

Plaza School District
7322 County Road 24
Orland, CA 95963
BOARD OF TRUSTEES
Regular Board Meeting
December 7th, 2023
3:00PM
Agenda

- I. Call to Order
- II. Pledge of Allegiance
- III. Members Present
- IV. 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.
- V. 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.
- VI. Correspondence
- VII. Board Trustee Reports
- VIII. Superintendent Report/Information
 - A. 2023-24 School Year Update
 - B. November and December Pirates Post
 - C. Plaza Community Club
 - D. Facilities
 - 1. Cafeteria Inspection
 - 2. New Construction and Modernization
 - 3. Phase III
 - i. Painting
 - E. Williams Quarterly Report October, 2023—NO Complaints Filed
 - F. Personnel
 - G. Categorical Expenditures
 - H. Universal Pre-Kindergarten
 - I. 2023-24 Enrollment
 - J. Local Control and Accountability Plan
 - K. 2023-24 Safe School Plan
 - L. 2024-25 Kindergarten Enrollment Lottery
- IX. Action
 - A. Old Business
 - B. New Business
 - 1. Consent Agenda: Routine matters that can be approved with one motion
 - a. Approve the Minutes of the October 26th, 2023 Regular Board Meeting
 - b. Approve the Minutes of the November 13th, 2023 Special Board Meeting
 - c. Approve the Minutes of the November 27th, 2023 Special Board Meeting
 - d. Approve Warrant Registers October 21st, 2023 – December 4th, 2023
 - e. Approve Budget Transfers— None

Plaza School District
7322 County Road 24
Orland, CA 95963
BOARD OF TRUSTEES
Regular Board Meeting
December 7th, 2023
3:00PM
Agenda

f. Certification of 35160.5 Policies (Evaluation Competency, Probationary Teacher, and Complaint Procedures)

- 2. Approve Greg's Heating & A/C Inc. Quote for 5 HVAC Units for \$62,500**
- 3. Approve Hiring Caitlyn Nelson for 2023-24 Cafeteria Assistant Position**
- 4. Approve 2024-25 School Calendar**
- 5. Approve Superintendent/Principal Evaluation Tool**
- 6. Approve and Certification of 1st Interim Report as of October 31st, 2023**
- 7. Reorganization of Board of Trustees**

X. Closed Session

A. Negotiations

XI. New Business

A. Approve Plaza Teachers Association's Initial Proposal for 2023-24 Through 2024-25 Agreement

XII. Adjournment – Next Regularly Scheduled Meeting Thursday, January 18th, 2024 @ 3PM

NOVEMBER Pirates Post

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

Student Recognition

Congratulations to Belle F. (4th grade) and Jacob F. (5th) grade for earning a spot in the Agribee agricultural spelling contest. They both will represent Plaza School on November 17th.

Danny Hutson, Avery Davis, and Grace Edson Easton Ellenberger, Chevy Schroer, and Clayton Cecil (8th Grade) were all recognized with an all tournament award for their participation in the Lake Volleyball/Football Tournament. The girls took 2nd place in volleyball and the boys earned 3rd place in football. Great job kids!

School Site Council

Our first School Site Council meeting of the year will be **Wednesday, December 20th at 3:00pm**. The purpose of our School Site Council is to act as an advisory committee and help monitor federal funding and progress of goals for state mandated plans. Our only other meeting dates are **February 15th** and **April 10th**. No other commitment is needed beyond preparing for and attending the three meetings.

The council is composed of staff and parents, with representatives serving up to a two-year term.

If you're interested, please return the form below by November 14th. Your name will be cast on a ballot that will be sent home to parents. The candidates with the most ballots will fill the available positions.

Thank you,

Mr. Conklin

Our School Community Rocks!

The California Department of Education released the 2022-23 end of year state assessments this week. The **state average for 3rd-8th and 11th graders meeting or exceeding** state standards for English Language Arts (ELA) was **47.06%** and for Mathematics it was **33.38%**.

I am happy to report that **Plaza School's** data shows that **61.77%** of our 3rd-8th graders met or exceeded the state standards in ELA and **65.44%** did so in Mathematics, both of which exceeds all other districts in Glenn County. The Plaza School community is always student centered, especially their academic, behavioral, and social-emotional wellbeing. I am proud of all the hard work and dedication our staff, students, and families put into making Plaza such an amazing place.

Pancake Breakfast:

The annual Pancake Breakfast that supports the 8th grade class trip, 8th grade graduation, and student government activities will be held on Saturday, November 4th in the school cafeteria. 8th grade students and their parents who would like to volunteer for the event by helping prepare food after school on Friday, Nov. 3rd or by working a shift on the day of the breakfast should contact Mrs. Henning. Any monetary donation to help offset the cost of the breakfast is always appreciated. Breakfast and 50/50 raffle tickets are on sale now.

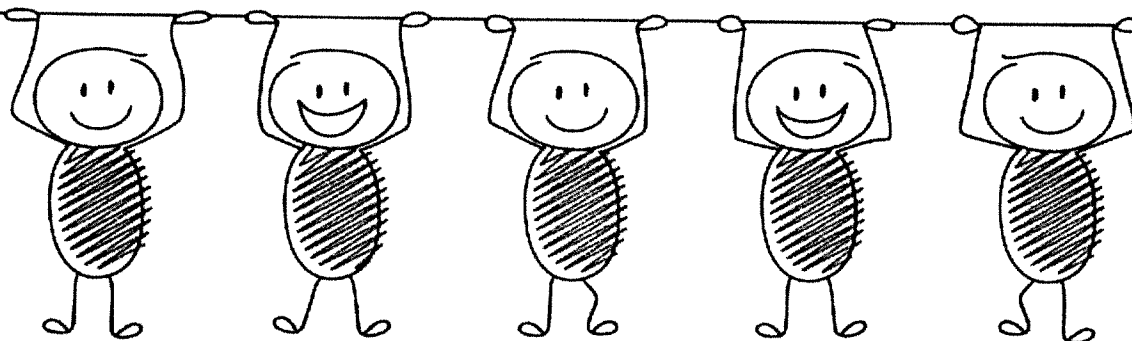
Yearbook Photos:

If you have any pictures of the first day of school, bike-a-thon, class field trips, or any of the many different school activities or events, please email them to yearbook@plazaschool.org. Ms. Monica and students on the yearbook committee are working hard to create another great yearbook this year!

Dates to Remember

November 4 th	8th Grade Pancake Breakfast @ 7AM-11AM
November 9 th	End of First Trimester
November 10 th	No School: Veterans Day
November 16 th	Plaza Community Club Meeting @ 6PM
November 17 th	First Trimester Awards Ceremony @ 8:45AM
November 20 th -24 th	No School: Thanksgiving Break
November 29 th	Minimum Day Dismissal @ 12:45PM for Teacher PD
December 7 th	Plaza School Board Mtg @ 3PM
December 11 th	K-2 nd Holiday Sing Along @ Orland Memorial Hall @ 6PM
Dec. 25 th -Jan. 5 th	No School: Winter Break

THANK YOU



To Community Club, volunteers and families for helping at the Carnival and all the fundraisers we have had so far!

December Pirates Post

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

Student Recognition

The following students were recognized as good citizens throughout the 1st trimester for always being kind, responsible, and respectful people.

Congratulations to

Kinder: Alondra E. and Ismael N.-C.

First: Harrison C. and Autumn O.

Second: Clint O. and Julissa A.

Third: Enzo P. and Hailey K.

Fourth: Naomi R. and Nick B.

Fifth: Jacob F. and Cynthia M.

Sixth: Barrett S. and Natalia S.

Seventh: Lilly M. and Ellie S.

Eighth: Danny H., Ireland R., Grace E., and Vale I.

Also, congratulations to the following students:

Sergio O., Anita W., and Mercy P. for their amazing performance in the Palermo Chess Tournament

Clayton C., Easton E., and Chevy S. for football All Tournament selection

Grace E., Danny H., and Avery D. for volleyball All Tournament selection

Pancake Breakfast:

A huge thank you to everyone who supported the 8th grade Pancake Breakfast. We had a great turn out. The money raised will go towards the 8th grade class, including their graduation expenses and end of year trip. It also helps support many different school activities, such as Red Ribbon Week, awards ceremonies, and student recognition.

Orland Unified School District Interdistrict Transfer Students

Please remember that December 1st through February 15th OUSD will begin accepting inter district transfer requests for the 2024-25 school year. Failure to submit the transfer request during the period will result in the expectation that the child shall attend their school of residence until a determination is made. This means your child would be expected to attend OUSD. Please go to the OUSD office to initiate the transfer request before February.

2024-25 Enrollment

Notices went home to families who have at least one child currently attending Plaza and another child who will turn five before September 1st, 2024, therefore will be enrolling into kindergarten next year. If there are more students requesting enrollment than seats available, Plaza School board policy outlines who gets priority, as well as the process for conducting a random unbiased lottery. Families who live within Plaza School district boundaries are enrolled without a lottery process.

Although it is unlikely any siblings will be denied enrollment due to lack of open seats, we will be conducting a lottery for siblings at our December 7th board meeting in case there are additional families we are unaware of at this time or that move into the district before the school year begins. If you have questions or concerns, please see Mr. Conklin.

Orland Pantry Canned Food Drive and Glenn County 4 H Coats for Kids Drive

Our Plaza Student Leadership/Club Live Team volunteered to promote both of these events in order to help serve members of the Glenn County community during the holiday season. If you have any nonperishable, unexpired goods to donate to the Orland Pantry, please have your child bring them to their classroom. Also, classrooms are collecting gently used or new children's sized coats. We will tally items donated between now and the pickup dates. The classroom with the most items collected will be recognized and rewarded!

Dates to Remember

December 7th	Plaza School Board Mtg @ 3PM
December 11th	K-2 Sing Along @ Orland Memorial Hall @ 6pm
December 20th	School Site Council
Dec. 25th-Jan. 5 th	No School: Winter Break
January 18th	Board Mtg @ 3pm PCC Mtg @ 6pm
January 19th	Father-Daughter Dance
January 25th-26th	Minimum Day Dismissal @ 12:45pm Parent-Teacher Conferences (Invite Only)
January 31st	Minimum Day Dismissal @ 12:45pm



Plaza Community Club
October 19, 2023
Meeting Minutes

Meeting called to order by Colleen Cecil, President 6:07 pm

Approval of Minutes from September 21, 2023 meeting - Mandy Edson, Secretary
m/Mary McDade 2nd/Jennifer Crane

Financial Report- Colleen Cecil provided the financial report in absence of the treasurer.
Treasurer : M/Kelly Henning, 2nd Gina Richardson

Old Business

- a.) Fall Fundraiser - We will sell pies this year.
- b.) Fall Carnival is October 28. Discussed volunteers needed and when we will set up and clean up.
- c.) Pancake Breakfast - Nov 4. Mrs Henning needs 35 dozen eggs.

New Business

- a.) upcoming school events.

Meeting adjourned 6:41pm - Next meeting November 16th at 6pm Round Table Pizza in Orland.

