

Corning Union High School

Regular School Board Meeting

DATE: January 18, 2018

TYPE OF MEETING:
Regular

TIME: 5:45 P.M.

MEMBERS ABSENT:

PLACE: Corning Union High School
Library

MEMBERS PRESENT:

Jim Bingham
Todd Henderson
Pauletta Bray, Scott Patton
Ken Vaughan

VISITORS:

Chris Goniea, Jan Foley
Larry Glover, Deanna Glover
Bill Mache, Kurt Wilkins
Kol Zuppan, Ed Curiel

SCHOOL DISTRICT REPRESENTATIVES:

Jared Caylor, District Superintendent
Charlie Troughton, CUHS Principal
Sally Tollison, Associate Principal
Jason Armstrong, Associate Principal
Brandon Lengtat, Director of Maintenance and Operations
Jessica Marquez, Administrative Assistant to Superintendent

THE CORNING UNION HIGH SCHOOL -

- 1. CALL TO ORDER:** The meeting was called to order at 5:48 p.m. by Board President Jim Bingham.
- 2. PUBLIC COMMENT / ON CLOSED SESSION:** There were no public comment cards filled out.
- 3. ADJOURN TO CLOSED SESSION:** The Board adjourned to closed session at 5:50 p.m.
- 4. REOPEN TO PUBLIC SESSION:** Board President, Jim Bingham called to reopen public session at 6:44 p.m.

5. ROLE CALL:

Board President, Jim Bingham asked for a roll call. Attendance is as follows:

- Todd Henderson
- Jim Bingham
- Ken Vaughan
- Pauletta Bray
- Scott Patton

6. PLEDGE OF ALLEGIANCE:

Board President, Jim Bingham asked the Board and audience to stand and salute the flag.

7. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION:

Board President, Jim Bingham announced that no action was taken in closed session.

8. APPROVAL OF AGENDA/REORDERING OF AGENDA/ADDITION OF ITEMS:

Item 12.4 will be removed from the agenda. This item only needs to be approved every 3 years and it is currently good through July 2018. A motion was made by Scott Patton and Seconded by Todd Henderson to approve the agenda with removing 12.4. There being no further Discussion, the Board voted unanimously to approve the agenda.

The vote is as follows:

Ken Vaughan	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>
Pauletta Bray	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>
Todd Henderson	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>
Scott Patton	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>
Jim Bingham	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>

9. CONSENT AGENDA ITEMS:

A motion was made by Pauletta Bray and seconded by Todd Henderson to approve the consent agenda items listed.

The vote is as follows:

Ken Vaughan	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>
Pauletta Bray	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>
Todd Henderson	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>
Scott Patton	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>
Jim Bingham	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>

9.1 MINUTES:

Regular School Board Minutes of December 14, 2017

9.2 MINUTES:

Special School Board Minutes of December 20, 2017

9.3 WARRANTS:

40157458-40157471, 40157472-40157715, 40157716-40157826
40157827-40157840, 40157840-40158073, 40158073-40158387
40158387-40158401, 40158401-40158407, 40158407-40158422
40158422-40158681,

Ck # 40159222 1/11/18
Ck# 40159223 1/11/18

**9.4 INTERDISTRICT
ATTENDANCE
REQUEST:**

Interdistrict Attendance Request:

Eduardo Rodriguez, Alexa Zuniga
Lysandra Zuniga, Cooper Wilkins

**9.5 HUMAN RESOURCE
REPORT:**

Minerva Martinez	Health Aide	1/1/18	Position Change
Sonya Mendoza	ATP Facilitator	1/1/18	Position Change

9.6 CUHSD DONATIONS: There were none.

**9.7 SURPLUS
EQUIPMENT/
OBSOLETE
EQUIPMENT
FORM:**

2 Old Engines at \$0 value and not being used.
2 Metal Shevles \$10 value no longer needed.

**9.8 QUARTERLY
REPORT
WILLIAMS UNIFORM
COMPLAINT
JANUARY 2018:**

The January 2018 states that no complaints were filed with any school in the district during the quarter indicated.

**9.9 MOU BETWEEN
CUHSD
& SHARON SINCLAIR
FOR NURSING
SERVICES:**

This agreement is entered into by and between the Corning Union High School District and Sharon Sinclair for the provision of school nursing services for CUHSD. The term is January 1, 2018 through June 30, 2018.

