

Plaza School District
7322 County Road 24
Orland, CA 95963
BOARD OF TRUSTEES
Regular Board Meeting
June 8th, 2017
3:00PM
Agenda

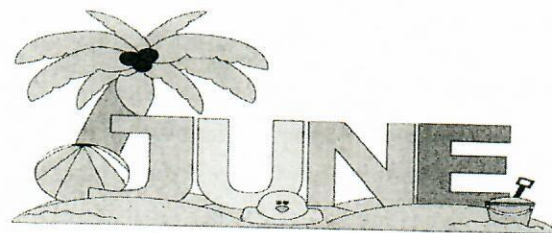
- I. Call to Order
- II. Pledge of Allegiance
- III. Members Present
- IV. Correspondence
 - a. June Pirates Post Newsletter
 - b. MOU with GCOE for the After School Program
 - c. MOU with Capay School for Christell Rhoades, Music Teacher
- V. Superintendent Report/Information
 - A. GCOE Building Update
 - B. Plaza Community Club
 - C. Hiring Committees
 - D. 2017-18 Board Meeting Schedule
 - E. First Read BP 5141.52 Suicide Policy
 - F. August 10th, 2017: First Day of School and Back to School Night
 - G. 2017-18 Enrollment
 - H. \$5,000 Lowe's Grant
- VI. Comments: Agenda Items Only—Any person wishing to address the Board will identify themselves, the agenda item they are speaking about, and limit remarks to three minutes.
- VII. Action
 - A. Old Business
 - B. New Business
 - 1. Consent Agenda: Routine matters that can be approved with one motion
 - a. Approve Minutes of the May 4th, 2017 Regular Board Meeting
 - b. Approve Warrant Registers—4/15/2017 through 6/5/2017
 - c. Approve Budget Transfers— None
 - d. Approve the MOU with GCOE for the After School Program for 2017-18
 - e. Approve hiring Ellen Heise hourly for 2017-18 to Offer Art instruction
 - f. Approve MOU with Capay School for Christell Rhoades Music teacher for 2017-18
 - g. Annual Approval of Homeless Education Policy ESEA Sect. 722 / AR 5111.13
 - h. Approve All 11 Month Certificated Contracts for 2017-18
 - i. Approve School Facilities Annual Evaluation 2017-18
 - 2. Accept Letter of Resignation for Jamie Cinquini, 7th Grade Teacher
 - 3. Approve David Lee for Temporary 7th Grade Teaching Position--2017-18
 - 4. Approve Mary Sexton for Temporary Kindergarten Teaching Position--2017-18
 - 5. Approve 2017-18 Authorized Signatures
 - 6. Approve Amending 2017-18 Calendar
 - 7. Approve School Works Annual Eligibility Services Contract: 2017-18

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- VIII. Comments: Non Agenda Items—The Board Clerk will allow three minutes for speakers to address the appropriate matters. Speakers will identify themselves when acknowledged by the Clerk.
- IX. Closed Session-
 - a. Pursuant to Government Code 544957- Student Matters
 - b. Pursuant to Government Code 544957- Personnel
- X. Adjournment

THE PIRATE'S POST

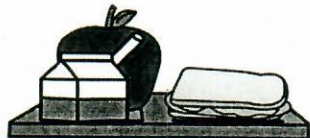
June 2, 2017



Check out our website at www.Plazaschool.org for Information, Events and Dates!

School Breakfast/Lunch:

Just a reminder, please make sure that your child's cafeteria account balance is paid before the end of the school year.



Lost and Found:

Please make sure you check the lost and found rack in the cafeteria and K-3 building often. All lost and found items left after the last day of school will be donated to the Salvation Army.



Dates to Remember:

June 2 nd	5-8 th Water Works Park-Redding
June 7 th	Minimum Day Dismissal @ 11:30 SPARK @ Lely Park 8 th Grade Graduation @ 7pm
June 8 th	Minimum Day Dismissal @ 11:30 Last Day of School: No SPARK
July 17-Aug 3	Summer School 9am-12pm (Monday-Thursday)
Aug 10 th	First Day of 2017-18 School Year @ 8:30am Back to School Night @ 6:00pm

Principal's Message:

I would like to thank the entire Plaza community for another great school year. Our kids have benefited from a rich school experience because of all your time, effort, and dedication throughout the year. A special thank you goes out to the classroom volunteers who spent many hours working in classrooms running centers, grading papers, preparing lessons, and driving students to and from various field trips. I'd also like to thank all the Plaza Community Club members who helped raise over \$25,000 this year. The money raised has been used to improve the campus, as well as support many different school events and activities. PCC money will also be used to purchase and install new playground equipment this summer.

If you know your child will not be returning to Plaza next year, please let us know as soon as possible so we can prepare for next year's enrollment.

Parking Lot Closure:

On Monday, June 5th the main parking lot entrance will be closed during morning drop off because the contractors will be pouring concrete as part of the ongoing construction project. All parking spaces in front of the office on County Rd. 24 will be available for families to drop off students. Please use these spaces for drop off, not parking. If parents would like to come onto campus, please park along Road 24.

Lowe's Grant:

I am happy to announce that Plaza School was awarded a \$5,000 grant from Lowe's that was applied for by Tina Noraas. Mrs. Noraas wrote this grant to help raise funds for the new library. The money will be used to purchase furniture and books. Thank you Tina for all your hard work this year raising money.

Thank You!

School Breakfast/Lunch:

On Monday and Tuesday next week, lunch will begin at 11:50 for all students since half of the school will be attending swim parties. Once students are finished eating, they will be dismissed outside for lunch recess. Lunch will not be served on Wednesday and Thursday. Breakfast will only be offered from 8-8:25 next week. Second chance breakfast will not be served.

2017-18 SPARK Plaza After School Program:



Applications are available for next years' after school program. Space is limited so please enroll your child(ren) soon. The fee will be the same as previous years; \$180 per year for one child or \$200 for more than one. Your child will not be enrolled if you have any unpaid enrollment fees for the 2016-17 school year. Additionally, to ensure your child is enrolled for next year's program, you must submit at least half of the annual fee (\$90 for one child or \$100 for more than one), as well as the completed application. If you have already submitted your application, but not paid the fee, please do so before the end of the year. Again, only those who turn in payment will be accepted. If you are unable to pay all of your fee when you turn in the application, contact Mr. Conklin by email, phone, or feel free to stop by.

Also, on Wednesday, June 7th students who attend the After School SPARK program will be bused to Lely Park in Orland when school is dismissed at 11:30am. Lunch and snack will be provided at Lely Park to SPARK students only. **The After School SPARK program will not be offered on Thursday, June 9th**, which is the last day of school. All students must be picked up at 11:30 dismissal.

REMINDER (6th Grade):

Before the start of the 2017-18 school year, make sure that your incoming 7th grade students are ready! **Vaccines required for 7th grade** (California Code of Regulations (CCR), Title 17, Section 6020) include:



- 1 dose of Tdap
- 2 doses of measles-containing vaccine: most students will have received these before starting Kindergarten, but some may have missed doses along the way.
- Other vaccines encouraged but not required for 7th graders include meningococcal and HPV vaccines.

To avoid the back-to-school rush, we encourage 6th graders to make their vaccine appointments now and provide our office with verification.

SUMMER READING:



To encourage the children to continue to read over the summer we are again offering a special field trip at the beginning of next school year. All children, Kindergarten through 7th grade are included. Children who have not learned to read yet may have ten books read to them. Children in 2nd through 4th grades next year will have to read ten (10) books and list them. Children in grades 5 through 8 (next year) need to read 5 grade level books containing at least 100 pages each. These books may include the ones read from the Orland Library summer reading program. Make sure you record the books on the note sent home and return it the first day of school.

Out of District Families:

If you live out of Plaza School District boundaries, you must ensure that you have a current inter-district transfer agreement on file with both your home district, as well as Plaza. Most districts require that you fill out a form annually.

Willows' agreement is good for five years. Please visit your district of residence for the 2017-18 form.

Pirate Humor:



Why didn't the pirate's phone work?
(Because he left it off the hook!)

Memorandum of Understanding Between Plaza Elementary School District and Glenn County Office of Education

Purpose

This Memorandum of Understanding (MOU) establishes a formal working relationship between **Plaza Elementary School District** and **Glenn County Office of Education (GCOE)** acting as partners in the SPARK After School Education and Safety Program (ASES). The goals and objectives of our collaboration are to expand learning opportunities for students, families, and community members; to provide academic, enrichment, mentoring, and tutoring educational support; to develop cultural and linguistic competence; to offer opportunities for after school and summer recreation; to provide center-based and linked health, social, and safety services; to provide technology and career training to students; and to expand school and community participation in drug-free, supervised, and fun activities to be provided in safe and supervised learning environments.

The ASES program in collaboration with the school site and district will provide activities that support student academic achievement in language arts, math, and science that are aligned with California Common Core Content Standards. The After School program will provide activities that support development of students' positive character and behavior traits, including drug, alcohol, and tobacco prevention and violence prevention, including cyber bullying.

Description of Services

Plaza Elementary School will support the SPARK/After School Education and Safety Program by providing site administration, staffing, food services, facility use, and provide the opportunity for connection with the regular day programming. Plaza Elementary will ensure the following assurances are implemented into the program:

1. The program will maintain at a minimal 85% of the required average daily attendance of 56 students
2. The program will include an educational and literacy element designed to provide tutoring and/or homework assistance in one or more of the following subject areas: language arts, mathematics, history and social science, science, and computer training.
3. The program will have an educational enrichment element that may include, but is not limited to: fine arts, career technical education, recreation, physical fitness, and prevention activities. Such activities might involve the arts, music, physical activity, health promotion, general recreation, technology, career awareness, and activities to support positive youth development.
4. The program will provide a safe physical and emotional environment and opportunities for relationship building and will promote active student engagement.
5. The program will collaborate and integrate with the regular school day program and other extended learning opportunities.
6. The program will provide a snack that conforms to the nutrition standards in the California *Education Code* Part 27, Chapter 9, Article 2.5, commencing with Section 49430.
7. The program will provide opportunities for physical activity.
8. The program is planned through a collaborative process that includes parents, youth, and representatives of participating public school sites, governmental agencies (e.g., city and county parks and recreation departments), local law enforcement, community organizations, and the private sector.
9. The program will maintain a student to staff member ratio of no more than 20:1.
10. The program will begin operation immediately upon the end of the regular school day. (Note: A regular school day is any day that students attend and instruction takes place.)
11. The program will operate for a minimum of 15 hours per week.
12. The program will operate until at least 6:00 p.m., on every regular school day.
13. The program will establish a reasonable early release policy for students attending the after school component.

