





TWIN RIDGES ELEMENTARY SCHOOL DISTRICT

16661 Old Mill Rd., Nevada City, California

Phone (530) 265-9052 ♦ Fax (530) 265-3049 ♦ www.twinridgeselementary.com






BOARD OF TRUSTEES REGULAR MEETING AGENDA TUESDAY, OCTOBER 10th, 2023 4:00 PM GRIZZLY HILL SCHOOL








	1. CALL TO ORDER			
	2. ROLL CALL			
	<table border="1" style="width: 100%;"> <tr> <td style="width: 50%;"> Malik Goodman Aubrey Puetz Mindi Morton Lorien Whitestone Jonathan Farrell </td> <td style="width: 50%;"> President Clerk NCSOS Representative/Timekeeper Member Member </td> </tr> </table>	Malik Goodman Aubrey Puetz Mindi Morton Lorien Whitestone Jonathan Farrell	President Clerk NCSOS Representative/Timekeeper Member Member	
Malik Goodman Aubrey Puetz Mindi Morton Lorien Whitestone Jonathan Farrell	President Clerk NCSOS Representative/Timekeeper Member Member			
	3. ATTENDEES:			
<i>Action</i>	4. APPROVAL OF THE OCTOBER 10th, 2023 REGULAR AGENDA – Malik Goodman			
	5. PUBLIC COMMENT The Board of Trustees welcomes comments and suggestions from the public. While no action may be taken by the Board concerning items not on the agenda, comments are important for District information and for possible future action. Due to time considerations, the chair may request that comments by an individual be limited to two minutes. Suggestions and comments from the public regarding items listed on this agenda should be raised during the comment period for the specific agenda item. (Education Code 35145.5; Bylaw 9322, Government Code 54954.3)			
<i>Action</i>	6. CONSENT ITEMS. <i>These items are expected to be routine and non-controversial. The Board will act upon them at one time without discussion. Any Board member, staff member or interested party may request that an item be removed from the consent agenda for discussion.</i>			
<i>Action</i>	A. Approval of the September 12th, 2023 Regular Board Meeting Minutes			
<i>Action</i>	B. Approval of the September 19th, 2023 Emergency Board Meeting Minutes			
<i>Action</i>	C. Approval of the October 3rd, 2023 Special Board Meeting Minutes			
<i>Action</i>	D. Approval of the September Warrants			

7. REPORTS

Report	A.	Family Resource Center Report - <i>Diana Pasquini</i>						
Report	B.	Owens Financial Report - <i>Peter Ketchand</i>						
Report	C.	Superintendent/Principal Report - <i>Scott Mikal-Heine</i>						
Report	D.	Current Enrollment - Grizzly Hill School						
		Grade	TK/K	1/2	3/4	5/6	7/8	Total
		Students	4/19	11/10	14/15	12/13	6/8	112
		Teacher	Caughey	Clemens	Hobbs	Pearcy	Hinrichs	
Report	E.	Little Acorns Preschool - <i>Pam Langley</i>						
Report	F.	Teacher's Report/Field Trip - <i>Scott Mikal-Heine/Staff</i>						
Report	G.	Parent Teacher Club Report - <i>Sunshine Bender</i>						
Report	H.	Student Services Report - <i>Cindy Browning</i>						
Report	I.	Board Report - <i>Malik Goodman</i>						

6. DISCUSSION/ACTION ITEMS

Discussion/Action	A.	Shall the Board approve facility use fees for leasing Oak Tree site?	
Discussion/Action	B.	Shall the Board approve the estimate from Grass Valley Pest & Weed Control?	
Discussion/Action	C.	Shall the Board approve Resolution #23-10: Transfer of Funds from the Investment Account	
Discussion	D.	Personnel interview / selection process / BP position control - Discussion.	
Discussion/Action	E.	Shall the Board approve the Provisional Intern Permit for Balam Shenachie for the position of Special Education Resource Teacher working with students in grades TK-8 at Grizzly Hill School within Twin Ridges Elementary School District for the 2023/2024 school year with the start date of 10/23/23?	
Discussion/Action	F.	Shall the board approve Supt's recommendation for Balam Shenachie's hire to the position of Special Education Resource Teacher?	

Discussion/Action	G.	Shall the Board approve Supt's recommendation for Marisol Estrada's hire to the position of District Executive Administrative Assistant?	
Discussion	H.	Biennial Review of BB 9270 - Conflict of Interest	
Discussion/Action	I.	Shall the Board review and approve the Williams Quarterly Report?	
Discussion/Action	J.	Facilities Priorities / Needs and Financing Process	
Discussion/Action	K.	Shall the Board approve Resolution #23-12: Authorizing District Representatives to the State Allocation Board, Office of Public School Construction (OPSC), and the Filing of Requests for Eligibility and Funding with OPSC under the State School Facility Programs?	
Discussion	L.	Open Public Hearing for the Availability of Instructional Materials.	
Discussion	M.	Close Public Hearing for the Availability of Instructional Materials.	
Discussion/Action	N.	Shall the Board approve Resolution #23-11 Sufficiency of Textbooks and Instructional Materials?	
Discussion/Action	O.	Shall the Board approve New Board Evaluation options tools?	
	8.	PUBLIC COMMENT ON CLOSED SESSION ITEMS	
	9.	CLOSED SESSION	
	A.	Public Employee Discipline/Dismissal/Release (Government Code § 54957)	
	B.	Conference with Labor Negotiator (Government Code § 54957.6). Employee Organizations: Non-Represented Classified. Agency Negotiator: Scott Mikal	
	C.	Public Employee Performance Evaluation (Gov. Code § 54957[b])	
	D.	Conference With Legal Counsel – Anticipated/Existing Litigation (Government Code § 54956.9(d)(1) (Government Code § 54956.9(d)(2) or (3).	
	10.	RECESS /RECONVENE - Report Out on Closed Session – Malik Goodman	
	A.	Reportable Action Taken Regarding Public Employee Discipline/Dismissal/Release (Government Code § 54957(b))	
	B.	Reportable Action Taken Regarding Conference with Labor Negotiator (Government Code § 54957.6). Employee Organizations: Non-Represented Classified. Agency Negotiator: Scott Mikal	

	C.	Reportable Action Taken Regarding Public Employee Performance Evaluation (Gov. Code § 54957[b])	
	D.	Reportable Action Taken Regarding Conference With Legal Counsel – Anticipated/Existing Litigation (Government Code § 54956.9(d)(1) (Government Code § 54956.9(d)(2) or (3)).	
<i>Discussion</i>	11.	FUTURE AGENDA ITEMS DISCUSSION	
	12.	UPCOMING MEETINGS: November 14th, 2023	
	13.	ADJOURNMENT	

This agenda was posted at least 72 hours prior to the meeting at 16661 Old Mill Rd. Nevada City, CA 95959 and on the website at TRES.D.ORG

NOTICE:

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10/10/2023

Malik Goodman, Board President

Date

10/10/2023

Scott Mikal-Heine, Superintendent/Principal

Date

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BOARD OF TRUSTEES REGULAR MEETING MINUTES TUESDAY, SEPTEMBER 12th, 2023 4:00 PM GRIZZLY HILL SCHOOL

	1.	CALL TO ORDER: 4:07pm			
	2.	ROLL CALL			
		Malik Goodman Aubrey Puetz Mindi Morton Lorien Whitestone Jonathan Farrell	President Clerk NCSOS Representative/Timekeeper Member Member	present absent present absent present	
	3.	ATTENDEES: Superintendent Scott Mikal, CBO Sunshine Bender, Morgan Street			
<i>Action</i>	4.	APPROVAL OF THE SEPTEMBER 12th, 2023 REGULAR AGENDA – Malik Goodman			
		<p>Request to move Owens Financial Report to between 7A and 7B.</p> <p>Request to re-open superintendent evaluation in closed session.</p> <p>Request to add non-action item after 8N: Education Protection Account.</p> <p>Mindi Morton makes a motion to approve the September 12, 2023 Regular Agenda with the additional requested changes, Jonathan Farrell seconds, motion carries as follows: (3/0/2/0)</p> <p>Malik Goodman - YES Aubrey Puetz - ABSENT Mindi Morton - YES Lorien Whitestone - ABSENT Jonathan Farrell - YES</p>			
	5.	PUBLIC COMMENT			
		<p>The Board of Trustees welcomes comments and suggestions from the public. While no action may be taken by the Board concerning items not on the agenda, comments are important for District information and for possible future action. Due to time considerations, the chair may request that comments by an individual be limited to two</p>			

minutes. Suggestions and comments from the public regarding items listed on this agenda should be raised during the comment period for the specific agenda item. (Education Code 35145.5; Bylaw 9322, Government Code 54954.3)

Grizzly Hill School 1st/2nd grade teacher Sierra Clemens reports on goings on in her class. Notes that I-ready is helpful and an upgrade from last year's program (Prodigy), students in her class enjoy using it. She is relieved that the year is going really well, behavior is really good, students in her class are kind and able to play together. She notes that she is able to have more valuable class time, able to see more growth opportunities. All thank Sierra for the update.


Danielle (parent of a K student) voices some concerns about new changes, namely that there is no reading specialist anymore and library is absent, K class is too large. She notes that she chose to move here to have smaller class size and more connection with the community.


Malik Goodman makes a comment that the organizational nature of TK/K is being discussed and the plan is to logistically have smaller class sizes.

Danielle asks for clarity on the library issue. Malik Goodman states this is not on the agenda today, but it will be soon. Danielle notes that parents should be part of the discussion and want input. Malik Goodman says we could put time aside for public comment on the issue. Scott Mikal agrees.

Action **6. CONSENT ITEMS.** *These items are expected to be routine and non-controversial. The Board will act upon them at one time without discussion. Any Board member, staff member or interested party may request that an item be removed from the consent agenda for discussion.*

Action **A.** Approval of the August 8th Board Meeting Minutes 

Action **B.** Approval of the August 21st Special Meeting Minutes 

Action **C.** Approval of the August Warrants 

Mindi Morton makes a motion to approve 6A, 6B, and 6C.

Jonathan Farrell asks to amend certain minutes to better represent a specific sentiment, and feels that existing minutes abbreviated the intended meaning.

Lorien Whitestone arrives at 4:19pm

Jonathan Farrell identifies the section in question: August 8th meeting, section 6G, topic of immunizations, "Are we liable?". Jonathan Farrell requests additional language to be added regarding the issue of liability, specifying what liability is for. Jonathan Farrell states that he asked if we were liable for not providing the services of education to said students.

Discussion of the level of detail needed in minutes, direct quotes vs. capturing action and context.

Mindi Morton makes a new motion to approve 6A, 6B, and 6C with the added change to wording to previous minutes. Jonathan Farrell seconds, motion carries as follows: (4/0/1/0)

Malik Goodman - YES
 Aubrey Puetz - ABSENT
 Mindi Morton - YES
 Lorien Whitestone - YES
 Jonathan Farrell - YES

7. REPORTS

Report

A. Family Resource Center Report -*Diana Pasquini*

Diana Pasquini not present. Move to Owens Financial Report (7H)

Report

B. Superintendent/Principal Report -*Scott Mikal-Heine*

Scott Mikal presents updates: Credit to Shelline Martines for being on top of attendance, which has been up. SEL community of practice led by Adam Pearcy. Tier 2 PBIS team. Alan Staub relationship building SEL in classes as well as in service for staff. Intervention and I-Ready is moving along, and is very enlightening for teachers to give individualized learning. Combo classrooms make it complex, we will be assessing next steps at the staff meeting tomorrow. PE is going very well, thanks to Sammi Condo. Enrichment/electives are rolling for all grades: art, music, yearbook, PE helper, garden. Shout out to the nutrition staff. Sam Hinrichs was awarded the golden state teacher grant award. Cori Hobbs was awarded teacher of the year. Sports will include boys basketball, girls basketball, and girls volleyball. PD days are lined up with training next week (Sept 21/22).

The Washington after school program is running. Successfully negotiated backflow preventer installation and tractor maintenance in exchange for tractor use.

Contacts at NCSOS are supporting TRESA to develop the Community Schools and ELOP programs and associated staff roles.

Report

C. Current Enrollment - Grizzly Hill School

Grade	TK/K	1/2	3/4	5/6	7/8	Total
Students	3/21	11/13	14/15	12/13	5/10	117
Teacher	Caughey	Clemens	Hobbs	Pearcy	Hinrichs	

Trustees express concern about large class sizes. Class size can be discussed as a future agenda item, including thresholds and actions.

Report

D. Little Acorns Preschool -*Pam Langley*

		Pam Langley not present, Scott presents. T/Th still light on attendance.	
Report	E.	Teacher's Report/Field Trip - <i>Scott Mikal-Heine/Staff</i>	
		No teacher present to report. Brief discussion of scheduled field trips.	
Report	F.	Parent Teacher Club Report - <i>Sunshine Bender</i>	
		Nothing to report.	
Report	G.	Student Services Report - <i>Cindy Browning</i>	
		<p>Cindy Browning reports that I-Ready testing has been completed. My Path is the next step that is catered to every student at their level. Teachers will help come up with ideas on how implementation will work best in their classrooms.</p> <p>SPED need is growing. Discussion of mileage reimbursement process for transport, Sunshine Bender overseeing it.</p>	
Report	H.	Owens Financial Report - <i>Peter Ketchand</i>	
		<p>Peter Ketchand presents a statement on deeper policy issues related to the financial report. Written statement that was read aloud:</p> <p>“The original purpose of my attendance today was to take care of some administrative issues. However, before that, I believe that there are some deeper policy issues that need to be addressed in terms of the current investment mandate.</p> <p>Before we dive into those, I would like to review some of the history of the current mandate as background. From the earliest discussions on the current mandate, both the Board of Directors and the Superintendent/Principal were in alignment with the key precepts that would define the mandate. They wanted to manage it separately from the county. Specifically, there was concern that excess reserve funds may be reclaimed by the state. The interest rate environment was such that the county investments were generating close to zero investment income and that was also of concern.</p> <p>The Board of Directors and the Management Team came to Owens and asked us to review the possibilities and make our best proposal for an investment mandate that would seek to address their requirements.</p> <p>At their request, we engaged in that process. We researched what was possible. We worked with the Board, the Management Team and District Counsel to develop an Investment Policy Statement. We submitted our proposal. Clearly, there were and are elements to the mandate as it is currently structured which allowed it to be managed separately but have also introduced additional administrative and cost requirements. This involved Owens acting as consultant while retaining a third-party manager to manage the bond selection. It involved additional Board review and oversight. I believe that these elements have been revisited and agreed upon as the mandate has progressed.</p>	

At that time, Owens Estate and Wealth decided that we would provide our services at 35% of the standard fee that we charge for similar services. We also worked with the third-party manager to lower their fee as well. We believe that as a local business we should seek to be a good partner for local institutions insomuch as we are able.

It was also discussed at that time, and has continued to be discussed at Board Meetings, that the investment income, especially relative to the county, was dependent on changing market conditions.

The Board decided that they wanted to proceed with the mandate. With that, there have been times where I, as the consultant, have suggested other potential investment options to the board, other than the current mandate. When I discussed the potential suitability of returning to the county during the last rate hiking cycle, both the board and the management team were interested in maintaining separate management within the current structure.

As Board meetings resumed within the Covid era – the interest rate environment had degraded such that I repeatedly recommended that they look at suitable projects to deploy funds. Once again, the decision was to keep things as they are. I have also recommended a bond ladder, which the Management Team could manage themselves thus remaining separate from the county but without the current cost structure and removing the need for outside advisors. However, the result was the same.

More recently, the current rate hiking cycle has once again benefitted the investment policy pursued by the county. I knew that there have been some verbal discussions about the possibility of returning the funds to the county among the Management Team and the Board, but it was my understanding that it had been considered and reviewed and that the decision, as it had been before, was to keep everything the same.

However, after a scheduled meeting last week on Sept 5th that included significant discussion with the current Management Team, it is my determination that the Board and the Management Team are fundamentally no longer in alignment as to the key precepts of the mandate. They no longer agree as to whether a mandate that seeks to keep the funds managed and held separately remains necessary or valid.

That determination is outside my scope as your financial consultant. However, like the Board and the Management Team, as your financial consultant, I do have a fiduciary responsibility with regards to the best interests of the end client which is the School District as represented by both the Board of Directors and the Management Team that they have selected.

With that, I believe that it is prudent for the Board and the Management Team pursue a formal process that will allow them to address the misalignment. There should be agreement on the most basic, key elements of the mandate before further investment decisions are made.

In consultation with Trustee Mindi Morton, the Investment representative as designated by the Board, I am recommending that the Board instruct the Management team to make a written presentation and

proposal and make their case that there is no longer any need to separate the special reserve account from the pooled county funds and have a vote on their recommendation.

If they are able to make their case and convince the Board that it is no longer necessary to have the funds managed separately, then I believe that it would be suitable from an investment standpoint to return the funds to the county mandate, as the part of the mandate which introduces the additional administrative and cost burdens has been deemed to be no longer necessary.

If after review, it is decided that the part of the mandate involving separate management remains necessary, then I believe that it would be prudent to put the mandate out for RFP. This would allow other firms to put forward alternate proposals while also allowing the Board and the Management Team to seek alignment as to the team selected to oversee the mandate. Owens would welcome the opportunity to participate in the process and once again put forward our proposal, so that we might have the opportunity to compete for the mandate going forward.”

Malik Goodman thanks Peter Ketchand, agrees that the past was well represented and appreciates ongoing advice.

Mindi Morton suggests a future agenda item discussing future investment moves.

Scott Mikal references BP 3430: Investing. Malik Goodman requests a future agenda item to discuss BP 3430.



Jonathan Farrell queries if TRES D decides to move partial funds to the county, is this an all or nothing offer from Owens? Peter Ketchand notes that he can't advise on that.

Malik Goodman notes that the purpose was to maintain funds.




Scott Mikal requests a record of the mandate.






Malik Goodman recommends a special meeting to discuss further.



Peter Ketchand clarifies the mandate is the policy surrounding how funds are invested, it is up to the board and the management team to come up with a resolution on how they would like to proceed. Reminder of 600k coming due Sept 30th.


<i>Report</i>	I.	Finance Committee Report from 9/5 meeting	 
		<p>Note to move this report earlier in future meetings. Scott Mikal presents the minutes from the 9/5 finance committee meeting. Clarification that this committee is not about quality of service, it's about improved communication. Calls on the Board to speak up about financial concerns.</p> <p>Malik Goodman notes that the fund was intended to be exhausted, it's unfortunate that it's set up in such a way that we use it to pay our bills. Discussion of reasoning for investments (take backs).</p> <p>Scott Mikal notes that Darlene Waddle should also be part of this conversation for insight on take backs and beyond. Discusses the current board policy regarding the issue. There will be another meeting of the committee, Peter Ketchand's participation is appreciated and needed in these conversations.</p>	

<i>Report</i>	J.	Board Report - <i>Malik Goodman</i>	
		Nothing to report.	
	8.	DISCUSSION/ACTION ITEMS	
<i>Discussion</i>	A.	Capital Facilities Funding Update - Eastshore	
		<p>Scott Mikal and Michael Riemenschneider present the Capital Facilities Funding update, note that this content justifies a special meeting that will cover facilities, TK/K grant, general obligation bond etc. Scott Mikal and Michael Riemenschneider note the current nature of this as a living working document and emphasize the desire to preserve the March option. TK/K grant identified as key. Report from Williams should be done by the end of the month.</p> <p>Scott Mikal identifies Chris Delong and Michael Riemenscheider as especially important due to the scale of the district and the range of staff availability. Previous FIT report was a step but lacked scope of work as well as monetary amounts.</p> <p>Mindi Morton notes the importance of community contact. Outreach, town halls etc</p> <p>General request for a special meeting to further discuss Capital Facilities Funding.</p> <p>Scott Mikal notes that there are options for facilities funds to be reimbursed through the state. Discussion of past proposals that were not approved because reimbursement was not guaranteed. Scott Mikal notes the intention to spread out funding sources.</p> <p>Discussion of ADA funding.</p> <p>Scott Mikal gives an update on the TK/K grant, after resubmitting got approved for a funding match. Another source of that match could be a general obligation bond. Grizzly Hill currently does not have the facilities to grow yet does have a growing need. Chris Delong will share further TK grant updates at the special meeting.</p> <p>Michael Riemenschneider requests authorization to reach out to attorneys to get initial bids with no commitment. Authorization approved.</p> <p>Scott Mikal refers to his work on previous, similar projects and identifies that the current situation is prime. Further discussion of the need for community outreach. Discussion and debate on community ability and desire to pay.</p> <p>10 minute recess</p>	

<i>Discussion</i>	B.	Report and discussion on prospective Home Study / Independent Study programming.	
		<p>Scott Mikal presents on the status of Home Study / Independent Study programming: interests, reasoning, and facts. There are no new non seat-based charters, some charters are grandfathered in. We need to sell in-person learning and improve our in-person facility, program etc.</p> <p>Discussion of potential for long term independent study. TRES D may operate an independent long term study program, the issue for us is currently financial. Independent study is a much better model for secondary school, not elementary school.</p> <p>Malik Goodman notes that long term independent study is worth looking into it, but perhaps not this year.</p> <p>Discussion on the needs of the community, good candidates for this program.</p> <p>Scott Mikal notes that local home study programs already exist. It currently makes most sense to direct interested families to these programs and invest time and finances into improving in-person programming.</p>	
<i>Discussion/Action</i>	C.	Shall the Board Approve TRES D's Response to the Grand Jury Report titled: <i>Nevada County School Boards: an Educational Opportunity</i>	
		<p>Scott Mikal presents letters and TRES D's response.</p> <p>Lorien Whitestone makes a motion to approve TRES D's Response to the Grand Jury Report titled: <i>Nevada County School Boards: an Educational Opportunity</i>, Mindi Morton seconds, motion carries as follows: (4/0/1/0)</p> <p>Malik Goodman - YES Aubrey Puetz - ABSENT Mindi Morton - YES Lorien Whitestone - YES Jonathan Farrell - YES</p>	
<i>Discussion</i>	D.	EAAP Appeal Summary Review findings, appeal considerations	
		<p>Scott Mikal presents letter and highlights the savings TRES D received, options for repayment.</p> <p>Discussion of next year's audit. This also puts into perspective the vaccine mandate.</p>	
<i>Discussion/Action</i>	E.	Personnel ELOP / Community School / Aide Position	
		Scott presents the Community School Coordinator Job Description, which encompasses the community schools and ELOP programs, both grant funded.	

		<p>This is a 2 year position. NCSOS is supporting the creation of this position.</p> <p>Mindi Morton makes a motion to approve the Community School Coordinator Job Description, Malik Goodman seconds, motion carries as follows: (4/0/1/0)</p> <p>Malik Goodman - YES Aubrey Puetz - ABSENT Mindi Morton - YES Lorien Whitestone - YES Jonathan Farrell - YES</p>	
<i>Discussion/Action</i>	F.	Shall the Board approve the CAL Solar quote - Sept 21/22	
		<p>Mindi Morton makes a motion to approve the Cal Solar Quote, Lorien Whitestone seconds, motion carries as follows: (4/0/1/0)</p> <p>Malik Goodman - YES Aubrey Puetz - ABSENT Mindi Morton - YES Lorien Whitestone - YES Jonathan Farrell - YES</p>	
<i>Discussion/Action</i>	G.	Shall the Board accept CSEA Sunshine reopeners?	 
		<p>Mindi Morton makes a motion to accept CSEA Sunshine Reopeners, Lorien Whitestone seconds, motion carries as follows: (4/0/1/0)</p> <p>Malik Goodman - YES Aubrey Puetz - ABSENT Mindi Morton - YES Lorien Whitestone - YES Jonathan Farrell - YES</p>	
<i>Discussion/Action</i>	H.	Shall the Board approve the Consolidated App?	
		<p>Sunshine Bender presents the Consolidated app.</p> <p>Mindi Morton makes a motion to approve the Consolidated App, Lorien Whitestone seconds, motion carries as follows: (4/0/1/0)</p> <p>Malik Goodman - YES Aubrey Puetz - ABSENT Mindi Morton - YES Lorien Whitestone - YES Jonathan Farrell - YES</p>	
<i>Discussion/Action</i>	I.	Shall the Board approve Unaudited Actuals?	
		Sunshine Bender presents the Unaudited Actuals, outlining highlights.	

		<p>Mindi Morton makes a motion to approve the Unaudited Actuals, Jonathan Farrell seconds, motion carries as follows: (4/0/1/0)</p> <p>Malik Goodman - YES Aubrey Puetz - ABSENT Mindi Morton - YES Lorien Whitestone - YES Jonathan Farrell - YES</p>	
<i>Discussion/Action</i>	J.	Shall the Board approve the Resolution for GANN Limit?	
		<p>Sunshine Bender presents the Resolution for GANN Limit.</p> <p>Mindi Morton makes a motion to approve the Gann Limit Resolution, Malik Goodman seconds, motion passes with a roll call as follows:</p> <p>Malik Goodman - YES Aubrey Puetz - ABSENT Mindi Morton - YES Lorien Whitestone - YES Jonathan Farrell - YES</p>	
<i>Discussion/Action</i>	K.	Shall the Board approve the Nurse Contract?	
		<p>Sunshine Bender presents the Nurse Contract.</p> <p>Lorien Whitestone makes a motion to approve the Nurse Contract, Mindi Morton seconds, motion carries as follows: (4/0/1/0)</p> <p>Malik Goodman - YES Aubrey Puetz - ABSENT Mindi Morton - YES Lorien Whitestone - YES Jonathan Farrell - YES</p>	
<i>Discussion/Action</i>	L.	Personnel interview / selection process / BP position control; job descriptions, location of assignment, work stations.	
		<p>Lorien Whitestone makes a motion to postpone the Discussion on Personnel Interview / Selection Process / BP , Malik Goodman seconds, motion carries as follows: (4/0/1/0)</p> <p>Malik Goodman - YES Aubrey Puetz - ABSENT Mindi Morton - YES Lorien Whitestone - YES Jonathan Farrell - YES</p>	
<i>Discussion/Action</i>	M.	Shall the Board approve New Board Evaluation options tools -Mindi Morton	

		<p>Lorien Whitestone makes a motion to postpone the Approval of New Board Evaluation Tools, Malik Goodman seconds, motion carries as follows: (4/0/1/0)</p> <p>Malik Goodman - YES Aubrey Puetz - ABSENT Mindi Morton - YES Lorien Whitestone - YES Jonathan Farrell - YES</p>	
<i>Discussion/Action</i>	N.	Biennial Review of BB 9270 - Conflict of Interest	
		<p>Lorien Whitestone makes a motion to postpone the Biennial Review of BB 9270 - Conflict of Interest, Mindi Morton seconds, motion carries as follows: (4/0/1/0)</p> <p>Malik Goodman - YES Aubrey Puetz - ABSENT Mindi Morton - YES Lorien Whitestone - YES Jonathan Farrell - YES</p>	
	O.	Shall the Board approve the Education Protection Account (EPA)?	
		<p>Sunshine Bender presents the Education Protection Account (EPA).</p> <p>Lorien Whitestone makes a motion to approve the Education Protection Account (EPA), Mindi Morton seconds, motion carries as follows: (4/0/1/0)</p> <p>Malik Goodman - YES Aubrey Puetz - ABSENT Mindi Morton - YES Lorien Whitestone - YES Jonathan Farrell - YES</p>	
	9.	PUBLIC COMMENT ON CLOSED SESSION ITEMS	
	10.	CLOSED SESSION	
	11.	RECESS /RECONVENE - Report Out on Closed Session – Malik Goodman	
		Nothing to report.	
<i>Discussion</i>	12.	FUTURE AGENDA ITEMS DISCUSSION	
		<p>Class size can be discussed as a future agenda item, including thresholds and actions.</p> <p>BP 3430 discussion, Financial mandate (potentially special meeting)</p> <p>Personnel interview / selection process / BP</p> <p>Shall the Board approve New Board Evaluation options tools</p>	

Biennial Review of BB 9270 - Conflict of Interest

State of the Library

Capital Facilities Funding (special meeting)

13. **UPCOMING MEETINGS: October 10th, 2023**

14. **ADJOURNMENT: 8:30pm**

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9/12/2023

Malik Goodman, Board President

Date

9/12/2023

Scott Mikal-Heine, Superintendent/Principal

Date

TWIN RIDGES ELEMENTARY SCHOOL DISTRICT

16661 Old Mill Rd., Nevada City, California

Phone (530) 265-9052 ♦ Fax (530) 265-3049 ♦ www.twinridgeselementary.com

BOARD OF TRUSTEES **EMERGENCY MEETING MINUTES** **TUESDAY, SEPTEMBER 19th, 2023** **8:00 AM** **GRIZZLY HILL SCHOOL**

	1. CALL TO ORDER 8:14am																
	2. ROLL CALL																
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Malik Goodman</td> <td style="width: 40%;">President</td> <td style="width: 20%; text-align: center;">absent</td> </tr> <tr> <td>Aubrey Puetz</td> <td>Clerk</td> <td style="text-align: center;">absent</td> </tr> <tr> <td>Mindi Morton</td> <td>NCSOS Representative/Timekeeper</td> <td style="text-align: center;">present</td> </tr> <tr> <td>Lorien Whitestone</td> <td>Member</td> <td style="text-align: center;">present</td> </tr> <tr> <td>Jonathan Farrell</td> <td>Member</td> <td style="text-align: center;">present</td> </tr> </table>	Malik Goodman	President	absent	Aubrey Puetz	Clerk	absent	Mindi Morton	NCSOS Representative/Timekeeper	present	Lorien Whitestone	Member	present	Jonathan Farrell	Member	present	
Malik Goodman	President	absent															
Aubrey Puetz	Clerk	absent															
Mindi Morton	NCSOS Representative/Timekeeper	present															
Lorien Whitestone	Member	present															
Jonathan Farrell	Member	present															
	3. ATTENDEES: CBO Sunshine Bender, Morgan Street																
<i>Action</i>	4. APPROVAL OF THE SEPTEMBER 19th, 2023 EMERGENCY AGENDA																
	<p>Mindi Morton makes a motion to approve the September 19th, 2023 Emergency Agenda, Jonathan Farrell seconds, motion carries as follows: (3/0/2/0)</p> <p>Malik Goodman - ABSENT Aubrey Puetz - ABSENT Mindi Morton - YES Lorien Whitestone - YES Jonathan Farrell - YES</p>																
	<p>5. PUBLIC COMMENT</p> <p>The Board of Trustees welcomes comments and suggestions from the public. While no action may be taken by the Board concerning items not on the agenda, comments are important for District information and for possible future action. Due to time considerations, the chair may request that comments by an individual be limited to two minutes. Suggestions and comments from the public regarding items listed on this agenda should be raised during the comment period for the specific agenda item. (Education Code 35145.5; Bylaw 9322, Government Code 54954.3)</p>																
<i>Action</i>	6. CONSENT ITEMS. <i>These items are expected to be routine and non-controversial. The Board will act upon them at one time without discussion. Any Board member, staff</i>																

member or interested party may request that an item be removed from the consent agenda for discussion.

Action

A. Approval Emergency Wastewater Plumbing Quote for Grizzly Hill lower campus



Sunshine Bender explains the extent of the issue, history of the problem, previous services, and outlines the Mr Rooter quote.

Mindi Morton makes a motion to approve the Emergency Wastewater Plumbing Quote for Grizzly Hill lower campus, Jonathan Farrell seconds, motion carries as follows: (3/0/2/0)

Malik Goodman - ABSENT
Aubrey Puetz - ABSENT
Mindi Morton - YES
Lorien Whitestone - YES
Jonathan Farrell - YES

12. UPCOMING MEETINGS: October 10th, 2023

13. ADJOURNMENT 8:20am

This agenda was posted at least 72 hours prior to the meeting at 16661 Old Mill Rd. Nevada City, CA 95959 and on the website at TRES.D.ORG

NOTICE:

In compliance with the Americans with Disabilities Act, if you need special assistance to access the Board meeting room or to otherwise participate at this meeting, including auxiliary aids or services, contact the Twin Ridges Elementary School District office at 530.265-9052 ext. 201 at least 48 hours before the scheduled Board meeting so that we may make every reasonable effort to accommodate your needs. {G.C. §54953.2, §54954.2(a) (1); Americans with Disabilities Act of 1990, §202 (42 U.S.C. §12132)}

9/19/2023

Malik Goodman, Board President

Date

9/19/2023

TWIN RIDGES ELEMENTARY SCHOOL DISTRICT

16661 Old Mill Rd., Nevada City, California

Phone (530) 265-9052 ♦ Fax (530) 265-3049 ♦ www.twinridgeselementary.com

BOARD OF TRUSTEES SPECIAL MEETING MINUTES TUESDAY, OCTOBER 3rd, 2023 4:00 PM GRIZZLY HILL SCHOOL

	1.	CALL TO ORDER 4:03pm		
	2.	ROLL CALL		
		Malik Goodman Aubrey Puetz Mindi Morton Jonathan Farrell Lorien Whitestone	President Clerk NCSOS Representative/Timekeeper Member Member	present present present present present
	3.	ATTENDEES: Superintendent Scott Mikal-Heine, Morgan Street, Cindy Browning, Marisol Estrada, Balam Shenachie		
<i>Action</i>	4.	APPROVAL OF THE OCTOBER 3, 2023 SPECIAL AGENDA – Malik Goodman		
		<p>Lorien Whitestone makes a motion to approve the October 3, 2023 Special Agenda, Mindi Morton seconds, motion carries as follows (5/0/0/0).</p> <p>Malik Goodman - YES Aubrey Puetz - YES Mindi Morton - YES Lorien Whitestone - YES Jonathan Farrell - YES</p>		
	5.	REPORTS		
<i>Report</i>	A.	<p>Superintendent/Principal Report -<i>Scott Mikal-Heine</i></p> <p>Scott Mikal gives a short intro for Marisol Estrada, the recommended candidate for the District Executive Administrative Assistant position, replacing Morgan Street.</p> <p>MimiDene Zanze and Michael Riemenschneider arrive at 4:05pm.</p> <p>Scott Mikal introduces Balam Shenachie, the recommended candidate for the SPED Resource Teacher, and outlines the need for a PIP appointment. Balam Shenachie gives some background and further introduction.</p> <p>This will be an agenda item at the October 10th meeting.</p> <p>Scott Mikal reminds the group about the Teacher of the Year awards dinner this week, where Cori Hobbs will be recognized.</p>		
	6.	DISCUSSION/ACTION ITEMS		

Discussion	A.	Facility Inventory and Capital Outlay Plan Report	
		<p>MimiDene Zanze presents the Facility Inventory and Capital Outlay Plan Report, explains the process of creating this report - visual observation and walk-through of facilities, research, inventory of potential projects.</p> <p>Scott-Mikal adds that this project list comes from Williams background working with other schools, standards, previously identified projects.</p> <p>Discussion of specific projects, potential additional projects. Scott Mikal emphasizes the in-process nature of this document.</p> <p>MimiDene Zanze talks specifically about Oak Tree campus. Clarification that the multi-purpose building should be called “the Lodge” in future reports.</p> <p>Discussion on priority of projects, necessary maintenance, order of projects in relation to community and programmatic needs. Discussion of high priority items: exteriors and weather wear at Grizzly Hill and Oak Tree, ADA compliance.</p> <p>Board thanks MimiDene Zanze for the detailed report.</p> <p>Scott Mikal makes notes that Williams made a point to highlight and the uniqueness and the charm of both campuses.</p>	
Discussion	B.	HPD Associates - TK/K Grant, SFP Modernization, State Bond Reimbursement Report	
		<p>Chris Delong presents the TK/K Grant, SFP Modernization, State Bond Reimbursement Report via Zoom.</p> <p>Discussion and clarification of costs and budgets, the scope of projects will dictate percentages in some respect. Discussion of timelines and required deadlines.</p> <p>Chris Delong presents an update on modernization eligibility. Scott Mikal clarifies that this funding source is separate, matches are contingent on hardship eligibility.</p> <p>Discussion of reimbursement terms and funding sources, hardship eligibility, thresholds, retroactive eligibility. Chris Delong recommends filing as soon as possible. Discussion of limitations and qualifications of funds.</p> <p>Chris Delong presents grant timelines, emphasizes that committing local funding greatly expedites the process.</p> <p>Discussion of audit fees, parameters of grant funding</p> <p>All thank Chris Delong for the presentation.</p>	
Discussion	C.	Prioritization of work	
		Scott Mikal and MimiDene Zanze discuss the need for prioritizing work items from the Capital Outlay Plan Report. Emphasis that this is a brainstorm, not	

		<p>commitment to projects. List of projects in larger than potential funds. Maintenance items could also be spread out over capital funds (example: exterior repairs).</p> <p>Discussion of flow of projects, avoiding redundancies, short term vs long term ROI, stakeholder and community needs. Balancing needs of students, preserving facilities, maximizing funding, realizing budget limits. Discussion of ADA compliance needs and grandfathered code. Most updates to campus will require additional ADA updates.</p> <p>Lorien Whitestone leaves at 5:54pm.</p> <p>Discussion of Grizzly Hill Campus projects:</p> <p>Discussion of ADA items. Identification of items relating to ADA restrooms, ADA path of travel throughout campus, door hardware, water bottle filling station.</p> <p>Discussion of Maintenance items. Identification of items related to HVAC and exterior wear.</p> <p>Discussion of Modernization items. Identification of classroom and admin building modernization projects.</p> <p>Discussion of Expansion items. Identification of TK/K building item.</p> <p>Discussion of Furniture, Fixtures and Equipment items. Identification of new desks, truck with plow, and snowblower as needed items.</p> <p>Discussion of Oak Tree Campus projects:</p> <p>Discussion of all Oak Tree projects. Identification of exterior repairs, ADA restrooms ADA path of travel, covered play area.</p>	
<i>Discussion/Action</i>	D.	Bond Counsel selection and approval.	
		<p>Michael Riemenschneider thanks to the Board for efficient prioritization of work, the next step will be asking the broader community.</p> <p>Discussion of the variety of accessible community outreach strategies and usage limitations on funding. Michael Riemenschneider emphasizes that an attorney is key to cover legality of the bond process. Presentation of Bond Counsel proposals.</p> <p>Michael Riemenschneider recommends Orrick or Jones Hall, both are contingent on getting the bond. Discussion of the value of “local experience.” previous experience working with county offices and reputation.</p> <p>Michael Riemenschneider notes that Jones Hall will likely negotiate.</p> <p>Discussion of additional fees.</p>	

		<p>Mindi Morton makes a motion to adopt Jones Hall as bond Counsel contingent upon 35k re-negotiation, Jonathan Farrell seconds, motion carries as follows (4/0/1/0).</p> <p>Malik Goodman - YES Aubrey Puetz - YES Mindi Morton - YES Lorien Whitestone -ABSENT Jonathan Farrell - YES</p>	
<i>Discussion/Action</i>	E.	<p>Shall the Board approve the Financial Advisor Contract?</p>	
		<p>Scott Mikal presents the financial advisor (Eastshore Consulting) contract, noting background and skills as well as the many hours Michael Riemenschneider has already invested in the district and this project. The contract has similar contingencies, phased contract fees based on issuance of bonds.</p> <p>Discussion of fee breakdown.</p> <p>Aubrey Puetz makes a motion to approve the Financial Advisor Contract, Jonathan Farrell seconds, motion carries as follows (4/0/1/0).</p> <p>Malik Goodman - YES Aubrey Puetz - YES Mindi Morton - YES Lorien Whitestone -ABSENT Jonathan Farrell - YES</p>	
<i>Discussion/Action</i>	F.	<p>Shall the Board approve the Provisional Intern Permit for BS?</p>	
		<p>Scott Mikal presents PIP for Balam Shenachie, details process.</p> <p>Aubrey Puetz requests Cindy Browning's opinion. Cindy gives a positive recommendation, emphasizing Balam's skill, confidence, professionalism, and maturity.</p> <p>Aubrey Puetz makes a motion to approve the Provisional Intern Permit for Balam Shenachie, Mindi Morton seconds, motion carries as follows (4/0/1/0).</p> <p>Malik Goodman - YES Aubrey Puetz - YES Mindi Morton - YES Lorien Whitestone -ABSENT Jonathan Farrell - YES</p>	
	7.	CLOSED SESSION 7:06pm	
	A.	Public Employee Discipline/Dismissal/Release (Government Code § 54957)	
	B.	Conference with Labor Negotiator (Government Code § 54957.6). Employee Organizations: Non-Represented Classified. Agency Negotiator: Scott Mikal	
	C.	Public Employee Performance Evaluation (Gov. Code § 54957[b])	
	D.	Conference With Legal Counsel – Anticipated/Existing Litigation (Government Code § 54956.9(d)(1) (Government Code § 54956.9(d)(2) or (3).	
	8.	RECESS /RECONVENE - Report Out on Closed Session	

	A.	Reportable Action Taken Regarding Public Employee Discipline/Dismissal/Release (Government Code § 54957(b))	
		nothing to report.	
	B.	Reportable Action Taken Regarding Conference with Labor Negotiator (Government Code § 54957.6). Employee Organizations: Non-Represented Classified. Agency Negotiator: Scott Mikal	
		nothing to report.	
	C.	Reportable Action Taken Regarding Public Employee Performance Evaluation (Gov. Code § 54957[b])	
		nothing to report.	
	D.	Reportable Action Taken Regarding Conference With Legal Counsel – Anticipated/Existing Litigation (Government Code § 54956.9(d)(1) (Government Code § 54956.9(d)(2) or (3).	
		nothing to report.	
<i>Discussion</i>	9.	FUTURE AGENDA ITEMS DISCUSSION	
	10.	UPCOMING MEETINGS: October 10th, 2023	
	11.	ADJOURNMENT 7:31pm	

