



Hydesville Elementary School District

Public
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P.O. Box 551 • Hydesville, California 95547-0551

Board of Trustees Meeting Agenda
Monday, August 13, 2018 • 6:00 PM
Hydesville School Gymnasium
3050 Johnson Road Hydesville, CA 95547

1.0 Call to Order

1.1 Flag Salute

2.0 Approval of Agenda Order

3.0 Consent Agenda

3.1 Approval of Minutes, June 11, 2018 and June 12, 2018 Board Minutes

3.2 Approval of June 2018 and July 2018 Warrants

4.0 Awards and Recognitions

5.0 Reports

5.1 Superintendent-Principal

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 minutes to address the Board. The Board shall limit the total time for public input on each item to twenty minutes.*

7.0 Information/Possible Action Items

7.1 Information:

7.1.1 Janus vs. AFSCME Ruling

7.1.2 Modernization Project Update

7.1.3 School Safety Measures

7.1.4 After School Program Update

7.1.5 Sunshine of Initial Proposal for Hydesville Teachers Association
Negotiations

7.1.6 Schoolwide Re-keying

7.1.7 IT Support Options

7.2 Possible Action Item:

7.2.1 Approve Board Meeting Schedule for 2018-2018

8.0 Board Member Comments



Hydesville Elementary School District

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9.0 Announcements

9.1 Next Regular Board Meeting: Monday, September 10, 2018 at 6:00 PM

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

10.1 Collective Bargaining Negotiations (Cal. Gov. Code § 54957)

10.2 Consideration and Possible Approval of Public Employment Appointment (Cal. Gov. Code § 54957):

- 10.2.1: Maintenance
- 10.2.2: Athletic Director
- 10.2.3: Soccer Coach

10.3 Public Employee Release/Resignation (Cal. Gov. Code § 54957)

11.0 Reconvene to Open Session

11.1 Report Action Taken During Closed Session

12.0 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.*

Consent Agenda Items



Hydesville Elementary School District

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Minutes of the Meeting of the Board of Education June 11, 2018 6:00 p.m.

1. Call to Order: 6:00pm by George Gradassoff. Attendees: Mandy Marquez, Shiloh Minton, George Greddassoff, Thomas Valterria, Nicole Genaro, Thom McMahan, August Deshais, Christina Victorine, Clint Victorine, Mark Marquez, Rachel Riggs, Melissa Bartlett, Lisha Hudson and Joe Mora.
2. Pledge of Allegiance
5. Consent Agenda: Mandy moved and Thomas seconded approval of 4.1, pulling 4.2 for discussion, and moving 4.3 to 7.9; vote = yay 5/nay 0
 1. Approval of May 8, 2018 and May 14, 2018 Board Minutes -
 2. Approval of May warrants - Mandy asked if all stipends had been paid, Thom confirmed they had. Shiloh asked for a credit card breakdown for future meetings.
 3. Consider Approval of Updated CS-1 and CS-7 to include August Deshais - moved to 7.9
6. Public Comment:
No comments
7. Committee Reports:
 1. Staff - Rachel Riggs reported the primary staff was attending a Pontes & Fennell workshop, Riggs and Bartlett attended a social studies fair and presented to the staff, HPG's Jog-a-Thon was fun for the staff and students, thanked Thom for the staff party, reported on the success of the

8th Grade trip and reminded the board about the volunteer breakfast and Field Day.

2. Parent Group - Shiloh asked for volunteers for the Wednesday Fun Day and reported on honoring Sarah Reback, Laurie Newman and Dave Duncan for the work they have done with HPG.
 3. Athletic Director - no report
 4. Hydesville Booster Club - Clint Victorine reported that HBC is waiting for the school budget before the group can plan their budget and will cover short falls in the sports area, soccer uniforms will be ordered as soon as the number of players is confirmed.
 5. Student Council - no report
 6. Superintendent Report -
 1. There will be three spots on the board open this November. Filing dates are 7/16/18 - 8/10/18.
 2. Communication Software - staff, August and Thom working on
 3. Safe Routes to School Meeting - Nicole reported on the meeting. The county is working on putting in an addition crosswalk near Fisch Drilling and adding to speed tables before and after the school on Johnson Road. The speed limit will be lowered to 15MPH in that section. Eventually, the county would like to remove the trees in front of the school to allow for a sidewalk.
 4. Volunteer Breakfast Tuesday
 5. In process of hiring AD & Volleyball Coaches - Thom, August and Travis Victorine will talk to the interested parties and decide this summer
 6. Student Accident Insurance Renewed for 18/19 @ \$2.20/student (\$500 minimum) - insurance buffer for parents
 7. End of Year Transition
 8. Evaluation Discussion - pushed to next meeting
8. Discussion/Possible Action Agenda:
1. Consider Approval of 2018-20 Superintendent/Principal Contract with August Deshais - Nicole moved to approve and Shiloh seconded; vote =