14. Elementary students should participate every day that the after school program operates
15. Every student attending a school operating a program is eligible to participate in the program, subject to program capacity.
16. The program is not required to charge family fees or conduct individual eligibility determination based on need or income.
17. The program will provide all notices, reports, statements, and records to parents or guardians in English and the student's primary language when 15 percent of the students enrolled at the school site speak a single primary language other than English as determined by language census data from the preceding year.
18. The program will establish qualifications for each position so that all staff members directly supervising students meet the minimum qualifications of an instructional aide, pursuant to the policies of the district.
19. Staff and volunteers will fulfill health screening and fingerprint clearance requirements in current law and in compliance with school district, private school, or agency policy.
20. The program will provide staff training and development.
21. A program may provide a maximum of three staff development days a year during regular program hours using grant funds.
22. The program will keep accurate program attendance records and report actual attendance to GCOE on a monthly basis.
23. The program will report school day attendance rates for participating students.
24. The program will meet all evaluation requirements, including participation in a statewide evaluation process as determined by the CDE, and provide all required information on a timely basis.
25. The program will provide information for the statewide independent evaluation.
26. The program will respond to any additional surveys or other methods of data collection that may be required throughout the life of the program.
27. The program will annually provide participating students' regular school day, program attendance, and Standardized Testing and Reporting test results to GCOE.
28. The program will expend no more than 15 percent of overall grant funding on administrative costs, which include indirect costs.
29. The program will expend at least 85 percent of overall grant funding on direct services to students.
30. The program will use these funds to supplement, but not supplant, existing funding for after school programs.

Glenn County Office of Education will support Plaza Elementary SPARK by providing the following services:

1. Transference of ASES After School funds in the amount listed below.
2. Training and Professional Development Opportunities
3. Fiscal Grant Management to include:
 - a. Submission of annual state report
 - b. Submission of quarterly expenditure reports
 - c. Submission of bi-annual attendance reports
4. Area and Oversight Coordination
5. Collaboration and support in curriculum planning, SPARK staff performance, and site coordination

Plaza Elementary School District Allocated ASES Universal Grant Amount: \$75,000

GCOE Indirect Cost of 12% of allocated grant amount: \$9,000

GCOE Indirect Costs Include:

- 5%--GCOE Business Office/Fiscal Management
- 1.5%--CDE Reporting: Annual State Report, Monthly Attendance, Quarterly Expenditure
- 1.5%--Professional Development: 3 Days during site closure scheduled in advance
- 1%--CQI Evaluation and Reporting
- 2%--Site Visits: min. 1 site visit per month
- .75%--Monthly SPARK phone bill
- .25%--Site Visit Mileage/SPARK Curriculum services

Estimated value program partnership: \$66,000. To be paid by GCOE to Plaza Elementary in the following installments:

October 1:	\$16,500
January 1:	\$16,500
April 1:	\$16,500
July 1:	\$16,500

Terms

The terms of this MOU shall commence on **July 1, 2017** and are renewable thereafter from year to year unless either partner gives prior written notice of termination. This MOU may be modified or terminated in thirty (30) days upon written notice of intention to terminate the agreement with or without cause.

Plaza Elementary School District

Glenn County Office of Education

Patrick Conklin, Superintendent Date

Tracey Quarne, Superintendent Date

**SMALL SCHOOLS CONSORTIUM FOR THE SUPPORT OF THE
ITINERANT MUSIC TEACHER/PROGRAM
2017-2018**

**Agreement for Services of Itinerant Music Teacher for Capay Joint Union Elementary
District, Lake Elementary School District, and Plaza Elementary School District**

The undersigned representatives of the three districts agree to participate in the consortium known as the "Small Schools Consortium for the Support of Itinerant Music Teacher/Program" for the 2017-2018 school year.

Capay Joint Union Elementary will serve as the fiscal agent for the purpose of contracting with a music teacher to perform the duties of an itinerant music teacher for the districts involved in the consortium.

The districts understand the agreement is for one year renewable annually beginning on July 1 of each year. In consideration for the participation in the consortium the districts agree to pay for the teacher, including salary, benefits and travel. The teacher will be placed at the appropriate level on the Capay Joint Union Elementary's Certificated Salary Schedule. The cost per school district is according to the following percentages:

District	Percentage
Capay JUSD	33.34%
Lake ESD	33.33%
Plaza ESD	33.33%
Total	100%

Administrators from the consortium members agree to evaluate the music teacher each year. The lead evaluator will rotate to a different administrator with input gained from all consortium administrators involved. Copies of the final evaluation will be available to all administrators involved in its development, upon request.

The members of the consortium agree to inform the other partners by March 15th of each year of non-participation in the consortium. If no notification is made by this date the consortium will automatically continue.

Superintendent, Capay JUSD	_____
Superintendent, Lake ESD	_____
Superintendent, Plaza ESD	_____

5/26/17 Plaza Update

Shane Anderson

Sent: Friday, May 26, 2017 3:28 PM**To:** Tracey Quarne; Randy Jones; Vicki Shadd; Jim Byerly; Cody Walker; Lance Swift; Patrick Conklin**Attachments:** IMG_0544.jpg (144 KB) ; IMG_0543.jpg (173 KB) ; IMG_0557.jpg (157 KB) ; IMG_0545.jpg (165 KB)

Here is this week's update:

5/25/17	All damaged/ missing panels replaced Plumbing finished, ready to connect to septic
5/26/17	All base rock has been installed and passed compaction/ moisture testing
5/27-5/29	Site work being performed at Princeton
5/30/17	Concrete (either sidewalk in front of ramps or sidewalk going to existing buildings)
5/31/17	Concrete (either sidewalk in front of ramps or sidewalk going to existing buildings) Carpet to be installed
6/2/17	Bus Lane to be poured

Attached pictures:

0543	bus lane compaction
0544	loading/unloading zone for bus lane formed, ready for pour
0545	another angle of the loading/unloading zone
0557	connecting sidewalk compaction

Shane Anderson

Construction/ Facilities Supervisor

Glenn County Office of Education

sanderson@glenncoe.org

Work (530) 865-1267 x3101

Cell (530) 624-1081

6/2/17 Plaza Update

Shane Anderson

Sent: Friday, June 02, 2017 3:14 PM**To:** Tracey Quarne; Randy Jones; Vicki Shadd; Cody Walker; Patrick Conklin; Jacqueline Campos**Attachments:** IMG_0151.jpg (730 KB) ; IMG_0156.jpg (590 KB) ; IMG_0158.jpg (928 KB)

Weekend Removed piles and support pipe, lowered and capped water and sewer, brought base rock on site

5/30/17 Carpet in south classroom installed

5/31/17 Landing that connect ramps to sidewalk poured

6/1/17 Sidewalk that connect building to rest of the campus poured; additional bus lane compaction test passed

6/2/17 Finish work complete on interior

Weekend Bring more base rock to Princeton grade to existing parking lot

Pictures:

0158 Loading ramp and sidewalks being poured

0156 Sidewalk at bottom of ramps

0151 Connecting sidewalk pre-pour

Shane Anderson

Construction/ Facilities Supervisor

Glenn County Office of Education

sanderson@glenncoe.org

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Plaza Community Club

7322 County Rd 24
Orland, CA 95963
(530) 865-1250

May, 2017 - Meeting Agenda (Last meeting of the year)

Call meeting to order:

Roll call of officers

Reading of Minutes by Secretary from April

Treasurer Report by Sara

Old Business:

- Carnival feedback: bundle game tickets, have students be more involved in set up during school hrs,
- Nominations submitted
- Carnival Committee, include people who run kitchen, raffle, silent auction, games, dining room, plus volunteers
- Spirit Wear: Robyn sold Softball Tournament
- 4H and Mill st to borrow our train
- Hats, approx \$216 for 24 sell at softball tournament
- John to fix train
- Donation to 4 H club full amt \$350
- Teacher Appreciation week budget open budget approved

New Business

- utilize facebook page more
- discuss options for fundraisers next year so calender can be made by Mr Conklin, any ideas (change drive, Believe, Jog A Thon, Chicobag)
- discuss tentative budget, (handout) would like to do one activity a trimester for families such as Bingo night, movie night, father/dtr dance, breakfast at school with kids, etc)
- Hat design, outline P in silver to coincide with school jerseys (Mr Lovell)
- vote to transfer \$5000 to playground fund
- Welcome pack for kindergarteners? A tee shirt with welcome note?

Anything anyone would like to add for next meetings agenda?

Next Meeting is

"Nothing you do for Children is ever wasted" – Garrison Keillor

Plaza Community Club (PCC)
Minutes for May 25th, 2017

6:03 pm - Sharie called meeting to order

Roll Call - All Board Members present

April minutes read by Kristina – m/Jen, 2nd/Dianna – AA

Treasurer report read by Sara – m/ Jen, 2nd/Dianna – AA

Old Business

Review on carnival, spirit wear, hats (next order will have silver lining around the P).

Per Sara every year we will need to have our accountant file our taxes by MAY to keep our non profit status. Estimated cost for this to be added to our budget is \$175.

New Business

We would like everyone to use our Plaza Community Club facebook page more often. Feel free to post ideas, events, etc.

2017/ 2018 Fundraisers are:

August @ Back to School Night sell shirts and take orders

September (Mr. Lovell's Bike a Thon)

October - Jog a Thon

November (Mrs. Henning's Pancake Breakfast)

December (Book Fair by Tina)

February - Coin Drive

April 21st - Annual Carnival

Fundraisers approved for 2017/ 2018 - m/ Jen, 2nd/ Dianna - AA

Suggestion to use Sign Up Genius for all parts of the Carnival Committee (kitchen, games, auction, etc)

Dianna and Sara will Co Chair the Carnival Committee for 2017/ 2018

Disperse tickets to students 3/29 (to Teachers by 3/28), order early so we can bundle at meetings

Collect tickets 4/9 thru 4/20 (Monday, Wednesday and Friday's)

Transfer \$5,000 to savings for playground fund totalling a \$15,000 balance in savings - m/ Dianna, 2nd/ Martha - AA

\$10,000 for playground and \$5,000 for installation - m/ Jen, 2nd/ Dianna - AA

California Code is very strict. need to make sure all up to par for installation. Mr. C met with insurance company, need to get equipment picked out asap and to 3rd-5th grade to vote.

25 shirts (+2) for new Kindergarten/ TK students for \$225 as a gift from PCC - m/ Mandy, 2nd/ Dianna - AA

Sharie will handle this!

Suggestions for next year's budget - Reading (AR) Fund, Hardship Fund, Father Daughter Dance.

