





# 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 AGENDA Thursday, October 28, 2021 4:00 PM GRIZZLY HILL SCHOOL RM 8

		The TRES D Board of Trustees will participate face-to-face with via Zoom Teleconference option. The public also has access through Zoom in order to observe and address the meeting. Please contact the District Office at (530) 265-9052 for access information. This meeting is being held pursuant to the procedures established in Executive Order N-29-20 issued by California Governor Gavin Newsom on March 17, 2020. All board members may attend the meeting by teleconference. Members of the public may also attend via Zoom in order to observe and address the meeting.		
		<b>1.</b>	<b>CALL TO ORDER</b>	
		<b>2.</b>	<b>ROLL CALL</b>	
Action		<b>3.</b>	<b>APPROVAL OF the October 28<sup>th</sup>, 2021 REGULAR AGENDA -- Malik Goodman (Goldenrod)</b>	
		<b>4.</b>	<b>PUBLIC COMMENT</b> 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)	
Action		<b>5.</b>	<b>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.</b>	
		<b>A.</b>	Approval of September 14 <sup>th</sup> , 2021 Regular Board Meeting Minutes (Mint)	
		<b>B.</b>	Approval of September 14 <sup>th</sup> , 2021 Special Board Meeting Minutes (Mint)	
		<b>C.</b>	Approval of September 2021 Warrants Lilac	
		<b>6.</b>	<b>REPORTS</b>	
Discussion/Info.		<b>A.</b>	Family Resource Center Report -- Diana Pasquini	
Discussion/Info.		<b>B.</b>	Washington School Report -- Melissa Madigan/Adam Percy	
Discussion/Info.		<b>C.</b>	Oak Tree Preschool Report -- Pam Langley/Melissa Madigan	
Discussion/Info.		<b>D.</b>	Board Report -- Malik Goodman	
Discussion/Info.		<b>E.</b>	SIG Fire Report- Melissa Madigan	
		<b>7.</b>	<b>DISCUSSION/ACTION ITEMS</b>	
Discussion/Action		<b>A.</b>	Dream a Difference- Melissa Madigan	

Discussion/Action	<b>B.</b>	Comfort Plumbing Washington School Sink Proposal – <i>Ed Acosta (Salmon)</i>	
Discussion/Action	<b>C.</b>	Resolution #21-09 AB 361 – <i>Melissa Madigan (Blue)</i>	
Discussion/Action	<b>D.</b>	Halloween – <i>Lorien Whitestone</i>	
Discussion/Action	<b>E.</b>	New Hires/Resignation (Classified)– <i>Melissa Madigan</i>	
Discussion/Action	<b>i.</b>	Kacy Todirita: Grizzly Hill School Aide	
	<b>ii.</b>	Julie Child: Grizzly Hill School Aide	
Discussion/Action	<b>iii.</b>	Aude Demons: Grizzly Hill School Aide	
Discussion/Action	<b>iv.</b>	Michael Brewer: Washington School Maintenance II	
	<b>v.</b>	Alejandro Rodriguez: Maintenance/Grounds/Custodial (Resignation)	
Discussion/Action	<b>F.</b>	Board Vacancy/Decision to Appoint New Board Member or Hold Special Election- <i>Malik Goodman (Yellow)</i>	
Discussion/Action	<b>G.</b>	ESSER 3 Expenditure Plan- <i>Melissa Madigan (Orchid)</i>	
Discussion/Action	<b>H.</b>	OWENS Financial Report- <i>Peter Ketchand/Melissa Madigan</i>	
Discussion/Action	<b>I.</b>	Williams Act Quarterly Report (1 <sup>st</sup> Quarter, July-September) - <i>Melissa Madigan</i>	
Discussion/Action	<b>J.</b>	COVID Testing Protocol Approval from NCDPH- <i>Melissa Madigan (Tan)</i>	
Discussion/Action	<b>K.</b>	LCAP Update- <i>Melissa Madigan</i>	
Discussion/Action	<b>L.</b>	CSEA Update- <i>Val Eeberg</i>	
Discussion/Action	<b>M.</b>	TRTA Update- <i>Tiffany Caughey</i>	
	<b>8.</b>	<b>PUBLIC COMMENT ON CLOSED SESSION ITEMS</b> – <i>Malik Goodman</i>	
	<b>9.</b>	<b>CLOSED SESSION</b>	
	<b>A.</b>	Public Employee Discipline/Dismissal/Release (Government Code § 54957(b))	
	<b>10.</b>	<b>RECESS /RECONVENE - Report Out on Closed Session</b> – <i>Malik Goodman</i>	
	<b>A.</b>	Reportable Action Taken Regarding Public Employee Discipline/Dismissal/Release	
Discussion	<b>11.</b>	<b>FUTURE AGENDA ITEMS DISCUSSION</b>	
	<b>12.</b>	<b>UPCOMING MEETINGS:</b> November 9th, 2021	
	<b>13.</b>	<b>ADJOURNMENT</b>	

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)}

\_\_\_\_\_  
Malik Goodman, Board President

10/28/2021  
Date

\_\_\_\_\_  
Melissa Madigan, Superintendent/Principal

10/28/2021  
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 REGULAR MEETING MINUTES

**Tuesday, September 14, 2021 @ 4:00 PM**  
**Grizzly Hill School Room 8**  
**16661 Old Mill Road. Nevada City, CA.**

The TRES D Board of Trustees will participate in person and/via Zoom Teleconference. The public also has access through Zoom in order to observe and address the meeting. Please contact the District Office at (530) 265-9052 for access information. This meeting is being held pursuant to the procedures established in Executive Order N-29-20 issued by California Governor Gavin Newsom on March 17, 2020. All board members may attend the meeting by teleconference. Members of the public may also attend via Zoom in order to observe and address the meeting.

	<b>1. CALL TO ORDER</b>	
	The regular meeting of the Twin Ridges Elementary School District Board of Trustees was called to order at 4:08 PM on Tuesday, September 14 <sup>th</sup> , 2021.	
	<b>2. ROLL CALL</b>	
	Three members were present; a quorum was established.	
	Malik Goodman Rachel Kozloski Lorien Whitestone Hilary Hulteen Mindi Morton	Present Absent Present Present Absent
Action	<b>3. APPROVAL OF September 14<sup>th</sup>, 2021 REGULAR BOARD MEETING AGENDA</b>	
	Lorien Whitestone moves to approve the September 14 <sup>th</sup> , 2021 regular meeting agenda with changes to 7N from 2021-2022 to 2020-2021, Hilary Hulteen seconds, motion approved (3/0/2/0) as follows:	
	Malik Goodman Rachel Kozloski Lorien Whitestone Hilary Hulteen Mindi Morton	Yes Absent Yes Yes Absent
	<b>4. PUBLIC COMMENT</b>	
	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)	
	No public comment.	

Action	<b>5. CONSENT ITEMS</b> 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	<b>A.</b> Approval of the August 10 <sup>th</sup> , 2021 Regular Board Meeting Minutes.										
	Lorien Whitestone moves to approve the August 10 <sup>th</sup> , 2021 regular board meeting minutes. Hilary Hulteen seconds. Motion approves (3/0/2/0) as follows:										
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Rachel Kozloski	Absent										
Lorien Whitestone	Yes										
Hilary Hulteen	Yes										
Mindi Morton	Absent										
Action	<b>B.</b> Approval of the August 18 <sup>th</sup> , 2021 Special Board Meeting Minutes.										
	Lorien Whitestone moves to approve the August 18 <sup>th</sup> , 2021 special board meeting minutes. Hilary Hulteen seconds. Motion approves (3/0/2/0) as follows:										
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Lorien Whitestone	Yes										
Hilary Hulteen	Yes										
Mindi Morton	Absent										
Action	<b>C.</b> Approval of the August 20 <sup>th</sup> , 2021 Special Board Meeting Minutes.										
	Hilary Hulteen moves to approve the August 20 <sup>th</sup> , 2021 special board meeting minutes. Lorien Whitestone seconds. Motion approves (3/0/2/0) as follows:										
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Action	<b>D.</b> Approval of the August 2021 Warrants.										
	Lorien Whitestone moves to approve the August 2021 warrants. Hilary Hulteen seconds. Motion approves (3/0/2/0) as follows:										
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	<b>6. REPORTS</b>										
Discussion	<b>A.</b> Family Resource Center Report- <i>Diana Pasquini/Kristin Shea</i>										
	The FRC presented visitor data for July through mid-August. The food pantry is currently the most used service. There are upcoming classes, such as a dance movement class for children and GED Adult Education classes will be on Wednesdays, start date for these activities TBD.										
Discussion	<b>B.</b> Washington School Report- <i>Rachel Kozloski</i>										
	Rachel Kozloski arrives at 4:13pm via Zoom. Adam Percy is taking care of landscaping work in addition to teaching. The generator has arrived in Washington.										

Discussion	<b>C.</b>	Little Acorns Preschool Report- <i>Pam Langley/Melissa Madigan</i>										
		Little Acorns Preschool has around a 70% attendance rate. Parents had concerns about the heavy smoke and COVID-19. With the smoke clearing, parents are returning. Students have responsibility within the preschool, like watering/tending to the garden. Oak Tree employees are following the same COVID-19 protocols as all TRESA Staff. They will follow the October 15 <sup>th</sup> testing requirement per the California Department of Public Health. The academic preparation in their natural play will bring many benefits when they enter TK/K.										
Discussion	<b>D.</b>	Board Report- <i>Malik Goodman</i>										
		Lorien Whitestone would like to present the staff survey results at the next regular board meeting on October 12 <sup>th</sup> .										
	<b>7.</b>	<b>DISCUSSION/ACTION ITEMS</b>										
Discussion/Action	<b>A.</b>	New Teacher Hire Katrina Mitchell 1.0 FTE 6 <sup>th</sup> Grade Teacher at Grizzly Hill School – <i>Melissa Madigan</i>										
		<p>Melissa Madigan presented Katrina Mitchell's bio. She's lived in several countries and taught 2<sup>nd</sup> grade in Uganda for two years. She enjoys travelling and creative writing. She has an excellent skillset working with a variety of learning styles, ability levels, enthusiasm. She is excited to work at Grizzly Hill School.</p> <p>Lorien Whitestone moves to approve the hiring of Katrina Mitchell as a 1.0 FTE 6<sup>th</sup> grade teacher at Grizzly Hill School. Hilary Hulteen seconds. Motion approves (4/0/1/0) as follows:</p>										
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Discussion/Action	<b>B.</b>	Oak Tree School Orchard Proposal – <i>Jenifer Bliss</i>										
		<p>Jenifer Bliss and Melanya Gonshorowski are in attendance to present the Oak Tree Park Community Orchard Proposal. The intention for the orchard is to provide food, shade, and beauty to the area. This is a long-term project to benefit the community in the future. The orchard would bring more people to the library and FRC. This project would need permission to use the water. Malik Goodman is concerned about water rights. Suggests we need legal counsel to ensure that TRESA maintains control of the water rights. If water rights change in the future, TRESA would like to make sure water rights stay within their control.</p> <p>Malik Goodman requests to form a water committee, including legal counsel, a member of parks and recreation, and an Oak Tree Park representative, to holistically discuss water rights/water permission and the proposed orchard.</p>										
Discussion/Action	<b>C.</b>	ASES STEM Purchase- <i>Sunshine Bender</i>										
		Sunshine Bender presented a video for Glowforge, a product that can make ornaments, jewelry, 3D puzzles and more. This is an opportunity for hands-on learning for students that's also a part of STEM. This will be used for the after-school program using ASES funds. Sunshine is asking to purchase three Glowforge Pro machines at \$5,995 each with three air filters at \$995 each. This will be estimated at around \$21,000 total.										

		Lorien Whitestone moves to approve the ASES STEM purchase of three Glowforge PRO plus three air filters. Hilary Hulteen seconds, motion carries (4/0/1/0) as follows:	
		Malik Goodman Rachel Kozloski Lorien Whitestone Hilary Hulteen Mindi Morton	Yes Yes Yes Yes Absent
<i>Discussion/Action</i>	<b>D.</b>	Surplus Lumber Rack – <del>Sunshine Bender</del>	
		<p>Grizzly Hill School has a surplus lumber rack that is not used/needed anymore. An individual offered to purchase this lumber rack. Sunshine is seeking board approval for selling this item and is asking the board what an appropriate price would be for the lumber rack. Darlene Waddle says this surplus item should advertised for the public to have fair access to bid on, this could be advertised on the Grizzly Hill website or Ebay. The board agrees to sell the surplus lumber rack to the highest bidder, at a starting price of \$400.</p> <p>Hilary Hulteen moves to approve the selling of the surplus lumber rack at a starting bid of \$400. Rachel Kozloski seconds, motion carries (4/0/1/0) as follows:</p>	
		Malik Goodman Rachel Kozloski Lorien Whitestone Hilary Hulteen Mindi Morton	Yes Yes Yes Yes Absent
<i>Discussion/Action</i>	<b>E.</b>	Replacing the Well Head at Grizzly Hill School- <del>Melissa Madigan</del>	
		<p>The water tanks at Grizzly Hill School have been almost empty for a few weeks, this is because of the above-ground well-head that is very old and broken. Lorien Whitestone wants to know if the well is under any kind of warranty. Melissa Madigan will confirm that this has a manufacturer's warranty since the well motor was recently replaced. The cost is just above \$5000. Lorien Whitestone moves to approve the purchase of well head replacement at \$5921.20. Hilary Hulteen seconds, motion carries (4/0/1/0) as follows:</p>	
		Malik Goodman Rachel Kozloski Lorien Whitestone Hilary Hulteen Mindi Morton	Yes Yes Yes Yes Absent
<i>Discussion/Action</i>	<b>F.</b>	Safety Plan Update- <del>Freya Johnson</del>	
		<p>Freya Johnson presented the maps of evacuation routes and potential staging areas for the Grizzly Hill School Campus. A suggested improvement to make the maps more accessible would be to color coordinate the evacuation routes and potential staging areas. Freya Johnson will look into these changes. Melissa Madigan points out that we are the first district in the county to share our evacuation routes and staging areas with the Nevada County Sherriff's Department. These will be placed in classrooms on campus for easy access.</p>	
<i>Discussion/Action</i>	<b>G.</b>	Substitute Teacher Pay Raises. \$102/half day and \$170 for a full day - <del>Melissa Madigan</del>	
		<p>There is a shortage of substitute teachers in Nevada County and the substitute teachers that are in the county would like an increase in pay because of the potential</p>	

		<p>hazardous conditions in the classrooms, due to COVID-19. The County Office of Education would like to raise the substitute teacher pay to \$170 for a full day and \$102 for a half day, which represents 60% of the full day rate. Melissa Madigan is asking for board approval for these rate increases, as we will pay the county if/when we hire substitute teachers.</p> <p>Hilary Hulteen moves to approve the substitute teacher pay raises to \$102 for a half day and \$170 for a full day. Lorien Whitestone seconds, motion carries (4/0/1/0) as follows:</p>										
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<i>Discussion/Action</i>	<b>H.</b>	<b>Back to School Night- Melissa Madigan</b>										
		<p>Melissa Madigan wants to know the board's opinion on holding Back-to-School Night in-person for Grizzly Hill and Washington School. It would be great for parents to get to know the teachers and their classrooms. Families will be required to wear masks at all times when on campus. The board would like to hold a Back-to-School Night event. It is suggested that we do not serve food, or that we serve food to-go, so families do not take their masks off while on campus.</p>										
<i>Discussion/Action</i>	<b>I.</b>	<b>Flag Pole at Grizzly Hill School- Mindi Morton</b>										
		<p>A flag kit was purchased and we will hire someone to thread the flag at the top of the pole.</p>										
<i>Discussion/Action</i>	<b>J.</b>	<b>OWEN'S Financial- Mindi Morton/Peter Ketchand</b>										
		<p>OWENS Financial requests that we make an account through their system so we can download the quarterly reports. Rachel Kozloski suggests someone from administration reach out to OWENS Financial to get the accurate login for our district to have access to this information through their portal. Melissa Madigan will take this on. Peter Ketchand will continue to be on campus twice a year.</p>										
<i>Discussion/Action</i>	<b>K.</b>	<b>Update on Math and Science Curriculum- Mindi Morton</b>										
		<p>Melissa Madigan will reach out to Mindi Morton to make sure she has the same packet from the previous board meeting, regarding the adoption and timeframe for school curriculum.</p>										
<i>Discussion/Action</i>	<b>L.</b>	<b>Chef Ann Foundation- Melissa Madigan</b>										
		<p>The Chef Ann foundation is dedicated to whole-ingredient, scratch-cooking in schools. They're a 501(c)(3) found in all 50 states. They're now launching an initiative in Nevada County. We're the only district in the county that makes scratch-cooked food. If approved, Chef Ann may create a joint powers agreement with the other schools within the county to switch from centralized kitchen and processed foods to whole-ingredient, scratch-cooked meals. It is possible that our school may not be a part of this because we're already making food from scratch, or we may be involved in a different capacity. Chef Ann has visited every school site, including Grizzly Hill Campus.</p>										
<i>Discussion/Action</i>	<b>M.</b>	<b>GANN Resolution 21-08- Darlene Vradley</b>										

