

# Agenda

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## SUTTER COUNTY BOARD OF EDUCATION

### Regular Meeting

Wednesday, August 9, 2023 - 5:30 p.m.  
Sutter County Superintendent of Schools Office  
970 Klamath Lane – Board Room  
Yuba City, CA 95993

### NOTICE TO THE PUBLIC

#### Public Hearings

- Sunshine 2023-2024 Bargaining Proposals of Sutter County Superintendent of Schools with CSEA Chapter 634 (Classified Employees)
- Sunshine 2023-2024 Bargaining Proposal of CSEA Chapter 634 (Classified Employees)

A full Board packet is available for review at the Sutter County Superintendent of Schools Office Reception Desk, 970 Klamath Lane, Yuba City, CA (8:00 a.m. – 4:00 p.m., Monday through Friday – excluding legal holidays) and the Sutter County Superintendent of Schools' website at [www.sutter.k12.ca.us](http://www.sutter.k12.ca.us).

5:30 p.m.      1.0      Call to Order

2.0      Pledge of Allegiance

3.0      Roll Call of Members:

June McJunkin, President  
Victoria Lachance, Vice President  
Gurv Pamma, Member  
Harjit Singh, Member  
Kash Gill, Member

4.0      Items of Public Interest to Come to the Attention of the Board

Members of the public are given an opportunity to address the Board regarding items not listed on the agenda. *The California Government Code, Section 54954.3(a) states, ".....no action shall be taken on any item not appearing on the agenda unless the action is otherwise authorized by subdivision (b) of Section 54954.2.*

5.0 Approve Minutes of the July 12, 2023, Regular Meeting  
[Action Item]

The minutes of the July 12, 2023, Regular Meeting of the Sutter County Board of Education are presented for approval.

6.0 Internal Business Department Presentation  
Paramjeet Kaur/Chelsey McGraw

7.0 Quarterly Report on Williams/Uniform Complaints  
(April, May and June 2023) Brian Gault  
education Code 35186 requires the county superintendent to report on the number and nature of complaints.

8.0 Business Services Report

8.1 Monthly Financial Report – July 2023 – Nic Hoogeveen

9.0 Facilities Report - James Peters

9.1 Facilities projects update for the last quarter of FY 22-23, and the initial quarter of FY 23-24 are being presented to the Board.

9.2 The Career Training and Conference Center 30% design drawings are available, and highlights are being presented to the Board.

10.0 Learning Communities for School Success Program (LCSSP) Grant  
Presentation of Results – Virginia Burns

Per grant reporting requirements, results from year two implementation will be presented to the Board.

11.0 Public Hearing to Sunshine 2023-2024 Bargaining Proposal of CSEA Chapter 634

- 12.0 Public Hearing to Sunshine 2023-2024 Bargaining Proposal of CSEA Chapter 634
- 13.0 Items from the Superintendent/Board
- 14.0 Adjournment

*In compliance with the Americans with Disabilities Act, for those requiring special assistance to access the Board Meeting room, to access written documents being discussed at the Board Meeting, or to otherwise participate at Board Meetings, please contact the Superintendent's Office at 530-822-2900 for assistance. Notification at least 48 hours prior to the meeting will enable the Superintendent's Office to make reasonable arrangements to ensure accessibility to the Board Meeting and to provide any required accommodations, auxiliary aids or services.*

*All Open Session Agenda related documents, including materials distributed less than 72 hours prior to the scheduled meeting, are available to the public for viewing at the Sutter County Superintendent of Schools Office located at 970 Klamath Lane, Yuba City, CA 95993.*

# Agenda

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## SUTTER COUNTY BOARD OF EDUCATION

### Regular Meeting

Wednesday, July 12, 2023 5:30 p.m.

Sutter County Superintendent of Schools Office

970 Klamath Lane - Board Room

Yuba City, CA 95993

A full Board packet is available for review at the Sutter County Superintendent of Schools Office Reception Desk, 970 Klamath Lane, Yuba City, CA (8:00 a.m. – 5:00 p.m., Monday through Friday – excluding legal holidays) and the Sutter County Superintendent of Schools’ website at [www.sutter.k12.ca.us](http://www.sutter.k12.ca.us).

5:30 p.m.

1.0 Call to Order

A regular meeting of the Sutter County Board of Education was called to order by President McJunkin at 5:30 p.m., July 12, 2023, at the Sutter County Superintendent of Schools Office, 970 Klamath Lane, Yuba City, California.

2.0 Pledge of Allegiance

Trustee Victoria Lachance led the Pledge of Allegiance

3.0 Roll Call of Members: (Present/ Absent)

June McJunkin, Trustee Area 2, President Present

Gurv Pamma, Trustee Area 1, Member Present

Kash Gill, Trustee Area 3, Member (Present @ 5:45pm)

Harjit Singh, Trustee Area 4, Member Present

Victoria Lachance, Trustee Area 5, Vice President

Tom Reusser, Ex-officio Secretary – Present

Staff Members present: Ron Sherrod, Nic Hoogeveen, Brian Gault, Whitney Hardison, Caitlin Welch, Karisa Williams and Joe Hendrix

4.0 Items of Public Interest to Come to the Attention of the Board

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5.0 Consent Agenda  
**[Action Item]**

5.1 Approval of Minutes of June 14, 2023

5.2 Approval of Minutes of June 22, 2023

The above items are self-explanatory. All items on the Consent Agenda are considered a routine item or one that has been previously discussed. Any Board Member may request that an item be pulled for further discussion.

A motion was made to approve the Consent Agenda

*Motion:* Victoria LaChance                      *Seconded:* Gurv Pamma

*Action:* Motion Carried

*Ayes:*                      4

*Noes:*                      0

*Absent:*                      1 (Gill)                      *Abstain:* Harjit

6.0 External Business Department Update  
Nic Hoogeveen, Whitney Hardison, Caitlin Welch

Whitney Hardison spoke on external business direct fiscal services to seven districts with combined funding of 18 million. SCSOS also provides fiscal oversight over the twelve school districts. Under AB 1200 the county superintendents are responsible to review school district budgets. Per Ed Code 421127, the county superintendent shall review and consider studies, reports, evaluations or audits of the school district that contains evidence of fiscal distress under the state standards and criteria. Whitney discussed the documents reviewed during fiscal oversights, the procedure, impacts and results.

Whitney praised her wonderful team and their top accomplishments.

Caitlin Welch Coordinator SMAA-

SMAA reimburses County Offices of Education, School District, Charter Schools, State Funded Colleges and Universities. SMAA reimburses for administrative activities. Caitlin spoke about the history of SMMA

7.0 Date to Convene Superintendent's Salary Committee - Ron Sherrod

Ron Sherrod discussed convening a committee to review the Superintendent's current step placement and consider advancement on the current salary schedule.

8.0 Business Services Report

8.1 Monthly Financial Report – June 2023 – Nic Hoogeveen

Nic Hoogeveen spoke on the finance of Shady Creek, salaries, benefits, services and operating expenses. As well as Title 1 funds transfers between FRA/Pathways.

8.2 Facilities Update – Ron Sherrod

Ron Sherrod discussed progress on the Harter building and plans to bring this back for approval at the September meeting.

9.0 SCSOS Special Education Single Plan for Student Achievement (SPSA)/ Additional Targeted Support and Improvement (ATSI) Plan  
Jessica Burrone [**Action Item**]

SCSOS Special Education Department qualified for ATSI based on the performance of six student groups on the California Schools Dashboard. It is the expectation that ATSI plans are fully developed and approved at the local level (schools and LEA) no later than the first day of the 2023-2024 school year. This will ensure that students and the school receive a full year of intervention and support consistent with the ATSI plan for that school.

Brian spoke regarding the above; SPED countywide attends at schools districts. 6 student groups, were either all red or partial indicators (academics and attendance). Jessica and her team evaluated and made a plan for chronic absence due to health problems and getting to school. SPED will be more communicative with families. Academic performance currently we do not have a way to aggregate data from IEP goals so SPED will find a way to keep track with google sheets so the can track IEP goals. Parents opt out of state testing due to parents feel the test may stress the child, SPED will encourage families to not opt out and make sure students have correct test and parents understand this is nothing more than they do on a daily basis.