Respectfully submitted,

Mandy Edson, Secretary

Plaza Community Club

**7322 County Road 24
Orland, CA 95963**

Meeting Agenda

November 16, 2023 – 6 PM

Round Table Pizza, Orland

- 1) Call Meeting to Order – Colleen Cecil, President
- 2) Approval of Minutes from October 19, 2023 Meeting – Mandy Edson, Secretary
- 3) Financial Report – Kadie Salazar, Treasurer
- 4) Old Business
 - a) Fall Fundraiser
 - b) Fall Carnival – October 28
- 5) New Business
 - Upcoming School Events
- 6) Adjourn – Next Meeting – November 16 at 6 PM, Round Table Pizza, Orland

Thank you for attending!

Plaza Community Club

Statement of Activity

August 2023 - July 2024

	TOTAL
Revenue	
Fall Carnival Income	2,772.28
Fall Fundraiser Income	8,381.00
Investment income	0.03
Total Revenue	\$11,153.31
GROSS PROFIT	\$11,153.31
Expenditures	
1st Day of School	679.23
6th Grade Class Funds	214.81
Drive Thru Dinner Expenses	184.43
Fall Carnival Expenses	1,655.91
Fall Fundraiser Expenses	5,568.00
Kindergarten T-Shirts	280.00
Office expenses	
Bank fees & service charges	5.00
Software & apps	90.00
Total Office expenses	95.00
PCC Monthly Meeting Dinner	531.01
Plaza Swag Order	3.00
Sports Fund	284.66
Total Expenditures	\$9,496.05
NET OPERATING REVENUE	\$1,657.26
NET REVENUE	\$1,657.26

Plaza Community Club

COMMUNITY BUSINESS CHECKING (5514) - 1, Period Ending 10/31/2023

RECONCILIATION REPORT

Reconciled on: 11/13/2023

Reconciled by: Kadie Salazar

Any changes made to transactions after this date aren't included in this report

USD

Summary

Statement beginning balance	25,375.79
Checks and payments cleared (21)	-19,877.61
Deposits and other credits cleared (12)	13,941.28
Statement ending balance	19,439.46
Uncleared transactions as of 10/31/2023	0.00
Register balance as of 10/31/2023	19,439.46
Cleared transactions after 10/31/2023	0.00
Uncleared transactions after 10/31/2023	-5,715.53
Register balance as of 11/13/2023	13,723.93

Details

Checks and payments cleared (21)

DATE	TYPE	REF NO	PAYEE	AMOUNT (USD)
10/11/2023	Expense		Amazon	-168.86
10/11/2023	Check	3130	Robyn Bergulad	-35.00
10/11/2023	Check	3129	Robyn Bergulad	-245.00
10/12/2023	Check	3128	Robyn Bergulad	-2,791.00
10/17/2023	Transfer			-15,000.00
10/18/2023	Expense		Quickbooks	-30.00
10/20/2023	Expense		Round Table Pizza	-138.78
10/20/2023	Expense		Round Table Pizza	-45.02
10/24/2023	Expense		Staples	-151.59
10/25/2023	Expense		Wal-Mart	-127.04
10/26/2023	Expense		Costco	-175.90
10/26/2023	Expense		Wal-Mart	-13.98
10/26/2023	Expense		Dollar Tree	-27.90
10/27/2023	Expense		Petco	-0.92
10/27/2023	Expense		Chef Store	-192.75
10/27/2023	Expense		Dollar Tree	-18.47
10/27/2023	Check	501	CASH- Change for Events	-400.00
10/27/2023	Expense		PetSmart	-59.54
10/27/2023	Expense		Costco	-131.26
10/27/2023	Expense		Chico Pet Works	-8.31
10/30/2023	Expense		Costco	-116.29
Total				-19,877.61

Deposits and other credits cleared (12)

DATE	TYPE	REF NO	PAYEE	AMOUNT (USD)
10/12/2023	Deposit		Plaza Students	2,788.00
10/23/2023	Deposit	2095521280		100.00
10/23/2023	Deposit	2095510470		40.00
10/23/2023	Deposit	2095555130		5,895.00
10/27/2023	Deposit	2097727665		416.00
10/27/2023	Deposit	2097709550		1,930.00
10/30/2023	Deposit	2098743120		190.00
10/30/2023	Deposit		Square	164.28
10/30/2023	Deposit	2098745500		126.00
10/30/2023	Deposit	2098767885		586.00
10/30/2023	Deposit	2098752775		50.00

DATE	TYPE	REF NO	PAYEE	AMOUNT (USD)
10/30/2023	Deposit	2098748885		1 656 00
Total				13,941 28

Additional Information

Uncleared deposits and other credits as of 10/31/2023

DATE	TYPE	REF NO	PAYEE	AMOUNT (USD)
04/18/2023	Check	3113	Mandy Edson	0 00
05/16/2023	Check	3115	Chico Locker & Sausage Com	0 00
07/18/2023	Expense		Quickbooks	0 00
07/31/2023	Expense		Audible.com	0 00
Total				0 00

Uncleared checks and payments after 10/31/2023

DATE	TYPE	REF NO	PAYEE	AMOUNT (USD)
11/08/2023	Expense		Sav Mor Foods	-24 12
11/09/2023	Check	3131	Kristen Cushman	123 41
11/10/2023	Check	3134	The Pie Company	5 568 00
Total				-5,715 53



UMPQUA BANK

October 31, 2023

Page: 1 of 3

Customer Service
1-866-486-7782

PLAZA COMMUNITY CLUB
7322 COUNTY RD 24
ORLAND CA 95963-9777

Last statement: September 30, 2023
This statement: October 31, 2023

To enhance security beginning August 1st, account numbers will be masked (hidden) on paper and electronic statements. Full account numbers can be viewed via online banking.

COMMUNITY BUSINESS CHECKING

Account number	XXXXXX5514	Beginning balance	\$25,375.79
Low balance	\$12,781.13	Deposits/Additions	\$13,941.28
Average balance	\$21,607.06	Withdrawals/Subtractions	\$19,877.61
Interest earned	\$0.00	Ending balance	\$19,439.46

Deposits/Additions

Date	Description	Additions
10-12	Deposit	2,788.00
10-23	Deposit	5,895.00
10-23	Deposit	100.00
10-23	Deposit	40.00
10-27	Deposit	1,930.00
10-27	Deposit	416.00
10-30	Deposit	1,656.00
10-30	Deposit	586.00
10-30	Deposit	190.00
10-30	Deposit	126.00
10-30	Deposit	50.00
Total Additions		\$13,777.00

ACH and Electronic Deposits/Additions

Date	Description	Additions
10-30	ACH Credit Square Inc 231030p2 20231030	164.28
Total ACH and Electronic Deposits/Additions		\$164.28

Card Transactions/Withdrawals

Date	Description	Subtractions
10-11	POS Purchase Terminal Vbase2 Amazon Com*te2ld8r E2 Seattle WA XXXXXXXXXXXX6861	168.86
10-18	POS Purchase Terminal Vbase2 Intuit *Qbooks Onl Ine CI Intuit CA XXXXXXXXXXXX6903	30.00
10-20	POS Purchase Terminal 01763439 Round Table Pizza 953/ 530 87222 CA XXXXXXXXXXXX6861	138.78
10-20	POS Purchase Terminal 01788884 Round Table Pizza 953/ Orland CA XXXXXXXXXXXX6861	45.02
10-24	POS Purchase Terminal 005 Staples 0011 4843 Chico CA XXXXXXXXXXXX6861	151.59
10-25	POS Purchase Terminal 20440045 Wal-Mart #2044 Chico CA XXXXXXXXXXXX6861	127.04
10-26	POS Purchase Terminal 1011013 Costco Whse #1011 Chico CA XXXXXXXXXXXX6861	175.90
10-26	POS Purchase Terminal 24204401 Wal-Mart #2044 Chico CA XXXXXXXXXXXX0317	13.98
10-26	POS Purchase Terminal 46142001 Dollar Tree Chico CA XXXXXXXXXXXX0317	27.90
10-27	POS Purchase Terminal Vbase2 Chefstore 7565 Chico CA XXXXXXXXXXXX6903	192.75
10-27	POS Purchase Terminal 1011013 Costco Whse #1011 Chico CA XXXXXXXXXXXX6903	131.26
10-27	POS Purchase Terminal 03914904 Petco 1355 Chico CA XXXXXXXXXXXX0317	92
10-27	POS Purchase Terminal 04063583 Petsmart # 2278 Chico CA XXXXXXXXXXXX0317	59.54
10-27	POS Purchase Terminal 5 Chico Pet Works & Pet Chico CA XXXXXXXXXXXX0317	8.31
10-27	POS Purchase Terminal 67585001 Dollar Tree Orland CA XXXXXXXXXXXX0317	18.47
10-30	POS Purchase Terminal 1011013 Costco Whse #1011 Chico CA XXXXXXXXXXXX6903	116.29
Total Card Transactions/Withdrawals		\$1,406.61

Other Withdrawals/Subtractions

Date	Description	Subtractions
10-17	Cash Mgmt Trsfr Dr Ref 29012571 Funds Transfer To Dep 4862613348 From Transfer To Saving S Account	15,000.00
Total Other Withdrawals/Subtractions		\$15,000.00

Daily Balances

Date	Amount	Date	Amount	Date	Amount
09-30	25,375.79	10-20	12,781.13	10-26	18,039.72
10-11	25,206.93	10-23	18,536.13	10-27	19,574.47
10-12	27,994.93	10-24	18,384.54	10-30	22,230.46
10-17	12,994.93	10-25	18,257.50	10-31	19,439.46
10-18	12,964.93				

Overdraft Fee Summary

	Total For This Period	Total Year-to-Date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

Checks

<u>Check #</u>	<u>Amount</u>	<u>Date</u>	<u>Check #</u>	<u>Amount</u>	<u>Date</u>
501	\$400.00	10-27	3129	\$245.00	10-23
*3128	\$2,791.00	10-31	3130	\$35.00	10-23

(* Skip in check sequence, R-Check has been returned. + Electronified check))

Total Checks paid 4 for -\$3,471.00

COUNTY OF GLENN
ENVIRONMENTAL HEALTH DEPARTMENT

PASS

Plaza School

FACILITY NAME

7322 County Road 24, Upland

FACILITY ADDRESS

This facility was inspected by the Glenn County Environmental Health Department in accordance with the California Retail Food Code and has satisfactorily passed.

INSPECTED BY:

Andrew A. Perry

Registered Environmental Health Specialist

DATE:

11/15/23



Kevin Backus

Kevin Backus, REHS
Director of Environmental Health
County of Glenn



For inspection reports visit
<https://www.countyofglenn.net/dept/planning-community-development-services/environmental-health/food-safety/food-facility-inspection-reports>

A COPY OF THE MOST RECENT INSPECTION REPORT IS AVAILABLE FOR REVIEW
UPON REQUEST AT THIS FACILITY LOCATION.

Glenn County Environmental Health Department
225 N. Tehama Street • Willows Ca 95988
T 530-934-6102 • F 530-934-6103 • Environmental@countyofglenn.net

THIS PLACARD IS THE PROPERTY OF GLENN COUNTY ENVIRONMENTAL
HEALTH AND SHALL NOT BE REMOVED, COPIED OR ALTERED IN ANY WAY.

