

**Eureka City Schools Board of Education**  
2100 J Street, Eureka, CA 95501 (Frances H. Taplin Board Room)

**Regular Meeting**

6:30 PM

**April 4, 2024**

**AGENDA**

**A. CALL TO ORDER OF OPEN SESSION (5:30 p.m.)**

**B. PUBLIC COMMENT ON CLOSED SESSION ITEMS**

**C. CLOSED SESSION (Room 118)**

- (1) Conference with Labor Negotiator Superintendent Storts Regarding Eureka Teachers Association, Classified White and Blue Collar Units, and/or Unrepresented Employees (Confidential and Classified and Certificated Management) (GC § 54957.6)
- (2) Public Employment (Gov. Code §54957) - See Personnel Action Report Consent Agenda Item No. J(11)
- (3) Public Employee Appointment (Gov. Code §54957) - See Personnel Action Report Consent Agenda Item No. J(11)
- (4) Public Employee Discipline, Dismissal, Release, Complaint, Accept the Resignation of a Public Employee (GC § 54957)
- (5) Conference with Real Property Negotiator Superintendent Storts Regarding 674 Allard Avenue (Former Jacobs Middle School) and 3553 I Street Properties Concerning Price and/or Terms of Payment (Negotiating Parties: AMG Communities – Jacobs, LLC; California Highway Patrol) (GC § 54956.8)
- (6) Consideration of Stipulated Expulsion [EC Sec 48900 and ECSD Policy 5144,1], [Student #23-24-965; Resolution #23-24-038]

**D. RECONVENING OF OPEN SESSION (Board Room)**

**E. REPORT OUT FROM CLOSED SESSION**

**F. PLEDGE OF ALLEGIANCE TO THE FLAG - Washington Elementary School**

**G. ADJUSTMENT TO THE AGENDA**

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

- (7) Approval of Agenda

**H. INFORMATION**

- (8) Student Reports

(9) Superintendent's Reports

(10) Board Members' Reports

**I. PUBLIC COMMENT ON NON-AGENDA ITEMS**

**\* IN ORDER TO ADDRESS THE BOARD, PLEASE COMPLETE THE GREEN SPEAKER'S FORM AT THE DOOR AND GIVE TO THE BOARD PRESIDENT.**

*Individual speakers shall be allowed three (3) minutes to address the Board on each non-agenda or agenda item. The Board shall limit the total time for public input on each item to twenty (20) minutes (BB 9323(b)).*

**J. CONSENT CALENDAR**

(11) Approval of Personnel Action Report No. 12

*Referred to the Board by:*

*Renae Will, Executive Director of Personnel Services and Public Affairs*

(12) Approval of Minutes from the Regular Meeting on March 14, 2024

*Referred to the Board by:*

*Gary Storts, Superintendent*

(13) Approval of the Quarterly Report to the Governing Board as Mandated by the State, In Regards to the Williams Lawsuit

*Referred to the Board by:*

*Jennifer Johnson, Assistant Superintendent of Educational Services*

(14) Approval for Intent to Apply for Wellness Coach Employer Grant Program 2024

*Referred to the Board by:*

*Lisa Claussen, Director of Student Services*

(15) Approval of Resolution #23-24-036; Declaring the Futility of Public Bidding for the Additional Alterations to the Science Building C Work at Eureka High School, and Approving a Change Order for that Work

*Referred to the Board by:*

*Paul Ziegler, Assistant Superintendent of Business Services*

(16) Approval of Grant Intent to Apply for Eureka High School: Humboldt Sponsors

*Referred to the Board by:*

*Paul Ziegler, Assistant Superintendent of Business Services*

(17) Approval of Audit Agreements between Eide Bailly LLP and Eureka City Schools

*Referred to the Board by:*

*Paul Ziegler, Assistant Superintendent of Business Services*

(18) Approval of Golden State Pathways Partnership Agreement Between Siskiyou County Office of Education, Modoc County Office of Education, Humboldt County Office of Education and Eureka City Schools

*Referred to the Board by:*

*Jennifer Johnson, Assistant Superintendent of Educational Services*

(19) Approval of Resolution 23-24-037, Specifications of the Election Order for



November 5, 2024 for Two Seats on the Governing Board

*Referred to the Board by:*

*Gary Storts, Superintendent*

- (20) Approval of Field Trip Requests - Eureka High School

*Referred to the Board by:*

*Renae Will, Executive Director of Personnel Services and Public Affairs*

- (21) Approval of New Classified Job Description for District Audio Visual Tech Specialist

*Referred to the Board by:*

*Renae Will, Executive Director of Personnel Services and Public Affairs*

#### **K. DISCUSSION/ACTION**

- (22) Master Facility Plan Update

*Referred to the Board by:*

*Paul Ziegler, Assistant Superintendent of Business Services*

- (23) Accept Low Bid for Eureka High School Main Building Roof Recoating Project

*Referred to the Board by:*

*Paul Ziegler, Assistant Superintendent of Business Services*

- (24) Accept Low Bid for District Office Roof Replacement Project

*Referred to the Board by:*

*Paul Ziegler, Assistant Superintendent of Business Services*

- (25) Approve First Amendment to Agreement for Exchange of Real Property Between Eureka City Schools and AMG Communities – Jacobs, LLC

*Referred to the Board by:*

*Paul Ziegler, Assistant Superintendent of Business Services*

#### **L. DISCUSSION**

- (26) Citizens' Oversight Committee (COC) Annual Report to the Board: Measure S and Measure T

*Referred to the Board by:*

*Paul Ziegler, Assistant Superintendent of Business Services*

- (27) Annual Report on Adult Education

*Referred to the Board by:*

*Jennifer Johnson, Assistant Superintendent of Educational Services*

- (28) After School Education and Safety & Expanded Learning Program Update

*Referred to the Board by:*

*Jennifer Johnson, Assistant Superintendent of Educational Services*

- (29) Local Control Accountability Plan Update

*Referred to the Board by:*

*Jennifer Johnson, Assistant Superintendent of Educational Services*

**M. CLOSED SESSION (continued)**

**N. RECONVENING OF OPEN SESSION (continued)**

**O. REPORT OUT FROM CLOSED SESSION (continued)**

**P. INFORMATIONAL ONLY ITEMS**

(30) Information Only: May 2024 - Review of CDE Calendar of Events

(31) Information Only: Meaningful Board Report (Future Annual Items)

**Q. ADJOURNMENT**

*Notice: Documents and materials relating to an open session agenda that are provided to the Board less than 72 hours prior to a regular meeting will be available for public inspection and copying at the Eureka City Schools District Office, Superintendent's Office (Room 108), 2100 J Street, Eureka, CA 95501.*

*Notice: Eureka City Schools adheres to the Americans with Disabilities Act. Should you require special accommodations or auxiliary aids and services in order to participate in the Board meeting, please contact the Superintendent's Office (Room 108) in writing three days prior to the meeting at 2100 J Street, Eureka, CA 95501.*

*Notice: Regular Board meetings may be digitally recorded. Per Board policy, recordings may be erased or destroyed 30 days after the meeting.*

*Notice: The Governing Board reserves the right to take action on any item listed on this agenda.*

*Notice: Students and parents/guardians may request that directory information or personal information of the student or parent/guardian, as defined in Education Code 49061 and/or 49073.2, be excluded from the minutes. The request must be made in writing to the Secretary or Clerk of the Board.*

**AGENDA ITEM**

Agenda Title:    Approval of Personnel Action Report No. 12  
Meeting Date:    April 4, 2024  
Item:               Consent

**WHAT** *(the board is asked to discuss, receive, approve, or adopt)*  
The Governing Board is asked to approve Personnel Action Report No. 12.

**WHY** *(briefly explain why the action or discussion is important; and if applicable, how it is connected to site, district, or strategic plans)*  
N/A

**STRATEGIC PLAN/PRIORITY AREA:**  
Priority Area 7: Human Resources

**HISTORY** *(list previous staff or board action(s) with dates if possible)*  
N/A

**HOW MUCH***(list the revenue amount \$ and/or the expense amount \$)*  
N/A

**WHO***(list the name of the contact person(s), job title, and site location)*  
Renae Will, Executive Director of Personnel Services and Public Affairs

- ATTACHMENTS:**
- Description
  - ▣ Personnel Report No. 12

**EUREKA CITY SCHOOLS  
PERSONNEL REPORT NO. 12  
April 4, 2024**

The following personnel are submitted to the Board of Education of the Eureka City Schools for approval:

**CERTIFICATED PERSONNEL**

**RETIREMENTS**

Young, Charles	Teacher, 1.0 FTE, (EHS), eff. 10/1/24
----------------	---------------------------------------

**RESIGNATION**

Albee, Carolyn	Mental Health Coordinator, 195 Days, (District Wide), eff. 6/28/24
Clark, Tonya	Probationary I Education Specialist, 1.0 FTE, (Winship), eff. 6/14/24
Chavez, Roberta	Probationary II Teacher, 1.0 FTE, (EHS), eff. 3/4/24
Esparza, Eiliana	Probationary I Education Specialist, 1.0 FTE, (Washington), eff. 6/14/24
Johnston, Jennifer	Probationary II Teacher, 0.334 FTE, (Zoe Barnum), eff. 6/14/24
Kobernik, Jenny	Probationary II Home and Hospital Teacher, Hourly, (Lincoln), eff. 6/14/24
Racanac, Beverly	Teacher, 1.0 FTE, (Winship), eff. 6/14/24
Reyes, Shakira	Probationary I Teacher, 1.0 FTE, (Zane), eff. 6/14/24
Rice, Elizabeth	Director Early Childhood Development and Special Education, 220 days, (Winzler), eff. 6/30/2024

**ASSIGNMENTS**

Crockett, Stephen	Walk-on Coach – 8 <sup>th</sup> Grade Boys Basketball, (Zane), eff. 2023 – 2024
Delos Santos, Bobby	8 <sup>th</sup> Grade Boys Basketball, (Winship), eff. 2023 – 2024
Edmonds, Katelyn	Walk-on Coach – Head Cheer Coach, (Winship), eff. 2023 – 2024
Keffer, Michael	7 <sup>th</sup> Grade Boys Basketball, (Winship), eff. 2023 – 2024
Machin, Robert	Walk-on Coach – 6 <sup>th</sup> Grade Boys Basketball, (Winship), eff. 2023 – 2024
Millender, Jevon	Walk-on Coach – 7 <sup>th</sup> Grade Boys Basketball, (Zane), eff. 2023 – 2024
Rogers, Kayla	6 <sup>th</sup> Grade Boys Basketball Coach, (Zane), eff. 2023 – 2024
Tupua, Evelyn	Walk-on Coach – JV Girls Volleyball, (EHS), eff. 2023 – 2024

**DAY-TO-DAY SUBSTITUTE**

Borrayo, Arryana	Day to Day Substitute Teacher, (District Wide), eff. 3/12/24 – 6/30/24
Brown, Beth	Day to Day Substitute Teacher, (District Wide), eff. 3/12/24 – 6/30/24
Chasteen, Riley	Day to Day Substitute Teacher, (District Wide), eff. 3/14/24 – 6/30/24
Cummings, Brian	Day to Day Substitute Teacher, (District Wide), eff. 3/13/24 – 6/30/24
Segura, Wendi	Day to Day Substitute Teacher, (District Wide), eff. 3/12/24 – 6/30/24

**CLASSIFIED PERSONNEL**

**RESIGNATIONS**

Abler, Alice	Early Education Assistant (Winzler), 6.5 hrs/day, eff. 3/6/24
Farrow, Nicole	Classroom Aide (Alice Birney), 6.5 hrs/day, eff. 2/24/24

Gomez, Bairon	Senior Secretary (Personnel), 8 hrs/day, eff. 4/13/24
Hernandez-Atteberry, Arianna	After School Program Assistant (Lafayette), 3 hrs/day, eff. 4/4/24
Willis, Jeff	Classroom Aide (Washington), 5.5 hrs/day, eff. 3/9/24
Willis, Jeff	After School Program Assistant (Washington), 2.5 hrs/day, eff. 3/9/24
Wilson, Tanner	Instructional Assistant Special Education (Lafayette), 6.5 hrs/day, eff. 3/8/24
Zegart, Liana	Monitor (Winship), 3 hrs/day, eff. 3/16/24

### ASSIGNMENTS

Johnson, Beth	Senior Secretary (Student Services), 8 hrs/day, eff. 3/25/24
Kerr, Kyra	Instructional Assistant Indian Education (Alice Birney/Grant), 8 hrs/day, eff. 3/28/24
McComsa, Maren	After School Program Assistant (Washington) 3.8 hrs/day, eff. 3/18/24
McNeil, Kimiko	Occupational Therapist (District Wide), 8 hrs/day eff. 3/25/24
Rainwater, Ryleigh	After School Program Assistant (Grant), 3 hrs/day, eff. 3/18/24
Wilday, Brielle	Classroom Aide (Alice Birney), 6 hrs/day, eff. 3/18/24

### SPECIAL APPOINTMENTS

Wilson, Tanner	Paraprofessional Substitute (District Wide), eff. 3/12/24
----------------	---

### CHANGE OF STATUS

Alvarado Hofacker, Nicole	From: Instructional Assistant Special Education III (Lafayette), 6.25 hrs/day To: Instructional Assistant Special Education III (Alice Birney), 6.25 hrs/day eff. 3/18/24
Baker, Stacy	From: Classroom Aide (Washington), 4 hrs/day To: 39 Month Rehire, eff. 2/28/24
Her, Shelly	From: Campus Supervisor (Alice Birney), 4 hrs/day To: Campus Supervisor (Alice Birney), 5 hrs/day, eff. 2/6/24 - 6/13/24
Hernandez, Sarah	From: Food Service Worker (Zane), 2 hrs/day To: Food Service Worker (Zane), 4 hrs/day, eff. 2/26/24
Marmon-House, Angelena	From: Monitor (Winzler), 4.75 hrs/day To: Monitor (Winzler), 5.5 hrs/day, eff. 3/18/24
Wilday, Brielle	From: After School Program Assistant (Grant), 4.1 hrs/day To: After School Program Assistant (Grant), 2 hrs/day, eff. 3/18/24

## AGENDA ITEM

Agenda Title: Approval of Minutes from the Regular Meeting on March 14, 2024

Meeting Date: April 4, 2024

Item: Consent

**WHAT** *(the board is asked to discuss, receive, approve, or adopt)*

The Governing Board is asked to approve the minutes from the regular meeting on March 14, 2024.

**WHY** *(briefly explain why the action or discussion is important; and if applicable, how it is connected to site, district, or strategic plans)*

Not applicable.

### **STRATEGIC PLAN/PRIORITY AREA:**

Subject does not apply to a Strategic Plan Priority Area

**HISTORY** *(list previous staff or board action(s) with dates if possible)*

Not applicable.

**HOW MUCH** *(list the revenue amount \$ and/or the expense amount \$)*

Not applicable.

**WHO** *(list the name of the contact person(s), job title, and site location)*

Gary Storts, Superintendent

### **ATTACHMENTS:**

Description

- Draft Minutes - 03.14.24



**Eureka City Schools | Board of Education**  
District Office - 2100 J Street - Eureka, CA 95501  
Frances H. Taplin Board Room

**Regular Meeting**  
6:30 PM  
**March 14, 2024**  
**MINUTES**

**A. CALL TO ORDER OF OPEN SESSION**

President Johnson called the open session to order at 5:00 p.m.

Members Present: Duncan, Johnson, Ollivier, Pardoe, Rebholtz

Members Absent: None

Staff Present: Storts, Ziegler, Johnson, Will, Claussen, Harris

**B. PUBLIC COMMENT ON CLOSED SESSION ITEMS**

Thomas Stewart provided public comment to the Board. He referenced pictures that were emailed to the Board and notes different locations in the community that could provide parking and/or housing. He provided information on fortress fences that are becoming common place in the community. He shared via email a photo of the street view of Jacobs and is concerned with the site not having been secured. He reviewed other concerning aspects of the Jacobs campus, including noise concerns, and information about the City of Eureka parking lots.

**C. CLOSED SESSION (Closed to Public) (Room 118)**

President Johnson moved the meeting to closed session to discuss closed session items.

- (1) Public Employment (Gov. Code §54957) - See Personnel Action Report Consent Agenda Item No. J(10)
- (2) Public Employee Discipline, Dismissal, Release, Complaint, Accept the Resignation of a Public Employee (GC § 54957)

- (3) Conference with Labor Negotiator Superintendent Storts Regarding Eureka Teachers Association, Classified White and Blue Collar Units, and/or Unrepresented Employees (Confidential and Classified and Certificated Management) (GC § 54957.6)
- (4) Conference with Real Property Negotiator Superintendent Storts Regarding Jacobs Building and 3553 I Street Properties Concerning Price and/or Terms of Payment (GC § 54956.8) (Negotiating Party: AMG Communities-Jacobs, LLC)
- (5) Consideration of Stipulated Expulsion with Suspended Enforcement [EC Sec 48915] [Student #23-24-7003; Resolution #23-24-027]

**D. RECONVENING OF OPEN SESSION (Board Room)**

President Johnson reconvened the meeting at 6:39 p.m.

Members Present: Duncan, Johnson, Ollivier, Pardoe, Rebholtz, Salas

Members Absent: None

Staff Present: Storts, Ziegler, Johnson, Will, Claussen, Harris

**E. REPORT OUT FROM CLOSED SESSION**

On Closed Session Item C(5), the Board took action to approve **Resolution 23-24-027**, the Stipulated Expulsion with Suspended Enforcement for Student #23-24-7003 pursuant to Education Code Section 48915. On this item, Board members Ollivier, Duncan, Rebholtz, Pardoe, and Johnson, voted yes. No trustees were absent.

Pursuant to Education Code section 44954, subdivisions (a) and (b), during the previous closed session, the Board adopted **Resolution 23-24-029** to authorize the District Superintendent, or designee, to notify 16 temporary certificated employees (Teachers), that they will not be reemployed for the 2024-2025 school year. **Trustees Duncan, Rebholtz, Pardoe, Johnson, and Ollivier, voted in favor of the release.**

In closed session the Board adopted **Resolution 23-24-030** and took action to non-reelect 3.0 FTE Teachers. **Board members Rebholtz, Pardoe, Johnson, Ollivier, and Duncan, voted yes.**

During the previous closed session, the Board adopted **Resolution 23-24-035** and acted to authorize the District Superintendent, or designee, to notify an administrator, pursuant to Education Code section 44951, that he or she will be released from his or her position, 1.0 FTE, for the 2024-2025 school year. **The vote was unanimously in favor.**

**F. PLEDGE OF ALLEGIANCE TO THE FLAG – Winzler Children’s Center**

Students from Winzler Children’s Center led the Board in the pledge of allegiance.

**G. ADJUSTMENTS TO THE AGENDA**

- (6) Approval of the Agenda



Superintendent Storts requests Consent Item J(21) be pulled from the Consent Calendar. The Board will not be taking action on this item.

It was M/S by Duncan/Olliver to approve the Agenda, removing Item J(21). Student Board Representative: yes 1, no 0, absent 0. Governing Board: yes 5, no 0, absent 0. Motion carried.

## **H. INFORMATION**

(7) Student Reports – No student reports.

(8) Superintendent's Report

- Storts asked the Board who will attend the upcoming student Board member interviewed and confirmed the two trustees will be Trustee Rebholtz and Trustee Ollivier.
- A Special Meeting was scheduled for April 2<sup>nd</sup> at 4:00 p.m. to review Governance Handbook. This will be rescheduled due to Board member availability.
- The next regular meeting is April 4, 2024, and all Board members will be present with the exception of Trustee Duncan.
- Over President's Break, Storts attended the Dual Enrollment Conference in Long Break, CA. This was a productive conference included collaborative time with staff from College of the Redwoods.
- Staff members from the Northern California Indian Development Council (NCIDC) and ACLU were at the District today and spoke about the process of working with indigenous learners since the Failing Grade Report came out a few years ago. The NCIDC/ACLU will be doing a short documentary on the work being done at ECS.
- The District will be hosting the first ever Tribal Meaningful Consultation Summit, which will be an exciting event. This gathering will bring all the tribes together at the end of May to discuss how to best serve all students.
- Storts attended the True North Conference at HCOE.
- Storts provided an update to the Board on the ongoing March listening sessions, which are going very well. One of the takeaways at this point is to ensure the information is relevant and meaningful. Students also show a common desire to see students be kind to each other.
- Tomorrow is the a full day of professional development for District staff.

(9) Board Members' Reports

Salas provided an update on site activities including Zane, Lafayette, Washington, Winship, Grant, and EHS. She also shared information on the 2<sup>nd</sup> Annual Multicultural Night, which will take place on the gym on Sunday, April 7<sup>th</sup> from 5:00-8:00 p.m., and information on a basketball camp she has scheduled for local youth during Spring Break.

Ollivier attended the FFA State Awards dinner at the Ferndale Fairgrounds to see 21 students receive their State FFA degree. It was a great event and over 200 students received state degrees at the regional meeting.

Duncan went to watch the girls play at NCS but the event was sold out.

Rebholtz notes she continues to volunteer and just finished placing a spirit wear at Grant. She also spent some time at Winzler and it was great. She is looking forward to attending some of the future listening sessions.

Pardoe enjoyed reading to students at Read Across American and attending the listening session at Zane.

Johnson attended the listening session at Winship, which she enjoyed.

## **I. PUBLIC COMMENT ON NON-AGENDA ITEMS**

Azalea Trinity, a senior at Zoe Barnum student, provided information on the impact Jennifer Johnston, a teacher at Zoe has had on her. She notes she received many skills relating to culinary events, serving, and also attended a “No Tobacco” protest in Sacramento. She notes Johnson also helped her get a good job and has had an impact on her journey into adulthood. She has been a push of motivation on attending college. Johnson is generous person, who truly wants her students to succeed. She wants to see Jennifer continue to provide these services and supports to other students.

Ray Williams recently starting subbing at ECS and notes concerns with some of the safety process. He would like to be consistent expectations at each school. He is noticing a lot of safety issues and would like to have aides get certified to help handle some of the serious situations. He would like students to get access to resources sooner. A lot of people are looking for a safe environment and a safe place to go after school. Students are being subjected to difficult situations and he is concerned they may feel unsafe.

Thomas Stewart notes he met the previous superintendent about five years ago and, when asked, he claims that superintendent didn’t know if the District taught finance or not. He notes the importance of knowing finance and believes it impacts all areas of a student’s life. He believes 80% of students in the United States have no finance training. He is upset Government leaders are also clueless when it comes to finance. He provided information on crypto currency.

Shelly addressed the Board and notes she is a parent at Washington School. She sent the Board an email earlier and is concerned about student safety in her daughter’s classroom. There have been have seven evacuations in her daughter’s class due to one student. This type of behavior halts the learning for all students. The student involved disregards the safety of others and has claimed he will bring a knife to school and potentially kill himself. Students cannot be expected to continue learning when this is occurring. This behavior is impacting all students. What she is being told by the District is occurring is not what is occurring. There needs to be consistency.

Alex Quezada is also a parent of a student at Washington. His son is in the same class and being impacted by the behavior of one student. Parents are not being notified and are therefore not finding out about things until 2-3 weeks after events have occurred. The students are being treated like criminals because of the actions of one. The student needs additional support but should not be allowed in the classroom when the student is out of control.

Crystal Johanson addressed the Board with the same concerns. She notes she has a student experiencing many of the same behaviors. She is changing her student's school because of the behavior of one student, which does not seem fair. It feels like there is an inequality with behaviors.

## **J. CONSENT CALENDAR**

It was M/S by Ollivier/Duncan to approve the following Consent Calendar items:

- (10) Approval of Personnel Action Report No. 11  
Referred to the Board by:  
Renaë Will, Executive Director of Personnel Services and Public Affairs
- (11) Approval of Minutes from the Special Meeting on February 13, 2024 and the Regular Meeting on February 15, 2024  
Referred to the Board by:  
Gary Storts, Superintendent
- (12) Approval of Grant Intent to Apply for Eureka High School: Connect to Coast  
Referred to the Board by:  
Paul Ziegler, Assistant Superintendent of Business Services
- (13) Approval of February 2024 Warrants  
Referred to the Board by:  
Paul Ziegler, Assistant Superintendent of Business Services
- (14) Approval of Adoption of the 2023-2024 Transportation Services Plan  
Referred to the Board by:  
Paul Ziegler, Assistant Superintendent of Business Services
- (15) Intent to Apply for the Professional Services Agreement By and Between County of Humboldt and Eureka City Schools for Fiscal Years 2024-2025 to 2025-2026  
Referred to the Board by:  
Lisa Claussen, Director of Student Services
- (16) Approval of Extension of Memorandum of Understanding Between Eureka City Schools and Taffy Stockton, MBA  
Referred to the Board by:  
Lisa Claussen, Director of Student Services

- (17) Approval of Receipt of Grant Award Notification: After School Education and Safety Program  
Referred to the Board by:  
Paul Ziegler, Assistant Superintendent of Business Services
- (18) Approval of Grant Award Notification (GAN): Career Technical Education Incentive Grant (CTEIG)  
Referred to the Board by:  
Paul Ziegler, Assistant Superintendent of Business Services
- (19) Approval of Grant Intent to Apply for Humboldt Bridges to Success: Coast Central Credit Union Community Investment Program  
Referred to the Board by:  
Paul Ziegler, Assistant Superintendent of Business Services
- (20) Approval of Grant Intent to Apply for Eureka High School: Ports Blended Access  
Referred to the Board by:  
Paul Ziegler, Assistant Superintendent of Business Services
- ~~(21) Approval of Partnership Between Humboldt County Office of Education and Eureka City Schools for the Golden State Pathways Grant  
Referred to the Board by:  
Jennifer Johnson, Assistant Superintendent of Educational Services  
Removed From the Consent Calendar – No Action Taken~~
- (22) Approval of Grant Intent to Apply for Community Schools: Community Engagement Initiative (CEI)  
Referred to the Board by:  
Paul Ziegler, Assistant Superintendent of Business Services
- (23) Approval of Field Trip Request - Indian Education College and Trade School Tour - April 15-18, 2024  
Referred to the Board by:  
Rena Will, Executive Director of Personnel Services and Public Affairs

Student Board Representative: yes 1, no 0, absent 0. Governing Board: yes 5, no 0, absent 0. Motion carried.

**K. DISCUSSION/ACTION**

- (24) District to Adopt Initial District Proposal for the 2024-2027 Negotiations Between Eureka City Schools and the CSEA Redwood Chapter #88  
Referred to the Board by:  
Rena Will, Executive Director of Personnel Services and Public Affairs

Will notes the sunshine proposal was shared at the last Board meeting.

Jacquee Hagans addressed the Board on current salary schedules and the inequity she felt from the previous salary schedule change. When the current salary schedule was adopted, she did receive a pay raise, but the step was lower. She believes this inequity really came to light when a replacement was hired, after she announced her retirement. When she started in the role, had extensive bookkeeping experience, and the person who replaced her did not have the same experience. The person that replaced her received \$2 more per hour. She urged the Board to recognize employees who should receive longevity to help balance out the inequity. When they leave, this increase would go away, but would be in investment for employees who choose to stay. She also encouraged the Board not to be put in the same position when minimum wage is increasing to get addressed ever year, as part of the plan, so this schedule does not collapse because of minimum wage increases.

It was M/S by Johnson/Duncan to Adopt Initial District Proposal for the 2024-2027 Negotiations Between Eureka City Schools and the CSEA Redwood Chapter #88. Student Board Representative: aye 1, no 0, absent 0. Governing Board: ayes 5, noes 0, absent 0. Motion carried.

- (25) District to Adopt Initial District Proposal for the 2024-2027 Negotiations Between Eureka City Schools and the Eureka Teachers Association/CTA/NEA Referred to the Board by:  
Renaë Will, Executive Director of Personnel Services and Public Affairs

Will notes the sunshine proposal was shared publicly at the last meeting --- now for adoption.

It was M/S by Ollivier/Duncan to Adopt Initial District Proposal for the 2024-2027 Negotiations Between Eureka City Schools and the Eureka Teachers Association/CTA/NEA Student Board Representative: aye 1, no 0, absent 0. Governing Board: ayes 5, noes 0, absent 0. Motion carried.

- (26) Consideration of Resolution 23-24-028 to Eliminate/Reduce Classified Positions  
Referred to the Board by:  
Renaë Will, Executive Director of Personnel Services and Public Affairs

Will notes this is always a difficult time of year, as positions are sometimes impacted. Staff worked with the Executive team to try and make the best choices for the District. Many of the individuals who will be impacted by the positions being eliminated or reduced. The District also maintains a seniority list, so laid off employees have option for rehire. The District has many positions where there is a start/end date and funding out of various accounts.

It was M/S by Duncan/Ollivier to approve Resolution 23-24-028 to Eliminate/Reduce Classified Positions Student Board Representative: aye 1, no 0, absent 0. Governing Board: ayes 5, noes 0, absent 0. Motion carried.

- (27) Consideration of and Possible Action on Resolution 23-24-031 Regarding Certificated Reduction in Force (0.6 FTE Layoff)

Referred to the Board by:

Rena Will, Executive Director of Personnel Services and Public Affairs

Will notes the District has a particular kind of service (PSK) layoff, which reduced the sections of one teacher. This is the only PSK reduction.

It was M/S by Duncan/Ollivier to approve Resolution 23-24-031 Regarding Certificated Reduction in Force (0.6 FTE Layoff). Student Board

Representative: aye 1, no 0, absent 0. Governing Board: ayes 5, noes 0, absent 0. Motion carried.

- (28) Approval of 2023-2024 Second Interim Report

Referred to the Board by:

Paul Ziegler, Assistant Superintendent of Business Services

Ziegler provided an overview of the 2023-2024 second interim report. He reviewed the key considerations including the expiration of one-time funds, shifting fiscal outlook, updated COLA projections, declining enrollment and ADA, reserve levels, compensation and negotiations, facilities, site/special education supports, staffing levels, and deficit spending. He reviewed the LCFF revenue year-over-year comparison, LCFF revenue projections, special education costs, and unrestricted reserves components.

It was M/S by Duncan/Johnson to positively certify the 2023-2024 Second Interim Report. Student Board Representative: aye 1, no 0, absent 0.

Governing Board: ayes 5, noes 0, absent 0. Motion carried.

- (29) Certification of the 2022-2023 Audit Findings Corrective Plans and Recommendations

Referred to the Board by:

Paul Ziegler, Assistant Superintendent of Business Services

The District is required to update the Board on audit findings and the corrective plans and recommendations. Since the time of the certifications, the District and James Marta have mutually agreed to part ways, due to the amount of hours spent on the audit process. At the next Board meeting, the District will be recommending a different auditing firm for future years. Ziegler reviewed each of the findings and reviewed the corrective plans with the Board.

It was M/S by Rebholtz/Ollivier to approve the Certification of the 2022-2023 Audit Findings Corrective Plans and Recommendations. Student Board Representative: aye 1, no 0, absent 0. Governing Board: ayes 5, noes 0, absent 0. Motion carried.

