

AGENDA
KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT
BOARD OF TRUSTEES
Board Room 1900 18th Avenue 4:00 p.m.
Kingsburg, CA 93631
February 10, 2021
KJUHSd.com/Zoom

1. CALL TO ORDER _____

2. SALUTE TO THE FLAG

3. ROLL CALL AND ESTABLISHMENT OF A QUORUM

Member's Present	_____	_____
	_____	_____
	_____	_____

Members Absent	_____	_____
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4. OTHERS PRESENT _____

5. APPROVAL OF AGENDA

Motion _____	Second _____	Vote _____
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6. PUBLIC COMMENT

Public Comment
For regular meetings, the public is provided an opportunity to address not only any item on the agenda but any item within the subject matter jurisdiction of the Kingsburg Joint Union High School District. **Disclaimer:** The opinions expressed in public comments are the authors own and do not necessarily reflect the official policies or position of the Kingsburg Joint Union High School District

Members of the public who wish to provide public comment during observed COVID-19 social distancing guidance may email the district at PublicComment@Kingsburghigh.com by 4:00 p.m. the Friday before the meeting date, which generally lands on Monday. Public comments are limited to three minutes or 450 written words per speaker. Twenty (20) minutes per issue will be allowed. Please note you are not compelled to provide a name and can comment anonymously. The public comments will be read in the order they are received. The comments will be read outloud during the public comment portion of the meeting.

Board of Education is prohibited by law from taking action on matters discussed that are not on the agenda and no adverse conclusions should be drawn if the Board does not respond to public comments made at this time. Concerns will be referred to the Superintendent's office for review and response.

Board Room Accessibility: The Kingsburg Joint Union High School District encourages those with disabilities to participate fully in the public meeting process. If you need a disability related modification or accommodation, including auxiliary aids or services to participate in the public meeting, please contact the Administrative Assistant to the Superintendent at 897-7721 at least 48 hours before the scheduled Board of Trustees meeting so that we may make every reasonable effort to accommodate you [Government Code § 54954.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. § 12132.)]

7. APPROVAL OF MINUTES

7.1 Regular Meeting – January 11, 2021

8. REPORTS

- 8.1 Superintendent Report
- 8.2 Principal Report
- 8.3 Director Alternative Education Center Report
- 8.4 Student Representative Report

9. ACTION

- 9.1 Accounts Payable for January 2021 1
- 9.2 Interdistrict Permit Requests –2021-2022 13
- 9.3 KJUHSD Injury & Illness Prevention Program – January 2021 18
- 9.4 Resignation R/C Clerk – Dalaina Masterson 71
- 9.5 CSBA Delegate Assembly Election – Subregion 10-B 73
- 9.6 #R18-2021 Emergency Resolution Learning Loss Mitigation Fund 81

10. DISCUSSION

- 10.1 LCAP – Executive Director of Student Services- Cindy Schreiner
- 10.2 First Reading – Mandated Board Policy March 2019/May 2019 87

11. WRITTEN INFORMATION

- 11.1 Student Body Fund Report for January 2021 94
- 11.2 Student Body Fund Donations 2019-2020 98
- 11.3 Suspension Report for January 2021 99
- 11.4 2020-2021 First Interim Report Certification – District’s Positive Certification 100

12. CLOSED SESSION – Notice to Public (Closed Session Items Covered by Law May Be Requested Or Called For As Per: Government Codes: 54954.3; 54956.7; 54956.8; 54956.86; 54956.9 (a), (b), (c); 54956.95; 54957; 54957.6; 54957.8 and Education Codes: 48900; 49070.)

- 12.1 KHS Coach: Baseball JV & Varsity Assistant Coach – TJ Boyd 101
- 12.2 KHS Staff: Part-time Substitute Maintenance Worker – Adam Mancini 103
- 12.3 KHS Staff: Part-time Substitute Maintenance Worker – Juan Casarez 107

From _____ to _____

13. ACTION REPORTED OUT OF CLOSED SESSION, IF ANY

14. ITEMS FOR NEXT AGENDA

None

15. ADJOURNMENT _____
(Time)

FOR BOARD ACTION:

Motion _____ Second _____ Vote _____

Thomsen: _____ Nagle: _____ Lunde: _____ Serpa: _____ Jackson: _____

KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT
Minutes of the Regular Meeting of the Board of Trustees

PLACE AND DATE

Board Room, Kingsburg High School, 1900 18th Avenue, Kingsburg, California, January 11, 2021.

CALL TO ORDER

The meeting was called to order at 4:00 p.m. by Mr. Rick Jackson, President.

MEMBERS PRESENT

Mr. Rick Jackson, President
Mr. Mike Serpa, Clerk
Mr. Brent Lunde, Member
Mr. Steve Nagle, Member
Mr. Johnie Thomsen, Member

MEMBERS ABSENT

None

OTHERS PRESENT

Mr. Don Shoemaker, Superintendent
Mr. Rufino Ucelo Jr., Chief Business Official
Dr. Ryan Phelan, Principal
Mr. Ryan Waltermann, Director Alternative Education
Ms. Cindy Schreiner, Director Student Services
Ms. Shari Jensen, Superintendent Administrative Assistant

Other staff members, students, and citizens – list on file in the district office.

APPROVAL OF AGENDA (M128-2021)

Mr. Thomsen moved to approve the agenda as presented.

Mr. Nagle seconded the motion.

The motion carried: 5 ayes; 0 noes;

Mr. Thomsen: Aye

Mr. Nagle: Aye

Mr. Lunde: Aye

Mr. Serpa: Aye

Mr. Jackson: Aye

PUBLIC COMMENTS

None

APPROVAL OF MINUTES

REGULAR MEETING – DECEMBER 14, 2020 (M129-2021)

Mr. Thomsen moved to approve the minutes of the regular meeting of December 14, 2020 as presented in 7.1 of the supporting documents.

Mr. Lunde seconded the motion.

The motion carried: 5 ayes; 0 noes;

Mr. Thomsen: Aye

Mr. Nagle: Aye

Mr. Lunde: Aye

Mr. Serpa: Aye

Mr. Jackson: Aye

SUPERINTENDENT REPORT

- District will begin advertising for the Ag Canopy project January 12th and 18th. Bid to be awarded late February.
- Flatwork project will go to bid process in March and awarded in May.
- Vaccinations scheduled in Phase 1B by the state should rollout soon for school personnel.

PRINCIPAL REPORT

- Registration process for 2021-2022 will be more daunting than in past years due to COVID-19 and our continued hybrid schedule. Both Mrs. Apgar and Mrs. Marriott are working diligently to help with the process.
- Associate Student Body Officers and staff are meeting to find a way to have homecoming this year. We hope to come up with a viable and good solution for our students.
- CIF is still working on proposal plan for return of school athletics. KJUHS D hopes to hear updates in late January.
- Student grades are still low, but improving, especially in comparison to solely distance learning. Staff is working hard to help students during this time.
- Western Association of Schools and Colleges (WASC) will not be on Kingsburg High School campus for final validation due to COVID-19. The visit and study will take place virtually March 8th-10th.

DIRECTOR OF ALTERNATIVE EDUCATION

- New semester has started. OASIS enrollment is at 50, and Kingsburg Independent Study is at 78. The increased enrollments are a challenge, but good.
- Staff continues to keep on top of student progress, especially seniors, to help them reach their target goal to graduate.
- Kingsburg Alternative Education Center has a new counseling office. The office provides additional space for students to meet with staff and is a great enhancement to our space.

STUDENT REPRESENTATIVE REPORT

- None

BOARD ACTION**BILLS PAID DECEMBER 2020 (M130-2021)**

Mr. Nagle moved to approve the bills paid for December 2020 as presented in 9.1 of the supporting documents.

Mr. Lunde seconded the motion.

The motion carried: 5 ayes; 0 noes;

Mr. Thomsen: Aye

Mr. Nagle: Aye

Mr. Lunde: Aye

Mr. Serpa: Aye

Mr. Jackson: Aye

LCAP LEA FEDERAL ADDENDUM (M131-2021)

Mr. Serpa moved to approve the 2020-2021 LCAP Federal Addendum as presented in 9.2 of the supporting document.

Mr. Thomsen seconded the motion.

The motion carried: 5 ayes; 0 noes;

Mr. Thomsen: Aye

Mr. Nagle: Aye

Mr. Lunde: Aye

Mr. Serpa: Aye

Mr. Jackson: Aye

KJUHSD INTERNET SAFETY POLICY (M132-2021)

Mr. Serpa moved to approve the Internet Safety Policy for the Kingsburg Joint Union High School District as presented in 9.3 of the supporting documents.

Mr. Nagle seconded the motion.

The motion carried: 5 ayes; 0 noes;

Mr. Thomsen: Aye

Mr. Nagle: Aye

Mr. Lunde: Aye

Mr. Serpa: Aye

Mr. Jackson: Aye

RESIGNATION – R/C CLERK, CHRISTINA STEPHENS (M133-2021)

Mr. Serpa moved to approve the resignation of Christina Stephens as a R/C Clerk for the Kingsburg Joint Union High School District as of December 16, 2020 as presented in 9.4 of the supporting documents.

Mr. Thomsen seconded the motion.

The motion carried: 5 ayes; 0 noes;

Mr. Thomsen: Aye

Mr. Nagle: Aye

Mr. Lunde: Aye

Mr. Serpa: Aye

Mr. Jackson: Aye

AUDIT REPORT FISCAL YEAR 2019-2020 (M134-2021)

Mr. Thomsen moved to approve the Audit Report Fiscal Year 2019-2020 as presented in 9.5 of the supporting documents.

Mr. Serpa seconded the motion.

The motion carried: 5 ayes; 0 noes;

Mr. Thomsen: Aye

Mr. Nagle: Aye

Mr. Lunde: Aye

Mr. Serpa: Aye

Mr. Jackson: Aye

BOARD OF TRUSTEE 2021 COMMITTEES (M135-2021)

Mr. Nagle moved to approve the Board of Trustee 2021 Committees as presented in 9.6 of the supporting documents.

Mr. Lunde seconded the motion.

The motion carried: 5 ayes; 0 noes;

Mr. Thomsen: Aye

Mr. Nagle: Aye

Mr. Lunde: Aye

Mr. Serpa: Aye

Mr. Jackson: Aye

2021-2022 KJUHS D SCHOOL CALENDAR (M136-2021)

Mr. Thomsen moved to approve the 2021-2022 Kingsburg Joint Union High School District School Calendar as presented in 9.7 of the supporting document.

Mr. Serpa seconded the motion.

The motion carried: 5 ayes; 0 noes;

Mr. Thomsen: Aye

Mr. Nagle: Aye

Mr. Lunde: Aye

Mr. Serpa: Aye

Mr. Jackson: Aye

DISCUSSION**LCAP**

Ms. Cindy Schreiner, Director of Student Services:

- Next month will introduce surveys for parents, students and the community. Questions for the surveys will be reviewed at February's board meeting
- Parent committees and stakeholder committees will be meeting next month.
- Spending category changes from 2019-2020 to 2020-2021 due to Covid-19. New LCAP will incorporate future spending projections.
- The formation of this year's LCAP will be projection for the next three years.

WRITTEN INFORMATION**STUDENT BODY FUNDS REPORT**

The Board noted the ASB Fund Reports for December 2020 as presented in 11.1 of the supporting documents.

QUARTERLY REPORT ON WILLIAMS UNIFORM COMPLAINTS JANUARY 2021

The Board noted the Quarterly Report on Williams Uniform Complaints January 2021 as presented in 11.2 of the supporting document.

CLOSED SESSION**CAMPUS SAFETY ASSISTANT – SANDRA ALONZO (M137-2021)**

The Board met in closed session from 4:38 p.m. to 5:12 p.m.

ITEMS REPORTED OUT OF CLOSED SESSION**CAMPUS SAFETY ASSISTANT – SANDRA ALONZO (M137-2021)**

Mr. Serpa moved to approve Sandra Alonzo as a part-time Campus Safety Assistant for the Kingsburg Joint Union High School District for the 2020-2021 school year as presented in 12.1 of the supporting document.

Mr. Nagle seconded the motion.

The motion carried: 5 ayes; 0 noes;

Mr. Thomsen: Aye

Mr. Nagle: Aye

Mr. Lunde: Aye

Mr. Serpa: Aye

Mr. Jackson: Aye

ADJOURNMENT (M138-2021)

Mr. Nagle moved to adjourn the meeting at 5:13 p.m.

Mr. Thomsen seconded the motion.

The motion carried: 5 ayes; 0 noes;

Mr. Thomsen: Aye

Mr. Nagle: Aye

Mr. Lunde: Aye

Mr. Serpa: Aye

Mr. Jackson: Aye

Minutes of the regular meeting of January 11, 2021 are approved except for the following omissions, deletions or changes:

FOR BOARD ACTION:

Motion _____ Second _____ Vote _____

Thomsen: _____ Nagle: _____ Lunde: _____ Serpa: _____ Jackson: _____

Minutes of the regular meeting of January 11, 2021 are approved by action of the board.

Mr. Rick Jackson
President of the Board

Mr. Mike Serpa
Clerk of the Board

ISSUE: Presentation of Accounts Payable for the month of January 2021.

ACTION: Presentation of Accounts Payable for the month of January 2021.

RECOMMENDATION: Recommend approval.

FOR BOARD ACTION:

Motion _____ Second _____ Vote _____
Thomsen: _____ Nagle: _____ Lunde: _____ Serpa: _____ Jackson: _____

**KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT
 ACCOUNTS PAYABLE BOARD REPORT
 Issue Date: 01/01/2021 thru 01/31/2021
 Regular Meeting February 10, 2021**

Resources--(Re)

- 11000-Lottery
- 14000-EPA
- 30100-Title I
- 31820-Comprehensive Support and Improvement
- 32100-ESSER (COVID19)
- 32200-Coronavirus Relief Fund (CRF)
- 33100-Special Education
- 33110-Special Education: IDEA
- 35500-Carl Perkins Grant
- 40350-Title II
- 41270-ESSA: Title IV
- 63000-Lottery
- 63870-Career Technical Education (VROP)
- 63880-Strong Workforce Program
- 65000-Special Education
- 65120-Special Education (Mental Health)
- 65200-Special Education: Project
- 70100-Ag Incentive Grant
- 73880-SB117 (COVID19)
- 74200-Learning Loss Mitigation (LLM)
- 75100-Low Performing Student Block Grant
- 81500-Ongoing Major Maintenance
- 90520-Comm RDA

0100-General Fund

Vendor	Warrant #	Reference	Description	Fu---Re---Y-Gl---Fn---Ob-----Si--Dp	Amount
1253-AMAZON.COM LLC	512343966	PO-210104	SUPPLIES-LIBRARY	0100-00000-0-1110-2420-430000-001-3096	10.89
		PO-210104	SUPPLIES-LIBRARY	0100-00000-0-1110-2420-430000-001-3096	17.81
		PO-210386	SUPPLIES-TECH	0100-00000-0-1110-2420-430000-001-0000	812.94
		PO-210484	SUPPLIES-MATH	0100-63000-0-1110-1000-430000-001-1152	63.19
		PO-210493	SUPPLIES-LLM P-98	0100-63000-0-1110-1000-430000-001-0000	217.84
		PO-210492	TECH DEPT/MATH DEPT	0100-00000-0-1110-2420-430000-001-0000	20.59
		PO-210492	TECH DEPT/MATH DEPT	0100-00000-0-1110-2420-430000-001-0000	185.14
		PO-210492	TECH DEPT/MATH DEPT	0100-00000-0-1110-2420-430000-001-1152	20.59
		PO-210492	TECH DEPT/MATH DEPT	0100-00000-0-1110-2420-430000-001-1152	20.59
		PO-210386	SUPPLIES-TECH	0100-00000-0-1110-2420-430000-001-0000	406.47
		PO-210386	SUPPLIES-TECH	0100-00000-0-1110-2420-430000-001-0000	3,658.23
		PO-210492	TECH DEPT/MATH DEPT	0100-00000-0-1110-2420-430000-001-1152	164.55
		PO-210447	SUPPLIES-SP ED	0100-65000-0-5760-1120-430000-001-0000	39.06
		PO-210468	SUPPLIES-TECHNOLOGY	0100-00000-0-1110-2420-430000-001-0000	29.40
		PO-210104	SUPPLIES-LIBRARY	0100-00000-0-1110-2420-430000-001-3096	108.68
		PO-210445	SUPPLIES-AG	0100-63000-0-1110-1000-430000-001-1132	425.13
1253-AMAZON.COM LLC cont.....		PO-210468	SUPPLIES-TECHNOLOGY	0100-00000-0-1110-2420-430000-001-0000	322.72

**KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT
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1253-AMAZON.COM LLC cont.....		PO-210104 SUPPLIES-LIBRARY	0100-00000-0-1110-2420-430000-001-3096	52.41
		PO-210479 FACIAL TISSUE	0100-00000-0-0000-8200-430006-000-0000	139.46
		PO-210462 SUPPLIES-MAINT	0100-81500-0-0000-8100-430018-000-0000	64.41
		PO-210491 NON CAP-CSI	0100-31820-0-3300-1000-440001-002-0000	766.64
			Warrant Total:	7,546.74
			Vendor Total:	7,546.74
44-APPLE COMPUTER/SCHOOL BUY	512343967	PO-210435 SUPPLIES-CTEIG/ENG.	0100-63000-0-1110-1000-430000-001-1143	432.96
		PO-210435 SUPPLIES-CTEIG/ENG.	0100-63870-0-3800-1000-430000-001-3018	2,000.00
			Warrant Total:	2,432.96
			Vendor Total:	2,432.96
61-AUTOMATED OFFICE SYSTEMS	512341693	PO-210007 COPIER MAINT-AG	0100-70100-0-3800-1000-560007-001-0000	6.27
		PO-210007 COPIER MAINT-AG	0100-35500-0-3800-1000-560007-001-0000	6.27
		PO-210007 COPIER MAINT-I.S.	0100-00000-0-3300-8100-560007-002-0000	15.47
			Warrant Total:	28.01
			Vendor Total:	28.01
501-BUSINESS CARD	512341694	PO-210428 FOOD DEHYDRATOR	0100-35500-0-3800-1000-430000-001-0000	253.97
		PO-210446 SUPPLIES-CTEIG/ENG	0100-63870-0-3800-1000-430000-001-1143	170.46
		PO-210428 FOOD DEHYDRATOR	0100-70100-0-3800-1000-430000-001-0000	253.96
		PO-210269 WASHINGTON POST	0100-63000-0-1110-1000-430020-001-1143	1.00
		PO-210269 WASHINGTON POST	0100-63000-0-1110-1000-430020-001-1143	1.00
		PO-210250 NYTIMES	0100-63000-0-1110-1000-430020-001-1143	4.00
		PO-210469 REGISTRATION-NGSS	0100-40350-0-1110-1000-520000-001-0000	250.00
		PO-210474 BLUEHOST	0100-14000-0-1110-1000-580000-001-0000	95.40
		PO-210475 COVID 19-TEST	0100-32100-0-0000-3140-580000-001-0000	130.00
		PO-210476 WESTHOST SERVICE	0100-00000-0-0000-7150-580000-000-0000	160.00
		PO-210470 CANVA PRO	0100-00000-0-1110-1000-580000-001-0000	64.75
			Warrant Total:	1,384.54
	512346782	PO-210552 SUPPLIES-OASIS	0100-00000-0-3200-1000-410000-002-0000	154.96
		PO-210539 SUPPLIES-LLM/P98	0100-74200-0-1110-1000-430000-000-6350	42.54
		PO-210269 WASHINGTON POST	0100-63000-0-1110-1000-430020-001-1143	1.00
		PO-210553 TEACHING CHANNEL	0100-63870-0-3800-1000-430020-001-1143	69.99
		PO-210250 NYTIMES	0100-63000-0-1110-1000-430020-001-1143	4.00
		PO-210490 ESSER-OPERATIONS	0100-32100-0-0000-8200-440000-000-0000	2,099.61
		PO-210551 CCAC VIRTUAL CONF	0100-00000-0-0000-7300-520000-000-0000	52.24
		PO-210473 REGISTRATION-NGSS	0100-40350-0-1110-1000-520000-001-0000	250.00
		PO-210473 REGISTRATION-NGSS	0100-40350-0-1110-1000-520000-001-0000	250.00
		PO-210483 SUPPLIES-MATH	0100-00000-0-1110-1000-580000-001-1152	99.99
		PO-210555 BLUEHOST.COM	0100-14000-0-1110-1000-580000-001-0000	15.00
		PO-210532 CANVA PRO	0100-00000-0-1110-1000-580000-001-0000	64.75
			Warrant Total:	3,104.08
			Vendor Total:	4,488.62

