



PINER-OLIVET UNION SCHOOL DISTRICT

REGULAR MEETING - GOVERNING BOARD

Wednesday, November 4, 2020

Closed Session 6:30 p.m.
Closed Session 6:32 p.m.

Public Session 7:00 p.m.
Adjournment 10:00 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://us02web.zoom.us/j/89407822748?pwd=b0ZZUGJRQndSNmVRS1AraEwxid1h1UT09>

Meeting ID: 894 0782 2748
Passcode: Y3mkPB
One tap mobile
+16699009128,,89407822748#,,,,,0#,,176719# US
(San Jose)

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.

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 at least two days before the meeting date.

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/DISSMISSAL/RELEASE
(No additional information required)
 - 5.1.2 PUBLIC EMPLOYMENT EMPLOYMENT/APPOINTMENT
Title: None
 - 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 54957.6:
 - 5.2.1 CONFERENCE WITH LABOR NEGOTIATOR
Name of Agency Negotiator: Dr. Steve Charbonneau, Superintendent
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, Superintendent
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, Superintendent
Name of organization representing employees: Confidential, Supervisory, Administrative Staff

6. RECONVENE TO PUBLIC MEETING
7. REPORT OF CLOSED SESSION ACTION, IF ANY
8. AGENDA MODIFICATION
9. 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.

10. COMMENTS FROM THE GOVERNING BOARD

11. RECOGNITION OF SERVICE TO THE DISTRICT
Recipient - John Way, Governing Board Member

12. SUPERINTENDENT'S REPORT
 - 12.1 Announcements
 - 12.2 Enrollment *(Supplement 1) (Pg.3)*

13. ASSOCIATION REPORTS
 - 13.1 POEA
 - 13.2 POCA

14. BOARD POLICIES
None

15. DISCUSSION/INFORMATION ITEMS
 - 15.1 Consideration of a bond sale for the Piner-Olivet Union School District
Greg Isom, from Isom Advisors will give a presentation on District Bond Financial Analysis. Potential bond projects will be shared.

16. ACTION ITEMS
 - 16.1 Acknowledge Sunshining of 2020-2021 Contract Openers from the Piner-Olivet Educators Association (POEA)
The Board of Trustees will acknowledge the sunshining of the 2020-2021 contract openers from Piner-Olivet Educators Association (POEA). *(Action 1) (Pgs. 4-5)*

17. 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."
 - 17.1 Approval of Minutes of Regular Board Meeting of October 14, 2020 *(Consent 1) (Pgs. 6-8)*
 - 17.2 Approval of Vendor Warrants *(Consent 2) (Pgs. 9-16)*
 - 17.3 Approval of RESIG 2019-2020 Public Self-Insurer's Annual Report *(Consent 3) (Pgs. 17-26)*
 - 17.4 Approval of MOU and Agreement to Provide Teaching and Counseling Experience by and between the University of San Francisco and the Piner-Olivet Union School District from August 1, 2020 through June 2025. *(Consent 4) (Pgs. 27-31)*
 - 17.5 Approval of Budget Updates *(Consent 5) (Pgs. 32-34)*

18. ROUND TABLE COMMENTS FROM THE GOVERNING BOARD

19. DATES AND FUTURE AGENDA ITEMS
 - 19.1 Next Regular Board Meeting – Tuesday, December 15, 2020

20. PUBLIC COMMENT ON CLOSED SESSION AGENDA
21. RECESS TO CLOSED SESSION (If Necessary)
22. RECONVENE TO PUBLIC MEETING
23. REPORT OF CLOSED SESSION ACTION NOT ON THE ACTION AGENDA
24. ADJOURNMENT

Piner-Olivet Union School District

10/30/2020
8:34:17 AM

2020-2021

Active Students Report

Page 1

SC	School	PS	TK	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
5	Olivet Elementary Charter		16	43	44	41	45	39	44	29							301
6	Schaefer Charter			47	43	47	45	60	58	53							353
7	Piner-Olivet Charter School										101	101					202
92	Jack London Elementary			34	32	36	36	47	42	36							263
97	Northwest Prep Charter JH/High School										10	13	14	11	12	10	70
98	Northwest Prep Charter HS										4	6	3	6	6	5	30
99	Olivet Elementary Charter HS				2	5		3	2	4							16
100	POUSD NPS students				1			1	1	1							4
District Total:			16	124	122	129	126	150	147	123	115	120	17	17	18	15	1239

Agenda Item Summary

Action Item: **16.1 Acknowledge Sunshining of 2020-2021 Contract Openers from the Piner-Olivet Educators Association (POEA)**

Regular Meeting of: November 4, 2020	Action Item	Report Format: Oral
Attachment:	Reopeners	

Background

In order to begin the bargaining process, one or both of the parties need to sunshine contract openers.

Issue(s)

Plan/Discussion/Detail

Piner-Olivet Educators Association (POEA) is sunshining contract openers at this Board meeting.

Fiscal Impact

Options

Recommendation

Acknowledge the POEA reopeners.

Motion:

Moved by:				Second:	
Vote:	Aye:	No:	Abstention:	Absent:	
FRANICEVIC	HINTON	MOHR	PRYOR	WAY	

October 29, 2020

To: The Governing Board, Piner-Olivet Union School District (POUSD)

From: Piner-Olivet Educators Association (POEA)

RE: Negotiations - POEA 2020-21 Sunshine Items

POEA seeks improvements in the learning conditions of our students, and the benefits and working conditions of its members. We recognize that there are substantial challenges due to COVID-19 currently and new challenges will need to be addressed as we move ahead. We understand that a great amount of our time negotiating this year will be used addressing issues related to COVID-19. POEA looks forward to working with POUSD to meet the challenges we face in addressing the educational needs of our students and meeting the needs of our members.

Article XIII Benefits:

Last year we discussed the possibility of changes to the health insurance program for our unit members. Due to time constraints last year, there was not time to adequately research alternatives and it was agreed that we would discuss and consider alternatives this year. POEA looks forward to working with POUSD to look at our current health insurance program and other options.

Article XI Evaluations:

POEA looks forward to working with the district to complete the work that began two years ago. Due to the numerous challenges we faced together due to fires and COVID-19 it has been difficult to complete this task.

Article XIV Retirement and Early Retirement Incentive Programs:

National studies continue to show that a significant percentage of teachers are at greater risk of getting seriously ill from COVID-19 due to their age and underlying health conditions. POEA seeks to explore possible retirement incentives to protect the health of our members and the POUSD community at large.

We look forward to working with the district team to reach an agreement on these issues to ensure that Piner-Olivet students receive the high-quality education that they deserve.

Sincerely,

POEA Collective Bargaining Team

PINER-OLIVET UNION SCHOOL DISTRICT
3450 COFFEY LANE
SANTA ROSA, CA 95403
REGULAR MEETING – GOVERNING BOARD MINUTES
October 14, 2020

1. CALL TO ORDER

The regular meeting of the Governing Board of the Piner-Olivet Union School District was called to order at 6:00 p.m., Wednesday, October 14, 2020, conducted remotely as a Zoom meeting ID 84569935571. President, Cindy Pryor, presided.