A motion was made to approve the ATSI plan

*Motion:* Harjit Singh

*Seconded:* Gurv Pamma

*Action:* Motion Carried

*Ayes:* 5

*Noes:* 0

*Absent:* 0

*Abstain:* 0

10.0 Sutter County Board of Education Strategic Plan and Goals

The Board at the August 10, 2022, Board Meeting, last revised the Sutter County Board of Education Strategic Plan and Goals; this is a time for the Board to review the Strategic Plan and Goals and make recommendations for revisions and will be brought back for approval at the August Board Meeting.

The Board discussed a possible working retreat to revise and update the strategic plan.

11.0 Disclosure of Collective Bargaining Agreement for Sutter County Superintendent of Schools Employee Association (CSEA), Chapter #634 - Ron Sherrod

The disclosure of Collective Bargaining Agreement is a statement of costs associated with the agreement with the Sutter County Superintendent of Schools Employee Association (CSEA), Chapter #634 for July 1, 2022, through June 30, 2023.

Ron Sherrod spoke that this reflects the cost of the budget when settled. Employees who are no longer employed did not receive a retro paycheck.

12.0 2022-23 Consolidated Application - Winter Release  
Nic Hoogeveen

The Consolidated Application (ConApp) is used by the California Department of Education (CDE) to distribute categorical funds from various state and federal programs to county offices, school districts and direct-funded charter schools throughout California.

Nic spoke the way of which CDE gets information on LEA's two reporting windows and since COVID, dates are skewed. If we have unspent funds we will return them to the CDE, we did not have any unspent funds.

13.0 Section 218 Agreement - Employee Social Security Benefits  
Ron Sherrod

A section 218 Agreement is a voluntary agreement between the Social Security Administration (SSA) and the State to provide Social Security for local government employees.

This request allows a vote by CalPERS members to authorize continued participation in the Social Security program.

Classified employees can receive Social Security coordinated between PERs and Social Security. SCSOS was under a prior 218 with the County of Sutter. SCSOS needs to go through the process of a new 218. SCSOS will hold an election for all classified staff.

14.0 First Reading of the Following Policy and Administrative Regulation  
Brian Gault

- SP/BP 6161.1 Selection and Evaluation of Instructional Materials
- AR 6161.1 Selection and Evaluation of Instructional Materials

This policy and Administrative Regulation were developed to provide clarity on the process used to select and evaluate instructional materials in Sutter County.

Brian discussed SP/BP 6161.1 he will bring it back to the next meeting for a second reading.

15.0 The following Board Bylaws are presented for a second reading and Board approval  
Superintendent Reusser [**Action Item**]

- Board Bylaw 9270 Conflict of Interest
- Board Bylaw 9320 Meeting and Notices

Motion was made to approve Board Bylaws

*Motion:* Kash Gill

*Seconded:* Victoria Lachance

*Action:* Motion carried

*Ayes:* 5

*Noes:* 0

*Absent:* 0

*Abstain:* 0



16.0 Items from the Superintendent/Board

Tom Reusser discussed the CCBE- Conference, CSBA- Conference and the Blue Zones project. SCSOS is proud to announce the Klamath office is now Blue Zones approved. SCSOS was awarded a certificate and Blue Zones banner.

17.0 Adjournment

A motion was made to adjourn the meeting at 6:38pm

*Motion:* Gurv Pamma

*Seconded:* Harjit Singh

*Action:* Motion Carried 638pm

*Ayes:* 5

*Noes:* 0

*Absent:* 0

*Abstain:* 0

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Agenda Item No. \_\_\_\_

BOARD AGENDA ITEM: \_\_\_\_\_

BOARD MEETING DATE: \_\_\_\_\_

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

\_\_\_\_\_ Action

\_\_\_\_\_

\_\_\_\_\_ Reports/Presentation

SUBMITTED BY:

\_\_\_\_\_ Information

\_\_\_\_\_

\_\_\_\_\_ Public Hearing

PRESENTING TO BOARD:

\_\_\_\_\_ Other (specify)

\_\_\_\_\_

BACKGROUND AND SUMMARY INFORMATION:

Agenda Item No. \_\_\_\_

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PRESENTING TO BOARD:

\_\_\_\_\_ Other (specify)

\_\_\_\_\_

BACKGROUND AND SUMMARY INFORMATION:



970 Klamath Lane  
 Yuba City, CA 95993  
 PHONE: (530) 822-2933  
 FAX: (530) 822-3085

**QUARTERLY REPORT ON WILLIAMS/VALENZUELA UNIFORM COMPLAINTS**  
**(Education Code § 35186)**

District: Sutter County Superintendent of Schools  
 Person completing this form: Brian Gault *BG*  
 Title: Superintendent, Educational Services


The Quarterly Report will be submitted at the Sutter County Superintendent of School's Board Meeting on August 9, 2023 for the reporting months of April, May and June 2023.

Please indicate the date this information will be reported publicly at your District's governing board meeting: August 9, 2023

Please check the box that applies:

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

General Subject Area	Total Number of Complaints	Number Resolved	Number Unresolved
Textbooks & Instructional Materials			
Teacher Vacancies or Misassignments			
Facilities/Conditions			
TOTALS			

Tom Reusser  
 \_\_\_\_\_  
**PRINT NAME OF DISTRICT SUPERINTENDENT**  
  
 \_\_\_\_\_  
**SIGNATURE OF DISTRICT SUPERINTENDENT**

Agenda Item No. \_\_\_\_

BOARD AGENDA ITEM: \_\_\_\_\_

BOARD MEETING DATE: \_\_\_\_\_

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

\_\_\_\_\_ Action

\_\_\_\_\_

\_\_\_\_\_ Reports/Presentation

SUBMITTED BY:

\_\_\_\_\_ Information

\_\_\_\_\_

\_\_\_\_\_ Public Hearing

PRESENTING TO BOARD:

\_\_\_\_\_ Other (specify)

\_\_\_\_\_

BACKGROUND AND SUMMARY INFORMATION:

# Summary Report of Revenues, Expenditures and Changes in Fund Balance (Unrestricted and Restricted Combined)

**July 2023**

07/01/23-07/15/23

Description	Account Codes	Original Budget	Operating Budget	Actuals to Date	Projected Yr Totals	Difference (Col D - B)	2023-24 % Actuals as a % of Budget
		7/1/23 (A)	7/1/23 (B)	7/15/23 (C)	7/15/23 (D)	(E)	
<b>A. Revenues</b>							
1. Local Control Funding Formula	8010-8099	\$ 11,306,536	\$ 11,306,536		\$ 11,306,536	-	A 0.0%
2. Federal Revenues	8100-8299	\$ 5,036,967	\$ 5,036,967	\$ 110,428	\$ 5,095,284	58,317	B 2.2%
3. Other State Revenues	8300-8599	\$ 14,144,633	\$ 14,144,633		\$ 14,144,633	-	C 0.0%
4. Other Local Revenues	8600-8799	\$ 16,070,941	\$ 16,070,941		\$ 16,070,941	-	D 0.0%
<b>5. TOTAL REVENUES</b>		<b>\$ 46,559,077</b>	<b>\$ 46,559,077</b>	<b>\$ 110,428</b>	<b>\$ 46,617,394</b>	<b>\$ 58,317</b>	<b>0.2%</b>
<b>B. Expenditures</b>							
1. Certificated Salaries	1000-1999	\$ 10,147,561	\$ 10,147,561	\$ -	\$ 10,147,561	-	E 0.0%
2. Classified Salaries	2000-2999	\$ 12,983,439	\$ 12,983,439	\$ -	\$ 12,993,439	10,000	F 0.0%
3. Employee Benefits	3000-3999	\$ 10,672,644	\$ 10,672,644	\$ -	\$ 10,673,575	931	G 0.0%
4. Books and Supplies	4000-4999	\$ 1,191,623	\$ 1,191,623	\$ 692	\$ 1,205,066	13,443	H 0.1%
5. Services, Other Operation	5000-5999	\$ 8,050,467	\$ 8,050,467	\$ 614,501	\$ 8,111,446	60,979	I 7.6%
6. Capital Outlay	6000-6999	\$ 648,184	\$ 648,184	\$ -	\$ 648,184	-	J 0.0%
7. Other Outgo	7100-7299	\$ 509,024	\$ 509,024	\$ -	\$ 509,024	-	K 0.0%
8. Direct Support/Indirect	7300-7399	\$ (117,633)	\$ (117,633)	\$ -	\$ (117,633)	-	L 0.0%
9. Debt Service	7400-7499	\$ -	\$ -	\$ -	\$ -	-	M 0.0%
<b>10. TOTAL EXPENDITURES</b>		<b>\$ 44,085,309</b>	<b>\$ 44,085,309</b>	<b>\$ 615,193</b>	<b>\$ 44,170,662</b>	<b>85,353</b>	<b>1.4%</b>
<b>C. Excess ( Deficiency) of Revenues Over Expenditures Before Other Financing Sources and Uses (A5-B10)</b>							
		<b>\$ 2,473,768</b>	<b>\$ 2,473,768</b>	<b>\$ (504,765)</b>	<b>\$ 2,446,732</b>	<b>\$ (27,036)</b>	<b>-20.6%</b>
<b>D. Other Financing Sources/Uses</b>							
1. Transfers In	8910-8979	\$ 35,000	\$ 35,000	\$ -	\$ 35,000	-	0.0%
2. Transfer Out	7610-7629	\$ 2,716,977	\$ 2,716,977	\$ -	\$ 2,716,977	-	0.0%
3. Contributions	8980-8999	\$ -	\$ -	\$ -	\$ -	-	0.0%
<b>Total, Other Fin Sources/Uses</b>		<b>\$ (2,681,977)</b>	<b>\$ (2,681,977)</b>	<b>\$ -</b>	<b>\$ (2,681,977)</b>	<b>\$ -</b>	<b>0.0%</b>
<b>E. Net Change to Fund Balance</b>							
		<b>\$ (208,209)</b>	<b>\$ (208,209)</b>	<b>\$ (504,765)</b>	<b>\$ (235,245)</b>	<b>\$ (27,036)</b>	<b>H</b>
<b>F. Fund Balance (Fund 01 only)</b>							
1. Beginning Balance		\$ 16,095,590	\$ 16,095,590	\$ 16,095,590	\$ 16,095,590	-	
2. Adjustments/Restatements		\$ -	\$ -	\$ -	\$ -	-	
<b>Ending Balance</b>		<b>\$ 15,887,381</b>	<b>\$ 15,887,381</b>	<b>\$ 15,590,825</b>	<b>\$ 15,860,345</b>	<b>\$ (27,036)</b>	
<b>G. Components of Ending Fund Balance</b>							
Designated Amounts	9711-9730	\$ 10,500	\$ 10,500		\$ 10,500	\$ -	
Legally Restricted	9740-9760	\$ 4,911,518	\$ 4,911,518		\$ 4,412,928	\$ -	
Assigned	9780	\$ 8,625,249	\$ 8,625,249		\$ 9,092,535	\$ -	
Restricted Economic Uncertainty	9789	\$ 2,340,114	\$ 2,340,114		\$ 2,344,382	\$ -	
Unassigned/Unappropriated	9790	\$ -	\$ -		\$ -	\$ -	

**Explanation of Differences**  
**Net Change in Current Year Budget July Board Report**  
**07/01/23-07/15/23**

	<u>Amount</u>	<u>Explanation of Differences</u>
<b>B <u>Federal Revenues (8100-8299)</u></b>		
One Stop	\$ 33,096	<i>Establish Workforce Innovation and Opportunity Act HRCC Participant Budget</i>
Feather River Academy (FRA)	\$ 25,221	<i>Updated Comprehensive Support and Improvement grant to match revised grant award amount</i>
	<b><u>\$ 58,317</u></b>	
<b>F <u>Classified Salaries (2000-2999)</u></b>		
One Stop	\$ 10,000	<i>Establish Workforce Innovation and Opportunity Act HRCC Participant Budget</i>
	<b><u>\$ 10,000</u></b>	
<b>G <u>Employee Benefits (3000-3999)</u></b>		
Various departments	\$ 931	<i>Miscellaneous Adjustments</i>
	<b><u>\$ 931</u></b>	
<b>H <u>Books and Supplies (4000-4999)</u></b>		
County Office	\$ (1,250)	<i>Transfer budget for Government Finance Services Membership Fees</i>
Special Education	\$ 10,105	<i>Establish budget from ending fund balance for classroom activities and B.Rosellini Education Foundation expenses</i>
One Stop	\$ 7,500	<i>Establish Workforce Innovation and Opportunity Act HRCC Participant Budget</i>
Curriculum, Instruction, and Accountability (CIA)	\$ 1,300	<i>Establish budget for Early Education Teacher Development Grant using ending fund balance</i>
Feather River Academy (FRA)	\$ (4,212)	<i>Transfer budget for van lease payment</i>
	<b><u>\$ 13,443</u></b>	
<b>I <u>Services, Other Operations (5000-5999)</u></b>		
County Office	\$ 1,250	<i>Adjust budget for Government Finance Services Membership Fees</i>
Special Education	\$ 1,187	<i>Establish budget from ending fund balance for classroom activities</i>
One Stop	\$ 12,500	<i>Establish Workforce Innovation and Opportunity Act HRCC Participant Budget</i>
Curriculum, Instruction, and Accountability (CIA)	\$ 2,000	<i>Establish budget for Early Education Teacher Development Grant using ending fund balance</i>
Student Support and Outreach (SSO)	\$ (8,731)	<i>Net effect of moving MOU budget to Feather River Academy and decreasing Pathways Charter Academy MOU</i>
Feather River Academy (FRA)	\$ 37,773	<i>Adjust budget to match revised grant</i>
Medi-Cal Administrative Activities (MAA)	\$ 15,000	<i>Adjust budget for LACOE Contract</i>
	<b><u>\$ 60,979</u></b>	
<b>Net Change in Current Year Budget</b>	<b><u>\$ (27,036)</u></b>	

Agenda Item No. 9.00

BOARD AGENDA ITEM: Facilities

BOARD MEETING DATE: August 9, 2023

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

Action

James Peters

Reports/Presentation

SUBMITTED BY:

Information

James Peters

Public Hearing

PRESENTING TO BOARD:

Other (specify)

James Peters

BACKGROUND AND SUMMARY INFORMATION:

Facilities projects update for the last quarter of FY 22-23, and the initial quarter of FY 23-24 are being presented to the Board



## FY22-23 Quarterly update

### Facilities

- The Career Training & Conference Center (CTC) RFQ process has been completed, and the design-build entity has been approved.
  - Contract in effect with Hilbers Inc. and NMR Architects.
  - Design meetings conducted throughout March to July, preliminary footprint in design development for 30% Guaranteed Maximum Price
- Irrigation controllers at Klamath and FRA to ‘Smart Rain’ controllers complete. We will integrate additional features over time.

### Klamath

- Painting in the common area hallways complete (5-year rotation).
- Klamath common area carpeting replacement complete (13-year rotation).
- Restroom remodels complete
- Klamath HVAC design finalized. Going to Informal Bids in the Fall of 2023.

### FRA

- No update - AB841 application has been approved to receive State funding for assessments and recommendations for the HVAC systems. Alco Building Solutions is contracted to perform this phase of the project. Information received will help to determine the critical path for replacements. We intend to replace up to four (04) units, aiming to go to bid in Fall 2023.
- Boyd Hall asphalt slurry and stripe are complete.

### Cosmetology

- Staff and students are fully operational and beginning to take appointments for the Salon.
- Building signage is complete.
- Salon is now open for appointments!

### Shady Creek

- The water system main break at the Dome Cabins (naturalist housing) is fixed.
- We lost the Raptor Ridge boiler in November. Accelerating the replacement was a painstaking process, but the boiler is replaced and running!
- The HVAC project design was received, and cost engineering was completed.
  - We received CDE approval on the ESSER III funds on August 1, 2023.
  - Estimate going to bid in Fall 2023.

### Special Ed

- No update - Classroom 103 at Sutter Union High School successfully opened in time for the first day of school. We accomplished this by breaking the project into two phases. We are currently In design for the restroom and kitchenette, which make up phase 2.
- With the design received, we are gearing up for a summer build.
- Summer build is complete, in the punch phase, and will be open for students on August 9, 2023.

### Districts

- Meridian Elementary was struggling with exterior doors not sealing or functioning properly and an electrical issue in their restrooms. We spent some time over Spring break helping them overcome the hurdles.

