



# Hydesville Elementary School District

3050 Johnson Rd. • Hydesville, CA • 95547-0551

## Board of Trustees Meeting Agenda

Monday, May 9th, 2022 • 5:30 PM Closed Session; 6:30 PM (Regular Session)

Hydesville Elementary Cafeteria/Gym

### 1.0 Call to Order

2.0 Public Comment on Closed Session Items *Members of the public may comment on non-agenda matters related to District business. No action may be taken on topics not listed on the agenda. Individual speakers shall be allowed three (3) minutes to address the Board. The Board shall limit the total time for public input on each item to twenty (20) minutes.*

3.0 Convene to Closed Session *With respect to every item of business to be discussed in closed session pursuant to Government Code Section 54945.5.*

3.1 Conference with Labor Negotiators (Gov. Code §54957)

3.2.1 Hydesville Teachers Association

### 4.0 Reconvene to Open Session

4.1 Report Action Taken During Closed Session

4.2 Flag Salute

5.0 Approval of Agenda Order *The Board of Trustees reserves the right to change the order in which agenda items are discussed and/or acted upon at this meeting. Subject to further action by the Board, this meeting will proceed as provided in this agenda. Items may be added to this agenda for discussion or action only as permitted by law.*

6.0 Public Comment *Members of the public may comment on non-agenda matters related to District business. No action may be taken on topics not listed on the agenda. Individual speakers shall be allowed three (3) minutes to address the Board. The Board shall limit the total time for public input on each item to twenty (20) minutes.*

### 7.0 Consent Agenda

7.1 Approval of Minutes, April 5th, 2022 Regular Board Meeting (Attachment 1)

7.2 Approval of Minutes, May 2nd, 2022 Special Board Meeting (Attachment 1)

7.2 Approval of Warrants (Attachment 1)

8.0 Community Comment Related to LCAP - *Members of the community may provide input and discussion pertaining to the Local Control Accountability Plan in an effort to address State Priority 8 (increase opportunities for parents and families to be involved in school decision-making processes).*

### 9.0 Reports

9.1 Superintendent-Principal

9.2 Staff



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9.3 Hydesville Parent Group

9.4 Hydesville Sports Booster Club

9.5 Communications

9.5.1 Certification of 2021-2022 Second Interim Report (Attachment 2)

## 10.0 Information Items

10.1 Attendance and Enrollment Update (Attachment 3)

10.2 General Obligation Bond Refinance Update (Attachment 4)

10.3 8th Grade Trip Updates (Attachment 5)

10.4 2022-2023 Budget Info Updates (Attachment 6)

## 11.0 Discussion/Possible Action Items

11.1 Consideration and Possible Approval of Superintendent Contract (Attachment 7)

11.2 Consideration and Discussion of CS1 and CS7 Authorizations (Attachment 8)

11.3 Consideration and Approval of Business Manager Job Description and Associated Salary Schedule (Attachment 9)

## 12.0 Board Member Comments

## 13.0 Announcements

13.1 Upcoming Calendar of Events:

Sports Booster Family Night	May 13th
Memorial Day - No School	May 30th
Last Day of School	June 16th

13.2 Next Board Meeting: TBD, 2022. Begins at 5:30 PM

13.3 Recommended additions to the agenda can be submitted to the board president or Superintendent seven (7) days prior to the next regular meeting date.

## 14.0 Adjournment

NOTICE: Any writing, not exempt from public disclosure under the California Public Records Act, which is distributed to all or a majority of the members of the governing board by any person in connection with a matter subject to discussion or consideration at an open meeting of the board is available for public inspection at the Hydesville Elementary School office.



# Hydesville Elementary School District

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NOTICE: Hydesville Elementary School adheres to the Americans with Disabilities Act. Should you require special accommodations or auxiliary aids and services in order to participate in the Board meeting, please contact the Superintendent.

<b>ADDRESSING THE BOARD</b>	<b>REGULAR SESSION</b>
<p><i>You may speak on a matter not on the agenda at the beginning of a regular meeting during the time reserved for public comment. After being recognized by the President, you will be allowed three minutes for your presentation. The Board will take no action on the matter at this meeting. You may speak on any item on the agenda when that item is being discussed.</i></p>	<p><i>In order to address the Board, please wait for recognition by the President. Speakers are expected to be courteous and to avoid any remarks that reflect adversely on the character or motives of any person or on his or her race, religion, or political or economic views.</i></p> <p><i>The Board will hear public testimony on any given topic for a maximum of twenty (20) minutes. Each speaker will be limited to three (3) minutes. The Board may, by consensus and at its discretion, extend the time limit.</i></p>
<b>COMPLAINTS</b>	<b>CLOSED SESSION</b>
<p><i>Complaints are to be addressed by first speaking with the person directly involved. If this does not resolve the issue, the complaint should be submitted in writing to the Superintendent. The Superintendent will investigate and respond in writing. Only after exhausting these levels can a written request be submitted asking that the issue be heard by the Board.</i></p>	<p><i>While school board meetings must be open to the public, California law provides for closed sessions which are not open to the public when the Board is considering expulsions, suspensions or disciplinary actions in connection with any pupil; the appointment, employment or dismissal of a public officer or employee; or when the Board is hearing complaints or charges brought against a public officer or employee. The individual may, however, request a public hearing. In addition, the Board may hold a closed session to discuss certain aspects of negotiations with employees.</i></p>
<p><b><u>BOARD OF TRUSTEES</u></b>  <b>Dave Fisch, President</b>  <b>Mandy Marquez, Clerk</b>  <b>Laurie Newman, Member</b>  <b>Mollie Holmgren, Member</b>  <b>Clint Victorine, Member</b>  <b>Kevin Trone, Superintendent</b></p>	

# Attachment 1



# Hydesville Elementary School District

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**Board of Trustees Meeting Minutes**  
**Tuesday, April 5th, 2022 • 5:30 PM Closed Session; 6:30 PM (Regular Session)**  
**Hydesville Elementary Cafeteria/Gym**

**1.0 Call to Order Meeting called to order at 5:30pm**

**2.0 Public Comment on Closed Session Items** *Members of the public may comment on non-agenda matters related to District business. No action may be taken on topics not listed on the agenda. Individual speakers shall be allowed three (3) minutes to address the Board. The Board shall limit the total time for public input on each item to twenty (20) minutes. **No public comment***

**3.0 Convene to Closed Session** *With respect to every item of business to be discussed in closed session pursuant to Government Code Section 54945.5. **Convened to closed session at 5:31pm***

**3.1 Personnel**

**3.1.1 Public Employment: Certificated Leave Request**

**3.2 Conference with Labor Negotiators (Gov. Code §54957)**

**3.2.1 Hydesville Teachers Association**

**3.2.2 Superintendent**

**4.0 Reconvene to Open Session- Dave called to order at 6:30pm**

**4.1 Report Action Taken During Closed Session-Denied classified leave, The Board noted receipt of letter to the governing board regarding Certificated Layoffs from Superintendent Trone.**

**4.2 Flag Salute**

**5.0 Approval of Agenda Order** *The Board of Trustees reserves the right to change the order in which agenda items are discussed and/or acted upon at this meeting. Subject to further action by the Board, this meeting will proceed as provided in this agenda. Items may be added to this agenda for discussion or action only as permitted by law.-Mollie motioned to approve the agenda order, Clint seconded **Passed 5/0***

**6.0 Public Comment** *Members of the public may comment on non-agenda matters related to District business. No action may be taken on topics not listed on the agenda. Individual speakers shall be allowed three (3) minutes to address the Board. The Board shall limit the total time for public input on each item to twenty (20) minutes.- **No public comment***

**7.0 Consent Agenda**

**7.1 Approval of Minutes, February 14th, 2022 Regular Board Meeting (Attachment 1)**

**7.2 Approval of Warrants (Attachment 1)**

**7.3 Approval of Q3 Williams Quarterly Reports (Attachment 1)- Mollie motioned to approve the consent agenda Mandy seconded with one change. She would like to see the US Bank statement break down by charges and categories. **Passed 5/0****



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8.0 Community Comment Related to LCAP - *Members of the community may provide input and discussion pertaining to the Local Control Accountability Plan in an effort to address State Priority 8 (increase opportunities for parents and families to be involved in school decision-making processes).*-  
**No comment**

## 9.0 Reports

- 9.1 Superintendent-Principal- **Kevin Reported**
- 9.2 Staff- **Nik Reported**
- 9.3 Hydesville Parent Group-**Kevin Reported**
- 9.4 Hydesville Sports Booster Club-**Clint reported**
- 9.5 Communications-**No communications**

## 10.0 Information Items

- 10.1 Attendance and Enrollment Update (Attachment 2)- **Kevin Reported**
- 10.2 Business Manager Training and Expectations updates (Attachment 3)**Kevin and Michelle reported**