- (30) Approval of Resolution No. 23-24-033: Committing Funds  
Referred to the Board by:  
Paul Ziegler, Assistant Superintendent of Business Services

This is a routine item but needs to occur on discussion/action. Ziegler reviewed the process of committing funds, which protects the funds from being spent on specific items and cannot be spend on items outside of that.

It was M/S by Johnson/Duncan to approve Resolution No. 23-24-033: Committing Funds. Student Board Representative: aye 1, no 0, absent 0. Governing Board: ayes 5, noes 0, absent 0. Motion carried.

- (31) Resolution #23-24-032: Resolution to Transfer from General Fund 01 Committed Fund Balance Reserves to Special Reserve Fund for Capital Outlay Projects 40  
Referred to the Board by:  
Paul Ziegler, Assistant Superintendent of Business Services

Ziegler notes the Board just approved Resolution 23-24-033 and is now being asked to move funds into Fund 40, to set that money aside to address funding issues relating to Albee Stadium. Ziegler is hopeful construction on Albee Stadium will start in May. General discussion on the Albee Stadium project.

It was M/S by Johnson/Rebholtz to approve Resolution #23-24-032: Resolution to Transfer from General Fund 01 Committed Fund Balance Reserves to Special Reserve Fund for Capital Outlay Projects 40. Student Board Representative: aye 1, no 0, absent 0. Governing Board: ayes 5, noes 0, absent 0. Motion carried.

## **L. DISCUSSION**

- (32) Annual Special Education Update  
Referred to the Board by:  
Lisa Claussen, Director of Student Services

Claussen provided the annual Special Education Update to the Board. She reviewed data, EL and speech data, psychological services, compliance and continuous improvement monitoring (CIM), preschool, elementary, secondary, and future plans.

- (33) Proposition 28 - Arts and Music in Schools Update  
Referred to the Board by:  
Jennifer Johnson, Assistant Superintendent of Educational Services

Johnson provided an update to the Board on Visual and Performing Arts at

ECS. Johnson reviewed new items relating to visual and performing arts including updated guidelines, funding, planning for elementary, middle school, and high school VAPA (current and proposed plan).

(34) Local Control Accountability Plan Update

Referred to the Board by:

Jennifer Johnson, Assistant Superintendent of Educational Services

Johnson provided an update to the Board on the LCAP participation survey and provided information on the questions asked, ratings, keyword themes, and other data obtained.

**M. CLOSED SESSION**

Closed session did not continue.

**N. RECONVENING OF OPEN SESSION**

Not applicable. Closed session did not continue.

**O. REPORT OUT FROM CLOSED SESSION**

Not applicable. Closed session did not continue.

**P. INFORMATIONAL ONLY ITEMS**

(35) Information Only: April 2024 - Review of CDE Calendar of Events

(36) Information Only: Meaningful Board Report (Future Annual Items)

**Q. ADJOURNMENT**

President Johnson adjourned the meeting at 8:37 p.m.

Respectfully submitted,

---

Gary Storts, Superintendent  
Secretary of the Board of Education

---

Micalyn Harris, Recording Secretary



## AGENDA ITEM

Agenda Title: Approval of the Quarterly Report to the Governing Board as Mandated by the State, In Regards to the Williams Lawsuit  
Meeting Date: April 4, 2024  
Item: Consent

**WHAT** *(the board is asked to discuss, receive, approve, or adopt)*

The Governing Board is asked to receive this first quarter report for 2024. There have been no Williams case-related complaints in the months of January, February and March of 2024.

**WHY** *(briefly explain why the action or discussion is important; and if applicable, how it is connected to site, district, or strategic plans)*

The Williams lawsuit has resulted in several mandates for California school districts. A quarterly report to the Governing Board regarding complaints and complaint resolution is one of the requirements. Please see attached first quarter report for 2024.

**STRATEGIC PLAN/PRIORITY AREA:**

Priority Area 14: Clean, safe, functional, attractive classrooms, facilities and grounds.  
Item Relates to Strategic Plan Priority Areas 1, 2, 4, 5, 6, 14

**HISTORY** *(list previous staff or board action(s) with dates if possible)*

This is a quarterly report to the Governing Board.

**HOW MUCH** *(list the revenue amount \$ and/or the expense amount \$)*

No financial impact to the District.

**WHO** *(list the name of the contact person(s), job title, and site location)*

Jennifer Johnson, Assistant Superintendent, Educational Services

**ATTACHMENTS:**

Description

- 2024 Williams Quarterly Report



EUREKA CITY SCHOOLS  
2100 J Street  
Eureka, CA 95501

## Quarterly Report on Williams Uniform Complaints (Education Code §35186)

### Quarterly Reporting Period (please check one)

- ☒ First Quarter 2024, January 1 through March 31, 2024  
☐ Second Quarter 2024, April 1 through June 30, 2024  
☐ Third Quarter 2024, July 1 through September 30, 2024  
☐ Fourth Quarter 2024, October 1 through December 31, 2024

### PLEASE CHECK THE BOX THAT APPLIES:

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

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

---

Gary Storts  
Superintendent

## AGENDA ITEM

Agenda Title: Approval for Intent to Apply for Wellness Coach Employer Grant Program 2024  
Meeting Date: April 4, 2024  
Item: Consent

**WHAT** *(the board is asked to discuss, receive, approve, or adopt)*

The Governing Board is asked to approve of the intent to apply for the Wellness Coach Employer Grant Program 2024.

**WHY** *(briefly explain why the action or discussion is important; and if applicable, how it is connected to site, district, or strategic plans)*

Funds from this grant will enable ECS Wellness Program to employ and supervise Wellness Coach Employees and Supervisors, which includes benefits, supplies, professional development, conference and travel, consultants to support work, contracts with partners to expand on-site mental health services to students. This grant will commence August 31, 2024 and end on March 1, 2026; however, if granted, the grant could possibly be end on August 31, 2028.

**STRATEGIC PLAN/PRIORITY AREA:**

Priority Area 3: Mental Health, Social-Emotional Wellness, and Family Engagement

**HISTORY** *(list previous staff or board action(s) with dates if possible)*

No previous history.

**HOW MUCH** *(list the revenue amount \$ and/or the expense amount \$)*

Direct State-Funded Grant: \$440,350.00

Reimbursements for Indirect Cost is 4.03%: \$34,863.98

**WHO** *(list the name of the contact person(s), job title, and site location)*

Lisa Claussen, Director of Student Services

**ATTACHMENTS:**

## Description

- Intent to Apply-Wellness Coach Employer Support Grant Program 2024

## GRANT INTENT TO APPLY

**Grant Name:** Wellness Coach Employer Support Grant Program 2024

**Start/End Date:** August 31st, 2024 to March 1, 2026

*(Application is for one year. If granted, it can be up to 5 years, so could end on August 31, 2028.)*

**Grant Description:** The purpose of the Certified Wellness Coach (CWC) Employer Support Grant Program is to assist Certified Wellness Coach employers to recruit and employ these personnel. The target organizations are educational institutions and school-based and school-linked health and behavioral health agencies. Grant funds will assist employers to develop the capacity to employ this new profession, including but not limited to:

1. Certified Wellness Coach Employee: \$69,500.00 per CWC I and \$82,550.00 per CWC II (for 10 months of full-time employment).
2. Certified Wellness Coach Intern Stipend: \$6,000.00 for 200 – 400 hours per CWC I and \$9,000 for 200 – 500 hours per CWC II.
3. Certified Wellness Coach Employee Supervision: \$6,250 per Certified Wellness Coach employee.
4. Certified Wellness Coach Intern Supervision: Up to \$3,000 per intern, providing minimum of 2-5 hours of direct supervision for the duration of the internship period.
5. Indirect costs: Up to 10% of total direct costs

### FUNDING

Type	Source	Amount
<input type="checkbox"/> Federal		
<input checked="" type="checkbox"/> State		\$440, 350
<input type="checkbox"/> Local		
<input type="checkbox"/> Match	No match required for this grant	
<input type="checkbox"/> Other		
TOTAL		

### BUDGET SUMMARY

#### Staffing Information:

	FTE	Classification/Position Title	Amount
<input type="checkbox"/> Existing Staff X New Staff	5.0	Certified Wellness Coach	\$440, 350

Grant Non-Salary Costs: Benefits for employees, supplies, professional development, conference and travel, consultants to support work, contracts with partners to expand on site mental health services for students

#### Reimbursements:

Indirect Cost: 4.03 % \$ 34,863.98  
Other Direct \$ 440, 350

APPROVED: \_\_\_\_\_  
ECS Administration

## AGENDA ITEM

Agenda Title: Approval of Resolution #23-24-036; Declaring the Futility of Public Bidding for the Additional Alterations to the Science Building C Work at Eureka High School, and Approving a Change Order for that Work

Meeting Date: April 4, 2024

Item: Consent

**WHAT** *(the board is asked to discuss, receive, approve, or adopt)*

The Governing Board is asked to approve Resolution #23-24-036; Declaring the Futility of Public Bidding for the Additional Alterations to the Science Building C Work at Eureka High School, and Approving a Change Order for that Work.

**WHY** *(briefly explain why the action or discussion is important; and if applicable, how it is connected to site, district, or strategic plans)*

The contractor has provided Change Order No. 19, which may exceed the limit for change orders that are not competitively bid, as established by Public Contract Code section 20118.4.

Going out to bid for the additional work would result in substantial delay to the project, resulting in significantly increased costs for Eureka City Schools due to the significant work stoppage time required by the general contractor to wait for the bidding and award of contract.

California law provides that “Where competitive proposals work an incongruity and are unavailing as affecting the final result or where they do not produce any advantage . . . the statute requiring competitive bidding does not apply” (*Hiller v. City of Los Angeles* (1961) 197 Cal.App.2d 685, 694), and that public entities need not comply with competitive bidding processes where to do so would be impractical or futile and would not serve the purposes of competitive bidding. (*Los Angeles Dredging Company v. City of Long Beach* (1930) 210 Cal. 348; *Graydon v. Pasadena Redevelopment Agency* (1980) 104 Cal.App.3d 631; *Taylor Bus Service, Inc. v. San Diego Bd. of Education* (1987) 195 Cal.App.3d 1331).

**STRATEGIC PLAN/PRIORITY AREA:**

## Priority Area 19: New and Modernized Facilities

### **HISTORY** *(list previous staff or board action(s) with dates if possible)*

The Board approved the low bid for the project at the October 6, 2022 meeting and approved the 10% contingency fund at the October 27, 2022 meeting.

### **HOW MUCH** *(list the revenue amount \$ and/or the expense amount \$)*

Change Order No. 19 is \$39,539.54.

### **WHO** *(list the name of the contact person(s), job title, and site location)*

Paul Ziegler, Assistant Superintendent of Business Services

### **ATTACHMENTS:**

Description

▣ Resolution

**RESOLUTION NO. 23-24-036**

**BOARD OF EDUCATION OF THE EUREKA CITY SCHOOLS  
DECLARING THE FUTILITY OF PUBLIC BIDDING FOR  
THE ADDITIONAL ALTERATIONS TO THE SCIENCE BUILDING C WORK  
AT EUREKA HIGH SCHOOL, AND  
APPROVING A CHANGE ORDER FOR THAT WORK**

**WHEREAS**, the Eureka City Schools (“Agency”) and Adams Commercial General Contracting, Inc. (“Contractor”) entered into a contract for Contractor for Alterations to the Building C (Science Classrooms) at Eureka High School (“Project”);

**WHEREAS**, the Agency used competitive bidding for the Project under Public Contract Code section 20111(b) and Contractor was the lowest responsive, responsible bidder for the Project and was awarded a contract for the Project for Nine Million Nine Hundred Seventy Nine Thousand Six Hundred Eighty and NO/100 Dollars (\$9,979,680.00) (“Contract Price”);

**WHEREAS**, the Agency would like to issue a change order for additional work on the Project (“Additional Work”);

**WHEREAS**, Contractor has provided a quote for the Additional Work and is able to complete the Additional Work for Thirty-Nine Thousand Five Hundred Thirty-Nine and 54/100 Dollars (\$39,539.54), which may exceed the limit for change orders that are not competitively bid, as established by Public Contract Code section 20118.4;

**WHEREAS**, the Agency’s architect, FF & J Architects, Inc., and Agency staff believe that the Contractor’s quoted price to perform the Additional Work is reasonable because the work was performed on a time and materials basis and was able to be performed during the normal course of construction with minimal delay to the project schedule;

**WHEREAS**, going out to bid for the Additional Work would result in substantial delay to the Project, the Additional Work, and other public works projects on building C (Science Classrooms), resulting in significantly increased costs for the Agency due to the significant work stoppage time required by the general contractor to wait for the bidding and award of contract to occur for the structural and fire life safety conditions to be corrected and finishes installed;

**WHEREAS**, Additional Work must be provided by the Contractor to ensure continuity of quality and appearance of the work. The work includes replacement of three roof mounted gravity vents, replace of three door assemblies with new 45-minute rated assemblies and replacement of a 3-way valve and controls at the existing boiler.



**WHEREAS**, hiring a contractor other than the Contractor to perform the Additional Work would result in waste and delay, the general contractor currently has licensed and qualified subcontractors on site to perform this work. Using these subcontractors allows for a fully coordinated and seamless installation minimizing delays which would increase the expense of the Agency because the Contractor has already mobilized on site, is familiar with the Agency's needs, is acquainted with the Project, and has assembled its staff and crew to begin the Project;

**WHEREAS**, bringing in a new contractor to perform the Additional Work, which is related and similar to the work being performed by Contractor for the Project, would create coordination and interference problems with the Contractor, which would increase the Agency's expense as there would be additional overhead operating costs added by both the current contractor on site and any new contractor brought on to perform this work as well as create coordination conflicts with all the other subcontractors working within the building.;

**WHEREAS**, if the Agency were to bid the Additional Work, the prices of those bids would likely be higher than the price of Contractor's quote for the Additional Work because Contractor is already mobilized on the Project, thus reducing costs such as overhead, potential overtime costs to perform the work within the limited time frame available, add costs not needed as contractors would add costs to cover unknown conditions which might arise when performing work on existing structures and utility lines;

**WHEREAS**, the work must be completed in order for the contractor to be able to complete the work in the base contract. The work in the support rooms must be coordinated with the kitchen staff cooking meals for the students on site and use of the cafeteria by the school site while these construction activities are occurring, and the overall safety considerations required for a project of this nature;

**WHEREAS**, California law provides that "Where competitive proposals work an incongruity and are unavailing as affecting the final result or where they do not produce any advantage . . . the statute requiring competitive bidding does not apply" (*Hiller v. City of Los Angeles* (1961) 197 Cal.App.2d 685, 694), and that public entities need not comply with competitive bidding processes where to do so would be impractical or futile and would not serve the purposes of competitive bidding. (*Los Angeles Dredging Company v. City of Long Beach* (1930) 210 Cal. 348; *Graydon v. Pasadena Redevelopment Agency* (1980) 104 Cal.App.3d 631; *Taylor Bus Service, Inc. v. San Diego Bd. of Education* (1987) 195 Cal.App.3d 1331);

**WHEREAS**, competitively bidding the Additional Work will not affect the final result to the Agency except to further increase the cost of the Project and delay completion of the Project as the work was performed on a time and materials basis while maintaining the construction schedule and maintaining a safe work environment for both the workers and the students and staff using the cafeteria while the construction activities are occurring, and it would not produce an advantage to the Agency;

**NOW THEREFORE**, the Board of Education of the Eureka City Schools hereby resolves, determines, and finds the following:

1. That the foregoing recitals are true.
2. For the sufficient and independent reasons stated above, a competitive public bidding process for the Additional Work would be unavailing, would not produce an advantage to the public or the Agency, and would not serve the goals of the competitive bid process in that it would not obtain the best economic result for the public.
3. Based on the foregoing, it would be incongruous, futile, and unavailing to publicly bid the Additional Work.
4. Accordingly, Agency's governing body hereby approves a change order with the Contractor to perform the Additional Work, which change order is attached hereto as Exhibit "A," without further advertising for or inviting of bids.

The foregoing Resolution was adopted by the governing body of the Eureka City Schools at a regularly scheduled meeting on the 4<sup>th</sup> day of April 2024, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

---

Gary Storts

Secretary of the Board of Education of  
Eureka City Schools of  
Humboldt County, State of California

## **Exhibit A**

### **Change Order No. 19**

See attached change order no. 19 consisting of two pages, dated March 12, 2024.

**CHANGE  
ORDER**

*AIA DOCUMENT G701*

OWNER	<input checked="" type="checkbox"/>
CONTRACTOR	<input checked="" type="checkbox"/>
ARCHITECT	<input checked="" type="checkbox"/>
FIELD	<input type="checkbox"/>
INSPECTOR	<input checked="" type="checkbox"/>

PROJECT:  
Eureka High School  
1915 J Street  
Eureka, CA 95501

Change Order Number: 019

Date March 12, 2024

Architect's Project No. EC21.01.54

TO CONTRACTOR:  
Adams Commercial General Contracting, Inc.  
217 E Street  
Eureka, CA 95501

Contract Date: October 21, 2022

Contract For: Alterations to Science Bldg. C

19.1 Sheet A.3 (PCO 74.1/RFI 127)

- a. Remove and replace three existing roof mounted relief vents with new Greenheck model FGN sized to fit the existing curb openings through the roof.

Requested by: Contractor, District, Architect

Reason: During inclement weather it was discovered these three existing relief vents which were reinstalled have holes in them allowing moisture to enter the building. The only repair for this is to install new relief vents over the openings.

Add \$ 4,502.43

19.2 Sheets A.1, SCH.1 (PCO 75/PR 20/RFI 134/DSA CCD No. 9)

- a. Remove existing door assemblies 33, 34 and 35. Furnish and install new 45-minute fire rated door assemblies with finish hardware grouping 17 on each.

Requested by: District, Contractor, Architect

Reason: It was discovered these three doors from the chemistry, physics and culinary art rooms into the corridors do not have fire rated labeling. The louvers and windows do not meet requirements for a one-hour fire barrier. The one-hour fire barrier integrity between the classrooms and the corridors must be restored by installing new 45-minute rated door assemblies.

Add \$ 26,956.09

19.3 Time Extension (PCO 75)

- a. Extend contract time by (84) working days ( 114 Calendar Days).

Requested by: Contractor, Architect, District

Reason: The contractor requires additional time to receive the new door assemblies and complete the installation.

Change Order No. 19  
Alterations to Science Building C  
Eureka High School  
Eureka City Schools  
Project No. EC21.01.54  
March 12, 2024  
Page - 2

No Cost \$ 0.00

19.3 Sheet P.3B (PCO 76/RFI 136)

- a. Furnish and install a new 3-way valve with controls at the existing boiler piping in the boiler room.

Requested by: Architect, Contractor, District, Architect

Reason: Upon start up of the existing boiler it was discovered an existing 3-way valve on the hot water piping was stuck in the open position and could not be broken loose. This valve needs to be replaced for the hot water to flow properly to each air handler in the building.

Add \$ 8,081.02

Total Add this Change Order is : \$39,539.54

**NOT VALID UNTIL SIGNED BY THE OWNER, ARCHITECT AND CONTRACTOR**

The original <b>(Contract Sum)</b> was -----	\$ 9,979,680.00
Net Change by previously authorized Change Orders -----	\$ 1,402,988.75
The <b>(Contract Sum)</b> prior to this Change Order was -----	\$ 11,382,668.75
The <b>(Contract Sum)</b> will be <b>(increased)</b> by this Change Order in the amount of -----	\$ 39,539.54
The new <b>Contract Sum</b> including this Change Order will be -----	\$ 11,422,208.29
The Contract Time will be <b>(increased)</b> by 119 Calendar Days (84 Working Days). -----	(119) days
The date of Substantial Completion as of the date of this Change Order therefore is	June 11, 2024

**NOTE:** This summary does not reflect changes in the Contract Sum, Contract Time, or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

**ARCHITECT**

F F & J Architects, Inc.  
2101 Geer Road, Suite 308  
Turlock, CA 95382

**CONTRACTOR**

Adams Commercial General Contracting, Inc.  
217 E Street  
Eureka, CA 95501

**OWNER**

Eureka City Schools  
2100 J Street  
Eureka, CA 95501

By 

By 

By \_\_\_\_\_

Date Mar. 12, 2024

Date 3/13/2024

Date \_\_\_\_\_

## AGENDA ITEM

Agenda Title: Approval of Grant Intent to Apply for Eureka High School:  
Humboldt Sponsors

Meeting Date: April 4, 2024

Item: Consent

**WHAT** *(the board is asked to discuss, receive, approve, or adopt)*

The Governing Board is asked to approve Eureka High Schools' Science Department's intent to apply for a Humboldt Sponsors grant.

**WHY** *(briefly explain why the action or discussion is important; and if applicable, how it is connected to site, district, or strategic plans)*

Humboldt Sponsors awards grant funds to support programs, activities, and services that directly benefit Humboldt County children.

**STRATEGIC PLAN/PRIORITY AREA:**

Priority Area 4: Science

**HISTORY** *(list previous staff or board action(s) with dates if possible)*

Not applicable.

**HOW MUCH** *(list the revenue amount \$ and/or the expense amount \$)*

Up to \$600.

**WHO** *(list the name of the contact person(s), job title, and site location)*

Paul Ziegler, Assistant Superintendent of Business Services

**ATTACHMENTS:**

Description

- ▢ Intent to Apply Form



## GRANT INTENT TO APPLY

Grant Name: Humboldt Sponsors

Start/End Date: 2023-24 School Year

Responsible School/Dept.: EHS Science Department

### Grant Description:

Humboldt Sponsors awards grant funds to support programs, activities, and services that directly benefit Humboldt County children.

FUNDING		
Type	Source	Amount
<input type="checkbox"/> Federal		
<input type="checkbox"/> State		
<input checked="" type="checkbox"/> Local	Humboldt Sponsors	Up to \$600
<input type="checkbox"/> Match		
Other		
TOTAL		

### BUDGET SUMMARY

#### Staffing Information:

	FTE	Classification/Position Title	Amount
<input type="checkbox"/> Existing Staff <input type="checkbox"/> New Staff	_____	_____	\$ _____
<input type="checkbox"/> Existing Staff <input type="checkbox"/> New Staff	_____	_____	\$ _____
<input type="checkbox"/> Existing Staff <input type="checkbox"/> New Staff	_____	_____	\$ _____

Grant Non-Salary Costs: \_\_\_\_\_

#### Reimbursements:

Indirect Cost: \_\_\_\_\_ %   \$ \_\_\_\_\_  
Other: \_\_\_\_\_   \$ \_\_\_\_\_

APPROVED: \_\_\_\_\_

ECS Administration

## AGENDA ITEM

Agenda Title: Approval of Audit Agreements between Eide Bailly LLP and Eureka City Schools  
Meeting Date: April 4, 2024  
Item: Consent

**WHAT** *(the board is asked to discuss, receive, approve, or adopt)*

The Governing Board is asked to approve the independent audit agreement with Eide Bailly LLP for fiscal years ending June 30, 2024, 2025, and 2026 and the Measure S and Measure T financial and performance audits for fiscal year ending June 30, 2024.

**WHY** *(briefly explain why the action or discussion is important; and if applicable, how it is connected to site, district, or strategic plans)*

An independent fiscal audit is provided annually.

Bond financial and performance audits are provided annually, when applicable.

**STRATEGIC PLAN/PRIORITY AREA:**

Applied to the "Fiscal Integrity of the District" portion of the Strategic Plan

**HISTORY** *(list previous staff or board action(s) with dates if possible)*

The District and James Marta & Company LLP agreed to terminate their agreement after the year ended June 30, 2023 audits were completed .

**HOW MUCH***(list the revenue amount \$ and/or the expense amount \$)*

The annual cost of the independent audit are as follows:

Year ending June 30, 2024: \$57,750

Year ending June 30, 2025: \$61,700

Year ending June 30, 2026: \$66,100

The annual cost of the Measure S and Measure T audits are as follows:

Year ending June 30, 2024: \$7,500 each

Year ending June 30, 2025: as needed

Year ending June 30, 2026: as needed



**WHO***(list the name of the contact person(s), job title, and site location)*

Paul Ziegler, Assistant Superintendent of Business Services

**ATTACHMENTS:**

Description

- ▣ 2024-2026 Independent Audit Agreement
- ▣ 2024 Measure S & T Audit Agreement



This agreement made and entered into this 27 of March, 2024, between the Governing Board of Eureka City Schools, of Humboldt, State of California, hereafter referred to as "District" and Eide Bailly, LLP, Certified Public Accountants, hereafter referred to as "Auditors".

We understand the services we are to provide the District for the years ended June 30, 2024, June 30, 2025, and June 30, 2026.

### **Annual Engagement Letter**

You have requested that we audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the District as of June 30, 2024, and for the year then ended, and the related notes to the financial statements, which collectively comprise the District's basic financial statements. In addition, we will audit the District's compliance over major federal award programs for the period ended June 30, 2024. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter.

Our audits will be conducted with the objectives of our expressing an opinion on each opinion unit and an opinion on compliance regarding the District's major federal award programs. The objectives of our audit of the financial statements are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) and in accordance with *Government Auditing Standards*, and/or any state or regulatory audit requirements will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

The objectives of our compliance audit are to obtain sufficient appropriate audit evidence to form an opinion and report at the level specified in the governmental audit requirement about whether the District complied in all material respects with the applicable compliance requirements and identify audit and reporting requirements specified in the governmental audit requirement that are supplementary to GAAS and *Government Auditing Standards*, if any, and perform procedures to address those requirements.

Accounting principles generally accepted in the United States of America (U.S. GAAP), as promulgated by the Governmental Accounting Standards Board (GASB) require that certain information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the GASB, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by accounting principles generally

accepted in the United States of America. This RSI will be subjected to certain limited procedures but will not be audited:

1. Management's Discussion and Analysis
2. Budgetary Comparison Schedule – General Fund (and all major Special Revenue Fund, if applicable)
3. Schedule of Changes in the District's Total OPEB Liability and Related Ratios
4. Schedule of the District's Proportionate Share of the Net OPEB Liability – MPP Program (if applicable)
5. Schedule of the District's Proportionate Share of the Net Pension Liability
6. Schedule of the District's Pension Contributions
7. Notes to Required Supplementary Information

Supplementary information other than RSI will accompany the District's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on the following supplementary information in relation to the financial statements as a whole:

1. Schedule of Expenditures of Federal Awards
2. Reconciliation of Annual Financial and Budget Report with Audited Financial Statements
3. Schedule of Financial Trends and Analysis
4. Other state schedules such as Average Daily Attendance, organizational structure, and instructional time.
5. Combining Balance Sheet – Non-Major Governmental Funds
6. Combining Statement of Revenues, Expenditures, and Changes in Fund Balances – Non-Major Governmental Funds
7. Notes to Supplementary Information

#### **Schedule of Expenditures of Federal Awards**

We will subject the schedule of expenditures of federal awards to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the schedule to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on whether the schedule of expenditures of federal awards is presented fairly in all material respects in relation to the financial statements as a whole.

#### **Data Collection Form**

Prior to the completion of our engagement, we will complete the sections of the Data Collection Form that are our responsibility. The form will summarize our audit findings, amounts and conclusions. It is management's responsibility to submit a reporting package including financial statements, schedule of expenditure of federal awards, summary schedule of prior audit findings and corrective action plan along with the Data Collection Form to the federal audit clearinghouse. The financial reporting package must be text searchable, unencrypted, and unlocked. Otherwise, the reporting package will not be accepted by the federal audit clearinghouse. We will assist you in the electronic submission and certification. You may request from us copies of our report for you to include with the reporting package submitted to pass-through entities.

The Data Collection Form is required to be submitted within the *earlier* of 30 days after receipt of our auditors' reports or nine months after the end of the audit period, unless specifically waived by a federal cognizant or oversight agency for audits. Data Collection Forms submitted untimely are one of the factors in assessing programs at a higher risk.

### **Audit of the Financial Statements**

We will conduct our audits in accordance with GAAS, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America; the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and in accordance with any state or regulatory audit requirements. . As part of an audit of financial statements in accordance with GAAS and in accordance with *Government Auditing Standards*, Uniform Guidance and/or any state or regulatory audit requirements , we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements or noncompliance may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards* of the Comptroller General of the United States of America and/or state or regulatory audit requirements.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.

We will issue a written report upon completion of our audit of the District's basic financial statements. Our report will be addressed to the governing body of the District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s), to our auditor's report, or if necessary, withdraw from the engagement. If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

In accordance with the requirements of *Government Auditing Standards*, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance over financial reporting will not be an objective of the audit and, therefore, no such opinion will be expressed.

We also will issue a written report on State Compliance upon completion of our audit.

### **Annual Report – Form and Content, Delivery**

The form and content of the annual audit shall be in conformity, to the extent practicable, with such form and content as may be prescribed by the State of California under Section 41020 of the *Education Code*, including the required compliance audit provisions of the Uniform Guidance, Audits of State of Local Governments, issued by the U.S. Office of Management and Budget, as issued pursuant to the Single Audit Act Amendments of 1996 and Title 2 U.S. CFR Part 200, Uniform Administrative Requirements, Costs Principles, and Audit Requirements for Federal Awards (Uniform Guidance).

The audit shall be completed and the audit report shall be delivered in accordance with time requirements as specified in the current *Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, issued by Educational Audit Appeals Panel, unless delayed by circumstances beyond the control of the Auditors. An agreed-upon number of bound copies of the audit report may be rendered to the District, in addition to the copies required to be filed with the applicable governmental units.

### **Audit of Major Program Compliance**

Our audit of the District's major federal award program(s) compliance will be conducted in accordance with the requirements of the Single Audit Act, as amended; and the Uniform Guidance and will include tests of accounting records, a determination of major programs in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such an opinion on major federal award program compliance and to render the required reports. We cannot provide assurance that an unmodified opinion on compliance will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the material noncompliance with applicable laws and regulations, the provisions of contracts and grant agreements applicable to major federal award programs, and the applicable compliance requirements occurred, whether due to fraud or error, and express an opinion on the District's compliance based on the audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the District's compliance with the requirements of the federal programs as a whole.

As part of a compliance audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit. We also identify and assess



the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks.

Our procedures will consist of determining major federal programs and performing the applicable procedures described in the U.S. Office of Management and Budget *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the District's major programs, and performing such other procedures as we considers necessary in the circumstances. The purpose of those procedures will be to express an opinion on the District's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Also, as required by the Uniform Guidance, we will obtain an understanding of the District's internal control over compliance relevant to the audit in order to design and perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of the District's major federal award programs. Our tests will be less in scope than would be necessary to render an opinion on these controls and, accordingly, no opinion will be expressed in our report. However, we will communicate to you, regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we have identified during the audit.

We will issue a report on compliance that will include an opinion or disclaimer of opinion regarding the District's major federal award programs, and a report on internal controls over compliance that will report any significant deficiencies and material weaknesses identified; however, such report will not express an opinion on internal control.