yay 5/nay 0. August and Board signed contract

2. Consider Approval of August Deshais as a Signer for Tri Counties Bank accounts - Nicole moved to approve and Mandy seconded; vote = yay 5/nay 0
3. Consider Approval of Contract with David L. Moonie & Co., Llc for 2017/18 Audit - Mandy moved to approved and Shiloh seconded; vote = yay 5/nay 0
4. Consider Approval Submission of Consolidated Application for Funding and all Applicable Forms and Reports - Mandy moved to approve and Shiloh seconded; vote = yay 5/nay 0
5. Consider Approval of New Hires:
 1. 2nd Grade Temporary Position 2018/19 School year of Georgia Bertolini - Mandy moved to approve and Thomas seconded; vote = yay 5/nay 0
 2. 7th Grade Probationary Position of Scott William - Mandy moved to approve and Shiloh seconded; vote = yay 5/nay 0
 3. Resource Specialist Teacher at 0.9 of Emily Swingseth - Mandy moved to approve and Shiloh seconded; vote = yay 5/nay 0
6. Consider Approval of Purchase of New Commercial Dishwasher for Cafeteria
 1. Bid \$13,770.39 which included installation - Nicole moved to approve and Shiloh seconded; vote = yay 5/nay 0
7. Public Hearing for Hydesville School 2018/19 LCAP
8. Presentation of the 2018/19 Budget - increase in Resource, will know final budget when school begins
9. Consider Approval of Updated CS-1 and CS-7 to include August Deshais (moved from 4.3) - Mandy moved to approve and Shiloh seconded, August will be added and Thom will be removed; vote = yay 5/nay 0

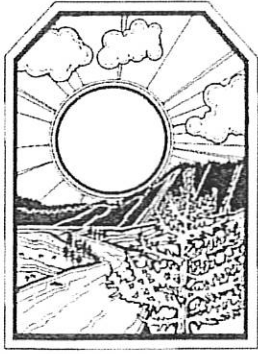
9. Closed Session:

1. Personel - Government Code 54957.6 (a)

Reconvene to Open Session

10. Board Member Reports: no reports

Adjournment: 7:15 p.m.



Hydesville Elementary School District

3050 Johnson Road • Hydesville, California 95547-0551

BOARD MEETING
Tuesday June 12, 2018
District Office
Regular Session @ 6:00 p.m.

BOARD MEETING MINUTES

Published Agenda - Any materials required by law to be made available to the public prior to a meeting of the Board of Trustees can be inspected at the District Office, 3050 Johnson Road Hydesville, CA. the Monday prior to the meeting during normal business hours, 8:00 a.m.-4:00 p.m. These documents, which are a matter of public record and subject to the Public Records Act, will also be available for review at the meeting during the deliberations of the Board. If any member of the public wishes to have a copy of any of these materials, they will be available during normal business hours for the reproduction cost of ten cents (10¢) per page.

1.0 CALLED TO ORDER @ 6:00 By President George Gredassoff

Members present: Gredassoff, Valterria, Mitten and Marquez.

Absent: Genaro

2.0 Pledge of Allegiance

3.0 Public Comments-None

4.0 Discussion/Possible Action Items

4.1 It was moved by Marquez and seconded by Valterria to Adopt the District Local Control Accountability Plan (LCAP)- Unanimous

4.2 It was moved by Marquez and seconded by Mitten to Adopt the Education Protection Act Resolution and accompanying Expenditure Report.-Unanimous

4.3 It was moved by Mitten and seconded by Marquez to Adopt the District Budget for 2018/19 and two subsequent years.-Unanimous

4.4 It was moved by Mitten and seconded by Marquez to approve the 2nd Quarter Williams Report Unanimous

5.0 ADJOURNED @ 6:41 By President George Gredassoff

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HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE DISTRICT PRELIST
ALL BATCH TYPES

