reach a broad pool of qualified candidates, and (4) hiring procedures be developed and maintained to identify qualified candidates who meet district needs. Additionally, policy updated to reflect **NEW LAW (SB 848, 2025)** which requires districts (1) when considering an applicant for a certificated position, to inquire with each local educational agency, diagnostic center operated by the California Department of Education, or private school that previously employed the applicant, as to whether the applicant was the subject of any credible complaints of, substantiated investigations into, or discipline for, egregious misconduct that was required to be reported to the Commission on Teacher Credentialing (CTC), (2) when considering an applicant for a classified position, to inquire with each local educational agency or private school that previously employed the applicant as to whether the applicant was the subject of any credible complaints of, substantiated investigations into, or discipline for, egregious misconduct that were used to support a substantiated investigation, and (3) upon inquiry, to disclose to a local educational agency or private school considering an applicant for a certificated or classified position, the fact that a report of an employee's egregious misconduct was made to CTC. In addition, policy updated to reflect the prohibition from requiring an applicant to have a driver's license unless driving is an essential function of the position or it is otherwise reasonably expected for driving to be a job function for the position and that satisfying the job function using an alternative form of transportation would not be comparable in travel time or cost to the district.

Board Policy 4112.9/4212.9/4312.9 - Employee Notifications

Policy updated in conjunction with the accompanying exhibit, which is reviewed and updated annually.

Board Policy Manual

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

Personnel

Policy 4100: Certificated Personnel

CSBA NOTE: The following optional policy may be revised to reflect district practice and for consistency with any applicable collective bargaining agreements. For more information regarding collective bargaining agreements for certificated personnel, see BP 4140/4240/4340 - Bargaining Units.

~~The Board of Education recognizes that teachers and other certificated personnel work closely with students in~~ The Governing Board believes that the district's certificated employees are essential for carrying out the district's educational goals— and supporting the academic achievement, personal growth, and well-being of district students. Additionally, the Board acknowledges that certificated personnel benefit from professional development in fulfilling the expectations for their position and expects certificated employees to engage in ongoing professional growth to improve their skills and pursue excellence.

The Superintendent or designee shall ~~ensure that fill~~ each of its certificated positions with individuals who meet applicable credentialing requirements and district qualifications, consistent with position requirements.

~~The Superintendent or designee shall define and communicate the duties, responsibilities, and district's expectations for each certificated~~ positions are clearly defined and made known to each member of the certificated staff position.

Each certificated ~~staff member employee~~ shall be ~~held accountable~~ responsible for ~~duties completing~~ assigned ~~to him/her~~ duties consistent with the applicable job description and shall ~~undergo regular performance evaluations~~ be evaluated in accordance with law ~~and negotiated agreements.~~

~~The Board strongly encourages certificated staff to continually improve their skills and pursue excellence within their profession.~~

~~Policies, rules and policies, administrative regulations, and collective bargaining agreements, as appropriate.~~

~~The Superintendent or designee may provide professional development opportunities to certificated staff for the purpose of continual improvement of knowledge and skills related to certificated personnel shall be available to all concerned and shall be administered in a fair and equitable manner.~~ the employee's position.

SIERRA COUNTY OFFICE OF EDUCATION
SIERRA-PLUMAS JOINT UNIFIED SCHOOL DISTRICT
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Board Policy Manual

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

Personnel**Policy 4200: Classified Personnel**

CSBA NOTE: The following optional policy may be revised to reflect district practice, for consistency with any applicable collective bargaining agreements, or, for districts that have incorporated the merit system pursuant to Education Code 45220-45320, with the rules and regulations of the personnel commission. For more information regarding collective bargaining agreements for classified personnel, see BP 4140/4240/4340 - Bargaining Units.

~~The Board of Education recognizes that classified personnel~~The Governing Board believes that classified employees provide essential services that support and enhance the district's educational program. The Board, including the academic achievement, personal growth, and well-being of district students. Additionally, the Board acknowledges that classified employees benefit from professional development in fulfilling the expectations for their position and expects classified employees to engage in ongoing professional development to improve their skills and pursue excellence.