## 11.0 Discussion/Possible Action Items

- 11.1 Consideration of Resolution Providing for the Issuance and Sale of 2022 General Obligation Refunding Bonds In An Aggregate Principal Amount Not To Exceed \$1,500,000 To Refund Outstanding General Obligation Bonds and Approving Related Documents and Actions.**Kevin reported Mollie motioned to approve 11.1 Laurie seconded Passed 5/0**
  - 11.1.1 Resolution 420221 (Attachment 4)
  - 11.1.2 Bond Purchase Agreement (Attachment 5)
  - 11.1.3 Escrow Agreement (Attachment 6)
  - 11.1.4 Paying Agent Agreement (Attachment 7)
- 11.2 Consideration of Draft 2022-2023 School Calendar (Attachment 8)- **Clint motioned to approve the draft of the 2022-2023 school calendar Mandy seconded Passed 5/0**
- 11.3 Consideration of Modifications To Current Facility Use Opportunities (Attachment 9)**Kevin reported Mollie motioned to approve the modifications to current facility use opportunities Clint seconded Passed 5/0**
- 11.4 Consideration of Governance Calendar Revisions (Attachment 10)-**Kevin reported Mandy would like to have additional information on the calendar. Mollie motioned to approve the governance calendar with the revisions Dave seconded Passed 5/0**
- 11.5 Consideration of Teacher Appreciation Day Activities (Attachment 11)- **Breakfast for the teachers and staff will be on May 3rd.**
- 11.6 Consideration of Edits to 2021 Audit Findings And Recommendations Corrective Action Plans (Attachment 12)**Kevin reported Mollie motioned to approve the edits to 2021 audit findings and recommendations corrective action plans Laurie seconded passed 5/0**
- 11.7 Consideration of Possible Changes to the 8th Grade Trip Chaperone Policy (Attachment 13)- **Kevin reported Mollie motioned to approve the changes to the 8th grade trip chaperone policy Clint seconded Passed 5/0**



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**12.0 Board Member Comments-**Mandy and Mollie both appreciate what Nik is doing to improve the communication at the school. Clint likes that Nik always has a positive attitude and appreciates him.

## 13.0 Announcements

13.1 Upcoming Calendar of Events:

Spring Break	April 11-15th
Sports Boosters Meeting	April 18th
HPG Meeting	2pm, May 4th

13.2 Next Board Meeting: May 9th, 2022. Begins at 5:30 PM

13.3 Recommended additions to the agenda can be submitted to the board president or Superintendent seven (7) days prior to the next regular meeting date.

## 14.0 Adjournment- Dave adjourned the meeting at 7:30pm

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<b>ADDRESSING THE BOARD</b>	<b>REGULAR SESSION</b>
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<p><b>COMPLAINTS</b></p>	<p><b>CLOSED SESSION</b></p>
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## Board of Trustees Special Board Meeting Agenda Tuesday, May 3rd, 2022 • 9:00 AM Hydesville Elementary Cafeteria/Gym

1.0 Call to Order Meeting called to order by D. Fisch at 9:00am

2.0 Public Comment on Closed Session Items Members of the public may comment on non-agenda matters related to District business. No action may be taken on topics not listed on the agenda. Individual speakers shall be allowed three (3) minutes to address the Board. The Board shall limit the total time for public input on each item to twenty (20) minutes. **No public comment**

3.0 Convene to Closed Session With respect to every item of business to be discussed in closed session pursuant to Government Code Section 54945.5. **Meeting adjourned to closed session at 9:01am**

3.1 Personnel

3.1.1 Public Employment: Certificated Resignation

3.1.2 Public Employment: Certificated Resignation

4.0 Reconvene to Open Session Meeting returned to Open session

4.1 Report Action Taken During Closed Session **Fisch reported that the board accepted the resignation of 2 Certificated Teachers.**

4.2 Flag Salute

5.0 Approval of Agenda Order The Board of Trustees reserves the right to change the order in which agenda items are discussed and/or acted upon at this meeting. Subject to further action by the Board, this meeting will proceed as provided in this agenda. Items may be added to this agenda for discussion or action only as permitted by law. **Mollie moved to accept the Agenda order, Clint Seconded. 5/0 aye**

6.0 Public Comment Members of the public may comment on non-agenda matters related to District business. No action may be taken on topics not listed on the agenda. Individual speakers shall be allowed three (3) minutes to address the Board. The Board shall limit the total time for public input on each item to twenty (20) minutes. **No public comment**

7.0 Community Comment Related to LCAP - Members of the community may provide input and discussion pertaining to the Local Control Accountability Plan in an effort to address State Priority 8 (increase opportunities for parents and families to be involved in school decision-making processes). **No public comment**

8.0 Discussion/Possible Action Items

8.1 Discussion and Possible Action on Universal Transitional Kindergarten Plan **Clint moved to open a stand-alone TK classroom for 2022-23, Dave seconded. 5/0 Aye**

9.0 Board Member Comments



# Hydesville Elementary School District

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13.2 Next Board Meeting: May 9th, 2022. Begins at 5:30 PM

13.3 Recommended additions to the agenda can be submitted to the board president or Superintendent seven (7) days prior to the next regular meeting date.

## 14.0 Adjournment Meeting Adjourned by Fisch at 9:30am

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**BOARD OF TRUSTEES**

**Dave Fisch, President**

**Mandy Marquez, Clerk**

**Laurie Newman, Member**

**Mollie Holmgren, Member**

**Clint Victorine, Member**

**Kevin Trone, Superintendent**

Checks Dated 04/02/2022 through 05/06/2022					
Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
3000166162	04/07/2022	EMPLOYMENT DEVELOPMENT DEPT.	01-9540		1,732.21
3000166163	04/07/2022	FERNDALE TECH	01-5800		329.99
3000166164	04/07/2022	FORTUNA ACE HARDWARE	01-4310		32.65
3000166165	04/07/2022	FRANZ FAMILY BAKERIES SPRINGFIELD DIVISION	13-4710		79.82
3000166166	04/07/2022	Jackson, Erin	01-4310		16.26
3000166167	04/07/2022	MENDES SUPPLY CO	01-4374		192.42
3000166168	04/07/2022	MURRISH'S HYDESVILLE MARKET	13-4710		170.76
3000166169	04/07/2022	P G & E	01-5520		9.48
3000166170	04/07/2022	QUILL CORPORATION	01-4310		90.99
3000166171	04/07/2022	REVOLVING CASH FUND	01-4310		398.91
3000166172	04/07/2022	Reyna-Sanchez, Michelle L	01-5201		561.60
3000166173	04/07/2022	SPORT & CYCLE (C)	01-4310		379.26
3000166174	04/07/2022	SYSO FOODS OF SACRAMENTO	13-4396	148.18	
			13-4710	823.87	972.05
3000166175	04/07/2022	Wrisley, David L	01-5201		13.68
3000167260	04/21/2022	AT&T/CALNET 2	01-5909		93.67
3000167261	04/21/2022	COASTAL BUSINESS SYSTEMS INC	01-5637		1,094.91
3000167262	04/21/2022	CRYSTAL CREAMERY	13-4710		1,340.60
3000167263	04/21/2022	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	01-5861		32.00
3000167264	04/21/2022	FORTUNA ACE HARDWARE	01-4310	92.96	
			01-4374	113.51	206.47
			13-4710		211.08
3000167265	04/21/2022	FRANZ FAMILY BAKERIES SPRINGFIELD DIVISION	01-5530		421.00
3000167266	04/21/2022	HYDESVILLE COUNTY WATER DIST.	01-4374		416.52
3000167267	04/21/2022	MENDES SUPPLY CO	01-4365		192.03
3000167268	04/21/2022	MURRISH'S HYDESVILLE MARKET	01-5520		2,151.73
3000167269	04/21/2022	P G & E	01-5800		3,472.00
3000167270	04/21/2022	PRESENCE LEARNING, INC	01-5560		573.00
3000167271	04/21/2022	RECOLOGY EEL RIVER	01-4310		45.95
3000167272	04/21/2022	Richter Carter, Jacqueline A	01-4310		231.64
3000167273	04/21/2022	SPORT & CYCLE (C)	01-5511		1,406.35
3000167274	04/21/2022	SPURR	01-4310	2,441.65	
3000167275	04/21/2022	U.S.BANK CORPORATE PAYMENT CTR	01-4381	278.49	
			01-5950	1.36	
			13-4396	452.87	
			13-4710	59.75	3,234.12
3000167276	04/21/2022	VALLEY PACIFIC PETROLEUM SERV	01-4365		670.14
3000168559	05/05/2022	AT&T	01-5909		1,750.44
3000168560	05/05/2022	FERNDALE TECH	01-5800		80.00
3000168561	05/05/2022	FRANZ FAMILY BAKERIES SPRINGFIELD DIVISION	13-4710		137.40
3000168562	05/05/2022	Henderson, Lindsay L	13-5201		39.78