#J4833 07/23/2018

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BATCH: 0002

<< Held for Audit >>

FUND: 01 GENERAL FUND

VENDOR NO	VENDOR REMIT NAME	TAX ID NO	REQ NO	REF NO	INV DATE	INV DESC	DTL#	LN	Fu	Res	Y	Goal	Func	Obj	Sch	Mgmt	AMOUNT	UT	UT	OBJ	RATE	USE	TAX	AMT	FLAG
001233-01	CA DEPT OF TAX & FEE ADMINIST																								
	PV-190037	05/30/18	17/18	SALES TAX	01	01-0000-0-0000-0000-9560-000-0000											618.00	N				0.00		N	
				TOTAL PAYMENT AMOUNT													618.00	*				0.00	*		
030089-01	COASTAL BUSINESS SYSTEMS																								
	PV-190034	07/03/18	AR17496		01	01-0000-0-1110-1000-5800-000-0000											77.50	N				0.00		N	
				TOTAL PAYMENT AMOUNT													77.50	*				0.00	*		
030039-01	COASTAL BUSINESS SYSTEMS INC																								
	PV-190016	07/09/18	22979846		01	01-0000-0-1110-1000-5637-000-0000											969.18	N				0.00		N	
				TOTAL PAYMENT AMOUNT													969.18	*				0.00	*		
030049-01	DREAMBOX LEARNING																								
	PV-190023	07/16/18	DB071736904		01	01-0000-0-1110-1000-4310-000-0000											3,900.00	N				0.00		N	
				TOTAL PAYMENT AMOUNT													3,900.00	*				0.00	*		
001081-01	EMPLOYMENT DEVELOPMENT DEPT.																								
	PV-190032	07/25/18	QTR 2		01	01-0999-0-0000-0000-9540-000-0000											157.47	N				0.00		N	
				TOTAL PAYMENT AMOUNT													157.47	*				0.00	*		
002020-01	FOLLETT SCHOOL SOLUTIONS																								
	PV-190018	07/01/18	1317145		01	01-0022-0-1110-2420-4310-000-0000											727.50	N				0.00		N	
				TOTAL PAYMENT AMOUNT													727.50	*				0.00	*		
030051-01	HEAVEN'S BEST CARPET CLEANING																								
	PV-190017	07/09/18	1252657		01	01-0000-0-1193-8100-5800-000-0000											665.00	N				0.00		N	
				TOTAL PAYMENT AMOUNT													665.00	*				0.00	*		
030034-01	HEINEMANN																								
	PV-190042	07/09/18	6927254		01	01-1100-0-1110-1000-4310-000-0000											60.00	N				0.00		N	
				TOTAL PAYMENT AMOUNT													60.00	*				0.00	*		

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HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE DISTRICT PRELIST
ALL BATCH TYPES

#J4833

07/23/2018

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PAGE 2

BATCH: 0002

<< Held for Audit >>

FUND: 01 GENERAL FUND

VENDOR NO	VENDOR REMIT NAME	TAX ID NO	REQ NO	REF NO	INV DATE	INV DESC	DTL#	LN	Fu	Res	Y	Goal	Func	Obj	Sch	Mgmt	AMOUNT	UT	UT OBJ	RATE	USE	TAX	AMT	FLAG	
001502-01	HOUGHTON MIFFLIN	041456030																							
	PV-190020	07/03/18	953821023						01			01-6300-0-1110-1000-4110-000-0000					1,323.08	N					0.00	N	
																	TOTAL PAYMENT AMOUNT							1,323.08	*
002199-01	HUMBOLDT COUNTY TREASURE																								
	PV-190019	07/09/18	PAYING AGENT FEE						01			01-0000-0-0000-7200-5821-000-0000					320.00	N					0.00	N	
																	TOTAL PAYMENT AMOUNT							320.00	*
002575-01	LEARNING A-Z																								
	PV-190021	07/02/18	1962997						01			01-0000-0-1110-1000-5884-000-0000					199.95	Y	9560-00	7.750%			15.50	N	
																	TOTAL PAYMENT AMOUNT							199.95	*
002500-01	MURRISH'S HYDESVILLE MARKET																								
	CL-180033	06/07/18	012846						01			01-0000-0-1193-8100-4364-000-0000					65.03	N					0.00	N	
	CL-180033	03/28/18	011409						01			01-0000-0-1193-8100-4364-000-0000					25.79	N					0.00	N	
	CL-180033	05/30/18	012828						01			01-0000-0-1193-8100-4364-000-0000					25.71	N					0.00	N	
																	TOTAL PAYMENT AMOUNT							116.53	*
030026-01	PERSONNEL CONCEPTS																								
	PV-190030	06/29/18	25P8213685						01			01-0000-0-0000-7200-4351-000-0000					13.69	N					0.00	N	
																	TOTAL PAYMENT AMOUNT							13.69	*
001727-02	RENAISSANCE LEARNING INC																								
	PV-190022	07/05/18	4396077						02			01-0000-0-1110-1000-4341-000-0000					2,435.00	N					0.00	N	
																	TOTAL PAYMENT AMOUNT							2,435.00	*
001933-01	SPURR																								
	PV-190026	06/30/18	92288						01			01-0000-0-1193-8100-5511-000-0000					300.95	N					0.00	N	
																	TOTAL PAYMENT AMOUNT							300.95	*

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HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE DISTRICT PRELIST
ALL BATCH TYPES