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107-BUSWEST-FRESNO	512343968	PO-210458	SUPPLIES-TRANSPORTATION	0100-00000-0-1110-3600-430024-001-0000	91.12
				Warrant Total:	91.12
				Vendor Total:	91.12
2493-CALVERT, ALLEXSIS	512341695	PO-210342	SUPPLIES-AG SCIENCE	0100-70100-0-3800-1000-430000-001-0000	28.11
		PO-210342	SUPPLIES-AG SCIENCE	0100-35500-0-3800-1000-430000-001-0000	28.11
		PO-210342	SUPPLIES-AG SCIENCE	0100-35500-0-3800-1000-430000-001-0000	26.25
		PO-210342	SUPPLIES-AG SCIENCE	0100-70100-0-3800-1000-430000-001-0000	26.25
				Warrant Total:	108.72
				Vendor Total:	108.72
2497-CAMPOS, ARTURO	512346784	PO-210521	D.O.T. PHYSICAL	0100-00000-0-1110-3600-580025-001-0000	75.00
				Warrant Total:	75.00
				Vendor Total:	75.00
123-CASBO CENTRAL SECTION	512343969	PO-210418	HR SUMMIT	0100-00000-0-0000-7300-520000-000-0000	89.00
				Warrant Total:	89.00
				Vendor Total:	89.00
2438-CINTAS CORPORATION	512343970	PO-210008	UNIFORM SERVICE	0100-81500-0-0000-8100-430023-000-0000	180.32
		PO-210008	UNIFORM SERVICE	0100-81500-0-0000-8100-430023-000-0000	180.32
		PO-210008	UNIFORM SERVICE	0100-81500-0-0000-8100-430023-000-0000	180.32
		PO-210008	UNIFORM SERVICE	0100-81500-0-0000-8100-430023-000-0000	180.32
		PO-210008	JANITORIAL SERVICE	0100-00000-0-0000-8200-550004-000-0000	244.57
		PO-210008	JANITORIAL SERVICE	0100-00000-0-0000-8200-550004-000-0000	257.71
		PO-210008	JANITORIAL SERVICE	0100-00000-0-0000-8200-550004-000-0000	257.71
		PO-210008	JANITORIAL SERVICE	0100-00000-0-0000-8200-550004-000-0000	257.71
				Warrant Total:	1,738.98
				Vendor Total:	1,738.98
150-CITY OF KINGSBURG	512341696	PO-210010	UTILITIES-I.S.	0100-00000-0-3300-8100-550009-002-0000	334.00
		PO-210010	UTILITIES-OASIS	0100-00000-0-3200-8100-550009-002-0000	334.00
		PO-210010	UTILITIES-KHS	0100-00000-0-0000-8200-550009-000-0000	4,507.23
				Warrant Total:	5,175.23
				Vendor Total:	5,175.23
166-COMPREHENSIVE YOUTH SERVICES	512343971	PO-210265	STUDENT SERVICES	0100-74200-0-1110-1000-580000-001-3103	8,512.08
		PO-210265	STUDENT SERVICES	0100-41270-0-1110-1000-580000-001-3103	840.64
				Warrant Total:	9,352.72
				Vendor Total:	9,352.72
2243-COSCO FIRE PROTECTION	512343972	PO-210487	ALARM MONITORING	0100-81500-0-0000-8100-560001-000-0000	660.00
		PO-210487	ALARM MONITORING	0100-81500-0-0000-8100-560001-000-0000	660.00
		PO-210471	REPAIRS-AG/SCI BLDG	0100-81500-0-0000-8100-560019-000-0000	209.00
				Warrant Total:	1,529.00
				Vendor Total:	1,529.00

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1054-CRASS, DIANA	512343973	PO-210515	REIMB-SUPPLIES	0100-63000-0-1110-1000-430000-001-1143	22.64	
		PO-210515	REIMB-SUPPLIES	0100-63000-0-1110-1000-430000-001-1143	22.64	
		PO-210515	REIMB-SUPPLIES	0100-63000-0-1110-1000-430000-001-1143	33.96	
		PO-210515	REIMB-SUPPLIES	0100-63000-0-1110-1000-430000-001-1143	67.92	
				Warrant Total:	147.16	
				Vendor Total:	147.16	
2617-DBA SOUTHEASTERN PERFORMANCE	512346785	PO-210304	SUPPLIES-LLM	0100-74200-0-1155-1000-430000-001-0000	745.26	
					Warrant Total:	745.26
				Vendor Total:	745.26	
2598-DBA: CHROMEBOOKPARTS.COM	512343974	PO-210459	SUPPLIES-TECHNOLOGY	0100-00000-0-1110-2420-430000-001-0000	272.32	
		PO-210459	SUPPLIES-TECHNOLOGY	0100-00000-0-1110-2420-430000-001-0000	1,280.12	
		PO-210459	SUPPLIES-TECHNOLOGY	0100-00000-0-1110-2420-430000-001-0000	245.09	
					Warrant Total:	1,797.53
				Vendor Total:	1,797.53	
1305-DBA: NAPA AUTO PARTS	512343975	PO-210017	TRANSPORTATION	0100-00000-0-1110-3600-430024-001-0000	39.99	
					Warrant Total:	39.99
					Vendor Total:	39.99
2615-DBA: POCKET LAB	512343976	PO-210414	FCOE GRANT	0100-00000-0-1110-1000-430000-001-1167	852.46	
		PO-210414	FCOE GRANT	0100-00000-0-1110-1000-580000-001-1167	143.03	
					Warrant Total:	995.49
				Vendor Total:	995.49	
2057-DBA: TEAMTALK NETWORK	512341697	PO-210026	DISPATCH RADIOS	0100-00000-0-1110-3600-590003-001-0000	199.92	
					Warrant Total:	199.92
	512346786	PO-210026	DISPATCH RADIOS	0100-00000-0-1110-3600-590003-001-0000	199.92	
					Warrant Total:	199.92
				Vendor Total:	399.84	
2283-DBA: THE COLLEGE BOARD	512346787	PO-210547	SAT TESTS	0100-00000-0-1110-1000-430000-001-9985	1,136.00	
					Warrant Total:	1,136.00
					Vendor Total:	1,136.00
2533-DBA: TURF TANK	512341699	PO-210045	EQUIP-SUBSCRIPTION	0100-00000-0-0000-8200-560000-000-0000	2,500.00	
					Warrant Total:	2,500.00
					Vendor Total:	2,500.00
1715-DBA: U.S. BANK EQUIPMENT	512341700	PO-210033	COPIER LEASE	0100-00000-0-1110-1000-560008-001-0000	924.88	
		PO-210033	COPIER LEASE-OASIS	0100-00000-0-3200-8100-560008-002-0000	387.93	
					Warrant Total:	1,312.81
	512343977	PO-210033	COPIER LEASE	0100-00000-0-1110-1000-560008-001-0000	184.01	
					Warrant Total:	184.01
				Vendor Total:	1,496.82	

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835-DBA: VILLAGE TIRE SALES	512343978	PO-210466	SUPPLIES-TRANSPORTATION	0100-00000-0-1110-3600-430024-001-0000	1,314.36
				Warrant Total:	1,314.36
				Vendor Total:	1,314.36
882-DELL MARKETING L.P.	512346788	PO-210438	COMPUTER EQUIP-LLM/P98	0100-74200-0-1110-1000-440002-000-0000	2,031.20
				Warrant Total:	2,031.20
				Vendor Total:	2,031.20
2041-ENFINITY CENTRALVAL7 KJUHS	512341701	PO-210012	SOLAR	0100-11000-0-0000-8200-550001-000-0005	12,259.52
				Warrant Total:	12,259.52
				Vendor Total:	12,259.52
1261-ENNS, MIKE	512341702	PO-210013	COMPUTER SERVICE	0100-00000-0-1110-2420-580000-001-0037	3,230.00
				Warrant Total:	3,230.00
				Vendor Total:	3,230.00
2292-ERLING, ERIC	512346789	PO-210541	D.O.T. PHYSICAL	0100-00000-0-1110-3600-580025-001-0000	75.00
				Warrant Total:	75.00
				Vendor Total:	75.00
2176-FAGEN FRIEDMAN & FULFROST LLP	512346790	PO-210540	F3 LAW SPEC ED SYMPOSIUM	0100-65000-0-5760-2700-520000-001-0000	115.00
				Warrant Total:	115.00
				Vendor Total:	115.00
2433-FORTUNA UNION HIGH SCHOOL DIST	512346791	PO-210522	SUPERVISING TEACHER INSTITUTE	0100-35500-0-3800-1000-520000-001-0000	37.50
		PO-210522	SUPERVISING TEACHER INSTITUTE	0100-70100-0-3800-1000-520000-001-0000	37.50
				Warrant Total:	75.00
				Vendor Total:	75.00
929-FOUNDATION FOR ED. ADMIN.	512343979	PO-210461	EVERY CHILD COUNTS SYMPOSIUM	0100-75100-9-1110-1000-520000-001-0000	149.00
				Warrant Total:	149.00
				Vendor Total:	149.00
2152-GARCIA, MANUEL	512346792	PO-210456	PARTSGOLF CARTS	0100-81500-0-0000-8100-430000-000-0000	52.22
		PO-210456	PARTSGOLF CARTS	0100-81500-0-0000-8100-430000-000-0000	793.65
		PO-210456	PARTSGOLF CARTS	0100-81500-0-0000-8100-430000-000-0000	667.48
		PO-210456	PARTSGOLF CARTS	0100-81500-0-0000-8100-430000-000-0000	1,208.41
		PO-210456	REPAIRS-GOLF CARTS	0100-81500-0-0000-8100-560019-000-0000	130.00
		PO-210456	REPAIRS-GOLF CARTS	0100-81500-0-0000-8100-560019-000-0000	585.00
		PO-210456	REPAIRS-GOLF CARTS	0100-81500-0-0000-8100-560019-000-0000	552.50
				Warrant Total:	3,989.26
				Vendor Total:	3,989.26

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1721-INFINITY COMMUNICATIONS &	512343980	PO-210014	ERATE CONSULTING	0100-00000-0-0000-7150-580000-000-0000	1,125.00
				Warrant Total:	1,125.00
				Vendor Total:	1,125.00
2157-JENSEN, SHARI	512343981	PO-210499	DISTRICT/BOARD ROOM	0100-00000-0-0000-7110-430000-000-0000	9.98
		PO-210499	DISTRICT/BOARD ROOM	0100-00000-0-0000-7110-430000-000-0000	9.98
		PO-210499	DISTRICT/BOARD ROOM	0100-00000-0-0000-7110-430000-000-0000	9.98
		PO-210499	DISTRICT/BOARD ROOM	0100-00000-0-0000-7110-430000-000-0000	46.97
		PO-210499	DISTRICT/BOARD ROOM	0100-00000-0-0000-7110-430000-000-0000	9.98
		PO-210499	DISTRICT/BOARD ROOM	0100-00000-0-0000-7110-430000-000-0000	11.00
		PO-210499	DISTRICT/BOARD ROOM	0100-00000-0-0000-7110-430000-000-0000	9.98
				Warrant Total:	107.87
				Vendor Total:	107.87
435-KHS STUDENT BODY	512343982	PO-210497	ACADEMIC DECATHLON	0100-00000-0-1110-1000-520000-001-0018	379.00
		PO-210496	STUDENT GROUP PHOTOS	0100-32100-0-1110-1000-580000-000-0000	2,000.00
				Warrant Total:	2,379.00
				Vendor Total:	2,379.00
2455-KINGS INDUSTRIAL OCCUPATIONAL	512343983	PO-210477	DRUG SCREEN	0100-00000-0-1110-3600-580025-001-0000	65.00
				Warrant Total:	65.00
				Vendor Total:	65.00
2619-KNOWLEDGE SAVES LIVES INC.	512346793	PO-210509	SAFETY TRAINING	0100-14000-0-1110-8300-520000-000-0000	295.00
				Warrant Total:	295.00
				Vendor Total:	295.00
1850-LAWRENCE TRACTOR COMPANY INC.	512343984	PO-210488	PARTS-STIHL BR 450 C	0100-00000-0-0000-8200-430010-000-0000	223.99
		PO-210488	REPAIR-STIHL BR 450 C	0100-81500-0-0000-8100-560019-000-0000	90.85
				Warrant Total:	314.84
				Vendor Total:	314.84
469-LINGER PETERSON SHRUM	512341703	PO-210015	AUDIT SERVICES	0100-00000-0-0000-7190-580005-000-0000	8,880.00
				Warrant Total:	8,880.00
				Vendor Total:	8,880.00
476-LOZANO SMITH LLP	512343985	PO-210478	LEGAL WORKSHOP	0100-00000-0-0000-7150-520000-000-0000	75.00
				Warrant Total:	75.00
	512346794	PO-210524	LEGAL SERVICES	0100-74200-0-0000-7150-580018-000-0000	90.00
		PO-210524	LEGAL SERVICES	0100-00000-0-0000-7150-580018-000-0000	265.50
		PO-210524	LEGAL SERVICES	0100-74200-0-0000-7150-580018-000-0000	112.50
				Warrant Total:	468.00
				Vendor Total:	543.00

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2255-MID VALLEY DISPOSAL LLC	512343986	PO-210495 REFUSE/EXCHANGE	0100-81500-0-0000-8100-550008-000-0000	384.00
			Warrant Total:	384.00
			Vendor Total:	384.00
533-MYNDERUP, RICHARD	512346795	PO-210538 SUPPLIES-CTEIG	0100-63870-0-3800-1000-430000-001-3017	44.88
			Warrant Total:	44.88
			Vendor Total:	44.88
547-NELSON'S ACE HARDWARE	512341704	PO-210018 SUPPLIES-MAINT	0100-81500-0-0000-8100-430018-000-0030	351.93
			Warrant Total:	351.93
	512346796	PO-210018 SUPPLIES-MAINT	0100-81500-0-0000-8100-430018-000-0030	1,022.72
		PO-210561 TECH SUPPLY-ATHLETICS	0100-74200-0-1135-1000-440000-000-0000	350.61
			Warrant Total:	1,373.33
			Vendor Total:	1,725.26
568-OFFICE DEPOT INC.	512343987	PO-210453 SUPPLIES-COUNSELING	0100-00000-0-1110-3110-430000-001-0000	25.05
		PO-210449 SUPPLIES-ESSER	0100-32100-0-1110-1000-430000-000-0000	55.97
			Warrant Total:	81.02
	512346797	PO-210485 SUPPLIES-ATTENDANCE	0100-00000-0-0000-2700-430000-001-0000	17.41
			Warrant Total:	17.41
			Vendor Total:	98.43
584-PACIFIC GAS & ELECTRIC CO.	512341705	PO-210019 UTILITIES-KHS	0100-00000-0-0000-8200-550001-000-0000	194.42
		PO-210019 UTILITIES-KHS	0100-00000-0-0000-8200-550001-000-0000	9,169.97
		PO-210019 UTILITIES-KHS	0100-00000-0-0000-8200-550001-000-0000	7,656.13
		PO-210019 UTILITIES-OASIS	0100-00000-0-3200-8100-550001-002-0000	665.22
		PO-210019 UTILITIES-I.S.	0100-00000-0-3300-8100-550001-002-0000	665.21
			Warrant Total:	18,350.95
	512343988	PO-210019 UTILITIES-KHS	0100-00000-0-0000-8200-550001-000-0000	44,433.68
		PO-210019 UTILITIES-OASIS	0100-00000-0-3200-8100-550001-002-0000	11.91
		PO-210019 UTILITIES-I.S.	0100-00000-0-3300-8100-550001-002-0000	11.91
			Warrant Total:	44,457.50
			Vendor Total:	62,808.45
585-PACIFIC WEST CONTROLS INC.	512343989	PO-210020 HVAC MAINT/SERVICE	0100-81500-0-0000-8100-560010-000-0000	150.00
			Warrant Total:	150.00
			Vendor Total:	150.00
2314-PRESENCE LEARNING INC.	512343990	PO-210465 TELETHERAPY	0100-74200-0-1110-1000-580000-001-0000	415.00
			Warrant Total:	415.00
			Vendor Total:	415.00

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2138-QUADIENT LEASING USA INC.	512341707	PO-210016	POSTAGE MACHINE LEASE	0100-00000-0-0000-7300-590002-000-0000	775.63
				Warrant Total:	775.63
				Vendor Total:	775.63
1728-RAY MORGAN COMPANY INC.	512343991	PO-210032	COPIER MAINT	0100-00000-0-1110-1000-560008-001-0000	132.77
				Warrant Total:	132.77
	512346799	PO-210032	COPIER MAINT	0100-00000-0-1110-1000-560008-001-0000	55.25
				Warrant Total:	55.25
				Vendor Total:	188.02
1675-SAN JOAQUIN VALLEY AIR	512343992	PO-210472	ANNUAL PERMITS	0100-81500-0-0000-8100-580000-000-0000	290.00
				Warrant Total:	290.00
				Vendor Total:	290.00
2269-SERRANO, JOSE	512343994	PO-210494	D.O.T. PHYSICAL	0100-00000-0-1110-3600-580025-001-0000	75.00
				Warrant Total:	75.00
				Vendor Total:	75.00
2293-SIMULATION CURRICULUM CORP.	512343995	PO-210454	SUPPLIES-ACAD. DECATH	0100-14000-0-1110-1000-430000-001-0000	79.95
				Warrant Total:	79.95
				Vendor Total:	79.95
724-SISC III	512341708	PV-210010	BOARD	0100-00000-0-0000-7110-340200-000-0000	6,992.50
		PV-210010	BC RETIREE*	0100-00000-0-0000-7110-340200-000-0000	1,836.30
		PV-210010	JD RETIREE	0100-00000-0-0000-8200-370200-000-0000	1,237.80
		PV-210010	BS RETIREE*	0100-00000-0-0000-7110-370200-000-0000	2,263.80
		PV-210010	RS RETIREE*	0100-00000-0-0000-8200-370200-000-0000	2,291.80
		PV-210010	JH RETIREE	0100-00000-0-0000-8200-370200-000-0000	1,801.80
		PV-210010	STAFF	0100-00010-0-0000-0000-951400-000-0000	139,573.90
				Warrant Total:	155,997.90
				Vendor Total:	155,997.90
740-STATE OF CALIFORNIA	512346800	PO-210024	FINGERPRINTING	0100-00000-0-0000-7150-580015-000-0000	96.00
				Warrant Total:	96.00
				Vendor Total:	96.00
1527-SWEETWATER SOUND INC.	512343996	PO-210489	SUPPLIES-BAND	0100-63000-0-1110-1000-430000-001-1155	2,348.29
				Warrant Total:	2,348.29
				Vendor Total:	2,348.29
758-TCM INVESTMENTS	512341710	PO-210025	COPIER RENTAL-AG	0100-70100-0-3800-1000-560008-001-0000	46.32
		PO-210025	COPIER RENTAL-AG	0100-35500-0-3800-1000-560008-001-0000	46.31
		PO-210025	COPIER RENTAL-I.S.	0100-00000-0-3300-8100-560008-002-0000	72.76
				Warrant Total:	165.39
				Vendor Total:	165.39

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774-THE GAS COMPANY	512343997	PO-210027	NATURAL GAS	0100-00000-0-0000-8200-550003-000-0000	4,531.94
				Warrant Total:	4,531.94
				Vendor Total:	4,531.94
779-THE HOME DEPOT	512343998	PO-210463	SUPPLIES-STAGECRAFT	0100-63870-0-3800-1000-430000-001-3017	110.45
		PO-210463	SUPPLIES-STAGECRAFT	0100-63870-0-3800-1000-430000-001-3017	789.85
				Warrant Total:	900.30
				Vendor Total:	900.30
817-UNITED PARCEL SERVICE	512343999	PO-210029	PARCEL SERVICE	0100-00000-0-1110-1000-590010-001-0015	126.00
				Warrant Total:	126.00
				Vendor Total:	126.00
2297-VALERO MARKETING & SUPPLY COMP	512341711	PO-210030	FUEL	0100-00000-0-1110-3600-430009-001-9956	213.92
				Warrant Total:	213.92
	512346802	PO-210030	FUEL	0100-00000-0-1110-3600-430009-001-9956	851.28
				Warrant Total:	851.28
				Vendor Total:	1,065.20
828-VALLEY IRON INC	512344000	PO-210440	SUPPLIES-AG MECH	0100-35500-0-3800-1000-430000-001-0000	803.97
		PO-210440	SUPPLIES-AG MECH	0100-70100-0-3800-1000-430000-001-0000	803.96
				Warrant Total:	1,607.93
				Vendor Total:	1,607.93
2151-VERIZON WIRELESS	512341712	PO-210031	CELL PHONES	0100-00000-0-0000-7150-590006-000-0000	423.01
		PO-210450	CSI-INTERNET-OASIS STUDENTS	0100-31820-0-1110-1000-590008-002-0000	2,015.06
		PO-210451	LLM/P98-INTERNET-KHS STUDENTS	0100-74200-0-1110-1000-590008-000-0000	2,604.22
				Warrant Total:	5,042.29
				Vendor Total:	5,042.29
2321-WESTAIR GASES & EQUIPMENT INC.	512344001	PO-210394	SUPPLIES-WELDING/SWF	0100-63880-0-3800-1000-430000-001-6390	147.12
		PO-210394	SUPPLIES-WELDING/SWF	0100-63880-0-3800-1000-430000-001-6390	269.94
		PO-210394	SUPPLIES-WELDING/SWF	0100-63880-0-3800-1000-430000-001-6390	523.86
		PO-210394	SUPPLIES-WELDING/SWF	0100-63880-0-3800-1000-430000-001-6390	2,382.16
				Warrant Total:	3,323.08
				Vendor Total:	3,323.08
2580-ZOOM VIDEO COMMUNICATIONS INC.	512344002	PO-210516	CLOUD RECORDING 3TB	0100-74200-0-1110-1000-580000-000-0000	500.00
				Warrant Total:	500.00
				Vendor Total:	500.00

Fund Total:	321,601.18
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1300-Cafeteria Fund

2614-P&R PAPER SUPPLY COMPANY INC.	512346798	PO-210514	GRAB-N-GO BAGS	1300-53100-0-0000-3700-430000-000-0000	332.37
				Warrant Total:	332.37
				Vendor Total:	332.37
2163-PRODUCERS DAIRY FOODS INC.	512341706	PO-210481	FOOD SERVICE	1300-53100-0-0000-3700-470002-000-0000	208.02
		PO-210481	FOOD SERVICE	1300-53100-0-0000-3700-470002-000-0000	138.65
		PO-210481	FOOD SERVICE	1300-53100-0-0000-3700-470002-000-0000	69.37
		PO-210481	FOOD SERVICE	1300-53100-0-0000-3700-470002-000-0000	208.02
				Warrant Total:	624.06
				Vendor Total:	624.06
2418-SELMA UNIFIED FOOD SERVICES	512343993	PO-210517	LUNCHES	1300-53100-0-0000-3700-580000-000-0000	285.00
		PO-210517	LUNCHES	1300-53100-0-0000-3700-580000-000-0000	1,276.80
				Warrant Total:	1,561.80
				Vendor Total:	1,561.80
755-SYSCO CENTRAL CALIFORNIA INC.	512341709	PO-210482	FOOD SERVICE	1300-53100-0-0000-3700-430000-000-0000	30.99
		PO-210482	FOOD SERVICE	1300-53100-0-0000-3700-430000-000-0000	30.99
		PO-210482	FOOD SERVICE	1300-53100-0-0000-3700-470002-000-0000	2,216.11
		PO-210482	FOOD SERVICE	1300-53100-0-0000-3700-470002-000-0000	2,308.97
				Warrant Total:	4,587.06
				Vendor Total:	4,587.06
Fund Total:					7,105.29

**KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT
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2104-Building Fund

501-BUSINESS CARD	512346783	PO-210554	AIA CONTRACT-AG CANOPY	2104-00000-0-0000-8500-580000-000-2926	84.99
				Warrant Total:	84.99
				Vendor Total:	84.99
2454-DBA: THE TAYLOR GROUP ARCH.	512341698	PO-210480	KHS-AG SHOP CANOPY	2104-00000-0-0000-8500-620002-000-2926	2,810.00
				Warrant Total:	2,810.00
				Vendor Total:	2,810.00
85-THE BANK OF NEW YORK MELLON	512346801	PO-210519	2016 GEN OBLIGATION BOND	2104-00000-0-0000-8500-580000-000-0000	750.00
				Warrant Total:	750.00
				Vendor Total:	750.00
Fund Total:					3,644.99

ISSUE: Presentation of Interdistrict Attendance Permits for the 2021-2022 school year.

