



# PINER-OLIVET UNION SCHOOL DISTRICT

## REGULAR MEETING - GOVERNING BOARD

**Wednesday, April 13, 2022**

**Meeting Opening 5:00 p.m.  
Closed Session 5:02 p.m.**

**Public Session 6:00 p.m.  
Adjournment 9:00 p.m.**

**This meeting will be held virtually via Zoom.  
The public may observe and address the meeting by going to:**

Join Zoom Meeting <https://pousd-org.zoom.us/j/84765786968>  
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## AGENDA

A copy of the agenda, complete with backup materials, may be reviewed in the District Office, 3450 Coffey Lane, Santa Rosa, beginning the Monday prior to the Wednesday Board Meeting. Office hours are from 8:00 a.m. to 4:00 p.m. Monday through Friday or as otherwise posted. Agendas are always posted at the District Office, and on our web site at [www.pousd.org](http://www.pousd.org).  
ADA Compliance: In compliance with Government Code § 54954.2(a), the Piner-Olivet Union School District, will, on request, make this agenda available in appropriate alternative formats to persons with a disability, as required by Section 202 of the American with Disabilities Acts of 1990 (42 U.S.C. § 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact Cathy Manno, Executive Secretary to the Superintendent, Piner-Olivet Union School District, 3450 Coffey Lane, Santa Rosa, CA 95403 (707) 522-3000 or email [cmanno@pousd.org](mailto:cmanno@pousd.org) at least two days before the meeting date.

[www.pousd.org](http://www.pousd.org)

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT ON CLOSED SESSION AGENDA**
- 4. ADJOURNMENT TO CLOSED SESSION**
- 5. CLOSED SESSION**

Adjournment to Closed Session during this meeting to consider and/or take action upon any of the following items:

- 5.1 With respect to every item of business to be discussed in closed session pursuant to Gov. Code Section 54957:
  - 5.1.1 PUBLIC EMPLOYMENT DISCIPLINE/DISMISSAL/RELEASE  
(No additional information required)
  - 5.1.2 PUBLIC EMPLOYMENT EMPLOYMENT/APPOINTMENT  
Title: COVID-19 Liaison, HR/Personnel Tech, Temp. Custodian, Director of Innovative Learning, Principal, Reg. Ed. Teacher
  - 5.1.3 PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Title: Superintendent
- 5.2 With respect to every item of business to be discussed in closed session pursuant to Gov. Code Section 54959.6:
  - 5.2.1 CONFERENCE WITH LABOR NEGOTIATOR  
Name of Agency Negotiator: Dr. Steve Charbonneau  
Name of organization representing employees: Piner-Olivet Educators' Association, CTA Affiliate
  - 5.2.2 CONFERENCE WITH LABOR NEGOTIATOR  
Name of Agency Negotiator: Dr. Steve Charbonneau  
Name of organization representing employees: Piner-Olivet Classified Association, CSEA Affiliate.
  - 5.2.3 CONFERENCE WITH LABOR NEGOTIATOR  
Name of Agency Negotiator: Dr. Steve Charbonneau  
Name of organization representing employees: Confidential, Supervisory, Administrative Staff

**6. RECONVENE TO PUBLIC MEETING**  
**7. REPORT OF CLOSED SESSION ACTION, IF ANY**  
**8. FLAG SALUTE (Suspended during virtual meetings)**  
**9. AGENDA MODIFICATION**  
**10. COMMUNICATIONS, PETITIONS AND DELEGATIONS**

Persons addressing the Board without giving previous notice should realize that the action upon any request may be delayed. This is a time for members of the audience to address the Board regarding items not on the agenda. Individual speakers will be allowed three minutes to address the Board under this agenda item. The Board will not respond but may place the subject on a future Board Agenda. Anyone desiring an item to be placed on the prepared agenda shall notify the Secretary ten (10) working days prior to the meeting.

**11. COMMENTS FROM THE GOVERNING BOARD**

**12. RECOGNITION OF SERVICE TO THE DISTRICT**

None

**13. SUPERINTENDENT'S REPORT**

**13.1 Announcements**

**14. ASSOCIATION REPORTS**

**14.1 POEA**

**14.2 POCA**

**15. BOARD POLICIES**

None

**16. DISCUSSION/INFORMATION ITEMS**

**16.1 Summer School – Presenter Dr. Rasori**

**16.2 POUUSD Initiatives and Achievements Present Presentation - Presenter Dr. Charbonneau**

**16.3 Staffing Standards (*Attachment*)**

**16.4 Governing Board Priorities for the Budget**

**17. ACTION ITEMS**

**17.1 Approval of Resolution No. 563 Authorizing Filing of Application(s) for Preschool, Transitional Kindergarten and Full- Day Kindergarten Facility Grant Program**

The Board of Trustees will review, discuss and consider approval of Resolution No. 563 authorizing filing of application(s) for preschool, transitional kindergarten and full-day kindergarten facility grant program. **(Action 1)**

**17.2 Approval of the Developer Fee Justification Study**

The Board of Trustees will review, discuss and consider approval of the Developer Fee Justification Study.

**(Action 2)**

**17.3 Consideration to Rescind the Reduction of 1.0 (F.T.E.) Middle School Level (7-8) Teaching Service and 1.0 (F.T.E.) Elementary School Level Teaching Service**

The Board of Trustees will review, discuss and consider rescinding 1.0 (F.T.E.) Middle School Level (7-8) Teaching Service and 1.0 (F.T.E.) Elementary School Level Teaching Services. **(Action 3)**

**17.4 Acceptance of the 2020-2021 Measure L General Obligation Bond Building Fund Financial Audit Report**

The Board of Trustees will review, discuss and consider acceptance of the 2020-2021 Measure L General Obligation Bond Building Fund Financial Audit Report. **(Action 4)**

**17.5 Approval of the A-G Completion Improvement Grant Program for Northwest Prep Charter School**

The Board of Trustees will review, discuss and consider approval of the A-G Completion Improvement Grant Program for Northwest Prep Charter School. **(Action 5)**

**17.6 Approval of the Northwest Prep Charter School 2022-2023 Calendar**

The Board of Trustees will review, discuss and consider approval of the Northwest Prep Charter School 2022-2023 Calendar. **(Action 6)**

**17.7 Approval of the Piner-Olivet Charter School 2022-2023 Calendar**

The Board of Trustees will review, discuss and consider approval of the Piner-Olivet Charter School 2022-2023 Calendar. **(Action 7)**

### **17.8 Approval of the Governance Handbook**

The Board of Trustees will review, discuss and consider approval of the Governance Handbook. **(Action 8)**

### **17.9 Approval of #10 Communications, Petitions and Delegations**

The Board of Trustees will review, discuss and consider approval of # 10 Communications, Petitions and Delegations. **(Action 9)**

### **17.10 Approval to Continue with AB 361 Virtual Meetings**

The Board of Trustees will review, discuss and consider approval to continue with AB 361 Virtual Meetings. **(Action 10)**

## **18. CONSENT ITEMS**

All matters listed under "consent items" are considered by the Board to be routine and will be enacted upon in one motion. The public has a right to comment on any consent item. At the request of any member of the Board, during "agenda modifications" any item on the consent agenda shall be removed and given individual consideration for action as a regular agenda item. Members of the public may request the Board to place a "consent item" on the regular agenda during "agenda modifications."

### **18.1 Approval of Minutes of Regular Board Meeting of March 9, 2022 (Consent 1)**

### **18.2 Approval of Personnel Action Report (Consent 2)**

### **18.3 Approval of Vendor Warrants (Consent 3)**

### **18.4 Approval of Routine Budget Updates (Consent 4)**

### **18.5 Approval of Williams Settlement Quarterly Uniform Complaint Report Summary. Reporting period from January 1, 2022 through March 31, 2022 (Consent 5)**

### **18.6 Approval of Lease Agreement between Sonoma County Family YMCA and Piner-Olivet School District (Consent 6)**

**18.7 Approval to continue with AB 361 Virtual meetings, the public agency must reconsider the circumstances of the emergency every 30 days and determine that either the state of emergency continues to directly impact the ability of the members to meet safely in person; or, state or local officials continue to impose or recommend measures to promote social distancing. These findings must be made by majority vote. Gov. Code 54953 (e) (3).1**

## **19. ROUND TABLE COMMENTS FROM THE GOVERNING BOARD**

## **20. DATES AND FUTURE AGENDA ITEMS**

**20.1 Next Regular Board Meeting – May 11, 2022**

## **21. PUBLIC COMMENT ON CLOSED SESSION AGENDA**

## **22. RECESS TO CLOSED SESSION (If Necessary)**

## **23. RECONVENE TO PUBLIC MEETING**

## **24. REPORT OF CLOSED SESSION ACTION NOT ON THE ACTION AGENDA**

## **25. ADJOURNMENT**

**PINER-OLIVET UNION SCHOOL DISTRICT**  
**STAFFING STANDARDS – K-6 PROGRAM**  
**EFFECTIVE 07-01-2021**

**The purpose of these staffing standards is to provide Board approved guidelines for administration to make staffing decisions. These staffing decisions make up approximately 80% of the District's budget.**

*INSTRUCTIONAL PERSONNEL – GENERAL EDUCATION*

- ◆ Classroom Teachers – K-3 – Maximum of 24 students per class
- ◆ Classroom Teachers – 4-6 – Maximum of District-wide average of 1 Teacher per 32 students; Average does not include home study or special education
- ◆ Combination Classes – K-6 – 3 Less than the established grade level average
- ◆ Home Study Teacher – 1-2 Students – 10%, 3-4 Students – 20%, 5-7 Students – 30%, 8-9 Students – 40%, 10-11 Students – 50%, 12-13 Students – 60%, 14-15 Students – 70%, 16-18 Students – 80%, 19-20 Students – 90%, 21-22 Students – 100%
  
- ◆ Program Assistants – Reading – The number of hours to be based on student need with the total cost to be within the categorical funds available unless unrestricted funding is available to allow increased time as identified in the LCAP
- ◆ Lead Program Assistants – 1 per each site that employs 4 or more Program Assistants
- ◆ ELD Assistants – The number of hours to be based on student need with the total cost to be within the categorical funds available unless unrestricted funding is available to allow increased time as identified in the LCAP
- ◆ Program Assistants – Kindercare – Based on student need
  
- ◆ Support for Classroom Use for Summer School – Upon the request of a teacher whose room will be utilized for summer school, a total of three (3) hours of additional time for an instructional assistant shall be given. These hours will be utilized for both the preparation of said room for summer school use and preparation of it for the following school year upon the conclusion of summer school.

*INSTRUCTIONAL PERSONNEL -- SPECIAL EDUCATION*

- ◆ Resource Specialist – Per State Law – currently a maximum of 28 students per 1 FTE specialist
- ◆ RSP Specialized Assistant – Based on student need
- ◆ Special Day Class Teacher – District will make all reasonable efforts not to exceed 18 students per FTE
- ◆ Special Day Class Specialized Assistant – 5.75 to 6 hrs/day per SDC, 12-15 students, add 3-4 hrs/day, 16+ students, add 5-6 hrs/day (to the original 5.75 to 6 hrs/day)
- ◆ Full Inclusion Teacher – 1 Teacher per 9 students
- ◆ Full Inclusion Temporary Support Assistant – As specified in IEP
- ◆ Speech/Language Therapist – Per State and SELPA Guidelines – currently a maximum of 55 students per 1 FTE therapist

*INSTRUCTIONAL PERSONNEL – CLASSROOM EXTENSION*

Classroom Extension: Certificated or classified personnel, prepares lessons, teaches students and evaluates student progress

- ◆ Music Teacher - 1.0 FTE per District
- ◆ Motor Perception/PE Technician – 30 min/week – TK-3; 80 min/week – 4-6
- ◆ Library/Media Access Program – 6 hours/day per District K-6 Site of Library Technician time

*SUPPORT STAFF – SITE*

- ◆ Site Administrator per site (206 Days)
- ◆ Site Office Manager per site (229 Days)
- ◆ Health Technician – 1.25 Hour/Day/Site – may be increased based on student need
- ◆ One yard duty supervisor goal of 80 students (Grades 1 – 6)
- ◆ One yard duty supervisor goal of 50 students (Grade K) on the yard
- ◆ Traffic/Student Safety Monitors, minimum of 1 for 20 to 30 minutes at each site, morning and afternoon, may be increased at Jack London
- ◆ Food Service – Based on need per site
- ◆ Outreach Workers – Based on need per site – Formula to determine number of hours per site is 1 hour per week for every 5 EL students

**PINER-OLIVET UNION SCHOOL DISTRICT**  
**STAFFING STANDARDS – DISTRICT-WIDE PROGRAM**

**INCLUDES THE K-6 PROGRAM, NORTHWEST PREP AND PINER-OLIVET CHARTER SCHOOL**

*SUPPORT STAFF – DISTRICT*

- ◆ District Administrators – 1.0 FTE Superintendent per District (224 Days)  
1.0 FTE Director of Student Support Services per District  
.70 FTE Director of Innovative Learning per District (210 Days) -  
Effective 9/1/2021 per Board Approval
- ◆ District Administrators – 1.0 FTE CBO per District (260 Days)
- ◆ District Office Classified – 1.0 FTE Executive Secretary per District (260 Days)  
.25 FTE Receptionist (192 Days)  
1.0 FTE Account Technician per District (260 Days)  
1.0 FTE Payroll Account Technician per District (260 Days)  
1.0 FTE Personnel Technician per District (260 Days)
- ◆ Technology Coordinator – 1.0 FTE per District (260 Days)
- ◆ Technology Services Technician - .25 FTE per District (260 Days)
- ◆ School Nurse – 1.0 FTE per District – may be increased based on student need
- ◆ LVN – Based on student need
- ◆ Psychologist/Counselor – 1.0 FTE per District
- ◆ Behavior Specialist - .2 FTE per District
- ◆ Counselor – 1.0 FTE per K-12, .4 7-12, .60 K-6
- ◆ Technology Integration Coach – 1.0 FTE per 3 K-6 Campuses
- ◆ Teacher on Special Assignment – 1.0 FTE per 3 K-6 Campuses

*SUPPORT STAFF – CUSTODIAL, MAINTENANCE AND GROUNDS*

- ◆ Supervisor of Buildings and Grounds - 1.0 FTE District-wide
- ◆ Custodial - 7.4 FTE District-wide (Includes time for Village Charter School)
- ◆ Grounds – 1.0 FTE District-wide

**Meeting Date:** April 13, 2022

**Action/Discussion:** Action

**Title:** Approval of Resolution No.563 authorizing filing of application(s) for Preschool, Transitional Kindergarten and Full-Day Kindergarten Facility Grant Program.

**Background Information/Description:**

In anticipation of filing of applications for the Preschool, Transitional Kindergarten and Full-Day Kindergarten Facility Grant Program staff has identified the recommended site(s) where the District will provide full-day instruction for the applicable program(s) (Preschool, Transitional Kindergarten and/or Full-Day Kindergarten).

The Full-Day Kindergarten Program was established by Assembly Bill 1808, the Education Finance: Education Omnibus Trailer Bill, and was approved by the Governor and chaptered June 27, 2018. The General Fund appropriated \$100,000,000 in one-time grants for the construction of new classrooms or the retrofit of existing facilities for the purpose of providing full-day kindergarten instruction. These funds were apportioned for applications received during the First Filing Round, January 2, 2019 – January 31, 2019, and the Second Filing Round, May 1, 2019 – May 30, 2019.

The Program was expanded by Assembly Bill 130, the Education Finance: Education Omnibus Trailer Bill, and was approved by the Governor and chaptered July 9, 2021. The expanded program includes the addition of California Preschool and Transitional Kindergarten funding eligibility. The General Fund appropriated \$490,000,000 in one-time grants for the construction of new classrooms or the retrofit of existing facilities for the purpose of providing California preschool, transitional kindergarten or full-day kindergarten instruction.

**Fiscal Impact:** \$0

**Staffing Impact:** None

**Recommendation:** Staff respectfully requests approval of Resolution No.563 authorizing filing of application(s) for Preschool, Transitional Kindergarten and Full-Day Kindergarten Facility Grant Program at the identified site(s).

**Attachments:** Yes, Resolution No.563

Attachment -----

### **RESOLUTION No. 563**

#### **RESOLUTION AUTHORIZING FILING OF APPLICATION(S) FOR THE CALIFORNIA PRESCHOOL, TRANSITIONAL KINDERGARTEN AND FULL-DAY KINDERGARTEN FACILITY GRANT PROGRAM FOR PINER-OLIVET UNION SCHOOL DISTRICT**

Authorization to file Application(s) for the California Preschool, Transitional Kindergarten and Full-Day Kindergarten Facility Grant Program.

*WHEREAS*, the **Piner-Olivet Union** School District is applying to the State Allocation Board for approval of California Preschool, Transitional Kindergarten and Full-Day Kindergarten Facility project(s);

**NOW THEREFORE BE IT RESOLVED**, by the Governing Board of Education for the **Piner-Olivet Union** School District:

That, contingent upon receipt of funds from the California Preschool, Transitional Kindergarten and Full-Day Kindergarten Facility Grant Program, the District will provide full-day instruction for the applicable program(s) (Preschool, Transitional Kindergarten and/or Full-Day Kindergarten) at the following site(s), Jack London Elementary School, Olivet Elementary Charter School, Schaefer Charter School, Piner-Olivet Charter School, Northwest Prep Charter School, pursuant to Assembly Bill 130, Education Code 8972 and 8973;

That, with the receipt of funds from the California Preschool, Transitional Kindergarten and Full-Day Kindergarten Facility Grant Program, the District will continue to provide full-day instruction for the applicable program(s) (Preschool, Transitional Kindergarten and/or Full-Day Kindergarten) at the following site(s), Jack London Elementary School, Olivet Elementary Charter School, Schaefer Charter School, Piner-Olivet Charter School, Northwest Prep Charter School, pursuant to Assembly Bill 130, Education Code 8972 and 8973;

The foregoing Resolution was adopted by the Governing Board of the Piner-Olivet Union School District, County of Sonoma, State of California, at a meeting held of said Board held on the **April 13, 2022**, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

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President, Governing Board  
Piner-Olivet Union School District

I, \_\_\_\_\_, Secretary of the Governing Board of the Piner-Olivet Union School District, County of Sonoma State of California, do hereby certify that the foregoing is a true copy of the Resolution adopted by said Board at a regular meeting thereof, at the time and by the vote therein stated, which original Resolution is on file in the office of said Board.

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Secretary, Governing Board  
Piner-Olivet Union School District

## Agenda Item Summary

Action Item: **17.2 Approval of the Developer Fee Justification Study**

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Regular Meeting of: April 13, 2022

Item: Action

Report Format: **Written**

Attachment: Agreement

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**Presented by:** Jennifer Gibb, King Consulting

### **Background**

School districts are allowed to collect fees from people constructing residential and commercial buildings within the district boundaries to mitigate the costs of providing facilities for the students that attend the district because of those buildings.

### **Issue(s)**

The Developer Fee Justification Study should be completed every five years. The last Study done for the District was in July 2018. Without a current Developer Fee Justification Study, a developer could challenge the District's right to collect developer fees.

### **Fiscal Impact**

\$6,000 – to be paid from the Capital Facilities Account Fund (Developer Fee Fund).

### **Recommendation**

Approve agreement with King Consulting.





# Developer Fee Justification Study

## **Piner-Olivet Union School District**

April 13, 2022

**Prepared for:**

**Piner-Olivet Union School District**

3450 Coffey Lane

Santa Rosa, CA 95403

707.522.3000

**Prepared by:**

**King Consulting**

2901 35th St.

Sacramento, CA 95817

916.706.3538

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

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## EXECUTIVE SUMMARY

The Piner-Olivet Union School District (“POUSD” or the “District”) serves a portion of the City of Santa Rosa, California and some surrounding areas of unincorporated Sonoma County. The District serves a total of 1,222 TK-12th grade students at one elementary school, two charter elementary schools, one 7-8th grade charter middle school and one 7-12th grade charter school. All charter schools are on District-owned sites.

In February 2022, the State Allocation Board’s biennial inflation adjustment changed the fee to \$4.79 per square foot for residential construction and \$0.78 per square foot for commercial/industrial construction. The District splits its collected developer fees with the Santa Rosa City High School District, with POUSD retaining 70% of the collected fee. The following Developer Fee Justification Study demonstrates the District is justified in collecting 70% of the statutory Level I residential and statutory commercial/industrial fees on future development based on the following analysis:

- The District’s total enrollment at its school sites in 2021-22 was 1,222 students;
- The City of Santa Rosa and County of Sonoma planning departments collectively estimate a total of 228 new residential units to be constructed over the next twenty years.
- It is estimated that the average square footage of new homes will be 1,659 square feet;
- Student generation rates, assessed for the District by comparing the number of total housing units in the District boundary to the school District’s enrollment data, are 0.196 K-12th grade students per unit;
- The 228 new units are projected to generate 45 K-12th grade students for the District to house;
- Many District facilities are over 25 years old and in need of modernization to continue housing existing students and students generated by new development at the existing level of service over the next 20 years;
- It is fiscally more prudent to extend the useful life of an existing facility than to construct new facilities when possible;
  - The cost to modernize facilities is approximately 41.4% of the cost to construct new facilities;
  - The total estimated cost to reconstruct and/or modernize facilities for the students generated from new development is \$1,651,365
- Based on the cost of reconstructed school facilities, the impact equates to \$4.37 per square foot of residential development;
- All categories of commercial/industrial development except for mini-storage create a modernization cost to the District of \$1.19 per square foot;
- Mini-storage construction creates a cost of \$0.02 per square foot;
- The District is justified to adopt its 70% share of the statutory Level I Developer Fees, currently \$3.35 per square foot for residential construction and \$0.55 per square foot for commercial/industrial construction, except for mini-storage which should be charged at \$0.02 per square foot.

## DEVELOPER FEES: BACKGROUND

School districts are continually engaged in construction and/or improving capital facilities throughout their districts. Districts may use various sources of funds for these capital facility projects, including developer fees, State program funds, redevelopment funds, certificates of participation, sale of capital assets, and mitigation measures. In September 1986, the Governor signed into law Assembly Bill 2926 (Chapter 887/Statutes 1986), which granted school district governing boards the authority to impose developer fees. This authority is codified in Education Code Section 17620, et seq. which states in part "...the governing board of any school district is authorized to levy a fee, charge, dedication or other requirement against any construction within the boundaries of the district for the purpose of funding for the construction or reconstruction of school facilities."

School districts were provided a mechanism to assist in funding with the adoption of the Mitigation Fee Act (Government Code Section 66000 et seq.). This act governs the imposition of fees by a district as a condition of approval of a development project. In order to impose such a fee, a reasonable connection must exist between the new development and the construction and/or improvement of school facilities for which the fees are to be assessed.

Level I fees (also known as statutory fees) are adjusted every two years according to the inflation rate for Class B construction as determined by the State Allocation Board. With the passage of SB50 in 1998, a cap was placed on the amount that could be charged under the Level I fee calculation. The law allowed for adjustments of the cap as noted in Government Code Section 65995(b)(3), which specifies in part that "...fees shall be increased every two years, according to the adjustment for inflation set forth in the statewide cost index for Class B Construction, as determined by the State Allocation Board at its February meeting, which increase shall be effective as of the date of that meeting."

Level II developer fees are outlined in Government Code Section 65995.5 and allow a school district to impose a higher fee on residential construction only if certain conditions can be met and a study conducted to provide justification for the higher residential fee per square foot.

Currently (February 2022), Government Code Section 65995 authorizes school districts to collect statutory fees on future development of no more than \$4.79 per square foot for residential construction and \$0.78 for commercial/industrial construction (Level I fees).

The Piner-Olivet Union School District splits collected developer fees with the Santa Rosa City High School District, retaining 70% of collected fees. Therefore, the maximum statutory fees POUSD can collect are residential fees at a rate of \$3.35 per square foot and commercial/industrial fees at a rate of \$0.55 per square foot.

The following sections of the study will show that justification exists for levying developer fees in the Piner-Olivet Union School District.



## Projected Residential Development

Residential development generates students for the District to house in facilities, new and/or renovated. Therefore, it is imperative to research residential development to project growth and associated student generation within the District. According to the City of Santa Rosa, 228 units may be constructed within the District over the next 20 years. The County of Sonoma confirmed it could not provide an estimate.

## Student Generation Rates

The average number of students generated by each housing unit provides a student generation rate or “yield factor”. The number of students emanating from new housing units within the District’s boundaries was assessed for the District by comparing the total number of housing units in the District boundary according to the 2019 Census to the school District’s enrollment for 2021-22. The housing unit total of 6,219 when compared to the student enrollment of 1,222 results in a student generation rate of 0.196. Table 1 outlines the result of the analysis.

**Table 1. Student Generation Rates and Students Generated**

<b>Development Type</b>	<b>Projected Number of Units</b>	<b>Student Generation Rate</b>	<b>Expected Students Generated</b>
All Units	228	0.196	45

## Projected School Facilities Needs

As new students are generated by development, the need to increase the useful life of school facilities becomes more apparent. Only with regular modernization can the District maintain facilities to their current quality to ensure they can still be effectively used to house students over the next 20 years. Without the ongoing modernization of its existing facilities to maintain the existing level of service, some POUUSD school facilities may not be available over the next 20 years to house students in the future. But for the students generated by new residential development, the District would not need to maintain as many facilities at the existing level of service.

Piner-Olivet Union School District currently has \$6,888,824 in available capital facility funds, all of which is obligated for planned facilities projects for current facilities and students. In addition, the District is undertaking work to replace portable classrooms with permanent facilities as it is feasible, as well as planning for the construction of additional classrooms to house students enrolling in the Universal Transitional Kindergarten program mandated with the passage of AB 130 in July of 2021. Providing these up-to-date classrooms and learning technology is an essential component of preparing students to succeed in a competitive economy and of being able to maintain the equivalent existing level of service for the next 20 years.

To calculate the modernization needs generated by students from new development, the District must analyze the number of new units to be constructed, the square footage of those units, and, utilizing the student generation rate, the number of students to be generated by those developments. Once this analysis is completed, the per pupil cost to house those students can be calculated based on the cost to modernize facilities. The City and County planning departments were not able to provide an estimate of average square footage for the projected new housing units. Therefore, average square footage is based

on housing units constructed within the District boundary since 2019. These calculations are shown in Table 2.