### **Management Responsibilities**

Our audit will be conducted on the basis that management and, when appropriate, those charged with governance, acknowledge and understand that they have responsibility:

1. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
2. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
3. For identifying, in its accounts, all federal awards received and expended during the period and the federal programs under which they were received;
4. For maintaining records that adequately identify the source and application of funds for federally funded activities;
5. For preparing the schedule of expenditures of federal awards (including notes and noncash assistance received) in accordance with the Uniform Guidance;
6. For designing, implementing, and maintaining effective of internal control over federal awards that provides reasonable assurance that the District is managing federal awards in compliance with federal statutes, regulations, and the terms and conditions of the federal awards;
7. For identifying and ensuring that the District complies with federal laws, statutes, regulations, rules, provisions of contracts or grant agreements, and the terms and conditions of federal award programs and implementing systems designed to achieve compliance with applicable federal statutes, regulations, and the terms and conditions of federal award programs;
8. For disclosing accurately, currently, and completely, the financial results of each federal award in accordance with the requirements of the award;

9. For identifying and providing report copies of previous audits, attestation engagements, or other studies that directly relate to the objectives of the audit, including whether related recommendations have been implemented;
10. For taking prompt action when instances of noncompliance are identified;
11. For addressing the findings and recommendations of auditors, for establishing and maintaining a process to track the status of such findings and recommendations and taking corrective action on reported audit findings from prior periods and preparing a summary schedule of prior audit findings;
12. For following up and taking corrective action on current year audit findings and preparing a corrective action plan for such findings;
13. For submitting the reporting package and data collection form to the appropriate parties;
14. For making the auditor aware of any significant contractor relationships where the contractor is responsible for program compliance;
15. To provide us with:
  - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements including disclosures, and relevant to federal award programs, such as records, documentation, and other matters;
  - b. Additional information that we may request from management for the purpose of the audit; and
  - c. Unrestricted access to persons within the District and others from whom we determine it necessary to obtain audit evidence.
16. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current period under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole;
17. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
18. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
19. For informing us of any known or suspected fraud affecting the District involving management, employees with significant role in internal control and others where fraud could have a material effect on compliance;
20. For the accuracy and completeness of all information provided;
21. For taking reasonable measures to safeguard protected personally identifiable and other sensitive information; and
22. For confirming your understanding of your responsibilities as defined in this letter to us in your management representation letter.

With regard to the schedule of expenditures of federal awards referred to above, you acknowledge and understand your responsibility (a) for the preparation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance, (b) to provide us with the appropriate written representations regarding the schedule of expenditures of federal awards, (c) to include our report on the schedule of expenditures of federal awards in any document that contains the schedule of expenditures of federal awards and that indicates that we have reported on such schedule, and (d) to present the schedule of expenditures of federal awards with the audited financial statements, or if the schedule will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the schedule of expenditures of federal awards no later than the date of issuance by you of the schedule and our report thereon.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility (a) for the preparation of the supplementary information in accordance with the applicable criteria, (b) to provide us with the appropriate written representations regarding supplementary information, (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information, and (d) to present

the supplementary information with the audited financial statements, or if the supplementary information will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

As part of our audit process, we will request from management and, when appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the audit.

We understand that your employees will prepare all confirmations we request and will locate any documents or invoices selected by us for testing.

If you intend to publish or otherwise reproduce the financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

### **Nonattest Services**

With respect to any nonattest services we perform, we agree to perform the following:

- Prepare or assist with preparing financial statements in conformity with U.S. generally accepted accounting principles based on information provided by you.
- Prepare or assist with preparing the Schedule of Expenditures of Federal Awards.
- Complete the auditee's portion of the Data Collection Form
- Propose conversion entries and roll forward schedules to be reviewed and approved by management which include debt service roll forward schedule and lease schedules.

We will not assume management responsibilities on behalf of the District. The District's management understands and agrees that any advice or recommendation we may provide in connection with our audit engagement are solely to assist management in performing its responsibilities.

The District's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

Our responsibilities and limitations of the nonattest services are as follows:

- We will perform the services in accordance with applicable professional standards.
- The nonattest services are limited to the services previously outlined above. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities.

### **Fees and Timing**

Alicia Herrera is the engagement partner for the audit services specified in this letter. The engagement partner's responsibilities include supervising services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

Our fees are based on the amount of time required at various levels of responsibility, plus actual out-of-pocket expenses, administrative charges and a technology fee. Invoices are payable upon presentation. We estimate



that our fee for the audit will be between \$57,750 for the year ending June 30, 2024; \$61,700 for the year ending June 30, 2025; and \$66,100 for the year ending June 30, 2026.

The final installment will represent the 10 percent withheld amount pursuant to *Education Code* 14505 and will be presented for payment upon certification by the Controller that the audit report conforms to the reporting provisions of the Audit Guide. All billings for additional audit fees or services will be billed as these services are provided. In accordance with *Education Code* Section 14505 (b), the District shall withhold 50 percent of the audit fee for any subsequent year of a multi-year contract if the prior year's audit report was not certified as conforming to reporting provisions of the Audit Guide. This contract shall be null and void if a firm or individual is declared ineligible pursuant to subdivision (c) of Section 41020.5. The withheld amount shall not be payable unless payment is ordered by the State Board of Accountancy or the audit report for that subsequent year is certified by the Controller as conforming to reporting provisions of the Audit Guide.

The ability to perform and complete our engagement consistent with the estimated fee included above depends upon the quality of your underlying accounting records and the timeliness of your personnel in providing information and responding to our requests. To assist with this process, we will provide you with an itemized request list that identifies the information you will need to prepare and provide in preparation for our engagement, as well as the requested delivery date for those items. A lack of preparation, including not providing this information in an accurate and timely manner, unanticipated audit adjustments, and/or untimely assistance by your personnel may result in an increase in our fees and/or a delay in the completion of our engagement.

We may be requested to make certain audit documentation available to outside parties, including regulators, pursuant to authority provided by law or regulation or applicable professional standards. If requested, access to such audit documentation will be provided under the supervision of Eide Bailly LLP's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the outside party, who may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies. We will be compensated for any time and expenses, including time and expenses of legal counsel, we may incur in making such audit documentation available or in conducting or responding to discovery requests or participating as a witness or otherwise in any legal, regulatory, or other proceedings as a result of our Firm's performance of these services. You and your attorney will receive, if lawful, a copy of every subpoena we are asked to respond to on your behalf and will have the ability to control the extent of the discovery process to control the costs you may incur.

Should our relationship terminate before our audit procedures are completed and a report issued, you will be billed for services to the date of termination. All bills are payable upon receipt.

A service charge of 1% per month, which is an annual rate of 12%, will be added to all accounts unpaid 30 days after billing date. If collection action is necessary, expenses and reasonable attorney's fees will be added to the amount due.

#### **Other Matters**

During the course of the engagement, we will only provide confidential engagement documentation to you via Eide Bailly's secure portal or other secure methods, and request that you use the same or similar tools in providing information to us. Should you choose not to utilize secure communication applications, you acknowledge that such communication contains a risk of the information being made available to unintended third parties. Similarly, we may communicate with you or your personnel via e-mail or other electronic methods, and you acknowledge that communication in those mediums contains a risk of misdirected or intercepted communications.

Should you provide us with remote access to your information technology environment, including but not limited to your financial reporting system, you agree to (1) assign unique usernames and passwords for use by our personnel in accessing the system and to provide this information in a secure manner; (2) limit access to "read only" to prevent any unintentional deletion or alteration of your data; (3) limit access to the areas of your technology environment necessary to perform the procedures agreed upon; and (4) disable all usernames and passwords provided to us upon the completion of procedures for which access was provided. We agree to only access your technology environment to the extent necessary to perform the identified procedures.

Regarding the electronic dissemination of audited financial statements, including financial statements published electronically on your website or elsewhere, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Professional standards prohibit us from being the sole host and/or the sole storage for your financial and non-financial data. As such, it is your responsibility to maintain your original data and records and we cannot be responsible to maintain such original information. By signing this engagement letter, you affirm that you have all the data and records required to make your books and records complete.

We may use third party service providers and/or affiliated entities (including Eide Bailly Shared Services Private Limited) (collectively, "service providers") in order to facilitate delivering our services to you. Our use of service providers may require access to client information by the service provider. We will take reasonable precautions to determine that they have the appropriate procedures in place to prevent the unauthorized release of confidential information to others. We will remain responsible for the confidentiality of client information accessed by such service provider and any work performed by such service provider. You acknowledge that your information may be disclosed to such service providers, including those outside the United States.

We agree to retain our audit documentation or work papers for a period of at least eight years from the date of our report.

Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

Neither of us may use or disclose the other's confidential information for any purpose except as permitted under this engagement letter or as otherwise necessary for Eide Bailly to provide the services. Your confidential information is defined as any information you provide to us that is not available to the public. Eide Bailly's confidential information includes our audit documentation for this engagement. Our audit documentation shall at all times remain the property of Eide Bailly LLP. The confidentiality obligations described in this paragraph shall supersede and replace any and all prior confidentiality and/or nondisclosure agreements (NDAs) between us.

You agree to share all facts that may affect your financial statements, even if you first become aware of those facts after the date of the auditor's report but before the date your financial statements are issued.

At the conclusion of our audit engagement, we will communicate to management and the Board of Education the following significant findings from the audit:

- Our view about the qualitative aspects of the District's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;

- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

*Government Auditing Standards* require that we provide, upon request, a copy of our most recent external peer review report and any subsequent review reports to the party contracting for the audit. Accordingly, we will provide a copy of our most recent peer review report at your request.

Eide Bailly LLP is a member of HLB International, a worldwide organization of accounting firms and business advisors, ("HLB"). Each member firm of HLB, including Eide Bailly LLP is a separate and independent legal entity and is not owned or controlled by any other member of HLB. Each member firm of HLB is solely responsible for its own acts and omissions and no other member assumes any liability for such acts or omissions. Neither Eide Bailly LLP, nor any of its affiliates, are responsible or liable for any acts or omission of HLB or any other member firm of HLB and hereby specifically disclaim any and all responsibility, even if Eide Bailly LLP, or any of its affiliates are aware of such acts or omissions of another member of HLB.

Eide Bailly LLP formed The Eide Bailly Alliance Network, a network for small to mid-sized CPA firms across the nation. Each member firm of The Eide Bailly Alliance, including Eide Bailly LLP, is a separate and independent legal entity and is not owned or controlled by any other member of The Eide Bailly Alliance. Each member firm of The Eide Bailly Alliance is solely responsible for its own acts and omissions and no other member assumes any liability for such acts or omissions. Neither Eide Bailly LLP, nor any of its affiliates, are responsible or liable for any acts or omission of The Eide Bailly Alliance or any other member firm of The Eide Bailly Alliance and hereby specifically disclaim any and all responsibility, even if Eide Bailly LLP, or any of its affiliates are aware of such acts or omissions of another member of The Eide Bailly Alliance.

Eide Bailly, LLP has owners that are not licensed as certified public accountants as permitted under Section 5079 of the California Business Code. It is not anticipated that any of the non-licensee owners will be performing services for the District.

## **MEDIATION**

Any disagreement, controversy or claim arising out of or related to any aspect of our services or relationship with you (hereafter a "Dispute") shall, as a precondition to litigation in court, first be submitted to mediation. In mediation, the parties attempt to reach an amicable resolution of the Dispute with the aid of an impartial mediator. Mediation shall begin by service of a written demand. The mediator will be selected by mutual agreement. If we cannot agree on a mediator, one shall be designated by the American Arbitration Association ("AAA"). Mediation shall be conducted with the parties in person in Rancho Cucamonga, California. Each party will bear its own costs in the mediation. The fees and expenses of the mediator will be shared equally by the parties. Neither party may commence a lawsuit until the mediator declares an impasse.

## **LIMITED INDEMNITY**

Eide Bailly LLP and its partners, affiliates, officers and employees (collectively "Eide Bailly") shall not be responsible for any misstatements in your financial statements that we may fail to detect as a result of misrepresentations or concealment of information by any of your owners, directors, officers or employees. You shall indemnify and hold Eide Bailly harmless from any claims, losses, settlements, judgments, awards, damages and attorneys' fees arising from any such misstatement or concealment of information.

If through no fault of Eide Bailly we are named as a party to a dispute between you and a third party, you shall indemnify and hold Eide Bailly harmless against any losses, damages, settlements, judgments, awards, and the costs of litigation (including attorneys' fees) we incur in connection with the dispute.

Eide Bailly shall not be entitled to indemnification under this agreement unless the services were performed in accordance with professional standards in all material respects.

## **LIMITATION OF LIABILITY**

The exclusive remedy available to you for any alleged loss or damages arising from or related to Eide Bailly's services or relationship with you shall be the right to pursue claims for actual damages that are directly caused by Eide Bailly's breach of this agreement or Eide Bailly's violation of applicable professional standards. In no event shall Eide Bailly's aggregate liability to you exceed two times fees paid under this agreement, nor shall Eide Bailly ever be liable to you for incidental, consequential, punitive or exemplary damages, or attorneys' fees.

## **TIME LIMITATION**

You may not bring any legal proceeding against Eide Bailly unless it is commenced within twenty-four (24) months ("Limitation Period") after the date when we delivered our report, return, or other deliverable under this agreement to you, regardless of whether we do other services for you or that may relate to the audit. The Limitation Period applies and begins to run even if you have not suffered any damage or loss, or have not become aware of a possible Dispute.

## **GOVERNING LAW AND VENUE**

Any Dispute between us, including any Dispute related to the engagement contemplated by this agreement, shall be governed by California law. Any unresolved Dispute shall be submitted to a federal or state court located in San Bernardino, California.

## **ASSIGNMENTS PROHIBITED**

You shall not assign, sell, barter or transfer any legal rights, causes of actions, claims or Disputes you may have against Eide Bailly to any person.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

We appreciate the opportunity to be your certified public accountants and look forward to working with you and your staff.

Respectfully,



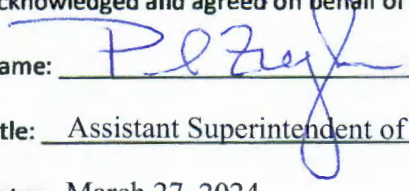
Alicia Herrera  
Partner-Elect

\*\*\*\*\*

RESPONSE:

This letter correctly sets forth our understanding.

Acknowledged and agreed on behalf of Eureka City Schools by:

Name: 

Title: Assistant Superintendent of Business Services

Date: March 27, 2024



March 27, 2024

Eureka City Schools  
2100 J Street  
Eureka, CA 95501

To the Governing Board and Management

The following represents our understanding of the services we will provide to Eureka City Schools (the District).

You have requested that we perform the required financial audit of the District's Building Fund (Measure T and Measure S) for the period beginning July 1, 2023 and ending June 30, 2024, and the required performance audit to ensure that the funds have been expended only on the specific projects approved by the voters for the year ending June 30, 2024, in accordance with the compliance requirements of Section 1 of Article XIII A of the California Constitution. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter.

The objectives of our audit are to obtain reasonable assurance about whether the District's Building Fund (Measure T and Measure S) ("bond fund") financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion on the opinion unit applicable to the "bond fund". Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS), and in accordance with *Government Auditing Standards*, and state or regulatory audit requirements will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

The financial statements will present only the Bond Fund (Measure T and Measure S) on the modified accrual basis of accounting and will not purport to and will not be intended to present fairly the financial position and results of operations of the District in conformity with accounting principles generally accepted in the United States of America.

#### **Auditor Responsibilities**

We will conduct our audit in accordance with GAAS and in accordance with *Government Auditing Standards*, and state or regulatory audit requirements. As part of an audit in accordance with GAAS and in accordance with *Government Auditing Standards*, and state or regulatory audit requirements we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the "bond fund" financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a

What inspires you, inspires us. | [eidebailly.com](http://eidebailly.com)

10681 Foothill Blvd., Ste. 300 | Rancho Cucamonga, CA 91730-3831 | T 909.466.4410 | F 909.466.4431 | EOE



material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of controls.

- Obtain an understanding of the system of internal control in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the "bond fund" audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the "bond fund" financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with U.S. GAAS and in accordance with *Government Auditing Standards*.

### **Performance Audit**

The purpose of the Performance Audit is to meet the Proposition 39 requirement for the Bond proceeds to ensure compliance with Section 1 of Article XIII A of the California Constitution. This includes that the Proposition 39 Bond proceeds are expended only on the specific projects listed in the bond language approved by the voters for Measure T and Measure S, and no Bond proceeds are being spent on administrative salaries or any other expenses that would otherwise be the obligation of the District's General Fund. The Performance Audit will be conducted in accordance with Generally Accepted Government Auditing Standards.

Management of the District is responsible for establishing and maintaining effective internal control over compliance to meet the Proposition 39 requirement for the Bond proceeds to ensure compliance with Section 1 of Article XIII A of the California Constitution.

Generally Accepted Government Auditing Standards requires that we obtain an understanding of those internal controls that are significant to our audit objectives. Our consideration of internal controls is limited to those controls considered significant to meet the objectives of this performance audit. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. A performance audit is not designed to provide assurance on internal control or to identify significant deficiencies. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under *Government Auditing Standards*.

Our procedures for the Performance Audit for each year ended June 30, 2024 will be as follows:

- We will identify expenditures and projects charged to the Measure T and Measure S Building Fund by obtaining a general ledger and project listing.
- We will select a sample of expenditures using the following criteria:
  - Identify all expenditures recorded in all object codes, including transfers out, related to the bond measure
  - Identify all projects that were incurred during the fiscal year related to the bond measure
  - Select a sample of expenditures to test for compliance. Our selection will include all expenditures that we deem to be individually significant and will also select a sample of expenditures from the remaining population, based on auditor's judgement.
- For the sample selected, review invoices and other supporting documentation to determine that:
  - Expenditures were supported by invoices with evidence of proper approval and documentation of receipt of goods and/or services.
  - Expenditures were expended in accordance with voter-approved bond project list.
  - No expenditures were for salaries of school administrators or other operating expenses of the District.
- We will determine that the District has met the compliance requirements if the following conditions are met:
  - Supporting documents for expenditures were aligned with the voter-approved bond project list.
  - Supporting documents for expenditures were not related to salaries of school administrators or other operating expenses of the District.
- A performance audit report will be issued to the Bond Oversight Committee and the District governing board.

### **Compliance with Laws and Regulations**

As previously discussed, as part of obtaining reasonable assurance about whether the "bond fund" financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance, and we will not express such an opinion.

### **Management Responsibilities**

Our audit will be conducted on the basis that management and, when appropriate, those charged with governance, acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the "bond fund" financial statements in accordance with accounting principles generally accepted in the United States of America;
- b. For the design, implementation, and maintenance of the system of internal control relevant to the preparation and fair presentation of "bond fund" financial statements that are free from material misstatement, whether due to error fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements; and



- c. To provide us with:
  - i. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the "bond fund" financial statements such as records, documentation, and other matters;
  - ii. Additional information that we may request from management for the purpose of the audit; and
  - iii. Unrestricted access to persons within the District and others from whom we determine it necessary to obtain audit evidence.
- d. For identifying and ensuring that the District complies with the laws and regulations applicable to its activities;
- e. For adjusting the "bond fund" financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current period under audit are immaterial, both individually and in the aggregate, to the "bond fund" financial statements as a whole; and
- f. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
- g. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets.
- h. For informing us of any known or suspected fraud affecting the District involving management, employees with significant role in the system of internal control and others where fraud could have a material effect on the financials; and
- j. For the accuracy and completeness of all information provided.
- k. Responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Responsible for identifying for us previous financial audits, attestation engagements, performance audits, or other studies related to the performance and bond fund audit. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information

As part of our audit process, we will request from management and, when appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the audit. You will be required to acknowledge in the management representation letter our assistance with the preparation of the financial statements and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them.

With respect to any nonattest services we perform, we agree to perform the following:

- Prepare or assist with preparing "bond fund" financial statements and related notes in conformity with U.S. generally accepted accounting principles based on information provided by you.

We will not assume management responsibilities on behalf of the District. The District's management understands and agrees that any advice or recommendation we may provide in connection with our engagement are solely to assist management in performing its responsibilities.

The District's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) designing, implementing, and maintaining the system of internal control, including the process used to monitor the system of internal control.

Our responsibilities and limitations of the nonattest services are as follows:

- We will perform the services in accordance with applicable professional standards.
- The nonattest services are limited to the services previously outlined above. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities.

## **Reporting**

We will issue a written report upon completion of our audit of the District's "bond fund" financial statements. Our report will be addressed to the governing body of the District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s), to our auditor's report, or if necessary, withdraw from the engagement. If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

## **Other**

We understand that your employees will prepare all confirmations we request and will locate any documents or support for any other transactions we select for testing.

If you intend to publish or otherwise reproduce the [bond fund] financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

During the course of the engagement, we will only provide confidential engagement documentation to you via Eide Bailly's secure portal or other secure methods, and request that you use the same or similar tools in providing information to us. Should you choose not to utilize secure communication applications, you acknowledge that such communication contains a risk of the information being made available to unintended third parties. Similarly, we may communicate with you or your personnel via e-mail or other electronic methods, and you acknowledge that communication in those mediums contains a risk of misdirected or intercepted communications.

Should you provide us with remote access to your information technology environment, including but not limited to your financial reporting system, you agree to (1) assign unique usernames and passwords for use by our personnel in accessing the system and to provide this information in a secure manner; (2) limit access to "read only" to prevent any unintentional deletion or alteration of your data; (3) limit access to the areas of your technology environment necessary to perform the procedures agreed upon; and (4) disable all usernames and passwords provided to us upon the completion of procedures for which access was provided. We agree to only access your technology environment to the extent necessary to perform the identified procedures.

Regarding the electronic dissemination of audited financial statements, including financial statements published electronically on your website or elsewhere, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Professional standards prohibit us from being the sole host and/or the sole storage for your financial and non-financial data. As such, it is your responsibility to maintain your original data and records and we cannot be responsible to maintain such original information. By signing this engagement letter, you affirm that you have all the data and records required to make your books and records complete.

Alicia Herrera is the engagement partner for the audit services specified in this letter. The engagement partner's responsibilities include supervising services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the report.

Our fees are based on the amount of time required at various levels of responsibility, plus actual out-of-pocket expenses, administrative charges and a technology fee. Invoices are payable upon presentation. We estimate that our fee for the audit will be \$7,500 for Measure T and \$7,500 for Measure S.

The ability to perform and complete our engagement consistent with the estimated fee included above depends upon the quality of your underlying accounting records and the timeliness of your personnel in providing information and responding to our requests. To assist with this process, we will provide you with an itemized request list that identifies the information you will need to prepare and provide in preparation for our engagement, as well as the requested delivery date for those items. A lack of preparation, including not providing this information in an accurate and timely manner, unanticipated audit adjustments, and/or untimely assistance by your personnel may result in an increase in our fees and/or a delay in the completion of our engagement.

We may be requested to make certain engagement documentation available to outside parties, including regulators, pursuant to authority provided by law or regulation or applicable professional standards. If requested, access to such engagement documentation will be provided under the supervision of Eide Bailly LLP's personnel. Furthermore, upon request, we may provide copies of selected engagement documentation to the outside party, who may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies. We will be compensated for any time and expenses, including time and expenses of legal counsel, we may incur in making such engagement documentation available or in conducting or responding to discovery requests or participating as a witness or otherwise in any legal, regulatory, or other proceedings as a result of our Firm's performance of these services. You and your attorney will receive, if lawful, a copy of every subpoena we are asked to respond to on your behalf and will have the ability to control the extent of the discovery process to control the costs you may incur.

Should our relationship terminate before our audit procedures are completed and a report issued, you will be billed for services to the date of termination. All bills are payable upon receipt. A service charge of 1% per month, which is an annual rate of 12%, will be added to all accounts unpaid 30 days after billing date. If collection action is necessary, expenses and reasonable attorney's fees will be added to the amount due.

We may use third-party service providers and/or affiliated entities (including Eide Bailly Shared Services Private Limited) (collectively, "service providers") in order to facilitate delivering our services to you. Our use of service providers may require access to client information by the service provider. We will take reasonable precautions to determine that they have the appropriate procedures in place to prevent the unauthorized release of confidential information to others. We will remain responsible for the confidentiality of client information accessed by such service provider and any work performed by such service provider. You acknowledge that your information may be disclosed to such service providers, including those outside the United States.

Neither of us may use or disclose the other's confidential information for any purpose except as permitted under this engagement letter or as otherwise necessary for Eide Bailly to provide the services. Your confidential information is defined as any information you provide to us that is not available to the public. Eide Bailly's confidential information includes our engagement documentation for this engagement. Our engagement documentation shall at all times remain the property of Eide Bailly LLP. The confidentiality obligations described in this paragraph shall supersede and replace any and all prior confidentiality and/or nondisclosure agreements (NDAs) between us.

You agree to share all facts that may affect your "bond fund" financial statements, even if you first become aware of those facts after the date of the auditor's report but before the date your financial statements are issued.

We agree to retain our audit documentation or work papers for a period of at least eight years from the date of our report.

*Government Auditing Standards* require that we provide you with a copy of our most recent external peer review report, and any subsequent review reports to the parties contracting for the audit. Accordingly, we will provide a copy of our most recent peer review report at your request.

Eide Bailly LLP is a member of HLB International, a worldwide organization of accounting firms and business advisors, ("HLB"). Each member firm of HLB, including Eide Bailly LLP is a separate and independent legal entity and is not owned or controlled by any other member of HLB. Each member firm of HLB is solely responsible for its own acts and omissions and no other member assumes any liability for such acts or omissions. Neither Eide Bailly LLP, nor any of its affiliates, are responsible or liable for any acts or omission of HLB or any other member firm of HLB and hereby specifically disclaim any and all responsibility, even if Eide Bailly LLP, or any of its affiliates are aware of such acts or omissions of another member of HLB.

Eide Bailly LLP formed The Eide Bailly Alliance, a network for small to mid-sized CPA firms across the nation. Each member firm of The Eide Bailly Alliance, including Eide Bailly LLP, is a separate and independent legal entity and is not owned or controlled by any other member of The Eide Bailly Alliance. Each member firm of The Eide Bailly Alliance is solely responsible for its own acts and omissions and no other member assumes any liability for such acts or omissions. Neither Eide Bailly LLP, nor any of its affiliates, are responsible or liable for any acts or omission of The Eide Bailly Alliance or any other member firm of The Eide Bailly Alliance and hereby specifically disclaim any and all responsibility, even if Eide Bailly LLP, or any of its affiliates are aware of such acts or omissions of another member of The Eide Bailly Alliance.

Eide Bailly, LLP has owners that are not licensed as certified public accountants as permitted under Section 5079 of the California *Business Code*. It is not anticipated that any of the non-licensee owners will be performing services for the District.

## **MEDIATION**

Any disagreement, controversy or claim arising out of or related to any aspect of our services or relationship with you (hereafter a "Dispute") shall, as a precondition to litigation in court, first be submitted to mediation. In mediation, the parties attempt to reach an amicable resolution of the Dispute with the aid of an impartial mediator. Mediation shall begin by service of a written demand. The mediator will be selected by mutual agreement. If we cannot agree on a mediator, one shall be designated by the American Arbitration Association ("AAA"). Mediation shall be conducted with the parties in person in Rancho Cucamonga, California. Each party will bear its own costs in the mediation. The fees and expenses of the mediator will be shared equally by the parties. Neither party may commence a lawsuit until the mediator declares an impasse.

## **LIMITED INDEMNITY**

Eide Bailly LLP and its partners, affiliates, officers and employees (collectively "Eide Bailly") shall not be responsible for any misstatements in the information provided to us to complete our audit that we may fail to detect as a result of misrepresentations or concealment of information by any of your owners, directors, officers or employees. You shall indemnify and hold Eide Bailly harmless from any claims, losses, settlements, judgments, awards, damages and attorneys' fees arising from any such misstatement or concealment of information.

If through no fault of Eide Bailly we are named as a party to a dispute between you and a third party, you shall indemnify and hold Eide Bailly harmless against any losses, damages, settlements, judgments, awards, and the costs of litigation (including attorneys' fees) we incur in connection with the dispute.

Eide Bailly shall not be entitled to indemnification under this agreement unless the services were performed in accordance with professional standards in all material respects.

## **LIMITATION OF LIABILITY**

The exclusive remedy available to you for any alleged loss or damages arising from or related to Eide Bailly's services or relationship with you shall be the right to pursue claims for actual damages that are directly caused by Eide Bailly's breach of this agreement or Eide Bailly's violation of applicable professional standards. In no event shall Eide Bailly's aggregate liability to you exceed two times fees paid under this agreement, nor shall Eide Bailly ever be liable to you for incidental, consequential, punitive or exemplary damages, or attorneys' fees.

## **TIME LIMITATION**

You may not bring any legal proceeding against Eide Bailly unless it is commenced within twenty-four (24) months ("Limitation Period") after the date when we delivered our report, return, or other deliverable under this agreement to you, regardless of whether we do other services for you or that may relate to the audit. The Limitation Period applies and begins to run even if you have not suffered any damage or loss, or have not become aware of a possible Dispute.

## **GOVERNING LAW AND VENUE**

Any Dispute between us, including any Dispute related to the engagement contemplated by this agreement, shall be governed by California law. Any unresolved Dispute shall be submitted to a federal or state court located in San Bernardino, California.

## **ASSIGNMENTS PROHIBITED**

You shall not assign, sell, barter or transfer any legal rights, causes of actions, claims or Disputes you may have against Eide Bailly to any person.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

We appreciate the opportunity to be your certified public accountants and look forward to working with you and your staff.

Respectfully,

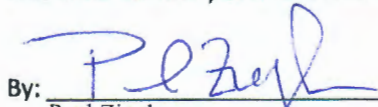


Alicia Herrera  
Partner-Elect

\*\*\*\*\*

RESPONSE:

This letter correctly sets forth the understanding of Eureka City Schools.



By: Paul Ziegler

Title: Assistant Superintendent of Business Services

Date: March 27, 2024

## AGENDA ITEM

Agenda Title: Approval of Golden State Pathways Partnership Agreement Between Siskiyou County Office of Education, Modoc County Office of Education, Humboldt County Office of Education and Eureka City Schools

Meeting Date: April 4, 2024

Item: Consent

**WHAT** *(the board is asked to discuss, receive, approve, or adopt)*

The Governing Board is asked to approve a partnership agreement between Eureka City Schools and the Siskiyou County Office of Education (SCOE), the Humboldt County Office of Education (HCOE) and the Modoc County Office of Education for the planning stage of a 3-5 year grant; the Golden State Pathways Grant.

**WHY** *(briefly explain why the action or discussion is important; and if applicable, how it is connected to site, district, or strategic plans)*

Approval of the agreement will enable Eureka City Schools to work with the identified partners to define approaches to integrate services based on student needs and plan for future implementation of these approaches to provide student services through group programming and/or individual student services.