#J4833

07/23/2018

24 HYDESVILLE

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BATCH: 0002

<< Held for Audit >>

FUND: 01 GENERAL FUND

VENDOR NO	VENDOR REMIT NAME	TAX ID NO	REQ NO	REF NO	INV DATE	INV DESC	DTL#	LN	Fu Res	Y	Goal	Func	Obj	Sch	Mgmt	AMOUNT	UT	UT OBJ	RATE	USE	TAX	AMT	FLAG
=====																							
002570-01	SUDDENLINK																						1099
	PV-190025				07/12/18	7/20 - 8/19		01	01-0000-0-1193-8100-5909-000-0000							240.34	N				0.00	N	
	TOTAL PAYMENT AMOUNT															240.34	*				0.00	*	
=====																							
030088-01	TCT																						
	PV-190038				07/12/18	INV42144		01	01-0000-0-1110-1000-4310-000-0000							667.22	N				0.00	N	
	PV-190040				07/06/18	INV41911		01	01-0000-0-1110-1000-4310-000-0000							600.81	N				0.00	N	
	PV-190041				07/06/18	INV41916		01	01-0000-0-1110-1000-4310-000-0000							181.81	N				0.00	N	
	TOTAL PAYMENT AMOUNT															1,449.84	*				0.00	*	
=====																							
002690-01	U.S.BANK CORPORATE PAYMENT CTR																						
	CL-180022				06/12/18	AMAZON		01	01-0000-0-0000-7200-4351-000-0000							16.99	N				0.00	N	
	CL-180023				06/13/18	USPS		01	01-0000-0-0000-7200-5950-000-0000							64.60	N				0.00	N	
	CL-180024				06/14/18	USPS		01	01-0000-0-0000-7200-5950-000-0000							6.70	N				0.00	N	
	CL-180026				06/20/18	MICROSOFT		01	01-0000-0-1110-1000-4341-000-0000							99.99	N				0.00	N	
	CL-180027				06/20/18	USPS		01	01-0000-0-0000-7200-5950-000-0000							6.20	N				0.00	N	
	CL-180028				06/20/18	AMAZON		01	01-0000-0-1110-1000-4341-000-0000							129.99	N				0.00	N	
	CL-180029				06/21/18	USPS		01	01-0000-0-0000-7200-5950-000-0000							32.35	N				0.00	N	
	CL-180030				06/25/18	AMAZON		01	01-0000-0-0000-7200-4351-000-0000							47.42	N				0.00	N	
	CL-180031				06/25/18	AMAZON		01	01-0000-0-1193-8100-4381-000-0000							40.00	N				0.00	N	
	PV-190015				07/02/18	USPS		01	01-0000-0-0000-7200-5950-000-0000							1.42	N				0.00	N	
	PV-190043				06/28/18	AMAZON		01	01-9012-0-1110-1000-4310-000-1602							465.00	N				0.00	N	
	PV-190043				06/28/18	AMAZON		01	01-0000-0-1110-1000-4310-000-0000							36.48	N				0.00	N	
	PV-190044				06/28/18	AMAZON		01	01-9012-0-1110-1000-4310-000-1606							409.00	N				0.00	N	
	PV-190044				06/28/18	AMAZON		01	01-0000-0-1110-1000-4310-000-0000							21.99	N				0.00	N	
	PV-190045				06/28/18	AMAZON		01	01-9012-0-1110-1000-4310-000-1605							403.71	Y	9560-00	7.750%		31.29	N	
	PV-190045				06/28/18	AMAZON		01	01-0000-0-1110-1000-4310-000-0000							40.29	Y	9560-00	7.750%		3.12	N	
	PV-190046				06/29/18	LEARNING W/O TEA		01	01-0000-0-1110-1000-4310-000-0000							118.53	N				0.00	N	
	PV-190047				06/29/18	AMAZON		01	01-9012-0-1110-1000-4310-000-1601							403.71	Y	9560-00	7.750%		31.29	N	
	PV-190047				06/29/18	AMAZON		01	01-0000-0-1110-1000-4310-000-0000							40.29	Y	9560-00	7.750%		3.12	N	
	TOTAL PAYMENT AMOUNT															2,384.66	*				66.62	*	
=====																							
TOTAL FUND PAYMENT																15,958.69	**				54.32	**	

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HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE DISTRICT PRELIST
ALL BATCH TYPES

#J4833

07/23/2018

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BATCH: 0002

<< Held for Audit >>

FUND: 13 CAFETERIA FUND

VENDOR NO	VENDOR REMIT NAME	TAX ID NO	REQ NO	REF NO	INV DATE	INV DESC DTL# LN	Fu Res	Y Goal	Func Obj	Sch Mgmt	AMOUNT	UT	UT OBJ	RATE	USE TAX	AMT	FLAG
002500-01	MURRISH'S HYDESVILLE MARKET																
	CL-180032	06/13/18	011810			01	13-5310-0-0000-3700-4710-000-0000				14.26	N			0.00		N
	CL-180032	06/09/18	012845			01	13-5310-0-0000-3700-4710-000-0000				4.59	N			0.00		N
	CL-180032	05/21/18	011495			01	13-5310-0-0000-3700-4710-000-0000				4.59	N			0.00		N
	CL-180032	05/18/18	011490			01	13-5310-0-0000-3700-4710-000-0000				4.59	N			0.00		N
	CL-180032	05/14/18	011482			01	13-5310-0-0000-3700-4710-000-0000				4.59	N			0.00		N
	CL-180032	05/11/18	011474			01	13-5310-0-0000-3700-4710-000-0000				4.59	N			0.00		N
	CL-180032	05/07/18	011448			01	13-5310-0-0000-3700-4710-000-0000				9.98	N			0.00		N
	CL-180032	04/12/18	011451			01	13-5310-0-0000-3700-4710-000-0000				4.19	N			0.00		N
							TOTAL PAYMENT AMOUNT				51.38	*			0.00	*	
002690-01	U.S.BANK CORPORATE PAYMENT CTR																
	CL-180025	06/18/18	AMAZON			01	13-5310-0-0000-3700-4396-000-0000				16.99	N			0.00		N
							TOTAL PAYMENT AMOUNT				16.99	*			0.00	*	
	TOTAL FUND PAYMENT										68.37	**			0.00	**	
	TOTAL BATCH PAYMENT										16,027.06	***			84.32	***	
	TOTAL ACCOUNTS PAYABLE										16,027.06	****			84.32	****	