		<p>Darlene Waddle says we have not exceeded the GANN limit. We are at our spending limit, if we ever do exceed our limit, we can come to the board to ask to increase our spending limit. This resolution states we have not exceeded the GANN limit.</p> <p>Malik Goodman moves to have a roll call vote for the current GANN Resolution 21-08.</p> <p>Rachel Kozloski: Aye. Lorien Whitestone: Aye. Hilary Hulteen: Abstain. Malik Goodman: Yes Mindi Morton: Absent. The motion carries (3/0/1/1) as follows:</p>										
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<i>Discussion/Action</i>	<b>N.</b>	Unaudited Actuals 2020-2021- <del>Darlene Waddle</del>										
		<p>Our revenue is much higher than our expenditures due to the one-time COVID-19 funds. Our change in fair market value and investment fund this year went down by almost \$13,000. Malik Goodman asks if this is connected to allowing OWENS to buy bonds. Rachel Kozloski mentions that the last time Peter Ketchand presented to the board, he stated that money should be spent on infrastructure rather than keeping it in investments. Malik Goodman would like to invite Peter Ketchand to the next board meeting. It's recommended we spend our federal dollars first and this is in our budget plan for our supplemental dollars. As of now, we have a surplus in our general fund. We have until 2024 to spend our SR funds.</p> <p>Rachel Kozloski moves to approve the Unaudited Actuals for 2020-2021. Lorien Whitestone seconds, motion carries (4/0/1/0) as follows:</p>										
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<i>Discussion/Action</i>	<b>O.</b>	Superintendent's Report- <del>Melissa Madigan</del>										
		<p>There have been 8 positive COVID-19 cases since staff development day, not all have to do with school being in session or being in the classroom. Since the start of school, 20 students have been isolated because of close contact at school or a family member, or they have symptoms. We track their quarantines with a calendar. We have only had to temporarily close two classrooms. One was due to a lack of a staff member at Washington School and the other was precautionary because of increasing COVID-19 cases in the classroom. California Department of Public Health mandated that on October 15<sup>th</sup> we will have to test every unvaccinated staff member at least once a week. This will go to the Nevada County Public Health Department. If you are a close contact, you must be tested after day 5 and one test after day 8. You must be tested <i>after</i> day five. For our county, we must have a testing plan in place with the county officers. If we choose modified quarantine, we need parental permission. Since we do not have testing protocol in place, we will give only ten-day quarantines. This will be our protocol until we have a modified plan in place and approved.</p>										



		<p>Attendance: we have 78% of students in school, which is an accomplishment considering the challenges of COVID-19. We only have one or two unexcused absences per day.</p> <p>Mrs. Clemens, Grizzly Hill's second and third grade teacher, met with the Superintendent of Schools, Scott Lay, to show the ornaments that her classroom made for the national Christmas tree in Washington D.C. We were the only school in the county to participate.</p> <p>Spanish is happening two days a week in grades 4/5 and students from grades 7/8 are participating in the county Geography Bee.</p> <p>We are looking to have all grades make a field trip to Synergia. September 22<sup>nd</sup> will be staff development day to complete California mandated trainings, restorative justice training, and EL curriculum.</p> <p>A community member wants to put a scholarship for Twin Ridges Elementary School District graduating student(s). Melissa Madigan is working on this and will bring more details in the future.</p> <p>Sierra Harvest will be involved in our garden to make local food, flowers, and possibly a butterfly garden.</p>
<i>Discussion/Action</i>	<b>P.</b>	<b>CSEA Update- Val Boberg</b>
		The district will be negotiating with CSEA on Monday. There is no CSEA representative here.
<i>Discussion/Action</i>	<b>Q.</b>	<b>TRTA Update- Tiffany Caughney</b>
		The district will be negotiating with TRTA on Wednesday. There is no TRTA representative here.
<i>Discussion/Action</i>	<b>R.</b>	<b>LCAP Update- Melissa Madigan</b>
		County Office of Education will send us a letter as they finish our LCAP review this week. There will be more revisions coming to the LCAP. There is a redesigned LCAP template. Assembly Bill 130 includes a requirement for a one-time supplement to the 21/22 LCAP. We'll be required to include an update of the implementation of the SR3 expenditure plan. A template will arrive by November 30 <sup>th</sup> , LEAs must present the LCAP supplement to the board by the end of February in 2022. New instruction in 2022/2023 will include required goals for everyone in the district. Malik Goodman would like a Google Calendar reminder for these dates in December.
	<b>10.</b>	<b>PUBLIC COMMENT ON CLOSED SESSION ITEMS-<i>Malik Goodman</i></b>
		There is no closed session.
	<b>11.</b>	<b>CLOSED SESSION</b>
	<b>A.</b>	<b>Public Employee Discipline/Dismissal/Release (Government Code § 54957 (b))</b>

		No action taken/no closed session.
	<b>12.</b>	<b>RECESS/RECONVENE-Report Out on Closed Session- <i>Malik Goodman</i></b>
	<b>A.</b>	<b>Reportable Action Taken Regarding Public Employee Discipline/Dismissal/Release</b>
		No action taken/no closed session.
	<b>13.</b>	<b>FUTURE AGENDA ITEMS DISCUSSION</b>
		No future agenda items discussion.
	<b>14.</b>	<b>UPCOMING MEETINGS: October 12<sup>th</sup> , 2021</b>
	<b>15.</b>	<b>ADJOURNMENT: 6:05pm</b>
		This agenda was posted at least 72 hours prior to the meeting at 16661 Old Mill Rd. Nevada City, CA 95959
<b>NOTICE:</b>		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))

\_\_\_\_\_  
Malik Goodman, Board President

10/28/2021

Date

\_\_\_\_\_  
Melissa Madigan, Superintendent

10/28/2021

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 SPECIAL MEETING MINUTES

**Tuesday, September 14, 2021 @ 4:00 PM**  
**Grizzly Hill School Room 8**  
**16661 Old Mill Road. Nevada City, CA.**

The TRESB Board of Trustees will participate in person and/via Zoom Teleconference. The public also has access through Zoom in order to observe and address the meeting. Please contact the District Office at (530) 265-9052 for access information. This meeting is being held pursuant to the procedures established in Executive Order N-29-20 issued by California Governor Gavin Newsom on March 17, 2020. All board members may attend the meeting by teleconference. Members of the public may also attend via Zoom in order to observe and address the meeting.

	<b>1. CALL TO ORDER</b>
	The special meeting of the Twin Ridges Elementary School District Board of Trustees was called to order at 6:11 PM on Tuesday, September 14 <sup>th</sup> , 2021.
	<b>2. ROLL CALL</b>
	Four members were present; a quorum was established.
	Malik Goodman Present Rachel Kozloski Present Lorien Whitestone Present Hilary Hulteen Present Mindi Morton Absent
<i>Action</i>	<b>3. APPROVAL OF September 14<sup>th</sup>, 2021 SPECIAL BOARD MEETING AGENDA</b>
	Lorien Whitestone moves to approve the September 14 <sup>th</sup> , 2021 special meeting agenda. Hilary Hulteen seconds, motion approved (4/0/1/0) as follows:
	Malik Goodman Yes Rachel Kozloski Yes Lorien Whitestone Yes Hilary Hulteen Yes Mindi Morton Absent
	<b>4. PUBLIC COMMENT</b>
	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)
	No public comment.

Action	<b>5. DISCUSSION/ACTION ITEMS:</b>										
Action	<b>A. Purchase of Washington School Curriculum EL- <i>Sunshine Bender</i></b>										
	<p>Washington School has gone one quarter of the school year with no curriculum. A set date to order curriculum should be created. It is suggested to set aside a few days before school starts for teachers to become familiar with the curriculum. Teachers now have 2 hours a week to prepare curriculum. Rachel Kozloski suggests that any time a new curriculum is introduced, we should review and evaluate it to see how much training staff needs. Melissa Madigan will provide the handout of the timeline for curriculum adoption that was discussed at a previous meeting. Malik suggests that a calendar timeline for curriculum should be introduced in January/February.</p> <p>Rachel Kozloski moves to approve the purchase of Washington School Curriculum EL, Lorien Whitestone seconds. Motion carries (4/0/1/0) as follows:</p>										
	<table border="0"> <tr> <td>Malik Goodman</td> <td>Yes</td> </tr> <tr> <td>Rachel Kozloski</td> <td>Yes</td> </tr> <tr> <td>Lorien Whitestone</td> <td>Yes</td> </tr> <tr> <td>Hilary Hulteen</td> <td>Yes</td> </tr> <tr> <td>Mindi Morton</td> <td>Absent</td> </tr> </table>	Malik Goodman	Yes	Rachel Kozloski	Yes	Lorien Whitestone	Yes	Hilary Hulteen	Yes	Mindi Morton	Absent
Malik Goodman	Yes										
Rachel Kozloski	Yes										
Lorien Whitestone	Yes										
Hilary Hulteen	Yes										
Mindi Morton	Absent										
Action	<b>B. Washington School Generator Project- <i>Melissa Madigan</i></b>										
	<p>The generator is in a temporary position that needs to change. It needs to be moved to a safer location with surveillance cameras. Rachel Kozloski went to go look at the generator, it is not on campus. The generator purchase was recently approved but the project and installation need approval.</p> <p>Lorien moves to approve the purchase of the Washington school generator project and its installation. Rachel Kozloski seconds, motion carries (4/0/1/0) as follows:</p>										
	<table border="0"> <tr> <td>Malik Goodman</td> <td>Yes</td> </tr> <tr> <td>Rachel Kozloski</td> <td>Yes</td> </tr> <tr> <td>Lorien Whitestone</td> <td>Yes</td> </tr> <tr> <td>Hilary Hulteen</td> <td>Yes</td> </tr> <tr> <td>Mindi Morton</td> <td>Absent</td> </tr> </table>	Malik Goodman	Yes	Rachel Kozloski	Yes	Lorien Whitestone	Yes	Hilary Hulteen	Yes	Mindi Morton	Absent
Malik Goodman	Yes										
Rachel Kozloski	Yes										
Lorien Whitestone	Yes										
Hilary Hulteen	Yes										
Mindi Morton	Absent										
	<b>10. PUBLIC COMMENT ON CLOSED SESSION ITEMS-<i>Malik Goodman</i></b>										
	There is no public comment on closed session items.										
	<b>11. CLOSED SESSION at 6:48pm</b>										
	<b>A. Public Employee Discipline/Dismissal/Release (Government Code § 54957 (b))</b>										
	No action taken.										
	<b>12. RECESS/RECONVENE-Report Out on Closed Session- <i>Malik Goodman</i></b>										
	<b>A. Reportable Action Taken Regarding Public Employee Discipline/Dismissal/Release</b>										
	No action taken.										
	<b>13. FUTURE AGENDA ITEMS DISCUSSION</b>										
	No future agenda items discussion.										
	<b>14. UPCOMING MEETINGS: October 12<sup>th</sup> , 2021</b>										
	<b>15. ADJOURNMENT: 7:20pm</b>										

	This agenda was posted at least 72 hours prior to the meeting at 16661 Old Mill Rd. Nevada City, CA 95959
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\_\_\_\_\_  
 Malik Goodman, Board President

10/28/2021  
 Date

\_\_\_\_\_  
 Melissa Madigan, Superintendent

10/28/2021  
 Date



ReqPay05a

Payment Register

Bank Account COUNTY - AP Account

Scheduled 09/07/2021 - 09/21/2021

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
Direct Employee										
			ACOSTA, EDGAR L (000175)							
			17681 SKYLAND RD							
			NEVADA CITY, CA 95959							
2021/22	08/26/21		FUEL	EA-8-26	09/07/21	Paid	Printed	20.00		20.00
			LAWNMOWERS							
Check #	22-502241		2022 01-0000-4300-00-000-0-0000-8100-000-0000							
				BatchId	AP09092021			Check Date	09/10/21	PO#
										Register # 000150
										<b>Total Invoice Amount</b>
										<b>20.00</b>
Direct Employee										
			BENDER, SUNSHINE M (000130)							
			17448 GREEN RAVINE RD							
			NEVADA CITY, CA 95959							
2021/22	08/31/21		OFFICE MILEGE	SB-8-31	09/07/21	Paid	Printed	194.94		194.94
			AUG							
Check #	22-502242		2022 01-0000-5220-00-000-0-0000-7200-000-0000							
				BatchId	AP09092021			Check Date	09/10/21	PO#
										Register # 000150
										<b>Total Invoice Amount</b>
										<b>194.94</b>
Direct Employee										
			JOHNSON, FREYA (000199)							
			12244 MURPHY RD.							
			NEVADA CITY, CA 95959							
2021/22	08/24/21		OFFICE MILEAGE	FJ-8-24	09/07/21	Paid	Printed	62.33		62.33
			AUG							
Check #	22-502243		2022 01-0000-5220-00-000-0-0000-7200-000-0000							
				BatchId	AP09092021			Check Date	09/10/21	PO#
										Register # 000150
										<b>Total Invoice Amount</b>
										<b>62.33</b>
Direct Employee										
			MADIGAN, MELISSA R (000182)							
			10239 ANNE'S LOOP							
			TRUCKEE, CA 96161							
2021/22	08/27/21		TLC WEBINAR +	MM 32149	09/07/21	Paid	Printed	222.49		222.49
			SUPPLIES	(512823)						
Check #	22-502244		2022 01-3210-4300-00-000-0-1110-1000-000-0000							
				BatchId	AP09092021			Check Date	09/10/21	PO#
										Register # 000150
										<b>Total Invoice Amount</b>
										<b>222.49</b>
2021/22	09/02/21		TCI 6 LICENCES	MM IVN40442	09/07/21	Paid	Printed	1,209.00		1,209.00
			(INSTRUCTION)	(512823)						
Check #	22-502244		2022 01-3210-4300-00-000-0-1110-1000-000-0000							
				BatchId	AP09092021			Check Date	09/10/21	PO#
										Register # 000150
										<b>Total Invoice Amount</b>
										<b>1,209.00</b>
Check #	22-502244		2022 01-3210-4300-00-000-0-1110-1000-000-0000							
				BatchId	AP09092021			Check Date	09/10/21	PO#
										Register # 000150

Selection Sorted by AP Check Order Option, Filtered by (Org = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Schedule Date = 9/1/2021, Ending Schedule Date = 9/30/2021, Page Break by Check/Advice? = N, Zero? = Y)

011 - TWIN RIDGES ELEMENTARY SCHL DIST

Generated for Sunshine Bender (SBENDER), Oct 25 2021 4:21PM

ESCAPE ONLINE

Scheduled 09/07/2021 - 09/21/2021

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
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Direct Employee										
2021/22	08/21/21		MADIGAN, MELISSA R (000182)	(continued)						
			SUP OFFICE SUPPLIES	MM-8-21	09/07/21	Paid	Printed	84.68		84.68
Check #	22-502244		2022 01-0000-4300-00-000-0-0000-7150-000-0000							
				BatchId	AP09092021		Check Date 09/10/21		PO#	Register # 000150
								<b>Total Invoice Amount</b>		<b>1,516.17</b>