**Table 2. Housing Units and Calculation of Square Footage**

Total Projected Housing Units	Average Square Footage	Total Projected Square Footage
228	1,659	378,252

**New Construction Cost vs. Modernization**

The cost per student to construct new school facilities within the Piner-Olivet Union School District is \$88,639 as shown in Table 3. Construction costs were provided by Van Pelt Construction Services based on records of past and present projects in recent new construction school projects in the Bay Area region (Appendix A). The cost to modernize facilities is 41.4% of new construction costs. This percentage is based on the comparison of the per pupil grant for the State School Facility Program modernization program and the State per pupil new construction grant. In addition, the State program provides additional grants for American with Disabilities Act (ADA) and Fire, Life and Safety (FLS). When analyzing the cost to construct new facilities, the State provides \$14,623 per K-6 pupil and \$5,568 to modernize facilities. For 7-8 pupils, the State provides \$15,466 for new construction and \$5,888 for modernization. Finally, for 9-12 pupils, the State provides \$19,679 per 9-12 pupil and \$7,710 to modernize facilities. The weighted average of the modernization grants is 38.4% of the new construction grants. However, this 38.4% is a base grant; once ADA and FLS are added into the grant, the percentage becomes 41.4% of the cost of new construction. Appendix B details the School Facility Program per pupil grant amounts.

**Table 3. Cost per Student for New Construction**

Grade Level	New Construction Cost per Student
K-6	\$77,998
7-8	\$94,763
9-12	\$104,198
<b>Weighted Average</b> <b><math>((\\$77,998*7) + (\\$94,763*2) + (\\$104,198*4))/13</math></b>	<b>\$88,639</b>

Since the new construction cost per student is \$88,639, the modernization cost per student for the Piner-Olivet Union School District is 41.4% of this value, or \$36,697.

This modernization cost per student is multiplied by the total students generated from Table 2 to determine the District’s total modernization need (Table 4). Dividing the total modernization need by the total projected square footage in Table 2 provides the modernization facilities cost per square foot (Table 6).



**Table 4. District Total Modernization Need**

<b>Modernization Cost per Student</b>	<b>Total Students Generated</b>	<b>Total Modernization Need</b>
\$36,697	45	\$1,651,365

**Table 5. District Modernization Facilities Cost per Square Foot**

<b>Total Modernization Need</b>	<b>Total Projected Square Footage</b>	<b>Facilities Cost per Square Foot</b>
\$1,651,365	378,252	<b>\$4.37</b>

The Piner-Olivet Union School District is justified in collecting residential developer fees at a rate \$4.37 that exceeds 70% of the current statutory Level I fee of \$4.79. Therefore, the District is justified to collect its 70% share of the full amount of the statutory fee per square foot of new residential construction, currently \$3.35.

## DEVELOPER FEE JUSTIFICATION: COMMERCIAL/INDUSTRIAL PROJECTS

California Assembly Bill 181 provides that a district “must determine the impact of the increased number of employees anticipated to result from commercial/industrial development upon the cost of providing school facilities within the district. For the purposes of making this determination, the study shall utilize employee generation estimates that are based on commercial and industrial factors within the district, as calculated on either an individual project or categorical basis”. However, Assembly Bill 530 modified the requirements of AB 181 by allowing the use of a set of statewide employee generation factors. These factors are identified in the San Diego Association of Governments report, “San Diego Traffic Generators”. This study has become the standard in the industry for the calculation of the commercial/industrial fees.

### Commercial/Industrial Development Fee Calculations

The construction of commercial/industrial buildings within a community generates new employees and, therefore, new residents for a school district. The link between creating new jobs and student enrollment has been acknowledged by the State Allocation Board and in statute. The Legislature has also determined that if there is more impact than can be mitigated by residential fees, and some of this impact is caused by commercial/industrial development, then commercial/industrial development can also be charged fees. As shown above, the District is justified to collect a higher residential fee than the current statutory level.

To determine the impact of commercial/industrial development, several factors must be analyzed to calculate the modernization cost per square foot of this development. Assembly Bill 530 allows for the use of state-wide employee generation factors, specifically those derived from a report entitled San Diego Traffic Generators published by the San Diego Association of Governments in 1990. This report demonstrates the number of employees generated per square foot of commercial/industrial development, by category. Table 7 displays these categories and the number of employees generated for each square foot of space. An average employees/square foot value is then determined for POUUSD based on these categories.

**Table 6. Commercial/Industrial Employee Generation Factors**

<b>Development Category</b>	<b>Employees/Square Foot</b>
Agriculture	0.00031
Banks	0.00282
Commercial Offices	0.00478
Community Shopping Centers	0.00109
Corporate Offices	0.00268
Industrial Parks	0.00168
Industrial/Business Parks	0.00221
Lodging	0.00155
Medical Offices	0.00427
Neighborhood Shopping Centers	0.00362
Scientific R&D	0.00304
<b>Average</b>	<b>0.00255</b>

Additional data is used to determine the base school facility impact incurred to the District by commercial/industrial development. As shown in table 7, the calculations also consider the percent of employees in the District who also live in the District, the number of households per employee, the students generated per household, and the modernization cost for each student. Data for percent of employees living in the District and households per employee are sourced from The United States Census Bureau’s 2019 American Community Survey. The weighted average of students generated per household was previously shown in Table 1, while the modernization cost per student was shown in Table 3.

**Table 7. Commercial/Industrial Base Cost per Square Foot (Except Mini-Storage)**

<b>Employees/ Square Foot</b>	<b>% Employees Living in District</b>	<b>Households per Employee</b>	<b>K-12 Students per Household</b>	<b>Modernization Cost per Student</b>	<b>Commercial/Industrial Cost per Square Foot</b>
0.00255	45.0	0.636	0.196	\$36,697	<b>\$5.25</b>

It is important to note the mini-storage category of commercial development as an exception to the rates in Table 6. This type of development has a much lower impact than all other categories of commercial/industrial development, with only 0.00006 employees generated per square foot. Table 8 demonstrates the base cost per square foot for mini-storage development only.

**Table 8. Mini-Storage Base Cost per Square Foot**

<b>Employees/ Square Foot</b>	<b>% Employees Living in District</b>	<b>Households per Employee</b>	<b>K-12 Students per Household</b>	<b>Modernization Cost per Student</b>	<b>Commercial/Industrial Cost per Square Foot</b>
0.00006	45.0	0.636	0.196	\$36,697	<b>\$0.12</b>

Having calculated the base costs per square foot for commercial/industrial development, a residential fee offset must be applied to account for the residential fee revenues the District will collect from homes associated with the employees generated by new commercial/industrial development. It is important to note that while this offset assumes all homes associated with new employees are new homes, in reality some of the new employees will live in existing homes. For the purpose of calculating the residential fee offset, it is estimated the District will collect 70% the full statutory residential fee of \$4.79 per square foot, which is \$3.35 per square foot. The weighted average square footage for a new home in the District was previously shown in Table 2. Table 9 shows the calculations for the residential fee offset for all commercial/industrial development except mini-storage, while Table 10 shows the calculation for mini-storage development.

**Table 9. Commercial/Industrial Residential Fee Offset (Except Mini-Storage)**

<b>Employees/Square Foot</b>	<b>% Employees Living in District</b>	<b>Households per Employee</b>	<b>Average Square Feet/ Household</b>	<b>Revenue per sq. ft. from Residential Fee</b>	<b>Residential Offset</b>
0.00255	45.0	0.636	1,659	\$3.35	<b>\$4.06</b>

**Table 10. Mini-Storage Residential Fee Offset**

<b>Employees/Square Foot</b>	<b>% Employees Living in District</b>	<b>Households per Employee</b>	<b>Average Square Feet/ Household</b>	<b>Revenue per sq. ft. from Residential Fee</b>	<b>Residential Offset</b>
0.00006	45.0	0.636	1,659	\$3.35	<b>\$0.10</b>

By subtracting the residential fee offset from the base commercial/industrial costs per square foot, the final school facility cost, which takes into account linked residential revenue, is determined. Table 11 shows the final commercial/industrial costs per square foot.

**Table 11. Commercial/Industrial Final Costs per Square Foot**

<b>Development Type</b>	<b>Base Cost per Square Foot</b>	<b>Residential Offset</b>	<b>Final Cost per Square Foot</b>
Mini-Storage	\$0.12	\$0.10	<b>\$0.02</b>
All Other Commercial/Industrial	\$5.25	\$4.06	<b>\$1.19</b>

The Piner-Olivet Union School District is therefore justified in collecting commercial/industrial developer fees at a rate of \$1.19 that exceeds 70% of the current statutory Level I fee of \$0.55 (70% of \$0.78), with the exception of mini-storage development. Therefore, the District is justified to collect its 70% share of the full amount of the statutory fee per square foot of new commercial/industrial construction, which is currently \$0.55, except for mini-storage development, which should be collected at \$0.02 per square foot

## SUMMARY AND FINDINGS

This study finds that the Piner-Olivet Union School District is justified in the collection of the statutory developer fees per square foot of both residential and commercial/industrial construction. The District should move forward with adopting the new fees. This requires the District to follow the appropriate notices for a public hearing and meeting all noticing requirements.

This justification is based on the following conclusions of the study:

- While the District currently has capacity to house its students, there remains a need to modernize its school facilities to continue housing new students who are generated from new development at the existing level of service;
  - Modernization costs are 41.4% of new construction costs;
- Residential development will generate 0.196 K-12th grade students per unit for the District to house;
  - The District's modernization cost for students generated from residential development is \$4.37 per square foot;
- Commercial/Industrial calculations also indicate a cost to house pupils that would be generated from local housing as a result of residents moving into the District;
  - This modernization cost for students generated from commercial/residential development is \$1.19 per square foot, except for mini-storage development which is \$0.02 per square foot;
- The District meets the criteria to impose the statutory developer fee.

Due to these factors, the District should proceed with adopting its 70% share of the statutory Level I Developer Fees, currently \$3.35 per square foot for residential construction and \$0.55 per square foot for commercial/industrial construction, except for mini-storage which is charged at \$0.02 per square foot.

## ADMINISTRATION OF THE FEES

### Administrative Requirements

The District must maintain a special account for the developer fees collected and any interest which accrues from the fees collected.

### Reporting Requirements

Government Code sections 66006 and 66001 require, annually within 180 days of the end of each fiscal year, that the District make available to the public certain information and adopt prescribed findings relative to Developer Fees adopted pursuant to Education Code section 17620 and Government Code section 65995.

For the fifth fiscal year following the first deposit into the fund, and every five years thereafter, the District is required to make additional findings with respect to that portion of the fund remaining unexpended, whether committed or uncommitted.

This accounting will identify a description of the fee and its amount as well as a beginning and ending fund balance. Also, in the report will be the portion of the collected funds that have been expended, those remaining funds, and the purpose to which those have been and will be put to use. The report must also identify the approximate date upon which a school district anticipates receiving adequate revenue to complete any improvements required as a result of students generated from residential or commercial construction projects.

### Government Code Section 66001 (a) (1): Purpose of Fees

The purpose of the fee is school facility construction and reconstruction to help the District continue to provide school facilities to all pupils, current and new, over the next 20 years by continuing to reconstruct or modernize the existing facilities to maintain the existing level of service for all students.

### Government Code Section 66001 (a) (2): Use of Fees

The District's use of the fee will involve construction and/or reconstruction of school facilities and/or additional permanent facilities on existing school campuses, including but not limited to the types of projects included in this Study and the District's Facility Master Plan. In addition, the District may need to purchase or lease portable classrooms to use for interim housing while permanent facilities are being constructed. Revenue from fees collected on residential and commercial/industrial development may be used to pay for any of the following:

1. Design of School Facilities;
2. Purchase of land for School Facilities;
3. Construction or reconstruction of school facilities including both classroom and instructional spaces, and ancillary supporting facilities.
4. Furniture for use in new school facilities;
5. Testing and inspection of school sites and school buildings and permit and plan check fees;
6. Interim school facilities to house students generated by new development while permanent facilities are being constructed;
7. Legal and administrative costs associated with providing facilities to students generated by new development;

8. Administration of the collection of developer fees;
9. Miscellaneous purposes resulting from student enrollment growth caused by new residential development; and
10. Any other use permitted by law.

### Government Code Section 66001 (a) (3): Reasonable Relationship between the Fee's Use and the Type of Development Project on which the Fee is Imposed

Future residential development will cause new families to move into the District and, consequently, generate additional students in the District. In order to continue providing facilities at the existing level of service for future students, the District will need to modernize and/or reconstruct facilities. The fee's use is therefore reasonably related to the type of project upon which it is imposed.

In addition, new commercial/industrial development will cause new workers to move into the District. Because these workers will have school-age children, the District will need to provide facilities for these students. The fee's use is reasonably related to the type of project upon which it is imposed.

#### Fees on Residential Reconstruction

Residential Reconstruction consists of voluntarily demolishing existing residential units and replacing them with new residential development. To the extent reconstruction increases the residential square footage beyond what was demolished, the increase in square footage is subject to the applicable developer fees as such construction is considered new residential development. As for the amount of square footage constructed that replaces only the previously constructed square footage the determination of the applicable fee, if any, is subject to a showing that the replacement square footage results in an increase in student enrollment and, therefore, an additional impact being placed on the School District to provide facilities for new student enrollment. Prior to the imposition of fees on Replacement Square Footage, the School District shall undertake an analysis on any future proposed projects(s) to examine the extent to which an increase in enrollment can be expected from Replacement Square Footage due to any differential in SGFs as identified in the Study for the applicable unit types between existing square footage and Replacement Square Footage. Any such fee that is calculated for the Replacement Square Footage shall not exceed the School Fee that is in effect at such time.

#### Reconstruction of Commercial/Industrial Square Footage

The voluntary demolition of existing commercial/industrial buildings and replacement with new residential development is a different category of Reconstruction. The School District will evaluate the impacts of Commercial/Industrial Reconstruction projects on a case-by-case basis and will make a determination of whether a fee credit is justified based on the nature of the project.

### Government Code Section 66001 (a) (4): Reasonable Relationship Between the Need for the Public Facility and the Type of Project Upon Which the Fee is Imposed

As demonstrated in this Study, current District school facilities require renovation/reconstruction to continue providing the existing level of service for the next 20 years. Existing residents and residents from new development, both residential and commercial/industrial, should share in these costs. Therefore, the need for adequate school facilities is directly related to the new residential and commercial/industrial development projects upon which the fee is imposed.



### Government Code Section 66001 (b): Reasonable Relationship Between the Amount of the Fee and the Cost of the Public Facility

The State School Facility Program provides a reference for the relative cost of reconstruction/modernization projects to new construction. This report demonstrates the cost per student for new construction projects, and by using the School Facility Program grant amounts for reference, the cost per student for reconstruction/modernization projects that will need to be undertaken to ensure the District can continue to provide school facilities at the existing level of service for all future students. This report also demonstrates that the cost impact to the District per square foot of development, whether residential or commercial/industrial, is greater than the statutory developer fees to be collected.

## REVENUE SOURCES/FUNDING FACILITIES

The District may also utilize other sources of funding for modernizing and/or reconstructing school facilities. These funding sources include:

### State School Facility Program

Senate Bill 50 reformed the State School Building Lease-Purchase Program in August, 1998. The new program, entitled the School Facility Program, provides funding under a “grant” program once a school district establishes eligibility. Funding required from districts is a 50/50 match for new construction projects and a 60/40 match for modernization projects. While there is generally a shortfall between State funding and the District’s actual facility needs, the State monies aid in assisting the District in its facility needs.

### General Obligation Bonds

School districts can, with the approval of 2/3 or 55% of voters, issue General Obligation Bonds which are paid out of property taxes.

The Piner-Olivet Union School District was most recently successful in passing Measure L in November 2010, which authorized \$20 million in bonds “provide funds to acquire, construct and improve classrooms and facilities, expand student access to computers and technology, and provide renewable energy and related improvements to better maintain schools and reduce annual operating costs.” As of 2022 all these funds have been encumbered or exhausted on facility projects throughout the District.

### Parcel Taxes

Approval by 2/3 of the voters is required to impose taxes that are not based on the assessed value of individual parcels. The revenues from these taxes are usually minor. Parcel taxes are typically not used for capital outlay. Instead, revenue from such programs is generally used to fund curriculum, instructional enhancements, and other non-facility related expenditures.

### Mello-Roos Community Facilities Districts

This alternative uses a tax on property owners within a defined area to pay long-term bonds issued for specific public improvements. Mello-Roos taxes require approval from 2/3 of the voters in an election.

## RECOMMENDATIONS

This report recommends that the Piner-Olivet Union School District levy its 70% share of the maximum statutory fee authorized by Government Code Section 65995 on new residential development (currently \$3.35 per square foot). This report also recommends that the Piner-Olivet Union School District levy its 70% share of the maximum statutory fee authorized by Government Code Section 65995 (currently \$0.55 per square foot) on all categories of commercial/industrial development (except mini-storage).

These recommendations are based on the findings that residential and commercial/industrial development create a school facility cost for the Piner-Olivet Union School District.

## SOURCES

California Basic Educational Data System. California State Department of Education. October Enrollments, 2021-22.

California State Department of Education. California Public School Directory.

California State Department of Finance. Population Research Division.

Meads, Shari. City Planner. City of Santa Rosa.

Bush, Doug. Planner. County of Sonoma.

Charbonneau, Steve. Superintendent. Piner-Olivet Union School District.

Vang, Kay. Chief Business Official. Piner-Olivet Union School District.

Office of Public School Construction. Leroy F. Greene School Facilities Act, 1998.

RealQuest Online Database.

San Diego Association of Governments. Traffic Generators, January 1990.

United States Census Bureau. American Community Survey, 2019.

**APPENDIX A**  
**CONSTRUCTION COSTS**



October 19, 2021

RE: Estimated Construction Costs  
Subject: Per-Student Costs at Piner-Olivet Union School District

To Whom it May Concern,

We have reviewed our records of past and present projects that involve recent new school construction, within the Bay Area region. Using a formula based on escalation from projects in previous years, our estimate for the Piner-Olivet Union School District is as follows:

Elementary School - capacity of 600 students:	\$43,942,752
Construction cost per student	\$77,998
Middle School - capacity of 1000 students:	\$88,979,685
Construction cost per student	\$94,763
High School - capacity of 2000 students:	\$195,676,710
Construction cost per student	\$104,198

These costs assume a reasonably flat site with access to utilities consistent with an urban/residential area. These costs exclude site acquisition. The above estimated costs are for the purposes of discussing State eligibility and developer fees, and are not intended for use in developing budgets for specific projects with unique conditions. Projections beyond the next 12 months will require a minimum of 6.5% escalation compounded annually.

Thank you,

— DocuSigned by:

*Kelli Jurgenson*

Kelli Jurgenson, Vice President  
VPCS

**APPENDIX B**  
**PER PUPIL GRANT AMOUNTS**

ATTACHMENT B

**ANNUAL ADJUSTMENT TO SCHOOL FACILITY PROGRAM GRANTS**

State Allocation Board Meeting, February 23, 2022

Grant Amount Adjustments

<b>New Construction</b>	<b>SFP Regulation Section</b>	<b>Adjusted Grant Per Pupil Effective 1-1-21</b>	<b>Adjusted Grant Per Pupil Effective 1-1-22</b>
Elementary	1859.71	\$12,628	\$14,623
Middle	1859.71	\$13,356	\$15,466
High	1859.71	\$16,994	\$19,679
Special Day Class – Severe	1859.71.1	\$35,484	\$41,090
Special Day Class – Non-Severe	1859.71.1	\$23,731	\$27,480
Automatic Fire Detection/Alarm System – Elementary	1859.71.2	\$15	\$17
Automatic Fire Detection/Alarm System – Middle	1859.71.2	\$20	\$23
Automatic Fire Detection/Alarm System – High	1859.71.2	\$34	\$39
Automatic Fire Detection/Alarm System – Special Day Class – Severe	1859.71.2	\$63	\$73
Automatic Fire Detection/Alarm System – Special Day Class – Non-Severe	1859.71.2	\$45	\$52
Automatic Sprinkler System – Elementary	1859.71.2	\$212	\$245
Automatic Sprinkler System – Middle	1859.71.2	\$252	\$292
Automatic Sprinkler System – High	1859.71.2	\$262	\$303
Automatic Sprinkler System – Special Day Class – Severe	1859.71.2	\$668	\$774
Automatic Sprinkler System – Special Day Class – Non-Severe	1859.71.2	\$448	\$519



ATTACHMENT B

**ANNUAL ADJUSTMENT TO SCHOOL FACILITY PROGRAM GRANTS**

State Allocation Board Meeting, February 23, 2022

Grant Amount Adjustments

<b>Modernization</b>	<b>SFP Regulation Section</b>	<b>Adjusted Grant Per Pupil Effective 1-1-21</b>	<b>Adjusted Grant Per Pupil Effective 1-1-22</b>
Elementary	1859.78	\$4,808	\$5,568
Middle	1859.78	\$5,085	\$5,888
High	1859.78	\$6,658	\$7,710
Special Day Class - Severe	1859.78.3	\$15,325	\$17,746
Special Day Class – Non-Severe	1859.78.3	\$10,253	\$11,873
State Special School – Severe	1859.78	\$25,543	\$29,579
Automatic Fire Detection/Alarm System – Elementary	1859.78.4	\$156	\$181
Automatic Fire Detection/Alarm System – Middle	1859.78.4	\$156	\$181
Automatic Fire Detection/Alarm System – High	1859.78.4	\$156	\$181
Automatic Fire Detection/Alarm System – Special Day Class – Severe	1859.78.4	\$430	\$498
Automatic Fire Detection/Alarm System – Special Day Class – Non-Severe	1859.78.4	\$288	\$334
Over 50 Years Old – Elementary	1859.78.6	\$6,680	\$7,735
Over 50 Years Old – Middle	1859.78.6	\$7,065	\$8,181
Over 50 Years Old – High	1859.78.6	\$9,248	\$10,709
Over 50 Years Old – Special Day Class – Severe	1859.78.6	\$21,291	\$24,655
Over 50 Years Old – Special Day Class – Non-Severe	1859.78.6	\$14,237	\$16,486
Over 50 Years Old – State Special Day School – Severe	1859.78.6	\$35,483	\$41,089

## Agenda Item Summary

Action Item: **17.3 Consideration to Rescind the Reduction of 1.0 (F.T.E.) Middle School Level (7-8) Teaching Service and 1.0 (F.T.E.) Elementary School Level Teaching Service.**

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Regular Meeting of: April 13, 2022

Item: Action

Report Format: Oral

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**Presented by:** Dr. Charbonneau

### **Background**

Due to the need to make budgetary reductions, the District eliminated 5.0 FTE Teacher positions during the March 9, 2022 board meeting. In an effort to balance fiscal solvency and maintain programming, administration is recommending the Board rescind 1.0 elementary FTE and 1.0 middle school FTE. Principals are prepared to make reductions in other areas to compensate. In addition, two administrators have taken voluntary reductions in their assignments and an additional teacher retirement has occurred since the March 9 board meeting (see Personnel Action Report for details).

### **Recommendation**

Administration recommends the Board approve the rescinding of these positions.

## Agenda Item Summary

<b>Action Item: 17.4    <i>Acceptance of the 2020-21 Measure L General Obligation Bond Building Fund Financial Audit Report</i></b>
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Regular Meeting of: April 13, 2022	<b>Action Item</b>	Report Format:Written
Attachment : Financial Audit Report		

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**Presented by:** Dr. Kay Vang, CBO

**Background**

On November 2, 2010, Measure L, General Obligation Bonds, was authorized at a general election of the registered voters of the District. Proposition 39 has two specific requirements that are applicable to the District's general obligation bond program. The first requirement is for school district boards to provide an annual, independent financial audit of the proceeds from the sale of the bonds until all of the funds have been expended for school facilities projects. The second requirement is for school district boards to provide for an annual, independent performance audit to ensure that the bond funds have been expended only on the specific projects listed in the ballot measure.

**Plan/Discussion/Detail**

The 2020-21 Measure L General Obligation Bond Building Fund Financial Audit Report has been reviewed by the CBO and the Superintendent. The audit report represents fairly the financial position of the Measure L General Obligation Bond Building Fund, as of June 30, 2021. In regards to the Financial Statement, there were no financial statement findings for the year ended June 30, 2021. As for the Performance Audit, there were no findings or recommendations related to local school construction bonds for the year ended June 30, 2021.

**Fiscal Impact**

None

**Recommendation**

Accept the audit report as presented

**PINER-OLIVET UNION ELEMENTARY SCHOOL  
DISTRICT  
MEASURE L BOND BUILDING FUND**

**AUDIT REPORT**

**FOR THE YEAR ENDED  
JUNE 30, 2021**

**PINER-OLIVET UNION ELEMENTARY SCHOOL DISTRICT  
MEASURE L BOND BUILDING FUND  
TABLE OF CONTENTS  
JUNE 30, 2021**

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**PINER-OLIVET UNION ELEMENTARY SCHOOL DISTRICT  
 MEASURE L BOND BUILDING FUND  
 INTRODUCTION AND CITIZENS' OVERSIGHT COMMITTEE MEMBER LISTING  
 JUNE 30, 2021**

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The Piner-Olivet Union Elementary School District was established in 1959 located in Santa Rosa. There were no changes in the boundaries of the District during the current year. The District is operating one elementary schools and four charter schools.

In an election held on November 2, 2010, the voters authorized the District to issue and sell not more than \$20 million principal amount of general obligation bonds. These bonds were issued to acquire, construct and improve classrooms and facilities, expand student access to computers and technology, and provide renewable energy and related improvements to better maintain schools and reduce annual operating costs of the District.

Election of 2010, Series 2011 was issued on February 24, 2011 for \$8,033,225 with interest rates ranging from 4.00% to 5.75%. The original issuance consisted entirely of current interest bonds. The bonds have a final maturity date of August 1, 2035. Election 2010, Series 2021 was issued in 2021 for \$5,853,649 with interest rates ranging from 2.75% to 2.74%. The original issuance consisted entirely of current interest bonds. The bonds have a final maturity date of August 1, 2046.