- We assisted Brittan Elementary in the process of becoming registered Informal Bidders under the California Uniform Construction Cost Act (CUPCCAA), which will benefit the School for many years to come!
- We continue to support the Districts by forwarding pertinent post-storm information from CDE and CalOES.
- CDE is initiating a monthly work group with all 58 County offices, CDE Emergency Management, and CalOES. We are currently participating.

## FY23-24 Year begin

### Facilities

- The Career Training & Conference Center (CTC) RFQ process has been completed, and the design-build entity has been approved—the contract is in effect with Hilbers Inc. and NMR Architects.
  - 30% of design drawings received and are being shared with the Board in the August Board meeting.
  - Guaranteed Maximum Price (GMP) proposal has been received and is in review.
  - GMP is expected to be presented to the Board for approval in the September meeting.

### Klamath

- Phase 1 painting and reconfiguring workspaces/storage in Special Education offices is complete.
- Phase 2 to commence in the Fall
- Klamath HVAC design finalized. Going to Informal Bids in the Fall of 2023.
- HR is under reconfiguration to maximize available spaces for orientations and confidential meetings. Phase 1 is complete, and Phase 2 is underway.
- Klamath and FRA are due for deferred rehabilitation of the landscaping. We will begin with the grass areas, with the goal of laying sod or hydro-seed (as applicable) by the end of October.

### FRA

- AB841 Mechanical systems maintenance and assessment still underway
  - New CO2 sensors have been installed in Classrooms
  - New HVAC replacements are going to Informal Bid in the Fall of 2023
- Boyd Hall asphalt slurry and stripe completed in July
- Boyd Hall boiler reached lifespan, replacement complete
- Classroom 1 life skills class expecting medically fragile students. A new floor and medical curtains have been added to improve the space
- The staff breakroom and the former bookroom received new floors and paint.
- We are currently developing a 5-year roof rehab/replacement plan with Garland Manufacturing.

### Cosmetology

- The second round of students are in!
- The Salon is open to the public by appointment only
- A new cash register system is installed

### Shady Creek

- The HVAC project design was received, and the Esser III funds for the project were approved on August 1, 2023.
- The project is going to Full Public Bid in the Fall of 2023.

### Special Ed

- Classroom 103 at Sutter Union High School is in the final stretch of Phase 2 of construction for the kitchenette and restroom and will be open in time for students on August 9, 2023.

### Districts

- We assisted Brittan Elementary and Pleasant Grove Elementary in installing their new water bottle fillers.
- Browns Elementary had a massive backlog of tree services that needed to be done, and the cost was prohibitive. We sent our highly skilled and caring crew and helped them overcome the hurdle!

## Fleet

- We are preparing to rotate out five termed leases on our coupes. Applying the equity from the trade-in reduces the ongoing monthly cost of the new vehicle leases.
- We have several older vans in our fleet that we are preparing to surplus this year. Some will be replaced with new leases, while others will reduce the fleet size. We will apply the equity gained from the trade-in of all the vans to the new leases to keep costs down.
- Our two Special Ed ADA vans are aging out, and maintenance costs are increasing. Additionally, our life skills classes will require additional van support. The SELPA has received approval to use SELPA funds to replace the vehicles.

**Site Profile Worksheet - Projects in queue**

**Fiscal Year 22-23**

June 30, 2023

Estimate

Status

**Facilities**

**\$1,495,040.00**

Harter Bldg Phase 1 and 2, with GMP approval	\$1,363,040.00	Proposal in review for Sept to Board
Site cameras @ Klamath & FRA	\$132,000.00	Completed September 2022

**Klamath**

**\$104,026.00**

HVAC redesign and replacement	\$80,000.00	Design complete, bidding in 23-24
Restroom remodels	\$15,000.00	Complete
Annual painting +/-1400 sq. ft.	\$2,500.00	Complete Dec 2022
Floor finish replacement +/- 1400 sq. ft.	\$6,526.00	Complete Apr 2023

**1 Stop Gateway**

**\$5,950.00**

Marquee sign replacement	\$5,000.00	On hold-ROP attempting w/students
Add sink to room 102 for Health Careers	\$950.00	Complete July 2022

**FRA**

**\$156,650.00**

HVAC assessment and replacement	\$60,000.00	Bidding in 23-24
Boyd Hall asphalt slurry & stripe	\$12,000.00	In progress - June 2023
Annual painting +/-1800 sq. ft.	\$2,700.00	Complete March 2023
Flooring replacement in two classrooms	\$6,450.00	In progress - June 2023

**Adult Ed**

**\$33,500.00**

Install sinks in Health Careers classrooms	\$20,000.00	On hold
Update the staff breakroom	\$1,500.00	On hold
Energy efficiency measures	\$12,000.00	HVAC complete, lighting on hold

**Cosmetology**

**\$8,500.00**

		-
Cosmetology school design and construction	\$8,500.00	Complete, license approved in October
New bldg signage		Complete

**Fleet**

**\$0.00**

		-
Rotation two Ford Escapes	\$0.00	Complete

**Shady Creek**

**\$393,900.00**

		-
Site road repair and slurry	\$35,000.00	Scheduled for July 2023
HVAC assessment and design	\$350,400.00	Design received, bidding in 23-24
Raptor Ridge boiler replacement	\$8,500.00	Complete

<b>Total</b>	<b>\$2,155,566.00</b>	
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**Site Profile Worksheet - Projects in queue**

**Fiscal Year 23-24**

August 1, 2023

Estimate

Status

**Facilities**

**\$1,363,040.00**

Harter Bldg Phase 2 design completion	\$1,363,040.00	Design-Development 30%
CTC Bldg Phase 3 construction (FY portion)		GMP for approval in Sept

**Klamath**

**\$170,000.00**

<i>HVAC redesign and replacement</i>	<i>\$80,000.00</i>	<i>Bidding in Fall 23-24</i>
Annual painting +/-1400 sq. ft.	\$3,000.00	Complete
Floor finish replacement +/- 1400 sq. ft.	\$12,000.00	Complete
HR reconfigure	\$15,000.00	In progress
Landscape grass rehabilitation	\$60,000.00	In development

**1 Stop Gateway**

**\$9,000.00**

<i>Marquee sign replacement</i>	<i>\$5,000.00</i>	<i>On hold</i>
Health Careers curtains	\$4,000.00	Fall 23-24

**FRA**

**\$132,700.00**

<i>HVAC assessment and replacement</i>	<i>\$60,000.00</i>	<i>Bidding in Fall 23-24</i>
Annual painting +/-1800 sq. ft.	\$2,700.00	Complete
Flooring replacement in +/- 2400 sq. ft	\$15,000.00	Complete
Boyd Hall storage/kitchen roof replacement	\$35,000.00	In development
Boyd Hall boiler replacement	\$20,000.00	Complete

**Adult Ed**

**\$0.00**

Install safe for cash security		Complete
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**Cosmetology**

**\$0.00**

Install cash register system	\$0.00	Complete
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**Fleet**

**\$250,000.00**

Replace two (02) ADA vans and add a third	\$250,000.00	Funded with SELPA low incidence
Rotate out five Sentras for new leases	\$0.00	In development
Surplus of three vans for two new mini-van	\$0.00	In development
Add electric golf cart for program	\$11,000.00	Complete

**Shady Creek**

**\$448,400.00**

Site road repair and slurry	\$35,000.00	Contracted-in queue
<i>HVAC assessment and design</i>	<i>\$350,400.00</i>	<i>Bidding in Fall 23-24</i>
Raptor Ridge roof rehabilitation	\$60,000.00	With HVAC project
Holland Hall floor replacement	\$3,000.00	Complete

<b>Total</b>	<b>\$2,373,140.00</b>	
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BOARD AGENDA ITEM: Facilities

BOARD MEETING DATE: August 9, 2023

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

Action

James Peters

Reports/Presentation

SUBMITTED BY:

Information

James Peters

Public Hearing

PRESENTING TO BOARD:

Other (specify)

James Peters

BACKGROUND AND SUMMARY INFORMATION:

The Career Training and Conference Center 30% design drawings are available, and highlights are being presented to the Board



## **Career Training and Conference Center design development update**

After multiple months of weekly design meetings, the Career Training and Conference Center 30% drawings have been completed and delivered to the Design-Builder, Hilbers Inc., to estimate and provide a Guaranteed Maximum Price (GMP) proposal.