2. ROLL CALL

Governing Board

Cindy Pryor, President PRESENT

Mardi Hinton, Vice-President PRESENT

Mindy Mohr, Clerk ABSENT

Janae Franicevic, Member PRESENT

John Way, Member PRESENT

Staff

Dr. Steve Charbonneau, Superintendent and Secretary to the Board

Felicia Koha, Chief Business Official (CBO)

Cathy Manno, Executive Secretary

3. PUBLIC COMMENT ON CLOSED SESSION AGENDA

There were none.

4. ADJOURNMENT TO CLOSED SESSION

The meeting adjourned to closed session at 6:34 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/DISMISSAL/RELEASE

(No additional information required)

5.1.2 PUBLIC EMPLOYMENT-EMPLOYMENT/APPOINTMENT

Title: None

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

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

6. RECONVENE TO PUBLIC MEETING

The meeting reconvened to Open Session at 7:01 p.m.

7. REPORT OF CLOSED SESSION ACTION, IF ANY

Ms. Pryor commented that during Closed Session no action was taken.

8. AGENDA MODIFICATIONS

Mr. Way moved Consent item 17.1 to Action item 16.2.

9. COMMUNICATIONS, PETITIONS AND DELEGATIONS

There were none.

10. COMMENTS FROM THE GOVERNING BOARD

Mr. Way commented that he attended the Student Voices forum. Mr. Way commented that he would like to have a discussion regarding the Northwest Prep repayment plan. Ms. Hinton commented that she attended the 2020 Administrators' kick-off.

11. RECOGNITION OF SERVICE TO THE DISTRICT

Mr. Way acknowledged Ms. Whitt for her years of service with POUUSD and wished her a happy retirement.

12. SUPERINTENDENT’S REPORT

12.1 Announcements

Dr. Charbonneau commented that Dr. Steve Herrington, the Sonoma County Superintendent of Schools, submitted a letter to the Press Democrat titled Understanding When Schools Can Reopen for In-Person Learning. Dr. Charbonneau shared highlights of Dr. Herrington’s letter.

13. ASSOCIATION REPORTS

13.1 POEA

Ms. Zavala gave appreciation and thanks to students, parents and her colleagues for their efforts to make Virtual Learning successful. She commented that one of the greatest challenges during Virtual Learning is technology issues, but added that they appreciate the District’s commitment to resolve these problems in a timely and efficient manner.

13.2 POCA

There were none.

14. BOARD POLICIES

There were none.

15. DISCUSSION/INFORMATION ITEMS

There were none.

16. ACTION ITEMS

16.1 Approval of Signatories for District Bank Accounts, Safe Deposit Box, and Online Account

The Name of Signatories (Steve Charbonneau, Superintendent, Cathy Manno, Executive Secretary, and Birhana Habtemarian, Personnel Tech) for the District’s West America Bank Accounts, Safe Deposit Box, and Online Accounts was approved as presented on the motion of Ms. Franicevic, seconded by Mr. Way, all aye.

Roll call vote: Ms. Franicevic -aye, Ms. Hinton – aye, Ms. Pryor- aye, Mr. Way-aye. 4-0

Absent -1 (Ms. Mohr)

16.2 Approval of the Minutes of the Special Board Meeting of September 2, 2020

Mr. Way commented on the September 2, 2020 minutes. The minutes of the special Board meeting of September 2, 2020 was approved as presented on the motion of Mr. Way, seconded by Ms. Hinton, all aye.

Roll call vote: Ms. Franicevic-aye, Ms. Hinton – aye, Ms. Pryor- aye, Mr. Way-aye. 4-0

Absent -1 (Ms. Mohr)

17. CONSENT ITEMS

The following consent items were approved on the motion of Ms. Hinton, seconded by Mr. Way, all aye.

Roll call vote: Ms. Franicevic-aye, Ms. Hinton – aye, Ms. Pryor- aye, Mr. Way-aye. 4-0

Absent -1 (Ms. Mohr)

~~17.1 The minutes of the special Board meeting of September 2, 2020, moved to Action Item 16.2~~

17.2 The minutes of the regular Board meeting of September 9, 2020,

17.3 The minutes of the special Board meeting of September 23, 2020,

17.4 The Williams Settlement Quarterly Uniform Complaint Report Summary Reporting period from July 1, 2020 through September 30, 2020,

17.5 The vendor warrants,

17.6 The routine budget updates,

17.7 The MOU for Data Sharing Services between Sonoma County Office of Education (“SCOE”) and the Piner-Olivet USD,

17.8 The agreement between Piner-Olivet Union School District and the Law Firm of Fagen Friedman & Fulfrost LLP effective July 1, 2020 through June 30, 2021, and

17.9 The Teletherapy Professional Development and Platform License Agreement, between Presence Learning Inc. and Piner-Olivet USD entered into as of the last signature date (the “Effective Date”).

18. ROUND TABLE COMMENTS FROM THE GOVERNING BOARD

Mr. Way gave appreciation to all staff for all of their hard work. Mr. Way commented that he is impressed with Dr. Charbonneau’s vision and that he is doing a fantastic job. Ms. Hinton encouraged everyone to vote.

19. FUTURE AGENDA ITEMS

19.1 The next regular board meeting – November 11, 2020 was rescheduled to November 4, 2020.

20. PUBLIC COMMENT ON CLOSED SESSION AGENDA

There was no Closed Session.

21. **RECESS TO CLOSED SESSION**
There was no Closed Session.
22. **RECONVENE TO PUBLIC MEETING**
There was no Closed Session.
23. **REPORT OF CLOSED SESSION ACTION NOT ON THE ACTION AGENDA**
There was no Closed Session.
24. **ADJOURNMENT**
The meeting adjourned at 7:29 p.m.