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

ESCAPE ONLINE

Page 1 of 2

Checks Dated 04/02/2022 through 05/06/2022					
Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
3000168563	05/05/2022	Jackson, Erin	01-4310		32.56
3000168564	05/05/2022	Macmillan, Lily S	01-4310		165.96
3000168565	05/05/2022	P G & E	01-5520		19.10
3000168566	05/05/2022	QUILL CORPORATION	01-4310		125.77
3000168567	05/05/2022	Richter Carter, Jacqueline A	01-4310		95.09
3000168568	05/05/2022	Riggs, Rachael D	01-4310		70.01
3000168569	05/05/2022	SUDDENLINK	01-5909		248.38
3000168570	05/05/2022	SYSCO FOODS OF SACRAMENTO	01-4310	102.35	
			13-4396	60.07	
			13-4710	2,785.81	2,948.23
3000168571	05/05/2022	VIA HEART PROJECT	01-4392		225.00
3000168572	05/05/2022	William H. Sadlier, Inc.	01-4310		773.65
<b>Total Number of Checks</b>			<b>45</b>		<b>27,484.66</b>

**Fund Recap**

Fund	Description	Check Count	Expensed Amount
01	GENERAL FUND	38	21,174.67
13	CAFETERIA FUND	9	6,309.99
Total Number of Checks		<b>45</b>	27,484.66
Less Unpaid Tax Liability			.00
<b>Net (Check Amount)</b>			<b>27,484.66</b>

# Attachment 2

April 12, 2022

Kevin Trone, Superintendent  
Hydesville School District  
3050 Johnson Road  
Hydesville, CA 95547

Subject: Certification of 2021-2022 Second Interim Report

Dear Mr. Trone:

Thank you for the timely submission of the district's 2021-2022 Second Interim Report. We acknowledge that you and the governing board have issued a positive certification of the district's financial status.

In accordance with Education Code Section 42131, we have completed our review and analysis of the district's Second Interim Report. Given the assumptions underlying these budget projections, we concur with your positive certification.

We wish to acknowledge and express our appreciation to the district's staff, the governing board and the community for their continued diligence and hard work. If you have any questions regarding our review process, please feel free to contact our office.

Sincerely,



Corey Weber  
Assistant Superintendent of Business Services

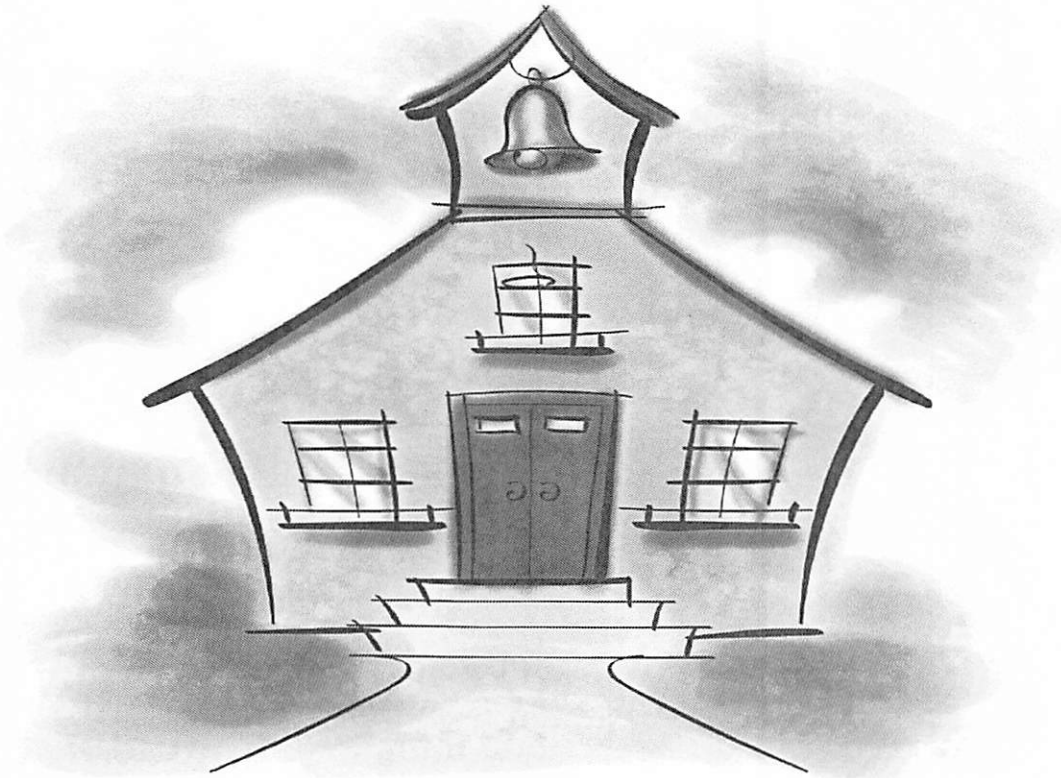
CW: cm

c: Michael Davies-Hughes, Superintendent, HCOE,  
David Fisch, District School Board President

# Attachment 3



# Hydesville Elementary School Class Counts 2021-2022



Ms. Rosser	TK	2
Ms. Rosser	K	24
Ms. Bartlett	1	22
Mrs. Pinkerton	2	23
Mrs. Riggs	3	21
Mrs. Sturdevant	4	25
Ms. Perez	5	22
Ms. MacMillan	6	21
Mr. Williams	7	17
Mrs. Carter	8	18
Total		195

# Hydesville Elementary Monthly Attendance Report

**Beginning: 04/01/2022 - Ending: 05/06/2022**

**Current School**

**Days Taught: 21**

Section Id	Teacher	Enrolled Last Day Prev Mon	Last Day Drops	First Day Adds	Begin Count			Last Day Count	Max. Enroll.	Days Not Enroll	Days of Absence	I. S. Credit	I. S. No Credit	I.S. Pend	Actual Attend	Total For School	ADA	% of actual Attend	1st Day Next Month
						Add	Drop												
Grade0K-A - Rosser		24	0	0	24	0	0	24	24	0	30	5	0	0	469	474	22.571	93.05	24
<b>Grade 00K</b>		24	0	0	24	0	0	24	24	0	30	5	0	0	469	474	22.571	93.05	24
Grade0TK-A - Rosser		2	0	0	2	0	0	2	2	0	1	0	0	0	41	41	1.952	97.61	2
<b>Grade 00TK</b>		2	0	0	2	0	0	2	2	0	1	0	0	0	41	41	1.952	97.61	2
Grade1-A - Bartlett		22	0	0	22	0	0	22	22	0	38	3	0	0	421	424	20.190	91.12	22
<b>Grade 01</b>		22	0	0	22	0	0	22	22	0	38	3	0	0	421	424	20.190	91.12	22
Grade2-A - Pinkerton		23	0	0	23	0	0	23	23	0	33	0	0	11	439	439	20.904	90.89	23
<b>Grade 02</b>		23	0	0	23	0	0	23	23	0	33	0	0	11	439	439	20.904	90.89	23
Grade3-A - Riggs		21	0	0	21	0	0	21	21	0	52	11	0	0	378	389	18.523	85.71	21
<b>Grade 03</b>		21	0	0	21	0	0	21	21	0	52	11	0	0	378	389	18.523	85.71	21
<b>Sub Total GRADES 0K-3</b>		92	0	0	92	0	0	92	92	0	154	19	0	11	1,748	1,767	84.142	90.47	92
Grade4-A - Sturdevant		24	0	0	24	1	0	25	25	16	31	1	0	0	477	478	22.761	93.71	25
<b>Grade 04</b>		24	0	0	24	1	0	25	25	16	31	1	0	0	477	478	22.761	93.71	25
Grade5-A - Perez-Granados		21	0	0	21	1	0	22	22	8	18	0	0	0	436	436	20.761	96.03	22
<b>Grade 05</b>		21	0	0	21	1	0	22	22	8	18	0	0	0	436	436	20.761	96.03	22
Grade6-A - MacMillan		21	0	0	21	0	0	21	21	0	43	6	0	5	387	393	18.714	87.75	21
<b>Grade 06</b>		21	0	0	21	0	0	21	21	0	43	6	0	5	387	393	18.714	87.75	21
<b>Sub Total GRADES 4-6</b>		66	0	0	66	2	0	68	68	24	92	7	0	5	1,300	1,307	62.238	92.59	68
Grade 7 - Williams		17	0	0	17	0	0	17	17	0	34	0	0	0	323	323	15.381	90.47	17
<b>Grade 07</b>		17	0	0	17	0	0	17	17	0	34	0	0	0	323	323	15.381	90.47	17
Grade8-A - Carter		18	0	0	18	0	0	18	18	0	21	0	0	0	357	357	17.000	94.44	18
<b>Grade 08</b>		18	0	0	18	0	0	18	18	0	21	0	0	0	357	357	17.000	94.44	18