FROM **GRADE**

Caruthers

McLaughlin, Price 9

Dinuba

Corona, Brianna 9

Tulare

Reyes, Kayleigh 12

Selma

OUT **GRADE**

Hanford

Veenendaal, Sophia 9

ACTION: Accept or reject Interdistrict permits as presented.

RECOMMENDATION: Accept or reject Interdistrict Permits as recommended by the Superintendent.

FOR BOARD ACTION:

Motion _____ Second _____ Vote _____
Thomsen: _____ Nagle: _____ Lunde: _____ Serpa: _____ Jackson: _____

ISSUE:

Presented to the Board is the KJUHSD Injury & Illness Prevention Program revised January 2021. The program has been developed since 2015 as required under the California Code of Regulations. The goal of the program is to eliminate occupational injuries and illnesses. This revision includes "Addendum to IIPP – KJUHSD Covid-19 Safety Plan" due to the current Covid-19 pandemic.

ACTION:

Approve or deny the KJUHSD Injury & Illness Prevention Program revised for 2021.

RECOMMENDATION:

Recommend approval

FOR BOARD ACTION:

Motion _____ Second _____ Vote _____

Thomsen: _____ Nagle: _____ Lunde: _____ Serpa: _____ Jackson: _____

INJURY & ILLNESS PREVENTION PROGRAM



KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT

**1900 18th Ave.
Kingsburg, CA 93631**

Revised: January 2021

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Introduction

The Injury & Illness Prevention Program (IIPP) is established to provide a framework for the KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT to ensure a safe and healthy work environment for all of its employees. The purpose of this manual is to provide information necessary to communicate the elements of the Injury and Illness Prevention Program. All employees of the KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT are governed by the procedures outlined in this manual, unless otherwise stipulated.

The goal of the program is to eliminate occupational injuries and illnesses. This program has been developed and implemented as required under the California Code of Regulations, Title 8, Chapter 4, Subchapter 7, Section 3203.

The SUPERINTENDENT is responsible for the implementation and coordination of the Injury and Illness Prevention Program. This plan will be reviewed annually and revised as necessary. The master copy of this IIPP can be found at the District Office. Copies of the IIPP will be available on our district website: KJUHSd.com .

The IIPP will include the following topics: Responsibilities, Compliance, Communication, Hazard Assessment, Hazard Correction, Accident/Injury Investigation, Training/Instruction, and Recordkeeping.

Responsibility

The Superintendent Designation Form

The SUPERINTENDENT is the person responsible for implementing the KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT Schools' Injury and Illness Prevention Program.

The SUPERINTENDENT is responsible for occupational safety and health, and will assure that the KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT provides employees with a safe and healthy workplace, which complies with all Cal/OSHA and other applicable health and safety standards and regulations.

APPROVED: Superintendent

_____ Date _____

ACCEPTED:

_____ Date _____

The Safety Officer

The SUPERINTENDENT will serve as the Injury & Illness Prevention Program Coordinator/Safety Officer for the KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT. The Injury & Illness Prevention Program Coordinator/Safety Officer is responsible for implementing and maintaining the following aspects of the safety program:

1. Coordinating all risk control activities
2. Maintaining, evaluating, and revising the Injury & Illness Prevention Program
3. Providing advice and guidance to KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT management and supervisors
4. Communicating safety objectives
5. Developing and/or assisting in the development of employee training programs
6. Presiding over the KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT Safety Committee
7. Reviewing all accident reports and investigations
8. Serving as liaison between management and outside safety agencies
9. Maintaining records as prescribed by the Recordkeeping Section of the Injury & Illness Prevention Program

Head Maintenance Operation Transportation (MOT) and Supervisor Responsibilities

KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT's MOT and Supervisors are responsible, where appropriate, for specific elements of the Injury and Illness Prevention Program. MOT and Supervisors play an integral role within the Injury & Illness Prevention Program. MOT and Supervisors are in constant and direct contact with their employees and can greatly influence safety attitudes and practices. It is essential that the MOT and Supervisors set the example for employees in regards to safety responsibilities. There are several specific responsibilities for MOT and Supervisors:

1. Managing the injury prevention efforts in their area of responsibility
2. Providing the necessary means of ensuring a safe and healthy work environment for their staff
3. Providing employees with safety training and job instruction
4. Providing written documentation of employee training and instruction for employees in their area of responsibility
5. Providing a planned safety meeting or "safety talk" program
6. Ensuring compliance with applicable federal, state, and local safety codes. Cal/OSHA safety regulations can be found in the California Code of Regulations, Title 8, by applicable topic. These regulations can be accessed via the Internet at www.ccr.oal.ca.gov or www.dir.ca.gov. The JPA Risk Manager may be contacted as a resource for compliance based inquiries
7. Conducting Accident/Injury Investigations
8. Taking any reasonable action necessary to prevent injuries when an immediate danger exists
9. Taking responsibility for the safety of all employees under their supervision and for any employee not under their supervision but in the supervisor's work area
10. Providing and maintaining a clean and hazard-free work area
11. Providing safety orientation and job instruction to supervised employees
12. Planning, conducting, and documenting safety evaluations in assigned areas of responsibility
13. Conducting safety observations of employee safe work practices
14. Developing and maintaining cooperative safety attitudes in employees through the application of approved methods or preventive and corrective discipline
15. Maintaining emergency readiness
16. Ensuring employees receive prompt medical treatment for all injuries
17. Ensuring employees are fit to work

Employee Responsibilities

Employees are charged with adhering to the Injury & Illness Prevention Program as directed by management.

Employee responsibilities are listed below:

1. Adhering to all safety rules and operating procedures established by the KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT
2. Wearing appropriate personal protective equipment as required and provided by the KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT
3. Inspecting and maintaining equipment for proper and safe operation
4. Reporting all injuries immediately, including first aid only injuries
5. Encouraging other workers to work in a safe manner
6. Reporting all observed unsafe acts and conditions to their supervisor
7. Reporting to work in an acceptable condition and not under the influence of alcohol or drugs

Compliance

Kingsburg Joint Union High School District Commitment

The KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT is committed to providing all employees a safe and healthy work environment.

The KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT maintains an open door policy, allowing all employees to communicate any safety concerns without fear of repercussion.

Furthermore, the KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT is committed to providing full cooperation with any outside safety agency during the course of any inspection or audit.

(Board Policy Reference #4257/4357)

Employee Compliance

Occupational safety and health regulations and workplace practices are designed to reduce or eliminate occupational injuries and illnesses of employees. Employee compliance with all rules and regulations is essential to maintaining a safe and healthy workplace.

Employees that have displayed an outstanding commitment to safety may be recognized through an employee recognition program. Conversely, employees that violate any safety policy, procedure, rule and/or regulation may be subject to disciplinary action.

Disciplinary Action

The KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT will utilize appropriate disciplinary action for employees who violate KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT safety policies, rules, and procedures, or for employees who require any counseling as a result of unsafe work practices.

Communication

General Information

The KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT recognizes that open, two-way communication between management and staff on health and safety issues is essential to an injury-free, productive workplace. The system of communication regarding safety and health at the KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT consists of many facets designed to facilitate a continuous flow of safety and health information between management and staff.

Superintendent and supervisors are responsible for communication with all employees about occupational safety and health issues in a manner or form readily understandable by all employees. Likewise, employees are encouraged to inform their and supervisors about workplace hazards without fear of reprisal.

Review of Injury & Illness Prevention Program

The Injury & Illness Prevention Program is to be used as a reference source for safety information pertaining to the KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT Schools. All employees are entitled to review the contents of the Injury & Illness Prevention Program. The program will be accessible to all employees on our district website: KJUHSD.com.

All new employees will be informed of the program and where copies of the written plan are located. All employees will be notified of any revisions to the program as the revisions are made. The plan will be posted on the district website.

The Injury & Illness Prevention Program will be reviewed annually and revised as necessary.

Any employee who may have comments and/or suggestions is encouraged to provide feedback regarding the program to the SUPERINTENDENT for consideration.

Kingsburg Joint Union High School District Safety Committee

The KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT Safety Committee has two primary functions. The first is communication between employees and management; the second function is the monitoring of the effectiveness of the KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT'S Injury & Illness Prevention Program.

The KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT Safety Committee is District-wide and is comprised of both management and staff.

The KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT Safety Committee will meet regularly. The format of the meeting is to be decided by the members of the committee, but will always include a review of all injuries/accidents, a review of accident investigations, review of investigations pertaining to reports of hazardous conditions, a review of scheduled safety evaluations, and a round table session.

The employees on the KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT Safety Committee are to provide direct feedback to senior management of organizational and operational issues that are directly affecting injuries and Workers' Compensation costs.

All KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT Safety Committee meetings are to be documented in the form of written meeting minutes. Original meeting minutes will be kept in the Business office at the District Office.

At the end of each school year, the KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT Safety Committee should review its accomplishments to ensure its effectiveness in accomplishing safety goals and objectives.

Hazard Assessment

General Information

The detection of hazards in the workplace is essential in ensuring a safe work environment. Undetected and uncorrected safety hazards may cause accidents resulting in serious injury to employees. There are two major sources of unsafe conditions – normal wear and tear of equipment and employee actions.

Normal wear and tear is the constant process in which equipment and facilities deteriorate. Routine evaluations of equipment and areas can detect hazardous conditions before they cause injury.

Employee actions can contribute to unsafe conditions in several ways. Misused and abused equipment can be dangerous. Additionally, employees may leave their work area untidy, which can contribute to a dangerous environment.

Regular hazard identification and assessment can minimize the quantity and severity of hazards to which employees may become exposed. Safety Evaluations and Hazard Analysis are tools utilized by the KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT to identify hazards.

Periodic inspections are always performed according to the following schedule:

- When we initially established our IIPP.
- Whenever new substances, processes, procedures or equipment which present potential new hazards are introduced into our workplace.
- Whenever new, previously unidentified hazards are recognized.

Safety Walks

The Head of Maintenance Operations and Transportation (MOT) is encouraged to conduct safety walks. MOT should continuously monitor areas during the work day for safety hazards and report and safety concerns to the SUPERINTENDENT.

The MOT, will review all safety walks and initiate corrective action via the district's work order system.

Safety Evaluations

Head of Maintenance Operations and Transportation (MOT) shall conduct safety evaluations annually in areas where he is knowledgeable.

Safety evaluations must be documented. All documentation shall be forwarded to the SUPERINTENDENT.

The MOT, along with site staff will review all safety evaluations and initiate corrective action via the district's work order system.

The SUPERINTENDENT and the KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT Safety Committee will also review the safety evaluations and investigate long-term solutions to recurring hazards.

Safety Inspections

The KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT has site safety inspections conducted every three years via an outside consultant. Approximately six months after the conclusion of the inspection, a visit is paid to the district to obtain information regarding the status of priorities 1 and 2. Also, approximately 18 months after the three year inspection is conducted, high school industrial arts, AG, science, and art facilities are inspected again.

Hazard Reporting System

It is the responsibility of all employees to report unsafe work conditions and practices to their appropriate supervisor or the SUPERINTENDENT. Employees may use the district's work order system to report unsafe work conditions or practices.

Employees may also use the *Report of Unsafe Condition or Hazard Form*, (Appendix A), to report unsafe work conditions and practices. Employees should forward the completed form to their supervisor for review and appropriate action. The *Report of Unsafe Condition or Hazard Form* may be obtained from the district website or by contacting the SUPERINTENDENT, and can be submitted anonymously.

It is the policy of the KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT to prohibit employee reprisal for reporting unsafe/unhealthy work conditions and practices. Management personnel who are found in violation of this policy shall be held accountable.

Conversely, employees who have knowledge of an unsafe/unhealthy work condition or practice and who intentionally conceal this information will be in violation of KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT Schools' policy.

The KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT is committed to conducting complete and thorough investigations of all reports of hazardous conditions. If conditions are determined to be hazardous, appropriate measures will be taken by the KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT to correct those conditions.

Hazard Correction

Hazard Correction Responsibilities

The correction of any identified hazards should be conducted immediately. Personnel at all levels of employment have responsibilities in hazard correction. All personnel should have an understanding of their role in hazard correction to effectively eliminate identified hazards.

The Superintendent

The SUPERINTENDENT is responsible for allocating appropriate resources and funding for the correction of unsafe/unhealthy work conditions or practices.

The SUPERINTENDENT is responsible for immediately initiating corrections to any hazard that has come to his/her attention.

Any safety-related work requests should be given the highest priority to ensure prompt correction.

The SUPERINTENDENT will follow up on corrective activity for all reports of unsafe or unhealthy conditions.

The SUPERINTENDENT will review all reports of unsafe/unhealthy work conditions on a monthly basis to determine the development of any patterns.

Head Maintenance Operations & Transportation (MOT)

Upon the identification of an unsafe/unhealthy work condition or practice, the MOT will initiate the appropriate corrective action by way of a work order or communication with the Superintendent.

MOT is responsible for identifying and controlling access to a hazard and to prevent further danger to employees and the public, as well as notifying the necessary persons responsible for taking required action to correct the hazard.

MOT has the responsibility of investigating and determining the root cause of any unsafe condition. Any source of hazard that is beyond the ability of the MOT to correct should be immediately reported to the SUPERINTENDENT.

MOT is also responsible for taking temporary precautions until corrections can be made. MOT shall provide a status report to the SUPERINTENDENT when a temporary correction has been made.

Employees

All Employees are responsible for taking appropriate action to correct unsafe and unhealthy working conditions by immediately notifying appropriate management personnel of the conditions.

Hazard Correction Follow-Up

Whenever any report of an unsafe or unhealthy condition has been made, follow-up is essential to ensure that proper corrections are being or have been made. Persons of responsibility should conduct the necessary follow-up. Persons initiating a Report of Unsafe Condition or Hazard should follow up with their supervisors regarding the status of corrections.

Any unnecessary delays in hazard correction should be investigated by MOT and reported to the SUPERINTENDENT.

In the event an unreasonable delay in correcting safety hazards occurs, the SUPERINTENDENT should inquire with the necessary personnel the status of the work and report any pertinent information back to the Principal and/or Director of Alternative Education Center.

Once a reported hazard has been corrected, the MOT should conduct a safety evaluation to ensure that the hazard has been completely eliminated.

Access should only be permitted upon the approval of the persons responsible for the area.

Accident Investigation

Supervisor Accident Investigation

It is the responsibility of the immediate supervisor to investigate all injuries (or near misses) and report on the KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT'S *Supervisor's Report of Injury or Illness*, (Appendix A).

The district office will retain a copy and supply a separate copy to the appropriate department. These reports are subject to review by the SUPERINTENDENT. All Workers' Compensation forms are available from Human Resources in the Business Office.

Written reports of investigations should be as complete as possible. The most accurate, thorough reports record the sequence of events, noting each event in the order in which it occurred.

A complete, factual report includes information based on these questions:

- WHO was injured and/or WHAT was damaged?
- HOW did the accident happen?
- WHERE and WHEN did it happen?
- WHO saw it happen?
- WHAT persons and/or equipment were involved?
- WHY did the accident happen?
- WHAT could and should have been done to prevent it?
- HOW can similar accidents be avoided in the future?

Procedures for investigating employee injuries include:

- 1. Visiting the accident scene as soon as possible.**
This will allow the supervisor to see the scene of the accident before any alterations to the scene can be made. It also allows the supervisor to be visible and available to Employees in the area.
- 2. Interviewing injured workers and witnesses.**
Several points of view may be helpful in determining the actual cause of an accident. Always include statements in the accident investigation report.
- 3. Examining the workplace for factors associated with the accident.**
It is essential to inspect the scene of the accident to determine if any hazards are present that may cause future accidents.
- 4. Determining the cause of the accident.**
Understanding the root cause of an accident will allow management to develop measures to prevent similar accidents from recurring. Determining the root cause of an incident may be a difficult or arduous task. A diligent investigation will allow management to understand the root cause.
- 5. Taking corrective action to prevent the accident from recurring.**
Immediate and complete corrective action is essential.

6. **Documenting the findings and corrective actions taken by completing Supervisor's Accident Investigation Report, (Appendix A).** Attach all necessary information to the investigation report.

Outside Agency Investigation

Serious injuries and fatalities may be investigated by agencies outside of the KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT in addition to any internal investigation. Insurance agencies, as well as Cal/OSHA, fire departments, law enforcement agencies, and the KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT attorney may desire to investigate serious accidents and fatalities.

The KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT will cooperate with and assist outside agencies during the course of these investigations.

Reports to Cal-OSHA

Serious and fatal injuries are to be immediately reported to Cal/OSHA by the SUPERINTENDENT or Workers' Compensation Coordinator. Immediately means as soon as practically possible but not longer than 8 hours after the KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT knows or with diligent inquiry would have known of the death, serious injury, or illness. If the KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT can demonstrate that exigent circumstances exist, the time frame for the report may be made no longer than 8 hours after the incident.

Serious injuries warranting Cal/OSHA notification include injuries that occur in a place of employment or in connection with any employment which requires inpatient hospitalization for a period in excess of 24 hours for other than medical observation, or in which an employee suffers a loss of any member of the body or suffers any serious degree of permanent disfigurement.

When making such report, the SUPERINTENDENT or designee shall include the following information, if available:

- (1) The time and date of the accident or event
- (2) The KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT Schools' name, address, and telephone number
- (3) The name and job title of the person reporting the accident or event
- (4) The address of the site of the accident or event
- (5) The name of person to contact at the site of the accident or event.
- (6) The name(s) and address(es) of any injured employee(s)
- (7) The nature of the injury
- (8) The location where injured employee(s) was/were moved to
- (9) The identities of other law enforcement agencies present at the site of the accident or event
- (10) A description of the accident or event and whether the accident/event scene or instrumentality has been altered

California Division of Occupational Safety and Health Enforcement Office in Fresno
Phone (559) 445-5302 Mariposa Street, Ste. 4000 Fresno, CA 93721 Fax (559) 445-5786

Training & Instruction

Training Programs

The KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT is committed to providing all necessary safety training to its employees. Safety training programs are necessary for the KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT to communicate to employees the hazards associated with their positions and safe work practices necessary to mitigate those hazards.

Training will be communicated through a number of ways: dialog between trainer and trainee, online courses, safety videos or DVDs, safety literature, hands-on examples, on-the-job training, seminars, and workshops.

Communication during training sessions should be two-way to ensure that employees understand their training and are afforded the opportunity to ask questions to clarify any information they may not understand initially.

The SUPERINTENDENT will periodically review the effectiveness of specific training programs and recommendations will be communicated to the necessary personnel or agencies conducting the training.

Initial Job Instruction/Online Training

Initial job instruction (or job position safety orientation) refers to the on-the-job training given to new employees to prepare them to do a specific job. It covers such topics as general hazards, cleanliness and housekeeping responsibilities, and appropriate general safety rules. This type of safety training is an initial effort to generally acquaint employees with what they will need to know to perform their new positions safely.

Whether the employee is a new hire or a transfer from area position, safety training is essential.

When Employees move to new occupations, they are confronted with an entirely new workstation and a new set of safety hazards.

Pre-Job Safety Instructions for Hazardous Jobs

For hazardous jobs, it is advisable to cover the major job hazards with pre-job safety instructions. These are overviewed in an employee-specific orientation for hazardous operations. During this orientation, the employee's supervisor will cover specific hazards of the job and necessary precautions.

Information to be included during this type of training should include, but not be limited to:

- Safety equipment and personal protective equipment requirements
- Potential exposure to toxic materials
- Emergency procedures
- Physical hazards associated with the work area

Safety Talks

Planned Safety Talks

Planned safety talks are one of several supervision tools for ongoing safety instructions designed to increase awareness of hazards, safe job procedures, and critical safety rules. These are designed to be short five to ten minute instructional talks between the first line supervisor and one or more employees. The subject of each talk is a specific topic like a safety rule or a particular hazard that is in need of emphasis. Head Maintenance Operations & Transportation (MOT) should conduct these safety talks.

Planned safety talks should be used whenever a new substance, process, procedure, or piece of equipment presenting a new hazard is introduced and whenever a MOT becomes aware of a new or previously unrecognized hazard. If a new substance, process, procedure or piece of equipment presenting a new hazard is not introduced, MOT may schedule regular safety talks at a frequency that best suits the operations of the department or affected employees.

Correctional Safety Talks

When an employee is observed working in an unsafe manner, it is the responsibility of the supervisor to correct the employee in a manner appropriate to the facts of the case.

Recordkeeping

There are several forms of documentation that must be retained for recordkeeping purposes:

Safety Evaluation Documentation

- Safety evaluation documentation will be maintained by the SUPERINTENDENT
- Safety evaluation documentation should include the name(s) of the person(s) conducting the evaluation
- Safety evaluation documentation should include any unsafe conditions or work practices
- Safety evaluation documentation should include corrective actions
- Safety evaluation documentation should be maintained for no less than three (3) years

Safety Training Documentation

- District Office will maintain safety training documentation for a period of no less than three (3) years
- Safety training documentation should include the employee's name, training dates, type of training, and training providers
- Safety training documentation is available via the District's Online Training Resource

Employee Injury Reports/Supervisor Accident Investigation Reports

- The SUPERINTENDENT will maintain Employee Injury Reports and Supervisor Accident Investigation Reports
- Copies of Employee Injury Reports and Supervisor Accident Investigation Reports will be maintained in the injured employee's workers' compensation file
- Copies of Employee Injury Reports and Supervisor Accident Investigation Reports shall remain in the injured employee's workers' compensation file for the duration of his or her employment

Appendix A - Injury Illness Prevention Forms

(PDF Fillable Form)
KJUHSD
Report of Unsafe Condition or Hazard Form

*Please use this form to report unsafe or uncorrected conditions which could endanger employees or students of this District, or to request assistance from the District Safety Committee or District Safety Officer. **You may report conditions or hazards anonymously.** Send completed form to your Supervisor.*

Name: _____ (Optional) Date: _____

Department: _____ (Optional)

Phone # _____ Email: _____ (Optional)

Name Hazard:

Location of Hazard:

How Can This Hazard Be Corrected:

Note: All workplace safety concerns communicated to your management team are strictly confidential. Under no circumstances shall the employee be reprimanded or be retaliated against for making the District aware of any safety hazard.