1. Nominations for the 2017/ 2018 Board were made Final with a unanimous AA

Secretary – Mr. C nominated – Kristina Hutson

Treasurer Nomination – Sara Yancy remains for another year per her term

Vice President – Mr. C nominated - Sharie Boehm

President (finish 1 year term) – PCC members nominated John Canalia

Meeting adjourned @ 7:01 pm

Next Meeting 8/17

BALANCE 5/24/2017

PLAZA ELEMENTARY SCHOOL DISTRICT CALENDAR 2017-18

August

M	T	W	Th	F
		1	2	3
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

16

September

M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20*	21	22
25	26	27	28	29

19

October

M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31*			

17

November

M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29*	30	

18

December

M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22*
25	26	27	28	29

16

January

M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31*		

17

February

M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28*		

15

March

M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21*	22	23
26	27	28	29	30*

22

April

M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25*	26	27
30				

16

May










M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16*	17	18
21	22	23	24	25
28	29	30	31	

20

June

M	T	W	Th	F
				1
4	5*	6**	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

4

-  School Begins
-  School Ends
-  Legal Holiday
- * Minimum Day (out at 12:45)
-  End of Trimester
-  Student Non-attendance
-  Parent Conf.-Min Day
-  Teacher Contract Work Day
-  Teacher Inservice Day
-  Graduation 6/5/2018
- ** Minimum Day (out @ 11:30)

Board Amended 6/8/2017

SUICIDE PREVENTION

The Board of Education recognizes that suicide is a leading cause of death among youth and that school personnel who regularly interact with students are often in a position to recognize the warning signs of suicide and to offer appropriate referral and/or assistance. To attempt to reduce suicidal behavior and its impact on students and families, the Superintendent or designee shall develop measures and strategies for suicide prevention, intervention, and postvention.

In developing measures and strategies for use by the district, the Superintendent or designee may consult with school health professionals, school counselors, school psychologists, school social workers, administrators, other staff, parents/guardians, students, local health agencies, mental health professionals, and community organizations.

(cf. 1020 - Youth Services)

(cf. 1220 - Citizen Advisory Committees)

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

Such measures and strategies shall include, but are not limited to:

1. Staff development on suicide awareness and prevention for teachers, school counselors, and other district employees who interact with students in the middle grades

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

2. Instruction to students in problem-solving and coping skills to promote students' mental, emotional, and social health and well-being, as well as instruction in recognizing and appropriately responding to warning signs of suicidal intent in others

(cf. 6142.8 - Comprehensive Health Education)

3. Methods for promoting a positive school climate that enhances students' feelings of connectedness with the school and that is characterized by caring staff and harmonious interrelationships among students

(cf. 5131 - Conduct)

(cf. 5131.2 - Bullying)

(cf. 5137 - Positive School Climate)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

(cf. 5145.9 - Hate-Motivated Behavior)

SUICIDE PREVENTION (continued)

4. The provision of information to parents/guardians regarding risk factors and warning signs of suicide, the severity of the youth suicide problem, the district's suicide prevention curriculum, basic steps for helping suicidal youth, and/or school and community resources that can help youth in crisis
5. Encouragement for students to notify appropriate school personnel or other adults when they are experiencing thoughts of suicide or when they suspect or have knowledge of another student's suicidal intentions
6. Crisis intervention procedures for addressing suicide threats or attempts
7. Counseling and other postvention strategies for helping students, staff, and others cope in the aftermath of a student's suicide

As appropriate, these measures and strategies shall specifically address the needs of students who are at high risk of suicide, including, but not limited to, students who are bereaved by suicide; students with disabilities, mental illness, or substance use disorders; students who are experiencing homelessness or who are in out-of-home settings such as foster care; and students who are lesbian, gay, bisexual, transgender, or questioning youth. (Education Code 215)

Legal Reference: (see next page)

SUICIDE PREVENTION (continued)

Legal Reference:

EDUCATION CODE

215 Student suicide prevention policies

32280-32289 Comprehensive safety plan

49060-49079 Student records

49602 Confidentiality of student information

49604 Suicide prevention training for school counselors

GOVERNMENT CODE

810-996.6 Government Claims Act

PENAL CODE

11164-11174.3 Child Abuse and Neglect Reporting Act

WELFARE AND INSTITUTIONS CODE

5698 Emotionally disturbed youth; legislative intent

5850-5883 Mental Health Services Act

COURT DECISIONS

Corales v. Bennett (Ontario-Montclair School District), (2009) 567 F.3d 554

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Health Education Content Standards for California Public Schools, Kindergarten Through Grade Twelve, 2008

Health Framework for California Public Schools, Kindergarten Through Grade Twelve, 2003

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS

School Connectedness: Strategies for Increasing Protective Factors Among Youth, 2009

NATIONAL ASSOCIATION OF SCHOOL PSYCHOLOGISTS PUBLICATIONS

Preventing Suicide, Guidelines for Administrators and Crisis Teams, 2015

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES PUBLICATIONS

Preventing Suicide: A Toolkit for High Schools, 2012

National Strategy for Suicide Prevention: Goals and Objectives for Action, rev. 2012

WEB SITES

American Association of Suicidology: <http://www.suicidology.org>

American Foundation for Suicide Prevention: <http://afsp.org>

American Psychological Association: <http://www.apa.org>

American School Counselor Association: <http://www.schoolcounselor.org>

California Department of Education, Mental Health: <http://www.cde.ca.gov/ls/cg/mh>

California Department of Health Care Services, Suicide Prevention Program:

<http://www.dhcs.ca.gov/services/MH/Pages/SuicidePrevention.aspx>

Centers for Disease Control and Prevention, Mental Health: <http://www.cdc.gov/mentalhealth>

National Association of School Psychologists: <http://www.nasponline.org>

National Institute for Mental Health: <http://www.nimh.nih.gov>

Trevor Project: <http://thetrevorproject.org>

U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services Administration: <http://www.samhsa.gov>

SUICIDE PREVENTION**Staff Development**

Suicide prevention training shall be provided to teachers, counselors, and other district employees who interact with students at the middle school level. The training shall be offered under the direction of a district counselor/psychologist and/or in cooperation with one or more community mental health agencies.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

Materials for training shall include how to identify appropriate mental health services at the school site and within the community, and when and how to refer youth and their families to those services. Materials also may include programs that can be completed through self-review of suitable suicide prevention materials. (Education Code 215)

Staff development shall include research and information related to the following topics:

1. The higher risk of suicide among certain groups, including, but not limited to, students who are bereaved by suicide; students with disabilities, mental illness, or substance use disorders; students who are experiencing homelessness or who are in out-of-home settings such as foster care; and students who are lesbian, gay, bisexual, transgender, or questioning youth
2. Individual risk factors such as previous suicide attempt(s) or self-harm, history of depression or mental illness, family history of suicide or violence, feelings of isolation, interpersonal conflicts, a recent severe stressor or loss, family instability, impulsivity, and other factors

(cf. 5131.6 - Alcohol and Other Drugs)

3. Warning signs that may indicate depression, emotional distress, or suicidal intentions, such as changes in students' personality or behavior and verbalizations of hopelessness or suicidal intent
4. Protective factors that may help to decrease a person's suicide risk, such as resiliency, problem-solving ability, access to mental health care, and positive connections to family, peers, school, and community
5. Instructional strategies for teaching the suicide prevention curriculum and promoting mental and emotional health
6. School and community resources and services, including resources and services that meet the specific needs of high-risk groups

SUICIDE PREVENTION (continued)

(cf. 5141.6 - School Health Services)

(cf. 6164.2 - Guidance/Counseling Services)

7. District procedures for intervening when a student attempts, threatens, or discloses the desire to die by suicide

Instruction

The district's comprehensive health education program shall promote the healthy mental, emotional, and social development of students and shall be aligned with the state content standards and curriculum framework. Suicide prevention instruction shall be incorporated into the health education curriculum at appropriate middle grades and shall be designed to help students:

1. Identify and analyze signs of depression and self-destructive behaviors and understand how feelings of depression, loss, isolation, inadequacy, and anxiety can lead to thoughts of suicide
2. Develop coping and resiliency skills and self-esteem
3. Learn to listen, be honest, share feelings, and get help when communicating with friends who show signs of suicidal intent
4. Identify trusted adults, school resources, and/or community crisis intervention resources where youth can get help and recognize that there is no stigma associated with seeking services for mental health, substance abuse, and/or suicide prevention

(cf. 1020 - Youth Services)

(cf. 5131.6 - Alcohol and Other Drugs)

(cf. 5141.6 - School Health Services)

(cf. 6142.8 - Comprehensive Health Education)

(cf. 6164.2 - Guidance/Counseling Services)

Intervention

Students shall be encouraged to notify a teacher, principal, counselor, or other adult when they are experiencing thoughts of suicide or when they suspect or have knowledge of another student's suicidal intentions.

Every statement regarding suicidal intent shall be taken seriously. Whenever a staff member suspects or has knowledge of a student's suicidal intentions based on the student's verbalizations or act of self-harm, he/she shall promptly notify the principal or school counselor.

SUICIDE PREVENTION (continued)

Although any personal information that a student discloses to a school counselor shall generally not be revealed, released, referenced, or discussed with third parties, the counselor may report to the principal or student's parents/guardians when he/she has reasonable cause to believe that disclosure is necessary to avert a clear and present danger to the health, safety, or welfare of the student. In addition, the counselor may disclose information of a personal nature to psychotherapists, other health care providers, or the school nurse for the sole purpose of referring the student for treatment. (Education Code 49602)

(cf. 5141 - Health Care and Emergencies)

A school employee shall act only within the authorization and scope of his/her credential or license. An employee is not authorized to diagnose or treat mental illness unless he/she is specifically licensed and employed to do so. (Education Code 215)

Whenever schools establish a peer counseling system to provide support for students, peer counselors shall receive training that includes identification of the warning signs of suicidal behavior and referral of a suicidal student to appropriate adults.

(cf. 5138 - Conflict Resolution/Peer Mediation)

When a suicide attempt or threat is reported, the principal or designee shall ensure student safety by taking the following actions:

1. Immediately securing medical treatment and/or mental health services as necessary
2. Notifying law enforcement and/or other emergency assistance if a suicidal act is being actively threatened
3. Keeping the student under continuous adult supervision until the parent/guardian and/or appropriate support agent or agency can be contacted and has the opportunity to intervene
4. Removing other students from the immediate area as soon as possible

(cf. 0450 - Comprehensive Safety Plan)

(cf. 5141 - Health Care and Emergencies)

The principal or designee shall document the incident in writing, including the steps that the school took in response to the suicide attempt or threat.

(cf. 5125 - Student Records)

SUICIDE PREVENTION (continued)

The Superintendent or designee shall follow up with the parent/guardian and student in a timely manner to provide referrals to appropriate services as needed. If the parent/guardian does not access treatment for the student, the Superintendent or designee may meet with the parent/guardian to identify barriers to treatment and assist the family in providing follow-up care for the student. If follow-up care is still not provided, the Superintendent or designee shall consider whether he/she is required, pursuant to laws for mandated reporters of child neglect, to refer the matter to the local child protective services agency.