Ang M. Smith
7/23/18

APY500

HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE DISTRICT PRELIST
ALL BATCH TYPES

#J4705

07/23/2018

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BATCH: 0003

<< Held for Audit >>

FUND: 01 GENERAL FUND

VENDOR NO	VENDOR REMIT NAME	TAX ID NO	1099					
REQ NO	REF NO	INV DATE	INV DESC DTL# LN Fu Res Y Goal Func Obj Sch Mgmt	AMOUNT	UT	UT OBJ RATE	USE TAX AMT FLAG	
061293-01	CA DEPT OF TAX & FEE ADMINIST							
	PV-190029	07/23/18	17/18 FUEL TAX 01	01-0210-0-1194-3600-4365-000-0000	11.94	N	0.00	N
			TOTAL PAYMENT AMOUNT		11.94	*	0.00	*
	TOTAL FUND PAYMENT				11.94	**	0.00	**
	TOTAL BATCH PAYMENT				11.94	***	0.00	***
	TOTAL ACCOUNTS PAYABLE				11.94	****	0.00	****

E. J. M. Smith
7/23/18

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HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE DISTRICT PRELIST
ALL BATCH TYPES

#J8148 08/01/2018
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BATCH: 0004 << Held for Audit >> FUND: 01 GENERAL FUND

VENDOR NO	VENDOR REMIT NAME	TAX ID NO	1099						
REQ NO	REF NO	INV DATE	INV DESC DTL# LN Fu Res Y Goal Func Obj Sch Mgmt	AMOUNT	UT	UT OBJ RATE	USE TAX AMT	FLAG	
=====									
002452-01	ACSA								
	PV-190060	07/01/18	1262885	01	01-0000-0-0000-7200-5300-000-0000	220.00	N	0.00	N
	TOTAL PAYMENT AMOUNT					220.00	*	0.00	*
030076-01 CITI CARDS									
	PV-190049	07/18/18	INTEREST	01	01-0000-0-0000-7200-5886-000-0000	7.78	N	0.00	N
	TOTAL PAYMENT AMOUNT					7.78	*	0.00	*
001294-01 FORTUNA ACE HARDWARE									
	PV-190054	07/18/18	283551	01	01-0000-0-1193-8100-4374-000-0000	46.25	N	0.00	N
	PV-190055	07/25/18	283892	01	01-8150-0-1193-8100-4381-000-0000	30.85	N	0.00	N
	TOTAL PAYMENT AMOUNT					77.10	*	0.00	*
001502-01 HOUGHTON MIFFLIN 041456030									
	PV-190053	07/13/18	953839502	01	01-6300-0-1110-1000-4110-000-0000	335.07	N	0.00	N
	TOTAL PAYMENT AMOUNT					335.07	*	0.00	*
000275-01 MENDES SUPPLY CO									
	PV-190051	07/10/18	M150355-00	01	01-0000-0-1193-8100-4374-000-0000	396.72	N	0.00	N
	PV-190052	07/24/18	M151726-00	01	01-0000-0-1193-8100-4374-000-0000	59.10	N	0.00	N
	TOTAL PAYMENT AMOUNT					455.82	*	0.00	*
002166-01 P G & E									
	PV-190050	07/20/18	3662253047-9	01	01-0000-0-1193-8100-5520-000-0000	11.13	N	0.00	N
	TOTAL PAYMENT AMOUNT					11.13	*	0.00	*
001516-01 RECOLOGY EEL RIVER 942293478									
	PV-190048	07/30/18	JULY PYMT	01	01-0000-0-1193-8100-5560-000-0000	386.24	N	0.00	N
	TOTAL PAYMENT AMOUNT					386.24	*	0.00	*

APY506
DORA
24 HYDESVILLE

HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE DISTRICT PRELIST
ALL BATCH TYPES