Respectfully submitted,

Dr. Steve Charbonneau
Secretary to the Board

APPROVED:

Mindy Mohr, Clerk of the Board

VENDOR WARRANTS

Checks Dated 10/01/2020 through 10/31/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1804255	10/01/2020	Schuler, Sharon D	01-4310	Reimb. Home office supplies		351.55
1804256	10/01/2020	Dolan, Katie A	01-4310	Reimb. Home office supplies		144.50
1804257	10/01/2020	Alpha Analytical Labs, Inc.	01-5830	Well Water Testing - 2020-21 NWP	29.90	
			09-5830	Well Water Testing - 2020-21 NWP	16.10	46.00
1804258	10/01/2020	Antonio Venegas dba Venegas Design	01-5828	Contract - District/Aeries Designs/Signs	1,631.25	
				Contract - Jack London Logo	300.00	
				Contract - Kinder Signs	318.75	
			01-5880	Contract - Home-Study Designs/Signs	450.00	2,700.00
1804259	10/01/2020	AT&T Mobility	01-5900	Mobile Phone for Maint Supervisor		166.59
1804260	10/01/2020	Bill's Lock & Safe Service	01-4380	District Copy	43.16	
			01-5630	Repair Bar for C1 at JL	140.00	
				SCH Custodian Key	33.79	216.95
1804261	10/01/2020	Carnegie Learning	01-4310	Math Materials		91.75
1804262	10/01/2020	CDW Government Inc	05-4310	Webcams for Virtual Learning		140.73
1804263	10/01/2020	Christy White Accountancy Corp	01-5821	2019-20 Financial and Bond Audit	8,100.00	
			09-5821	2019-20 Financial and Bond Audit	972.00	9,072.00
1804264	10/01/2020	City Of Santa Rosa	01-5530	NWP	334.10	
			05-5530	SCH	433.64	
			09-5530	NWP	179.90	947.64
1804265	10/01/2020	D & S Awards, LLC	01-5800	Retirement Clock E. Whitt	104.64	
			01-5880	3 Name Plates	58.86	163.50
1804266	10/01/2020	Demco	01-4310	Supplies - COVID 19 desk barrier		725.97
1804267	10/01/2020	Dept Of Justice Accounting Office	01-5860	Open PO for Personnel Fingerprinting 2020/21		32.00
1804268	10/01/2020	Fishman Supply	01-4370	NWP Supplies	238.06	
			05-4370	SCH Supplies	366.24	
			09-4370	NWP Supplies	128.18	732.48
1804269	10/01/2020	Horizon	01-4380	Olivet Irrigation repairs		438.70
1804270	10/01/2020	Kenwood Lumber & Hardware	01-4380	JL repair supplies	36.47	
				SCH & NWP repair supplies	41.16	
			09-4380	SCH & NWP repair supplies	5.79	83.42
1804271	10/01/2020	KYOCERA Document Solutions Northern California, Inc	01-5632	Copier Maintenance Contract - D.O	1,020.71	
				Copier Maintenance Contract -JL/POCS-Staff Rm	102.12	
				Copier Maintenance Contract-JL/POCS Office	166.59	
			09-5632	Copier Maintenance Contract-NWP Office & Workroom	122.74	1,412.16

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
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Checks Dated 10/01/2020 through 10/31/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1804272	10/01/2020	Office Depot	01-4310	Open PO for Classroom Supplies JL 2020-21	6.86	
			01-4311	Open PO for Classroom Supplies JL 2020-21	625.78	
			01-4350	Open PO for District Office Supplies - 2020-21	468.85	
			04-4310	Open PO for Classroom Supplies Olivet 2020-21	76.14	
				Supplies - Writers Workshop		
			04-4311	Open PO for Classroom Supplies Olivet 2020-21	553.95	
			05-4310	Open PO for Classroom Supplies Schaefer 2020-21	6.67	
				Open PO for Office Supplies - Schaefer 2020-21	12.57	
			05-4311	Open PO for Classroom Supplies Schaefer 2020-21	51.49	
			05-4350	Open PO for Office Supplies - Schaefer 2020-21	50.26	
			09-4310	Open PO for Classroom Supplies- NWP 2020-21	49.67	
			09-4311	Open PO for Classroom Supplies- NWP 2020-21	269.61	2,171.85
1804273	10/01/2020	PACE Supply Corp.	01-4380	JL-C1 Toilet tank replaced		101.37
1804274	10/01/2020	Pacific Gas & Electric	01-5510	Acct #0532988800-1 Olivet/NWP/VC/DO/SCH	16.50	
				Acct #8210388297-1 - Jack London 80% & POCS 20%	20.70	
			01-5520	Acct #0532988800-1 Olivet/NWP/VC/DO/SCH	668.32	
				Acct #8210388297-1 - Jack London 80% & POCS 20%	53.07	
			04-5510	Acct #0532988800-1 Olivet/NWP/VC/DO/SCH	72.06	
			04-5520	Acct #0532988800-1 Olivet/NWP/VC/DO/SCH	1,237.58	
			05-5510	Acct #0532988800-1 Olivet/NWP/VC/DO/SCH	88.64	
			05-5520	Acct #0532988800-1 Olivet/NWP/VC/DO/SCH	2,107.65	

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 10/01/2020 through 10/31/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1804274	10/01/2020	Pacific Gas & Electric	09-5510	Acct #0532988800-1	8.88	
				Olivet/NWP/VC/DO/SCH		
			09-5520	Acct #0532988800-1	70.78	4,344.18
				Olivet/NWP/VC/DO/SCH		
1804275	10/01/2020	Cash Revolving Fund	05-4390	Olivet Petty Cash Receipts		206.09
1804276	10/01/2020	Pressure Washer Repair Center	01-5630	Power Washer repair JL/POCS		254.67
1804277	10/01/2020	School & College Legal Service	01-5202	T. Rasori & A. Moore	60.00	
				Workshop - COVID 19	30.00	90.00
1804278	10/01/2020	Specialized Edu of Cali. Inc.	01-5810	SPED/ NPS 2020/21 - MC		3,138.63
1804279	10/01/2020	Verizon	01-5900	Mobile Phone for Superintendent		194.23
1805278	10/08/2020	Brian, Susan	01-2100	Reimb. Distance Learning		183.62
1805279	10/08/2020	ACSA	01-5300	ACSA Membership - T. Pallangston		1,080.70
1805280	10/08/2020	Blach Construction	01-5630	POUSD - PV Damage Repair		9,538.16
1805281	10/08/2020	CDW Government Inc	09-4400	printer for front office		430.26
1805282	10/08/2020	City Electric Supply	01-4380	Electric wire supplies	50.29	
				JL/POCS Irrigation repair	23.48	
				Open PO by Site 2020/21	15.14	
			09-4380	Electric wire supplies	6.04	
				Open PO by Site 2020/21	1.14	96.09
1805283	10/08/2020	Esp & Alarm Inc	01-5880	Alarm Monitoring 2020/21		234.00
1805284	10/08/2020	Fagen Friedman & Fulfrost LLP	01-5823	2020/21 Legal Services		5,864.00
1805285	10/08/2020	KYOCERA Document Solutions Northern California, Inc	05-5632	Copier Maintenance Contract		23.10
				-Schaefer-Staff Rm		
1805286	10/08/2020	Santa Rosa Computers	01-5640	Adaptors for teachers		29.39
1805287	10/08/2020	Santa Rosa Fire Equipment Inc	01-5800	JL/POCS	314.40	
				Olivet	73.42	
			04-5800	Olivet	98.09	
			05-5800	Olivet	121.44	
				SCH	520.00	
			09-5800	NWP	496.00	
				Olivet	127.05	1,750.40
1805288	10/08/2020	Staples Inc.	01-4310	Hotspots_COVID	917.23	
			04-4310	Hotspots_COVID	917.23	
			05-4310	Hotspots_COVID	917.23	2,751.69
1805289	10/08/2020	WestEd - Attn: Accounting	01-4340	Healthy Kids Survey	471.75	
			04-4340	Healthy Kids Survey	344.25	
			05-4340	Healthy Kids Survey	344.25	
			09-4340	Healthy Kids Survey	114.75	1,275.00