KJUHSD Employee First Notice Reporting Process

The District will be implementing a new process for reporting work related injuries. Please follow the new process below for all work related injuries or illnesses.

1. Report all on-the-job injuries or illnesses, whether you go to the doctor or not. Immediately call (Toll-Free) 1-(844) 752-0415.
2. A Registered Nurse will answer your call, initiate the claim and assist with determining the appropriate medical advisor.
3. Notify your supervisor immediately. Follow your department procedures.
4. You must submit a work status report to your supervisor after you go to a Medical Provider Network (MPN) Clinic or Physician.
5. After the initial medical appointment, future appointments should be scheduled not to conflict with your work schedule.
6. The Workers' Compensation Claims Administrator is TRISTAR Risk Management. For follow-up information on your claim, call (559) 432-1260 to speak with the claims team.
7. LIFE- OR LIMB-THREATENING EMERGENCIES: Call 911 or go to the nearest medical facility. Immediately notify your supervisor. Supervisor or designee will report injury to (Toll-Free) 1-(844) 752-0415.
8. For NON-LIFE-THREATENING EMERGENCIES and AFTER HOURS CARE, go to the closest hospital. Follow-up care must be provided by one of the designated providers.

(PDF Fillable Form)
KJUHS
Employee Report Of Injury Or Illness
Return this form to your supervisor

Employee's name _____

Job Position/Title _____

Shift hours _____ Days off _____ Supervisor's name _____

Date and time of injury or illness _____ Location _____

Task being performed when injury occurred _____

Date and time injury or illness reported _____ To whom? _____

Name(s) of witness (es) _____

Describe how the injury or illness occurred:

What part of the body was affected?

Describe the injuries or illness in detail:

Date, time you first sought medical attention:

Name of doctor and/or hospital:

Could anything be done to prevent occurrences of this type? If so, what?

Signature of Employee

Date

**(Will be created into PDF Fillable once edited)
Supervisor Report Of Injury Or Illness**

Return this form and the Employee's Report of Injury or Illness to the district office.

Employee's name _____

Job position/title _____ Supervisor's name _____

Date and time of injury or illness _____ Location _____

Task being performed when injury occurred _____

Date and time injury was reported to you _____

Name(s) of witness(es) _____

Accident resulted in: Injury _____ Fatality _____ Property damage _____

First aid given? _____ Medical treatment required? _____ Workdays lost _____

Describe how the injury or illness occurred:

What actions, events, or conditions contributed most directly to this injury or illness?

Could anything be done to prevent occurrence of this type? If so, what?

Signature of Supervisor

Date

Signature of Safety Officer

Date

Comments:

Basic Rules For Accident Investigation

- The purpose of an investigation is to find the cause of an accident and prevent further occurrences, not to fix the blame. An unbiased approach is necessary to obtain objective findings.
 - Visit the accident scene as soon as possible while the facts are fresh and before witnesses forget important details.
 - If possible, interview the injured worker at the scene of the accident and “walk” him or her through a re-enactment.
 - All interviews should be conducted as privately as possible. Interview witnesses one at a time. Talk with anyone who has knowledge of the accident, even if they did not actually witness it.
 - Consider taking signed statements in cases where facts are unclear or there is an element of controversy.
 - Document details graphically. Use sketches, diagrams, and photos as needed, and take measurements if appropriate.
 - Focus on causes and hazards. Develop an analysis of what happened, how it happened, and how it could be prevented. Determine what caused the accident itself, not just the injury.
 - Every investigation should include an action plan. How will you prevent such accidents in the future?
 - If a third party or defective product contributed to the accident, save any evidence. It could be critical to the recovery of claims costs.
- * Every employer shall report immediately (within 24 hours) by telephone or telegraph to the nearest District Office of the Division of Occupational Safety and Health any serious injury or illness, or death of an employee occurring in a place of employment or in connection with any employment (see Cal. Code Reg., tit. 8, § 342)

(To be created into PDF Fillable Once Edited)

Supervisor's Injury Follow-Up Report

Return this form and Employee's Report of Injury or Illness to the district office.

Employee's name _____ Supervisor's name _____
Job Position/Title _____ Date and time of injury or illness _____ Location _____

Follow-up Action Taken:

Work request submitted? Yes _____ No _____ If yes, Date _____

Online training assigned? Yes _____ No _____ If yes, Title of Class _____

[Go to www.fcsigweb.org; Choose "Online Training;" Sign in; Select Employer; Choose class]

Other follow-up action taken? Yes _____ No _____

If yes, describe:

Signature of Supervisor

Date

Signature of Safety Officer

Date

Comments:

(DRAFT)
KJUHSD
Quarterly Safety Walk Checklist

Inspection date: _____

Location: _____

Inspector's Name: _____

Exterior Areas		Yes	No	NA	Comments
1	Are paved surfaces, such as parking lots, sidewalks, and courtyards, free of hazardous conditions or deterioration?				
2	Is turf in good condition; is landscape well-groomed and free of overhang, concealment, or other potential hazards?				
3	Does the site drainage system appear to effectively remove irrigation and storm water runoff and prevent standing water or unacceptable erosion?				
Building Conditions		Yes	No	NA	Comments
4	Is the building free of apparent leaks or other obvious water intrusion?				
Doors, Exits, and Means of Egress		Yes	No	NA	Comments
5	Are exits and exit paths unobstructed and are doors free of inappropriate locks?				
6	Is the site emergency evacuation map posted near all classroom and/or office doors?				
Emergency Action Equipment & Systems		Yes	No	NA	Comments
7	Are the appropriate types of fire extinguishers properly installed, unobstructed, inspected on a monthly and annual basis, and equipped with service tags?				
8	Are alarm systems installed and tested on a regular basis, and are pull stations and alarm panels unobstructed?				

		Yes	No	NA	Priority	Comments
Mechanical and Utility Systems						
9	Are electrical panels and utility shutoff switches and valves unobstructed, properly labeled or identified, and protected from tampering?					
10	Are electrical wiring systems in good condition; is live wiring properly capped and concealed; and is wiring free of damage or improper usage?					
11	Are electrical power cords and extension cords properly placed and free from damage or inappropriate use?					
Chemicals and Chemical Storage						
12	Are hazardous chemicals properly stored?					
13	Are all containers holding hazardous materials properly labeled with the chemical name and an appropriate hazard warning?					
Housekeeping and Storage Practices						
14	Are storage areas uncluttered with adequate aisles maintained, and is overhead storage secured with sufficient clearance to the ceiling or sprinkler heads?					
15	Are mechanical and electrical utility rooms free of inappropriate storage?					
General Conditions – Other						
16	Is the site free of graffiti or other signs of vandalism?					
17	Are other general conditions free of apparent hazards or concerns?					
Stadium/Tennis Grounds						
18	Are all bleachers in good repair, the track intact and no hazards present, grounds clean and snack shack building organized and clean. Tennis court blacktop surface free of cracks, bleachers in good repair and restroom facilities in good repair.					
Swimming Pool						
19	Pool ladders anchored and free of rust, diving board platforms free of signs of excessive wear, diving boards covered with non-skid material, all surfaces free of cracks and foreign matter, restrooms in good repair, stadiums in					

	good repair, are first aid kits properly stocked nearby.				
Baseball Field		Yes	No	NA	Comments
20	Stadium bleachers, roofs, restrooms, grounds and fences all in good repair.				
Softball Fields/Soccer		Yes	No	NA	Comments
21	Stadium bleachers, roofs, snack shacks, grounds and fences all in good repair.				

KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT AN ADDENDUM TO THE INJURY AND ILLNESS PREVENTION PROGRAM

Addendum to IIPP- Covid-19 Safety Plan

KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT



COVID-19 Safety Plan COVID-19 Prevention Program

This COVID-19 Safety Plan was designed by the Kingsburg Joint Union High School District (KJUHS), in conjunction with the Fresno County Superintendent of Schools (FCSS), to set forth standards and protocols for the safety and well-being of KJUHS employees and any other persons accessing KJUHS facilities and school settings. Its contents are to be implemented organization-wide and utilized in conjunction with department/program site-specific plans. This document was developed with the most current information known at the time and may be amended as guidance from Local, State and Federal agencies change.

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COVID-19 PREVENTION PROGRAM

INTRODUCTION: PURPOSE SCOPE AND RESPONSIBILITIES

KJUHS D is committed to the creation of a safe work environment that reflects guidance from the Centers for Disease Control and Prevention (CDC) [CDC- Coronavirus Website](#), California Department of Public Health (CDHP) [COVID-19 Industry Guidance: Schools and School-Based Programs](#), and Fresno County Department of Public Health (FCDPH) [Fresno County- COVID- 19 Website](#) to mitigate the spread of COVID-19. COVID-19 has propelled the world into unprecedented times. For the first time in over 100 years, we find ourselves developing new processes with the goal of protecting staff, students, parents and members of the public. Until there is a way to rapidly test individuals entering KJUHS D buildings or a viable vaccine that will help our community achieve herd immunity, we must rely on mitigation strategies to decrease the spread of COVID-19. Together, we can contribute to the wellness of our schools and community as a whole and protect the most fragile and high-risk individuals around us.

Dr. Vohra, Interim Health Officer for Fresno County Department of Public Health, reminds us that it will be a combination of mitigation strategies that will guard us against COVID-19. Proven mitigation strategies include:

- Social distancing (staying at least six feet away from others, when practical).
- Wearing a facial covering.
- Good respiratory etiquette.
- Hand hygiene.
- Frequent cleaning and disinfecting of surfaces.

Any one of the strategies indicated above could offer some protection against COVID-19. However, in combination with each other, the strategies will offer layers of protection to the people who practice them. There will be times where one strategy may not be feasible, but using other strategies can make up for the absence of another. For example, when six feet between people cannot be maintained, we can wear facial coverings and be mindful of the amount of time we are in close proximity to better protect those involved.

The following KJUHS D COVID-19 Safety Plan is designed to set forth standards and protocols for KJUHS D employees as we return to our onsite work locations, in order to provide a safe, unified return to work plan and provide employees confidence of workplace safety. We will update this guideline to account for the necessary changes as the virus evolves. In the meanwhile, we must offer grace and civility to each other as we make our way through the new learning environment.

All supervisors are responsible to implement and enforce all aspects of this document. In addition, all employees are expected to adhere to the standards and protocols contained in this document.

PROTECTION GUIDELINES

PURPOSE: To identify the employer and employee responsibilities as KJUHSD facilities reopen for staff and students.

EMPLOYER RESPONSIBILITIES

The following Protection Guidelines are KJUHSD responsibilities that will be in place until further notice:

- Implement daily self-monitoring health screening processes for staff and students.
- Provide PPE and cleaning/sanitizing supplies for KJUHSD employees.
- Post additional signage throughout KJUHSD buildings and worksites to raise awareness regarding health and safety protocols (See Building Access and Building Common Area Usage Protocols).
- Ensure routine cleaning of frequently touched surfaces (See Disinfecting Protocol).
- Limit the size of gatherings to ensure alignment with Fresno County Department of Public Health guidance.
- Consider flexible/rotating work schedules for KJUHSD employees, when possible.
- Implement measures encouraging physical distancing of a minimum of six feet between individuals, when practical; when physical distancing cannot be maintained, implement procedures to protect employees and students.

EMPLOYEE RESPONSIBILITIES

The following Protection Guidelines are minimum standards and employee responsibilities that will be in place until further notice:

- Extend grace and civilities to all those you interact with while in the workplace.
- Self-certify your health daily (See Health Screening Self-Certification Protocol).
- Wear face covering in accordance with the Face Covering Protocol.
- Maintain a minimum of six feet of physical distance in accordance with the Social Distancing Protocol.
- Wash hands often with soap and water for at least 20 seconds, especially after going to the bathroom, before eating and after blowing your nose, coughing or sneezing; if soap and water are not available, use an alcohol-based (60% or higher) hand sanitizer.
- Avoid touching eyes, nose and mouth with unwashed hands.
- If you are ill, stay home, except to get medical care, utilize your leave entitlements and return to work when symptom-free.
- Cover your cough with a tissue or cough into your sleeve; throw tissue in the trash after use.
- Maintain a clutter-free work surface and workstation for efficient and regular cleaning/disinfecting.
- Avoid large gatherings during assigned breaks and lunch times as much as possible.
- Do not share washable dishes/utensils in the break room, bring your own or use paper/plastic.
- Minimize close contact.

TRAINING PROVIDED BY DISTRICT REGARDING COVID-19

Through the District Keenan SafeSchools online training platform, Kingsburg Joint Union High School District is providing standardized and custom training modules on the following COVID-19 topics and procedures:

- Safe Guidelines During Covid – Cleaning Disinfecting
- IPM For Teachers & Office Staff
- Maintenance Crew Cleaning Disinfecting During Covid-19
- Personal Protective Equipment (PPE)
- Coronavirus Awareness
- Coronavirus: Managing Stress and Anxiety
- Coronavirus: Cleaning & Disinfecting Your Workplace
- Cal/OHSA Covid-19 Training for California Workers (<http://trainingacademy.dir.ca.gov>)

Training and procedures are also provide to employees through the following documents distributed via email, posted to district website or presented at staff meetings:

- KJUHSD COVID-10 Safety Plan
- Return to School Health & Safety Plan
- Information Regarding COVID-19 related benefits and leaves
- Staff Letters (Upon Exposure) “Notification of Potential Workplace Exposure to Covid-19” and “Notification of Potential Workplace Exposure to Covid-19 Outbreak” from AB 685 & CAL/OSHA Emergency Temporary Standards.
- Student Exposure, Symptom and Positive Letter outlining COVID-19 Procedures.
- Transportation Expectation Guidelines

BUILDING ACCESS AND PROTOCOL: EMPLOYEES AND VISITORS

PURPOSE: To inform KJUHSD employees of the standards when entering KJUHSD schools or department offices to ensure the health and safety of employees and visitors.

BUILDING PREPARATION

- Signs will be posted at main entrance doors with health and safety reminders.
- Six-foot distance markers will be placed at main entrances and other areas where lines may form in KJUHSD buildings, as appropriate.
- Physical barriers will be used when appropriate.
- Hand sanitizer will be available at main entrances and other locations as appropriate, for KJUHSD school sites and department offices.

PROTOCOL FOR ENTERING A KJUHSD BUILDING

All visitors will need to knock on the attendance window for Kingsburg High School (KHS) or office door for Kingsburg Alternative Education Center (KAEC) and District Office before entering the main building entrance. (KHS Office, KAEC Office, District Office, Maintenance Building). Visitors will have to self-certify their health before being allowed to enter.

VISITORS

- Departments and offices are highly encouraged to schedule appointments in advance for all visitors; walk-in visitors will be seen at the discretion of the department or site.

- All visitors will be expected to self-certify their health status before entering a KJUHSD building or school site by answering the health questions listed on posted signs at main entrances. Staff will verify that self-certification questions were all no.
- The staff member is required to contact a department or classroom staff member prior to sending a visitor to their destination.
- When department staff member or teacher greets their visitor at the main entrance, they are expected to ask the same health screening questions as listed on posted signs prior to escorting visitor to their destination.
- If department or teacher does not answer receptionist call, the visitor will be provided with the contact information to schedule or reschedule their appointment.

BUILDING COMMON AREAS USAGE PROTOCOL

PURPOSE: To provide guidance for staff on protocols for usage of common areas.

Common area definition: Common areas include all areas of a building accessed by the public or staff members for shared purposes, including lobbies and waiting areas, meeting rooms, hallways, restrooms and break rooms.

Common areas are unique areas that will require modifications, both physically and procedurally, to minimize potential exposure. Disinfection of all common areas has been intensified in accordance with the Disinfecting Protocol. Because these areas may be accessed by others at any time and maintaining six feet of distance may not always be possible, face coverings shall be worn in all common areas except when eating.

LOBBIES AND WAITING AREAS

Excess furniture will be removed or identified as not for use. Remaining furniture will be spread out to meet social distancing guidelines. Physical barriers will be put in place as appropriate at reception desks. Signage will be posted regarding self-certified health screenings, hand hygiene and social distancing.

MEETING ROOMS

The capacity of meeting rooms is reduced to accommodate social distancing.

HALLWAYS

Because hallways may not be wide enough to allow passing while maintaining six feet of distance, face coverings shall be worn. Do not linger in hallways or engage in conversations as this will make the area more congested.

RESTROOMS

Restrooms are to be stocked at all times with sufficient supplies, particularly hand soap. Adjacent urinals and sinks may be taken out of service to maintain social distancing. If a multiple person restroom is already occupied, consider using a different restroom or waiting if social distancing cannot be maintained.

BREAK ROOMS

Staff is encouraged to eat their meals in their office/room or outdoors at a safe social distance. Break room seating capacity is reduced to maintain social distancing. Facial coverings may be removed while eating. Shared items should be taken out of service. Shared items include, but are not limited to, condiments, seasonings and toasters, Coffee stations, water dispensers, microwaves and refrigerators may be available for staff use. Staff is strongly encouraged to use proper sanitizing procedures before and after using any shared appliances. Signage encouraging proper hygiene and social distancing will be placed in break rooms.

WORKROOMS

Staff is strongly encouraged to use proper sanitizing procedures before and after using shared office equipment, including but not limited to copy machines, laminating machines, paper cutters, etc.

HEALTH SCREENING SELF-CERTIFICATION PROTOCOL

PURPOSE: KJUHSD has implemented a health screening process on a daily basis for all employees, students and visitors prior to entering KJUHSD office and school settings as a preventive measure to mitigate the spread COVID-19.

EMPLOYEE HEALTH SCREENING

All KJUHSD employees who report to work (in-person) are required to "self-certify" their health by answering the questions below prior to entering their assigned work location (These questions may change as we receive guidance from the county public health):

- Are you feverish?
- Do you have chills?
- Do you have a new or worsening cough?
- Do you have shortness of breath?
- To your knowledge, have you had close contact with anyone diagnosed with COVID-19 in the past 14 days? (Close contact is considered as being within six feet of someone, unmasked, for more than 15 minutes at one time.)

If employee answers "no" to the questions above, they can report to work. KJUHSD employees will be expected to adhere to the following precautions:

- Wash hands with soap and water or alcohol-based sanitizer before starting work and frequently throughout the day.
- Practice social distancing, sit and/or stand at least six feet from other people.
- Do not share food or drinks.
- Avoid touching eyes, nose and mouth with unwashed hands.
- Sanitize work area before leaving each day.
- Practice good respiratory etiquette (cover cough and sneezes with a tissue or into sleeve).
- Contact immediate supervisor and leave work immediately if employee starts to feel feverish or have respiratory symptoms.

If employee has subjective or documented fever AND any of the respiratory symptoms:

- Stay home and contact immediate supervisor for further instructions.
- Supervisors will utilize and consistently apply the COVID-19 Health Screening Decision Tree for Supervisors to determine whether the employee should stay home or report to work.

If employee has respiratory symptoms but NO subjective or documented temperature:

- If symptoms secondary to underlying disease (such as allergies or asthma) and not worsened compared to baseline, then employee can continue to work and follow precautions as stated above.
- If symptoms are new, stay home and contact immediate supervisor for further instructions.

STUDENT SCREENING

Parents of KJUHS D students will be educated on the questions they should consider regarding their child's health before their child reports to school.

Passive Screening: Instruct parents to screen their child's health before they send their child to school.

Observe the symptoms outlined by public health officials and ask yourself the following questions. (These questions may change as we receive guidance from the county public health.):

- Are you feverish?
 - Do you have chills?
 - Do you have a new or worsening cough?
 - Do you have shortness of breath?
 - To your knowledge, have you had close contact with anyone diagnosed with COVID-19 in the past 14 days? (Close contact is considered as being within six feet of someone, unmasked, for more than 15 minutes at one time.)
- If the parent answers "no" to all questions, they can allow their child to come to school.
 - If the parent answers "yes" to any of the questions, they will need to stay home and consult with their doctor.

All students who report to campus are required to "self-certify" their health by answering the questions below before school or during the first period. (These questions and protocol may change as we receive guidance from the county public health.):

- Are you feverish?
 - Do you have chills?
 - Do you have a new or worsening cough?
 - Do you have shortness of breath?
 - To your knowledge, have you had close contact with anyone diagnosed with COVID-19 in the past 14 days? (Close contact is considered as being within six feet of someone, unmasked, for more than 15 minutes at one time.)
- If student answers "no" to all questions and appears well, student will be allowed to proceed onto campus.
 - If the student answers "yes" to any question, the student should be sent to the office and told to keep mask on.

VISITORS SCREENING

Passive Screening: Any visitor coming on campus will need to certify their health before coming to a KJUHS D building or school site. They will complete a survey on a computer. (These questions and protocol may change as we receive guidance from the county public health.):

- Questions that visitors are expected to answer regarding their own health:
 - Are you feverish?
 - Do you have chills?
 - Do you have a new or worsening cough?
 - Do you have shortness of breath?
 - To your knowledge, have you had close contact with anyone diagnosed with COVID-19 in the past 14 days? (Close contact is considered as being within six feet of someone, unmasked, for more than 15 minutes at one time.)
- Staff member will review answers.
 - If the visitor answers "no" to all questions, they may enter the KJUHS D office/school setting.
 - If the visitor answers "yes" to any of the questions, they will be asked to not come to campus or leave campus immediately.

FACE COVERING PROTOCOL

PURPOSE:

Face coverings must be used in accordance with CDPH- [Guidance for the Use of Face Coverings](#) guidelines unless a person is exempt as explained in the guidelines, particularly in indoor environments, on school buses, and areas where physical distancing alone is not sufficient to prevent disease transmission.