The following drawings are the current floor plans and elevations of the building for your convenience. A full size set is available for review by appointment.

Here is an overview of the changes to the design since the last time that you saw them:

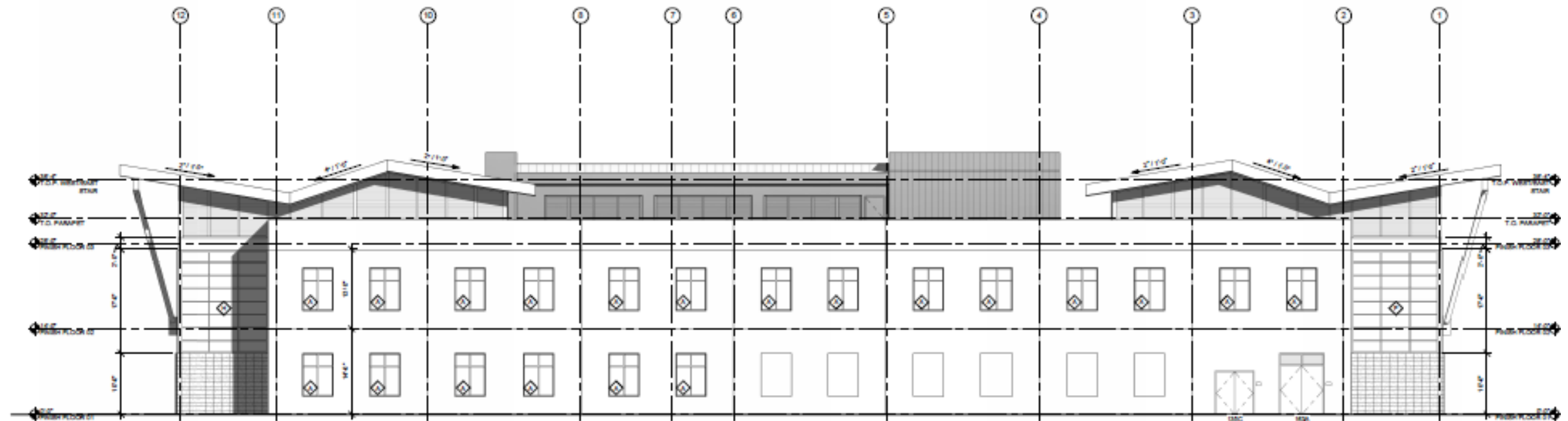
### **Site plan**

1. The parking lot and site plan have been arranged to provide increased traffic flow and parking efficiency.
2. The electric vehicle charging stations have been shifted to the North entry drive to provide ease of access to patrons.
3. The building marquee has been relocated to the corner of Spirit Court and Harter Parkway.

### **Building floor plans**

1. Due to the size and nature of the building, several changes had to occur to keep the building type aligned with the occupancy rating. The most significant changes are:
  - a. The conference room has been moved to the first floor, which avoided significant fire-rated pathways and staircases, or a size reduction, to ensure the fire-life safety of the patrons.
  - b. A third stairwell and tower have been added to provide adequate building egress from the second floor.
  - c. The One Stop and Job Central, which have high volumes of pedestrian traffic, have been shifted to the South wing to maintain ease of access for patrons.
  - d. Adult Education and the One Stop offices have followed Job Central to the South Wing.
  - e. Cosmetology has been moved to the second floor to accommodate the One Stop.
  - f. Adult Ed and CTC classrooms have been shifted to the second floor West wing, over the conference room.
2. Four Special Education Lifeskills classrooms have been added to the footprint, placed in the first floor East wing, with close access to exterior doors and bus path of travel.
  - a. The dental Assistance classroom and lab had to be moved to the second floor to accommodate the SPED classrooms.

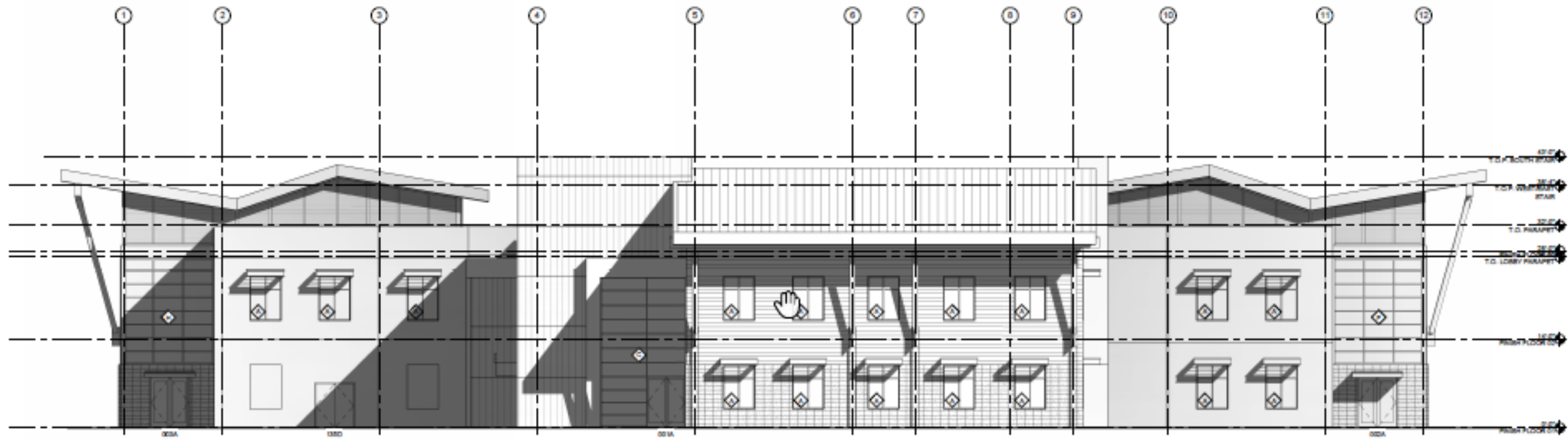
Please enjoy the following designs.



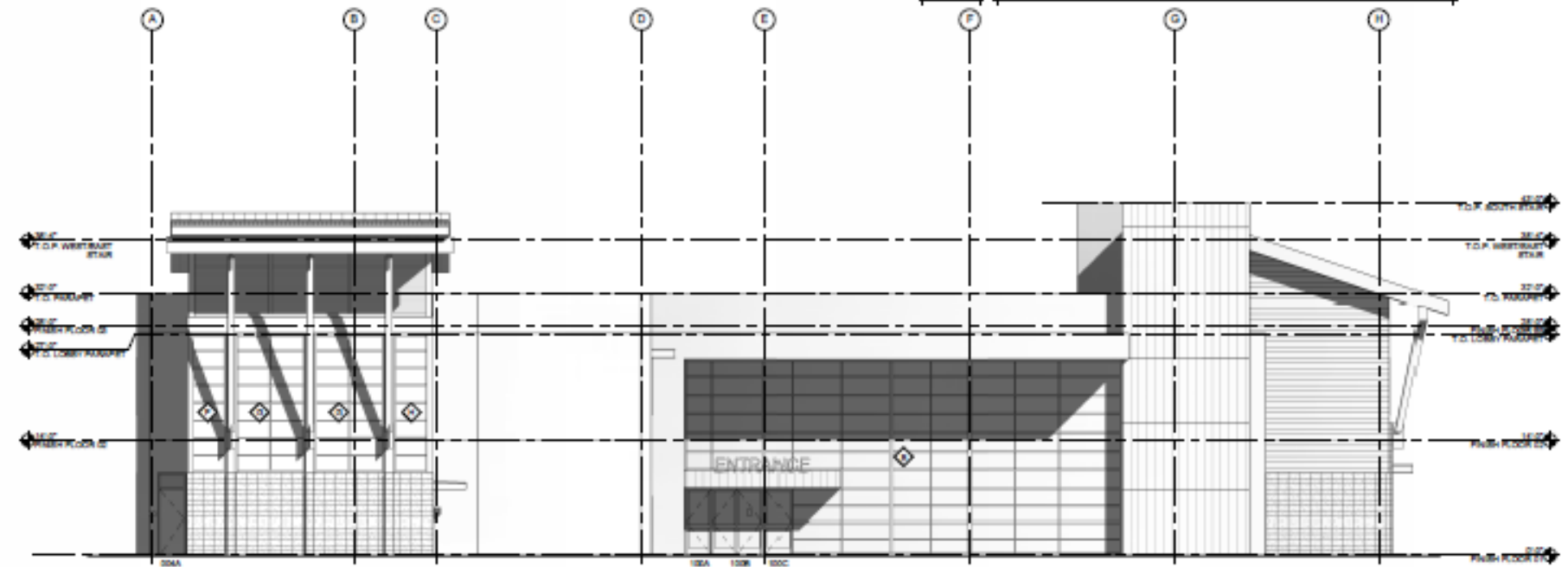
1 NORTH ELEVATION  
SCALE: 1/8" = 1'-0"