(cf. 5141.4 - Child Abuse Prevention and Reporting)

For any student returning to school after a mental health crisis, the principal or designee and/or school counselor may meet with the parents/guardians and, if appropriate, with the student to discuss re-entry and appropriate next steps to ensure the student's readiness for return to school.

Postvention

In the event that a student dies by suicide, the Superintendent or designee shall communicate with the student's parents/guardians to offer condolences, assistance, and resources. In accordance with the laws governing confidentiality of student record information, the Superintendent or designee shall consult with the parents/guardians regarding facts that may be divulged to other students, parents/guardians, and staff.

The Superintendent or designee shall implement procedures to address students' and staff's grief and to minimize the risk of imitative suicide or suicide contagion. He/she shall provide students, parents/guardians, and staff with information, counseling, and/or referrals to community agencies as needed. School staff may receive assistance from school counselors or other mental health professionals in determining how best to discuss the suicide or attempted suicide with students.

Any response to media inquiries shall be handled by the district-designated spokesperson who shall not divulge confidential information. The district's response shall not sensationalize suicide and shall focus on the district's postvention plan and available resources.

(cf. 1112- Media Relations)

After any suicide or attempted suicide by a student, the Superintendent or designee shall provide an opportunity for all staff who responded to the incident to debrief, evaluate the effectiveness of the strategies used, and make recommendations for future actions.

Plaza School District
7322 County Road 24
Orland, CA 95963
BOARD OF TRUSTEES
Regular Board Meeting
May 4th, 2017
3:00PM
Minutes

- I. **Call to Order** – The meeting was called to order at 3:08 PM.
- II. **Pledge of Allegiance**
- III. **Members Present** – PJ Davis, Connie King, Mrs. Bradshaw, Mr. Conklin and Mrs. Sanchez.
- IV. **Correspondence**
 - a. **April Pirates Post Newsletter** – Mr. Conklin discussed the issue with parents signing their children out early and why he needed to address that in the newsletter. He reported that the carnival had been a success as well as the Scholastic book fair.
 - b. **DWK Agreement for Professional Services** – Mr. Conklin presented the DWK agreement information to the board so that we could use their services and addressed his concerns with our current firm so that we could avoid a conflict of interest in the future.
- V. **Superintendent Report/Information**
 - A. **GCOE Building Update** – Mr. Conklin reported that there is about three to four weeks for the completion of the building project.
 - B. **Plaza Community Club** – Mr. Conklin reported that the bathroom painting had been completed, the water fountain was installed and there are nominations for new officers.
 - C. **School Site Council** – Mr. Conklin reported that LCAP goals were discussed and there were no changes. They also reviewed the LCAP and cafeteria survey results.
 - D. **1.0 and .2 Temporary Teacher Hiring Committees** – Mr. Conklin informed the board that he offered Mandy Edson the .2 Temporary Teacher position and also offered another candidate the 1.0 Temporary Teacher position contingent on credential.
 - E. **Quarterly Report on Williams Uniform Complaints as of April, 2017**- None
 - F. **Cafeteria and LCAP Survey Results** – Mr. Conklin review the results of the surveys. He reported that the Cafeteria concerns were mainly temperature of the food and portion size, LCAP concerns were supervision, playground equipment and electives. Overall he said the results were overwhelmingly positive.
 - G. **Bus Inspection Update** – Mr. Conklin reported that we passed the CHP inspection and no issues were found.
 - H. **Food Facility Inspection Update** – Mr. Conklin reported that we passed the food facility inspection and there were no issues found.
 - I. **Cal Fire inmates from Salt Creek Camp** – Mr. Conklin requested approval to schedule a work crew for the summer to paint lines, do landscaping and possibly put in a garden.
 - J. **Board Member for 8th Grade Graduation Wednesday, June 8th at 7:00pm** – PJ Davis volunteered to attend graduation and distribute diplomas.
 - K. **Summer School July 17th-August 3rd** - Mr. Conklin informed the board that Ms. Limberg and Mrs. Sgontz would be the teachers for the summer school session.
 - L. **June 8th, 2017 Public Hearing and June 22nd Regular Board Meeting** - Informational
 - M. **Healthy Youth Act** – Mr. Conklin presented information regarding the Healthy Youth Act and the steps we need to take to implement.

Plaza School District
7322 County Road 24
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BOARD OF TRUSTEES
Regular Board Meeting
May 4th, 2017
3:00PM
Minutes

N. Local Control and Accountability Plan – Mr. Conklin reviewed the LCAP goals and informed the board of the steps we have taken towards them.

1. **GOAL 1:** Students in grades K-8 will increase academic achievement in all areas. – 25% of ELD students were reclassified to proficient.
2. **GOAL 2:** Provide appropriately assigned and fully credentialed teachers with standards-aligned instructional materials in school facilities that are in good repair in order to fully implement academic content and performance standards in a broad course of study. – We hired a .2 and 1.0 fte teacher.
3. **GOAL 3:** Provide a safe and welcoming climate for all stakeholders that includes parent input in decision making and promotes parent participation in student learning in order to improve school attendance rates. – We purchased technology (chrome books) and sent surveys out for input.

VI. Comments: Agenda Items Only—None

VII. Action

A. Old Business - None

B. New Business

1. Consent Agenda: Routine matters that can be approved with one motion

- a. **Approve Minutes of the March 16, 2017 Regular Board Meeting**
- b. **Approve Warrant Registers—3/14/2017 through 4/14/2017**
- c. **Approve Budget Transfers— None**
- d. **Approve Annual Education Protection Account (EPA) Spending Plan per Prop. 30**
- e. **Approve Annual Evaluation of Parent Involvement Policy Ed Code 11503/PESD BP6020**
- f. **Certification that 8th Grade Students Meet Graduation Requirements/Sign Diplomas**
- g. **Approve 2017-18 Consolidated Application**

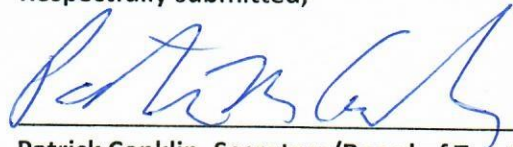
PJ Davis motioned to approve the consent agenda, Connie King seconded and the motion carried 2-0.

2. **Approve 2017-18 Summer School Stipends** – Connie King motioned to approve the Summer School Stipends, PJ Davis seconded and the motion carried 2-0.
3. **Approve Teacher Selection for Temporary .2 2nd Grade—2017-18 Mandy Edson** - PJ Davis motioned to approve the Temporary .2 Teacher, Connie King seconded and the motion carried 2-0.
4. **Approve 8th Grade class trip to American River Recreation, Coloma, CA May 25th-26th, 2017** – PJ Davis motioned to approve the ARR class trip, Connie King seconded and the motion carried 2-0.
5. **Approve Three Additional Hours of Custodial Duties** - PJ Davis motioned to approve the additional custodial hours, Connie King seconded and the motion carried 2-0.
6. **Approve \$100,000 Payment to GCOE for 2nd Installment of 7 Year Lease to Own** - PJ Davis motioned to approve the 2nd installment to GCOE, Connie King seconded and the motion carried 2-0.
7. **Approve Agreement for Professional Services with Dannis Woliver Kelly** – Connie King motioned to approve the agreement with DWK, PJ Davis seconded and the motion carried 2-0.

Plaza School District
7322 County Road 24
Orland, CA 95963
BOARD OF TRUSTEES
Regular Board Meeting
May 4th, 2017
3:00PM
Minutes

- VIII. **Comments: Non Agenda Items**—None
- IX. **Closed Session**- The Board of Trustees and Mr. Conklin went into closed session at 4:33 PM.
 - a. **Pursuant to Government Code 544957- Student Matters** – No action taken
 - b. **Pursuant to Government Code 544957- Employee Evaluations** – No action taken
- X. **Adjournment** – The meeting was adjourned at 4:58 PM.

Respectfully submitted,



Patrick Conklin, Secretary/Board of Trustees

005 PLAZA SCHOOL DISTRICT
Warrant Register

Pay Voucher Transactions
Date: 04/15/2017 - 06/05/2017
PV#: 000000 - 999999

J50654 PV0100 L.00.00 06/05/17 PAGE 1

PV NO	Vendor/Addr	Name	LN	Fd Res	Y	Goal	Func	Obj	Sit	BdR	DD	Tax ID	Inv Date	Entered	UT	UT-Obj	Batch	UT-Rate	Description
000441	000073/00	AMERIGAS											5/09/2017	5/09/2017	5/09/2017	5/17/2017	73		
		1. 01-0000-0-0000-8100-5540-000-000000												397.80	N				N
		159.2 GAL OF PROPANE																	
000421	000474/00	AT&T											5/01/2017	5/01/2017	5/10/2017	5/10/2017	71		
		1. 01-0000-0-0000-8100-5910-000-000000												94.78	N				N
		3/10-4/9/17 PHONE SERVICE																	
000469	000474/00	AT&T											5/25/2017	5/25/2017	5/31/2017	5/31/2017	76		
		1. 01-0000-0-0000-8100-5910-000-000000												46.48	N				N
		4/10/17-5/9/17 PHONE SERVICE																	
000419	000491/00	BASIC LABORATORY INC											4/28/2017	4/28/2017	5/10/2017	5/10/2017	68		Warrant Register
		1. 01-0000-0-0000-8100-5560-000-000000												58.00	N				N
		Water Monitoring Service																	
000453	000491/00	BASIC LABORATORY INC											5/16/2017	5/16/2017	5/24/2017	5/24/2017	74		
		1. 01-0000-0-0000-8100-5560-000-000000												32.00	N				N
		DRINKING WATER MONITORING																	
000412	000455/00	CDW GOVERNMENT INC											4/28/2017	4/28/2017	5/10/2017	5/10/2017	68		Warrant Register
		1. 01-1100-0-1110-1000-4300-000-000000												355.92	N				N
		Document Classroom Camera																	
000411	000600/00	CORNELL DISTRIBUTING											4/28/2017	5/04/2017	5/10/2017	5/10/2017	68		Afterschool program food
		1. 01-9124-0-0000-3700-4700-000-000000												138.00	N				N
		#711968 DAIRY- SPARK																	
000422	000600/00	CORNELL DISTRIBUTING											5/01/2017	5/01/2017	5/10/2017	5/10/2017	71		
		1. 13-5310-0-0000-3700-4700-000-000000												145.25	N				N
		# 355822 DAIRY- CAFE																	
		2. 13-5310-0-0000-3700-4700-000-000000												126.75	N				N
		# 355840 DAIRY- CAFE																	
		Total amount											272.00	*				0.00	*