**STRATEGIC PLAN/PRIORITY AREA:**

Priority Area 8: Career and Technical Education (CTE)

**HISTORY** *(list previous staff or board action(s) with dates if possible)*

This is the first time that this item will be presented to the Board of Trustees.

**HOW MUCH** *(list the revenue amount \$ and/or the expense amount \$)*

There is no cost associated with this item.

**WHO** *(list the name of the contact person(s), job title, and site location)*

Jennifer Johnson, Assistant Superintendent of Educational Services

**ATTACHMENTS:**

Description

- ▢ Golden State Pathways, Partnership Letter 3-18-2024
- ▢ Golden State Pathways Grant, Request for Applications



March 18, 2024

To: Siskiyou County Office of Education  
609 Gold Street  
Yreka, CA 96097

Humboldt County Office of Education  
901 Myrtle Avenue  
Eureka, CA 95501

Modoc County Office of Education  
139 Henderson Street  
Alturas, CA 96101

Superintendent Allan Carver, Superintendent Mike Martin, & Superintendent Michael Davies-Hughes,

The Siskiyou County Office of Education, as Lead Agency, along with the Modoc County Office of Education and the Humboldt County Office of Education is pursuing the Golden State Pathways Grant in support of an Engineering/Computer Science pathway. Eureka City Schools commits to support the Humboldt-Modoc-Siskiyou Engineering/Computer Science Golden State Pathway through the following activities:

The Eureka City Schools Math and Science faculty (2 teachers to be stipended for up to 30 hours by GSP Grant) will work with the Humboldt-Modoc-Siskiyou Engineering/Computer Science Pathway post-secondary faculty at College of the Siskiyous, College of the Redwoods, and Cal Poly Humboldt to align programming in Math, Science, and other STEM classes that lead into Computer Science & Engineering in a community of practice, both in person and virtual.

Eureka City Schools will work with the Humboldt-Modoc-Siskiyou Engineering/Computer Science Pathway Consortium to develop and deploy early college credit in post-secondary math, science, STEM classes.

Eureka City Schools students will have the opportunity to participate in summer enrichment programming offered by the Humboldt-Modoc-Siskiyou Engineering/Computer Science Pathway Engineering Consortium in summer enrichment activities in the summer.

We are committed to supporting a seamless transition from high school into post-

secondary institutions. We are excited and looking forward to working as an equal partner in the Humboldt-Modoc-Siskiyou Engineering Golden State Pathway Consortium to ensure our students are prepared to be successful in their post-secondary and career journey.



Gary Storts  
Superintendent  
Eureka City Schools

# **Golden State Pathways Program Consortium Grant Request for Applications**



**Application Due Date:  
March 19, 2024**

**Administered by the:**  
Career and College Transition Division  
California Department of Education  
1430 N Street, Suite 4202  
Sacramento, CA 95814-590

## Table of Contents

Introduction.....	2
Program Timeline .....	4
Eligibility Criteria .....	4
California <i>Education Code</i> Section 53023.....	4
Funding.....	5
Golden State Pathways Program Expenditure Guidelines .....	5
Grant Application.....	8
Instructions for Submitting the GSPP Consortium Grant Application .....	9
Reading and Scoring .....	10
Appeals .....	10
Program Appendices: .....	11

## Introduction

The Golden State Pathways Program (GSPP) was established to promote pathways in technology, health care, education, climate-related fields, and other high-wage, high-skill, and high-growth industries. GSPP will support pupils in transitioning from high school to college and career and provide the workforce necessary for economic growth in California. The program encourages collaboration between local educational agencies (LEAs), institutions of higher education, employers, and community partners to develop, and/or expand innovative college and career pathways in alignment with state and regional labor market needs. The Legislature appropriated \$500 million for the GSPP, and California *Education Code* (EC) Section 53025 (b) allows for up to 5 percent of the funds (\$25 million) to be used for technical assistance centers, 10 percent of the funds (\$50 million) to be used by the California Department of Education (CDE) to award consortium and planning grants, and 85 percent of the funds (\$425 million) to be used for implementation grants.

Pathways connect and align all aspects of instruction to support a unified strategy for preparing students for success in college and career. The GSPP will enable more pupils to access career-focused programs and when combined with guidance and support services, leads to postsecondary education and gainful employment in target industry sectors. Finally, the GSPP will support the continued development of a diverse, skilled, and educated workforce.<sup>1</sup> For detailed information on the GSPP Framework, applicants may refer to Appendix I: GSPP Framework, Appendix B: GSPP Program Requirements and Legislation, and GSPP California *Education Code* sections 53020 – 53025 available at

[https://leginfo.legislature.ca.gov/faces/codes\\_displayText.xhtml?lawCode=EDC&division=4.&title=2.&part=28.&chapter=16.1.&article=](https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?lawCode=EDC&division=4.&title=2.&part=28.&chapter=16.1.&article=). In the awarding of grants, applications submitted by “high-priority local education agencies” in “high-priority pathways” such as Education, including early education and child development, Computer Science, Health care, and Science, Technology, Engineering, and Mathematics, and pathways focusing on climate resilience will be prioritized as outlined in EC sections 53022 (a) and 53025 (f).

According to EC Section 53022 (a), “High-priority local educational agency” means a local educational agency that meets any of the following criteria:

- (1) Fifty percent or more of the enrolled pupils at the local educational agency are unduplicated pupils, as defined in Section 42238.02.
- (2) The local educational agency has a higher than state average dropout rate.
- (3) The local educational agency has a higher than state average rate

---

<sup>1</sup> Golden State Pathways Program Framework, California Department of Education, 2022, 2.

of suspension and a higher than state average rate of expulsion.

- (4) The local educational agency has higher than state average rates of child homelessness, foster youth, or justice-involved youth.
- (5) The local educational agency has a lower than state average rate of pupils completing all of the A–G courses required to be eligible for admission to the University of California or the California State University.

According to *EC* Section 53025 (f), In awarding grants pursuant to this chapter, the Superintendent shall prioritize applications submitted by a high- priority local educational agency that seeks to establish pathways programs in the following areas:

- (1) Education, including early education and child development.
- (2) Computer science.
- (3) Health care.
- (4) Science, technology, engineering, and mathematics pathways that also focus on climate resilience.

Three different funding opportunities are available to applicants through the GSPP:

- 1. Consortium grants are for Lead Applicants (any LEA with a County/District/School identification code) and two or more program partners that want to develop, support, and establish career program opportunities or pathways. These program partners should consider applying for a consortium grant.
- 2. Planning Grants are for LEAs that want to develop and establish a career focus program or pathway. Eligibility for a GSPP Planning Grant requires submitting a separate Planning and Implementation Grant application.
- 3. Implementation Grants are for LEAs that have existing career focus programs, courses, or pathways that have been integrated that want to expand, enhance, or continue these programs. Eligibility for a GSPP Implementation Grant requires submitting a separate Planning and Implementation Grant application.

Grant funding for a consortium will be calculated as a single applicant inclusive of members as indicated in Appendix K: GSPP Consortium Participating Agencies Form. Each member of the consortium must adhere to the GSPP expected outcomes.

## Program Timeline

Date	Activity
January 30, 2024	RFA Release Date
February 13, 2024	RFA Technical Assistance Webinar
March 19, 2024	All applications must be <b>received</b> by the CDE
April 9, 2024	Grants Announced
April 23, 2024	Appeals must be <b>received</b> by the CDE

## Eligibility Criteria

### California *Education Code* Section 53023

Statute requires the Department to administer the GSPP as a competitive grant program. LEAs can be in partnership for the consortium grants.

LEAs are defined as a school district, charter school, county office of education (COE), or regional occupational center or program operated by a joint powers authority or county office of education. To be eligible for participation in a GSPP Consortium, LEAs must provide a CDE-assigned County/District/School (CDS) identification code and must be classified as an active LEA by the CDE. When establishing GSPP Consortia, LEAs are encouraged to collaborate with institutions of higher education to develop, or expand the availability of, innovative college and career pathways. Community college districts may partner with local educational agencies to submit applications to receive funding under this program to support the offering of a Golden State Pathways Program.

LEAs choosing to form a consortium are required to submit a single application for the consortium. Consortium applicants must designate a single school district, charter school, or County Office of Education as the lead agency in Appendix D: GSPP Consortium Application Signature Form. The lead agency must be a grant eligible LEA and a member of the applying consortium.

The lead LEA must submit Letters of Commitment (LOC) or Memorandums of Understanding (MOU) from all participating LEAs in the consortium. Individual schools are not eligible to apply for the consortium grant.

To be eligible to receive a grant award, all members of the consortium shall commit to providing participating pupils with the expected outcomes identified in Appendix E: GSPP Consortium Grant Application Narrative.

Lead Applicants who submit a consortium application are responsible for programmatic and fiscal oversight of the consortium, including data management and reporting.



## Funding

Grant Period: April 2, 2024, through June 30, 2028

Funding Amount: Up to \$500,000 per consortium member with a maximum of \$4 million per consortium.

According to *EC 53025* (c), in determining the grant amounts for an implementation grant and for a consortium development and planning grant, the Superintendent, in consultation with the executive director of the state board, shall consider all of the following:

- The number of pupils enrolled by the applicant.
- The number of pathways programs proposed to be established or expanded by the applicant and the number of schoolsites that would participate in the pathways program.
- The estimated number of pupils that would be enrolled in the applicant's pathways programs.
- The number of entities collaborating with the applicant to achieve the goal outlined in subdivision (a) of Section 53021.

For the CDE to determine grant amounts, provide the above information in Appendix C: Local Education Agency Data Report. See Appendix C for details.

Failure of an individual consortium member to meet the requirements of the grant application will constitute a failure of all members of the consortium to meet the application's requirements and may result in the rejection of the application, a delay in notification of funding, or a cancellation of grant allocations. The lead agency will be responsible for all grant program fiscal and program reporting for the consortium.

Indirect costs may be claimed by the consortium lead only and are limited to that lead agency's CDE-approved Indirect Cost Rate (ICR) as found on the CDE ICR web page at <https://www.cde.ca.gov/fg/ac/ic/>.

## Golden State Pathways Program Expenditure Guidelines

Golden State Pathways Program (GSPP) grant funds must only be spent to develop, expand, or improve high-quality college and career pathway opportunities. GSPP funds must be used in accordance with California *Education Code (EC)* sections 53020–53025. GSPP funds shall not supplant other funds expended for educational services and activities.

**GSPP Allowable Expenditures:** Allowable items may include, but are not limited to, those listed below:



## Golden State Pathways Program – Allowable Costs

General Items	Allowable Status
Facility Costs: Modification, maintenance, and repair costs of facilities if directly related to GSPP college and career pathways and with CDE approval (i.e., modifying an automotive repair facility to include electric vehicle repair capabilities). Facility projects must be completed within the grant term.	Allowable with CDE Approval
Field trips/student travel must be tied to college and career pathway activities. (Lodging, food, or individual transportation is non-allowable expenditure for students).	Allowable
Food/drink purchases at meetings/conferences NOT hosted by grantee.	Allowable
Furniture – Not used in a typical classroom (i.e., specialized cabinets to store pathway specific equipment)	Allowable
Instructional supplies, equipment, and materials directly related to the GSPP, such as books and classroom technology.	Allowable
Substitute costs for staff to attend conferences/workshops, field trips, professional development, or release days for program and/or curriculum development.	Allowable
Travel and lodging for staff to participate in GSPP related activities (Out-of-state is an allowable expenditure)	Allowable
Uniforms/clothing considered part of a required uniform are allowable at a reasonable cost. These items may not be kept by the students. (T-shirts are not allowed).	Allowable
Guidance and Advisement	Allowable Status
Career guidance and counseling, such as: salary for additional counseling personnel to provide a comprehensive career guidance and counseling program and further pupil support services for GSPP career, academic, and social and emotional needs.	Allowable
Marketing, recruitment, and outreach activities (newspapers, radio/TV, magazines, social media) that is directed toward all GSPP college and career pathways.	Allowable

## Golden State Pathways Program – Allowable Costs

Programs	Allowable Status
CTSO related costs (instructional materials): advisor expenses (transportation and registration), student transportation and registration to state and national CTSO leadership conferences (offer to all CTSO students)	Allowable
Electronic Instructional Materials - Subscription-based fees that supplement the GSPP	Allowable
Equipment (single items greater than \$5,000 and with a useful life of at least one year) – Prior approval needed	Allowable with CDE Approval
Rental/lease costs of equipment directly related to GSPP	Allowable
Software – directly related to college and career pathways	Allowable
Technical skills assessments (industry-recognized certification exams/assessments) (offer to all students, not individual)	Allowable

**GSPP Unallowable expenditures:** Unallowable items may include, but are not limited to, those listed below:

Golden State Pathways Program – Unallowable Expenditures	Unallowable Status
Construction of facilities. Construction costs and materials for a new permanent structure (e.g., additional building). (See allowable expenditures for modification of facility guidelines.)	Unallowable
Dues/memberships for staff to professional organizations or societies	Unallowable
Entertainment activities or events costs such as: meals, banquets, transportation, gratuities, and lodging.	Unallowable
Furniture - typical classroom (chairs, desks, bookcases, etc. typical to a traditional classroom setup.)	Unallowable
Gift of public funds: Any item which becomes the individual property of a student or staff	Unallowable
Items retained by students (supplies, clothing/uniform, tools, PDAs, calculators)	Unallowable

<b>Golden State Pathways Program – Unallowable Expenditures</b>	<b>Unallowable Status</b>
Lodging, food, or individual transportation for students	Unallowable
Monetary awards	Unallowable
Promotional items, such as T-shirts, pens, cups, key chains, etc.	Unallowable
Purchase or lease of buildings, or construction of new buildings/facilities, which are NOT part of the GSPP college and career pathways.	Unallowable
Purchase or lease of passenger vehicles (that are NOT part of the college and career pathways).	Unallowable
Remedial courses (courses designed to provide instruction in reading, writing, and mathematics for students who have not acquired the basic skills necessary to succeed in general or career education)	Unallowable
Paying for student internships	Unallowable
Supplant existing funding or efforts, including costs otherwise necessary to operate a school or program without this grant.	Unallowable
Travel out-of-country. (Travel out-of-state is allowable for GSPP college and career pathways)	Unallowable
Travel unrelated to GSPP college and career pathways	Unallowable

If you have questions regarding any of the allowable/unallowable items listed, please contact the GSPP team by email at [gspp@cde.ca.gov](mailto:gspp@cde.ca.gov).

## **Grant Application**

The GSPP framework provides the guidance necessary for the creation of sustainable pathways that will prepare students for their future in postsecondary education or a high-skilled and high-wage occupation.

For each expected outcome found in Appendix E: GSPP Consortium Grant Application Narrative, Lead Applicants will compile narrative responses from each consortium member and provide a single detailed work plan and timeline outlining proposed activities of consortium members.

In addition, Lead Applicants are required to compile budgets from all consortium members as well as develop and submit a detailed consortium budget and budget narrative as outlined in Appendix F: GSPP Consortium Grant Budget and Budget Narrative.

Consortium Budget narratives should identify projected costs, directly link to expected outcomes, and provide details of all proposed expenditures.

Lead Applicants must submit compiled MOUs and/or LOCs, compiled narrative responses, and compiled budgets from each consortium member as single PDF attachments.

Consortium applications will be assessed based on the Lead Applicant's responses to questions in Appendix E: GSPP Consortium Grant Application Narrative, Appendix F: GSPP Consortium Grant Budget and Budget Narrative.

While all members must submit individual narrative responses and budgets, only the Lead Applicant's responses will be scored.

GSPP Regional Technical Assistance Centers (RTAC) are available to provide prospective applicants and grantees with feedback regarding the development of their application, implementation, and continuous improvement of their GSPP.

### **Instructions for Submitting the GSPP Consortium Grant Application**

All Lead Applicants must complete the full GSPP Grant application for funding. Information and links to the GSPP Grant RFA can be found on the CDE Available Funding web page located at <http://www.cde.ca.gov/fq/fo/af/>. The costs of preparing and delivering an application are the sole responsibility of the applicant.

Email a digital copy of a signed application to [GSPP@cde.ca.gov](mailto:GSPP@cde.ca.gov) on or before **March 19, 2024**. A complete application consists of the following components. No more than eight attachments will be accepted. Each attachment must be clearly named according to specifications below:

1. GSPP Consortium Application Signature Form (Appendix D) **saved as a single PDF file.**
2. GSPP Consortium Grant Application Narrative (Appendix E)
3. Resume and/or job descriptions of current or future staff **saved as a single PDF file.**
4. GSPP Consortium Grant Budget & Budget Narrative (Appendix F)
5. GSPP Consortium Participating Agencies (Appendix K)
6. Partner Agreements - MOUs or LOCs from all participating Consortium members **saved as a single PDF file.**
7. Compiled Application Narratives and Budgets (appendices E and F) completed by each consortium member and **saved as a single PDF file.**
8. GSPP Local Education Agency Data Report (Appendix C)

## **Reading and Scoring**

Each consortium application will be reviewed for the required elements that align and support the full implementation of the proposed plan. Reviewers will examine Lead Applicant's responses with respect to each of the GSPP Grant plan elements. Lead Applicant responses should reflect the needs of the consortium members.

Each section of the core application narrative will be evaluated and assigned a score using Appendix G: GSPP Consortium Grant Scoring Rubric, which summarizes the required components of the GSPP grant work plan including narrative responses and aligned budget.

## **Appeals**

Appeals shall be limited to the grounds that the CDE failed to correctly apply the standards for reviewing the application as specified in this RFA. The appellant must file a full and complete written appeal, including the issue(s) in dispute, the legal authority or other basis for the appeal position, and the remedy sought. The CDE will not consider incomplete or late appeals. The appellant may not supply any new information that was not contained in the original application. The Division Director of the Career and College Transition Division will make the final decision in writing within three weeks of the date that appeals are due to CDE. That decision shall be the final administrative action afforded the appeal. All appeal decisions will be made prior to the final approval of the grants.

Applicants who wish to appeal a grant award decision must email a letter of appeal to [GSPP@cde.ca.gov](mailto:GSPP@cde.ca.gov), addressed to Pete Callas, Division Director:

GSPP Grant Appeals  
Pete Callas, Division Director  
Career and College Transition Division  
California Department of Education

The CDE must receive a digital copy of the signed letter of appeal from an authorized applicant no later than ten (10) business days after the day of the grant announcement. Faxed letters will not be accepted.

**Program Appendices:**

Appendix A: GSPP Budget Categories and Descriptions

Appendix B: GSPP Program Requirements and Legislation

Appendix C: GSPP Local Education Agency Data Report

Appendix D: GSPP Consortium Application Signature Form

Appendix E: GSPP Consortium Grant Application Narrative

Appendix F: GSPP Consortium Grant Budget & Budget Narrative

Appendix G: GSPP Consortium Grant Scoring Rubric

Appendix H: GSPP Consortium Grant Application Checklist

Appendix I: GSPP Framework

Appendix J: GSPP Expenditure Guidelines

Appendix K: GSPP Consortium Participating Agencies

Posted by the California Department of Education – January 2024

## AGENDA ITEM

Agenda Title: Approval of Resolution 23-24-037, Specifications of the Election Order for November 5, 2024 for Two Seats on the Governing Board

Meeting Date: April 4, 2024

Item: Consent

**WHAT** *(the board is asked to discuss, receive, approve, or adopt)*

The Governing Board is being asked to approve Resolution #23-24-037, Specifications of the Election Order.

**WHY** *(briefly explain why the action or discussion is important; and if applicable, how it is connected to site, district, or strategic plans)*

The purpose of this resolution is to confirm the number of seats that Eureka City Schools will have available for election and to provide notice in a public meeting and in the minutes. Eureka City Schools Governing Board will have two seats open on the Board in the November 5, 2024 Election for Trustee Area 2 (Mike Duncan) and Trustee Area 4 (Susan Johnson).

**STRATEGIC PLAN/PRIORITY AREA:**

Subject does not apply to a Strategic Plan Priority Area

**HISTORY** *(list previous staff or board action(s) with dates if possible)*

Previous: April 30, 2020 - Election Order for Trustee Areas 2 and 4

**HOW MUCH** *(list the revenue amount \$ and/or the expense amount \$)*

There is no cost associated with this item.

**WHO** *(list the name of the contact person(s), job title, and site location)*

Gary Storts, Superintendent

**ATTACHMENTS:**

Description

- ▢ RESO 23.24.037 - Specifications of the Election Order
- ▢ BB 9200 - Rev 06.2023





## Eureka City Schools

### **RESOLUTION # 23-24-037** **SPECIFICATIONS OF THE ELECTION ORDER**

On motion of Trustee \_\_\_\_\_ and seconded by Trustee \_\_\_\_\_ the resolution set forth below was adopted by the following vote:

Ayes: \_\_\_\_\_

Noes: \_\_\_\_\_

Absent: \_\_\_\_\_

RESOLVED, that pursuant to Education Code § 5322, the authority for the specification of the election order, I hereby specify the following with respect to the governing board member election for the Eureka City School District.

**Date of Election:** **November 5, 2024**

**Purpose of the Election:** To elect two member(s) to the governing board of said school district.

### **CLERK'S CERTIFICATE**

I hereby certify that the foregoing is a full true and correct excerpt from the Journal of the Governing Board of said school district, pertaining to the adoption of the foregoing resolution, for a regular meeting held on April 4, 2024.

\_\_\_\_\_  
Jessica Rebholtz, Clerk  
Board of Education  
Eureka City Schools

\_\_\_\_\_  
Date

**Bylaw 9220: Governing Board Elections**

**Status:** ADOPTED

**Original Adopted Date:** 02/01/2018 | **Last Revised Date:** 06/01/2023 | **Last Reviewed Date:** 06/01/2023

**Board Member Qualifications**

Any person is eligible to be a member of the Governing Board, without further qualifications, if the person is 18 years of age or older, a citizen of California, a resident of the school district or, if applicable, the trustee area, a registered voter, and not legally disqualified from holding civil office. Any person who has been convicted of a felony involving the giving, accepting, or offering of a bribe, embezzlement or theft of public funds, extortion, perjury, or conspiracy to commit any such crime, under California law or the law of another state, the United States of America, or another country, is not eligible to be a candidate for office or elected as a Board member except when the person has been granted a pardon in accordance with law. (Education Code 35107; Elections Code 20)

A district employee elected to the Board shall resign from district employment before being sworn in or shall have the employment automatically terminated upon being sworn into office. (Education Code 35107)

The Board encourages all candidates to become knowledgeable about the role of board members. The Superintendent or designee shall provide all candidates with information that will enable them to understand the responsibilities and expectations of being a Board member, including information regarding available workshops, seminars, and/or training. The Superintendent or designee shall provide all candidates with the county election official's contact information and general information about school programs, district operations, and Board responsibilities.

**Recalling a Board Member**

A Board member may be recalled as permitted by Elections Code 11000. Proponents of a recall are required to serve, file, and publish or post a notice of intention to circulate the recall petition and to comply with other applicable law and formalities and county elections official directives. The petition, pursuant to Elections Code 11041, is required to be in the format provided by the Secretary of State and to include an estimate of the cost of conducting the special election, as determined by the county elections official, in consultation with the district.

Within 14 days after the meeting at which the Board receives a certificate of sufficiency of signatures on a recall petition from the county elections official, the Board shall order an election to be held to determine whether the Board member named in the petition shall be recalled. The election shall be held not less than 88, nor more than 125, days after the date that the Board orders the election. However, the election may be conducted within 180 days after the issuance of the Board's order to consolidate the election with a regularly scheduled election.

Recall elections shall be conducted in accordance with Elections Code 11381-11386.  
Consolidation of Elections

To reduce costs associated with conducting elections, the Board may consolidate Board elections with the local municipal or statewide primary or general election in accordance with Elections Code 1302.

In addition, if a regularly scheduled Board election held other than on a statewide election date results in a decrease in local voter turnout of 25 percent or more compared to the average local turnout for the previous four statewide general elections, the Board shall take action to consolidate Board elections with statewide elections. (Elections Code 14051, 14052)

In order to consolidate elections based on either circumstance described above, the Board shall adopt a resolution and submit it to the County Board of Supervisors for approval not later than 240 days prior to the date of the currently scheduled district election. (Elections Code 10404.5)

Whenever a regularly scheduled Board election is changed due to consolidation of elections, the terms of office of incumbent Board members shall be extended to align with the next applicable election. (Elections Code 10404.5)

**Elections Process and Procedures**

The district is divided into trustee areas and each trustee area shall be represented by a Board member who resides in and is elected by voters residing within that trustee area. Trustee areas shall be balanced by population as required by state and federal law.

Prior to March 1 following the year in which the results of each decennial federal census are released, the Board shall adjust the boundaries of the district's trustee areas based on population figures as validated by the Population Research Unit of the Department of Finance. (Education Code 5019.5)

To ensure ongoing compliance with the California Voting Rights Acts, the Board may review the district's Board election method to determine whether any modification is necessary due to changes in the district's population or any of its racial, color, or language minority group composition. The review shall be based on the Superintendent or designee's report to the Board after the release of each decennial federal census.

When the district's election method is to be changed, the Board shall hold public hearings in accordance with Elections Code 10100 before adopting a resolution at an open meeting specifying the change(s), and shall, in accordance with Education Code 5019, obtain approval from the county committee on school district organization having jurisdiction over the district.

The election method or trustee-area boundaries in effect at the beginning of a Board member's term shall be used when any vacancy that occurs during that term is to be filled, even if, during the term, the district has adopted "by-trustee area" election method or trustee area boundaries have been adjusted.

Any petition for a special election ordered pursuant to Education Code 5091 shall contain the county election official's estimate of the cost of conducting the special election, expressed on a per-student basis. (Education Code 5091)

### **Campaign Conduct**

All candidates, including current Board members running as incumbents, shall abide by local, county, state, and federal requirements regarding campaign donations, funding, and expenditures.

A Board member shall not expend, and a candidate shall not accept, any public money for the purpose of seeking elective office. However, the district may establish a dedicated fund for those seeking election to the Board, provided that the funds are available to all candidates who are qualified pursuant to Education Code 35107 without regard to incumbency or political preference. (Government Code 85300)

In order to help protect the public's trust in the electoral process as well as the public's confidence in the Board and district, the Board encourages all candidates to sign and adhere to the principles in the Code of Fair Campaign Practices pursuant to Elections Code 20440.

### **Statement of Qualifications**

On the 125th day prior to the day fixed for the general district election, the Board secretary or designee shall deliver a notice, bearing the secretary's signature and district seal, to the county elections official describing both of the following: (Elections Code 10509)

1. The elective offices of the district to be filled at the general election and which offices, if any, are for the balance of an unexpired term
2. Whether the district or the candidate is to pay for the publication of a statement of qualifications pursuant to Elections Code 13307

Candidates for the Board may submit a candidate statement to the elections official for inclusion in the voter's pamphlet. Candidate statements shall be limited to no more than 200 words. (Elections Code 13307)

When the elections official allows for the electronic distribution of candidate statements, a candidate for the Board may, in addition to or instead of submitting a candidate statement for inclusion in the mailed voter's pamphlet, prepare and submit a candidate statement for electronic distribution.

The district shall assume no part of the cost of printing, handling, translating, mailing, or electronically distributing candidate statements filed pursuant to Elections Code 13307. As a condition of having candidate statements included in the hard copy and/or electronic voter's pamphlet, the district may require candidates to pay their estimated pro rata share of these costs to the district in advance pursuant to Elections Code 13307.

### **Tie Votes in Board Member Elections**

Whenever a tie makes it impossible to determine which of two or more candidates has been elected to the Board, the Board shall immediately notify the candidates who received the tie votes of the time and place where the candidates or their representatives should appear before the Board. The Board at that time shall determine the winner by lot. (Education Code 5016)

---

## AGENDA ITEM

Agenda Title: Approval of Field Trip Requests - Eureka High School

Meeting Date: April 4, 2024

Item: Consent

**WHAT** *(the board is asked to discuss, receive, approve, or adopt)*

The Governing Board is asked to approve the following field trip request:

1. Student Advocates Guiding Engagement (SAGE) - Presenting/Attending California School Based Health Alliance Annual Conference - April 28, 2024 - May 1, 2024 - Santa Clara, CA
2. Limited Edition - April 18-21, 2024 - Fullerton, CA
3. Symphonic Band and String Orchestra Field Trip - April 27-28 - San Francisco, CA

**WHY** *(briefly explain why the action or discussion is important; and if applicable, how it is connected to site, district, or strategic plans)*

See attached Field Trip Request forms.

**STRATEGIC PLAN/PRIORITY AREA:**

**HISTORY** *(list previous staff or board action(s) with dates if possible)*

See attached Field Trip Request Form.

**HOW MUCH** *(list the revenue amount \$ and/or the expense amount \$)*

See attached Field Trip Request forms.

**WHO** *(list the name of the contact person(s), job title, and site location)*

Renae Will, Executive Director of Personnel and Public Affairs

**ATTACHMENTS:**

Description

- SAGE Field Trip Request

- ▢ Field Trip Request Form - Limited Edition 2024 to Fullerton
- ▢ Overnight - Board Approval Field Trip Request Form - Sonoma State - Spring 2024

**Eureka City Schools**  
**Process for Requesting Board Approval for Out-of-Area and Overnight Field Trips**

**Instructions:**

1. Teacher/Staff: Fill-out the (1) **Field Trip Request Form** and (2) **“School-Sponsored Student/s Overnight Trip Checklist”** (see attached forms).
2. Once the forms are completed (including **all** “date completed” and initial boxes), electronically sign page 2 of the Checklist.
3. Send both forms, with any additional supporting documentation, if applicable, in a single .pdf to the Site Principal’s Secretary, with a “cc” to the Site Principal, for approval.
4. Once the Site Principal approves by typing their initials and signature, the Site Principal (or Site Principal’s Secretary) will email the final .pdf forms to Micalyn ([harrismicalyn@eurekacityschools.org](mailto:harrismicalyn@eurekacityschools.org)) with a brief notation that it has been approved by the Site Principal and needs to go to the Board for approval.
5. Micalyn will email the form to the Director of Personnel for approval and add the Field Trip Request to the next Board Meeting Agenda. The Site Principal and Teacher/Staff member will be notified via email once the field trip has been approved by the Board.