- Teach and reinforce use of face coverings, or in limited instances, face shields.
- Students and staff should be frequently reminded not to touch the face coverings and to wash their hands frequently.
- Information will be provided to all staff and families in the school community on proper use, removal, and washing of cloth face coverings.
- Policy on how people who are exempted from wearing a face covering be addressed.

What is a cloth face covering?

A cloth face covering is a material that covers the nose and mouth. It can be secured to the head with ties or straps or simply wrapped around the lower face. It can be made of a variety of materials, such as cotton, silk, or linen. A cloth face covering may be factory-made or sewn by hand or can be improvised from household items such as scarfs, T-shirts, sweatshirts, or towels.

When should I wear a cloth face covering?

You should wear face coverings when in public places, particularly when those locations are indoors or in other areas where physical distancing is not possible.

How should I care for a cloth face covering?

It's a good idea to wash your cloth face covering frequently, ideally after each use, or at least daily. Have a bag or bin to keep cloth face coverings in until they can be laundered with detergent and hot water and

dried on a hot cycle. If you must re-wear your cloth face covering before washing, wash your hands immediately after putting it back on and avoid touching your face.

- Discard cloth face coverings that:
- No longer cover the nose and mouth.
- Have stretched out or damaged ties or straps.
- Cannot stay on the face.
- Have holes or tears in the fabric.

KJUHSD EMPLOYEES

All staff must use face coverings in accordance with CDPH guidelines unless Cal/OSHA standards require respiratory protection, (CCR Title 8, section 3380; 3205(c)(E).

- Inside of, or in line to enter, any indoor public space;
- Driving, operating or passenger in any school vehicle or bus. When no passengers are present, face coverings are strongly recommended.
- While outdoors in public spaces when maintaining a physical distance of 6 feet from persons who are not members of the same household or residence is not feasible.
- Engaged in work, whether at the workplace or performing work off-site, when:
 - o Interacting in-person with any member of the public
 - o Working in any space visited by members of the public, regardless of whether anyone from the public is present at the time.
 - o Working in any space where food is prepared or packaged for sale or distribution to others; Workers or other persons handling or serving food must use gloves in addition to face coverings.
 - o Working in or walking through common areas, such as hallways, stairways, elevators, and parking facilities.
 - o In any room or enclosed area where other people (except for members of the person's own household or residence) are present when unable to physically distance.

In limited situations where face coverings cannot be used for pedagogical or development reasons, (i.e. communicating or assisting those with special needs) a face shield can be used instead of a cloth face covering while in the classroom as long as the wearer maintains physical distance from others, to the extent practicable. Staff must return to wearing a face covering outside of the classroom.

KJUHSD STUDENTS

All students in high school must use face coverings in accordance with California Department of Public Health guidelines.

In order to comply with his guidance, schools must exclude students from campus if they are not exempt from wearing a face covering under CDPH guidelines and refuse to wear one at school. A student who inadvertently fails to bring a face covering to school or for bus transportation, one will be provided.

- Face coverings must meet dress code.

KJUHSD VISITORS

Visitors must wear a face covering when entering and moving about KJUHSD facilities. When a visitor reaches their destination, they may remove their face covering when a minimum of six feet can be maintained. However, visitors may be expected to keep face coverings on at all times in certain situations.

FACE COVERING EXEMPTIONS

The following individuals are exempt from wearing a face covering:

- Persons who are working in an office or in a room alone.
- Persons who are actively eating or drinking provided that they are able to maintain a distance of at least six feet away from persons who are not members of the same household or residence.
- Persons who are outdoors and maintaining at least 6 feet of social distancing from others not in their household. Such persons must have a face covering with them at all times and must put it on if they are within 6 feet of others who are not in their household.
- Persons who are obtaining a service involving the nose or face for which temporary removal of the face covering is necessary to perform the service.
- Workers who are required to wear respiratory protection.
- Persons who are specifically exempted from wearing face coverings by other CDPH guidance.

HAND SANITIZING

In order to implement effective hand sanitizing procedures, the District has:

- Provided automatic soap dispensers and paper towel dispensers in all restrooms
- Encouraged handwashing of 20 seconds or more and as frequently as needed to mitigate exposure
- Provided hand sanitizer to all classrooms
- Installed stand-alone dispensers at all entrances to public buildings
- Ensured that all hand sanitizer supplied at district does not contain methanol.

SOCIAL DISTANCING PROTOCOL

PURPOSE: To provide guidance to staff on best practices for social distancing.

The most important mitigation strategy in the fight against COVID-19 is social distancing. The document provides best practices for both the school and office setting. Following these strategies will help assure that office, classrooms, and common areas meet the Center for Disease Control and Prevention (CDC) guidelines for social distancing. If social distancing is not feasible, individuals will need to wear masks until social distancing can be achieved.

DEFINITIONS

Social Distancing: According to the CDC, social distancing, also called physical distancing, means keeping space between yourself and other people outside of your home by:

- Staying at least six feet (about two arm's length) from other people.
- Not gathering in groups.
- Staying out of crowded places and avoiding mass gatherings.

Close Contact: Refers to a person who may have been exposed to someone who tested positive for COVID-19. A close contact should be asked to self-quarantine for 10 days at home. According to the Fresno County Department of Public Health, to be considered a close contact, a person needs to be within six feet of a COVID-19 positive person, unmasked, for 15 minutes (cumulative per day) or more. A contact tracer, clinic or hospital staff, or the Fresno County Department of Public Health will contact someone considered a close contact once that determination has been made.

DISINFECTING PROTOCOL

PURPOSE: To provide information on intensified disinfecting efforts during the COVID-19 pandemic.

In both school and office settings serviced by a custodian, high-touch surfaces in common areas will be disinfected daily. In the office setting, staff may utilize disinfecting supplies that will be provided at stations around offices to disinfect computers, monitors, mouse and keyboards and personal workspaces. In the school setting, staff will be provided disinfecting supplies as appropriate.

Only approved Environmental Product Agency (EPA) products will be used to disinfect. The list of EPA-approved products can be found at [Disinfectants for Use Against COVID-19](#).

All product label instructions shall be followed by anyone using a disinfecting product, paying attention to appropriate Personal Protective Equipment (PPE) and required product dwell time to effectively disinfect.

KJUHSD SCHOOL SITES

KJUHSD custodians will disinfect high-touch surfaces in all common areas, including door handles, light switches, reception area and restrooms, daily. Classrooms, including student desks, student chairs, trash cans, in-classroom restrooms and all hard surface flooring will be disinfected one time per day. Items such as student manipulatives, toys, equipment, teacher/paraprofessional desks and chairs or items not listed above are the responsibility of the teacher/paraprofessional to clean or disinfect. Disinfecting supplies are available to staff in designated areas or by contacting the site custodian.

All classrooms and bathrooms are fogged with a probiotic spray one time daily.

DISINFECTING CLEANING A BUS PROTOCOL

ESSENTIAL GUIDANCE TO FOLLOW:

- Use Environmental Protection Agency (EPA) registered disinfectants to kill germs. The EPA has published a list of disinfectants for use against COVID-19. If you cannot find a product on this list look at different product's labels to confirm it has an EPA registration number and that human coronavirus is listed as a target pathogen.
- Read and follow the label directions carefully as there may be separate procedures for use as a cleaner or as a disinfectant.
- Disinfection usually requires the product to dwell or remain on the surface for a certain period of time (e.g. let it stand for three to five minutes). Make sure the surface remains wet during the dwell time to properly disinfect and kill germs. Read and follow the label directions!
- All non-porous, hard surfaces should be disinfected with EPA approved products known to kill the COVID-19 virus.
- Clean high-contact surfaces first and most frequently. Particular attention should be given to buttons, handholds, pull cords, rails, steering wheels, door handles, shift knobs, dashboard controls and stanchions.
- Consider requesting disinfecting wipes for quick disinfecting between cleanings and rides.
- Consider requesting placement of hand sanitizer dispensers in buses as another way for riders and drivers to clean their hands when they are not able to access soap and water.

ROUTINE PROCEDURES FOR CLEANING AND DISINFECTING A BUS:

Buses will thoroughly be cleaned and disinfected daily and after transporting any individual who is exhibiting symptoms of COVID-19. Drivers will be provided disinfectant wipes and disposable gloves to support disinfection of frequently touched surfaces during the day.

- Daily sanitizing of surfaces and frequently touched items.
- If surfaces and/or objects are visibly soiled immediately clean and use standard precautions for contact with potentially infectious bodily fluids.
- Remove trash.
- Wipe heat and air conditioning vents.
- Dust and wet mop vehicle floors.
- Clean windows.
- Clean and either sweep or vacuum the vehicle interior after each morning and evening route or at least once each day.

WORKER PROTECTIONS:

- Ventilation while cleaning and disinfecting busses is critical. Keep doors and windows open to maximize air flow.
- If new products are introduced, workers should be given training on these new chemicals and their proper use, access to the SDS of the new product and the Personal Protective Equipment (PPE) needed for its safe use.
- Anyone using cleaners and disinfectants must be trained to read and understand all instruction labels and understand the safe and appropriate use. This might require that instructional materials and training be provided in other languages. Close attention should be paid to hazard warnings and directions on product labels.
- The appropriate Personal Protective Equipment (PPE) as specified by the product SDS must be provided and worn while cleaning and disinfecting. Be sure to wash hands thoroughly after each work session.
- You should always consult Chemical Labels and Safety Data Sheets (SDS) for guidance on the proper application of product use, including dilution requirements and dwell time, or the time that disinfectants need to remain on the surface in order to be effective at killing the virus.

PERSONAL PROTECTIVE EQUIPMENT (PPE) GUIDELINES

PURPOSE: To provide guidance to staff on what PPE may be applicable to their job duties in response to COVID-19.

FACE MASKS

Who should use: All staff in accordance with public health guidance.

When to use: When required by state or local health order.

MEDICAL-GRADE GLOVES

Who should use: Custodians, maintenance personnel, teachers, paraprofessionals, school nurses, health aides, and anyone using disinfecting products that require skin protection.

When to use: When using cleaning products that require skin protection, when a person may come into contact with bodily fluid or other contaminants.

FACE SHIELDS/EYE PROTECTION

Who should use: Custodians/bus drivers, teachers, paraprofessionals, school nurses, health aides or anyone trained to do specialized healthcare procedures.

When to use: When splash protection is required.

NOTE: The face shield guidance on this PPE protocol is for specific medical procedures and tasks that require splash protection.

COVID-19 MITIGATION PLAN

TESTING

COVID-19 EXPOSURE

Chief Business Official should be notified to begin the testing process. The District offers COVID-19 testing at no cost to employees during their working hours to all employees who had potential COVID-19 exposure in the workplace and provide them with the resources on benefits.

COVID-19 OUTBREAK

The District will provide COVID-19 testing to all employees at the exposed workplace except for employees who were not present during the period of an outbreak identified by a local health department or the relevant 10 day period(s). COVID-19 testing shall be provided at no cost to employees during employees' working hours.

COVID-19 testing shall consist of the following:

- All employees in the exposed workplace shall be tested and then tested again one week later. Negative COVID-19 test results of employees with COVID-19 exposure shall not impact the duration of any quarantine period required by, or orders issued by, the local health department.
- After the first two COVID-19 tests, the District will provide continuous COVID-19 testing of employees who remain at the workplace at least once per week, or more frequently if recommended by the local health department.
- District will provide additional testing when deemed necessary by the Division through the Issuance of Order to Take Special Action, in accordance with Department of Industrial Relations..

Exclusion of COVID-19 cases: The District will ensure COVID-19 cases and employees who had COVID-19 exposure are excluded from the workplace in accordance with our COVID-19 Safety Plan and local health officer orders if applicable.

Investigation of workplace COVID-19 illness: The District will immediately investigate and determine possible workplace related factors that contributed to the COVID-19 outbreak in accordance with our COVID-19 Safety Plan.

COVID-19 Investigation, review and hazard correction: In addition to the requirements of our COVID-19 Safety Plan the District will immediately perform a review of potentially relevant COVID-19 policies, procedures, and controls and implement changes as needed to prevent further spread of COVID-19. The investigation and review shall be documented and include:

- Investigation of new or unabated COVID-19 hazards including the employer's leave policies and practices and whether employees are discouraged from remaining home when sick; the

employer's COVID-19 testing policies; insufficient outdoor air; insufficient air filtration; and lack of physical distancing.

- The review shall be updated every thirty days that the outbreak continues, in response to new information or to new or previously unrecognized COVID-19 hazards, or when otherwise necessary.
- The District will implement changes to reduce the transmission of COVID-19 based on the investigation and review required by our COVID-19 Safety Plan. The District will consider moving indoor tasks outdoors or having them performed remotely, increasing outdoor air supply when work is done indoors, improving air filtration, increasing physical distancing as much as possible, respiratory protection, and other applicable controls.

EMPLOYEE AND STUDENT COVID-19 EXPOSURE RESPONSE PLAN

PURPOSE: KJUHSD recognizes the importance of responding quickly and appropriately to possible or confirmed COVID-19 exposure to an KJUHSD employee or student. Therefore, the KJUHSD has created, in conjunction with the Fresno County Department of Public Health, flow charts to ensure employees know and understand who to notify and what will occur in response. The flow charts were created to protect confidential health information, including the identity of affected individuals.

NOTICE: District will give notice of the potential COVID-19 exposure, within one business day, in a way that does not reveal any personal identifying information of the COVID-19 case, to the following:

- All employees who may have had COVID-19 exposure and their authorized representatives.
- Independent contractors and other employers present at the workplace during the high-risk exposure period.

COVID-19 POSITIVE RESPONSE PROCESS FOR KJUHSD EMPLOYEES

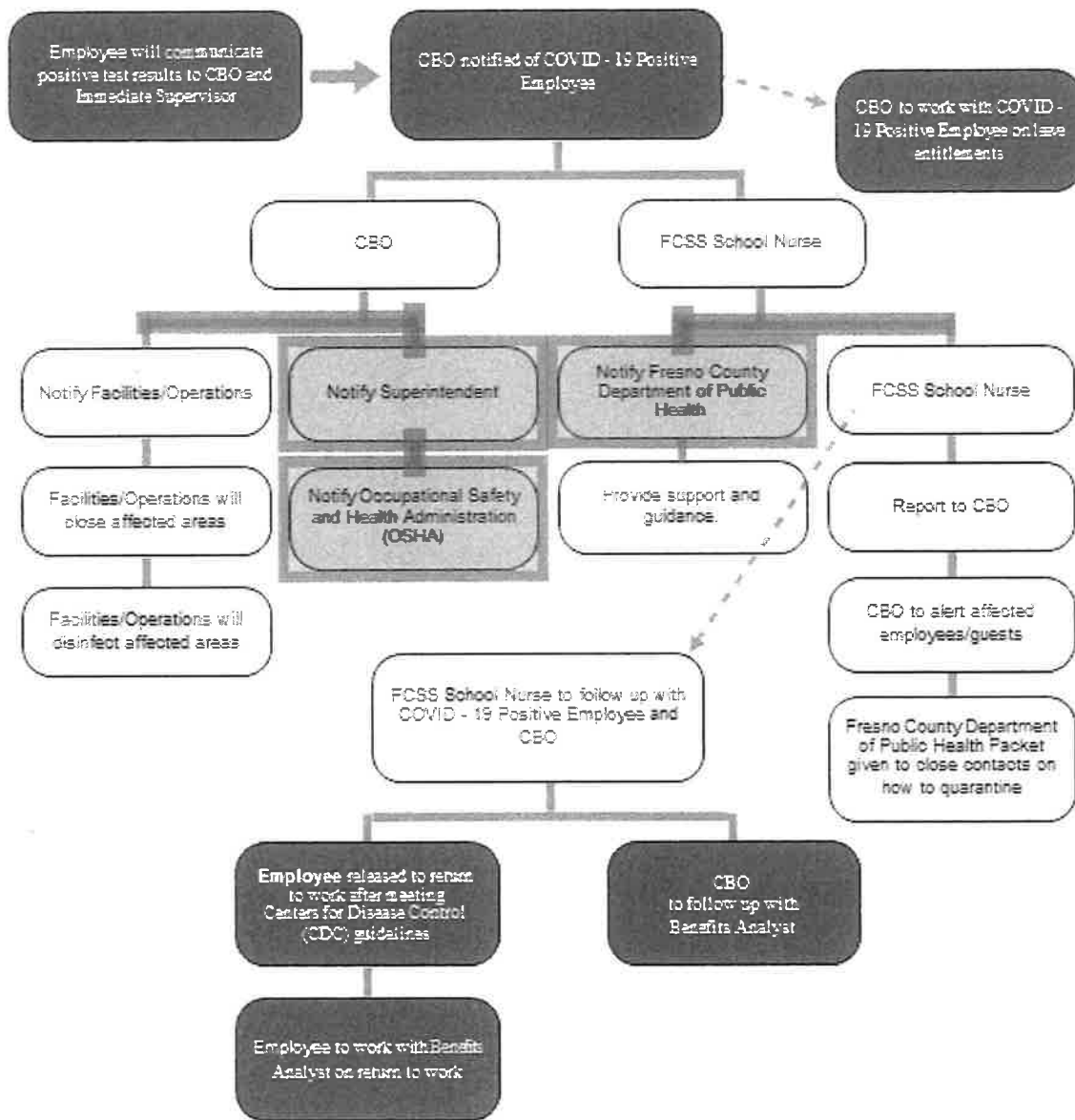
Steps when positive response occurs:

- Employee notify Supervisor and Chief Business Official (CBO)
- CBO to work with employee regarding leave entitlements
- CBO will notify Superintendent, FCSS School Nurse, OSHA
- CBO will notify Head Maintenance and Operations to close off and disinfect affected area
- FCSS School Nurse will contact employee and Fresno County Department of Public Health
- FCSS School Nurse is the Contact Tracer for KJUHSD and will follow up with employee
- Employee released to return to work after meeting CDPH guidelines
- Employee notifies CBO and submits note to return to work

Refer to COVID-19 Positive Response Process for KJUHSD Employees Flow Chart and the following page.

IMPORTANT TO NOTE: Aside from the specified contacts noted above, the Superintendent and KJUHSD employees should not identify any such employee by name in the workplace to ensure compliance with privacy laws. KJUHSD may notify affected employees in a way that does not reveal personal health-related information of an employee. Employees can report symptoms and hazards regarding COVID-19 without fear of reprisal (KJUHSD Policy 0470: Covid-19 Mitigation Plan).

COVID-19 POSITIVE RESPONSE PROCESS FOR KJUHD EMPLOYEE FLOW CHART



Important Note: Aside from the specified contacts noted above on this flow chart, the Superintendent and KJUHSU employees should not identify any such employee or name in the workplace to ensure compliance with privacy laws. KJUHSU may notify affected employees in a way that does not reveal personal health-related information of an employee.

COVID-19 SCREENING OF KJUHSD STUDENTS

Student with COVID-19 symptoms sent to health office wearing face mask. School nurse to provide mask if student is not wearing one.

School Nurse Assessment:

Verbal- When did the symptoms start? Any exposure to someone ill? What are your signs and symptoms?

Visual- Flushed cheeks, difficulty breathing, fatigue, extreme fussiness/agitation, coughing.

Physical Exam-Temperature: >100 degrees F.

Visual Verbal Physical Concerns Identified:

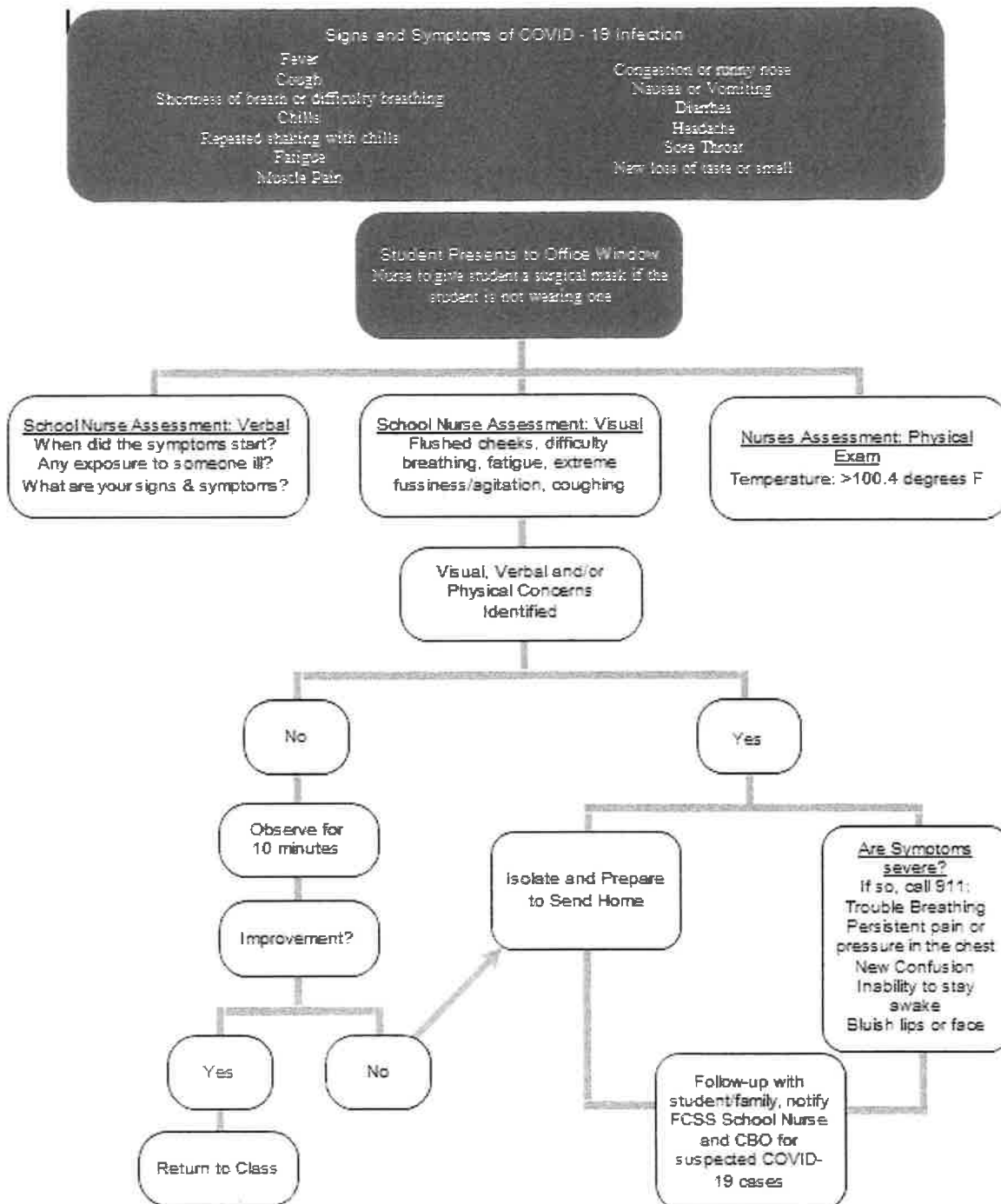
No: Observe for 10 minutes, if improvement, return to class. If no improvement, isolate and prepare to send home.