This agenda was posted at least 24 hours prior to the meeting at 16661 Old Mill Rd. Nevada City, CA 95959 and on the website at TRES.D.ORG

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10/3/2023

Malik Goodman, Board President

Date

10/3/2023

Scott Mikal-Heine, Superintendent/Principal

Date

ReqPay05a

Payment Register

Scheduled 09/05/2023 - 09/25/2023

Bank Account COUNTY - AP Account

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
2023/24	09/01/23		BENDER, SUNSHINE M (000130) 17448 GREEN RAVINE RD NEVADA CITY, CA 95959							
			MILEAGE 6-30 TO 9-1 2023	SB 9-1-23 (728701)	09/05/23	Paid	Printed	459.81		459.81
Check #	24-536311		2024 01-0000-5220-00-000-0-0000-7200-000-0000	BatchId AP09072023A		Check Date 09/08/23	PO#			Register # 000238
			Total Invoice Amount					459.81		
HINRICH, SAMANTHA (000227) PO BOX 787 NORTH SAN JUAN, CA 95960										
2023/24	09/24/23		7-8 CLASS SET READING BOOK	SH 9-24-23 (735015)	09/25/23	Paid	Printed	126.67		126.67
Check #	24-537369		2024 01-0000-4300-00-005-0-1110-1000-000-0000	BatchId AP09282023		Check Date 09/29/23	PO#			Register # 000241
			Total Invoice Amount					126.67		
STREET, MORGAN E (000241) 13571 RHODA RD GRASS VALLEY, CA 95945										
2023/24	09/14/23		CERT LETTER POSTAGE	MS 9-14-23 (733534)	09/19/23	Paid	Printed	8.56		8.56
Check #	24-537037		2024 01-0000-5920-00-000-0-0000-7200-000-0000	BatchId AP09212023A		Check Date 09/22/23	PO#			Register # 000240
			Total Invoice Amount					8.56		
STREET, MORGAN E (000241) 13571 RHODA RD GRASS VALLEY, CA 95945										
2023/24	09/25/23		SD MEMORY CARDS FOR YEARBOOK ELECTIVE	MS 9-25-23 (735015)	09/25/23	Paid	Printed	92.16		92.16
Check #	24-537370		2024 01-0100-4300-00-005-0-1110-1000-000-0050	BatchId AP09282023		Check Date 09/29/23	PO#			Register # 000241
			Total Invoice Amount					92.16		
ALAN FLETCHER SCHAUB (000371/1) 19633 TIGERLILY LANE GRASS VALLEY, CA 95945										

Sorted by AP Check Order Option, Filtered by (Orig = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Create Date = 9/1/2023, Ending Create Date = 9/30/2023, Page Break by Check/Advice? = N, Zero? = Y)

011 - TWIN RIDGES ELEMENTARY SCHL DIST

Generated for Sunshine Bender (SBENDER), Oct 6 2023 2:20PM

ReqPay05a

Payment Register

Scheduled 09/05/2023 - 09/25/2023

Bank Account COUNTY - AP Account

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
2023/24	08/31/23	ALAN FLETCHER SCHAUB (000371/1)								
				(continued)						
2023/24	08/31/23		AUG 23 COUNSELING SERVICES	000499	09/05/23	Paid	Printed	2,887.50		2,887.50
Check #	24-536312		2024 01-3010-5800-00-005-0-0000-3110-000-0000							
		BatchId	AP09072023A			Check Date 09/08/23			PO#	Register # 000238
Total Invoice Amount								2,887.50		
ALL PRO BACKFLOW INC (000343/1) P.O. BOX 2193 FOLSOM, CA 95763										
2023/24	09/12/23		BACKFLOW TEST GH	23-2008	09/19/23	Paid	Printed	90.00		90.00
Check #	24-537038		2024 01-0000-5800-00-005-0-0000-8100-000-0000							
		BatchId	AP09212023A	(733534)		Check Date 09/22/23			PO#	Register # 000240
Total Invoice Amount								90.00		
AT&T (000010/1) PO BOX 9011 CAROL STREAM, IL 60197-9011										
2023/24	09/06/23			BAN 9391001368	09/13/23	Paid	Printed	55.86		55.86
Check #	24-536650		2024 01-0000-5930-00-000-0-0000-8100-000-0000							
		BatchId	AP09142023A	(731596)		Check Date 09/15/23			PO#	Register # 000239
2023/24	09/06/23			BAN 9391007879	09/13/23	Paid	Printed	459.88		459.88
Check #	24-536650		2024 01-0000-5930-00-000-0-0000-8100-000-0000							
		BatchId	AP09142023A	(731596)		Check Date 09/15/23			PO#	Register # 000239
2023/24	09/06/23			BAN 9391007881	09/13/23	Paid	Printed	91.02		91.02
Check #	24-536650		2024 01-0000-5930-00-000-0-0000-8100-000-0000							
		BatchId	AP09142023A	(731596)		Check Date 09/15/23			PO#	Register # 000239
2023/24	09/06/23			BAN 9391007882	09/13/23	Paid	Printed	122.17		122.17
Check #	24-536650		2024 01-0000-5930-00-000-0-0000-8100-000-0000							
		BatchId	AP09142023A	(731596)		Check Date 09/15/23			PO#	Register # 000239
2023/24	09/06/23			BAN 9391007882	09/13/23	Paid	Printed	122.17		122.17
Check #	24-536650		2024 01-0000-5930-00-000-0-0000-8100-000-0000							
		BatchId	AP09142023A	(731596)		Check Date 09/15/23			PO#	Register # 000239
Total Invoice Amount								728.93		

Sorted by AP Check Order Option, Filtered by (Org = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Create Date = 9/1/2023, Ending Create Date = 9/30/2023, Page Break by Check/Advice? = N, Zero? = Y)

Scheduled 09/05/2023 - 09/25/2023

Bank Account COUNTY - AP Account

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymnt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AT&T (000010/1) PO BOX 9011 CAROL STREAM, IL 60197-9011										
2023/24	09/10/23		BAN 9391001369	000020497029 (733534)	09/19/23	Paid	Printed	27.09		27.09
Check #	24-537039	2024 01-0000-5930-00-000-0-0000-8100-000-0000		BatchId AP09212023A		Check Date 09/22/23	PO#		Register # 000240	
								Total Invoice Amount		27.09
AUTO-CHLOR (000011/1) 3000 ACADEMY WAY #100 SACRAMENTO, CA 95815										
2023/24	09/01/23		CUSTODIAL SUPPLIES	233300201030 (728701)	09/05/23	Paid	Printed	76.51		76.51
Check #	24-536313	2024 01-0000-4300-00-005-0-0000-8100-000-0000		BatchId AP09072023A		Check Date 09/08/23	PO#		Register # 000238	
								Total Invoice Amount		76.51
AUTO-CHLOR (000011/1) 3000 ACADEMY WAY #100 SACRAMENTO, CA 95815										
2023/24	09/11/23		CUSTODIAL SUPPLIES	233300201072 (731596)	09/13/23	Paid	Printed	28.94		28.94
Check #	24-536651	2024 01-0000-4300-00-005-0-0000-8100-000-0000		BatchId AP09142023A		Check Date 09/15/23	PO#		Register # 000239	
								Total Invoice Amount		28.94
B & C HOME CENTERS (000073/1) 2032 NEVADA CITY HIGHWAY GRASS VALLEY, CA 95945										
2023/24	09/01/23		MAINT SUPPLIES	555192 (728701)	09/05/23	Paid	Printed	133.63		133.63
Check #	24-536314	2024 01-0000-4300-00-005-0-0000-8100-000-0000		BatchId AP09072023A		Check Date 09/08/23	PO#		Register # 000238	
								Total Invoice Amount		133.63
B & C HOME CENTERS (000073/1) 2032 NEVADA CITY HIGHWAY GRASS VALLEY, CA 95945										
2023/24	08/09/23		MAINTENANCE SUPPLIES	552549 REPRINT (733534)	09/19/23	Paid	Printed	90.59		90.59

Sorted by AP Check Order Option, Filtered by (Org = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Create Date = 9/1/2023, Ending Create Date = 9/30/2023, Page Break by Check/Advice? = N, Zero? = Y)

Scheduled 09/05/2023 - 09/25/2023

Bank Account COUNTY - AP Account

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
2023/24	08/09/23		B & C HOME CENTERS (000073/1)	(continued)						
			MAINTENANCE SUPPLIES	552549 REPRINT (733534) (continued)	09/19/23	Paid	Printed			(continued)
Check #	24-537040	2024 01-0000-4300-00-005-0-0000-8100-000-0000		BatchId AP09212023A		Check Date 09/22/23	PO#			Register # 000240
2023/24	08/11/23		MAINTENANCE SUPPLIES	552801 REPRINT (733534)	09/19/23	Paid	Printed	56.39		56.39
Check #	24-537040	2024 01-0000-4300-00-005-0-0000-8100-000-0000		BatchId AP09212023A		Check Date 09/22/23	PO#			Register # 000240
								Total Invoice Amount	146.98	
BEAM SECURITY SYSTEMS INC dba ADMIRAL ALARM & ELEC (000082/1) PO BOX 1803 GRASS VALLEY, CA 95945										
2023/24	09/19/23		OT FIRE SYSTEM REPAIR	0000221032 (735015)	09/25/23	Paid	Printed	1,024.85		1,024.85
Check #	24-537371	2024 01-0000-5640-00-001-0-0000-8100-000-0000		BatchId AP09282023		Check Date 09/29/23	PO#			Register # 000241
								Total Invoice Amount	1,024.85	
CLIFORNIA INTERNET LP dba GEOLINKS (000219/1) 251 CAMARILLO RANCH RD CAMARILLO, CA 93012										
2023/24	09/01/23		WASH INTERNET	BDO157958 (728701)	09/05/23	Paid	Printed	24.00		24.00
Check #	24-536315	2024 01-0000-5930-00-000-0-0000-8100-000-0000		BatchId AP09072023A		Check Date 09/08/23	PO#			Register # 000238
2023/24	09/01/23		GH INTERNET	BDO159930 (728701)	09/05/23	Paid	Printed	24.00		24.00
Check #	24-536315	2024 01-0000-5930-00-000-0-0000-8100-000-0000		BatchId AP09072023A		Check Date 09/08/23	PO#			Register # 000238
								Total Invoice Amount	48.00	
CRANMER ENGINEERING INC (000035/1) PO BOX 1240 GRASS VALLEY, CA 95945										

ReqPay05a

Payment Register

Scheduled 09/05/2023 - 09/25/2023

Bank Account COUNTY - AP Account

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
CRANMER ENGINEERING INC (000035/1) (continued)										
2023/24	08/31/23		DW OPERATOR AND DROUGHT REPORTS	GF10361	09/13/23	Paid	Printed	1,475.00		1,475.00
Check #	24-536652		2024 01-0000-5800-00-005-0-0000-8100-000-0000	BatchId AP09142023A		Check Date 09/15/23	PO#		Register # 000239	
2023/24	08/31/23		DW OPERATOR AND DROUGHT REPORTS	GF10362	09/13/23	Paid	Printed	1,275.00		1,275.00
Check #	24-536652		2024 01-0000-5800-00-001-0-0000-8100-000-0000	BatchId AP09142023A		Check Date 09/15/23	PO#		Register # 000239	
DEPARTMENT OF JUSTICE (000096/1)										
PO BOX 944255 SACRAMENTO, CA 94244-2550										
2023/24	09/06/23		FINGERPRINTS	678578	09/19/23	Paid	Printed	49.00		49.00
Check #	24-537041		2024 01-0000-5840-00-000-0-0000-7400-000-0000	BatchId AP09212023A		Check Date 09/22/23	PO#		Register # 000240	
DURHAM SCHOOL SERVICES (000041/1)										
FILE 749085 LOS ANGELES, CA 90074-9085										
2023/24	09/05/23		BUS SERVICE AUG	91989155	09/25/23	Paid	Printed	8,234.57		8,234.57
Check #	24-537372		2024 01-0100-5870-00-000-0-0000-3600-000-0000	BatchId AP09282023		Check Date 09/29/23	PO#		Register # 000241	
								Total Invoice Amount		8,234.57
EVONY GREEN (000362/1)										
P.O. BOX 209 WASHINGTON, CA 95986										
2023/24	08/31/23		PARENT MILEAGE	EG AUG 23	09/05/23	Paid	Printed	216.15		216.15
			JG	(728701)						
			2024 01-0000-5876-00-004-0-0000-3600-000-0000							
								Total Invoice Amount		216.15

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Generated for Sunshine Bender (SBENDER), Oct 6 2023 2:20PM

Scheduled 09/05/2023 - 09/25/2023

Bank Account COUNTY - AP Account

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
BatchId AP09072023A Check Date 09/08/23 PO# Register # 000238 Total Invoice Amount 216.15										
Vendor HEIDI BETHKE (000120/1) 4010 LITTLE VALLEY RD RENO, NV 89508										
2023/24	08/31/23		AUG 23 SCHOOL PSYCH	AUG 23 HB (728701)	09/05/23	Paid	Printed	1,015.89		1,015.89
Check #	24-536317		2024 01-6546-5800-00-000-0-5760-3120-000-0000	BatchId AP09072023A			Check Date 09/08/23	PO#		Register # 000238
Vendor HUNT AND SONS INC (000044/1) PO BOX 277670 SACRAMENTO, CA 95827-7670										
2023/24	08/15/23		FUEL MAINT	606538 (728701)	09/05/23	Paid	Printed	76.27		76.27
Check #	24-536318		2024 01-0000-4390-00-000-0-0000-8100-000-0000	BatchId AP09072023A			Check Date 09/08/23	PO#		Register # 000238
Vendor LOZANO SMITH,LLP (000345/1) 7404 N. SPALDING AVENUE FRESNO, CA 93720										
2023/24	09/13/23		AUG LEGAL SERVICES	AUG 23 LEGAL (735015)	09/25/23	Paid	Printed	2,513.50		2,513.50
Check #	24-537373		2024 01-0000-5802-00-000-0-0000-7200-000-0000	BatchId AP09282023			Check Date 09/29/23	PO#		Register # 000241
Vendor MCGRAW HILL SCHL EDUC HLDG LLC (000222/1) LOCK BOX 71545 CHICAGO, IL 60694-1545										
2023/24	08/22/23		APPROVED TEXTBOOKS	128839424001 (731596)	09/13/23	Paid	Printed	1,507.50		1,507.50
Check #	24-536653		2024 01-1100-4100-00-005-0-1110-1000-000-0000	BatchId AP09142023A			Check Date 09/15/23	PO#		Register # 000239
								Total Invoice Amount		1,507.50

Sorted by AP Check Order Option, Filtered by (Orig = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Create Date = 9/1/2023, Ending Create Date = 9/30/2023, Page Break by Check/Advice? = N, Zero? = Y)

Scheduled 09/05/2023 - 09/25/2023

Bank Account COUNTY - AP Account

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
MR. ROOTER PLUMBING (000392/1) 18364 GRAY OAK DRIVE ROUGH AND READY, CA 95975										
2023/24	09/14/23		CABLE AND CLEAN OUT CLOGGED PIPE		09/19/23	Paid	Printed	299.13		299.13
2024	01-0000-5655-00-005-0-0000-8100-000-0000									
Check #	24-537042			BatchId	AP09212023A	Check Date	09/22/23	PO#		Register # 000240
								Total Invoice Amount	299.13	
NEVADA COUNTY ENVIRON HEALTH (000066/1) 950 MAIDU AVE SUITE 170 NEVADA CITY, CA 95959										
2023/24	10/01/23		GRIZZLY HILL FACILITY PERMITS		09/19/23	Paid	Printed	3,359.55		3,359.55
2024	01-0000-5800-00-005-0-0000-8100-000-0000									
Check #	24-537043			BatchId	AP09212023A	Check Date	09/22/23	PO#		Register # 000240
2023/24	10/01/23		OAK TREE FACILITY PERMITS		09/19/23	Paid	Printed	2,486.07		2,486.07
2024	01-0000-5800-00-001-0-0000-8100-000-0000									
Check #	24-537043			BatchId	AP09212023A	Check Date	09/22/23	PO#		Register # 000240
2023/24	10/01/23		WASHINGTON FACILITY PERMITS		09/19/23	Paid	Printed	520.74		520.74
2024	01-0000-5800-00-004-0-0000-8100-000-0000									
Check #	24-537043			BatchId	AP09212023A	Check Date	09/22/23	PO#		Register # 000240
								Total Invoice Amount	6,366.36	
NEVADA COUNTY SUPT OF SCHLS (000015/1) 380 CROWN POINT CIRCLE GRASS VALLEY, CA 95945										
2022/23	08/18/23		TRANSPORTATION FINAL		09/05/23	Paid	Printed	14,288.20		14,288.20
2023	01-6500-7142-00-000-0-5001-9200-000-0000									
Check #	24-536319			BatchId	AP09072023A	Check Date	09/08/23	PO#		Register # 000238
								Total Invoice Amount	14,288.20	
PETERS DRILLING AND PUMP SRVC (000114/1) PO BOX 1546 GRASS VALLEY, CA 95945										

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Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
2023/24	07/25/23		PIPE REPAIR	23829656 (731596)	09/13/23	Paid	Printed	135.00		135.00
				(continued)						
2024	01-0000-5655-00-005-0-0000-8100-000-0000			Batchid AP09142023A		Check Date 09/15/23	PO#		Register # 000239	
						Total Invoice Amount		135.00		
PG&E (000050/1) BOX 997300 SACRAMENTO, CA 95899-7300										
2023/24	09/05/23			0390455458-5 (731596)	09/13/23	Paid	Printed	149.42		149.42
2024	01-0000-5520-00-001-0-0000-8100-000-0000			Batchid AP09142023A		Check Date 09/15/23	PO#		Register # 000239	
						Total Invoice Amount		149.42		
2023/24	09/05/23			0588820133-1 (731596)	09/13/23	Paid	Printed	427.42		427.42
2024	01-0000-5520-00-001-0-0000-8100-000-0000			Batchid AP09142023A		Check Date 09/15/23	PO#		Register # 000239	
						Total Invoice Amount		427.42		
2023/24	08/31/23			6931227577-4 (731596)	09/13/23	Paid	Printed	130.98		130.98
2024	01-0000-5520-00-004-0-0000-8100-000-0000			Batchid AP09142023A		Check Date 09/15/23	PO#		Register # 000239	
						Total Invoice Amount		130.98		
2023/24	09/05/23			7588441545-8 (731596)	09/13/23	Paid	Printed	383.12		383.12
2024	01-0000-5520-00-001-0-0000-8100-000-0000			Batchid AP09142023A		Check Date 09/15/23	PO#		Register # 000239	
						Total Invoice Amount		1,090.94		
PITNEY BOWES GLOBAL FINANCIAL SERVICES (000317/1) P.O. BOX 981022 BOSTON, MA 02298-1022										
2023/24	09/02/23			3106253142 (731596)	09/13/23	Paid	Printed	169.40		169.40
2024	01-0000-5600-00-005-0-0000-2700-000-0000			Batchid AP09142023A		Check Date 09/15/23	PO#		Register # 000239	
						Total Invoice Amount		169.40		
2023/24	09/02/23			3106253142 (731596)	09/13/23	Paid	Printed	169.40		169.40
2024	01-0000-5600-00-005-0-0000-2700-000-0000			Batchid AP09142023A		Check Date 09/15/23	PO#		Register # 000239	
						Total Invoice Amount		169.40		

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Bank Account COUNTY - AP Account

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2023/24	08/31/23		REED SPEECH THERAPY SERVICES (000068/5) 2980 OAK LN. MEADOW VISTA, CA 95722							
				SPEECH AUG 23	1101	Paid	Printed	3,420.00		3,420.00
				(728701)	09/05/23					
Check #	24-536320	2024	01 - 6500 - 5100 - 00 - 000 - 0 - 5760 - 1190 - 000 - 0000	BatchId AP09072023A		Check Date 09/08/23	PO#		Register # 000238	
								Total Invoice Amount		3,420.00
SCHOOLS INSURANCE GROUP (000179/1) 550 HIGH STREET SUITE 201 AUBURN, CA 95603-4712										
2023/24	09/01/23		SEPTEMBER BENEFITS	SEPT 23 BENEFITS (728701)	09/05/23	Paid	Printed	20,399.35		20,399.35
Check #	24-536321	2024	01 - 9514 -	BatchId AP09072023A		Check Date 09/08/23	PO#		Register # 000238	
								Total Invoice Amount		20,399.35
SIERRA HARVEST (000134/1) 313 RAILROAD AVE, STE 201 NEVADA CITY, CA 95959										
2023/24	05/01/23		23/24 SCHOOL FEES	23/24 SCHOOL	105	Paid	Printed	261.00		261.00
Check #	24-536322	2024	01 - 0000 - 5800 - 00 - 005 - 0 - 1110 - 1000 - 000 - 0000	BatchId AP09072023A		Check Date 09/08/23	PO#		Register # 000238	
								Total Invoice Amount		261.00
SMALL SCHOOL DISTRICT ASS. (000320/1) 925 L ST STE 1200 SACRAMENTO, CA 95814										
2023/24	08/31/23		CBO/FISCAL LEADERSHIP CONFERENCE	2023CBOCNFRNC-7Y200	09/05/23	Paid	Printed	99.00		99.00
Check #	24-536323	2024	01 - 0000 - 5210 - 00 - 000 - 0 - 0000 - 7200 - 000 - 0000	BatchId AP09072023A		Check Date 09/08/23	PO#		Register # 000238	
								Total Invoice Amount		99.00
SUTTER BUTTES FIRE EXT CO (000051/1) PO BOX 3457 YUBA CITY, CA 95992										

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Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
2023/24	09/08/23		WASH FIRE EXTINGUISHERS	16636 (731596) (continued)	09/13/23	Paid	Printed	147.51		147.51
2024	01-0000-5800-00-0000-8100-000-0000									
Check #	24-536657			Batchid AP09142023A		Check Date 09/15/23	PO#		Register # 000239	
UBEQ WEST LLC (000104/2) P.O. BOX 301062 LOS ANGELES, CA 90030-1062										
2023/24	09/05/23		WASH WATER SYSTEM	4236325 (731596)	09/13/23	Paid	Printed	119.21		119.21
2024	01-2600-5600-00-004-0-8100-5000-000-0000									
Check #	24-536658			Batchid AP09142023A		Check Date 09/15/23	PO#		Register # 000239	
2023/24	09/05/23		WASH WATER SYSTEM	4236327 (731596)	09/13/23	Paid	Printed	298.00		298.00
2024	01-2600-5600-00-004-0-8100-5000-000-0000									
Check #	24-536658			Batchid AP09142023A		Check Date 09/15/23	PO#		Register # 000239	
UBEQ WEST LLC (000104/2) P.O. BOX 301062 LOS ANGELES, CA 90030-1062										
2023/24	09/12/23		OFFICE COPIES	4245957 (733534)	09/19/23	Paid	Printed	39.98		39.98
2024	01-0000-5600-00-005-0-0000-2700-000-0000									
Check #	24-537044			Batchid AP09212023A		Check Date 09/22/23	PO#		Register # 000240	
US BANK CORPORATE PMT SYS (000057/1) PO BOX 790428 ST LOUIS, MO 63179-0428										
2023/24	08/15/23		ASES SUPPLIES LOCKS	SB 08-15-23 CC (735015)	09/25/23	Paid	Printed	41.90		41.90
2024	01-6010-4300-00-005-0-8100-5000-000-0000									
Check #	24-537374			Batchid AP09282023		Check Date 09/29/23	PO#		Register # 000241	
2023/24	08/16/23		3/4 CLASS SUPPLIES	SB 08-16-2023 CC (735015)	09/25/23	Paid	Printed	29.00		29.00
2024	01-0000-4300-00-005-0-1110-1000-000-0508									
Check #	24-537374			Batchid AP09282023		Check Date 09/29/23	PO#		Register # 000241	
Total Invoice Amount 39.98										
Total Invoice Amount 147.51										
Total Invoice Amount 417.21										
Total Invoice Amount 39.98										

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Bank Account COUNTY - AP Account

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
2023/24	08/16/23		SPECIAL ED ASSESSMENTS	SB 08-16-23 CC (735015)	09/25/23	Paid	Printed	54.00		54.00
2023/24	08/24/23	24-537374	2024 01-6500-4300-00-0000-0-5760-1120-000-0000	SB 08-24-23 CC (735015)	09/25/23	Paid	Printed	119.09		119.09
2023/24	08/27/23	24-537374	2024 01-0000-4300-00-0000-0-0000-2700-000-0000	SB 08-27-23 CC (735015)	09/25/23	Paid	Printed	40.84		40.84
2023/24	09/01/23	24-537374	2024 01-0000-4300-00-005-0-1110-1000-000-0508	SB 09-01-23 CC (735015)	09/25/23	Paid	Printed	729.60		729.60
2023/24	09/13/23	24-537374	2024 01-0000-4300-00-005-0-1110-1000-000-0000	SB 09-13-23 CC (735015)	09/25/23	Paid	Printed	205.24		205.24
2023/24	09/14/23	24-537374	2024 01-0000-4300-00-005-0-3140-000-0000	SB 09-14-2023 CC (735015)	09/25/23	Paid	Printed	261.24		261.24
2023/24	09/14/23	24-537374	2024 01-0000-4300-00-005-0-0000-8100-000-0000	SB 09-14-23 CC (735015)	09/25/23	Paid	Printed	350.20		350.20
2023/24	09/03/23	24-537374	2024 01-0000-4300-00-005-0-0000-2700-000-0000	SB 09-3-23 CC (735015)	09/25/23	Paid	Printed	61.66		61.66
2023/24	08/15/23	24-537374	2024 01-0000-4300-00-005-0-0000-2700-000-0000	SB 8-15-23 CC (735015)	09/25/23	Paid	Printed	17.79		17.79
2024	01-0000-4300-00-005-0-0000-2700-000-0000	24-537374		SB 09-28-2023	09/29/23					

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Payment Register

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Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
2023/24	08/16/23		3/4 CLASS SUPPLIES	SB 8-16-23 CC (735015)	09/25/23	Paid	Printed	14.30		14.30
2024	01-0000-4300-00-005-0-1110-1000-000-0508									
Check #	24-537374									
2023/24	08/17/23		MAINT GLOVES	SB 8-17-23 CC (735015)	09/25/23	Paid	Printed	68.52		68.52
2024	01-0000-4300-00-005-0-0000-8100-000-0000									
Check #	24-537374									
2023/24	08/18/23		WASP SPRAY NON TOXIC	SB 8-18-23 CC (735015)	09/25/23	Paid	Printed	36.96		36.96
2024	01-0000-4300-00-005-0-0000-8100-000-0000									
Check #	24-537374									
2023/24	08/19/23		SB CONFERENCE CCAC	SB 8-19-23 CC (735015)	09/25/23	Paid	Printed	447.70		447.70
2024	01-0000-5210-00-000-0-0000-7200-000-0000									
Check #	24-537374									
2023/24	08/22/23		ASES SNACKS	SB 8-22-23 CC (735015)	09/25/23	Paid	Printed	564.39		564.39
2024	01-6010-4300-00-005-0-8100-5000-000-0000									
Check #	24-537374									
2023/24	08/23/23		SM SMALL SCHOOL DISTRICT TRAINING	SB 8-23-23 CC (735015)	09/25/23	Paid	Printed	618.00		618.00
2024	01-0000-5210-00-000-0-0000-7150-000-0000									
Check #	24-537374									
2023/24	08/24/23		WATER BOTTLES PE ELECTIVE	SB 8-24-23 CC (735015)	09/25/23	Paid	Printed	472.90		472.90
2024	01-0100-4300-00-005-0-1110-1000-000-0050									
Check #	24-537374									
2023/24	08/28/23		SNACKS WASHINGTON	SB 8-28-23 CC (735015)	09/25/23	Paid	Printed	105.61		105.61
2024	01-2600-4300-00-004-0-8100-5000-000-0000									
Check #	24-537374									
2023/24	08/29/23		ADOBE SB	SB 8-29-23 CC (735015)	09/25/23	Paid	Printed	19.99		19.99
2024	01-0000-5800-00-000-0-0000-7200-000-0000									
Check #	24-537374									

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2023/24	09/01/23		OFFICE SUPPLIES	SB 9-01-23 CC (735015)	09/25/23	Paid	Printed	37.20		37.20
(continued)										
2023/24	09/11/23	24-537374	2024 01-0000-4300-00-005-0-0000-2700-000-0000	SB 9-11-23 CC (735015)	09/25/23	Paid	Printed	236.74		236.74
				BatchId	AP09282023	Check Date	09/29/23	PO#		Register # 000241
2023/24	09/12/23	24-537374	2024 01-6500-4300-00-000-0-5760-1120-000-0000	SB 9-12-23 CC (735015)	09/25/23	Paid	Printed	338.63		338.63
				BatchId	AP09282023	Check Date	09/29/23	PO#		Register # 000241
2023/24	09/13/23	24-537374	2024 01-0000-4300-00-005-0-0000-8100-000-0000	SB 9-13-23 CC (735015)	09/25/23	Paid	Printed	154.45		154.45
				BatchId	AP09282023	Check Date	09/29/23	PO#		Register # 000241
2023/24	09/14/23	24-537374	2024 01-1100-4100-00-005-0-1110-1000-000-0000	SB 9-14-2023 CC (735015)	09/25/23	Paid	Printed	64.44		64.44
				BatchId	AP09282023	Check Date	09/29/23	PO#		Register # 000241
2023/24	09/14/23	24-537374	2024 01-0000-4300-00-005-0-0000-2700-000-0000	SB 9-14-23 CC (735015)	09/25/23	Paid	Printed	115.51		115.51
				BatchId	AP09282023	Check Date	09/29/23	PO#		Register # 000241
2023/24	09/03/23	24-537374	2024 01-0000-4300-00-005-0-1110-1000-000-0509	SB 9-3-23 CC (735015)	09/25/23	Paid	Printed	28.07		28.07
				BatchId	AP09282023	Check Date	09/29/23	PO#		Register # 000241
2023/24	09/04/23	24-537374	2024 01-0100-4300-00-005-0-1110-1000-000-0050	SB 9-4-23 CC (735015)	09/25/23	Paid	Printed	39.00		39.00
				BatchId	AP09282023	Check Date	09/29/23	PO#		Register # 000241
2023/24	09/05/23	24-537374	2024 01-0000-5800-00-000-0-0000-7200-000-0000	SB 9-5-23 CC (735015)	09/25/23	Paid	Printed	68.60		68.60
				BatchId	AP09282023	Check Date	09/29/23	PO#		Register # 000241

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Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
				(continued)						
Check #	24-537374	US BANK CORPORATE PMT SYS (000057/1)		Batchid	AP09282023	Check Date 09/29/23	PO#	Register # 000241	(continued)	
2023/24	08/28/23		FUEL WORK TRUCK	SM 8-28-23 CC	09/25/23	Paid	Printed	79.94		79.94
				(735015)						
Check #	24-537374		2024 01-0000-4390-00-000-0-0000-8100-000-0000	Batchid	AP09282023	Check Date 09/29/23	PO#	Register # 000241		
2023/24	09/12/23		MAINT SUPPLIES	SM 9-12-23 CC	09/25/23	Paid	Printed	8.60		8.60
				(735015)						
Check #	24-537374		2024 01-0000-4300-00-005-0-0000-8100-000-0000	Batchid	AP09282023	Check Date 09/29/23	PO#	Register # 000241		
2023/24	09/07/23		TK-K CLASS SUPPLIES	SM 9-7-23 CC	09/25/23	Paid	Printed	249.87		249.87
				(735015)						
Check #	24-537374		2024 01-0000-4300-00-005-0-1110-1000-000-0507	Batchid	AP09282023	Check Date 09/29/23	PO#	Register # 000241		
						Total Invoice Amount		5,679.98		
US BANK EQUIPMENT FINANCE (000056/1) PO BOX 790448 ST LOUIS, MO 63179-0448										
2023/24	09/28/23		COPY LEASES	510061161	09/13/23	Paid	Printed	360.14		360.14
				(731596)						
			2024 01-0000-5600-00-005-0-1110-1000-000-0000			180.07				
			2024 01-2600-5600-00-004-0-8100-5000-000-0000			180.07				
Check #	24-536659			Batchid	AP09142023A	Check Date 09/15/23	PO#	Register # 000239		
						Total Invoice Amount		360.14		
WASHINGTON COUNTY WATER DIST (000063/1) PO BOX 34 WASHINGTON, CA 95986										
2023/24	08/28/23		WASHINGTON WATER AUG 23	AUG 2023 WATER	09/05/23	Paid	Printed	162.18		162.18
				(728701)						
Check #	24-536324		2024 01-0000-5540-00-004-0-0000-8100-000-0000	Batchid	AP09072023A	Check Date 09/08/23	PO#	Register # 000238		
						Total Invoice Amount		162.18		
WASTE MGMT OF NEVADA COUNTY (000059/1) PO BOX 541065 LOS ANGELES, CA 90054-1065										

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ReqPay05a

Payment Register

Scheduled 09/05/2023 - 09/25/2023 Bank Account COUNTY - AP Account

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
Batch Header 2023/24 09/06/23 WASTE MGMT OF NEVADA COUNTY (000059/1) (continued)										
			TRASH SERVICE SEPT	3168011-0536-2 (731596)	09/13/23	Paid	Printed	316.13		316.13
Check #	24-536660	2024 01-0000-5570-00-005-0-0000-8100-000-0000				Check Date 09/15/23	PO#		Register # 000239	
								Total Invoice Amount	316.13	
Batch Header 2023/24 08/08/23 WILLIAMS & ASSOCIATES,LLC.(000393/1) P.O. BOX 2125 PLACERVILLE, CA 95667										
			DISTRICT FACILITIES INVENTORY	4865 (728701)	09/05/23	Paid	Printed	8,460.00		8,460.00
Check #	24-536325	2024 01-0000-5800-00-000-0-0000-8100-000-0000				Check Date 09/08/23	PO#		Register # 000238	
2023/24 08/08/23			DISTRICT FACILITIES INVENTORY	4866 (728701)	09/05/23	Paid	Printed	1,800.00		1,800.00
Check #	24-536325	2024 01-0000-5800-00-000-0-0000-8100-000-0000				Check Date 09/08/23	PO#		Register # 000238	
								Total Invoice Amount	10,260.00	
Batch Header 2023/24 08/31/23 WILLMA JENNY TRAVERS (000360/1) 18200 RAINBOWS END NEVADA CITY, CA 95959										
			ART ELECTIVE AUG 23	AUG 2023 WJT (728701)	09/05/23	Paid	Printed	225.00		225.00
Check #	24-536326	2024 01-0100-5800-00-000-0-1110-1000-000-0050				Check Date 09/08/23	PO#		Register # 000238	
								Total Invoice Amount	225.00	
Batch Header 2023/24 08/26/23 LANGLEY, PAMELA (000195) 17537 Sunrise Rd. Nevada City, CA 95959										
			PS MILEAGE CPR	PL MILEAGE 8-26 (735015)	09/25/23	Paid	Printed	29.90		29.90
Check #	24-537375	2024 12-0000-5220-00-001-0-0001-1000-000-0000				Check Date 09/29/23	PO#		Register # 000241	
								Total Invoice Amount	29.90	

Scheduled 09/05/2023 - 09/25/2023

Bank Account COUNTY - AP Account

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AUTO-CHLOR (00001711) 3000 ACADEMY WAY #100 SACRAMENTO, CA 95815										
2023/24	09/01/23		DISHWASHER LEASE	233300201030B (728701)	09/05/23	Paid	Printed	225.37		225.37
Check #	24-536327	2024	13-5310-5600-00-0000-3700-000-0000	BatchId AP09072023A		Check Date 09/08/23	PO#		Register # 000238	
								Total Invoice Amount		225.37
CALIFORNIA DEPT OF EDUCATION (00003871) CASHIERS OFFICE PO BOX 515006 SACRAMENTO, CA 95851-5006										
2023/24	09/11/23		VENDOR # 66415Z FOOD DISTRIBUTION PROGRAM	24 SF-44976 (731596)	09/13/23	Paid	Printed	81.90		81.90
Check #	24-536661	2024	13-5310-4700-00-0000-3700-000-0000	BatchId AP09142023A		Check Date 09/15/23	PO#		Register # 000239	
								Total Invoice Amount		81.90
MOUNTAIN BOUNTY FARM LLC (0003991) 14579 BLIND SHADY RD NEVADA CITY, CA 95959										
2023/24	09/15/23		LOCAL FRUITS AND VEGETABLES	3057 (733534)	09/19/23	Paid	Printed	162.50		162.50
Check #	24-537045	2024	13-5467-4700-00-0000-3700-000-0000	BatchId AP09212023A		Check Date 09/22/23	PO#		Register # 000240	
								Total Invoice Amount		162.50
SYSCO SACRAMENTO (0000221) PO BOX 138007 SACRAMENTO, CA 95813-8007										
2023/24	08/31/23		FOOD SERVICE	431575642 (728701)	09/05/23	Paid	Printed	1,697.33		1,697.33
Check #	24-536328	2024	13-5310-4300-00-0000-3700-000-0000	BatchId AP09072023A		Check Date 09/08/23	PO#		Register # 000238	
								Total Invoice Amount		1,697.33

Sorted by AP Check Order Option, Filtered by (Org = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Create Date = 9/1/2023, Ending Create Date = 9/30/2023, Page Break by Check/Advice? = N, Zero? = Y)

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Payment Register

Scheduled 09/05/2023 - 09/25/2023

Bank Account COUNTY - AP Account

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
SYSICO SACRAMENTO (000022/1) PO BOX 138007 SACRAMENTO, CA 95813-8007										
2023/24	09/06/23		FOOD SERVICE	431591597 (731596)	09/13/23	Paid	Printed	1,732.68		1,732.68
	2024	13-5310-4300-00-000-0-0000-3700-000-0000				234.91				
	2024	13-5310-4700-00-000-0-0000-3700-000-0000				1,497.77				
Check #	24-536662			Batchid AP09142023A		Check Date 09/15/23	PO#		Register # 000239	
						Total Invoice Amount		1,732.68		
SYSICO SACRAMENTO (000022/1) PO BOX 138007 SACRAMENTO, CA 95813-8007										
2023/24	09/13/23		FOOD SERVICE	431604767 (733534)	09/19/23	Paid	Printed	757.23		757.23
	2024	13-5310-4300-00-000-0-0000-3700-000-0000				173.56				
	2024	13-5310-4700-00-000-0-0000-3700-000-0000				583.67				
Check #	24-537046			Batchid AP09212023A		Check Date 09/22/23	PO#		Register # 000240	
						Total Invoice Amount		757.23		
US BANK CORPORATE PMT SYS (000057/1) PO BOX 790428 ST LOUIS, MO 63179-0428										
2023/24	08/22/23		MILK	ER 8-22-23 CC (735015)	09/25/23	Paid	Printed	42.75		42.75
Check #	24-537376			Batchid AP09282023		Check Date 09/29/23	PO#		Register # 000241	
2023/24	08/23/23		LETTUCE	ER 8-23-23 CC (735015)	09/25/23	Paid	Printed	17.97		17.97
Check #	24-537376			Batchid AP09282023		Check Date 09/29/23	PO#		Register # 000241	
2023/24	08/24/23		CABBAGE MINT	ER 8-24-23 CC (735015)	09/25/23	Paid	Printed	13.45		13.45
Check #	24-537376			Batchid AP09282023		Check Date 09/29/23	PO#		Register # 000241	
2023/24	09/01/23		GLUTEN FREE	ER 9-1-23 CC (735015)	09/25/23	Paid	Printed	109.20		109.20
Check #	24-537376			Batchid AP09282023		Check Date 09/29/23	PO#		Register # 000241	
2024	13-5310-4700-00-000-0-0000-3700-000-0000									
Check #	24-537376			Batchid AP09282023		Check Date 09/29/23	PO#		Register # 000241	

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Scheduled 09/05/2023 - 09/25/2023 Bank Account COUNTY - AP Account

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
2023/24	09/11/23		US BANK CORPORATE PMT SVS (000057/1)	(continued)						
				ER 9-11-23 CC (735015)	09/25/23	Paid	Printed	11.68		11.68
2024	13-5310-4700-00-0000-3700-000-0000									
Check #	24-537376			BatchId	AP09282023	Check Date	09/29/23	PO#		Register # 000241
									Total Invoice Amount	195.05
			VERTIBALE VEGETABLE (000023/1)							
			PO BOX 884926							
			SAN FRANCISCO, CA 94188-4926							
2023/24	08/29/23		VEGGIES FOOD SERVICE		09/05/23	Paid	Printed	330.95		330.95
2024	13-5310-4700-00-0000-3700-000-0000									
Check #	24-536329			BatchId	AP09072023A	Check Date	09/08/23	PO#		Register # 000238
									Total Invoice Amount	330.95
			VERTIBALE VEGETABLE (000023/1)							
			PO BOX 884926							
			SAN FRANCISCO, CA 94188-4926							
2023/24	09/12/23		VEGGIES FOOD SERVICE		09/13/23	Paid	Printed	489.20		489.20
2024	13-5310-4700-00-0000-3700-000-0000									
Check #	24-536663			BatchId	AP09142023A	Check Date	09/15/23	PO#		Register # 000239
									Total Invoice Amount	489.20
			MR. ROOTER PLUMBING (000392/1)							
			18364 GRAY OAK DRIVE							
			ROUGH AND READY, CA 95975							
2023/24	09/22/23		BATHROOM SEWER PIPE REPAIR		09/25/23	Paid	Printed	14,234.50		14,234.50
2024	21-0000-5655-00-005-0-0000-8100-000-0000									
Check #	24-537377			BatchId	AP09282023	Check Date	09/29/23	PO#		Register # 000241
									Total Invoice Amount	14,234.50
			PETERS DRILLING AND PUMP SRVC (000114/1)							
			PO BOX 1546							
			GRASS VALLEY, CA 95945							
2023/24	09/11/23		FIRE TANKS + DRAFT		09/13/23	Paid	Printed	21,065.26		21,065.26
2024	21-0000-6100-00-005-0-0000-8500-000-0000									

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ReqPay05a

Payment Register

Scheduled 09/05/2023 - 09/25/2023

Bank Account COUNTRY - AP Account

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
			PETERS DRILLING AND PUMP SRVC (000114/1)	(continued)							
Check #	24-536664			Batchid	AP09142023A	Check Date	09/15/23	PO#		Register #	000239
								Total Invoice Amount	21,065.26		

Fund	Expense	Cash Balance	Difference
EXPENSES BY FUND - Bank Account COUNTRY			
01	86,729.02	218,586.96	131,857.94
12	29.90	10,236.08	10,206.18
13	5,672.21	42,533.79	36,861.58
21	35,299.76	79,499.93	44,200.17
Total	127,730.89		

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Number of Payments	102	
Number of Checks	53	\$123,857.51
Number of ACH Advice	0	
Number of vCard Advice	0	
Total Check/Advice Amount		\$127,730.89
Total Unpaid Sales Tax		\$.00
Total Expense Amount		\$127,730.89

CHECK/ADVICE AMOUNT DISTRIBUTION COUNTS

\$0 -	\$99	13
\$100 -	\$499	20
\$500 -	\$999	2
\$1,000 -	\$4,999	10
\$5,000 -	\$9,999	3
\$10,000 -	\$14,999	3
\$15,000 -	\$99,999	2
\$100,000 -	\$199,999	
\$200,000 -	\$499,999	
\$500,000 -	\$999,999	
\$1,000,000 -		

***** ITEMS OF INTEREST *****

* Number of payments to a different vendor
 ! Number of Prepaid payments
 @ Number of Liability payments
 & Number of Employee Also Vendors
 ? denotes check name different than payment name
 F denotes Final Payment

Report Totals -	Payment Count	102	Check Count	53	ACH Count	0	vCard Count	0	Total Check/Advice Amount	\$127,730.89
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Sorted by AP Check Order Option, Filtered by (Orig = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Create Date = 9/1/2023, Ending Create Date = 9/30/2023, Page Break by Check/Advice? = N, Zero? = Y)

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**Twin Ridges School
District
Facility Use Fee Schedule**
Approved 10/10/23 Board Meeting

Class 1	Class 2	Class 3	Class 4
School District Groups	Non-Profit Youth Groups	Adult Groups Non-Profit	Fair Rental Value

<u>Locations at all sites</u>	<u>Hourly</u>	<u>Hourly</u>	<u>Hourly</u>	<u>Hourly</u>
Multipurpose Room (all sites)	NC	10	20	40
Multipurpose Room w/Kitchen	NC	15	30	50
Classroom	NC	5	20	30
Playfield	NC	5	15	20
Playground (all sites)	NC	5	15	20
*Custodian/*Supervisor	NC	28	28	28
One Time Application fee	NC	25	25	25

*Weekends or other than regular work hours (Actual time when custodian is needed/2 hour minimum)

CLASS 1 (Free Use)	CLASS 1 applies to Twin Ridges School District Groups ONLY (Student Body, PTC, PAL, PTC Enrichment (students))
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CLASS 2 (Materials, Labor, Utilities) E.C. 38134	Boy Scouts Youth Soccer NC Basketball NC Elks Events for children	Girl Scouts Little League Children Religious Groups	4H
--	--	---	----

CLASS 3 (Direct/Indirect costs)	Adult Basketball Dance Groups Community Recreation Groups	AAU Teams
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CLASS 4 (Fair rental Value)

From: **Doug Plumley** <gvpestcontrol@gmail.com>
Date: Tue, Oct 3, 2023 at 2:53 PM
Subject: Grizzly Hill school blackberry control estimate 2023
To: <sbender@tresd.org>

The cost to spray the blackberry pointed out on our walk today is \$800.00

Product: Ranger Pro herbicide at a 1.5 % solution.