005 PLAZA SCHOOL DISTRICT
Warrant Register

Pay Voucher Transactions
Date: 04/15/2017 - 06/05/2017
PV#: 000000 - 999999

J50654 PV0100 L.00.00 06/05/17 PAGE 3

PV NO	Vendor/Addr	Name	LN	Fd Res	Y	Goal	Func	Obj	Sit	BdR	Tax ID	Inv Date	Entered	UT	UT-Obj	UT-Rate	Batch	Description
000449	(CONTINUED)																	
		1. 01-0000-0-0000-8100-5890-000-000000										85.00	N					Y
		OPERATOR SERVICE																
000420	000336/00	DANIELSEN CO										4/28/2017	4/28/2017	5/10/2017	5/10/2017	68		Warrant Register
		1. 01-9124-0-0000-3700-4700-000-000000											59.05	N				N
		After School Food																
		2. 01-9124-0-0000-3700-4300-000-000000											21.74	N				N
		After School Supplies																
		3. 13-5310-0-0000-3700-4700-000-000000											583.94	N				N
		Cafeteria Food																
		4. 13-5310-0-0000-3700-4300-000-000000											22.57	N				N
		Cafeteria Supplies																
		Total amount										687.30 *				0.00 *		
000423	000336/00	DANIELSEN CO										5/01/2017	5/01/2017	5/10/2017	5/10/2017	71		
		1. 13-5310-0-0000-3700-4700-000-000000											661.65	N				N
		CAFETERIA FOOD																
		2. 13-5310-0-0000-3700-4300-000-000000											89.71	N				N
		CAFETERIA SUPPLIES																
		3. 01-9124-0-0000-3700-4700-000-000000											83.19	N				N
		AFTER SCHOOL PROGRAM FOOD																
		4. 01-9124-0-0000-3700-4300-000-000000											21.74	N				N
		AFTER SCHOOL PROGRAM SUPPLIES																
		Total amount										856.29 *				0.00 *		
000443	000336/00	DANIELSEN CO										5/09/2017	5/09/2017	5/17/2017	5/17/2017	73		
		1. 01-9124-0-0000-3700-4700-000-000000											185.44	N				N
		AFTER SCHOOL PROGRAM FOOD																
		2. 13-5310-0-0000-3700-4700-000-000000											424.76	N				N
		CAFETERIA FOOD																
		3. 13-5310-0-0000-3700-4300-000-000000											124.87	N				N
		CAFETERIA SUPPLIES																
		Total amount										735.07 *				0.00 *		
000451	000336/00	DANIELSEN CO										5/16/2017	5/16/2017	5/24/2017	5/24/2017	74		
		1. 13-5310-0-0000-3700-4700-000-000000											920.65	N				N
		CAFETERIA FOOD																
		2. 13-5310-0-0000-3700-4300-000-000000											127.62	N				N
		CAFETERIA SUPPLIES																
		Total amount										1,048.27 *				0.00 *		

005 PLAZA SCHOOL DISTRICT
Warrant Register

Pay Voucher Transactions
Date: 04/15/2017 - 06/05/2017
PV#: 000000 - 999999

J50654 FV0100 L.00.00 06/05/17 PAGE 4

PV NO	Vendor/Addr	Name	LN	Fd Res	Y	Goal	Func	Obj	Sit	BdR	Tax ID	Inv Date	Entered	UT	UT-Obj	Paid	Batch	Description	UT-Rate	UT-Amount	1099
000459	000336/00	DANIELSEN CO										5/23/2017	5/23/2017	5/31/2017	75						
		1. 13-5310-0-0000-3700-4700-000-000000											311.92	N							N
		CAFETERIA FOOD																			
		2. 13-5310-0-0000-3700-4300-000-000000											26.70	N							N
		CAFETERIA SUPPLIES																			
		Total amount										338.62 *				0.00 *					
000468	000336/00	DANIELSEN CO										5/25/2017	5/25/2017	5/31/2017	76						
		1. 01-9124-0-0000-3700-4700-000-000000											68.95	N							N
		SPARK FOOD																			
		2. 13-5310-0-0000-3700-4700-000-000000											432.34	N							N
		CAFETERIA FOOD																			
		3. 01-9124-0-0000-3700-4300-000-000000											10.87	N							N
		CAFETERIA SUPPLIES																			
		Total amount										512.16 *				0.00 *					
000440	000404/00	DNA										5/09/2017	5/09/2017	5/17/2017	73						
		1. 01-0000-0-1110-1000-5890-000-000000											50.00	N							N
		MAY 2017 WEBSITE HOSTING																			
000434	000187/00	GAGER DISTRIBUTING INC										5/04/2017	5/04/2017	5/10/2017	72						
		1. 13-5310-0-0000-3700-4300-000-000000											187.60	N							N
		2- SUPER SHINE 2.5 GAL																			
000438	000149/00	GLENN CO ENVIRONMENTAL HEALTH										5/09/2017	5/09/2017	5/17/2017	73						
		1. 13-5310-0-0000-3700-5890-000-000000											200.00	N							N
		ANNUAL FEE- CAFE PERMIT																			
000429	000378/00	GLENN COUNTY										5/01/2017	5/01/2017	5/10/2017	71						
		1. 01-0000-0-0000-3600-5890-000-000000											112.50	N							N
		2/17/17- SAFETY INSPECTION																			
		2. 01-0000-0-0000-3600-5630-000-000000											224.58	N							N
		4000 MILE SERVICE																			
		3. 01-0000-0-0000-3600-5890-000-000000											112.50	N							N
		1/4/17- SAFETY INSPECTION																			
		Total amount										449.58 *				0.00 *					

005 PLAZA SCHOOL DISTRICT
Warrant Register

Pay Voucher Transactions
Date: 04/15/2017 - 06/05/2017
PV#: 000000 - 999999

Date: 04/15/2017 - 06/05/2017

PV#: 000000 - 999999

Warrant Register

PV NO	Vendor/Addr LN	Fd Res Y	Goal Func Obj	Sit Bdr DD	Tax ID	Inv Date	Entered PV amount	UT-Obj	Batch UT-Rate	Description
000473	000163/00	JENNIFER LIMBERG				6/01/2017	6/01/2017		77	
	1.	01-0000-0-1110-1000-4300-000-00000	REIMBURSE DVDS FOR 3RD/4TH				28.95	N		N
000417	000049/00	OFFICE DEPOT				4/28/2017	5/04/2017	5/10/2017	68	Warrant Register
	1.	01-0000-0-1110-1000-4300-000-00000	Classroom supplies				72.06	N		N
	2.	01-0000-0-0000-2700-4300-000-00000	Office Visitor Sign				9.69	N		N
	3.	01-0000-0-0000-2700-4300-000-00000	Calculator Tape				3.59	N		N
	Total amount					85.34 *		0.00 *		
000435	000049/00	OFFICE DEPOT				5/04/2017	5/04/2017	5/10/2017	72	
	1.	01-0000-0-1110-1000-4300-000-00000	K-8 CLASSROOM SUPPLIES				122.78	N		N
	2.	01-0000-0-0000-2700-4300-000-00000	OFFICE SUPPLIES				74.53	N		N
	Total amount					197.31 *		0.00 *		
000439	000049/00	OFFICE DEPOT				5/09/2017	5/09/2017	5/17/2017	73	
	1.	01-0000-0-1110-1000-4300-000-00000	K-8 CLASSROOM SUPPLIES				56.82	N		N
	2.	01-0000-0-0000-2700-4300-000-00000	OFFICE SUPPLIES				47.83	N		N
	Total amount					104.65 *		0.00 *		
000461	000049/00	OFFICE DEPOT				5/23/2017	5/23/2017	5/31/2017	75	
	1.	01-0000-0-1110-1000-4300-000-00000	K-8 CLASSROOM SUPPLIES				57.40	N		N
	Total amount									
000470	000049/00	OFFICE DEPOT				5/30/2017	5/30/2017		77	
	1.	01-0000-0-1110-1000-4300-000-00000	5 CASES OF COPY PAPER				148.16	N		N
000425	000050/00	ORLAND HARDWARE & IMP. CO.				5/01/2017	5/01/2017	5/10/2017	71	
	1.	01-0000-0-0000-8100-4300-000-00000	SITE SUPPLIES				43.67	N		N

005 PLAZA SCHOOL DISTRICT
Warrant Register

Pay Voucher Transactions
Date: 04/15/2017 - 06/05/2017
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PV NO	Vendor/Addr	Name	LN	Fd Res	Y	Goal	Func	Obj	Sit	Bdr	DD	Tax ID	Inv Date	Entered	UT	UT-Obj	Batch	Description
														PV amount	UT	UT-Rate	UT-Amount	
000437	000050/00	ORLAND HARDWARE & IMP. CO.											5/09/2017	5/09/2017		5/17/2017	73	
		1. 01-0000-0-0000-8100-4300-000-000000												73.63	N			N
		SITE SUPPLIES																
		2. 01-0000-0-0000-8100-4300-000-000000												18.40	N			N
		SITE SUPPLIES																
		3. 01-0000-0-0000-8100-4300-000-000000												44.59	N			N
		SITE SUPPLIES																
		Total amount											136.62 *				0.00 *	
000448	000050/00	ORLAND HARDWARE & IMP. CO.											5/12/2017	5/12/2017		5/24/2017	74	
		1. 01-0000-0-0000-8100-4300-000-000000												17.89	N			N
		SITE SUPPLIES																
000462	000050/00	ORLAND HARDWARE & IMP. CO.											5/24/2017	5/24/2017		5/31/2017	75	
		1. 01-0000-0-0000-8100-4300-000-000000												41.96	N			N
		SITE SUPPLIES																
000414	000054/00	PACIFIC GAS & ELECTRIC CO.											4/28/2017	4/28/2017		5/10/2017	68	Warrant Register
		1. 01-0000-0-0000-8100-5545-000-000000												14.39	N			N
		Streetlight Service 3/17-4/17																
000454	000054/00	PACIFIC GAS & ELECTRIC CO.											5/16/2017	5/16/2017		5/24/2017	74	
		1. 01-0000-0-0000-8100-5545-000-000000												1,458.06	N			N
		4/3/17-5/2/17 PG&E SERVICE																
000456	000054/00	PACIFIC GAS & ELECTRIC CO.											5/23/2017	5/23/2017		5/31/2017	75	
		1. 01-0000-0-0000-8100-5545-000-000000												14.39	N			N
		STREETLIGHT 4/18/17-5/16/17																
000424	000175/00	PRO PACIFIC FRESH											5/01/2017	5/01/2017		5/10/2017	71	
		1. 13-5310-0-0000-3700-4700-000-000000												523.29	N			N
		CAFETERIA FOOD																
		2. 13-5310-0-0000-3700-4700-000-000000												693.05	N			N
		CAFETERIA FOOD																
		3. 01-9124-0-0000-3700-4700-000-000000												26.00	N			N
		AFTER SCHOOL PROGRAM FOOD																
		Total amount											1,242.34 *				0.00 *	