Direct Employee										
2021/22	09/07/21		MADIGAN, MELISSA R (000182)							
			10239 ANNES LOOP TRUCKEE, CA 96161							
			PLASTIC OCEAN DVD	MM-9-7	09/13/21	Paid	Printed	12.99		12.99
Check #	22-502630		2022 01-3210-4300-00-000-0-1110-1000-000-0000							
				BatchId	AP09162021		Check Date 09/17/21		PO#	Register # 000151
								<b>Total Invoice Amount</b>		<b>12.99</b>

Direct Employee										
2021/22	08/12/21		MARTINES, SHELLINE (000200)							
			14491 BOQUEST DR. NEVADA CITY, CA 95959							
			OFFICE MILEAGE AUG	SM-8-12	09/07/21	Paid	Printed	54.32		54.32
Check #	22-502245		2022 01-0000-5220-00-000-0-0000-7200-000-0000							
				BatchId	AP09092021		Check Date 09/10/21		PO#	Register # 000150
								<b>Total Invoice Amount</b>		<b>54.32</b>

Direct Employee										
2021/22	08/23/21		MITCHELL, KATRINA (000212)							
			646 E. BROAD STREET NEVADA CITY, CA 95959							
			FINGER PRINTS	KM-8-23	09/07/21	Paid	Printed	24.50		24.50
Check #	22-502246		2022 01-0000-5840-00-000-0-0000-2700-000-0000							
				BatchId	AP09092021		Check Date 09/10/21		PO#	Register # 000150
2021/22	08/28/21		CLASS SUPPLIES	KM-8-28	09/07/21	Paid	Printed	72.20		72.20
Check #	22-502246		2022 01-3210-4300-00-000-0-1110-1000-000-0000							
				BatchId	AP09092021		Check Date 09/10/21		PO#	Register # 000150
2021/22	08/29/21		TB TEST	KM-8-29	09/07/21	Paid	Printed	25.00		25.00
Check #	22-502246		2022 01-0000-5840-00-000-0-0000-2700-000-0000							
				BatchId	AP09092021		Check Date 09/10/21		PO#	Register # 000150
								<b>Total Invoice Amount</b>		<b>121.70</b>

Sorted by AP Check Order Option, Filtered by (Org = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Schedule Date = 9/1/2021, Ending Schedule Date = 9/30/2021, Page Break by Check/Advice? = N, Zero? = Y)

011 - TWIN RIDGES ELEMENTARY SCHL DIST

Generated for Sunshine Bender (SBENDER), Oct 25 2021 4:21PM



Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
Direct Employee										
			MORENO, KELLY R (000190) 27877 NEW SCHOOL RD NEVADA CITY, CA 95959							
2021/22	08/12/21		STAFF MEETING FOOD	KM-8-12 (516965)	09/21/21	Paid	Printed	199.48		199.48
Check #	22-503018	2022	01-0000-4300-00-005-0-0000-2700-000-0000	BatchId AP09232021		Check Date 09/24/21	PO#		Register # 000152	
								<b>Total Invoice Amount</b>		<b>199.48</b>
Direct Vendor										
			AALRR ATTORNEYS AT LAW (000255/1) 12800 CENTER COURT DR STE 300 CERRITOS, CA 90703							
2021/22	08/31/21		AUG LEGAL SERVICES	631842 (516965)	09/21/21	Paid	Printed	157.08		157.08
Check #	22-503019	2022	01-0000-5802-00-000-0-0000-7200-000-0000	BatchId AP09232021		Check Date 09/24/21	PO#		Register # 000152	
								<b>Total Invoice Amount</b>		<b>157.08</b>
Direct Vendor										
			ALL PHASE HEATING AND AIR INC (000251/1) 731 SOUTH AUBURN ST GRASS VALLEY, CA 95945							
2021/22	09/07/21		GH SYSTEM CHECK AC	24355958 (513725)	09/13/21	Paid	Printed	88.00		88.00
Check #	22-502631	2022	01-0000-5640-00-000-0-0000-8100-000-0000	BatchId AP09162021		Check Date 09/17/21	PO#		Register # 000151	
								<b>Total Invoice Amount</b>		<b>88.00</b>
Direct Vendor										
			ALL PHASE HEATING AND AIR INC (000251/1) 731 SOUTH AUBURN ST GRASS VALLEY, CA 95945							
2021/22	09/14/21		AC REPAIR RM 3	24489590 (516965)	09/21/21	Paid	Printed	208.00		208.00
Check #	22-503020	2022	01-0000-5655-00-005-0-0000-8100-000-0000	BatchId AP09232021		Check Date 09/24/21	PO#		Register # 000152	
								<b>Total Invoice Amount</b>		<b>208.00</b>
Direct Vendor										
			APPLE INC (000288/2) P.O. BOX 846095 DALLAS, TX 75284							

Selection Sorted by AP Check Order Option, Filtered by (Org = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Schedule Date = 9/1/2021, Ending Schedule Date = 9/30/2021, Page Break by Check/Advice? = N, Zero? = Y)

ESCAPE ONLINE

011 - TWIN RIDGES ELEMENTARY SCHL DIST

Generated for Sunshine Bender (SBENDER), Oct 25 2021 4:21PM

ReqPay05a

Payment Register

Scheduled 09/07/2021 - 09/21/2021

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
Direct Vendor										
2021/22	09/17/21	APPLE INC (00025812)	APP FOR IPAD SE (continued)	AF39901596	09/21/21	Paid	Printed	300.00		300.00
2022	01-6500-4300-00-000-0-5760-1120-000-0000			(516965)						
Check #	22-503021				BatchId	AP09232021	Check Date	09/24/21	PO#	Register # 000152
								<b>Total Invoice Amount</b>	<b>300.00</b>	

Direct Vendor										
2021/22	08/28/21	ATT (000318/1)	P.O. BOX 105068	ALANTA, GA 30348	0519347120001	0519347120001 AUG	09/07/21	Paid	Printed	83.87
2022	01-0000-5930-00-000-0-0000-8100-000-0000				(512823)					
Check #	22-502247				BatchId	AP09092021	Check Date	09/10/21	PO#	Register # 000150
								<b>Total Invoice Amount</b>	<b>83.87</b>	

Direct Vendor										
2021/22	09/06/21	ATT (000318/1)	P.O. BOX 105068	ALANTA, GA 30348	BAN 9391001368	000016998277	09/13/21	Paid	Printed	43.86
2022	01-0000-5930-00-000-0-0000-8100-000-0000				(513725)					
Check #	22-502632				BatchId	AP09162021	Check Date	09/17/21	PO#	Register # 000151
2021/22	09/06/21				BAN 9391007879	000016998501	09/13/21	Paid	Printed	470.03
2022	01-0000-5930-00-000-0-0000-8100-000-0000				(513725)					
Check #	22-502632				BatchId	AP09162021	Check Date	09/17/21	PO#	Register # 000151
2021/22	09/06/21				BAN 9391007881	000016998502	09/13/21	Paid	Printed	75.86
2022	01-0000-5930-00-000-0-0000-8100-000-0000				(513725)					
Check #	22-502632				BatchId	AP09162021	Check Date	09/17/21	PO#	Register # 000151
2021/22	09/06/21				BAN 9391007882	000016998503	09/13/21	Paid	Printed	115.88
2022	01-0000-5930-00-000-0-0000-8100-000-0000				(513725)					
Check #	22-502632				BatchId	AP09162021	Check Date	09/17/21	PO#	Register # 000151
								<b>Total Invoice Amount</b>	<b>705.63</b>	

Scheduled 09/07/2021 - 09/21/2021

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
Direct Vendor										
		ATT (000318/1)	P.O. BOX 105068 ALANTA, GA 30348							
2021/22	09/10/21		BAN 9391001369 (516965)	000017009468	09/21/21	Paid	Printed	21.74		21.74
Check #	22-503022		2022 01-0000-5930-00-000-0-0000-8100-000-0000							
				BatchId AP09232021		Check Date 09/24/21			PO#	Register # 000152
								<b>Total Invoice Amount</b>		<b>21.74</b>
Direct Vendor										
			B & C HOME CENTERS (000073/1) 2032 NEVADA CITY HIGHWAY GRASS VALLEY, CA 95945							
2021/22	08/26/21		PLUMBING PARTS FOR GARDEN	474725	09/07/21	Paid	Printed	57.87		57.87
Check #	22-502248		2022 01-0000-4300-00-005-0-0000-8100-000-0000							
				BatchId AP09092021		Check Date 09/10/21			PO#	Register # 000150
2021/22	08/31/21		BATTERIES	475255	09/07/21	Paid	Printed	62.85		62.85
Check #	22-502248		2022 01-0000-4300-00-005-0-0000-8100-000-0000							
				BatchId AP09092021		Check Date 09/10/21			PO#	Register # 000150
								<b>Total Invoice Amount</b>		<b>120.72</b>
Direct Vendor										
			B & C HOME CENTERS (000073/1) 2032 NEVADA CITY HIGHWAY GRASS VALLEY, CA 95945							
2021/22	09/10/21		MAINT SUPPLIES	476281	09/13/21	Paid	Printed	67.15		67.15
Check #	22-502633		2022 01-0000-4300-00-005-0-0000-8100-000-0000							
				BatchId AP09162021		Check Date 09/17/21			PO#	Register # 000151
								<b>Total Invoice Amount</b>		<b>67.15</b>
Direct Vendor										
			B & C HOME CENTERS (000073/1) 2032 NEVADA CITY HIGHWAY GRASS VALLEY, CA 95945							
2021/22	09/09/21		OT MAINT SUPPLIES	4761150	09/21/21	Paid	Printed	131.70		131.70
Check #	22-503023		2022 01-0000-4300-00-001-0-0000-8100-000-0000							
				BatchId AP09232021		Check Date 09/24/21			PO#	Register # 000152
2021/22	09/16/21		GH MAINT SUPPLIES	476970	09/21/21	Paid	Printed	279.90		279.90
Check #	22-503023		2022 01-0000-4300-00-005-0-0000-8100-000-0000							
				BatchId AP09232021		Check Date 09/24/21			PO#	Register # 000152

Selection Sorted by AP Check Order Option, Filtered by (Org = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Schedule Date = 9/1/2021, Ending Schedule Date = 9/30/2021, Page Break by Check/Advice? = N, Zero? = Y)

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Scheduled 09/07/2021 - 09/21/2021

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
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Direct Vendor  
 COMFORT PLUMBING SYSTEMS INC (000229/1)  
 18449 SHASTA DAM WAY  
 NEVADA CITY, CA 95959

2021/22	09/10/21		STAFF TOILET REPAIR	6665 (513725)	09/13/21	Paid	Printed	247.50		247.50
Check #	22-502634		2022 01-0000-5655-00-005-0-0000-8100-000-0000							
				BatchId	AP09162021	Check Date	09/17/21		PO#	Register # 000151
<b>Total Invoice Amount</b>								<b>247.50</b>		

Direct Vendor  
 CRANMER ENGINEERING INC (000035/1)  
 PO BOX 1240  
 GRASS VALLEY, CA 95945

2021/22	08/31/21		DW OPERATOR	GDI0378 (513725)	09/13/21	Paid	Printed	400.00		400.00
Check #	22-502635		2022 01-0000-5800-00-005-0-0000-8100-000-0000							
				BatchId	AP09162021	Check Date	09/17/21		PO#	Register # 000151
2021/22	08/31/21		BACTERIA REPEAT TEST	GDI0379 (513725)	09/13/21	Paid	Printed	180.00		180.00
Check #	22-502635		2022 01-0000-5800-00-005-0-0000-8100-000-0000							
				BatchId	AP09162021	Check Date	09/17/21		PO#	Register # 000151
<b>Total Invoice Amount</b>								<b>770.00</b>		

Direct Vendor  
 DEPARTMENT OF JUSTICE (000096/1)  
 PO BOX 944255  
 SACRAMENTO, CA 94244-2550

2021/22	08/31/21		DW OPERATOR	GDI0380 (513725)	09/13/21	Paid	Printed	190.00		190.00
Check #	22-502249		2022 01-0000-5840-00-000-0-0000-2700-000-0000							
				BatchId	AP09092021	Check Date	09/10/21		PO#	Register # 000150
<b>Total Invoice Amount</b>								<b>473.00</b>		

Direct Vendor  
 DURHAM SCHOOL SERVICES (000041/1)  
 FILE 749085  
 LOS ANGELES, CA 90074-9085

2021/22	08/31/21		FINGERPRINT	140723 AUG (512829)	09/07/21	Paid	Printed	473.00		473.00
Check #	22-502249		2022 01-0000-5840-00-000-0-0000-2700-000-0000							
				BatchId	AP09092021	Check Date	09/10/21		PO#	Register # 000150
<b>Total Invoice Amount</b>								<b>473.00</b>		

Scheduled 09/07/2021 - 09/21/2021

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
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Direct Vendor				(continued)						
2021/22	09/01/21		DURHAM SCHOOL SERVICES (000041/1)							
			AUGUST BUS SERVICE	91858561 (513725)	09/13/21	Paid	Printed	5,368.51		5,368.51
Check #	22-502636	2022	01-0000-5800-00-000-0-0000-3600-000-0000							
				BatchId	AP09162021	Check Date	09/17/21	PO#		Register # 000151
				<b>Total Invoice Amount</b>				<b>5,368.51</b>		

Direct Vendor				MICHAEL MELENDEZ (000267/1)						
				27877 NEW SCHOOL RD NEVADA CITY, CA 95959						
2021/22	09/10/21		EMERGENCY GENERATOR INSTALL	8902 (513725)	09/13/21	Paid	Printed	480.00		480.00
Check #	22-502637	2022	01-0000-5655-00-004-0-0000-8100-000-0000							
				BatchId	AP09162021	Check Date	09/17/21	PO#		Register # 000151
				<b>Total Invoice Amount</b>				<b>480.00</b>		

Direct Vendor				NAVO AND SONS INC (000195/1)						
				PO BOX 975 GRASS VALLEY, CA 95945						
2021/22	09/10/21		SEPTIC PUMP	56123700 (513725)	09/13/21	Paid	Printed	625.00		625.00
Check #	22-502638	2022	01-0000-5655-00-004-0-0000-8100-000-0000							
				BatchId	AP09162021	Check Date	09/17/21	PO#		Register # 000151
				<b>Total Invoice Amount</b>				<b>625.00</b>		

Direct Vendor				NEVADA COUNTY ENVIRON HEALTH (000066/1)						
				950 MAIDU AVE SUITE 170 NEVADA CITY, CA 95959						
2021/22	08/30/21		FA0001971	IVN0034648 (513725)	09/13/21	Paid	Printed	3,019.80		3,019.80
Check #	22-502639	2022	01-0000-5800-00-005-0-0000-8100-000-0000							
				BatchId	AP09162021	Check Date	09/17/21	PO#		Register # 000151
				<b>Total Invoice Amount</b>				<b>625.00</b>		

2021/22	08/30/21		FA0001974	IVN0034650 (513725)	09/13/21	Paid	Printed	475.44		475.44
Check #	22-502639	2022	01-0000-5800-00-001-0-0000-8100-000-0000							
				BatchId	AP09162021	Check Date	09/17/21	PO#		Register # 000151
				<b>Total Invoice Amount</b>				<b>475.44</b>		

Sorted by AP Check Order Option, Filtered by (Org = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Schedule Date = 9/1/2021, Ending Schedule Date = 9/30/2021, Page Break by Check/Advice? = N, Zero? = Y)

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Payment Register

Scheduled 09/07/2021 - 09/21/2021

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
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Direct Vendor										
2021/22	08/30/21		NEVADA COUNTY ENVIRON HEALTH (000066/1)	(continued)						
			FA0001974	INV0034650	09/13/21	Paid	Printed	(continued)		
				(513725) (continued)						
Check #	22-502639		2022 01-0000-5800-00-004-0-0000-8100-000-0000							
				BatchId	AP09162021	Check Date 09/17/21	PO#		Register #	000151
								<b>Total Invoice Amount</b>	<b>5,732.16</b>	