FOOD FACILITY INSPECTION REPORT

GLENN COUNTY ENVIRONMENTAL HEALTH DEPARTMENT

225 N. Tehama Street, Willows, CA 95988
Phone (530) 934-6102 FAX (530) 934-6103

Page 1 of 1

Name of Facility/ DBA:		Inspection Date:	
Address:		Reinspection Date (on or after):	
Owner/Permittee:		Phone No.:	
Certified Food Handler:		Inspection Time:	Permit Exp. Date:
Service: <input type="checkbox"/> Routine Inspection <input type="checkbox"/> Reinspection <input type="checkbox"/> Complaint <input type="checkbox"/> Construction/Pre-opening <input type="checkbox"/> Other:		Certificate Expiration Date:	
Applicable Law CALIFORNIA RETAIL FOOD CODE ("CalCode), Beginning with section 113700, California Health and Safety Code (See reverse side of sheet for summary)			

In = In compliance			N/A = Not Applicable			N/O = Not Observed			Maj = Major violation			Out = Items not in compliance			COS = Corrected On Site		
			Critical Risk Factors for Disease			Maj			Out			COS					
In			1. Demonstration of knowledge									24. Person in charge present and performs duties					COS
In			2. Communicable disease restrictions									25. Personal cleanliness and hair restraints					
In		N/O	3. Discharge of eyes, nose, mouth									26. Approved thawing methods used					
In		N/O	4. Eating, tasting, drinking, tobacco use									27. Food separated and protected					
In		N/O	5. Hands clean & properly washed, glove use									28. Washing fruits and vegetables					
In			6. Handwashing facilities available									29. Toxic substances properly identified, stored and used					
In		N/A N/O	7. Proper hot and cold food holding temps									30. Food storage, 31. Self service, 32. Labeled					
In		N/A	8. Time as a public health control, records									33. Nonfood contact surfaces clean					
In		N/A N/O	9. Proper cooling methods									34. Warewashing facilities maintained, test strips					
In		N/A N/O	10. Proper cooking time and temps									35. Equipment, utensils, approved, clean good repair					
In		N/A N/O	11. Reheating temperature for hot holding									36. Equipment, utensils and linens, storage and use					
In		N/A N/O	12. Returned and reservice of food									37. Vending Machines					
In			13. Food safe and unadulterated									38. Adequate ventilation and lighting					
In		N/A N/O	14. Food contact surfaces clean and sanitized									39. Thermometers provided and accurate					
In			15. Food from approved source									40. Wiping cloths properly used and stored					
In		N/A N/O	16. Shell stock tags, 17. Gulf Oyster regs									41. Plumbing, proper backflow prevention					
In		N/A N/O	18. Compliance with HACCP plan									42. Garbage properly disposed; facilities maintained					
In		N/A N/O	19. Advisory for raw/undercooked food									43. Toilet facilities supplied, properly constructed, clean					
In		N/A	20. Health care/ School prohibited food									44. Premises clean, vermin proof; personal items separate					
In			21. Hot & cold water. Temp: °F									45. Floors, walls and ceilings maintained and clean					
In			22. Wastewater properly disposed									46. No unapproved living or sleeping quarters					
In			23. No rodents, insects, birds, animals									47. Signs posted; Permit & inspection report available					
												48. Plan Review Required					

No PHF []					
°F	Food	Location	°F	Food	Location

Comments:

Received By:	REHS:
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Plaza Elementary School Modernization

Plaza Elementary School District

Estimate of Probable Costs

updated: 11/27/2023

		Construction Total (UBC)	=	\$1,573,209
Additional Project Costs:				
PCO 1 - Flooring Changes				\$16,610.00
PCO 2 - Add IP Phones and Cameras				\$24,479.93
PCO 3 - Data Infrastructure Upgrade				\$34,057.80
PCO 4 - Remove and Replace Insulation at T-Bar				\$17,367.89
PCO 5 - Abatement in Bldg A				\$40,484.70
PCO 6 - CCD 1 & 3, Sitework				(\$16,819.75)
PCO 7 - CCD 4				\$16,885.02
PCO 8 - Additional demo & prep at drywall				\$27,805.94
PCO 9 - Electrical Punch List Credit (pending)				(\$6,200.00)
Subtotal Construction Costs:		Subtotal	=	\$1,727,881
AE Fees		12%	=	\$207,346
Total DSA Fees (both already paid and reconciling with final cost)		estimated	=	\$23,300
Other Fees (reconcile with any other fees)			=	\$5,215
T&I (reconcile with MPE bills)		estimated	=	\$5,000
Inspections (reconcile with Ray Dalton bills)		estimated	=	\$65,000
		Project Total	=	\$2,033,742
		Full OPSC Apportionment	=	\$2,299,031
Difference				\$265,289

Plaza Elementary School Phase 2 Additions

DSA # 02-118784

Change Order Request Log
12/4/2023

Approved
In Review with District
In Review with UBC
In Progress



PCO#	Date	ITEM DESCRIPTION	Preliminary Pricing	Status	Approved/Submitted Change Order Cost	Approved PO Cost	Comments
1		Increment 002 DSA Approval - Modular Changes Only		Resubmit on Comments	\$46,652.28		
4		Convert Well to Domestic Use		Submitted	\$21,205.80		District Request
6		Site Sewer Changes		Submitted	\$40,692.65		RFI 007 - Existing Site Sewer POC Invert too High, Need Final Response
5		Addition of Fire Alarm Panel from Modernization					Based on Final numbers from MOD
7		Site Water Changes					RFI 008 - Existing Waterline Undersized, Need Final Response
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
		TOTAL CHANGE ORDER COST TO DATE			\$108,550.73		
		Pending/Outstanding PCO Estimation			\$0.00		
		Total			\$108,550.73		



Plaza Elementary School Phase 1 Modernization

DSA # 02-117528

Change Order Request Log
12/4/2023

Approved
In Review with District
In Review with UBC
In Progress

PCO#	Date	ITEM DESCRIPTION	Preliminary Pricing	Status	Approved/Submitted Change Order Cost	Approved PO Cost	Comments
1	x	Flooring Changes - Carpet Roll to 2x2 Tiles		Approved	\$ 16,610.00		District Request
2	x	Add IP Phones and Cameras		Resubmitted	\$ 24,479.93		District Request MOD
3	x	Data Infrastructure Upgrade		Resubmitted	\$ 39,057.80		District Request MOD
4	x	Remove and Replace Insulation from Building A T-Bar Areas		Approved	\$ 17,367.89		Unforeseen Condition, Request to UBC to Replace Fallen Insulation with New, Resupport Insulation which has not fallen, RFI 005
5		Abatement in Building A		Approved	\$ 40,484.70		Unforeseen Condition, Mastic and Tile Concealed under Carpet and Glue, RFI 003
6	x	CCD 001, 003 Reduction in Railing, Demo Flatwork		Approved	\$ (16,819.75)		Design Change/District Request CCD 001, CCD 003 Reduction of Demo, Grading, Railing)
7	x	CCD 004 - Soaps and Paper Towels OFCI, Leave Walls in D102, Demo Walls in A111A		Approved	\$ 16,885.02		Design Change/District Request
8		Additional Demo, Preparation and Drywall at Classrooms and Existing Restrooms		Approved	\$ 27,805.94		Unforeseen Condition, Atypical Adhesive Installation, RFI 007, RFI 008, Skin entire Restroom Walls with New Sheetrock
9		Electrical Punch List Credit Items and Lighting Value Engineering		Submitted Through Newforma	\$ (6,200.00)		
10		Credit Fire Alarm Panel to Additions					Value to be based on final total
					\$ 138,061.53		
					\$ -		
				Total	\$ 138,061.53		

Quarterly Report on Williams Uniform Complaints
[Education Code § 35186]

District: Plaza Elementary School District

Person completing this form: Patrick Conklin

Title: Superintendent/Principal

Quarterly Report Submission Date: X October 2023
(*check one*) ☐ January 2024
 ☐ April 2024
 ☐ July 2023

Date for information to be reported publicly at governing board meeting: December 7th, 2023
Please check the box that applies:

- ☒ No complaints were filed with any school in the district during the quarter indicated above.
- ☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0	NA	NA
Teacher Vacancy or Misassignment	0	NA	NA
Facilities Conditions	0	NA	NA
TOTALS	0	NA	NA

Patrick M. Conklin

Print Name of District Superintendent

Signature of District Superintendent

Date December 7th, 2023 _____

**WILLOWS UNIFIED SCHOOL DISTRICT
JOB DESCRIPTION**

**JOB TITLE: TEACHER ON SPECIAL ASSIGNMENT
WILLOWS INTERMEDIATE SCHOOL**

Directly Responsible to: WIS Principal

BASIC FUNCTION:

To implement and enforce Willows Intermediate School attendance and discipline policies, as well as work in coordination with the WIS Principal in overseeing the academic program and extracurricular activities.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Establish and enforce discipline policies; handle referrals from teachers; report dispositions of cases to teachers when appropriate; inform parents of discipline decisions when appropriate.
- Coordinate and enforce the Willows Intermediate School attendance policy; handle daily attendance and tardiness situations; make home visits; attend and maintain SARB policies, records and meetings.
- Work in coordination with the site principal to oversee and maintain an efficient and quality academic program.
- Assist site principal with the planning, set up and follow through of extracurricular activities.
- Assume other various administrative roles on a daily basis as needed/appropriate.
- May occasionally assume some of the duties and responsibilities of the principal upon his absence from the school or when requested to do so.
- Perform additional duties and responsibilities as assigned.

EDUCATION:

Minimum of a Bachelor's Degree and a current California Teaching Credential

EXPERIENCE:

Minimum of ten years of teaching and supervision experience at the secondary level.

(Rev. May 2019)



Position Title: Teacher on Special Assignment (TOSA)

Salary Placement: Certificated Salary Schedule plus 10% beginning administrative salary

Hours: 1.0 FTE (183 teacher contracted days and 5 additional days paid at the daily rate)

Temporary: 2022-23 School Year. This position is one-year that is renewable. The teacher selected for this position will have the ability to return to his/her previous position upon completion of the TOSA duties.

Summary: The Teacher on Special Assignment provides instructional and/or support co-teaching with 3rd – 8th grade classroom teachers, serves as an instructional leader in the planning, coordination, and administration of school activities and programs. Assists superintendent/principal with school plant operations, specific to student discipline and facilities.

Supervisor: The position reports directly to the superintendent/principal.

Essential Duties and Responsibilities:

The essential duties and needs for this position include, but are not limited to, the following:

- Lead and facilitate physical education curriculum with 3rd – 8th grade teachers.
- Teach students in physical education with a focus in grades 3-8.
- Participate in the assessment needs of students and actively participate in the planning, development, implementation, and evaluation of state adopted physical education curriculum.

Sports

- Plan and maintain an activities calendar specific to junior high sports.
- Communicate sports schedules with coaches, students, parents and staff.
- When necessary, arrange for sports referees.

Discipline

- Oversee day-to-day disciplinary issues, working closely with staff to ensure compliance with school policies.
- Keep accurate records regarding disciplinary infractions and consequences.
- Communicate clearly and in a timely fashion with students, parents, and appropriate school staff regarding any discipline infraction or consequence.

Facilities

- Coordinate and implement student-led facility projects.
- Attend post-construction project meetings.
- Provide recommendation to superintendent/principal regarding deferred maintenance projects
- Inspect school buildings and grounds to assure proper safety, cleaning and sanitation standards are maintained.