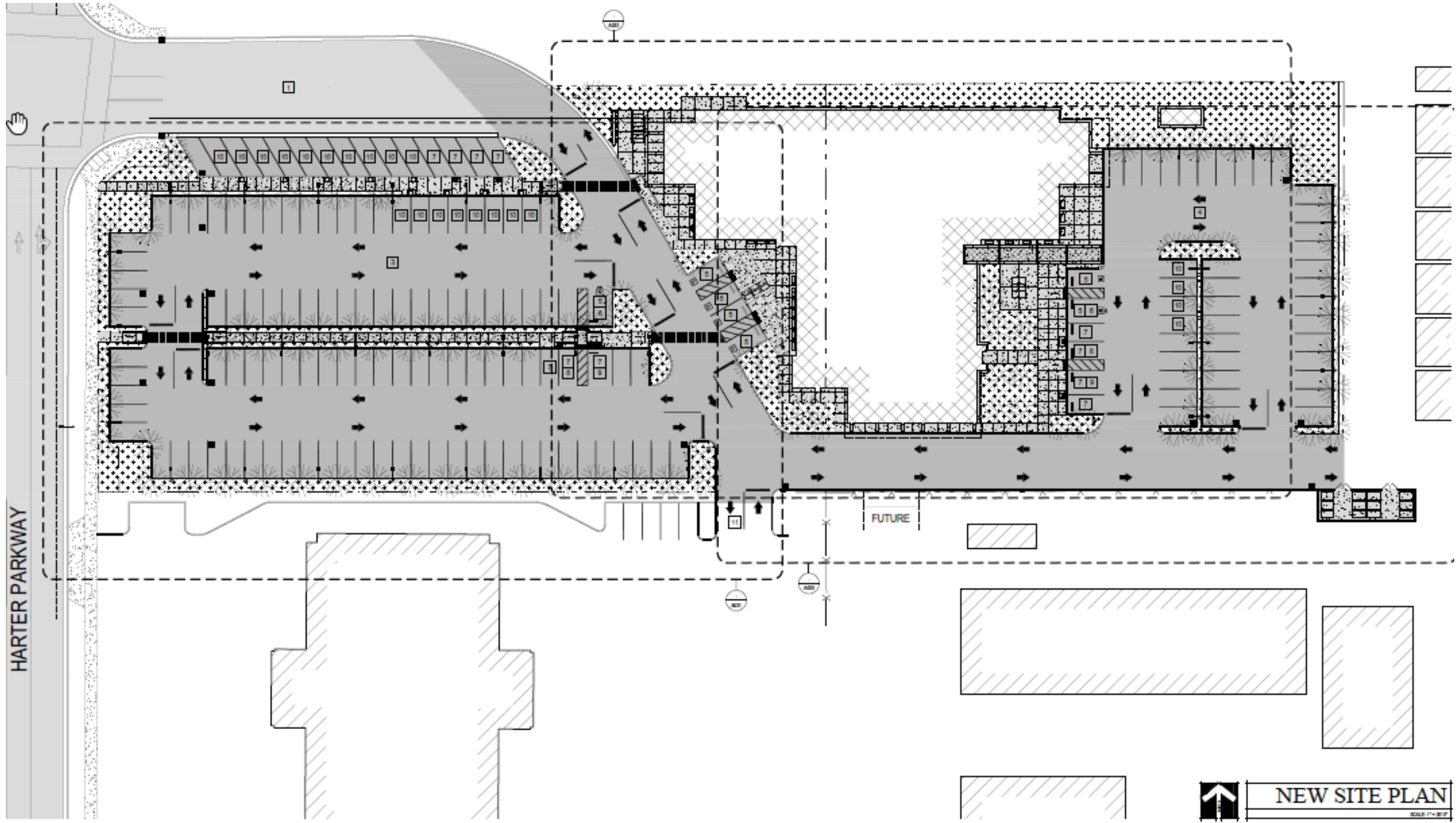
2 EAST ELEVATION  
SCALE: 1/8" = 1'-0"