Yes: Isolate and prepare to send home. If symptoms are severe, call 9-1-1: Trouble breathing, persistent pain or pressure in the chest, new confusion, inability to stay awake, bluish lips or face.

School nurse to contact FCSS. School nurse for follow-up with student/family.

Refer to the following COVID-19 Screening Flow Chart KJUHSD Students on the following page.

COVID-19 SCREENING FLOW CHART KJUHSD STUDENTS



RETURN TO WORK AFTER ILLNESS PROTOCOL

PURPOSE: To provide guidance on when to allow an employee to return back to work after showing signs of a fever and respiratory illness.

To assure that employees and students are free from fever and respiratory illness or completely recovered from COVID-19 confirmed illness before returning to work. Case management of ill staff assures staff only return to work when safe to do so.

CRITERIA FOR RETURN TO WORK AFTER CONFIRMED POSITIVE COVID-19 TEST

Per the Fresno County Department of Public Health, staff may return to work after a positive COVID-19 test, as soon as the following criteria are met. (These criteria may change with guidance from county public health):

- If tested for COVID-19 and were positive, they can return to work if:
 - They have no fever for three days without the aid of medications and show improvement in respiratory symptoms, and;
 - It has been 10 days since onset of symptoms.
 - For individuals who NEVER had any symptoms, but tested POSITIVE, they can return to work after 10 days have passed since the date of their first positive COVID-19 diagnostic test.
 - If individual had an exposure, but never had any symptoms and were told to self- isolate, they can return to work after 10 days of self-isolation are over.
 - For all other scenarios refer to the Appendix page 24 Responding to COVID-19 in the Workplace

ROLE OF FCSS SCHOOL NURSE/CONTACT TRACER

- Once alerted to a fever or respiratory illness in an employee, the FCSS School nurse/contact tracer should communicate with the employee to obtain information about onset of symptoms, specific symptoms and any other pertinent information regarding the illness.
- The FCSS school nurse should call staff daily to check on symptoms and to offer support to the ill employee.
- Once ill employee meets criteria listed above, the FCSS school nurse will clear the staff member to return to work.

RECORDS AND CONFIDENTIALITY

Confidentiality of Personal Identifying Information

All personally identifying information regarding COVID-19 cases or persons with COVID-19 symptoms shall be kept confidential. All COVID-19 testing or related medical services provided by the employer shall be provided in a manner that ensures the confidentiality of employees.

Confidentiality of Employee Medical Records

All Employees medical records are kept confidential and are not disclosed or reported without the employee's express written consent to any person within or outside the workplace.

FREQUENTLY ASKED QUESTIONS

1. If I test positive for COVID-19, what do I do?

Notify immediate supervisor and Chief Business Official (CBO) immediately as outlined on the COVID-19 Positive Response Process for KJUHS D Employees Flow Chart contained in this Guideline. By following the steps on the Flow Chart, the identity and health information of the employee will be confidential and aid in decreasing the chance of spreading COVID-19.

2. What should I do if someone living in my immediate household tests positive for COVID-19?

Notify immediate supervisor and the CBO. The circumstances will be confidentially reviewed with the FCSS School Nurse and the employee will, in most cases, be asked to quarantine for 10 days.

3. What if a person in my immediate household has been exposed to COVID-19 and directed to quarantine for 10 days? What should I do?

If the person living in your immediate household is not showing any symptoms of COVID-19, the KJUHS D employee may continue to report to work. If the person living in immediate household begins to show signs of COVID-19, consult with medical provider and notify immediate supervisor who will consult with the CBO and FCSS School Nurse.

4. Do I need to quarantine for 10 days when I return from out-of-state travel?

No, there is no longer an isolation requirement when travelling state-to-state; however, when an employee travels outside of the country, the employee may need to self-isolate for 10 days and be symptom-free before returning to work.

5. What should I do if I see someone in a common area or walking around a KJUHS D school site or department without a face covering?

Confidently, with mutual respect, civility, courtesy and orderly conduct among district employees, you may ask the person to wear a face covering. If an employee is not comfortable addressing the matter directly with their co-worker, they are highly encouraged to share their observation with their immediate supervisor. The employee's immediate supervisor is then expected to work with the co-

6. I have a note from my doctor that states I cannot wear a mask. What should I do?

Contact the CBO at (559) 897-7721, ext. 2306. The CBO will initiate the Interactive Process to address work restriction in an effort to determine if there is a reasonable accommodation.

7. What happens if I am exposed to, or taken ill by, COVID-19? What leave do I use?

Employee sick leave provisions will be in accordance with the Families First Coronavirus Response Act, and/or new or existing statutory regulations, Board Policy, Administrative Regulation and/or the KJUHS D/KJUSD TA collective bargaining agreement, whichever is most beneficial to the District employees.

8. Will I be expected to return to work if I have an underlying health condition?

If employee has an underlying medical condition, they must provide medical certification to the CBO who will then trigger the Interactive Process to determine if there is a reasonable accommodation.

9. I am 65+ years of age and am expected to report to work. What do I do?

Communicate directly with your immediate supervisor, who will work in conjunction with the CBO to discuss available options if you have concerns with reporting back to work.

10. What if my child's school does not reopen and I have ongoing childcare needs, what do I do?

Contact the CBO to review possible leave entitlements.

11. What does a contact tracer do?

Contact tracing is a process used by the public health department to slow the spread of infectious disease. A contact tracer helps identify people who may have had close contact with a COVID-19 positive patient and gives close contacts information on how to get care and treatment, and how to self-isolate if needed.

12. How will KJUHS D protect my HIPPA rights and confidentiality should I test positive for COVID-19?

By following the steps outlined on the COVID-19 Positive Response Process for KJUHS D Employees Flow Chart, only those persons who need to know will be informed. These individuals are trained to respond quickly and confidentially to protect you and those who may have been in contact with you.

COVID-19 SAFETY PLAN ACKNOWLEDGEMENT

With the current COVID-19 pandemic in our environment for the foreseeable future, all employees must review and abide by new standards and protocols upon their return to work. As the situation evolves, appropriate adjustments may be implemented.

In an effort to ensure the health and safety of our staff, all employees will be expected to follow the KJUHSD Covid-19 Standard and Protocol, including, but not limited to:

- Conduct daily self-certification health screening
- Wear face covering in accordance with the Face Covering Protocol
- Maintain a minimum of six feet of physical distancing in accordance with the Social Distancing Protocol
- Practice frequent hand washing (with soap and water for a minimum of 20 seconds)
- Avoid touching eyes, nose, and mouth
- Practice respiratory etiquette
- When feeling ill, and displaying signs of flu-like symptoms, stay home and notify your supervisor

In addition, should I test positive for COVID-19, I will immediately follow the steps as specified on the COVID-19 Positive Response Process for KJUHSD Employees Flow Chart and notify my immediate supervisor and the CBO.

*******ACKNOWLEDGEMENT*******

I certify that I have read the KJUHSD COVID-19 Safety Plan acknowledgement in its entirety. My signature below signifies that I acknowledge and understand its contents and will abide by the established standards and protocols.

Print Name

Site/Department

Signature

Date

APPENDIX A : MINIMUM CRITERIA FOR RETURN TO WORK

Employees

Minimum Criteria for Return to Work

(As of June 7, 2020)

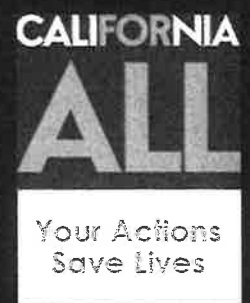
<p>Symptomatic Positive Employees with symptoms who are laboratory confirmed to have COVID-19</p>	<p>At least 1 days (24 hours) have passed since recovery, defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath); and, at least 10 days have passed since symptoms first appeared.</p>
<p>Asymptomatic Positive Employees who never had symptoms and are laboratory confirmed to have COVID-19</p>	<p>A minimum of 10 days have passed since the date of their first positive COVID-19 test. If they develop symptoms, then the criteria for laboratory confirmed cases with symptoms apply.</p>
<p>Symptomatic Negative Employees who had symptoms of COVID-19 but test result returned negative</p>	<p>Use the same criteria for return to work as laboratory confirmed cases.</p>
<p>Asymptomatic Negative Employees who never had symptoms but were tested due to close contact with a laboratory-confirmed case patient and were negative</p>	<p>Employees should quarantine at home for 10 days after the last known close contact with the case patient. Symptoms can develop even after testing negative within 10 days after exposure. The LHD may consider allowing earlier return to work only for an employee in a critical infrastructure industry in which the essential operations of the workplace would be compromised by quarantine of the employee and no alternate staff can perform the same role.*</p>
<p>Symptomatic Untested Employees who had symptoms of COVID-19 but were not tested</p>	<p>Testing is highly recommended. If the employee cannot be tested, use the same criteria for return to work as laboratory confirmed cases.</p>
<p>Asymptomatic Untested Employees who had close contact to a laboratory-confirmed case patient at work, home, or in the community and do not have symptoms. OR Employees who refuse or are unable to be tested after close contact with a laboratory-confirmed case, despite recommendation for testing from LHD or healthcare provider, and do not have symptoms.</p>	<p>Employees should be quarantined at home for 10 days after the last known close contact with the case patient. Testing is highly recommended; if testing has not occurred, the LHD may consider allowing an employee who had close contact to a confirmed case to continue to work only in a critical infrastructure industry in which the essential operations of the workplace would be compromised by quarantine of the employee and no alternate staff can perform the same role.*</p> <p>Employees who develop symptoms of COVID-19 while in quarantine should contact their healthcare provider. Even if they are not tested, the same criteria for return to work should be used as laboratory-confirmed cases.</p>

APPENDIX B: COVID-19 GUIDANCE CHECKLIST

Next Page

COVID-19 School Guidance Checklist

January 14, 2021



Date: February 1, 2021

2021 COVID-19 School Guidance Checklist

Name of Local Educational Agency or Equivalent:

Kingsburg Joint Union High School District

Number of schools: **3**

Enrollment: **1191**

Superintendent (or equivalent) Name: **Mr. Don Shoemaker**

Address: **1900 18th Ave.**

Kingsburg, CA 93631

Phone Number: **(559)897-7721**

Email:

dshoemaker@kingsburghigh.com

County: **Fresno**

Current Tier: **Purple**

(please indicate Purple, Red, Orange or Yellow)

Type of LEA: **Public - High School**

Grade Level (check all that apply)

TK 2nd 5th 8th 11th

K 3rd 6th 9th 12th

1st 4th 7th 10th

This form and any applicable attachments should be posted publicly on the website of the local educational agency (or equivalent) prior to reopening or if an LEA or equivalent has already opened for in-person instruction. For those in the Purple Tier, materials must additionally be submitted to your local health officer (LHO), local County Office of Education, and the State School Safety Team prior to reopening.

The email address for submission to the State School Safety for All Team for LEAs in Purple Tier is: K12csp@cdph.ca.gov

LEAs or equivalent in Counties with a case rate $\geq 25/100,000$ individuals can submit materials but cannot re-open a school until the county is below 25 cases per 100,000 (adjusted rate) for 5 consecutive days.

For Local Educational Agencies (LEAs or equivalent) in **ALL TIERS**:

I, **Superintendent Don Shoemaker**, post to the website of the local educational agency (or equivalent) the COVID Safety Plan, which consists of two elements: the **COVID-19 Prevention Program (CPP)**, pursuant to CalOSHA requirements, and this **CDPH COVID-19 Guidance Checklist** and accompanying documents,

which satisfies requirements for the safe reopening of schools per CDPH Guidance on Schools. For those seeking to open while in the Purple Tier, these plans have also been submitted to the local health officer (LHO) and the State School Safety Team.

I confirm that reopening plan(s) address the following, consistent with guidance from the California Department of Public Health and the local health department:

Entrance, Egress, and Movement Within the School: How movement of students, staff, and parents will be managed to avoid close contact and/or mixing of cohorts.

Face Coverings and Other Essential Protective Gear: How CDPH's face covering requirements will be satisfied and enforced for staff and students.

Health Screenings for Students and Staff: How students and staff will be screened for symptoms of COVID-19 and how ill students or staff will be separated from others and sent home immediately.

Healthy Hygiene Practices: The availability of handwashing stations and hand sanitizer, and how their safe and appropriate use will be promoted and incorporated into routines for staff and students.

Identification and Tracing of Contacts: Actions that staff will take when there is a confirmed case. Confirm that the school(s) have designated staff persons to support contact tracing, such as creation and submission of lists of exposed students and staff to the local health department and notification of exposed persons. Each school must designate a person for the local health department to contact about COVID-19.

Physical Distancing: How space and routines will be arranged to allow for physical distancing of students and staff.

Please provide the planned maximum and minimum distance between students in classrooms.

Maximum: **6 feet or more**

Minimum: **6 feet**. If this is less than 6 feet, please explain why it is not possible to maintain a minimum of at least 6 feet.

☒ Staff Training and Family Education: How staff will be trained and families will be educated on the application and enforcement of the plan.

☒ Testing of Staff: How school officials will ensure that students and staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Below, please describe any planned periodic asymptomatic staff testing cadence.

Staff asymptomatic testing cadence. Please note if testing cadence will differ by tier:

10% of Staff will be tested monthly as directed by FCDPH

☒ Testing of Students: How school officials will ensure that students who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results.

☒ Identification and Reporting of Cases: At all times, reporting of confirmed positive and suspected cases in students, staff and employees will be consistent with Reporting Requirements.

☒ Communication Plans: How the superintendent will communicate with students, staff, and parents about cases and exposures at the school, consistent with privacy requirements such as FERPA and HIPAA.

For Local Educational Agencies (LEAs or equivalent) in PURPLE:

☒ Local Health Officer Approval: The Local Health Officer, for Fresno County **Dr. Rais Vohra, MD**. Fresno County has certified and approved the CSP/COVID-19 School Reopening Notification (SRN) on this date: **October 15, 2020**. If more than 7 business days have passed since the submission without input from the LHO, the CSP/COVID-19 SRN shall be deemed approved.

Additional Resources:

KJUHSd Covid-19 Resources
<http://kjuhsd.com/covid-19-resources/>
Guidance on
Schools Safe
Schools for All Hub

ISSUE: Presented to the Board is the resignation of Kingsburg High School R/C Clerk Dalaina Masterson as of February 12, 2021.

ACTION: Approve or deny the resignation of Dalaina Masterson as an R/C Clerk for Kingsburg High School.

RECOMMENDATION: Recommend approval with best wishes.

FOR BOARD ACTION:

Motion _____ Second _____ Vote _____
Thomsen: _____ Nagle: _____ Lunde: _____ Serpa: _____ Jackson: _____

February 1, 2021

COPY

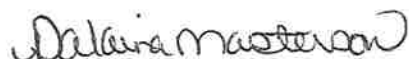
Ryan Phelan
Kingsburg High School
KJUHS

This letter is to notify you that I am resigning from Kingsburg High School as an RC Clerk. February 12, 2021 will be the last day of my employment.

This wasn't an easy decision, because I am grateful for the rewarding opportunity I've had with KHS. But after long hours of prayer and consideration, regarding the change to the defined hours that the position requires, and daycare needs of my family during this pandemic I am forced to make this tough decision.

During the next two weeks, I am willing to help you in any way to make the transition as smooth as possible. This includes assisting in recruiting and training my replacement. Please let me know if there is anything specific that you would like me to do.

Yours respectfully,



Dalaina Masterson

ISSUE: Elections are being held for the 2021 CSBA Delegate Assembly. The Board may cast votes for four delegates.

ACTION: Approve or deny to vote for 2021 CSBA Delegate Assembly delegates.

RECOMMENDATION: Recommend approval

FOR BOARD ACTION:

Motion _____ Second _____ Vote _____
Thomsen: _____ Nagle: _____ Lunde: _____ Serpa: _____ Jackson: _____

REQUIRES BOARD ACTION

This complete, **ORIGINAL** Ballot must be **SIGNED** by the Superintendent or Board Clerk and returned in the enclosed envelope postmarked by the post office No later than **MONDAY, MARCH 15, 2021**. Only **ONE** Ballot per Board. Be sure to mark your vote "X" in the box. *A PARTIAL, UNSIGNED, PHOTOCOPIED, OR LATE BALLOT WILL NOT BE VALID.*

OFFICIAL 2021 DELEGATE ASSEMBLY BALLOT
SUBREGION 10-B
(Fresno County)

Number of vacancies: 4 (Vote for no more than 4 candidates)

Delegates will serve two-year terms beginning April 1, 2021 - March 31, 2023

**denotes incumbent*

Daniel Babshoff (Kerman USD)*

William (Bill) Johnson (Clay Joint ESD)*

Valerie Davis (Fresno USD)

Naindeep Singh Chann (Central USD)

G. Brandon Vang (Sanger USD)*

Provision for Write-in Candidate Name

School District

Signature of Superintendent or Board Clerk

Title

School District Name

Date of Board Action

See reverse side for list of all current Delegates in your Region.

REGION 10 – 14 Delegates (10 elected/4 appointed)◆

Director: Kathy Spate (Caruthers USD)

Below is a list of all elected or appointed Delegates from this Region.

Subregion10-A (Madera, Mariposa)

Barbara Bigelow (Chawanakee USD), term expires 2021

Subregion10-B (Fresno)

Daniel Babshoff (Kerman USD), term expires 2021
Darrell Carter (Washington USD), term expires 2022
Phillip Cervantes (Central USD), term expires 2022
Gilbert Coelho (Firebaugh-Las Deltas USD), term expires 2022
Valerie Davis (Fresno USD)◆, appointed term expires 2021
William (Bill) Johnson (Clay ESD), term expires 2021
Elizabeth (Betsy) Sandoval (Clovis USD)◆, appointed term expires 2022
Keshia Thomas (Fresno USD) ◆, appointed term expires 2022
G. Brandon Vang (Sanger USD), term expires 2021
Vacant (Clovis USD)◆, appointed term expires 2021
Vacant, term expires 2021

Subregion10-C (Kings)

Mark Pescatore (Leemore Union ESD), term expires 2022

County Delegate:

Marcy Masumoto (Fresno COE), term expires 2022

Counties

Madera, Mariposa (Subregion A)
Fresno (Subregion B)
Kings (Subregion C)

Delegate Assembly Biographical Sketch Form for 2021 Election



Deadline: Thursday, January 7, 2021 | No late submissions accepted

This form is required. An optional, one-page, single-sided, résumé may also be submitted. Do not state "see résumé." Do not re-type this form. It is the candidate's responsibility to confirm that CSBA has received nomination materials prior to the deadline. Please submit completed form via e-mail to nominations@csba.org no later than 11:59 p.m. on January 7, 2021. Forms may also be submitted via mail to CSBA's Executive Office at 3251 Beacon Blvd., West Sacramento, CA 95691, with a postmark of no later than January 7, 2021.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: [Handwritten Signature] Date: 12/1/2020

Name: <u>Daniel Babshoff</u>	CSBA Region & subregion #: <u>10-B</u>
District or COE: <u>Kerman Unified School District</u>	Years on board: <u>10</u>
Profession: <u>Small Business Owner</u> Contact Number (<input checked="" type="checkbox"/> Cell <input type="checkbox"/> Home <input type="checkbox"/> Bus.): <u>559-246-8507</u>	
Primary E-mail: <u>daniel.babshoff@kermanusd.com</u>	
Are you an incumbent Delegate? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, year you became Delegate: <u>2013</u>

Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.

I want to be on the front line, fighting hand in hand with others who have the same passion for our children and for public education. I am involved with CSBA and participate on committees, with perfect attendance at Delegate Meetings as well as subcommittees. My passion, voice, and dedication to our children's future and our education system challenges me to be heard. Our children and grandchildren's futures are at stake. My contribution would be continued involvement, to be actively engaged with our local leaders and not grow weary.

Please describe your activities and involvement on your local board, community, and/or CSBA.

Activities and interests are driven by passion. My passion is our children's education. We all want the best for our children. As an elected School Board Trustee, I take my position seriously, and I don't stop at the local level. I am involved in the Fresno County School Trustees Association and have been a CSBA Delegate Assembly Member for the past eight years. I am also an elected member of the Fresno County Committee on School District Organization. In addition, I served on the 2020 Nominating Committee for CSBA.

What do you see as the biggest challenge facing governing boards and how can CSBA help address it?

Currently the biggest challenge facing governing boards is COVID-19; deciding when to open, how to open, or to stay closed. How will governing boards ensure that students and staff are safe and at the same time continue to maintain the public's trust? With the pandemic and loss of revenue, how do governing boards keep afloat with decreased budgets? How do we provide "Top Quality" education during these times and reach ALL students, ensuring no one is left behind?

Delegate Assembly Biographical Sketch Form for 2021 Election



Deadline: Thursday, January 7, 2021 | No late submissions accepted

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Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: *Bill Johnson* Date: 01/07/2021

Name: Bill Johnson CSBA Region & subregion #: 10
 District or COE: Clay Joint Elementary School District Years on board: 18
 Profession: Retired Educator Contact Number (Cell Home Bus.): 559-352-6288
 Primary E-mail: bjohnson@clayelementary.org
 Are you an incumbent Delegate? Yes No If yes, year you became Delegate: 2017

Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.