Direct Vendor										
			NEVADA COUNTY SUPT OF SCHLS (000015/1)							
			380 CROWN POINT CIRCLE							
			GRASS VALLEY, CA 95945							
2021/22	08/31/21		FINAL 20/21	INV21-00132	09/07/21	Paid	Printed	73,042.00		73,042.00
			EXCESS COST	(512823)						
Check #	22-502250		2022 01-6500-7142-00-000-0-5001-9200-000-0000							
				BatchId	AP09092021	Check Date 09/10/21	PO#		Register #	000150
								<b>Total Invoice Amount</b>	<b>73,042.00</b>	

Direct Vendor										
			OFFICE DEPOT (000048/1)							
			PO BOX 29248							
			PHOENIX, AZ 85038-9248							
2021/22	09/13/21		CLASSROOM SUPPLIES	190944068-001	09/13/21	Paid	Printed	289.93		289.93
				(513725)						
Check #	22-502640		2022 01-3210-4300-00-000-0-1110-1000-000-0000							
				BatchId	AP09162021	Check Date 09/17/21	PO#		Register #	000151
2021/22	09/13/21		POCKET FOLDERS	190950721-001	09/13/21	Paid	Printed	41.69		41.69
				(513725)						
Check #	22-502640		2022 01-3210-4300-00-000-0-1110-1000-000-0000							
				BatchId	AP09162021	Check Date 09/17/21	PO#		Register #	000151
2021/22	09/13/21		LOCKING FILE CABINETS	190963739-001	09/13/21	Paid	Printed	572.00		572.00
				(513725)						
Check #	22-502640		2022 01-0000-4400-00-005-0-0000-2700-000-0000							
				BatchId	AP09162021	Check Date 09/17/21	PO#		Register #	000151
								<b>Total Invoice Amount</b>	<b>903.62</b>	

Direct Vendor										
			PARS ADMIN (000016/1)							
			4350 VON KARMAN AVE							
			NEWPORT BEACH, CA 92660-2080							
2021/22	09/09/21		PARS JULY FEES	48847	09/13/21	Paid	Printed	253.53		253.53
				(513725)						
Check #	22-502641		2022 01-0000-3902-00-005-0-0000-2700-000-0000							
				BatchId	AP09162021	Check Date 09/17/21	PO#		Register #	000151

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ReqPay05a

Payment Register

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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
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Direct Vendor PG&E (000050/1)  
 BOX 997300  
 SACRAMENTO, CA 95899-7300

2021/22 09/07/21 0390455458-5 0390455458-5 SEP 09/21/21 Paid Printed 121.09 121.09

2022 01-0000-5520-00-001-0-0000-8100-000-0000 (516965)

Check # 22-503024 0588820133-1 0588820133-1 SEP 09/21/21 Paid Printed 307.52 307.52

2021/22 09/07/21 0588820133-1 0588820133-1 SEP 09/21/21 Paid Printed 307.52 307.52

Check # 22-503024 4640442670-5 4640442670-5 SEP 09/21/21 Paid Printed 23.82 23.82

2021/22 09/07/21 4640442670-5 4640442670-5 SEP 09/21/21 Paid Printed 23.82 23.82

Check # 22-503024 693122577-4 693122577-4 AUG 09/21/21 Paid Printed 576.84 576.84

2021/22 09/02/21 693122577-4 693122577-4 AUG 09/21/21 Paid Printed 576.84 576.84

Check # 22-503024 47588441545-8 47588441545-8 SEP 09/21/21 Paid Printed 354.35 354.35

2021/22 09/07/21 47588441545-8 47588441545-8 SEP 09/21/21 Paid Printed 354.35 354.35

Check # 22-503024 2022 01-0000-5520-00-004-0-0000-8100-000-0000 (516965)

2022 01-0000-5520-00-001-0-0000-8100-000-0000

Check # 22-503024 Batchid AP09232021 Check Date 09/24/21 PO#

Total Invoice Amount 1,383.62 Register # 000152

Direct Vendor PITNEY BOWES GLOBAL FINANCIAL  
 SERVICES (000317/1)  
 P.O. BOX 371887  
 PITTSBURGH, PA 15250-7887

2021/22 08/28/21 00116902107 AC# 31049339295 09/07/21 Paid Printed 169.40 169.40

2022 01-0000-5600-00-000-0-0000-7200-000-0000 (512823)

Check # 22-502251 Batchid AP09092021 Check Date 09/10/21 PO#

Total Invoice Amount 169.40 Register # 000150

Selection Sorted by AP Check Order Option, Filtered by (Org = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Schedule Date = 9/1/2021, Ending Schedule Date = 9/30/2021, Page Break by Check/Advice? = N, Zero? = Y)

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Scheduled 09/07/2021 - 09/21/2021

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
Direct Vendor										
			PRO GLASS AND MIRRORS INC. (000281/1)							
			12400 LOMA RICO DRIVE SUITE 9							
			GRASS VALLEY, CA 95945							
2021/22	08/10/21		KIOSK REPAIR	2125	09/07/21	Paid	Printed	166.85		166.85
	2022	01-0000-4300-00-000-0-0000-8100-000-0000		(512823)						
Check #	22-502252			Batchid	AP09092021	Check Date	09/10/21	PO#		Register # 000150
								<b>Total Invoice Amount</b>	<b>166.85</b>	

Direct Vendor										
			RAY A MORGAN COMPANY INC (000104/1)							
			3131 ESPLANDE							
			CHICO, CA 95973							
2021/22	09/02/21		WASH WATER SYSTEM	3440094	09/13/21	Paid	Printed	119.21		119.21
	2022	01-0000-5600-00-000-0-0000-8100-000-0000		(513725)						
Check #	22-502642			Batchid	AP09162021	Check Date	09/17/21	PO#		Register # 000151
2021/22	09/02/21		WASH WATER SYSTEM SERVICE	3440095	09/13/21	Paid	Printed	298.00		298.00
	2022	01-0000-5600-00-000-0-0000-8100-000-0000		(513725)						
Check #	22-502642			Batchid	AP09162021	Check Date	09/17/21	PO#		Register # 000151
								<b>Total Invoice Amount</b>	<b>417.21</b>	

Direct Vendor										
			RAY A MORGAN COMPANY INC (000104/1)							
			3131 ESPLANDE							
			CHICO, CA 95973							
2021/22	09/15/21		WASH COPIES	3454451	09/21/21	Paid	Printed	22.13		22.13
	2022	01-0000-5600-00-004-0-1110-1000-000-0000		(516965)						
Check #	22-503025			Batchid	AP09232021	Check Date	09/24/21	PO#		Register # 000152
2021/22	09/15/21		GH COPIES	3454452	09/21/21	Paid	Printed	644.27		644.27
	2022	01-0000-5600-00-005-0-1110-1000-000-0000		(516965)						
Check #	22-503025			Batchid	AP09232021	Check Date	09/24/21	PO#		Register # 000152
2021/22	09/15/21		GH COPIES	3454453	09/21/21	Paid	Printed	29.81		29.81
	2022	01-0000-5600-00-005-0-1110-1000-000-0000		(516965)						
Check #	22-503025			Batchid	AP09232021	Check Date	09/24/21	PO#		Register # 000152
								<b>Total Invoice Amount</b>	<b>696.21</b>	

Direct Vendor										
			REED SPEECH THERAPY SERVICES (000068/3)							
			131 HIDDEN GLEN							
			AUBURN, CA 95603							
2021/22	09/03/21		AUG SPEECH	901	09/07/21	Paid	Printed	2,800.00		2,800.00
	2022	01-0000-5600-00-005-0-1110-1000-000-0000		(512823)						

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Scheduled 09/07/2021 - 09/21/2021

Bank Account COUNTY - AP Account

Fiscal Year	Invoice Date	Invoice Reg #	Comment	Payment Id (Trans Batch Id)	Sched	Paymnt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
Direct Vendor										
2021/22	09/03/21	REED SPEECH THERAPY SERVICES	(000068/3)	(continued)	09/07/21	Paid	Printed	(continued)		
2022 01 - 6500 - 5800 - 00 - 000 - 0 - 5760 - 1190 - 000 - 0000										
Check #	22-502253			BatchId	AP09092021	Check Date	09/10/21	PO#		Register # 000150
								<b>Total Invoice Amount</b>	<b>2,800.00</b>	
Direct Vendor										
2021/22	09/21/21	REED SPEECH THERAPY SERVICES	(000068/3)		09/21/21	Paid	Printed	2,520.00		2,520.00
131 HIDDEN GLEN AUBURN, CA 95603										
2022 01 - 6500 - 5800 - 00 - 000 - 0 - 5760 - 1190 - 000 - 0000										
Check #	22-503026			BatchId	AP09232021	Check Date	09/24/21	PO#		Register # 000152
								<b>Total Invoice Amount</b>	<b>2,520.00</b>	
Direct Vendor										
2021/22	08/19/21	RESOLVE TECHNOLOGY GROUP INC	(000186/1)		09/07/21	Paid	Printed	50.00		50.00
2036 NEVADA CITY HWY UNIT #447 GRASS VALLEY, CA 95945										
2022 01 - 3210 - 5800 - 00 - 000 - 0 - 7200 - 000 - 0000										
Check #	22-502254			BatchId	AP09092021	Check Date	09/10/21	PO#		Register # 000150
								<b>Total Invoice Amount</b>	<b>50.00</b>	
Direct Vendor										
2021/22	08/30/21	SACRAMENTO REFRIGERATION INC	(000312/1)		09/07/21	Paid	Printed	1,333.79		1,333.79
4731 PELL DRIVE STE 1 SACRAMENTO, CA 95838										
2022 01 - 0000 - 5640 - 00 - 000 - 0 - 0000 - 8100 - 000 - 0000										
Check #	22-502255			BatchId	AP09092021	Check Date	09/10/21	PO#		Register # 000150
								<b>Total Invoice Amount</b>	<b>1,333.79</b>	
Direct Vendor										
2021/22	09/09/21	SCHOOLS INSURANCE GROUP	(000179/1)		09/21/21	Paid	Printed	13,695.30		13,695.30
560 HIGH STREET SUITE 201 AUBURN, CA 95603-4712										
2022 01 - 0000 - 9514 - - - 0 - - - -										
Check #	22-503027			BatchId	AP09232021	Check Date	09/24/21	PO#		Register # 000152

Sorted by AP Check Order Option, Filtered by (Orig = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Schedule Date = 9/1/2021, Ending Schedule Date = 9/30/2021, Page Break by Check/Advice? = N, Zero? = Y)

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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
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Direct Vendor										
SIERRA PLUMBING SUPPLY INC. (000313/1)										
11423 LA BARR MEADOWS RD.										
GRASS VALLEY, CA 95949										

2021/22	08/30/21		IRRIGATION SUPPLIES	570670	09/07/21	Paid	Printed	218.23		218.23
Check #	22-502256		2022 01-0000-4300-00-005-0-0000-8100-000-0000							
				Batchid	AP09092021	Check Date	09/10/21		PO#	Register # 000150
								<b>Total Invoice Amount</b>		<b>218.23</b>

Direct Vendor										
SIERRA PLUMBING SUPPLY INC. (000313/1)										
11423 LA BARR MEADOWS RD.										
GRASS VALLEY, CA 95949										

2021/22	09/15/21		MAINT IRRIGATION SUPPLIES	572500	09/21/21	Paid	Printed	538.04		538.04
Check #	22-503028		2022 01-0000-4300-00-005-0-0000-8100-000-0000							
				Batchid	AP09232021	Check Date	09/24/21		PO#	Register # 000152
								<b>Total Invoice Amount</b>		<b>538.04</b>

Direct Vendor										
STANDARD INSURANCE COMPANY CB (000053/1)										
PO BOX 4664										
PORTLAND, OR 97208-4664										

2021/22	08/20/21		CT 503169	8-20-2021	09/07/21	Paid	Printed	12.02		12.02
Check #	22-502257		2022 01-0000-3901-00-005-0-0000-2700-000-0000							
				Batchid	AP09092021	Check Date	09/10/21		PO#	Register # 000150
								<b>Total Invoice Amount</b>		<b>12.02</b>

Direct Vendor										
SUTTER BUTTES FIRE EXT CO (000051/1)										
PO BOX 3457										
YUBA CITY, CA 95992										

2021/22	08/26/21		EXTINGUISHER SERVICE	11075	09/07/21	Paid	Printed	314.00		314.00
Check #	22-502258		2022 01-0000-5800-00-004-0-0000-8100-000-0000							
				Batchid	AP09092021	Check Date	09/10/21		PO#	Register # 000150
2021/22	08/26/21		EXTINGUISHER SERVICE	11108	09/07/21	Paid	Printed	295.57		295.57
Check #	22-502258		2022 01-0000-5800-00-001-0-0000-8100-000-0000							
				Batchid	AP09092021	Check Date	09/10/21		PO#	Register # 000150

Check #	22-502258		2022 01-0000-5800-00-001-0-0000-8100-000-0000							
				Batchid	AP09092021	Check Date	09/10/21		PO#	Register # 000150

Sorted by AP Check Order Option, Filtered by (Org = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Schedule Date = 9/1/2021, Ending Schedule Date = 9/30/2021, Page Break by Check/Advice? = N, Zero? = Y)

011 - TWIN RIDGES ELEMENTARY SCHL DIST

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Scheduled 09/07/2021 - 09/21/2021

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
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Direct Vendor THE CURIOSITY COLLECTIVE (000287/1) 2520 LODESTAR STREET ROCKLIN, CA 95677										
2021/22	08/09/21		TUTORING	1181						
	2022	01-3210-4300-00-000-0-1110-1000-000-0000		(512823)	09/07/21	Paid	Printed	400.00		400.00
Check #	22-502259			BatchId	AP09092021	Check Date	09/10/21	PO#		Register # 000150
								<b>Total Invoice Amount</b>		<b>400.00</b>

Direct Vendor US BANK EQUIPMENT FINANCE (000056/1) PO BOX 790448 ST LOUIS, MO 63179-0448										
2021/22	09/28/21		COPY LEASE	452264179						
	2022	01-0000-5600-00-000-0-0000-2700-000-0000		(516965)	09/21/21	Paid	Printed	360.13		360.13
Check #	22-503029			BatchId	AP09232021	Check Date	09/24/21	PO#		Register # 000152
								<b>Total Invoice Amount</b>		<b>360.13</b>

Direct Vendor WASHINGTON COUNTY WATER DIST (000063/1) PO BOX 34 WASHINGTON, CA 95986										
2021/22	08/30/21		A# 1900 AUG	AUG 2021						
	2022	01-0000-5540-00-004-0-0000-8100-000-0000		(512823)	09/07/21	Paid	Printed	159.00		159.00
Check #	22-502260			BatchId	AP09092021	Check Date	09/10/21	PO#		Register # 000150
								<b>Total Invoice Amount</b>		<b>159.00</b>

Direct Vendor WASTE MGMT OF NEVADA COUNTY (000059/1) PO BOX 541065 LOS ANGELES, CA 90054-1065										
2021/22	09/03/21		AUG SERVICE / UNDERPAYMENT	2834250-0536-2						
	2022	01-0000-5570-00-005-0-0000-8100-000-0000		(513725)	09/13/21	Paid	Printed	571.47		571.47
Check #	22-502643			BatchId	AP09162021	Check Date	09/17/21	PO#		Register # 000151
								<b>Total Invoice Amount</b>		<b>571.47</b>

Direct Employee LANGLEY, PAMELA (000195) PO Box 854 North San Juan, CA 95960										
--	--	--	--	--	--	--	--	--	--	--

Sorted by AP Check Order Option, Filtered by (Org = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Schedule Date = 9/1/2021, Ending Schedule Date = 9/30/2021, Page Break by Check/Advice? = N, Zero? = Y)

ReqPay05a

Payment Register

Scheduled 09/07/2021 - 09/21/2021

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
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Direct Employee LANGLEY, PAMELA (000195) (continued)										
2021/22	08/31/21		SUPPLIES PS MILEAGE AUG	PL-8-31	09/07/21	Paid	Printed	131.04		131.04
Check #	22-502261		2022 12-0000-5220-00-001-0-0001-1000-000-0000							
				BatchId	AP09092021	Check Date	09/10/21	PO#		Register # 000150
								<b>Total Invoice Amount</b>		<b>131.04</b>