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

ESCAPE ONLINE

Checks Dated 10/01/2020 through 10/31/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1806285	10/15/2020	Antonio Venegas dba Venegas Design	01-5880	signs for Home Study		187.50
1806286	10/15/2020	PresenceLearning, Inc.	01-5830	SLP Services & Assessments Contracted 2020-21		96,750.00
1806287	10/15/2020	Stephen Warner dba SW Electric	01-5630	Electrical Work		1,100.00
1806288	10/15/2020	ZOOM VIDEO COMM, INC.	01-4340	Zoom - COVID -19	242.46	
			04-4340	Zoom - COVID -19	242.47	
			05-4340	Zoom - COVID -19	242.46	727.39
1807304	10/22/2020	Wiggins, Kristy J	01-5201	September Mail Delivery		87.39
1807305	10/22/2020	Alpha Analytical Labs, Inc.	01-5830	Well Water Testing - 2020-21 NWP	56.55	
				Well Water Testing - 2020/21 Olivet	82.00	
			09-5830	Well Water Testing - 2020-21 NWP	30.45	169.00
1807306	10/22/2020	Anova Center of Education	01-5810	SPED/ NPS 2020/21 - LJ	489.68	
				SPED/ NPS 2020/21 - TS	529.06	1,018.74
1807307	10/22/2020	Becoming Independent	01-5880	Shredding Services 20/21		50.00
1807308	10/22/2020	College Board	09-4340	AP Examinations		210.00
1807309	10/22/2020	Dept Of Justice Accounting Office	01-5860	Open PO for Personnel Fingerprinting 2020/21		32.00
1807310	10/22/2020	Document Tracking Services	01-5800	License Agreement 2020-21	375.00	
			04-5800	License Agreement 2020-21	375.00	
			05-5800	License Agreement 2020-21	375.00	
			09-5800	License Agreement 2020-21	375.00	1,500.00
1807311	10/22/2020	EdConnective, Inc.	05-5202	Teacher PD		1,950.00
1807312	10/22/2020	Employment Development Dept.	01-9555	QTR Contribution 09.30.20		765.42
1807313	10/22/2020	Fishman Supply	01-4370	Annual Custodial	46.03	
				Supplies-JL,NWP/VC,Olv,SCH		
			04-4370	Annual Custodial	37.96	
				Supplies-JL,NWP/VC,Olv,SCH		
			05-4370	Annual Custodial	35.08	
				Supplies-JL,NWP/VC,Olv,SCH		
			09-4370	Annual Custodial	1.09	120.16
				Supplies-JL,NWP/VC,Olv,SCH		
1807314	10/22/2020	Fox Education Consulting, LLC	01-5830	Teacher PD - VL	500.00	
			04-5830	Teacher PD - VL	500.00	
			05-5830	Teacher PD - VL	500.00	1,500.00
1807315	10/22/2020	Houghton Mifflin Harcourt	01-4110	K-6 ELA Curriculum for Schaefer	1,540.89	
				K-6 ELA Curriculum Olivet	1,531.01	3,071.90
1807316	10/22/2020	McLea's Tire & Automotive Svs	01-4380	Truck and Tractor Repair	516.57	
			01-5630	Truck and Tractor Repair	328.75	845.32

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 10/01/2020 through 10/31/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1807317	10/22/2020	PresenceLearning, Inc.	01-5830	SLP Services & Assessments Contracted 2020-21		804.00
1807318	10/22/2020	Sonoma Co Office Of Education	01-4390	Open PO for SCOE Graphics Per Site	158.87	
			05-5828	Open PO for SCOE Graphics Per Site	64.86	223.73
1807319	10/22/2020	The Standard Insurance Co.	01-9576	Coverage for October 2020	224.11	
			01-9579	Coverage for Oct 2020 - Dist plan	2,405.16	
				Coverage for Sept 2020 - Dist Plan	2,405.16	5,034.43
1807320	10/22/2020	Weeks Drilling & Pump Co Inc	01-5630	NWP Sept 2020	227.50	
				Olivet Sept 2020	356.10	
				Olivet Water System Service	260.00	
			09-5630	NWP Sept 2020	122.50	966.10
1808300	10/29/2020	Gregorio, Amy E	05-4310	COVID MOU		243.87
1808301	10/29/2020	Consani, Briana C	05-4310	COVID MOU		94.94
1808302	10/29/2020	Alpha Analytical Labs, Inc.	01-5830	Well Water Testing - 2020-21 NWP	93.60	
			09-5830	Well Water Testing - 2020-21 NWP	50.40	144.00
1808303	10/29/2020	Bill's Lock & Safe Service	01-4380	Rekey, Key Copy and Lock Repair Services 2020/21	31.86	
			01-5630	Rekey, Key Copy and Lock Repair Services 2020/21	3.30	
			09-4380	Rekey, Key Copy and Lock Repair Services 2020/21	7.07	
			09-5630	Rekey, Key Copy and Lock Repair Services 2020/21	10.85	53.08
1808304	10/29/2020	The Math Learning Center	01-4310	Supplies - Bridges Materials		1,740.02
1808305	10/29/2020	Business Card	01-4390	Exc. Sec. Credit Card 07/11/20-08/10/20	7,405.90	
			04-4390	Exc. Sec. Credit Card 07/11/20-08/10/20	196.66	
			04-5202	Exc. Sec. Credit Card 07/11/20-08/10/20	499.00	
			05-4390	Exc. Sec. Credit Card 07/11/20-08/10/20	196.68	8,298.24
1808306	10/29/2020	Ca Assoc of School Counselors	09-5202	seminar for counselor		199.00
1808307	10/29/2020	CDW Government Inc	01-4400	Meraki Subscription License - 3 yr		11,700.00
1808308	10/29/2020	City of Santa Rosa Alarm Prgm	01-5880	Alarm fee		3,000.00
1808309	10/29/2020	City Of Santa Rosa	01-5530	City Water Acct# 021026 2020/21 -JL	838.57	
			05-5530	City Water Acct# 026852 2020/21 SCH	517.88	1,356.45
1808310	10/29/2020	Corwin Press	05-4310	Distance Learning Playbook		388.47
1808311	10/29/2020	Dan Clary Auto Service	01-5630	07 Chevy service		961.78
1808312	10/29/2020	Fishman Supply	01-4370	Annual Custodial Supplies-JL,NWP/VC,OlvT,SCH	828.28	