EPA reg. # 524-517

Complete label and safety data sheet available online.

Application would be performed during the week of fall break (Mon 16th) in October pending approval of this estimate. Any questions please contact me.

Sincerely, Doug Plumley cell 530-362-2094

Grass Valley Pest & Weed Control
P.O. Box 2691
Grass Valley, Ca. 95945
530-273-2847 office manager: Gayle Plumley



Twin Ridges Elementary School District
Scott Mikal-Heine, Superintendent

16661 Old Mill Rd.
Nevada City, CA 95959

(530) 265-9052
FAX (530) 265-3049

PUBLIC NOTICE

October 3, 2023

Please be notified that pursuant to Education Code Section 44300 and in accordance with Title 5, Section 80021.1, the following individual(s) have been assigned to classroom(s) utilizing the following option(s):

Provisional Internship Permit

- Balam Shenachie has been assigned as a Special Education Resource Teacher working with students in grades K-8 at Grizzly Hill School with the Twin Ridges Elementary School District for the 2023/2024 school year. The position start date will be 10/23/23.

Resource Teacher - Special Education at TRES D

Job Information

Date Posted: 9/20/2023

Application Deadline: **Until Filled**

Employment Type: Full Time

Length of Work Year: School Year - 11 Month Position

Salary: Initial step placement
\$49,608 to \$70,729

Number Openings: (At time of posting) 1

Contact: Sunshine Bender

Email: sbender@tresd.org

Phone: 530-265-9052

Job Summary

Twin Ridges Elementary School District is seeking a K-8 Special Education Resource Teacher. This position provides a unique opportunity to work in a small school environment. This job is full time (1.0 FTE) at 7 hours/day, 184 days/year. This position is covered by a collective bargaining agreement.

Up to ten years of experience credited upon initial salary schedule placement. District contribution of \$11,000 towards health & welfare benefits. 11 days PTO/ school year.

Mild/Moderate and/or Mod/Severe special education credentials welcome.

Special Education/Resource Teacher

(Special Education/ Intervention Teacher; attached job description to be updated)

1. Responsible for providing specialized academic instruction and related services to students who meet eligibility criteria for Special Education in grades (Tk-8). (Current caseload 14.)
2. Support classroom teachers with the implementation of evidence based intervention strategies and supports.

Knowledge/Requirements:

IEP process including; formal assessment, specialized academic instruction, case management, facilitating IEPs

Consultation and collaboration with general education teacher, and other providers

Oversee, scheduling and duties of paraprofessionals

Effective classroom management

Perform reasonable related duties as required.

Requirements / Qualifications

Mild/Moderate AND/OR Mod/Severe special education credentials welcome.

District-sponsored Student Teacher Intern Permit (STIP) and/or Provisional Intern Permit (PIP) considered -- see intern document requirements below.



Intern Applicants:

Letter of Interest

Completed EdJoin application

Resume

Proof of program enrollment / eligibility

In addition to the items listed in this job posting, interested applicants must submit the following required documentation by the final filing date in order to be considered:

Certificated applicants:

Completed EdJoin application

Resume

Cover Letter / Letter of Introduction

Three letters of Recommendation

Intern Applicants:

Letter of Interest

Completed EdJoin application

Resume

Proof of program enrollment / eligibility

Comments and Other Information

TWIN RIDGES ELEMENTARY SCHOOL DISTRICT

Twin Ridges Elementary School District (TRESA) is a rural school district located between the South and Middle Forks of the Yuba River in the Sierra Nevada Foothills of Nevada County, serving the communities of the San Juan Ridge. We serve a diverse demographic with a vibrant mix of both alternative and traditional lifestyles. Though we're the largest geographical K-8 district in the county, our student population hovers near one hundred, providing a low student-teacher ratio and a learning environment catered to the individual needs of the student. The District has a fun electives program, an adorable campus, and a close-knit, engaged staff and parent community.

TRESA is an equal opportunity employer and does not discriminate based on sex, sexual orientation, gender, ethnic group identification, race ancestry, national origin, religion, color, or mental or physical disability pursuant to California Law.

Confidential Management Job Description

District Executive Administrative Assistant

11 Months 225 Days

Salary Schedule - Confidential Management; Classification; Executive Assistant

Under the general direction of the Superintendent, plans, organizes, coordinates, and performs executive office functions that support the Superintendent and Board of Education. Coordinates and performs a variety of advanced, complex, and highly confidential secretarial and administrative duties. Organizes and oversees the District office area. Serves as a representative of the Superintendent's office. Maintains confidentiality in matters pertaining to employer-employee relations, negotiations, Governing Board, pupil and controversial issues. This position is considered confidential management and is therefore not represented by the CSEA bargaining unit.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Acts as secretary to the Superintendent/Principal performing a wide variety of complex and responsible clerical and secretarial support duties as well as relieving the school principal of routine administrative functions not requiring his/her immediate attention. Performs a wide variety of clerical duties, including but not limited to, typing and preparing letters, memoranda, reports, bulletins, handbooks, questionnaires, purchase orders, and other materials.
2. Serve as district and Grizzly Hill school office receptionist
3. Prepare agendas, minutes and track requirements for the Board of Trustees.
4. Maintain governance calendar for the Board of Trustees meetings including annual reports and required actions.
5. Attend all School Board meetings and other administrative meetings as assigned.
6. Performs all duties associated with student attendance accounting.
7. Performs all duties associated with student enrollment and records.
8. Tracks, maintains, notifies parents of all required immunization records.
9. Communicates with parents, students, staff, etc. in person, by telephone, Remind, e-mail or letter for the purpose of resolving attendance related problems, coordinating activities and processes, and providing information on a variety of issues and meeting district and state absence notification requirements.
10. Ability to communicate with, maintain temporary supervision, and provide comfort or care of students and children in challenging emotional or disciplinary situations.
11. Maintains and safeguards permanent student records including a variety of truancy, attendance records and files (e.g. contact and telephone logs, student attendance) for the purpose of documenting and/or providing reliable information. Performs all SAM/SARB referral duties.
12. Processes documents and materials (e.g. student enrollment activities, test scores, student cum files, schedule changes, school photos, blue notes for after school plans, student placement, report cards, etc) for the purpose of documenting, recording and disseminating information to appropriate parties, facilitating communication among parties and/or providing direction.
13. Assists with the scheduling of students as directed. Assists in establishing and maintaining the bell schedule and school calendar.
14. Responsible for student grade, discipline, and other student record information in student

- Information system, including state, county and district reporting.
15. Assist in the implementation of Federal, State, and local laws. Research, interpret, implement and recommend options and revisions to Board Policies adoptions, Administrative Regulations and District procedures.
 16. Gather data, assist school sites, and prepare various reports including, but not limited to, the School Accountability Report Card, Conflict of Interest Statements.
 17. May assist in assembling information, scheduling parties, and setting up for SST and 504 meetings.
 18. May act as site testing coordinator for mandated testing programs, such as SBAC, CAASPP etc.
 19. Coordinates short term independent study for students.
 20. Acts as the site substitute caller.
 21. May process identification cards for the site.
 22. May be responsible for the school daily bulletin.
 23. Collects money for general fund accounts.
 24. Takes notes and/or transcribes dictation of letters, memoranda, and other documents
 25. Acts as a receptionist to screen visitors and phone calls for the superintendent/principal.
 26. Maintains routine and confidential files and appointment schedule for superintendent/principal, setting up and arranging meetings and conferences.
 27. Acts as a resource person to teachers, students, parents, and the general public regarding general and specific information on the policies, procedures, and activities of school.
 28. Prepares, processes, reviews, and verifies various forms, reports, records, and other material for accuracy, completeness, and conformity with established standards.
 29. Distributes materials and information to teachers, students, and other staff members and ensures timely responses.
 30. Ensures supplies are ordered, stocked, and distributed to staff.
 31. May perform basic first aid/CPR and assists with student health monitoring. (The District will not hold employee liable as referenced in Govt. Code 820.2 & 825)
 32. Maintains, monitors and operates district/school website, board agenda posting, minutes, and required district/school reporting.
 33. Conducts routine parent communication (newsletters, graduation program, flyers, website information, etc.).
 34. Primary point of contact for emergency response system.
 35. Diffuses potentially emotional or challenging situations within the school site for the purpose of taking action and/or directing to appropriate personnel for resolution.
 36. Routinely meets and interacts with the public, staff, and students in situations which require tact, discretion and courtesy.
 37. Attend District Curriculum Committee, LCAP, PTA and staff meetings, prepare minutes, and maintain files and records.
 38. Prepare various information and materials related to employer-employee relations including, but not limited to, items needed for negotiation sessions.
 39. Maintain Superintendent's calendar. May maintain calendars of other administrators.
 40. Maintain Civil Rights Database Collection.
 41. Exercises discretion and judgment in resolving problems for employees, parents, and students, and always maintains confidentiality.
 42. Must be able to meet and interact with employees and parents/guardians in routine situations, which require tact, discretion, and courtesy.
 43. Other related duties as assigned.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION AND/OR EXPERIENCE:

High school diploma or equivalent with post-secondary coursework preferred and three years of relevant clerical experience, preferably in a school environment. Experience working with the public sector desired.

CERTIFICATES AND LICENSES

Valid California drivers' license and evidence of insurance, access to an automobile, TB, and criminal justice fingerprint clearance.

MATHEMATICAL SKILLS:

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent, draw and interpret graphs. Performs arithmetic calculations at the level necessary for satisfactory job performance.

LANGUAGE SKILLS:

Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to communicate clearly and concisely, both orally and in writing. Ability to effectively present information in one-on-one and small group situations to staff, parents, students, administrators and the public. Ability to independently compose letters, memoranda, reports and various other written and verbal communications.

REASONING ABILITY:

Ability to independently problem solve unique student and employer situations. Ability to understand and carry out detailed written and oral instructions.

OTHER SKILLS AND ABILITIES:

Methods and practices of financial record keeping. Knowledge of district local, state and federal personnel laws and policies. Basic school business financial and general school district operations. Office methods and procedures. High-level computer operations including competent use of e-mail and Internet, database, word processing, and spreadsheet software. Establish and maintain cooperative relationships with those contacted in the course of work. Ability to use a computer and job-related software.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to stand, walk, and sit. The employee is occasionally required to stoop, kneel, crouch, or crawl. The employee will occasionally lift and/or push up to 40 lbs. Specific vision abilities required by this job include close vision, distance vision, and depth perception.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment can be moderate to loud.

The information contained in this job description is for compliance with the American with Disabilities Act (AD.A.) and is not an exhaustive list of the duties performed for this position. The individuals currently holding this position perform additional duties and additional duties may be assigned.



Twin Ridges Elementary School District

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Board Bylaw **Conflict Of Interest**

BB 9270

Board Bylaws

The Governing Board desires to maintain the highest ethical standards and help ensure that decisions are made in the best interest of the district and the public. Accordingly, no Board member, district employee, or other person in a designated position shall participate in the making of any decision for the district when the decision will or may be affected by his/her financial, family, or other personal interest or consideration.

(cf. 9005 - Governance Standards)

Even if a prohibited conflict of interest does not exist, a Board member shall abstain from voting on personnel matters that uniquely affect his/her relatives. However, a Board member may vote on collective bargaining agreements and personnel matters that affect a class of employees to which his/her relative belongs. Relative means an adult who is related to the Board member by blood or affinity within the third degree, as determined by the common law, or an individual in an adoptive relationship within the third degree. (Education Code 35107)

A relationship within the third degree includes an individual's parents, grandparents, great-grandparents, children, grandchildren, great-grandchildren, brothers, sisters, aunts, uncles, nieces, nephews, and the similar family of the individual's spouse/registered domestic partner unless the individual is widowed or divorced.

The Board shall adopt for the district a conflict of interest code that incorporates the provisions of 2 CCR 18730 by reference, specifies the district's designated positions, and provides the disclosure categories required for each position. The conflict of interest code shall be submitted to the district's code reviewing body for approval, in accordance with Government Code 87303 and within the deadline for submission established by the code reviewing body. (Government Code 87303)

Upon direction by the code reviewing body, the Board shall review the district's conflict of interest code and submit any changes to the code reviewing body or, if no change is required, the Board shall submit a written statement to that effect. (Government Code 87306.5)

When a change in the district's conflict of interest code is necessitated due to changed circumstances, such as the creation of new designated positions, changes to the duties assigned to existing positions, amendments, or revisions, the amended code shall be submitted to the code

(2/97) (3/01) (7/06) (11/08) (11/11) (12/20)

Adoption Date: (7/13/2021)



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reviewing body within 90 days after the changed circumstances necessitating the amendments have become apparent. (Government Code 87306)

When reviewing and preparing the district's conflict of interest code, the Superintendent or designee shall provide officers, employees, consultants, and members of the community adequate notice and a fair opportunity to present their views. (Government Code 87311)

(cf. 9320 - Meetings and Notices)

Board members and designated employees shall annually file a Statement of Economic Interest/Form 700 in accordance with the disclosure categories specified in the district's conflict of interest code. A Board member who leaves office or a designated employee who leaves district employment shall, within 30 days, file a revised statement covering the period of time between the closing date of the last required statement and the date of leaving office or district employment. (Government Code 87302, 87302.6)

(cf. 4117.2/4217.2/4317.2 - Resignation)

(cf. 9222 - Resignation)

Conflict of Interest under the Political Reform Act

A Board member, designated employee, or other person in a designated position shall not make, participate in making, or in any way use or attempt to use his/her official position to influence a governmental decision in which he/she knows or has reason to know that he/she has a disqualifying conflict of interest. A disqualifying conflict of interest exists if the decision will have a "reasonably foreseeable material financial effect," which is distinguishable from the effect on the public generally, on the Board member, designated employee, or other person in a designated position, his/her immediate family, or any financial interest described in 2 CCR 18700. (Government Code 87100, 87101, 87103; 2 CCR 18700-18707)

A Board member, designated employee, or other person in a designated position makes a governmental decision when he/she, acting within the authority of his/her office or position, authorizes or directs any action on a matter, votes or provides information or opinion on it, contacts or appears before a district official for the purpose of affecting the decision, or takes any other action specified in 2 CCR 18704.

However, a Board member shall participate in the making of a contract in which he/she has a financial interest if his/her participation is required by the rule of necessity or legally required participation pursuant to Government Code 87101 and 2 CCR 18705.

Additional Requirements for Boards that Manage Public Investments

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Any Board member who manages public investments pursuant to Government Code 87200 and who has a financial interest in a decision shall, upon identifying a conflict or potential conflict of interest and immediately prior to the consideration of the matter, do all of the following: (Government Code 87105; 2 CCR 18707)

1. Publicly identify each financial interest that gives rise to the conflict or potential conflict of interest in detail sufficient to be understood by the public, except that disclosure of the exact street address of a residence is not required.
2. Recuse himself/herself from discussing and voting on the matter, or otherwise acting in violation of Government Code 87100. The Board member shall not be counted toward achieving a quorum while the item is discussed.

However, the Board member may speak on the issue during the time that the general public speaks on it and may leave the dais to speak from the same area as members of the public. He/she may listen to the public discussion and deliberations of the matter with members of the public.

3. Leave the room until after the discussion, vote, and any other disposition of the matter is concluded, unless the matter has been placed on the portion of the agenda reserved for uncontested matters.

If the item is on the consent calendar, the Board member must recuse himself/herself from discussing or voting on that matter, but the Board member is not required to leave the room during consideration of the consent calendar.

4. If the Board's decision is made during closed session, disclose his/her interest orally during the open session preceding the closed session. This disclosure shall be limited to a declaration that his/her recusal is because of a conflict of interest pursuant to Government Code 87100. He/she shall not be present when the item is considered in closed session and shall not knowingly obtain or review a recording or any other nonpublic information regarding the Board's decision.

(cf. 3430 - Investing)
(cf. 9321 - Closed Session Purposes and Agendas)
(cf. 9321.1 - Closed Session Actions and Reports)

Conflict of Interest under Government Code 1090 - Financial Interest in a Contract

Board members, employees, or district consultants shall not be financially interested in any

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contract made by the Board on behalf of the district, including in the development, preliminary discussions, negotiations, compromises, planning, reasoning, and specifications and solicitations for bids. If a Board member has such a financial interest in a contract made by the Board, the contract is void. (Government Code 1090)

A Board member shall not be considered to be financially interested in a contract in which he/she has only a "remote interest," as specified in Government Code 1091, if the interest is disclosed during a Board meeting and noted in the official Board minutes. The affected Board member shall not vote or debate on the matter or attempt to influence any other Board member or district official to enter into the contract. (Government Code 1091)

In addition, a Board member shall not be considered to be financially interested in a contract in which his/her interest is a "noninterest" as defined in Government Code 1091.5. Noninterest includes a Board member's interest in being reimbursed for his/her actual and necessary expenses incurred in the performance of his/her official duties, in the employment of his/her spouse/registered domestic partner who has been a district employee for at least one year prior to the Board member's election or appointment, or in any other applicable circumstance specified in Government Code 1091.5.

Common Law Doctrine Against Conflict of Interest

A Board member shall abstain from any official action in which his/her private or personal interest may conflict with his/her official duties.

Incompatible Offices and Activities

Board members shall not engage in any employment or activity or hold any office which is inconsistent with, incompatible with, in conflict with, or inimical to the Board member's duties as an officer of the district. (Government Code 1099, 1126)

(cf. 4136/4236/4336 - Nonschool Employment)

Gifts

Board members and designated employees may accept gifts only under the conditions and limitations specified in Government Code 89503 and 2 CCR 18730.

The limitation on gifts does not apply to wedding gifts and gifts exchanged between individuals on birthdays, holidays, and other similar occasions, provided that the gifts exchanged are not substantially disproportionate in value. (Government Code 89503)

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In addition, the limitation on gifts does not apply to informational materials such as books, reports, pamphlets, calendars, and periodicals. (Government Code 82028)

Gifts of travel and related lodging and subsistence shall be subject to the current gift limitation, except when: (Government Code 89506)

1. The travel is in connection with a speech given by a Board member or designated employee, provided the lodging and subsistence expenses are limited to the day immediately preceding, the day of, and the day immediately following the speech and the travel is within the United States.
2. The travel is provided by a person or agency specified in Government Code 89506, including a government, governmental agency or authority, bona fide public or private educational institution, as defined in Revenue and Taxation Code 203, or nonprofit organization exempt from taxation under section 501(c)(3) of the Internal Revenue Code.

Gifts of travel exempted from the gift limitation, as described in items #1 and 2 above, shall nevertheless be reportable on the recipient's Statement of Economic Interest/Form 700 as required by law.

A gift of travel does not include travel provided by the district for Board members and designated employees. (Government Code 89506)

Honoraria

Board members and designated employees shall not accept any honorarium, which is defined as any payment made in consideration for any speech given, article published, or attendance at any public or private conference, convention, meeting, social event, meal, or like gathering. (Government Code 89501, 89502)

The term honorarium does not include: (Government Code 89501)

1. Earned income for personal services customarily provided in connection with a bona fide business, trade, or profession, unless the sole or predominant activity of the business, trade, or profession is making speeches
2. Any honorarium which is not used and, within 30 days after receipt, is either returned to the donor or delivered to the district for donation into the general fund without being claimed as a deduction from income for tax purposes

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Legal Reference:

EDUCATION CODE

1006 Qualifications for holding office
35107 School district employees
35230-35240 Corrupt practices, especially:
35233 Prohibitions applicable to members of governing boards
41000-41003 Moneys received by school districts
41015 Investments

FAMILY CODE

297.5 Rights, protections, and benefits of registered domestic partners

GOVERNMENT CODE

1090-1099 Prohibitions applicable to specified officers
1125-1129 Incompatible activities
81000-91014 Political Reform Act of 1974, especially:
82011 Code reviewing body
82019 Definition, designated employee
82028 Definition, gift
82030 Definition, income
82033 Definition, interest in real property
82034 Definition, investment
87100-87103.6 General prohibitions
87200-87210 Disclosure
87300-87313 Conflict of interest code
87500 Statements of economic interests
89501-89503 Honoraria and gifts
89506 Ethics; travel
91000-91014 Enforcement

PENAL CODE

85-88 Bribes

REVENUE AND TAXATION CODE

203 Taxable and exempt property - colleges

CODE OF REGULATIONS, TITLE 2

18110-18997 Regulations of the Fair Political Practices Commission, especially:
18700-18707 General prohibitions
18722-18740 Disclosure of interests
18753-18756 Conflict of interest codes

COURT DECISIONS

McGee v. Balfour Beatty Construction, LLC, et al. (4/12/16, No. B262850)
Davis v. Fresno Unified School District (2015) 237 Cal.App.4th 261
Klistoff v. Superior Court, (2007) 157 Cal.App.4th 469
Thorpe v. Long Beach Community College District, (2000) 83 Cal.App.4th 655

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Kunec v. Brea Redevelopment Agency, (1997) 55 Cal.App.4th 511

ATTORNEY GENERAL OPINIONS

92 Ops.Cal.Atty.Gen. 26 (2009)
92 Ops.Cal.Atty.Gen. 19 (2009)
89 Ops.Cal.Atty.Gen. 217 (2006)
86 Ops.Cal.Atty.Gen. 138(2003)
85 Ops.Cal.Atty.Gen. 60 (2002)
82 Ops.Cal.Atty.Gen. 83 (1999)
81 Ops.Cal.Atty.Gen. 327 (1998)
80 Ops.Cal.Atty.Gen. 320 (1997)
69 Ops.Cal.Atty.Gen. 255 (1986)
68 Ops.Cal.Atty.Gen. 171 (1985)
65 Ops.Cal.Atty.Gen. 606 (1982)
63 Ops.Cal.Atty.Gen. 868 (1980)

Management Resources:

CSBA PUBLICATIONS

Conflict of Interest: Overview of Key Issues for Governing Board Members, Fact Sheet, July 2010

FAIR POLITICAL PRACTICES COMMISSION PUBLICATIONS

Can I Vote? A Basic Overview of Public Officials' Obligations Under the Conflict-of-Interest Rules, 2005

INSTITUTE FOR LOCAL GOVERNMENT PUBLICATIONS

Understanding the Basics of Public Service Ethics: Personal Financial Gain Laws, 2009

Understanding the Basics of Public Service Ethics: Transparency Laws, 2009

WEB SITES

CSBA: <http://www.csba.org>

Fair Political Practices Commission: <http://www.fppc.ca.gov>

Institute of Local Government: <http://www.ca-ilg.org>

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Twin Ridges Elementary School District
2023-2024 Williams Uniform Complain Summary
(Prepared in accordance with the provisions of Ed. Code 35186(d).)

Quarter One: July 2, 2023 - September 30, 2023

Number of Complaints: 0

Nature of Complains:

N/A

Resolution of Complaints:

N/A

I hereby certify that, to the best of my knowledge and belief, this report is true and correct, and that all data has been compiled with and reported in accordance with state laws and regulations.

Scott Mikal-Heine, Superintendent/Principal

Date

School Facilities Finance

An Overview for Twin Ridges
Elementary School District

March 2023



EASTSHORE CONSULTING

FINANCIAL ADVISORY & FACILITIES PLANNING · FISCAL CONSULTING · ELECTION STRATEGIES & PUBLIC RELATIONS

Introduction

- In addition to the responsibility of day-to-day educational services which school districts provide, they are also charged with building and maintaining the public infrastructure for education *as well as* the broader community
- In Twin Ridges Elementary School District, this has really meant extending the useful life of all three of your campuses (Oak Tree, Washington AND particularly Grizzly Hill)
- Even without other challenges, total costs to meet facilities needs for any district can be many millions of dollars, exceeding available General Fund resources
- Rarely is there a single funding source for any one project and often it takes federal, State and local money to reach completion
- It is important for districts to seek every source to make the most of a community's investment and maximize project funding
- The District does have some limited available funds and already initiated efforts to gain more with the TK facilities grant (*kudos* for getting that application submitted at the end of last month despite the snow!)
- However, additional State Aid and other local funding sources – involving voter-approved General Obligation (GO) Bonds – are also frequently required
- This presentation provides an overview of raising local facility funding through GO Bonds and other sources to achieve as much of a district's facility vision as possible



First Steps & Different Kinds of Bonds

- As a district begins to contemplate significant facilities improvements and a bond, a number of general steps should occur:
 - Vision – It all starts with identifying a project, be it individual classrooms, an entire campus or districtwide improvements
 - Budgeting – Once there is a sense of what project goals are, a prioritized budget should be developed so that there is a clear sense of just what the vision will cost
 - Planning – Capital projects take foresight to achieve and financing should be thoroughly planned before multi-million dollar commitments are made, matching determined needs with available resources and community priorities
- Often, the plan will require funding which exceeds what a district can support from other sources, and it becomes necessary to ask the community for an investment
- Community funding for schools is frequently obtained through property taxes which support bonds, including:
 - GO Bonds which can be approved under Prop. 39 with 55% support, and certain tax rate and accountability requirements
 - Prop. 46 GO Bonds, and Assessment, Mello-Roos, and Other Taxes, which typically require 66.67% approval and may be more limited in use
- The lower approval rate generally leads districts to the Prop. 39 GO Bond route



GO Bond Election Options

- School bond measures typically may be conducted under **Prop. 46** or **Prop. 39**
- Each election type carries certain tax rate, funding, and accountability requirements
- Voter authorization for GO Bonds does not expire until the full amount has been issued

	<u>Proposition 46</u>	<u>Proposition 39</u>
Required voter approval	• 66.67% yes	• 55% yes
Tax Rate Limit	• No tax rate limit	• Elementary SD: \$30/\$100K of assessed value
Use of Proceeds	• Capital projects, construction, modernization	• Construction, modernization, technology, furnishings/equipment
Accountability Measures	• Few legally required	• Annual audit and report, citizens' bond oversight committee
Election Filing Requirements	• Board resolution, ballot language with maximum bond amount, estimate of tax rates	• Board resolution, ballot language with maximum bond amount, estimate of tax rates, project list
Election Dates	• Most Tuesdays	• Coincide with regularly scheduled election, typically in even years

** Partial list of provisions and requirements.*



Competing Goals

- The use of bonds in combination with established funding alternatives for capital projects will help complete the largest number of improvements possible
- Often this puts districts in a position of needing to satisfy the competing goals of raising more for projects, keeping taxes low, and getting the ‘best deal’ on any bonds the community approves (i.e. obtaining lower interest rates)
 - State Matching funds for facility construction may be enhanced by obtaining more local funding, which is often raised by the issuance of more debt
 - Policy goals to levy a lower tax rate may increase the repayment requirements for borrowed funds by forcing repayments to take longer
 - The desire for lower interest rates on the bonds may entice unrealistic growth projections to allow for quicker repayment – but also higher taxes
- Districts and their facilities teams must balance competing goals to arrive at a program which meets both the financial and political needs of the broader community (*as well as* potential construction cash flow requirements)
- Districts are encouraged to expand on required debt policies providing more robust taxpayer protections (e.g. prohibiting capital appreciation bonds, otherwise known as “CABs”)
- Such policies can guide bond program design prior to entering into long-term commitments – which, if poorly planned and structured, could cause financial harm to a district and its community for many years



The GO Bond Process

- A GO Bond is a municipal debt instrument for funding construction of public infrastructure, and requires voter approval to levy a property tax for its repayment
- Whether a district pursues a Prop. 39 or a Prop. 46 bond, both require a similar overall process with many overlapping steps, including:
 - Selecting a team
 - Assessing financial feasibility and evaluating all potential funding options
 - Assessing political feasibility and gaining community input
 - Developing, refining and finalizing a plan
 - Board considering all input and other factors, and potentially calling an election
 - Volunteer campaign committee conducting a campaign in support of the measure
 - Election being successful
 - Selling the bonds
 - Everything else (applying for and obtaining State Aid and other funding sources, construction, bond repayments, regulatory reporting, subsequent series, etc.)
- A typical GO Bond program will issue one or multiple “series” of bonds to obtain the total amount authorized by voters, each with repayment over a term as long as 40 years (a commitment which will outlast your tenure)



Selecting a Team

- A team of consultants* should be assembled, and utilize its combined expertise to help you meet as many needs as possible – while remaining responsible and politically viable
- The team integrates an understanding of actual facilities needs, the School Facilities Program (SFP) in Sacramento, bond markets, legal requirements, the legislative environment and local politics to provide options that best achieve your goals
- An Architect or Construction Manager should assist in updating your assessment of facilities needs and determining potential project scope, cost estimates and construction timelines
- A consultant should be selected to update State Aid eligibility (like HPD) and navigate Sacramento bureaucracy to ensure the District receives its fair share of State funding
- On bonds and other financial matters, a Financial Advisor (like Eastshore) will design easy to understand, conservative financing plans – based upon a firm grasp of your tax base to ensure promises made to voters are kept – while integrating all potential funding sources to meet potential construction cash flow needs
- Bond Counsel is required on legal matters such as review of informational materials, preparation of required resolutions and opining on the issuance of bonds
- Given a somewhat recent AG Opinion, it may also be advisable to hire a Political Consultant to help the District with community outreach and potentially work with a campaign committee, if volunteers desire assistance – though Twin Ridges is likely too small for such an expense
- When contacting individual voters, businesses, or civic orgs, the *entire* team assists the District through the process of community outreach – and if it makes sense to call an election, the *entire* team guides the District through the process

*A summary of estimated 'pre-election' planning costs is included in the Appendix to this presentation.



Twin Ridges Elementary School District Assessed Value History & Bonding Capacity

ASSESSED VALUE (AV) HISTORY						
Fiscal Year	Local Secured	Utility	Unsecured	Total	Growth %	
2007-08	\$ 230,216,309	\$ 1,063,081	\$ 4,055,524	\$ 235,334,914	-	
2008-09	239,608,944	1,063,987	3,943,415	244,616,346	3.94%	
2009-10	247,811,219	1,064,893	4,130,726	253,006,838	3.43%	
2010-11	223,499,980	1,059,187	4,512,821	229,071,988	-9.46%	
2011-12	224,125,194	1,046,595	5,542,539	230,714,328	0.72%	
2012-13	231,850,629	209,484	5,198,549	237,258,662	2.84%	
2013-14	240,556,443	201,880	4,090,851	244,849,174	3.20%	
2014-15	253,483,295	194,283	4,025,001	257,702,579	5.25%	
2015-16	269,756,677	149,756	3,641,704	273,548,137	6.15%	
2016-17	282,438,740	157,282	3,897,301	286,493,323	4.73%	
2017-18	308,617,062	59,050	5,978,870	314,654,982	9.83%	
2018-19	321,791,284	59,050	7,037,005	328,887,339	4.52%	
2019-20	338,204,881	-	7,394,661	345,599,542	5.08%	
2020-21	350,917,076	-	6,832,296	357,749,372	3.52%	
2021-22	375,350,019	65,591	6,545,554	381,961,164	6.77%	
2022-23	394,424,734	65,578	6,350,294	400,840,606	4.94%	
Five Year Average Growth Rate				4.97%		
Ten Year Average Growth Rate				5.40%		
Fifteen Year Average Growth Rate				3.70%		

TWIN RIDGES ELEMENTARY SD Bonding Capacity Limit - Sept. 30, 2022	
Secured Assessed Value	\$ 394,490,312
Unsecured Assessed Value	6,350,294
Total Assessed Value	\$ 400,840,606
Bond Capacity Limit %	1.25%
Bond Capacity Limit	\$ 5,010,508
Less: Outstanding Bonds	-
Currently Available Bond Capacity	\$ 5,010,508

**Of note, Twin Ridges ESD's Bonding Capacity Limit is currently defined by statute as 1.25% of the District's total assessed value, minus principal on all bonds outstanding (as displayed in the table to the left). The 'bond cap' does not directly correlate with what the District can raise with a single bond measure, which is much more frequently capped by the maximum projected tax rate allowed by Prop. 39 for non-unified school districts (\$30 per \$100,000 of assessed value). Generally, the 'bond cap' is only a matter of concern for the second or third overlapping bond authorization a district has approved, though will still not likely be a restraint for the District. What Twin Ridges could seek in a single bond measure within the tax rate limit is discussed on the following slide.*

Financial Feasibility

- GO Bonds are tied to the District's taxable property values, or Assessed Value (AV)
- Limitations on outstanding bond balances are directly correlated to AV and tax rates are inversely correlated with AV; as such, it is important to have a good understanding of the tax base and projected future growth trends
- To ensure promises made to voters are kept, it is always important to plan conservatively
- While there is often an urge to 'push' projected tax base growth to garner more funding, if projections are not met, promises made to the community will be broken
- State law currently limits elementary school districts' outstanding tax supported bond balances ("Bond Capacity") to no more than 1.25% of AV; current bonding capacity for Twin Ridges is just over \$5 million
- With respect to any Prop. 39 GO Bond authorization, projected taxes are also limited by State law to no more than \$30 per \$100,000 of AV for non-unified school districts
- At the maximum Prop. 39 tax rate of \$30 per \$100,000 of AV and conservative AV growth projections of 3.0%, the District could seek approval of approximately \$2.65 million in GO Bonds in a single authorization
- Targeting lower tax rates or growth projections would generate smaller amounts
- Additionally, the District should consider implementing 'self-imposed' rules *beyond* normal accountability standards, such as prohibiting Capital Appreciation Bonds (CABs) – which would help ensure a Twin Ridges bond is issued with a responsible repayment ratio



State Aid History – Twin Ridges Elementary School District

State Aid Received Since 2000

Project Number	OPSC Processing Date	Warrant Issued Date	Amount Released
N/A	N/A	N/A	\$ -
TOTAL CLAIMS:			\$ -

Determined Modernization Eligibility (N/A)

School	K-6	7-8	9-12	Non-Severe	Severe
<i>GRIZZLY HILL</i>	0	0	0	0	0
<i>SAB Approvals/Adjustments:</i>	0	0	0	0	0
<i>Remaining:</i>	0	0	0	0	0
<i>WASHINGTON ELEMENTARY</i>	0	0	0	0	0
<i>SAB Approvals/Adjustments:</i>	0	0	0	0	0
<i>Remaining:</i>	0	0	0	0	0
TOTAL:	0	0	0	0	0

New Construction Eligibility (N/A)

	K-6	7-8	9-12	Non-Severe	Severe
<i>Established Eligibility:</i>	0	0	0	0	0
<i>SAB Approvals/Adjustments:</i>	0	0	0	0	0
TOTAL:	0	0	0	0	0

Source: OPSC Project Tracking Search Tool (opsc.dgs.ca.gov)

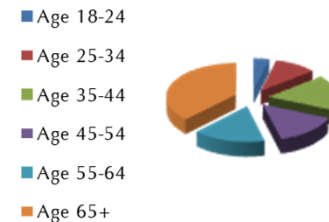
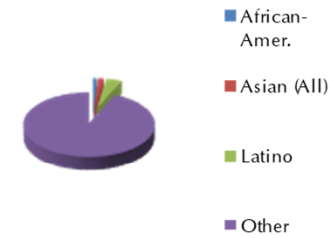
Other Potential Sources

- Given all the facilities needs at the District's schools, sources beyond a bond may account for a considerable portion of the overall facilities budget and should be vigorously pursued
- **State Aid**
 - The District does *not* appear to have received any SFP funds in the recent past; as such, considerable modernization eligibility may be available
 - Indeed, after a preliminary review, the State 'match' could be between \$700,000 and \$1+ million (which could be further enhanced should the SFP change its rules for 'hardship')
 - Previous State bonds approved by voters to provide matching funds for school facilities have been effectively exhausted – however, the legislature and the Governor have recently included replenishment funds for the SFP in the State budget and a new Statewide measure is being considered for a 2024 ballot
 - Whatever the actual eligibility and timing of funding becomes, it should be vigorously sought and incorporated into all planning efforts
- **Partnerships with Other Local Entities**
 - Collaborations with other local entities, whether public or private, can be another source of funding (e.g. Nevada County, Nevada Union HSD, charters, Ananda, etc.)
 - Additionally, by providing opportunities to better serve the community, such partnerships can engender additional trust from residents and benefit those who are not otherwise directly connected to the school
- Ultimately, seeking all available resources will not only maximize potential funds, it will also provide the community with an understanding that the District is maximizing their investment – thereby increasing trust in the Board and the District



PRELIMINARY Voter Demographics (July 2022)

Total Voters	2,009	
Democrat	1,050	52.26%
Republican	322	16.03%
Other	637	31.71%
Male	1,026	51.07%
Female	949	47.24%
Other	34	1.69%
African-Amer.	19	0.95%
Asian (All)	31	1.54%
Latino	84	4.18%
Other	1,875	93.33%
Age 18-24	78	3.88%
Age 25-34	208	10.35%
Age 35-44	347	17.27%
Age 45-54	293	14.58%
Age 55-64	323	16.08%
Age 65+	760	37.83%
Homeowner	781	38.88%
Mobile Home	4	0.20%
Apt. Renter	320	15.93%
Permanent VBM	1,573	78.30%
Voted 6/14 P	626	31.16%
Voted 11/14 G.	844	42.01%
Voted 6/16 P.	1,153	57.39%
Voted 11/16 G.	1,285	63.96%
Voted 6/18 P.	852	42.41%
Voted 11/18 G.	1,197	59.58%
Voted 3/20 P.	1,114	55.45%
Voted 11/20 G.	1,532	76.26%



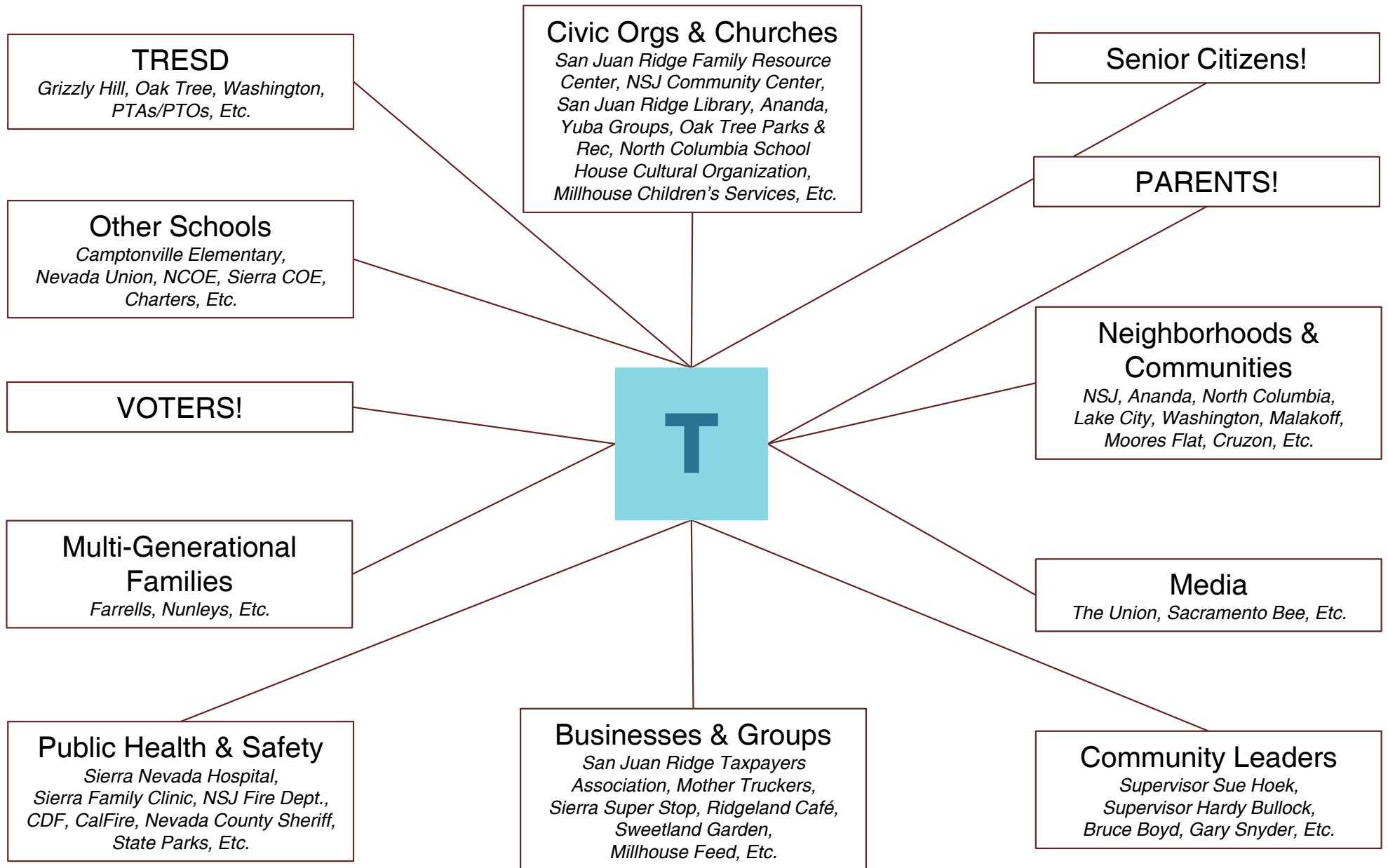
Source: PoliticalData Inc.