Direct Employee LEWIS, JENNIFER (000208)										
2021/22	08/25/21		FIRST AID MILEAGE	JL-8-25	09/07/21	Paid	Printed	19.04		19.04
Check #	22-502262		2022 12-0000-5220-00-001-0-0001-1000-000-0000							
				BatchId	AP09092021	Check Date	09/10/21	PO#		Register # 000150
								<b>Total Invoice Amount</b>		<b>19.04</b>

Direct Vendor B & C HOME CENTERS (000073/1)										
2021/22	09/09/21		PS CUSTODIAL SUPPLIES	476152	09/12/21	Paid	Printed	61.82		61.82
Check #	22-503030		2022 12-0000-4300-00-001-0-0001-1000-000-0000							
				BatchId	AP09232021	Check Date	09/24/21	PO#		Register # 000152
								<b>Total Invoice Amount</b>		<b>61.82</b>

Direct Vendor SYSCO SACRAMENTO (000022/1)										
2021/22	09/25/21		OT PS CLEANING	331317393	09/13/21	Paid	Printed	311.03		311.03
Check #	22-502644		2022 12-0000-4300-00-001-0-0001-1000-000-0000							
				BatchId	AP09162021	Check Date	09/17/21	PO#		Register # 000151
2021/22	08/21/21		OT PS SOAP	331327622	09/13/21	Paid	Printed	46.07		46.07
Check #	22-502644		2022 12-0000-4300-00-001-0-0001-1000-000-0000							
				BatchId	AP09162021	Check Date	09/17/21	PO#		Register # 000151
								<b>Total Invoice Amount</b>		<b>357.10</b>

Direct Vendor AUTO-CHLOR (000011/1)										
3000 ACADEMY WAY #100										
SACRAMENTO, CA 95815										

Sorted by AP Check Order Option, Filtered by (Org = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Schedule Date = 9/1/2021, Ending Schedule Date = 9/30/2021, Page Break by Check/Advice? = N, Zero? = Y)

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ReqPay05a

Payment Register

Scheduled 09/07/2021 - 09/21/2021

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
Direct Vendor AUTO-CHLOR (000011/1) (continued)										
2021/22	09/07/21		DISHWASHER SERVICE	213301200879	09/13/21	Paid	Printed	346.53		346.53
			(513725)							
Check #	22-502645		2022 13-5310-5600-00-0000-3700-000-0000							
				BatchId	AP09162021	Check Date	09/17/21	PO#		Register # 000151
								<b>Total Invoice Amount</b>		<b>346.53</b>

Direct Vendor SYSCO SACRAMENTO (000022/1) PO BOX 138007 SACRAMENTO, CA 95813-8007										
2021/22	09/01/21		FOOD SERVICE	331343102	09/13/21	Paid	Printed	752.99		752.99
			(513725)							
Check #	22-502646		2022 13-5310-4700-00-0000-3700-000-0000							
				BatchId	AP09162021	Check Date	09/17/21	PO#		Register # 000151
2021/22	09/06/21		FOOD SERVICE	331350663	09/13/21	Paid	Printed	29.56		29.56
			(513725)							
Check #	22-502646		2022 13-5310-4700-00-0000-3700-000-0000							
				BatchId	AP09162021	Check Date	09/17/21	PO#		Register # 000151
2021/22	09/08/21		FOOD SERVICE	331352223	09/13/21	Paid	Printed	986.46		986.46
			(513725)							
Check #	22-502646		2022 13-5310-4700-00-0000-3700-000-0000							
				BatchId	AP09162021	Check Date	09/17/21	PO#		Register # 000151
								<b>Total Invoice Amount</b>		<b>1,769.01</b>

Direct Vendor SYSCO SACRAMENTO (000022/1) PO BOX 138007 SACRAMENTO, CA 95813-8007										
2021/22	09/15/21		SEPT FOOD SERVICE	331361561	09/21/21	Paid	Printed	1,495.67		1,495.67
			(516965)							
Check #	22-503031		2022 13-5310-4700-00-0000-3700-000-0000							
				BatchId	AP09232021	Check Date	09/24/21	PO#		Register # 000152
								<b>Total Invoice Amount</b>		<b>1,495.67</b>

Direct Vendor VERITABLE VEGETABLE (000023/1) PO BOX 884926 SAN FRANCISCO, CA 94188-4926										
2021/22	08/31/21		VEGGIES FOOD SERVICE	1442803	09/07/21	Paid	Printed	339.85		339.85
			(512823)							
Check #	2022 13-5310-4700-00-0000-3700-000-0000									

Selection Sorted by AP Check Order Option, Filtered by (Org = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Schedule Date = 9/1/2021, Ending Schedule Date = 9/30/2021, Page Break by Check/Advice? = N, Zero? = Y)

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ESCAPE ONLINE

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Scheduled 09/07/2021 - 09/21/2021

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
			Direct Vendor	VERITABLE VEGETABLE (000023/1)						
				(continued)						
Check #	22-502263			BatchId	AP09092021	Check Date	09/10/21	PO#		Register # 000150
								Total Invoice Amount	339.85	

EXPENSES BY FUND - Bank Account COUNTY			
Fund	Expense	Cash Balance	Difference
01	118,341.88	775,241.93	656,900.05
12	569.00	4,611.02	4,042.02
13	3,951.06	42,060.57	38,109.51
<b>Total</b>	<b>122,861.94</b>		

Number of Payments	80
Number of Checks	54
Number of ACH Advice	0
Number of vCard Advice	0
Total Check/Advice Amount	\$122,861.94
Total Unpaid Sales Tax	\$ .00
Total Expense Amount	\$122,861.94

CHECK/ADVICE AMOUNT DISTRIBUTION COUNTS

\$0 - \$99	12
\$100 - \$499	23
\$500 - \$999	8
\$1,000 - \$4,999	7
\$5,000 - \$9,999	2
\$10,000 - \$14,999	1
\$15,000 - \$99,999	1
\$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 80 Check Count 54 ACH Count 0 vCard Count 0 Total Check/Advice Amount 122,861.94

Selection: Sorted by AP Check Order Option, Filtered by (Org = 11, Payment Method = N, Payment Type = N, On Hold? = Y, Starting Schedule Date = 9/1/2021, Ending Schedule Date = 9/30/2021, Page Break by Check/Advice? = N, Zero? = Y)

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**F  
R  
O  
M**

**Comfort Plumbing Systems Inc.**  
18449 Shasta Dam Way Nevada City, CA  
95959. Phone (530) 470-8761

**PROPOSAL**

CSCL# 913571

<b>PROPOSAL SUBMITTED TO:</b>		<b>DATE</b> 9-13-2021	
<b>NAME</b> Grizzly Hill School		<b>JOB NAME</b>	
<b>STREET</b>		<b>JOB LOCATION</b> 1 School Road Washington, CA 95986	
<b>CITY/STATE</b>		<b>A.P.</b>	<b>Email</b>
		<b>PHONE</b> 530-265-9096 x 222 or x204 for Erin Riley	

We hereby submit specifications and estimate for: **\$9,300.00**

We will provide and install a 3-compartment stainless steel kitchen sink plus floor sink.  
This does include the sink faucet with a pre rinse hose.

To do this we will remove the existing sink, cabinet and countertop.

We will install a PVC floor sink that will sit above the floor and be used as an indirect drain for the sink with a 1" air gap at a minimum as per code **7,100.00**

We will install water supply hot and cold lines from the kitchen's exterior wall to the outside shed to hook up the washing machine.

We will install a drain pump to the cleanout.

This does not include installing a new dishwasher.

This includes all labor and materials. **2,200.00**

**All permits are to be provided by others if applicable**

We hereby propose to furnish labor and materials complete in accordance with the above specifications, for the sum of: **Nine thousand three hundred dollars (\$9,300.00)** payments to be made as follows: **due on completion**

**DRAWS ON PERCENTAGE OF COMPLETION AS OUTLINED/PAYMENT IN FULL UPON COMPLETION OF JOB**

**Under the Mechanics' Lien laws, an unpaid contractor is entitled to record a Mechanic's Lien against your property.**

**All unpaid accounts that are more than thirty (30) days past due shall bear interest at the rate of 1.5% per month (18% per year) until paid in full.**

**In any dispute arising out of this agreement, the prevailing party shall be entitled to an award of costs and reasonable attorney's fees.**

**All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accident or delays beyond our control. This proposal subject to acceptance within 30 days and it is void thereafter at the option of the undersigned. If the work described in this proposal is not executed within 3 months of signing all pricing is subject to change.**

**FORCE MAJEURE. Should Contractor be delayed in the completion of the work by an act of God; epidemic; illness; strikes; lockouts; or by the act, neglect, or default of Owner, Architect, or Engineer; or should Contractor be delayed waiting for, if required by this Agreement, material to be furnished by Owner for which Contractor is not responsible, then the time herein fixed for completion of the work shall be extended the number of days that the Contractor has thus been delayed.**

Authorized Signature

**ACCEPTANCE OF PROPOSAL**

The above prices, specifications and conditions are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

DATE \_\_\_\_\_

Contractor signature \_\_\_\_\_ Date \_\_\_\_\_



***Twin Ridges Elementary School District***  
***Melissa Madigan, Superintendent***

16661 Old Mill Rd.  
Nevada City, CA 95959

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

**TWIN RIDGES ELEMENTARY SCHOOL DISTRICT BOARD OF EDUCATION  
RESOLUTION REGARDING TELECONFERENCED BOARD MEETINGS**

**RESOLUTION NO. #21-09**

**WHEREAS**, the Twin Ridges Elementary School District Board of Education held teleconferenced board meetings from April 2020 through September 2021 in compliance with the Governor's Executive Order N-29-20 which relaxed certain legal requirements for board meetings during the COVID-19 pandemic. These legal requirements for public meetings are named the "Brown Act."

**WHEREAS**, Executive Order N-29-20 was recently rescinded, but Assembly Bill 361 was signed into law and it amended elements of the Brown Act effective October 1, 2021.

**WHEREAS**, the Brown Act as amended by AB 361 permits the Board of Education to continue holding board meetings under abbreviated teleconference procedures in three circumstances:

1. When the meeting is held during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing;
2. When the meeting is held during a proclaimed state of emergency and the meeting is held for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees; OR
3. When the meeting is held during a proclaimed state of emergency and the board has determined, by majority vote, that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

(Gov't. Code sec. 54953(e)(1).)

**WHEREAS**, the Board of Education may continue holding board meetings under AB 361's abbreviated teleconference procedures if it adopts certain findings by majority vote of the Board and readopts findings every month thereafter. Those findings are:

1. The board has reconsidered the circumstances of the state of emergency, AND
2. The state of emergency continues to directly impact the ability of members to meet safely in person, OR state or local officials continue to impose or recommend measures to promote social distancing.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education adopts the following findings:

- The Board of Education has reconsidered the state of emergency proclaimed by the Governor of California in response to the COVID-19 pandemic.
- The state of emergency continues to directly impact the ability of Trustees and other meeting attendees to meet safely in person.
- State and local public health officials continue to recommend measures to promote social distancing.

*I hereby certify the foregoing to be a full, true, and correct copy of a resolution duly adopted by majority vote of the Twin Ridges Elementary School District Board of Education on October 28, 2021, at a virtual regular meeting of said board held pursuant to the procedures established in the Brown Act.*

---

Malik Goodman, President  
Twin Ridges Elementary School District  
Board of Education

ATTEST:

---

Melissa Madigan, Superintendent/Principal  
Twin Ridges Elementary School District

# CSBA Sample

## Board Bylaw

### Filling Vacancies

BB 9223

#### Board Bylaws

#### Events Causing a Vacancy

A vacancy on the Governing Board may occur for any of the following events:

1. The death of an incumbent (Government Code 1770)
2. The adjudication pursuant to a quo warranto proceeding declaring that an incumbent is physically or mentally incapacitated due to disease, illness, or accident and that there is reasonable cause to believe that the incumbent will not be able to perform the duties of his/her office for the remainder of his/her term (Government Code 1770)
3. A Board member's resignation (Government Code 1770)

A vacancy resulting from resignation occurs when the written resignation is filed with the County Superintendent of Schools having jurisdiction over the district, except where a deferred effective date is specified in the resignation so filed, in which case the resignation shall become operative on that date. A Board member may not defer the effective date of his/her resignation for more than 60 days after he/she files the resignation with the County Superintendent. Upon being filed with the County Superintendent, a written resignation, whether specifying a deferred effective date or otherwise, shall be irrevocable. (Education Code 5090, 5091)

4. A Board member's removal from office, including by recall (Elections Code 11384; Government Code 1770)
5. A Board member's ceasing to be a resident of the district (Government Code 1770)

\*\*\*Note: The following paragraph is for use by districts that have established trustee areas. \*\*\*

A vacancy on the Board also occurs when a Board member ceases to inhabit the trustee area which he/she represents on the Board. (58 Ops.Cal.Atty.Gen. 888 (1975))

6. A Board member's absence from the state for more than 60 days, except in the following situations: (Government Code 1064, 1770)
  - a. Upon district business with the approval of the Board
  - b. With the consent of the Board for an additional period not to exceed a total absence of 90

days

\*\*\*Note: AB 334 (Ch. 54, Statutes of 2011) amended Government Code 1064 to authorize the Governing Board to extend an out-of-state absence for an unlimited duration when the absence is due to illness or other urgent necessity. \*\*\*

In the case of illness or other urgent necessity, and upon a proper showing thereof, the time limited for absence from the state may be extended by the Board.

c. For federal military deployment, not to exceed an absence of a total of six months, as a member of the armed forces of the United States or the California National Guard

If the absence of the Board member for this purpose exceeds six months, the Board may approve an additional six-month absence upon a showing that there is a reasonable expectation that the member will return within the second six-month period, and the Board may appoint an interim member to serve in his/her absence. If two or more members of the Board are absent by reason of these circumstances, and those absences result in the inability to establish a quorum at a regular meeting, the Board may immediately appoint one or more interim members as necessary to enable the Board to conduct business and discharge its responsibilities. The term of an interim member appointed in these circumstances shall not extend beyond the return of the absent Board member or beyond the next regularly scheduled election for that office, whichever occurs first.

7. A Board member's ceasing to discharge the duties of his/her office for the period of three consecutive months, except when prevented by illness or when absent from the state with the permission required by law (Government Code 1770)

\*\*\*Note: Board members forfeit office and, in some cases, are disqualified from holding public office upon conviction of designated crimes as specified in the Constitution and various other state laws. Examples of crimes that result in forfeiture of office include, but are not limited to, convictions for felonies, offenses that involve a violation of official duties, bribery, selling appointments, intoxication in the discharge of official duties, misuse of public funds, conflict of interest violations, and a false claim of receipt of any military decoration or medal. \*\*\*

8. A Board member's conviction of a felony or any offense involving a violation of his/her official duties or conviction of a designated crime resulting in a forfeiture of office (Government Code 1770, 3000-3003)

9. A Board member's refusal or neglect to file his/her required oath within the time prescribed (Government Code 1770)

(cf. 9224 - Oath or Affirmation)

10. The decision of a competent tribunal declaring void a Board member's election or appointment (Government Code 1770)

11. A Board member's commitment to a hospital or sanitarium as a drug addict, dipsomaniac, inebriate, or stimulant addict by a court of competent jurisdiction, in which case the office shall not be deemed vacant until the order of commitment has become final (Government Code 1770)

\*\*\*Note: Pursuant to Education Code 5090, a vacancy is declared when there has been a "failure to elect," meaning that the County Registrar of Voters has determined that an election will not be held because either no candidate or an insufficient number of candidates have filed to run for a Board seat(s). Education Code 5328 authorizes the Board to make an appointment in such circumstances. \*\*\*

12. A "failure to elect" in which no candidate or an insufficient number of candidates have filed to run for a Board seat(s) (Education Code 5090, 5326, 5328)

#### Timelines for Filling a Vacancy

When a vacancy occurs, the Board shall take the following action, as appropriate:

1. When a vacancy occurs within four months of the end of a Board member's term, the Board shall take no action. (Education Code 5093)

\*\*\*Note: Pursuant to Education Code 5091, when a vacancy occurs or when a deferred resignation has been filed four or more months before the end of a Board member's term, the Board shall take action, as specified below. In the event that the Board fails to make a provisional appointment or order an election within 60 days, the County Superintendent of Schools must call an election to fill the vacancy. \*\*\*

2. When a vacancy occurs longer than four months before the end of a Board member's term, the Board shall, within 60 days of the date of the vacancy or the filing of the member's deferred resignation, either order an election or make a provisional appointment, unless a special election is mandated as described in item #3 below. (Education Code 5091, 5093)

3. When a vacancy occurs from six months to 130 days before a regularly scheduled Board election at which the position is not scheduled to be filled, a special election to fill the position shall be consolidated with the regular election. The person so elected shall take office at the first regularly scheduled Board meeting following the certification of the election and shall serve only until the end of the term of the position which he/she was elected to fill. (Education Code 5093)

#### Eligibility

\*\*\*Note: Persons applying or nominated for a Board position must meet the legal qualifications for Board members as detailed in Education Code 35107. Education Code 35107 also provides that a district employee appointed or elected to the Board must resign his/her employment before being sworn in or have his/her employment automatically terminated upon being sworn into office. See BB 9220 - Governing Board Elections. \*\*\*

In order to be appointed or elected to fill a vacancy on the Board, a person must meet the

eligibility requirements specified in Education Code 35107.