005 PLAZA SCHOOL DISTRICT
Warrant Register

Pay Voucher Transactions
Date: 04/15/2017 - 06/05/2017
PV#: 000000 - 999999

J50654 PV0100 L.00.00 06/05/17 PAGE 8

PV NO	Vendor/Addr	Name	LN	Fd Res	Y	Goal	Func	Obj	Sit	Bdr	Tax ID	Inv Date	Entered	UT	UT-Obj	Batch	Description
													PV amount	UT	UT-Obj	UT-Rate	UT-Amount
000442	000175/00	PRO PACIFIC FRESH										5/09/2017	5/09/2017		5/17/2017	73	
		1. 13-5310-0-0000-3700-4700-000-00000										215.75	N				N
		CAFETERIA FOOD															
000452	000175/00	PRO PACIFIC FRESH										5/16/2017	5/16/2017		5/24/2017	74	
		1. 13-5310-0-0000-3700-4700-000-00000										373.03	N				N
		CAFETERIA FOOD															
000460	000175/00	PRO PACIFIC FRESH										5/23/2017	5/23/2017		5/31/2017	75	
		1. 13-5310-0-0000-3700-4700-000-00000										213.08	N				N
		CAFETERIA FOOD															
		2. 13-5310-0-0000-3700-4300-000-00000										24.98	N				N
		CAFETERIA SUPPLIES															
		Total amount										238.06 *				0.00 *	
000475	000175/00	PRO PACIFIC FRESH										6/01/2017	6/01/2017			77	
		1. 13-5310-0-0000-3700-4700-000-00000										297.60	N				N
		CAFETERIA FOOD															
000446	000335/00	RENAISSANCE LEARNING INC									391559474	5/09/2017	5/09/2017		5/17/2017	73	
		1. 01-1100-0-1110-1000-5890-000-00000										2,729.75	N				N
		2017-18 AR & ACCELERATED READ.															
000426	000419/00	SAV MOR FOODS										5/01/2017	5/01/2017		5/10/2017	71	
		1. 13-5310-0-0000-3700-4700-000-00000										2.94	N				N
		CAFETERIA FOOD															
		2. 13-5310-0-0000-3700-4300-000-00000										5.75	N				N
		CAFETERIA SUPPLIES															
		Total amount										8.69 *				0.00 *	
000472	000419/00	SAV MOR FOODS										5/30/2017	5/30/2017			77	
		1. 13-5310-0-0000-3700-4700-000-00000										31.33	N				N
		CAFETERIA FOOD															
000428	000195/00	STATE OF CALIFORNIA										5/01/2017	5/01/2017		5/10/2017	71	

PV NO	Vendor/Addr	Name	LN	Fd Res	Y	Goal	Func	Obj	Sit	Bdr	DD	Tax ID	Inv Date	Entered	UT	UT-Obj	Paid	Batch	Description	UT-Rate	UT-Amount	1099
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000465 (CONTINUED)

4.	01-0000-0-0000-2700-3702-000-000-00000												1,392.72	N								N
MAY 2017 RETIREE DIST PD INS																						
Total amount													21,476.64 *				0.00 *					

000466 000080/00 TRI-COUNTY SCHOOLS INS GROUP 5/25/2017 5/25/2017 5/31/2017 76

1.	01-0000-0-0000-0000-9571-000-000-00000												14,884.48	N								N
JUN 2017 DISTRICT PAID INS																						
2.	01-0000-0-0000-0000-9572-000-000-00000												3,500.16	N								N
JUN 2017 DISTRICT PAID INS																						
3.	01-0000-0-0000-0000-9573-000-000-00000												1,699.28	N								N
JUN 2017 RETIREE PAID INS																						
4.	01-0000-0-0000-2700-3702-000-000-00000												1,392.72	N								N
JUN 2017 RETIREE DIST PD INS																						
Total amount													21,476.64 *				0.00 *					

000464 000583/00 US BANK 5/24/2017 5/24/2017 5/31/2017 75

1.	01-0000-0-0000-8100-4300-000-000-00000												45.26	N								N
SITE SUPPLIES- MESH SCREEN																						
2.	13-5310-0-0000-3700-4700-000-000-00000												12.01	N								N
CAFETERIA FOOD																						
3.	13-5310-0-0000-3700-4700-000-000-00000												21.87	N								N
CAFETERIA FOOD																						
4.	01-0000-0-0000-8100-4300-000-000-00000												21.32	N								N
8TH GRD CLASS- EXTENSION CORD																						
5.	01-0000-0-0000-2700-4300-000-000-00000												32.27	N								N
TEACHER APPRECIATION																						
6.	01-0000-0-0000-2700-4300-000-000-00000												46.14	N								N
STAFF APPRECIATION																						
7.	01-0000-0-0000-2700-4300-000-000-00000												34.91	N								N
INTERVIEW SUPPLIES																						
8.	01-0000-0-0000-2700-4300-000-000-00000												16.06	N								N
BUSINESS CARDS- P. CONKLIN																						
Total amount													229.84 *				0.00 *					

000432 000034/00 WASTE MANAGEMENT 5/04/2017 5/04/2017 5/10/2017 72

1.	01-0000-0-0000-8100-5520-000-000-00000												191.66	N								N
APRIL 2017 GARBAGE SERVICE																						

000471 000034/00 WASTE MANAGEMENT 5/30/2017 5/30/2017 5/30/2017 77

1.	01-0000-0-0000-8100-5520-000-000-00000												191.66	N								N
MAY 2017 GARBAGE SERVICE																						

005 PLAZA SCHOOL DISTRICT
Warrant Register

Pay Voucher Transactions
Date: 04/15/2017 - 06/05/2017
PV#: 000000 - 999999

J50654 PV0100 L.00.00 06/05/17 PAGE 11

PV NO	Vendor/Addr	Name	Tax ID	Inv Date	Entered	Paid	Batch	Description
LN	Fd Res	Y Goal Func Obj	Sit Bdr DD	pV amount	UT	UT-Obj	UT-Rate	UT-Amount 1099
				87,424.72	*****		0.00	*****
Grand total								

RESIDENCY FOR HOMELESS CHILDREN

Homeless students living in the district shall be admitted to the district school upon presentation of any of the following:

1. Hotel or motel receipts
2. A letter from a social service agency or homeless shelter verifying that the student lives within the district
3. An affidavit from the parent/guardian stating that the family lives within the district

A reasonable effort shall be made to secure an address, phone number and medical release from the parent/guardian when a student is placed in a classroom.

(cf. 5125 - Student Records)

(cf. 5141.31 - Immunizations)

(cf. 6173 - Education for Homeless Children)

Legal Reference:

EDUCATION CODE

1980-1986 County community schools

2558.2 Use of revenue limits to determine average daily attendance of homeless children

39807.5 Payment of transportation costs by parents

UNITED STATES CODE, TITLE 42

11431-11435 McKinney-Vento Homeless Assistance Act

Management Resources:

CDE PUBLICATIONS

Enrolling Students in Homeless Situations, 1999

FEDERAL REGISTER

U.S. Department of Education: Notice of school enrollment guidelines, 67 Fed. Reg. 10698

WEB SITES

CDE: <http://www.cde.ca.gov>

U.S. Department of Education: <http://www.ed.gov>

National Law Center on Homelessness and Poverty: <http://www.nlchp.org>

SCHOOL DISTRICT/COUNTY OFFICE OF EDUCATION		COUNTY
Plaza Elementary School District/Glenn County Office of Education		Glenn
SCHOOL SITE	SCHOOL TYPE (GRADE LEVELS)	
Plaza Elementary School District	K-8	
INSPECTOR'S NAME	NAME OF DISTRICT REPRESENTATIVE ACCOMPANYING THE INSPECTOR(S) (IF APPLICABLE)	
Anthony Fissori	Patrick Conklin	
TIME OF INSPECTION	WEATHER CONDITION AT TIME OF INSPECTION	
6/5/17 @ 10:00am	Sunny	

PART III: CATEGORY TOTALS AND RANKING (round all calculations to two decimal places)

TOTAL NUMBER OF AREAS EVALUATED	CATEGORY TOTALS	A. SYSTEMS			B. INTERIOR	C. CLEANLINESS		D. ELECTRICAL	E. RESTROOMS/FOUNTAINS		F. SAFETY		G. STRUCTURAL		H. EXTERNAL	
		GAS LEAKS	MECH/HVAC	SEWER		OVERALL CLEANLINESS	PEST/VERMIN INFESTATION		ELECTRICAL	RESTROOMS	SINKS/ FOUNTAINS	FIRE SAFETY	HAZARDOUS MATERIALS	STRUCTURAL DAMAGE	ROOFS	PLAYGROUND/ SCHOOL GROUNDS
↓ 6	Number of "✓"'s:	6	5	3	5	6	6	5	2	5	6	6	5	1	6	
	Number of "D"'s:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Number of "X"'s:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Number of N/As:	0	1	3	1	0	0	1	4	1	0	0	1	5	0	
Percent of System in Good Repair Number of "✓"'s divided by (Total Areas - "NA"'s)*		100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	
Total Percent per Category (average of above)*		100.00%			100.00%	100.00%		100.00%	100.00%		100.00%		100.00%		100.00%	
Rank (Circle one) GOOD = 90%-100% FAIR = 75%-89.99% POOR = 0%-74.99%		GOOD			GOOD	GOOD		GOOD	GOOD		GOOD		GOOD		GOOD	

*Note: An extreme deficiency in any area automatically results in a "poor" ranking for that category and a zero for "Total Percent per Category".

OVERALL RATING:	DETERMINE AVERAGE PERCENTAGE OF 8 CATEGORIES ABOVE	100.00%	SCHOOL RATING**	EXEMPLARY
-----------------	--	---------	-----------------	-----------

**For School Rating, apply the Percentage Range below to the average percentage determined above, taking into account the rating Description below.