HJB148 08/01/2018
PAGE 2

BATCH: 0004 << Held for Audit >> FUND: 01 GENERAL FUND

VENDOR NO	VENDOR REMIT NAME	TAX ID NO								AMOUNT	UT	UT OBJ RATE	USE TAX AMT	FLAG
REQ NO	REF NO	INV DATE	INV DESC	DTL#	LN	Fu Res	Y Goal	Func	Obj	Sch Mgmt				
002679-01	RICHTER CARTER, JACQUELINE													
	PV-190059	07/18/18	AMAZON			01		01-9012-0-1110-1000-4310-000-1604			433.06	N		0.00 N
	TOTAL PAYMENT AMOUNT										433.06 *			0.00 *
010088-01	TCI													
	PV-190057	07/16/18	INV42333			01		01-0000-0-1110-1000-4310-000-0000			371.12	N		0.00 N
	PV-190058	07/12/18	INV42142			01		01-0000-0-1110-1000-4310-000-0000			159.64	N		0.00 N
	TOTAL PAYMENT AMOUNT										530.76 *			0.00 *
010037-01	WRITING BY DESIGN													
	PV-190056	07/24/18	1091			01		01-0000-0-1110-1000-4310-000-0000			150.00	N		0.00 N
	TOTAL PAYMENT AMOUNT										150.00 *			0.00 *
TOTAL FUND PAYMENT											2,506.96 **			0.00 **
TOTAL BATCH PAYMENT											2,506.96 ***			0.00 ***
TOTAL ACCOUNTS PAYABLE											2,506.96 ****			0.00 ****

George Gerasoff 8/2/18

Information/Possible Action Items

June 27, 2018

TO: District and County Superintendents

FROM: Joe Nuñez, CTA Executive Director

RE: U.S. Supreme Court Decision on Fair Share (Agency) Fees

This notice updates information provided in my letter to you dated April 13, 2018, regarding potential changes that might result from the *Janus v. AFSCME Council 31* lawsuit. That case challenged the constitutionality of “fair share” (or “agency”) fees and has been pending before the Supreme Court of the United States (SCOTUS). Accordingly, this notice is intended for public school employers that have been previously notified by local chapters of the California Teachers Association (CTA) to implement fair share fees. If the CTA chapter in your district has not implemented fair share fees, then please disregard this letter.

Although SCOTUS had found fair share fees to be constitutional for the past 41 years, SCOTUS reversed itself today in *Janus* and concluded that it is now unconstitutional to charge fair share fees to bargaining unit members who do not want to be union members.

Therefore, CTA and its local chapter request that you immediately cease all payroll deductions of fair share fees, for all fee payers in our bargaining unit. Due to the change in the law, CTA will no longer collect fair share fees. Understanding that payroll deadlines are set ahead of established pay dates, CTA will segregate any fee payer payroll deductions received after today that cover periods after the *Janus* decision. Such fees will be escrowed and returned to fee payers by CTA as soon as reasonably possible. CTA is again requesting current address information for the attached fee payers to comply with the decision and to minimize any inconvenience on fee payers. Current addresses will expedite any fee payer refunds that might be owed. Updates may be mailed to CTA at: 1705 Murchison Drive, Burlingame, CA 94010, or faxed to 650-552-5061. They can also be emailed to membership@cta.org. Please direct questions to CTA Membership Accounting at 650-552-5278 or membership@cta.org.

A current list of fee payers of record is included with this letter. Please stop collection of prospective fees from fee payers included with this letter. If no attachment is included, then your CTA chapter either did not implement fair share fees or it has no fee payers.

Please note that any requests from your employees regarding their union membership must be directed to the union.

Currently, we do not show
fair share payers in our
records within your school
district.

If you are aware of fair
share payers, please
provide us their name and
address.



SCHOOL & COLLEGE LEGAL SERVICES OF CALIFORNIA

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Erin E. Stagg
Frank Zotter, Jr.

Of Counsel
Robert J. Henry
Margaret M. Merchat
Patrick C. Wilson

LEGAL UPDATE

August 3, 2018

To: Superintendents, Member School Districts (K-12)

From: Frank Zotter, Jr., Senior Associate General Counsel *FZ*
Ellie R. Austin, Associate General Counsel *ERA*
Sarah Hirschfeld-Sussman, Schools Legal Counsel *JHS*
Carl D. Corbin, General Counsel *CDC*
Damara L. Moore, Senior Associate General Counsel *DM*

Subject: Responding to Post-*Janus* Public Records Act Requests
Memo No. 16-2018

Following the U.S. Supreme Court’s decision in *Janus v. AFSCME*¹, many of our clients have reported receiving California Public Records Act (“CPRA”) requests from third parties, such as the Freedom Foundation, seeking information about employees represented by unions.² Many of our clients have also received correspondence from employee organizations, such as the California Teachers Association, who express concerns about the intent of these third parties, specifically, that they seek this information in order to discourage union membership. These employee organizations have sent many of our clients their recommended responses to the CPRA requests.

This legal update provides guidance regarding how districts should respond to CPRA requests post-*Janus*.

Overview of the CPRA

As a reminder, “public records” include any writing containing information relating to the conduct of the public's business prepared, owned, used, or retained by public agencies “regardless of physical form or characteristics.”³ If the information sought is in an electronic format, the requestor may ask for the information to be provided in an electronic format.⁴

¹ *Janus v. Am. Fed’n of State, Cty., and Mun. Employees, Council 31* (2018) 138 S.Ct. 2448.