Political Feasibility & Outreach

- Because voter support is required for a bond, it is vital to gain input from local residents throughout this entire process – *and* allow it to shape the District's efforts
- Twin Ridges demographics are distinct and advantageous, particularly compared with almost all the rest of the Sierras (in which it has recently proven *very* challenging for any districts to be successful)
- However, community trust, participation and ownership of the process are critical
- The District should engage the greater community, concurrently pursuing a number of different direct contact strategies to gain their feedback on proposed projects and gauge overall opinion
- One of the most critical steps is individual conversations with many constituents, particularly major stakeholders like large taxpayers, business owners, Nevada Union, the County Office and prominent residents
- Often another valuable step is conducting meetings where facilities needs and potential solutions are shared with all parents, voters, taxpayers and other residents
- After these communications have been incorporated into the overall program, the District should attempt a poll – though, given your small voting population, the best approach is likely less formal than a traditional survey – which may yield insights not necessarily reflected in other efforts as well as provide another way to confirm and refine the vision and strategy
- Irrespective of the specific means of contact, if enough voters indicate their willingness to invest in District schools, the Board could call an election; if there is not sufficient support, an election should not be called



PRELIMINARY Twin Ridges ESD Community Partners



Develop a Plan

- Regardless of the specific timing of each step, the District should engage in a rigorous process to develop a plan to meet facilities needs
- Prioritization of facility improvements should be based on specific needs *as well as* conversations with staff, parents, major stakeholders and the broader community
- These efforts will continue throughout all stages of the entire facilities process (before *and* after a bond election)
- Community input and cost estimates must be combined with, and reasonably ‘matched to’, all available resources (i.e. available District funds, philanthropy, a GO bond, State Aid, etc.)
- Priorities and the resulting cash flow will continue to evolve in both planning for and adjusting to funding availability and construction requirements
- Maintaining the District’s overall capital improvement plan will help ensure the vision is attainable and understandable, as well as establish accountability measures and benchmarks to gauge progress
- Like all other planning and outreach efforts, this will again demonstrate to the broader community that the District has a firm grasp on what can be done with their investment (and other resources), as well as expedite the construction process as funds materialize



Calling an Election & Advocacy Efforts

- Once the plan has been developed and feedback has been obtained from the community, the act of calling an election – if it makes sense – is facilitated through a board resolution putting the question of authorizing a bond before eligible voters
- This process requires “Bond Counsel” to prepare the required documents and opine about the legality of the bond
- Due to its public nature, this resolution should be crafted with great attention to detail and adhere to all outreach efforts and ‘self-imposed’ rules, ideally with uniform Board support
- After the resolution calling the election is adopted, it must be submitted to the County Registrar of Voters at least 88 days prior to the election date, placing the bond measure on the ballot
- Thereafter, the ‘campaign’ should merely serve to reinforce prior communications
- A ‘campaign committee’ of dedicated volunteers should be assembled (by law, no District resources can be utilized to advocate for the measure)
- This campaign committee would then execute all advocacy efforts
- Modest donations could likely be obtained to meet the committee’s budget, and volunteers could be recruited to conduct the campaign
- In brief, there would probably be some combination of phone calls to voters, door-to-door direct contact, mail and a Get-Out-the-Vote (GOTV) program, according to the committee’s timeline



Selling the Bonds

- *Congratulations!* Assuming that the groundwork has been done to plan and pay for construction, the District should be ready to sell bonds shortly after receiving voter approval – and turn tax dollars into improvements to Twin Ridges schools!
- Like planning for the election, it will take a team to access the capital markets for a bond sale, including:
 - Municipal (Financial) Advisor – the District’s representative, providing knowledge of legal, financial and political implications of bond issuances, and debt and construction programs
 - Bond Counsel – the District’s legal counsel for bond issuances, providing guidance on requirements from the State and federal agencies, such as the MSRB, SEC and IRS, and preparing all legal documents for a bond issuance
 - Potentially an Underwriter – the District’s conduit to bond purchasers and buyer of last resort for bonds not sold on the date of sale
 - Other Service Providers – Rating Agency, Bond Insurer, Paying Agent, Printer, etc.
- The team will help navigate the regulatory waters and keep the District in good standing
- Typically, team members are compensated from bond proceeds, not the General Fund*
- Once the team is in place and the financing plan is determined to be viable, the District would need to prepare to comply with SEC, IRS and MSRB regulations and work with Nevada County Office of Education and other involved County departments in the process of selling bonds

**A summary of estimated costs associated with one potential bond issuance is included in an appendix to this presentation.*



Important Questions for Any District to Ask about their Bonds

Are the projections being used to structure bonds realistic and conservative?

Aggressive projections lead to reaching for uncertain future dollars, which can encourage use of higher cost funds as well as create tax rate and capacity issues in the future.

Do the terms of the bonds currently being issued significantly impact future planned borrowings?

Always insist on a full debt program model with each issuance to ensure that today's great deal does not result in expensive future borrowings.

Do the interest rates being discussed seem reasonable?

Bond interest rates tend to stay within a fixed range of indices like the 10-year Treasury and your issuance should be within the normal range unless there is a good reason.

How do the bond terms compare to other similar bond issuances?

Your finance team should provide you with interest rate information for similar bond issuances to justify proposed rates and you should know why any rate in a given year is different by more than 0.25%.

Do the total repayments seem reasonable as compared to the amount borrowed?

If the tax base is repaying close to (or more than) \$4 for every \$1 borrowed, you may find unwanted public attention or be unable to comply with new regulations; remember that the final years of repayment are the most expensive.

Are excessive premiums being generated?

While they do not "count" against authorized bonds, the tax base must pay premiums and now their uses may be limited by current AG opinions.

Selling the Bonds

- Specific circumstances should dictate the method of sale, whether it be negotiated or competitive, and financial market dynamics should be the primary driver for that decision
- Regarding the structuring of GO bonds, districts should ensure the number of series are minimized and that each series is evaluated in light of the entire facilities program
- Understanding that interest expense is incurred on bonds from the date of issuance, districts also should obtain bond funding only when required for construction projects, avoiding unnecessary expense
- After all those considerations, a variety of legal documents are prepared by Bond Counsel, reviewed by the full team, and approved by the Board to lay out all of the regulatory disclosures and “as to form” legal agreements required to issue the bonds
- As with personal borrowings, an independent credit review is usually required to establish a credit rating for the bonds which will impact the interest cost (lower rated bonds have higher interest rates)
- Limits on repayment requirements are established based upon projected tax base growth and future planned bond issuances (if any)
- On a selected pricing date, interest rates are negotiated, and the District and its team solicit investors to commit to purchase the bonds
- In the weeks after the pricing, all of the “as to form” documents are finalized and, on a selected “closing” date, proceeds from the sale of bonds are deposited to district-controlled accounts to pay project costs



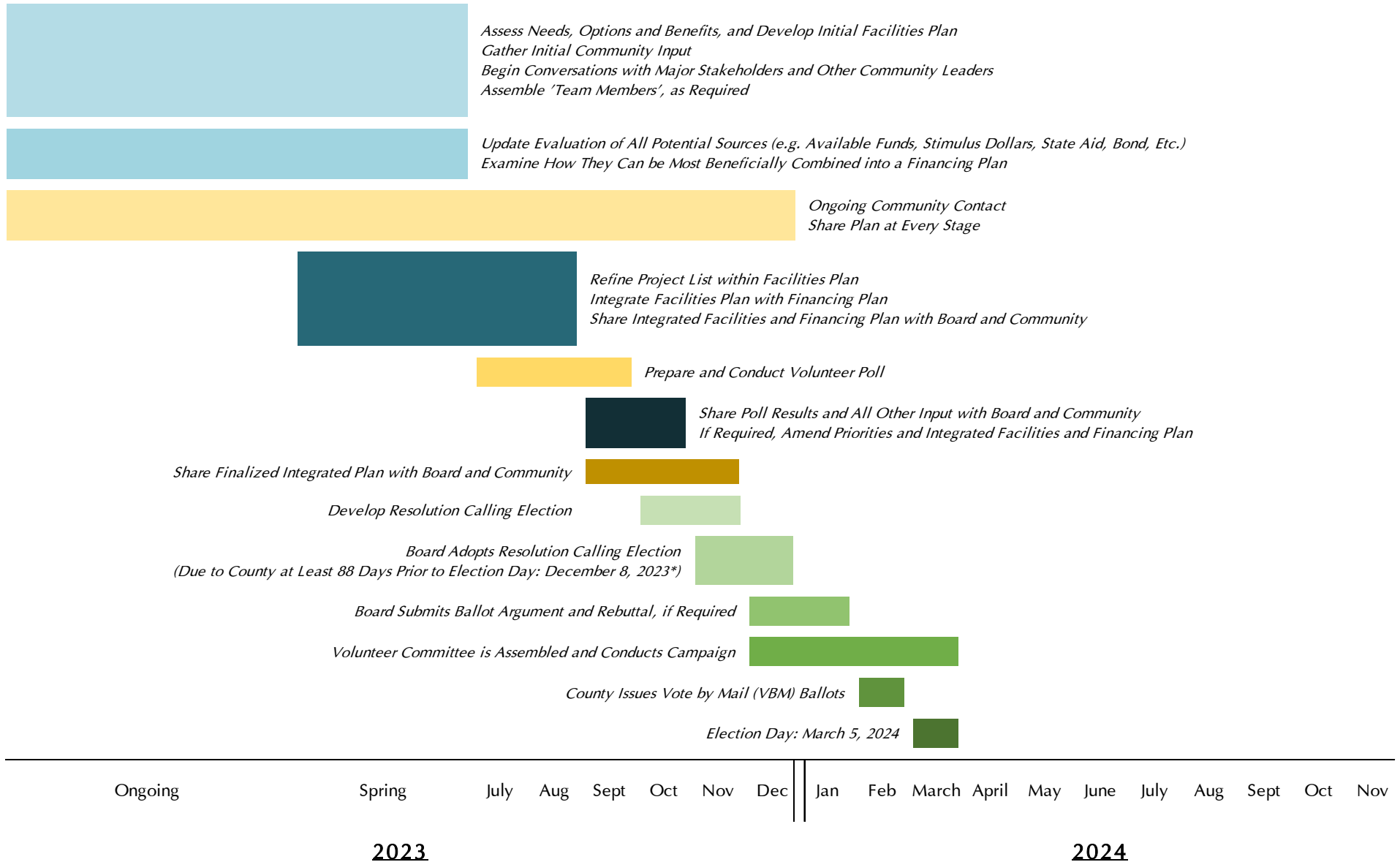
Free Advice

- Be brave – the numbers are often big when it comes to capital projects but rely on quality preparation and planning to move forward successfully
- Be open – initially the vision may be specific in reaction to an immediate need, but more often the goals will be general
- Be public – make the entire process as public as possible, fully disclosing what the vision is and how you will meet it, reaching out at every stage
- Be conservative and do not reach too far – more often than not, no amount of planning will be able to fully achieve your final vision, so resist the temptation to reach too far; the public is *very* sensitive to anything involving taxes and trying to go beyond the limits may break promises made to the community
- Be responsible – take the time to make sure that all regulatory requirements are kept up to date and continue to communicate with the public to keep them informed
- Be a leader of a team – debt-financed projects often benefit from a wide range of experts with financial, construction and political knowledge to get the job done right



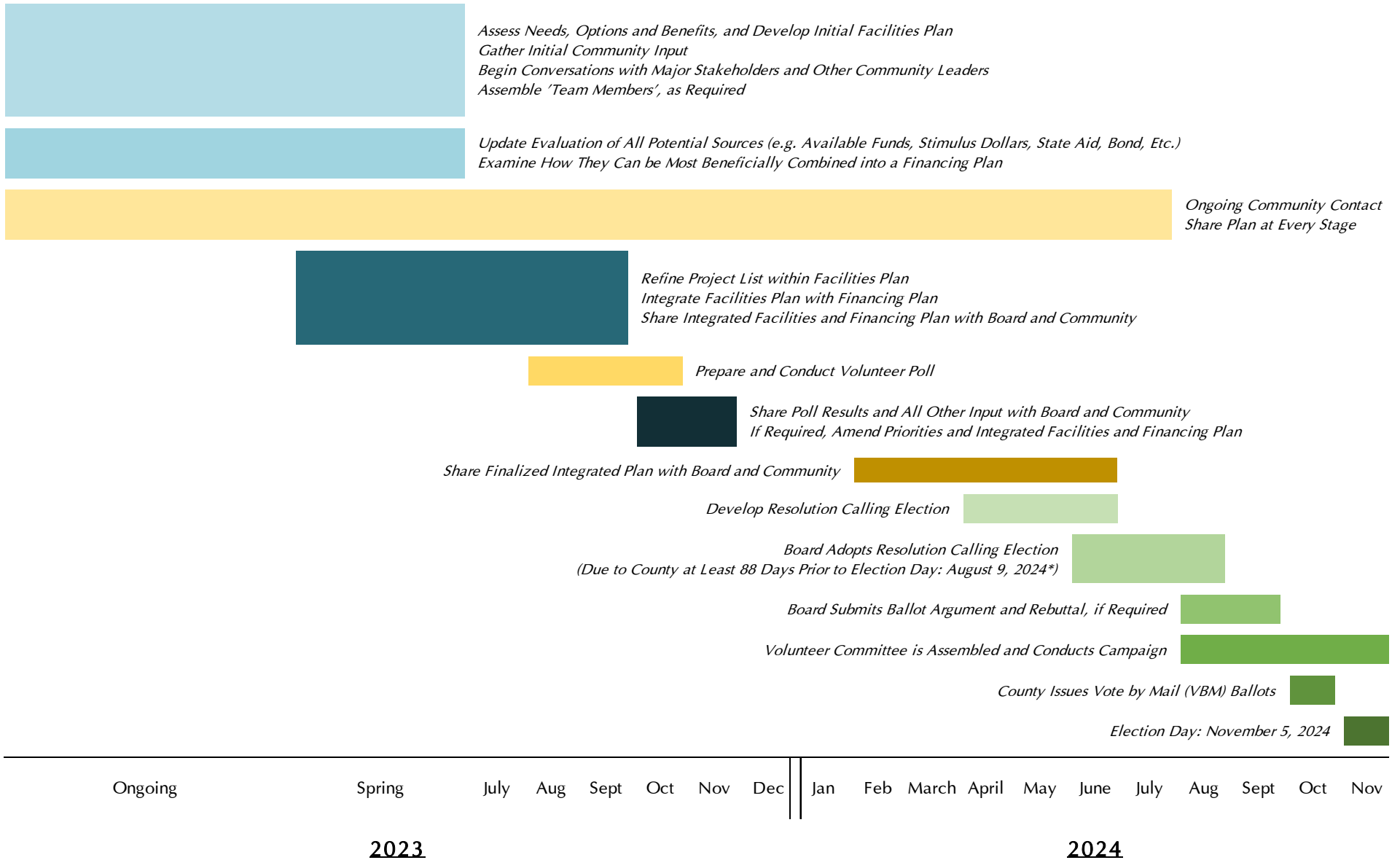
Potential Timelines

POTENTIAL Facilities Needs, Community Outreach and Bond Election Timeline: March 5, 2024 (Twin Ridges Elementary School District)



**State law requires that the resolutions calling school bond elections be submitted to the County Registrar of Voters at least 88 days prior to the election date (E-88). However, certain counties require the resolution well in advance of E-88, and Nevada County should be consulted the moment the District 'officially' begins considering a bond.*

POTENTIAL Facilities Needs, Community Outreach and Bond Election Timeline: November 5, 2024
 (Twin Ridges Elementary School District)



*State law requires that the resolutions calling school bond elections be submitted to the County Registrar of Voters at least 88 days prior to the election date (E-88). However, certain counties require the resolution well in advance of E-88, and Nevada County should be consulted the moment the District 'officially' begins considering a bond.

Sample Bond Program

ESTIMATED \$2.65 Million Bond Program, NO CAPITAL APPRECIATION BONDS
Single Series, Estimated Tax Rate: \$30 per \$100,000 of AV, Max. Projected Tax Base Growth: 3.0%

SERIES A (ESTIMATED ISSUANCE DATE: 2/1/2025)					
August 1,	Principal	Coupon	Interest	Capitalized Int.	Debt Service
2025	\$ -		\$ 66,075	\$ (66,075)	\$ -
2026	10,000	4.00%	132,150	(15,000)	127,150
2027	-		131,750	-	131,750
2028	-		131,750	-	131,750
2029	5,000	5.00%	131,750	-	136,750
2030	10,000	5.00%	131,500	-	141,500
2031	15,000	5.00%	131,000	-	146,000
2032	20,000	5.00%	130,250	-	150,250
2033	25,000	5.00%	129,250	-	154,250
2034	30,000	5.00%	128,000	-	158,000
2035	40,000	5.00%	126,500	-	166,500
2036	45,000	5.00%	124,500	-	169,500
2037	55,000	5.00%	122,250	-	177,250
2038	60,000	5.00%	119,500	-	179,500
2039	70,000	5.00%	116,500	-	186,500
2040	80,000	5.00%	113,000	-	193,000
2041	90,000	5.00%	109,000	-	199,000
2042	100,000	5.00%	104,500	-	204,500
2043	110,000	5.00%	99,500	-	209,500
2044	120,000	5.00%	94,000	-	214,000
2045	135,000	5.00%	88,000	-	223,000
2046	145,000	5.00%	81,250	-	226,250
2047	160,000	5.00%	74,000	-	234,000
2048	175,000	5.00%	66,000	-	241,000
2049	190,000	5.00%	57,250	-	247,250
2050	210,000	5.00%	47,750	-	257,750
2051	230,000	5.00%	37,250	-	267,250
2052	245,000	5.00%	25,750	-	270,750
2053	270,000	5.00%	13,500	-	283,500
	\$ 2,645,000		\$ 2,863,475	\$ (81,075)	\$ 5,427,400

Total Principal Amount
Repayment Ratio

\$ 2,645,000
2.05 to 1

The above estimate is designed to provide a sense of what the District could raise and would be refined to match project needs and current market conditions. However, it should be noted that while any amount can be approved by voters, it will realistically be difficult to raise significantly more than \$3 million within a short timeframe unless multiple authorizations are sought or higher tax rates than allowed by Prop. 39 are utilized.

Estimated Costs

PRELIMINARY Estimate of District Costs* for Facilities Planning Efforts

Service	Estimated 'Out of Pocket' Expense			Estimated Contingent Expense**
Facilities Needs Assessment	\$10,000	to	\$30,000	-
Financial Planning, Cashflow Development & Informational Materials (Eastshore)			\$10,000	-
State Aid Planning & SFP Eligibility Review	\$2,500	to	\$15,000	-
Political Consultant for Community Outreach	-	to	\$10,000	-
Voter Poll	-	to	\$5,000	-
Informational Mailer	\$1,000	to	\$2,500	-
Cost of Legal Counsel	\$2,500	to	\$10,000	TBD
Cost of Election (Nevada County)			TBD	TBD
Contingency			\$5,000	\$5,000
Total Related Costs	\$31,000		\$87,500	\$5,000

*By law, NO District resources can be utilized for campaign advocacy.

**Contingent on successful passage and issuance of bonds. However, this amount is relatively limited due to an AG Opinion which restricted the potential uses of GO bond proceeds.

PRELIMINARY Estimate of Cost of Issuance for a Single Series of Bonds*
Potential \$2.5 Million Issuance

<u>Service</u>	<u>Firm</u>	<u>Range of Estimated Fees</u>	
Financial Planning & Advisory**	Eastshore Consulting LLC	\$50,000	
Bond and Disclosure Counsel	TBD	\$40,000	to \$75,000
Rating Agency	TBD	\$15,000	to \$20,000
Paying Agent***	TBD	\$1,500	to \$2,500
Statistical Data***	CalMuni Statistics, Inc.	\$1,500	to \$2,500
Printing***	TBD	\$2,000	to \$3,000
Contingency	-	\$10,000	
Estimated Cost of Issuance		\$120,000	\$163,000
Estimated Underwriting Bank Compensation (\$10 to \$15 per \$1,000 bond)		\$25,000	to \$37,500
Total Estimated Issuance Related Costs		\$145,000	\$200,500

* Typically, each team member is compensated from bond proceeds upon issuance, and not by the General Fund.

** Normal fees for financial advisors range from approximately \$40,000 to \$75,000 for such a bond sale. Eastshore's proposed fee for a \$2.5 million issuance would be \$50,000, as referenced above, but would likely vary somewhat to correspond with the nature of the entire program and other factors.

*** Various service providers required to complete the issuance of bonds.

Average FA Fees

Average Financial Advisor Fees California School District General Obligation (GO) Bonds, 2018-Present

GO Bonds, Less Refundings

Issuance Amount	Count	Total Fees	Ave. Fees
\$100+M	113	\$7,691,795	\$68,068.98
\$50M-\$100M	149	\$9,783,647	\$65,662.06
\$25M-\$50M	192	\$11,954,376	\$62,262.37
\$10M-\$25M	285	\$17,043,615	\$59,802.16
\$5M-\$10M	145	\$8,171,555	\$56,355.55
\$2.5M-\$5M	112	\$6,646,957	\$59,347.83
Less than \$2.5M	68	\$3,594,705	\$52,863.31
Totals	1,064	\$64,886,648	\$60,983.69

GO Refundings

Issuance Amount	Count	Total Fees	Ave. Fees
\$100+M	50	\$3,480,192	\$69,603.84
\$50M-\$100M	62	\$4,007,460	\$64,636.45
\$25M-\$50M	99	\$5,832,861	\$58,917.79
\$10M-\$25M	112	\$6,156,762	\$54,971.09
\$5M-\$10M	89	\$4,060,188	\$45,620.09
\$2.5M-\$5M	55	\$2,280,374	\$41,461.34
Less than \$2.5M	46	\$1,334,820	\$29,017.83
Totals	513	\$27,152,656	\$52,929.15

All GO Bonds

Issuance Amount	Count	Total Fees	Ave. Fees
\$100+M	163	\$11,171,987	\$68,539.80
\$50M-\$100M	211	\$13,791,106	\$65,360.69
\$25M-\$50M	291	\$17,787,237	\$61,124.53
\$10M-\$25M	397	\$23,200,377	\$58,439.24
\$5M-\$10M	234	\$12,231,742	\$52,272.40
\$2.5M-\$5M	167	\$8,927,330	\$53,457.07
Less than \$2.5M	114	\$4,929,525	\$43,241.45
Totals	1,577	\$92,039,304	\$58,363.54

Source: California Debt and Investment Advisory Commission (CDIAC) DebtWatch

*Of note, the tables above do *not* merge many series that are actually combined into a single issuance, likely over-counting the total number of issuances and under-estimating average fees. To partially correct this, CDIAC Numbers for GO bonds with principal amounts less than \$1 million (58) are excluded (removing just over \$315,000 in fees), as they are most frequently smaller components of larger issuances.

Eastshore Consulting

About Us

- Eastshore Consulting was formed in March of 2012, and is fully registered and in compliance with all applicable laws and “Municipal Advisor” regulatory requirements (including Series 50 and Series 54 qualifications)
- Both founding partners spent many years working within the school facilities finance space, and our senior team now brings more than 50 years of combined experience to the table – all with a desire to change the culture of the school bond industry
- Eastshore works to fulfill our fiduciary responsibility to our clients by examining *all* viable options with an open mind and eye on short *and* long-term needs
- Our recommendations are based upon an extensive understanding of the issues which impact our clients’ facilities plans, debt portfolios and overall goals
- Our combined skills, experiences and perspectives provide clients with the highest level of service *and* the knowledge that their financial advisors are advising them to do what is in their best interests – not salesmen merely seeking fees from the next bond sale
- Eastshore has extensive experience in the foothills and the Sierras, including Placerville ESD, Camino ESD, Gold Trail ESD, Gold Oak ESD, Chawanakee USD, Bishop USD, Sierra USD, Grass Valley ESD, Penn Valley ESD and Susanville ESD
- We are uniquely qualified to assist with the evaluation of all potential options to meet your facilities needs, design the most effective bond program for your circumstances, gain input from your community about a bond and access that potential investment in the most financially responsible manner – always focusing on going through the ‘right’ process and keeping the news positive



Our Senior Team



Shin Green, Principal – Shin provides Financial Advisory, Facilities Planning and Fiscal Consulting services. His areas of focus include analyzing the feasibility of debt, managing finances for capital projects and operating budgets, and advising clients in the issuance of general and limited obligation, as well as revenue-backed debt. Having been involved in over 100 debt financing transactions raising over \$2.0 billion for projects, he has the experience and contacts required to assist clients in getting the funding they need. In addition to GO Bonds and GO Refunding Bonds, his prior portfolio includes issuances of Federal tax credit financings, privately placed financings, COPs, and developer financings, which often require special considerations. Having spent several years in the City of Rocklin Finance Division, he is fully aware of the internal pressures, concerns and high-level fiduciary responsibility demanded of public entities. Also, as a former auditor of public agencies, he has had the opportunity to review a variety of approaches and transactions well beyond his own direct experiences. This combination allows Shin to work seamlessly with clients and other industry professionals to bring your vision to reality in a responsible manner that maintains long-term fiscal health.

A product of Berkeley public school education, Shin received his BS in Business Administration from the Haas School of Business at the University of California at Berkeley. Shin currently resides in his hometown of Berkeley, California.



Our Senior Team



Michael Riemenschneider, Principal – Michael provides Facilities Planning and Election Strategies services to our clients, as he has assisted school districts with more than 100 separate bond and parcel tax measures throughout California, obtaining more than \$2.0 billion to meet facility and other needs. His work with administration, public service unions, major stakeholders, and other community members in the process shapes our advice for districts in developing potential measures and sharing information with our clients' communities. His experiences compliment the Financial Planning and Advisory services to help synchronize the entire team, matching financial realities with local political desires and allowing for clear and concise communication of what matters.

Michael received his BA and MA from Stanford University, focusing on demographics in rural Californian communities and its influence on local political preferences. Raised in Mendocino County, he, his wife, Angela Rodriguez Riemenschneider, and their two sons, Diego and Luca, live in Oakland as well as spending considerable time at their family home in Nevada City.



Our Senior Team



Miguel Rodriguez, Director, Education Finance — Miguel provides Facilities Planning, Financial Advisory and Election Strategies services to our clients. He brings over 13 years of public finance experience dedicated to school districts and other public agencies in California. During his tenure, Miguel has participated in the development and implementation of capital financing programs providing over \$1.5 billion in funding to local districts. Additionally, Miguel has led the issuance of over 120 municipal debt securities, including GO Bonds, COPs, and short-term Notes, and is adept in executing all aspects of a transaction from conception to close.

Miguel received his BA from University of California at Berkeley and his MA from MIT, focusing on urban planning, finance, and policy. His Master's thesis examined school investments and making schools the center of communities. Originally from Los Angeles, Miguel and his partner, Claudia Aguilar, currently reside in Oakland's Fruitvale District.



Required Disclosure

Required Disclosures

Pursuant to Municipal Securities Rulemaking Board (“MSRB”) rules, Municipal Advisors are required to make certain written disclosures to clients which include, amongst other things, Conflicts of Interest and any Legal or Disciplinary events of Eastshore Consulting LLC (“Eastshore Consulting LLC” or “Advisor”) and its associated persons.

SEC and MSRB Registration

Eastshore Consulting LLC warrants that it is currently registered as a Municipal Advisor with the U.S. Securities and Exchange Commission (“SEC”) and the MSRB.

Conflicts of Interest

Eastshore Consulting LLC agrees that it shall be acting in a fiduciary capacity in connection with its work for clients and that its sole loyalty in this regard shall be to clients. Advisor agrees that it does not have any material conflicts of interest with respect to the work to be performed. However, like much of the rest of the public finance industry in California, Advisor represents that in connection with the issuance of municipal securities, Advisor may receive compensation from clients for services rendered, which is contingent upon placing a bond measure on the ballot, the successful closing of a transaction and/or is based on the size of a transaction. Consistent with the requirements of MSRB Rule G-42, Advisor hereby discloses that such contingent and/or transactional compensation may present a potential conflict of interest regarding Advisor’s ability to provide unbiased advice to enter into such transaction. However, this potential conflict of interest will not impair Advisor’s ability to render unbiased and competent advice or to fulfill its fiduciary duty to clients. If Advisor becomes aware of any additional potential or material conflicts of interest, Advisor will disclose the detailed information in writing to our clients in a timely manner.

Required Disclosures (Continued)

Other Municipal Advisor Relationships

Eastshore Consulting LLC serves a wide variety of other clients that may from time to time have interests that could have a direct or indirect impact on the interests of District. For example, Advisor serves as municipal advisor to other municipal advisory clients and, in such cases, depending on the client, owes a fiduciary duty to such other clients just as it would to another client. These clients may, from time to time and depending on the specific circumstances, have competing interests. In acting in the interests of its various clients, Advisor could potentially face a conflict of interest arising from these competing client interests. However, with respect to this potential conflict, Advisor mitigates such conflict through dealing honestly and with good faith to all clients. If Advisor determines that such a conflict is unmanageable, Advisor will notify clients in writing in a timely manner.

Legal or Disciplinary Events

Eastshore Consulting LLC has never been subject to any legal, disciplinary or regulatory actions and does not have any legal events or disciplinary history on Advisor's Form MA and Form MA-I. This includes information about any criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations and civil litigation. Anyone may electronically access Advisor's most recent Form MA and each most recent Form MA-I filed with the Commission at the following website: www.sec.gov/edgar/searchedgar/companysearch.html

There have been no material changes to a legal or disciplinary event disclosure on any Form MA or Form MA-I filed with the SEC. If any material legal or regulatory action is brought against Advisor, Advisor will provide complete disclosure in detail, allowing clients to evaluate Advisor, its management and personnel.

MSRB Brochure

Within the MSRB website (www.msrb.org), clients may obtain the Municipal Advisory client brochure. The brochure describes the protections that may be provided by the MSRB Rules along with how to file a complaint with financial regulatory authorities.

**Twin Ridges Elementary School District
 Capital Outlay Budget Projections**

Facilities Location	Budget
Grizzly Hill School	\$ 13,058,080
Oak Tree School	\$ 1,812,160
Total Facilities Budget	\$ 14,870,240

Adjustments to Base Unit (Subcontractor) Costs			
General Conditions	Percent	Soft Costs	Percent
Labor Productivity Cost Increase	24.00%	Design & Engineering	12.00%
G.C. Overhead and Profit	8.00%	Project Management	4.00%
G.C. General Conditions	6.00%	Testing and Inspections	1.20%
G.C. Bonds and Insurance	3.40%	Furniture and Equipment	0.00%
Construction Contingency	10.00%	Interim Housing Costs	0.00%
Geographic Index	8.00%	Other	2.00%
General Conditions:	59.40%	Soft Costs:	19.20%

General Notes

- (1) This analysis for Twin Ridges Elementary School District is based on a series of site surveys conducted during the month of July, 2023. The survey included visual inspection only. No destructive investigation or chemical analysis was conducted. Neither Structural, Mechanical, nor Electrical Engineers analysis were included in this survey. Testing for hazardous materials was not included in this survey.
- (2) This is a Preliminary Estimate compiled from information and sources believed to be accurate. By necessity, the estimate incorporates projections for escalation and future bid climate. The assumed bid climate is competitive bidding with 4-5 qualified bidders for the General Contractor and most trades.
- (3) This is an 'Order of Magnitude' Estimate for budgeting purposes only. Costs are based on general descriptions only. Construction Documents were not available for this estimate.
- (4) These estimated costs include BOTH 'hard costs' (costs specifically included in the construction contract) and "soft costs" (including Design and Engineering fees, plan check fees, testing and inspections, construction management fees, interim housing, utility connection fees, and other costs generally not included in the construction contract).

Twin Ridges Elementary School District

16661 Old Mill Road, Nevada City, Ca 95959



Prepared by: G. Hughes

Date: 10/3/2023

Grizzly Hill School		
Budget Summary		
ADA/FLS:	\$	1,795,000
Maintenance:	\$	982,000
Modernization/Renovation:	\$	3,364,000
New Construction / Addition:	\$	4,919,000
Furniture, Fixtures & Equipment:	\$	599,000
Site Contingency:	\$	1,399,080
	\$	13,058,080
Budget Categories		

ADA/FLS: Items related to accessibility, fire alarm systems, and site safety.

Maintenance: Items related to repairs and maintenance of existing facilities and equipment.

Modernization/Renovation: Renovations to existing facilities (requires DSA approval).

New Construction / Addition: Construction of new facilities or additions to existing buildings (requires DSA approval).

Furniture, Fixtures & Equipment: additional items not typically included in construction costs.

Priority	Description	Line Item	Location/Site Running Total
	ADA/FLS Projects		
	(A) New Vehicle Parking and Circulation: a.c. paving; Reconfigure existing drive and parking to include ADA parking, parent drop-off, bus drop-off, and ADA path of travel.	\$ 843,000	\$ 843,000
2	ADA path of travel to all buildings.	\$ 91,000	\$ 934,000
3	New ADA accessible drinking fountain/water bottle filler at Gymnasium.	\$ 8,000	\$ 942,000
4	Replace all door hardware and thresholds with ADA accessible, shelter-in-place compliant hardware.	\$ 89,000	\$ 1,031,000
1	ADA ramps to Upper Restrooms.	\$ 43,000	\$ 1,074,000
	Make Upper and Lower Restrooms ADA compliant.	\$ 188,000	\$ 1,262,000
	Add ADA compliant bollard/cage to exposed gas line/valve at walkway.	\$ 2,000	\$ 1,264,000
	Standby Generator, 300Kw, propane.	\$ 334,000	\$ 1,598,000
	800 Amp emergency generator hookup, manual transfer switch and 2,500 gallon propane tank (to provide emergency backup power to campus).	\$ 159,000	\$ 1,757,000
	New campuswide public address system.	\$ 38,000	\$ 1,795,000

Twin Ridges Elementary School District

16661 Old Mill Road, Nevada City, Ca 95959



Prepared by: G. Hughes

Date: 10/3/2023

Grizzly Hill School			
Priority	Description	Line Item	Location/Site Running Total
Maintenance Projects			
	Address site drainage issues and flooding at buildings; include new landscaping and irrigation.	\$ 115,000	\$ 1,910,000
2	Exterior paint all buildings; repair dry rot; protect exposed beams.	\$ 154,000	\$ 2,064,000
1	Replace HVAC campuswide.	\$ 598,000	\$ 2,662,000
	(B) New soft surface at lower playground.	\$ 115,000	\$ 2,777,000
Modernization/Renovation Projects			
	(C) Multi-media Center/Conference Room: at Library (include TV mounts with power and data at two locations).	\$ 73,000	\$ 2,850,000
	(L) New Security fencing and gates; include traffic gates.	\$ 481,000	\$ 3,331,000
1	All Classrooms (replace casework and storage cabinets; paint interior; replace existing soffit lighting with dimmable LED lighting; tv mount with power and data; new white boards; new walk-off mats).	\$ 382,000	\$ 3,713,000
	Gymnasium (new lighting; new flooring; new retractable basketball hoops; new 12ft folding lunch tables).	\$ 1,262,000	\$ 4,975,000
2	Administration Building: Reconfigure Secretary/Visitor's Area, Nurse's Room, Work Room, Principle's Office, Conference Room, Record Storage; New Staff Rest Room.	\$ 203,000	\$ 5,178,000
	(D) New artificial surface 1/8th mile (660 lf) track and 25,000 sf field.	\$ 963,000	\$ 6,141,000
New Construction/Expansion Projects			
	(E) Kitchen Expansion Project: at Gymnasium/MP Building, replace existing Kitchen and temporary freezer unit with new 760 sf Kitchen (including walk-in refrigerator/freezer, stainless steel sinks, counters and shelves, stove and oven, ANSUL system, HVAC, dishwasher, staff toilet, office) and add 140 sf Storage. Remove existing exterior shipping container freezer and exterior refrigerator.	\$ 1,605,000	\$ 7,746,000
1	(F) New T-K Complex: including 1,440 sf building and playground with covered area, ADA path of travel, fencing and gates; remove existing M&O Bldg; construct (J) new 1,440 SF M&O Bldg (office, garage, storage, and workshop) at new location.	\$ 2,918,000	\$ 10,664,000
	(G) New 960 sf Covered Area and lunch tables at Gymnasium/MP building.	\$ 249,000	\$ 10,913,000
	(H) New 740 sf Covered Area outside Upper Classrooms building.	\$ 147,000	\$ 11,060,000
Furniture, Fixtures & Equipment			
2	New Maintenance Vehicle (heavy duty 4WD).	\$ 94,000	\$ 11,154,000
3	New snowblower.	\$ 56,000	\$ 11,210,000
1	New desks and chairs all classrooms.	\$ 251,000	\$ 11,461,000
	New campuswide security cameras and CCTV.	\$ 150,000	\$ 11,611,000
	(K) New school sign with LED marquee for calendar and announcements.	\$ 48,000	\$ 11,659,000
	Subtotal:		\$ 11,659,000
	Design Contingency (12%)	\$ 1,399,080	\$ 13,058,080
	Total:		\$ 13,058,080

Twin Ridges Elementary School District

16661 Old Mill Road, Nevada City, Ca 95959



Prepared by: G. Hughes

Date: 10/3/2023

Oak Tree School		
Budget Summary		
ADA/FLS:	\$	173,000
Maintenance:	\$	301,000
Modernization/Renovation:	\$	374,000
New Construction / Addition:	\$	737,000
Furniture, Fixtures & Equipment:	\$	33,000
Site Contingency:	\$	194,160
Site Total:	\$	1,812,160
Budget Categories		

ADA/FLS: Items related to accessibility, fire alarm systems, and site safety.

Maintenance: Items related to repairs and maintenance of existing facilities and equipment.

Modernization/Renovation: Renovations to existing facilities (requires DSA approval).