The Superintendent or designee shall fill each of its classified positions with ~~qualified persons~~ individuals who meet applicable requirements and district qualifications, consistent with position requirements.-

The Superintendent or designee shall define and communicate the duties, responsibilities, and expectations for each classified position.

The Superintendent or designee may provide professional development opportunities to classified staff for the purpose of continual improvement of knowledge and skills related to the employee's position.

CSBA NOTE: The following paragraphs reflect requirements of Education Code 45103-45104 and are for use by non-merit system districts. In merit system districts, classification of positions is a responsibility of the personnel commission pursuant to Education Code 45256.

The Board shall classify all employees and positions not requiring certification qualifications as the classified service, except for those employees and positions specifically exempt from classified service. (Education Code 45103)

Individuals who possess certification qualifications shall not be prohibited from being employed in a classified position. (Education Code 45104)

Each classified position shall have a designated title and regular minimum number of assigned hours per day, days per week, and months per year.

Classified employees shall be assigned by their immediate supervisors with the approval of the Superintendent or designee. They shall be required to perform those duties prescribed by the Board for the position the employee holds, in accordance with applicable job descriptions and collective bargaining agreements.

Each classified employee shall be ~~held accountable~~responsible for ~~duties completing~~ assigned to ~~him/her~~duties consistent with the applicable job description and shall ~~undergo regular performance evaluations~~be evaluated in accordance with law, Board policies, administrative regulations, and collective bargaining agreements, as appropriate.

Substitute and Short-Term Employees

The district may employ a substitute employee to replace a classified employee who is temporarily absent from duty. (Education Code 45103)

If the district is in the process of hiring a permanent employee to fill a classified position, the Board may fill the vacancy with one or more substitute employees for no more than 60 calendar days, unless the applicable collective bargaining agreement provides for a different period of time. (Education Code 45103)

CSBA NOTE: Pursuant to Education Code 45103, the district may employ short-term employees for less than 75 percent of the school year. As defined in Education Code 45103, 75 percent of the school year is 195 work days, which is equivalent to 75 percent of the number of work days in a full year.

The district may employ a short-term employee to perform a service for the district when that service or similar services will not be extended or needed on a continuing basis. Before employing a short-term employee, the Board, at a regularly scheduled meeting, shall specify the service required to be performed by the employee and shall certify the ending date of the service. The Board may shorten or extend the ending date, but the date shall not be extended beyond 195 work days per year, including holidays, sick leave, vacation, and other leaves of absence, irrespective of the number of hours worked per day. (Education Code 45103)

SIERRA COUNTY OFFICE OF EDUCATION
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Board Policy Manual

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

Personnel**Policy 4300: Administrative And Supervisory Personnel**

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

~~The Board of Education recognizes~~The Governing Board believes that effective management is vital to the success of ~~district operations. Management personnel are expected to demonstrate~~the district and the district's educational goals. The Board recognizes the importance of initiative and good judgment in the development, implementation, and oversight of district programs. ~~Supervisors shall promote the and operations, and encourages management personnel to support~~productivity, professional growth, and teamwork of district staff.

among employees. Additionally, the Board acknowledges that administrative and ~~The Board shall adopt policies related to management, supervisory and confidential personnel insofar as they are needed to comply with law and describe circumstances of employment within the benefit from professional development in fulfilling the expectations of their position and may provide or require professional development aligned with~~ district.

~~The priorities, operational needs, and applicable agreements, such that employees may improve their skills and pursue excellence.~~

~~Except for the Superintendent who is hired by the Board as specified in Board Policy 2120 - Superintendent Recruitment and Selection, the Superintendent or designee shall select and recommend qualified candidates for administrative and supervisory positions consistent with position requirements and the needs of the district, and the Board shall ratify and approve appointments in accordance with law and Board policy.~~

~~The Superintendent or designee shall define and communicate the duties, responsibilities, and expectations for each administrative and supervisory position.~~

~~Each administrative and supervisory employee shall be responsible for completing assigned duties consistent with the applicable job description and shall be evaluated in accordance with law, Board policies, and administrative regulations, as appropriate.~~

CSBA NOTE: Pursuant to Education Code 45130, the district may classify certain classified positions as supervisory, administrative, or executive and then exempt any of these employees from the provisions of overtime compensation detailed in Education Code 45128.