Knowledge and Skills Required

- Ability to work collaboratively with peers and administrators
- Research-based teaching strategies for students and adult learners
- Data-driven instructional decision-making
- Evidence of classroom instructional technology integration
- Strong leadership and communication skills
- Ability to utilize reflective and inquiry practices to ignite change

Education and Experience

- Valid California Teaching Credential
- Strong physical education background preferred
- Teaching experience with a minimum of three years in the classroom
- Evidence of using research-based effective teaching strategies
- Demonstrates desire to pursue administrative credential

Certificates, License, Registrations

- Valid California Driver's License

Goals to Effective Performance

To participate in the planning, piloting adoption and implementation, and evaluating of the best possible physical education programs for children in consideration of the needs of all students.

Physical Requirements

Position requires normal physical strength and endurance for standing, sitting, bending, or walking

Work assignments are normally located in a work environment with light to moderate physical work and requires light to moderate physical effort

Work Environment

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

Category	22/23		Expended Allowable Expenditures/ FAQ						
Cafeteria	Kitchen Infrastructure and Training								
KIT I	\$ 23,504.24		Spent by 6/30/2		https://www.cde.ca.gov/ls/nul/kitfunds2021.asp				
KIT II	\$ 157,106.00		Spent by 6/30/25						
Cafeteria Fund 13	Reserves	\$ 316,709.27		https://www.cde.ca.gov/ls/nul/mbnmp052020.asp					
Supply Chain Assistance		\$ 17,100.16		https://www.cde.ca.gov/ls/nul/scafunds.asp					
Needs	Notes								
Convection oven-replace	current is approx 9+yo. Replace with smaller								
Stove/oven -	Very old. Replace with smaller to accommodate warmer								
warmer	Need to keep cooked food warm while other food cooks								
Hood	Current is old and in disrepair. Need new one to cover all								
Island - stainless steel	New one will be cleaner. Drawers that open easily								
commercial microwave	Current is not compliant								
floors - kitchen, cafeteria	Potential asbestos under current floor in kitchen?								
Paint, walls, kitchen, cafe	Only rooms not modernized								
walk in freezer	Purchase a second one or can add to current one.								
Enlarge the kitchen	Current one too North or west								
milk cooler	Current one leaks								
Van	Transport food to Walden and to make purchases								

ASSES/ELO-P

ELO-P Expanded Learning Opportunity Grant: 30 9-hour non instructional days

\$ 59,451.71 spent by 6/30/24
\$ 159,422.00

<https://www.cde.ca.gov/ls/ex/elopi>

ESSER Summer Elementary and Secondary School Emergency Relief III Summer Grant Program \$ 55,200.1

No timeline

Needs

Furniture

Notes

Classroom bookshelves, cabinets, chairs, tables, etc
Field trips

vans

Store all of the materials &resources

storage- shed, shelves
electives- Spanish, music, performing arts, courses, karate, cooking, gymnastics, sewing/crochet/

Kits, classes, resources to support enrichment activities

Technology

Projector, screen, computers, Chromebooks, charging stations, board, physical, engaging

Games-

STEM -

Sports equipment

kits, activities, experiments
Indoor/outdoor - goals, mats, balls,

Jerseys- separate for each sport

Softball fields-

new diamonds, backstops, covered dugouts

Premade enrichment kits-

containers, shelves, etc.

Plaza School District
7322 County Road 24
Orland, CA 95963
BOARD OF TRUSTEES
Regular Board Meeting
October 26th, 2023
3:00PM
Minutes

- I. **Call to Order** The meeting was called to order at 3:08PM
- II. **Pledge of Allegiance**
- III. **Members Present** Board Trustees PJ Davis and Jake Cecil. Superintendent Conklin and Business Manager Dusty Thompson. Trustee Connie King absent
- IV. **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.** Patricia Villicaña spoke to address a complaint against a district employee
- V. **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.**
- VI. **Correspondence**
- VII. **Board Trustee Reports - No reports**
- VIII. **Superintendent Report/Information**
 - A. **2023-24 School Year Update** – Mr. Conklin informed the board that the year is going very well.
 - B. **October Pirates Post** Mr. Conklin presented the newsletter.
 - C. **Plaza Community Club** Mr. Conklin discussed the PCC events, including the carnival scheduled for October 28th and the pie fundraiser.
 - D. **Facilities**
 - 1. **New Construction and Modernization** – Mr. Conklin updated the board on the projects, including the OPSC funding release and punch list items left from the modernization project. He also informed the board that there will be change orders for water and septic hook up, and he requested a price for changing the ag well to a domestic well that would be 400' instead of 200'. The board directed Mr. Conklin to pursue the change in well specifications.
 - 2. **Phase III** - Mr. Conklin informed the board that the request for proposal for the HVAC project will be issued after board approval.
 - E. **Personnel**
 - 1. **Cafeteria Assistant** – Mr. Conklin informed the board that the position is advertised
 - F. **Universal Pre-Kindergarten** – The board directed Mr. Conklin to pursue a UPK program for next year that includes only Plaza students
 - G. **2023-24 Enrollment** No changes to enrollment since the last meeting
 - H. **Superintendent/Principal Evaluation** The board decided to schedule a special board meeting to work on an evaluation
 - I. **2024-25 School Calendar** Mr. Conklin presented a draft calendar for next year
 - J. **Record Retention and Destruction Recommendations** The board directed Mr. Conklin to pursue destroying old records that do not need to be kept as applicable. Mr. Cecil recommended contacting a mobile shredding company
 - K. **Enrollment Lottery** The board conducted a random, unbiased lottery

Plaza School District
7322 County Road 24
Orland, CA 95963
BOARD OF TRUSTEES
Regular Board Meeting
October 26th, 2023
3:00PM
Minutes

IX. Action

A. Old Business

B. New Business

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

- a. **Approve the Minutes of the September 14th, 2023 Regular Board Meeting**
- b. **Approve Warrant Registers September 8th, 2023 – October 20th, 2023**
- c. **Approve Budget Transfers— None**
- d. **Approve Eighth Grade Field Trip Request to Sacramento State Capitol on December 19th, 2023**
- e. **Approve Eighth Grade Field Trip Request to Sacramento River Cats on April 23rd, 2024**

PJ Davis moved to approve the Consent Agenda and Jake Cecil seconded. All approved

2. Accept Resignation Letter From Employee #1969

PJ Davis moved to Accept Resignation Letter from Employee #1969 and Jake Cecil seconded. All approved

3. Approve Hiring Natalie Guerrero-Gilmore for 2023-24 After School Activity Assistant Position

PJ Davis moved to Approve Hiring Natalie Gilmore-Guerrero for 2023-24 After School Activity Assistant Position and Jake Cecil seconded. All approved

4. Approve Request for Proposal for HVAC Units on K-3 Building

PJ Davis moved to Approve Request for Proposal for HVAC Units on K-3 Building and Jake Cecil seconded. All approved

5. Certification of 2022-23 Unaudited Actuals

PJ Davis moved Certification of 2022-23 Unaudited Actuals and Jake Cecil seconded. All approved

6. Approval of Resolution 23-02 for Adopting The Gann Limit

PJ Davis moved to Approve Resolution 23-02 for Adopting The Gann Limit

X. Closed Session The board went into closed session at 5:07PM

A. Negotiations The board gave Mr. Conklin parameters to negotiate.

XI. New Business Reopen to Open Session at 5:49PM

**Plaza School District
7322 County Road 24
Orland, CA 95963
BOARD OF TRUSTEES
Regular Board Meeting
October 26th, 2023
3:00PM
Minutes**

A. Approve Plaza Teachers Association's Initial Proposal for 2023-24 Through 2024-25 Agreement

Item tabled

XII. Adjournment – Next Regularly Scheduled Meeting Thursday, December 7th, 2023 @ 3PM

Plaza School District
7322 County Road 24
Orland, CA 95963
BOARD OF TRUSTEES
Special Board Meeting
November 13th, 2023
3:00PM
Minutes

- I. **Call to Order** The meeting was called to order at 3:00pm
- II. **Pledge of Allegiance**
- III. **Members Present** Board Trustees PJ Davis, Connie King, and Jake Cecil. Superintendent Patrick Conklin. GCOE Director of HR Ronnie Stenquist and Safety Coordinator Greg Felton
- IV. **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.**
- V. **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.**
- VI. **Closed Session** The board went into session at 3:01pm
 - A. **Personnel Matter** – No action taken
 - B. **Student Matter** – No action taken
- VII. **Adjournment** – The meeting was adjourned at 4:38pm
 - A. **Next Special Board Meeting Monday, November 27th @ 3PM**
 - B. **Next Regularly Scheduled Meeting Thursday, December 7th, 2023 @ 3PM**

Plaza School District
7322 County Road 24
Orland, CA 95963
BOARD OF TRUSTEES
Special Board Meeting
November 27th, 2023
3:00PM
Minutes

- I. **Call to Order** The meeting was called to order at 3:05pm
- II. **Pledge of Allegiance**
- III. **Members Present** Board Trustees PJ Davis, Connie King, and Jake Cecil. Superintendent Patrick Conklin and Business Manager Dusty Thompson. Cafeteria Manager Jacklyn Orsua, ELO-P Lead Liz Relf, ASES Lead Robbie Whitaker, and Mrs. Crane, Mrs. Edson, and Mrs. Randles
- IV. **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.**
- V. **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.**
- VI. **Action**
 - A. **Work Group**
 - i. **Categorical Funds Expenditures** – The whole group discussed one-time funding sources, timelines to spend, and allowable uses
 - ii. **Superintendent/Principal Evaluation** – The board created a draft evaluation tool
- VII. **Adjournment –**
 - A. **Next Regularly Scheduled Meeting Thursday, December 7th, 2023 @ 3PM**