# Hydesville Elementary Monthly Attendance Report

**Beginning: 04/01/2022 - Ending: 05/06/2022**

**Current School**

**Days Taught: 21**

Section Id	Teacher	Enrolled Last Day Prev Mon	Last Day Drops	First Day Adds	Begin Count	Add		Last Day Count	Max. Enroll.	Days Not Enroll	Days of Absence	I. S. Credit	I. S. No Credit	I.S. Pend	Actual Attend	Total For School	ADA	% of actual Attend	1st Day Next Month
							Drop												
<b>Sub Total</b>	<b>GRADES 7-8</b>	35	0	0	35	0	0	35	35	0	55	0	0	0	680	680	32.381	92.51	35

<b>School Totals:</b>	193	0	0	193	2	0	195	195	24	301	26	0	16	3,728	3,754	178.761	91.57	195
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Signature \_\_\_\_\_ Date \_\_\_\_\_

*To the best of my knowledge and belief this State School Register report has been kept as required by law and in accordance with the instruction of the Superintendent of Public Instruction.*

# Attachment 4



Kevin Trone &lt;ktrone@hydesvilleschool.org&gt;

## FINAL PRICING for Hydesville Elementary School District, 2022 G.O. Refunding Bonds

2 messages

**Dana Cojocaruivoska** <Dcojocaruivoska@dadco.com>

Wed, Apr 27, 2022 at 3:57 PM

To: "superintendent@hydesvilleschool.org" <superintendent@hydesvilleschool.org>, "apolansky@hydesvilleschool.org" <apolansky@hydesvilleschool.org>, Greg Isom <greg@isomadvisors.com>, "Jeff Pickett (jeff@isomadvisors.com)" <jeff@isomadvisors.com>, Bill Kadi <wkadi@joneshall.com>, Katie Dobson <kdobson@joneshall.com>, Trevor Mael <tmael@ff-inc.com>, "jsmith@ff-inc.com" <jsmith@ff-inc.com>, "cwilliams@ff-inc.com" <cwilliams@ff-inc.com>, John Bartholomew <Jbartholomew@co.humboldt.ca.us>, Amy Christensen <achristensen@co.humboldt.ca.us>, "wmorgan@co.humboldt.ca.us" <wmorgan@co.humboldt.ca.us>, Karen Paz Dominguez <KPazDominguez@co.humboldt.ca.us>, "Loftis, Amanda" <ALoftis@co.humboldt.ca.us>, Corey Weber <cweber@hcoe.org>, "rdamme@hcoe.org" <rdamme@hcoe.org>, "Justin M. Greaser" <jgreaser@causeycpas.com>, Diana Bedolla <dbedolla@causeycpas.com>, "Douglas E. Carlile" <dcarlile@causeycpas.com>, "Tuzon, Fe" <fe.tuzon@bnymellon.com>, "Urey, Gonzalo" <gonzalo.urey@bnymellon.com>, "Ricard, Rhea" <rhea.ricard@bnymellon.com>, "Salo, Rudy" <rsalo@nixonpeabody.com>

Cc: Richard Han <rhan@dadco.com>, Nathanael Despain <ndespain@dadco.com>

Good afternoon Ladies & Gentlemen!

Attached you will find final, verified pricing numbers for:

\$1,284,217 Hydesville Elementary School District (Humboldt County, CA), 2022 General Obligation Refunding Bonds (Federally Taxable)

This loan is purchased by First Foundation Public Finance and advance refunded the District's General Obligation Bonds, 2014 General Obligation Bonds. SLGS have been subscribed for today and will be purchased on the day of closing of 05/20/2022. The loan has a true interest cost (TIC) of 2.894% and an average life of 13.262. The refunding will result in debt service gross savings of \$142,994.27, net present value savings (NPV) of \$71,008.60, or 6.51% savings of refunded bonds. The loan has semi-annual principal and interest payments starting 08/01/2022, and a final maturity of 02/01/2043.

Congratulations Mr. Trone, the District, and to all participants of this loan and looking forward to a successful closing on May 20!

Best regards,

**DANA COJOCARU-IVOSKA | Senior Vice President**

3017 Douglas Blvd, Suite 300

Roseville, CA 95661

Tel: 916.788.7263 | Cell: 314.496.4576 | Fax: 916.788.7244

dcojocaruivoska@dadco.com

# Attachment 5

## **Hydesville Eighth Grade Class Trip Itinerary 2022**

### **Day 1: Tuesday, June 7th**

- 6:00 am Depart on trip
- 9:00 am Breakfast in Willits
- 1:00 pm Check-in at Great Wolf Lodge Manteca, CA  
1-866-966-9653 Spend all day having fun!
- 11:00 pm Lights Out!

### **Day 2: Wednesday, June 8th**

- 7:00 am Wake up
- 8:00 am Breakfast at Great Wolf Lodge activities at  
the lodge
- 11:50 am Depart for the Escape Room 1501 Coffee Rd  
Suite G Modesto, Ca 209-409-8513
- 2:00 pm Depart for K1 Speed 6400 Sierra Court  
Suite B Dublin, CA 925-230-9502. Stop for  
Lunch along the way.
- 4:00 pm Racing begins
- 6:00 pm Depart for the Great Wolf Lodge
- 7:00 pm Arrive at Great Wolf Lodge
- 8:00 pm Dinner
- 11:00 pm Lights out!

### **Day 3: Thursday, June 9th**

- 7:00 am Wake up

### **Day 3: Thursday Continued**

- 8:00 am Breakfast at Great Wolf Lodge
- 9:00 am Depart for Great America
- 10:15 am Visit Great America \*\*\*Lunch in the Park\*\*\*
- 7:00 pm Depart for Embassy Suites 150 Anza  
Boulevard Burlingame, CA 650-342-4600
- 8:30 pm Depart for Benihana's 1496 Old Bayshore  
Hwy Burlingame, CA
- 10:00 pm Depart for Embassy Suites
- 11:00 pm Lights Out!

### **Day 4 June 10th**

- 5:30 am Wake up clean room and pack
- 6:30 am Breakfast at Embassy Suites
- 7:00 am Depart for Alcatraz
- 8:00 am Alcatraz Orientation
- 8:45 am Depart on the ferry to Alcatraz Island
- 11:25 am Go to Pier 39/Fisherman's Wharf
- 12:00 pm Eat lunch at the Pier (Small Group Choice)
- 1:00 pm Shopping, and activities on the Pier.
- 5:00 pm Depart for Home
- 6:00 pm Dinner at Black Bear Diner 6255 Commerce  
Blvd. Rohnert Park, Ca
- 7:00 pm Leave Rohnert Park
- 10:30 pm Arrive at Hydesville Elementary School



# Attachment 6



Kevin Trone &lt;ktrone@hydesvilleschool.org&gt;

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## Budget Update – It Feels Like Christmas, But Are We Prepared For Winter?

1 message

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**Barrett Snider** <barrett@capitoladvisors.org>

Tue, May 3, 2022 at 3:27 PM

Reply-To: barrett@capitoladvisors.org

To: ktrone@hydesvilleschool.org

Over the past week, a number of developments related to California's state budget have brought welcome news: a gigantic \$68 billion budget surplus, a large Local Control Funding Formula (LCFF) COLA (6.56 percent), and ambitious school budget proposals from both houses of the Legislature.

However, other news weighs-in to temper that outlook: a falling stock market, stubborn inflation/stagnation, Russia's war in Ukraine, and China's forced lockdown to contain COVID-19.

As Governor Newsom and the Legislature approach the end stages of the state's budgeting process for 2022-23, it is important consider all of this and forecast accordingly.

### **The Good News**

April tax receipts confirm California lawmakers will have to figure out how to spend an approximate \$68 billion surplus – roughly \$40 billion above the amount assumed in the Governor's January Budget proposal. How those dollars breakdown across the various fiscal years is important, but a large portion of those additional dollars is required to go to K-14 schools under Proposition 98 (which is in Test 1 in all years). Some of that increase will automatically fund a higher COLA for the LCFF base grant (increasing to 6.56% for 2022-23), which is a virtual certainty.

Additionally, both the State Senate and Assembly recently articulated education budget principles that use the deluge of state revenue to make significant increases to the base of the LCFF, an important advocacy win for the education community. The Assembly is proposing a 15% increase to the LCFF base in 2022-23. The Senate is proposing to provide \$5 billion to LCFF above the COLA in 2022-23, increasing to \$10 billion by 2024-25.