The Citizens' Oversight Committee had the following members as of June 30, 2021:

<b>Name</b>	<b>Representation</b>
Dani Foster	Community Member at large
Les Proteau	Active in a senior citizens' organization
Roger Lueck	Active in a senior citizens' organization
Andrea Correia	Parent or guardian of a child enrolled in the District
Jessica Crain	Parent Active in Parent in Parent Teacher Organization
Vacant	Business Organization Member
Vacant	Taxpayers' Organization Member

## INDEPENDENT AUDITORS' REPORT

Measure L Citizens' Oversight Committee and  
Governing Board Members of the  
Piner-Olivet Union Elementary School District  
Santa Rosa, California

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the Measure L Bond Building Fund of Piner-Olivet Union Elementary School District (the "District"), as of and for the year ended June 30, 2021, and the related notes to the financial statements, as listed in the table of contents.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditors' Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Measure L Bond Building Fund of Piner-Olivet Union Elementary School District, as of June 30, 2021, and the changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Emphasis of Matter**

As discussed in Note 1A, the financial statements present only the Measure L Bond Building Fund and do not purport to, and do not present fairly the financial position of the Piner-Olivet Union Elementary School District, as of June 30, 2021, the changes in its financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

### **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated March 18, 2022 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters specific to the Measure L Bond Building Fund. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Measure L Bond Building Fund's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

### **Report of Other Legal and Regulatory Requirements**

In accordance with the requirements of Proposition 39, as incorporated in California Constitution Article 13A, we have issued our performance audit dated March 18, 2022, on our consideration of the District's compliance with the requirements of Proposition 39 as it directly relates to the Measure L Bond Building Fund. That report is an integral part of our audit of the Measure L Bond Building Fund of Piner-Olivet Union Elementary School District, as of and for the year ended June 30, 2021, and should be considered in assessing the results of our financial audit.

*Christy White, Inc.*

San Diego, California  
March 18, 2022



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## **FINANCIAL SECTION**

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**PINER-OLIVET UNION ELEMENTARY SCHOOL DISTRICT  
MEASURE L BOND BUILDING FUND  
BALANCE SHEET  
JUNE 30, 2021**

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**ASSETS**

Cash and investments	\$	5,870,898
<b>Total Assets</b>	<u>\$</u>	<u>5,870,898</u>

**FUND BALANCES**

Restricted	\$	5,870,898
<b>Total Fund Balances</b>	<u>\$</u>	<u>5,870,898</u>
<b>Total Liabilities and Fund Balances</b>	<u>\$</u>	<u>5,870,898</u>

The accompanying notes to financial statements are an integral part of this statement.

**PINER-OLIVET UNION ELEMENTARY SCHOOL DISTRICT  
MEASURE L BOND BUILDING FUND  
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
FOR THE YEAR ENDED JUNE 30, 2021**

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<b>REVENUES</b>	
Other local sources	\$ 15,956
<b>Total Revenues</b>	<u>15,956</u>
<b>EXPENDITURES</b>	
Current	
Facilities acquisition and maintenance	25,000
Debt service	
Interest and other	119,979
<b>Total Expenditures</b>	<u>144,979</u>
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	<u>(129,023)</u>
<b>Other Financing Sources (Uses)</b>	
Other sources	5,998,988
<b>Net Financing Sources (Uses)</b>	<u>5,998,988</u>
<b>NET CHANGE IN FUND BALANCE</b>	5,869,965
<b>Fund Balance - Beginning</b>	933
<b>Fund Balance - Ending</b>	<u>\$ 5,870,898</u>

The accompanying notes to financial statements are an integral part of this statement.

**PINER-OLIVET UNION ELEMENTARY SCHOOL DISTRICT  
MEASURE L BOND BUILDING FUND  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2021**

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**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. Financial Reporting Entity**

The Piner-Olivet Union Elementary School District (the “District”) accounts for its financial transactions in accordance with the policies and procedures of the Department of Education's *California School Accounting Manual*. The accounting policies of the District conform to generally accepted accounting principles as prescribed by the Governmental Accounting Standards Board (GASB) and the American Institute of Certified Public Accountants (AICPA).

An oversight committee to the District’s Governing Board and Superintendent, called the Citizens’ Bond Oversight Committee (CBOC), was established pursuant to the requirements of state law and the provisions of the Measure L bond. The CBOC is required by state law to actively review and report on the proper expenditure of taxpayers’ money for school construction. The CBOC provides oversight and advises the public whether the District is spending the Measure L bond funds for school capital improvements within the scope of projects outlined in the Measure L bond project list. In fulfilling its duties, the CBOC reviews, among other things, the District’s annual performance and financial audits of Measure L activity.

The statements presented are for the individual Measure L Bond Building Fund of the District, consisting of the net construction proceeds of Election 2010 Series 2011 bonds Measure L, as issued by the District, through the County of Sonoma, and are not intended to be a complete presentation of the District’s financial position or results of operations. There are no related parties or component units included in this financial statement presentation.

**B. Basis of Accounting**

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of measurement made, regardless of the measurement focus applied.

The financial statements are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., both measurable and available. “Available” means the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year. Expenditures are generally recognized under the modified accrual basis of accounting when the related liability is incurred.

**C. Cash and Cash Equivalents**

The District’s cash and cash equivalents consist of cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition. Cash equivalents also include cash with county treasury balances for purposes of the statement of cash flows.

**D. Interfund Balances**

Receivables and payables resulting from short-term interfund loans are classified as "Due from other funds/Due to other funds."

**E. Accrued Liabilities**

In general, payables and accrued liabilities that, once incurred, are paid in a timely manner and in full from current financial resources are reported as obligations of the fund.

**PINER-OLIVET UNION ELEMENTARY SCHOOL DISTRICT  
MEASURE L BOND BUILDING FUND  
NOTES TO FINANCIAL STATEMENTS, continued  
JUNE 30, 2021**

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**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**F. Fund Balance**

Under GASB Statement No. 54, fund balance is divided into five classifications based primarily on the extent to which the District is bound to observe constraints imposed upon the use of the resources in the governmental funds. The fund balance in Measure L is considered restricted.

The restricted fund balance classification reflects amounts subject to externally imposed and legally enforceable constraints. Such constraints may be imposed by creditors, grantors, contributors, or laws regulations of other governments, or may be imposed by law through constitutional provisions or enabling legislation.

**G. Interfund Activity**

Exchange transactions between funds are reported as revenues in the seller funds and as expenditures/expenses in the purchaser funds. Flows of cash or goods from one fund to another without a requirement for repayment are reported as interfund transfers. Repayments from funds responsible for particular expenditures/expenses to the funds that initially paid for them are not presented in the financial statements.

**H. Estimates**

The preparation of the financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

**I. Budgetary Data**

The budgetary process is prescribed by provisions of the California Education Code and requires the governing board to hold a public hearing and adopt an operating budget no later than July 1 of each year. The District governing board satisfied these requirements. The adopted budget is subject to amendment throughout the year to give consideration to unanticipated revenue and expenditures primarily resulting from events unknown at the time of budget adoption with the legal restriction that expenditures cannot exceed appropriations by major object account.

**NOTE 2 – CASH AND INVESTMENTS**

Cash as of June 30, 2021 consisted of \$5,870,898 deposited in the Sonoma County Treasury Investment Pool.

**A. Policies and Practices**

The District is authorized under California Government Code to make direct investments in local agency bonds, notes, or warrants within the state; U.S. Treasury instruments; registered state warrants or treasury notes; securities of the U.S. Government, or its agencies; bankers acceptances; commercial paper; certificates of deposit placed with commercial banks and/or savings and loan companies; repurchase or reverse repurchase agreements; medium term corporate notes; shares of beneficial interest issued by diversified management companies, certificates of participation, obligations with first priority security; collateralized mortgage obligations; and the County Investment Pool.

**PINER-OLIVET UNION ELEMENTARY SCHOOL DISTRICT  
MEASURE L BOND BUILDING FUND  
NOTES TO FINANCIAL STATEMENTS, continued  
JUNE 30, 2021**

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**NOTE 2 – CASH AND INVESTMENTS (continued)**

**A. Policies and Practices (continued)**

**Investment in County Treasury** – The District maintains substantially all of its cash in the County Treasury in accordance with *Education Code Section 41001*. The Sonoma County Treasurer’s pooled investments are managed by the County Treasurer who reports on a monthly basis to the board of supervisors. In addition, the function of the County Treasury Oversight Committee is to review and monitor the County’s investment policy. The committee membership includes the Treasurer and Tax Collector, the Auditor-Controller, Chief Administrative Officer, Superintendent of Schools Representative, and a public member. The fair value of the District’s investment in the pool is based upon the District’s pro-rata share of the fair value provided by the County Treasurer for the entire portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by the County Treasurer, which is recorded on the amortized cost basis.

**B. General Authorizations**

Except for investments by trustees of debt proceeds, the authority to invest District funds deposited with the county treasury is delegated to the County Treasurer and Tax Collector. Additional information about the investment policy of the County Treasurer and Tax Collector may be obtained from its website. The table below identifies the investment types permitted by California Government Code.

<u>Authorized Investment Type</u>	<u>Maximum Remaining Maturity</u>	<u>Maximum Percentage of Portfolio</u>	<u>Maximum Investment in One Issuer</u>
Local Agency Bonds, Notes, Warrants	5 years	None	None
Registered State Bonds, Notes, Warrants	5 years	None	None
U.S. Treasury Obligations	5 years	None	None
U.S. Agency Securities	5 years	None	None
Banker’s Acceptance	180 days	40%	30%
Commercial Paper	270 days	25%	10%
Negotiable Certificates of Deposit	5 years	30%	None
Repurchase Agreements	1 year	None	None
Reverse Repurchase Agreements	92 days	20% of base	None
Medium-Term Corporate Notes	5 years	30%	None
Mutual Funds	N/A	20%	10%
Money Market Mutual Funds	N/A	20%	10%
Mortgage Pass-Through Securities	5 years	20%	None
County Pooled Investment Funds	N/A	None	None
Local Agency Investment Fund (LAIF)	N/A	None	None
Joint Powers Authority Pools	N/A	None	None

**C. Interest Rate Risk**

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The District manages its exposure to interest rate risk by investing in the County Treasury. The District maintains a pooled investment with the County Treasury with a fair value of approximately \$5,869,137 and an amortized book value of \$5,870,898. The average weighted maturity for this pool is 749 days.

**PINER-OLIVET UNION ELEMENTARY SCHOOL DISTRICT  
 MEASURE L BOND BUILDING FUND  
 NOTES TO FINANCIAL STATEMENTS, continued  
 JUNE 30, 2021**

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**NOTE 2 – CASH AND INVESTMENTS (continued)**

**D. Credit Risk**

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The investments in the County Treasury are not required to be rated. As of June 30, 2021, the pooled investments in the County Treasury were not rated.

**E. Fair Value**

The District categorizes the fair value measurements of its investments based on the hierarchy established by generally accepted accounting principles. The fair value hierarchy is based on the valuation inputs used to measure an asset's fair value. The following provides a summary of the hierarchy used to measure fair value:

Level 1 - Quoted prices (unadjusted) in active markets for identical assets.

Level 2 - Observable inputs other than Level 1 prices such as quoted prices for similar assets in active markets, quoted prices for identical or similar assets in markets that are not active, or other inputs that are observable, either directly or indirectly.

Level 3 - Unobservable inputs should be developed using the best information available under the circumstances, which might include the District's own data. The District should adjust that data if reasonable available information indicates that other market participants would use different data or certain circumstances specific to the District are not available to other market participants.

Uncategorized - Investments in the Santa Rosa County Treasury Investment Pool are not measured using the input levels above because the District's transactions are based on a stable net asset value per share. All contributions and redemptions are transacted at \$1.00 net asset value per share.

The District's fair value measurements at June 30, 2021 were as follows:

	<b>Uncategorized</b>
Investment in county treasury	\$ 5,869,137
<b>Total fair market value of investments</b>	<b>\$ 5,869,137</b>

**NOTE 3 – COMMITMENTS AND CONTINGENCIES**

**A. Litigation**

The District is involved in various litigation arising from the normal course of business. In the opinion of management and legal counsel, the disposition of all litigation pending is not expected to have a material adverse effect on the overall financial position of the District at June 30, 2021.

**B. Construction Commitments**

As of June 30, 2021, the District had no commitments with respect to unfinished capital projects.



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## **OTHER INDEPENDENT AUDITORS' REPORTS**

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**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER  
MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS**

Independent Auditors' Report

Measure L Citizens' Oversight Committee and  
Governing Board Members of the  
Piner-Olivet Union Elementary School District  
Santa Rosa, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Measure L Bond Building Fund of Piner-Olivet Union Elementary School District (the "District"), as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the Piner-Olivet Union Elementary School District's basic financial statements of the Measure L Bond Building Fund, and have issued our report thereon dated March 18, 2022.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Piner-Olivet Union Elementary School District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements of the Measure L Bond Building Fund, but not for the purpose of expressing an opinion on the effectiveness of Piner-Olivet Union Elementary School District's internal control. Accordingly, we do not express an opinion on the effectiveness of Piner-Olivet Union Elementary School District's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

## **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Piner-Olivet Union Elementary School District's financial statements of the Measure L Bond Building Fund are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

## **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Christy White, Inc.*

San Diego, California  
March 18, 2022

**REPORT ON PERFORMANCE**Independent Auditors' Report

Measure L Citizens' Oversight Committee and  
Governing Board Members of the  
Piner-Olivet Union Elementary School District  
Santa Rosa, California

**Report on Performance**

We have audited Piner-Olivet Union Elementary School District's compliance with the performance audit procedures described in the *2020-21 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, prescribed in Title 5, *California Code of Regulations*, section 19810, that could have a direct and material effect on Piner-Olivet Union Elementary School District's Measure L Bond Building Fund for the year ended June 30, 2021, as identified below.

**Management's Responsibility**

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to local school construction bonds.

**Auditor's Responsibility**

Our responsibility is to express an opinion on compliance of Piner-Olivet Union Elementary School District's Measure L Bond Building Fund based on our performance audit of the types of compliance requirements referred to above. We conducted our performance audit in accordance with generally accepted government auditing standards; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the *2020-21 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, prescribed in Title 5, *California Code of Regulations*, section 19810. Those standards require that we plan and perform the performance audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. An audit includes examining, on a test basis, evidence about Piner-Olivet Union Elementary School District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that the evidence obtained in our performance audit provides a reasonable basis for our findings and conclusions based on our audit objectives. However, our audit does not provide a legal determination of Piner-Olivet Union Elementary School District's compliance with those requirements.

**Opinion on Performance**

In our opinion, Piner-Olivet Union Elementary School District complied, in all material respects, with the types of compliance requirements referred to above that are applicable to the Measure L Bond Building Fund noted below for the year ended June 30, 2021.

## Procedures Performed

In connection with the performance audit referred to above, we selected and tested transactions and records to determine Piner-Olivet Union Elementary School District's compliance with the state laws and regulations applicable to the Financial Audit Procedures and Performance Audit Procedures over the Measure L Bond Building Fund. Additional agreed upon procedures relating the Measure L Bond Building Fund may also be included.

The results of the procedures performed and the related results are further described in the accompanying audit procedures and results section following this Report on Performance.

*Christy White, Inc.*

San Diego, California  
March 18, 2022

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## **AUDIT PROCEDURES AND RESULTS SECTION**

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**PINER-OLIVET UNION ELEMENTARY SCHOOL DISTRICT  
MEASURE L BOND BUILDING FUND  
AUDIT PROCEDURES AND RESULTS  
FOR THE YEAR ENDED JUNE 30, 2021**

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**SECTION I – FINANCIAL AUDIT PROCEDURES AND RESULTS**

**Financial Statements**

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As mentioned in the Report on Financial Statements, we have issued an unmodified opinion over the financial statements of the Measure L Bond Building Fund as of and for the year ended June 30, 2021.

**Internal Control Evaluation**

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We tested internal controls over financial reporting and compliance with laws, regulations, or provisions of contracts or agreements and have determined through our inquiry of management and our evaluation of District processes that no significant deficiencies were noted.

**SECTION II – PERFORMANCE AUDIT PROCEDURES AND RESULTS**

**Facility Project Expenditures**

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We selected a representative sample of expenditures charged to the Measure L Bond Building Fund and reviewed supporting documentation to ensure funds were properly expended on specific project(s) listed in the text of the Measure L ballot.

We tested \$144,979 of non-personnel expenditures or 100% of total 2020-21 Measure L Bond Building Fund expenditures for validity, allowability and accuracy and concluded that the sampled expenditures were in compliance with the terms of Measure L ballot language, the District approved facilities plan, and applicable state laws and regulations.

**Personnel Expenditures**

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Based on review of expenditure information, we noted that there were no salaries or benefits charged to the Measure L Bond Building Fund during the fiscal year ended June 30, 2021. Audit procedures over personnel expenditures was not applicable.

**Contract and Bid Procedures**

---

There were no contracts or bids awarded in the 2020-21 fiscal year.

Based on our review of overall expenditures and projects by vendor, no instances or possible indications of bid-splitting were identified. The District appears to be properly reviewing projects and applying appropriate procedures over contract and bidding procedures.

**Contracts and Change Orders**

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There were no contracts or bids awarded in the 2020-21 fiscal year. Audit procedures over change orders were not applicable.

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**SCHEDULE OF FINDINGS AND  
RECOMMENDATIONS SECTION**

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**PINER-OLIVET UNION ELEMENTARY SCHOOL DISTRICT  
 MEASURE L BOND BUILDING FUND  
 SCHEDULE OF FINDINGS AND RECOMMENDATIONS  
 FOR THE YEAR ENDED JUNE 30, 2021**

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**PART I – SUMMARY OF AUDITORS’ RESULTS**

**FINANCIAL STATEMENTS**

Type of auditors’ report issued	<u>Unmodified</u>
Internal control over financial reporting:	
Material weakness(es) identified?	<u>No</u>
Significant deficiency(ies) identified?	<u>None Reported</u>
Non-compliance material to the financial statements?	<u>No</u>

**PERFORMANCE AUDIT**

Internal control over financial reporting:	
Material weakness(es) identified?	<u>No</u>
Significant deficiency(ies) identified?	<u>None Reported</u>
Type of auditor’s report issued on performance for local school construction bonds:	<u>Unmodified</u>

**PART II – FINANCIAL STATEMENT FINDINGS**

There were no financial statement findings for the year ended June 30, 2021.

**PART III – PERFORMANCE AUDIT FINDINGS**

There were no findings or recommendations related to local school construction bonds for the year ended June 30, 2021.

**PINER-OLIVET UNION ELEMENTARY SCHOOL DISTRICT  
MEASURE L BOND BUILDING FUND  
SCHEDULE OF FINDINGS AND RECOMMENDATIONS, continued  
FOR THE YEAR ENDED JUNE 30, 2021**

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**PART IV – PRIOR AUDIT FINDINGS**

**FINDING #2020-001: CITIZENS' OVERSIGHT COMMITTEE**

**Criteria:** In accordance with Education Code Section 15282(a), the citizen oversight committee shall consist of at least seven members who shall serve for a minimum term of two years without compensation and for no more than three consecutive terms. While consisting of a minimum of at least seven members, the citizens oversight committee shall be comprised as follows:

- One member shall be active in a business organization representing the business community located within the school district.
- One member shall be active in a senior citizens' organization.
- One member shall be active in a bona fide taxpayers' organization.
- One member shall be the parent or guardian of a child enrolled in the school district.
- One member shall be both a parent or guardian of a child enrolled in the school district and active in a parent-teacher school-site council.

**Condition:** As of June 30, 2020, the citizen's oversight committee had only one member.

**Questioned Costs:** None.

**Recommendation:** We recommend that the District continue its efforts to recruit applicants for the citizen's oversight committee.

**District Response:** The District has been seeking volunteers for the Bond Oversight Committee via the District website and has been unable to find seven members representing the required categories. The District will more proactively seek Bond Oversight Committee Members via newspaper advertisements, parent newsletters, and discussions with community groups.

**Current Status:** Implemented.

## Agenda Item Summary

Action Item: **17.5** *Approval of the A-G Completion Improvement Grant Program for Northwest Prep Charter School*

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Regular Meeting of: April 13, 2022                      Item: Action                      Report Format: Presentation

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Attachment: A-G Completion Improvement Grant for NWP

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**Presented by:** Dr. Steve Charbonneau, Superintendent

### **Background**

A-G Completion Improvement Grant Program provides additional supports to local educational agencies (LEAs) to help increase the number of California high school pupils, particularly unduplicated pupils, who graduate from high school with A-G eligibility requirement completed for admission to the California State University and the University of California. By April 1, 2022, LEA shall develop a plan describing how the funds received under this section will increase or improve services for unduplicated pupils to improve A-G eligibility, including the information about the number of pupils identified for opportunities to retake courses.

### **Fiscal Impact**

Revenue of approximately \$10,508 for Northwest Prep

### **Recommendation**

Approve as presented

## A-G Completion Improvement Grant Plan

Local Educational Agency (LEA) Name	Total Grant Allocation
Piner-Olivet Union School District	\$10508

### Plan Descriptions

A description of how the funds will be used to increase or improve services for foster youth, low-income students, and English learners to improve A-G eligibility

Grant funds will be used to increase and improve services for foster youth, low-income students, and English learners in order to improve A-G eligibility by first increasing student motivation to become A-G eligible with increases to counselor services. Funds will be used to increase access to a wide variety of A-G courses by utilizing online educational platforms. These platforms will help our small school offer a larger variety of A-G courses at all times, helping increase A-G eligibility. Funds will be used to purchase materials and supplies helping increase engagement while taking A-G courses as well. Funds will also be used to create opportunities for students to make up A-G course credits throughout the school year. utilizing online platforms. Lastly, funds will be used to increase support for students taking A-G courses through the use of teacher assistants and tutors. All of the steps described above will lead to an increase of A-G students eligibility.

A description of the extent to which all students, including foster youth, low-income students, and English learners, will have access to A-G courses approved by the University of California.

Grant funds will help all students including foster youth, low income, and English learners have access to a wide variety of engaging A-G courses as well as receiving the support needed for success. This includes using funds to increase student motivation to become A-G eligible, increasing the variety of A-G courses offered, taking steps to increase engagement while taking A-G courses and improving students ability to make-up A-G courses.

The number of students who were identified for opportunities to retake A-G approved courses in which they received a “D”, “F”, or “Fail” grade in the 2020 spring semester or the 2020-21 school year and a description of the method used to offer the opportunity retake courses.

Number of Students: 15-20

The opportunity for students to retake A-G courses will be through the use of online educational platforms. These platforms will allow students in our small school to make-up all types A-G course they may need at any time. This also allows for flexibility with school schedules and allows students to work outside regular school hours.

A description of how the plan and described services, and associated expenditures, if applicable, supplement services in the Local Control and Accountability Plan and Learning Recovery Plan.

This plan and the associated funds will supplement goals and services in our Local Control and Accountability Plan and Learning Recovery Plan in a variety of ways. First off, it supports our goal of increasing student engagement, and creating dynamic learning opportunities by enhancing courses and offering a larger variety of A-G courses. This plan and the associated funds will also help support our existing goal of improving our

classroom environment and culture by putting A-G eligibility at the forefront of our school culture. The plan and funds will also support our goal of supporting the whole child and increasing counseling opportunities thus promoting A-G eligibility. The plan and funds will help us provide after school opportunities, increase our ability to utilize technology, increase the ability for students to make-up A-G courses, and overall improve our school culture.

### Plan Expenditures

Programs and services to increase or improve A-G completion	Planned Expenditures
Provide access to Pre-AP courses at Northwest Prep Charter School	\$7,808
Provide 1 days of teacher and/or administrator professional development to obtain AP certification	\$700
Provide access to AP Computer Science courses at all high schools	\$2,000

## Agenda Item Summary

<b>Action Item: 17.6 Approval of Staff's Recommendation for Northwest Prep Charter School 2022-2023 Calendar</b>
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Regular Meeting of: April 13, 2022	Item: Action	Report Format: <b>Written</b>
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: **Northwest Prep Charter School Calendar**

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### **Background**

According to Board Policy BP 6111 the Superintendent establishes a process by which an annual school calendar is developed. This process involved teachers, students and Advisory Council members in a substantial manner. The calendar shall establish first and last day of instruction as well as school days, legal and local holidays, minimum days, and grading terms. It shall be made available to students, parents, and the public.

### **Issue(s)**

The district is following the guidelines set forward in establishing annual school calendars in the State of California. The process included a review and alignment with district calendar and observed holidays.

### **Plan/Discussion/Detail**

The staff is recommending the adoption of Northwest Prep 2022-2023 School Calendar

### **Fiscal Impact**

None

### **Recommendation**

Approve.