Note: All Field Trip Request forms and other documentation must be received, with the Principal’s approval, at least 10 days prior to the scheduled Board meeting. **All forms must be filled out completely (no blanks) in order to be considered by the Board. Incomplete forms will be sent back to the Site Principal and might cause a delay in the field trip being approved by the Board. All overnight/out-of-town or State field trips MUST be approved by the Board prior to the date of the field trip.**

# Field Trip Request Form

(Overnight / Out-of-Town or State)

## CONSENT ITEM

### **WHAT:**

The Governing Board is asked to approve the following Field Trip:

**WHY** (briefly explain why approval is important; and, if applicable, how it is connected to the Site, District or Strategic Plan):

### **HISTORY:**

\_\_\_\_\_ Annual Trip

\_\_\_\_\_ First Year Attending

\_\_\_\_\_ Other: \_\_\_\_\_

### **HOW MUCH:**

\*\*\*

Name:

Dates of Trip:

Destination:

Club/Organization:

What means of transportation:

Number of students participating:

Briefly describe the details of the trip (chaperone, lodging, etc.):



**Eureka City Schools**  
**School-Sponsored Student/s Overnight Trip Checklist**

<b>Date Completed (dd/mm/yy)</b>	<b>Requests for Out-of-State, Out-of-Country or Overnight Travel Must Be Board Approved Prior to Travel</b>	<b>Teacher/ Staff (initial)</b>	<b>Site Principal (initial)</b>
	Principal establishes a process for approving a staff member's request to conduct a school-sponsored trip.		
	Staff shall consider: <ul style="list-style-type: none"> <li>• Student safety;</li> <li>• Objectives of instruction;</li> <li>• Most effective use of instructional time;</li> <li>• Distance from school;</li> <li>• District and student expense;</li> <li>• Transportation requirements;</li> <li>• Supervision requirements.</li> </ul>		
	Staff affirm that no student will be excluded from participation because of lack of sufficient funds (total cost per student and funding sources must be included).		
	Staff notified parents and students that students are under jurisdiction of the district and subject to district and school rules and regulations.		
	Staff hold parent information meeting for staff, chaperones, parents/guardians and students to discuss safety and importance of safety-related rules.		
	Staff ensures adequate supervision reviewed by site administrator (adults/students ratio). List of chaperones must be provided to District Office, including designating if employee or parent/guardian. If a non-staff chaperone, chaperone must have been cleared through the District's volunteer process.		
	During travel, staff will have school's first aid kit in his/her possession or immediately available.		

Date Completed (dd/mm/yy)	Requests for Out-of-State, Out-of-Country or Overnight Travel Must Be Board Approved Prior to Travel	Teacher/ Staff (initial)	Site Principal (initial)
	Staff obtains parent permission. If trip also involves water activities, specific permission for water activities must be obtained. If students will be in water, including motel pools, there must be a lifeguard at all times the students are in the water. Lifeguard can be a chaperone if they have the certification or one obtained through a local agency and the person has passed the agency requirements. Trip must not include activities identified as "hazardous" by our local JPA which includes but is not limited to rock climbing (walls) and/or zip lines.		
	Transportation information must include how and who is transporting students. If by chartered bus, Director of Transportation must be notified.		
	Parent permission letter for travel out-of-country obtained for each student (District Letter form letter).		
	Forms JPA 1 signed and on file at the school prior to departing on out-of-country school sponsored activity.		
	Staff complete checklist form including requested information, and Board "Field Trip Request Form" and submit to Superintendent's Assistant a minimum of 10 days prior to the Board meeting in which approval is being requested. (Board meeting dates can be obtained by calling the Superintendent's Assistant or looking on the ECS website.)		
	District shall provide or make available medical and/or hospital insurance for students injured while participating in any excursion.		
	Students must have travel insurance for travel out of lower 48 states.		
	<b>Staff, students and parents have been notified that the District may cancel or postpone student travel at any time if the State Department/Homeland Security or Federal Government indicates such travel presents unreasonable risk.</b>		

APPROVED:

Site Principal: \_\_\_\_\_ Date: \_\_\_\_\_

Teacher/Staff: \_\_\_\_\_ Date: \_\_\_\_\_

Director of Personnel: \_\_\_\_\_ Date: \_\_\_\_\_

# Field Trip Request Form

(Overnight / Out-of-Town or State)

## CONSENT ITEM

### **WHAT:**

The Governing Board is asked to approve the following Field Trip:  
Limited Edition trip to the Fullerton Jazz Festival.

**WHY** (briefly explain why approval is important; and, if applicable, how it is connected to the Site, District or Strategic Plan):

The Co-Curricular classes will gain the benefit of having professional Jazz Musicians and Educators provide them with valuable feedback in the nature and style of Jazz Music. Along with public performance, the students will gain confidence and experience

### **HISTORY:**

☒ Annual Trip  
☐ First Year Attending  
☐ Other: \_\_\_\_\_

### **HOW MUCH:**

The cost of the trip for each student will be approx. \$750 including Festival Fees, Room and Board, Transportation and entry in a Theme park.

\*\*\*

Name: Charles A. Young

Dates of Trip: April 18-21, 2024

Destination: Fullerton, Ca

Club/Organization: Limited Edition

What means of transportation: Avelo Airlines and Rental Cars

Number of students participating: 25

Briefly describe the details of the trip (chaperone, lodging, etc.):

Limited Edition will compete at the Fullerton Jazz Festival. I have four chaperones committed to attending. We will be staying a vacation rental in Fullerton. We will perform for schools(TBD) on the way down to Fullerton. The students will miss two days of school.

**Eureka City Schools**  
**School-Sponsored Student/s Overnight Trip Checklist**

<b>Date Completed (dd/mm/yy)</b>	<b>Requests for Out-of-State, Out-of-Country or Overnight Travel Must Be Board Approved Prior to Travel</b>	<b>Teacher/ Staff (initial)</b>	<b>Site Principal (initial)</b>
8/23/24	Principal establishes a process for approving a staff member's request to conduct a school-sponsored trip.	CY	
8/23/23	Staff shall consider: <ul style="list-style-type: none"> <li>• Student safety;</li> <li>• Objectives of instruction;</li> <li>• Most effective use of instructional time;</li> <li>• Distance from school;</li> <li>• District and student expense;</li> <li>• Transportation requirements;</li> <li>• Supervision requirements.</li> </ul>	CY	
2/1/24	Staff affirm that no student will be excluded from participation because of lack of sufficient funds (total cost per student and funding sources must be included).	CY	
2/15/24	Staff notified parents and students that students are under jurisdiction of the district and subject to district and school rules and regulations.	CY	
2/15/24	Staff hold parent information meeting for staff, chaperones, parents/guardians and students to discuss safety and importance of safety-related rules.	CY	
2/15/24	Staff ensures adequate supervision reviewed by site administrator (adults/students ratio). List of chaperones must be provided to District Office, including designating if employee or parent/guardian. If a non-staff chaperone, chaperone must have been cleared through the District's volunteer process.	CY	
2/15/24	During travel, staff will have school's first aid kit in his/her possession or immediately available.	CY	

Date Completed (dd/mm/yy)	Requests for Out-of-State, Out-of-Country or Overnight Travel Must Be Board Approved Prior to Travel	Teacher/ Staff (initial)	Site Principal (initial)
3/1/24	Staff obtains parent permission. If trip also involves water activities, specific permission for water activities must be obtained. If students will be in water, including motel pools, there must be a lifeguard at all times the students are in the water. Lifeguard can be a chaperone if they have the certification or one obtained through a local agency and the person has passed the agency requirements. Trip must not include activities identified as "hazardous" by our local JPA which includes but is not limited to rock climbing (walls) and/or zip lines.	CY	
2/15/24	Transportation information must include how and who is transporting students. If by chartered bus, Director of Transportation must be notified.	CY	
N/A	Parent permission letter for travel out-of-country obtained for each student (District Letter form letter).	N/A	
2/14/24	Forms JPA 1 signed and on file at the school prior to departing on out-of-country school sponsored activity.	CY	
3/1/24	Staff complete checklist form including requested information, and Board "Field Trip Request Form" and submit to Superintendent's Assistant a minimum of 10 days prior to the Board meeting in which approval is being requested. (Board meeting dates can be obtained by calling the Superintendent's Assistant or looking on the ECS website.)	CY	
2/15/24	District shall provide or make available medical and/or hospital insurance for students injured while participating in any excursion.	CY	
N/A	Students must have travel insurance for travel out of lower 48 states.	N/A	
2/15/24	<b>Staff, students and parents have been notified that the District may cancel or postpone student travel at any time if the State Department/Homeland Security or Federal Government indicates such travel presents unreasonable risk.</b>	CY	

APPROVED:

Site Principal: \_\_\_\_\_ Date: \_\_\_\_\_

Teacher/Staff: Charles A. Young Date: 3/1/2024

Director of Personnel: \_\_\_\_\_ Date: \_\_\_\_\_

# Field Trip Request Form

(Overnight / Out-of-Town or State)

## CONSENT ITEM

### **WHAT:**

The Governing Board is asked to approve the following Field Trip:

**WHY** (briefly explain why approval is important; and, if applicable, how it is connected to the Site, District or Strategic Plan):

### **HISTORY:**

\_\_\_\_\_ Annual Trip

\_\_\_\_\_ First Year Attending

\_\_\_\_\_ Other: \_\_\_\_\_

### **HOW MUCH:**

\*\*\*

Name:

Dates of Trip:

Destination:

Club/Organization:

What means of transportation:

Number of students participating:

Briefly describe the details of the trip (chaperone, lodging, etc.):

**Eureka City Schools**  
**School-Sponsored Student/s Overnight Trip Checklist**

<b>Date Completed (dd/mm/yy)</b>	<b>Requests for Out-of-State, Out-of-Country or Overnight Travel Must Be Board Approved Prior to Travel</b>	<b>Teacher/ Staff (initial)</b>	<b>Site Principal (initial)</b>
	Principal establishes a process for approving a staff member's request to conduct a school-sponsored trip.		
	Staff shall consider: <ul style="list-style-type: none"> <li>• Student safety;</li> <li>• Objectives of instruction;</li> <li>• Most effective use of instructional time;</li> <li>• Distance from school;</li> <li>• District and student expense;</li> <li>• Transportation requirements;</li> <li>• Supervision requirements.</li> </ul>		
	Staff affirm that no student will be excluded from participation because of lack of sufficient funds (total cost per student and funding sources must be included).		
	Staff notified parents and students that students are under jurisdiction of the district and subject to district and school rules and regulations.		
	Staff hold parent information meeting for staff, chaperones, parents/guardians and students to discuss safety and importance of safety-related rules.		
	Staff ensures adequate supervision reviewed by site administrator (adults/students ratio). List of chaperones must be provided to District Office, including designating if employee or parent/guardian. If a non-staff chaperone, chaperone must have been cleared through the District's volunteer process.		
	During travel, staff will have school's first aid kit in his/her possession or immediately available.		

Date Completed (dd/mm/yy)	Requests for Out-of-State, Out-of-Country or Overnight Travel Must Be Board Approved Prior to Travel	Teacher/ Staff (initial)	Site Principal (initial)
	Staff obtains parent permission. If trip also involves water activities, specific permission for water activities must be obtained. If students will be in water, including motel pools, there must be a lifeguard at all times the students are in the water. Lifeguard can be a chaperone if they have the certification or one obtained through a local agency and the person has passed the agency requirements. Trip must not include activities identified as "hazardous" by our local JPA which includes but is not limited to rock climbing (walls) and/or zip lines.		
	Transportation information must include how and who is transporting students. If by chartered bus, Director of Transportation must be notified.		
	Parent permission letter for travel out-of-country obtained for each student (District Letter form letter).		
	Forms JPA 1 signed and on file at the school prior to departing on out-of-country school sponsored activity.		
	Staff complete checklist form including requested information, and Board "Field Trip Request Form" and submit to Superintendent's Assistant a minimum of 10 days prior to the Board meeting in which approval is being requested. (Board meeting dates can be obtained by calling the Superintendent's Assistant or looking on the ECS website.)		
	District shall provide or make available medical and/or hospital insurance for students injured while participating in any excursion.		
	Students must have travel insurance for travel out of lower 48 states.		
	<b>Staff, students and parents have been notified that the District may cancel or postpone student travel at any time if the State Department/Homeland Security or Federal Government indicates such travel presents unreasonable risk.</b>		

APPROVED:

Site Principal: \_\_\_\_\_ Date: \_\_\_\_\_

Teacher/Staff: \_\_\_\_\_ Date: \_\_\_\_\_

Director of Personnel: \_\_\_\_\_ Date: \_\_\_\_\_



## AGENDA ITEM

Agenda Title: Approval of New Classified Job Description for District Audio Visual Tech Specialist  
Meeting Date: April 4, 2024  
Item: Consent

**WHAT** *(the board is asked to discuss, receive, approve, or adopt)*

The Governing Board is asked to approve a new classified job description for District Audio Visual Tech Specialist.

**WHY** *(briefly explain why the action or discussion is important; and if applicable, how it is connected to site, district, or strategic plans)*

The new District Audio Visual Tech Specialist was created to support the Eureka High School Auditorium, Visual and Performing Arts programs, and the Technology Department.

**STRATEGIC PLAN/PRIORITY AREA:**

Priority Area 7: Human Resources

**HISTORY** *(list previous staff or board action(s) with dates if possible)*

N/A

**HOW MUCH** *(list the revenue amount \$ and/or the expense amount \$)*

The new District Audio Visual Tech Specialist position was placed at Range 14 on the Classified Salary Schedule.

**WHO** *(list the name of the contact person(s), job title, and site location)*

Renae M. Will, Executive Director of Personnel Services and Public Affairs

**ATTACHMENTS:**

Description

- ▣ JD District AV Tech Specialist

## **District Audio Visual Tech Specialist**

### **Purpose Statement**

The job of District Audio Visual (AV) Tech Specialist is done for the purpose of providing technical theater oversight, expertise and assistance for campus and community events, and performing a variety of technical work in theater, stage and classroom audio/visual activities throughout the District, including training and working with students, equipment repair and facility maintenance, audio/video set-up and operations, inventory, light Information Technology (IT) support, and other related work.

### **Essential Functions**

- Constructs scenic elements for the purpose of supporting students, instructors, and community productions.
- Designs theatrical lighting and sound systems (e.g., audio systems, specialized audio equipment, digital lighting systems, etc.) for the purpose of providing the necessary support to theater productions, other performances, and presentations.
- Maintains inventory for the purpose of providing security for all tools, equipment, and supplies in the theater.
- Maintains stage and media equipment for the purpose of ensuring the availability and functioning of required tools and equipment within a safe work area.
- Oversees and trains production support crews for the purpose of providing necessary support to theater productions.
- Produces stage support items (e.g., props, special effects, fog, haze, smoke, lighting, etc.) for the purpose of supporting drama instructor/s, student, and community productions.
- Operates a variety of equipment such as drills, saws, lifts, sanders, and various hand and power tools.
- Disassembles equipment and cleans up after shows, performances, and productions.
- Replaces defective parts/systems and makes minor repairs, as appropriate, for the purpose of ensuring the availability of equipment in a safe operating condition.
- Requests equipment and supplies for the purpose of maintaining inventory and ensuring availability of required items.
- Runs the lighting and sound boards for the purpose of supporting crews during the staging of events, including promotions, graduations, and various other non-theatre events.
- Sets-up AV equipment for the purpose of ensuring that client requests are met.
- Assists the IT Department as directed with computer-related tasks, including but not limited to computer installations, removal and transport, imaging, cable management, and inventory.
- Sets-up and operates AV equipment for District Board meetings as needed.
- Assists with site and classroom AV systems, including but not limited to speakers, microphones, projection systems, video conferencing, streaming, and other digital media as needed.
- Rewires, repairs, updates, and installs AV equipment in District facilities as necessary.

### **Other Functions**

- Conducts in-service presentations for the purpose of training students and staff on the use of stage and AV equipment.
- Assists District personnel, students, and community users in ensuring safe operation and protection of theater, performance, and classroom audio visual equipment.
- Communicates with District personnel and outside agencies for the purpose of exchanging information and resolving concerns.
- Performs single, technical tasks with a need to occasionally upgrade skills in order to meet changing job conditions.
- Performs other related duties as assigned.

### **Job Requirements: Minimum Qualifications**

#### **Skills, Knowledge and Abilities**

SKILLS are required to perform single technical tasks with a frequent need to upgrade skills due to changing job conditions. Specific skills required to satisfactorily perform the functions of the job include: operating equipment used in theatrical presentations (e.g., rigging, audio/video equipment, lighting, sound mixing, pulleys, ropes, recorders, etc.); adhering to safety practices.

KNOWLEDGE is required to perform algebra and/or geometry; read technical information; compose a variety of documents and/or facilitate group discussions; and solve practical problems. Specific knowledge required to satisfactorily perform the functions of the job includes: stage and theatrical equipment; safety practices and procedures.

Possesses practical knowledge of G-Suite applications including Gmail, Drive, Calendar, Google Meet, etc.

ABILITY is required to schedule a number of activities; gather, collate, and/or classify data; and coordinate a significant number of factors in the use of equipment. Flexibility is required to work with others under a wide variety of circumstances; analyze data utilizing defined and similar processes; and use equipment for a variety of purposes under different conditions that requires an understanding of various methods of operation. Ability is also required to work with a significant diversity of individuals and/or groups; work with data of similar types and/or purposes; and utilize a wide variety of job-related equipment. In working with others, problem solving is required to analyze issues, create plans of action and reach solutions; with data it is limited; and with equipment it is significant. Specific abilities required to satisfactorily perform the functions of the job include: adapting to changing work priorities; communicating with diverse groups; meeting deadlines and schedules; setting priorities; working as part of a team; working with constant and sustained interruptions.

#### **Responsibility**

Responsibilities include: working under limited supervision focusing primarily on results; directing other persons within a small work unit; and operating within a defined budget and/or financial guidelines. Utilization of resources from other work units is required to perform the job's functions. There is an opportunity to impact the Organization's services.

### **Working Environment**

The usual and customary methods of performing the job's functions requires the following physical demands: significant lifting, carrying, pushing and/or pulling; significant climbing and balancing; significant stooping, kneeling, crouching and/or crawling; significant reaching, handling, fingering and/or feeling. Generally, the job requires 15% sitting, 65% walking and 25% standing. The job is performed under minimal temperature variations, some hazardous conditions (e.g. mechanical, cuts, burns, infectious disease, high decibel noise, etc.), and in varying atmospheric conditions.

### **Experience and Education**

Job Related Experience within Specialized Field is required  
High School Diploma or Equivalent

### **Required Testing**

Pre-employment Proficiency Exam

### **Continuing Educ. / Training**

As needed

### **Certificates and Licenses**

CPR/First Aid Certificate\*  
CPI Certification\*  
Valid California Driver's License

### **Clearances**

Criminal Justice/Fingerprint Clearance  
TB Clearance

### **FLSA Status**

Non-exempt

### **Salary Grade**

Classified Range 14

215 Work Days (Work duties require some evening and weekend work. Schedule may be modified in advance of the workweek to allow for scheduled events and/or in order to meet work needs.)

\* To be completed within the first six months or 130 days of employment.

## AGENDA ITEM

Agenda Title: Master Facility Plan Update

Meeting Date: April 4, 2024

Item: Discussion/Action

**WHAT** *(the board is asked to discuss, receive, approve, or adopt)*

The Governing Board is asked to receive and approve the 2023/24 Master Facility Plan.

**WHY** *(briefly explain why the action or discussion is important; and if applicable, how it is connected to site, district, or strategic plans)*

The Master Facility Plan establishes a priority ranking and framework for development of capital improvements and ongoing deferred maintenance projects across the district. It is a working document that is responsive to the district's current and projected needs, and as such requires consistent evaluation and periodic updates.

### **STRATEGIC PLAN/PRIORITY AREA:**

Priority Area 14: Clean, safe, functional, attractive classrooms, facilities and grounds.

**HISTORY** *(list previous staff or board action(s) with dates if possible)*

The district last provided a comprehensive update to the Master Facility Plan at the May 11, 2023 Board meeting.

**HOW MUCH** *(list the revenue amount \$ and/or the expense amount \$)*

The total cost on the updated Master Facility Plan is \$29,455,500.

**WHO** *(list the name of the contact person(s), job title, and site location)*

Paul Ziegler, Assistant Superintendent of Business Services

### **ATTACHMENTS:**

Description

- ▣ Summary of Updated MFP
- ▣ Master Facility Plan

# **2023/24 Master Facilities Plan Update**

## **Completed Projects:**

- Eureka High - gymnasium construction completed (Measure S)
- Eureka High – Auditorium ceiling repairs completed
- Winship - Exterior fencing around athletic fields
- Alice Birney – Polished concrete installed in Multi-purpose room
- Grant – Exterior painting
- Lafayette – Exterior painting
- Zane – Interior painting, several classes completed
- Alice Birney – Playground hardcourt surface completed
- Zane – slurry coat playground
- Lafayette – Replace restroom damaged partitions
- Grant – Security cameras installed (Measure S)
- Washington – Security cameras installed (Measure S)
- Lincoln – Security cameras installed (Measure S)

## **Projects In-Progress:**

- Eureka High – Science Building modernization (Measure S)
- Eureka High – Cafeteria kitchen serving line (Kitchen Infrastructure grant)
- Winship – Leveling and sprinkler upgrades; may need to address sooner due to Albee Stadium availability
- Zane - Leveling and sprinkler upgrades; may need to address sooner due to Albee Stadium availability
- Eureka High – Albee Stadium/Cloney Field in progress (Measure T)
- Eureka High – Tennis courts resurfacing in progress
- Zane – Exterior painting
- Eureka High – Exterior painting in phases
- Eureka High – Cafeteria interior in progress
- Washington – Install TK/K age-appropriate structure
- Eureka High – Replace roof for Main Building/Auditorium

### **New/Changed Projects Added to Master Facility Plan:**

- Grant – PreK/TK classroom expansion, includes Bus Drop-off (grant funded)
- Washington – Replace gas line and trenching
- Alice Birney – Jacobs field leveling and sprinkler system now Priority 1
- Eureka High – Paint interior Main Building
- Grant – Courtyard slurry coat
- Lincoln – Replace roof
- Eureka High – Replace IT Building roof

# EUREKA CITY SCHOOLS

## 2023/24 MASTER FACILITY PLAN

March 22, 2024

SITE		GENERAL PROJECTS	ATHLETIC FIELDS	FENCES	FIELDS
ALICE BIRNEY	Priority Rating	1	1	1	3
	Estimated Cost	6,000,000	200,000	200,000	75,000
	Comments	Office Modernization	Jacobs field; leveling and sprinkler system	Allard; Jacobs field to be addressed later	Leveling and sprinkler system (southwest campus)
GRANT	Priority Rating	1	NA	10+	4
	Estimated Cost	2,000,000	0	0	150,000
	Comments	PreK/TK expansion grant \$8.8 million, includes Bus Drop-off	---	---	Leveling and sprinkler system
LAFAYETTE	Priority Rating	5	NA	2	5
	Estimated Cost	4,500,000	0	80,000	90,000
	Comments	Office Modernization; concern with direct campus access	---	Replace fencing along Park and Lincoln streets	Leveling and sprinkler system
WASHINGTON	Priority Rating	1	5	3	10+
	Estimated Cost	15,000	150,000	270,000	0
	Comments	Replace gas line and trenching	Leveling and sprinkler system upgrades	Replace fencing along W, Dolbeer, and Russell streets	---



# EUREKA CITY SCHOOLS

## 2023/24 MASTER FACILITY PLAN

March 22, 2024

SITE		GENERAL PROJECTS	ATHLETIC FIELDS	FENCES	FIELDS
WINSHIP	Priority Rating	NA	4	7	NA
	Estimated Cost	0	150,000	300,000	0
	Comments	---	Leveling and sprinkler system upgrades; may need to address sooner due to field availability	Complete exterior fencing	---
ZANE	Priority Rating	NA	3	1	NA
	Estimated Cost	0	225,000	30,000	0
	Comments	---	Leveling and sprinkler system upgrades; may need to address sooner due to field availability	Replace fencing behind classrooms 45-47	---
LINCOLN	Priority Rating	NA	NA	10+	NA
	Estimated Cost	0	0	0	0
	Comments	---	---	---	---
EUREKA HIGH	Priority Rating	NA	1	5	NA
	Estimated Cost	0	50,000	225,000	0
	Comments	Science Building modernization in progress; auditorium completed; cafeteria kitchen in progress	Albee Stadium and Cloney Field in progress; tennis courts in progress	Del Norte and N streets; stadium south	---

# EUREKA CITY SCHOOLS

## 2023/24 MASTER FACILITY PLAN

March 22, 2024

SITE		GENERAL PROJECTS	ATHLETIC FIELDS	FENCES	FIELDS
CORP YARD	Priority Rating	1	NA	3	NA
	Estimated Cost	50,000	0	45,000	0
	Comments	Additional EV bus chargers and PG&E meter	---	Replace rusted chain link fencing	---
DISTRICT OFFICE	Priority Rating	NA	NA	10+	NA
	Estimated Cost	0	0	0	0
	Comments	---	---	---	---
WINZLER CENTER	Priority Rating	NA	NA	7	10+
	Estimated Cost	0	0	40,000	0
	Comments	---	---	Creighton Street side	---
Priority 1		8,065,000	250,000	230,000	0
Priority 2		0	0	80,000	0
Priority 3		0	225,000	315,000	75,000
Priority 4		0	150,000	0	150,000
Priority 5		4,500,000	150,000	225,000	90,000
Priority 6		0	0	0	0
Priority 7		0	0	340,000	0
TOTAL		12,565,000	775,000	1,190,000	315,000

# EUREKA CITY SCHOOL

## 2023/24 MASTER FACIL

March 22, 2024

SITE		FLOORS/CARPETS	GYMNASIUM	HVAC	CABINETS/TEACHING WALLS
ALICE BIRNEY	Priority Rating	3	NA	5	3
	Estimated Cost	350,000	0	105,000	225,000
	Comments	Cafeteria completed; three classroom wings remaining	---	Replace units as needed (estimate \$3,500 per unit)	\$15,000 per room
GRANT	Priority Rating	3	NA	5	3
	Estimated Cost	15,000	0	63,000	210,000
	Comments	Portable 15 Carpet replacement	---	Replace units as needed (estimate \$3,500 per unit)	\$15,000 per room
LAFAYETTE	Priority Rating	4	NA	5	4
	Estimated Cost	65,000	0	87,500	135,000
	Comments	Replace/repair multi-purpose room flooring	---	Replace units as needed (estimate \$3,500 per unit)	\$15,000 per room; several completed already
WASHINGTON	Priority Rating	2	NA	5	6
	Estimated Cost	360,000	0	84,000	360,000
	Comments	Replace flooring in multi-purpose room, abate/replace tiles in 9	---	Replace units as needed (estimate \$3,500 per unit)	Teaching walls and base cabinets

# EUREKA CITY SCHOOL

## 2023/24 MASTER FACIL

March 22, 2024

SITE		FLOORS/CARPETS	GYMNASIUM	HVAC	CABINETS/TEACHING WALLS
WINSHIP	Priority Rating	4	4	10+	NA
	Estimated Cost	365,000	165,000	0	0
	Comments	Library carpet replacement; abate/replace tile floors in 14 classrooms later	Sand and re-finish gym floor	Upgraded during 2004 modernization	Classroom size does not allow standard teaching wall
ZANE	Priority Rating	2	4	10+	NA
	Estimated Cost	170,000	165,000	0	0
	Comments	Replace carpet in Library and Main Office; abate/replace tile floors in 10 classrooms, 8 completed	Sand and re-finish gym floor	Upgraded during 2004 modernization	Classroom size does not allow standard teaching wall
LINCOLN	Priority Rating	10+	NA	10+	10+
	Estimated Cost	0	0	0	0
	Comments	Upgraded during 2014-16 modernization	---	Upgraded during 2014-16 modernization	Upgraded during 2014-16 modernization
EUREKA HIGH	Priority Rating	1	10+	10+	NA
	Estimated Cost	170,000	0	0	0
	Comments	Cafeteria (polished concrete) w/abatement	Gym construction completed	Previously addressed during modernization	Classroom size does not allow standard teaching wall

# EUREKA CITY SCHOOL

## 2023/24 MASTER FACIL

March 22, 2024

SITE		FLOORS/CARPETS	GYMNASIUM	HVAC	CABINETS/TEACHING WALLS
CORP YARD	Priority Rating	5	NA	6	NA
	Estimated Cost	5,000	0	7,000	0
	Comments	Replace office carpets	---	Replace units as needed (estimate \$3,500 per unit)	---
DISTRICT OFFICE	Priority Rating	5	NA	10+	10+
	Estimated Cost	25,000	0	0	0
	Comments	Boardroom floor	---	---	Art, Jewelry and Pottery classrooms
WINZLER CENTER	Priority Rating	7	NA	6	7
	Estimated Cost	22,000	0	17,500	75,000
	Comments	Staff room	---	Replace units as needed (estimate \$3,500 per unit)	\$15,000 per room
Priority 1		170,000	0	0	0
Priority 2		530,000	0	0	0
Priority 3		365,000	0	0	435,000
Priority 4		430,000	330,000	0	135,000
Priority 5		30,000	0	339,500	0
Priority 6		0	0	24,500	360,000
Priority 7		22,000	0	0	75,000
TOTAL		1,547,000	330,000	364,000	1,005,000

# EUREKA CITY SCHOOL

## 2023/24 MASTER FACIL

March 22, 2024

SITE		PAINTING EXTERIOR	PAINTING INTERIOR	PARKING LOTS	PLAYGROUND HARDCOURT
ALICE BIRNEY	Priority Rating	4	1	6	10+
	Estimated Cost	90,000	45,000	60,000	0
	Comments	Paint site more frequently due to rust factor	Contingent on access to classrooms	Slurry coating/stripping to preserve new lots	Playground hardcourt completed
GRANT	Priority Rating	10+	5	5	7
	Estimated Cost	0	45,000	30,000	30,000
	Comments	Completed	Contingent on access to classrooms	Slurry coating/stripping as needed	Courtyard slurry coat
LAFAYETTE	Priority Rating	7	3	5	3
	Estimated Cost	20,000	45,000	60,000	160,000
	Comments	Completed; touch up as needed	Contingent on access to classrooms	Slurry coating/stripping to preserve new lots	Slurry playground surface; install retaining wall
WASHINGTON	Priority Rating	4	2	4	1
	Estimated Cost	110,000	45,000	40,000	65,000
	Comments	---	Contingent on access to classrooms	Slurry coating/stripping as needed	Slurry playground and between classroom wings

# EUREKA CITY SCHOOL

## 2023/24 MASTER FACIL

March 22, 2024

SITE		PAINTING EXTERIOR	PAINTING INTERIOR	PARKING LOTS	PLAYGROUND HARDCOURT
WINSHIP	Priority Rating	7	6	6	7
	Estimated Cost	170,000	55,000	60,000	185,000
	Comments	Touch-up required during interim	Contingent on access to classrooms	Slurry coating/stripping as needed	Slurry playground
ZANE	Priority Rating	1	4	3	10+
	Estimated Cost	170,000	55,000	415,000	0
	Comments	In-progress	Contingent on access to remaining classrooms; several rooms already completed	Overlay asphalt in driveway; slurry coat and striping as needed for parking lot	Completed
LINCOLN	Priority Rating	2	10+	NA	2
	Estimated Cost	80,000	0	0	185,000
	Comments	---	---	---	Slurry coating/stripping as needed
EUREKA HIGH	Priority Rating	1	7	1	NA
	Estimated Cost	75,000	95,000	275,000	0
	Comments	Paint in phases; \$75,000 per phase - Science Building/Cafeteria in process	Main Building 1st floor; Cafeteria interior in progress	Asphalt overlay staff parking behind Building G	Complete old gymnasium demolition; asphalt surfacing/install

# EUREKA CITY SCHOOL

## 2023/24 MASTER FACIL

March 22, 2024

SITE		PAINTING EXTERIOR	PAINTING INTERIOR	PARKING LOTS	PLAYGROUND HARDCOURT
CORP YARD	Priority Rating	NA	10+	4	NA
	Estimated Cost	0	0	190,000	0
	Comments	---	Touch up as needed	Repair broken asphalt on entry; slurry coat parking areas	---
DISTRICT OFFICE	Priority Rating	6	10+	2	5
	Estimated Cost	80,000	0	275,000	25,000
	Comments	Touch-up as required during interim	Touch-up as required during interim	Parking lot asphalt overlay	Courtyard slurry coat
WINZLER CENTER	Priority Rating	7	7	5	6
	Estimated Cost	65,000	25,000	20,000	20,000
	Comments	Touch-up as required during interim	Touch-up as required during interim	Slurry coating/stripping as needed	Slurry coating
Priority 1		245,000	45,000	275,000	65,000
Priority 2		80,000	45,000	275,000	185,000
Priority 3		0	45,000	415,000	160,000
Priority 4		200,000	55,000	230,000	0
Priority 5		0	45,000	110,000	25,000
Priority 6		80,000	55,000	120,000	20,000
Priority 7		255,000	120,000	0	215,000
TOTAL		860,000	410,000	1,425,000	670,000

Priority Scale ranges from 1 to 7, with 1 being highest priority. Items marked "10+" fall outside the 10 year timeline covered by the MFP, and have no estimated cost attached to them.