² See Gov. Code § 6250 *et seq.*

³ Gov. Code § 6252, subd (e). A “writing” means any handwriting, typewriting, printing, photostating, photographing, photocopying, transmitting by electronic mail or facsimile, and every other means of recording upon any tangible thing any form of communication or representation, including letters, words, pictures, sounds, or symbols, or combinations thereof, and any record thereby created, regardless of the manner in which the record has been stored. Gov. Code § 6252, subd. (g).

⁴ Gov. Code § 6253.9. The public entity may charge the requestor for various costs associated with producing records in an electronic format.



A public agency that receives a CPRA request generally must respond to the requestor within 10 calendar days, although an extension of 14 calendar days is permissible under unusual circumstances.⁵ In this initial response, the public agency must inform the requestor (1) if public records exist and will be produced, or (2) if the requested public records do not exist, or (3) if public records exist but will not be produced based on a statutory exception which allows the public entity to withhold what is otherwise a public record. The records that will be disclosed should be provided in a timely manner, but not necessarily within the 10- (or 24-) calendar day initial response period.

The law favors disclosure, and refusing to disclose a record requires a statutory justification. Of importance, a CPRA requestor may recover attorney fees if a public entity withholds records which a court later deems should have been provided. Therefore, withholding records comes with the risk of attorneys' fees, and the decision to withhold records should be well-founded on a statutory exception.

As a preliminary issue, at least one union has asserted that a school district needs "clear and affirmative consent" from employees before disclosing any information regarding an employee due to privacy or safety concerns, and claims that districts are obligated to inform employees about any CPRA request and give each employee an opportunity to object. We are unaware of any legal authority to support this assertion.

As a separate issue, we encourage districts to establish a mechanism and/or policy whereby employees can easily inform the district of unique circumstances that require their workplace or other potentially sensitive information be kept confidential (i.e. the employee is a victim of domestic abuse). If an employee demonstrates a legitimate safety or privacy concern, the district could then properly withhold that information *relative to that employee*. However, we recommend you consult legal counsel should this situation arise.

Analysis of Specific Requests

Listed below are the various categories of information referenced in the recently circulated CPRA requests from the Freedom Foundation and guidance for responding to each specific item sought.

Employee name:

This is a public record and no exception permits withholding this record. *Such information should therefore be disclosed.*

⁵ Gov. Code § 6253.



Employee work e-mail address:

This is a public record and whether an exception permits withholding this record depends upon (1) whether the record is otherwise publicly available, and (2) the public agencies' interests in preventing disclosure. *Please see further explanation below. We recommend consulting legal counsel if you are unsure of how to respond.*

Public agencies that list employee e-mail addresses on their websites should disclose this information, as these districts cannot argue that there is a basis to decline information that has already been made publicly available. Indeed, a recent amendment to the CPRA permits directing a requesting party to the website where public records are maintained in lieu of providing copies of those records.⁶

For those public agencies that do not publish individual employees' e-mail addresses, a statutory exception may exist under what is called the "catch-all exception." This exception requires that the public agency justify withholding any record by demonstrating that under the facts of the particular case, the public interest served by *not* disclosing the record clearly outweighs the public interest served by disclosure of the record.⁷ The public agencies' interest in not disclosing such records might include its interest in preventing receipt of outside e-mails, which sometimes have malware and other malicious software embedded in them or in an attachment, and prevents the malware from being inadvertently triggered by employees and exposing an agency's entire e-mail system to an attack. Second, once e-mail addresses are made publicly available, this may increase the volume of non-agency related e-mail and may distract employees from work responsibilities. Evidence that would assist a public agency in relying upon this exception would include that the agency does not make employee e-mail addresses available as a matter of routine, and/or that the agency has adopted board policies or otherwise promulgated to staff that employees should not use work e-mail for non-work communication.

We believe that asserting the "catch-all" exception will in some instances be defensible, depending on the specific facts. And, as noted above, any withholding of records comes with the risk of attorneys' fees, if a judge disagrees that the public's interest is better served by disclosure than withholding.

Employee position/job title:

This is a public record and no exception permits withholding this record. *Such information should therefore be disclosed.*

Employee work mailing address:

This is a public record to the degree this information is listed publicly. *The mailing address for the school district or school where the employee works should be disclosed.*

⁶ Gov. Code § 6253, subd. (f).

⁷ Gov. Code § 6255, subd. (a).



If the request asks for a more specific employee mailing address that is not generally listed publicly, there is an argument for declining to provide this information similar to the arguments in the “employee work e-mail address” section above. *We recommend consulting legal counsel if you receive such a request and are unsure of how to respond.*

Employee hire date:

This is a public record and no exception permits withholding this record. *Such information should therefore be disclosed.*

Name of union representing the employee:

Whether a *position* is part of a bargaining unit represented by a union or not, along with the union’s name, is disclosable. *The name of the union that represents a unit member employee should be disclosed.*

However, if a request asks for information about whether a specific individual is a union member (i.e. whether an employee opted in to union membership and decided to pay union dues), that information may be protected from disclosure due to the privacy interests of the individual employee. *We recommend consulting legal counsel if you receive such a request.*

Employee work site:

Generally, this is a public record and no exception permits withholding this record except in rare circumstances. *This information should therefore be disclosed unless there is a known reason for keeping the information confidential, such as a protective court order.*

Employee work telephone number:

The main listed telephone number of the District or the school is a public record and no exception permits withholding this record. *Such information should therefore be disclosed.*

Specific office or classroom phone numbers may be withheld, depending on whether the information is otherwise publicly available and whether the negative impact to the district or employee outweighs the interest in disclosing this record. *We recommend that you consult legal counsel if you receive such a request.*

Employee home address:

Such requests should be denied. See Government Code section 6254.3.