PERCENTAGE	DESCRIPTION	RATING
99%-100%	The school meets most or all standards of good repair. Deficiencies noted, if any, are not significant and/or impact a very small area of the school.	EXEMPLARY
90%-98.99%	The school is maintained in good repair with a number of non-critical deficiencies noted. These deficiencies are isolated, and/or resulting from minor wear and tear, and/or in the process of being mitigated.	GOOD
75%-89.99%	The school is not in good repair. Some deficiencies noted are critical and/or widespread. Repairs and/or additional maintenance are necessary in several areas of the school site.	FAIR
0%-74.99%	The school facilities are in poor condition. Deficiencies of various degrees have been noted throughout the site. Major repairs and maintenance are necessary throughout the campus.	POOR

COMMENTS AND RATING EXPLANATION:

PART II: EVALUATION DETAIL				Date of Inspection: 06/05/17		School Name: Plaza Elementary										
CATEGORY \ AREA		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
		GAS LEAKS	MECH/HVAC	SEWER	INTERIOR SURFACES	OVERALL CLEANLINESS	PEST/VERMIN INFESTATION	ELECTRICAL	RESTROOM	SINKS/ FOUNTAINS	FIRE SAFETY	HAZARDOUS MATERIALS	STRUCTURAL DAMAGE	ROOFS	PLAYGROUND/ SCHOOL GROUNDS	WINDOWS/ DOORS/ GATES/FENCES
Multi-puopse Building	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	NA	✓
	COMMENTS:															
Primary Building	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	NA	✓
	COMMENTS:															
Room 4	✓	✓	✓	✓	✓	✓	✓	✓	NA	✓	✓	✓	✓	✓	NA	✓
	COMMENTS:															
Room 5	✓	✓	✓	✓	✓	✓	✓	✓	NA	✓	✓	✓	✓	✓	NA	✓
	COMMENTS:															
Pump House	✓	✓	✓	✓	✓	✓	✓	✓	NA	NA	✓	✓	✓	✓	NA	✓
	COMMENTS:															
Grounds	✓	NA	✓	NA	✓	✓	✓	NA	NA	✓	✓	✓	NA	NA	✓	✓
	COMMENTS:															
	COMMENTS:															
	COMMENTS:															
	COMMENTS:															
	COMMENTS:															
	COMMENTS:															
	COMMENTS:															

Marks: ✓ = Good Repair; D = Deficiency; X = Extreme Deficiency; NA = Not Applicable
Use additional Area Lines as necessary.

May 15th, 2017

Patrick Conklin

School Principal

Plaza Elementary School

Orland, CA

Re: Jamie A. Cinquini

Letter of Resignation

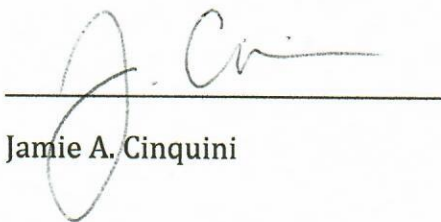
Please accept this as formal notice of my intention to not return for the 2017-2018 school year. I will continue to teach and complete this school year 2016-2017 with my utmost ability. I will help in any possible way that I can in aiding with the transition process, and will share any and all materials that I have developed in these last couple of years.

After two years of working here I cannot express enough how much I appreciate the opportunity to have been at this school. These past years have been some of the hardest for me due to family illness and death. I feel lucky to have been with such a supporting group who helped me get through it.

I want you to know that my leaving has nothing to do with the school or my intention to teach elsewhere, if I planned on continuing to teach I can think of nowhere else I would want to stay. Currently I need to focus on supporting my family emotionally, and helping the family business.

I am very sorry to leave. I have learned so much while working at Plaza School, have made some great friends and will always speak highly of the school. Thank you for teaching me to be a better educator and supporting me as professional as well as an individual. I will always be grateful to Plaza School and all that you have done for me.

Sincerely,



A handwritten signature in blue ink, appearing to read 'J. Cinquini', is written over a horizontal line. Below the line, the name 'Jamie A. Cinquini' is printed in a black, sans-serif font.

Jamie A. Cinquini

Plaza Elementary School District

Board of Trustees:
Connie King
Darin Titus
P. J. Davis

7322 County Road 24
Orland, CA 95963
Phone (530) 865-1250 Fax (530) 865-1252

Patrick Conklin
Superintendent/Principal

May 2nd, 2017

Dear Mrs. Cinquini,

The California Education Code Section 44832 states that each classroom teacher shall, by May 15, inform the school district whether he or she intends to return for the following school year.

I respectfully request you notify me no later than May 15th of your intention to return or not for the 2017-18 school year by completing the form below. With the teacher shortage occurring throughout the state, as well as the potential to have other positions to fill within the district, it is imperative that I do everything I can to ensure the most qualified teachers are in place for the next school year.

Although I understand you have a difficult decision to make for you and your family, I do hope that you will decide to return to Plaza School District again next year. You are a valuable member of our school community, and a very good educator.


If you chose not to return or fail to notify me of your intention by May 15th, I will immediately begin the hiring process in order to fill the 7th grade teaching position for next year. Again, I can't reiterate enough my sincere hope that you choose to continue to be a part of the Plaza School community.

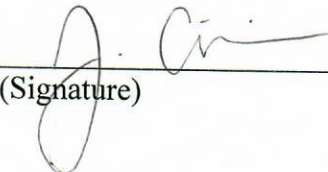
If you have any questions or concerns, please let me know so we can find time to meet.

Sincerely,

Patrick

_____ I intend to return for the 2017-18 school year as the 7th grade teacher.
(initials)

 I will not be returning for the 2017-18 school year.
(initials)

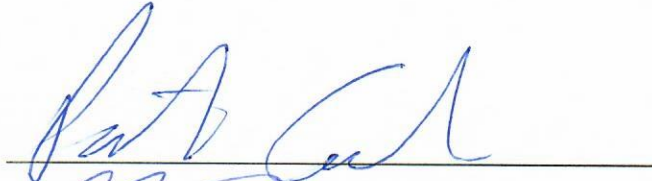

(Signature)

Plaza Elementary School Interview Selection

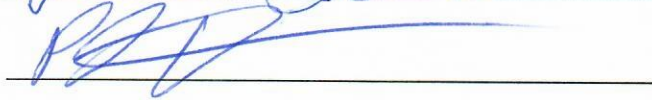
The Interview Committee members support David Lee as
the most qualified applicant and recommend that he/she be employed as the
_____ Temporary 7th Grade Teacher for the 2017-18 school year.

Interview panel members:

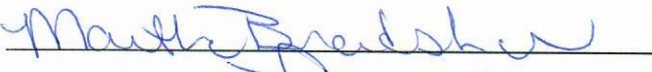
Patrick Conklin



PJ Davis



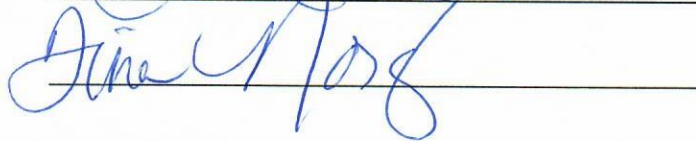
Martha Bradshaw



John Lovell



Tina Noraas



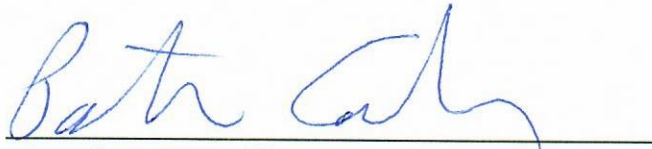
May 26th, 2017

Plaza Elementary School Interview Selection

The Interview Committee members support Maly Sayan as
the most qualified applicant and recommend that he/she be employed as the
_____ Temporary TK/K Grade Teacher for the 2017-18 school year.

Interview panel members:

Patrick Conklin

A blue ink signature, appearing to read "Patrick Conklin", written over a horizontal line.


PJ Davis

A black ink signature, appearing to read "PJ Davis", written over a horizontal line.

Martha Bradshaw

A black ink signature, appearing to read "Martha Bradshaw", written over a horizontal line.

Judy Fowler

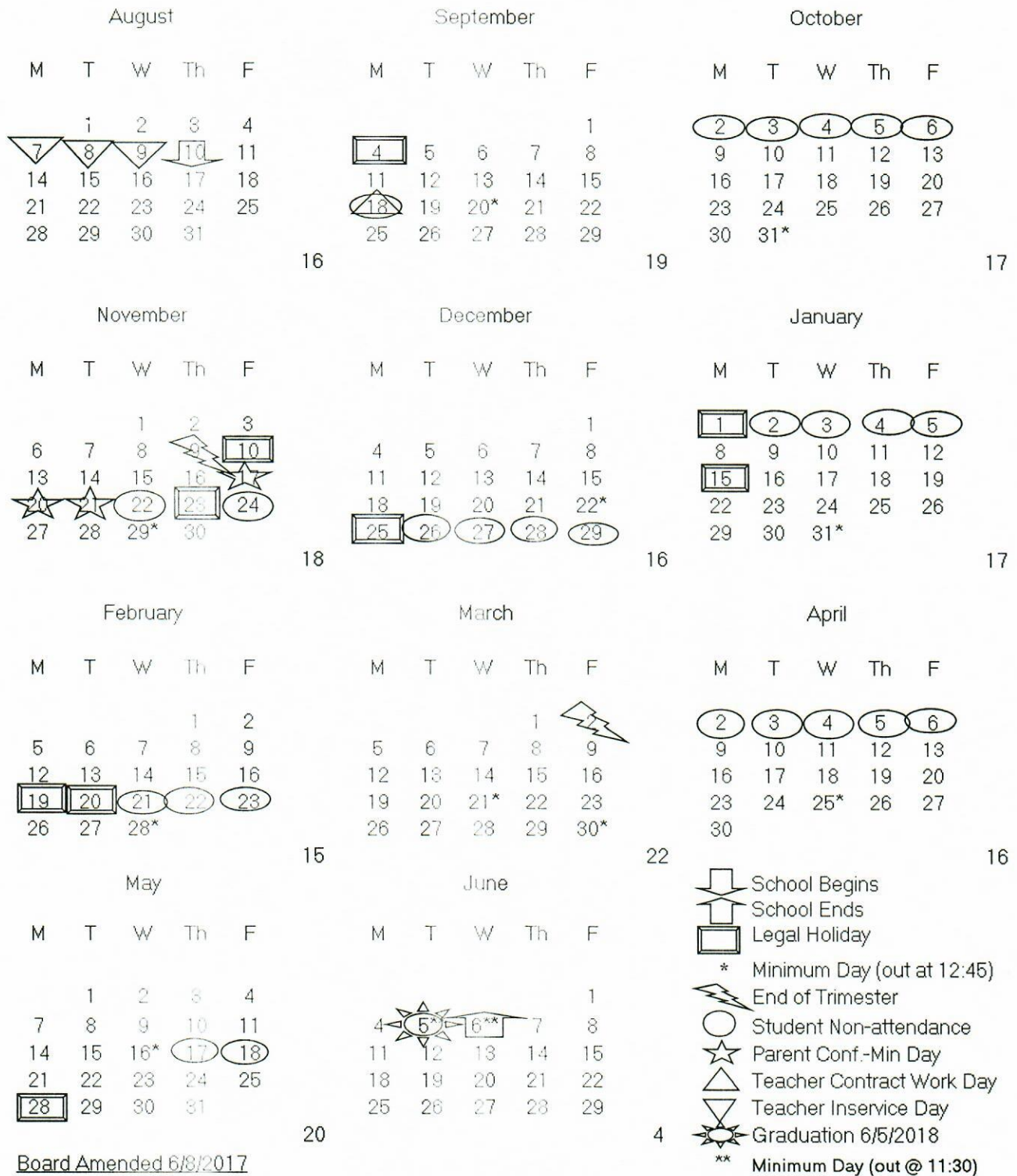
A black ink signature, appearing to read "Judy Fowler", written over a horizontal line.