### **The Not So Good News**

As has been the case for years, the best predictor of California's fiscal health is stock market performance, as the vast majority of the state General Fund revenues come from the wealthiest Californians in the form of the personal income and capital gains taxes. April was a brutal month for stocks, led by what appears to be a shifting economic reality evidenced by tanking technology

companies that directly benefited from the realities of COVID-19 (companies like Netflix, Amazon, Facebook/Meta, etc.). Will the markets rebound? Unfortunately, there are reasons to believe they won't for a while because we have to deal with inflation.

Inflation is driving up the cost of just about everything. Some argue we're seeing stagflation – where there's a decline in growth/workforce and inflation is over eight percent. This disproportionately affects the poor (those on the edge are pushed over by even the slightest pressure). The only apparent tool against inflation is to raise interest rates. The question is by how much and how fast? It appears they're really going after it - the Fed is expected to raise interest rates by one half of a percentage point on Wednesday, and possibly again in June and July. Historically, markets have not taken this kind of news well, which could complicate California's fiscal outlook at the same time costs continue to go up. How long it will take to grapple with the inflationary dynamic is anyone's guess - we're largely in uncharted territory.

There is also the impact of Russia's war with Ukraine, which continues to have a significant impact on the world economy – directly affecting fuel, metal, and food prices. This has spilled over into the broader commodities market. World leaders are stuck asking their citizens to endure the economic consequences of punishing Vladimir Putin for invading Ukraine, which is seen as necessary (short of dragging the U.S. and European countries into an armed conflict with Russia) to avoid Putin taking the fight other neighboring countries.

Finally, the other major issue is China's strict rules for managing a surge in COVID-19 cases – which has seen major cities like Shanghai on total lockdown for going on six weeks. As a result, major ports and factories are shuttered, exacerbating a global supply chain problem, which also drives inflation.

### **Things To Consider**

While the state surplus provides funding now and that is great, it is the product of old information (prior income, capital gains, stock market performance, business performance, sales, etc.). There are real threats to the world economy that could mean those record revenues won't be as robust going forward. We're overdue for a recession – the last was more than 12 years ago. Historically, recessions occur on an average of every five years. The 2022-23 state budget is being crafted during an election year. Most of the state's lawmakers were not in office when the last recession hit, leaving an experiential hole that will need to be filled by those that were. Interestingly, the State Senate's budget proposal contains a nod to this potential reality by including \$43.1 billion in reserves to “help maintain California's ongoing financial stability.”

There doesn't appear to be any disagreement that we need to invest in our students by hiring more adults to help them recover from the past two years - teachers, counselors, aides, and bus drivers. We also need to help current educators absorb the rising costs of living. But the last thing we want is to be forced into unwinding those investments in a year or two. Calibrating that delicate balance will be the biggest challenge with the 2022-23 state budget for state and ultimately local leaders.

## What's Next?

Governor Newsom will release his May Revision to the January Budget proposal sometime before May 15. His revision will recognize additional revenue and contain accompanying proposals on how to utilize it – which everyone is speculating about and his staff is mum to reveal. Newsom will almost certainly offer a more detailed proposal on a tax rebate related to higher gas prices (hard to not deliver on that at this point). We'll also see what his Administration thinks about the Gann Limit, which will have implications for school funding relative to facilities and potentially STRS and PERS. We're also hoping to see lobbying efforts pay off with proposals to address current year COVID-19 ADA (average daily attendance) relief of some kind.

We will continue to keep you updated as additional budget information becomes available.

Reminder that folks can attend the Budget Perspectives workshops – [register here](#).

Please let us know if we can provide additional information.

Take care,  
-Barrett

Barrett Snider  
Partner | Capitol Advisors Group

Capitol Advisors Group, LLC | [925 L Street, Suite 1200, Sacramento, CA 95814](#)

[Unsubscribe](#) [ktrone@hydesvilleschool.org](mailto:ktrone@hydesvilleschool.org)

[Update Profile](#) | [Constant Contact Data Notice](#)

Sent by [barrett@capitoladvisors.org](mailto:barrett@capitoladvisors.org)



Kevin Trone &lt;ktrone@hydesvilleschool.org&gt;

## LCFF Base Grant Increase, Lowest Performing Pupil Subgroup Bills Pass Ahead of Deadline

2 messages

Nick Romley <nick@capitoladvisors.org>  
Reply-To: nick@capitoladvisors.org  
To: ktrone@hydesvilleschool.org

Fri, Apr 29, 2022 at 4:11 PM

Today is the deadline for bills with fiscal implications for the state to pass out of their relevant policy committees. Being the first major legislative hurdle for bills introduced this year, we saw a handful of significant pieces of legislation move forward this week. Below, we highlight those bills, as well as the other actions taken by both the Senate and Assembly Education committees.

### LCFF Base Grant Increase bill passes with Unanimous, Bipartisan Support

As we pass the April 18 tax deadline, state revenues continue to surge. [A recent report](#) from the non-partisan Legislative Analyst's Office estimates increased state revenues in excess of between \$33 billion and \$39 billion over the Governor's January budget proposal. As the state looks increasingly likely to be flush with cash, renewed efforts to bolster school funding have percolated to the top of the Legislative agenda for many members of both the Senate and Assembly.

As introduced, [AB 1948](#), authored by Assembly Members Phil Ting (D-San Francisco) and Kevin McCarty (D-Sacramento), contained language which would have changed the way the state accounted for "unduplicated pupils" for purposes of calculating a local educational agency's (LEA) Local Control Funding Formula (LCFF) apportionment. However, the bill will be amended coming out of its hearing in the Assembly Education Committee this week, and will now contain language to:

1. For the 2022-23 school year, increase the grade span adjusted base grant for a school district or charter school's LCFF entitlement by 15%.
2. Add language that the fiscal year ADA for a school district be computed based on the greatest of current year ADA, prior year ADA, or the average of the three most recent prior fiscal years.

Amendments will also remove current provisions of the bill that relate to duplicating pupil groups for the calculation of the supplemental and concentration grants. While not currently reflected in the bill's language, we expect all of these amendments to be in print in the coming days.

Called a "pretty historic bill" and "a big deal" by Assembly Member and Education Committee Chair, Patrick O'Donnell (D-Long Beach), the proposed amendments to AB 1948 signal a renewed priority for the Assembly to put at least some of the huge increases in state revenue into the discretionary/operational budgets of LEAs, rather than syphoning the dollars off into what amount to categorical programs. This is only bolstered by the fact that the bill's authors, Assembly Member Ting and Assembly Member McCarty, chair the Assembly Budget Committee and Assembly Budget Subcommittee on Education Finance, respectively. It is clear members of the Assembly are hearing the message from school leaders that, with costs going up across the board due to inflation, as well as increases to employer PERS/STRS obligations, the LCFF needs a significant boost.

We anticipate that conversations around LCFF and overall school finance issues will ultimately be resolved through the budget process. And the Senate and Administration will also each have their say as the details are hammered out. However, this "preemptive strike" by the Assembly will certainly serve as a powerful lever in those discussions.

### Bill to add "Lowest Performing Pupil Subgroup" to LCFF Calculation Clears Committee

Another bill seeking to augment the LCFF cleared its policy hearing this week with unanimous, bipartisan support. [AB 2774](#) (Weber) would add a pupil who is classified as a member of the lowest performing pupil subgroup to the definition of "unduplicated pupil". Further, the bill would provide that the

subgroup identified in the 2023–24 fiscal year as a lowest performing subgroup shall continue to receive supplemental funding until its performance meets or exceeds the highest performing subgroup of pupils in the state.

You may recall two similar efforts from the 2019-20 Legislative Session. Both [AB 575](#) and [AB 2685](#), authored by Dr. Shirley Weber (Assembly Member Akilah Weber's mother and current California Secretary of State) contained similar language to AB 2774. However, both efforts stalled in their relevant policy committees and were ultimately not signed into law. Given this year's bill has already cleared a landmark not cleared by the prior versions, it could be a sign the bill stands a better chance at making it across the finish line.

### **Bill requiring COVID-19 Testing Plans for LEAs also Passes**

Over the past several weeks, many of the legislative efforts in California around COVID-19 vaccination have stalled. Both [AB 1993](#) (Wicks) and, of particular interest to schools, [SB 871](#) (Pan) were dropped by their authors. (SB 871 would have added vaccination against COVID-19 to the list of vaccinations required for students to attend school.)