# Northwest Prep Charter School

## 2022-2023 CALENDAR

FIRST DAY OF INSTRUCTION: August 11, 2022						LAST DAY OF INSTRUCTION June 1, 2023		
2022	M	T	W	Th	F			
						Days of Inst.	Employee Wkdays+Holidays	
<b>August</b>	1	2	3	4	5	<b>Aug 4-5</b> NWP PD Days <b>Aug 8-10</b> District PD Days <b>Aug 11</b> School Opens/1st Day of Instruction	15	18
	8	9	10	11	12			
	15	16	17	18	19			
	22	23	24	25	26			
	29	30	31					
<b>September</b>	5	6	7	8	9	<b>Sept 1</b> NWP Back to School Night <b>Sept 5</b> NO SCHOOL-Labor Day Holiday	21	21
	12	13	14	15	16			
	19	20	21	22	23			
	26	27	28	29	30			
<b>October</b>	3	4	5	6	7	<b>Oct 10</b> No School- Indigenous People's Day <b>Oct 10</b> Parent-Teacher Conferences	20	21
	10	11	12	13	14			
	17	18	19	20	21			
	24	25	26	27	28			
	31							
<b>November</b>	1	2	3	4	Nov 1 NO SCHOOL- NWP PD Day Nov 11 NO SCHOOL-Veterans Day (Observed) Holiday Nov 21-25 NO SCHOOL-Thanksgiving Break Holiday	15	16	
	7	8	9	10				11
	14	15	16	17				18
	21	22	23	24				25
	28	29	30					
<b>December</b>	5	6	7	8	9	Dec 16 Last Day of Semester Dec 19- Jan 3 NO SCHOOL-Winter Break	12	12
	12	13	14	15	16			
	19	20	21	22	23			
	26	27	28	29	30			
<b>2023 January</b>	2	3	4	5	6	Jan 2 NO SCHOOL - Day After New Years Day Holiday Jan 3 NO SCHOOL - Certificated PD Day Jan 9-10 NO SCHOOL- NWP PD Days Jan 16 NO SCHOOL-Martin Luther King's Day - Holiday Jan 27 NO SCHOOL Unless Needed for Emergency Closure Days	16	19
	9	10	11	12	13			
	16	17	18	19	20			
	23	24	25	26	27			
	30	31						
<b>February</b>	6	7	8	9	10	Feb 13 NO SCHOOL-Lincoln's Day Observed Feb 20 NO SCHOOL-Presidents' Day Observed	18	18
	13	14	15	16	17			
	20	21	22	23	24			
	27	28						
<b>March</b>	6	7	8	9	10	March 20-24 NO SCHOOL- Spring Break	18	18
	13	14	15	16	17			
	20	21	22	23	24			
	27	28	29	30	31			
<b>April</b>	3	4	5	6	7	April 14 NO SCHOOL Unless Needed for Emergency Closure Days April 17 NO SCHOOL- NWP PD Day	18	19
	10	11	12	13	14			
	17	18	19	20	21			
	24	25	26	27	28			
<b>May</b>	1	2	3	4	5	May 19 NO SCHOOL Unless Needed for Emergency Closure Days May 29 NO SCHOOL- Memorial Day Holiday	21	21
	8	9	10	11	12			
	15	16	17	18	19			
	22	23	24	25	26			
	29	30	31					
<b>June</b>	5	6	7	8	9	June 1 End of Semester & Last Day of Instruction June 2 NO SCHOOL Certificated Work Day	1	2
	12	13	14	15	16			
	19	20	21	22	23			
	26	27	28	29	30			
<b>TOTAL DAYS OF INSTRUCTION</b>						<b>175</b>	<b>185</b>	

Board Approved:

Printed: 4/5/22

- First and Last Day of Instruction
- Minimum Day
- Back to School Night

- NO SCHOOL- Local/Legal Holidays
- NO SCHOOL- Unless Needed for Emergency Closure Days
- NO SCHOOL- NWP PD Day
- NO SCHOOL Certificated PD Day
- No School-Parent Teacher Conference Day

## Agenda Item Summary

Action Item: **17.7 Approval of Staff's Recommendation for Piner-Olivet Charter School 2022-2023 Calendar**

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Regular Meeting of: April 13, 2022

Item: Action

Report Format: **Written**

Attachment: **Piner-Olivet Charter School Calendar**

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### **Background**

According to Board Policy BP 6111 the Superintendent establishes a process by which an annual school calendar is developed. This process involved teachers, students and Advisory Council members in a substantial manner. The calendar shall establish first and last day of instruction as well as school days, legal and local holidays, minimum days, and grading terms. It shall be made available to students, parents, and the public.

### **Issue(s)**

The district is following the guidelines set forward in establishing annual school calendars in the State of California. The process included a review and alignment with district calendar and observed holidays.

### **Plan/Discussion/Detail**

The staff is recommending the adoption of Piner-Olivet Charter School 2022-2023 School Calendar (see attached).

### **Fiscal Impact**

None

### **Options**

### **Recommendation**

Approve.



# PINER-OLIVET CHARTER SCHOOL

## 2022-2023 CALENDAR

FIRST DAY OF INSTRUCTION: August 11, 2022

LAST DAY OF INSTRUCTION June 1, 2023

2022	M	T	W	Th	F			Days of Inst.	Employee Wkdays+Holidays
<b>August</b>	1	2	3	4	5				
	8	9	10	11	12	<b>Aug 11</b>	<b>School Opens/1st Day of Instruction</b>	14	18
	15	16	17	18	19	<b>Aug 26</b>	<b>NO SCHOOL- Professional Development</b>		
	22	23	24	25	26	<b>Aug 31</b>	<b>Back to School Night</b>		
	29	30	31						
<b>September</b>				1	2				
	5	6	7	8	9	Sept 5	<b>NO SCHOOL-Labor Day Holiday</b>	21	21
	12	13	14	15	16				
	19	20	21	22	23				
	26	27	28	29	30				
<b>October</b>									
	3	4	5	6	7				
	10	11	12	13	14	Oct 10-14	<b>Minimum Days- All Students (Parent Conferences)</b>		
	17	18	19	20	21	Oct 31	<b>NO SCHOOL- Professional Development</b>	20	21
	24	25	26	27	28				
	31								
<b>November</b>									
		1	2	3	4	Nov 10	<b>Minimum Day</b>	16	16
	7	8	9	10	11	Nov 11	End of First Trimester		
	14	15	16	17	18	Nov 11	<b>NO SCHOOL-Veterans Day (Observed) Holiday</b>		
	21	22	23	24	25	Nov 21-25	<b>NO SCHOOL-Thanksgiving Break Holiday</b>		
	28	29	30						
<b>December</b>				1	2				
	5	6	7	8	9	Dec 2	<b>NO SCHOOL- Professional Development</b>	11	12
	12	13	14	15	16	Dec 19- Jan 3	<b>NO SCHOOL-Winter Break</b>		
	19	20	21	22	23				
	26	27	28	29	30				
<b>2023</b>									
<b>January</b>									
	2	3	4	5	6	Jan 2	<b>NO SCHOOL - Day After New Years Day Holiday</b>	18	19
	9	10	11	12	13	Jan 3	<b>NO SCHOOL - Certificated PD Day</b>		
	16	17	18	19	20	Jan 16	<b>NO SCHOOL-Martin Luther King's Day - Holiday</b>		
	23	24	25	26	27	Jan 27	<b>NO SCHOOL Unless Needed for Emergency Closure Days</b>		
	30	31							
<b>February</b>									
	6	7	8	9	10	Feb 13	<b>NO SCHOOL-Lincoln's Day Observed</b>	18	18
	13	14	15	16	17	Feb 20	<b>NO SCHOOL-Presidents' Day Observed</b>		
	20	21	22	23	24	Feb 24	End of 2nd Trimester		
	27	28				Feb 24	Minimum Day		
<b>March</b>									
	6	7	8	9	10				
	13	14	15	16	17				
	20	21	22	23	24	March 20-24	<b>NO SCHOOL- Spring Break</b>	18	18
	27	28	29	30	31				
<b>April</b>									
	3	4	5	6	7	April 10	<b>NO SCHOOL - Profession Development</b>	18	19
	10	11	12	13	14	April 14	<b>NO SCHOOL Unless Needed for Emergency Closure Days</b>		
	17	18	19	20	21				
	24	25	26	27	28				
<b>May</b>									
	1	2	3	4	5				
	8	9	10	11	12	May 8	<b>NO SCHOOL - Professional Development</b>	20	21
	15	16	17	18	19	May 19	<b>NO SCHOOL Unless Needed for Emergency Closure Days</b>		
	22	23	24	25	26	May 29	<b>NO SCHOOL- Memorial Day Holiday</b>		
	29	30	31						
<b>June</b>									
			1	2		June 1	End of 3rd Trimester, Minimum Day & Last Day of Instruction	1	2
	5	6	7	8	9	June 2	<b>NO SCHOOL Certificated Work Day</b>		
	12	13	14	15	16				
	19	20	21	22	23				
	26	27	28	29	30				

Board Approved:  
Printed:

**TOTAL DAYS OF INSTRUCTION**

**175**

**185**

- NO SCHOOL- Local/Legal Holidays
- NO SCHOOL- Unless Needed for Emergency Closure Days
- Minimum Day
- Shortened Wednesday
- NO SCHOOL Certificated PD Day

## Agenda Item Summary

Action Item: <b>17.8</b> <i>Approval of Governance Handbook</i>
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Regular Meeting of: April 13, 2022

Item: Action

Report Format: Oral

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Attachment: Governance Handbook

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**Presented by:** Dr. Charbonneau, Superintendent

**Background**

The Piner-Olivet Union School District Governance Handbook documents the Governance Team's work on effective governance. This process involves discussions and reaching agreements on shared leadership roles and operating protocols that enable the governance team to perform its responsibilities in the community.

**Plan/Discussion/Detail**

To formally adopt the Piner-Olivet Union School District Governance Handbook, the Board of Trustees will review, discuss and consider approval of the document.



# PINER-OLIVET

## UNION SCHOOL DISTRICT

Our purpose is to establish a community of learners that empowers each student to speak in their own voice to create a world that is better than the one they inherited.

## Governance Handbook

### **Board of Trustees**

Mardi Hinton, President  
Cindy Prior, Vice President  
Janae Franicevic, Clerk  
Tony Roehrick, Member  
Toni Smith, Member

### **Superintendent**

Dr. Steve Charbonneau

*The Piner-Olivet Union School District Governance Handbook documents the Governance Team's work on effective governance. This process involves discussions and reaching agreements on shared leadership roles and operating protocols that enable the governance team to perform its responsibilities in the community.*

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### **Governance Efficacy– A Definition**

*“Governance efficacy is defined as the power of school boards, to change the face of education in their communities through positive and appropriate policymaking, equitable resource allocation and transparent accountability for all stakeholders.”*

— Dr. Abelardo Villarreal – 2007

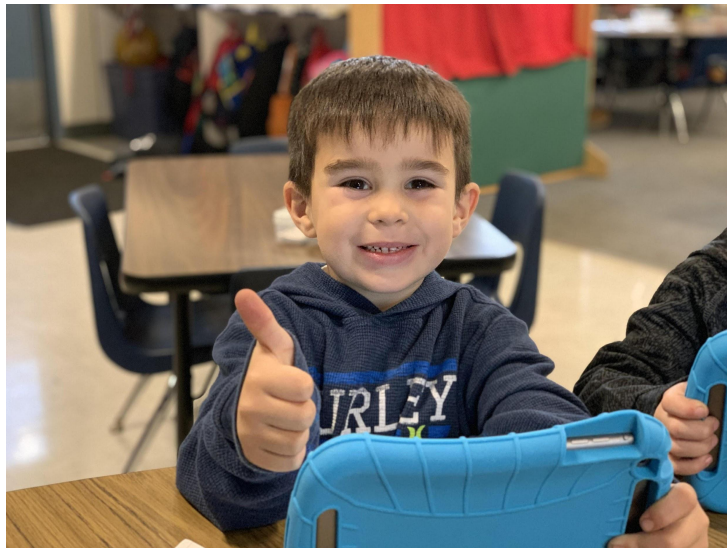
Public education is vital to the health of communities. School board members are responsible for ensuring that a school district’s public education system is serving the needs of all students by providing equitable access to a high-quality education.

### **EFFECTIVE GOVERNANCE: High Performing Boards**

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There are three dimensions to effective governance. The POUUSD Governance Handbook documents the governance responsibilities within these three dimensions.

- 1. Governing as a unified team with a shared vision to lead and serve the community.**
- 2. Governing within a shared understanding of roles and responsibilities.**
- 3. Creating and sustaining a positive governance leadership culture.**



## I. UNIFIED COMMITMENT TO LEAD AND SERVE THE COMMUNITY

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The foundation of effective governance is the common focus governing board members share that transcends individual differences to fulfill a greater purpose. A unity of purpose exists when the commitment to achieving these goals becomes the guiding principle for all trustees.

The focused efforts of Piner-Olivet Union School District are reflected in the District Mission, and Student Outcomes adopted by the POUSD Board of Education.

### **Piner-Olivet Union School District Student Outcomes**

Mastery of the following competencies is the cornerstone of the Piner-Olivet District program. In addition to the knowledge described in the California Content Standards, these competencies are the foundation of our culture and academic goals. We believe that students proficient in these skills and behaviors will be successful on any path they choose.

#### **Personal Integrity**

Students handle themselves with confidence and act with honesty and courage. They commit to their developing beliefs and are willing to assume roles as inquiring observers, active participants, and dynamic leaders. They demonstrate positive working relationships across diverse groups, accept personal responsibility for their actions, and remain open to learning from the feedback and guidance of others.

#### **Productive Collaboration**

Students develop and use the skills necessary to plan and engage in group projects. They work to resolve social and logistical conflicts and devise solutions to meet diverse needs. They collectively set goals and develop strategies to meet those goals. They evaluate the effectiveness of their approach and constructively adapt to new understandings as they arise.

#### **Critical and Creative Thinking**

Students identify problems and pursue opportunities from multiple perspectives. They locate, organize, analyze, and apply key information in inventive and imaginative ways. They design, evaluate, and employ a variety of strategies, tools, and skills to achieve innovative results. Students are independent, creative, and critical thinkers who question and connect to the world around them from both big picture and focused perspectives.

#### **Effective Communication**

Students understand and practice effective communication using verbal and nonverbal language with intent, awareness, and accuracy. They are empathetic, emotionally intelligent, persuasive, and articulate. They are skillful self-advocates who effectively communicate their needs. Students internalize and present their understandings and ideas with confidence and clarity.

Employing a variety of media, they use practical, academic, and artistic abilities to convey meaning in a clear and engaging fashion.

### **Reflective Learning**

Students excel at making critical observations about their own learning and potential. They formulate meaningful and relevant questions that inspire and encourage further inquiry. Students consistently take charge of their education by reflecting upon and revising their own practices.

### **Citizenship and Global Responsibility**

Students are engaged and informed citizens. They are empowered to create positive change in themselves, their communities, and the world. They are mindful and principled decision makers who understand the long and short-term effects of their actions on others and the environment. They practice compassionate, ethical, and active citizenship in local, global, and virtual settings. Students strive to achieve balance between their own needs and the needs of others.

### **Resiliency and Drive**

Students are adept at taking intelligent risks and view mistakes as necessary steps toward learning and growth. They consciously identify their intentions and desires. They possess the tenacity and determination to work individually and collaboratively. They are self-motivated and self-regulated. Piner-Olivet students confront challenges and persevere through adversity.

## **II. SHARED UNDERSTANDING OF ROLES AND RESPONSIBILITIES**

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Effective teams value and respect their essential roles, reach mutual agreement on the roles of the board and the superintendent and strive to operate within them. The second essential element of effective governance is defining roles and responsibilities and leading with commitment to these agreed upon roles.

### ***Effective Governance Teams***

- Communicate a common vision. Keep the district focused on learning and achievement for each and every student.
- Value, support and advocate for public education.
- Govern within board adopted policies and procedures.
- Ensure opportunities for the diverse range of views in the community to inform board deliberations.
- Periodically evaluate the governance team's effectiveness.

### ***Effective Trustees***

- Govern in a dignified, professional manner, treating everyone with civility and respect.
- Understand that authority rests with the board as a whole and not with individuals.



- Understand the only employee who reports to the board is the superintendent.
- Operate openly, with trust and integrity.
- Take collective responsibility for the governance team’s performance; agree on behavioral norms and operational protocols.
- Recognize and respect differences of perspective and style on the board and among staff, students, parents, and the community.
- Understand the distinctions between board and staff roles, and refrain from performing management functions that are the responsibility of the superintendent and staff.
- Keep confidential matters confidential.
- Participate in professional development and commit the time and energy necessary to be informed and effective leaders.



### III. GOVERNANCE LEADERSHIP CULTURE

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Exceptional boards make governance intentional and invest in structures and practices that can be thoughtfully adapted to changing circumstances. Protocols are tools to strengthen the capacity of the board to engage in a constructive relationship with the superintendent and staff– one that is grounded in a mutual understanding of the respective roles and responsibilities. Explicit protocols, agreed to and upheld by the board and superintendent provide transparency and stability in the governance relationship as the board carries out its role.

The following protocols were developed to support and promote the effectiveness of the governance team and to ensure a positive and productive working relationship among board members, the superintendent, district staff, students, and the community. The protocols were developed for and by the members of the governance team and may be modified over time as needed.

#### *Protocols to Facilitate Governance Leadership*

Protocol	Using Meetings As Strategic Leadership Tools
Rationale	<ul style="list-style-type: none"> <li>● <i>The board meeting is a meeting to conduct district business in public. Well-run efficient meetings model leadership and promote trust and confidence in the Board to strategically move the district forward.</i></li> </ul>

<b>Protocol Agreement</b>	<ul style="list-style-type: none"> <li>• <i>The governance team wants to demonstrate to the school community and to the public alignment among all District planning processes, which include Local Control Accountability Plan goals, school site plans and allocation of resources.</i></li> <li>• <i>Board meetings provide opportunities to share educational philosophy among governance team members and with the community.</i></li> <li>• <i>The board wants to ensure healthy productive conversations about difficult issues without losing focus.</i></li> <li>• Board members will receive comprehensive background information for board action items in advance of the board meeting.</li> <li>• To demonstrate alignment: Board meeting action items include a reference to the District goals. The superintendent reports explicitly link board meeting agenda topics to the district goals.</li> <li>• The board president facilitates the board meeting, balancing input and discussion with accomplishing the business of the meeting. Board members share accountability for board deliberations that spend the ‘right’ amount of time on the ‘right’ things while valuing the input of each member of the governance team.</li> <li>• The process for public input is clearly outlined on the Board meeting agenda.</li> <li>• The Governance Team has established processes for annual planning, evaluation and continuous learning. Annually and as needed, the governance team will schedule study sessions and board conversations/conversation meetings to discuss the district’s strategic priorities.</li> </ul>
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Protocol	Requesting Information from Staff
<b>Rationale</b>	<ul style="list-style-type: none"> <li>• <i>Critical to board member’s ability to make informed and wise decisions is timely and equal access to information.</i></li> <li>• <i>The superintendent wants to be responsive to information requests, while balancing management of staff time, and maintaining the focus on District priorities.</i></li> </ul>
<b>Protocol Agreement</b>	<ul style="list-style-type: none"> <li>• Board members will always work through the superintendent when asking questions or requesting additional information on board meeting agenda items.</li> <li>• The superintendent will ensure timely responses to requests and will provide the information or direct board members to the correct source. As appropriate, the Superintendent will distribute answers to all Board Members.</li> <li>• Board members will trust one another to use good judgment and effective communication when making requests. Individual board members will self-monitor to ensure one person’s request for information does not divert an inappropriate amount of time from staff efforts to achieve District goals.</li> </ul>

Protocol	Bringing Up New Ideas
<b>Rationale</b>	<ul style="list-style-type: none"> <li>• <i>The governance team encourages fresh and innovative thinking, new ideas and ways to improve.</i></li> <li>• <i>The governance team will establish a process that will support bringing forward new ideas while maintaining the focus on District goals.</i></li> </ul>
<b>Protocol Agreement</b>	When bringing forward a new idea, trustees will proceed according to these guidelines:

- Introduce the concept/idea to the superintendent, board president or during board comments at a board meeting.
- If the idea is brought to the superintendent or the board president, the idea will be brought to the item to the Agenda Setting meeting.
- The superintendent will include ‘new ideas’ in the Friday Update as appropriate.
- New ideas may be held for consideration during the District annual goal setting process.

<b>Topic</b>	<b>Confidentiality/Closed Session Practices</b>
<b>Rationale</b>	<ul style="list-style-type: none"> <li>● <i>The governing board recognizes the importance of maintaining the confidentiality of information acquired as part of a board member's official duties.</i></li> <li>● <i>The responsibility of the board includes being privy to closed sessions or confidential information about district litigation, personnel, negotiations, or other issues permitted under the Brown Act.</i></li> </ul>
<b>Protocol Agreement</b>	<ul style="list-style-type: none"> <li>● All trustees will strive to maintain the public’s trust by not breaching confidentiality.</li> <li>● A trustee, who inadvertently or accidentally violates a confidential issue, will take immediate responsibility for correcting the action.</li> </ul>

<b>Protocol</b>	<b>Allowing the Majority to Set the Direction</b>
<b>Rationale</b>	<ul style="list-style-type: none"> <li>● <i>Board members have a responsibility to express themselves in a professional manner, whether in agreement or disagreement with the board majority.</i></li> <li>● <i>Board members agree to respect the board decisions, to remind the public that a trustee is one of five, that the majority has voted and they will move forward together.</i></li> </ul>
<b>Protocol Agreement</b>	<ul style="list-style-type: none"> <li>● The board agrees there are multiple ‘right’ answers in addressing issues. Dissenting opinions are listened to respectfully. The final authority for board decisions rests with the board as a whole.</li> <li>● Prior to a board decision, if a member of the public asks a trustee about a future board decision, the trustee will clarify that he/she is voting as an individual.</li> <li>● Following a board decision trustees agree to never undermine or attempt to discredit a legally adopted policy or action by the board.</li> <li>● If trustees are approached by the media about the decision, they will refer the media to the superintendent for additional information.</li> </ul>

<b>Protocol</b>	<b>Board Study Sessions/Conversation Meetings</b>
<b>Rationale</b>	<ul style="list-style-type: none"> <li>● <i>Study sessions and conversation meetings provide opportunities to study issues in more depth. The topics are usually those where additional discussion is needed to make important decisions.</i></li> </ul>
<b>Protocol Agreement</b>	<ul style="list-style-type: none"> <li>● Study sessions/conversation meetings are public meetings subject to the provisions of the Brown Act and no action is taken.</li> <li>● The board will identify study sessions/conversation meeting topics to consider for the school year during the annual goal setting process.</li> </ul>

	<ul style="list-style-type: none"> <li>● During the study sessions/conversation meetings, the governance team will ensure an orderly structure for input with flexibility to allow for effective deliberation among governance team members. The board will determine the public input process, based on the issue.</li> </ul>
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Protocol	Role in Public
<b>Rationale</b>	<ul style="list-style-type: none"> <li>● <i>The board understands the importance of being both visible and accessible to the public. Trustees are a resource to the community about the schools, programs, decisions and pending decisions.</i></li> <li>● <i>It is important that the public understands that final authority rests with the entire board and that decisions are made at the Board table.</i></li> <li>● <i>It is important that the board speaks with one voice in order to maintain the trust of our community.</i></li> </ul>
<b>Protocol Agreement</b>	<ul style="list-style-type: none"> <li>● Trustees represent the board in what they say and do and will set an example of professionalism in their communication. When appropriate, trustees will clarify their authority as one of five in all board decisions and actions.</li> <li>● The governance team believes it is essential that important information be communicated to members of the board, the staff and the community in as timely a fashion as possible. To ensure consistent messages, the superintendent will provide talking points to trustees regarding initiatives related to District priorities.</li> <li>● The Board recognizes that some situations have legal or other considerations that may place restrictions on what may be told to the media or public.</li> <li>● The superintendent will prepare talking points and key messages for board members on major board actions.</li> <li>● The designated spokesperson will vary depending on the issue or situation:</li> <li>● <b>Crisis/Disaster:</b> The superintendent will be the primary spokesperson and may involve the board president at his/her discretion.</li> <li>● <b>Meeting Information:</b> (e.g. board meetings, agenda items, study sessions): The board president and the superintendent will serve as primary spokespersons.</li> <li>● <b>Student Outcomes /Mission / District Priorities / General District Information:</b> All governance team members may serve as spokespersons utilizing developed and agreed upon key messages.</li> </ul>

Protocol	Responding to Community Concerns
<b>Rationale</b>	<ul style="list-style-type: none"> <li>● <i>Board members have roles as ambassadors, representatives, and liaisons in the community.</i></li> <li>● <i>The board wants to be accessible, consistent in responding, informative, and fair in dealing with complaints and concerns from the community.</i></li> <li>● <i>Important to the board is timely response to issues.</i></li> <li>● <i>The board has an obligation to understand stakeholder interests, and to see all of the issues are aired and considered in an open, honest, and respectful environment.</i></li> <li>● <i>The board assumes positive intent.</i></li> </ul>
<b>Protocol Agreement</b>	<p>When approached with concerns and complaints, board members will:</p> <ul style="list-style-type: none"> <li>● Listen and use judgment in responding, being mindful of their role in judicial review. Board members may remind the public that there are some issues that they may not discuss.</li> </ul>

	<ul style="list-style-type: none"> <li>● Realize that a board member is one of five, and that the authority rests with the majority in all board decisions and actions.</li> <li>● Strive to ensure community members are acknowledged and are clear about next steps. Provide information and direction to policies or processes or persons in the District (e.g., teacher, principal, superintendent) who can most directly help them with their concern.</li> <li>● Invite community members to communicate with the board.</li> <li>● Will contact the superintendent, and the superintendent will follow up as needed.</li> </ul>
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<b>Protocol</b>	<b>Establishing Multi - Year and Annual District Goals</b>
<b>Rationale</b>	<ul style="list-style-type: none"> <li>● <i>The Governance Team is responsible for setting the vision and goals for the District.</i></li> <li>● <i>Establishing district multi-year and annual goals and measurements of success promotes good stewardship, clarity of direction, and focus and alignment of resources.</i></li> <li>● <i>Critical to effective governance work is data driven decision-making that promotes clarity of direction, focus and alignment.</i></li> </ul>
<b>Protocol Agreement</b>	<ul style="list-style-type: none"> <li>● The Governance Team will develop governance calendar to align all planning processes and ensure the planning processes will guide and inform budget development.</li> </ul>

<b>Protocol</b>	<b>Superintendent Evaluation</b>
<b>Rationale</b>	<ul style="list-style-type: none"> <li>● <i>Boards must have agreed upon district priorities in order to effectively evaluate the superintendent.</i></li> <li>● <i>The governance team understands that the manner in which the superintendent is evaluated serves as a model for evaluation throughout the District.</i></li> <li>● <i>The evaluation process must be clear and fair. It should be goals based, data driven, collaborative and ongoing.</i></li> </ul>
<b>Protocol Agreement</b>	<ul style="list-style-type: none"> <li>● The board utilizes the superintendent evaluation as an important leadership tool to focus and align all district efforts. The Superintendent’s evaluation is an ongoing two-way communication process and involves both commendations and recommendations for improvement.</li> <li>● The Superintendent is evaluated based on the District’s progress on the District’s LCAP goals. The Superintendent will be evaluated annually with a mid year check in and the final evaluation before the 30th of May. The evaluation process will follow the timeline listed below:</li> <li>● June – Establish performance expectations for LCAP goals and board/superintendent relations for the next school year.</li> <li>● Jan/Feb – Superintendent presents mid-year progress report; board will discuss the superintendent performance and a summary of the board consensus will be shared with the superintendent.</li> <li>● March/April – the goal setting process for the next year begins.</li> <li>● April – superintendent evaluation forms will be distributed to trustees.</li> <li>● April/May – superintendent presents a progress report for discussion with the board. Board members will individually complete the evaluation instrument. The board will</li> </ul>

meet in closed session to discuss individual evaluations and reach consensus. The board president or board designee will combine the individual evaluations to create a consensus document and average ranking of performance.