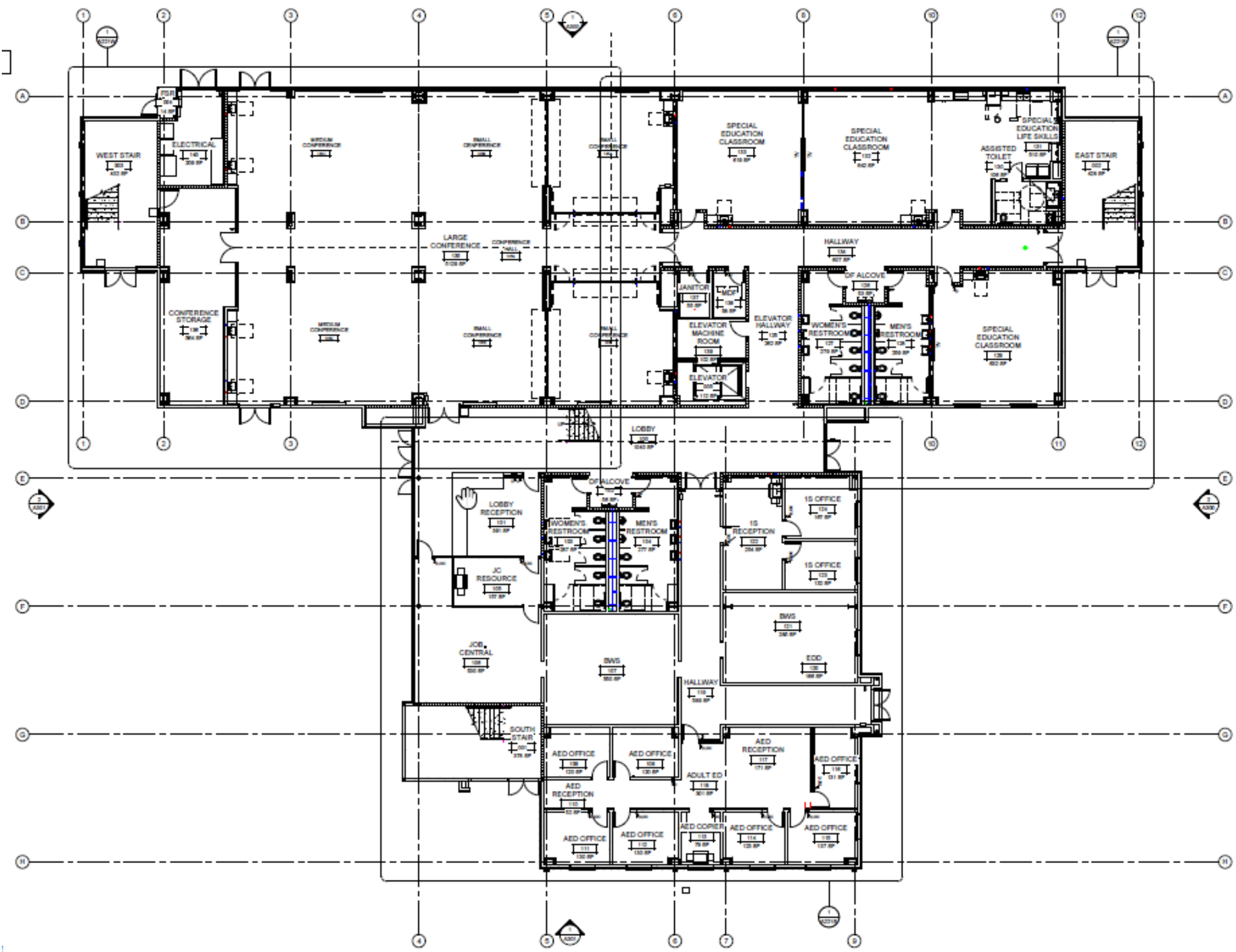



1 SOUTH ELEVATION  
SCALE: 1/8" = 1'-0"

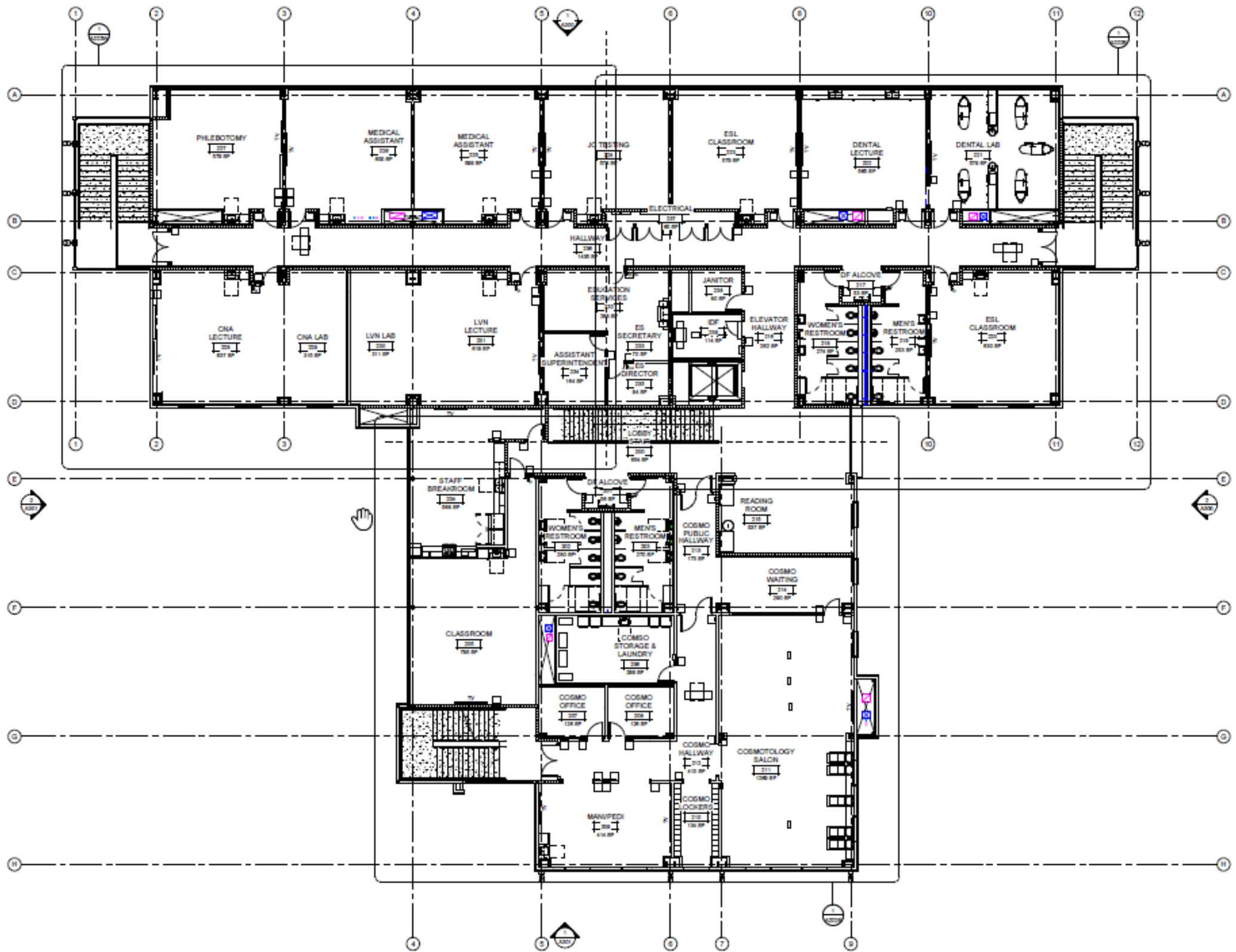


2 WEST ELEVATION  
SCALE: 1/8" = 1'-0"



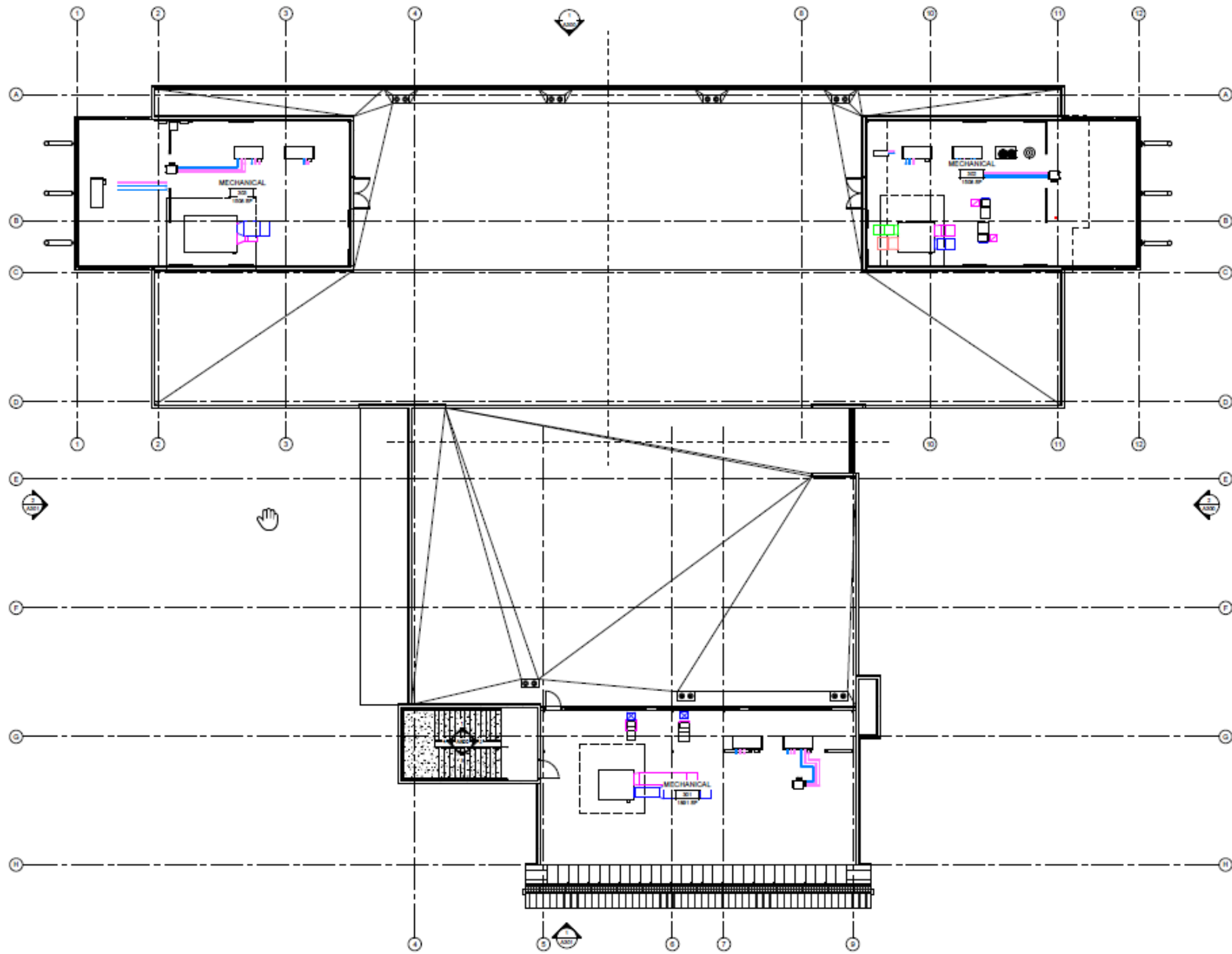




**OVERALL FIRST FLOOR PLAN**  
SCALE: 1/8" = 1'-0"



OVERALL SECOND FLOOR PLAN

SCALE: 1/8" = 1'-0"




**OVERALL MECH. PENTHOUSE PLAN**  
SCALE: 1/8" = 1'-0"

BOARD AGENDA ITEM: Learning Communities for School Success (LCSSP)

BOARD MEETING DATE:   August 9, 2023  

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

       Action

  Virginia Burns  

  X   Reports/Presentation

SUBMITTED BY:

       Information

  Virginia Burns  

       Public Hearing

PRESENTING TO BOARD:

       Other (specify)

  Virginia Burns  

BACKGROUND AND SUMMARY INFORMATION:

SCSOS- Educational Services received the Learning Communities for School Success Program (LCSSP) grant in fall of 2020. This grant developed a school counseling consortium model to support our small districts with the intent to improve school connectedness, attendance, and graduation rates. Results from year 3 implementation will be presented to the board for grant per grant reporting requirements.