April 4, 2024



# EUREKA CITY SCHOOL

## 2023/24 MASTER FACIL

March 22, 2024

SITE		PLAYGROUND STRUCTURES	RESTROOMS	ROOF SYSTEMS	SECURITY CAMERAS
ALICE BIRNEY	Priority Rating	2	1	3	10+
	Estimated Cost	245,000	150,000	1,000,000	0
	Comments	Upgrade/replace one area (in-house installation)	Middle wing ADA upgrades	Wing 2, 3, 4, and Library	---
GRANT	Priority Rating	3	10+	7	10+
	Estimated Cost	145,000	0	120,000	0
	Comments	Upgrade/replace one area (in-house installation)	---	Office wing	Completed
LAFAYETTE	Priority Rating	1	10+	1	10+
	Estimated Cost	245,000	0	30,000	0
	Comments	Upgrade/replace one area (in-house installation)	Address as needed	Room 18 and 19	---
WASHINGTON	Priority Rating	1	7	2	10+
	Estimated Cost	245,000	325,000	1,000,000	0
	Comments	In-progress TK/K-age appropriate structure	ADA upgrades to Wing 2 restrooms	All 3 classroom wings	Completed

# EUREKA CITY SCHOOL

## 2023/24 MASTER FACIL

March 22, 2024

SITE		PLAYGROUND STRUCTURES	RESTROOMS	ROOF SYSTEMS	SECURITY CAMERAS
WINSHIP	Priority Rating	NA	10+	6	10+
	Estimated Cost	0	0	60,000	0
	Comments	---	---	H5 and H6	---
ZANE	Priority Rating	NA	2	2	10+
	Estimated Cost	0	380,000	250,000	0
	Comments	---	Upgrade four modular student restrooms	P-3, P-4, and Kitchen under contract; and Office Building roof	---
LINCOLN	Priority Rating	NA	10+	1	10+
	Estimated Cost	0	0	550,000	0
	Comments	---	Upgraded during 2014-16 modernization	Replacement	Completed
EUREKA HIGH	Priority Rating	NA	7	1	10+
	Estimated Cost	0	230,000	650,000	0
	Comments	---	Main Building student restrooms	Main Building/Auditorium roof in progress; IT Building	Additional as needed

Priority Scale ranges from 1 to 7, with 1 being highest priority. Items marked "10+" fall outside the 10 year timeline covered by the MFP, and have no estimated cost attached to them.

# EUREKA CITY SCHOOL

## 2023/24 MASTER FACIL

March 22, 2024

SITE		PLAYGROUND STRUCTURES	RESTROOMS	ROOF SYSTEMS	SECURITY CAMERAS
CORP YARD	Priority Rating	NA	10+	7	6
	Estimated Cost	0	0	400,000	75,000
	Comments	---	---	Minor repairs as required in interim	---
DISTRICT OFFICE	Priority Rating	NA	10+	1	5
	Estimated Cost	0	0	340,000	80,000
	Comments	---	---	Replace roof - in progress	---
WINZLER CENTER	Priority Rating	10+	3	7	4
	Estimated Cost	0	350,000	0	75,000
	Comments	---	ADA accessible upgrades to staff & student restrooms	Patch as required	---
Priority 1		490,000	150,000	1,570,000	0
Priority 2		245,000	380,000	1,250,000	0
Priority 3		145,000	350,000	1,000,000	0
Priority 4		0	0	0	75,000
Priority 5		0	0	0	80,000
Priority 6		0	0	60,000	75,000
Priority 7		0	555,000	520,000	0
TOTAL		880,000	1,435,000	4,400,000	230,000

# EUREKA CITY SCHOOL

## 2023/24 MASTER FACIL

March 22, 2024

SITE		SIDING	SINKS	WALKWAYS	TOTAL BY SITE
ALICE BIRNEY	Priority Rating	10+	10+	10+	8,745,000
	Estimated Cost	0	0	0	
	Comments	---	---	---	
GRANT	Priority Rating	1	10+	4	2,830,500
	Estimated Cost	7,500	0	15,000	
	Comments	Portables and library (perform in-house)	---	Food Services delivery (perform in-house)	
LAFAYETTE	Priority Rating	2	10+	10+	5,525,000
	Estimated Cost	7,500	0	0	
	Comments	Replace/repair by playground restrooms; portable #11	---	---	
WASHINGTON	Priority Rating	3	10+	10+	3,076,500
	Estimated Cost	7,500	0	0	
	Comments	Portable #16	---	---	

# EUREKA CITY SCHOOL

## 2023/24 MASTER FACIL

March 22, 2024

SITE		SIDING	SINKS	WALKWAYS	TOTAL BY SITE
WINSHIP	Priority Rating	1	10+	10+	1,635,000
	Estimated Cost	125,000	0	0	
	Comments	Repairs on F Building, H Portables, and gymnasium	---	---	
ZANE	Priority Rating	2	10+	3	1,877,000
	Estimated Cost	7,500	0	9,500	
	Comments	Replace siding P3 & P4	---	Repair walkway between library and Building 4	
LINCOLN	Priority Rating	10+	10+	2	910,000
	Estimated Cost	0	0	95,000	
	Comments	---	Upgraded during 2014-16 modernization	Repair walkway on Harris Street	
EUREKA HIGH	Priority Rating	NA	NA	3	2,445,000
	Estimated Cost	0	0	675,000	
	Comments	---	---	Del Norte and J Streets	

# EUREKA CITY SCHOOL

## 2023/24 MASTER FACIL

March 22, 2024

SITE		SIDING	SINKS	WALKWAYS	TOTAL BY SITE
CORP YARD	Priority Rating	NA	NA	NA	772,000
	Estimated Cost	0	0	0	
	Comments	---	---	---	
DISTRICT OFFICE	Priority Rating	2	5	5	892,500
	Estimated Cost	7,500	15,000	45,000	
	Comments	MFRC portable	Replace supply lines to drinking fountains; hydration stations?	Courtyard driveway approach and broken sidewalk replacement	
WINZLER CENTER	Priority Rating	7	4	NA	747,000
	Estimated Cost	7,500	30,000	0	
	Comments	Staff portable	ADA compliant exterior drinking fountains	---	
Priority 1		132,500	0	0	11,687,500
Priority 2		22,500	0	95,000	3,187,500
Priority 3		7,500	0	684,500	4,222,000
Priority 4		0	30,000	15,000	1,800,000
Priority 5		0	15,000	45,000	5,654,500
Priority 6		0	0	0	794,500
Priority 7		7,500	0	0	2,109,500
TOTAL		170,000	45,000	839,500	29,455,500

## AGENDA ITEM

Agenda Title: Accept Low Bid for Eureka High School Main Building Roof Recoating Project  
Meeting Date: April 4, 2024  
Item: Discussion/Action

**WHAT** *(the board is asked to discuss, receive, approve, or adopt)*

The Governing Board is asked to accept the low bid from American Foam Experts for the Eureka High School Main Building Roof Recoating Project.

**WHY** *(briefly explain why the action or discussion is important; and if applicable, how it is connected to site, district, or strategic plans)*

Staff has patched the parapet caps to prevent leaking and we are at the point of recoating. Without the recoating, we will be looking at a reroofing project that would be significantly more costly. Add alternates were included to replace broken glass panels in the skylights and roof drain wells.

**STRATEGIC PLAN/PRIORITY AREA:**

Priority Area 19: New and Modernized Facilities

**HISTORY** *(list previous staff or board action(s) with dates if possible)*

The last coating was applied in 2008.

**HOW MUCH** *(list the revenue amount \$ and/or the expense amount \$)*

Base bid: \$537,118

Additive Alternate #1: \$48,000

Additive Alternate #2: \$8,950

**WHO** *(list the name of the contact person(s), job title, and site location)*

Paul Ziegler, Assistant Superintendent of Business Services

**ATTACHMENTS:**

Description

▣ Bid Tabulation





**PROJECT:** Main Building Roof Recoating at Eureka High School  
**EUREKA CITY SCHOOLS**

BID DATE AND TIME: March 5, 2024 at 2:00 p.m.

GENERAL CONTRACTORS	ADDENDUM 1	BASE BID	Additive Alternate No. 1 - Provide additive alternate pricing for the replacement and installation of all skylights	Additive Alternate No. 2 - Provide additive alternate pricing for all drainage system(s) to be rebuilt	BID BOND	SUB LIST
United Building Contractors	X	\$568,000	\$36,000	\$18,000	X	N/A
American Foam Experts	X	\$537,118	\$48,000	\$8,950	X	N/A
Universal Coatings		\$777,000	NOT SUBMITTED	NOT SUBMITTED	X	N/A
<del>Ark Design Construction &amp; Roofing</del>		NO BID SUBMITTED				

X = Present or Acknowledged in the Bid Opening

## AGENDA ITEM

Agenda Title: Accept Low Bid for District Office Roof Replacement Project

Meeting Date: April 4, 2024

Item: Discussion/Action

**WHAT** *(the board is asked to discuss, receive, approve, or adopt)*

The Governing Board is asked to accept the low bid from American Foam Experts for the District Office Roof Replacement Project.

**WHY** *(briefly explain why the action or discussion is important; and if applicable, how it is connected to site, district, or strategic plans)*

ECS staff has replaced roof vents due to metal rusting out and regular maintenance has included power washing the roof to remove moss, mold, and bird waste.

During the winter/spring of 2022-2023, roof leaks started to occur and ECS staff was unable to repair due to pinholes in multiple locations. It was determined that a roof replacement was needed.

**STRATEGIC PLAN/PRIORITY AREA:**

Priority Area 19: New and Modernized Facilities

**HISTORY** *(list previous staff or board action(s) with dates if possible)*

The original shingle roof was replaced with a metal roof in 1996.

**HOW MUCH** *(list the revenue amount \$ and/or the expense amount \$)*

Base bid: \$374,218.

**WHO** *(list the name of the contact person(s), job title, and site location)*

Paul Ziegler, Assistant Superintendent of Business Services

**ATTACHMENTS:**

Description

- ▣ Bid Tabulation

**PROJECT:** Roof Replacement at ECS District Office  
**EUREKA CITY SCHOOLS**

BID DATE AND TIME: March 5, 2024 at 2:00 p.m.

GENERAL CONTRACTORS	ADDENDUM 1	BASE BID	BID BOND	SUB LIST
<del>McMurray &amp; Sons</del>		No Bid Submitted		
American Foam Experts	X	\$374,218	X	N/A
Ark Design Construction & Roofing	X	\$255,000 (Bid Withdrawn)	X	N/A

X = Present or Acknowledged in the Bid Opening

## AGENDA ITEM

Agenda Title: Approve First Amendment to Agreement for Exchange of Real Property Between Eureka City Schools and AMG Communities – Jacobs, LLC

Meeting Date: April 4, 2024

Item: Discussion/Action

**WHAT** *(the board is asked to discuss, receive, approve, or adopt)*

The Governing Board is asked to approve the First Amendment to the December 14, 2023, Agreement for Exchange of Real Property (“Agreement”) between the District and AMG Communities-Jacobs, LLC (“AMG”).

**WHY** *(briefly explain why the action or discussion is important; and if applicable, how it is connected to site, district, or strategic plans)*

The Agreement is for an exchange of District property located at 674 Allard Avenue in the City of Eureka (the “Jacobs” site) for real property consisting of two residential dwellings that is being acquired by AMG located at 3553 I Street in the City of Eureka. The Agreement specified certain time periods to complete due diligence and satisfy closing conditions for this exchange of property. This First Amendment would extend those time periods to allow the Developer to cure certain conditions at 3553 I Street which were raised by the District, and to allow the District to complete the surveying and lot line adjustment process to facilitate the conveyance of the Jacobs site. This First Amendment would also require AMG to increase its deposit by \$100,000.

**STRATEGIC PLAN/PRIORITY AREA:**

Applied to the "Fiscal Integrity of the District" portion of the Strategic Plan

**HISTORY** *(list previous staff or board action(s) with dates if possible)*

On December 14, 2023, the Board adopted Resolution # 23-24-023, which approved the exchange of real property between the District and AMG pursuant to Education Code section 17536. The Agreement provided for a feasibility for the parties to investigate the properties. The parties previously agreed to extend the feasibility period to February 26, 2024, in order to complete that investigation. Following its investigation of the I Street property, pursuant to the Agreement, the District notified

AMG of certain conditions with the I Street property that needed to be remedied in order for the property to be occupied by District staff in the future, which has been the District's intended use of the property. AMG agreed to cure the conditions but indicated that it needed additional time to undertake the work in question. This First Amendment would allow additional time for AMG to cure the conditions on the I Street property and for the District to complete the survey work and lot line adjustment for the Jacob's site.

**HOW MUCH***(list the revenue amount \$ and/or the expense amount \$)*

The total revenue for the exchange of property is \$6,000,000 (AMG to pay the District \$5,350,000, plus the District receives property valued at \$650,000). Additionally, under the First Amendment, any cost of any remedial work not completed on the I Street property by AMG will be credited to the District, potentially increasing the amount of the \$5,350,000 payment to the District. The Amendment would require Developer to submit an additional \$100,000 deposit into escrow.

**WHO***(list the name of the contact person(s), job title, and site location)*

Paul Ziegler, Assistant Superintendent of Business Services

**ATTACHMENTS:**

Description

- Exhibit A – First Amendment - 04.04.24 Board Pack
- First Amendment - Board Approved 04.04.24 w. Correction Section 1.06 (added 04.05.24)

---

**FIRST AMENDMENT TO**  
**AGREEMENT FOR EXCHANGE OF REAL PROPERTY**  
**BETWEEN**  
**EUREKA CITY SCHOOLS**  
**AND**  
**AMG COMMUNITIES-JACOBS, LLC**

---

**PREAMBLE**

This First Amendment to the Agreement for Exchange of Real Property (“First Amendment”) is entered into as of \_\_\_\_\_, 2024 (“Effective Date”), between Eureka City Schools, a California Public School District (“District”), and AMG Communities – Jacobs, LLC a California limited liability company (the “Developer”) on the following terms and conditions. The District and Developer are sometimes referred to individually herein as a “Party” and collectively as the “Parties”.

**RECITALS**

WHEREAS, the Parties entered into the Agreement for Exchange of Real Property dated December 14, 2023 (the “Agreement”), for the purpose of effectuating an exchange of certain real properties and additional consideration as specified therein; and

WHEREAS, the District is effectuating the exchange in order to raise capital to support District construction/modernization projects, as well as procuring housing for District staff; and

WHEREAS, the Agreement specified certain time periods for due diligence and closing, which time periods the Parties now desire to modify in order to (1) allow Developer to correct certain conditions in the Developer Property that were timely identified by District during the due diligence period, in order to make the Developer Property suitable for housing District staff; and (2) allow District to survey and complete the subdivision process to facilitate the conveyance of the District Exchange Property; and

WHEREAS, Developer desires to demonstrate its commitment to the exchange by increasing its deposit to the Escrow Holder beyond the \$1,000 Independent Consideration already paid to the District and \$35,000 non-refundable deposit for the Developer Property already paid by Developer to the current owner of the Developer Property; and

WHEREAS, the Parties desire to ratify all provisions of the Agreement not expressly amended by this First Amendment.

NOW, THEREFORE the parties agree as follows:

## **FIRST AMENDMENT**

1.01 Preamble and Recitals Incorporated. The Preamble and Recitals first set forth above are expressly incorporated herein.

1.02 Capitalized Terms. All capitalized terms used herein shall have the meaning assigned in the Agreement.

1.03 Close of Escrow. Close of Escrow shall occur on or before July 11, 2024.

1.04 Second Recital. The second recital in the Agreement is hereby amended and replaced in its entirety with the following:

“WHEREAS, the Developer is in the process of acquiring fee simple ownership of certain real property consisting of approximately 0.15 acres located at 3553 I Street, Eureka, CA 95503, Assessor Parcel Number 011-221-018, the County of Humboldt, California, and is more particularly described and depicted in Exhibit B attached hereto and made a part hereof (hereinafter “Developer Property”); and”

1.05 Developer Cure of Disapproved Conditions. Developer shall have until June 15, 2024 (the “Cure Date”) to cure the Developer Property’s disapproved conditions as identified by the District via letter dated February 26, 2024 (the “Disapproved Conditions”). No later than April 30, 2024, and again no later than May 30, 2024, Developer shall provide written updates to the District regarding the Developer’s progress towards curing the Disapproved Conditions. Developer shall notify District in writing on or before June 15, 2024, to confirm that the Disapproved Conditions have been cured, and provide a brief explanation of actions taken to cure the Disapproved Conditions. District shall have fourteen (14) days to reinspect the Developer Property and confirm to the District’s satisfaction that the Disapproved Conditions have been cured. In the event Developer fails to cure the Disapproved Conditions to District’s satisfaction by the Cure Date or Developer informs the District that it is unable to complete the work to cure the Disapproved Condition by the Cure Date, Developer shall provide a credit to the District for District to self-perform or otherwise complete the work to cure the Disapproved Conditions. Said credit shall be in the form of an increase to the cash payment due from Developer to District, as set forth in Section 2.02(c) of the Agreement (the “Cash Payment”). Developer agrees to assign any contracts for work to cure the Disapproved Conditions which will not be completed by the Cure Date to the District.

1.06 Developer Deposit. Developer agrees to, within seven (7) business days after District approves this First Amendment, to submit a deposit to Escrow Holder in the amount of ONE HUNDRED THOUSAND DOLLARS US (\$100,000.00) (the “Deposit”), which shall be credited toward the Cash Payment.. Escrow Holder shall hold the Deposit in an interest-bearing account and all accrued interest shall be and remain the property of Developer, and shall be credited toward the Cash Payment at Closing. In the event that Closing does not occur by June 15, 2024, unless Closing is extended my mutual written agreement of the Parties, Escrow Holder shall promptly return the Deposit to Developer.

1.07 Exhibit D. Reference to Section 6.01 in Exhibit D is hereby corrected and amended to refer to section 7.01 of the Agreement.

1.08 Ratification; Conflict. The Parties hereby ratify and affirm all provisions of the Agreement not expressly amended by this First Amendment. If the provisions of this First Amendment conflict with the provisions of the Agreement, then the provisions of this First Amendment shall prevail.

\* \* \* \* \*

**EXECUTION**

WHEREFORE, the District and the Developer, by their signatures below, enter into this Agreement effective on the date shown on page one of this Agreement.

**THE DEVELOPER:**

**THE SCHOOL DISTRICT:**

AMG COMMUNITIES – JACOBS, LLC

EUREKA CITY SCHOOLS

By \_\_\_\_\_

By \_\_\_\_\_

**ACKNOWLEDGMENT AND ACCEPTANCE**

We acknowledge receipt of an original of the foregoing Escrow Instructions and the enclosures listed, and we agree to act as Escrow Holder under the terms and conditions of the instructions.

Humboldt Land Title

By \_\_\_\_\_

Dated \_\_\_\_\_, 20\_\_

Its: Authorized Officer, Roxie Christense



---

**FIRST AMENDMENT TO**  
**AGREEMENT FOR EXCHANGE OF REAL PROPERTY**  
**BETWEEN**  
**EUREKA CITY SCHOOLS**  
**AND**  
**AMG COMMUNITIES-JACOBS, LLC**

---

**PREAMBLE**

This First Amendment to the Agreement for Exchange of Real Property (“First Amendment”) is entered into as of \_\_\_\_\_, 2024 (“Effective Date”), between Eureka City Schools, a California Public School District (“District”), and AMG Communities – Jacobs, LLC a California limited liability company (the “Developer”) on the following terms and conditions. The District and Developer are sometimes referred to individually herein as a “Party” and collectively as the “Parties”.

**RECITALS**

WHEREAS, the Parties entered into the Agreement for Exchange of Real Property dated December 14, 2023 (the “Agreement”), for the purpose of effectuating an exchange of certain real properties and additional consideration as specified therein; and

WHEREAS, the District is effectuating the exchange in order to raise capital to support District construction/modernization projects, as well as procuring housing for District staff; and

WHEREAS, the Agreement specified certain time periods for due diligence and closing, which time periods the Parties now desire to modify in order to (1) allow Developer to correct certain conditions in the Developer Property that were timely identified by District during the due diligence period, in order to make the Developer Property suitable for housing District staff; and (2) allow District to survey and complete the subdivision process to facilitate the conveyance of the District Exchange Property; and

WHEREAS, Developer desires to demonstrate its commitment to the exchange by increasing its deposit to the Escrow Holder beyond the \$1,000 Independent Consideration already paid to the District and \$35,000 non-refundable deposit for the Developer Property already paid by Developer to the current owner of the Developer Property; and

WHEREAS, the Parties desire to ratify all provisions of the Agreement not expressly amended by this First Amendment.

NOW, THEREFORE the parties agree as follows:

## **FIRST AMENDMENT**

1.01 Preamble and Recitals Incorporated. The Preamble and Recitals first set forth above are expressly incorporated herein.

1.02 Capitalized Terms. All capitalized terms used herein shall have the meaning assigned in the Agreement.

1.03 Close of Escrow. Close of Escrow shall occur on or before July 11, 2024.

1.04 Second Recital. The second recital in the Agreement is hereby amended and replaced in its entirety with the following:

“WHEREAS, the Developer is in the process of acquiring fee simple ownership of certain real property consisting of approximately 0.15 acres located at 3553 I Street, Eureka, CA 95503, Assessor Parcel Number 011-221-018, the County of Humboldt, California, and is more particularly described and depicted in Exhibit B attached hereto and made a part hereof (hereinafter “Developer Property”); and”

1.05 Developer Cure of Disapproved Conditions. Developer shall have until June 15, 2024 (the “Cure Date”) to cure the Developer Property’s disapproved conditions as identified by the District via letter dated February 26, 2024 (the “Disapproved Conditions”). No later than April 30, 2024, and again no later than May 30, 2024, Developer shall provide written updates to the District regarding the Developer’s progress towards curing the Disapproved Conditions. Developer shall notify District in writing on or before June 15, 2024, to confirm that the Disapproved Conditions have been cured, and provide a brief explanation of actions taken to cure the Disapproved Conditions. District shall have fourteen (14) days to reinspect the Developer Property and confirm to the District’s satisfaction that the Disapproved Conditions have been cured. In the event Developer fails to cure the Disapproved Conditions to District’s satisfaction by the Cure Date or Developer informs the District that it is unable to complete the work to cure the Disapproved Condition by the Cure Date, Developer shall provide a credit to the District for District to self-perform or otherwise complete the work to cure the Disapproved Conditions. Said credit shall be in the form of an increase to the cash payment due from Developer to District, as set forth in Section 2.02(c) of the Agreement (the “Cash Payment”). Developer agrees to assign any contracts for work to cure the Disapproved Conditions which will not be completed by the Cure Date to the District.

1.06 Developer Deposit. Developer agrees to, within seven (7) business days after District approves this First Amendment, to submit a deposit to Escrow Holder in the amount of ONE HUNDRED THOUSAND DOLLARS US (\$100,000.00) (the “Deposit”), which shall be credited toward the Cash Payment.. Escrow Holder shall hold the Deposit in an interest-bearing account and all accrued interest shall be and remain the property of Developer, and shall be credited toward the Cash Payment at Closing. In the event that Closing does not occur by July 11, 2024, unless Closing is extended my mutual written agreement of the Parties, Escrow Holder shall promptly return the Deposit to Developer.

1.07 Exhibit D. Reference to Section 6.01 in Exhibit D is hereby corrected and amended to refer to section 7.01 of the Agreement.

1.08 Ratification; Conflict. The Parties hereby ratify and affirm all provisions of the Agreement not expressly amended by this First Amendment. If the provisions of this First Amendment conflict with the provisions of the Agreement, then the provisions of this First Amendment shall prevail.

\* \* \* \* \*

**EXECUTION**

WHEREFORE, the District and the Developer, by their signatures below, enter into this Agreement effective on the date shown on page one of this Agreement.

**THE DEVELOPER:**

**THE SCHOOL DISTRICT:**

AMG COMMUNITIES – JACOBS, LLC

EUREKA CITY SCHOOLS

By \_\_\_\_\_

By \_\_\_\_\_

**ACKNOWLEDGMENT AND ACCEPTANCE**

We acknowledge receipt of an original of the foregoing Escrow Instructions and the enclosures listed, and we agree to act as Escrow Holder under the terms and conditions of the instructions.

Humboldt Land Title

By \_\_\_\_\_

Dated \_\_\_\_\_, 20\_\_

Its: Authorized Officer, Roxie Christense



## AGENDA ITEM

Agenda Title: Citizens' Oversight Committee (COC) Annual Report to the Board: Measure S and Measure T  
Meeting Date: April 4, 2024  
Item: Discussion

**WHAT** *(the board is asked to discuss, receive, approve, or adopt)*

The Governing Board is asked to receive the Citizens' Oversight Committee's Annual Report to the Community for Measure S and Measure T.

*[Reports will be added Monday, April 1, 2024]*

**WHY** *(briefly explain why the action or discussion is important; and if applicable, how it is connected to site, district, or strategic plans)*

Per the Citizens' Bond Oversight Committee Bylaws, 3.3 Annual Report. "The Committee shall present to the Board, in public session...an annual written report which shall include the following:

- (a) A statement indicating whether the District is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution; and
- (b) A summary of the Committee's proceedings and activities for the preceding year."

**STRATEGIC PLAN/PRIORITY AREA:**

Priority Area 19: New and Modernized Facilities

**HISTORY** *(list previous staff or board action(s) with dates if possible)*

This is the ninth annual report from the COC since Measure S passed in November, 2014, and the formation of the COC in February, 2015.

This is the second annual report from the COC since Measure T passed in March, 2020.

**HOW MUCH***(list the revenue amount \$ and/or the expense amount \$)*

Not applicable.

**WHO***(list the name of the contact person(s), job title, and site location)*

Paul Ziegler, Assistant Superintendent of Business Services

**ATTACHMENTS:**

Description

- ▣ Measure S Annual Report
- ▣ Measure T Annual Report

**MEASURE S**  
**NINTH ANNUAL REPORT TO THE COMMUNITY**

**July 1, 2022 – June 30, 2023**

This is the ninth annual report to the community by the Citizens' Oversight Committee (COC) concerning the status of the School Improvement Bond Measure S, approved by Eureka voters in November 2014. Bond Measure S authorized \$49.75 million for the District's pre-school, elementary, middle, and high schools.

Pursuant to state law, the Eureka City Schools' Governing Board appointed a Citizens' Oversight Committee, an independent committee representing various segments of the community. Responsibilities of the committee include informing the public regarding bond construction projects and their costs, ensuring the projects are within the scope of the bond measures and that no bond proceeds are used for any teacher or administrative salaries or other operating costs, and presenting to the Board of Trustees a written report which summarizes the Committee's proceedings and activities for the preceding year, including a statement indicating whether the District is in compliance with requirements of Article XIII A, Section I(b)(3) of the California Constitution.

**Committee Activities**

The committee met four times during the year at its regularly scheduled quarterly meetings. Standing meeting topics include reviewing quarterly and annual financial reports and receiving updates on progress of bond projects. The committee conducted a site tour of the new Gymnasium on the Eureka High School campus as part of its November 9, 2022 meeting.

**Project Report**

In the year ended June 30, 2022, Eureka City Schools expended a total of \$17,362,877 for projects related to Bond Measure S. The Measure S fund balance as of June 30, 2023, is \$2,011,623, which includes interest received and state matching funds and grant funds.

The majority of bond funds utilized in 2022/23 were for continued work constructing the new Eureka High School Gymnasium and modernization of the Eureka High Science Building.

The gymnasium project consists of four phases, including construction of the new gymnasium, abatement of hazardous materials from the current facility, demolition of the current gymnasium, and construction of a new parking lot. The first phase, construction of the new gymnasium, progressed to the point that the District took beneficial occupancy of the facility in August 2023. Particular aspects of the first phase, such as building the covered walkways on the east side of the new gymnasium, are in progress. Abatement of hazardous materials from the old gym is substantially complete, and demolition of the old gymnasium is also currently underway.

Considerable work was also accomplished on the Science Building modernization. At the time of this report, the contractor was waiting on delivery of heating and ventilation equipment and laboratory furnishings and supplies to finalize the project. The modernization is expected to be completed in Spring 2024.

## **Bond Sale**

The authorized issuance amount of the Measure S General Obligation Bonds Series 2015 is \$49,750,000. The first series of bonds, in the amount of \$25,000,000, was issued in August 2015. The second series of bonds, in the amount of \$24,750,000, was issued in July 2020. Combined Building Fund balances for Measure S and Measure T, including interest and other state revenues as of June 30, 2022, is \$19,876,612.

## **Additional Revenues**

In addition to providing support for facility construction and modernization efforts, the bond funds also qualify the District for state matching funds. During 2017/18, the District received \$364,590 in state matching funds through new bond authority approved by the California electorate in November 2016. The District also received a \$3 million matching Career Technical Education State grant, which augments the local Measure S funds allocated to the Eureka High School Agricultural Complex project. These state School Facility Program funds were transferred into the Building Fund in 2021/22. In September 2023, the District also received \$1,853,094 in State Facility Program funding as partial match for the Lincoln Campus building modernization which was completed in 2016/17. Eureka City Schools continues to follow the required state guidelines for its bond projects in order to remain eligible for additional matching funds.