I have devoted 35 years as an educator for the youth of both Kern and Fresno Counties. First in secondary education, 20 years as a teacher in the fields of Industrial ARts, Special Education and coaching. For 15 years I have been Administrator for Court and Community schools for the Fresno County Superintendnet of Schools as a Director for AT-Risk youth. I have been fortunate to have worked with great County Superintenents such as Dr. Mehas, Larry Powell, and Jim Yovino. Under the Administration of these men, I have been assigned Directorships of the FCSS's ROP for court and Community, State and Federal Catergorical, Title I funds, along with additional responsibilities. My family has direct continuance involvement in the Clay School District for over 100 years

Please describe your activities and involvement on your local board, community, and/or CSBA.

I have served as Trustee for the Clay Joint Elementary School District for the past 18 years on the Clay School Education Foundation Committe since it's insepction in 1997. We as a school board have had the privilege of attending every Annual State Baord Conference. I am a graduate of the Masters in Governace sponsored by CSBA.

What do you see as the biggest challenge facing governing boards and how can CSBA help address it?

Career Tech. Education, school budgets, facilities, safety, technology, parent involvement, Special Education, Foster Youth, and At-Risk youth of our communities.

Delegate Assembly Biographical Sketch Form for 2021 Election



Deadline: Thursday, January 7, 2021 | No late submissions accepted

This form is required. An optional, one-page, single-sided, résumé may also be submitted. Do not state “see résumé.” Do not re-type this form. It is the candidate’s responsibility to confirm that CSBA has received nomination materials prior to the deadline. Please submit completed form via e-mail to nominations@csba.org no later than 11:59 p.m. on January 7, 2021. Forms may also be submitted via mail to CSBA’s Executive Office at 3251 Beacon Blvd., West Sacramento, CA 95691, with a postmark of no later than January 7, 2021.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature:  Date: 01/07/2021

Name: Valerie F. Davis CSBA Region & subregion #: 10B
 District or COE: Fresno Unified School District Years on board: 17
 Profession: Retired Teacher Contact Number (☑ Cell ☐ Home ☐ Bus.): 559-801-2216
 Primary E-mail: Valerie.Davis@fresnounified.org

Are you an incumbent Delegate? Yes No If yes, year you became Delegate: 2005/2006

Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.

The information and networking at Delegate Assembly is very important to our District. Because I also represent our District among urban school districts. I bring back great ideas and strategies for our district.

Please describe your activities and involvement on your local board, community, and/or CSBA.

While in CSBA, I have been a Golden Bell evaluator, Legislative Committee, Conference Planning Committee, and API member. In my community I belong to and have been on the board for East Fresno Kiwanis, Fresno Exchange, Elk Lodge, Emblem Club, Moose Lodge, Asian American Women, National Women Political Caucus, and Republican Women. On my Board I have been the President, Clerk, Audit Committee, Legislative Committee, Graduation Task Force, and Safety Task Force. I completed the Broad Institute Foundation in 2005, CSBA Master in Governance in 2007 and the Accelerating Board Capacity training at Harvard Business School in 2019. +

What do you see as the biggest challenge facing governing boards and how can CSBA help address it?

The biggest challenge is keeping board members focused on student achievement and not their own political agenda. CSBA can insist that all members go through the Master in Governance course.

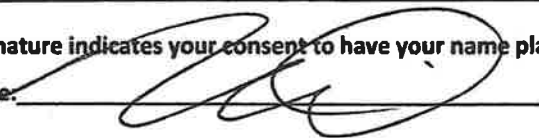
Delegate Assembly Biographical Sketch Form for 2021 Election



Deadline: Thursday, January 7, 2021 | No late submissions accepted

This form is required. An optional, one-page, single-sided, résumé may also be submitted. Do not state "see résumé." Do not re-type this form. It is the candidate's responsibility to confirm that CSBA has received nomination materials prior to the deadline. Please submit completed form via e-mail to nominations@csba.org no later than 11:59 p.m. on January 7, 2021. Forms may also be submitted via mail to CSBA's Executive Office at 3251 Beacon Blvd., West Sacramento, CA 95691, with a postmark of no later than January 7, 2021.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature:  Date: 1/7/21

Name: Naindeep Singh Chann CSBA Region & subregion #: 10
 District or COE: Central Unified School District Years on board: 2
 Profession: Executive Director Contact Number (☑ Cell ☐ Home ☐ Bus.): 559-647-4700
 Primary E-mail: naindeep@gmail.com

Are you an incumbent Delegate? Yes No If yes, year you became Delegate: _____

Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.

My interest to become a delegate is related both to increasing my skills and capacities to better serve my local community as well as impart a equity-centered, moral and ethics-grounded approach with the larger state delegation. I hope to develop my own skills around governance and becoming a better advocate for public schools across California. I hope to share my unique perspectives in shaping policy and broader discussions around education, as well as be challenged, humbled, and continuing my own education from those with longer experience and different ideas. The Central Valley has unique needs and diverse districts. We need an advocate that is bold and humble.

Please describe your activities and involvement on your local board, community, and/or CSBA.

I have served in various leadership capacities on our board, community, and have taken opportunities to increase my knowledge base through CSBA trainings. I have served as the Clerk of our board. I have had various leadership positions in our state and region - ranging from Governor's Community Vaccination Advisory Committee to the municipal economic development councils where I reside. My work involves engaging with students from across the state, so I have a unique and comparative perspective of different school districts. Finally I am nearing completion of the Masters in Governance through CSBA and have attended multiple one-day trainings in Sacramento.

What do you see as the biggest challenge facing governing boards and how can CSBA help address it?

There are huge challenges ahead both for our governing boards, often in line with broader conversations. In various districts, many have shared that the nationwide trend of increasing partisan polarity affects the local school district, despite these offices being non-partisan and student-centered. This is something that CSBA will have to address. In addition, more than most periods, the pandemic has had a huge disruptive affect on students' lives, learnings, and the health of both California's education and educator. How we move forward in this next phase requires empathy, leadership, research, and humility. CSBA must be a leader for this next phase and beyond.

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Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: 

Date: January 6, 2021

Name: <u>G. Brandon Vang</u>	CSBA Region & subregion #: <u>10B</u>
District or COE: <u>Sanger Unified School District</u>	Years on board: <u>4</u>
Profession: <u>Farmer</u>	Contact Number (<input checked="" type="checkbox"/> Cell <input type="checkbox"/> Home <input type="checkbox"/> Bus.): <u>559-369-7429</u>
Primary E-mail: <u>brandon_vang@sangerusd.net</u>	
Are you an incumbent Delegate? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, year you became Delegate: <u>2018</u>	

Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.

As your current delegate assembly member representing Region 10B, I saw first hand the importance of having a voice in shaping public education policies in Sacramento. I believe it is important to have Delegate Assembly members who understand and reflect the visions and values of the students and parents in the region they represent. I am a father of two Sanger Unified graduates and three current Sanger Unified students. As a minority who attended primary and secondary public education, and the first in my family to graduate from a UC school, I understand the struggles many of our students and their parents are experiencing. If elected, I will continue to advocate for those who traditionally do not have a voice.

Please describe your activities and involvement on your local board, community, and/or CSBA.

I have been a member of the Sanger Unified Board of Trustees for four years and its current president. I am honored to have been elected as an Assembly Delegate member two years ago. In that time, I was able to utilize the skills and knowledge I acquired at the annual California School Boards Association, Assembly Education Conference (AEC) and incorporate these learned concepts and theories in my decision-making process as a Trustee. Additionally, the many zoom meetings with Delegate Assembly members and elected local, state, and national officials has provided invaluable insights and effective collaborative strategies in dealing with current district shortcomings.

What do you see as the biggest challenge facing governing boards and how can CSBA help address it?

The most critical issue facing all school districts is the health and financial crisis caused by COVID-19. Now more than ever, this virus has forced many school districts to "think outside of the box" to meet the many challenges of its students and community. This can only be achieved if our elected officials in Sacramento and Washington DC are aware of school districts' struggles. A CSBA delegate assembly member is critical in establishing the conduit between local school districts' needs and state and federal resources and funding. I believe I have the experience to assist in that objective.

ISSUE:

Presented to the Board is Emergency Resolution #R18-2021 Learning Loss Mitigation Fund. The District is under a statewide emergency arising from COVID-19 and has an urgent need to purchase technology, other equipment and services to provide educational services and school facilities for in-person instruction, and related purposes.

The Superintendent or designee is given authority to execute contracts without bidding related, but not limited, to purchasing technology and other equipment and services to provide educational services for in-person instruction and related purposes.

ACTION:

Approve or deny Emergency Resolution #R18-2021 Learning Loss Mitigation Fund.

RECOMMENDATION:

Recommend approval

FOR BOARD ACTION:

Motion _____

Second _____

Vote _____

Thomsen: _____

Nagle: _____

Lunde: _____

Serpa: _____

Jackson: _____



KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT

1900 18th Avenue • Kingsburg, California 93631 • (559) 897-7721 • FAX (559) 897-7759

Don Shoemaker, Superintendent

Board of Trustees: Rick Jackson, Brent Lunde, Steve Nagle, Mike Serpa, Johnie Thomsen

RESOLUTION NO. R18-2021

COPY

RESOLUTION OF THE BOARD OF TRUSTEES OF THE KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT AUTHORIZING EMERGENCY PURCHASES AND IMPROVEMENTS (LLMF)

WHEREAS, on March 4, 2020, Governor Gavin Newsom declared a statewide emergency arising from the Coronavirus (COVID-19) and authorized state agencies to “enter into contracts to arrange for the procurement of materials, goods, and services needed to assist in preparing for, containing, responding to, mitigating the effects of, and recovering from the spread of COVID-19” and waived “[a]pplicable provisions of the Government Code and the Public Contract Code, including but not limited to travel, advertising, and competitive bidding...;”

WHEREAS, the State of California has established the Learning Loss Mitigation Fund in order to support academic achievement and mitigate the learning loss resulting from COVID-19;

WHEREAS, the District has been allotted money from the Learning Loss Mitigation Fund to support its students and for in-person instruction consistent with local health guidelines;

WHEREAS, Public Contract Code section 20111 generally requires bidding for purchases of equipment, materials, supplies or services in excess of \$95,200 for 2021;

WHEREAS, California law provides that “[w]here competitive proposals work in 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 (*Graydon v. Pasadena Redevelopment Agency* (1980) 104 Cal.App.3d 631);

WHEREAS, the District has an urgent need to purchase technology, other equipment, and services for classrooms and other school facilities for in-person instruction and related purposes;

WHEREAS, the District has adopted the California Uniform Public Construction Cost Accounting Act (Pub. Contract Code, § 22000, et seq.), which would otherwise require formal competitive bidding for construction contracts over \$200,000, and informal bidding for construction contracts over \$60,000, except in cases of emergencies pursuant to Public Contract Code § 22050 which requires a four-fifths vote of the Board;

WHEREAS, the competitive bidding requirements are not required in cases of emergency when repair and/or replacements are necessary to “prevent or mitigate the loss or impairment of life, health, property, or essential public services” (Public Contract Code §22035);

WHEREAS, the District has an urgent need to make improvements to support student achievement and for in-person instruction consistent with local health guidelines; and

WHEREAS, the District has identified potential purchases and improvements attached hereto as Exhibit “A” that may be performed to the extent permitted by allotted funding.

NOW, THEREFORE, BE IT RESOLVED by the Kingsburg Joint Union High School District which finds and determines as follows:

1. The foregoing recitals as true and correct.
2. District administration is directed to further evaluate the potential purchases and improvements identified in Exhibit “A” and to proceed with entering into contracts for the recommended items as permitted by the allotted funding.
3. To formally bid the purchase of technology and other equipment would not produce an advantage to the public or the District, and the goals of the competitive bid process would not be served in that the delay could impair students’ access to secure and healthy educational environment and facilities and cause further learning loss.
4. The need to perform many of the improvements is urgent to “prevent or mitigate the loss or impairment of life, health, property, or essential public services,” such that the time required for the notice and advertisement for public bids would preclude timely action by the District for in person instruction.
5. The Superintendent, or designee, is delegated the authority to designate improvements as urgent in order to proceed without bidding pursuant to Public Contract Code section 22050.
6. To the extent proceeding without bidding is found to be warranted pursuant to Public Contract Code section 22050, the Superintendent or designee shall strive to obtain multiple quotes or otherwise ensure that the cost is competitive, whenever practical.
7. The Superintendent is asked to report on the status of the improvements to the Board at subsequent regularly-scheduled meetings, if there is a need to continue the work, to the extent required by Public Contract Code section 22050.
8. The Superintendent is given authority to execute contracts without bidding related, but not limited, to other technology, equipment purchases and services, and health and safety measures intended to address the emergency subject to Board review and ratification within sixty (60) days of entering into the contract.
9. This Resolution is effective immediately upon its adoption.

PASSED AND ADOPTED by the Board of Trustees of the Kingsburg Joint Union High School District at its regular meeting held on February 10, 2021.

AYES:
NOES:
ABSENT:
ABSTAINED:

President, Board of Trustees
Kingsburg Joint Union High School District

Attest:

Clerk, Board of Trustees
Kingsburg Joint Union High School District

EXHIBIT A - Potential Purchases and Improvements

<u>Description</u>	<u>Location</u>	<u>Rationale</u>
HVAC Ionizers	District Wide	Kill bacteria and viruses



Rufino Ucelo Jr <rucelo@kingsburghigh.com>

SitelogIQ GPS BiPolar Ionization (Air Purification) Budgets

1 message

Chris Bristow <Chris.Bristow@sitelogiq.com>

Thu, Nov 19, 2020 at 3:34 PM

To: Rufino Ucelo Jr <rucelo@kingsburghigh.com>, "dshoemaker@kingsburghigh.com" <dshoemaker@kingsburghigh.com>,
Roger Carender <rcarender@kingsburghigh.com>

Cc: Tom Giampietro <tomgiampietro@comcast.net>

Good afternoon, Team Kingsburg High School District!

Please see the budgets below based on the information we have. These budgets are based on SitelogIQ direct pricing. If KYA CMAS is desired for either scenario, I will send to them to get their number. We are assuming 2 per classroom for 10 classrooms for the interior floor mounted heat pump wing. These budgets are based on the information you gave me at our meeting and a google earth survey. The "Entire Site" number includes the interior floor mounted heat pump wing, so this number is what it takes for a comprehensive retrofit.

Scope	FC48	Imod-96	Total GPS Devices	Prelim Sell
Entire Site	99	4	103	\$152,404
PTAC units Only	20	0	20	\$23,456

Thank you, and we sincerely hope to earn your business. Don't hesitate to ask any questions.

Chris Bristow, PE | Facility Solutions Education Specialist | 916.870.8915

POLICY GUIDE SHEET

March 2019

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Note: Descriptions below identify revisions made to CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts and county offices of education should review the sample materials and modify their own policies accordingly.

BP/AR 1312.3 - Uniform Complaint Procedures

(BP/AR revised)

Policy and regulation updated to reflect **NEW LAWS** authorizing the use of uniform complaint procedures (UCP) to resolve allegations of noncompliance with accommodations for pregnant and parenting students (**AB 2289**), the development and adoption of an LCFF budget overview for parents/guardians (**AB 1808**), the development of a school plan for student achievement (**AB 716**), and specified educational rights of migrant students and immigrant students enrolled in a newcomer program (**AB 2121**). Policy also updates section on "Non-UCP Complaints" to reflect **NEW LAW (AB 1808)** which provides that complaints alleging health and safety violations in license-exempt California State Preschool Programs are subject to Williams UCP. Regulation also updates section on "Notifications" to more closely reflect the California Department of Education's (CDE) Federal Program Monitoring instrument, deletes section on "District Responsibilities" which duplicates material in other sections, reorganizes section on "Report of Findings" for clarity, and revises section on "Corrective Actions" to delete item #9 which is not a remedy.

AR/E 1312.4 - Williams Uniform Complaint Procedures

(AR, E(1), and E(2) revised; E(3) and E(4) added)

Regulation updated to reflect **NEW LAW (AB 1808)** which authorizes the use of Williams UCP to resolve allegations of health and safety violations in license-exempt California State Preschool Programs. Regulation also adds optional paragraph authorizing the use of Williams UCP for complaints alleging that a school that serves grades 6-12 and meets a 40 percent student poverty threshold fails to comply with the requirements to stock at least 50 percent of the school's restrooms with feminine hygiene products and to not charge students for such products. Exhibit 1 revised to add the applicable complaint procedure for the types of complaints listed in the notice. Exhibit 2 expands the applicability of the complaint form to include complaints alleging the failure to provide feminine hygiene products. New Exhibits 3 and 4 provide a sample notice and complaint form for complaints regarding health and safety in license-exempt preschool programs pursuant to AB 1808.

AR 1340 - Access to District Records

(AR revised)

Regulation updated to revise section on "Public Records" to delete legal cite which was repealed pursuant to **NEW LAW (AB 716)** and to include any district or school plan, unless otherwise prohibited by law, as a public record to which members of the public have access. Regulation also updated to reflect the prohibition against disclosing an individual's citizenship or immigration status or religious beliefs, practices, or affiliation to federal government authorities.

BP/AR 3100 - Budget

(BP/AR revised)

Policy updated to reflect **NEW LAW (AB 1808)** which requires districts to annually develop, adopt, and post an LCFF budget overview for parents/guardians and to file the budget overview with the county superintendent of schools. Section on "Long-Term Financial Obligations" revised to reflect **NEW LAW (SB 1413)** which establishes the California Employers' Pension Prefunding Trust Program to allow districts to prefund required contributions to the California Public Employees' Retirement System. Regulation updated to emphasize that any recommendations by the budget advisory committee should be consistent with the district's vision, goals, priorities, LCAP, and other comprehensive plans and to clarify that a regional budget review committee convened by the county superintendent of schools requires approval of the Superintendent of Public Instruction as well as the district board.

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BP/AR 3260 - Fees and Charges

(BP/AR revised)

Policy and regulation updated to add new section on "Collection of Debt," reflecting **NEW LAW (AB 1974)** which prohibits negative action against a student or former student for a debt owed to the school and requires districts to provide parents/guardians with an itemized invoice that references applicable district policies. Regulation also revised to more directly reflect the most recent CDE fiscal advisory regarding student fees.

BP/AR 3515.4 - Recovery for Property Loss or Damage

(BP/AR revised)

Policy updated to reflect the 2019 limits for parent/guardian liability for property loss or damage caused by a child's willful misconduct and for any reward paid for information leading to the identification of persons responsible for property damage. Policy also reflects **NEW LAW (AB 1974)** which prohibits the collection of debt owed by a current or former homeless or foster youth. Regulation updated to reflect the requirement to offer an option for a student to provide work in lieu of payment when the parents/guardians are unable to pay, and AB 1974 which allows the district, at its discretion, to offer any student, regardless of ability to pay, a nonmonetary means to settle debt. Regulation also adds a paragraph allowing the district to withhold a student's grades, diplomas, or transcripts until the damages have been recovered. Section on "Payment of Reward" deleted and key concepts moved to BP.

BP/AR 4030 - Nondiscrimination in Employment

(BP/AR revised)

Policy and regulation updated to clarify applicability of the policy to nonemployees providing services to the district pursuant to a contract. Policy reflects **NEW STATE REGULATIONS (Register 2018, No. 20)** which add a definition of national origin and make it an unlawful employment practice to inquire into or discriminate against an employee on the basis of immigration status. Policy also reflects **NEW LAW (SB 1300)** which (1) prohibits districts from requiring an employee, in exchange for a raise or bonus or as a condition of employment or continued employment, to sign a nondisparagement agreement or release the right to file a claim against the district for unlawful acts in the workplace, including sexual harassment, and (2) provides that a district may be responsible for any harassment (not just sexual harassment) of employees by nonemployees if the district knows or should have known of the conduct and failed to take action. Regulation revises section on "Measures to Prevent Discrimination" to reflect a requirement, formerly in BP, to post the California Department of Fair Employment and Housing (DFEH) poster on workplace discrimination and harassment and to add the requirement to post the DFEH poster on the rights of transgender employees. Regulation also reflects **NEW LAW (SB 1300)** which authorizes training on bystander intervention.

AR 4161.1/4361.1 - Personal Illness/Injury Leave

(AR revised)

Regulation updated to revise section on "Continued Absence After Available Sick Leave Is Exhausted/Differential Pay" to clarify that, for districts choosing Option 2, employees must receive "at least" 50 percent of their regular salary during the additional period of absence. Section on "Parental Leave" updated to reflect **NEW LAW (AB 2012)** which requires that, regardless of the type of differential pay system used by the district, employees must receive at least 50 percent of their regular salary for any portion of the 12-week parental leave that remains following the exhaustion of sick leave.

AR 4261.1 - Personal Illness/Injury Leave

(AR revised)

Regulation updated to revise section on "Continued Absence After Available Sick Leave Is Exhausted/Differential Pay" to clarify that, for districts choosing Option 2, employees must receive "at least" 50 percent of their regular salary during the additional period of absence. Section on "Parental

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Leave" updated to reflect **NEW LAW (AB 2012)** which requires that, regardless of the type of differential pay system used by the district, employees must receive at least 50 percent of their regular salary for any portion of the 12-week parental leave that remains following the exhaustion of sick leave.

BP/AR 5117 - Interdistrict Attendance

(BP/AR revised)

Policy updated to delete references to the Open Enrollment Act since schools are not currently being identified as low achieving based on the Academic Performance Index, update legal cites, and clarify the continuing requirement to register as a school district of choice with the Superintendent of Public Instruction and county board of education before enrolling students under that program. Regulation updated to reflect **NEW LAW (AB 2826)** which adds a requirement, applicable to districts that have entered into interdistrict attendance agreements, to post on their web site the procedures and timelines for requests for interdistrict transfer permits. Regulation also reflects timelines added by AB 2826 for notifying parents/guardians of the district's granting or denial of the transfer request, which differ for current-year and future-year transfer requests, and for the parent/guardian's appeal of the district's decision to the county office of education. In section on "School District of Choice Program," material deleted regarding the denial of a transfer into the district based on a negative impact on a desegregation plan or the racial/ethnic balance of the district, as such grounds are only applicable to transfers out of the district.

AR 5125.2 - Withholding Grades, Diploma and Transcripts

(AR revised)

Regulation updated to reflect **NEW LAW (AB 1974)** which allows districts to offer any student, other than a current or former homeless student, nonmonetary means to settle debt owed for property loss or damage resulting from the student's willful misconduct and to withhold the student's grades, diploma, and/or transcripts until the work or other alternative is completed.