Fiscal20a

Account Transaction Detail-Activity Change

Activity for Dates 10/20/2023 to 12/04/2023

Fiscal Year 2023/24

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
(000061)	01-0000-0-0000-4300-000-0000-000000 UNRESTRICTED GE,MATERIALS								
	OFFICE DEPOT	EX24-00504	OFFICE SUPPLIES - STAMPS, E	11/29/23				147.62	147.62-
(000064)	01-0000-0-0000-2700-5300-000-0000-000000 UNRESTRICTED GE,DUES & ME								
	US BANK	EX24-00475	CJSF MEMBERSHIP	11/15/23				25.00	25.00-
(000066)	01-0000-0-0000-2700-5890-000-0000-000000 UNRESTRICTED GE,OTHER OPE								
	US BANK	EX24-00410	SPOTIFY MEMBERSHIP	10/25/23				10.99	10.99-
	US BANK	EX24-00476	SPOTIFY MONTHLY MEMBERSH	11/15/23				10.99	21.98-
	TCG ADMINISTRATOR	EX24-00513	MONTHLY ADMINISTRATION FE	11/29/23				8.00	29.98-
			Account Total	12/04/23	.00	.00	.00	29.98	
(000073)	01-0000-0-0000-3600-4300-000-0000-000000 UNRESTRICTED GE,MATERIALS								
	US BANK	EX24-00412	STOP SIGN - BUS	10/25/23				41.77	41.77-
(000076)	01-0000-0-0000-3600-5890-000-0000-000000 UNRESTRICTED GE,OTHER OPE								
	Paramex Screening Ser	EX24-00508	CANCELLED DOT RANDOM TES	11/29/23				25.00	25.00-
	Paramex Screening Ser	EX24-00509	ANNUAL CONSORTIUM MEMBE	11/29/23				189.00	214.00-
			Account Total	12/04/23	.00	.00	.00	214.00	
(000084)	01-0000-0-0000-7190-5810-000-0000-000000 UNRESTRICTED GE,AUDIT SER								
	CHRISTY WHITE ACCT	EX24-00438	2021-22 DISTRICT AUDIT - RETEN	11/08/23				1,215.00	1,215.00-
(000106)	01-0000-0-0000-8100-4300-000-0000-000000 UNRESTRICTED GE,MATERIALS								
	ORLAND ACE HARDW/	EX24-00385	SITE SUPPLIES, GLOVES, BOX	10/25/23				31.75	31.75-
	ORLAND ACE HARDW/	EX24-00386	SITE SUPPLIES - CLOROX, VAL	10/25/23				33.43	65.18-
	ORLAND ACE HARDW/	EX24-00387	FUSE CART	10/25/23				5.02	70.20-
	US BANK	EX24-00409	MOUSE TRAPS, INDOOR MOUS	10/25/23				100.31	170.51-
	US BANK	EX24-00411	GAS FOR LAWN MOWER	10/25/23				16.47	186.98-
	ORLAND ACE HARDW/	EX24-00426	SITE SUPPLIES - FLYSWATTER,	11/01/23				33.18	220.16-
	ALBERTO LINARES	EX24-00437	PROPANE FOR GRILL	11/08/23				11.39	231.55-
	ORLAND ACE HARDW/	EX24-00444	SITE SUPPLIES	11/08/23				47.45	279.00-
	ORLAND ACE HARDW/	EX24-00506	SITE SUPPLIES	11/29/23				15.65	294.65-
			Account Total	12/04/23	.00	.00	.00	294.65	
(000108)	01-0000-0-0000-8100-5200-000-0000-000000 UNRESTRICTED GE,TRAVEL &								
	John Felix	EX24-00441	MILEAGE REIMBURSEMENT 88	11/08/23				57.64	57.64-
(000109)	01-0000-0-0000-8100-5520-000-0000-000000 UNRESTRICTED GE,GARBAGE,P								
	WASTE MANAGEMENT	EX24-00488	MONTHLY CHARGE 10/01/23 - 1	11/15/23				389.08	389.08-
(000110)	01-0000-0-0000-8100-5530-000-0000-000000 UNRESTRICTED GE,PEST CONT								
	LARRY'S PEST & WEEI	EX24-00442	PEST CONTROL	11/08/23				240.00	240.00-
(000111)	01-0000-0-0000-8100-5540-000-0000-000000 UNRESTRICTED GE,NATURAL G								
	HUNT PROPANE INC.	EX24-00463	300.60 GALLONS OF PROPANE	11/15/23				1,028.43	1,028.43-
(000112)	01-0000-0-0000-8100-5545-000-0000-000000 UNRESTRICTED GE,P G & E.P								
	PG&E	EX24-00427	STREET LIGHT 09/15/23 - 10/16/	11/01/23				11.24	11.24-
	PG&E	EX24-00510	MONTHLY CHARGE 10/02/23 - 1	11/29/23				24.64	35.88-

Selection

Filtered by User Permissions, (Org = 5, Online/Offline = N, Fiscal Year = 2024, Start Date = 10/20/2023, End Date = 12/4/2023, Unposted JEs?

= N, Assets and Liabilities? = N, Restricted? = Y, Object = 4-7, Obj Digits = 0, Page Break Lvl =)

Fiscal20a

Account Transaction Detail-Activity Change

Activity for Dates 10/20/2023 to 12/04/2023

Fiscal Year 2023/24

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
Account Total				12/04/23	.00	.00	.00	35.88	
(000113) 01-0000-0-0000-8100-5560-000-00000 UNRESTRICTED GE,WATER,PLA									
	PACE ANALYTICAL SE	EX24-00388	DRINKING WATER MONITORING	10/25/23				133.92	133.92-
	PACE ANALYTICAL SE	EX24-00464	DRINKING WATER MONITORING	11/15/23				133.92	267.84-
	PACE ANALYTICAL SE	EX24-00507	DRINKING WATER MONITORING	11/29/23				320.24	588.08-
Account Total				12/04/23	.00	.00	.00	588.08	
(000114) 01-0000-0-0000-8100-5630-000-00000 UNRESTRICTED GE,REPAIRS (
	GREG'S HEATING & A/	EX24-00382	A/C SERVICE - SWITCHED HANI	10/25/23				120.00	120.00-
	ACCULARM SECURITY	EX24-00458	11/01/23 - 10/31/24 MONITORING	11/15/23				693.00	813.00-
	GREG'S HEATING & A/	EX24-00462	REPLACED THERMOSTAT, REP	11/15/23				590.00	1,403.00-
	CHRISTENSEN TELEC	EX24-00492	BALANCE REMAINING FOR RAC	11/29/23				2,023.37	3,426.37-
	GREG'S HEATING & A/	EX24-00496	REPLACED 2 15 UF CAPACITOR	11/29/23				70.00	3,496.37-
Account Total				12/04/23	.00	.00	.00	3,496.37	
(000115) 01-0000-0-0000-8100-5890-000-00000 UNRESTRICTED GE,OTHER OPE									
	SIERRA WATER UTILIT	EX24-00449	OPERATOR SERVICE CHARGE	11/08/23				165.77	165.77-
	US BANK	EX24-00486	DUMP RUN - J.F.	11/15/23				89.00	254.77-
	GREG'S HEATING & A/	EX24-00497	HEATING MAINTENANCE	11/29/23				1,875.00	2,129.77-
Account Total				12/04/23	.00	.00	.00	2,129.77	
(000116) 01-0000-0-0000-8100-5910-000-00000 UNRESTRICTED GE,TELEPHONE									
	AT&T	EX24-00379	MONTHLY CHARGE 09/10/23 - 11	10/25/23				63.03	63.03-
	AT&T	EX24-00489	MONTHLY CHARGE 10/10/23 - 1	11/29/23				63.74	126.77-
Account Total				12/04/23	.00	.00	.00	126.77	
(000117) 01-0000-0-0000-8100-5990-000-00000 UNRESTRICTED GE,OTHER COM									
	US BANK	EX24-00478	POSTAL CHARGE TO SEND CUI	11/15/23				5.40	5.40-
(000126) 01-0000-0-0000-9200-7145-000-00000 UNRESTRICTED GE,SDC TUITI									
	CT24-00228	SDC TUITION - 23/24 OCT K-12 /		11/01/23				738.00	738.00-
(000158) 01-0000-0-1110-1000-4300-000-00000 UNRESTRICTED GE,MATERIALS									
	US BANK	EX24-00404	CHROMEBOOK	10/25/23				48.25	48.25-
	US BANK	EX24-00405	LAN BASE IMAGE	10/25/23				155.51	203.76-
	US BANK	EX24-00406	SUPPLIES - SCHOOL SPECIALT	10/25/23				97.38	301.14-
	US BANK	EX24-00407	SUPPLIES - FOLDERS	10/25/23				52.54	353.68-
	US BANK	EX24-00408	SITE SUPPLIES	10/25/23				85.79	439.47-
	Blick Art Materials	EX24-00417	23/24 ART SUPPLIES - ELLEN	11/01/23				130.79	570.26-
	CHELSEY SGONTZ	EX24-00419	SUPPLIES FOR 4TH GRADE CL/	11/01/23				284.45	854.71-
	DIDAX	EX24-00422	RTI # SENSE	11/01/23				61.97	916.68-
	OFFICE DEPOT	EX24-00424	K - 8TH SUPPLIES - CONSTRU	11/01/23				25.74	942.42-
	OFFICE DEPOT	EX24-00425	SUPPLIES - ENVELOPES, CONS	11/01/23				41.16	983.58-
	USI	EX24-00457	8 ROLLS CLEAR GLOSS LAMINA	11/08/23				523.32	1,506.90-

Selection

Filtered by User Permissions, (Org = 5, Online/Offline = N, Fiscal Year = 2024, Start Date = 10/20/2023, End Date = 12/4/2023, Unposted JEs? = N, Assets and Liabilities? = N, Restricted? = Y, Object = 4-7, Obj Digits = 0, Page Break Lvl =)

ERP for California

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Fiscal20a

Account Transaction Detail-Activity Change

Activity for Dates 10/20/2023 to 12/04/2023										Fiscal Year 2023/24		
Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance			
(000158)	01-0000-0-1110-1000-4300-000-000000 UNRESTRICTED GE.MATERIALS (continued)											
	OFFICE DEPOT	EX24-00505	K - 8TH SUPPLIES	11/29/23				586.20	2,093.10-			
			Account Total	12/04/23	.00	.00	.00	2,093.10				
(000708)	01-0000-0-1110-1000-5890-000-000000 UNRESTRICTED GE.OTHER OPE											
	NORTH VALLEY VOICE	EX24-00384	MUSIC SERVICES AUGUST 30, :	10/25/23				855.00	855.00-			
	US BANK	EX24-00402	CUM MAILING	10/25/23				47.33	902.33-			
	US BANK	EX24-00403	RENAISSANCE ADDITIONAL CA	10/25/23				121.98	1,024.31-			
	MACQUARIE EQUIPME	EX24-00423	LEASE PAYMENT	11/01/23				370.51	1,394.82-			
	ADVANCED DOCUMEN	EX24-00436	USAGE CHARGE 10/01/23 - 10/3	11/08/23				276.31	1,671.13-			
	US BANK	EX24-00474	ADOBE - CREATIVE CLOUD	11/15/23				359.88	2,031.01-			
	US BANK	EX24-00480	SAN JOAQUIN COUNTY OFFICE	11/15/23				800.00	2,831.01-			
	NORTH VALLEY VOICE	EX24-00503	MUSIC - OCTOBER 11,18,25	11/29/23				675.00	3,506.01-			
			Account Total	12/04/23	.00	.00	.00	3,506.01				
(000165)	01-0000-0-1144-2420-4300-000-000000 UNRESTRICTED GE.MATERIALS											
	DEMCO INC	EX24-00495	LIBRARY - LABEL PROTECTOR	11/29/23				103.52	103.52-			
(000186)	01-0801-0-0000-2100-5802-000-000000 LOCAL MAA,MAA LEC FEES (U											
		CT24-00265	DHCS/REGIONAL	11/20/23				9.66	9.66-			
(001286)	01-2600-0-0000-2700-5910-000-000000 EXPANDED LEARN,TELEPHONE,											
	VERIZON WIRELESS	EX24-00487	MONTHLY SERVICE CHARGE - :	11/15/23				105.31	105.31-			
(000932)	01-2600-0-1110-1000-4300-000-000000 EXPANDED LEARN.MATERIALS											
	US BANK	EX24-00397	ELO - SPORTS	10/25/23				121.22	121.22-			
	US BANK	EX24-00398	BENCH - SPORTS	10/25/23				109.95	231.17-			
	US BANK	EX24-00399	BENCH SUPPLIES - SPORTS	10/25/23				20.78	251.95-			
	US BANK	EX24-00400	CREDIT - BENCH SUPPLIES RE	10/25/23				19.50-	232.45-			
	US BANK	EX24-00401	BENCH - SPORTS	10/25/23				33.31	265.76-			
	Blick Art Materials	EX24-00418	SPARK SUPPLIES - THEONE KIN	11/01/23				36.98	302.74-			
	NATALIE GUERRERO	EX24-00443	PRIZES FOR SPARK	11/08/23				17.08	319.82-			
	US BANK	EX24-00479	HAND SEWING NEEDLES, WAT	11/15/23				46.03	365.85-			
	Blick Art Materials	EX24-00490	SPARK SUPPLIES - MS. KING	11/29/23				100.19	466.04-			
	Blick Art Materials	EX24-00491	SPARK SUPPLIES - MS. KING	11/29/23				14.00	480.04-			
			Account Total	12/04/23	.00	.00	.00	480.04				
(000618)	13-5310-0-0000-3700-000-000-000000 CHILD NUTRITION.MATERIALS											
	THE DANIELSEN CO.	EX24-00394	CAFETERIA SUPPLIES	10/25/23				195.81	195.81-			
	US BANK	EX24-00413	CAFETERIA SUPPLIES	10/25/23				8.28	204.09-			
	THE DANIELSEN CO.	EX24-00434	CAFETERIA SUPPLIES	11/01/23				57.54	261.63-			
	THE DANIELSEN CO.	EX24-00468	CAFETERIA SUPPLIES	11/15/23				99.32	360.95-			
	THE DANIELSEN CO.	EX24-00472	CAFETERIA SUPPLIES	11/15/23				168.04	528.99-			
	THE DANIELSEN CO.	EX24-00516	CAFETERIA SUPPLIES	11/29/23				38.44	567.43-			
Selection Filtered by User Permissions, (Org = 5, Online/Offline = N, Fiscal Year = 2024, Start Date = 10/20/2023, End Date = 12/4/2023, Unposted JEs? = N, Assets and Liabilities? = N, Restricted? = Y, Object = 4-7, Obj Digits = 0, Page Break Lvl =)												
005 - Plaza Elementary School District												
Generated for Dusty Thompson (DUSTYTHOMPSON), Dec 4 2023												
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ERP for California												
Page 3 of 6												