## **Findings and Conclusion**

The firm of James Marta & Company LLP of Sacramento, California, conducted independent performance and financial audits. The objective of the performance audit was to determine with reasonable assurance that “the District expended the Measure S General Obligation Bond funds for the year ended June 30, 2023, only for purposes approved by voters and only for specific projects adopted by the District’s Board of Trustees”, and not for any other purpose. In the opinion of the auditing firm, “Eureka City Schools has properly accounted for the expenditures of Measure S General Obligation Bond Fund”. The audit also notes that “the funds were not used for salaries of school administrators or other operating expenditures”.

James Marta & Company further opined that the fund financial statements “present fairly, in all material respects, the financial position of the Eureka City Schools District Measure S General Obligation Bond Fund as of June 30, 2023, and the results of its operations the fiscal year then ended in conformity with accounting principles generally accepted in the United States of America.”

The Citizens’ Oversight Committee believes, based on the opinion expressed by the auditing firm of James Marta & Company LLP, that Measure S proceeds have been properly accounted for and expended only for the purposes set forth in the Bond measure.

Respectfully submitted by the Citizens’ Oversight Committee Members:

Denise Jones, Chair (Taxpayer Organization)

Bert Campton (At-large)

Shalise Miles (At-large)

Thavisak "Lucky" Syphanthong (School District Parent/Parent-teacher Organization)

Becky Reece, Vice Chair (Business Community)

Wendy Harper (School District Parent/Guardian)

Syn-dee Noel (Senior Citizens Organization)



**MEASURE T**  
**SECOND ANNUAL REPORT TO THE COMMUNITY**  
**July 1, 2022 – June 30, 2023**

This is the second annual report to the community by the Citizens' Oversight Committee (COC) concerning the status of the School Improvement Bond Measure T, approved by Eureka voters in March 2020. Bond Measure T authorized \$18 million for projects specific to Eureka High School.

Pursuant to state law, the Eureka City Schools' Governing Board appointed a Citizens' Oversight Committee, an independent committee representing various segments of the community. Responsibilities of the committee include informing the public regarding bond construction projects and their costs, ensuring the projects are within the scope of the bond measures and that no bond proceeds are used for any teacher or administrative salaries or other operating costs, and presenting to the Board of Trustees a written report which summarizes the Committee's proceedings and activities for the preceding year, including a statement indicating whether the District is in compliance with requirements of Article XIII A, Section I(b)(3) of the California Constitution.

**Committee Activities**

The committee met four times during the year at its regularly scheduled quarterly meetings. Standing meeting topics include reviewing quarterly and annual financial reports and receiving updates on progress of bond projects.

**Project Report**

In the year ended June 30, 2023, Eureka City Schools realized no expenses for projects related to Bond Measure T. Portions of the initial planning, engineering, and permitting costs incurred for the Albee Stadium and Cloney Field storm drain replacement project have been charged to Measure S. Costs for these items, which will ultimately be charged to Measure T, are estimated at \$1,556,923. The audited Measure T fund balance as of June 30, 2023, is \$17,864,989, which includes interest received.

The district received Division of the State Architect (DSA) approval for increment 1 of the Albee Stadium/Cloney Field project in September 2022. The projected cost of completing Increment 1 exceeded the amount the District anticipated, and as a result the decision was made to delay construction on the project until total project costs, including those for Increment 2, can be established.

The District subsequently received DSA approval for Increment 2 on January 18, 2024, and is now awaiting the funding determination for the project from the state's Office of Public School Construction (OPSC). Once the funding determination is received, and the District awards the project to the responsive low bidder, construction will commence. The District expects construction work will begin in Spring 2024.

## **Bond Sale**

The authorized issuance amount of the Measure T General Obligation Bonds is \$18,000,000. Bonds in the amount of \$18,000,000 were issued in March 2022. Combined Building Fund balances for Measure S and Measure T, including interest and other state revenues as of June 30, 2023, is \$19,876,612.

## **Additional Revenues**

As cited previously, the District applied for state matching funds through OPSC. To assist in their funding determination, OPSC staff have visited the site in order to gain a better understanding of the project scope. The District hopes to secure a state funding commitment by Spring 2024.

## **Findings and Conclusion**

The firm of James Marta & Company LLP of Sacramento, California, conducted independent performance and financial audits. The objective of the performance audit was to determine with reasonable assurance that “the District expended the Measure T General Obligation Bond funds for the year ended June 30, 2023, only for purposes approved by voters and only for specific projects adopted by the District’s Board of Trustees”, and not for any other purpose. In the opinion of the auditing firm, “Eureka City Schools has properly accounted for the expenditures of Measure T General Obligation Bond Fund”. The audit also notes that “the funds were not used for salaries of school administrators or other operating expenditures”.

James Marta & Company further opined that the fund financial statements “present fairly, in all material respects, the financial position of the Eureka City Schools District Measure T General Obligation Bond Fund as of June 30, 2023, and the results of its operations the fiscal year then ended in conformity with accounting principles generally accepted in the United States of America.”

The Citizens’ Oversight Committee believes, based on the opinion expressed by the auditing firm of James Marta & Company LLP, that Measure T proceeds have been properly accounted for and expended only for the purposes set forth in the Bond measure.

Respectfully submitted by the Citizens’ Oversight Committee Members:

Denise Jones, Chair (Taxpayer Organization)

Bert Campton (At-large)

Shalise Miles (At-large)

Thavisak "Lucky" Syphanthong (School District Parent/Parent-Teacher Organization)

Becky Reece, Vice Chair (Business Community)

Wendy Harper (School District Parent/Guardian)

Syn-dee Noel (Senior Citizens Organization)

## AGENDA ITEM

Agenda Title: Annual Report on Adult Education

Meeting Date: April 4, 2024

Item: Discussion

**WHAT** *(the board is asked to discuss, receive, approve, or adopt)*

The Governing Board is being asked to receive an update on the Adult Education programs offered in the District.

**WHY** *(briefly explain why the action or discussion is important; and if applicable, how it is connected to site, district, or strategic plans)*

This presentation is part of a series of presentations about the District's programs. The intent is to keep members of the School Board well-informed of programs, including changes that have been made to the Adult Education programs.

### STRATEGIC PLAN/PRIORITY AREA:

Priority Area 16: Alternative and Optional Programs

**HISTORY** *(list previous staff or board action(s) with dates if possible)*

ECS Adult Education continues to offer a strong program for meeting the needs of adult learners in our district.

**HOW MUCH** *(list the revenue amount \$ and/or the expense amount \$)*

There is no cost associated with this item.

**WHO** *(list the name of the contact person(s), job title, and site location)*

Assistant Superintendent Jennifer Johnson, Educational Services

### ATTACHMENTS:

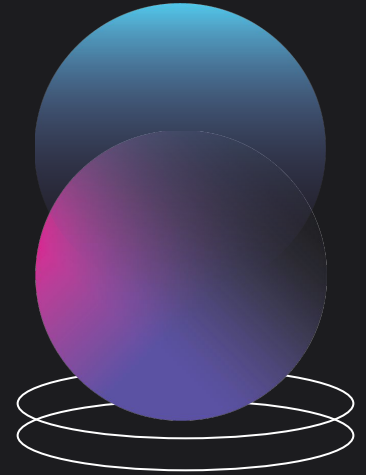
Description

- ECS Adult Education Update 2024

# Eureka City Schools **Adult Education** **Presentation**

Assistant Superintendent, Jennifer Johnson

Principal, ECS Alternative Education,  
Adriana West



# Staff

The current staff for Eureka Adult School:

<b><u>Adriana West</u></b>	Principal
<b><u>Debbie Kamberg</u></b>	Registrar
<b><u>Rebecca Twiss</u></b>	Adult Education Teacher
<b><u>Angie Beeson</u></b>	Certified Nursing Assistant Teacher
<b><u>Viki Radden</u></b>	ESL Adult Education Teacher



# Eureka Adult School

Offers many flexible ways for residents to enhance their lives and expand their employment opportunities. Our current offerings:

- High School Diploma
- Adult Basic Education (ABE)
- Credit Recovery for Concurrent High School Students
- Certified Nursing Assistant
- English as a Second Language (ESL)





## Our Location

# Class Schedules

- Adult Education courses are offered during the regular school year. There are specific sessions for our Certified Nursing Assistant (CNA) program.
- Open Enrollment for ABE, HSD, ESL and these programs are free by law.
- Our Adult Education teachers hold drop-in times in addition to structured classes.



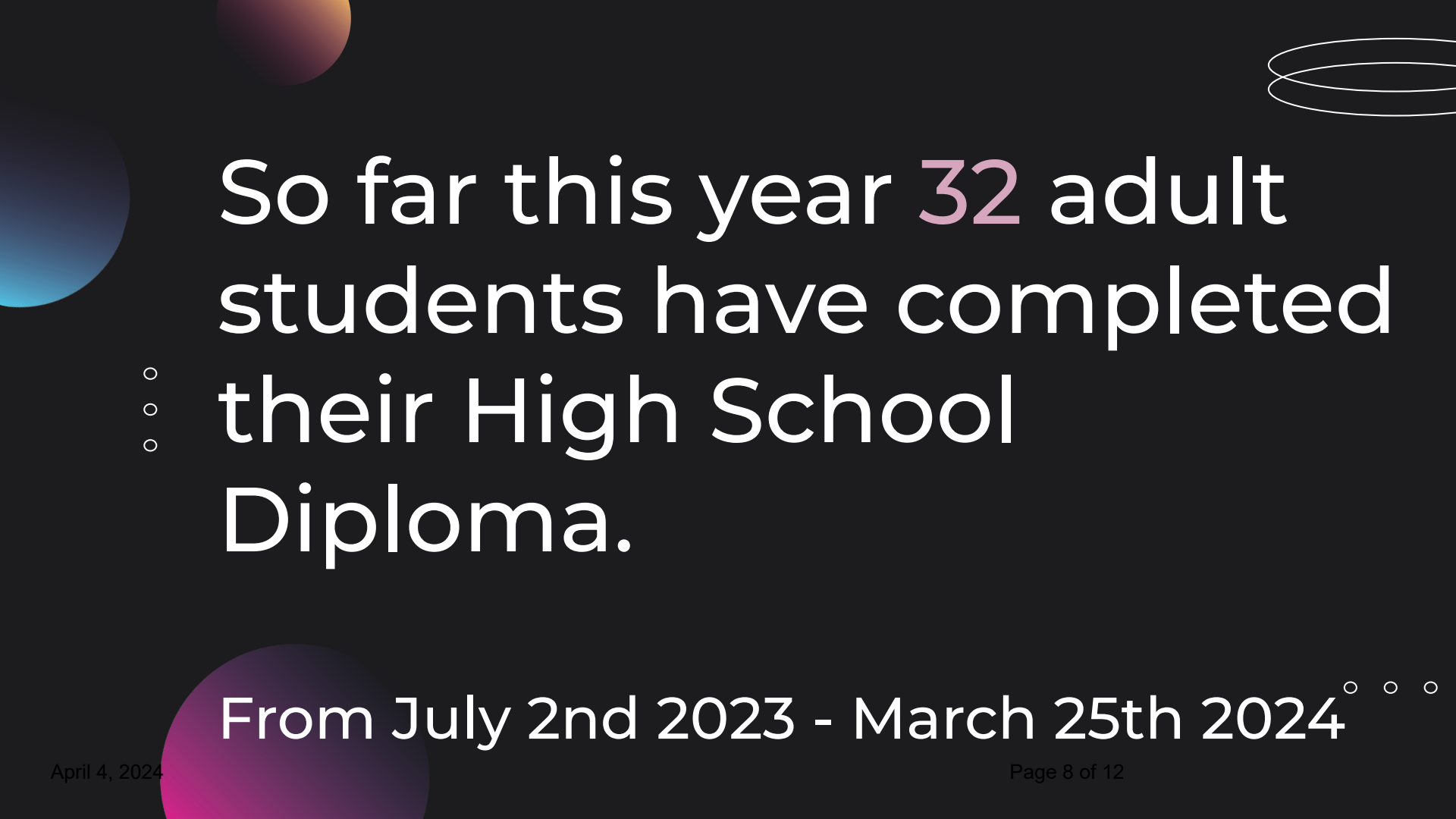
# Current Enrollment (as of April 2024):

High School Diploma has 156 registered. These students are considered register if they have met with Rebecca at least once.

Credit Recovery for Concurrent High School Students is at 58 students (not paid with AE funding).

We currently have 8 students signed up for our new Certified Nursing Assistant program.

English as a Second Language (ESL) has 15 students enrolled.



So far this year 32 adult  
students have completed  
their High School  
Diploma.

From July 2nd 2023 - March 25th 2024




# CR Consortium

- 
- 
- 

ECS is an active member of the North Coast Adult Education Consortium (Partnership with College of the Redwoods)

CR and ECS along with other consortium members partner through the structure of the Adult Education Block Grant which is managed in large part by CR.


ECS will be receiving funding from the Adult Education Block Grant to further develop adult education capacities in order to serve more students.





# Updates to the Program

## Certified Nursing Program

- Eureka City Schools parted ways with Rockport and now have a partnership with Granada.
  - We have moved to offering 4-hour evening classes.
  - We will began our first Spring class on March 25, 2024. The course is approximately 10-11 weeks long.
  - The program is low cost to participants
  - Now that we are running the program under the new partnership, we will also be able to offer recertification classes for returning students.
- 

# Conference Updates

## February 2024 - California Adult Education Administrators Association

The conference is geared toward

- Administrators
- Program directors
- Consortium directors
- Principals
- new adult education administrators.

At the conference updates were shared by

- key leaders in adult education
- administrators were able to network with other adult education programs
- collaborate on funding efforts
- improve learner outcomes
- review ELL Healthcare implementation.

After the conference ECS AE was able to review our programs, our methods for data collection and tools for pre/post assessments.

○ ○ ○

## May 2024 - California Council For Adult Education

The California Council for Adult Education (CCAEE) is the annual conference for adult education professionals throughout the state. Sessions are relevant for

- Faculty/teachers
- Administrators
- Data specialists
- Transition specialists
- consortium staff

This conference will offer ECS AE the opportunity to

- investigate strategies that can be used in the classroom
- thoughtful conversations about policy
- highlights of innovative or successful programs

# Thank you!



## AGENDA ITEM

Agenda Title: After School Education and Safety & Expanded Learning Program Update  
Meeting Date: April 4, 2024  
Item: Discussion

**WHAT** *(the board is asked to discuss, receive, approve, or adopt)*

The Governing Board is asked to receive a report about the After School Education and Safety (ASES) Program and Expanded Learning Opportunities Program (ELOP).

**WHY** *(briefly explain why the action or discussion is important; and if applicable, how it is connected to site, district, or strategic plans)*

This presentation is part of a series of presentations about District programs. The intent is to keep the members of the Governing Board well informed of programs

**STRATEGIC PLAN/PRIORITY AREA:**

This item does not apply to a strategic plan/priority area.

**HISTORY** *(list previous staff or board action(s) with dates if possible)*

ECS was first awarded an ASES grant for the 2007-2008 school year as an extension of the 21st Century Community Learning Centers grant. The Expanded Learning Program was first approved for ECS on 10/27/2022. We currently operate both of these programs at our four elementary sites, and both middle school sites.

**HOW MUCH** *(list the revenue amount \$ and/or the expense amount \$)*

The 2023-2024 annual grant allocations are:

After School Education and Safety (ASES) \$ 789,320.00  
Expanded Learning Opportunities Program (ELO-P) \$1,865,903.00

**WHO** *(list the name of the contact person(s), job title, and site location)*

Assistant Superintendent Jennifer Johnson, Educational Services

## ATTACHMENTS:

### Description

- 2023-2024 After School Education and Safety & Expanded Learning Program Report





# Eureka City Schools Expanded Learning Programs

*Assistant Superintendent, Jennifer Johnson*



## PRESENTATION TO ECS BOARD OF TRUSTEES April 2024



April 4, 2024



Page 3 of 14



# Funding

21/22 ELO-P Carryover \$567,660.00

22/23 ASES Allocation \$757,637.00

22/23 ELO-P Allocation \$2,035,957.00

**\$3,361,254.00 TOTAL** (ASES, ELO-P regular school year and summer school)





# Mission of Expanding Learning Programs

- Align with regular school day
- Provide extended learning
- Provide safe environment
- Build social skills and relationships
- Ensure active engagement



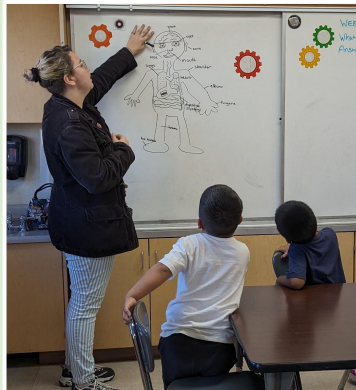
April 4, 2024



Page 5 of 14

# Required Program Elements

- Educational program, specifically literacy including tutoring and homework assistance
- Educational enrichment opportunities
- Meals and snacks provided to students at all sites



April 4, 2024

Page 6 of 14

# Measurable Outcomes

- Increases in academic performance
- Increases in homework completion
- Increases in prosocial behavior



April 4, 2024



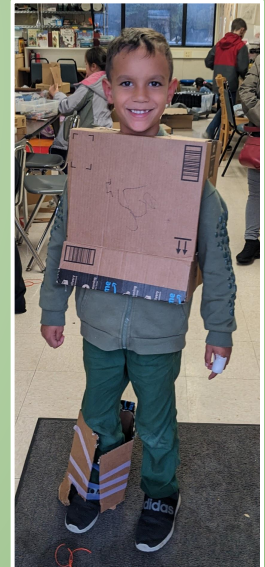
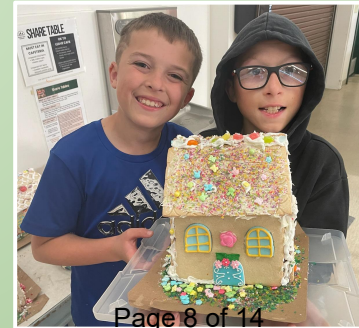
Page 7 of 14



# Current Enrollment

Site	TK/K	1-5	6-8	Total	Waitlist
Alice Birney	29	128	NA	<b>157</b>	0
Grant	31	93	NA	<b>124</b>	0
Lafayette	39	110	NA	<b>149</b>	0
Washington	27	192	NA	<b>219</b>	0
Winship	NA	NA	54	<b>54</b>	0
Zane	NA	NA	87	<b>87</b>	15
Total	126	523	141	<b>790</b>	15

April 4, 2024



Page 8 of 14

Site	19/20 ASES Only	22/23 ASES/ELO	23/24 ASES/ELO	Increase with ELO
Alice Birney	TK/K = 14 1-5 = 82 Total = <b>96</b>	TK/K = 23 1-5 = 126 Total = <b>149</b>	TK/K = 30 1-5 = 143 Total = <b>173</b>	80%
Grant	TK/K = 12 1-5 = 85 Total = <b>97</b>	TK/K = 14 1-5 = 101 Total = <b>115</b>	TK/K = 35 1-5 = 104 Total = <b>139</b>	43%
Lafayette	TK/K = 16 1-5 = 76 Total = <b>92</b>	TK/K = 35 1-5 = 119 Total = <b>154</b>	TK/K = 44 1-5 = 124 Total = <b>168</b>	83%
Washington	TK/K = 10 1-5 = 82 Total = <b>92</b>	TK/K = 34 1-5 = 173 Total = <b>207</b>	TK/K = 29 1-5 = 215 Total = <b>244</b>	165%
Winship	<b>*32</b> (split funding)	<b>81</b>	<b>91</b>	185%
Zane	<b>95</b>	<b>113</b>	<b>102</b>	7.5%
<b>Total Students Served</b>	<b>504</b>	<b>819</b>	<b>917</b>	<b>82%</b>

**Increase in  
students  
served from  
ASES only to  
ASES + ELO  
program  
funding**



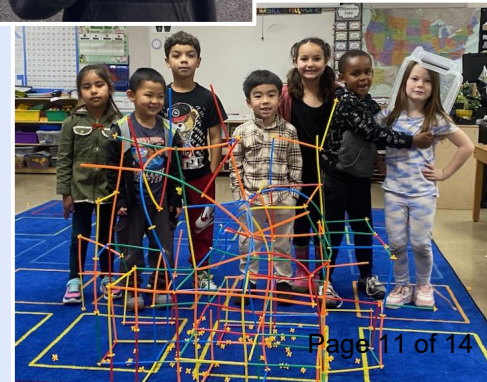
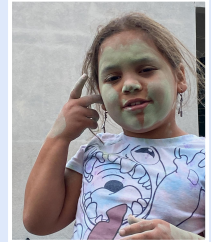
**Staff information** - After fingerprints clear for 4 people we will be fully staffed at all sites with no students on our waiting lists. This will be the first time in over 20 years with no waiting lists. **Not all staff work daily.**

Site	ECS Coordinator	ECS Lead Assistant	Other ECS Assistants
Alice Birney	Tina Toomata	Ashtyn Scott	7 staff working 3-4.1 hours 1 staff working 2.4 hours 6 staff working 1-1.5 hours
Grant	Salvadore Sousa	Mikaylah Bengtson	10 staff working 3-4 hours (one pending fingerprints)
Lafayette	Catrina Scheffler	Carly Haynes	7 staff working 3-4 hours 2 staff working 2.5 hours 3 staff working 1-1.5 hours (one pending fingerprints)
Washington	Felise Lalica	Shaunte Spears (2 hours) Cheyenne Hang (4 hours)	7 staff working 3-4.1 hours 5 staff working 2-2.5 hours 3 staff working 1-1.5 hours
Winship	Mark Brooks	Jesse Bowling	3 staff working 2.5-4 hours (one pending fingerprints)
Zane	Nicki Baggett	George Cramer	2 staff working 1.5-2 hours 4 staff working 3-4 hours (one pending fingerprints)



# Alice Birney's Extended Learning Opportunities Program

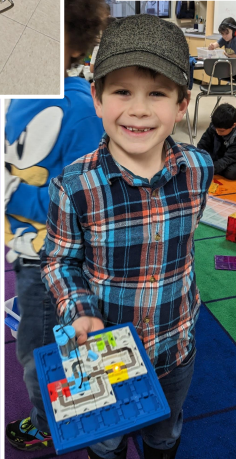
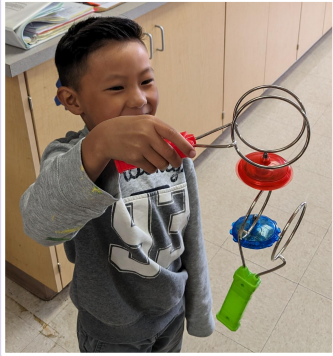
will ensure students grow academically and socially-emotionally through the use of active activities, hands-on activities and outdoor educational activities that reflect our cultural backgrounds.





# Lafayette's Expanded Learning Program

will provide a safe and enriching environment for all students that supports their social emotional skills and academic progress through the use of various hands-on activities and opportunities with a focus on STEAM education and fitness.



April 4, 2024

Page 12 of 14



# Grant's Expanded Learning Program

will promote equity and empower all students to reach their full potential by providing access to resources, opportunities, and high-quality enrichment activities that support their academic and personal development in an inclusive and challenging after-school program.



# Exciting community partnerships - *This is a sample. We have so many more.*

- **Arcata Playhouse** ran an 8 week workshop with our 4th and 5th graders where they made masks. Next up, a new crew from the Arcata Playhouse will come to do a second workshop on Mask performance. - **Alice Birney**
- **Art teacher Maureen** has been running an art class 3 days a week. This year, they have made pinatas for our Evening with Santa celebration, a giant dragon for the lunar new year and are currently writing and illustrating books. Maureen also works 2 days a week at Lafayette making puppets, Pinatas and writing and illustrating books. - **Alice Birney and Lafayette**
- We continue our partnership with **GROW** together for garden stewards. - **Alice Birney**
- **Janine Murphy, Krystal Layns** and **Farmer Jessie** has been reinventing our **school garden** with the students. **Lafayette**
- **Shelly Her** has started a **Hmong Dancing group**, open to all, where she is teaching a Hmong dancing routine for the students to perform at the Multicultural Fair in May.
- **Ranger Erika Granadino** from the **Parks Goes After School** pilot program has provided instruction on the redwood forest and local wildlife. Students become Jr. Rangers through her program. - **Lafayette**
- **Humboldt County Office of Education Nutrition Program** provides **Taste, Make and Learn** bags. These bags include food for families to make a meal together. Most of the food is locally grown or organic. **Alice Birney** = 20 bags every other month. **Lafayette** = 40 bags each month.



April 4, 2024



Page 14 of 14



## AGENDA ITEM

Agenda Title: Local Control Accountability Plan Update

Meeting Date: April 4, 2024

Item: Discussion

**WHAT** *(the board is asked to discuss, receive, approve, or adopt)*

The Governing Board is being asked to receive an update on the development of the 2024-2025 Local Control and Accountability Plan (LCAP).

**WHY** *(briefly explain why the action or discussion is important; and if applicable, how it is connected to site, district, or strategic plans)*

This discussion is part of a series of discussions about the LCAP. The intent is to keep members of the School Board well-informed on the progress and development of the plan.

**STRATEGIC PLAN/PRIORITY AREA:**

This item is reflected in all all strategic plan areas.

**HISTORY** *(list previous staff or board action(s) with dates if possible)*

The Local Control Funding Formula (LCFF) requires local educational agencies (LEAs) to engage their local educational partners in an annual planning process to evaluate their progress within eight state priority areas encompassing all statutory metrics (COEs have 10 state priorities). LEAs document the results of this planning process in the LCAP using the template adopted by the State Board of Education. The LCAP development process serves three distinct, but related functions: comprehensive planning, meaningful engagement, and accountability and compliance. At its most basic, the adopted LCAP should attempt to distill not just what the LEA is doing for students in transitional kindergarten through grade twelve (TK-12), but also allow educational partners to understand why, and whether those strategies are leading to improved opportunities and outcomes for students.

**HOW MUCH** *(list the revenue amount \$ and/or the expense amount \$)*

There is no cost associated with this item.

**WHO** *(list the name of the contact person(s), job title, and site location)*

Assistant Superintendent Jennifer Johnson, Educational Services

**ATTACHMENTS:**

Description

- ▯ 2024-25 LCAP Board Update\_April 4, 2024





# **2024-2025 LCAP Update**

April 4, 2024

# The Team

**Gary Storts**

**Jennifer Johnson**

**Mario daCosta**

**Rachel Brakeman**

**Kristi Puzz**

**Paul Claussen**

**Andrew Dehart**

**CSEA- Katie Levy**



# The new LCAP

## Start of Three Year Cycle:

- Focusing on required metrics
- Backwards mapping from funding sources to make less complicated
- Utilizing data sources suggested by CDE and HCOE for metrics

THREE



YEARS

# Accomplishments

<b><u>February</u></b>	Presented at 5 Site Council/ELAC meetings for LCAP input
	Completed Annual Update data gathering
<b><u>March</u></b>	Presented at 1 Site Council/ELAC and both DELAC and Indian Education PAC
	Thought Exchange survey for staff and community closed
	Completed annual update for review by HCOE

# New Goals:

1. All students will demonstrate high academic achievement and college and career readiness while being taught and supported by qualified staff.
2. Every student will have access to high-quality instructional materials that are aligned to adopted curriculum while attending school in safe, clean and well maintained facilities.
3. Improve student attendance with a focus on chronic absenteeism and graduation rates for all students.
4. Reduce suspension rates and increase a sense of belonging by creating a positive and inclusive school climate where all students feel valued, supported, and connected.
5. We will improve student outcomes using local data to inform decision-making and drive targeted interventions.





# Questions?

## AGENDA ITEM

Agenda Title: Information Only: May 2024 - Review of CDE Calendar of Events  
Meeting Date: April 4, 2024  
Item: Information Only

**WHAT** *(the board is asked to discuss, receive, approve, or adopt)*

### May 2024

Asian American and Pacific Islander Heritage Month

The CDE encourages you to annually recognize May as Asian American and Pacific Islander Heritage Month (36 United States Code 102).

Jewish American Heritage Month

The CDE encourages you to annually recognize May as Jewish American Heritage Month.

Labor History Month

The month of May is hereby deemed to be Labor History Month throughout the public schools, and school districts are encouraged to commemorate this month with appropriate educational exercises that make pupils aware of the role the labor movement has played in shaping California and the United States (California *Education Code* Section 51009).

Mental Health Awareness Month

The CDE encourages you to annually recognize May as Mental Health Awareness Month.

National Foster Care Month

The CDE encourages you to annually recognize May as National Foster Care Month.

National Mental Health Month

The CDE encourages you to annually recognize May as National Mental Health Month.

National Physical Fitness and Sports Month

The CDE encourages you to annually recognize May as National Physical Fitness and Sports Month.

Law Day, U.S.A. (5/1/2024)

The CDE encourages you to annually recognize May 1 as Law Day, U.S.A. Law Day is an observance but is not a federal public holiday in the United States. Law Day is aimed at helping people appreciate their liberties and to affirm their loyalty to the United States, especially with regard to equality and justice. It also aims to cultivate respect for the law, which is vital to the democratic way of life.

#### Loyalty Day (5/1/2024)

The CDE encourages you to annually recognize May 1 as Loyalty Day. Loyalty Day is an observance, but it is not a public holiday in the United States. The United States of America was founded by patriots who risked their lives to bring freedom to the nation. The nation's founders are remembered on Loyalty Day, which is a day when people celebrate their freedom while remembering their responsibilities to continue the legacy of liberty. Loyalty Day is celebrated with parades and ceremonies in several communities across the United States. Schools, churches, and various organizations participate in these events.

#### School Principals Day (5/1/2024)

The CDE encourages you to annually recognize May 1 as School Principals Day.

#### School Lunch Hero Day (5/3/2024)

The CDE encourages you to recognize May 3, 2024, as School Lunch Hero Day. School Lunch Hero Day is celebrated annually on the first Friday in May.

#### Holocaust Remembrance Day (Yom HaShoah)\* (5/5/2024–5/6/2024)

The CDE encourages you to recognize May 5–6, 2024, as Holocaust Remembrance Day (Yom HaShoah). In 2024, Holocaust Remembrance Day (Yom HaShoah) in Israel begins the evening of May 5 and ends the evening of May 6.

#### National Teacher Appreciation Week (May 6–10, 2024)

The CDE encourages you to recognize May 6–10, 2024, as National Teacher Appreciation Week. Teacher Appreciation Week is celebrated during the first full week of May each year.

#### Screen-Free Week (Formerly known as National TV-Turnoff Week; May 6–12, 2024)

The CDE encourages you to recognize May 6–12, 2024, as Screen-Free Week.

#### National Teacher Appreciation Day (5/7/2024)

The CDE encourages you to recognize May 7, 2024, as National Teacher Appreciation Day. National Teacher Appreciation Day, also known as National Teacher Day, is observed on Tuesday during Teacher Appreciation Week.