New Construction / Addition: Construction of new facilities or additions to existing buildings (requires DSA approval).

Furniture, Fixtures & Equipment: additional items not typically included in construction costs.

Twin Ridges Elementary School District

16661 Old Mill Road, Nevada City, Ca 95959



Prepared by: G. Hughes

Date: 10/3/2023

Oak Tree School			
Priority	Description	Line Item	Location/Site Running Total
	ADA/FLS Projects		
	The Lodge Building: convert existing restrooms to ADA accessible.	\$ 121,000	\$ 121,000
3	(E) New ADA accessible path of travel from parking lot to accessible restrooms and preschool classrooms.	\$ 52,000	\$ 173,000
	Maintenance Projects		
5	Repair two toilet rooms and laundry room sewer.	\$ 25,000	\$ 198,000
	(F) Log Cabin Classroom Modernization: (raise building to add 8" concrete curb; repair roof; add gutters and downspouts; replace windows; repair/refinish floor; new door, door frame and hardware; new HVAC).	\$ 212,000	\$ 410,000
1	Exterior repairs to The Lodge Building.	\$ 44,000	\$ 454,000
	(G) New ADA accessible drinking fountain at Portable Building (18847 Oak Tree Road, previously Little Acorn Preschool).	\$ 20,000	\$ 474,000
	Modernization/Renovation Projects		
	Remove refrigerator truck.	\$ 8,000	\$ 482,000
	Kitchen Building: add new walk-in refrigerator/freezer; convert existing kitchen to warming/serving kitchen.	\$ 145,000	\$ 627,000
	(H) New paved vehicle access, ADA parking, parent and bus drop-off.	\$ 221,000	\$ 848,000
	New Construction/Expansion Projects		
2	(A) New factory-built 480 sf Restroom Building.	\$ 261,000	\$ 1,109,000
	(B) New cover at walkway (from Visitor Parking and Parent Drop-off to preschool classrooms.	\$ 318,000	\$ 1,427,000
4	(C) New 400 sf covered area at upper play area.	\$ 79,000	\$ 1,506,000
	(D) New 400 sf covered area at lower play area.	\$ 79,000	\$ 1,585,000
	Furniture, Fixtures & Equipment		
	(6) Picnic tables.	\$ 33,000	\$ 1,618,000
		\$ -	\$ 1,618,000
	Subtotal:		\$ 1,618,000
	Design Contingency (12%)	\$ 194,160	\$ 1,812,160
	Total:		\$ 1,812,160

TWIN RIDGES ELEMENTARY SCHOOL DISTRICT



FACILITY INVENTORY AND CAPITAL OUTLAY PLAN

September 2023

Williams & Associates
School Facilities Consultants
P.O. Box 2125
Placerville, CA 95667
(530) 906-6690

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APPENDIX

Appendix A – Grizzly Hill School – Facility Diagrams

Appendix B – Grizzly Hill School – School Facility Utilization Summary

Appendix C – Twin Ridges Elementary School District – Division of State Architect Records

Appendix D – Twin Ridges Elementary School District – 2023 Capital Outlay Budget Projections

SECTION I - INTRODUCTION

INTRODUCTION

A Facility Inventory and Capital Outlay Plan is a document that serves as a reference upon which decisions are made for future facility needs. Facilities planning requires building and modernizing schools for a changing tomorrow. With this in mind, planners should consider educational needs that will serve the needs of all students now as well as in the future.

Facilities planning involves research, consultation with experts, and a design process that is broad-based. The most successful school planning is one that continues the planning process over time. It is essential to create a plan that has built-in flexibility based on the available data and a keen understanding of the students served by the district.

OVERVIEW AND PROCESS

This Facility Inventory and Capital Outlay Plan provides the Twin Ridges Elementary School District with an overview of all buildings located at Grizzly Hill School. This document is intended to provide a summary of the existing facilities, the current use of those facilities, the age of those facilities and a projected capital outlay budget.

The process began with a comprehensive review of existing facilities and how spaces are currently being utilized. The next steps involved the review of existing architectural drawings, researching the Division of the State Architect records, and preparation of Facility Diagrams to accompany the School Facility Utilization Summary.

Facility Diagrams have been prepared for Grizzly Hill School and can be found in **Appendix A**. In addition to preparing diagrams of existing facilities, the School Facility Inventory Summary has been prepared for the school site to identify the age of the building and current use of spaces. The inventory for the school is in **Appendix B**.

SECTION II – EDUCATIONAL FACILITIES

SCHOOL FACILITY INVENTORY

The inventory identifies each building type by construction (either permanent or portable). Under the State School Facilities Program, ‘portable classroom’ means: 1) a classroom building of one or more stories that is designed and constructed to be relocatable and transportable over public streets, 2) with respect to a single story portable classroom, is designed and constructed for relocation without the separation of the roof and floor from the building and 3) when measured at the most exterior walls, has a floor area not in excess of 2,000 square feet.

For purposes of determining the age of a building for modernization funding under the State School Facility Program, the 25-year period for permanent building begins 12 months after the plans for the building were approved by the Division of the State Architect and the 20-year period for portable buildings begins 12 months after the plans for the building were approved by the Division of the State Architect. Copies of the District’s Division of the State Architect records are in **Appendix C**.

STATE FACILITY GUIDELINES

The state school facility guidelines are the ‘standard’ used to determine the adequacy of school sites and facilities. These guidelines and definitions were applied to determine the relative adequacy of school sites that serve various grade levels. Following is a definition of the guidelines followed by tables that specify the area for core facilities based on the school enrollment.

BUILDING AREA PER PUPIL

Although the current School Facilities Program does not prescribe allowable building area as did the former Lease-Purchase Program, the California Department of Education continues to recommend that the size of schools be calculated at 59 square feet (the minimum) per pupil for kindergarten through grade six, and 80 square feet (the minimum per pupil for grades seven and eight as discussed in the *Guide to School Site Analysis and Development, 2000*, prepared by the California Department of Education.

These recommended square footage per pupil, 59 square feet for (K-6), and 80 square feet for (7-8) are broken down further by types of facilities that are recommended for each pupil. The typical and approximate allocations for construction under the former Lease-Purchase Program used for this analysis are shown in **Table 1** and **Table 2**.

TABLE 1
Elementary School per Pupil Area Allocation

Elementary School	Square Feet Per Pupil
Classroom	32
Small Group Rooms	2.5
Library	2.5
Multi-Purpose/Kitchen	7
Offices	3
Exterior Covered Walk/Corridor	6
Toilets	3
Storage/Custodial/Heater Room	3
Total	59

Source: California Department of Education

TABLE 2
Middle School per Pupil Area Allocation

Middle School	Square Feet Per Pupil
Classroom (includes shops, art, science, homemaking, and music)	37
Small Group Rooms	2
Library	3
Multi-Purpose, Type II (Large Group/Resource)	3
Multi-Purpose/Kitchen	7
Gym	7
Shower/Locker	4
Office	3
Toilets	4
Storage/Custodial/Heater Room	4
Exterior Covered/Student Locker/Shelter	6
Total	80

Source: California Department of Education

AREA ALLOCATIONS USING STATE LOADING STANDARDS

Using the state guidelines in Table 1 and Table 2, as a reference, the number of students to be housed and adequacy of core facilities will be determined with State standards. Under the State School Facility Program, state loading standard shows the state’s assumption about how many students can be housed at the school in the current buildings and how adequate the current facilities would be if the school were ‘full’ according to the state loading standards. The state loading standards are: 25 students per classroom for elementary school, and 27 students per classroom for middle school.

For the purposes of this report and to account for blended classes, a loading standard of 25 students per classroom was utilized along with the Elementary School per Pupil Area Allocation.

GRIZZLY HILL SCHOOL – SITE ANALYSIS

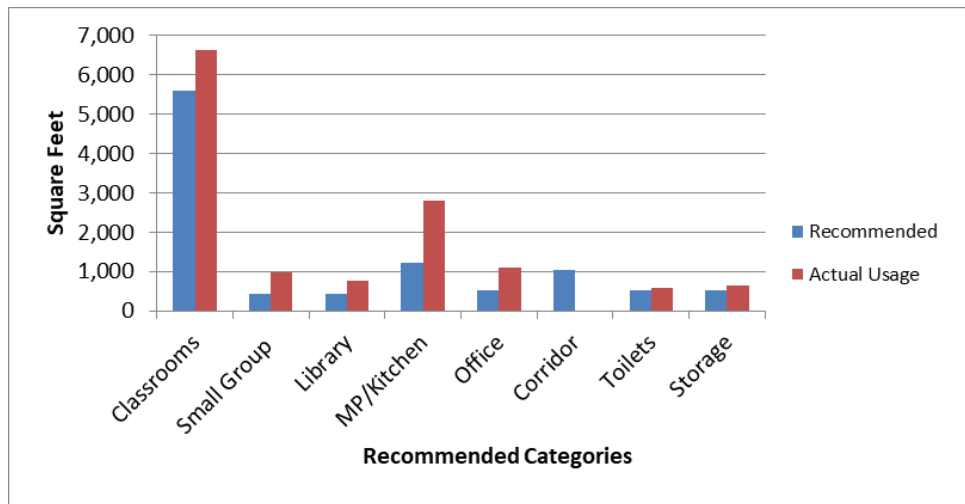
Grizzly Hill School serves students in transitional kindergarten through eighth grade with an enrollment of 94 (2022/23 DataQuest) with 13,522 square feet of building area. The school has 7 permanent classrooms and no portable classrooms for a total of 7 teaching stations. The school was constructed in 1983.

ADEQUACY OF FACILITY BASED ON STATE GUIDELINES

There are a total of 7 teaching stations to accommodate 175 students at state loading standards of 25 students per classroom. Utilizing the Elementary School per Pupil Allocation presented in Table 1, the California Department of Education recommended square footage for this school is 10,325 square feet and the existing facility is 13,522 square feet, or 131% or the recommended standard.

The State loading standards do not account for local educational program curriculum for student enrichment. **Chart 1** provides a comparison of the California Department of Education recommended area allocation utilizing the state loading standards for the number of classrooms on the site to the actual area of the school.

Chart 1
Grizzly Hill School
Area Allocation – Square Footage Usage Based on State Loading Standard



Source: Williams & Associates, 2023

SECTION III – CAPITAL OUTLAY PLAN

The Capital Outlay Plan provides direction in a variety of areas that should be considered in planning facilities. The District may wish to consider options to modernize the aging facilities and infrastructure, address utilization of existing facilities, and explore practical options to expand the campus, where feasible, to better serve students, staff, and the community.

GRIZZLY HILL SCHOOL

Grizzly Hill School has aging buildings. A site survey was conducted during the month of July 2023. The survey included visual inspection only. No destructive investigation or chemical analysis was conducted. Neither Structural, Mechanical, nor Electrical Engineers analysis were included in this survey. Testing for hazardous materials was not included in this survey. This is an ‘Order of Magnitude’ estimate for budgeting purposes only. Costs are based on general description only. Construction documents were not available for this estimate.

The list of proposed improvements identifies five main categories. The budget categories are:

- ADA/FLS – Items related to accessibility, fire alarm systems and site safety
- Maintenance – Items related to repairs and maintenance of existing facilities/equipment
- Modernization/Renovation – Renovations to existing facilities
- New Construction/Addition – Construction of new facilities or additions to existing buildings
- Furniture, Fixtures & Equipment – Items not typically included in construction costs

The summary by category is presented in **Table 3**. Combining all five categories the total estimate for budget purposes is \$13,058,080. Summarized in **Appendix D** are the details of the proposed improvements and the ‘Order of Magnitude’ estimates for budgeting purposes. In addition, provided is an overview of the site with the proposed projects labeled for reference.

Table 3
Summary of Proposed Improvements

Grizzly Hill School	
Budget Summary	
ADA/FLS:	\$ 1,795,000
Maintenance:	\$ 982,000
Modernization/Renovation:	\$ 3,364,000
New Construction / Addition:	\$ 4,919,000
Furniture, Fixtures & Equipment:	\$ 599,000
Site Contingency:	\$ 1,399,080
	\$ 13,058,080

Source: Williams & Associates, 2023

OAK TREE SCHOOL

During the site survey of Grizzly Hill School, the Superintendent/Principal requested a review of the buildings located on the Oak Tree School.

A site survey was conducted during the month of July 2023. The survey included visual inspection only. No destructive investigation or chemical analysis was conducted. Neither Structural, Mechanical, nor Electrical Engineers analysis were included in this survey. Testing for hazardous materials was not included in this survey. This is an ‘Order of Magnitude’ estimate for budgeting purposes only. Costs are based on general description only. Construction documents were not available for this estimate.

The list of proposed improvements identifies five main categories. The budget categories are:

- ADA/FLS – Items related to accessibility, fire alarm systems and site safety
- Maintenance – Items related to repairs and maintenance of existing facilities/equipment
- Modernization/Renovation – Renovations to existing facilities
- New Construction/Addition – Construction of new facilities or additions to existing buildings
- Furniture, Fixtures & Equipment – Items not typically included in construction costs

The summary by category is presented in **Table 4**. Combining all five categories the total estimate for budget purposes is \$1,812,160. Summarized in **Appendix D** are the details of the proposed improvements and the ‘Order of Magnitude’ estimates for budgeting purposes. In addition, provided is an overview of the site with the proposed projects labeled for reference.

Table 4
Summary of Proposed Improvements

Oak Tree School	
Budget Summary	
ADA/FLS:	\$ 173,000
Maintenance:	\$ 301,000
Modernization/Renovation:	\$ 374,000
New Construction / Addition:	\$ 737,000
Furniture, Fixtures & Equipment:	\$ 33,000
Site Contingency:	\$ 194,160
Site Total:	\$ 1,812,160

Source: Williams & Associates, 2023

DISTRICTWIDE SCHOOL FACILITIES IMPROVEMENTS

Table 5 provides a summary of the districtwide proposed school improvements by site. As indicated by the table, the estimate for budget purposes is \$14,870,240. Summarized in **Appendix D** are the details of the proposed improvements for each site and the 'Order of Magnitude' estimates for budgeting purposes.

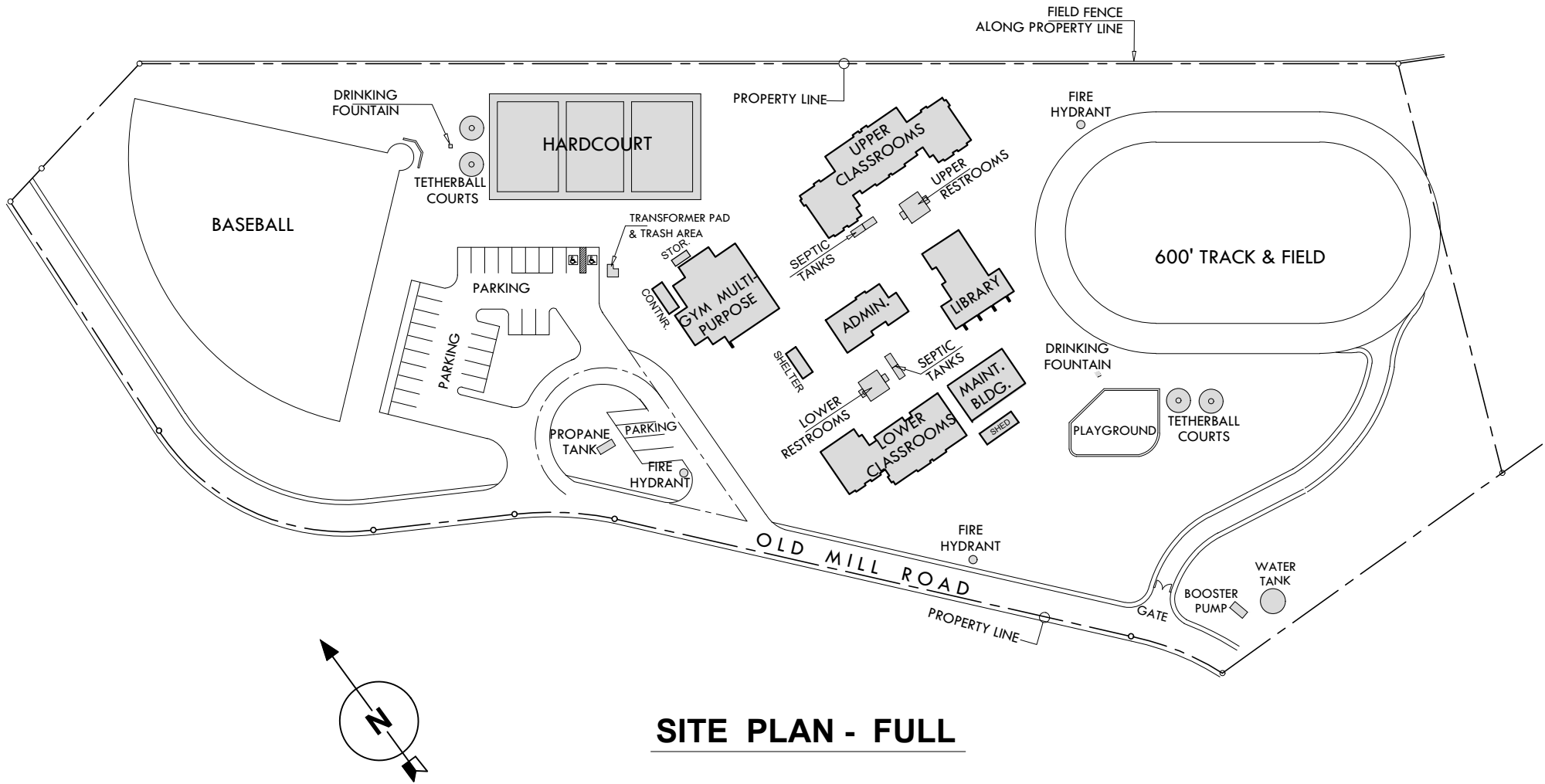
Table 5
Districtwide Summary of Proposed Improvements

Facilities Location	Budget
Grizzly Hill School	\$ 13,058,080
Oak Tree School	\$ 1,812,160
Total Facilities Budget	\$ 14,870,240

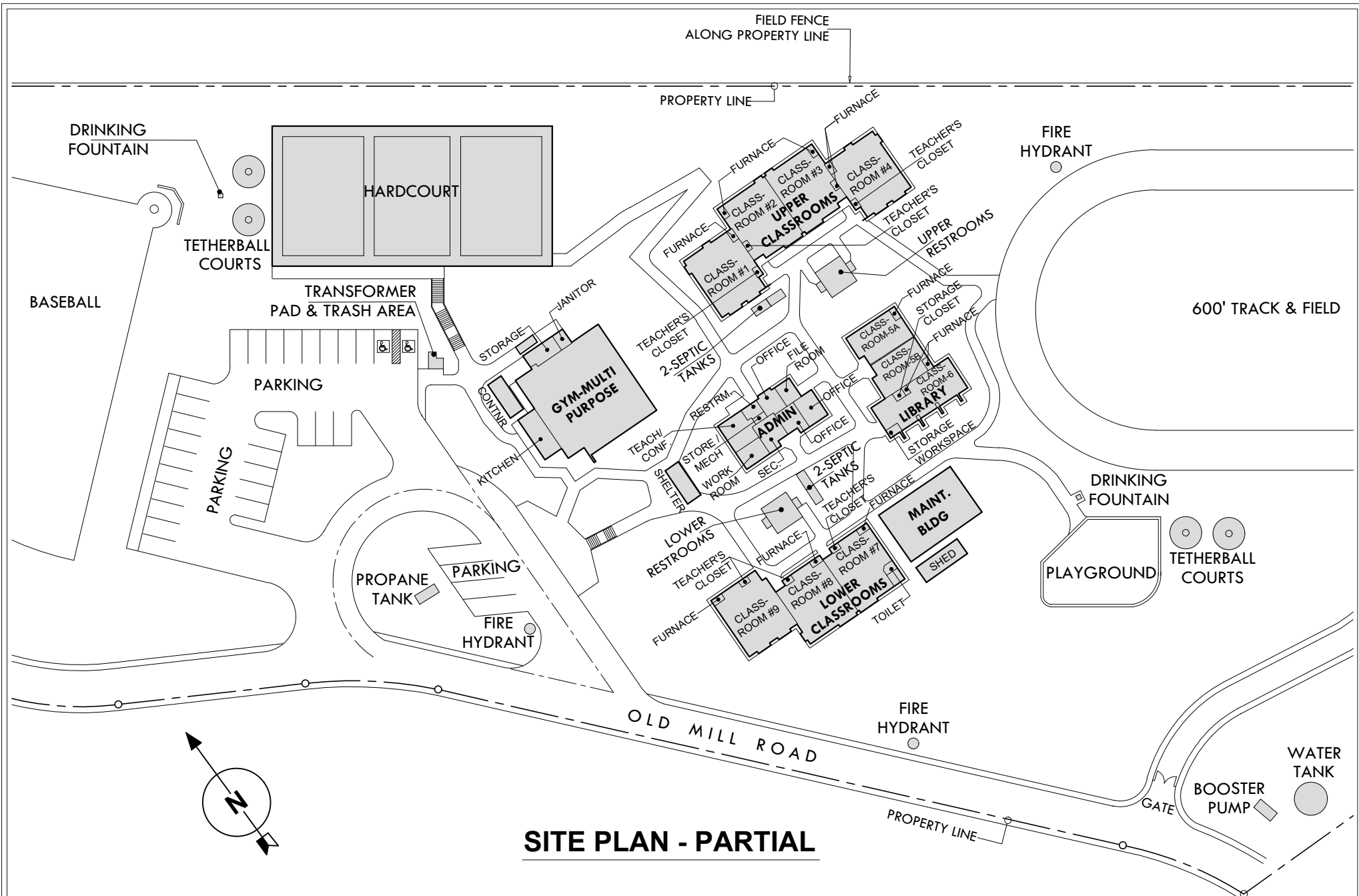
Source: Williams & Associates, 2023

Appendix A

Grizzly Hill School Facility Diagrams

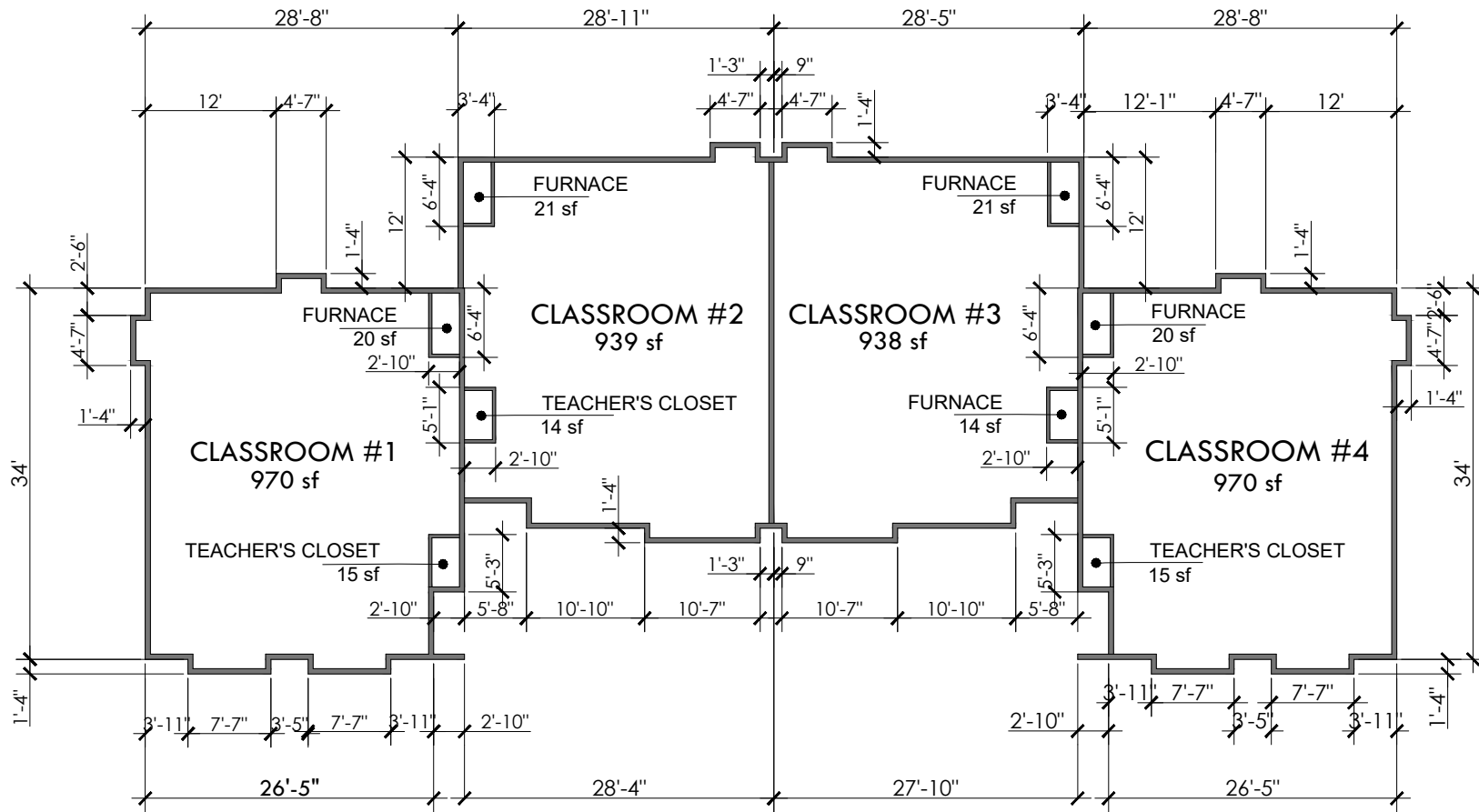


SITE PLAN - FULL



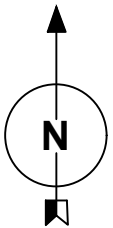
SITE PLAN - PARTIAL

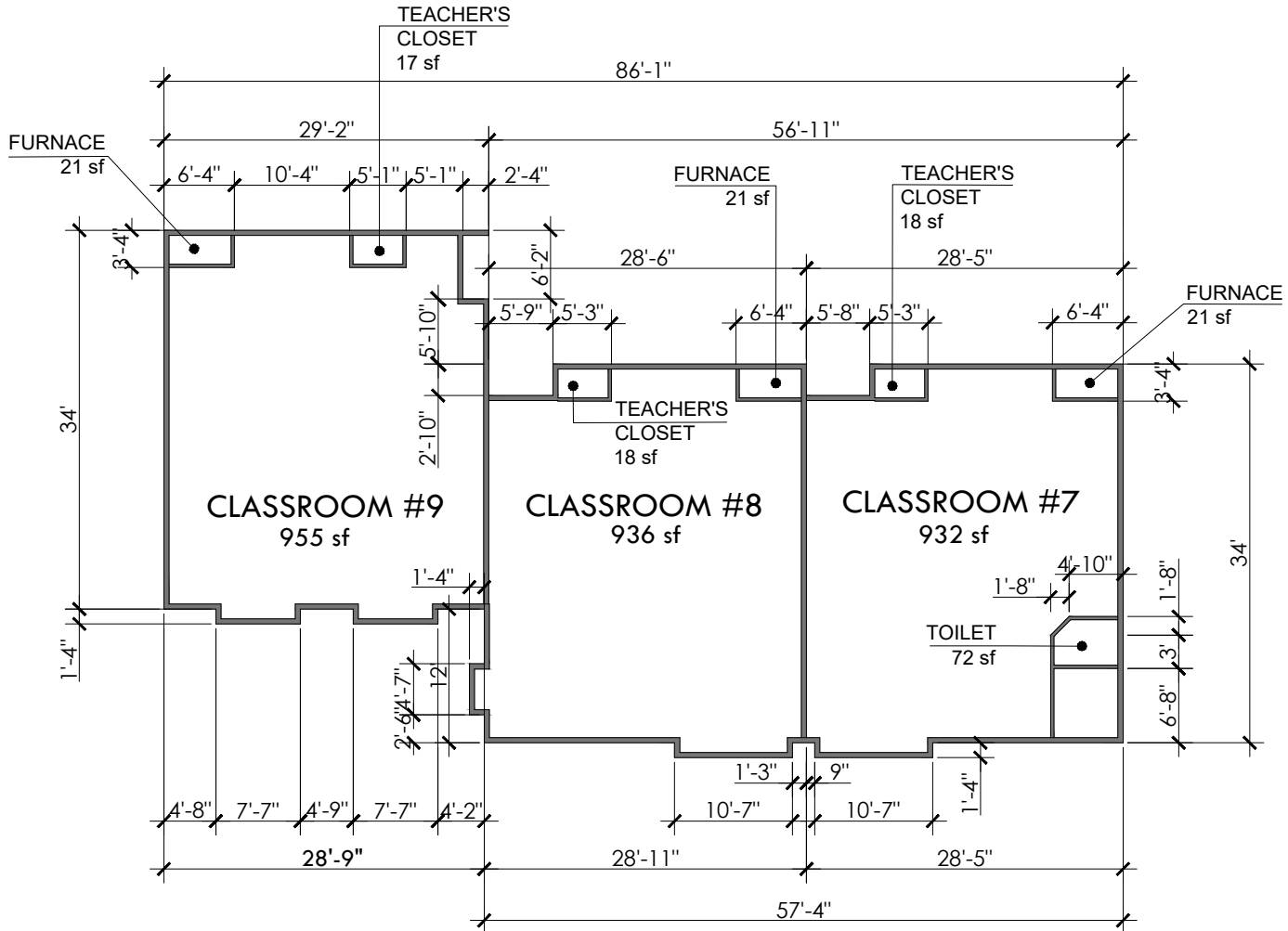
<p>Williams & ASSOCIATES, LLC School Facilities Consultants</p>	<p>TWIN RIDGES ELEMENTARY SCHOOL DISTRICT 16661 Old Mill Road Nevada City, CA 95959</p>	<p>GRIZZLY HILL SCHOOL 16661 Old Mill Road Nevada City, CA 95959</p>	<p>BUILDING DIAGRAM DATE : 09/11/23 NOT TO SCALE</p>	<p>S2</p>
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UPPER CLASSROOMS

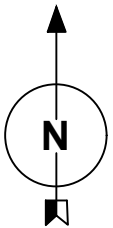
TOTAL AREA = 3,957 sf

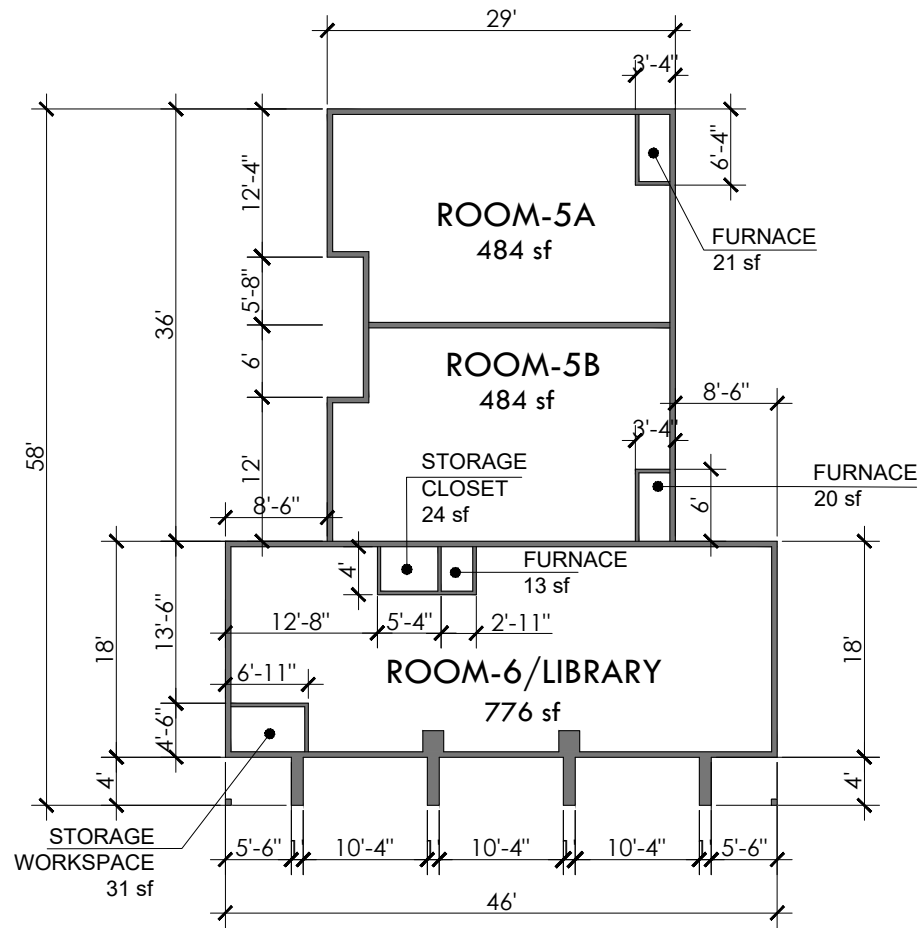




LOWER CLASSROOMS

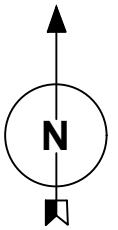
TOTAL AREA = 2,939 sf

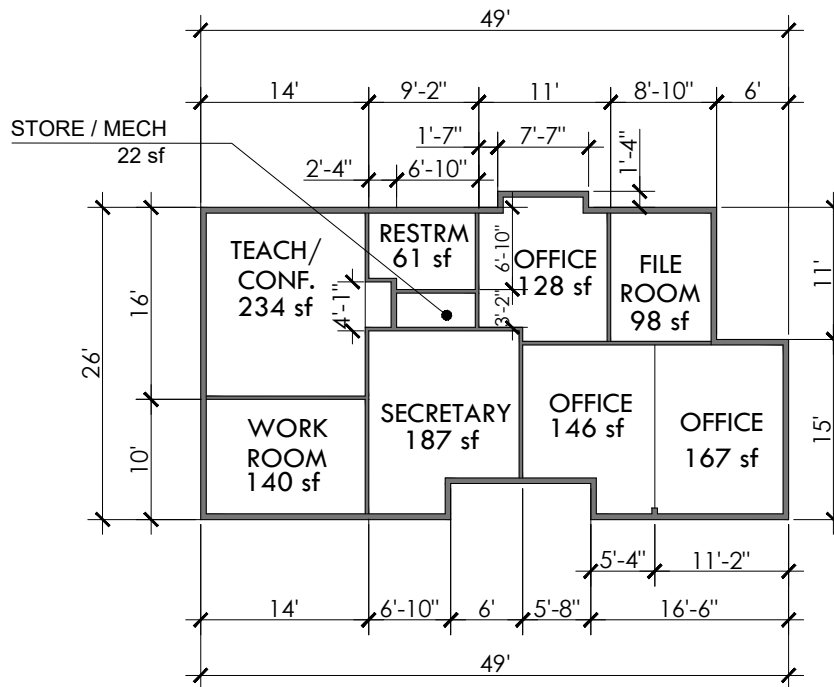




LIBRARY BUILDING

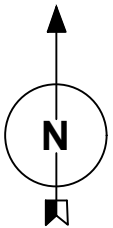
TOTAL AREA = 1,853 sf

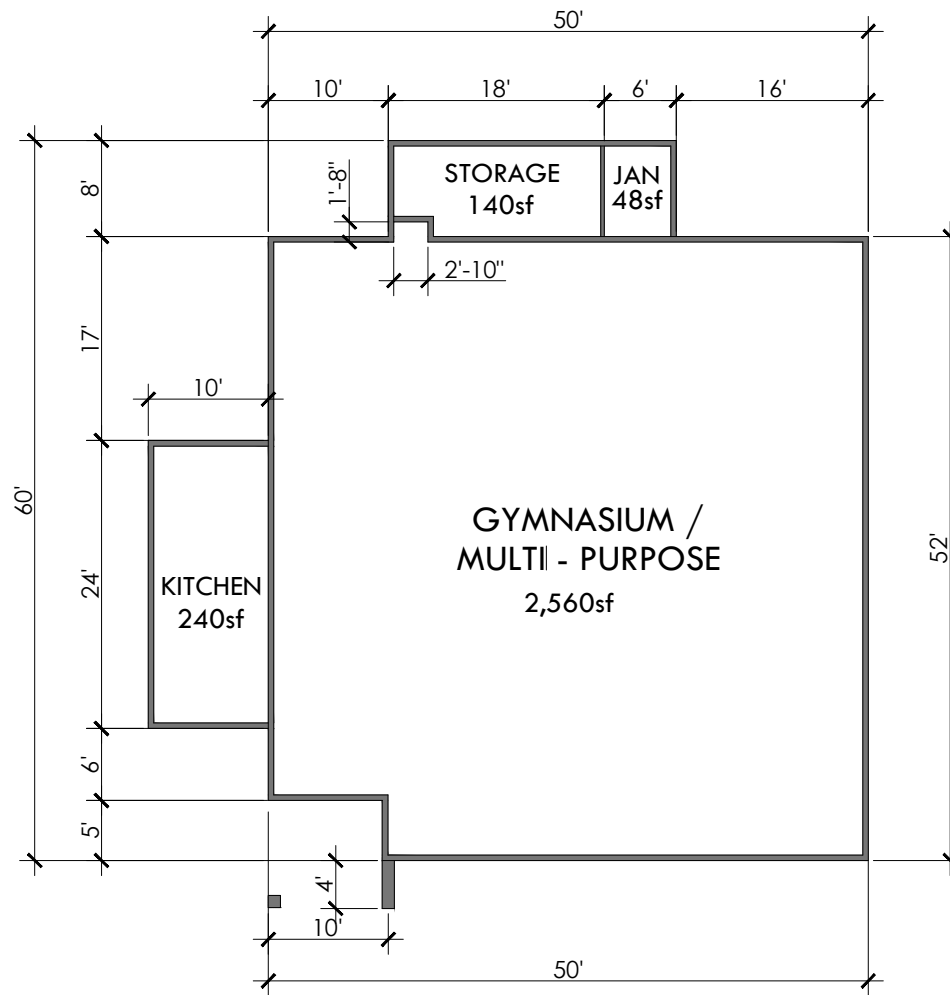




ADMINISTRATION BUILDING

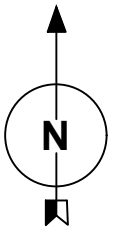
TOTAL AREA = 1,183 sf

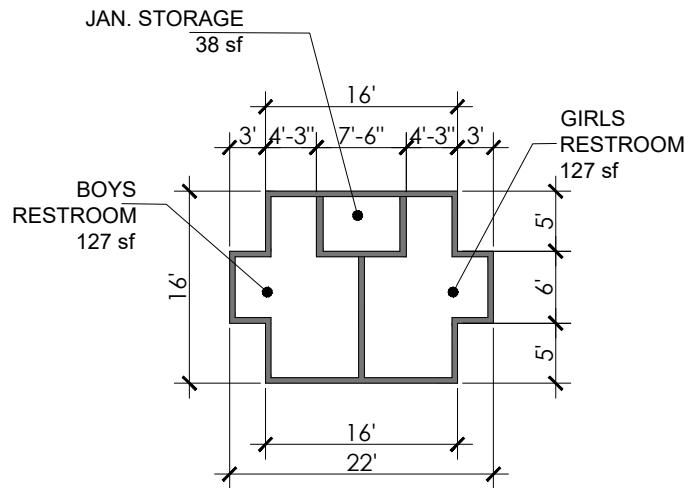




GYMNASIUM BUILDING

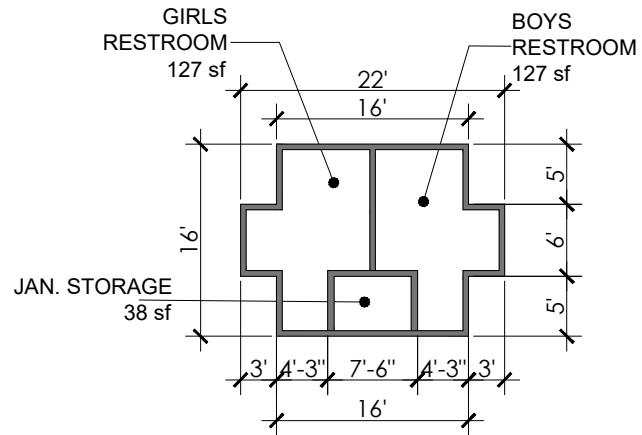
TOTAL AREA = 2,988 sf





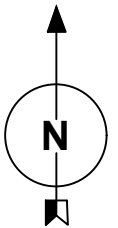
UPPER RESTROOMS

TOTAL AREA = 292sf



LOWER RESTROOMS

TOTAL AREA = 292sf



Appendix B

Grizzly Hill School School Facility Utilization Summary

District: **Twin Ridges Elementary School District**
 School: **Grizzly Hill School**
 Address: **16661 Old Mill Road, Nevada City, CA 95959**
 County: **Nevada County**

School Type: **Elementary School**
 Grade Level: **K-8**
 Inventory Date: **8/15/2023**
 Prepared by: **Gerald Hughes**



FACILITY UTILIZATION SUMMARY								
Facility		DIVISION OF THE STATE ARCHITECT				Date Eligible for Mod'n	FACILITY INFORMATION	
Building I.D.	Building Name	Original Construction		Modernization			Permanent Area (sf)	Portable Area (sf)
		DSA Number	DSA Date	DSA Number	DSA Date			
	Upper Classrooms	44584	1/27/1983			2009	3,957	
	Lower Classrooms	44584	1/27/1983			2009	2,939	
	Library Building	44584	1/27/1983			2009	1,853	
	Administration Building	44584	1/27/1983			2009	1,183	
	Gymnasium/Multi-purpose	44584	1/27/1983			2009	2,988	
	Maintenance Shed	Not DSA					1,300	
	Facility Totals:						14,220	-