In Gately v. Cloverdale Unified School District, the court held that a classified employee can only obtain senior management status if the Governing Board designates that employee as a senior manager. Because Education Code 45100.5 and 45104.5 authorize the Board in all districts, including merit system districts, to adopt a resolution establishing or abolishing positions designated as senior management of the classified service, the Board may wish to have a practice of adopting a resolution when intending to establish or abolish such positions. Due to the legal complexities surrounding the establishment or abolishment of a senior management employee position, it is recommended that the district consult CSBA's District and County Office of Education Legal Services or district legal counsel when designating senior management.

The Board may, by resolution, ~~establish or abolish positions designated as senior management of the classified service~~ and in accordance with applicable law, designate positions as senior management of the classified service, and may, by resolution, establish or abolish any such positions. An employee occupying a senior management position abolished by Board action shall become a member of the classified or certificated service in a position to which the employee would otherwise be entitled if the employee had not been in a senior management position. (Education Code 45104.5)

The Superintendent or designee may provide professional development opportunities to administrative and supervisory employees for the purpose of continual improvement of knowledge and skills related to the employee's position.

SIERRA COUNTY OFFICE OF EDUCATION
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Sierra-Plumas Joint Unified School District & Sierra County Office of Education

Personnel**Policy 4111~4211~4311: Recruitment And Selection**

CSBA NOTE: The following optional policy may be revised to reflect district practice and should be aligned with relevant collective bargaining agreement provisions.

Additionally, the Governing Board should ensure that district hiring procedures are aligned with law, Board policy, and collective bargaining agreements. In C.A. v. William S. Hart Union High School District, the California Supreme Court held that a district can be held vicariously liable for the negligence of its administrators and supervisors in the hiring, retention, and supervision of a counselor who sexually harassed and/or abused a student.

The following paragraph reflects concepts from the California Department of Education's (CDE) publication, "How to Increase the Diversity of California's Educator Workforce," and the California Commission on Teacher Credentialing's (CTC) publication, "Strategic Plan: Ensuring Educator Excellence," related to the benefits students receive when staff reflects the racial, ethnic, linguistic, and cultural diversity of the district.

The Governing Board is committed to employing suitable, qualified individuals to effectively carry out the district's vision, mission, and goals, and believes that students benefit when district staff reflects the racial, ethnic, linguistic, and cultural diversity of the district.

The Superintendent or designee shall develop ~~equitable, fair, and transparent~~ recruitment and selection processes ~~and procedures~~, consistent with applicable law, Board policy, and collective bargaining agreements, that ~~ensure~~ are designed to promote fairness and equity so that individuals are selected for employment in the district based on demonstrated knowledge, skills, and competence and ~~not on any bias, personal preference, or unlawful discrimination~~ in compliance with applicable antidiscrimination laws.

Additionally, the Superintendent or designee shall, through the recruitment and selection processes and procedures and consistent with applicable law, seek to recruit a diverse pool of qualified applicants.

When a vacancy occurs, the Superintendent or designee shall review, as appropriate, the job description for the position to ensure that it accurately describes the major functions and duties of the position. ~~The~~ Additionally, the Superintendent or designee shall ~~also~~ disseminate job announcements in a manner reasonably designed to ensure reach a wide range broad pool of qualified candidates.

CSBA NOTE: Pursuant to Labor Code 432.3, an employer with 15 or more employees is required to include the pay scale for a position in any job posting.

When posting an employment opportunity, the Superintendent or designee shall include the pay scale for the open position. (Labor Code 432.2~~3~~)

The Superintendent shall develop and maintain appropriate hiring procedures to identify ~~the best possible~~ qualified candidates ~~for a position who meet district needs~~. In doing so, an interview committee may be established to rank candidates and recommend finalists. During job interviews, applicants may be asked to describe or demonstrate how they will be able to perform the duties of the job. All discussions and recommendations shall be treated as confidential ~~and to the extent~~ consistent with law.