**9.10 CONTRACT
ACCOUNTABLE
SCHOOL STAFFING
& CUHSD
SPEECH THERAPY
SERVICES:**

This agreement is between CUHSD and Accountable Healthcare Staffing, Inc. This agreement will commence when signed and remain in effect until terminated in writing by either party.

**9.11 OUT OF STATE
TRAVEL:
10. REPORTS:**

Mike Albee 2/18-2/10 Seattle, WA Volleyball Clinic

**10.1 STUDENT
BOARD MEMBER:**

Nathan Fletcher reported on the following:

The new track is up and ready for use.
Wrestling and other sports are going well this winter.
Exchange students will be coming back to visit CUHS soon.
Media & Design are working on the posters for the Art Festival.

**10.2 ENROLLEMENT
REPORT:**

Superintendent Jared Caylor shared the following with the Board and audience:

District Total = 966
CUHS Total= 915
Ind. Study Total=24
Centennial Total=27

The CUHS total last year was 865.
Centennial is down 15 from last year.

Growth is holding steady and the district anticipates increased enrollment over the next few years.

**10.3 ACADEMIC
REPORT:**

The Board received information from Associate Principal, Jason Armstrong on the following:

- The model of teaching has changed at Centennial.
- There is now a learning center at Centennial for one on one learning, partnership, independent learning and online curriculum.
- Teachers are learning how to grade and track student learning with this new process.
- There is one teacher now teaching Independent study and Marci Fonseca also helps with Independent Study Students.
- Adult Ed, Dan Drum is doing a great job. There was a spike in enrollment when he came on board and many students are now graduating as a result.
- Adult Ed will attempt to try a program one day per week in Rancho Tehama at the community center along with Los Molinos library or community center.
- CTE Adult Ed class is ran by Lance Alldrin at Centennial and that is going well. The second session will begin in the spring.
- CUHS programs are going well. One highlight includes the manufacturing class that Gary Pope teaches.
- Welding and Manufacturing are working together to create some items that many potentially be produced and sold in the Cardinal Nest.

All programs are running well. Board Member, Scott Patton was very impressed with the picture of the work shared which was completed by the two classes. He would really like to see some of the students continue with this type of work and see if there is an opportunity for them to market the products made.

Mr. Armstrong plans to speak with Gary Pope a bit more to see how the district can move forward with this recommendation.

10.4 WINTER COACHES PRESENTATIONS:

The Board received information from the winter coaches:

Kurt Wilkins and Larry Glover, Varsity Boys Basketball Coaches
Kol Zuppan, Varsity Girls Basketball Coach
Ed Curiel, Girls Soccer Coach

Kurt Wilkins and Larry Glover reported on the following:

- Successful program this year.
- 26 games were played in June and CUHS hosted a 3 game event.
- Summer youth program went well with 20+ kids in a 4 game event.
- The high school students help coach the youth with this program.
- Freshman has 12 boys, JV has 10 and Varsity has 16
- There is a new fundraiser with Klean Kanteen bottles. These were designed by a student on campus and sold for \$25.
- Student athletes are good kids and get along well.
- They give 100% and work well together.

Kol Zuppan, Girls Varsity Basketball Coach reported on the following:

- Thanked the Board for allowing the girls to attend the trip to Folsom.
- Thanked Administration for the support and watching the program grow. This year there were 8 teams at their tournament and it went well.
- Skill level of program needs to be there so now they have a camp for the youth. Rotary helps fund this program. The kids pay \$20 and they also receive a t-shirt for their participation.
- Fundraisers are going well. The Crab Feed is coming up on Saturday, February 10th and also the girls will be selling fireworks again this June/July.
- The students feel like a family and that makes him proud.
- Shared that a team is like flying on plane. Everyone has a different destination, but they are all in it together.

Ed Curiel, Girls Soccer Coach reported on the following;

- Ed has coached many of these girls from the time that they were 11 years old.
- There have been some impressive wins this season
- The girls have progressed as a team and individually.
- In league the team is 2, 1 and 1.
- Thanked the Board and Administration for the ongoing support and he is thankful to have been able to work with these girls and watch them grow over the past 5 or 6 years.