District: **Twin Ridges Elementary School District**
 School: **Grizzly Hill Elementary School**

School Type: **Elementary School**
 Grade Level: **K-8**

Inventory Date: **8/15/2023**
 Prepared by: **Gerald Hughes**

FACILITY UTILIZATION			DIVISION OF THE STATE ARCHITECT				Date Eligible for Mod'n	FACILITY INFORMATION			STATE CAPACITY			
Area I.D.	Bldg/Room Name	Current CDE Use	Original Construction		Modernization			Permanent Area (sf)	Portable Area (sf)	Grade Level	Permanent		Portable	
			DSA Number	DSA Date	DSA Number	DSA Date					CR	LOAD	CR	LOAD
Upper Classrooms														
1	Classroom #1	Classroom	44584	1/27/1983			2009	970		K-8	1	25		
2	Furnace	Storage/Cust/Mech	44584	1/27/1983			2009	20						
3	Teacher's Closet	Storage/Cust/Mech	44584	1/27/1983			2009	15						
4	Classroom #2	Classroom	44584	1/27/1983			2009	939		K-8	1	25		
5	Furnace	Storage/Cust/Mech	44584	1/27/1983			2009	21						
6	Teacher's Closet	Storage/Cust/Mech	44584	1/27/1983			2009	14						
7	Classroom #3	Classroom	44584	1/27/1983			2009	938		K-8	1	25		
8	Furnace	Storage/Cust/Mech	44584	1/27/1983			2009	21						
9	Teacher's Closet	Storage/Cust/Mech	44584	1/27/1983			2009	14						
10	Classroom #4	Classroom	44584	1/27/1983			2009	970		K-8	1	25		
11	Furnace	Storage/Cust/Mech	44584	1/27/1983			2009	20						
12	Teacher's Closet	Storage/Cust/Mech	44584	1/27/1983			2009	15						
			Upper Classrooms - Building Total:					3,957	-		4	100	0	0
Lower Classrooms														
1	Classroom #9	Classroom	44584	1/27/1983			2009	955		K-8	1	25		
2	Furnace	Storage/Cust/Mech	44584	1/27/1983			2009	21						
3	Teacher's Closet	Storage/Cust/Mech	44584	1/27/1983			2009	17						
4	Classroom #8	Classroom	44584	1/27/1983			2009	936		K-8	1	25		
5	Furnace	Storage/Cust/Mech	44584	1/27/1983			2009	21						
6	Teacher's Closet	Storage/Cust/Mech	44584	1/27/1983			2009	18						
7	Classroom #7	Classroom	44584	1/27/1983			2009	932		K-8	1	25		
8	Furnace	Storage/Cust/Mech	44584	1/27/1983			2009	21						
9	Teacher's Closet	Storage/Cust/Mech	44584	1/27/1983			2009	18						
10	Toilet	Toilet	44584	1/27/1983			2009	18						
			Lower Classrooms - Building Total:					2,957	-		3	75	0	0
Library Building														
1	Room #6/Library	Library	44584	1/27/1983			2009	776						
2	Storage/Workspace	Storage/Cust/Mech	44584	1/27/1983			2009	31						
3	Furnace	Storage/Cust/Mech	44584	1/27/1983			2009	13						
4	Storage Closet	Storage/Cust/Mech	44584	1/27/1983			2009	24						
5	Room #5A	Small Group Room	44584	1/27/1983			2009	484						
5	Room #5B	Small Group Room	44584	1/27/1983			2009	484						
6	Furnace	Storage/Cust/Mech	44584	1/27/1983			2009	20						
7	Furnace	Storage/Cust/Mech	44584	1/27/1983			2009	21						
			Library Building - Building Total:					1,853	-		0	0	0	0

District: **Twin Ridges Elementary School District**
 School: **Grizzly Hill Elementary School**

School Type: **Elementary School**
 Grade Level: **K-8**

Inventory Date: **8/15/2023**
 Prepared by: **Gerald Hughes**

FACILITY UTILIZATION			DIVISION OF THE STATE ARCHITECT				Date Eligible for Mod'n	FACILITY INFORMATION			STATE CAPACITY				
Area I.D.	Bldg/Room Name	Current CDE Use	Original Construction		Modernization			Permanent Area (sf)	Portable Area (sf)	Grade Level	Permanent		Portable		
			DSA Number	DSA Date	DSA Number	DSA Date					CR	LOAD	CR	LOAD	
Administration Building															
1	Secretary	Office	44584	1/27/1983			2009	187							
2	Work Room	Office	44584	1/27/1983			2009	140							
3	Teach/Conf.	Office	44584	1/27/1983			2009	234							
4	Store/Mech	Storage/Cust/Mech	44584	1/27/1983			2009	22							
5	Restroom	Toilet	44584	1/27/1983			2009	61							
6	Office	Office	44584	1/27/1983			2009	128							
7	File Room	Office	44584	1/27/1983			2009	98							
8	Office	Office	44584	1/27/1983			2009	167							
9	Office	Office	44584	1/27/1983			2009	146							
			Administration Building - Building Total:					1,183	-		0	0	0	0	
Upper Toilet Room Building															
1	Boys Restroom	Toilet	44584	1/27/1983			2009	127							
2	Girls Restroom	Toilet	44584	1/27/1983			2009	127							
3	Janitor/Storage	Storage/Cust/Mech	44584	1/27/1983			2009	38							
			Upper Toilet Room Building - Building Total:					292	-		0	0	0	0	
Lower Toilet Room Building															
1	Boys Restroom	Toilet	44584	1/27/1983			2009	127							
2	Girls Restroom	Toilet	44584	1/27/1983			2009	127							
3	Janitor/Storage	Storage/Cust/Mech	44584	1/27/1983			2009	38							
			Lower Toilet Room Building - Building Total:					292	-		0	0	0	0	
Gymnasium / Multi-purpose															
1	Gymnasium / Multi-purpose	Multi-Purpose/Kitchen	44584	1/27/1983			2009	2,560							
2	Kitchen	Multi-Purpose/Kitchen	44584	1/27/1983			2009	240							
3	Storage	Storage/Cust/Mech	44584	1/27/1983			2009	140							
4	Janitor	Storage/Cust/Mech	44584	1/27/1983			2009	48							
			Gymnasium / Multi-purpose - Building Total:					2,988	-		0	0	0	0	
Maintenance Building															
1	Storage	Other (Not CDE)	Not DSA Approved					1,300							
			Maintenance Building - Building Total:					1,300	-		0	0	0	0	

District: **Twin Ridges Elementary School District**
 School: **Grizzly Hill Elementary School**

School Type: **Elementary School**
 Grade Level: **K-8**

Inventory Date: **8/15/2023**
 Prepared by: **Gerald Hughes**

FACILITY UTILIZATION			DIVISION OF THE STATE ARCHITECT				Date Eligible for Mod'n	FACILITY INFORMATION			STATE CAPACITY			
Area I.D.	Bldg/Room Name	Current CDE Use	Original Construction		Modernization			Permanent	Portable	Grade Level	Permanent		Portable	
			DSA Number	DSA Date	DSA Number	DSA Date					CR	LOAD	CR	LOAD
Grizzly Hill Elementary School - Site Total:							14,822	-		7	175	0	0	

Current Facility Capacity (Teaching Stations)				
Current Capacity	CR	Area (sf)	LOAD **	90% of OPSC Recommend
Permanent Classroom	7	6,640	175	157
Portable Classroom	0	-	0	0
Total Classroom	7	6,640	175	157

** Based on OPSC loading for K-8 at 25 pupils per Classroom.

Current Facility Usage vs. CDE Recommended				
CDE Use	CDE Area Allocation per Pupil (SF)	CDE Recommend	Actual Use	Percent CDE Recommend
Classroom	32	5,600	6,640	118.57%
Small Group Room	2.5	438	968	221.26%
Library	2.5	438	776	177.37%
Multi-Purpose/Kitchen	7	1,225	2,800	228.57%
Office	3	525	1,100	209.52%
Corridor	6	1,050	-	0.00%
Toilet	3	525	587	111.81%
Storage/Cust/Mech	3	525	651	124.00%
Other (Not CDE)	n/a	n/a	n/a	n/a
Building Totals	59	10,325	13,522	130.96%

Note: 1,300 sf of "Other (Not Under CDE Program)" spaces are not included in the Facility Usage chart above.

Appendix C

Twin Ridges Elementary School District Division of the State Architect Records

Twin Ridges Elementary School District

Please select the Project you want to review.

Please click [here](#) for Project Closing Status.

	DSA Appld	PTN (as reported to DSA)	Project Name
Select	02 112081	66415-3	Grizzly Hill Elementary School (twin Ridges School District)
Select	02 110075	66415-1	Grizzly Hill School (twin Ridges E.s.d.)
Select	02 111517	66415-2	Washington School (twin Ridges Elementary School District)

Pre-Tracker Projects for File Number 29-34

App Number	Project Name	Received Date	Stamped Date	Close Date	Close Letter Type
62386	GRIZZLY HILL ELEMENTARY	9/6/1994	1/24/1995	10/26/1995	3
58210	OAK TREE	6/17/1992	6/22/1992	10/12/1995	1
54435	GRIZZLY HILL ELEM	6/29/1990			
54438	WASHINGTON ELEM	6/29/1990	1/29/1991	9/6/1995	3
46808	*MALAKOFF ELEM	8/22/1985		5/15/1993	3

SCHOOL PROJECT SUMMARY

SSS 120-1 (R 3/86)

ag

COUNTY Nevada

FILE 29-34

APPLICATION 54435

PROJECT NAME ADDRESS
GRIZZLY HILL ELEM. - 16661 Old Mill Rd., Nevada City, CA 95959

CONS. X

RECON.

SCHOOL DISTRICT/OWNER NAME MAILING ADDRESS
Twin Ridges Elem. S.D. - P. O. Box 529, North San Juan, CA 95960

ALTERATIONS

ADDITIONS

BUILDINGS INCLUDED IN THIS APPLICATION

ESTIMATED COST \$ 134,848.00	SSS FILING FEE \$ 943.94	ACS FILING FEE \$ 67.42	SSS FEE SCH. 11	ACTUAL COST \$	FURTHER FEE PAID	DATE
GEN. SUP. CONST. Bruce Boyd - Arch - Nevada City				ALTERNATE	SSS \$	
ARCHITECT		STRUCTURAL ENGINEER	MECHANICAL ENGINEER	ELECTRICAL ENGINEER		
ADDRESS		ADDRESS	ADDRESS	ADDRESS		
ALTERNATES						

MATERIAL REC'D:	APPLICATION 4/16/90	WARRANT 4/16/90	DRAWINGS 4/16/90	SPECIFICATIONS 4/16/90	CALCULATIONS 4/16/90	SQL/SPE REPORT
CHECKED BY:	(SSS) START FINISH <i>Huang 7-30-90 8-2-90</i>	(ACS) START FINISH	(SPM) START FINISH <i>Woods 7-3-90 7-5-90</i>	REVIEW BY START FINISH <i>Freeman 8-26-90 8-26-90</i>	RET. FOR CORRECTIONS <i>8-27-90</i>	
B' CHECKED BY:	(SSS) STAMPED	(ACS) STAMPED	(SPM) STAMPED	STAMPED		
APPL. APPROVED:	DATE	TYPE OF APPROVAL	REVISIONS RECEIVED	REVISIONS STAMPED	APPROVAL EXTENDED	

CONTRACTOR	<i>T + I</i>	WORK START
ADDRESS		CONTRACT AMOUNT \$
INSPECTOR	INSPECTOR	<i>Project void per Title 24, 3-13-92.</i>
INSPECTOR	INSPECTOR	<i>\$ 283.18 refund.</i>

VERIFIED REPORTS LEGEND ENTRIES IN: RED - FINAL DARK - PERIODICS PENCIL - REQUESTS INK - RECEIPTS	GEN. SUP.								
	ARCHITECT								
	S. ENG.								
	M. ENG. — INSP.								
	E. ENG. — INSP.								
	CONT.								
	SPECIAL INSP.								

TESTING AND INSPECTION AFFIDAVITS	NOTICE OF COMPLETION	FINAL APRVL RECM FORWARDED TO HQS BY	ISSUED	TYPE OF APPROVAL
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SCHOOL PROJECT SUMMARY

SSS-2 (REV. 10-80)

SCHOOL - NAME GRIZZLEY HILL ELEMENTARY SCHOOL, North Columbia		COUNTY Nevada	FILE 29-33	APPLICATION 44584
SCHOOL DISTRICT - NAME San Juan Ridge Union S.D., 18847 Oak Tree Road, Nevada City		ADDRESS	CONS. X	RECON.
BUILDINGS INCLUDED IN THIS APPLICATION CONST. OF GYM/M-U BLDG., 2 CLSRM. BLDGS., RESTROOM BLDG., ADMIN. BLDG. & LIBRARY/CLSRM BLDG.		MAILING ADDRESS	ALTERATIONS	ADDITIONS

~~2nd Gym, 1st Gym, 1st Use Bldg, Upper CR Bldg, Lower CR Bldg, Lib CR Bldg, Admin Bldg~~

ESTIMATED COST \$ 1,721,167	FILING FEE \$ 10,605.84	FEE SCHEDULE 11	ACTUAL COST 12-17-90 \$ 1,770,418.7	FURTHER FEE PAID \$ X	DATE
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GEN. SUP. CONST. Bruce K. West	ALTERNATE
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ARCHITECT Bruce K. West	STRUCTURAL ENGINEER Stan Aldrich	MECHANICAL ENGINEER John Turley	ELECTRICAL ENGINEER Mike Trindade
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ADDRESS 10/1 Providence Hwy Nevada City 95959	ADDRESS Sacramento	ADDRESS Sacramento	ADDRESS Sacramento
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ALTERNATES

APPLICATION RECEIVED 8/6/82	SOIL/GEO. REPORT RECEIVED X 7/9/82	BACKCHECKED BY Kivgaard/Beattie	REVISIONS RECEIVED
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WARRANT RECEIVED 7/9/82	CHECKED BY Kivgaard	START 9-7-82	FINISH 10-28-82	STAMPED 1-18-83	REVISIONS STAMPED
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PLANS RECEIVED 6/28/82	FIRE AND PANIC BY	APPL. APP'D. 1-27-83	APPROVAL EXTENDED
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SPECIFICATIONS RECEIVED 7/9/82	REVIEW BY Hoagden	START 11-9-82	FINISH 11-4-82	TYPE OF APPROVAL full
--	-----------------------------	-------------------------	--------------------------	---------------------------------

CALCULATIONS RECEIVED 7/9/82	RETURNED FOR CORRECTION 11-4-82	(snow load)	CONTRACTOR Murchison Constr	WORK START 8-29-83
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CONTRACTOR ADDRESS	CONTRACT AMOUNT \$ 1,696,696.00
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INSPECTOR Janechen Keenan	8-16-83	INSPECTOR	INSPECTOR
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VERIFIED REPORTS LEGEND ENTRIES IN: RED = FINAL DARK = PERIODICS PENCIL = REQUESTS INK = RECEIPTS	GEN. SUP.							
	ARCHITECT							8-1-84 10-31-84 1-31-85 7-19-85
	S. ENG.							11-1-85
	M. ENG. - INSP.							7-19-85
	E. ENG. - INSP.							8-8-88
	CONT.	11-1-83						1-6-86
	INSP.	10-31-83	1-31-87	4-30-84	7-31-84	10-31-84	1-31-85	4-30-85
SPECIAL INSP.								

TESTING AND INSPECTION AFFIDAVITS

C.E.L. Inc 12-14-90 **Skulman 12-1-83** **Up Well Batch Plant w/master in LAB** **Ence Full 12-26-84**

FINAL APPROVAL FORWARDED TO HEADQUARTERS BY

Skulman 3-1-89 **7-8-91** **Full - Submittal 55 PSP**

DEFERRED APPROVAL ITEMS			TYPE OF CONSTRUCTION	ADDENDA AND CHANGE ORDERS	
D. A. ITEM	DATE APPROVED	FILE SET RECEIVED		NUMBER	DATE APPROVED
Water Tank	2-3-84		FOUNDATION	Add #1	9-6-84
				Add #2	7-2-91
			FRAME		
			WALLS	C.O. #1	11-4-83
				C.O. #2	12-19-83
			FLOOR	C.O. #3, 4, 5, 6 + 7	2-10-84
				C.O. #8	3-15-84
			ROOF	C.O. #9	4-13-84
				C.O. #10	5-25-84
			SEISMIC LOAD - BASE SHEAR	C.O. #11	7-17-84
				C.O. #12	1-8-85
			SOIL TYPE	C.O. #13	2-4-85
				C.O. #14	7-22-85
			DESIGN S.P.	C.O. #15	2-4-85
			3500 psf	C.O. #16	1-8-85
			SNOW LOAD	C.O. #17	3-4-85
			55 psf	C.O. #18	1-8-85
			WIND LOAD	C.O. #19	7-22-85
			15 psf	C.O. #20	2-15-85
				C.O. #21, 22 + 23	7-22-85

UNIT	PLAN REC'D	REV. REC'D	TYPE BLDG.	CHECKER	START	FIN.	REVIEWER	START	FIN.	F & P	RET'D FOR CORR	UNIT APPV'D
										C.O. #26 thru 31	7-22-85	
										C.O. #24	7-16-85	
										C.O. #25	9-24-85	

SCHOOL PROJECT SUMMARY

SSS 120-1 (R 3/86)

sd COUNTY Nevada FILE 29-34 APPLICATION 62386

PROJECT NAME ADDRESS GRIZZLY HILL ELEMENTARY - North Columbia, CA 95960 CONS. X RECON.

SCHOOL DISTRICT/OWNER NAME MAILING ADDRESS 95960 TWIN RIDGES ELEMENTARY SCH. DIST. - 18847 OAK TREE RD., NEVADA CITY; P.O. BOX 529, NO. SAN JUAN, CA ALTERATIONS ADDITIONS

BUILDINGS INCLUDED IN THIS APPLICATION
Construction of Fuel Tank (REV. when '02 rec'd)

ESTIMATED COST \$10,432.00 SSS FILING FEE \$250.00 ACS FILING FEE \$ waived SSS FEE SCH. 11 ACTUAL COST \$10,432.00 FURTHER FEE PAID DATE SSS \$ X DATE ACS \$ Waived

GEN. SUP. CONST. Bruce Boyd - Arch - Nevada City ALTERNATE

ARCHITECT STRUCTURAL ENGINEER MECHANICAL ENGINEER ELECTRICAL ENGINEER ADDRESS ADDRESS ADDRESS ADDRESS

ALTERNATES

MATERIAL REC'D: APPLICATION 9-6-94 WARRANT 9-6-94 DRAWINGS 9-6-94 SPECIFICATIONS CALCULATIONS SOIL/GEO. REPORT

CHECKED BY: (SSS) - START FINISH (ACS) START FINISH (SPM) START FINISH REVIEW BY START FINISH RET. FOR CORRECTIONS
Levernier 9-14-94 9-14-94 Waived Wood 9-25-94 9-25-94 Freeman 9-27-94 9-27-94

B' CHECKED BY: (SSS) STAMPED (ACS) STAMPED (SPM) STAMPED
Levernier 1-24-95 Waived Powell 1-18-95

APPL. APPROVED: DATE 1-31-95 TYPE OF APPROVAL Full REVISIONS RECEIVED REVISIONS STAMPED APPROVAL EXTENDED

CONTRACTOR (X) ADDRESS WORK START CONTRACT AMOUNT \$

INSPECTOR (X) file INSPECTOR INSPECTOR

VERIFIED REPORTS	GEN. SUP.								
	ARCHITECT		(X)						
	S. ENG.								
	M. ENG. — INSP.								
	E. ENG. — INSP.								
	CONTR.		(X)						
LEGEND	INSP.		(X)						
	SPECIAL INSP.								
	ENTRIES IN:								
RED - FINAL									
DARK - PERIODICS									
PENCIL - REQUESTS									
INK - RECEIPTS									

TESTING AND INSPECTION AFFIDAVITS

NOTICE OF COMPLETION (X) FINAL APRVL RECM FORWARDED TO HQS BY Levernier 5/5/95 ISSUED TYPE OF APPROVAL Full

(OVER) #3 10/26/95 clo. w/o cert. =>

DEFERRED APPROVAL ITEMS			TYPE OF CONSTRUCTION	ADDENDA AND CHANGE ORDERS	
D.A. ITEM	DATE APPROVED	FILE SET RECEIVED		NUMBER	DATE APPROVED
			FOUNDATION		
			FRAME		
			WALLS		
			FLOOR		
			ROOF		
			SEISMIC LOAD - BASE SHEAR		
			SOIL TYPE		
			DESIGN S.P.		
			SNOW LOAD		
			WIND LOAD		

UNIT	PLAN REC'D	REV. REC'D	TYPE BLDG.	CHECKER	START	FIN.	REVIEWER	START	FIN.	ACS	SFM	RET'D FOR CORR	UNIT APPV'D

1. Contract 102 - Unknown
 2. Insp. Form 5 - Unknown
 3. FVR's: Architect - S. Boyd
 Contractor - Unknown
 Insp. - Unknown
 4. Laboratory Affidavit
 5. NOC - Contractor
 6. Laboratory reports for concrete testing & wedge anchor tension tests

Pre-Tracker Project Application

Origin Id 02	App Number 54435	Office Visit 02	Increment
Client Id 29-34	OPSC Id	Regular/OTC Type	
School District TWIN RIDGES			
Project Name GRIZZLY HILL ELEM			
Grade Level ELEM			
Estimate Cost \$134,848.00	Additional Cost	Revision Cost \$134,848.00	Received Date 6/29/1990
Application Notes 703726/512/10			

Pre-Tracker Project Information

Origin Id 02	App Number 54435	Status 3	
Project Name GRIZZLY HILL ELEM			
% AC Check Complete 100	% AC Check Change	% SS Check Complete 100	% SS Check Change
% Construction Complete 100	% Construction Change	PC Start Date	PC Finish Date
Return Date	Stamp Date	Approval Date	
Closed Date	Close Letter Type	Cancel/Void Date 3/1/1992	
Project Notes			

Application Summary

Office ID:	02	Application #:	110075	File #:29-29
Project Name:	Grizzly Hill School (twin Ridges E.s.d.)			
Project Scope:	Construction of 1-Solar Panel Post			
Address:	16661 Old Mill Road			
City:	Nevada City	Zip:	95959	
PTN #:	66415-1	OPSC #:		
Project Type:	School (K-12)	# Of Incr:	0	
Project Class:	Class 3	Special Type:	NA	
Estimated Amt:	\$12,800.00	Contracted Amt:	\$15,000.00	
Construction Change Document Amt:	\$0.00	Final Project Cost:	\$0.00	
Adj Est.Date#1:		Adj Est.Amt#1:		
Adj Est.Date#2:		Adj Est.Amt#2:		
Received Date:	7/1/2008	Approved Date:	8/28/2008	
Approval Ext. Date:		Closed Date:	8/27/2009	

Incomplete Submittal

Complete Submittal Received Date:

SB 575

New Campus

Modernization

Required
Included In Plan

Auto Fire Detection

Sprinkler System

Required review services

Access Compliance

Structural Safety

Fire & Life Safety

Field Review

HPS

CGS Review

Special review type

Class.S Reduction

Over the Counter

Concurrent Review

Incremental Review

Energy Efficiency

The Plan meet Title 24 Energy Requirements

Project's new construction exceeds Title 24 by %

Project's modernization exceeds Title 24 by %

Climate Zone: Project's Sq.footage:

EPR Approved Date:

HPI: HPI Points:

HPI Hours:

Energy Notes:

Client's Notes:

Application Summary

Office ID: 02 Application #: 112081 File #:29-29

Project Name: Grizzly Hill Elementary School (Twin Ridges School District)

Project Scope: Alterations to 1-Library Building - Rooftop Photovoltaic System, 1-Classroom Building - Rooftop Photovoltaic System, 1-Cafeteria Building / Gymnasium Building - Rooftop Photovoltaic System, 1-Administration Building - Rooftop Photovoltaic System

Address: 16661 Old Mill Road

City: Nevada City Zip: 95959

PTN #: 66415-3 OPSC #:

Project Type: School (K-12) # Of Incr: 0

Project Class: Class 2 Special Type: NA

Estimated Amt: \$230,699.00 Contracted Amt: \$233,921.87

Construction Change Document Amt: \$0.00 Final Project Cost: \$0.00

Adj Est.Date#1: Adj Est.Amt#1:

Adj Est.Date#2: Adj Est.Amt#2:

Received Date: 7/15/2011 Approved Date: 4/16/2012

Approval Ext. Date: Closed Date: 12/19/2012 1:46:12 PM

Incomplete Submittal Complete Submittal Received Date: 11/7/2011

SB 575

New Campus Modernization

Required Auto Fire Detection Sprinkler System
Included In Plan

Required review services

Access Compliance Fire & Life Safety HPS
 Structural Safety Field Review CGS Review

Special review type

Class,S Reduction Concurrent Review Incremental Review
 Over the Counter

Energy Efficiency

The Plan meet Title 24 Energy Requirements
 Project's new construction exceeds Title 24 by 0%
 Project's modernization exceeds Title 24 by 0%

Climate Zone: 0 Project's Sq.footage: 0 EPR Approved Date:

HPI: HPI Points: HPI Hours:

Energy Notes:

Client's Notes:

SCHOOL PROJECT SUMMARY
SSS-3 (REV. 10-80)

COUNTY	Nevada	FILE	29-29	APPLICATION	45208
SCHOOL - NAME	ADDRESS		CONS.	RECON.	
MALAKOFF ELEMENTARY - N. Bloomfield/Graniteville Rd. & Derbec Rd., Washington, CA		X			
SCHOOL DISTRICT - NAME Office of Local Assistance - 1025 P Street, Sacramento, CA 95814 (Washington Elem. S.D. - Washington, CA 95986)		ALTERATIONS	ADDITIONS		

BUILDINGS INCLUDED IN THIS APPLICATION

Attors. to 2 Cr. Bldgs. (Reloc) Jan 84 A-B + 85 A-B

ESTIMATED COST	FILING FEE	PER-SCHEDULE	ACTUAL COST	FURTHER FEE PAID	DATE
\$ 85,000.00	\$ 595.00 10/4/83	11	\$ 16,000.00 6-15-84	\$ *	

GEN. SUP. CONST.	ALTERNATE		
Bruce K. West			
ARCHITECT	STRUCTURAL ENGINEER	MECHANICAL ENGINEER	ELECTRICAL ENGINEER
II II II		John C. Turley	David Chase
ADDRESS	ADDRESS	ADDRESS	ADDRESS
Nevada City		Sacramento	Rocklin

APPLICATION RECEIVED	SOIL/GEO. REPORT RECEIVED	BACKCHECKED BY	REVISIONS RECEIVED
8/5/83	8-5-83 (in specs)	Thacker	
WARRANT RECEIVED	CHECKED BY	START	FINISH
8/5/83	Thacker	8-5-83	8-5-83
PLANS RECEIVED	FIRE AND PANIC BY	APPL. APP'D.	APPROVAL EXTENDED
8/5/83		9-12-83	
SPECIFICATIONS RECEIVED	REVIEW BY	START	FINISH
8/5/83	Thacker	8-5-83	
CALCULATIONS RECEIVED	RETURNED FOR CORRECTION	8-5-83 (review load 60K)	

CONTRACTOR	WORK START
I Harmon Constr. Co. (per 11-3-83)	
ADDRESS	CONTRACT AMOUNT
	\$ 16,000.00

INSPECTOR	INSPECTOR
Tom Linn	
INSPECTOR	INSPECTOR

VERIFIED REPORTS	GEN. SUP.		I	II					
	ARCHITECT		10-19-83	✓					
LEGEND	S. ENG.								
	M. ENG. - INSP.								
ENTRIES IN:	E. ENG. - INSP.								
	RED = FINAL								
	DARK = PERIODICS								
	PENCIL = REQUESTS								
INK = RECEIPTS	CONT.		9-13-83	✓					
	INSP.		10-5-83 (R)	✓					
	SPECIAL INSP.								

TESTING AND INSPECTION AFFIDAVIT

None

FINAL APPROVAL FORWARDED TO HEADQUARTERS BY	ISSUED	TYPE OF APPROVAL
5-884 Luff	7-13-84	Conditional - Contract

(OVER)

(Bldg. only)

Pre-Tracker Project Application

Origin Id 02	App Number 62386	Office Visit 02	Increment
Client Id 29-34	OPSC Id	Regular/OTC Type REG	
School District TWIN RIDGES ELEMENTARY			
Project Name GRIZZLY HILL ELEMENTARY			
Grade Level ELEM			
Estimate Cost \$10,432.00	Additional Cost	Revision Cost \$10,432.00	Received Date 9/6/1994

Application Notes

Files located at Sacramento Regional Office on AP Pretracker shelf 1/3/2020 KW

Pre-Tracker Project Information

Origin Id 02	App Number 62386	Status 3	
Project Name GRIZZLY HILL ELEMENTARY			
% AC Check Complete	% AC Check Change	% SS Check Complete 100	% SS Check Change
% Construction Complete 100	% Construction Change	PC Start Date 9/14/1994	PC Finish Date 9/14/1994
Return Date 9/27/1994	Stamp Date 1/24/1995	Approval Date 1/31/1995	
Closed Date 10/26/1995	Close Letter Type 3	Cancel/Void Date	
Project Notes			

SCHOOL PROJECT SUMMARY

SSS 120-1 (R 1/88)

COUNTY	Nevada	FILE	29-29	APPLICATION	46808
SCHOOL NAME	(Malakoff School)	CONS.	X	RECON.	
ADDRESS	#1 School Street - N/E corner of Derbec Rd & N. Bloomfield Rd, Washington, CA 95986	ALTERATIONS		ADDITIONS	
SCHOOL DISTRICT NAME	Washington Elementary School District				
MAILING ADDRESS	Dist Change to Twin Ridges Elem SD				

BUILDINGS INCLUDED IN THIS APPLICATION
 Construction of School *Classm-Admin Bldg*

ESTIMATED COST	\$ 373,877.84	SSS FILING FEE	\$ 2,617.14	ACS FILING FEE	\$ 747.76	SSS FEE SCH.	11	ACTUAL COST	\$ 442,610.00	FURTHER FEE PAID	SSS \$ 481.13	DATE	3-15-93
GEN. SUP. CONST.	Jeff Gold	ALTERNATE	<i>Bruce Boyd Rn Ltr 9-14-88</i>										
ARCHITECT	Jeff Gold	STRUCTURAL ENGINEER	Stan Aldrich	MECHANICAL ENGINEER		ELECTRICAL ENGINEER		ACS	\$ 137.46	DATE	3-15-93		
ADDRESS	Nevada City	ADDRESS	Sacramento	ADDRESS		ADDRESS							

APPLICATION RECEIVED	8-22-85	SOIL/GEO. REPORT RECEIVED		BACKCHECKED BY	<i>Reyes</i>	REVISIONS RECEIVED	
WARRANT RECEIVED	II	CHECKED BY	<i>Shelton</i>	START	8-27-85	FINISH	9-3-85
PLANS RECEIVED	II	FIRE AND PANIC BY	<i>Woods</i>	START	9-4-85	FINISH	9-5-85
SPECIFICATIONS RECEIVED	II	REVIEW BY	<i>Reyes</i>	START	9-18-85	FINISH	9-19-85
CALCULATIONS RECEIVED	II	RETURNED FOR CORRECTION	<i>10-25-85</i>	TYPE OF APPROVAL	<i>Full-ACB.</i>	ACS CERTIFIED	

CONTRACTOR	<i>R.T. Construction</i>	WORK START	<i>6-88</i>
ADDRESS		CONTRACT AMOUNT	\$ <i>411,240.00</i>
INSPECTOR	<i>Jeffrey George Wood (General Insp) 6-14-88</i>	INSPECTOR	
INSPECTOR		INSPECTOR	

VERIFIED REPORTS	GEN. SUP.								
	ARCHITECT								<i>10-24-90 (B) ✓</i>
LEGEND	S. ENG.								
	M. ENG. — INSP.								X
ENTRIES IN:	E. ENG. — INSP.								X
	RED - FINAL								
DARK - PERIODICS									
PENCIL - REQUESTS									
INK - RECEIPTS									
	CONT.	<i>8-31-88</i>	<i>10-31-88</i>						
	INSP.	<i>7-31-88</i>	<i>10-31-88</i>	<i>4-31-89</i>					<i>10-20-90 ✓</i>
	SPECIAL INSP.								

TESTING AND INSPECTION AFFIDAVITS	<i>Lab. X</i>	<i>Shelton 10-3-88 ✓</i>	<i>Wickmaster's X</i>
SCHOOL BOARD NOTICE OF COMPLETION	<i>1-31-90 ✓</i>	FINAL APRVL RECM FORWARDED TO HQS BY	<i>10-16-89</i>
		ISSUED	
		TYPE OF APPROVAL	

(OVER)
 5-15-93 CLOSED w/o CERT - OVER -

DEFERRED APPROVAL ITEMS			TYPE OF CONSTRUCTION	ADDENDA AND CHANGE ORDERS	
D.A. ITEM	DATE APPROVED	FILE SET RECEIVED		NUMBER	DATE APPROVED
FIRE ALARM SYSTEM	12-7-90 ✓		FOUNDATION	SCO #1	8-13-88
			FRAME	superseded by	
			WALLS	CO #1	9-25-88
			FLOOR	CO #2	6-19-89
			ROOF	C.O. 3	
			SEISMIC LOAD - BASE SHEAR	C.O. 4	
			SOIL TYPE	C.O. 5	
			DESIGN S.P.		
			SNOW LOAD		
			WIND LOAD		

see below

UNIT	PLAN REC'D	REV. REC'D	TYPE BLDG.	CHECKER	START	FIN.	REVIEWER	START	FIN.	F & P	RET'D FOR CORR	UNIT APP'VD

FVR - SPECIAL ME. SPECIAL EE
CHANGE ORDER FOR PRELIMINARY APPROVAL DATED 9-7-88
" " " " " " DATED 8-23-88
CHANGE ORDER FOR NEW 6x12 REPLACING 8x8 POST @ 8 3/4" GLB.
WEIGHMASTER'S CERTIFICATE
LAB REPORTS - SOIL COMPACTION
ENGINEERED FILL
REINFORCING STEEL
FURTHER FEES \$56 481.13
ACS 137.46

618.59 DUE PER INVOICE # 5493-276

SCHOOL PROJECT SUMMARY

SSS 120-1 (R 3/86)

1s

COUNTY	Nevada	FILE	29-34	APPLICATION	54438
PROJECT NAME	ADDRESS	CONS.		RECON.	
WASHINGTON ELEMENTARY SCHOOL - 1 School St. - Washington, Ca. 95959					
SCHOOL DISTRICT/OWNER NAME	MAILING ADDRESS	ALTERATIONS	X	ADDITIONS	
Twin Ridges Elementary School District - P. O. Box 529 - North San Juan, Ca. 95960					

BUILDINGS INCLUDED IN THIS APPLICATION

Alterations
ADDITIONS TO CLASSROOM/ADMINISTRATION BUILDING

ESTIMATED COST	SSS FILING FEE	ACS FILING FEE	SSS FEE SCH.	ACTUAL COST	FURTHER FEE PAID	DATE
\$ 52,380.00	\$366.66	\$50.00	11	\$ 14,920.00 (6-8-95)	SSS \$ XXX	---
GEN. SUP. CONST.	ALTERNATE			ACS \$ XXX		---
Bruce Boyd - Arch. - Nevada City						
ARCHITECT	STRUCTURAL ENGINEER	MECHANICAL ENGINEER	ELECTRICAL ENGINEER			
ADDRESS	ADDRESS	ADDRESS	ADDRESS			

MATERIAL REC'D:	APPLICATION	WARRANT	DRAWINGS	SPECIFICATIONS	CALCULATIONS	SOIL/GEO.REPORT
	4-16-90	4-16-90	4-16-90 6-29-90	4-16-90 6-29-90	4-16-90	
CHECKED BY:	(SSS) START FINISH	(ACS) START FINISH	(SPM) START FINISH	REVIEW BY	START FINISH	RET. FOR CORRECTIONS
	Forslin 7-30-90 8-2-90		Woods 7-5-90 7-6-90	Freeman	8-27-90 8-27-90	8-28-90
B'CHECKED BY:	(SSS) STAMPED	(ACS) STAMPED	(SPM) STAMPED	STAMPED		
	Forslin 1-29-91					
APPL. APPROVED:	DATE	TYPE OF APPROVAL	REVISIONS RECEIVED	REVISIONS STAMPED	APPROVAL EXTENDED	
	2-27-91	Full-DA97-Snow Load50#psf-ACS				

CONTRACTOR	WORK START
Fitzpatrick Construction	6-21-91
ADDRESS	CONTRACT AMOUNT
	\$14,920.00

INSPECTOR	INSPECTOR
INSPECTOR	INSPECTOR

VERIFIED REPORTS	GEN. SUP.							
	ARCHITECT							
	S. ENG.							
	M. ENG. -- INSP.							
	E. ENG. -- INSP.							
	CONT.			9/12/91				
ENTRIES IN:	INSP.							
	SPECIAL INSP.							