- May – the board will discuss the superintendent performance and reach consensus on the evaluation. A summary of the board consensus will be shared with the superintendent.

**Topic Board Governance Self Assessment**

- Rationale**
- *Conducting a governance self-evaluation demonstrates accountability of the governance team to strengthen and improve governance practices.*
  - *The governance self-assessment provides an opportunity to reflect, evaluate, and focus on strengthening the governance team.*

- Protocol**
- The board supports continuous improvement through ongoing evaluation of governance effectiveness.
  - The governance assessment process will align with assessment of progress on LCAP goals and the superintendent evaluation.
  - The board will participate in at least one workshop bi-annually to review the POUUSD Governance Handbook, governance team agreements and processes and to participate in a self-evaluation process.

**Topic New Board Member Orientation**

- Rationale**
- *Board members must be knowledgeable about the district they are governing, about current issues in education that are impacting their district, and about roles and responsibilities of all members of the governance team.*

- Protocol**
- The board and superintendent will schedule an orientation session for newly elected board members as soon after the election as possible. The board president will share responsibility for orientating new members with the superintendent. District staff will be involved in the orientation as appropriate.
  - The Governance Team will schedule a board retreat to review and re confirm the governance protocols as outlined in the POUUSD Governance Handbook.

We have reviewed and agree to follow the governance team protocols in order to support a positive and productive working relationship among the Piner-Olivet Union School District Board of Education, Superintendent, staff, students and the community. We shall renew this agreement at each Annual Organizational Meeting of the POUSD Board of Education.

Affirmed on this XX day of month year.

Mardi Hinton, Board President

Janae Franicevic, Clerk

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Cindy Prior, Member

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Tony Roehrick, Member

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Toni Smith, Member

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Dr. Steve Charbonneau, Superintendent

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## Appendix A

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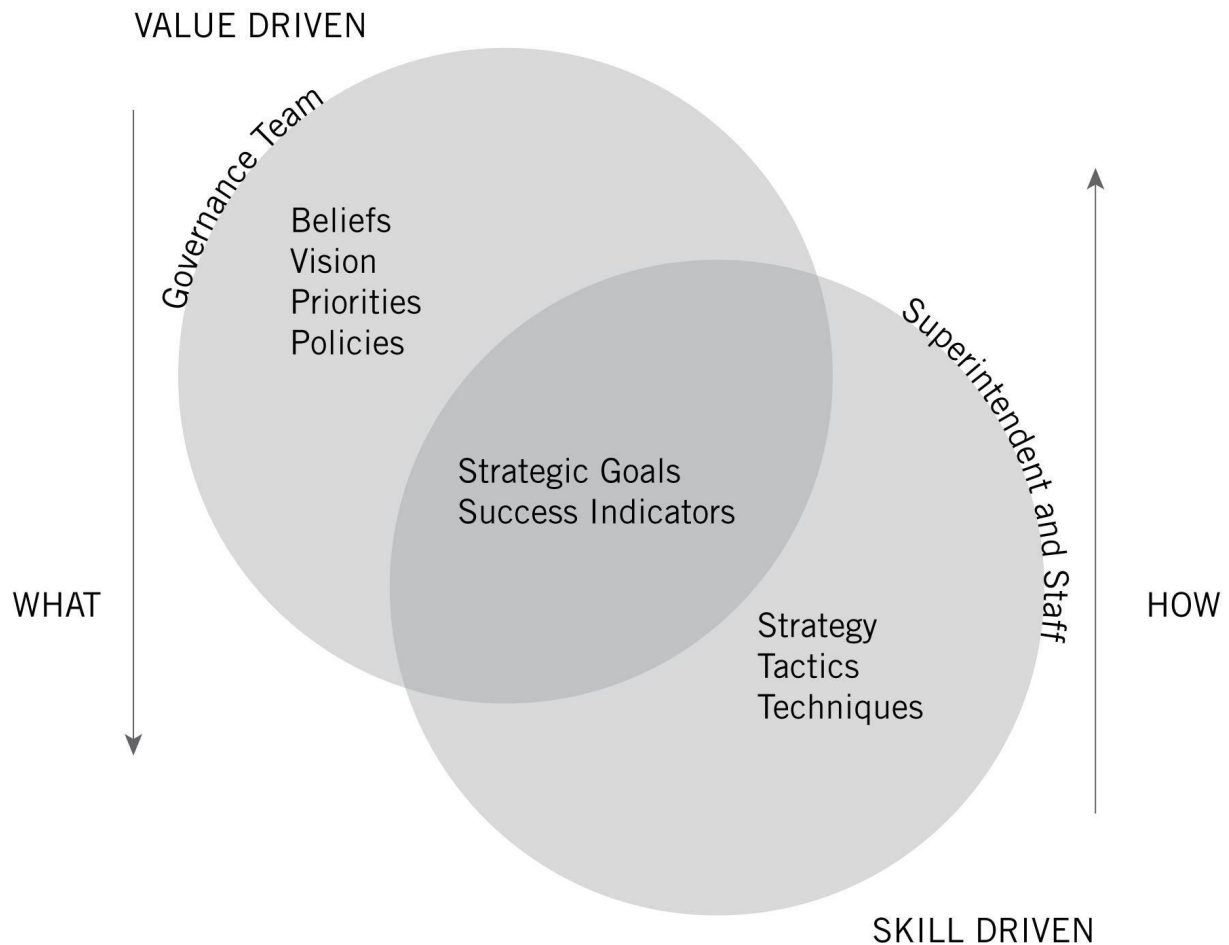
### *Effective Governance Teams<sup>1</sup>*

*Effective teams value and respect their essential roles, reach mutual agreement on the roles of the board and superintendent, and strive to operate within them.*

Boards and superintendents work together to ensure a district has effective leadership.

There are important distinctions to be made between the board's role and that of the superintendent and staff. The role of the School Board is not to run the schools, but to see that the schools are well run.

### *Understanding Governance Roles*



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<sup>1</sup> Source: California School Boards Association



## Agenda Item Summary

Action Item: <b>17.9</b> <i>Approval of # 10 Communications, Petitions and Delegations</i>
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Regular Meeting of: April 13, 2022

Item: Action

Report Format: Oral

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**Presented by:** Dr. Charbonneau, Superintendent

**Background:** At the governance team's Governance Workshop in February, it was decided that a subcommittee would work on strengthening the narrative supporting board agenda item, "# 10 Communications, Petitions and Delegations". This was to be done in order to facilitate a more effective and efficient board meeting Communications, Petitions and Delegations.

**Recommendation:** Administration recommends the board discusses the narrative created by the subcommittee and consider adding it to future board agendas.

## **Current Narrative**

### **10.COMMUNICATIONS, PETITIONS AND DELEGATIONS**

Persons addressing the Board without giving previous notice should realize that the action upon any request may be delayed. This is a time for members of the audience to address the Board regarding items not on the agenda. Individual speakers will be allowed three minutes to address the Board under this agenda item. The Board will not respond but may place the subject on a future Board Agenda. Anyone desiring an item to be placed on the prepared agenda shall notify the Secretary ten (10) working days prior to the meeting.

## **Draft Update**

Any person wishing to be heard by the Board shall first be recognized by the president. Members of the public may have up to three minutes per speaker and up to 15 minutes per item, when more than one individual is addressing the same topic. The Board will not comment on items unless they are agendized, however the board reserves the right to clarify or correct any misinformation stated. Each individual speaker may only address the board one (1) time per un-agendized or agendized item. The Board may remove disruptive individuals and order the room cleared for persistent disruption or statements that threaten the safety of any person(s) at the meeting. When the room is ordered cleared due to a disturbance, further Board proceedings shall concern only matters appearing on the agenda.

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## Agenda Item Summary

Action Item: <b>17.10 <i>Approval to Continue with AB 361 Virtual Meetings</i></b>
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Regular Meeting of: April 13, 2022

Item: Action

Report Format: Oral

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**Presented by:** Dr. Charbonneau, Superintendent

**Background:** This item is in reference to Assembly Bill 361, which has allowed POUUSD Board Meetings to be virtual meetings. To continue with virtual board meetings, it must be by majority vote. Gov. Code 54953 (e) (3).1

**Plan/Discussion/Detail:** The Board of Trustees will discuss whether or not to continue having virtual board meetings, as per Assembly Bill 361. Assembly Bill 361, provides that for virtual meetings (to continue), the public agency must reconsider the circumstances of the emergency every 30 days and determine that either the state of emergency continues to directly impact the ability of the members to meet safely in person; or, state or local officials continue to impose or recommend measures to promote social distancing.

**Recommendation:** Administration recommends the Board discuss whether or not board meetings will continue to be virtual for the immediate future.

**PINER-OLIVET UNION SCHOOL DISTRICT**  
**3450 COFFEY LANE**  
**SANTA ROSA, CA 95403**  
**REGULAR MEETING – GOVERNING BOARD MINUTES**  
**March 9, 2022**

**1. CALL TO ORDER**

The regular meeting of the Governing Board of the Piner-Olivet Union School District was called to order at 4:00 p.m., Wednesday, March 9, 2022 conducted remotely as a Zoom meeting ID 82890986680. President, Mardi Hinton, presided.

**2. ROLL CALL**

*Governing Board*

Mardi Hinton, President PRESENT  
Cindy Pryor, Vice-President PRESENT  
Janae Franicevic, Clerk PRESENT  
Tony Roehrick, Ed.D, Member PRESENT  
Toni Smith, Member PRESENT

*Staff*

Dr. Steve Charbonneau, Superintendent and  
Secretary to the Board  
Dr. Kay Vang, Chief Business Official (CBO)  
Cathy Manno, Executive Secretary

**3. PUBLIC COMMENT ON CLOSED SESSION AGENDA**

The following individuals addressed the Board during the time for public comment on the closed session agenda:  
Mr. Potter, Ms. McDonough, Ms. Henry, Ms. Gregorio, Ms. Doughty, and Mr. Way.

**4. ADJOURNMENT TO CLOSED SESSION**

The meeting adjourned to closed session at 4:33 p.m.

**5. CLOSED SESSION**

5.1 With respect to every item of business discussed in closed session pursuant to Gov. Code Section 54957:

5.1.1 PUBLIC EMPLOYMENT DISCIPLINE/DISSMISSAL/RELEASE

(No additional information required)

5.1.2 PUBLIC EMPLOYMENT-EMPLOYMENT/APPOINTMENT

Title: PAII/Yard Duty, Personnel Tech., Office Manager

5.1.3 PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: Superintendent

5.2 With respect to every item of business discussed in closed session pursuant to Gov. Code Section 54957.6:

5.2.1 CONFERENCE WITH LABOR NEGOTIATOR

Name of Agency Negotiator: Dr. Steve Charbonneau

Name of organization representing employees: Piner-Olivet Educators' Association, CTA Affiliate

5.2.2 CONFERENCE WITH LABOR NEGOTIATOR

Name of Agency Negotiator: Dr. Steve Charbonneau

Name of organization representing employees: Piner-Olivet Classified Association, CSEA Affiliate

5.2.3 CONFERENCE WITH LABOR NEGOTIATOR

Name of Agency Negotiator: Dr. Steve Charbonneau

5.3.1 Name of organization representing employees: Confidential, Supervisory, Administrative Staff

Conference with Legal Counsel – Anticipated Litigation

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

Number of cases: 1

**6. RECONVENE TO PUBLIC MEETING**

The meeting reconvened to Open Session at 6:18 p.m.

**7. REPORT OF CLOSED SESSION ACTION, IF ANY**

Ms. Hinton commented that during Closed Session, further instructions were given to the negotiating team and that the Board took action to approved Child Rearing Leaves, Resolution # 561-Resolution of Non-Reelection of 1 Probationary Certificated Employee, and Resolution # 562- Resolution to Release 4 Temporary Certificated Employees.

**8. FLAG SALUTE (Suspended during virtual meetings)**

**9. AGENDA MODIFICATIONS**

There were none.

**10. COMMUNICATIONS, PETITIONS AND DELEGATIONS**

Ms. Hinton opened up communications, petitions and delegations. The following individuals addressed the Board during the time for public comment: Ms. Lemieux and Ms. Sanchez.

**11. COMMENTS FROM THE GOVERNING BOARD**

There were none.

**12. RECOGNITION OF EXCELLENCE**

There were none.

**13. SUPERINTENDENT’S REPORT**

13.1 Announcements

Dr. Charbonneau gave an update on PPE Supplies, and Summer School. Dr. Charbonneau commented that he joined the Raise the Base Campaign.

**14. ASSOCIATION REPORTS**

14.1 POEA

Ms. McDonough updated the Board on the Association activities.

14.2 POCA

Ms. Wofford updated the Board on the Association activities.

**15. BOARD POLICIES**

There were none.

**16. DISCUSSION/INFORMATION ITEMS**

16.1 Audit Report Follow Up- Presentation by Sarah Palafox- Christy White Inc.

Sarah Palafox gave a follow up presentation on the District Audit Report.

The following individual addressed the Board during the time for public comment: Mr. Potter

16.2 Bond Projects Updates – Presentation by Ray Green – Van Pelt Construction Services

Ray Green gave a presentation on Bond Projects.

The following individuals addressed the Board during the time for public comment: Mr. Strasser, Ms. Berry, Ms. Roberts, Ms. Holmes, Mr. Bushon.

**17. ACTION ITEMS**

17.1 Consideration of and Possible Action on Resolution # 559 Regarding Certificated Reduction in Force

Dr. Charbonneau commented on POUUSDs fiscal health. Ms. Hinton commented that the Board gave the superintendent direction to look into ways of reducing administration expenses. Ms. Franicevic moved to approve Resolution # 559 Certificated Reduction in Force, seconded by Ms. Smith, all aye.

The following individuals addressed the Board during the time for public comment: Mr. Potter, Mr. Bushon, Ms. Lemieux, Ms. Henry, Ms. Roberts, Mr. Strasser, Mr. Finnegan, Ms. Holmes, Ms. Wofford, Ms. Voight

Roll call vote: Ms. Franicevic- aye, Ms. Hinton- aye, Ms. Pryor- aye, Dr. Roehrick- aye, Ms. Smith- aye

17.2 Consideration of and Possible Action on Resolution # 560 Regarding Classified Reduction in Force

Ms. Smith moved to approve Resolution # 560 Classified Reduction in Force, seconded by Ms. Pryor, all aye.

The following individual addressed the Board during the time for public comment: Ms. McDonough

Roll call vote: Ms. Franicevic- aye, Ms. Hinton- aye, Ms. Pryor- aye, Dr. Roehrick- aye, Ms. Smith- aye

17.3 Approval of Nomination to the California School Boards Association Delegate Assembly

Dr. Roehrick moved to nominate Jeremy Brott to the California Boards Association Delegate Assembly, seconded by Ms. Franicevic, all aye.

There were no public comments.

Roll call vote: Ms. Franicevic- aye, Ms. Hinton – aye, Ms. Pryor- aye, Dr. Roehrick – aye, Ms. Smith – aye

17.4 Approval of Declaration of Need for Fully Qualified Educators

The Declaration of Needs for Fully Qualified Educators was approved as presented on the motion of Ms. Pryor, seconded by Ms. Smith, all aye.

There were no public comments.

Roll call vote: Ms. Franicevic- aye, Ms. Hinton – aye, Ms. Pryor- aye, Dr. Roehrick – aye, Ms. Smith – aye

**17.5 Approval of the Second Interim Financial Report and Accompany Budget Updates for the Piner-Olivet Union School District, Olivet Elementary Charter School, Schaefer Charter School, Piner-Olivet Charter School, and Northwest Prep Charter School**

Dr. Vang gave highlights of the Second Interim. The Second Interim Financial Report and Accompany Budget Update for the Piner-Olivet Union School District, Olivet Elementary Charter School, Schaefer Charter School, Piner-Olivet Charter School, and Northwest Prep Charter School was approved as presented on the motion of Ms. Pryor, seconded by Ms. Smith, all aye. The following individuals addressed the Board during the time for public comment: Mr. Potter, Mr. Finnigan, Ms. Brandenburg, Mr. Strasser, Ms. Henry, Ms. Holmes.

Roll call vote: Ms. Franicevic- aye, Ms. Hinton – aye, Ms. Pryor- aye, Dr. Roehrick – aye, Ms. Smith – aye

**17.6 Public Hearing Regarding the A-G Completion Improvement Grant Program for Northwest Prep Charter School**

Dr. Charbonneau and Mr. Napoleon gave highlights of the A-G Completion Improvement Grant Program for Northwest Prep Charter School.

Ms. Hinton opened the Public Hearing on the A-G Completion Improvement Grant Program for Northwest Prep Charter School. There were no comments from the public. Ms. Hinton Closed the Public Hearing.

**17.7 Approval of the June 22, 2022 Governing Board Special Meeting**

The June 22, 2022 Governing Board Special Meeting was approved on the motion of Ms. Franicevic, seconded by Ms. Pryor, all aye.

There were no comments from the public.

Roll call vote: Ms. Franicevic- aye, Ms. Hinton – aye, Ms. Pryor- aye, Dr. Roehrick – aye, Ms. Smith – aye

**17.8 Approval of the 2022-2023 School Year Calendar**

The 2022-2023 School Year Calendar was approved as presented on the motion of Ms. Pryor, seconded by Dr. Roehrick, all aye. The following individual addressed the Board during the time for public comment: Ms. McDonough

Roll call vote: Ms. Franicevic- aye, Ms. Hinton – aye, Ms. Pryor- aye, Dr. Roehrick – aye, Ms. Smith – aye

**18. CONSENT ITEMS**

The following consent items were approved on the motion of Ms. Pryor, seconded by Ms. Franicevic, all aye.

Roll call vote: Ms. Franicevic- aye, Ms. Hinton- aye, Ms. Pryor- aye, Dr. Roehrick- aye, Ms. Smith- aye

18.1 The minutes of regular Board Meeting of February 9, 2022,

18.2 The minutes of special Board Meeting of February 17, 2022,

18.3 The minutes of special Board Meeting of February 23, 2022,

18.3 The Personnel Action Report,

18.4 The vendor warrants,

18.5 The routine budget updates,

18.6 The contract between POUUSD & Sonoma County MTSS Consortium of Districts, and

18.7 The continue with AB 361 Virtual meetings, the public agency must reconsider the circumstances of the emergency every 30 days and determine that either the state of emergency continues to directly impact the ability of the members to meet safely in person; or, state or local officials continue to impose or recommend measures to promote social distancing. These findings must be made by majority vote. Gov. Code 54953 (e) (3).

**19. ROUND TABLE COMMENTS FROM THE GOVERNING BOARD**

Dr. Roehrick commented about email messages, how he and his fellow colleagues value our educators and support staff, the District's Budget, and a wish that we come together with a united voice aimed towards California for better funding for our schools.

**20. FUTURE AGENDA ITEMS**

20.1 The next regular board meeting – April 13, 2022

**21. PUBLIC COMMENT ON CLOSED SESSION AGENDA**

There was no Closed Session.

**22. RECESS TO CLOSED SESSION**

There was no Closed Session.

**23. RECONVENE TO PUBLIC MEETING**

There was no Closed Session.

**24. REPORT OF CLOSED SESSION ACTION NOT ON THE ACTION AGENDA**

There was no Closed Session.

**25. ADJOURNMENT**

The meeting adjourned at 8:48 p.m.

Respectfully submitted,

Dr. Steve Charbonneau  
Secretary to the Board

APPROVED:

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Janae Franicevic, Clerk of the Board

**Piner-Olivet Union School District****PERSONNEL ACTION REPORT**

TO: Board of Trustees

Meeting of: April 13, 2022

<b>Name</b>	<b>Assignment</b>	<b>Salary</b>	<b>Funding Source</b>	<b>Effective</b>	<b>Type of Appointment</b>	<b>Information Assignment</b>	<b>Recommendation</b>	<b>Cost of Budget</b>
Birhana Habtemariam	COVID-19 Liaison	Step 4	General ED	3/9/2022	Resignation	D.O.	Acknowledge	
Birhana Habtemariam	HR/Personnel Tech	Step 4	General ED	3/10/2022	Hire	D.O.	Acknowledge	
Abraham Kidane	Temp. Custodian	Step 1	General ED	6/30/2022	Released	D.O.	Acknowledge	
Tina Rasori	Director	Step 11	General ED	7/1/2022	Change in FTE	D.O.	Acknowledge	
Adam Napoleon	Principal	Step 9	General ED	7/1/2022	Change in FTE .80 to .60	NWP	Acknowledge	
Adam Napoleon	Reg. Ed. Teacher	Step 17	General ED	7/1/2022	Change in FTE .20 to .40	NWP	Acknowledge	



Checks Dated 03/01/2022 through 03/31/2022

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1884303	03/04/2022	Napoleon, Adam W	09-4340	Adobe Pro DC		179.88
1884304	03/04/2022	Dolce-Gaab, Michelle	01-5202	Servsafe manager course	107.00	
			07-5202	Servsafe manager course	72.00	179.00
1884305	03/04/2022	Amazon Capital Services, Inc.	01-4390	Food Service-ServSafe Manager Book		245.79
1884306	03/04/2022	AT&T Mobility	01-5900	Mobile phone for maint supervisor		93.02
1884307	03/04/2022	AT&T	01-5900	Calnet3 Billing-ATT		153.70
1884308	03/04/2022	Bill's Lock & Safe Service	01-4380	Master padlocks-Schaefer		214.61
1884309	03/04/2022	CDW Government Inc	01-4390	Headphones and laptop for Nicole Soto	97.65	
			01-4400	Headphones and laptop for Nicole Soto	1,337.52	1,435.17
1884310	03/04/2022	City Of Santa Rosa	01-5530	City Water Acct# 021026 2021 - 2022 JL/POCS	363.65	
			07-5530	City Water Acct# 021026 2021 - 2022 JL/POCS	242.44	606.09
1884311	03/04/2022	Clover Stornetta Farms Inc	13-4700	District wide milk 2021-2022		1,479.00
1884312	03/04/2022	Fagen Friedman & Fulfrost LLP	01-5823	Legal services		2,555.00
1884313	03/04/2022	Fishman Supply	09-4400	Vacuum Model M1 - NWP		2,282.83
1884314	03/04/2022	KYA Services LLC	21-6100	POUSD Varies Sites Marquee Signs	156,237.49	
			21-6150	POUSD Varies Sites Marquee Signs	8,223.02	164,460.51
1884315	03/04/2022	KYOCERA Document Solutions Northern California, Inc	04-5632	Printer maint- Olivet	2,081.97	
			05-5632	Printer maint.-DO/Sch	741.14	2,823.11
1884316	03/04/2022	Mead Clark	01-4380	Maint. supply Schaefer		170.99
1884317	03/04/2022	Office Depot	05-4310	Office Supply-Schaefer	54.35	
			05-4350	Office Supply-Schaefer	202.30	256.65
1884318	03/04/2022	Pacific Gas & Electric	01-5510	Acct# 0532988800-1 Olivet-NWP,VC,DO, SCH	492.39	
			01-5520	Acct# 0532988800-1 Olivet-NWP,VC,DO, SCH	364.33	
			04-5510	Acct# 0532988800-1 Olivet-NWP,VC,DO, SCH	1,081.96	
			04-5520	Acct# 0532988800-1 Olivet-NWP,VC,DO, SCH	3,123.02	
			05-5510	Acct# 0532988800-1 Olivet-NWP,VC,DO, SCH	2,384.01	
			05-5520	Acct# 0532988800-1 Olivet-NWP,VC,DO, SCH	1,075.38	
			09-5510	Acct# 0532988800-1 Olivet-NWP,VC,DO, SCH	265.13	
			09-5520	Acct# 0532988800-1 Olivet-NWP,VC,DO, SCH	25.29	8,811.51

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.

ESCAPE ONLINE

Checks Dated 03/01/2022 through 03/31/2022

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1884319	03/04/2022	Jan Radke	07-5830	Counseling serv.		3,850.00
1884320	03/04/2022	Recology Sonoma Marin	01-5560	Waste bin- NWP	296.96	
			09-5560	Waste bin- NWP	159.90	456.86
1884321	03/04/2022	Recology Sonoma Marin	01-5560	Waste bin- JL/POCs	486.65	
			07-5560	Waste bin- JL/POCs	324.44	811.09
1884322	03/04/2022	Recology Sonoma Marin	04-5560	Waste bin- Olivet		458.97
1884323	03/04/2022	Recology Sonoma Marin	01-5560	Waste bin- Schaefer	45.89	
			05-5560	Waste bin- Schaefer	413.08	458.97
1884324	03/04/2022	School Nurse Supply	05-4310	Nurse Supplies		299.11
1884325	03/04/2022	Shell Wex Bank	01-4362	Fuel for trucks 2021-2022	683.15	
			01-5890	Fuel for trucks 2021-2022	45.72	728.87
1884326	03/04/2022	Soliant Health, LLC	01-5830	LPN 1:1 BH		1,403.00
1884327	03/04/2022	Sonoma Co Office Of Education	01-5828	Security window envelopes		168.18
1884328	03/04/2022	SWRCB Accounting Office	01-5880	Water System Fees 07/01/21-06/30/22		2,015.50
1884329	03/04/2022	T-Mobile USA Inc.	01-4310	Mobile Hotspot		100.00
1884330	03/04/2022	The Equity Collaborative c/o Graig Meyer	01-5202	Prof. dev. and coaching	2,500.00	
			04-5202	Prof. dev. and coaching	1,250.00	
			05-5202	Prof. dev. and coaching	1,250.00	
			07-5202	Prof. dev. and coaching	1,250.00	
			09-5202	Prof. dev. and coaching	1,250.00	7,500.00
1884904	03/09/2022	Wiggins, Kristy J	01-5201	Mileage Reimb.		101.79
1884905	03/09/2022	Soto, Nicole	01-3402	Health Bene. Ortho		500.00
1884906	03/09/2022	Amazon Capital Services, Inc.	01-4390	PA's Storage		29.49
1884907	03/09/2022	Anova Center of Education	01-5810	SPED/NPS 2021-2022-SG		4,840.44
1884908	03/09/2022	Clover Stornetta Farms Inc	13-4700	District wide milk 2021-2022		142.20
1884909	03/09/2022	Community Playgrounds Inc.	01-5630	Playground - Playcraft Bouncer - Jack London		1,563.00
1884910	03/09/2022	Greenacre Homes Inc	01-5810	Feb Serv 2022-JG		4,331.53
1884911	03/09/2022	Hobart Sales and Service	01-5630	Oven Repair-Schaefer	3,711.18	
			07-5630	Oven Repair-Schaefer	2,474.12	6,185.30
1884912	03/09/2022	JD's Appliance Repair LLC	01-5630	Oven		85.00
1884913	03/09/2022	KYOCERA Document Solutions Northern California, Inc	01-4311	Risography supply-POCS/JL		104.64
1884914	03/09/2022	Patrick J Sweeney	01-5830	Board Governance Training		900.00
1884915	03/09/2022	Quadient Leasing USA, Inc Dept 3682	01-5950	Postage Meter Lease & Supplies		465.86
1884916	03/09/2022	Santa Rosa City Schools Business Services	13-4700	Meals for Nov 2021		58,491.00
1884917	03/09/2022	Santa Rosa Computers	01-4310	Supplies 2021 - 2022		16.38
1884918	03/09/2022	Soliant Health, LLC	01-5830	1:1 LPN BH		1,021.75
1884919	03/09/2022	Mark Collin/ Toolbox Project	01-5202	Toolbox Training	1,166.66	

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.