(cf. 9220 - Governing Board Elections)

### Provisional Appointments

\*\*\*Note: The Board is authorized to make a provisional appointment to fill a vacancy pursuant to item #2 in the section above entitled "Timelines for Filling a Vacancy." The law does not specify procedures for making provisional appointments for vacancies caused by reasons other than a failure to elect; however, such procedures must comply with the requirements of the Brown Act (Government Code 54950-54963). Secret ballots are prohibited by Government Code 54953. \*\*\*

\*\*\*Note: The following optional paragraph should be modified to reflect district practice. See CSBA's publication Filling a Board Vacancy for additional information about provisional appointments, including sample questions for interviewing and evaluating candidates. \*\*\*

When authorized by law to make a provisional appointment to fill a vacancy on the Board, the Board shall advertise in the local media to solicit candidate applications or nominations. A committee consisting of less than a quorum of the Board shall ensure that applicants are eligible for Board membership and announce the names of the eligible candidates. The Board shall interview the candidates at a public meeting, accept oral or written public input, and select the provisional appointee by a majority vote.

(cf. 9130 - Board Committees)

(cf. 9323.2 - Actions by the Board)

Within 10 days after the appointment is made, the Board shall post notices of the actual vacancy, or the filing of a deferred resignation, and the provisional appointment. The notice shall be published in the local newspaper pursuant to Government Code 6061 and posted in at least three public places within the district. (Education Code 5092)

The notice shall contain: (Education Code 5092)

1. The date of the occurrence of the vacancy or the date of the filing of, and the effective date of, the resignation
2. The full name of the appointee
3. The date of appointment
4. A statement notifying the voters that unless a petition calling for a special election pursuant to Education Code 5091 is filed in the office of the County Superintendent within 30 days of the provisional appointment, it shall become an effective appointment

The person appointed shall hold office until the next regularly scheduled election for district



Board members and shall be afforded all the powers and duties of a Board member upon appointment. (Education Code 5091)

#### Appointment Due to Failure to Elect

\*\*\*Note: The following procedure applies when an appointment is being made because of a failure to elect pursuant to Education Code 5090, 5326, and 5328 (item #13 in section entitled "Events Causing a Vacancy" above). \*\*\*

When a vacancy occurs because no candidate or an insufficient number of candidates have been nominated (i.e., a failure to elect) and a district election will not be held, the Board shall appoint a qualified person to the office. This appointment shall be made at a meeting prior to the day fixed for the election and the appointee shall be seated at the organizational meeting as if elected at the district election. (Education Code 5328)

(cf. 9100 - Organization)

When an appointment is being made because of a failure to elect, the district shall publish a notice once in a newspaper of general circulation published in the district, or if no such newspaper exists, in a newspaper having general circulation within the district. This notice shall state that the Board intends to make an appointment and shall inform persons of the procedure available for applying for the appointment. (Education Code 5328.5)

The procedure for selecting and interviewing candidates shall be the same as the procedures for "Provisional Appointments," as specified above.

#### Legal Reference:

##### EDUCATION CODE

5000-5033 Elections

5090-5095 Vacancies

5200-5208 Districts governed by boards of education

5300-5304 Elections

5320-5329 Order and call of election

5340-5345 Consolidation of elections

5360-5363 Election notice

5420-5426 Cost of elections

5440-5442 Miscellaneous provisions, elections

35107 Eligibility of board members

35178 Resignation with deferred effective date

##### ELECTIONS CODE

10600-10604 School district elections

11381-11386 Candidates for recall

##### GOVERNMENT CODE

1064 Absence from state

1770 Vacancies: definition  
3000-3003 Forfeiture of office  
3060-3075 Removal other than by impeachment  
6061 One time notice  
54950-54963 The Ralph M. Brown Act  
PENAL CODE  
88 Bribery, forfeiture from office  
UNITED STATES CODE, TITLE 18  
704 Military medals or decorations  
ATTORNEY GENERAL OPINIONS  
58 Ops.Cal.Atty.Gen. 888 (1975)

**Management Resources:**

CSBA PUBLICATIONS

Filling a Board Vacancy, rev. December 2010

WEB SITES

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

California State Attorney General's Office, Quo Warranto Applications:

[http://ag.ca.gov/opinions/quo\\_warranto.php](http://ag.ca.gov/opinions/quo_warranto.php)

(11/08 11/11) 8/14



## ESSER III Expenditure Plan

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone
Twin Ridges Elementary School District	Melissa Madigan Superintendent	mmadigan@tresd.org 5309135253

School districts, county offices of education, or charter schools, collectively known as LEAs, that receive Elementary and Secondary School Emergency Relief (ESSER) funds under the American Rescue Plan Act, referred to as ESSER III funds, are required to develop a plan for how they will use their ESSER III funds. In the plan, an LEA must explain how it intends to use its ESSER III funds to address students' academic, social, emotional, and mental health needs, as well as any opportunity gaps that existed before, and were worsened by, the COVID-19 pandemic. An LEA may also use its ESSER III funds in other ways, as detailed in the Fiscal Requirements section of the Instructions. In developing the plan, the LEA has flexibility to include community input and/or actions included in other planning documents, such as the Local Control and Accountability Plan (LCAP), provided that the input and actions are relevant to the LEA's Plan to support students.

For more information please see the Instructions.

### Other LEA Plans Referenced in this Plan

**Where the Plan May Be Accessed**

**Plan Title**

**Summary of Planned ESSER III Expenditures**

Below is a summary of the ESSER III funds received by the LEA and how the LEA intends to expend these funds in support of students.

**Total ESSER III funds received by the LEA**

1,036,272.00

Plan Section	Total Planned ESSER III
Strategies for Continuous and Safe In-Person Learning	
Addressing Lost Instructional Time (a minimum of 20 percent of the LEAs ESSER III funds)	
Use of Any Remaining Funds	

**Total ESSER III funds included in this plan**

1,036,272.00

**Community Engagement**

An LEA's decisions about how to use its ESSER III funds will directly impact the students, families, and the local community. The following is a description of how the LEA meaningfully consulted with its community members in determining the prevention and mitigation strategies, strategies to address the academic impact of lost instructional time, and any other strategies or activities to be implemented by the LEA. In developing the plan, the LEA has flexibility to include input received from community members during the development of other LEA Plans, such as the LCAP, provided that the input is relevant to the development of the LEA's ESSER III Expenditure Plan.

For specific requirements, including a list of the community members that an LEA is required to consult with, please see the Community Engagement section of the Instructions.

A description of the efforts made by the LEA to meaningfully consult with its required community members and the opportunities provided by the LEA for public input in the development of the plan.

The LEA provided opportunities for meaningful input from stakeholders during the LCAP annual update and goal development process through the LCAP and CHKS survey sent to all staff, students, and parents. Also, monthly surveys were sent to parents asking how they wanted to redesign their student(s) education upon return to the 21-22 school year. The input provided was discussed and analyzed by the School Board and shared with teachers and staff through weekly updates. The Twin Ridges Elementary School District evaluated its stakeholder engagement opportunities and determined that all subgroups necessitating comment in this document are included in our schoolwide community. We are a very small school district, with less than 100 students total, and all students receive all services when requested. Subgrouped parents are encouraged to take part in our Site Council meetings, held once a quarter, and also to be part of our monthly PTC meetings, and also attend school board meetings on the second Tuesday of each month. In consultation with our county leaders, we are unaware of any regional civil rights groups.

A description of how the development of the plan was influenced by community input.

In conjunction with LCAP and CHKS survey input, the LEA also considered state and local academic data to determine and prioritize actions and services to provide safe in-person learning, mitigate the impact of lost instructional time as well as other pandemic impacts. Based on academic progress monitoring and input from staff, increased FTE for the hiring of an Intervention teacher from .0 FTE to 1.0 FTE was prioritized and will be continued through the 22-23 school year through the ESSER III plan. Staff additions in this area will enable the LEA to increase the time, number of days, and number of students who will receive additional push-in or pull-out small group academic support as well as adding staff to greet each student arriving at school each day for a sense of belonging and a way to engage with parents. Another mitigation strategy is to provide funds for a summer camp program to all students willing to participate. In addition to academic data, based on stakeholder feedback, staff and students prioritized social-emotional well-being which led to the funding of a part-time school counselor and additional support for our students with special needs through the addition of a Special Education Director. Due to the additional time needed for cleaning and sanitization as well as contact tracing, the LEA will continue to employ an additional maintenance person and a school secretary to call every absent student to offer any additional assistance. and to maintain the health and safety of all students and staff.

## **Actions and Expenditures to Address Student Needs**

The following is the LEA's plan for using its ESSER III funds to meet students' academic, social, emotional, and mental health needs, as well as how the LEA will address the opportunity gaps that existed before, and were exacerbated by, the COVID-19 pandemic. In developing the plan, the LEA has the flexibility to include actions described in existing plans, including the LCAP and/or Expanded Learning Opportunity (ELO) Grant Plan, to the extent that the action(s) address the requirements of the ESSER III Expenditure Plan.

For specific requirements, please refer to the Actions and Expenditures to Address Student Needs section of the Instructions.

## **Strategies for Continuous and Safe In-Person Learning**

A description of how the LEA will use funds to continuously and safely operate schools for in-person learning in a way that reduces or prevents the spread of the COVID-19 virus.

**Total ESSER III funds being used to implement strategies for continuous and safe in-person learning**

Plan Alignment (if applicable)	Action Title	Action Description	Planned ESSER III Funded Expenditures
N/A	Air Filtration	Replace all sites with new HVAC systems.	
N/A	Custodial	TRES D will continue to temporarily expand its staffing in the area of custodians as a strategy to facilitate the continuous and safe operation of in-person learning and to reduce and prevent the spread of COVID-19 in accordance with CDPH guidelines	
N/A	Testing/Contact Tracing	TRES D will provide staff and student testing on campus including staff time to administer tests and record results.	
N/A	PPE	TRES D will provide PPE for all staff and students	

**Addressing the Impact of Lost Instructional Time**

A description of how the LEA will use funds to address the academic impact of lost instructional time.

**Total ESSER III funds being used to address the academic impact of lost instructional time**

Plan Alignment (if applicable)	Action Title	Action Description	Planned ESSER III Funded Expenditures
N/A	Additional Academic Services for Students	TRES D will align its ESSER III with plans to provide targeted supports for all struggling learners. The entire student body will be assessed using STAR Reading and STAR Math as a beginning of year baseline. Paraprofessional aides will be hired to offer additional resources to support teachers with	

Plan Alignment (if applicable)	Action Title	Action Description	Planned ESSER III Funded Expenditures
	Provide After School Program	mainstreamed special education students, provide additional intervention help for students behind more than two grade levels, and for additional paraprofessional support for individual or small group environments. TRES D will provide after-school homework and tutoring support.	

### Use of Any Remaining Funds

A description of the how the LEA will use any remaining ESSER III funds, as applicable.

### Total ESSER III funds being used to implement additional actions

Plan Alignment (if applicable)	Action Title	Action Description	Planned ESSER III Funded Expenditures
N/A	Outdoor Learning	We will purchase shade structures and outdoor furniture to create outdoor classrooms.	
N/A	Staffing for Student Connections	Provide staff to make additional parent/household contact when students are absent; assuring that all students have access to their education no matter if in-person or on Independent Study, to greet each student each day as they arrive on campus thus promoting connects with the student and the parent.	
N/A	Summer Camp Youth Opportunities	TRES D will align its ESSER III with plans to facilitate a continuous and safe in-person summer camp opportunity run through the local Family Resource Center as well as any other local camp opportunity at no cost to families.	
N/A	Integrated Student Supports to Address Other Barriers to Learning	TRES D will align its ESSER III with plans to provide targeted supports to address barriers to learning for students experiencing social-emotional or mental/physical challenges,	

Plan Alignment (if applicable)	Action Title	Action Description	Planned ESSER III Funded Expenditures
N/A	Mentor Teacher and Social Emotional Learning Support	TRES D will extend the commitment to a 1.0FTE counseling position to continue to mitigate barriers to learning.	
N/A	Support for Teacher at a One Room Schoolhouse	Hire a TOSA to mentor teachers, provide restorative justice and also provide coaching and support. TRES D will hire a full-time support serviced employee to support a teacher in our one-room school.	
N/A	Mentor Teacher for the active, year-round use of our large garden	TRES D will hire a full-time science teacher who will facilitate the year-round use of our large garden/agricultural space.	

## Ensuring Interventions are Addressing Student Needs

The LEA is required to ensure its interventions will respond to the academic, social, emotional, and mental health needs of all students, and particularly those students most impacted by the COVID-19 pandemic. The following is the LEA's plan for ensuring that the actions and expenditures in the plan are addressing the identified academic, social, emotional, and mental health needs of its students, and particularly those students most impacted by the COVID-19 pandemic.

Action Title(s)	How Progress will be Monitored	Frequency of Progress Monitoring
Air Filtration	Replace all sites with new HVAC systems.	Quarterly monitoring through Board meeting documentation
Custodial	TRES D will continue to temporarily expand its staffing in the area of custodians as a strategy to facilitate the continuous and safe operation of in-person learning and to reduce and prevent the spread of COVID-19 in accordance with CDPH guidelines	Quarterly employee logs and COVID positive numbers at school.
Testing/Contact Tracing	TRES D will provide staff and student testing on campus including staff time to administer tests and record results.	Weekly administering of COVID tests.
PPE	TRES D will provide PPE for all staff and students	Quarterly purchase logs.



<b>Action Title(s)</b>	<b>How Progress will be Monitored</b>	<b>Frequency of Progress Monitoring</b>
Additional Academic Services for Students	<p>TRESD will align its ESSER III with plans to provide targeted supports for all struggling learners. The entire student body will be assessed using STAR Reading and STAR Math as a beginning of year baseline.</p> <p>Paraprofessional aides will be hired to offer additional resources to support teachers with mainstreamed special education students, provide additional intervention help for students behind more than two grade levels, and for additional paraprofessional support for individual or small group environments.</p>	Trimester STAR testing reports.
Outdoor Learning	<p>We will purchase shade structures and outdoor furniture to create outdoor classrooms.</p>	Quarterly at Board meetings
Staffing for Student Connections	<p>Provide staff to make additional parent/household contact when students are absent; assuring that all students have access to their education no matter if in-person or on Independent Study, to greet each student each day as they arrive on campus thus promoting connects with the student and the parent.</p>	Daily phone logs, attendance sheets, and daily visual presence at the drop-off zone.
Summer Camp Youth Opportunities	<p>TRESD will align its ESSER III with plans to facilitate a continuous and safe in-person summer camp opportunity run through the local Family Resource Center as well as any other local camp opportunity at no cost to families.</p>	Yearly report of expenditures.
Integrated Student Supports to Address Other Barriers to Learning	<p>TRESD will align its ESSER III with plans to provide targeted supports to address barriers to learning for students experiencing social-emotional or mental/physical challenges, TRESD will extend the commitment to a 1.0FTE counseling position to continue to mitigate barriers to learning.</p>	Quarterly by the number of referrals to both the office for discipline and to the counselor by parent/teacher.