Agenda Item No. 11.0

BOARD AGENDA ITEM: Public Hearing to Sunshine 2023-2024 Bargaining Proposal of CSEA Chapter 634 (classified employees)

BOARD MEETING DATE: August 9, 2023

AGENDA ITEM SUBMITTED FOR:

- Action
- Reports/Presentation
- Information
- Public Hearing
- Other (specify)

PREPARED BY:

CSEA, Chapter 634

SUBMITTED BY:

CSEA, Chapter 634

PRESENTING TO BOARD:

Ron Sherrod, Asst. Superintendent,  
Business Services

BACKGROUND AND SUMMARY INFORMATION:

Pursuant to Government Code Section 3547, the initial negotiations proposals of the exclusive representative union shall be “sunshined” for public comment.

CSEA, Local Chapter 634 is presenting its proposals for the 2023-2024 school year for sunshining. The 2023-2024 school year is the first year of a new three-year “full book”.

**SUTTER COUNTY SUPERINTENDENT OF SCHOOLS  
("Superintendent")**

**AND**

**CALIFORNIA SCHOOLS EMPLOYEE ASSOCIATION,  
LOCAL CHAPTER 634 ("CSEA")**

**2023/2024 PROPOSAL**

**SALARY**

**ARTICLE 10 - SALARY AND EXPENSES**

The Superintendent proposes a fair and equitable salary and benefit "total compensation" package that aligns with current funding levels.

**BENEFITS**

**ARTICLE 11 - HEALTH BENEFITS**

The Superintendent proposes a fair and equitable salary and benefit "total compensation" package that aligns with current funding levels.

**RE-OPENERS (new book):**

**#1 ARTICLE 2 – TERM OF AGREEMENT**

The Superintendent proposes to update the term dates of the agreement.

**#2 ARTICLE 6 – PROCEDURES FOR EVALUATIONS**

The Superintendent proposes to revise the probationary period from six (6) months to the greater of six (6) months or one hundred thirty (130) days of paid service.

**#3 ARTICLE 8 – REASSIGNMENT, TRANSFER, AND PROMOTIONS**

The Superintendent proposes to revise the probationary period from six (6) months to the greater of six (6) months or one hundred thirty (130) days of paid service.

**#4 ARTICLE 9 – HOURS AND OVERTIME**

The Superintendent proposes to adjust the work days for certain positions to reflect the addition of the Juneteenth holiday.

**#5 ARTICLE 15 – EXTENDED SCHOOL YEAR ASSIGNMENTS**

The Superintendent proposes to add language to allow flexibility in response to ESY enrollment levels and fluctuations

**#6 ARTICLE 17 – SPECIALIZED HEALTH CARE**

The Superintendent proposes to add criteria for receiving and maintaining the Specialized Health Care Stipend.

**#7 ARTICLE 19 – LAYOFFS**

The Superintendent proposes to revise the layoff procedures to align with AB 438.

**#8 ARTICLE 22 – PROBATIONARY/PERMANENT STATUS**

The Superintendent proposes to revise the probationary period from six (6) months to the greater of six (6) months or one hundred thirty (130) days of paid service.

**#9 ARTICLE 23 – RECLASSIFICATION**

The Superintendent proposes to revise the step placement for unit members who experience a range change due to reclassification and to provide more specificity on due dates.

**#10 ADDENDUM B – HISTORY OF SALARY INCREASES**

The Superintendent proposes to update the schedule to reflect salary increases to date and any increases for the 2023/2024 year.



SUTTER COUNTY SUPERINTENDENT OF SCHOOLS  
"Superintendent"

7-26-23

DATE

Agenda Item No. 12.0

BOARD AGENDA ITEM: Public Hearing to Sunshine 2023-2024 Bargaining Proposals of Sutter County Superintendent of Schools with CSEA Chapter 634 (classified employees)

BOARD MEETING DATE: August 9, 2023

AGENDA ITEM SUBMITTED FOR:

Action

Reports/Presentation

Information

Public Hearing

Other (specify)

PREPARED BY:

Ron Sherrod

SUBMITTED BY:

Ron Sherrod

PRESENTING TO BOARD:

Ron Sherrod, Asst. Superintendent,  
Business Services

BACKGROUND AND SUMMARY INFORMATION:

Pursuant to Government Code Section 3547, the initial negotiations proposals of the public school employer shall be “sunshined” for public comment.

The SCSOS is presenting its proposals for the 2023-2024 school year for sunshining. The 2023-2024 school year is the first year of a new three-year “full book”.



California  
School  
Employees  
Association

8217 Auburn Boulevard  
Citrus Heights, CA 95610

(916) 725-1188  
(800) 582-7314

[www.csea.com](http://www.csea.com)

Adam Weinberger  
*Association President*

Keith Pace  
*Executive Director*

*Member of the AFL-CIO*

*The nation's largest  
independent classified  
employee association*



July 5, 2023

**Sent Via Electronic Mail Only**  
[kimcsea@gmail.com](mailto:kimcsea@gmail.com)

Kimberley Leverett  
Chapter President Chapter #634

**RE: Initial Proposal for Successor Agreement 2023-2024**

Dear President Leverett:

I have received the initial proposal for the Successor Agreement between the Sutter County Superintendent of Schools and California School Employees Association and its Sutter COE Chapter #634 that will be in effect from July 1, 2023, through June 30, 2026.

It has been reviewed in accordance with Policy 610. I have found no apparent violations of law, CSEA's Constitution and Bylaws or Policy. **This initial proposal will need to be approved by the membership prior to starting negotiations.**

Please remember, once a tentative agreement has been reached, a signed copy of the tentative agreement must be forwarded to the field office immediately for a Policy 610 review **before** the tentative agreement may be ratified.

Please feel free to contact my office if you have any questions or concerns.

Sincerely,

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION

A handwritten signature in blue ink, appearing to read 'Susana Chambers', with a stylized flourish at the end.

Susana Chambers  
Field Director

Cc: Regional Representative #74; Ron Walker, Area A Director; Rachel Kennedy, Labor Relations Representative; Chapter Contract File #634

Initial Proposal  
From  
California School Employees Association and its  
Sutter County Superintendent of Schools Chapter #634 (CSEA)  
To the  
Sutter County Superintendent of Schools (SCSOS)  
For the  
2023/2024 Successor Year

The California School Employees Association and its Sutter County Superintendent of Schools Chapter #634 (CSEA) intend to negotiate the following articles of the current contract for the 2023- 2024 Successor agreement.

1. **Article 1: Recognition-** CSEA proposes to update the list of Classified Positions.
2. **Article 2: Term of Agreement-** CSEA proposes a new successor term of July 1, 2023- June 30, 2026.
3. **Article 9 Hours and Overtime:** CSEA proposes to change the FTE of paras at high school locations to 7 hours FTE.
4. **Article 10: Salary and Expenses-** – CSEA proposes to negotiate a fair and equitable pay increase, changes to language regarding extra pay when a teacher is out, and to include earned stipends as a part of a bargaining member’s regular pay.
5. **Article 11: Health Benefits-** CSEA hereby proposes an increase to the County’s contribution to health benefits.
6. **Article 14 Leaves:** CSEA proposes to create clearer language around the use and types of leave and a change to days allowed for Bereavement Leave.
7. **Article 24 Professional Growth:** CSEA proposes to add opportunities for professional growth.