ESCAPE ONLINE

Checks Dated 03/01/2022 through 03/31/2022

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1884919	03/09/2022	Mark Collin/ Toolbox Project	04-4310	tool box supplies	200.86	
			04-5202	Toolbox Training	1,166.67	
			05-4310	Toolbox Materials 2021-2022	599.83	
			05-5202	Toolbox Training	1,166.67	4,300.69
1884920	03/09/2022	Van Pelt Construction Services	21-5830	Bond Program/Construction Management 21/22 & 22/23		16,791.00
1884921	03/09/2022	Ctr of Effective Philanthropy Youth Truth	01-5840	Youth Truth Survey 2021-22, 2022-23, 2023-24		1,350.00
1885610	03/11/2022	Habtemariam, Birhana A	01-5950	Certified mail 2021-2022		9.84
1885611	03/11/2022	Oertel, Jaimie L	01-4313	Red Folder 21/22-Lower Grade		300.00
1885612	03/11/2022	All City Management Servcs Inc	01-5880	Crossing guard 2021-2022	769.86	
			05-5880	Crossing guard 2021-2022	769.86	
			07-5880	Crossing guard 2021-2022	769.86	
			09-5880	Crossing guard 2021-2022	769.86	3,079.44
1885613	03/11/2022	Becoming Independent	01-5880	Document Shredding-DO		50.00
1885614	03/11/2022	Dept Of Justice Accounting Office	01-5860	Fingerprinting 2021 - 2022		32.00
1885615	03/11/2022	Hitmen Termite & Pest Control	01-5630	Weed control-Schaefer		1,062.75
1885616	03/11/2022	PresenceLearning, Inc.	01-5830	Amendment of Master Serv. Contract		22,512.40
1885617	03/11/2022	Specialized Ed. of Calif.Inc. dba Sierra School of So County	01-5810	SpED MC Feb 2022		4,381.10
1885618	03/11/2022	Weeks Drilling & Pump Co Inc	01-4380	Water system serv. Feb 2022 NWP	350.00	
			01-5630	Water system serv. Feb 2022 Olivet	350.00	700.00
1886188	03/16/2022	McDonough, Janet M	07-4311	Inquiry Design Model Book	35.79	
			07-5950	postage stamps	55.75	91.54
1886189	03/16/2022	Graham, Heather L	07-4310	Anit-bullying program	27.30	
				ELA curriculum	170.76	
			07-4390	Book Shelf	133.29	331.35
1886190	03/16/2022	Alpha Analytical Labs, Inc.	01-5830	Water well serv. Olivet		56.00
1886191	03/16/2022	AT&T	01-5900	Calnet3 Billing / AT&T		1,266.31
1886192	03/16/2022	Belkorp Ag, LLC	01-4380	Equipment repair	108.96	
			01-5630	Equipment repair	1,144.83	1,253.79
1886193	03/16/2022	H & M Landscaping Inc	01-4380	Blue sheild-Olivet	36.89	
				Blue sheild/snap pole-Olivet	35.81	72.70
1886194	03/16/2022	Hardware Tech Inc	09-4380	Maintenance supply-NWP		54.00
1886195	03/16/2022	Office Depot	01-4310	Laminating roll-JL		
				White boards-JL	327.73	
			01-4350	Chairs and mats-JL	721.67	
				Stand monitor-JL	58.43	1,107.83

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.

ESCAPE ONLINE

Checks Dated 03/01/2022 through 03/31/2022

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1886196	03/16/2022	Pacific Gas & Electric	01-5510	Acct # 8210388297-1 - Jack London/POCS	1,111.98	
			01-5520	Acct # 8210388297-1 - Jack London/POCS	28.80	
			07-5510	Acct # 8210388297-1 - Jack London/POCS	278.00	
			07-5520	Acct # 8210388297-1 - Jack London/POCS	7.19	1,425.97
1886197	03/16/2022	STLR Corporation dba Ryland School Consult.	01-5830	Professional LF/TRR		1,050.00
1886198	03/16/2022	Soliant Health, LLC	01-5830	1:1 LPN BH		1,784.25
1886199	03/16/2022	Ward's Natural Science	09-4310	Science Kits		999.37
1886908	03/18/2022	Vader, Danielle	01-5860	Livescan		84.00
1886909	03/18/2022	Alpha Analytical Labs, Inc.	01-5830	Water well service- Olivet		82.00
1886910	03/18/2022	Amazon Capital Services, Inc.	01-4390	Table Names		32.76
1886911	03/18/2022	Horizon	01-4380	Grounds supplies 2021/2022-JL	32.97	
				Grounds supplies 2021/2022-Olivet	65.91	98.88
1886912	03/18/2022	Kelly Moore Paint Co	01-4380	Graffiti Paint-JL/POCS	32.22	
				07-4380	Graffiti Paint-JL/POCS	32.22
1886913	03/18/2022	J.M. King Consulting, Inc. dba King Consulting	25-5830	Developer Fee Study Level 1		6,000.00
1886914	03/18/2022	KYOCERA Document Solutions Northern California, Inc	04-5632	Printer maint- Olivet		33.04
1886915	03/18/2022	Pacific Gas & Electric	07-5510	Acct # 8775983334-3 POCS	1,034.89	
				07-5520	Acct # 8775983334-3 POCS	8.51
1886916	03/18/2022	Piner-Olivet USD	01-9555	EDD QTR 1 Jan-Mar 2022		11,877.78
1886917	03/18/2022	Roberts Mechanical & Elect Inc	25-5630	motor replacement-NWP	1,690.04	
				25-6200	Server replacement-NWP	12,023.72
1886918	03/18/2022	Santa Rosa City Schools Business Services	13-4700	Feb Meal 2022	35,493.00	
				Jan Meal 2022	35,707.50	71,200.50
				01-5880	Crossguard Feb20-Mar05 2022	769.86
1887330	03/23/2022	All City Management Servcs Inc	05-5880	Crossguard Feb20-Mar05 2022	769.86	
			07-5880	Crossguard Feb20-Mar05 2022	769.86	
			09-5880	Crossguard Feb20-Mar05 2022	769.86	3,079.44
			01-5830	Well Water Testing - 2021-2022 NWP	83.20	
1887331	03/23/2022	Alpha Analytical Labs, Inc.	09-5830	Well Water Testing - 2021-2022 NWP	44.80	128.00
				01-5830	Well Water Testing - 2021-2022 NWP	44.80
1887332	03/23/2022	Amazon Capital Services, Inc.	09-4310	Bandage-NWP	298.80	
				credit/missing item-NWP	4.36-	294.44
1887333	03/23/2022	CDW Government Inc	01-4390	Headphones and webcam for Phet K.	177.48	
				01-4400	Laptop for Cathy Manno	1,534.76
1887334	03/23/2022	Esp & Alarm Inc	01-5880	Alarm monitoring Apr-Jun 2022		270.00
1887335	03/23/2022	Fishman Supply	04-4370	Custodial supplies-Olivet	266.92	
				05-4370	Custodial supplies-Sch	266.92
1887336	03/23/2022	Office Depot	01-4350	Chairmat-DO	182.31	

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ESCAPE ONLINE

Checks Dated 03/01/2022 through 03/31/2022

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1887336	03/23/2022	Office Depot	01-4350	credit	48.08-	
				Desk-HR office-DO	380.84	
				Diamond Sheet Prot-DO	12.01	
				Office supplies-DO	38.46	
				Poster, Service, CA, Billings-DO	639.05	1,204.59
1887337	03/23/2022	Santa Rosa Computers	01-4310	Supplies 2021 - 2022		4.36
1887338	03/23/2022	Soliant Health, LLC	01-5830	1:1 LPN-BH		1,174.25
1887964	03/25/2022	Habtemariam, Birhana A	01-5950	Postage for battery		28.65
1887965	03/25/2022	AAA NCNU CAR CARE PLUS, INC	01-4380	Truck repair	298.05	
			01-5630	Truck repair	332.05	630.10
1887966	03/25/2022	City Of Santa Rosa	01-5530	City Water Acct# 021026 2021 - 2022	389.39	
				JL/POCS		
			07-5530	City Water Acct# 021026 2021 - 2022	259.60	648.99
				JL/POCS		
1887967	03/25/2022	Fishman Supply	01-4370	maint supply-JL		336.32
1887968	03/25/2022	Miksik Services, Inc dba Rapid Rooter	01-5630	plumbing services-JL		175.00
1887969	03/25/2022	Office Depot	07-4311	Office supply-POCS		595.04
1887970	03/25/2022	Shell Wex Bank	01-4362	Gas for trucks	447.98	
			01-5890	Gas for trucks	29.98	477.96
1887971	03/25/2022	West County Transportation	01-5830	SpED 1 QTR & 2 QTR 2022		32,341.41
<b>Total Number of Checks</b>					<b>95</b>	<b>494,903.31</b>

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	71	123,483.00
04	Olivet Charter School	7	9,663.41
05	Schaefer Charter School	10	9,992.51
07	Piner Olivet Charter School	15	12,391.06
09	Charter School Fund	11	7,095.36
13	Cafeteria	4	131,312.70
21	Building Fund	2	181,251.51
25	Capital Facilities Fund	2	19,713.76

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ESCAPE ONLINE

Checks Dated 03/01/2022 through 03/31/2022

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
		Total Number of Checks	95		494,903.31	
		Less Unpaid Sales Tax Liability			.00	
		<b>Net (Check Amount)</b>			<b>494,903.31</b>	

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.

ESCAPE ONLINE

Effective 03/02/2022 through 03/29/2022

Fiscal Year 2022

Account	Description	From	To
JE # <b>BR22-00898</b> JE Trans Date 03/02/2022 JE Posted 03/02/2022 Comment F07-0000 BT for Coaching Stipend, per Admin			
07- 0000- 0- 1110- 1000- 4310- 000- YRBK	Instructional M,Instruction,Regular Educati,Yearbook	DR	1,500.00
07- 0000- 0- 1110- 1000- 2130- 000- XTRA	Xtra PA,Instruction,Regular Educati,Extra work	CR	1,129.00
07- 0000- 0- 1110- 1000- 3202- 000- XTRA	Benefits - Pers,Instruction,Regular Educati,Extra work	CR	259.00
07- 0000- 0- 1110- 1000- 3312- 000- XTRA	Benefits - Oasd,Instruction,Regular Educati,Extra work	CR	70.00
07- 0000- 0- 1110- 1000- 3332- 000- XTRA	Benefits - Medi,Instruction,Regular Educati,Extra work	CR	16.00
07- 0000- 0- 1110- 1000- 3502- 000- XTRA	Benefits - Sui,Instruction,Regular Educati,Extra work	CR	6.00
07- 0000- 0- 1110- 1000- 3602- 000- XTRA	Benefits - Wcom,Instruction,Regular Educati,Extra work	CR	20.00
		<b>1,500.00</b>	<b>1,500.00</b>

JE # <b>BR22-00899</b> JE Trans Date 03/02/2022 JE Posted 03/02/2022 Comment F01-3212 Budget Revision			
01- 3212- 0- 1230- 1000- 4310- 600- 0000	Instructional M,Instruction,Computer Instru,Not Required	CR	17.00
01- 3212- 0- 1110- 1000- 3101- 104- 0000	Benefits - Strs,Instruction,Regular Educati,Not Required	DR	17.00
		<b>17.00</b>	<b>17.00</b>

JE # <b>BR22-00900</b> JE Trans Date 03/03/2022 JE Posted 03/03/2022 Comment F05-3212 Budget Revision			
05- 3212- 0- 1110- 1000- 4310- 000- 0000	Instructional M,Instruction,Regular Educati,Not Required	DR	3,621.00
05- 3212- 0- 1110- 1000- 1130- 000- XTRA	Teachers' Sals,Instruction,Regular Educati,Extra work	CR	3,000.00
05- 3212- 0- 1110- 1000- 3101- 000- XTRA	Benefits - Strs,Instruction,Regular Educati,Extra work	CR	508.00
05- 3212- 0- 1110- 1000- 3331- 000- XTRA	Benefits - Medi,Instruction,Regular Educati,Extra work	CR	44.00
05- 3212- 0- 1110- 1000- 3501- 000- XTRA	Benefits - Sui,Instruction,Regular Educati,Extra work	CR	15.00
05- 3212- 0- 1110- 1000- 3601- 000- XTRA	Benefits - Wcom,Instruction,Regular Educati,Extra work	CR	54.00
		<b>3,621.00</b>	<b>3,621.00</b>

JE # <b>BR22-00901</b> JE Trans Date 03/04/2022 JE Posted 03/04/2022 Comment F01-9090 Budget Revision			
01- 9090- 0- 0000- 8110- 5630- 600- 0000	Repairs,Maintenance,Undistributed,Not Required	DR	100.00
01- 9090- 0- 0000- 8110- 4380- 104- 0000	Maintenance Sup,Maintenance,Undistributed,Not Required	CR	100.00
		<b>100.00</b>	<b>100.00</b>

JE # <b>BR22-00902</b> JE Trans Date 03/04/2022 JE Posted 03/04/2022 Comment F01-6500 Budget Revision			
01- 6500- 0- 5770- 1120- 5823- 600- 0000	Legal Costs,Spec Ed-resourc, Spec Ed - K-12, Not Required	DR	2,000.00
01- 6500- 0- 5770- 3120- 1230- 600- XTRA	Cert Pupil Supp,Psychological S,Spec Ed - K-12,Extra work	CR	1,658.00
01- 6500- 0- 5770- 3120- 3101- 600- XTRA	Benefits - Strs,Psychological S,Spec Ed - K-12,Extra work	CR	280.00
01- 6500- 0- 5770- 3120- 3331- 600- XTRA	Benefits - Medi,Psychological S,Spec Ed - K-12,Extra work	CR	24.00
01- 6500- 0- 5770- 3120- 3501- 600- XTRA	Benefits - Sui,Psychological S,Spec Ed - K-12,Extra work	CR	8.00
01- 6500- 0- 5770- 3120- 3601- 600- XTRA	Benefits - Wcom,Psychological S,Spec Ed - K-12,Extra work	CR	30.00

Selection Grouped by Org, Fiscal Year, JE# - Sorted by JE Item #, (Org = 43, JE Type = R, Starting Post Date = 3/1/2022, Ending Post Date = 3/31/2022, Unposted JEs? = N, End Bud Bal? = O, JE# Page Break? = N, Description? = A, Recap? = N)

ESCAPE ONLINE

Effective 03/02/2022 through 03/29/2022

Fiscal Year 2022

Account	Description	From	To
		<b>2,000.00</b>	<b>2,000.00</b>
<b>JE # BR22-00903</b> JE Trans Date 03/04/2022    JE Posted 03/04/2022    Comment F05-7425 Budget Revision			
05- 7425- 0- 1110- 1000- 4310- 600- 0000	Instructional M,Instruction,Regular Educati,Not Required	DR	900.00
05- 7425- 0- 1110- 1000- 5830- 000- 0000	Professional/co,Instruction,Regular Educati,Not Required	CR	900.00
		<b>900.00</b>	<b>900.00</b>
<b>JE # BR22-00904</b> JE Trans Date 03/07/2022    JE Posted 03/07/2022    Comment F09-0000 Budget Revision			
09- 0000- 0- 0000- 8210- 4370- 000- 0000	Custodial Suppl,Operations,Undistributed,Not Required	CR	2,100.00
09- 0000- 0- 1230- 1000- 5640- 000- 0000	Computer Repair,Instruction,Computer Instru,Not Required	DR	2,000.00
09- 0000- 0- 1110- 1000- 1149- 000- SUBS	Teacher Substit,Instruction,Regular Educati,Substitutes	DR	100.00
		<b>2,100.00</b>	<b>2,100.00</b>
<b>JE # BR22-00905</b> JE Trans Date 03/07/2022    JE Posted 03/07/2022    Comment F05-3010 Budget Revision - Clear Negatives			
05- 3010- 0- 1570- 1000- 2100- 000- 0000	Instructional A,Instruction,Reading,Not Required	CR	86.00
05- 3010- 0- 1570- 1000- 3332- 000- 0000	Benefits - Medi,Instruction,Reading,Not Required	CR	72.00
05- 3010- 0- 1570- 1000- 3452- 000- 0000	H & W Benefits/,Instruction,Reading,Not Required	CR	5.00
05- 3010- 0- 1570- 1000- 4310- 000- 0000	Instructional M,Instruction,Reading,Not Required	DR	163.00
		<b>163.00</b>	<b>163.00</b>
<b>JE # BR22-00906</b> JE Trans Date 03/07/2022    JE Posted 03/07/2022    Comment F04-3010 Budget Revision to Clear Negatives			
04- 3010- 0- 1570- 1000- 4340- 000- 0000	Computer Sftwar,Instruction,Reading,Not Required	DR	1.00
04- 3010- 0- 1570- 1000- 3332- 000- 0000	Benefits - Medi,Instruction,Reading,Not Required	CR	1.00
		<b>1.00</b>	<b>1.00</b>
<b>JE # BR22-00907</b> JE Trans Date 03/07/2022    JE Posted 03/07/2022    Comment F07-4127 Budget Revision to Clear Negatives			
07- 4127- 0- 1110- 1000- 2100- 000- 0000	Instructional A,Instruction,Regular Educati,Not Required	CR	1,098.00
07- 4127- 0- 1110- 1000- 3312- 000- 0000	Benefits - Oasd,Instruction,Regular Educati,Not Required	CR	70.00
07- 4127- 0- 1110- 1000- 3602- 000- 0000	Benefits - Wcom,Instruction,Regular Educati,Not Required	CR	19.00
07- 4127- 0- 1110- 1000- 3332- 000- 0000	Benefits - Medi,Instruction,Regular Educati,Not Required	CR	15.00
07- 4127- 0- 1110- 1000- 3502- 000- 0000	Benefits - Sui,Instruction,Regular Educati,Not Required	CR	6.00
07- 4127- 0- 1110- 1000- 3202- 000- 0000	Benefits - Pers,Instruction,Regular Educati,Not Required	CR	2.00
07- 4127- 0- 1110- 1000- 3442- 000- 0000	H & W Benefits/,Instruction,Regular Educati,Not Required	DR	1.00
07- 4127- 0- 1110- 1000- 3432- 000- 0000	H & W Benefits/,Instruction,Regular Educati,Not Required	DR	1.00
07- 4127- 0- 1110- 1000- 3422- 000- 0000	H & W Benefits/,Instruction,Regular Educati,Not Required	DR	21.00

Selection    Grouped by Org, Fiscal Year, JE# - Sorted by JE Item #, (Org = 43, JE Type = R, Starting Post Date = 3/1/2022, Ending Post Date = 3/31/2022, Unposted JEs? = N, End Bud Bal? = O, JE# Page Break? = N, Description? = A, Recap? = N)

ESCAPE    ONLINE



Effective 03/02/2022 through 03/29/2022

Fiscal Year 2022

Account	Description	From	To
<b>JE # BR22-00907</b> JE Trans Date 03/07/2022 JE Posted 03/07/2022 Comment F07-4127 Budget Revision to Clear Negatives			
(continued) 07- 4127- 0- 1110- 1000- 5830- 000- 0000	Professional/co,Instruction,Regular Educati,Not Required	DR	1,187.00
			<b>1,210.00</b>
			<b>1,210.00</b>
<b>JE # BR22-00908</b> JE Trans Date 03/07/2022 JE Posted 03/07/2022 Comment F01-3010 Budget Revision			
01- 3010- 0- 1570- 1000- 2100- 104- 0000	Instructional A,Instruction,Reading,Not Required	DR	3,959.00
01- 3010- 0- 1570- 1000- 3202- 104- 0000	Benefits - Pers,Instruction,Reading,Not Required	DR	907.00
01- 3010- 0- 1570- 1000- 3312- 104- 0000	Benefits - Oasd,Instruction,Reading,Not Required	DR	245.00
01- 3010- 0- 1570- 1000- 3332- 104- 0000	Benefits - Medi,Instruction,Reading,Not Required	DR	57.00
01- 3010- 0- 1570- 1000- 3432- 104- 0000	H & W Benefits/,Instruction,Reading,Not Required	DR	246.00
01- 3010- 0- 1570- 1000- 3442- 104- 0000	H & W Benefits/,Instruction,Reading,Not Required	DR	50.00
01- 3010- 0- 1570- 1000- 3452- 104- 0000	H & W Benefits/,Instruction,Reading,Not Required	DR	4.00
01- 3010- 0- 1570- 1000- 3502- 104- 0000	Benefits - Sui,Instruction,Reading,Not Required	DR	20.00
01- 3010- 0- 1570- 1000- 3602- 104- 0000	Benefits - Wcom,Instruction,Reading,Not Required	DR	71.00
01- 3010- 0- 1570- 1000- 4310- 104- 0000	Instructional M,Instruction,Reading,Not Required	CR	5,559.00
			<b>5,559.00</b>
			<b>5,559.00</b>
<b>JE # BR22-00909</b> JE Trans Date 03/07/2022 JE Posted 03/07/2022 Comment F04-3010 Budget Revision			
04- 3010- 0- 1570- 1000- 2100- 000- 0000	Instructional A,Instruction,Reading,Not Required	DR	1.00
04- 3010- 0- 1570- 1000- 3452- 000- 0000	H & W Benefits/,Instruction,Reading,Not Required	DR	29.00
04- 3010- 0- 1570- 1000- 3602- 000- 0000	Benefits - Wcom,Instruction,Reading,Not Required	DR	343.00
04- 3010- 0- 1570- 1000- 3502- 000- 0000	Benefits - Sui,Instruction,Reading,Not Required	DR	345.00
04- 3010- 0- 1570- 1000- 3442- 000- 0000	H & W Benefits/,Instruction,Reading,Not Required	DR	439.00
04- 3010- 0- 1570- 1000- 3432- 000- 0000	H & W Benefits/,Instruction,Reading,Not Required	DR	874.00
04- 3010- 0- 1570- 1000- 3312- 000- 0000	Benefits - Oasd,Instruction,Reading,Not Required	DR	1,003.00
04- 3010- 0- 1570- 1000- 3202- 000- 0000	Benefits - Pers,Instruction,Reading,Not Required	DR	2,993.00
04- 3010- 0- 1570- 1000- 3422- 000- 0000	H & W Benefits/,Instruction,Reading,Not Required	DR	3,850.00
04- 3010- 0- 1570- 1000- 4340- 000- 0000	Computer Sftwar,Instruction,Reading,Not Required	CR	9,877.00
			<b>9,877.00</b>
			<b>9,877.00</b>
<b>JE # BR22-00910</b> JE Trans Date 03/07/2022 JE Posted 03/07/2022 Comment F05-3010 Budget Revision			
05- 3010- 0- 1570- 1000- 3502- 000- 0000	Benefits - Sui,Instruction,Reading,Not Required	DR	3.00
05- 3010- 0- 1570- 1000- 3602- 000- 0000	Benefits - Wcom,Instruction,Reading,Not Required	DR	10.00
05- 3010- 0- 1570- 1000- 3312- 000- 0000	Benefits - Oasd,Instruction,Reading,Not Required	DR	106.00
05- 3010- 0- 1570- 1000- 3202- 000- 0000	Benefits - Pers,Instruction,Reading,Not Required	DR	424.00
05- 3010- 0- 1570- 1000- 4310- 000- 0000	Instructional M,Instruction,Reading,Not Required	CR	543.00

Selection Grouped by Org, Fiscal Year, JE# - Sorted by JE Item #, (Org = 43, JE Type = R, Starting Post Date = 3/1/2022, Ending Post Date = 3/31/2022, Unposted JEs? = N, End Bud Bal? = O, JE# Page Break? = N, Description? = A, Recap? = N)