<b>Action Title(s)</b>	<b>How Progress will be Monitored</b>	<b>Frequency of Progress Monitoring</b>
Mentor Teacher and Social Emotional Learning Support	Hire a TOSA to mentor teachers, provide restorative justice and also provide coaching and support.	Quarterly by the number of times the mentor teacher meets with or is in a teacher's classroom and by the number of behavior referrals to the office.

# ESSER III Expenditure Plan Instructions

## Introduction

School districts, county offices of education (COEs), or charter schools, collectively known as local educational agencies (LEAs), that receive Elementary and Secondary School Emergency Relief (ESSER) funds under the American Rescue Plan (ARP) Act, referred to as ESSER III funds, are required to develop a plan for how they will use ESSER III funds to, at a minimum, address students' academic, social, emotional, and mental health needs, as well as the opportunity gaps that existed before, and were exacerbated by, the COVID-19 pandemic.

The plan must be adopted by the local governing board or body of the LEA at a public meeting on or before October 29, 2021 and must be submitted for review and approval within five days of adoption. A school district must submit its ESSER III Expenditure Plan to its COE for review and approval; a COE must submit its plan to the California Department of Education for review and approval. A charter school must submit its plan to its chartering authority for review and to the COE of the county in which the charter school operates for review and approval.

In addition, consistent with the requirements of the ARP, Volume 86, *Federal Register*, page 21201, April 22, 2021, the ESSER III Expenditure Plan must be:

- Written in an understandable and uniform format;
- Written in a language that parents can understand, to the extent practicable;
  - If it is not practicable to provide written translations to a parent with limited English proficiency, the plan must be orally translated for parents
- Provided in an alternative format to a parent who is an individual with a disability as defined by the Americans with Disabilities Act, upon request; and
- Be made publicly available on the LEA's website.

For additional information regarding ESSER III funding please see the ARP Act Funding web page at <https://www.cde.ca.gov/fg/cr/arpact.asp>.

*For technical assistance related to the completion of the ESSER III Expenditure Plan, please contact [EDReliefFunds@cde.ca.gov](mailto:EDReliefFunds@cde.ca.gov).*

## Fiscal Requirements

- The LEA must use at least 20 percent (20%) of its ESSER III apportionment for expenditures related to addressing the academic impact of lost instructional time through the implementation of evidence-based interventions, such as summer learning or summer enrichment, extended day, comprehensive afterschool programs, or extended school year programs.
  - For purposes of this requirement, "evidence-based interventions" include practices or programs that have **evidence** to show that they are effective at producing results and improving outcomes when implemented. This kind of evidence has generally been produced through formal studies and research. There are four tiers, or levels, of evidence:

- **Tier 1 – Strong Evidence:** the effectiveness of the practices or programs is supported by one or more well-designed and well-implemented randomized control experimental studies.
  - **Tier 2 – Moderate Evidence:** the effectiveness of the practices or programs is supported by one or more well-designed and well-implemented quasi-experimental studies.
  - **Tier 3 – Promising Evidence:** the effectiveness of the practices or programs is supported by one or more well-designed and well-implemented correlational studies (with statistical controls for selection bias).
  - **Tier 4 – Demonstrates a Rationale:** practices that have a well-defined logic model or theory of action, are supported by research, and have some effort underway by a State Educational Agency, LEA, or outside research organization to determine their effectiveness.
- **For additional information please see the Evidence-Based Interventions Under the ESSA web page at <https://www.cde.ca.gov/rel/es/evidence.asp>.**
  - The LEA must use the remaining ESSER III funds consistent with section 2001(e)(2) of the ARP Act, including for:
    - Any activity authorized by the Elementary and Secondary Education Act (ESEA) of 1965;
    - Any activity authorized by the Individuals with Disabilities Education Act (IDEA);
    - Any activity authorized by the Adult Education and Family Literacy Act;
    - Any activity authorized by the Carl D. Perkins Career and Technical Education Act of 2006;
    - Coordination of preparedness and response efforts of LEAs with State, local, Tribal, and territorial public health departments, and other relevant agencies, to improve coordinated responses among such entities to prevent, prepare for, and respond to COVID-19;
    - Activities to address the unique needs of low-income students, students with disabilities, English learners, racial and ethnic minorities, homeless students, and foster youth, including how outreach and service delivery will meet the needs of each population;
    - Developing and implementing procedures and systems to improve the preparedness and response efforts of LEAs;
    - Training and professional development for staff of the LEA on sanitation and minimizing the spread of infectious diseases;
    - Purchasing supplies to sanitize and clean the facilities of an LEA, including buildings operated by such agency;
    - Planning for, coordinating, and implementing activities during long-term closures, including providing meals to eligible students, providing technology for online learning to all students, providing guidance for carrying out requirements under IDEA, and ensuring other educational services can continue to be provided consistent with all Federal, State, and local requirements;
    - Purchasing education technology (including hardware, software, and connectivity) for students who are served by the LEA that aids in regular and substantive educational interaction between students and their classroom instructors, including low-income students and children with disabilities, which may include assistive technology or adaptive equipment;
    - Providing mental health services and supports, including through the implementation of evidence-based full-service community schools;
    - Planning and implementing activities related to summer learning and supplemental after school programs, including providing classroom instruction or online learning during the summer months and addressing the needs of underserved students;

- Addressing learning loss among students, including underserved students, by:
  - Administering and using high-quality assessments that are valid and reliable, to accurately assess students' academic progress and assist educators in meeting students' academic needs, including through differentiated instruction,
  - Implementing evidence-based activities to meet the comprehensive needs of students,
  - Providing information and assistance to parents and families of how they can effectively support students, including in a distance learning environment, and
  - Tracking student attendance and improving student engagement in distance education;

**Note:** A definition of “underserved students” is provided in the Community Engagement section of the instructions.

- School facility repairs and improvements to enable operation of schools to reduce risks of virus transmission and exposure to environmental health hazards, and to support student health needs;
- Inspection, testing, maintenance, repair, replacement, and upgrade projects to improve the indoor air quality in school facilities, including mechanical and nonmechanical heating, ventilation, and air conditioning systems, filtering, purification and other air cleaning, fans, control systems, and window and door replacement;
- Developing strategies and implementing public health protocols including, to the greatest extent practicable, policies in line with guidance from the Centers for Disease Control and Prevention (CDC) for the reopening and operation of school facilities to effectively maintain the health and safety of students, educators, and other staff;
- Other activities that are necessary to maintain the operation of and continuity of services in LEAs and continuing to employ existing staff of the LEA.

#### **Other LEA Plans Referenced in this Plan**

In developing the plan, the LEA has flexibility to include community input and/or actions included in other planning documents, such as the Local Control and Accountability Plan (LCAP) and/or the Expanded Learning Opportunities (ELO) Grant Plan, provided that the input and/or actions address the requirements of the ESSER III Expenditure Plan.

An LEA that chooses to utilize community input and/or actions from other planning documents must provide the name of the plan(s) referenced by the LEA and a description of where the plan(s) may be accessed by the public (such as a link to a web page or the street address of where the plan(s) are available) in the table. The LEA may add or delete rows from the table as necessary.

An LEA that chooses not to utilize community input and/or actions from other planning documents may provide a response of “Not Applicable” in the table.

#### **Summary of Expenditures**

The Summary of Expenditures table provides an overview of the ESSER III funding received by the LEA and how the LEA plans to use its ESSER III funds to support the strategies and interventions being implemented by the LEA.

#### **Instructions**

For the 'Total ESSER III funds received by the LEA,' provide the total amount of ESSER III funds received by the LEA.

In the Total Planned ESSER III Expenditures column of the table, provide the amount of ESSER III funds being used to implement the actions identified in the applicable plan sections.

For the 'Total ESSER III funds included in this plan,' provide the total amount of ESSER III funds being used to implement actions in the plan.

### **Community Engagement**

#### **Purpose and Requirements**

An LEA's decisions about how to use its ESSER III funds will directly impact the students, families, and the local community, and thus the LEA's plan must be tailored to the specific needs faced by students and schools. These community members will have significant insight into what prevention and mitigation strategies should be pursued to keep students and staff safe, as well as how the various COVID-19 prevention and mitigation strategies impact teaching, learning, and day-to-day school experiences.

An LEA must engage in meaningful consultation with the following community members, as applicable to the LEA:

- Students;
- Families, including families that speak languages other than English;
- School and district administrators, including special education administrators;
- Teachers, principals, school leaders, other educators, school staff, and local bargaining units, as applicable.

"Meaningful consultation" with the community includes considering the perspectives and insights of each of the required community members in identifying the unique needs of the LEA, especially related to the effects of the COVID-19 pandemic. Comprehensive strategic planning will utilize these perspectives and insights to determine the most effective strategies and interventions to address these needs through the programs and services the LEA implements with its ESSER III funds.

Additionally, an LEA must engage in meaningful consultation with the following groups to the extent that they are present or served in the LEA:

- Tribes;
- Civil rights organizations, including disability rights organizations (e.g. the American Association of People with Disabilities, the American Civil Liberties Union, National Association for the Advancement of Colored People, etc.); and
- Individuals or advocates representing the interests of children with disabilities, English learners, homeless students, foster youth, migratory students, children who are incarcerated, and other underserved students.
  - For purposes of this requirement "underserved students" include:
    - Students who are low-income;

- Students who are English learners;
- Students of color;
- Students who are foster youth;
- Homeless students;
- Students with disabilities; and
- Migratory students.

LEAs are also encouraged to engage with community partners, expanded learning providers, and other community organizations in developing the plan.

Information and resources that support effective community engagement may be found under *Resources* on the following web page of the CDE's website: <https://www.cde.ca.gov/re/lc>.

### **Instructions**

In responding to the following prompts, the LEA may reference or include input provided by community members during the development of existing plans, including the LCAP and/or the ELO Grant Plan, to the extent that the input is applicable to the requirements of the ESSER III Expenditure Plan. Descriptions provided should include sufficient detail yet be succinctly to promote a broad understanding among the LEA's local community.

#### **A description of the efforts made by the LEA to meaningfully consult with its required community members and the opportunities provided by the LEA for public input in the development of the plan.**

A sufficient response to this prompt will describe how the LEA sought to meaningfully consult with its required community members in the development of the plan, how the LEA promoted the opportunities for community engagement, and the opportunities that the LEA provided for input from the public at large into the development of the plan.

As noted above, a description of "meaningful consultation" with the community will include an explanation of how the LEA has considered the perspectives and insights of each of the required community members in identifying the unique needs of the LEA, especially related to the effects of the COVID-19 pandemic.

#### **A description of the how the development of the plan was influenced by community input.**

A sufficient response to this prompt will provide clear, specific information about how input from community members and the public at large was considered in the development of the LEA's plan for its use of ESSER III funds. This response must describe aspects of the ESSER III Expenditure Plan that were influenced by or developed in response to input from community members.

- For the purposes of this prompt, "aspects" may include:
  - Prevention and mitigation strategies to continuously and safely operate schools for in-person learning;

- o Strategies to address the academic impact of lost instructional time through implementation of evidence-based interventions (e.g. summer learning or summer enrichment, extended day, comprehensive afterschool programs, or extended school year programs);
- o Any other strategies or activities implemented with the LEA's ESSER III fund apportionment consistent with section 2001(e)(2) of the ARP Act; and
- o Progress monitoring to ensure interventions address the academic, social, emotional, and mental health needs for all students, especially those students disproportionately impacted by COVID-19

For additional information and guidance, please see the U.S. Department of Education's Roadmap to Reopening Safely and Meeting All Students' Needs Document, available here: <https://www2.ed.gov/documents/coronavirus/reopening-2.pdf>.

**Planned Actions and Expenditures**

**Purpose and Requirements**

As noted in the Introduction, an LEA receiving ESSER III funds is required to develop a plan to use its ESSER III funds to, at a minimum, address students' academic, social, emotional, and mental health needs, as well as the opportunity gaps that existed before, and were exacerbated by, the COVID-19 pandemic.

**Instructions**

An LEA has the flexibility to include actions described in existing plans, including the LCAP and/or ELO Grant Plan, to the extent that the action(s) address the requirements of the ESSER III Expenditure Plan. When including action(s) from other plans, the LEA must describe how the action(s) included in the ESSER III Expenditure Plan supplement the work described in the plan being referenced. The LEA must specify the amount of ESSER III funds that it intends to use to implement the action(s); these ESSER III funds must be in addition to any funding for those action(s) already included in the plan(s) referenced by the LEA. Descriptions of actions provided should include sufficient detail yet be succinctly to promote a broad understanding among the LEA's local community.

**Strategies for Continuous and Safe In-Person Learning**

Provide the total amount of funds being used to implement actions related to Continuous and Safe In-Person Learning, then complete the table as follows:

- If the action(s) are included in another plan, identify the plan and provide the applicable goal and/or action number from the plan. If the action(s) are not included in another plan, write "N/A".
- Provide a short title for the action(s).
- Provide a description of the action(s) the LEA will implement using ESSER III funds for prevention and mitigation strategies that are, to the greatest extent practicable, in line with the most recent CDC guidance, in order to continuously and safely operate schools for in-person learning.



- Specify the amount of ESSER III funds the LEA plans to expend to implement the action(s); these ESSER III funds must be in addition to any funding for those action(s) already included in the plan(s) referenced by the LEA.

### **Addressing the Impact of Lost Instructional Time**

As a reminder, the LEA must use not less than 20 percent of its ESSER III funds to address the academic impact of lost instructional time. Provide the total amount of funds being used to implement actions related to addressing the impact of lost instructional time, then complete the table as follows:

- If the action(s) are included in another plan, identify the plan and provide the applicable goal and/or action number from the plan. If the action(s) are not included in another plan, write "N/A".
- Provide a short title for the action(s).
- Provide a description of the action(s) the LEA will implement using ESSER III funds to address the academic impact of lost instructional time through the implementation of evidence-based interventions, such as summer learning or summer enrichment, extended day, comprehensive afterschool programs, or extended school year programs.
- Specify the amount of ESSER III funds the LEA plans to expend to implement the action(s); these ESSER III funds must be in addition to any funding for those action(s) already included in the plan(s) referenced by the LEA.

### **Use of Any Remaining Funds**

After completing the Strategies for Continuous and Safe In-Person Learning and the Addressing the Impact of Lost Instructional Time portions of the plan, the LEA may use any remaining ESSER III funds to implement additional actions to address students' academic, social, emotional, and mental health needs, as well as to address opportunity gaps, consistent with the allowable uses identified above in the Fiscal Requirements section of the Instructions. LEAs choosing to use ESSER III funds in this manner must provide the total amount of funds being used to implement actions with any remaining ESSER III funds, then complete the table as follows:

- If the action(s) are included in another plan, identify the plan and provide the applicable goal and/or action number from the plan. If the action(s) are not included in another plan, write "N/A".
- Provide a short title for the action(s).
- Provide a description of any additional action(s) the LEA will implement to address students' academic, social, emotional, and mental health needs, as well as to address opportunity gaps, consistent with the allowable uses identified above in the Fiscal Requirements section of the Instructions. If an LEA has allocated its entire apportionment of ESSER III funds to strategies for continuous and safe in-person learning and/or to addressing the impact of lost instructional time, the LEA may indicate that it is not implementing additional actions.
- Specify the amount of ESSER III funds the LEA plans to expend to implement the action(s); these ESSER III funds must be in addition to any funding for those action(s) already included in the plan(s) referenced by the LEA. If the LEA it is not implementing additional actions the LEA must indicate "\$0".

### **Ensuring Interventions are Addressing Student Needs**

The LEA is required to ensure its interventions will respond to the academic, social, emotional, and mental health needs of all students, and particularly those students most impacted by the COVID-19 pandemic, including students from low-income families, students of color, English learners, children with disabilities, students experiencing homelessness, children in foster care, and migratory students.