The latter author, Senator Richard Pan (D-Sacramento), who also authored [the 2015 bill](#) removing the personal belief exemption for required school vaccinations, has continued to be a staunch proponent of COVID-19 vaccination and other forms of mitigation. Accordingly, while he dropped his vaccine bill for the year, he continues to carry [SB 1479](#). The bill was heard this week and would impose a number of requirements on LEAs around COVID-19 testing. Specifically, the provisions of the bill:

1. Require each LEA to create a COVID-19 testing plan that is consistent with guidance from the California Department of Public Health (CDPH)
2. Require each LEA and each schoolsite to designate a staff member to report information on its COVID-19 testing program
3. Require CDPH to coordinate COVID-19 testing programs in LEAs, and;
4. Require CDPH to provide supportive services to LEAs.

Republicans on the Senate Education committee had questions about the bill. In particular, Senator Rosilicie Ochoa Bogh (R-Yucaipa) expressed her concerns with the requirement to designate staff to report about the COVID-19 testing plans, noting existing staffing shortages in schools throughout the state. To that end, Senator Pan noted he is working to get funding in the state budget to support the staffing and testing requirements.

Expressing support for the bill, Senator Connie Leyva (D-Chino), the Chair of the Committee, noted that the bill does not require COVID-19 testing, but simply a plan for testing. Joining her in support were the other democrats on the committee, and the bill ultimately passed on a partisan, 5-2 vote.

### **What's next?**

There will be one final round of policy committee hearings next week to dispatch with the small handful of bills that do not have a fiscal impact on the state. By next Friday, May 6, all bills must be passed out of their policy committees. At that point, attention will shift to the Senate and Assembly Appropriations committees, where the costs of the bills will be weighed and amendments to potentially reduce bill cost will be negotiated. Look for an update from us around May 20 detailing the fates of the bills pending in the Appropriations Committees.

Having passed this first major legislative deadline, we also plan to send out more updates in the coming weeks detailing some of the major bills remaining, sorted by broad subject matter area. In the meantime, as always, please reach out with any questions you may have about these or any other bills you.

Below is a list of all the other actions taken by the Education Committees this week.

Cheers,  
Nick

Nick Romley | Legislative Analyst  
Capitol Advisors Group

Assessment and Accountability

# Attachment 7

**HYDESVILLE ELEMENTARY SCHOOL DISTRICT  
HUMBOLDT COUNTY, CALIFORNIA**

**CONTRACT OF EMPLOYMENT  
DISTRICT SUPERINTENDENT/PRINCIPAL  
YEARS 2022/23, 2023/24, 2024/25**

*The following is an agreement between the Governing Board of the  
Hydesville Elementary School District and Kevin Trone.*

**ARGEEMENT:**

At a meeting of the Governing Board of the Hydesville Elementary School District (hereinafter referred to as "Board") held on May 9th, 2022, it was moved, seconded, and carried to employ Kevin Trone as District Superintendent/Principal (hereinafter referred to as "Superintendent") of the Hydesville Elementary School District (hereinafter referred to as "District") subject to the terms and conditions hereinafter set forth.

1. Term: It is agreed to employ Superintendent beginning July 1, 2022, and ending June 30, 2025, a period of 36 months.
2. Salary: The salary of the Superintendent shall be \$106,120 for the 2022-23 school year and continue at schedule, increasing 2% per year, beginning July 01, 2023.
3. Health & Welfare. The District will cover health and wellness benefits for the Superintendent on the Maple-single Medical Plan with dental and vision coverage.
4. Professional Dues: The District shall pay the annual dues for Superintendent's membership of the Association of California School Administrators (ACSA).
5. Work Year: It is agreed that the Superintendent shall be required to render 220 days of full and regular service to the District during the annual period covered by this agreement.
6. Sick Leave: The Superintendent will be allocated 12 sick days per school year.
7. STRS. Superintendent is responsible for his share of contributions to CALSTRS.
8. Duties. The Superintendent shall be the executive officer of the Board and shall perform the duties of this office as prescribed by law. All powers and duties that may lawfully be delegated



to the Superintendent are to be executed in accordance with the policies adopted by the Board. Such acts that may require ratification by the board shall be referred to the Board at the earliest possible opportunity by the Superintendent. These duties are:

- A. **General Duties:** The Superintendent is employed as District Superintendent and shall perform the duties of District Superintendent/Principal as prescribed by the laws of the State of California, Board Policy, and the District's job description for the Superintendent/Principal, if any. The Superintendent shall have primary responsibility for execution of Board policy and responsibility for the duties prescribed by Education Code section 35035, and responsibility for any duties authorized by the Board pursuant to Education Code section 17604. As appropriate, the Superintendent may use the resources of other staff to carry out these duties. The Superintendent shall be the Board's chief executive officer.
  
- B. **Personnel Matters.** The Superintendent shall have primary responsibility in making recommendations to the Board regarding all personnel matters, including selection, assignment, evaluation, transfer and dismissal of employees. This recommendation is only advisory, and the Board retains the right to make the final decision with respect to all hiring and dismissal of employees. The Board shall refer all complaints and concerns made to individual members of the Board, or the Board as a body, for review and action by the Superintendent.
  
- C. **Administrative Functions.** The Superintendent as the Board's chief executive officer, shall:  
(1) review all policies adopted by the Board and make appropriate recommendations to the Board; (2) periodically evaluate or cause to be evaluated all District employees; (3) advise the Board of sources of funds that might be available to implement present or contemplated District programs; (4) assume responsibility for those duties specified in Education Code section 35250; (5) endeavor to maintain and improve his professional competence by all available means, including subscription to and reading of appropriate periodicals and membership in appropriate professional associations; (6) establish and maintain positive community, staff and Board relations; (7) serve as liaison to the Board with respect to all matters of employer-employee relations and make recommendations to the Board concerning those matters; (8) recommend to the Board District goals and objectives; (9) unless unavoidably detained, attend all regular, special and executive session meeting of the Board; and (10) serve as secretary to the Board.
  
- D. **Board-Superintendent Roles.** The Board has primary responsibility for formulating District Policies and setting District goals. The Superintendent has primary responsibility for implementing District policies and goals. The Board and the Superintendent agree to collaboratively support and assist one another to fulfill these roles and responsibilities.

E. **Board-Superintendent Relations.** The parties acknowledge the importance of creating and projecting to students, staff, parents, and the community a positive and professional image of the Board, the Superintendent, and the District. Thus, to avoid damage to the Board's and the Superintendent's image and credibility, and as not to lessen each other's ability to perform effectively, the parties agree to conduct the business of the District by communicating and interacting in a manner that is professional and respectful. Board concerns, criticisms and dissatisfaction with the Superintendent's performance shall therefore be addressed through closed session discussions or via the evaluation process. Superintendent concerns, criticisms and dissatisfaction with the Board shall likewise be addressed with professionalism and respect.

F. **Principal Duties.** Principal shall demonstrate an understanding of the underlying philosophy for a TK-8 school that matches the intellectual, social, emotional, and physical needs of students age 5 through preadolescence. Administers an articulated curriculum program; conducts regular needs assessments and interprets results to staff and community and gives high priority to leadership for inspiring curriculum and engaging instruction. Relates to students with mutual respect while carrying out a positive and effective discipline policy. Implements and monitors special programs. Communicates effectively with the business and residential community and participates in civic activities. Maintains a commitment to ongoing growth of staff, supporting, organizing, and participating in District and off-site professional growth programs. Demonstrates positive attitude toward job and remains a flexible and innovative team builder.

G. **External Relation Duties.** Superintendent shall represent District before the public and shall maintain such a program of public relations as may serve to improve understanding and to keep the public informed about District activities, needs, and results. Superintendent shall regularly report to the Board on all external relations activities.

H. **Other Duties.**

1) **Medical Exam.** Upon request of the Board, but not more than once in any contract year covered by this Agreement, the Superintendent agrees to undergo a comprehensive physical and/or psychiatric examination, as long as it is not in conflict with religious beliefs. Said examination shall be made by a licensed physician designated by the Board. A confidential written report of such examination will be provided to the Superintendent. A second separate summary statement regarding the Superintendent's physical and/or mental ability to perform regular duties shall be obtained from the physician and filed with the Board. The cost of said examination and reports shall be paid by the District.

2) Should the Superintendent be unable to serve in the position due to physical and/or mental condition, and upon expiration of the sick leave entitlement as provided by statute and Board policies, upon written evaluation by a licensed physician designated by the District indicating the inability of the Superintendent to further serve in the position of employment, this contract shall be terminated by the Board.

- 3) **Driver's License.** Superintendent is required to maintain a valid California Driver's License and always have a vehicle available to perform the duties of the position.
- 4) **As Directed.** This Contract is subject to all applicable laws of the State of California and to the lawful policies, rules and regulations of the California State Board of Education and the Governing Board of the District. The Superintendent shall perform all duties prescribed by said laws, policies, rules, and regulations, and shall carry out and obey all directives the Board may from time-to-time delegate or assign to the Superintendent. The Superintendent may then delegate or assign directives to the appropriate area of responsibilities.