BP 5127 - Graduation Ceremonies and Activities

(BP revised)

Policy updated to provide optional language providing that passage of any of the three high school equivalency tests approved by the State Board of Education is not equivalent to completing all graduation requirements for participation in graduation ceremonies. Option for student-initiated, student-led prayer at graduation ceremonies deleted consistent with court decisions which suggest that such prayer could be unconstitutional. Policy also reflects **NEW LAW (AB 1248)** which permits students to wear tribal regalia or recognized religious or cultural adornments to the cap and gown, unless the district determines that an item is likely to cause substantial disruption of the ceremony.

E 5145.6 - Parental Notifications

(E revised)

Exhibit reflects **NEW LAWS** requiring parental notice of the rights of pregnant and parenting students (**AB 2289**), mental health services available in the school and community (**AB 2022**), risks and effects of lead exposure when child enrolls in a licensed child care center or preschool (**AB 2370**), and specified educational rights of migrant students and newly arrived immigrant students in grades 11-12 (**AB 2121**). Exhibit also deletes two items related to Open Enrollment Act transfers since schools are not currently being identified as low achieving under this program. Section V updated to add legal cite pursuant to **NEW LAW (AB 1808)** which requires classroom notice on Williams UCP to include health and safety issues in license-exempt California State Preschool Programs.

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BB/E 9323.2 - Actions by the Board

(BB/E(1)/E(2) revised)

Bylaw updated to reference the timelines by which a civil action may be filed to determine the applicability of the Brown Act to past board actions, and to clarify the circumstances under which a board action cannot be invalidated. Exhibit 1 updated to consolidate several items related to situating a community day school on an existing school site, add board action to respond to an emergency facilities condition without giving notice for bids to let contracts (requiring two-thirds vote for three-member boards, or four-fifths vote for five-member and seven-member boards), and reflect **NEW LAW (AB 2249)** which amends the threshold requirements for public works projects bid pursuant to the Uniform Public Construction Cost Accounting Act. Section on "Actions Requiring a Unanimous Vote of the Board" updated to further explain the ability to authorize the use of day labor or force account and/or waive the competitive bid process when the board determines that an emergency exists. Exhibit 2 contains minor revision for clarity.

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Note: Descriptions below identify revisions made to CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts and county offices of education should review the sample materials and modify their own policies accordingly.

BP/AR 1312.1 - Complaints Concerning District Employees

(BP/AR revised)

Policy updated to reflect a court decision which held that a district cannot bar criticism of employees at public board meetings, and to add referral of complainants to the appropriate complaint procedures when concerns are expressed at a board meeting or to an individual board member outside a board meeting. Policy includes material formerly in AR regarding reports against employees for child abuse or neglect, and adds circumstances under which complaints should be addressed in accordance with BP/AR 1312.3 - Uniform Complaint Procedures or AR 4030 - Nondiscrimination in Employment. Policy also adds material related to the investigation of a complaint, including an anonymous complaint, and includes material formerly in AR regarding appeals to the board. Regulation reorganized and updated to require that complaints be made in writing and to add steps regarding the investigation of the complaint and the notification of the complainant and employee regarding the final decision.

BP/AR 3250 - Transportation Fees

(BP/AR revised)

Policy updated to reference types of transportation services, in addition to home-to-school transportation, for which fees may be charged. The basis for establishing the amount of the fee deleted in BP since it is addressed in AR. Policy also adds material formerly in AR regarding (1) criteria for determining exemption of transportation fees based on financial need and (2) board certification to the county superintendent of schools that fees have been levied in accordance with law. Regulation reorganized to describe the types of transportation services for which fees are allowed, the amount of the fee, and then exemptions from fees. Material regarding the establishment of fees revised to reflect current practice which is no longer based on the Superintendent of Public Instruction's determination of the statewide average nonsubsidized cost of providing transportation on a publicly owned or operated transit system.

BP 3510 - Green School Operations

(BP revised)

Policy expands best practices for environmental accountability in district programs and operations, including involvement of staff at all levels, use of least toxic pest management practices, compliance with green building standards in any new construction, limitation of unnecessary idling of school buses or personal vehicles, implementation of green practices in the district's food services program, and use of green school activities as tools for student learning.

BP/AR 3511 - Energy and Water Management

(BP/AR revised)

Policy and regulation updated to reflect recommendations in **NEW STATE GUIDANCE** from CDE, the Division of the State Architect in the Department of General Services, and the State Water Resources Control Board. Policy also deletes green school strategies duplicated in other policies, and adds coordination with local and regional entities to share expertise and resources. Section on "Storm Water Management" deletes specific requirements for "nontraditional MS4 entities" that are subject to the General Permit for Storm Water Discharges to Small Municipal Separate Storm Sewer Systems, and clarifies that districts may also be subject to the Construction General Permit and the National Pollutant Discharge Elimination System General Permit for Storm Water Discharges Associated with Industrial Activities.

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Section on "Emergency Interruption of Services" contains material formerly in AR. Regulation expands components of the district's resource management program to include strategies related to outdoor spaces, drought-tolerant habitats, and equipment maintenance and repair. Regulation also adds new section on "Storm Water Management" with examples of best practices and adds new material related to the emergency interruption of services.

AR 3514 - Environmental Safety

(AR revised)

Regulation updated to reflect **NEW LAW (AB 2453, 2018)** which (1) authorizes state facilities modernization grants to be used to update air filtration systems and (2) authorizes districts and schools in communities with a high cumulative exposure to toxic air contaminants to work with air districts and to be eligible for a grant to implement air quality mitigation efforts. Regulation also reflects the July 1, 2019 deadline for completing testing for lead in the drinking water of any school constructed before January 1, 2010, and **NEW LAW (AB 2370, 2018)** which requires a licensed child care center that is located in a building constructed before January 1, 2010 to have its drinking water tested for lead contamination.

BP/AR 3540 - Transportation

(BP revised; AR deleted)

Policy updated to include material formerly in AR regarding the means of transportation, contracts for transportation services, and the option to pay parents/guardians their actual and necessary expenses in transporting the student. Policy also addresses (1) the district's authority to require families to pay a transportation fee, with specified exceptions; (2) the district's authority to transport students without parent/guardian permission when evacuation of students is necessary for their safety; and (3) the installation of a global positioning system on school buses to enhance safety and provide real-time location data. Regulation deleted and key concepts moved to BP.

BP 4119.22/4219.22/4319.22 - Dress and Grooming

(BP revised)

Policy updated to reflect laws which allow employees to appear and dress in a manner consistent with their gender identity, gender expression, or religious creed. Policy also adds material regarding the communication of the district's dress and grooming policy to employees.

BP 5131.2 - Bullying

(BP revised; AR added)

Policy updated and regulation added to reflect **NEW LAW (AB 2291, 2018)** which mandates districts to adopt, on or before December 31, 2019, procedures for preventing acts of bullying, including cyberbullying. Regulation includes material formerly in BP re: bullying prevention measures, staff development, student instruction, reporting, and corrective actions. Regulation also adds definition of bullying and examples of behaviors that may constitute bullying and cyberbullying, and reflects CDE's online training module on bullying developed pursuant to AB 2291.

BP/AR 5132 - Dress and Grooming

(BP/AR revised)

Policy updated to address communication of the dress code to students and staff; grant enforcement authority to the principal or designee; prohibit discriminatory enforcement of the dress code, including, but not limited to, discrimination based on gender identity, gender expression, or religious or cultural observance; and address disciplinary action for repeated violations or refusal to comply with the dress code. Policy also provides that the determination of specific items of clothing defined as gang apparel shall be free from bias based on race, ethnicity, national origin, immigration status, or other protected characteristics. Regulation updated to provide general, gender-neutral guidelines for the dress code that may be revised to reflect district practice; add circumstances under which the dress code should be

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modified for classes, activities, or individual students; and call for collaboration with law enforcement agencies to update definitions of gang-related apparel.

BP/AR 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction
(BP/AR revised)

Policy updated to more directly reflect the goals of the California Healthy Youth Act, incorporate the legal requirement for districts whose graduation requirements include completion of a health education course to include instruction on the affirmative consent standard, and reflect **NEW LAW (SB 1104, 2018)** which requires districts offering grades 6-12 to provide information on human trafficking prevention resources to parents/guardians by January 1, 2020. Policy also adds timeline for notification to parents/guardians that they may request to excuse their child from comprehensive sexual health and HIV prevention education. Regulation updated to reflect **NEW LAW (AB 1861, 2018)** which requires that comprehensive sexual health education include specified information regarding human trafficking, and **NEW LAW (AB 1868, 2018)** which authorizes instruction regarding the potential risks and consequences of electronically sharing suggestive or sexually explicit materials. Section on "Professional Development" updated to reflect a legal requirement to provide periodic staff development regarding sexual abuse and human trafficking.

BP 6142.6 - Visual and Performing Arts Education
(BP revised)

Policy updated to reflect revised content standards for visual and performing arts, including media arts, adopted by the State Board of Education in January 2019. Policy incorporates the philosophical foundation, lifelong goals, and artistic processes upon which the state standards are based.

BP 6146.1 - High School Graduation Requirements
(BP revised)

Policy includes minor revision to clarify that immigrant students enrolled in a newcomer program in grades 11-12 may be eligible for an exemption from locally established graduation requirements, regardless of whether they transferred between schools after the completion of the second year of high school.

BANK RECONCILIATION REPORT

As of Statement Ending Date: 1/29/2021

Bank Code: A - Cash-Checking-WestAmerica Bank GL Account: 100-00-00 Cash-Checking-WestAmerica Bank

Opening Bank Statement Balance:	150,670.20
Cleared Deposits:	8,032.39
Cleared Checks and Charges:	10,312.63
Cleared Adjustments:	(142.48)
	<hr/>
Calculated Bank Balance:	148,247.48
Less: Outstanding Checks:	3,187.19
Plus: Deposits In Transit:	0.00
Plus: Uncleared Adjustments:	0.00
	<hr/>
Calculated Book Balance:	145,060.29
Actual Book Balance:	145,060.29
	<hr/>
VARIANCE:	0.00
	<hr/>

Ending Bank Statement Balance:	148,247.48
Calculated Bank Balance:	<u>148,247.48</u>
Out of Balance Amount:	<u><u>0.00</u></u>

Prepared by: Karen Osborne Date: 2.3.2021

Reviewed by: [Signature] Date: 2/3/2021

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 1/1/2021 through 1/31/2021

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Cash Accounts					
100-00-00 Cash-Checking-WestAmerica Bank	138,963.14	7,889.91	1,792.76		145,060.29
105-00-00 CD-WestAmerica Bank	10,011.75				10,011.75
110-00-00 CD-WestAmerica Bank	18,302.41				18,302.41
115-00-00 CD-WestAmerica Bank	10,000.00				10,000.00
120-00-00 Petty Cash	100.00				100.00
910-00-00 Web Store Clearing Bank	29.00				29.00
Total Cash Accounts	177,406.30	7,889.91	1,792.76	0.00	183,503.45
Other Accounts					
004-40-00 SKILLS USA	596.08				596.08
005-40-00 INTRO TO TEACHING	3,116.75				3,116.75
006-40-00 BARISTA PROJECT	402.56				402.56
007-40-00 CNA CLASS	887.38	10.00			897.38
008-40-00 ACADEMIC DECATHLON	(373.73)	939.00			565.27
009-40-00 CLASS 2009	0.00				0.00
010-00-00 CLASS 2010	0.00				0.00
011-40-00 ART OPPORTUNITIES	406.32				406.32
012-40-00 CLASS 2012	0.00				0.00
013-40-00 CLASS 2013	0.00				0.00
014-00-00 CLASS 2014	0.00				0.00
015-00-00 Class 2015	0.00				0.00
015-40-00 CLASS 2015	0.00				0.00
016-00-00 CLASS 2016	0.00				0.00
017-00-00 CLASS 2017	0.00				0.00
018-00-00 CLASS 2018	0.00				0.00
019-00-00 CLASS 2019	0.00				0.00
020-40-00 Class 2020	0.00				0.00
021-40-00 Class 2021	50.00				50.00
101-00-00 DUE TO STUDENT BODY	0.00				0.00
102-30-00 FELLOWSHIP OF CHRISTIAN ATHLET	401.23		130.55		270.68
103-40-00 AUTOSHOP OPPORTUNITIES	0.00				0.00
104-40-00 LIFE SKILLS	830.19				830.19
105-30-00 Catholics in Action	1,061.36				1,061.36
106-10-10 GOLF~BOYS	90.00				90.00
106-10-20 GOLF~GIRLS	230.24				230.24
107-00-00 BAND	15.71				15.71
107-01-00 CHOIR	142.00				142.00
107-02-00 COLOR GUARD	0.00				0.00
108-00-00 PRE-MED SCHOLARSHIP	0.00				0.00
108-30-00 PRE-MED CLUB	341.64				341.64
109-30-00 A RANDOM KINDNESS	173.19				173.19
109-30-01 FBLA-PRINTING ACCOUNT	0.00				0.00
111-00-00 STUDENT BODY GENERAL	11,395.96	(15.48)	169.61		11,210.87
111-01-00 SCHOLARSHIP ACCOUNT	13,875.70				13,875.70
111-02-00 SPECIAL PROJECTS	1,044.57				1,044.57
112-30-00 VIRTUAL ENTERPRISE	0.00				0.00
113-40-00 LIBRARY OPPORTUNITIES	219.30				219.30
114-30-00 BEYOND BELIEF	0.00				0.00
116-00-00 RIBBONS OF HOPE	399.60				399.60
117-00-00 PEPSI FUND	366.52				366.52
118-00-00 ENGLISH OPPORTUNITIES	0.00				0.00
119-00-00 PRE-LAW CLUB	315.43				315.43
121-10-00 CONCESSIONS	5,329.08				5,329.08
122-10-10 TENNIS~BOYS	0.00				0.00

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 1/1/2021 through 1/31/2021

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
122-10-20 TENNIS~GIRLS	0.00				0.00
123-10-10 SOCCER~BOYS	0.00				0.00
123-10-20 SOCCER~GIRLS	900.12				900.12
124-10-00 WEIGHTLIFTING	0.00				0.00
125-10-10 FOOTBALL	255.70				255.70
126-10-00 BASKETBALL	101.00				101.00
127-10-10 BASEBALL	1,628.34				1,628.34
128-10-20 SOFTBALL	1,314.58				1,314.58
129-10-00 CROSS COUNTRY	8,322.84				8,322.84
130-40-00 AVID	5,571.21		50.00		5,521.21
130-40-09 AVID 9	0.00				0.00
130-40-10 AVID 10	0.00				0.00
130-40-11 AVID 11	0.00				0.00
130-40-12 AVID 12	14.87				14.87
131-40-00 YEARBOOK	19,658.60	2,550.00	334.52		21,874.08
132-40-00 VIKING VOICE	0.00				0.00
133-30-00 IOTA LAMBDA CHI	679.91				679.91
134-30-00 MU ALPHA THETA	270.08		95.58		174.50
135-00-02 SCI OPPORT-GRANT #2	0.00				0.00
135-40-00 SCIENCE OPPORTUNITIES	972.91				972.91
135-40-01 SCI OPPORT-GRANT #1	0.00				0.00
136-30-00 KEY CLUB	140.18				140.18
136-30-01 KEY CLUB-LT GOV FUND	0.00				0.00
137-30-00 CSF	964.16				964.16
138-10-20 VOLLEYBALL	100.00				100.00
139-00-00 AP OPPORTUNITIES	549.57				549.57
140-30-00 ART CLUB	504.44				504.44
141-00-00 HISTORY OPPORTUNITIES	0.00				0.00
142-00-00 GREEN CLUB	746.31				746.31
145-00-00 FFA	21,802.92	2,291.24	706.00		23,388.16
145-01-00 FFA-ORNAMENTAL HORTICULTURE	2,677.71				2,677.71
145-02-00 FFA DONATION ACCOUNT	25,208.63				25,208.63
145-03-00 FFA-LIVESTOCK ACCOUNT	811.86				811.86
145-04-00 FFA-FLORAL DESIGN	2,948.90	220.00	206.50		2,962.40
148-10-10 WRESTLING	2,506.85				2,506.85
149-10-00 Jose Valencia Scholarship	0.00				0.00
150-10-00 ATHLETICS	14,165.15	1,000.00			15,165.15
150-10-02 ATHLETICS-TOURNAMENT ACCOUNT	1,469.27				1,469.27
151-30-00 MULTI-CULTURAL CLUB	2,964.15				2,964.15
152-40-00 PEP SQUAD	2,794.63	476.00	100.00		3,170.63
153-40-00 GYM CLOTHES	2,572.26				2,572.26
158-30-00 FRIDAY NIGHT LIVE	0.00				0.00
159-10-00 AQUATICS	1,079.88				1,079.88
160-40-00 MATH PROJECT	0.00				0.00
165-00-00 KAEC	53.62				53.62
165-01-00 KAEC OPPORTUNITIES	0.00				0.00
168-30-00 DRAMA CLUB	13,424.91				13,424.91
170-40-00 SHAKESPEAREAN STUDY TOUR	0.00				0.00
173-30-00 SCIENCE CLUB	116.26				116.26
175-30-00 TEACHERS OF TOMORROW	0.00				0.00
176-10-00 TRACK	0.00				0.00
405-00-00 DISTRICT	187.00	274.40			461.40
900-00-00 Web Store Clearing for Remitt	(443.14)	145.50			(297.64)
920-00-00 Web Store Fees	(946.46)	(0.75)			(947.21)

*Yearbook Ads
- Mrs. Hallis - Reimbu*

*Sex's
Club
Sales*

ACCOUNT ANALYSIS REPORT - SUMMARY

Date Range: 1/1/2021 through 1/31/2021

Account Range: ALL

ACCOUNT # AND DESCRIPTION	BEG BALANCE	INCOME	EXPENSE	TRANSFERS	BALANCE
Total Other Accounts	177,406.30	7,889.91	1,792.76	0.00	183,503.45

LIST OF DONATIONS TO STUDENT BODY ACCOUNTS

Date	Donor	Amount	What	Account
06/23/20	Cuenca Family	\$500	Check	Scholarship
06/24/20	Robin Lund	\$300	Check	Cheer
08/18/20	Glady Curtis Memorial	\$500	Check	Scholarships
09/08/20	Michael Dunn	\$300	Check	Computer Club
12/31/2020	Hillblom Foundation	\$7,403	Check	Scholarship

This is a list of donations we have received this year. A thank you letter was sent to each of the above donators signed by the Superintendent. This is for your information and at the end of each year this report will be a part of the board packet.



Jim A. Yovino
Superintendent

fresno county
superintendent of schools

11.4

January 28, 2021

Mr. Rick Jackson
Board President
Kingsburg Joint Union High School District
1900 18th Avenue
Kingsburg, CA 93631

Subject: 2020-21 First Interim Report Certification

Dear Mr. Jackson:

The Fresno County Superintendent of Schools' (County Superintendent's) District Financial Services Department has reviewed the Kingsburg Joint Union High School District's (District's) 2020-21 *First Interim Report* in accordance with State Criteria and Standards and has reported its findings to the County Superintendent. Based upon this review, the County Superintendent has concurred with the District's **POSITIVE CERTIFICATION**¹ and has reported his findings to the California Department of Education and the State Controller's Office. A "Positive Certification" indicates that, based on current projections, the District "will meet its financial obligations for the current fiscal year and subsequent two fiscal years" (Education Code Section [ECS] 42131(a)(1)). The County Superintendent's concurrence with the District's Positive Certification is based on the information available at the time the District certified its First Interim Report and may not be indicative of the District's current fiscal position.

As a reminder, districts' Supplemental and Concentration (S&C) grant funding is included in the Local Control Funding Formula to increase and/or improve services to low-income, English learner and foster youth student populations. To properly serve these targeted student groups who generated the funding, it is expected that S&C grant dollars be fully expended each fiscal year.

Thank you for your consideration of this information. Please feel free to contact the District Financial Services team at (559) 265-3021 if you have any questions regarding this letter or if we may assist you with any finance-related matter.

Sincerely,

A handwritten signature in cursive script that reads "Gabriel Halls".

Gabriel Halls, Senior Director
District Financial Services

c: Jim A Yovino, Superintendent, FCSS
Kevin Otto, Deputy Superintendent/CFO, FCSS
Don Shoemaker, Superintendent, KJUHS
Rufino Ucelo, Business Manager, KJUHS

¹ A "Positive" certification indicates that a district will meet its financial obligations for the current fiscal year and subsequent two fiscal years. A "Qualified" certification indicates that a district may not meet its financial obligations for the current fiscal year or two subsequent fiscal years. A "Negative" certification will be assigned to any district that will be unable to meet its financial obligations for the remainder of the fiscal year or the subsequent fiscal year (ECS 42131(a)(1)).

ISSUE: Presented to the Board is TJ Boyd as a paid Assistant JV and Varsity Baseball Coach for the 2020-2021 school year.

ACTION: Approve or deny the appointment of TJ Boyd as an Assistant JV and Varsity Baseball Coach for the 2020-2021 school year.

RECOMMENDATION: Recommend approval.

FOR BOARD ACTION:

Motion _____ Second _____ Vote _____
Thomsen: _____ Nagle: _____ Lunde: _____ Serpa: _____ Jackson: _____

ISSUE: Presented to the Board for part-time employment is Adam Mancini as a Substitute Maintenance Worker for the 2020-2021 school year.

ACTION: Approve or deny the part-time employment of Adam Mancini as a Substitute Maintenance Worker for the 2020-2021 school year.

RECOMMENDATION: Recommend approval.

FOR BOARD ACTION:

Motion _____ Second _____ Vote _____
Thomsen: _____ Nagle: _____ Lunde: _____ Serpa: _____ Jackson: _____

ISSUE: Presented to the Board for part-time employment is Juan Casarez as a Substitute Maintenance Worker for the 2020-2021 school year.

ACTION: Approve or deny the part-time employment of Juan Casarez as a Substitute Maintenance Worker for the 2020-2021 school year.

RECOMMENDATION: Recommend approval.

FOR BOARD ACTION:

Motion _____ Second _____ Vote _____
Thomsen: _____ Nagle: _____ Lunde: _____ Serpa: _____ Jackson: _____