TESTING AND INSPECTION AFFIDAVITS		
NOTICE OF COMPLETION	FINAL APRVL RECM FORWARDED TO HQS BY	ISSUED
X	Glueckler Levenson 6/7/95	6/7/95
		TYPE OF APPROVAL
		Full/ACS/Snow 50psf

9-6-95 clp. w/o cert. due to exceptions → (OVER) CLOSING SCOPE: Alterations to Classroom/Admin Bldg. (Exclusive of work in Clrm #3, Suspended Ceilings, HVAC System Upgrade, Exterior Work for Fire Alarm System Changes)

DEFERRED APPROVAL ITEMS			TYPE OF CONSTRUCTION	ADDENDA AND CHANGE ORDERS	
D.A. ITEM	DATE APPROVED	FILE SET RECEIVED		NUMBER	DATE APPROVED
Fire Alarm System	X		FOUNDATION		
			FRAME		
			WALLS		
			FLOOR		
			ROOF		
			SEISMIC LOAD - BASE SHEAR		
			SOIL TYPE		
			DESIGN S.P.		
			SNOW LOAD		
			WIND LOAD		

UNIT	PLAN REC'D	REV. REC'D	TYPE BLDG.	CHECKER	START	FIN.	REVIEWER	START	FIN.	ACB	SFM	RET'D FOR CORR	UNIT APP'D

1. FVR'S: Architect - Bruce Boyd
Inspector - Bruce Boyd
2. NO C
3. Deferred approval item Fire alarm System

SCHOOL PROJECT SUMMARY

SSS 120-1 (R 3/80)

cb

COUNTY	Nevada	FILE	29-34	APPLICATION	58210
--------	--------	------	-------	-------------	-------

PROJECT NAME	ADDRESS	CONS.	RECON.
OAK TREE ELEMENTARY SCHOOL - 18847 Oak Tree Road, North San Juan, CA 95960		X	
SCHOOL DISTRICT/OWNER NAME	MAILING ADDRESS	ALTERATIONS	ADDITIONS
Twin Ridges Elementary School District - P.O. Box 529, 18847 Oak Tree Road, North San Juan, CA	95960		

BUILDINGS INCLUDED IN THIS APPLICATION
Construction of Office Bldg. and Three Classroom Bldgs. (Relocatable)

ESTIMATED COST	SSS FILING FEE	ACS FILING FEE	SSS FEE SCH.	ACTUAL COST	FURTHER FEE PAID	DATE
\$190,000.00	\$1,330.00	\$380.00	11	\$ 157,000.00 (6-8-95)	SSS	XXX
GEN. SUP. CONST.	ALTERNATE			ACS	XXX	---
Bruce Boyd - Arch., - Nevada City						
ARCHITECT	STRUCTURAL ENGINEER	MECHANICAL ENGINEER	ELECTRICAL ENGINEER			
			Dave Chase			
ADDRESS	ADDRESS	ADDRESS	ADDRESS			
			Sacramento			

MATERIAL REC'D:	APPLICATION	WARRANT	DRAWINGS	SPECIFICATIONS	CALCULATIONS	SOIL/Geo. REPORT	
	6-17-92	6-17-92	6-17-92		6-17-92		
CHECKED BY:	START	FINISH	(ACS) START	FINISH	(SFM) START	FINISH	RET. FOR CORRECTIONS
Boatice	6-17-92	6-22-92	Adlfinger	6-17-92	6-17-92	6-22-92	6-22-92
B' CHECKED BY:	STAMPED	(ACS) STAMPED	(SFM) STAMPED	STAMPED			
Boatice	6-22-92	Adlfinger	6-22-92	Adlfinger	6-22-92	Adlfinger	6-22-92
APPL. APPROVED:	DATE	TYPE OF APPROVAL		REVISIONS RECEIVED	REVISIONS STAMPED	APPROVAL EXTENDED	
	8-10-92	Conditional/ACS/D/M Para / cond 30# NSF					

CONTRACTOR	WORK START
Doupnik Mfg., Inc. (per change order)	
ADDRESS	CONTRACT AMOUNT
	\$ 157,000.00 (+ C.O. "1)

INSPECTOR	INSPECTOR
Bruce E. Boyd (Site) 6-15-92	
INSPECTOR	INSPECTOR
Michael K. Baughman (Fab.) 6-15-93	

VERIFIED REPORTS	GEN. SUP.						
	ARCHITECT			9-22-92			
	S. ENG.						
	M. ENG. - INSP.						
	E. ENG. - INSP.						
	CONT.			9-15-92			
LEGEND	INSP.			9-22-92			
	In plant SPECIAL INSP.			8/17/92			

← waive since insp. FUR & ground test rec'd. close type 2
8/17/95

TESTING AND INSPECTION AFFIDAVITS	NOTICE OF COMPLETION		FINAL APRVL RECM FORWARDED TO HQS BY	ISSUED	TYPE OF APPROVAL
Lab - CEV tests since cont. 6/17/95	10/14/92	Leaveviner 6/7/95	10/12/95	Conditional/ACS/30# NSF snow	

(OVER) 10/12/95 - #2. closed per ed. code 39157(b)

DEFERRED APPROVAL ITEMS			TYPE OF CONSTRUCTION	ADDENDA AND CHANGE ORDERS	
D.A. ITEM	DATE APPROVED	FILE SET RECEIVED		NUMBER	DATE APPROVED
<i>Fire Alarm System</i>	<i>6-11-93</i>		FOUNDATION	<i>C.O. #1</i>	<i>7-28-92</i>
			FRAME		
			WALLS		
			FLOOR		
			ROOF		
			SEISMIC LOAD - BASE SHEAR		
			SOIL TYPE		
			DESIGN S.P.		
			SNOW LOAD <i>30#psf</i>		
			WIND LOAD		

UNIT	PLAN REC'D	REV. REC'D	TYPE BLDG.	CHECKER	START	FIN.	REVIEWER	START	FIN.	ACS	SFM	RET'D FOR CORR	UNIT APP'V'D

*Missing:
FVR - Electrical Engr. (David Chase)*

Pre-Tracker Project Application

Origin Id 02	App Number 46808	Office Visit 02	Increment
Client Id 29-34	OPSC Id	Regular/OTC Type	
School District TWIN RIDGES ELEMENTARY			
Project Name *MALAKOFF ELEM			
Grade Level ELEM			
Estimate Cost \$373,878.00	Additional Cost	Revision Cost \$373,878.00	Received Date 8/22/1985

Application Notes

Files located at Sacramento Regional Office on AP Pre Tracker Shelf KW 12/23/19

Pre-Tracker Project Information

Origin Id 02	App Number 46808	Status 3	
Project Name *MALAKOFF ELEM			
% AC Check Complete 100	% AC Check Change	% SS Check Complete 100	% SS Check Change
% Construction Complete 100	% Construction Change	PC Start Date	PC Finish Date
Return Date	Stamp Date	Approval Date 1/29/1987	
Closed Date 5/15/1993	Close Letter Type 3	Cancel/Void Date	
Project Notes			

Pre-Tracker Project Application

Origin Id 02	App Number 54438	Office Visit 02	Increment
Client Id 29-34	OPSC Id	Regular/OTC Type REG	
School District TWIN RIDGES			
Project Name WASHINGTON ELEM			
Grade Level ELEM			
Estimate Cost \$52,380.00	Additional Cost	Revision Cost \$52,380.00	Received Date 6/29/1990

Application Notes

File located in Sacramento Regional Office on AP Pre Tracker Shelf 1/2/2020 KW

Pre-Tracker Project Information

Origin Id 02	App Number 54438	Status 3	
Project Name WASHINGTON ELEM			
% AC Check Complete 100	% AC Check Change	% SS Check Complete 100	% SS Check Change
% Construction Complete 100	% Construction Change	PC Start Date 7/3/1990	PC Finish Date 8/2/1990
Return Date 8/28/1990	Stamp Date 1/29/1991	Approval Date 2/27/1991	
Closed Date 9/6/1995	Close Letter Type 3	Cancel/Void Date	
Project Notes			

Pre-Tracker Project Application

Origin Id 02	App Number 58210	Office Visit 02	Increment
Client Id 29-34	OPSC Id	Regular/OTC Type OTC	
School District TWIN RIDGES			
Project Name OAK TREE			
Grade Level			
Estimate Cost \$190,000.00	Additional Cost	Revision Cost \$190,000.00	Received Date 6/17/1992
Application Notes 0922399/616/105			

Pre-Tracker Project Information

Origin Id 02	App Number 58210	Status 3	
Project Name OAK TREE			
% AC Check Complete 100	% AC Check Change	% SS Check Complete 100	% SS Check Change
% Construction Complete 100	% Construction Change	PC Start Date 6/17/1992	PC Finish Date 6/22/1992
Return Date 6/22/1992	Stamp Date 6/22/1992	Approval Date 8/10/1992	
Closed Date 10/12/1995	Close Letter Type 1	Cancel/Void Date	
Project Notes			

Application Summary

Office ID: 02 Application #: 111517 File #:29-29

Project Name: Washington School (twin Ridgers Elementary School District)

Project Scope: Construction of 1-Retaining Wall

Address: 1 School Street

City: Washington Zip: 95986

PTN #: 66415-2 OPSC #:

Project Type: School (K-12) # Of Incr: 0

Project Class: Class 3 Special Type: NA

Estimated Amt: \$50,000.00 Contracted Amt: \$0.00

Construction Change Document Amt: \$0.00 Final Project Cost: \$0.00

Adj Est.Date#1: Adj Est.Amt#1:

Adj Est.Date#2: Adj Est.Amt#2:

Received Date: 7/7/2010 Approved Date:

Approval Ext. Date: Closed Date:

Incomplete Submittal

Complete Submittal Received Date: 7/26/2010

SB 575

New Campus

Modernization

Required
Included In Plan

Auto Fire Detection

Sprinkler System

Required review services

Access Compliance

Structural Safety

Fire & Life Safety

Field Review

HPS

CGS Review

Special review type

Class.S Reduction

Over the Counter

Concurrent Review

Incremental Review

Energy Efficiency

The Plan meet Title 24 Energy Requirements

Project's new construction exceeds Title 24 by 0%

Project's modernization exceeds Title 24 by 0%

Climate Zone: 0 Project's Sq.footage: 0 EPR Approved Date:

HPI: HPI Points: HPI Hours:

Energy Notes:

Client's Notes: Incomplete Notice issued 07/15/2010 - TP.

PROJECT SUMMARY

County Nevada

FILE 29-29

APPL. 37167

For Cons. _____

Recon. X

Alterations _____

Additions X

School Washington Elementary Section 12, T. 17N. R. 10E, Washington

Name Address

School Dist. Washington School Courthouse Annex, Nevada 95959 Agent Edward G. Fellersen

Name Mailing address

Bldgs. incl. this appl. School Building (mp - charm Bldg, adds to Existing Bldg)

Est. \$ 84,234.00 Fee \$ 421.17 Fee Schedule 6 Actual Cost \$ 160,700.00 Add Fee Pd. \$ 382.33 9/3/75 9-30-75

Gen. Sup. Const. Jon Benton Lardner Alternate George Lardner per arch. 6-19-74 per arch. 6-19-74 per arch. 6-19-74

Architect Jon Benton Lardner Strl. Engr. K. V. Mann Mech. Engr. T. Alessi Elec. Engr. Joe Churn

560 Nevada St. 2207 - 13th St. 1400 - "5" St. 1400 "5" St.

Address Auburn 95603 Address Sacto., 95818 Address Sacto 95814 Address Sacto 95814

Alternates Geo. Lardner per phone to arch per phone

Appl. Rec'd 5-3-74 Rtd. for Cor 5-22-74

Warrant Rec'd 5-3-74 B'check by Fowler

Plans Rec'd _____ Sch. Pl. Appr. 6-14-74

Specs Rec'd _____ Stamped 6-13-74

Calcs Rec'd 5-7-74 APPL. APP'D 6-19-74

Rec'd _____ Type of Appr. Full

Checked by Fowler w/annex and pass. 50pst

Start 5-17-74 Fin 5-18-74 Rev. Rec'd _____

F & P by _____ Stamped _____

Review by Mackin Appr. Extended _____

Start 5-21-74 Fin 5-22-74

Contractor Paul Brocker

Address _____

Inspector Everett C. Bailey

Inspector _____

Inspector _____

Inspector _____

Inspector _____

Work Start. 7-23-74

Cont. Amt. 158,000

Inspector 8-8-74

Gen. Sup.						
Arch.	<u>8-6-74</u>	<u>11-1-74</u>	<u>2-1-75</u>	<u>5-1-75</u>	<u>8-1-75</u>	/
S. Eng.	<u>8-31-74</u>	<u>11-1-74</u>			<u>2-1-75</u>	/
M. Eng.-Insp.		<u>11-1-74</u>	<u>2-1-75</u>	<u>5-1-75</u>	<u>8-1-75</u>	/
E. Eng.-Insp.		<u>11-1-74</u>	<u>2-1-75</u>		<u>5-1-75</u>	/
Cont.	<u>9-30-74</u>	<u>11-1-74</u>	<u>1-31-75</u>		<u>5-14-75</u>	/
Insp.	<u>8-2-74</u>	<u>11-2-74</u>	<u>2-1-75</u>	<u>5-1-75</u>	<u>7-29-75</u>	/
Special Insp.						

Test Lab Lorrey 4-24-75 W. M. M. 9-17-75

FINAL APPROVAL Fwd. to Hdqtrs. 12-22-77 Exp. Issued 1-5-78 Type of Appr. Full

SCHOOL PROJECT SUMMARY

SSS-3 (REV. 9-76)

COUNTY	FILE	APPLICATION
Nevada	29-33	41176
SCHOOL -- NAME	CONS.	RECON.
San Juan Ridge Country School - Oak Tree Rd., No. San Juan Ridge		
SCHOOL DISTRICT -- NAME	ALTERATIONS	ADDITIONS
San Juan Ridge Union SD - Alleghany Star Rd., Nevada City 95959		

BUILDINGS INCLUDED THIS APPLICATION

Reconstruction (Fire Damage) of Lodge Bldg, CR Bldg e- Lib-CR Bldg.

ESTIMATE	FEE	FEE SCHEDULE	ACTUAL COST	ADDITIONAL FEE AID	DATE
\$ 350,000.00 462,531.00	\$ 1,225.00	8	\$ 469,181.44	X	12-20-78

GEN. SUP. CONST.	ALTERNATE		
Earl J. Taylor - Sacto			
ARCHITECT	STRUCTURAL ENGINEER	MECHANICAL ENGINEER	ELECTRICAL ENGINEER
Earl Taylor			
ADDRESS	ADDRESS	ADDRESS	ADDRESS
Sacramento			

APPLICATION RECEIVED	SOIL/GEO. REPORT RECEIVED	BACKCHECKED BY	REVISIONS RECEIVED
1-3-78		Fowler	
WARRANT RECEIVED	CHECKED BY	START	FINISH
12-20-78	Fowler	1-4-78	1-10-78
PLANS RECEIVED	FIRE AND PANIC BY	APPL. APP'D	APPROVAL EXTENDED
1-3-78		1-23-78	
SPECIFICATIONS RECEIVED	REVIEW BY	START	FINISH
"	Noauch	1-19-78	1-13-78
CALCULATIONS RECEIVED	RETURNED FOR CORRECTION	TYPE OF APPROVAL	HLCU CERTIFICATION
"	1-13-78	Full (420)	

CONTRACTOR	WORK START
Dale Green	2-27-78
ADDRESS	CONTRACT AMOUNT
Yuba City	\$ 462,531.00

INSPECTOR	INSPECTOR
(Pm, m+E) Jeff Gold	
INSPECTOR	INSPECTOR
	4-12-78

VERIFIED REPORTS	GEN. SUP.				
	ARCHITECT	5-1-78	8-1-78	3-6-79	✓
	S. ENG.				
	M. ENG. - INSP.				
	E. ENG. - INSP.				
	COOT.	5-1-78 ^{7%}	8-1-78 ^{50%}	11-1-78	✓
	INSP.	5-1-78	8-1-78	11-1-78	3-26-79
ENTRIES IN:	SPECIAL INSP.				

TEST LAB.	FINAL APPROVAL FORWARDED TO HEADQUARTERS	ISSUED	TYPE OF APPROVAL
None	1-3-79 Sulliff ✓	4-5-79	Full ✓

FIELD SUPERVISORS		ADDENDA AND CHANGE ORDERS	
DEFERRED APPROVAL ITEMS:		NUMBER	DATE APPROVED
FIRE ALARM SYSTEM COMPONENTS,		Add. #1	2-8-78
		C.O. #2	2-16-78
		C.O. #1	4-14-78
		C.O. #2	5-22-78
		C.O. #3	8-8-78
		C.O. #4	6-19-78
		C.O. #5 & 6	8-3-78
		C.O. #7	10-10-78
	SOIL TYPE		
	DESIGN S.P.		
	SNOW LOAD		
	40' 59"		

Appendix D

Twin Ridges Elementary School District 2023 Capital Outlay Budget Projections

**Twin Ridges Elementary School District
 Capital Outlay Budget Projections**

Facilities Location	Budget
Grizzly Hill School	\$ 13,058,080
Oak Tree School	\$ 1,812,160
Total Facilities Budget	\$ 14,870,240

Adjustments to Base Unit (Subcontractor) Costs			
General Conditions	Percent	Soft Costs	Percent
Labor Productivity Cost Increase	24.00%	Design & Engineering	12.00%
G.C. Overhead and Profit	8.00%	Project Management	4.00%
G.C. General Conditions	6.00%	Testing and Inspections	1.20%
G.C. Bonds and Insurance	3.40%	Furniture and Equipment	0.00%
Construction Contingency	10.00%	Interim Housing Costs	0.00%
Geographic Index	8.00%	Other	2.00%
General Conditions:	59.40%	Soft Costs:	19.20%

General Notes

- (1) This analysis for Twin Ridges Elementary School District is based on a series of site surveys conducted during the month of July, 2023. The survey included visual inspection only. No destructive investigation or chemical analysis was conducted. Neither Structural, Mechanical, nor Electrical Engineers analysis were included in this survey. Testing for hazardous materials was not included in this survey.
- (2) This is a Preliminary Estimate compiled from information and sources believed to be accurate. By necessity, the estimate incorporates projections for escalation and future bid climate. The assumed bid climate is competitive bidding with 4-5 qualified bidders for the General Contractor and most trades.
- (3) This is an 'Order of Magnitude' Estimate for budgeting purposes only. Costs are based on general descriptions only. Construction Documents were not available for this estimate.
- (4) These estimated costs include BOTH 'hard costs' (costs specifically included in the construction contract) and "soft costs" (including Design and Engineering fees, plan check fees, testing and inspections, construction management fees, interim housing, utility connection fees, and other costs generally not included in the construction contract).

Twin Ridges Elementary School District

16661 Old Mill Road, Nevada City, Ca 95959



Prepared by: G. Hughes

Date: 9/22/2023

Grizzly Hill School		
Budget Summary		
ADA/FLS:	\$	1,795,000
Maintenance:	\$	982,000
Modernization/Renovation:	\$	3,364,000
New Construction / Addition:	\$	4,919,000
Furniture, Fixtures & Equipment:	\$	599,000
Site Contingency:	\$	1,399,080
	\$	13,058,080
Budget Categories		

ADA/FLS: Items related to accessibility, fire alarm systems, and site safety.

Maintenance: Items related to repairs and maintenance of existing facilities and equipment.

Modernization/Renovation: Renovations to existing facilities (requires DSA approval).

New Construction / Addition: Construction of new facilities or additions to existing buildings (requires DSA approval).

Furniture, Fixtures & Equipment: additional items not typically included in construction costs.

Priority	Description	Line Item	Location/Site Running Total
	ADA/FLS Projects		
	(A) New Vehicle Parking and Circulation: a.c. paving; Reconfigure existing drive and parking to include ADA parking, parent drop-off, bus drop-off, and ADA path of travel.	\$ 843,000	\$ 843,000
	ADA path of travel to all buildings.	\$ 91,000	\$ 934,000
	New ADA accessible drinking fountain/water bottle filler at Gymnasium.	\$ 8,000	\$ 942,000
	Replace all door hardware and thresholds with ADA accessible, shelter-in-place compliant hardware.	\$ 89,000	\$ 1,031,000
	ADA ramps to Upper Restrooms.	\$ 43,000	\$ 1,074,000
	Make Upper and Lower Restrooms ADA compliant.	\$ 188,000	\$ 1,262,000
	Add ADA compliant bollard/cage to exposed gas line/valve at walkway.	\$ 2,000	\$ 1,264,000
	Standby Generator, 300Kw, propane.	\$ 334,000	\$ 1,598,000
	800 Amp emergency generator hookup, manual transfer switch and 2,500 gallon propane tank (to provide emergency backup power to campus).	\$ 159,000	\$ 1,757,000
	New campuswide public address system.	\$ 38,000	\$ 1,795,000

Twin Ridges Elementary School District

16661 Old Mill Road, Nevada City, Ca 95959



Prepared by: G. Hughes

Date: 9/22/2023

Grizzly Hill School			
Priority	Description	Line Item	Location/Site Running Total
	Maintenance Projects		
	Address site drainage issues and flooding at buildings; include new landscaping and irrigation.	\$ 115,000	\$ 1,910,000
	Exterior paint all buildings; repair dry rot; protect exposed beams.	\$ 154,000	\$ 2,064,000
	Replace HVAC campuswide.	\$ 598,000	\$ 2,662,000
	(B) New soft surface at lower playground.	\$ 115,000	\$ 2,777,000
	Modernization/Renovation Projects		
	(C) Multi-media Center/Conference Room: at Library (include TV mounts with power and data at two locations).	\$ 73,000	\$ 2,850,000
	(L) New Security fencing and gates; include traffic gates.	\$ 481,000	\$ 3,331,000
	All Classrooms (replace casework and storage cabinets; paint interior; replace existing soffit lighting with dimmable LED lighting; tv mount with power and data; new white boards; new walk-off mats).	\$ 382,000	\$ 3,713,000
	Gymnasium (new lighting; new flooring; new retractable basketball hoops; new 12ft folding lunch tables).	\$ 1,262,000	\$ 4,975,000
	Administration Building: Reconfigure Secretary/Visitor's Area, Nurse's Room, Work Room, Principle's Office, Conference Room, Record Storage; New Staff Rest Room.	\$ 203,000	\$ 5,178,000
	(D) New artificial surface 1/8th mile (660 lf) track and 25,000 sf field.	\$ 963,000	\$ 6,141,000
	New Construction/Expansion Projects		
	(E) Kitchen Expansion Project: at Gymnasium/MP Building, replace existing Kitchen and temporary freezer unit with new 760 sf Kitchen (including walk-in refrigerator/freezer, stainless steel sinks, counters and shelves, stove and oven, ANSUL system, HVAC, dishwasher, staff toilet, office) and add 140 sf Storage. Remove existing exterior shipping container freezer and exterior refrigerator.	\$ 1,605,000	\$ 7,746,000
	(F) New T-K Complex: including 1,440 sf building and playground with covered area, ADA path of travel, fencing and gates; remove existing M&O Bldg; construct (J) new 1,440 SF M&O Bldg (office, garage, storage, and workshop) at new location.	\$ 2,918,000	\$ 10,664,000
	(G) New 960 sf Covered Area and lunch tables at Gymnasium/MP building.	\$ 249,000	\$ 10,913,000
	(H) New 740 sf Covered Area outside Upper Classrooms building.	\$ 147,000	\$ 11,060,000
	Furniture, Fixtures & Equipment		
	New Maintenance Vehicle (heavy duty 4WD).	\$ 94,000	\$ 11,154,000
	New snowblower.	\$ 56,000	\$ 11,210,000
	New desks and chairs all classrooms.	\$ 251,000	\$ 11,461,000
	New campuswide security cameras and CCTV.	\$ 150,000	\$ 11,611,000
	(K) New school sign with LED marquee for calendar and announcements.	\$ 48,000	\$ 11,659,000
	Subtotal:		\$ 11,659,000
	Design Contingency (12%)	\$ 1,399,080	\$ 13,058,080
	Total:		\$ 13,058,080

Twin Ridges Elementary School District

16661 Old Mill Road, Nevada City, Ca 95959



Prepared by: G. Hughes

Date: 9/22/2023

Oak Tree School		
Budget Summary		
ADA/FLS:	\$	173,000
Maintenance:	\$	301,000
Modernization/Renovation:	\$	374,000
New Construction / Addition:	\$	737,000
Furniture, Fixtures & Equipment:	\$	33,000
Site Contingency:	\$	194,160
Site Total:	\$	1,812,160
Budget Categories		

ADA/FLS: Items related to accessibility, fire alarm systems, and site safety.

Maintenance: Items related to repairs and maintenance of existing facilities and equipment.

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Twin Ridges Elementary School District

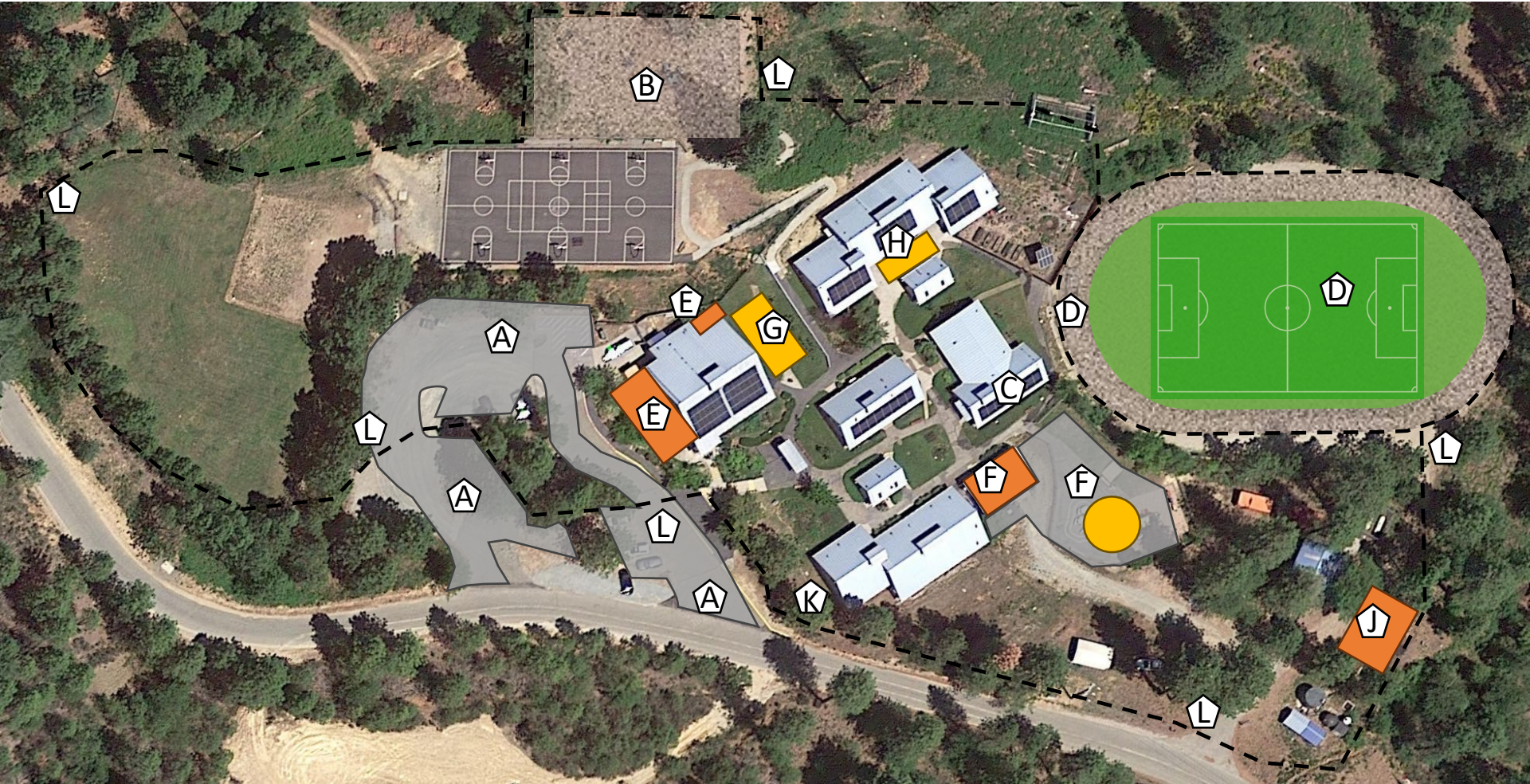
16661 Old Mill Road, Nevada City, Ca 95959



Prepared by: G. Hughes

Date: 9/22/2023

Oak Tree School			
Priority	Description	Line Item	Location/Site Running Total
	ADA/FLS Projects		
	Multipurpose Building: convert existing restrooms to ADA accessible.	\$ 121,000	\$ 121,000
	(E) New ADA accessible path of travel from parking lot to accessible restrooms and preschool classrooms.	\$ 52,000	\$ 173,000
	Maintenance Projects		
	Repair two toilet rooms and laundry room sewer.	\$ 25,000	\$ 198,000
	(F) Log Cabin Classroom Modernization: (raise building to add 8" concrete curb; repair roof; add gutters and downspouts; replace windows; repair/refinish floor; new door, door frame and hardware; new HVAC).	\$ 212,000	\$ 410,000
	Exterior repairs to Multi-purpose Building.	\$ 44,000	\$ 454,000
	(G) New ADA accessible drinking fountain at Portable Building (18847 Oak Tree Road, previously Little Acorn Preschool).	\$ 20,000	\$ 474,000
	Modernization/Renovation Projects		
	Remove refrigerator truck.	\$ 8,000	\$ 482,000
	Kitchen Building: add new walk-in refrigerator/freezer; convert existing kitchen to warming/serving kitchen.	\$ 145,000	\$ 627,000
	(H) New paved vehicle access, ADA parking, parent and bus drop-off.	\$ 221,000	\$ 848,000
	New Construction/Expansion Projects		
	(A) New factory-built 480 sf Restroom Building.	\$ 261,000	\$ 1,109,000
	(B) New cover at walkway (from Visitor Parking and Parent Drop-off to preschool classrooms.	\$ 318,000	\$ 1,427,000
	(C) New 400 sf covered area at upper play area.	\$ 79,000	\$ 1,506,000
	(D) New 400 sf covered area at lower play area.	\$ 79,000	\$ 1,585,000
	Furniture, Fixtures & Equipment		
	(6) Picnic tables.	\$ 33,000	\$ 1,618,000
		\$ -	\$ 1,618,000
	Subtotal:		\$ 1,618,000
	Design Contingency (12%)	\$ 194,160	\$ 1,812,160
	Total:		\$ 1,812,160



Capital Outlay New Construction/Expansion Legend

- A** New vehicle parking and circulation.
- B** New soft surface at lower playground.
- C** Multi-media Center/Conference Room.
- D** New artificial surface track and soccer field.
- E** Kitchen Expansion Project.
- F** New T-K Complex.
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Capital Outlay New Construction/Expansion Legend

- A** New factory-built restroom building.
- E** New ADA Path of travel.
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Twin Ridges Elementary School District

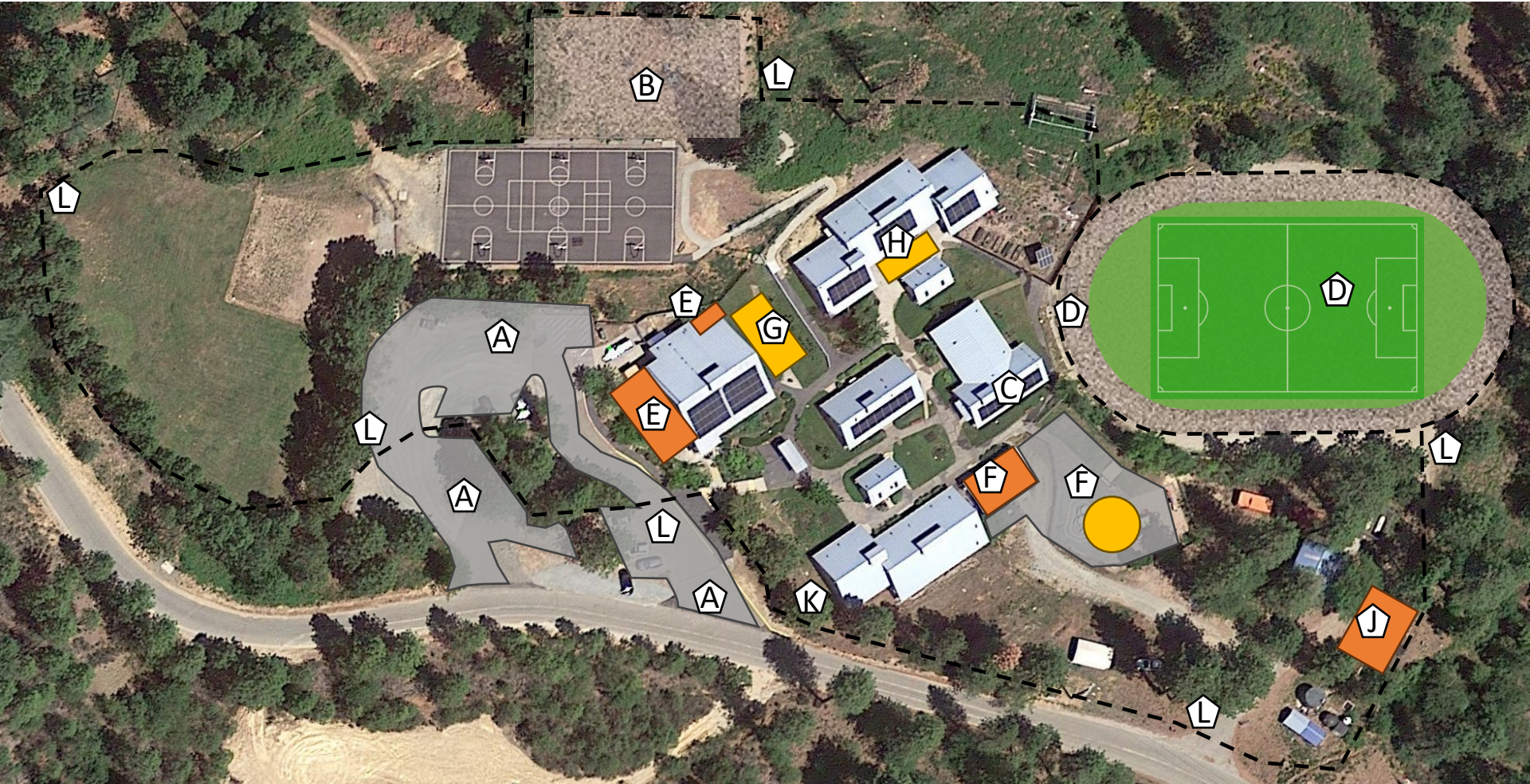
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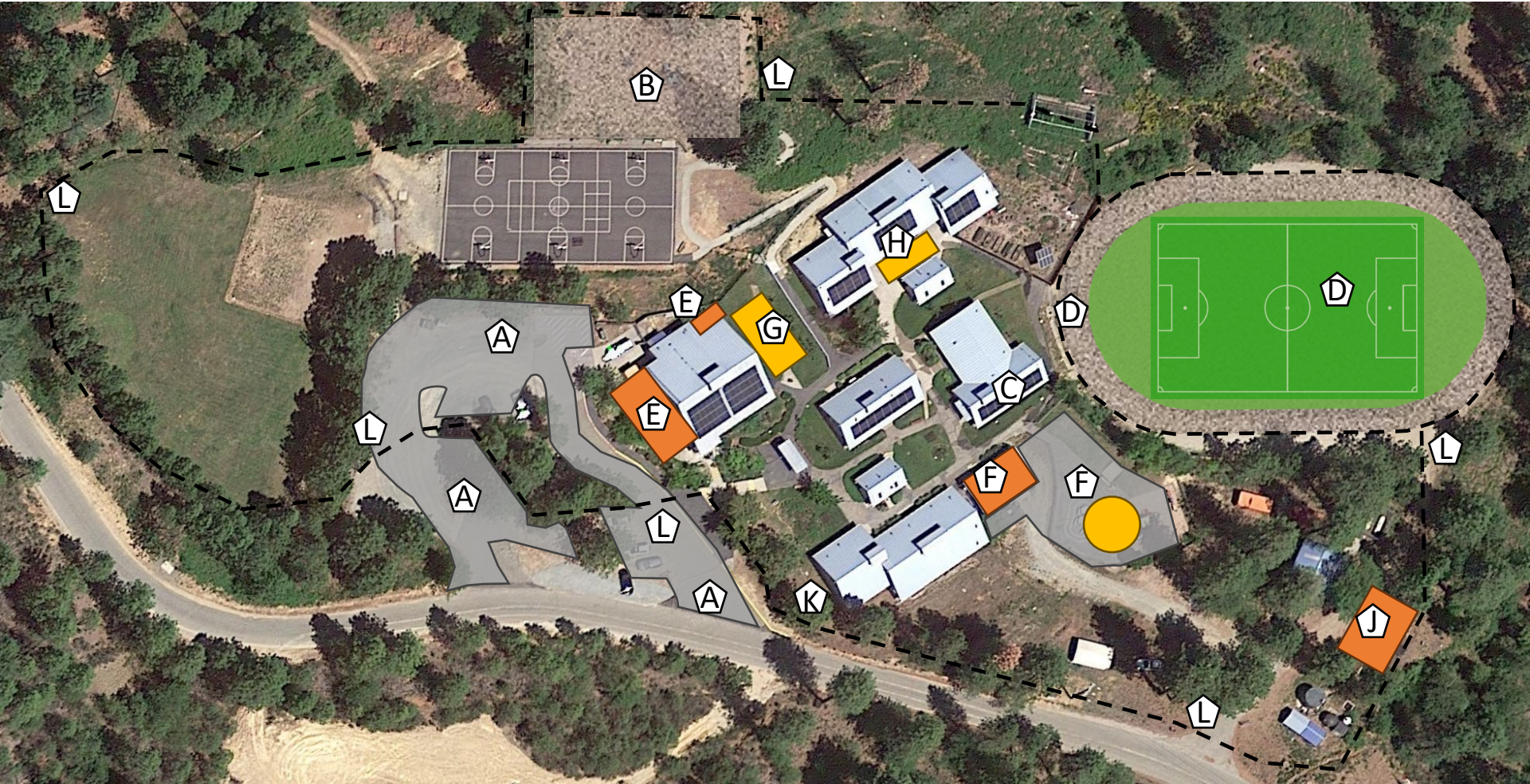
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- D New artificial surface track and soccer field.
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Capital Outlay New Construction/Expansion Legend

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Williams <small>& ASSOCIATES, LLC</small> <small>School Facilities Consultants</small>	TWIN RIDGES ELEMENTARY SCHOOL DISTRICT 16661 Old Mill Road Nevada City, CA 95959	OAK TREE SCHOOL	PROJECT OVERVIEW No Scale. 9/22/2023	P1
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Twin Ridges Elementary School District

16661 Old Mill Road, Nevada City, Ca 95959



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Williams <small>& ASSOCIATES, LLC</small> <small>School Facilities Consultants</small>	TWIN RIDGES ELEMENTARY SCHOOL DISTRICT 16661 Old Mill Road Nevada City, CA 95959	OAK TREE SCHOOL	PROJECT OVERVIEW No Scale. 9/22/2023	P1
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Nevada County Measure Calendar March 5, 2024 Presidential Primary Election

<p>November 1, 2023 (E-125)</p> <p><i>EC §§ 10509, 10522, 10524, 10551, 15651</i></p>	<p>Special Districts & Cities Deliver Notice of Election to County Clerk</p> <p>Last day for district secretaries and City Clerks to deliver Notice of Election listing the elective offices to be filled and any measure (if known at the time) to be voted on and to deliver a map of the District or City to the Elections Department. Cities and special districts should include in the notice how a tie vote will be resolved.</p>
<p>December 8, 2023 (E-88)</p> <p><i>EC §§ 9190, 9380, 10401, 10402, 10403</i></p> <p><i>EC § 9401</i></p> <p><i>EC § 9160</i></p>	<p>Last Day to Submit Resolutions of Consolidation</p> <p>Final deadline for the governing body of a district, city, school, or other political subdivision which requests consolidation of a local election for candidates and/or measures to file the request with the County Elections Office. Earlier filing dates are encouraged in order to meet printing schedule.</p> <p>Whenever resolutions calling for a measure to be placed on the ballot are filed, immediately after that filing date will be a 10-day public inspection period. During this period, any voter of the jurisdiction or the county elections official may seek a writ of mandate or an injunction requiring any or all of the materials to be amended or deleted.</p> <p>Bond measures proposed by a county, city, district, or other political subdivision or by any agency, department, or board, the security of which constitutes a lien on the property within the jurisdiction, shall file a tax rate statement by this date.</p> <p>Deadline for the County Board of Supervisors to request a Fiscal Impact Statement from the County Auditor-Controller.</p>
<p>December 15, 2023 (E-81)</p> <p><i>EC §§ 9163, 9316</i></p> <p><i>EC §§ 9160, 9313</i></p> <p><i>EC § 9280</i></p>	<p>Deadline to File Arguments, Analyses for Measures</p> <p>Arguments for or against any local measure are due by 5 p.m.</p> <p>County Council to submit impartial analysis for county and school/special district measures. County Auditor, if previously directed by the Board of Supervisors, to submit fiscal analysis of measures.</p> <p>City Attorney to submit analysis of city measures.</p> <p>Arguments and analyses are public record after the 5 p.m. deadline. (Department policy)</p>

<p>December 16-26, 2023 (E-80 to E-71)*</p> <p><i>EC §§ 9190, 9380</i></p> <p><i>*Extended for the Christmas holiday</i></p>	<p>10-day Public Inspection for Arguments and Analyses</p> <p>10-calendar day public inspection of arguments filed by December 15, 2023. During the public examination period, any voter of the jurisdiction in which the election is being held, or the county elections official, may seek a writ of mandate or an injunction requiring any or all of the materials to be amended or deleted. The writ of mandate or injunction request shall be filed no later than the end of the public examination period.</p>
<p>December 22, 2023 (E-74)</p> <p><i>EC §§ 9167, 9317</i></p>	<p>Deadline for Filing Rebuttals to Measures</p> <p>On this date Rebuttal Arguments will be due by 5 p.m.</p> <p>Rebuttals are public after the 5 p.m. deadline. (Department policy)</p>
<p>December 23, 2023 -January 2, 2024 (E-73 to E-63)</p> <p><i>EC §§ 9190, 9380</i></p>	<p>10-day Public Inspection for Rebuttals</p> <p>10-calendar day public inspection of arguments filed by December 22, 2023. During the public examination period, any voter of the jurisdiction in which the election is being held, or the county elections official, may seek a writ of mandate or an injunction requiring any or all of the materials to be amended or deleted. The writ of mandate or injunction request shall be filed no later than the end of the public examination period.</p>

E Minus: “E-“ represents days before the election, e.g., E-125 means 125 days before Election Day. Election Day is E-0.

Place to File: Nevada County Elections at 950 Maidu Ave., Suite 210, Nevada City, CA 95959. To help streamline the process and to ensure your documents are printed exactly as filed, in addition to filing a hard copy, please email your argument, rebuttal or analysis to elections.mail@nevadacountyca.gov.

Filing by Fax or Email: Signatures on arguments, rebuttals and analyses must appear on the same page as the text of the argument, rebuttal, or analysis. Original signatures must be presented to the elections official within 48 hours of the electronic transmission or the item(s) will not be considered as filed (weekends and holidays excepted). Electronic transmission must be started prior to 5 p.m. on deadline days to be accepted as filed. The fax number is 530-265-9829. To email, you must scan the document with the signature and email to elections.mail@nevadacountyca.gov.

Confidentiality: Arguments, rebuttals and analyses shall remain confidential until 5 p.m. on the date they are due.

Withdrawal/Changes: Arguments, rebuttals and analyses may be changed or withdrawn until and including the date fixed for final submission. EC §§ 9163, 9316, 9601.