The LEA may group actions together based on how the LEA plans to monitor the actions' progress. For example, if an LEA plans to monitor the progress of two actions in the same way and with the same frequency, the LEA may list both actions within the same row of the table. Each action included in the ESSER III Expenditure Plan must be addressed within the table, either individually or as part of a group of actions.

Complete the table as follows:

- Provide the action title(s) of the actions being measured.
- Provide a description of how the LEA will monitor progress of the action(s) to ensure that they are addressing the needs of students.
- Specify how frequently progress will be monitored (e.g. daily, weekly, monthly, every 6 weeks, etc.).

California Department of Education  
June 2021

**Twin Ridges Elementary School District**  
**2020-2021 Williams Uniform Complaint Summary**  
(Prepared in accordance with the provisions of Ed. Code 35186(d).)

**Quarter One: July 1, 2021 – September 30, 2021**

Number of Complaints: 0

Nature of Complaints:

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Resolution of Complaints:

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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.

\_\_\_\_\_  
Melissa Madigan, Superintendent

10/28/2021  
Date



## **TRES D COVID-19 Testing Plan**

**Grizzly Hill School, 86**

**Oak Tree School, 24**

**Washington School, 6**

**Staff, 26**

**2021-2022**

This plan is to guide the practices in Twin Ridges Elementary School District to effectively assess, manage, and control the transmission of the COVID -19 virus while on school premises. This plan is specific to Twin Ridges Elementary School District learning community members in conjunction with and guidance from the Nevada County Public Health, California Department of Public Health, and Center for Disease Control. The strategies and practices that are listed in this document are referred to as guidance from the California Department of Public Health.

### **OBJECTIVE:**

The health and welfare of every member of the learning community are of the utmost importance when on the TRES D premises. In order to effectively keep all members safe, assist in preventing the spread of the COVID-19 virus, and to contact trace all members who have come in direct contact with a positive case, the district has designed thorough testing and monitoring protocols to help mitigate the spreading of the virus. TRES D also developed a School Plan for Safe Reopening posted on the district website. This plan addresses all the safety precautions TRES D is taking daily to ensure continued safety.

### **TESTING:**

#### **Daily Self-Check**

All members of the TRES D learning community must administer a daily symptom self-check located on each of the schools' websites. If any symptoms are present and to decrease the risk of in-school transmission and spread of COVID-19 infections in school, students and staff with symptoms of an illness, regardless of vaccination status, are recommended to stay home from school, or go home if at school, and seek testing. **If positive**, they must immediately isolate for 10 days. If negative, they may enter the school's premises. (At home self-test will not be accepted, all tests must be administered by a medical professional or a trained school official)

#### **PCR & Antigen Testing**

Testing (Binex Now and COLOR PCR test) focus will be primarily for students who come in direct contact exposure and are non-symptomatic. The district will follow the CDPH guidance for contact tracing and testing for all who may have had a direct contact with a positive COVID-19 case while on school premises. To remain in class during a modified quarantine, students will be tested twice weekly using the rapid antigen test. For students who refuse, they must quarantine for the remainder of 10 days based on the date of exposure. Weekly PCR testing will be mandatory for all employees who are not vaccinated per CDPH's guidance or for any employees who choose to be tested. *(See Table Below)*

TRESA has test kits on hand and personnel on-site to perform testing as needed for those who are asymptomatic. Parents will be notified within 24 hours of direct contact and tests will be available for those who choose to get tested. Having tests available can minimize missed school days and optimize in-person instruction time. Test results will be transmitted through the Primary Health Platform to CDPH.

### **CONTACT TRACING:**

Contact tracing is a public health intervention that involves identifying and notifying individuals who have tested positive for infectious disease or who have possibly been exposed to someone who tested positive while they were infectious.

Public health contact tracing staff will contact these individuals to let them know what to do next to keep themselves and their loved ones safe. Public health departments have used contact tracing for decades to fight the spread of infectious diseases. Contact tracing is a core tool for reducing the spread of COVID-19.

When exposure to a person with COVID-19 happens in a school setting, school staff will be asked to help their local public health department with some parts of the contact tracing process, in accordance with California's privacy laws and in compliance with Family Education Rights and Privacy Act (FERPA). Schools are required to report positive COVID-19 cases to their local health officer when schools have been notified of a positive case. This will result in the positive case and close contact(s) being entered into the School Portal for Outbreak Tracing (SPOT) portal.

Once informed, TRESA will contact trace to determine who may have come into close contact. A close contact is anyone who may come within 6' of a person with a confirmed case of COVID-19 for a cumulative 15 minutes over a 24-hour period, regardless of face coverings. Once people are notified, direction will be given based on the three scenarios in the below table.

### **TESTING SCHEDULE:**

**STUDENTS:**

Non-symptomatic Antigen/PCR testing will be scheduled on an as need basis for all students that come in direct contact with a positive case while on the school premises. Testing will be available for non-symptomatic students within 24 hours of notification of direct contact. Below are the shortened and modified quarantine testing schedules for students based on the day of exposure. The rapid Antigen test will be given for non-symptomatic students who are on a modified quarantine schedule. The PCR test will be provided for non-symptomatic students who are on the shortened quarantine schedule. The test will only be administered to those students who have pre-registered and parent's consent has been given. Those who choose not to test must quarantine for the remainder of the 10 days.

If at any time a student becomes symptomatic, they must isolate and seek a medical professional for testing and care. Any students who may become symptomatic or test positive for the COVID-19 virus should contact the district immediately to provide information that will assist in contact tracing. This can be communicated through [covid@tresd.org](mailto:covid@tresd.org)

**TESTING SCHEDULE FOR STUDENTS**

*If a student has close contact exposure as determined through contact tracing or reporting, follow CDPH guidance to determine need for and length of Quarantine. Close contact is defined as within 6 feet of a person with a confirmed case of COVID-19 for cumulative 15 minutes over a 24-hour period, regardless of face coverings. Below is the testing schedule for modified and shortened quarantine for students who have a direct contact while at school and are asymptomatic.*

**Modified Student Quarantine**

*(Wearing a Face Cover, In School, Supervised Exposure)*

Day Exposed/Day Tested	Week 1					Week 2				
	Monday	Tuesday	Wednesday	Thursday	Friday	Monday	Tuesday	Wednesday	Thursday	Friday
Monday		Test 1			Test 2			Test 3		
Tuesday			Test 1			Test 2			Test 3	

Wednesday				Test 1		Test 2		Test 3	
Thursday				Test 1	Test 1		Test 2	Test 3	
Friday				Test 1	Test 1	Test 1	Test 2	Test 3	

**Shortened Quarantine\***  
(Not wearing a Face Cover)

Day Exposed/Day Tested	Week 1							Week 2					
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Monday
Monday							Test		Can come back to school if negative				
Tuesday							Test		Can come back to school if negative				
Wednesday							Test		Can come back to school if negative				
Thursday							Test		Can come back to school if negative				
Friday							Test		Can come back to school if negative				Can come back to school if negative

\*This test must be a PCR test. Not a rapid test.



STAFF and Volunteers:

Staff and approved Volunteers will have weekly testing available for all non-symptomatic employees. This service is voluntary except for unvaccinated employees and volunteers. All staff and volunteers must show proof of vaccinations to be exempt from testing. All employees who are unvaccinated are required to test on a weekly basis based on CDPH's guidance. Approved volunteers will be expected to test once a week. The primary test is a PCR test that will take a minimum of two days to receive the results.

At any time, staff members can request the rapid antigen test if available. The testing schedule is attached. If a staff member or a volunteer has any COVID symptoms, they will need to seek their primary healthcare or health clinic for a PCR test.

**Staff Testing Schedule**

**Testing Locations and Times**

Grizzly Hill Nurses Station: 8:00 AM on Mondays  
Washington School: As Needed  
Oak Tree School: As Needed

Testing Schedule

- October 25, 2021
- November 1, 2021
- November 8, 2021
- November 15, 2021
- November 22, 2021
- November 29, 2021
- December 6, 2021
- December 13, 2021

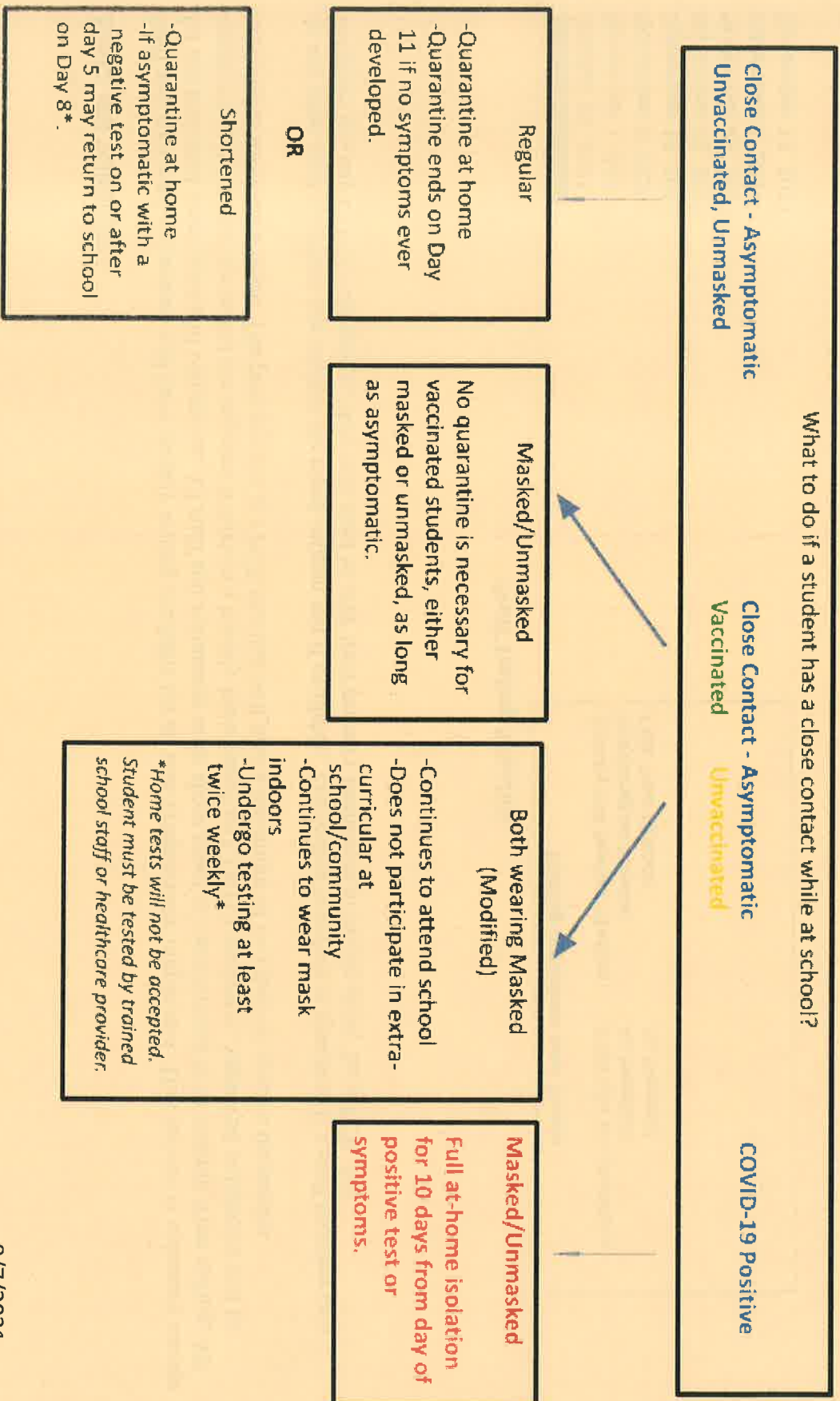
**Testing/Contact Tracing Personnel:**

**Melissa Madigan**

**Sunshine Bender**

## Student COVID Exposure Table

*Close contact: within 6' of a person with a confirmed case of COVID-19 for a cumulative 15 minutes over a 24-hour period, regardless of face coverings.*



**If a close contact has symptoms, remove from school, isolate at home. Seek healthcare professional for a COVID-19 test.**

Asymptomatic close contact must continue to self-monitor for symptoms through day 14 from last known exposure **AND** continue to wear a mask around others, practice handwashing, and avoid crowds through day 14. If symptoms develop during the 14-day period, contact must isolate immediately and get tested.





**Nevada County**  
Superintendent of Schools

**SCOTT W. LAY, SUPERINTENDENT**

380 Crown Point Circle  
Grass Valley, CA 95945  
530-478-6400 · Fax 530-478-6410

September 15, 2021

Board of Trustees  
Twin Ridges School District  
16661 Old Mill Road  
Nevada City, CA 95959

Honorable Board of Trustees:

Thank you for your timely submission of the 2021/22 Local Control Accountability Plan (LCAP) and Adopted Budget reports. In accordance with Education Code Sections 52070 and 42127, our office has completed the review of these reports.

In order to approve each LCAP, Education Code requires the County Superintendent to review each plan to determine that the following conditions are met:

- The LCAP adheres to the template adopted by the State Board of Education.
- The budget includes expenditures sufficient to implement the specific actions and strategies included in the LCAP.
- The LCAP adheres to the expenditure requirements for funds apportioned on the basis of the number and concentration of unduplicated students pursuant to Sections 42238.02 and 42238.03.

We have reviewed your submitted LCAP and agree it meets the criteria as outlined above, and is **approved**. Any related technical comments will be sent to District staff.

The LCAP should be a dynamic working document. Each year offers the opportunity to reflect on progress, continue to engage stakeholders and revise and refine plans as needed. It is the goal of our office to continually work with your District staff to provide guidance to help remain current with State guidelines, template adherence and the overall process to continue learning how to best align goals and actions with district budgets. We will continue assisting districts in utilizing the California Dashboard and working toward continuous improvement in student achievement. We recognize we are in an endless learning cycle and are here to assist and support districts meeting the expectations of our community. Should your district require any additional assistance or input, please do not hesitate to contact Teena Corker (530) 478-6400 x 2005.

Along with LCAP approval, Education Code requires the County Superintendent to approve, conditionally approve, or disapprove the Adopted Budget for each school district after doing the following:

- Examine the adopted budget to determine whether it complies with the standards and criteria established pursuant to Section 33127 and identify any technical corrections needed to bring the budget into compliance with those standards and criteria.
- Determine whether the adopted budget will allow the district to meet its financial obligations during the current fiscal year and is consistent with a financial plan that will enable the district to satisfy its multiyear financial commitments.
- Determine whether the adopted budget includes the expenditures necessary to implement the LCAP or annual update to the LCAP.

Based on the information provided to our office, including the Criteria and Standards for your district and multi-year projections, your budget is approved, as adopted.

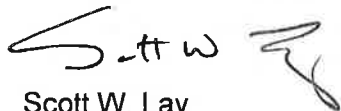
Based on our review, we would like to note the following:

- Multi-year projections are based on conservative ADA and School Services of California LCFF projections. We commend the use of these assumptions to develop conservative projections to promote fiscal solvency.
- We note a continued level of unrestricted fund deficit spending of (\$537,000) in 21/22, (\$609,697) in 22/23 and (\$638,485) in 23/24. This extreme level of deficit spending requires an annual contribution from the district's special reserve fund to maintain sufficient reserve levels in the general fund. This pattern of spending more than the district receives in each year is not sustainable. If the district did not have a reserve fund, it would be financially insolvent in 2021/22. We strongly encourage a thorough review of revenues and expenditures to mitigate these deficits as soon as possible. If deficit spending is not mitigated this reserve fund will be completely depleted in six years.
- Reserves are projected to be higher than the State minimum required of 5% at 20% in each year. This is only sustained with the annual contribution from the special reserve fund.
- Positive cash flow is projected to meet your needs. Please notify our office if cash concerns arise.

Any technical corrections and or recommendations relating to the adopted budget will be sent directly to your Superintendent. If you have any questions or concerns, please do not hesitate to contact Darlene Waddle at (530) 478-6400 x 2019.

We appreciate your leadership in these changing times in education. We are excited about the great work districts are doing with students and families. We are very proud to be a small part of the successes in Nevada County schools and look forward to a great year.

Sincerely,



Scott W. Lay  
Nevada County Superintendent of Schools

cc: District Superintendent