Becky Bernstein

A black ink signature, appearing to read "Becky Bernstein", written over a horizontal line.

April 5th, 2017

PLAZA ELEMENTARY SCHOOL DISTRICT CALENDAR 2017-18



To : Glenn County Office of Education
Business Department

From: Plaza School District

Date: June 8th, 2017

The following persons are authorized, as required by Education Code 42632 and 42633, to sign vendor warrant registers, payroll registers, budget transfers and purchase orders to be submitted to the Glenn County Schools Office for payment of vendors, employees and transfer of budget funds for Fiscal Year 2017-18. **Two Signatures are required for Payroll and Warrant Registers.**

<u>Name</u>	<u>Signature</u>
1. <u>Darin Titus</u>	_____
2. <u>P.J. Davis</u>	_____
3. <u>Connie King</u>	_____
4. <u>Veronica Sanchez</u>	_____
5. <u>Patrick Conklin</u>	_____

Revised June, 9th 2017



Facility Problem Solvers

May 8, 2017

SchoolWorks, Inc.

8331 Sierra College Blvd., #221

Roseville, CA 95661

Phone: 916-733-0402

www.SchoolWorksGIS.com

Annual Eligibility Services Contract: 2017-2018

To: Veronica Sanchez, Business Manager
PLAZA ELEMENTARY SCHOOL DISTRICT

From: Owen Alvarez – Vice President, State Building Program

Subject: 2017-2018 State Funding & Eligibility Contract

I have enclosed the new Annual Eligibility Contract for 2017-18.

It's also time to start thinking about your school facilities and the impact your 2017-2018 enrollment will have on your State Eligibility for Modernization and New Construction. We will be contacting you again prior to the October 4, 2017 reporting date to request the new enrollment numbers. Once we receive that information, we can calculate your New Construction and Modernization Eligibility for the coming year.

The Statewide School Facility Bond was approved last November. As of March 2017 there were \$1,705 billion in projects in line for new construction and \$981 million in line for modernization projects. This still leaves room for lots of additional projects but it will take some time to get your plans ready and get in line, so don't delay. The funds could be encumbered within the next two years if the applications come in at the historic rates.

To get the process started, just sign, date and return to our office. You can return the signed and dated contract via any of the following methods:

- * Scan and .pdf the signed/dated Contract and email to Alice@SchoolWorksGIS.com
- * Send regular mail

We appreciate the confidence you have shown in us in the past and hope that you will continue to allow us to assist you with your facility planning needs.

OA:at

Enclosure: Eligibility Contract

PROFESSIONAL SERVICES AGREEMENT ANNUAL ELIGIBILITY CONTRACT 2017/2018



THIS AGREEMENT, dated May 8, 2017, (the "Agreement") is made by and between Plaza Elementary School District, and SchoolWorks, Inc.

SCHOOLWORKS, Inc. will contract to perform the tasks enumerated below for the prices indicated. Plaza Elementary School District is authorized to enter into this agreement by Government Code 53060. These services are chargeable to the District Capital Facility Funds.

SCOPE OF WORK - SCHOOLWORKS

1. Consulting:

Assistance and guidance will be provided to the District in understanding the submittal requirements and for determining the best application submittal strategies and options for maximizing School Facilities Program Eligibility and State Funding within the State School Building Program.

2. Application Documents:

Prepare the qualification documents and supporting documentation which are necessary for the District to qualify in the State School Facility Program for maximum project state funding potential under the School Facilities Program Funding Act of 1998. (A complete turn-key operation.)

3. Each district is unique in maximizing School Facilities Program Eligibility and State Funding within the State School Building Program. Because of these specific issues, different methods are utilized for accomplishing this goal.

Following is a listing of the many services offered by SchoolWorks that may or may not be a necessary component of the application process:

- Enrollment Projection Update – SAB 50-01
- Establish Baseline Capacity - SAB 50-02
- Modernization Eligibility Updates - SAB 50-03
- Additional Buildings
- Increased Enrollment

- Prepare Project Applications - SAB 50-04
 - Prepare Fund Releases - SAB 50-05
 - Assist with Expenditure Reports - SAB 50-06
 - Representation at SAB Meetings
 - Representation at Implementation Committee Meetings
 - Monthly notes on SAB and Imp Committee actions
 - Annual Meeting with Personal Consultant to review:
 - Eligibility Opportunities
 - Study Scenarios and Impact on Eligibility
 - Estimated Future Eligibility
 - Project Funding Calculations
 - Impact of Regulation Changes
 - Meetings with OPSC in Sacramento
 - Monitor Project Status
 - Assistance with CDE Plan Approvals (4.07 & 4.08)
4. Upon approval of this signed professional services proposal, SchoolWorks will provide a request for information list to the appointed District Representative. SchoolWorks will establish and review the goals and objectives as well as review the proposed timeline for completion. The estimated time to complete this Demographic Study will be approximately two months from the time all the necessary data has been collected.

Client Responsibilities

1. CBEDS/CSIS/CALPADS, Non-Severe and/or Severe Special Education Enrollment and/or other enrollment data necessary to complete Application(s). This information should be broken down by school site and then by grade level for each school site.
2. Facilities and/or Financial information needed to complete Application(s)
3. Written Confirmation that the need for Vocational and Career Technical Education Facilities is being met relative to the new construction and/or modernization project (Note: not applicable for elementary schools or elementary school districts, but an explanation letter may be required).
4. Campus maps, provided by the District, will need to illustrate up-to-date information to be fine-tuned and labeled appropriately by SchoolWorks staff per SFP Application submittal requirements.

Pricing

Prices quoted are contingent upon authorization of SchoolWorks to complete applications for which the District is eligible per applicable OPSC regulations and policies.

Fees for forms to be completed as needed:

Item Description	Cost
Annual Base Fee	\$3,000
SAB 50-01 (Per Form)	\$1,500
SAB 50-02	\$1,500
SAB 50-03	\$1,500
SAB 50-04 (Per Project)	
Design Funding	\$1,500
Construction Phase	\$3,000
SAB 50-05 (Per Project)	\$500
SAB 50-06 (Per Form)	\$500
CDE 4.07 or 4.08	\$2,000
PIW – Project Information Worksheet	\$500
Facility Hardship – SAB Appeal Item	\$3,000
Financial Hardship Checklists and Applications	
Design Funding	\$7,500
Construction Phase	\$7,500
Financial Hardship Rereview	\$3,500

1. If SchoolWorks presence is requested at school board meetings, OPSC site visits or other meetings, the District will be billed at \$140 per hour, plus travel time and expenses.
2. This agreement may be terminated by either party with thirty (30) days notice, in writing, and the client will only be billed for work completed.

Fee Schedule

1. Annual Eligibility Service: The base fee will be billed upon receipt of the signed contract and each year thereafter, as long as this Contract remains in place. The amount is due within thirty days of the date of the invoice. Any amount due for form(s) completed during the contract period will be billed upon submittal of the form(s) to OPSC. The amount is due within thirty days of the date of the invoice.
2. District Guarantee: If the Office of Public School Construction (OPSC) or the State Allocation Board (SAB) disapproves an application for the District per the conditions stated herein below, there is no charge from SchoolWorks for that application. Any monies already paid by the District for an application which is disapproved will be completely refunded.
3. For purposes of this Agreement, the term "disapproved" means action has been taken by the OPSC or SAB to turn down or reject the application as not meeting OPSC or SAB requirements for approval because the application was not considered by OPSC as a "complete" application. If any 15-day letter or other pertinent notices are sent from the OPSC to the District regarding any application or project SchoolWorks submitted, SchoolWorks needs to receive a copy of the correspondence immediately via fax or email in order to expediently supply additional information to OPSC if requested and in order for the District to still qualify for this District Guarantee. Funding by the State, of course, cannot be guaranteed by SchoolWorks and the approval of a Special Appeal Request submitted by SchoolWorks to the OPSC and the SAB cannot be guaranteed by SchoolWorks. IN WITNESS WHEREOF, the District and SchoolWorks, Inc. have made and executed this Agreement as set forth below.

Conditions and Requirements

1. The Application documents will be completed to satisfy the requirements of OPSC. The Application documents will be audited by SchoolWorks to ensure their mathematical accuracy. Responsibility for the accuracy of data supplied by the District lies with the District.
2. This portion of the agreement does not include the preparation of any of the documents necessary for the purchase of a new school site unless otherwise herein specified. However, if SchoolWorks is submitting SAB 50-04 funding request forms on behalf of the District, the SchoolWorks staff may assist the Architect towards the submission of the required forms to CDE for requesting Architectural Plan and Site Approval from CDE.

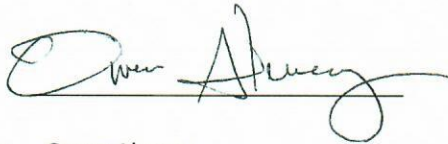
Acceptance of Proposal & Notification to Proceed

1. (If or when applicable) The Board of Trustees of the School District took action to approve this agreement between SchoolWorks Inc. and the Plaza Elementary School District, effective:

6-8-2017 (date of approval)

2. (If, or when needed) SchoolWorks is authorized to contact the OPSC, CDE, DSA, DTSC and/or SAB on the District's behalf and the District grants permission for OPSC to release and provide to SchoolWorks any needed SAB Forms and historical documents.

Signature:



Printed Name: Owen Alvarez

Date Signed: 5/8/2017

Title: VP – State Building Program

District: SchoolWorks, Inc

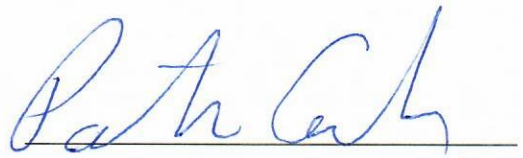
Address: 8331 Sierra College Blvd., #221

Roseville, CA 95661

Phone: (916) 390-0073

Email: brett@schoolworksgis.com

Signature:



Printed Name: Patrick Conklin

Date Signed:

6-8-17

Title:

Superintendent

District:

Plaza

Address:

7322 Co. Rd 24
Orland, CA 95463

Phone:

530 865-1250

Email:

pconklin@glenncoe.org