UPDATED DRAFT Specific Timeline (for Election on March 5th, 2024) - Twin Ridges ESD (092623)

Activity / Event	Potential Actual Date
1 TK Facilities Grant Application is Approved by Board and Submitted	February 2023
2 Board Conducts Initial Workshop on Facilities Needs and Potential Bond	Saturday, March 25, 2023
3 Next Steps / Specific Timeline Meeting with Superintendent	May 2023
4 Board Selects Facilities Consultant and Other Team Members, as Required	June 2023
5 Williams & Associates Prepares Facilities Needs Assessment	Late June 2023 – September 2023
6 Coordinate Monthly (or More Frequent) Bond Planning Meetings	Early September 2023
7 Discuss Bond Process Next Steps	Board Meeting: Tuesday, September 12, 2023
8 Review All Facilities Needs and Begin to Set Priorities	Ongoing
9 Evaluation of All Potential Funding Sources (i.e. Reserves, State Aid, TK Facilities Grant, Bond, Etc.)	Ongoing
10 Prepare Stakeholders' List and Schedule Community Outreach Meetings	Ongoing
11 Community Contact	Ongoing
12 Coordinate Additional Team Member Selection (e.g. Bond Counsel, Etc.), as Required	September 2023
13 DRAFT Informational Public Outreach Materials	Late September 2023 - Early October 2023
14 Begin Conversations with Major Stakeholders and Other Community Members	Late September 2023 - October 2023
15 Staff and Board Begin to Prioritize Facilities Needs	Late September 2023 - October 2023
16 Review Needs Assessment and TK Facilities Grant Application Status	Special Board Meeting: Tuesday, October 3, 2023
17 Board Selects Additional Team Members	Special Board Meeting: Tuesday, October 3, 2023
18 Board Finalizes Informational Letter and FAQ on Bond and Facilities	Board Meeting: Tuesday, October 10, 2023
19 Send Out Informational Letter and FAQ	Mid October 2023
20 Prepare and Execute Volunteer Poll	Mid October 2023 - Mid November 2023
21 Conduct Stakeholder Meetings (e.g. School Site Staff, Ananda, Etc.)	Mid October 2023 - Mid November 2023
22 More Discussions RE: Facilities Needs and Capital Plan with Prominent Residents and Civic Organizations	Mid October 2023 - Mid November 2023
23 School Site Tours / Town Hall Meetings to Highlight Potential Projects	Mid October 2023 - Mid November 2023
24 Integrate Prioritized Facilities Needs and Funding into Updated Plan	Mid October 2023 - Mid November 2023
25 Meeting with NCOE Regarding Facilities Needs and Bond Plans	Early November 2023
26 Present Poll Results and All Other Feedback to Board and Community	Board Meeting: Tuesday, November 14, 2023
27 If Required, Amend Priorities and Overall Bond Process (or Slow Down or Halt the Overall Process)	Board Meeting: Tuesday, November 14, 2023
28 Board Finalizes Preliminary Bond Priorities Based Upon Community Feedback	Board Meeting: Tuesday, November 14, 2023
29 Board Directs Bond Counsel to Prepare Resolution Calling Election, with Input from District and Eastshore	Board Meeting: Tuesday, November 14, 2023
30 Board Review of DRAFT Resolution Calling Election	TBD Special Board Meeting: Late November 2023
31 Board Adopts Resolution Placing Bond Measure on Ballot	TBD Special Board Meeting: Early December 2023
32 Last Day District May Submit Resolution to County	Friday, December 8, 2023*
33 Last Day to File Arguments For or Against for Inclusion in Voter Pamphlets	Friday, December 15, 2023
34 Last Day to File Rebuttals for Inclusion in Voter Pamphlets, if Required	Friday, December 22, 2023
35 First Day for Absentee Ballots	Monday, February 5, 2024
36 Last Day to Register to Vote	Monday, February 19, 2024
37 Election Day	Tuesday, March 5, 2024

*State law requires that the resolutions calling school bond elections be submitted to the County Registrar of Voters at least 88 days prior to the election date (E-88). Because certain counties require the resolution well in advance of E-88, Nevada County requirements should be confirmed the moment the District 'officially' considers a measure.



Twin Ridges Elementary School District
Scott Mikal-Heine, Superintendent

16661 Old Mill Rd.
Nevada City, CA 95959

(530) 265-9052
FAX (530) 265-3049

RESOLUTION #23-12

Authorizing District Representatives to the State Allocation Board, Office of Public School Construction (OPSC), and the Filing of Requests for Eligibility and Funding with OPSC under the State School Facility Programs.

WHEREAS, Education Code established multiple programs to be administered by the Office of Public School Construction, under the Department of General Services, as staff to the State Allocation Board (SAB); and

WHEREAS, the Board of Trustees (Board) and the Twin Ridges Elementary School District will be requesting eligibility, funding, and/or certifying for one or more SAB administered program projects; and

WHEREAS, the Board is required to identify the District Representatives that will certify documents and papers or submit documents via OPSC Online, and act as liaison with the Office of Public School Construction as staff to the SAB; and

WHEREAS, the Board and the Twin Ridges Elementary School District understand that the signing and submittal of forms on behalf of the school district commits the school district to comply with program requirements.

WHEREAS, the Board has identified the following positions, and the individuals currently serving in that capacity, as the District Representatives:

- **Superintendent - Scott Mikal-Heine**
- **Business Official - Sunshine Bender**

WHEREAS, the Twin Ridges Elementary School District is participating in the State School Facility Programs and intends to establish eligibility, as well as apply and receive funding from the State for new construction, modernization, facility hardship, and/or charter for any site, where eligible and able, and;

WHEREAS, the Twin Ridges Elementary School District now wishes to file an application for eligibility and/or funding for these projects with the Office of Public School Construction for approval by the State Allocation Board to appropriate funding for the projects;

WHEREAS, the Twin Ridges Elementary School District has established or will establish, in accordance with Education Code Section 17070.75 and 17070.77, a Restricted Routine Maintenance Account for exclusive purpose of providing ongoing and major maintenance of

school buildings and has developed an ongoing and major maintenance plan that complies with and is implemented for this purpose; and

WHEREAS, the Twin Ridges Elementary School District has established, in accordance with Education Code Section 17070.75(f), a facilities inspection system to ensure that the school is maintained in good repair;

WHEREAS, the SAB has established an “Applications Received Beyond Bond Authority List” for projects that have been received.

Pursuant to Title 2, Code of California Regulations Section 1859.95.1, the Governing Board of the Twin Ridges Elementary School District hereby acknowledges the following:

(1) The Board acknowledges that the remaining School Facility Program bond authority is currently exhausted for the funds being requested on the applications filed with the SAB after the acceptance of this Resolution.

(2) The Board acknowledges that the State of California is not expected nor obligated to provide funding for the projects and the acceptance of the applications does not provide a guarantee of future State funding.

(3) The Board acknowledges that any potential future State bond measures for the School Facility Program may not provide funds for the applications being submitted.

(4) The Board acknowledges that criteria (including, but not limited to, funding, qualifications, and eligibility) under a future State school facilities program may be substantially different than the current School Facility Program. The District’s Approved Applications may be returned.

(5) The Board acknowledges that they are electing to commence any pre-construction or construction activities at the District’s discretion and that the State is not responsible for any pre-construction or construction activities.

(6) The Board acknowledges that, if bond authority becomes available for the SAB to provide funding for the submitted applications, the District must apply for financial hardship status, if necessary and applicable at the time.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the Twin Ridges Elementary School District Board is in support of submitting these eligibility and funding applications under the School Facility Program or any future State school facilities program under the conditions described above.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board of the Twin Ridges Elementary School District authorizes the District Representative to execute documents as necessary to carry out the provisions of this resolution.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board of the Twin Ridges Elementary School District hereby authorizes the District’s Representative(s) to the Office of Public School Construction to file all required documents for eligibility and/or funding under Chapter 12.5, Part 10, Division 1, commencing with Section 17070.10, et seq, of the Education Code.

RESOLVED, this 10th day of October, 2023, at Nevada City, California, at a regular meeting of the Board of Trustees for the Twin Ridges Elementary School District by the following vote:

Ayes: _____

Noes: _____

Absences: _____

Abstain: _____

Malik Goodman

President, Board of Trustees

Twin Ridges Elementary School District

CERTIFICATION I, Aubrey Puetz, certify that the foregoing is a correct copy of a resolution passed and adopted by the Twin Ridges Elementary School District on October 10, 2023.

Date: October 10, 2023

Signature _____

Aubrey Puetz

Board Secretary/Clerk

Twin Ridges Elementary School District



Twin Ridges Elementary School District
Scott Mikal-Heine, Superintendent

16661 Old Mill Rd.
Nevada City, CA 95959

(530) 265-9052
FAX (530) 265-3049

RESOLUTION #23-11

SUFFICIENCY OF TEXTBOOKS AND INSTRUCTIONAL MATERIALS 2023-2024

WHEREAS, the Governing Board of Twin Ridges Elementary School District, in order to comply with the requirements of Education Code Section 60119 held a public hearing on October 10, 2023 at 4:00pm, which is on or before the eighth week of school and which did not take place during or immediately following school hours, and;

WHEREAS, the Governing Board provided at least 10 days notice of the public hearing posted in at least two places within the district that stated the time, place, and purpose of the hearing, and;

WHEREAS, the Governing Board encouraged participation by parents, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

WHEREAS, the information provided at the public hearing and to the Governing Board at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the district, and;

WHEREAS, the definition of “sufficient textbooks or instructional materials” means that each pupil has a textbook or instructional materials, or both, to use in the class and to take home, and;

WHEREAS, sufficient textbooks and instructional materials were provided to each student, including English learners, that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks in the following subjects:

- Mathematics
- Science
- History/Social Studies
- English/Language Arts, including the English language development component of an adopted program

NOW THEREFORE BE IT RESOLVED that for the 2023-2024 school year, the Twin Ridges Elementary School District has provided each pupil with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

PASSED AND ADOPTED this 10th day of OCTOBER, 2023 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

BY:

ATTEST:

Malik Goodman

President, Board of Trustees

Twin Ridges Elementary School District

Scott Mikal-Heine,

Principal/Superintendent

Twin Ridges Elementary School District

C S B A **PROFESSIONAL GOVERNANCE STANDARDS**

SCHOOL BOARD SELF-EVALUATION SURVEY

SECTION 1 — THE BOARD

School districts and county offices of education are governed by boards, not by individual trustees. While understanding their separate roles, the board and superintendent work together as a “governance team.” This team assumes collective responsibility for building unity and creating a positive organizational culture in order to govern effectively.

To operate effectively, the board must have a unity of purpose and meet these standards:

		WE DO THIS:				
		Always	Often	Rarely	Never	Unsure
1	Keep the district focused on learning and achievement for <u>all</u> students.					
2	Communicate a common vision.					
3	Operate openly, with trust and integrity					
4	Govern in a dignified and professional manner, treating everyone with civility and respect.					
5	Govern within board-adopted policies and procedures.					
6	Take collective responsibility for the board’s performance.					
7	Periodically evaluate its own effectiveness.					
8	Ensure opportunities for the diverse range of views in the community to inform board deliberations.					
TOTALS:						

P C S B A PROFESSIONAL GOVERNANCE STANDARDS

SCHOOL BOARD SELF-EVALUATION SURVEY

SECTION 2 - THE BOARD'S JOBS

The primary responsibilities of the board are to set a direction for the district, provide a structure by establishing policies, provide support, ensure accountability and provide community leadership on behalf of the district and public education. To fulfill these responsibilities, there are a number of specific jobs that effective boards must carry out. These standards highlight some of the most important ones.

Effective boards meet these standards:

WE DO THIS:

Always Often Rarely Never Unsure

1	Involve the community, parents, students and staff in developing a common vision for the district focused on student learning and achievement and responsive to the needs of <u>all</u> students.					
2	Adopt, evaluate and update policies consistent with the law and the district's vision and goals.					
3	Maintain accountability for student learning by adopting the district curriculum and monitoring student progress.					
4	Hire and support the superintendent so that the vision, goals and policies of the district can be implemented.					
5	Conduct regular and timely evaluations of the superintendent based on the vision, goals and performance of the district, and ensure that the superintendent holds district personnel accountable.					
6	Adopt a fiscally responsible budget based on the district's vision and goals, and regularly monitor the fiscal health of the district.					
7	Ensure that a safe and appropriate educational environment is provided to all students.					
8	Establish a framework for the district's collective bargaining process and adopt responsible agreements.					
9	Provide community leadership on educational issues and advocate on behalf of students and public education at the local, state and federal levels.					
TOTALS:						

P C S B A ROFESSIONAL GOVERNANCE STANDARDS

SCHOOL BOARD SELF-EVALUATION SURVEY

SECTION 3 - THE INDIVIDUAL TRUSTEE

In California's education system, a trustee is a person elected or appointed to serve on a school district or county board of education. Individual trustees bring unique skills, values and beliefs to their board. In order to govern effectively, individual trustees must work with each other and the superintendent to ensure that a high quality education is provided to each student.

To be effective, an individual trustee meets these standards:

		I DO THIS:				
		Always	Often	Rarely	Never	Unsure
1	Keeps learning and achievement for <u>all</u> students as the primary focus.					
2	Values, supports and advocates for public education.					
3	Recognizes and respects differences of perspective and style on the board and among staff, students, parents and the community.					
4	Acts with dignity, and understands the implications of demeanor and behavior.					
5	Keeps confidential matters confidential.					
6	Participates in professional development and commits the time and energy necessary to be an informed and effective leader.					
7	Understands the distinctions between board and staff roles, and refrains from performing management functions that are the responsibility of the superintendent and staff.					
8	Understands that authority rests with the board as a whole and not with individuals.					
TOTALS:						

P C S B A PROFESSIONAL GOVERNANCE STANDARDS

SAMPLE NORMS TO CONSIDER

The following list represents norms that various school boards and COEs have developed. Your team should identify six to eight norms (creating your own, or using norms from the list below) that will help each member of your team feel comfortable and able to honestly state his or her own perspective, issues and concerns throughout your board self-evaluation process.

WE AGREE TO ...

- respect each other's opinions
- listen "actively" to each member's ideas
- acknowledge each member's point of view
- be open to new ideas
- exhibit positive body language
- not interrupt, nor monopolize
- encourage everyone to verbalize
- disagree agreeably
- recognize the positive
- be willing to compromise
- focus on process, not personalities
- act by building on the thought of a fellow governance team member

P C S B A PROFESSIONAL GOVERNANCE STANDARDS

THE BOARD'S JOBS

The primary responsibilities of the board are to set a direction for the district, provide a structure by establishing policies, provide support, ensure accountability and provide community leadership on behalf of the district and public education. To fulfill these responsibilities, there are a number of specific jobs that effective boards must carry out. These standards highlight some of the most important ones.

EFFECTIVE BOARDS:

1. Involve the community, parents, students and staff in developing a common vision for the district focused on student learning and achievement and responsive to the needs of all students.

- Develop and adopt the district vision and other direction-setting documents using collaborative processes that involve the staff and community.
- Ensure that inclusive processes are in place to periodically review the district vision and other direction-setting documents.
- See that the district vision and goals are clearly communicated to students, parents, staff and the community.
- Base all decisions on the district's vision, student needs, research, empirical data and a balance of community expectations, legal constraints and resources.
- Engage in annual planning and regularly review progress toward achievement of the vision and goals.

2. Adopt, evaluate and update policies consistent with the law and the district's vision and goals.

- Have a working knowledge of district policies.
- Establish a clear, understandable process for adopting, updating and communicating district policies.
- Ensure policies reflect the needs, wishes and desires of the community.
- Recognize it is the board's role to adopt policies and the superintendent's role to implement them and report back to the board as necessary.
- Follow a regular schedule for reviewing and updating policies as necessary due to new mandates by law, contract negotiations, emerging community issues or other circumstances.

3. Maintain accountability for student learning by adopting the district curriculum and monitoring student progress.

- Engage the staff and community in order to set the direction for district curriculum.
- Articulate the district's goals for student achievement.
- Recognize the connection between the implementation of an effective curriculum and the acquisition and allocation of resources.
- Provide time to staff for program development, implementation and professional growth.

P C S B A PROFESSIONAL GOVERNANCE STANDARDS

THE BOARD'S JOBS (CONTINUED)

- Ensure that the district maintains reliable internal assessment data to use in making decisions.
- Utilize reliable assessment data to adopt and update policies for curriculum, instruction and assessment in alignment with state requirements and local needs.
- Establish regular reviews of student performance data and empower the superintendent and staff to monitor performance and develop new strategies.
- Regularly report to the community on student performance.

4. Hire and support the superintendent so that the vision, goals and policies of the district can be implemented.

- Establish selection criteria for a new superintendent based on the district vision and goals.
- Value a long-term relationship between the board and superintendent and conduct all contractual negotiations in a professional manner.
- Understand that the superintendent is the board's administrative link to the district.

5. Conduct regular and timely evaluations of the superintendent based on the vision, goals and performance of the district, and ensure that the superintendent holds district personnel accountable.

- Ensure that the district evaluation system holds all staff responsible for improving student achievement.
- Collaborate in setting goals and priorities as the basis for the superintendent's annual evaluation.
- Ensure that the evaluation process supports the professional growth of the superintendent and the continuous improvement of the district.
- Ensure that the evaluation process provides opportunities to take timely corrective action to avoid major disagreements between the board and superintendent.
- Utilize a clearly defined, ongoing and interactive evaluation process that results in written documentation and is consistent with legal and contractual requirements.
- Have policies and procedures in place for personnel accountability that are consistent with legal requirements and provide for due process.
- Perform a judicial role in personnel issues, not an investigative role.
- Have policies and procedures in place for recognizing outstanding performance by employees.

P C S B A PROFESSIONAL GOVERNANCE STANDARDS

THE BOARD'S JOBS (CONTINUED)

6. Adopt a fiscally responsible budget based on the district's vision and goals, and regularly monitor the fiscal health of the district.

- Adopt guidelines, policies and procedures for developing the budget that ensure sound financial processes.
- Recognize that the superintendent and staff develop the budget, the board adopts the budget, and the superintendent and staff implement the budget.
- Understand that budget assumptions may change throughout the year.
- Weigh the financial impact of possible changes to the vision and goals against existing programs.
- Ensure that state, federal and other fiscal issues that impact the budget are monitored and addressed.
- Monitor the external auditing process and ensure that audit recommendations are addressed.
- Require that the budget be presented in an understandable and useful format.
- See that the budget is utilized as a policy document to enhance student achievement and implement the priorities of the district.
- Establish a process to regularly inform the community about the financial health of the district.

7. Ensure that a safe and appropriate educational environment is provided to all students.

- Adopt, update and monitor policies pertaining to safety and cleanliness of facilities.
- Support a long-range facility management and funding plan that reflects the vision and goals of the district.
- Advocate at the local, state and federal levels for appropriate funding for school facilities.
- Seek and consider alternative funding sources for facilities (such as bond elections, public-private partnerships or other types of financial instruments and agreements).

8. Establish a framework for the district's collective bargaining process and adopt responsible agreements.

- Set parameters for collective bargaining that are linked to the vision and priorities of the district.
- Recognize that collective bargaining is an ongoing process, not an isolated activity.
- Support the role of the superintendent to manage the negotiations process: analyzing contract proposals, recommending changes to the contract, keeping the board informed about the progress of negotiations and administering the contract.
- Support the position of the district throughout the negotiation process.
- Adhere to legal, ethical, confidential and contractual requirements of collective bargaining.
- Consider the immediate and long-term fiscal, program and personnel impacts of negotiations before adopting the collective bargaining agreement.

P C S B A PROFESSIONAL GOVERNANCE STANDARDS

THE BOARD'S JOBS (CONTINUED)

9. Provide community leadership on educational issues and advocate on behalf of students and public education at the local, state and federal levels.

- Ensure that effective methods are used to gather information and encourage involvement from the entire community.
- Adopt a communications plan, which includes a system to report student achievement.
- Have a working knowledge of the district's programs and build support for them among the public, community organizations and local agencies.
- Communicate with local, state and federal policymakers about matters pertaining to student achievement, district programs and public education.

How to use your *Board Self-Evaluation Results*







When?

The board should schedule a special open-session conversation/discussion meeting to review the results of this survey.

Guide to the Report

The report provides the board with perception data - how trustees individually perceive the board's effectiveness. The range of scores across topics will help the board identify areas in which board members might achieve greater collective clarity in fulfilling their governance responsibilities. The results are color-coded for ease of interpretation.

Color	Distribution of Ratings	Implications
	All board members rated this item as <i>Almost Always</i> or <i>Often</i>	A strength for all members
	A majority of board member rated these items as <i>Almost Always</i> or <i>Often</i>	A strength for majority of members
	A majority of board member rated these items as <i>Less Often</i> or <i>Rarely</i>	An area of growth for majority of members
	All board members rated this item as <i>Less Often</i> , <i>Rarely</i> , or <i>Not Sure</i>	An area of growth for all members

The board can improve its cohesiveness by discussing the range of responses, learning each member's rationale for his/her ratings. In some cases, the board may find that members have different expectations for what deserves an 'Almost always' vs. an 'often,' but that there is general agreement on how the board is performing.

How to structure the board conversation

As the board discusses these results, remember a few critical points:

- The report displays a range of perceptions, *not facts*.
- Focus your discussion on what matters most.
- Each member should practice empathetic listening and work to understand the views of other board members.
- It's okay to differ in opinion; you don't always need to agree, but *you do need to understand*.

Step 1: Confirm the strengths. (Green)

Step 2: Confirm the areas for growth. (Red)

Step 3: Identify areas where perceptions are mixed. (Blue or Yellow)

Step 4: Focus.

From the results from steps 2 and 3 above, the board should agree on the three to five most important areas for improving board performance. The board should answer the question: *Which areas of improvement will be most beneficial to the board and the district?*

Step 5: Set goals.

Set specific, measurable, time-bound goals with success indicators for improving board performance in each area.

Step 6: Schedule board development workshops throughout the year and add them to your Governance Calendar.

If you would like help: CSBA's *Governance Consulting Services* provides board development coaching and guidance. If you would like to discuss how these services can be tailored to meet your particular needs, please call us at 916-669-3293 or to request a board self-evaluation visit <http://bse.csba.org>.

Board Self-Evaluation Result

Alum Rock Union ESD



1. Conditions of Effective Governance

Number of members responded

Almost Always	Often	Less Often	Rarely	Not Sure
---------------	-------	------------	--------	----------

Board unity

1. The board is focused on achievement for all students.		0	2	2	0	1
2. The board is committed to a common vision.		0	0	4	0	1
3. The board stays focused on district priorities.		0	1	2	1	1
4. The board works well together.		0	1	3	0	1
5. The board commits the time to become informed.		1	2	1	0	1
6. Individual board members do not undermine board decisions.		0	1	3	0	1

Roles and responsibilities

7. Board members agree on the role and responsibilities of the board and the superintendent.		0	1	1	2	1
8. Board members follow board agreements regarding speaking for the board.		1	0	3	0	1
9. Board members keep confidential matters confidential.		0	0	2	2	1
10. The board gives direction to the superintendent only at board meetings.		0	1	1	2	1
11. Individual board members do not attempt to direct the superintendent.		0	0	1	3	1

A strength for most members

A strength for simple majority

Area of growth for simple majority

Area of growth for most members

1. Conditions of Effective Governance

Number of members responded

		Almost Always	Often	Less Often	Rarely	Not Sure
Board culture						
12. The board treats the superintendent with respect.		0	2	2	0	1
13. The board manages internal conflicts in a productive manner.		0	1	2	1	1
14. Board members follow agreements on how they will act towards each other.		0	1	2	1	1
15. Board members treat each other with respect.		0	2	2	0	1
16. Board members demonstrate they understand other perspectives.		0	2	2	0	1
17. Board members usually discuss questions about agenda items with the superintendent prior to the board meeting.		0	3	0	0	2
Board operations						
18. The board governs within board-adopted policies, bylaws and protocols to manage board operations.		0	3	1	0	1
19. Board members receive timely information.		1	1	2	0	1
20. Board members receive adequate information.		1	1	2	0	1
21. All board members receive the same information.		2	1	1	0	1
22. Board members follow agreements about how to request clarifying or additional information about agenda items.		0	1	2	0	2
23. Board members follow agreements on how to bring up new ideas.		0	0	3	0	2
24. Board members follow agreements on how concerns from the community will be handled.		0	1	3	0	1

A strength for most members

A strength for simple majority

Area of growth for simple majority








Area of growth for most members

1. Conditions of Effective Governance





Number of members responded

Almost Always	Often	Less Often	Rarely	Not Sure
---------------	-------	------------	--------	----------

Board meetings

25. The board agrees on the role of the board president in managing board meetings.		2	0	1	1	1
26. Board meeting agendas reflect district priorities.		2	2	0	0	1
27. Board members come to meetings prepared.		1	2	0	1	1
28. The board effectively uses data in its decision-making.		0	1	2	1	1
29. The board confines its meetings to a reasonable length of time.		0	1	2	1	1
30. There is a good relationship between how long the board spends on an agenda item and the importance of the item.		0	0	3	1	1
31. The board effectively manages community input at board meetings.		0	3	0	1	1

Board development

32. The board agrees on the process for identifying officers.		0	2	1	1	1
33. The board plans for the development and training of the board.		0	2	1	1	1
34. The board effectively orients new members.		0	0	1	2	2
35. The board reviews its governance agreements regularly.		1	0	2	1	1



A strength for most members



A strength for simple majority















Area of growth for simple majority





Area of growth for most members


2. Board Responsibilities


Number of members responded

		Almost Always	Often	Less Often	Rarely	Not Sure
Setting direction						
36. The board provides opportunity for community input when developing the district's mission, core beliefs and vision.		1	2	1	0	1
37. The board adopts long-range priorities.		0	0	4	0	1
38. The board uses the district's mission, core beliefs and vision to drive district performance.		0	0	2	1	2
39. The board adopts clear and measurable indicators to assess district performance.		0	1	2	1	1
Structure						
40. The board adopts a fiscally responsible budget aligned to the district's vision and goals.		0	2	2	0	1
41. The board regularly monitors the fiscal health of the district.		0	3	1	0	1
42. The board has an effective process to review, revise and adopt policies.		0	2	2	0	1
43. The board establishes priorities for the district's collective bargaining process that support the district vision and goals.		0	2	1	1	1
Support						
44. The board demonstrates commitment to district priorities and goals.		0	1	1	1	2
45. The board demonstrates support for the superintendent in carrying out board directives.		0	1	1	2	1
46. The board is represented at key district events.		1	1	2	0	1
47. The board celebrates district accomplishments.		1	1	1	1	1

 A strength for most members









 A strength for simple majority


 Area of growth for simple majority


 Area of growth for most members


2. Board Responsibilities


Number of members responded

		Almost Always	Often	Less Often	Rarely	Not Sure
Accountability						
48. The board monitors student progress against established benchmarks.		0	1	1	2	1
49. The board monitors progress towards district goals based on established success indicators.		0	1	2	0	2
50. The board monitors the implementation of the adopted budget.		0	1	2	1	1
51. The board monitors the implementation of board policies.		0	2	2	0	1
52. The board evaluates the performance of the board.		0	0	3	1	1
53. The board evaluates the performance of the superintendent based on established expectations.		0	0	3	1	1
Community leadership						
54. The board uses cohesive messages to communicate district priorities, goals and needs.		0	1	2	1	1
55. The board provides community leadership on educational issues.		0	1	2	1	1
56. The board pursues partnerships to support district efforts.		0	1	2	1	1
57. The board advocates on behalf of students and public education at the local, state and federal levels.		0	1	3	0	1
58. The board informs the community on district priorities, progress, needs and opportunities for involvement.		0	1	3	0	1

 A strength for most members

 A strength for simple majority

 Area of growth for simple majority

 Area of growth for most members



Governance Handbook

The Board of Education is entrusted by the community to uphold the Constitutions of California and the United States, to protect the public interest in schools, and to ensure that a high quality education is provided to each student. School districts and county offices of education are governed by boards, not by individual trustees. While understanding their separate roles, the board and superintendent work together as a “governance team.” This team assumes collective responsibility for building unity and creating a positive organizational culture in order to govern effectively. To operate effectively, the Board and Superintendent must have a unity of purpose, an understanding of roles and responsibilities, governance standards and protocols.

Board of Trustees

Valerie Mansfield
Larry Reilly
Bonnie Turnbull
Lauri Kemper
Jon Hetherton

Superintendent

Todd Cutler, Ed.D.

Vision Statement

Discover and foster the unique talents and potential of all students

This handbook outlines the governance team’s work on the creation of a framework for effective governance. This involves ongoing discussions about unity of purpose, governance standards, roles, and protocols for formal structures that enable the governance team to continue to perform its responsibilities in a way that best serves all students.

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About California school boards

School boards govern California's nearly 1,000 school districts serving 6.2 million students

1 School board members are individually elected by the community they serve



- Each school district is governed by a school board that is accountable for the performance of schools in their district.
- They represent the community's diverse beliefs and values.
- School board members are residents of the school district they serve and come from all walks of life — doctors, lawyers, homemakers, teachers, architects, truck drivers, professors, business owners, real estate agents and more.

2 School boards govern at board meetings



- Hiring and evaluating the superintendent
- Adopting district policies
- Approving Local Control Accountability Plans
- Adopting and monitoring budgets
- Monitoring district performance and student achievement
- Actively listening to public comments

3 School boards serve the community



- Listening to their ideas
- Engaging them in setting the district mission and goals
- Making student achievement a priority
- Advocating on important K-12 policy issues for all students
- Representing the district at community events
- Ensuring accountability for student and district performance

4 School board members give the gift of time



- Preparing for and attending board meetings
- Responding to constituents
- Participating in board training and development
- Attending community events

To learn more about your school board or attend an upcoming meeting, contact a local school board member or the district superintendent's office.



California School Boards Association | 3251 Beacon Blvd.,
West Sacramento, CA 95691

The Busy Life of a LTUSD Board Member

School board members are a diverse group united by a common goal: supporting students and improving their academic and social outcomes. A school trustee is called to public service with the intention of making a difference in the lives of children and families in their community. They are responsible for the continuous improvement and effectiveness of educational programs, the district's fiscal health, and providing opportunities for student growth and achievement. Below is a description of the LTUSD Board Member's commitment:

1. **Two Board meetings a month** for 7 of the 12 months on the 2nd and 4th Thursday of each month. February, April, July, November and December have one meeting and the December meeting is the Annual Organizational Meeting. Generally, Board meetings start at 5:00pm and end by 8:00pm. At times, Board meetings can last into the 9:00 pm hour. Depending on the Board member, Board meeting material can take anywhere from 2 hours to 8 hours to review and prepare for the meeting.
2. **Board Agenda Review meetings** occur on the Monday prior to a Board meeting. These meetings are scheduled for 1 hour. Board members are asked to have reviewed the Board material and prepared any questions for the meeting. The Superintendent will be ready to highlight important information and answer questions. Meetings may be scheduled around a Board Member's work or other obligations.
3. **Special Board Meetings** are scheduled as needed. Topics can range from Superintendent evaluation, Board annual evaluation, current issue, etc.
4. **Board Education Workshops** are scheduled regularly to enhance the Board's knowledge and ability to work as a successful governance team. For example, the Board did a read/study of the book "The Governance Core" during the 2021/22 school year and discussed one chapter per month for 9 months. Other opportunities for learning and personal/professional growth are offered by California School Boards Association (CSBA) and through LTUSD's Staff Development program.
5. **A Board Retreat** is scheduled at least once per year. This meeting has been traditionally scheduled in the month of January on a Friday evening and Saturday. The intent of this annual meeting is to review the District's Vision and Mission Statements, along with the Board's Goals. Along with these topics the Board engages in a professional learning of a topic that aligns with the District's and Board's goals.

6. **CSBA Annual Education Conference** is held in the first week of December from Wednesday through Saturday. All board members are asked to attend in an effort to improve the understanding of the work of a board member.
7. **Special Events** that happen in our community and within El Dorado County are also part of the Board member's year. Though not required, many of the community events are encouraged.
8. **School Activities** occur quite regularly at each of our schools and a large number at STHS. Board members are encouraged to attend when possible.
9. **Pay and Benefits** currently include a \$240 per month stipend and the option to join the District's group health insurance plan at the same rate as employees.

More information about the School Board's role:

[The School Board Role in Creating the Conditions for Student Achievement](#)

[School Boards in Action](#)

[What It Takes to Lead: The role and function of California's school boards](#)

LTUSD's Motto, Vision and Mission

Motto:

- **Navigating** the Path to Success

Vision Statement:

- **Discover** and foster the unique talents and potential of all students

Mission Statement:

- **Cultivating** a collaborative, nurturing environment which embraces diversity, promotes equity, and develops confident lifelong learners resulting in academic excellence, civic responsibility, and emotional & physical wellness.

Taglines/Branding:

- "Navigate, Discover, Cultivate, Achieve"
- "Path to Success"

LTUSD School Board's Goal and Priorities

Goal:

- Develop a strong district-wide team that builds a culture of shared leadership and ownership of all student outcomes.

Priorities:

- Student preparation and performance
 - Achievement is attainable for all student groups with a commitment for all students to meet or exceed standards.
- Culture, Engagement and Teamwork
 - Promote communication with stakeholders that embraces engagement around the belief that all students are valued and will achieve.
- Professional Growth and Learning
 - A commitment for continuous learning and growth to achieve our goals for student success (All staff, Board Members, and Parents).
- Safety
 - A place where every person feels safe, secure, and has a sense of belonging, so learning and achievement can occur.

Unity of Purpose

The Board of Education and the Superintendent believe that its primary responsibility is to act in the best interests of every student in the district. The Board and Superintendent also have major commitments to parents/guardians, all members of the community, employees, the state of California, laws pertaining to public education, and established policies of the district. To maximize effectiveness and public confidence in district governance, Board members and the Superintendent are expected to govern responsibly and hold themselves to the highest standards of ethical conduct while representing a shared unity of purpose.

- 1. We keep the District focused on learning and achievement for all students.*
- 2. We communicate a common vision.*
- 3. We ensure that a safe and appropriate educational environment is provided to all students.*
- 4. We are here to serve the community.*
- 5. We ensure opportunities for the diverse range of views in the community to inform board deliberations.*
- 6. We value, advocate for, and support public education.*
- 7. We assume the public comes to the Boardroom with good intentions and we honor their concerns and opinions.*
- 8. We support opinions with evidence and facts.*
- 9. We put aside personal and political preferences and opinions so that students' needs and priorities drive our decisions.*
- 10. We recognize and appreciate the professional judgment of our staff and their commitment to our schools and students.*
- 11. We operate in a unified, cohesive manner with a unity of purpose rooted in action and driven by ethical imperatives.*
- 12. We serve as a model for the value of lifelong learning.*

Roles and Responsibilities

These roles and responsibilities represent core functions that are fundamental to a school system's accountability to the public. Authority is granted to the Board as a whole, not each member individually. Therefore, board members fulfill these responsibilities by working together as a governance team with the superintendent to make decisions that will best serve all the students in the community.

The role of Trustees is to stay focused on the big picture while fulfilling five responsibilities in a series of job areas. These five responsibilities are:

- We set the direction.
- We establish the structure.
- We provide support.
- We ensure accountability.
- We act as community leaders.

We carry out these responsibilities in each of the following job areas:

- Setting the District's Direction
- Student Learning and Achievement
- Finance
- Facilities
- Human Resources
- Policy
- Judicial Review
- Collective Bargaining
- Community Relations and Advocacy

The Superintendent assists the Board in carrying out its responsibilities in each of the job areas, and leads the staff toward the accomplishment of the agreed upon District vision, mission, and goals.

Board Governance Standards

Effective boards make a commitment to govern responsibly and effectively. Board Governance Standards are designed to guide the collective work of the board in their responsibility to protect the public interest in schools and ensure that a high quality education is provided to each student. The standards also provide a framework for board members and the superintendent to work together as a governance team.

1. Board members understand the distinction between the Board roles and District staff roles and delegate administrative functions to the Superintendent.
2. Board members never discuss confidential personnel matters, confidential negotiations matters, or any matters discussed in closed session, with members of the bargaining unit, public, or staff.
3. No individual board member will make or appear to make a decision which appropriately should be made by the entire board. There are five board members. “I have only one equal vote.”
4. Each member of the team accepts responsibility for making the team successful.
5. Appointments are made by the Superintendent, but only in consultation with the school board. Personnel changes are to be recommended by the Superintendent. Board input will include only significant and relevant data – never the “pushing” or “pushing out” of individuals.
6. Board members are encouraged to be aware of their conversations involving the business of the board to ensure that their conversations outside of a noticed meeting, either directly or indirectly, involve less than a majority of the board (Brown Act).
7. Loyalty to the entire team includes:
 - a. Participate in the discussion of issues and listening patiently and respectfully
 - b. Being civil and striving to understand points of view
 - c. Respect and acknowledge each individual’s thoughts and opinions.
 - d. Accept and live with the action of the Board – prior disagreements are deemed closed after action is taken
 - e. Read board packets prior to meeting, bring questions or concerns prior to the meeting
 - f. Attendance at meetings is given highest priority
8. The board will conduct regular and timely evaluations of the superintendent based on the vision, goals and performance of the district, and ensure that the superintendent holds district personnel accountable.
9. The board will periodically evaluate its own effectiveness.

Board Protocols

Protocols provide specific guidelines within which the board will function. The following are agreed upon norms, procedures, and protocols required for the board to work in a cohesive, consistent, and professional manner.

1. Discussions are conducted professionally, exhibiting attentive listening, mutual respect, politeness and calm, despite different opinions.
2. New issues or items raised during public comment at a school board meeting will be referred to the Superintendent, and the Superintendent will respond accordingly.
3. Ideally, questions and clarification of board agenda items are to be communicated to the Superintendent prior to the board meeting.
4. Any substantive complaint or concern made to a board member by the community is to be referred to the Superintendent who shall provide a response back to the entire Board in a timely manner.
5. Individual requests for reports, surveys, projects, etc., will be directed only to the Superintendent and responses will be directed to the entire board.
6. Rumor and innuendo information are not to be pursued except by and in the judgment of the Superintendent.
7. Board members should not come between the Superintendent and his/her staff as this may undermine the Superintendent's authority.
8. Any concern reported to the Superintendent by a board member is to receive the appropriate priority, with the disposition of the matter communicated to all of the Board.
9. With the exception of campaigning for office during election season, individual board members will not use the media as a personal forum. The Superintendent is the district designee to talk to the press/media. The Superintendent may consult with Board members to develop a public statement.
10. Board members will make their best effort to meet with the Superintendent, individually, prior to every board meeting.

Lake Tahoe Unified School District
Resolution No. _____
Resolution to Adopt Board Governance Handbook

WHEREAS, local boards of education are entrusted by their diverse communities to uphold the Constitution, protect the public interest in schools and ensure that a high quality education is provided to each student; and

WHEREAS, local boards must govern responsibly and effectively on behalf of the students and communities they serve; and

WHEREAS, the intent of this resolution is to build unity, create a positive organizational culture, improve the effectiveness of the Board's leadership and governance, and thereby, operate on established Board governance standards, roles, and protocols which act as guidelines for the conduct of effective Board-Superintendent relations and Board meetings; and

WHEREAS, because boards can only perform their governance work at board meetings, and they have limited time and often extensive issues that require their attention, the efficiency of these meetings is critical to effective governance; and

WHEREAS, the Board Governance Standards, Protocols and Unity of Purpose will be utilized to enhance our District's effectiveness and to help our community and families to better understand the structure and function of the School Board and Superintendent; and

WHEREAS, the Board of Education and the Superintendent of Lake Tahoe Unified School District, have agreed upon the following Unity of Purpose, Roles and Responsibilities, Board Governance Standards, and Board Protocols, which shall be reviewed and updated as changes in board composition and superintendent leadership occur. Now, therefore,

BE IT RESOLVED that the Lake Tahoe Unified School District hereby adopts the LTUSD Board Governance Handbook this _____ day of _____, _____ at a regular meeting of the Board of Education, by the following vote:

AYES:
NOES:
ABSENT:

Attest: _____
Board President

SAMPLE
Board and Superintendent Protocols

The purpose of these protocols is to provide a basic set of professional standards by which the Board of Trustees and the Superintendent are to function as a team.

1. All will define and understand the difference between administration and policy-making and respect the roles of each other.
2. During a meeting, board members, when interacting with the public, will not make statements which could be interpreted as having a full team concurrence.
3. All conversations taking place in closed sessions will remain absolutely confidential.
4. Each member of the team accepts responsibility for making the team successful.
5. New issues or items raised at a public meeting or otherwise that are concerning school operations will be referred to the Superintendent, and the Superintendent will respond accordingly.
6. No individual board member will make or appear to make a decision which appropriately should be made by the entire board. There are five board members. "I am only one equal vote."
7. All board members are to be apprised by the Superintendent in a timely manner of any incident to which they may be called upon to answer and explain.
8. Each member of the team is to be treated with dignity and respect.
9. Board meeting attendance is to be given the highest priority.
10. Questions and clarification of board agenda items are to be communicated to the Superintendent prior to the board meeting, and the Superintendent will respond in a timely and efficient manner.
11. Individual requests for reports, surveys, projects, etc., will be directed only to the Superintendent and responses will be directed to the entire board.
12. Every member of the team is honorable, honest, and dedicated to the success of the students and staff of the district.

13. Appointments are made by the Superintendent, but only in consultation with the school board. Personnel changes are to be recommended by the Superintendent. Board input will include only significant and relevant data – never the “pushing” or “pushing out” of individuals.
14. Unsubstantiated rumor, innuendo and information from anonymous sources are not to be pursued except by and in the judgment of the Superintendent.
15. Any substantive complaint made to a board member by the community is to be referred directly to the Superintendent who shall provide response back to the entire Board in a timely manner.
16. No individual board member is to come between the Superintendent and his/her staff and members in an attempt to undermine the Superintendent. Board members, as their time permits are encouraged to visit school sites and attend school functions, but will not interrupt instruction or employees at work. All substantive contacts between a board member and staff are to be reported to the Superintendent as soon as possible.
17. There shall be no one who divides or manipulates board members. All team members will seek accommodation and compromise.
18. Team members never discuss confidential personnel or confidential negotiations matters with members of the bargaining unit, public, or staff.
19. Any concern reported to the Superintendent by a board member is to receive the appropriate priority, with the disposition of the matter communicated to all of the Board.
20. Individual board member will not use the media as a personal forum. The Superintendent is the district designee to talk to the press/media. The Superintendent may consult with Board members to develop a public statement.
21. Loyalty to the entire team includes;
 - a. Participate in the discussion of issues and listen patiently and respectfully
 - b. Being civil and striving to understand
 - c. Respecting each individual’s opinion
 - d. Accept and live with the action of the Board
 - e. Read board packets prior to meeting, bring questions or concerns prior to the meeting
22. All significant administrative actions are to be communicated regularly to all board members.

23. All team members shall be tolerant of unintentional mistakes that may occur which should not be attributed to unwillingness to be a team member.
24. Prior disagreements on decisions will be deemed to be closed after action is taken.
25. Every action by a member of the team should be directed toward improving the educational program for students.
26. Each board member shall make a courteous effort to share opportunity to comment.
27. Remember Board members are here to serve the community.
28. Board members will make their best effort to meet with the Superintendent, individually, at least once per month.