CSBA NOTE: Education Code 44939.5 requires districts, when considering an applicant for a certificated position, to inquire with each local educational agency (LEA) that previously employed the applicant and, as amended by SB 848 (Ch. 460, Statutes of 2025), a diagnostic center operated by CDE, or private school, as to whether the applicant was the subject of any credible complaints of, substantiated investigations into, or discipline for, egregious misconduct that was required to be reported to CTC. Additionally, Education Code 44051, as added by SB 848, requires districts, when considering an applicant for a classified position, to inquire with each LEA or private school that previously employed the applicant as to whether the applicant was the subject of any credible complaints of, substantiated investigations into, or discipline for, egregious misconduct that were used to support a substantiated investigation. In addition, pursuant to Education Code 44051 and 44939.5, as amended by SB 848, the district is required, upon inquiry, to disclose to a LEA or private school considering an applicant for a certificated or classified position, the fact that a report of an employee's egregious misconduct was made to CTC. For more information regarding the legal conditions for appointment of staff, see AR 4112 - Appointment and Conditions of Employment (certificated) and AR 4212 - Appointment and Conditions of Employment (classified), and regarding the employment of a person who has been convicted of specified felonies and offenses, see AR/E(1) 4112.5/4212.5/4312.5 – Criminal Record Check.

On or before July 1, 2027, CTC is required to, upon appropriation, develop a statewide data system for a LEA to provide specified information regarding the employment, investigation of egregious misconduct, and departure of classified employees.

When considering an applicant for a certificated position, the district shall inquire with each district, county office of education (COE), charter school, state special school or diagnostic center operated by the California Department of Education (CDE), or private school that previously employed the applicant as to whether the applicant was the subject of any credible complaints of, substantiated investigations into, or discipline for, egregious misconduct that was reported to the Commission on Teacher Credentialing (CTC). (Education Code 44939.5)

Additionally, when considering an applicant for a classified position, the district shall inquire with each district, COE, charter school, state special school or diagnostic center operated by CDE, or private school that previously employed the applicant as to whether the applicant was the subject of any credible complaints of, substantiated investigations into, or discipline for, egregious misconduct that were used to support a substantiated investigation. (Education Code 44051)

Upon receipt of an inquiry from another district, COE, charter school, state special school or diagnostic center operated by CDE, or private school, in regard to an applicant for employment to that entity, the Superintendent or designee shall disclose to the inquiring entity all relevant information related to any report of egregious misconduct to CTC within its possession in regard to such applicant, including information in the employee's or former employee's personnel file, as specified in Education Code 44051 and 44939.5.

No inquiry shall be made about any information prohibited by state or federal nondiscrimination laws.

CSBA NOTE: Pursuant to Government Code 12954, the district may not discriminate against a person in hiring based on the person's use of cannabis when off the job or away from the workplace. Additionally, Government Code 12954 prohibits the district from requesting information from an applicant related to the applicant's prior use of cannabis, apart from the person's criminal history, unless the district is otherwise legally permitted to consider or inquire about that information. However, Government Code 12954 does not interfere with the district's right to maintain drug-free schools or to prohibit employees from possessing, being impaired by, or using cannabis while at work. Government

Code 12954 does not preempt state or federal laws requiring applicants to be tested for controlled substances as a condition of employment or to applicants in the building and construction trades or for positions requiring a federal background investigation. The district may utilize drug screenings that do not rely on nonpsychoactive cannabis metabolite results. It is recommended that districts with questions about applicant cannabis use or screening consult CSBA's District and County Office of Education Legal Services or district legal counsel.