ESCAPE ONLINE

Effective 03/02/2022 through 03/29/2022

Fiscal Year 2022

Account	Description	From	To
		<b>543.00</b>	<b>543.00</b>
<b>JE # BR22-00911</b> JE Trans Date 03/07/2022    JE Posted 03/07/2022    Comment F07-3010 Budget Revision			
07-3010-0-1110-1000-2100-000-0000	Instructional A,Instruction,Regular Educati,Not Required	DR	59.00
07-3010-0-1110-1000-3202-000-0000	Benefits - Pers,Instruction,Regular Educati,Not Required	DR	13.00
07-3010-0-1110-1000-3422-000-0000	H & W Benefits/,Instruction,Regular Educati,Not Required	DR	964.00
07-3010-0-1110-1000-3432-000-0000	H & W Benefits/,Instruction,Regular Educati,Not Required	DR	76.00
07-3010-0-1110-1000-3442-000-0000	H & W Benefits/,Instruction,Regular Educati,Not Required	DR	16.00
07-3010-0-1110-1000-3452-000-0000	H & W Benefits/,Instruction,Regular Educati,Not Required	DR	1.00
07-3010-0-1110-1000-3602-000-0000	Benefits - Wcom,Instruction,Regular Educati,Not Required	DR	1.00
07-3010-0-1110-1000-2100-000-0000	Instructional A,Instruction,Regular Educati,Not Required	CR	1,130.00
		<b>1,130.00</b>	<b>1,130.00</b>
<b>JE # BR22-00912</b> JE Trans Date 03/07/2022    JE Posted 03/07/2022    Comment F07-3010 Budget Revision			
07-3010-0-1110-1000-2100-000-0000	Instructional A,Instruction,Regular Educati,Not Required	DR	1,130.00
07-3010-0-1110-1000-4310-000-0000	Instructional M,Instruction,Regular Educati,Not Required	CR	1,130.00
		<b>1,130.00</b>	<b>1,130.00</b>
<b>JE # BR22-00913</b> JE Trans Date 03/09/2022    JE Posted 03/09/2022    Comment F05-4035 Increase PY Budget to Accurate Reflect Revenue			
05-4035-0-0000-0000-8290-000-PY00	All Other Feder,Nclb,title li,p	DR	3,543.00
		<b>Net increase to Appropriations</b>	<b>.00</b>
		<b>3,543.00</b>	<b>3,543.00</b>
<b>JE # BR22-00914</b> JE Trans Date 03/09/2022    JE Posted 03/09/2022    Comment F07-4035 Increase PY Revenue			
07-4035-0-0000-0000-8290-000-PY00	All Other Feder,Nclb,title li,p	DR	1,205.00
		<b>Net increase to Appropriations</b>	<b>.00</b>
		<b>1,205.00</b>	<b>1,205.00</b>
<b>JE # BR22-00915</b> JE Trans Date 03/15/2022    JE Posted 03/15/2022    Comment F25-9010 Budget Increase			
25-9010-0-0000-8500-6200-209-0000	Bldgs & Improve,Facilities Acqu,Undistributed,Not Required	CR	1,652.00
		<b>Net increase to Appropriations</b>	<b>.00</b>
		<b>1,652.00</b>	<b>1,652.00</b>
<b>JE # BR22-00916</b> JE Trans Date 03/15/2022    JE Posted 03/15/2022    Comment F05-3210 Budget Revision			
05-3210-0-1110-1000-1130-000-XTRA	Teachers' Sals,Instruction,Regular Educati,Extra work	CR	50.00
05-3210-0-1110-1000-3101-000-XTRA	Benefits - Strs,Instruction,Regular Educati,Extra work	CR	8.00
05-3210-0-1110-3140-4390-000-0000	Other Supplies,Health Services,Regular Educati,Not Required	CR	3.00
Selection    Grouped by Org, Fiscal Year, JE# - Sorted by JE Item #, (Org = 43, JE Type = R, Starting Post Date = 3/1/2022, Ending Post Date = 3/31/2022, Unposted JEs? = N, End Bud Bal? = O, JE# Page Break? = N, Description? = A, Recap? = N)			

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Account	Description	From	To
(continued) JE # <b>BR22-00916</b> JE Trans Date 03/15/2022 JE Posted 03/15/2022 Comment F05-3210 Budget Revision			
05-3210-0-1110-1000-3601-000-XTRA	Benefits - Wcom,Instruction,Regular Educati,Extra work		1.00
05-3210-0-1110-1000-3331-000-XTRA	Benefits - Medi,Instruction,Regular Educati,Extra work		1.00
05-3210-0-1110-1000-3501-000-XTRA	Benefits - Sui,Instruction,Regular Educati,Extra work		1.00
05-3210-0-0000-8110-4380-000-0000	Maintenance Sup,Maintenance,Undistributed,Not Required	64.00	
		<b>64.00</b>	<b>64.00</b>

Account	Description	From	To
JE # <b>BR22-00917</b> JE Trans Date 03/15/2022 JE Posted 03/15/2022 Comment F05-3210 Budget Revision			
05-3210-0-1110-1000-3101-000-SUBS	Benefits - Strs,Instruction,Regular Educati,Substitutes	140.00	
05-3210-0-0000-8110-4380-000-0000	Maintenance Sup,Maintenance,Undistributed,Not Required		140.00
		<b>140.00</b>	<b>140.00</b>

Account	Description	From	To
JE # <b>BR22-00918</b> JE Trans Date 03/15/2022 JE Posted 03/15/2022 Comment F07-3210 Budget Revision			
07-3210-0-1110-1000-1130-000-XTRA	Teachers' Sals,Instruction,Regular Educati,Extra work		1,373.00
07-3210-0-1110-1000-3101-000-XTRA	Benefits - Strs,Instruction,Regular Educati,Extra work		53.00
07-3210-0-1110-1000-3601-000-XTRA	Benefits - Wcom,Instruction,Regular Educati,Extra work		25.00
07-3210-0-1110-1000-3331-000-XTRA	Benefits - Medi,Instruction,Regular Educati,Extra work		20.00
07-3210-0-1110-1000-3501-000-XTRA	Benefits - Sui,Instruction,Regular Educati,Extra work		7.00
07-3210-0-1110-1000-4311-000-0000	Standard Suppli,Instruction,Regular Educati,Not Required	1,478.00	
		<b>1,478.00</b>	<b>1,478.00</b>

Account	Description	From	To
JE # <b>BR22-00919</b> JE Trans Date 03/16/2022 JE Posted 03/16/2022 Comment F01-6500 Budget Revision			
01-6500-0-5770-1120-3451-600-0000	H & W Benefits/,Spec Ed-resourc, Spec Ed - K-12, Not Require	1.00	
01-6500-0-5770-3120-3431-600-0000	H & W Benefits/,Psychological S, Spec Ed - K-12, Not Require	1.00	
01-6500-0-5770-1110-3312-600-0000	Benefits - Oasd,Spec Ed-separat, Spec Ed - K-12, Not Require	2.00	
01-6500-0-5770-1120-3441-600-0000	H & W Benefits/,Spec Ed-resourc, Spec Ed - K-12, Not Require	10.00	
01-6500-0-5770-1110-3441-600-0000	H & W Benefits/,Spec Ed-separat, Spec Ed - K-12, Not Require	10.00	
01-6500-0-5750-1135-3442-600-0000	H & W Benefits/,Spec Ed-full In, Spec Ed - K-12, Not Require	11.00	
01-6500-0-5770-3150-3442-600-0000	H & W Benefits/,Speech Patholog, Spec Ed - K-12, Not Require	11.00	
01-6500-0-5770-3120-4310-600-0000	Instructional M,Psychological S, Spec Ed - K-12, Not Require	11.00	
01-6500-0-5770-3150-3602-600-0000	Benefits - Wcom,Speech Patholog, Spec Ed - K-12, Not Require	54.00	
01-6500-0-5770-1110-3431-600-0000	H & W Benefits/,Spec Ed-separat, Spec Ed - K-12, Not Require	68.00	
01-6500-0-5770-1120-3431-600-0000	H & W Benefits/,Spec Ed-resourc, Spec Ed - K-12, Not Require	68.00	
01-6500-0-5750-1135-3602-600-0000	Benefits - Wcom,Spec Ed-full In, Spec Ed - K-12, Not Require	73.00	
01-6500-0-5750-1135-4310-600-0000	Instructional M,Spec Ed-full In, Spec Ed - K-12, Not Require	100.00	
01-6500-0-5770-3150-3502-600-0000	Benefits - Sui,Speech Patholog, Spec Ed - K-12, Not Required	141.00	
01-6500-0-5750-1135-3502-600-0000	Benefits - Sui,Spec Ed-full In, Spec Ed - K-12, Not Required	190.00	

Selection Grouped by Org, Fiscal Year, JE# - Sorted by JE Item #, (Org = 43, JE Type = R, Starting Post Date = 3/1/2022, Ending Post Date = 3/31/2022, Unposted JEs? = N, End Bud Bal? = O, JE# Page Break? = N, Description? = A, Recap? = N)

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Account	Description	From	To
(continued) JE # <b>BR22-00919</b> JE Trans Date 03/16/2022 JE Posted 03/16/2022 Comment F01-6500 Budget Revision			
01- 6500- 0- 5770- 1120- 5823- 600- 0000	Legal Costs,Spec Ed-resourc, Spec Ed - K-12, Not Required	DR	3,000.00
01- 6500- 0- 5770- 1180- 5810- 600- 0000	Non-public Scho,Spec Ed-nonpubl, Spec Ed - K-12, Not Require	CR	3,751.00
		<b>3,751.00</b>	<b>3,751.00</b>

Account	Description	From	To
JE # <b>BR22-00920</b> JE Trans Date 03/17/2022 JE Posted 03/17/2022 Comment F09-7425 Budget Revision			
09- 7425- 0- 1110- 1000- 1140- 000- SUBS	Teacher Substit,Instruction,Regular Educati,Substitutes	CR	829.00
09- 7425- 0- 1110- 1000- 3101- 000- SUBS	Benefits - Strs,Instruction,Regular Educati,Substitutes	CR	140.00
09- 7425- 0- 1110- 1000- 3331- 000- SUBS	Benefits - Medi,Instruction,Regular Educati,Substitutes	CR	12.00
09- 7425- 0- 1110- 1000- 3501- 000- SUBS	Benefits - Sui,Instruction,Regular Educati,Substitutes	CR	4.00
09- 7425- 0- 1110- 1000- 3601- 000- SUBS	Benefits - Wcom,Instruction,Regular Educati,Substitutes	CR	15.00
09- 7425- 0- 1110- 1000- 4310- 600- 0000	Instructional M,Instruction,Regular Educati,Not Required	DR	1,000.00
		<b>1,000.00</b>	<b>1,000.00</b>

Account	Description	From	To
JE # <b>BR22-00921</b> JE Trans Date 03/23/2022 JE Posted 03/23/2022 Comment Revised Crossing Guard Agreement - 4 sites			
01- 0000- 0- 0000- 8310- 5880- 104- 0000	Other Administr,Crossing Guards,Undistributed,Not Required	CR	3,187.00
07- 0000- 0- 0000- 8310- 5880- 000- 0000	Other Administr,Crossing Guards,Undistributed,Not Required	CR	3,187.00
05- 0000- 0- 0000- 8310- 5880- 000- 0000	Other Administr,Crossing Guards,Undistributed,Not Required	CR	3,187.00
09- 0000- 0- 0000- 8310- 5880- 000- 0000	Other Administr,Crossing Guards,Undistributed,Not Required	CR	3,187.00
	<b>Net increase to Appropriations</b>	<b>.00</b>	<b>12,748.00</b>

Account	Description	From	To
JE # <b>BR22-00922</b> JE Trans Date 03/24/2022 JE Posted 03/24/2022 Comment F09-0000 Budget Revision			
09- 0000- 0- 0000- 8110- 4380- 000- 0000	Maintenance Sup,Maintenance,Undistributed,Not Required	CR	10.00
	<b>Net increase to Appropriations</b>	<b>.00</b>	<b>10.00</b>

Account	Description	From	To
JE # <b>BR22-00923</b> JE Trans Date 03/24/2022 JE Posted 03/24/2022 Comment F01-0000 Budget Revision			
01- 0000- 0- 0000- 8210- 2200- 600- 0000	Classified Supp,Operations,Undistributed,Not Required	CR	2,852.00
	<b>Net increase to Appropriations</b>	<b>.00</b>	<b>2,852.00</b>

Account	Description	From	To
JE # <b>BR22-00924</b> JE Trans Date 03/28/2022 JE Posted 03/28/2022 Comment F01-6500 Psych Contract			
01- 6500- 0- 5770- 3120- 1230- 600- XTRA	Cert Pupil Supp,Psychological S,Spec Ed - K-12,Extra work	DR	933.00
01- 6500- 0- 5770- 3120- 3101- 600- XTRA	Benefits - Strs,Psychological S,Spec Ed - K-12,Extra work	DR	157.00
01- 6500- 0- 5770- 3120- 3331- 600- XTRA	Benefits - Medi,Psychological S,Spec Ed - K-12,Extra work	DR	13.00
01- 6500- 0- 5770- 3120- 3501- 600- XTRA	Benefits - Sui,Psychological S,Spec Ed - K-12,Extra work	DR	4.00
01- 6500- 0- 5770- 3120- 3601- 600- XTRA	Benefits - Wcom,Psychological S,Spec Ed - K-12,Extra work	DR	17.00

Selection Grouped by Org, Fiscal Year, JE# - Sorted by JE Item #, (Org = 43, JE Type = R, Starting Post Date = 3/1/2022, Ending Post Date = 3/31/2022, Unposted JEs? = N, End Bud Bal? = O, JE# Page Break? = N, Description? = A, Recap? = N)

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Account	Description	From	To
(continued) JE # <b>BR22-00924</b> JE Trans Date 03/28/2022 JE Posted 03/28/2022 Comment F01-6500 Psych Contract			
01- 6500- 0- 5770- 3120- 4310- 600- 0000	Instructional M,Psychological S, Spec Ed - K-12, Not Require	DR	4.00
01- 6500- 0- 5770- 3120- 3431- 600- 0000	H & W Benefits/,Psychological S, Spec Ed - K-12, Not Require	CR	2.00
01- 6500- 0- 5770- 3120- 5830- 600- 0000	Professional/co,Psychological S, Spec Ed - K-12, Not Require	CR	1,126.00
		<b>1,128.00</b>	<b>1,128.00</b>

Account	Description	From	To
JE # <b>BR22-00925</b> JE Trans Date 03/28/2022 JE Posted 03/28/2022 Comment F01-6500 Increase Budget			
01- 6500- 0- 5770- 3150- 5830- 600- 0000	Professional/co,Speech Patholog, Spec Ed - K-12, Not Require	CR	5,398.00
01- 6500- 0- 5770- 1110- 3421- 600- 0000	H & W Benefits/,Spec Ed-separat, Spec Ed - K-12, Not Require	CR	81.00
01- 6500- 0- 5770- 1110- 3431- 600- 0000	H & W Benefits/,Spec Ed-separat, Spec Ed - K-12, Not Require	CR	71.00
01- 6500- 0- 5770- 1110- 3441- 600- 0000	H & W Benefits/,Spec Ed-separat, Spec Ed - K-12, Not Require	CR	11.00
01- 6500- 0- 5770- 1120- 3431- 600- 0000	H & W Benefits/,Spec Ed-resourc, Spec Ed - K-12, Not Require	CR	3.00
01- 6500- 0- 5770- 1110- 3442- 600- 0000	H & W Benefits/,Spec Ed-separat, Spec Ed - K-12, Not Require	CR	2.00
01- 6500- 0- 5770- 1120- 3442- 600- 0000	H & W Benefits/,Spec Ed-resourc, Spec Ed - K-12, Not Require	CR	2.00
01- 6500- 0- 5750- 1135- 3442- 600- 0000	H & W Benefits/,Spec Ed-full In, Spec Ed - K-12, Not Require	CR	2.00
01- 6500- 0- 5770- 3150- 3442- 600- 0000	H & W Benefits/,Speech Patholog, Spec Ed - K-12, Not Require	CR	2.00
01- 6500- 0- 5770- 3120- 3431- 600- 0000	H & W Benefits/,Psychological S, Spec Ed - K-12, Not Require	CR	1.00
01- 6500- 0- 5770- 1110- 3312- 600- 0000	Benefits - Oasd,Spec Ed-separat, Spec Ed - K-12, Not Require	CR	1.00
01- 6500- 0- 5770- 1120- 3441- 600- 0000	H & W Benefits/,Spec Ed-resourc, Spec Ed - K-12, Not Require	CR	1.00
01- 6500- 0- 5770- 3120- 3441- 600- 0000	H & W Benefits/,Psychological S, Spec Ed - K-12, Not Require	CR	1.00
01- 6500- 0- 5770- 3120- 5830- 600- 0000	Professional/co,Psychological S, Spec Ed - K-12, Not Require	CR	12,000.00
	<b>Net increase to Appropriations</b>	<b>.00</b>	<b>17,576.00</b>

Account	Description	From	To
JE # <b>BR22-00926</b> JE Trans Date 03/28/2022 JE Posted 03/28/2022 Comment F01-8150 Budget Revision			
01- 8150- 0- 0000- 8110- 5630- 104- 0000	Repairs,Maintenance,Undistributed,Not Required	DR	2,000.00
01- 8150- 0- 0000- 8110- 4380- 102- 0000	Maintenance Sup,Maintenance,Undistributed,Not Required	CR	2,000.00
		<b>2,000.00</b>	<b>2,000.00</b>

Account	Description	From	To
JE # <b>BR22-00927</b> JE Trans Date 03/28/2022 JE Posted 03/28/2022 Comment F01-8150 Budget Revision			
01- 8150- 0- 0000- 8110- 5630- 104- 0000	Repairs,Maintenance,Undistributed,Not Required	DR	2,000.00
01- 8150- 0- 0000- 8110- 4380- 103- 0000	Maintenance Sup,Maintenance,Undistributed,Not Required	CR	2,000.00
		<b>2,000.00</b>	<b>2,000.00</b>

Account	Description	From	To
JE # <b>BR22-00928</b> JE Trans Date 03/28/2022 JE Posted 03/28/2022 Comment F09-0000 Increase Budget to Cover Negatives			
09- 0000- 0- 1110- 1000- 1130- 000- CELT	Teachers' Sals,Instruction,Regular Educati,Celdt Testing	CR	1,500.00
09- 0000- 0- 1110- 1000- 1130- 000- XTRA	Teachers' Sals,Instruction,Regular Educati,Extra work	CR	900.00

Selection Grouped by Org, Fiscal Year, JE# - Sorted by JE Item #, (Org = 43, JE Type = R, Starting Post Date = 3/1/2022, Ending Post Date = 3/31/2022, Unposted JEs? = N, End Bud Bal? = O, JE# Page Break? = N, Description? = A, Recap? = N)

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Account	Description	From	To
(continued) JE # <b>BR22-00928</b> JE Trans Date 03/28/2022 JE Posted 03/28/2022 Comment F09-0000 Increase Budget to Cover Negatives			
09-0000-0-0000-8110-5630-000-0000	Repairs,Maintenance,Undistributed,Not Required	CR	529.00
09-0000-0-1110-1000-3421-000-0000	H & W Benefits/,Instruction,Regular Educati,Not Required	CR	167.00
09-0000-0-1110-1000-3101-000-XTRA	Benefits - Strs,Instruction,Regular Educati,Extra work	CR	152.00
09-0000-0-0000-8110-5830-000-0000	Professional/co,Maintenance,Undistributed,Not Required	CR	120.00
09-0000-0-1110-1000-3421-000-SG01	H & W Benefits/,Instruction,Regular Educati,Supp Grnt-G1	CR	50.00
09-0000-0-3300-1000-3421-600-0000	H & W Benefits/,Instruction,Independent Stu,Not Required	CR	50.00
09-0000-0-1110-1000-3601-000-CELT	Benefits - Wcom,Instruction,Regular Educati,Celdt Testing	CR	21.00
09-0000-0-1110-1000-3331-000-CELT	Benefits - Medi,Instruction,Regular Educati,Celdt Testing	CR	18.00
09-0000-0-1110-1000-3601-000-XTRA	Benefits - Wcom,Instruction,Regular Educati,Extra work	CR	16.00
09-0000-0-1110-1000-3331-000-XTRA	Benefits - Medi,Instruction,Regular Educati,Extra work	CR	12.00
09-0000-0-1110-1000-3431-000-0000	H & W Benefits/,Instruction,Regular Educati,Not Required	CR	9.00
09-0000-0-1110-1000-3311-000-SUBS	Benefits - Oasd,Instruction,Regular Educati,Substitutes	CR	9.00
09-0000-0-3300-1000-3431-600-0000	H & W Benefits/,Instruction,Independent Stu,Not Required	CR	6.00
09-0000-0-1110-1000-3501-000-XTRA	Benefits - Sui,Instruction,Regular Educati,Extra work	CR	5.00
09-0000-0-1110-1000-3501-000-CELT	Benefits - Sui,Instruction,Regular Educati,Celdt Testing	CR	4.00
09-0000-0-1110-1000-3441-000-0000	H & W Benefits/,Instruction,Regular Educati,Not Required	CR	2.00
09-0000-0-3300-1000-3441-600-0000	H & W Benefits/,Instruction,Independent Stu,Not Required	CR	2.00
09-0000-0-1110-3110-3421-000-SG01	H & W Benefits/,Guidance & Coun,Regular Educati,Supp Grnt-G1	CR	2.00
09-0000-0-0000-8210-5800-000-0000	Other Svcs & Op,Operations,Undistributed,Not Required	CR	5,000.00
<b>Net increase to Appropriations</b>			<b>.00</b>
			<b>8,574.00</b>

JE # <b>BR22-00929</b> JE Trans Date 03/28/2022 JE Posted 03/28/2022 Comment F01-0000 Increase Budget to Cover Negatives			
01-0000-0-1110-1000-1130-600-CELT	Teachers' Sals,Instruction,Regular Educati,Celdt Testing	CR	4,250.00
01-0000-0-1110-1000-1130-104-CELT	Teachers' Sals,Instruction,Regular Educati,Celdt Testing	CR	1,653.00
01-0000-0-0000-8210-2240-104-0000	Class Pupl Supp,Operations,Undistributed,Not Required	CR	587.00
01-0000-0-0000-7200-3402-600-0000	H & W Benefits,Other General A,Undistributed,Not Required	CR	500.00
01-0000-0-0000-7200-3432-600-0000	H & W Benefits/,Other General A,Undistributed,Not Required	CR	350.00
01-0000-0-4760-1000-2100-600-SG04	Instructional A,Instruction,Bilingual,Supp Grnt-4	CR	299.00
01-0000-0-0000-7200-3202-600-0000	Benefits - Pers,Other General A,Undistributed,Not Required	CR	272.00
01-0000-0-0000-7100-5800-000-FEES	Other Svcs & Op,Board & Superin,Undistributed,FEES	CR	200.00
01-0000-0-0000-7200-5201-600-0000	Mileage Reimbur,Other General A,Undistributed,Not Required	CR	102.00
01-0000-0-1110-1000-3311-104-SUBS	Benefits - Oasd,Instruction,Regular Educati,Substitutes	CR	96.00
01-0000-0-0000-8210-2230-600-XTRA	Xtra,Operations,Undistributed,Extra work	CR	77.00
01-0000-0-1230-1000-3421-600-SGPD	H & W Benefits/,Instruction,Computer Instru,Supp Grnt PD	CR	77.00
01-0000-0-0000-7200-3312-600-0000	Benefits - Oasd,Other General A,Undistributed,Not Required	CR	72.00
01-0000-0-4760-1000-3422-600-SG04	H & W Benefits/,Instruction,Bilingual,Supp Grnt-4	CR	71.00
01-0000-0-4760-1000-3202-600-SG04	Benefits - Pers,Instruction,Bilingual,Supp Grnt-4	CR	68.00

Selection Grouped by Org, Fiscal Year, JE# - Sorted by JE Item #, (Org = 43, JE Type = R, Starting Post Date = 3/1/2022, Ending Post Date = 3/31/2022, Unposted JEs? = N, End Bud Bal? = O, JE# Page Break? = N, Description? = A, Recap? = N)

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Account	Description	From	To
(continued) JE # <b>BR22-00929</b> JE Trans Date 03/28/2022 JE Posted 03/28/2022 Comment F01-0000 Increase Budget to Cover Negatives			
01-0000-0-0000-8210-3312-104-0000	Benefits - Oasd,Operations,Undistributed,Not Required	CR	37.00
01-0000-0-1110-1000-3601-104-SUBS	Benefits - Wcom,Instruction,Regular Educati,Substitutes	CR	33.00
01-0000-0-1110-1000-3311-668-0000	Benefits - Oasd,Instruction,Regular Educati,Not Required	CR	30.00
01-0000-0-1110-1000-3331-104-SUBS	Benefits - Medi,Instruction,Regular Educati,Substitutes	CR	27.00
01-0000-0-0000-7200-3602-600-0000	Benefits - Wcom,Other General A,Undistributed,Not Required	CR	22.00
01-0000-0-4760-1000-3312-600-SG04	Benefits - Oasd,Instruction,Bilingual,Supp Grnt-4	CR	19.00
01-0000-0-0000-7200-3332-600-0000	Benefits - Medi,Other General A,Undistributed,Not Required	CR	17.00
01-0000-0-0000-8210-3602-104-0000	Benefits - Wcom,Operations,Undistributed,Not Required	CR	11.00
01-0000-0-0000-8210-3332-104-0000	Benefits - Medi,Operations,Undistributed,Not Required	CR	9.00
01-0000-0-4760-1000-3602-600-SG04	Benefits - Wcom,Instruction,Bilingual,Supp Grnt-4	CR	5.00
01-0000-0-0000-7200-3502-600-0000	Benefits - Sui,Other General A,Undistributed,Not Required	CR	5.00
01-0000-0-0000-8210-3312-600-XTRA	Benefits - Oasd,Operations,Undistributed,Extra work	CR	5.00
01-0000-0-4760-1000-3332-600-SG04	Benefits - Medi,Instruction,Bilingual,Supp Grnt-4	CR	4.00
01-0000-0-1230-1000-3431-600-SGPD	H & W Benefits/,Instruction,Computer Instru,Supp Grnt PD	CR	3.00
01-0000-0-0000-8210-3502-104-0000	Benefits - Sui,Operations,Undistributed,Not Required	CR	2.00
01-0000-0-0000-8210-3602-600-XTRA	Benefits - Wcom,Operations,Undistributed,Extra work	CR	2.00
01-0000-0-0000-8210-3332-600-XTRA	Benefits - Medi,Operations,Undistributed,Extra work	CR	2.00
01-0000-0-0000-8210-3502-600-XTRA	Benefits - Sui,Operations,Undistributed,Extra work	CR	1.00
01-0000-0-4760-1000-3502-600-SG04	Benefits - Sui,Instruction,Bilingual,Supp Grnt-4	CR	1.00
01-0000-0-1230-1000-3441-600-SGPD	H & W Benefits/,Instruction,Computer Instru,Supp Grnt PD	CR	1.00
01-0000-0-1110-1000-4310-104-0000	Instructional M,Instruction,Regular Educati,Not Required	CR	2,000.00
<b>Net increase to Appropriations</b>			<b>10,910.00</b>

Account	Description	From	To
JE # <b>BR22-00930</b> JE Trans Date 03/29/2022 JE Posted 03/29/2022 Comment F05-3010 Budget Rev to Clear Negatives			
05-3010-0-1570-1000-2100-000-0000	Instructional A,Instruction,Reading,Not Required	CR	473.00
05-3010-0-1570-1000-3202-000-0000	Benefits - Pers,Instruction,Reading,Not Required	CR	82.00
05-3010-0-1570-1000-3312-000-0000	Benefits - Oasd,Instruction,Reading,Not Required	CR	29.00
05-3010-0-1570-1000-3602-000-0000	Benefits - Wcom,Instruction,Reading,Not Required	CR	8.00
05-3010-0-1570-1000-3332-000-0000	Benefits - Medi,Instruction,Reading,Not Required	CR	7.00
05-3010-0-1570-1000-3502-000-0000	Benefits - Sui,Instruction,Reading,Not Required	CR	3.00
05-3010-0-1570-1000-3452-000-0000	H & W Benefits/,Instruction,Reading,Not Required	CR	1.00
05-3010-0-1570-1000-4310-000-0000	Instructional M,Instruction,Reading,Not Required	DR	603.00
<b>603.00</b>			<b>603.00</b>