Fiscal20a

Account Transaction Detail-Activity Change

Activity for Dates 10/20/2023 to 12/04/2023										Fiscal Year 2023/24		
Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance			
				Account Total	12/04/23	.00	.00	.00	567.43			
(000619)	13-5310-0-0000-3700-4300-000-002-00000 CHILD NUTRITION,MATERIALS											
	THE DANIELSEN CO.	EX24-00432	CAFETERIA SUPPLIES - WALDE	11/01/23				89.57	89.57-			
	THE DANIELSEN CO.	EX24-00450	CAFETERIA SUPPLIES - WALDE	11/08/23				97.35	186.92-			
	THE DANIELSEN CO.	EX24-00470	CAFETERIA SUPPLIES - WALDE	11/15/23				38.44	225.36-			
	THE DANIELSEN CO.	EX24-00514	CAFETERIA SUPPLIES - WALDE	11/29/23				94.43	319.79-			
				Account Total	12/04/23	.00	.00	.00	319.79			
(000621)	13-5310-0-0000-3700-4700-000-00000 CHILD NUTRITION,CAFETERIA											
	CORNELL DISTRIBUTII	EX24-00380	CAFETERIA FOOD	10/25/23				216.25	216.25-			
	CORNELL DISTRIBUTII	EX24-00381	CAFETERIA FOOD	10/25/23				117.70	333.95-			
	PROPACIFIC FRESH	EX24-00391	CAFETERIA FOOD	10/25/23				305.02	638.97-			
	PROPACIFIC FRESH	EX24-00392	CAFETERIA FOOD	10/25/23				662.58	1,301.55-			
	THE DANIELSEN CO.	EX24-00393	CAFETERIA FOOD	10/25/23				2,235.23	3,536.78-			
	THE DANIELSEN CO.	EX24-00395	CAFETERIA FOOD	10/25/23				89.74	3,626.52-			
	US BANK	EX24-00414	CAFETERIA FOOD	10/25/23				40.05	3,666.57-			
	US BANK	EX24-00415	CAFETERIA FOOD	10/25/23				13.03	3,679.60-			
	US BANK	EX24-00416	CAFETERIA FOOD	10/25/23				65.20	3,744.80-			
	CORNELL DISTRIBUTII	EX24-00420	CAFETERIA FOOD	11/01/23				177.95	3,922.75-			
	CORNELL DISTRIBUTII	EX24-00421	CAFETERIA FOOD	11/01/23				98.55	4,021.30-			
	PROPACIFIC FRESH	EX24-00429	CAFETERIA FOOD	11/01/23				629.62	4,650.92-			
	THE DANIELSEN CO.	EX24-00435	CAFETERIA FOOD	11/01/23				1,915.72	6,566.64-			
	CORNELL DISTRIBUTII	EX24-00439	CAFETERIA FOOD	11/08/23				138.95	6,705.59-			
	CORNELL DISTRIBUTII	EX24-00440	CAFETERIA FOOD	11/08/23				117.70	6,823.29-			
	PROPACIFIC FRESH	EX24-00446	CAFETERIA FOOD	11/08/23				678.05	7,501.34-			
	CORNELL DISTRIBUTII	EX24-00459	CAFETERIA FOOD	11/15/23				235.70	7,737.04-			
	CORNELL DISTRIBUTII	EX24-00460	CAFETERIA FOOD	11/15/23				78.40	7,815.44-			
	DEBORAH ARIZA	EX24-00461	CAFETERIA FOOD	11/15/23				158.00	7,973.44-			
	PROPACIFIC FRESH	EX24-00467	CAFETERIA FOOD	11/15/23				303.97	8,277.41-			
	THE DANIELSEN CO.	EX24-00469	CAFETERIA FOOD	11/15/23				2,089.45	10,366.86-			
	THE DANIELSEN CO.	EX24-00473	CAFETERIA FOOD	11/15/23				1,830.71	12,197.57-			
	US BANK	EX24-00481	CAFETERIA FOOD	11/15/23				38.93	12,236.50-			
	US BANK	EX24-00482	CAFETERIA FOOD	11/15/23				72.66	12,309.16-			
	US BANK	EX24-00483	CAFETERIA FOOD	11/15/23				156.13	12,465.29-			
	US BANK	EX24-00484	CAFETERIA FOOD	11/15/23				3.98	12,469.27-			
	US BANK	EX24-00485	CAFETERIA FOOD	11/15/23				58.78	12,528.05-			
	CORNELL DISTRIBUTII	EX24-00493	CAFETERIA FOOD	11/29/23				155.55	12,683.60-			
	CORNELL DISTRIBUTII	EX24-00494	CAFETERIA FOOD	11/29/23				78.40	12,762.00-			
	PROPACIFIC FRESH	EX24-00512	CAFETERIA FOOD	11/29/23				333.86	13,095.86-			

Fiscal20a

Account Transaction Detail-Activity Change

Activity for Dates 10/20/2023 to 12/04/2023

Fiscal Year 2023/24

Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
(000621)	13-5310-0-0000-3700-4700-000-000-00000 CHILD NUTRITION,CAFETERIA (continued)								
	THE DANIELSEN CO. EX24-00517 CAFETERIA FOOD			11/29/23				1,880.93	14,976.79-
	Account Total			12/04/23	.00	.00	.00	14,976.79	
(000623)	13-5310-0-0000-3700-4700-000-002-00000 CHILD NUTRITION,CAFETERIA								
	PROPACIFIC FRESH EX24-00389 CAFETERIA FOOD - WALDEN			10/25/23				706.23	706.23-
	PROPACIFIC FRESH EX24-00390 CAFETERIA FOOD - WALDEN			10/25/23				603.94	1,310.17-
	PROPACIFIC FRESH EX24-00428 CAFETERIA FOOD - WALDEN			11/01/23				791.27	2,101.44-
	THE DANIELSEN CO. EX24-00433 CAFETERIA FOOD - WALDEN			11/01/23				1,467.25	3,568.69-
	PROPACIFIC FRESH EX24-00445 CAFETERIA FOOD - WALDEN			11/08/23				903.77	4,472.46-
	THE DANIELSEN CO. EX24-00451 CAFETERIA FOOD - WALDEN			11/08/23				1,654.36	6,126.82-
	PROPACIFIC FRESH EX24-00465 CAFETERIA FOOD - WALDEN			11/15/23				76.56-	6,050.26-
	PROPACIFIC FRESH EX24-00466 CAFETERIA FOOD - WALDEN			11/15/23				867.71	6,917.97-
	THE DANIELSEN CO. EX24-00471 CAFETERIA FOOD - WALDEN			11/15/23				860.10	7,778.07-
	PROPACIFIC FRESH EX24-00511 CAFETERIA FOOD - WALDEN			11/29/23				666.90	8,444.97-
	THE DANIELSEN CO. EX24-00515 CAFETERIA FOOD - WALDEN			11/29/23				873.88	9,318.85-
	Account Total			12/04/23	.00	.00	.00	9,318.85	
(000935)	35-7714-0-0000-8500-5815-000-000-00000 SFP-PLAZA ELEM,LEGAL SERV								
	RAY DALTON CONSTR EX24-00447 PLAZA - ADDITIONS			11/08/23				10,400.00	10,400.00-
(000662)	35-7714-0-0000-8500-5840-000-000-00000 SFP-PLAZA ELEM,CONSULTANT								
	SCHOOLWORKS INC EX24-00431 PROFESSIONAL SERVICES - NE			11/01/23				5,500.00	5,500.00-
(000663)	35-7714-0-0000-8500-6200-000-000-00000 SFP-PLAZA ELEM,BUILDINGS								
	UNITED BUILDING COI EX24-00456 PLAZA - ADDITIONS			11/08/23				598,620.65	598,620.65-
	HMC ARCHITECTS C/C EX24-00498 PROFESSIONAL SERVICES SEF			11/29/23				6,365.09	604,985.74-
	HMC ARCHITECTS C/C EX24-00501 PROFESSIONAL SERVICES OCT			11/29/23				5,954.89	610,940.63-
	Account Total			12/04/23	.00	.00	.00	610,940.63	
(001277)	35-7720-0-0000-8500-5815-000-000-00000 SFP-PLAZA ELEM,LEGAL SERV								
	RAY DALTON CONSTR EX24-00448 PLAZA - MODERNIZATION			11/08/23				2,600.00	2,600.00-
(000670)	35-7720-0-0000-8500-5840-000-000-00000 SFP-PLAZA ELEM,CONSULTANT								
	SCHOOLWORKS INC EX24-00430 PROFESSIONAL SERVICES - MC			11/01/23				5,500.00	5,500.00-
(000671)	35-7720-0-0000-8500-6200-000-000-00000 SFP-PLAZA ELEM,BUILDINGS								
	MID PACIFIC ENGINEER EX24-00383 GEOTECHNICAL REPORT & REVI			10/25/23				12,586.25	12,586.25-
	UNITED BUILDING COI EX24-00396 PLAZA - MODERNIZATION			10/25/23				326,288.65	338,874.90-
	UNITED BUILDING COI EX24-00455 PLAZA - MODERNIZATION			11/08/23				2,603.00	341,477.90-
	HMC ARCHITECTS C/C EX24-00499 PROFESSIONAL SERVICES SEF			11/29/23				13,565.65	355,043.55-
	HMC ARCHITECTS C/C EX24-00500 PROFESSIONAL SERVICES OCT			11/29/23				13,565.66	368,609.21-
	MID PACIFIC ENGINEER EX24-00502 GEOTECHNICAL REPORT & REVI			11/29/23				13,544.15	382,153.36-
	Account Total			12/04/23	.00	.00	.00	382,153.36	
	Total for Expense Accounts				.00	.00	.00	1,059,377.93	1,059,377.93-