Unless otherwise provided for in law, the district may not discriminate against a person in hiring based on the person's use of cannabis off the job and away from the workplace, including that the district may not request information from an applicant related to the applicant's prior use of cannabis, apart from the applicant's criminal history, or penalize an applicant based on a drug screening which finds that the applicant has nonpsychoactive cannabis metabolites in the applicant's hair, blood, urine, or other bodily fluid. (Government Code 12954)

However, the district retains the right to maintain drug-free schools or prohibit employees from possessing, being impaired by, or using cannabis while on the job. (Government Code 12954)

CSBA NOTE: Labor Code 432.3 prohibits districts from seeking a job applicant's salary history information and from relying on salary history as a factor in determining whether to offer employment to an applicant or the salary to offer. However, if the applicant discloses salary history information voluntarily and without prompting, the district is not prohibited from considering or relying on such information in determining the salary for that applicant. Labor Code 432.3 is not applicable to salary history information that is disclosable pursuant to the California Public Records Act (Government Code 7920.000 - 7930.170) or the Freedom of Information Act (5 USC 552).

The Superintendent or designee shall not inquire, orally or in writing, about an applicant's salary history information, including compensation and benefits. Additionally, the Superintendent or designee shall not rely on salary history information as a factor in determining whether to offer employment to an applicant or the salary to offer. However, the Superintendent or designee may consider salary information that is disclosable under state or federal law or that the applicant discloses voluntarily and without prompting. (Labor Code 432.3)

CSBA NOTE: Government Code 12940 generally prohibits a district from requiring any job applicant to have a driver's license, unless the district reasonably (1) expects driving to be a job function for the position, and (2) believes that satisfying the job function using an alternative form of transportation would not be comparable in travel time or cost to the district. While the district would be prohibited from requiring an applicant to have a driver's license for many positions, the district would be able to require a job applicant for a bus driver position to have a driver's license. For more information regarding bus driver qualification requirements, see AR 3542 - School Bus Drivers.

The Superintendent or designee shall not require an applicant to have a driver's license unless driving is an essential function of the position or it is otherwise reasonably expected for driving to be a job function for the position and that satisfying the job function using an alternative form of transportation would not be comparable in travel time or cost to the district. (Government Code 12940)

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

For each position, the Superintendent or designee shall present to the Board one candidate who meets all qualifications established by law and the Board for the position. No person shall be employed by the Board without the recommendation or endorsement of the Superintendent or designee.

Incentives

CSBA NOTE: Consistent with any applicable collective bargaining agreements, the district may offer incentives (e.g., signing bonuses, assistance with beginning teacher induction costs, assistance with the process of obtaining a clear credential including covering credential costs, a mentoring program, additional compensation, and/or subsidized housing) to recruit teachers, administrators, or other employees in accordance with district needs.

CTC's Diverse Education Leaders Pipeline Initiative was established to train, place, and retain culturally responsive school administrators to improve student outcomes and meet the needs of California's education workforce.

Health and Safety Code 53573 permits districts to establish and implement programs that address the housing needs of teachers and other district employees who face challenges in securing affordable housing. Health and Safety Code 53574 enables housing projects on district property restricted to rentals for district employees to qualify for both federal and state low-income housing tax credits. For more information regarding housing for district employees, see the Center for Cities Schools (UC Berkeley), cityLAB (UCLA), and the Turner Center for Housing Innovation's (UC Berkeley), "Education Workforce Housing Handbook."

The following optional section may be revised to reflect local incentive programs.

With Board approval and in accordance with district needs and any applicable collective bargaining agreements, the district may provide incentives to recruit teachers, administrators, or other employees, such as signing bonuses, assistance with beginning teacher induction and/or credential costs, mentoring, additional compensation, and/or subsidized housing.

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Board Policy Manual

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

Personnel

Policy 4112.9~4212.9~4312.9: Employee Notifications

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

~~The Board of Education~~The Governing Board believes that providing clear communications to staff is essential to establishing a professional, positive work environment and enhancing ~~their~~ job performance. The Superintendent or designee shall provide district employees all notifications required by law and any other notifications the Superintendent or designee believes will promote staff knowledge of the district's policies, programs, activities, and operations.

When required by law, Board policy, or administrative regulation, district employees shall be asked to sign an acknowledgment indicating receipt of the notification. Such acknowledgments shall be retained in each employee's personnel file.

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