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

ESCAPE ONLINE

Checks Dated 10/01/2020 through 10/31/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1808312	10/29/2020	Fishman Supply	04-4370	Annual Custodial Supplies-JL,NWP/VC,Olv,SCH	683.12	
			05-4370	Annual Custodial Supplies-JL,NWP/VC,Olv,SCH	631.22	
			09-4370	Annual Custodial Supplies-JL,NWP/VC,Olv,SCH	19.63	2,162.25
1808313	10/29/2020	Friedman's Home Improvement	01-4380	Open Maintenance Supplies 20/21	1,231.06	
			09-4380	Open Maintenance Supplies 20/21	214.82	1,445.88
1808314	10/29/2020	Gail Ahlas	01-5202	Leadership coaching - district	1,062.50	
			09-5202	Leadership coaching - district	593.75	1,656.25
1808315	10/29/2020	Glacier Springs	09-4390	Water Delivery on regular basis 2020/21		215.00
1808316	10/29/2020	Heinemann	01-5830	F&P Training		3,100.00
1808317	10/29/2020	Kenwood Lumber & Hardware	01-4380	2020/21 Open PO all sites	3.73	
			09-4380	2020/21 Open PO all sites	.15	3.88
1808318	10/29/2020	Recology Sonoma Marin	01-5560	Waste Bin Monthly Charges 20/21 all site	607.77	
			04-5560	Waste Bin Monthly Charges 20/21 all site	451.20	
			05-5560	Waste Bin Monthly Charges 20/21 all site	406.08	
			09-5560	Waste Bin Monthly Charges 20/21 all site	157.20	1,622.25
1808319	10/29/2020	Santa Rosa Blinds	01-5630	NWP Piner blinds		2,178.63
1808320	10/29/2020	W. W. Grainger, Inc.	01-4380	GP hand truck		298.53
1808321	10/29/2020	West County Transportation	01-5830	Special Ed Transportation		33,365.77
Total Number of Checks					80	242,564.74

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	69	220,037.69
04	Olivet Charter School	12	6,284.71
05	Schaefer Charter School	23	11,036.54
09	Charter School Fund	26	5,205.80
Total Number of Checks		80	242,564.74
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			242,564.74

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 10/01/2020 through 10/31/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1804280	10/01/2020	Carnegie Learning	03-4340	Mathia digital		8,850.92
1804281	10/01/2020	Christy White Accountancy Corp	03-5821	2019-20 Financial and Compliance Audit		1,728.00
1804282	10/01/2020	KYOCERA Document Solutions	03-5632	Copier/Riso Maint-Instr Program		179.15
1804283	10/01/2020	Pacific Gas & Electric	03-5510	8775983334-3 & 20% of 88297-1 Gas & Electric Chgs	5.17	
			03-5520	8775983334-3 & 20% of 88297-1 Gas & Electric Chgs	13.27	18.44
1804284	10/01/2020	Pressure Washer Repair Center	03-5630	Power washer repair		169.78
1804285	10/01/2020	Jan Radke	03-5830	Contract - Counseling Services 2020-2021		3,900.00
1804286	10/01/2020	Renaissance Learning, Inc.	03-4340	Star Math and Reading Subscriptions		1,188.00
1805290	10/08/2020	City Electric Supply Credit Office	03-4380	Open PO for 2020/21		26.38
1805291	10/08/2020	ESP & Alarms, Inc	03-5880	Alarm Monitoring 2020/21		72.00
1805292	10/08/2020	Santa Rosa Fire Equipment Inc	03-5800	Annual Serviceing of Fire Extenduishers		209.60
1807321	10/22/2020	Worstell, Jen J	03-4310	\$500 MOU DL		312.89
1807322	10/22/2020	Document Tracking Services	03-5800	License Agreement 12/15/20-12/15/21		375.00
1807323	10/22/2020	Employment Development Dept	03-9555	QTR Contribution 09.30.20		106.71
1808322	10/29/2020	Strasser, Jules A	03-4310	COVID MOU		201.17
1808323	10/29/2020	City Of Santa Rosa	03-5530	City Water Acct# 021026		559.05
1808324	10/29/2020	Nearpod, Inc.	03-4340	annual licenses		3,146.00
1808325	10/29/2020	Recology Sonoma Marin	03-5560	POCS Portion of Waste 20/21		180.48
Total Number of Checks					17	21,223.57

Fund Summary

Fund	Description	Check Count	Expensed Amount
03	General Fund/charter School	17	21,223.57
	Total Number of Checks	17	21,223.57
	Less Unpaid Sales Tax Liability		.00
	Net (Check Amount)		21,223.57

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

ROSE R. BURCINA
EXECUTIVE DIRECTOR
CALIFORNIA LICENSE 0B24780



(707) 836-0779
(707) 836-9079 ADMIN.FAX
(707) 836-8671 BENEFITS FAX
(707) 836-9479 W/C FAX

October 5, 2020

MEMORANDUM

TO: District Superintendents, Chief Business Officials, Business Officials, and Workers' Comp. Contacts

FROM: Rosemary R. Burcina, Executive Director

SUBJECT: 2019-20 Public Self-Insurer's Annual Report

RESIG is self-funded for workers' compensation claims and retains the liability for all workers' compensation claims for past years. RESIG is required to report to the Department of Industrial Relations (DIR) details of these claims annually. Attached is a copy of the summary portion of the 2019-2020 report.

Member Districts are required to advise their governing board, before December 31, 2020, of the amount of total liabilities reported (Labor Code §3702.6(b)). This total undiscounted amount is \$13,329,171 as of June 30, 2020. RESIG has sufficient funds to pay all of these outstanding liabilities. Member Districts are also required to report whether the funding of these liabilities is in compliance with GASB 10 standards; RESIG's accountants have certified compliance.

This does not require any action by RESIG's Member Districts' Board of Trustees. RESIG recommends that the report be placed on the agenda as an informational item, as part of the superintendent's report, or simply as part of the Consent Calendar to be received and filed.

If you have any questions, please feel free to contact Chris Spencer, RESIG's Workers' Compensation Claims Manager at (707) 836-0779 ext. 114 or myself at ext. 104.