Employee personal telephone or cell number:

Such requests should be denied. See Government Code section 6254.3.

Conclusion

As discussed above, a district that refuses to provide any requested records could be the target of a lawsuit by the requesting party. If the plaintiff in such a lawsuit prevails, the district is likely to be ordered to pay the requestor's attorneys' fees. Therefore, those districts that are inclined to deny requests should consult with legal counsel prior to responding to the request.

Please contact our office with questions regarding this Legal Update or any other legal matter.

The information in this Legal Update is provided as a summary of law and is not intended as legal advice. Application of the law may vary depending on the particular facts and circumstances at issue. We, therefore, recommend that you consult legal counsel to advise you on how the law applies to your specific situation.

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July 6, 2018

updated
Ms. Lisa Jager
District Representative
Hydesville Elementary School District
P.O. Box 551
Hydesville, CA 95547

Dear Ms. Jager:

The Office of Public School Construction (OPSC) has conducted a preliminary review of your District's School Facility Program (SFP) application documents for modernization funding at the following school:

Modernization Site
Hydesville Elementary

OPSC Application Number
57/62885-00-002

The received application appears to contain the elements necessary for OPSC processing review; however, the District will be contacted if further clarification is needed. Applications are processed for State Allocation Board (SAB) consideration in the order of date received. OPSC will contact the District in the future regarding the processing of its application.

Please be advised that although the District's funding application has been accepted, its processing to the SAB will be subject to the criteria approved by the SAB.

This application is subject to the current SFP Regulations approved by the Office of Administrative Law on April 16, 2018.

The District has certified compliance with all relevant laws by submittal of the *Application for Funding* (Form SAB 50-04).

Should you have any questions concerning this matter, please contact me at 916-375-5987.

Sincerely,



ADRIAN.FELSEGHI @dgs.ca.gov
Application Review Analyst
Office of Public School Construction

AF:af

cc: Hannah Konhoff, Project Manager
File

Negotiations 2018-2019

To: Hydesville School District Board of Trustees
Hydesville Elementary School
Mr. August Deshais, Superintendent/Principal

From: Hydesville School District Certificated Staff (H.T.A.)
Contact Persons: Ashlee Byrd (Chair), Katie Hartsock, Jackie Carter

Agreement:

The Certificated Staff of Hydesville School District (H.T.A.) proposes the following changes to its 2018-2019 Collective Bargaining Agreement. The terms of these changes will be active July 1, 2018 and extend through June 30, 2019.

Salary Schedule:

The Board will permanently increase the 2018-2019 Certificated Salary Schedule by 5% beginning July 1, 2018.

Benefits:

The Board will increase its current contributions towards Health and Welfare Benefits (insurance cap) by \$3,000 per employee per year beginning July 1, 2018. If a staff member has chosen to be on a plan that costs less than the employer contributions, the Board will compensate that staff member with the monetary difference. The Board will pay 50% of the increase to health and welfare benefits on an ongoing basis, beginning July 1, 2018.

Contract Articles:

The Board will add language to the Collective Bargaining Agreement stating that for IEP meetings which take place outside of contracted hours, certificated staff will be paid their hourly rate.

The Board will add language to the Collective Bargaining Agreement adding a union rights section.

The Board will add language to the Collective Bargaining Agreement adding a payroll dues deductions section.

The Board will add language to the Collective Bargaining Agreement regarding release time for unit members when attending to unit business. The unit shall cover the cost of the release time.

The Board will add language to the Collective Bargaining Agreement stating that certificated employees shall receive their per diem rate for Long Term Independent Studies. The language shall state "Classroom teachers are responsible for the supervision of independent study contracts for the first five (5) days. The District shall pay teachers at their per diem rate, for a maximum of three hours per week, for the supervision of long-term independent study contracts commencing on the 6th school day."

The Board will change contract language regarding the “Work Day/Work Year/Work Calendar” to accurately reflect staff duty day times. Current practice includes all staff duty days ending at 3:30 with the exception of a once monthly staff meeting day ending at 4:30 and a once monthly staff collaboration day ending at 2:30.

7/6/18

Hydesville School
New Key System
(Based on 65 cylinders)

45 keys	3.75ea	168.75
3 system padlocks	35.00ea	105.00
70 rekey cylinders	12.00ea	840.00
Labor - remove, replace, & service locks		600.00
Service call		150.00
Sales tax		<u>23.27</u>
Total		\$1887.02

Humboldt Lock & Safe
445-4865