Account	Description	From	To
JE # <b>BR22-00931</b> JE Trans Date 03/29/2022 JE Posted 03/29/2022 Comment F04-3010 Budget Revision to Clear Negatives			
04-3010-0-1570-1000-3442-000-0000	H & W Benefits/,Instruction,Reading,Not Required	CR	2.00

Selection Grouped by Org, Fiscal Year, JE# - Sorted by JE Item #, (Org = 43, JE Type = R, Starting Post Date = 3/1/2022, Ending Post Date = 3/31/2022, Unposted JEs? = N, End Bud Bal? = O, JE# Page Break? = N, Description? = A, Recap? = N)

ESCAPE ONLINE

Effective 03/02/2022 through 03/29/2022

Fiscal Year 2022

Account	Description	From	To
<b>JE # BR22-00931</b> JE Trans Date 03/29/2022 JE Posted 03/29/2022 Comment F04-3010 Budget Revision to Clear Negatives			
(continued) 04-3010-0-1570-1000-4340-000-0000	Computer Sftwar,Instruction,Reading,Not Required	DR	2.00
			<u>2.00</u>
			<u>2.00</u>
<b>JE # BR22-00932</b> JE Trans Date 03/29/2022 JE Posted 03/29/2022 Comment F01-3010 Budget Revision to Clear Negatives			
01-3010-0-1570-1000-3442-104-0000	H & W Benefits,Instruction,Reading,Not Required	CR	2.00
01-3010-0-1570-1000-2100-104-0000	Instructional A,Instruction,Reading,Not Required	DR	2.00
			<u>2.00</u>
			<u>2.00</u>
<b>JE # BR22-00933</b> JE Trans Date 03/29/2022 JE Posted 03/29/2022 Comment F09-3010 FY20/21 Budget Reduction			
09-3010-0-1110-1000-4310-000-0000	Instructional M,Instruction,Regular Educati,Not Required	DR	937.00
09-3010-0-0000-0000-8290-000-PY00	All Other Feder,Title I Basic G	CR	937.00
			<u>1,874.00</u>
			<u>.00</u>
<b>JE # BR22-00934</b> JE Trans Date 03/29/2022 JE Posted 03/29/2022 Comment F05-3010 FY20/21 Budget Reduction			
05-3010-0-1570-1000-4310-000-0000	Instructional M,Instruction,Reading,Not Required	DR	3,862.00
05-3010-0-0000-0000-8290-000-PY00	All Other Feder,Title I Basic G	CR	3,862.00
			<u>7,724.00</u>
			<u>.00</u>
<b>JE # BR22-00935</b> JE Trans Date 03/29/2022 JE Posted 03/29/2022 Comment F04-3010 FY20/21 Budget Reduction			
04-3010-0-1570-1000-4340-000-0000	Computer Sftwar,Instruction,Reading,Not Required	DR	2,514.00
04-3010-0-0000-0000-8290-000-PY00	All Other Feder,Title I Basic G	CR	2,514.00
			<u>5,028.00</u>
			<u>.00</u>
<b>JE # BR22-00936</b> JE Trans Date 03/29/2022 JE Posted 03/29/2022 Comment F07-3010 FY20/21 Correction			
07-3010-0-1110-1000-4310-000-0000	Instructional M,Instruction,Regular Educati,Not Required	CR	2,795.00
07-3010-0-0000-0000-8290-000-PY00	All Other Feder,Title I Basic G	DR	4,430.00
07-3010-0-0000-0000-8290-000-PY00	All Other Feder,Title I Basic G	CR	1,635.00
			<u>1,635.00</u>
			<u>7,225.00</u>
<b>JE # BR22-00937</b> JE Trans Date 03/29/2022 JE Posted 03/29/2022 Comment F01-3215 Counselor PD			
01-3215-0-0000-7200-2430-600-XTRA	Clerical extra,Other General A,Undistributed,Extra work	DR	275.00
01-3215-0-1110-3110-5202-600-0000	Conference Expe,Guidance & Coun,Regular Educati,Not Required	CR	275.00

Selection Grouped by Org, Fiscal Year, JE# - Sorted by JE Item #, (Org = 43, JE Type = R, Starting Post Date = 3/1/2022, Ending Post Date = 3/31/2022, Unposted JEs? = N, End Bud Bal? = O, JE# Page Break? = N, Description? = A, Recap? = N)

ESCAPE ONLINE



Effective 03/02/2022 through 03/29/2022

Fiscal Year 2022

Account	Description		From	To
			<u>275.00</u>	<u>275.00</u>
<b>JE # BR22-00938</b> JE Trans Date 03/29/2022      JE Posted 03/29/2022      Comment F01-3010 FY20/21 Budget Reduction				
01-3010-0-0000-0000-8290-000-PY00	All Other Feder, Title I Basic G	CR	4,657.00	
01-3010-0-0000-0000-8290-000-PY00	All Other Feder, Title I Basic G	CR	833.00	
01-3010-0-1570-1000-4310-104-0000	Instructional M, Instruction, Reading, Not Required	DR	4,657.00	
01-3010-0-1570-1000-4310-104-0000	Instructional M, Instruction, Reading, Not Required	DR	833.00	
			<u>10,980.00</u>	<u>.00</u>

<b>JE # BR22-00939</b> JE Trans Date 03/29/2022      JE Posted 03/29/2022      Comment F01-3212 Budget Revision to Clear Negatives				
01-3212-0-1110-1000-1130-104-XTRA	Teachers' Sals, Instruction, Regular Educati, Extra work	CR		1,641.00
01-3212-0-0000-7200-2430-600-XTRA	Clerical extra, Other General A, Undistributed, Extra work	CR		825.00
01-3212-0-1110-1000-3601-104-XTRA	Benefits - Wcom, Instruction, Regular Educati, Extra work	CR		29.00
01-3212-0-1110-1000-3331-104-XTRA	Benefits - Medi, Instruction, Regular Educati, Extra work	CR		24.00
01-3212-0-1110-1000-3501-104-XTRA	Benefits - Sui, Instruction, Regular Educati, Extra work	CR		9.00
01-3212-0-0000-3140-3442-104-0000	H & W Benefits/, Health Services, Undistributed, Not Required	CR		2.00
01-3212-0-1510-1000-3431-600-0000	H & W Benefits/, Instruction, Music, Not Required	CR		1.00
01-3212-0-1510-1000-3441-600-0000	H & W Benefits/, Instruction, Music, Not Required	CR		1.00
01-3212-0-1110-1000-3101-104-0000	Benefits - Strs, Instruction, Regular Educati, Not Required	DR	2,532.00	
			<u>2,532.00</u>	<u>2,532.00</u>

<b>JE # BR22-00940</b> JE Trans Date 03/29/2022      JE Posted 03/29/2022      Comment F04-3212 Budget Revision to Clear Negatives				
04-3212-0-1110-1000-3502-000-SUBS	Benefits - Sui, Instruction, Regular Educati, Substitutes	CR		3.00
04-3212-0-1110-1000-3442-000-0000	H & W Benefits/, Instruction, Regular Educati, Not Required	CR		1.00
04-3212-0-1110-1000-3452-000-0000	H & W Benefits/, Instruction, Regular Educati, Not Required	CR		1.00
04-3212-0-1510-1000-3441-600-0000	H & W Benefits/, Instruction, Music, Not Required	CR		1.00
04-3212-0-0000-8110-4380-000-0000	Maintenance Sup, Maintenance, Undistributed, Not Required	DR	6.00	
			<u>6.00</u>	<u>6.00</u>

<b>JE # BR22-00941</b> JE Trans Date 03/29/2022      JE Posted 03/29/2022      Comment F05-3212 Budget Revision to Clear Negatives				
05-3212-0-1110-1000-1130-000-XTRA	Teachers' Sals, Instruction, Regular Educati, Extra work	CR		747.00
05-3212-0-1110-1000-3601-000-XTRA	Benefits - Wcom, Instruction, Regular Educati, Extra work	CR		13.00
05-3212-0-1110-1000-3331-000-XTRA	Benefits - Medi, Instruction, Regular Educati, Extra work	CR		10.00
05-3212-0-1110-1000-3501-000-XTRA	Benefits - Sui, Instruction, Regular Educati, Extra work	CR		3.00
05-3212-0-0000-2700-3502-000-0000	Benefits - Sui, School Administ, Undistributed, Not Required	CR		1.00
05-3212-0-1510-1000-3441-600-0000	H & W Benefits/, Instruction, Music, Not Required	CR		1.00

Selection    Grouped by Org, Fiscal Year, JE# - Sorted by JE Item #, (Org = 43, JE Type = R, Starting Post Date = 3/1/2022, Ending Post Date = 3/31/2022, Unposted JEs? = N, End Bud Bal? = O, JE# Page Break? = N, Description? = A, Recap? = N)

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Effective 03/02/2022 through 03/29/2022

Fiscal Year 2022

Account	Description	From	To
(continued) JE # <b>BR22-00941</b> JE Trans Date 03/29/2022 JE Posted 03/29/2022 Comment F05-3212 Budget Revision to Clear Negatives			
05- 3212- 0- 1510- 1000- 3431- 600- 0000	H & W Benefits/,Instruction,Music,Not Required	CR	1.00
05- 3212- 0- 1110- 1000- 4310- 000- 0000	Instructional M,Instruction,Regular Educati,Not Required	DR	776.00
		<b>776.00</b>	<b>776.00</b>

Account	Description	From	To
JE # <b>BR22-00942</b> JE Trans Date 03/29/2022 JE Posted 03/29/2022 Comment F07-3212 Budget Revision to Clear Negatives			
07- 3212- 0- 1110- 1000- 2100- 000- 0000	Instructional A,Instruction,Regular Educati,Not Required	CR	113.00
07- 3212- 0- 1110- 1000- 3202- 000- 0000	Benefits - Pers,Instruction,Regular Educati,Not Required	CR	26.00
07- 3212- 0- 1110- 1000- 3312- 000- 0000	Benefits - Oasd,Instruction,Regular Educati,Not Required	CR	12.00
07- 3212- 0- 1110- 1000- 3332- 000- 0000	Benefits - Medi,Instruction,Regular Educati,Not Required	CR	3.00
07- 3212- 0- 1110- 1000- 3602- 000- 0000	Benefits - Wcom,Instruction,Regular Educati,Not Required	CR	2.00
07- 3212- 0- 1110- 1000- 3502- 000- 0000	Benefits - Sui,Instruction,Regular Educati,Not Required	CR	1.00
07- 3212- 0- 1110- 1000- 4310- 000- 0000	Instructional M,Instruction,Regular Educati,Not Required	DR	157.00
		<b>157.00</b>	<b>157.00</b>

Account	Description	From	To
JE # <b>BR22-00943</b> JE Trans Date 03/29/2022 JE Posted 03/29/2022 Comment F09-3212 Budget Revision to Clear Negatives			
09- 3212- 0- 1110- 1000- 2100- 000- 0000	Instructional A,Instruction,Regular Educati,Not Required	CR	23.00
09- 3212- 0- 1110- 1000- 4310- 000- 0000	Instructional M,Instruction,Regular Educati,Not Required	CR	10.00
09- 3212- 0- 1110- 1000- 3202- 000- 0000	Benefits - Pers,Instruction,Regular Educati,Not Required	CR	4.00
09- 3212- 0- 1110- 1000- 3312- 000- 0000	Benefits - Oasd,Instruction,Regular Educati,Not Required	CR	2.00
09- 3212- 0- 3300- 1000- 3331- 000- XTRA	Benefits - Medi,Instruction,Independent Stu,Extra work	DR	1.00
09- 3212- 0- 0000- 2700- 3312- 000- 0000	Benefits - Oasd,School Administ,Undistributed,Not Required	DR	1.00
09- 3212- 0- 1650- 2700- 3501- 600- 0000	Benefits - Sui,School Administ,Summer School,Not Required	DR	22.00
09- 3212- 0- 1110- 1000- 2140- 000- SUBS	Instr Aides - S,Instruction,Regular Educati,Substitutes	DR	15.00
		<b>39.00</b>	<b>39.00</b>

Account	Description	From	To
JE # <b>BR22-00944</b> JE Trans Date 03/29/2022 JE Posted 03/29/2022 Comment F01-3213 Budget Revision to Clear Negatives			
01- 3213- 0- 1110- 1000- 3431- 104- 0000	H & W Benefits/,Instruction,Regular Educati,Not Required	CR	3.00
01- 3213- 0- 1110- 1000- 4310- 104- 0000	Instructional M,Instruction,Regular Educati,Not Required	DR	3.00
		<b>3.00</b>	<b>3.00</b>

Account	Description	From	To
JE # <b>BR22-00945</b> JE Trans Date 03/29/2022 JE Posted 03/29/2022 Comment F04-3213 Budget Revision to Clear Negatives			
04- 3213- 0- 1110- 1000- 3421- 000- 0000	H & W Benefits/,Instruction,Regular Educati,Not Required	CR	26.00
04- 3213- 0- 1110- 1000- 3431- 000- 0000	H & W Benefits/,Instruction,Regular Educati,Not Required	CR	1.00
04- 3213- 0- 1110- 1000- 4390- 000- 0000	Other Supplies,Instruction,Regular Educati,Not Required	DR	27.00

Selection Grouped by Org, Fiscal Year, JE# - Sorted by JE Item #, (Org = 43, JE Type = R, Starting Post Date = 3/1/2022, Ending Post Date = 3/31/2022, Unposted JEs? = N, End Bud Bal? = O, JE# Page Break? = N, Description? = A, Recap? = N)

ESCAPE ONLINE

Effective 03/02/2022 through 03/29/2022

Fiscal Year 2022

Account	Description	From	To
		<u>27.00</u>	<u>27.00</u>
JE # <b>BR22-00946</b> JE Trans Date 03/29/2022    JE Posted 03/29/2022    Comment F05-3213 Budget Revision to Clear Negatives			
05- 3213- 0- 1110- 1000- 3431- 000- 0000	H & W Benefits, Instruction, Regular Educati, Not Required	CR	3.00
05- 3213- 0- 1110- 1000- 2130- 000- XTRA	Xtra PA, Instruction, Regular Educati, Extra work	DR	3.00
		<u>3.00</u>	<u>3.00</u>
	<b>Total for Org 043</b>	<u><u>73,078.00</u></u>	<u><u>112,132.00</u></u>
<b>Org 043 Net &lt;Decrease&gt; in Estimated Fund Balance</b>	<b>49,574.00-</b>		<b>Net increase to Appropriations</b>

# Piner-Olivet Union School District

## Williams Settlement

### Quarterly Uniform Complaint Report Summary

Education Code §35186(d): A school district shall report summarized data on the nature and resolution of all complaints on a quarterly basis to the county superintendent of schools and the governing board of the school district. The summaries shall be publicly reported on a quarterly basis at a regularly scheduled meeting of the governing board of the school district. The report shall include the number of complaints by general subject area with the number of resolved and unresolved complaints. The complaints and written responses shall be available as public records.

#### Reporting Period:

- January 1 – March 31, 2022       April 1 – June 30,  
 July 1 – September 30,       October 1 – December 31,

**No complaints were received during the above time period.**

*If you received any complaints during the above time period, please complete the following table. Enter "0" in any cell that does not apply.*

General Subject Area	Complaints Received	Complaints Resolved	Unresolved Complaints
Instructional Materials	0	0	0
Facilities	0	0	0
Teacher Vacancy and/or Mis-assignment	0	0	0
CAHSEE Intensive Instruction and Services	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>

Board meeting date: 4/13/22  
Date sent to County Superintendent of Schools: 4/14/22  
Sonoma County Office of Education  
5340 Skylane Blvd.  
Santa Rosa, CA 95403

LEASE AGREEMENT FOR CLASSROOM  
(NONPROFIT AGENCY)

THIS AGREEMENT is made April 1, 2022, by and between SONOMA COUNTY FAMILY YMCA, a California Non-Profit Corporation (hereinafter referred to as "YMCA") and PINER-OLIVET SCHOOL DISTRICT (hereinafter referred to as "DISTRICT").

WHEREAS, YMCA administers a certain state licensed program pertaining to childcare for elementary aged children, and desires to operate such a program at and for the benefit of children attending DISTRICT schools; and

WHEREAS, DISTRICT owns and operates certain elementary schools, including Schaefer, Piner and Olivet Elementary Schools; and

WHEREAS, YMCA and DISTRICT desire to set forth the terms and conditions upon which YMCA shall operate a childcare program at Schaefer School;

NOW, THEREFORE, in consideration of the mutual benefits to be conferred on the parties hereto, the parties agree as follows:

1. YMCA shall operate a state licensed childcare program utilizing trained and state licensed personnel at Schaefer School as provided in this Agreement. The YMCA program shall include all aspects of registration, bookkeeping, parent communication and program development curriculum. Furthermore, YMCA shall provide program equipment and supplies, as to those facilities actually utilized by the childcare program.
2. DISTRICT agrees to permit YMCA to place a portable classroom with outside dimension of 36' x 63' at Schaefer School site for the duration of this contract (hereinafter the area leased to and permitted to be used by YMCA shall be referred to as the "premises").
3. The term of this Agreement is for a term commencing April 1, 2022 and continuing through March 31, 2026. Either party may cancel this agreement by notifying the other party in writing by January 1, 2023 or by May 1 of any subsequent year of their intent not to renew this contract for the following school year. Failure to do so automatically extends the duration of this contract for one school year.
4. YMCA shall be permitted to use the school site playground and bathroom facilities. The school kitchen will be available on days and times when it is not in use by the DISTRICT or permittees of the DISTRICT. Prior arrangements for such use shall be made with the site administrator. YMCA may have use of either the library or multi-purpose room from 2:40 to 6:00 p.m. When school is closed (and when YMCA childcare program is operating), YMCA may have use of either the library or multi-purpose room from 7:00 a.m. to 6:00 p.m. YMCA agrees to abide by the Schaefer School Yard Rules as amended and attached hereto and made a part of this Agreement.
5. YMCA shall establish an advisory council, which will include school district staff to advise it on the operation of its day-care program. Principal and site director will meet monthly together to discuss mutual concerns. YMCA shall give due consideration to concerns raised by the Advisory Council and will make reasonable efforts to resolve them.

6. The Agreement shall become effective when signed by duly authorized representatives of both parties and shall continue through March 31, 2026.

7. Assignment/Delegation: Neither party hereto shall assign, sublet or transfer any interest in this Agreement or any duty hereunder without written consent of the other, and no assignment shall be of any force or effect whatsoever unless and until the other party shall have so consented.

8. Use: YMCA shall utilize the premises solely for a childcare program and related uses. As part of the consideration of this Agreement, it is specifically understood and agreed the DISTRICT has made no representations regarding the condition of the premises to YMCA.

9. Regulations: YMCA shall comply and conform to all applicable local, state, and federal ordinances, laws and regulations and all regulations adopted by the DISTRICT that affect YMCA's use and occupancy of the premises.

10. YMCA Employees: All agents, servants, and employees of YMCA shall be under the exclusive management control of YMCA and shall not be agents, servants, or employees of DISTRICT for any purpose whatsoever. It is specifically acknowledged that the programs provided by YMCA and any of its agents, servants, and employees are entirely and exclusively under the supervision and control of YMCA.

11. Discrimination Prohibited: YMCA and its employees shall not discriminate because of race, religion, color, ancestry, sex, handicap, or national origin against any person by refusing to furnish such person any service or privilege offered by YMCA on the premises, nor shall YMCA or its employees publicize the facilities provided hereunder in any manner that would directly or inferentially reflect on the acceptability of the patronage of any person because of race, religion, color, ancestry, sex, handicap, or national origin.

12. Indemnification: YMCA agrees to defend and hold DISTRICT, its Board of Education, and each member thereof, and its agents, servants, and employees, harmless from any and all damage, claims, causes of action, and liability which may arise in any manner in connection with or as a result of the use or occupancy of the premises by YMCA, its agents, servants, employees or invites, or in connection with or as a result of failure of YMCA to keep the premises in good condition and repair with the exception of liability caused solely by action of the DISTRICT. This obligation shall continue beyond the term of this Agreement as to any acts or omission which occurred during or under this Agreement.

13. Insurance:

13a. Public Liability Insurance: YMCA shall, during the term of this Agreement, carry bodily injury liability and property damage liability insurance at its cost and expense. Each of said policies of insurance shall include as insured, together with YMCA, the DISTRICT, its Board of Education, and each member thereof, and its agents, servants, and employees. YMCA shall deliver to DISTRICT prior to the execution of this Agreement, a certificate of said insurance. Such insurance, at all times, shall be an amount with a single combined liability limit of not less than \$1,000,000 insuring against liability of YMCA, and its authorized representatives arising out of and in connection with YMCA's use or occupancy of the premises. Both parties shall be named as additional insureds, and the policy shall contain cross-liability endorsements. The aforementioned minimum limits of policies shall not, however, limit liability of YMCA hereunder.

13b. Workers' Compensation Insurance: Before this Agreement is entered into, YMCA shall furnish the District certificates that YMCA has taken out, for the period covered by the proposed contract, full compensation insurance and employer's liability with statutory limits or better with an insurance carrier satisfactory to the DISTRICT for all volunteers and persons whom it may employ in carrying out the program contemplated under this Agreement in accordance with the Act of the Legislature of the State of California, known as the "Workers Compensation Insurance and Safety Act", approved May 26, 1913, and all Acts amendatory or supplemental thereto. Such insurance shall be maintained in full force and effect during the period covered by the Lease. In the event YMCA is self-insured, it shall furnish a Certificate of Permission to Self-Insure, signed by the Department of Industrial Relations Administration of Self-Insurance, Sacramento, California.

13c. Notice of Revocation: The policies represented by the certificate must contain the provision (and the certificates must so state) that the insurance cannot be cancelled until thirty (30) days after written notice of intended revocation has been given to DISTRICT.

13d. Failure to Maintain Insurance: If YMCA fails or refuses to procure or maintain insurance as required by this Agreement or fails to furnish DISTRICT with required proof that the insurance has been procured and is in full force and paid for, DISTRICT shall have the right, at DISTRICT's election without notice, to terminate this Agreement.

14. Premises: YMCA will use only those facilities that have been designated and approved by the DISTRICT.

15. Damages: YMCA shall maintain and keep clean the premises. YMCA shall be liable for and agrees to pay for any and all damages to DISTRICT personal and real property which may arise in any manner in connection with or as result of the use or occupancy of the premises by YMCA.

16. Right of Entry: Upon giving YMCA prior notice, DISTRICT reserves the right to enter the premises, by its agents or employees, to determine whether the conditions of the Agreement are being carried out by YMCA. DISTRICT further reserves the right to enter the premises, by its agents or employees, to repair and care for property and improvements remaining thereon in the event YMCA should fail to do so. YMCA agrees to reimburse DISTRICT for the costs of any maintenance, default of payment of which shall constitute a breach of this Agreement.

17. Notice: As used in this Agreement, notice includes, but is not limited to, the communication of notice, request, demand, approval, statement, report, acceptance, consent, waiver, and appointment. All notices must be in writing. Notice is considered given either (a) when delivered in person to the recipient named as below, or (b) when deposited in the United States mail in a sealed envelope or container, postage and postal charges prepaid, addressed by name and address to the party or persons intended as follows:

Notice of DISTRICT

Kay Vang, Chief Business Official

Name of Recipient

3450 Coffey Lane, Santa Rosa, CA 95403

Address

Notice of YMCA

Jeremy Hodgdon, Senior Program Director

Name of Recipient

1207 College Avenue, Santa Rosa, CA 95404

Address



18. Breach: It is agreed between DISTRICT and YMCA that in the event YMCA shall use or attempt to use the premises for any purpose other than the hereinabove authorized, or shall fail to care, improve and maintain said premises, or to keep and maintain said premises in repair as hereinabove required, or shall default in the performance of or shall breach any other covenant or condition of this Agreement at the times and in the manner herein provided, and any such default or breach shall continue for a period of ten (10) days after written notice thereof by DISTRICT to YMCA, then DISTRICT may, at its option, terminate this Agreement upon thirty (30) days written notice, and upon such termination of this Agreement, shall cease and end, and DISTRICT may reenter the premises and take possession thereof, and oust YMCA and all persons claiming under YMCA therefrom.

19. Waiver: The waiver by DISTRICT of any breach of any term, covenant, or condition herein contained shall not be deemed to be waiver of such term, covenant or condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.

20. Binding: The provisions and conditions of this Agreement shall extend to and bind the assignees or transferees under said Agreement, and shall also extend to and bind heirs, executors, administrators and successors in interest of the parties hereto.

21. Amendments: The parties agree to make appropriate amendments to this Agreement from time to time, to comply with state and federal legislation or rules and regulations issued by state or federal agencies, if such amendments are required, provided, however, that in the event the changes required, or the legislation, or the rules and regulations, materially change the contract or affect the validity thereof either in whole or in part, then in that event the Agreement may be terminated at the option of either party.

22. Taxes and Assessments: Should a possessory interest tax or any other personal property or real property tax or assessment whatever be assessed as a result of this lease of the above premises, the Lessee agrees to and shall pay all such foregoing taxes and assessments and charges not less than twenty (20) days prior to the date of delinquency thereof and give written notice of each such payment to the Lessor within five (5) days after such payment is made.

Lessee specifically acknowledges that it is familiar with Section 107.6 of the California Revenue and Taxation Code, realizes that a possessory interest subject to property taxes may be created, agrees to pay any such tax, and hereby waives any rights said Lessee may have under said California Revenue and Taxation Code 107.6.

PINER-OLIVET UNION SCHOOL DISTRICT

YMCA

BY: *[Signature]*

BY: *Jeremy Hodgdon*

Address: *3450 Coffey Lane*

Address: *1111 College Ave*

*Santa Rosa, CA 95403*

*Santa Rosa CA 95404*

Date: *4/7/22*

Date: *4/7/22*