State of California



Public Self Insurers

Business Profile - Annual Report

For Fiscal Year 2019-20

September 30, 2020
Redwood Empire Schools Insurance Group
5760 Skylane Blvd, Ste 100
Windsor, CA 95492 9742

FORM AR-2 (1-2016)

Employer

General Information:

Certificate Number	5536	Period Of Report	Annual
(Period) From	07/01/2019	(Period) To	06/30/2020

Master Certificate Holder:

Name	Redwood Empire Schools Insurance Group		
Address 1	5760 Skylane Blvd, Ste 100		
Address 2		FTIN	68-0019280
City	Windsor	State	CA Zip 95492 9742
State of Incorporation			

Affiliates:

	Full Legal Name	Subsidiaries Affiliate Certificate Number	State
1)	Alexander Valley Union School District	5536-001	
2)	West Sonoma County Union High School District	5536-002	
3)	Bellevue Union School District	5536-003	
4)	Bennett Valley Union School District	5536-004	
5)	Cloverdale Unified School District	5536-005	
6)	Cotati-Rohnert Park Unified School District	5536-006	
7)	Dunham School District	5536-007	
8)	Gravenstein Union School District	5536-008	
9)	Liberty School District	5536-009	
10)	Mark West Union School District	5536-010	
11)	Montgomery School District	5536-011	
12)	Oak Grove Union School District	5536-012	
13)	Old Adobe Union School District	5536-013	
14)	Rincon Valley Union School District	5536-014	
15)	Sebastopol Union Elementary School District	5536-015	
16)	Sonoma County Office of Education	5536-017	
17)	Sonoma Valley Unified School District	5536-018	
18)	Twin Hills Union School District	5536-019	
19)	Waugh School District	5536-020	
20)	Forestville Union School District	5536-021	
21)	Wilmar Union School District	5536-022	
22)	Piner-Olivet Union School District	5536-023	
23)	Windsor Unified School District	5536-026	
24)	Santa Rosa Elementary School District	5536-027	
25)	Santa Rosa High School District	5536-028	

State of California

Subsidiaries: (continued...)

	Full Legal Name	Subsidiaries Affiliate Certificate Number	State
26)	Harmony Union School District	5536-029	
27)	Petaluma City Union School District	5536-030	
28)	Petaluma City Joint Union High School District	5536-031	
29)	Guerneville School District	5536-032	
30)	Two Rock Union School District	5536-033	
31)	Cinnabar School District	5536-034	
32)	Geyserville Unified School District	5536-035	
33)	Monte Rio Union School	5536-036	
34)	Fort Ross School District	5536-037	
35)	Wright Elementary School District	5536-038	
36)	West Side Union School District	5536-039	
37)	Horicon School District	5536-040	
38)	Kenwood Elementary School District	5536-041	
39)	Roseland School District	5536-042	
40)	Kashia School District	5536-043	
41)	West County Transportation Agency	5536-044	
42)	Redwood Empire School Insurance Group	5536-045	
43)	Healdsburg Unified School District	5536-046	
44)	Sebastopol Independent Charter School	5536-047	
45)	Sonoma Charter School	5536-048	
46)	Santa Rosa Education Cooperative	5536-049	
47)	Piner Olivet Charter School	5536-050	
48)	Live Oak Charter School	5536-053	
49)	Russian River Charter School	5536-056	
50)	Woodland Star Charter School	5536-057	
51)	Shoreline Unified School District	5536-0058	

State of California

During the reporting period of this report, has there been any of the following with respect to the Master Certificate Holder for any affiliate?

Russian River Charter School

- a) Reincorporating No
- b) Merger No
- c) Change in Identity No
- Explanation for Changes: Charter School Closed.

Any additions to the Self Insurance Program?

None

Employment and wages paid in current fiscal year:

Number of Employees 11,781
Total Wages and Salaries Paid \$514,206,257

Addressed Correspondence For Related Self-Insurance Matters:

Company Name	Redwood Empire Schools' Insurance Group				
Name	Chris Spencer	Title	WC Claims Manager		
Phone	(707) 836-0779	Fax	(707) 836-9479		
Email Address	cspencer@resig.org				
Address 1	5760 Skylane Blvd. #100				
Address 2					
City	Windsor	State	CA	Zip	95492
Web Site					

State of California

TPA Adjusting Locations:

Has there been a change in TPA Adjusting Locations during this reporting period that has not yet been reported to OSIP? No
Have you added any new TPA Adjusting Locations during this reporting period that has not yet been reported to OSIP? No

Record Storage:

Are there open and closed claims stored at a location other than the adjusting location? No

Insurance Coverage:

1) During this reporting period, does your company maintain a standard workers' compensation insurance policy to cover any of your California liabilities? No
2) During this reporting period, does your company have a specific excess workers' compensation policy in force to cover any of your California liabilities? Yes

	Insurance Company Name	Policy Number	Policy Issue Date
1)	Safety National Casualty Corporation	SP4058450	07/01/2019
	Attachment	Excess WC Policy 7.01.2018 to 6.30.2020.PDF	
	Retention Limit	1,000,000.00	

3) Do you carry an aggregate (stop loss) workers' compensation insurance policy? No

State of California

Certification By Authorized Representative:

Company Name	Redwood Empire Schools' Insurance Group	Title	WC Claims Manager
Name	Chris Spencer	Fax	(707) 836-9479
Phone	(707) 836-0779		
Email Address	cspencer@resig.org		
Address 1	5760 Skylane Blvd. #100		
Address 2			
City	Windsor	State	CA
		Zip	95492

Name of Person Legally Responsible for this Electronic Signature:

Christopher Spencer (Date/Time of Signature) - 09/30/2020 14:21



Public Self Insurers

Claim Liability - Annual Report

For Period: 07/01/2019 - 06/30/2020

September 30, 2020
REDWOOD EMPIRE SCHOOLS INSURANCE GROUP
5760 Skylane Blvd., Ste 100
Windsor, CA 95492

FORM AR-2 (1-2016)

Report Location Number: 5536-05-157 A
Identification of Location: REDWOOD EMPIRE SCHOOLS INSURANCE GROUP at SANTA ROSA
Certificate Holder: Redwood Empire Schools Insurance Group

CASES AND BENEFITS (to the nearest dollar)				From Date-	07/01/2019	To Date-	06/30/2020
Date	#	Incurred Liability		Paid To Date		Future Liability	
		Indemnity	Medical	Indemnity	Medical	Indemnity	Medical
1) Cases open as of 06/30/2020 reported prior to 2015/16	123	\$4,804,090	\$13,962,459	\$3,982,516	\$8,583,654	\$821,574	\$5,378,805
2) Open and closed Liabilities							
A) All Cases reported in 2015/16	412	\$1,073,917	\$1,424,830	\$980,650	\$1,056,831	\$93,267	\$367,999
2015/16 Cases open	16	\$375,977	\$621,629	\$282,710	\$253,630	\$93,267	\$367,999
B) All Cases reported in 2016/17	514	\$793,240	\$1,431,602	\$666,458	\$1,134,625	\$126,782	\$296,977
2016/17 Cases open	27	\$350,645	\$756,895	\$223,863	\$459,918	\$126,782	\$296,977
C) All Cases reported in 2017/18	461	\$1,245,043	\$2,186,408	\$730,385	\$1,186,949	\$514,658	\$999,459
2017/18 Cases open	38	\$936,912	\$1,580,688	\$422,254	\$581,229	\$514,658	\$999,459
D) All Cases reported in 2018/19	459	\$1,006,014	\$1,794,523	\$609,228	\$791,652	\$396,786	\$1,002,871
2018/19 Cases open	59	\$860,312	\$1,432,190	\$463,526	\$429,319	\$396,786	\$1,002,871
E) All Cases reported in 2019/20	369	\$893,437	\$4,256,526	\$426,808	\$1,393,162	\$466,629	\$2,863,364
2019/20 Cases open	166	\$842,126	\$4,137,549	\$375,497	\$1,274,185	\$466,629	\$2,863,364