Fiscal20a

Account Transaction Detail-Activity Change

Activity for Dates 10/20/2023 to 12/04/2023							Fiscal Year 2023/24		
Ref#	Pay To Name	Journal #	Description	Trans Dt	Adopted Budget	Revised Budget	Encumbered	Expenditure	Net Change to Balance
Total for Org 005 and Expense accounts							.00	.00	1,059,377.93
									1,059,377.93-



Patrick Conklin <pconklin@plazaschool.org>

Request for Proposal for Design-Build Contract for HVAC Project for Plaza School District

8 messages

Patrick Conklin <pconklin@plazaschool.org>

Fri, Oct 27, 2023 at 2:13 PM

To: mavakian@accoes.com, Estimating@bm-builders.com, cosburn@climatecontrolinc.biz, David.wymore@expertsinyourhome.com, dan@georgeroofing.net, greggmec@honeywell.com, kevin.deroocker@honeywell.com, bryangray@jesseeheatingandair.com, jsanders@airoservice.com, jphillips@emcor.net, paul.furbush@prideindustries.com, dmcdowell@raymacmechanical.com, bobspencer@rbspencerinc.com, Mat.Hamilton@tradewindsmc.com, edgari@unitedbuildingcontractors.com, admin@absoluteheatingandair.com, "Greg's Heating & Air Inc." <gregsinc@att.net>, Patrick Conklin <pconklin@plazaschool.org>

NOTICE TO PUBLIC FOR REQUEST FOR PROPOSALS

Notice is hereby given that the Plaza School District will receive sealed RFP Responses for **Design-Build Contract for HVAC Project in accordance with**

Mandatory Pre-bid walk through: Wednesday, November 15th, 2023 at 9:00am

Responses are due: Wednesday, November 29th, 2023 at 12:00pm

RFP INFORMATION

Location: Plaza School District, 7322 County Rd. 24, Orland, CA 95963

Contact: Patrick Conklin, Superintendent

Walk through: Wednesday, November 15th, 2023 at 9:00am

Due Date: Wednesday, November 29th, 2023 at 12:00pm

Qualification/License: C-20 Warm-Air Heating, Ventilating and Air-Conditioning Contractor, Electrical/Energy Engineering Firm with Class A - General Engineering Contractor or Class B - General Contractor

For any site visits, the Firm must make an appointment with the Owners Representative prior to visiting the site. Overall coordination of the Project will be the responsibility of the Owners Representative. All inquiries regarding the Project are to be directed to Mr. Patrick Conklin, 7322 County Rd. 24, Orland, CA 95963, pconklin@plazaschool.org. (530)-865-1250

This project is a "Public Works" project as defined by current regulation. The successful Firm shall be required to pay its Workers on this Project a sum not less than the general prevailing rate (applicable at time of work) of per diem wages and not less than the general prevailing rate for holiday and overtime Work for Work of a similar character in the locality in which the Project is performed, as provided under California Labor Code Section 1770 et seq.

DIR registration and bonds will be required.

Plaza School District is an equal opportunity employer.

Patrick Conklin

Superintendent/Principal

Plaza Elementary School District

7322 County Road 24

Pre-bid Sign in

Plaza Elementary School HVAC Project November 15th, 2023[illegible]

PROPOSAL/CONTRACT

GREG'S HEATING & A/C INC.
740 East Walker St., Orland, Ca. 95963
530-865-9677
License #1081892

Name: Plaza School
Address: 7322 Co. Rd. 24
Phone:
Date: 11/21/2023
Job Location:

We hereby submit specifications and estimates for:

5 Bryant 3 Ton package gas/electric units, 60,000 BTU's
13.2 SEER 2, 11.5 EER

TOTAL \$ 62,500.00

Curb Adapter
Crane
Remove existing unit and dispose of
Prevailing Wage

Unit weighs 400 lbs. Which shouldn't be anymore than the existing unit.

Excludes painting, patching and framing

We propose hereby to furnish material and labor – complete in accordance with above specifications for the sum of:

_____ dollars \$ _____

Payment to be made as follows: **Payment due upon completion**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alterations or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workers Compensation Insurance.

NOTE: This proposal may be withdrawn by us if not accepted within _____

Authorized Signature _____ Date _____

Acceptance of Proposal – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to work as specified. Payment will be made as outlined above. Acceptance of this Proposal constitutes a Contract.

Date of Acceptance: _____ Print _____

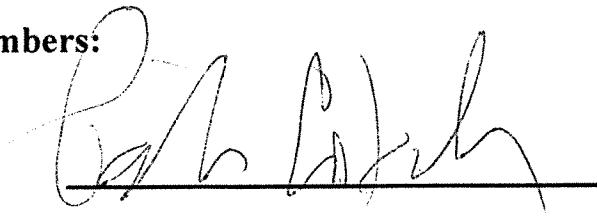
Signature _____

Plaza Elementary School Interview Selection

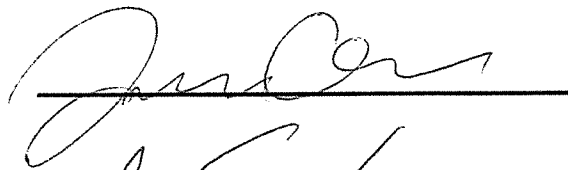
The Interview Committee members support **Caitlyn Nelson** as the most qualified applicant and recommend that he/she be employed as a **Cafeteria Aide Position** for the 2023-24 school year.

Interview panel members:

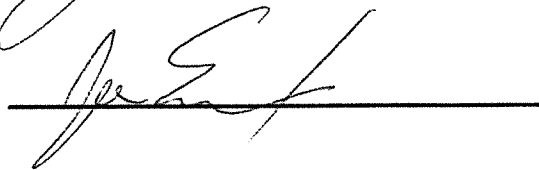
Patrick Conklin

A handwritten signature in black ink, appearing to read 'Patrick Conklin', written over a horizontal line.

Jacklyn Orsua

A handwritten signature in black ink, appearing to read 'Jacklyn Orsua', written over a horizontal line.

John Felix

A handwritten signature in black ink, appearing to read 'John Felix', written over a horizontal line.

**Plaza Elementary School District
CLASSIFIED SALARY DETERMINATION
2023-2024 SCHOOL YEAR**

Date: 11/30/2023 Employee: CAITLYN NELSON ID# Position CAFETERIA AIDE

Address: 6828 CO RD 45 WILLOWS, CA 95988 Phone: 530-514-6771 Dates 11/30/23 through 6/13/24

EFFECTIVE:	11/29/2023
Salary Range:	1-6
Base Hourly Rate:	17.69

DOH: 11/29/2023

STEP INCREASE: 11/29/2023

NEXT STEP INCREASE: 7/1/2024

Hours	Work Days	Holidays	Total Days	Base Hourly Rate	Base Salary	Vac Factor	Vacation	Total
6	120	6	126	17.69	13,373.64	0.033095	442.60	13,816.24
Total Annual days:				126	13,373.64			13,816.24

Vacation Days: 4.17

Full Time Days	126
Hours	6
Rate	17.69
Base Annual FTE	13,373.64
Checks p/year	7
Base Monthly FTE	1910.52
Vacation	63.23
Total Monthly	1973.75

I accept the above position of employment and the terms and conditions thereof and acknowledge that should the Governing Board fail to ratify, the offer of employment or work thereunder shall be invalid and shall not constitute an enforceable obligation against the School District. My employment is subject to the laws of California and regulations of the State Board of Education and the regulations of the School District, said laws and regulations being hereby made a part of the terms and conditions of my employment.

Employee Signature _____ Date _____

Principal/Superintendent Signature _____ Date _____

PLAZA ELEMENTARY SCHOOL DISTRICT
2024-25 CALENDAR
Draft: December 7th, 2023

August

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

September

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				18

October

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	
				19

November

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
				15

December

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			15

January

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	31
				19

February

M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26*	27	28
				15

March

M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26*	27	28
31				21

April










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*		
				17

May

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
				21

June

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				8

-  School Begins
-  School Ends
-  Legal Holiday
- * Minimum Day (out at 12:45)
- ** Minimum Day (out @ 11:30)
-  End of Trimester
-  Student Non-attendance
-  Parent Conf.-Min Day
-  Teacher Contract Work Day
-  Teacher Inservice Day
-  Graduation 6/10/2025

EVALUATION OF THE SUPERINTENDENT

The Governing Board shall annually conduct a formal evaluation of the Superintendent's performance in order to assess his/her effectiveness in leading the district toward established goals. The Board and Superintendent shall establish an appropriate schedule for the annual evaluation process.

(cf. 0000 - Vision)

(cf. 2121 - Superintendent's Contract)

(cf. 9000 - Role of the Board)

Evaluation criteria shall be based on district goals and success indicators agreed upon by the Board and Superintendent prior to the evaluation. The evaluation shall provide commendations in areas of strength, provide recommendations for improving effectiveness, and serve as a basis for making decisions about salary increases and/or contract extension.

(cf. 2110 - Superintendent Responsibilities and Duties)

The Board and Superintendent shall annually consider what evaluation method(s) will best serve the district and agree on the specific written instrument to be used.

Prior to the evaluation, the Superintendent shall submit to the Board a self appraisal of accomplishments and performance toward district goals, and a review of action taken to address any Board recommendations from the previous evaluation. The Board shall also review the Superintendent's current contract and any relevant Board policies.

Each Board member shall independently evaluate the Superintendent's performance. The Board shall determine who will summarize and combine the individual evaluations to create a consensus document and how that consensus document will be formatted. The evaluation shall be a composite of individual Board members' opinions, but there shall be only one final evaluation representing the Board's collective judgment. This final evaluation shall be provided to the Superintendent for his/her response.

The Board shall meet in closed session with the Superintendent to discuss the evaluation. (Government Code 54957)

(cf. 9321 - Closed Session Purposes and Agendas)

The Superintendent shall have an opportunity to ask questions, respond verbally and in writing to the evaluation, and present additional evidence of his/her performance or district progress.

The Board president and Superintendent shall sign the evaluation as evidence that the evaluation has been discussed. The Superintendent shall place the evaluation in his/her personnel file.

EVALUATION OF THE SUPERINTENDENT (continued)

(cf. 4112.6/4212.6/4312.6 - Personnel Files)

After each evaluation has been completed, the Board shall meet in open session to give the Board and Superintendent an opportunity to jointly identify performance goals for the next year.