#### California Day of the Teacher (5/8/2024)

The CDE encourages you to recognize May 8, 2024, as California Day of the Teacher. California Day of the Teacher, celebrated on the second Wednesday of May, arose out of legislation co-sponsored by the California Teachers Association and the Association of Mexican American Educators. Senator Joseph Montoya wrote the bill, which was adopted in 1982. California has

patterned its celebration after the traditional El Dia del Maestro festivities observed in Mexico and other Latin American countries.

National School Nurse Day (5/8/2024)

The CDE encourages you to recognize May 8, 2024, as National School Nurse Day.

Mother's Day (5/12/2024)

The CDE encourages you to recognize May 12, 2024, as Mother's Day (36 United States Code 117). Mother's Day is celebrated annually on the second Sunday in May.

National Police Week (May 12–18, 2024)

The CDE encourages you to recognize May 12–18, 2024, as National Police Week (36 United States Code 137).

National Peace Officers Memorial Day (5/15/2024)

The CDE encourages you to annually recognize May 15 as National Peace Officers Memorial Day (36 United States Code 136). The United States flag is to be displayed at half-staff from sunrise to sunset.

National Speech Pathologist Day (5/18/2024)

The CDE encourages you to annually recognize May 18 as National Speech Pathologist Day. In 2010, the United States dedicated May 18th as 'National Speech Pathologist Day'.

Armed Forces Day (5/18/2024)

The CDE encourages you to recognize May 18, 2024, as Armed Forces Day. Armed Forces Day is celebrated on the third Saturday of May each year.

Classified School Employee Week (May 19–25, 2024)

The CDE encourages you to recognize May 19–25, 2024, as Classified School Employee Week. Classified School Employee Week is celebrated on the third full week in May each year, from Sunday to Saturday.

Harvey Milk Day (5/22/2024)

From California *Education Code* Section 37222.13: (a) May 22 of each year is designated and set apart as Harvey Milk Day, a day having special significance pursuant to Section 37222. (b) On Harvey Milk Day, all public schools and educational institutions are encouraged to conduct exercises remembering the life of Harvey Milk, recognizing his accomplishments, and familiarizing pupils with the contributions he made to this state.

National Missing Children's Day (5/25/2024)

The CDE encourages you annually recognize May 25 as National Missing Children's Day.

Memorial Day (5/27/2024)

Memorial Day is a public school holiday per California *Education Code* Section 37220. It is also a state holiday per California *Government Code* Section 6700.

The CDE will be closed on Monday, May 27, 2024. Every Memorial Day, the U.S. flag is quickly raised to the tops of flagpoles, slowly lowered to half-mast, and then raised again to full height at noon. The time at half-mast is meant to honor the million-plus fallen U.S. soldiers who have died for their country over the years. Re-raising the flag is meant to symbolize the resolve of the living to carry on the fight for freedom so that the nation's heroes will not have died in vain.

World No Tobacco Day (5/31/2024)

The CDE encourages you to annually recognize May 31 as World No Tobacco Day.

**WHY** *(briefly explain why the action or discussion is important; and if applicable, how it is connected to site, district, or strategic plans)*

Information only.

**STRATEGIC PLAN/PRIORITY AREA:**

Subject does not apply to a Strategic Plan Priority Area

**HISTORY** *(list previous staff or board action(s) with dates if possible)*

Not applicable.

**HOW MUCH** *(list the revenue amount \$ and/or the expense amount \$)*

Not applicable.

**WHO** *(list the name of the contact person(s), job title, and site location)*

Not applicable.



**AGENDA ITEM**

Agenda Title:    Information Only: Meaningful Board Report (Future Annual Items)  
Meeting Date:    April 4, 2024  
Item:             Information Only

**WHAT** *(the board is asked to discuss, receive, approve, or adopt)*  
Attached: Future Agenda Items

**WHY** *(briefly explain why the action or discussion is important; and if applicable, how it is connected to site, district, or strategic plans)*

**STRATEGIC PLAN/PRIORITY AREA:**

**HISTORY** *(list previous staff or board action(s) with dates if possible)*

**HOW MUCH***(list the revenue amount \$ and/or the expense amount \$)*

**WHO***(list the name of the contact person(s), job title, and site location)*

**ATTACHMENTS:**

    Description

- ▣ MBR - 2024

# Meaningful Board Report

## Governance | Future Board Agenda Items



Note: Items listed below are annual items and do not reflect the full Board Agenda. Item placement may be adjusted by ECS Staff, as needed.

Board Meeting	<u>Superintendent's Office / Setting Direction &amp; Governance</u> Gary Storts	<u>Educational Services / Student Learning &amp; Achievement</u> Jennifer Johnson	<u>Personnel Services</u> Renaë Will	<u>Business Services Finance &amp; Facilities</u> Paul Ziegler	<u>Student Services Special Education</u> Lisa Claussen
---------------	--	--	---	---	--

<b>Jan, 11, 2024</b>	Routine Revisions to Governance Handbook (Annual) (updated President/Clerk, etc.) - <b>Hold - Pending Review w/Consultant</b>  CDE Recognitions - Informational (for the following month)	4th Quarter Williams Uniform Complaints report  LCAP Board Update  Approval of SARC-needs to be done prior to Feb 1st	Distrib. Qualified Teachers	State Budget Update ( <b>Depends on timing/release of State Budget - May move to Special Mtg or February Mtg</b> )  Enrollment Update  IRS mileage and per diem rates	
<b>Possible special meeting in January</b>	Biennial (2025) or if new board member, revisit protocols, vision, and strategic plan prioritization  Info Item: MBR				
<b>Feb. 1, 2024</b>	CDE Recognitions - Informational (for the following month)  Info Item: MBR	Common Core State Standards moved California Standards Tests (CAST - science only)  LCAP Update	Classified Employee of the Year awards	Transportation Department	Pre-school programs (moved from January)  Implementation Plan- Community Schools (required to be presented by June 30, 2024)

Note: No 2nd Meeting in February in 2023 — UPDATE FOR 2024, as needed.

# Meaningful Board Report

## Governance | Future Board Agenda Items



Note: Items listed below are annual items and do not reflect the full Board Agenda. Item placement may be adjusted by ECS Staff, as needed.

Board Meeting	<u>Superintendent's Office / Setting Direction &amp; Governance</u> Gary Storts	<u>Educational Services / Student Learning &amp; Achievement</u> Jennifer Johnson	<u>Personnel Services</u> Renaë Will	<u>Business Services Finance &amp; Facilities</u> Paul Ziegler	<u>Student Services Special Education</u> Lisa Claussen
---------------	--	--	---	---	--

<b>February 15, 2024</b>	CDE Recognitions - Informational (for the following month)  Info Item: MBR	Safe School Plans <b>(moved from 2nd Feb Mtg)</b>  Instructional Coaches annual report <b>(moved from 2nd Feb Mtg)</b>  LCAP Update  Updated Con App (Winter) - Work w/Mario  District Instructional Site Visit Update		Technology Infrastructure  Auditor selection (if needed) <b>contracts good through June 30, 2025</b>	Special Education Program
<b>March 14, 2024</b>  <b>Reception in Room 114</b>	Board Meeting Dates for Following Year - Board Review  Routine Revisions to Governance Handbook (Annual) (updated President/Clerk, etc.) - Moved from January to After March 14th Spec Mtg  Info Item: MBR	After-School Education and Safety Program (ASES)  LCAP Update-all survey responses  1st Quarter Williams Uniform Complaints report  Title VI-Indian Ed - Prior to Part II of Grant	Certificated non-re-elects/ Layoffs	Second Interim	

# Meaningful Board Report

## Governance | Future Board Agenda Items



Note: Items listed below are annual items and do not reflect the full Board Agenda. Item placement may be adjusted by ECS Staff, as needed.

Board Meeting	<b><u>Superintendent's Office / Setting Direction &amp; Governance</u></b> Gary Storts	<b><u>Educational Services / Student Learning &amp; Achievement</u></b> Jennifer Johnson	<b><u>Personnel Services</u></b> Renaë Will	<b><u>Business Services Finance &amp; Facilities</u></b> Paul Ziegler	<b><u>Student Services Special Education</u></b> Lisa Claussen
---------------	---	---	--	--	---

<b>April 4, 2024</b>	First Meeting in April: Specification of Election Order Reso – not needed until 2024 for Areas 2 & 4 and in <u>2026 for Areas 1, 3, 5</u>  CDE Recognitions - Informational (for the following month)  Info Item: MBR	AVID Advancement via Individual Determination  Visual and performing art  Adult Education program  LCAP Update	Newly hired, newly permanent certificated, and newly permanent classified employee recognition	Master Facility Plan Update	Moved from January: Update on Student Wellness (per BP 5030) [added May 2017 - to be done every three years]
<b>May 2, 2024</b>	CDE Recognitions - Informational (for the following month)  Info Item: MBR	Annual CTE Report (Career and technology plan for secondary schools including continuation HS and dual enrollment)  LCAP Update  DELAC update  Recommendation for ELA 6-8	Certificated Employee of the Year	Enrollment Update  Food Services Department  Governor's May Revise ( <b>Depending on timing/release of budget - may move to first June Mtg</b> )	
<b>May 22, 2024 (Wednesday)</b>	<b>June Meeting -</b> Sup's Eval Process - Provide a report	Visible Learning Update	Retired employee recognition	Proposed Budget	Marshall Family Resource Center report

# Meaningful Board Report

## Governance | Future Board Agenda Items



Note: Items listed below are annual items and do not reflect the full Board Agenda. Item placement may be adjusted by ECS Staff, as needed.

Board Meeting	<b><u>Superintendent's Office / Setting Direction &amp; Governance</u></b> Gary Storts	<b><u>Educational Services / Student Learning &amp; Achievement</u></b> Jennifer Johnson	<b><u>Personnel Services</u></b> Renaë Will	<b><u>Business Services Finance &amp; Facilities</u></b> Paul Ziegler	<b><u>Student Services Special Education</u></b> Lisa Claussen
---------------	---	---	--	--	---

	on progress toward meeting goals (Closed Session)  Board Rec - to Outgoing Student Board Rep - if applicable.  CDE Recognitions - Informational (for the following month)  Study session athletics -?  Info Item: MBR	Individual school bell schedule /instructional minutes  LCAP update  Final approval ELA 6-8	School Calendar 2025-26 (Lincoln's BD Resolution required - Micalyn)		CDE Child Development Contracts
<b>June 25, 2024 (Tuesday)</b>		LCAP adoption		Budget Adoption	
<b>June 27, 2024</b>	Info Item: MBR	Public hearing for LCAP  Add: Covid-19 Written Report (LCAP)  Annual Application of Con App (moved to August 27, 2020)  SPSA-Title I		Public Hearing for Budget  EPA Public Notice	-Added: IDT Agreement (updated)

# Meaningful Board Report

## Governance | Future Board Agenda Items



Note: Items listed below are annual items and do not reflect the full Board Agenda. Item placement may be adjusted by ECS Staff, as needed.

Board Meeting	<u>Superintendent's Office / Setting Direction &amp; Governance</u> Gary Storts	<u>Educational Services / Student Learning &amp; Achievement</u> Jennifer Johnson	<u>Personnel Services</u> Renaë Will	<u>Business Services Finance &amp; Facilities</u> Paul Ziegler	<u>Student Services Special Education</u> Lisa Claussen
---------------	--	--	---	---	--

		Schools  Sonoma MOU for induction (moved to August 6, 2020)			
<b>August 8, 2024</b>	REMINDER: Schedule Biennial (every other year) Training for Board - 2025, 2027  CDE Recognitions - Informational (for the following month)  Info Item: MBR	Ratify MOU w/EPD  Dual Enrollment MOU (part 1)  2nd Quarter Williams Uniform Complaints report  Title VI GAN			
<b>August 29, 2024</b>	Biennial Notice for Conflict of Interest Code [Next: 2024, 2026]  Info Item: MBR	Dual Enrollment MOU (part 2)  Strategic Plan Outcomes  Development Strategic Plan ASES GAN  CM NGSS  Updated Con App (Spring) - Work w/Mario	Employee evaluation status report		

# Meaningful Board Report

## Governance | Future Board Agenda Items



Note: Items listed below are annual items and do not reflect the full Board Agenda. Item placement may be adjusted by ECS Staff, as needed.

Board Meeting	<b><u>Superintendent's Office / Setting Direction &amp; Governance</u></b> Gary Storts	<b><u>Educational Services / Student Learning &amp; Achievement</u></b> Jennifer Johnson	<b><u>Personnel Services</u></b> Renaë Will	<b><u>Business Services Finance &amp; Facilities</u></b> Paul Ziegler	<b><u>Student Services Special Education</u></b> Lisa Claussen
---------------	---	---	--	--	---

<b>Sept. 12, 2024</b>	<b>September Meeting</b> - Sup's Eval Process - Report on the status of year's goals to-date (Closed Session)  Apple Pins - Send email reminder out to Principals that Apple Pin Awards accepted anytime throughout the year. (No longer solicited.)  CDE Recognitions - Informational (for the following month) Info Item: MBR	1st Mtg - Strategic Plan Outcomes (this item will come before the Development of SP item, in October)  LCAP update  Update/Revise LCAP- Local Indicators  <b><u>PUBLIC HEARING:</u></b> Sufficiency of Instructional Materials  Physical Fitness Test Results  Per BP 6152.1: Annual report on student data related to placement and advancement in the mathematics courses at EHS (added 4.28.16) - Previously Occured in Oct/Nov/Dec - as of 2023, moved to Sept.		End of Summer Maintenance Project Report  Certification of Unaudited Actuals Financial Report	Beginning of school year report on enrollment * interdistrict transfer update
<b>Oct. 10, 2024</b>	Select Board	2nd Meeting -			

# Meaningful Board Report

## Governance | Future Board Agenda Items



Note: Items listed below are annual items and do not reflect the full Board Agenda. Item placement may be adjusted by ECS Staff, as needed.

Board Meeting	<b><u>Superintendent's Office / Setting Direction &amp; Governance</u></b> Gary Storts	<b><u>Educational Services / Student Learning &amp; Achievement</u></b> Jennifer Johnson	<b><u>Personnel Services</u></b> Renaë Will	<b><u>Business Services Finance &amp; Facilities</u></b> Paul Ziegler	<b><u>Student Services Special Education</u></b> Lisa Claussen
---------------	---	---	--	--	---

	Member for Humboldt County Committee on School District Organization  CDE Recognitions - Informational (for the following month)  Community School Update  Info Item: MBR	Development/ Approval of the Strategic Plan  Report to Board on English Learner progress (as per BP 6174(g) Click <a href="#">HERE</a>  Report on Federal Program Monitoring Findings  CAASPP results			
<b>Oct. 24, 2024</b>	<b>October - Superintendent's Evaluation (Closed Session)</b>  Info Item: MBR	Career and Technical Education Advisory Committee  3rd Quarter Williams Uniform Complaints report  Perfect score on the CAASPP - recognition  Update California ScienceTests (CAST - science	Newly hired employees/ newly tenured teachers/ new permanent Classified employee recognition	Equipment Replacement Needs	



# Meaningful Board Report

## Governance | Future Board Agenda Items



Note: Items listed below are annual items and do not reflect the full Board Agenda. Item placement may be adjusted by ECS Staff, as needed.

Board Meeting	<u>Superintendent's Office / Setting Direction &amp; Governance</u> Gary Storts	<u>Educational Services / Student Learning &amp; Achievement</u> Jennifer Johnson	<u>Personnel Services</u> Renaë Will	<u>Business Services Finance &amp; Facilities</u> Paul Ziegler	<u>Student Services Special Education</u> Lisa Claussen
---------------	--	--	---	---	--

		only			
<b>Nov. 14, 2024</b>	Notice of Scheduling Organizational Mtg (Consent)  [Micalyn - Notify County Supt of mtg date/time]  CDE Recognitions - Informational (for the following month)  Info Item: MBR	LCAP update  LCFF/CA Dashboard  William's Settlement Follow-up-letter from HCOE			
<b>Organizational Meeting</b>  <b>Dec. 12, 2024</b>	By the first meeting in December: Sup's Eval Process - Submit Goals to Board for Approval (Closed Session)  Clerk to President's position  Nominate Clerk  2024 Board dates  Annual review BP/AR			First Interim budget report  Budget development calendar  Auditor's Report	Approval of West Ed MOU for Healthy Kids Survey

# Meaningful Board Report

## Governance | Future Board Agenda Items



Note: Items listed below are annual items and do not reflect the full Board Agenda. Item placement may be adjusted by ECS Staff, as needed.

Board Meeting	<u>Superintendent's Office / Setting Direction &amp; Governance</u> Gary Storts	<u>Educational Services / Student Learning &amp; Achievement</u> Jennifer Johnson	<u>Personnel Services</u> Renaë Will	<u>Business Services Finance &amp; Facilities</u> Paul Ziegler	<u>Student Services Special Education</u> Lisa Claussen
---------------	--	--	---	---	--

	<p>Share MBBR (Study Session or email out?)</p> <p>Annual Review of BP/AR 5116.1 (Intradistrict Open Enrollment)</p> <p>Annual Review of BP/AR 6145 (Extracurricular and co-curricular activities)</p> <p>Biannual sexual harassment and Brown Act training (required in 2023, 2025)</p> <p>Prepare Doc for Board re: Yearly Stipend - confirm what meetings were attended v. absent (Jan-Dec)</p> <p>Info Item: MBR</p>				
--	--	--	--	--	--

# Meaningful Board Report

## Governance | Future Board Agenda Items



Note: Items listed below are annual items and do not reflect the full Board Agenda. Item placement may be adjusted by ECS Staff, as needed.

Board Meeting	<u>Superintendent's Office / Setting Direction &amp; Governance</u> Gary Storts	<u>Educational Services / Student Learning &amp; Achievement</u> Jennifer Johnson	<u>Personnel Services</u> Renaë Will	<u>Business Services Finance &amp; Facilities</u> Paul Ziegler	<u>Student Services Special Education</u> Lisa Claussen
---------------	--	--	---	---	--

### 2025 MBR Schedule - DATE TBD

Jan, **, 2025	Routine Revisions to Governance Handbook (Annual) (updated President/Clerk, etc.)  CDE Recognitions - Informational (for the following month)	4th Quarter Williams Uniform Complaints report  LCAP Board Update  Approval of SARC-needs to be done prior to Feb 1st	Distrib. Qualified Teachers	State Budget Update ( <b>Depends on timing/release of State Budget - May move to Special Mtg or February Mtg</b> )  Enrollment Update  IRS mileage and per diem rates	
---------------	---	---	-----------------------------	---	--

# Meaningful Board Report

## Governance | Future Board Agenda Items



Note: Items listed below are annual items and do not reflect the full Board Agenda. Item placement may be adjusted by ECS Staff, as needed.

Board Meeting	<u>Superintendent's Office / Setting Direction &amp; Governance</u> Gary Storts	<u>Educational Services / Student Learning &amp; Achievement</u> Jennifer Johnson	<u>Personnel Services</u> Renaë Will	<u>Business Services Finance &amp; Facilities</u> Paul Ziegler	<u>Student Services Special Education</u> Lisa Claussen
---------------	--	--	---	---	--

<b>Possible special meeting in January</b>	Biennial (2027) or if new board member, revisit protocols, vision, and strategic plan prioritization  Info Item: MBR				
<b>Feb. **, 2025</b>	CDE Recognitions - Informational (for the following month)  Info Item: MBR	Common Core State Standards moved California Standards Tests (CAST - science only)  LCAP Update	Classified Employee of the Year awards	Transportation Department	Pre-school programs (moved from January)
<b>Note: No 2nd Meeting in February in 2023 — UPDATE FOR 2024, as needed.</b>					
<b>February **, 2025</b>	CDE Recognitions - Informational (for the following month)  Info Item: MBR	Safe School Plans <b>(moved from 2nd Feb Mtg)</b>  Instructional Coaches annual report <b>(moved from 2nd Feb Mtg)</b>  LCAP Update  Updated Con App		Technology Infrastructure  Auditor selection (if needed) <b>contracts good thru June 30, 2025</b>	Special Education Program

# Meaningful Board Report

## Governance | Future Board Agenda Items



Note: Items listed below are annual items and do not reflect the full Board Agenda. Item placement may be adjusted by ECS Staff, as needed.

Board Meeting	<u>Superintendent's Office / Setting Direction &amp; Governance</u> Gary Storts	<u>Educational Services / Student Learning &amp; Achievement</u> Jennifer Johnson	<u>Personnel Services</u> Renaë Will	<u>Business Services Finance &amp; Facilities</u> Paul Ziegler	<u>Student Services Special Education</u> Lisa Claussen
---------------	--	--	---	---	--

		(Winter) - Work w/Mario  District Instructional Site Visit Update			
<b>March **, 2025</b>  <b>Reception in Room 114</b>	Board Meeting Dates for Following Year - Board Review  Routine Revisions to Governance Handbook (Annual) (updated President/Clerk, etc.) - Moved from January to After March 14th Spec Mtg  Info Item: MBR	After-School Education and Safety Program (ASES)  LCAP Update-all survey responses  1st Quarter Williams Uniform Complaints report  Title VI-Indian Ed - Prior to Part II of Grant	Certificated non-re-elects/ Layoffs	Second Interim	Implementation Plan- Community Schools (required to be presented by June 30, 2024)
<b>April **, 2025</b>	First Meeting in April: Specification of Election Order Reso – not needed until 2024 for Areas 2 & 4 and in <u>2026 for Areas 1, 3, 5</u>  CDE Recognitions - Informational (for the following	AVID Advancement via Individual Determination  Visual and performing art  Adult Education program  LCAP Update	Newly hired, newly permanent certificated, and newly permanent classified employee recognition	Master Facility Plan Update	Moved from January: Update on Student Wellness (per BP 5030) [added May 2017 - to be done every three years]

# Meaningful Board Report

## Governance | Future Board Agenda Items



Note: Items listed below are annual items and do not reflect the full Board Agenda. Item placement may be adjusted by ECS Staff, as needed.

Board Meeting	<u>Superintendent's Office / Setting Direction &amp; Governance</u> Gary Storts	<u>Educational Services / Student Learning &amp; Achievement</u> Jennifer Johnson	<u>Personnel Services</u> Renae Will	<u>Business Services Finance &amp; Facilities</u> Paul Ziegler	<u>Student Services Special Education</u> Lisa Claussen
---------------	--	--	---	---	--

	month) Info Item: MBR				
<b>May **, 2025</b>	CDE Recognitions - Informational (for the following month) Info Item: MBR	Annual CTE Report (Career and technology plan for secondary schools including continuation HS and dual enrollment)  LCAP Update  DELAC update  Recommendation for ELA 6-8	Certificated Employee of the Year	Enrollment Update  Food Services Department  Governor's May Revise ( <b>Depending on timing/release of budget - may move to first June Mtg</b> )	
<b>May **, 2025</b>	<b>June Meeting -</b> Sup's Eval Process - Provide a report on progress toward meeting goals (Closed Session)  Board Rec - to Outgoing Student Board Rep - if applicable.  CDE Recognitions - Informational (for the following	Visible Learning Update  Individual school bell schedule /instructional minutes  LCAP update  Final approval ELA 6-8	Retired employee recognition  School Calendar 2026-27 (Lincoln's BD Resolution required - Micalyn)	Proposed Budget	Marshall Family Resource Center report  CDE Child Development Contracts

# Meaningful Board Report

## Governance | Future Board Agenda Items



Note: Items listed below are annual items and do not reflect the full Board Agenda. Item placement may be adjusted by ECS Staff, as needed.

Board Meeting	<u>Superintendent's Office / Setting Direction &amp; Governance</u> Gary Storts	<u>Educational Services / Student Learning &amp; Achievement</u> Jennifer Johnson	<u>Personnel Services</u> Rena Will	<u>Business Services Finance &amp; Facilities</u> Paul Ziegler	<u>Student Services Special Education</u> Lisa Claussen
---------------	--	--	--	---	--

	month)  Study session athletics -?  Info Item: MBR				
<b>June 25, 2024 (Tuesday)</b>		LCAP adoption		Budget Adoption	
<b>June **, 2025</b>	Info Item: MBR	Public hearing for LCAP  Add: Covid-19 Written Report (LCAP)  Annual Application of Con App (moved to August 27, 2020)  SPSA-Title I Schools  Sonoma MOU for induction (moved to August 6, 2020)		Public Hearing for Budget  EPA Public Notice	-Added: IDT Agreement (updated)
<b>August **, 2025</b>	Micalyn - Finalize spreadsheet.  REMINDER: Schedule Biennial (every other year)	Ratify MOU w/EPD  Dual Enrollment MOU (part 1)  2nd Quarter			

# Meaningful Board Report

## Governance | Future Board Agenda Items



Note: Items listed below are annual items and do not reflect the full Board Agenda. Item placement may be adjusted by ECS Staff, as needed.

Board Meeting	<u>Superintendent's Office / Setting Direction &amp; Governance</u> Gary Storts	<u>Educational Services / Student Learning &amp; Achievement</u> Jennifer Johnson	<u>Personnel Services</u> Renaë Will	<u>Business Services Finance &amp; Facilities</u> Paul Ziegler	<u>Student Services Special Education</u> Lisa Claussen
---------------	--	--	---	---	--

	Training for Board - 2025, 2027  CDE Recognitions - Informational (for the following month)  Info Item: MBR	Williams Uniform Complaints report  Title VI GAN			
<b>August **, 2025</b>	Biennial Notice for Conflict of Interest Code [Next: 2024, 2026]  Info Item: MBR	Dual Enrollment MOU (part 2)  Strategic Plan Outcomes  Development Strategic Plan ASES GAN  CM NGSS  Updated Con App (Spring) - Work w/Mario	Employee evaluation status report		
<b>Sept. **, 2025</b>	<b>September Meeting</b> - Sup's Eval Process - Report on the status of year's goals to-date (Closed Session)	1st Mtg - Strategic Plan Outcomes (this item will come before the Development of SP item, in October)  LCAP update		End of Summer Maintenance Project Report  Certification of Unaudited Actuals Financial Report	Beginning of school year report on enrollment * interdistrict transfer update



# Meaningful Board Report

## Governance | Future Board Agenda Items



Note: Items listed below are annual items and do not reflect the full Board Agenda. Item placement may be adjusted by ECS Staff, as needed.

Board Meeting	<b><u>Superintendent's Office / Setting Direction &amp; Governance</u></b> Gary Storts	<b><u>Educational Services / Student Learning &amp; Achievement</u></b> Jennifer Johnson	<b><u>Personnel Services</u></b> Renaë Will	<b><u>Business Services Finance &amp; Facilities</u></b> Paul Ziegler	<b><u>Student Services Special Education</u></b> Lisa Claussen
---------------	---	---	--	--	---

	<p>Apple Pins - Send email reminder out to Principals that Apple Pin Awards accepted anytime throughout the year. (No longer solicited.)</p> <p>CDE Recognitions - Informational (for the following month) Info Item: MBR</p>	<p>Update/Revise LCAP- Local Indicators</p> <p><b><u>PUBLIC HEARING:</u></b> Sufficiency of Instructional Materials</p> <p>Physical Fitness Test Results</p> <p>Per BP 6152.1: Annual report on student data related to placement and advancement in the mathematics courses at EHS (added 4.28.16) - Previously Occured in Oct/Nov/Dec - as of 2023, moved to Sept.</p>			
<b>Oct. **, 2025</b>	<p>Select Board Member for Humboldt County Committee on School District Organization</p> <p>CDE Recognitions - Informational (for</p>	<p>2nd Meeting - Development/ Approval of the Strategic Plan</p> <p>Report to Board on English Learner progress (as per BP 6174(g) Click</p>			

# Meaningful Board Report

## Governance | Future Board Agenda Items



Note: Items listed below are annual items and do not reflect the full Board Agenda. Item placement may be adjusted by ECS Staff, as needed.

Board Meeting	<b><u>Superintendent's Office / Setting Direction &amp; Governance</u></b> Gary Storts	<b><u>Educational Services / Student Learning &amp; Achievement</u></b> Jennifer Johnson	<b><u>Personnel Services</u></b> Renae Will	<b><u>Business Services Finance &amp; Facilities</u></b> Paul Ziegler	<b><u>Student Services Special Education</u></b> Lisa Claussen
---------------	---	---	--	--	---

	the following month)  Community School Update  Info Item: MBR	<u>HERE</u>  Report on Federal Program Monitoring Findings  CAASPP results			
<b>Oct. **, 2025</b>	<b>October -</b> Superintendent's Evaluation (Closed Session)  Info Item: MBR	Career and Technical Education Advisory Committee  3rd Quarter Williams Uniform Complaints report  Perfect score on the CAASPP - recognition  Update California ScienceTests (CAST - science only)	Newly hired employees/ newly tenured teachers/ new permanent Classified employee recognition	Equipment Replacement Needs	
<b>Nov. **, 2025</b>	Notice of Scheduling Organizational Mtg (Consent)  [Micalyn - Notify	LCAP update  LCFF/CA Dashboard  William's			

# Meaningful Board Report

## Governance | Future Board Agenda Items



Note: Items listed below are annual items and do not reflect the full Board Agenda. Item placement may be adjusted by ECS Staff, as needed.

Board Meeting	<u>Superintendent's Office / Setting Direction &amp; Governance</u> Gary Storts	<u>Educational Services / Student Learning &amp; Achievement</u> Jennifer Johnson	<u>Personnel Services</u> Renaë Will	<u>Business Services Finance &amp; Facilities</u> Paul Ziegler	<u>Student Services Special Education</u> Lisa Claussen
---------------	--	--	---	---	--

	County Supt of mtg date/time]  CDE Recognitions - Informational (for the following month)  Info Item: MBR	Settlement Follow-up-letter from HCOE			
<b>Organizational Meeting</b>  <b>Dec. **, 2025</b>	By the first meeting in December: Sup's Eval Process - Submit Goals to Board for Approval (Closed Session)  Clerk to President's position  Nominate Clerk  2024 Board dates  Annual review BP/AR  Share MBBR (Study Session or email out?)  Annual Review of BP/AR 5116.1 (Intradistrict Open			First Interim budget report  Budget development calendar  Auditor's Report	Approval of West Ed MOU for Healthy Kids Survey

# Meaningful Board Report

## Governance | Future Board Agenda Items



Note: Items listed below are annual items and do not reflect the full Board Agenda. Item placement may be adjusted by ECS Staff, as needed.

Board Meeting	<u>Superintendent's Office / Setting Direction &amp; Governance</u> Gary Storts	<u>Educational Services / Student Learning &amp; Achievement</u> Jennifer Johnson	<u>Personnel Services</u> Renaë Will	<u>Business Services Finance &amp; Facilities</u> Paul Ziegler	<u>Student Services Special Education</u> Lisa Claussen
---------------	--	--	---	---	--

	<p>Enrollment)</p> <p>Annual Review of BP/AR 6145 (Extracurricular and co-curricular activities)</p> <p>Biannual sexual harassment and Brown Act training (required in 2023, 2025)</p> <p>Prepare Doc for Board re: Yearly Stipend - confirm what meetings were attended v. absent (Jan-Dec)</p> <p>Info Item: MBR</p>				
--	--	--	--	--	--