	\$ Indemnity	\$ Medical
SUBTOTAL	\$2,419,696	\$10,909,475
TOTAL		\$13,329,171

3) Estimate Future Liability (Indemnity Plus Medical)

4) Total Benefits Paid During 2019/20 (Including all case expenditures). The indemnity amount includes the amount of LC § 4800/4850 benefits paid for the year (total of Lines 11 and 12)

5) Number of MEDICAL-ONLY Cases Reported in 2019/20

6) Number of INDEMNITY Cases Reported in 2019/20

7) Total of 5 and 6 (Also entered in 2E above)

8) Total Number of open Indemnity Cases (All Years)

9) Number of Fatality Cases Reported In 2019/20

10) (a) Number of FY 2019/20 claims for which the employer or administrator was notified of representation by an attorney or legal representative in 2019/20

10) (b) Number of non-FY 2020 claims for which the employer or administrator was notified of representation by an attorney or legal representative in 2019/20

11) Amount from salary continuation payments made pursuant to LC § 4800/4850 that is in excess of the applicable temporary disability rate for the period paid.

12) Amount from salary continuation payments made pursuant to LC § 4800/4850 capped at the temporary disability rate for the period paid.

	\$ Indemnity	\$ Medical
	\$1,272,876	\$2,723,447
		268
		101
		369
		302
		0
		6
		7
		0
		0

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ALL Open Indemnity Claims (by reporting and by year) reported and with claims: CA Open Indemnity List as of 6-30-20.pdf

State of California

Dual Jurisdiction Claims

Please note that California Labor Code Section 3702.2(b) requires that "... the annual report of a self-insured employer who has self-insured both state and federal workers' compensation liability shall also be set forth (1) amount of all compensation liability incurred, paid-to-date, the estimated future liability under both this chapter and under the federal Longshore and Harbor Worker's Compensation Act (33 U.S.C. Sec. 901 et seq.), and (2) the identity and the amount of the security deposit securing the employer's liability under state and federal self-insured programs."

Accordingly, please indicate all California exposure on your Self Insurer's Annual Report, and, in addition identify each Claim with dual jurisdiction on Separate List of Open Idemnity Claims. For those claims, indicate the incurred, paid-to-date, and estimated future liabilities for federal exposure. Please also indicate the amount and the type of security deposit securing those claims.

Instructions To Claims Administrator For Specific Excess Insurance

The TPA should provide a sum of the unpaid excess carrier excess liability under "Calculation of Specific Excess Coverage Entry for the Annual Reports". In addition, provide a list of claims for which specific excess credit is being claimed. This may be provided as a spreadsheet. Indicate in the list of claims the following information:

The list shall include the name of the claimant, claim number, date of injury, description of injury, carrier name and policy number, policy coverage period, retention level of policy and paid to date in indemnity or medical benefits, and the estimated future liability of the claim minus the total unpaid employer retention, which equals the total unpaid carrier liability, whether the claim has been reported to a carrier, if the claim has been accepted by the carrier, if the carrier has denied any part of the liability of the claim.

Refer to OSIP website for sample format of the Excess Credit Calculation form.

Calculation Of Specific Excess Coverage Entry For Annual Reports:

Enter the sum of the total unpaid carrier excess liability claimed from the "Specific Excess Insurance Policy Coverage". If none enter "0".

\$ 712272

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Specific Excess Insurance Policy pages: 2020 Excess Credit Calculation Form (Submitted to DIR).xls

Certification

Administrating Agency's Certificate Number 157

Or Self Administered

I declare under penalty of perjury that I have prepared or caused this report to be prepared and I have examined this liabilities report to be prepared and I have examined this liabilities report of this self insurer's worker's compensation liabilities. To the best of my knowledge and belief this report is true, correct and complete with respect to the worker's compensation liabilities incurred and paid. I further declare under the penalty of perjury that the estimates of future liability of worker's compensation claims made in this report reflect the administrator's best judgement as to the future liability of claims, using prevailing industry standards, and the signatory intends Self Insurance Plans to rely upon the representation.

Agency Name REDWOOD EMPIRE SCHOOLS INSURANCE GROUP

Name Chris Spencer

Phone (707) 836-0779 Fax

Email Address cspencer@resig.org

Address 1 5760 Skylane Blvd., Ste 100

Address 2

City Windsor State CA Zip 95492

Name of Person Legally Responsible for this Electronic Signature:

Christopher Spencer (Date/Time of Signature) -09/30/2020 14:15

MEMORANDUM OF UNDERSTANDING
AND AGREEMENT TO PROVIDE TEACHING and COUNSELING EXPERIENCE

This Memorandum of Understanding and Agreement to Provide Teaching and Counseling Experience ("Agreement"), is entered into this 1st day of August 2020, by and between the *University of San Francisco* ("University") and the *Piner-Olivet Union School District* ("District").

RECITALS

WHEREAS, pursuant to the provisions of the Education Code of the State of California, the governing board of any school district is authorized to enter into agreements with any institution approved by the Commission on Teacher Credentialing as a teacher and counselor education institution to provide teaching or counseling experience to students enrolled in the teacher or counselor training curricula of such institutions; and

WHEREAS, University is approved by the Commission on Teacher Credentialing as a teacher and counselor education institution; and

WHEREAS, any such agreement may provide for the payment in money or in services for the services rendered by the school district in any amount not to exceed the actual cost to the school district of the services rendered; and

WHEREAS, it has been determined between the parties hereto that the value of the services to be rendered to District under this Agreement do not exceed the actual cost to District of the services rendered by District.

TERMS

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained in this Agreement, University and District agree as follows:

I. DISTRICT RESPONSIBILITIES

A. District shall provide teaching experience in the schools or classes of District, not to exceed **30** students from University possessing valid certificates of clearance and assigned by University to teach in the schools and classes of District. Such teaching shall be provided in such schools or classes of District, and under the direct supervision, evaluation, and instruction of such employees of District, as District and University, through their duly authorized representatives, may agree upon.

“Teaching” as used herein and elsewhere in this Agreement means active participation in the duties and functions of classroom teaching under the supervision and instruction of employees of District holding valid teaching credentials issued by the State Board of Education and/or the Commission on Teacher Credentialing, other than emergency or provisional credentials, authorizing them to serve as classroom teachers in the schools and classes of District.

The assignment of a student of University to teach in District shall be deemed effective for the purpose of this Agreement as of the date the student presents the assignment letter to District.

B. District shall provide counseling experience in the schools or classes of District, not to exceed **30** students from University possessing valid certificates of clearance and assigned by University to counsel in the schools and classes of District. Such counseling shall be provided in such schools or classes of District, and under the direct supervision and instruction of such employees of District, as District and University, through their duly authorized representatives, may agree upon.