(cf. 2111 - Superintendent Governance Standards)

(cf. 9005 - Governance Standards)

(cf. 9400 - Board Self-Evaluation)

Legal Reference:

GOVERNMENT CODE

54957 Closed session, personnel matters

Management Resources:

CSBA PUBLICATIONS

Maximizing School Board Governance: Superintendent Evaluation, 2004

WEB SITES

CSBA, Single District Governance Services: <http://www.csba.org>

Association of California School Administrators: <http://www.acsa.org>

**PLAZA ELEMENTARY SCHOOL DISTRICT
EVALUATION OF SUPERINTENDENT
BY
INDIVIDUAL BOARD MEMBER**

This evaluation is based upon an appraisal period from July 1, 20____ to June 30, 20____.

The evaluation areas are:

- 1 . Relationship with community**
- 2 . Curriculum and Instructional leadership**
- 3 . Exploration of funding and fiscal educational resources**
- 4 . Facilities enhancement**
- 5 . Relationship with Governing Board**
- 6 . Staff and personnel development needs**
- 7 . Buisness and operations services leadership**
- 8 . Personal quailities and development**

Check the appropriate box of each category appearing benath an evaluation area based upon the following rating codes:

3 = MET

2 = PARTIALLY MET

1 = NOT MET

Prepared by: _____

WHAT	HOW	1	2	3
1. RELATIONSHIP WITH COMMUNITY		CHECK APPROPRIATE BOX		
1 . Recognize efforts and success made by students, parents, and community members in a variety of ways.				
2 . Continue to see staff/community involvement.				
3 . Continue to gather input via appropriate assessment tools.				
4 . Gains respect and support of community on conduct of school operations.				
5 . Solicits and gives attention to problems/opinions of all groups and individuals.	The Superintendent will actively seek input from staff and the community on District issues.			
6 . Develops friendly and cooperative relationships with news media.	Responds to all media request. Provides tactful and accurate responses.			
ADDITIONAL COMMENTS: (Indicate category first; i.e., 1.2., then follow with comment)				

WHAT	HOW	1	2	3
2. CURRICULUM AND INSTRUCTIONAL LEADERSHIP		CHECK APPROPRIATE BOX		
1 . Continue to encourage teacher/parent/guardian interactions to solve student concerns.				
2 . Explore funding for additional student services.				
3 . Continue to focus on using technology as means to gather and analyze data in order to drive instruction and increase student learning.				
4 . Continue to provide and refine "Intervention Programs" for identified students.				
5 . Continue to seek opportunities to enrich student experiences in the area of art, music.				
6 . Explore ways to enhance physical education programs for all students.				
7 . Keeps the Board informed of student academic performance and achievement.				
8 . Provides the Board with current information about effective instructional practices.				
ADDITIONAL COMMENTS: (Indicate category first; i.e., 2.3., then follow with comment)				

Plaza Elementary School
 Evaluation of Superintendent
 By Individual Board Member

WHAT	HOW	1	2	3
2. CURRICULUM AND INSTRUCTIONAL LEADERSHIP (Con't)		CHECK APPROPRIATE BOX		
9 · Effectively utilizes staff members in developing and implementing curricular and instructional activities and programs.				
10 · Encourages staff members to seek out ways for improving the District's educational programs.				
11 · Assists the Board in developing and implementing educational goals and objectives.				
12 · Aligns curriculum by subject area and grade level.				
13 · Ensures that a key component of the instructional program focuses on student self-esteem.				
14 · Communicates to the staff, Board and community the instructional goals and standards of expectation.				
15 · Encourages parent and community participation in educational programs and activities.				
ADDITIONAL COMMENTS: (Indicate category first; i.e., 2.9., then follow with comment)				

Plaza Elementary School
 Evaluation of Superintendent
 By Individual Board Member

WHAT	HOW	1	2	3
2. CURRICULUM AND INSTRUCTIONAL LEADERSHIP (Con't)		CHECK APPROPRIATE BOX		
16 . Maintains effective, updated evaluation of educational programs.				
17 . Reports assessment of academic achievement effectively to the Board and the community.				
18 . Inspires academic excellence amongst staff, students and comminty.				
19 . Determines academic issues which require focus and assist Board and Staff in understanding possibilities.				
20 . Keeps informed of educational trends and refers Staff and Board to appropriate opportunities.				
21 . Promotes accountibilty for educational results amongst management team.				
22 . Ensures that evaluations of teachers done by Principal reflect effective assessment of teacher competence amd plans to remedy deficient areas.				
23 . Continuing compliance with mandates.				
ADDITIONAL COMMENTS: (Indicate category first; i.e., 2.16., then follow with comment)				

Plaza Elementary School
 Evaluation of Superintendent
 By Individual Board Member

WHAT	HOW	1	2	3
3. EXPLORATION OF FUNDING AND FISCAL RESOURCES		CHECK APPROPRIATE BOX		
1 . Explore "shared services" with other LEA'S				
2 . Explore funding for upgrading technology component.				
3 . Continue to explore alternative funding sources.				
4 . Continue to explore community as a resource.				
5 . Continue working with Glenn County Office of Education to increase student services.				
ADDITIONAL COMMENTS: (Indicate category first; i.e., 3.2., then follow with comment)				

Plaza Elementary School
 Evaluation of Superintendent
 By Individual Board Member

WHAT	HOW	1	2	3
4. FACILITIES ENHANCEMENT		CHECK APPROPRIATE BOX		
1 . Work towards complete implementation of components of School Safety Plan.				
2 . Seek outside agencies to work with administration and Board on site improvements, including funding of such projects.				
ADDITIONAL COMMENTS: (Indicate category first; i.e., 4.2., then follow with comment)				

WHAT	HOW	1	2	3
5. RELATIONSHIP WITH GOVERNING BOARD		CHECK APPROPRIATE BOX		
1 . Keeps the Board informed of issues and operation of the school system.	The Superintendent will keep the Board updated on a regular basis.			
2 . Offers professional advice to Board on items requiring Board action, with appropriate recommendations based upon thorough study and analysis.	Board presentations by staff will provide the Board with well developed alternatives for action.			
3 . Interprets and executes the intent of Board Policy.	The Superintendent will update policies when necessary and make staff and the public aware of policies.			
4 . Seeks and accepts constructive criticism of his work.	On a periodic basis, the superintendent solicits input from the Board through Board meeting evaluation sessions.			
5 . Supports Board policy in actions with public and staff.				
6 . Has harmonious working relationship with the Board.				
7 . Understands role of policy administration versus policy making.	The Superintendent will coordinate annual goals with Board direction. Review of policies as to intent and administration. ????			
8 . Keeps Board informed of concerns about the District as expressed by the public.	The Superintendent will be proactive in presenting information to the Board relative to District issues.			
ADDITIONAL COMMENTS: (Indicate category first; i.e., 5.2., then follow with comment)				

WHAT	HOW	1	2	3
6. STAFF AND PERSONNEL DEVELOPMENT		CHECK APPROPRIATE BOX		
1. Continue to encourage teacher/parent/guadian interactions to solve student concerns.				
2. Continue to focus on using technology as a means to gather and analyze data in order to drive instruction and increase student learning.				
3. Continue to encourage and support personal development for all staff members.				
4. Continue to provide and refine "Intervention Programs" for identified students.				
5. Work eith staff to develop optimum ways of reporting student stardard-aligned progress to all stakeholders.				
ADDITIONAL COMMENTS: (Indicate category first; i.e., 6.2., then follow with comment)				

PLAZA ELEMENTARY SCHOOL DISTRICT

1st Interim Report 2023-24

Background

- Represents District financial condition through October 31, 2023
- Reviewed by the Governing Board, County Superintendent, Superintendent of Public Instruction and State Controller
- Purpose is to ensure awareness regarding current and future financial obligations

Comparison

Budget Adoption

1st Interim

Summary	Unrest./Restrict.
Beginning Fd. Bal.	3,513,746
LCFF	2,270,638
Federal	43,482
State	228,921
Local	177,331
Total Revenues	2,720,372
Expenditures	(3,285,160)
Tf In Fund 20	18,300
Tf Out Fund 40	(5,556)
+/- Rev./Exp.	(552,044)
Ending Fd. Balance	2,961,702

Summary	Unrest./Restrict.
Beginning Fd. Bal.	3,513,746
LCFF	2,261,036
Federal	40,167
State	273,700
Local	195,284
Total Revenues	2,770,187
Expenditures	(2,998,257)
Tf Out Fund 40	(5,556)
+/- Rev./Exp.	(233,626)
Ending Fd. Balance	3,280,120

Multiyear Projections

	1 st Interim 2023/2024	Projections 2024/2025	Projections 2025/2026
Beginning Fd. Bal.	3,513,746	3,280,120	2,863,579
LCFF	2,261,036	2,298,408	2,386,794
Federal	40,167	39,679	39,679
State	273,700	273,018	273,018
Local	195,284	177,331	177,331
Total Revenues	2,770,187	2,788,436	2,876,822
Expenditures	(2,998,257)	(3,199,421)	(2,809,479)
Tf Out Fund 40	(5,556)	(5,556)	(5,556)
+/- Rev./Exp.	(233,626)	(416,541)	61,787
Ending Fd. Balance	3,280,120	2,863,579	2,925,366

Other District Funds

<u>Fund</u>	<u>Name</u>	<u>Balance</u>
20	Post Employment Benefits	\$334,124
40	Capital Projects	\$1,643
73	Mr. K Scholarship	\$3,024

**Tentative Agreement between
Plaza Elementary School District ("District") &
Plaza Elementary Teachers Association ("PTA")
2023-24 – 2024-25 School Years**

The Parties have convened in joint negotiations and have reached the following Tentative Agreement to reach a final Agreement between the Parties effective through the 2024-2025 school years.

2023-2024

Article 15: Work Day Work Year

The Association agrees to the following additions and changes to the current stipends:

- Teacher in Charge \$1500
- Athletic Director \$750
- Basketball \$1250
- Football/Volleyball \$500
- Environmental camp \$750
- Chess (per person) \$1000

Article 18: Health and Welfare Benefits

The Association proposes a \$3000 increase to the current health and welfare benefits cap for all certificated bargaining unit members retroactive to July 1, 2023, raising the total annual contribution by the district to \$17,500.

2024-2025

Article 14 Salaries:

The Association proposes that the certificated salary schedule, Step 1 Column 1, be increased by funded COLA and distributed throughout beginning July 1, 2024 up to 5%. If COLA is greater than 5% the Association will receive 80% of the excess applied to the certificated salary schedule Step 1 Column 1 and distributed throughout. For the sake of example only, a 10% funded COLA would result in a 9% increase to the certificated salary schedule. If the state budget has not been signed by that date, the eventual funded COLA increase will be retroactive to July 1, 2024. A negative COLA will result in a 0% increase but there will be no reduction to current salaries.

Article 18: Health and Welfare Benefits

The Association agrees to remove re-openers for this article for the 24-25 contract year.

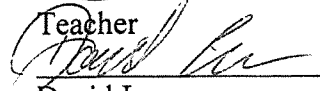
Plaza Elementary Teachers Association



John Lovell,
Teacher

11/29/23

Date



David Lee
Teacher

11/29/23

Date

Plaza Elementary School District

Patrick Conklin
Superintendent/Principal

Date