8. **Evaluations:**

- A. The Board shall devote a portion of at least one meeting annually, normally in the month of May, to a discussion of the performance of the Superintendent. The Superintendent will be responsible for calendaring these evaluation sessions with the Board. The evaluation shall be conducted in closed session unless requested otherwise by the superintendent.
- B. Evaluation criteria shall be developed by the Board and Superintendent and shall be directly related to the Board-adopted superintendent's job description, the position's general scope of responsibilities, the accomplishments of annual Board-adopted goals and objectives for the District, and any professional growth needs identified by the Board.
- C. The Board President or his/her appointee shall have the responsibility of summarizing the Board's evaluation in writing and providing a copy thereof to the Superintendent. The original evaluation shall be placed in the Superintendent's personnel file. The Superintendent shall be afforded a reasonable opportunity to submit any response/commentary to the evaluation prior to its filing.
- D. A satisfactory evaluation shall be determined as follows: Each Board member shall prepare an individual written evaluation based upon agreed goals, with a rating, as indicated on the goal matrices. An evaluation shall be deemed to be "unsatisfactory" if more than one-third of the evaluated standards are marked as below standard or unsatisfactory based on the average of the 5 board members' ratings on the agreed-upon goal matrices.

If the Board determines that the performance of the Superintendent is unsatisfactory, the Board shall communicate its evaluation to the Superintendent. If the Board evaluates the Superintendent in writing, a copy of the written evaluation shall be delivered to the Superintendent and the original evaluation shall be placed in the Superintendents personnel file.

9. The Superintendent shall maintain a cell phone as part of the Emergency Response Plan in place at the District and for routine district use.
10. Nothing contained in this agreement shall prohibit the Superintendent from using non-paid days to undertake paid consulting work, speaking engagements, writing, lecturing, or other professional duties, functions and obligations, provided such undertakings do not interfere with the performance of duties under this agreement nor conflict with the best interests of the District, and provided such activities have prior Board approval.
11. This agreement is subject to all applicable laws of the State of California, to the lawful rules and regulations of the California State Board of Education and the Board. Those laws, rules and regulations are hereby made a part of the terms and conditions of this agreement as though fully set forth herein. Notwithstanding, and to the extent the law will permit, the specific provisions of this agreement shall prevail over any and all other laws, rules and regulations to the maximum extent lawfully permitted.

12. CONTRACT RENEWAL OR EXTENSION

- A. There shall be no renewal or extension of the Contract. Should the parties desire Superintendent to continue as Superintendent/Principal beyond the term of the Contract, the Parties shall negotiate and execute a new contract.
- B. Should the Board determine that it does not wish to negotiate and execute a new contract at the end of the term of the Contract, Board shall give written notice of the decision to the Superintendent by February 10, 2025. The Parties expressly agree to waive the term of the automatic renewal provisions established in Education Code section 35031. Rather, if the Board fails to provide notice of non-renewal, the Contract shall automatically be renewed on the same terms but only for a period of one year.
- C. Between ninety (90) days and one hundred and twenty (120) days prior to the end of the Contract, Superintendent shall, in writing, remind each Board member of the Board's obligation to give written notice pursuant to Paragraph 12.B. Failure by Superintendent to provide notice to Board shall invalidate the notice requirement under Paragraph 12.B and shall operate as a waiver of the automatic renewal provision in Education Code section 35031 and in Paragraph 12.B.

13. TERMINATION OF CONTRACT

- A. Mutual Consent. This Agreement may be terminated at any time by mutual consent of the Board and the Superintendent upon thirty (30) days prior written notice.
- B. Resignation. The District wishes as much notice as possible should the Superintendent choose to resign. Towards that end, the Superintendent may resign and terminate this Agreement only by providing the Board with at least forty-five (45) days advance written notice, unless the parties agree otherwise. The District reserves the right to report any breaking of this Employment Contract to the California Commission on Teacher Credentialing for its review.
- C. Nonrenewal of Agreement by the District. The Governing Board may elect not to renew this agreement for any reason by providing the Superintendent with forty-five (45) days written notice prior to the expiration of this Agreement, in accordance with Education Code section 35031. It is expressly understood and agreed that the provisions and notice requirements of Education Code section 44951 do not apply.
- D. No Accrual of Seniority. The Superintendent shall not be considered a school site administrator for purposes of Education Code section 44956.5.
- E. Early Termination without Cause.
  - 1) As required by Government Code section 53260 *et seq.*, the following is recited as required by law: The maximum cash settlement, if any, the Superintendent may receive, shall be an amount equal to the monthly salary of the employee multiplied by the number of months left on the unexpired term of the Contract. However, if the unexpired term of the contract is greater than twelve (12) months, the maximum cash settlement shall be an amount equal to the monthly salary of the employee multiplied by twelve (12).
  - 2) Notwithstanding any other provision of this Agreement, the Board without cause, in its sole discretion, shall have the option to unilaterally terminate this Agreement without any cause upon the provision of written notice of such termination to the Superintendent with the effective date written therein. The Board will not make any additional payments to Superintendent upon its termination without cause to the Superintendent except for those monies owed for services provided.
- F. Termination by Mutual Consent. Notwithstanding any other provision of the Contract, the Board and the Superintendent may, by mutual consent, and on financial terms mutually acceptable to the Board and Superintendent, terminate the Contract before its expiration. In this case, no money, other than as agreed between the Board and the Superintendent to induce mutual consent, is due to the Superintendent if he severs his employment under this paragraph and with mutual consent. The parties agree that any monies provided pursuant to this section may not exceed 12 months' salary.

G. This Agreement is subject to the provisions of Government Code sections 53243-53243.5 which requires reimbursement to the District under the circumstances stated therein. As required by Government Code section 53243 *et seq.*, the following applies to this Contract:

- 1) If Superintendent is convicted of a crime involving abuse of his office, Superintendent shall reimburse District for all applicable cost pursuant to Article 2.6 (commencing with Section 53243) of Chapter 2 of Part 1 of Division 2 of the Government Code.
- 2) Pursuant to Government Code sections 53243-53243.4, any funds received by Superintendent from District resulting from Board's decision to terminate Superintendent shall be fully reimbursed to District if Superintendent is convicted of a crime involving the abuse of his powers of office. If District funds the criminal defense of Superintendent against charges involving the abuse of his office or position, and Superintendent is then convicted of those charges, Superintendent shall fully reimburse District for all District funds paid for Superintendent's criminal defense.

#### 14. GENERAL PROVISION

- A. **Governing Law and Venue.** This Agreement, and the rights and obligations of the parties, shall be governed by and construed in accordance with the laws of the State of California. The parties also agree that, in the event of litigation, venue shall be Humboldt County, California, and no other place.
- B. **Entire Agreement.** This Agreement contains the entire agreement and understanding between the parties. There are no oral understandings, terms or conditions, and neither party has relied upon any representation, express or implied, not contained in this Agreement.
- C. **No Assignment.** The Superintendent may not assign or transfer any rights granted or obligations assumed under this Agreement.
- D. **Construction.** The Contract will be liberally construed to effectuate the intention of the Parties with respect to the transaction described herein. In determining the meaning of, or resolving any ambiguity with respect to, any word, phrase or provision of the Contract, it is understood and agreed that the Parties have participated equally or have had equal opportunity to participate in the drafting hereof and no such contract term shall be construed or resolved against either party based on any rule of construction.

- E. **Modification.** This Agreement cannot be changed or supplemented orally. It may be modified or superseded only by a written instrument executed by both parties.
- F. **Severability.** If any provision of this Agreement is held to be invalid or unenforceable by a court of competent jurisdiction, the remaining provisions of the Agreement shall continue in full force and effect.
- G. **Notices.** All notices permitted or required under the Contract shall be given to Superintendent at the following address:

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Such notices shall be deemed received when personally delivered or when deposited in the U.S. Mail. However, actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

- H. **Headings.** The headings of sections of the Contract have been inserted for convenience of reference only and shall not affect the interpretation of any of the provisions of the Contract.
  - I. **Attorney's Fees.** In the event of any action or proceeding to enforce or construe any of the provisions of the Contract, Superintendent and Board shall each bear the cost of their own attorney's fees and cost regardless of the outcome of the action or proceeding.
15. Pursuant to the provisions of Government Code section 825 *et seq.*, the Board agrees that it shall defend, hold harmless and indemnify the Superintendent from any and all demands, claims, actions or proceedings of law or in equity, arising out of an act or omission occurring within the course and scope of his with the District.
16. As a condition of continued employment by the District, the Superintendent shall, at all times, maintain active and valid California administrative and teaching credentials.