“Counseling” as used herein and elsewhere in this Agreement means active participation in the duties and functions of school counseling under the supervision and instruction of employees of District holding valid PPS credentials issued by the State Board of Education and/or the Commission on Teacher Credentialing, other than emergency or provisional credentials, authorizing them to serve as school counselors in the schools and classes of District.

The assignment of a student of University to counsel in District shall be deemed effective for the purpose of this Agreement as of the date the student presents the assignment letter to District.

C. District may, for good cause, refuse to accept for supervised teaching or counseling any student of University assigned to teach or counsel in District, and upon request of District, made for good cause, University shall terminate the assignment of any student of University to teach or counsel in District.

II. UNIVERSITY RESPONSIBILITIES

A. The assignment of a University student to teach in the schools or classes of District shall be at the discretion of University and shall be for a period of approximately eighteen (18) weeks. University may give students more than one assignment to teach in such schools or classes.

B. The assignment of a University student to counsel in the schools or classes of District shall be at the discretion of the University and shall be for a period of approximately one academic year. University may give students more than one assignment to counsel in such schools or classes.

University agrees that University students receiving counseling experience within District may not displace certificated District employees. University acknowledges that District hiring policies must comply with local teacher union contracts.

III. COMPENSATION FOR MASTER TEACHERS

University will pay District, for the performance by its teachers of all services required to be performed by District under this Agreement, financial compensation for serving as full-time Master Teachers at the rate of two hundred fifty dollars (\$250.00) per student for each semester within District, said payment to be distributed among the supervising teacher(s) to whom students of University are assigned. University shall determine the number of semester units of credit for teaching to be provided for each student of University assigned to teach under this Agreement.

If University terminates the assignment of a student to teach in the schools or classes of District, District shall receive payment of an amount for such student as though there had been no termination of the assignment, except that if such assignment is terminated before the end of the eighth week of the term of the assignment, District shall receive payment for an assignment for nine (9) weeks only.

Within a reasonable time following the close of each semester of the University of San Francisco, the University shall submit and process an invoice, in duplicate, for payment, for all supervised teaching under and in accordance with this agreement during said semester.

IV. INDEMNITY

University and District agree to defend, indemnify and hold one another, their respective officers, employees, students and agents harmless from and against all liability, loss, expense (including reasonable attorney's fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorney's fees, or claims for injury or damages are caused by or result of negligent or intentional acts or omissions of the indemnifying party, its officers, employees, students or agents.

V. DISTRICT AND UNIVERSITY INSURANCE

District and University each agree to keep in full force and effect, during the term of this Agreement, insurance to meet their respective obligations and liabilities hereunder and such insurance shall include but not be limited to the following:

Commercial General Liability and Auto Liability with limits of not less than \$1,000,000 per occurrence, and \$3,000,000 in the aggregate, for bodily injury, personal injury and property damage, endorsed to name the other party to the contract as additional insured;

Workers' Compensation coverage with statutory limits; and

Employers Liability coverage with limits of not less than \$1,000,000 per occurrence, and \$3,000,000 in the aggregate.

Each insurance policy required above shall be endorsed to state that coverage shall not be suspended, voided, or canceled by either party, except after sixty (60) days prior written notice by certified mail, return receipt requested, has been given to the other party to this Agreement.

Upon request, District and University shall each cause to be issued to the other evidence of such insurance prior to the commencement of this Agreement and annually thereafter.

VI. DISPUTES

In the event that a dispute arises between the parties with regard to the rights or duties created by this Agreement, or in the event of a breach of this Agreement by either party, the parties hereto agree to meet and confer in good faith in an effort to resolve the dispute or issue.

In the event the parties are unable to informally resolve the dispute within thirty (30) days after the dispute has arisen, the parties agree to decide whether to attempt to settle the dispute through arbitration or litigation. In order to send a dispute to arbitration, both parties must agree in writing that arbitration is their chosen method of resolving the dispute in question.

VII. GENERAL PROVISIONS

A. Term of Agreement. The term of this Agreement shall commence on the 1st day of *August 2020* and shall terminate on the 30th day of *June 2025*.

B. Termination. This Agreement may be terminated by either party without cause upon thirty (30) days prior written notice; provided, however, that any such termination by District shall not be effective as to any student who at the date of mailing of the notice by District was receiving teaching or counseling experience within District until the student has completed his or her assignment, except at the election of University.

C. Entire Agreement; Modification. This Agreement contains all the terms between the parties and may be modified only in writing signed by both parties.

D. Applicable Law. The terms and conditions of this Agreement shall be interpreted in accordance with the laws of the State of California.

E. Severability. In the event any court of competent jurisdiction determines that any paragraph or subparagraph of this Agreement is invalid or unenforceable for any reason, all remaining paragraphs or subparagraphs shall remain in full force and effect.

F. Confidentiality. Both parties shall protect the confidentiality of each others records and information, and shall not disclose confidential information without the prior written consent of the other party. University agrees to comply with District policy and procedure related to patient confidentiality.

G. Notices. Any notice to either party hereunder must be in writing signed by the party giving notice, and shall be served either personally or by registered or certified mail addressed as follows:

To University:

Dean Shabnam Koirala-Azad
USF School of Education
2130 Fulton Street
San Francisco, CA 94117

With a copy to:

General Counsel
University of San Francisco
101 Howard Street, Suite 200
San Francisco, CA 94105

To District:

Piner-Olivet Union School District Attn: Dr. Steve Charbonneau - Superintendent 3450 Coffey Lane Santa Rosa, CA 95403
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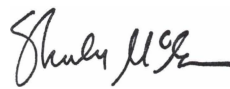
H. Non-Discrimination. The parties agree not to discriminate in employment, academic programs, or the provision of services on the basis of an individual's race, color, religion, religious creed, ancestry, national origin, age (except minors), sex, sexual orientation, marital status, medical condition (cancer-related) or disability and otherwise as required or permitted by law.

I. Status of the Parties. It is expressly understood and agreed that this Agreement is not intended, and shall not be construed, to create the relationship of agent, servant, employee, partnership, joint venture or association between University and District; rather it is an affiliation between independent contractors, these being University and District.

IN WITNESS WHEREOF, this Agreement has been executed by and on behalf of the parties hereto, the day and year first above written.

University of San Francisco

Piner-Olivet Union School District

By: 

Shirley McGuire, Ph.D.

By: _____
Name (Signature)

Senior Vice Provost
Title

Name (Print)

10/21/2020
Date

Title

Date

BUDGET UPDATES

Effective				Fiscal Year	
Account	Description			From	To
JE #	JE Trans Date	JE Posted	Comment		

Total for Org

Effective				Fiscal Year	
Account	Description	From	To		
JE #	JE Trans Date	JE Posted	Comment		

Total for Org