IN WITNESS WHEREOF, this agreement has been executed on May 9th, 2022 at Hydesville, California.

Dated: \_\_\_\_\_

By: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# Attachment 8



**AUTHORIZATION FOR FISCAL YEAR:** \_\_\_\_\_

**CS-7**

**DATE:** \_\_\_\_\_, 20\_\_\_\_ **SCHOOL DISTRICT** \_\_\_\_\_

## CERTIFICATION

This is to certify that the Board of Trustees of the above stated School District passed the following motion at its \_\_\_\_\_, 20\_\_\_\_ meeting authorizing the following to sign commercial warrants and payroll payment orders as agent of the Board.

“It was moved by \_\_\_\_\_

and seconded by \_\_\_\_\_

that \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Be authorized to sign commercial warrants and payroll payment orders as agent of the Board of trustees of the \_\_\_\_\_ School District.

Ayes (Members’ Names): \_\_\_\_\_

\_\_\_\_\_

Noes (Members’ Names): \_\_\_\_\_

Motion Carried.”

**Authorized Signatures:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Board of Trustees Signatures:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(signed) Clerk, Board of Trustees

01/26/16:BCS/jomas

***Return to HCOE Business Office***

AUTHORIZATION FOR FISCAL YEAR \_\_\_\_\_

CS-1

DATE: \_\_\_\_\_, 20 \_\_\_\_\_ SCHOOL DISTRICT \_\_\_\_\_

## WARRANT DISTRIBUTION AUTHORIZATION

*Please complete and return to Humboldt County Office of Education's Business Office.*

**Please check appropriate box(es).**

### PAYROLL

Will pick up when ready

Names of persons authorized to pick up payroll warrants:

\_\_\_\_\_  
\_\_\_\_\_

Please list an after hours emergency number: \_\_\_\_\_

Mail all payroll to: *Individual's Name* \_\_\_\_\_  
(Postage cost to be reimbursed to HCOE)

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

### COMMERCIAL WARRANTS

Will pick up when ready

Please list emergency number: \_\_\_\_\_

Courier

Mail all APY warrants to: *Individual's Name* \_\_\_\_\_  
(Postage cost to be reimbursed to HCOE)

Mail all VOL DED warrants to: *Individual's Name* \_\_\_\_\_  
(Postage cost to be reimbursed to HCOE)

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

### DISTRICT AUTHORIZATION

*Superintendent or Trustee* \_\_\_\_\_

***Return to HCOE Business Office***

# Attachment 9

Hydesville Elementary School  
Business Manager  
(Confidential Management)

**Salary**

Placement on the classified management salary schedule. Starting salary negotiable depending on experience. Health and welfare benefits are provided through North Coast Schools Medical Insurance Group.

**Hours**

8:00-4:00 Monday-Friday  
1.0 FTE

**General Job Description**

Under the direct supervision of the Superintendent/Principal, the Business Manager provides leadership and assumes overall administrative responsibilities for all business services and operations of the district including, planning, fiscal management, human resources, safety, nutrition services, warrants and payroll, after care, and risk management. Will work in collaboration with the Superintendent to oversee facilities, maintenance and operations, purchasing, insurance, and accounting.

It is expected that the Business Manager shall keep the Superintendent fully aware of the activities and developments that impact the district, its employees, and students. The successful Business Manager is expected to be supportive and work cooperatively with his/her administrative colleagues and the Superintendent.

**Duties Related to the Budget and Accounting**

- The Official provides for the development of an annual district budget that incorporates all components of the District's operations to include the instructional program, student services, charter oversight, LCAP, maintenance and operations, food services, and personnel.
- Assists with the establishment of internal policies and procedures for the maintenance of proper fiscal control and management of the adopted budget.
- Supervises the overall operation of the district's business services to include food services, purchasing, inventory, annual audit and maintenance and operations.
- Supervises the preparation and administration of contracts and agreements with vendors and services providers.
- Effectively manages and budgets the proceeds from local bonds, parcel taxes, and developer fees.
- Procures and manages the insurance programs for the district including property, liability, workers compensation and health and welfare benefits for district employees.
- Prepares a variety of reports and correspondence relating to financial transactions of the District and provides financial information for the Board.
- Supports the District in applying for additional funding and grant opportunities for the District.

### **Duties Related to Staff**

- The Official develops and maintains a sound working relationship with school staff so that staff feels that they are included in processes for the development of budget and spending decisions.
- Works with staff in the implementation of district wide policies relative to District expenditures, accounting, and reporting.
- Plays a principal role in developing salary, wage, fringe benefits and payroll programs.
- Maintains employee personnel/payroll files and other employee records, including attendance, vacation leave, sick leave, professional growth, tax sheltered annuities, TB and fingerprint verification, credentials, seniority lists and industrial accidents;
- Provides assistance to the Superintendent in the analysis and negotiation of employee contracts; serves as a member of the District Negotiating team.
- Serves as a liaison between the district, board of education, and school staff, particularly as related to budget, fiscal practices, employee salary and benefits, and negotiations.

### **Related Responsibilities**

- Supervises the district's internal fiscal operations.
- Attends Board meetings and prepares reports that are deemed necessary for the information of the Superintendent and/or the Board.
- Takes on other activities and responsibilities related to this position upon the request of the Superintendent and/or the Board.
- Maintains and updates an on-going knowledge of methods required and utilized in performing the day-to-day operation of business services, facilities, maintenance and operations, after care, and food services.
- Participates in available training to remain current and aware of new policies, practices, regulations, etc.

### **Personal Characteristics**

- Should possess personal characteristics generally recognized as essential for good public employees including integrity, honesty, initiative, courtesy, and the ability to direct and work cooperatively with others.

### **Supervision**

The Business Manager is directly responsible to the district superintendent.

### **Qualifications**

- A minimum of two years of effective experience in school business administration, comparable government, private sector experience, or school related activities

- A person of integrity who sets a high standard for staff to follow
- A knowledge of planning, organization, collective bargaining, and direction of the business and finance division of a school district
- An understanding of business management principles and processes, including budget preparation and control
- Excellent communication skills and a demonstrated ability to write and verbally present clear and concise financial and related reports
- Ability and record of interacting in a positive manner with students, families, staff and the public
- Ability to lead, plan, direct, and evaluate the work of others
- Knowledge of applicable laws, code regulations, procedures and understanding of the California Education Code sections related to budgeting, accounting, and auditing theory
- Demonstrated ability to assign responsibility, delegate authority when appropriate, and insists upon personal and staff accountability
- Well-developed technical skills as it relates to the use of school-based financial software, MS Office, and Google Docs
- Experience that demonstrates an ability to anticipate courses of action and to make clear recommendations to the Board based on sound educational and fiscal considerations.
- Keeps informed of current laws, regulations, and procedures related to assigned duties

### **Desired**

- A bachelor's degree, CBO certification, or equivalent training in business, public administration, accounting or economics
- Accessible and approachable, with the ability to listen and be open to new ideas and divergent opinions
- A resilient person capable of sustaining focus and direction through periods of declining enrollment, funding challenges, and the political shifts of California funding and educational changes

### **Physical Demands**

The physical requirements indicated below are examples of the physical aspects that this position classification must perform in carrying out essential job functions.

- Persons performing service in the position classification will exert 10 to 20 pounds of force frequently to lift, carry, push, pull, or otherwise move objects.
- This type of work involves sitting most of the time, but may involve walking or standing for brief periods.
- This work also requires hearing and speaking to exchange information in person and on the telephone and to make presentations; seeing to conduct inspections, read, prepare and proofread documents; manual dexterity to operate business related equipment, and handle and work with various materials and objects are important aspects of this job.
- The job is performed under minimal temperature variations, and is generally a hazard free environment in a clean atmosphere.

### **Certificates and Licenses**

- Valid CA Driver's License

**Clearances**

- Criminal Justice/Fingerprint Clearance, TB Clearance

Board Approved: January 2022

ANNUAL Salary Schedule BUS MANG - BUSINESS MANAGER

03/15/22 - Open

Row 1

Legend: Salary Rate

1	R	67,000.00
2		68,500.00
3		70,000.00
4		71,500.00
5		73,000.00
6		74,500.00
7		76,000.00
8		78,500.00
9		80,000.00

C = Cell Description, E = Employee Count, F = FTE, R = Salary Rate, T = Salary Total, N = Employee Benefits, B = Budget Difference

Selection Grouped by Org, Salary Schedule - Sorted by Row, Filtered by (Org = 24, Salary Schedule(s) IN ('BUS MANG'), Row Totals? = N, Column Totals? = N, Benefits = P)

ESCAPE ONLINE