10.5 SUPERINTENDENT REPORT:

The Board received the following information from Superintendent, Jared Caylor:

Benynon Track Care Info:

Brandon, Zane and Jared met with the Beynon rep last week to walk the track and discuss maintenance and other issues. He gave written guidance on maintaining the track and were able to ask questions as needed. He shared that the district will want to spend \$150 k every 8-10 years on redoing the surface. He shared if any damage was noticed to please phone them and let them know. Additionally, the district is looking into a time locking system for the north gate that would allow us to lock the gate automatically at designated times. This would help during the evenings, during the long summer days and over breaks and weekends. This would run about \$1,500.00 but we are going to look into the effectiveness before making a purchase.

South End of Stadium:

Working on a plan to install artificial turn throughout the south end of the stadium. This will prevent mud/dirt/rocks from ending up on the all-weather surfaced. The Board feels that this is highly important and would like to see possibly putting granite or something that will help to protect the track surface.

Parking Lot:

Superintendent, Jared Caylor plans to meet with the City Manager soon to discuss the lease of the 3 acre property across the street. This is the first option after gathering feedback and will bring an agreement back for final action once an agreement is reached.

Classrooms:

The next appointment to submit plans for classrooms to DSA is next week. The goal remains to build 14 Gen 7 classrooms and a restroom to replace the H and I wings, and build 8 pitched roof classrooms to replace the J wing. The timing is still uncertain.

North Gym:

Superintendent, Jared Caylor received the necessary documents to solicit bids on the North Gym roof and will be working on getting the information out to the public within the next couple of weeks.

11. PUBLIC COMMENT: There were no public comment cards.

12.1 DISTRIBUTION OF STATEMENT OF ECONOMIC INTEREST: The California Form 700 Fair Political Practices Commission Public Document was distributed to each Board Member. Each Board Member is required to fill out and file this document on an annual basis.

This is an information item only. No action is needed.

12.2 LCAP UPDATE: LCAP must describe the goals and specific actions to achieve those goals for all students and each student group identified by the Local Control Funding Formula (LCFF) and it must address each of the state priorities and any locally identified priorities.

This spring, we will be working on our annual update based on our goals, expected outcomes, actions/services and budgeted expenditures from last year's LCAP.

Our goals from last year:

1. Increase the number of student who are prepared for whatever postsecondary opportunity they chose to pursue.
2. Create responsibility among students.

If any additional services or actions are needed to work toward a goal, we can look to add them. If services or actions need to be changed, we can make adjustments.

This is an information item only. No action is needed.

**12.3 2016/17 AUDIT
REPORT:**

A motion was made by Scott Patton and seconded by Todd Henderson to approve the 2016-17 audit report as presented by Superintendent, Jared Caylor.

Page # 55 should read James Scott Patton rather than Henderson

Page #72 Internal Control

Material Weakness is a deficiency, or a combination of deficiencies, in internal control over financial reporting, such that there is a reasonable possibility that a material misstatement of the company's annual or interim financial statements will not be prevented or detected on a timely basis.

1. Travel Expense reimbursements and credit card charges made by the Superintendent were not reviewed and approved by the governing board.
2. Student was paid a scholarship award from the student store funds.
3. Checks being written for cash for cash box start up moneys. Checks should be made payable to the person who is going to the bank to cash the check and using the "Memo" part of the check to indicate "startup funds" so that is clear what the check was intended for.
4. Cash receipts- during test of internal controls over the cafeteria account, it was noted that deposits were not being transferred to the County Treasury on a timely basis (two timer per year). These are to be done monthly.

The vote is as follows:

Ken Vaughan	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>
Pauletta Bray	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>
Todd Henderson	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>
Scott Patton	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>
Jim Bingham	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>

**12.4 GASB 45
ACTUARIAL REPORT**

This item was removed.

**12.5 APPROVAL OF
RESOLUTION
NO. 401:**

A motion was made by Scott Patton and seconded by Ken Vaughan to approve Resolution No. 401 to amend joint exercise of powers agreement and bylaws of Northern California Schools Insurance Group (NSIG). There being no further discussion, the Board voted unanimously to approve Resolution No. 401.

The vote is as follows:

Ken Vaughan	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____
Pauletta Bray	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____
Todd Henderson	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____
Scott Patton	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____
Jim Bingham	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____

12.6 1ST INTERIM BUDGET:

Tehama County Department of Education thanked the district for submitting in a timely manner. Based on the review the following was noted:

- 2018/19 budget will be addressed in the 2nd interim report as more information becomes available.
- MYP – each LEA faces its own challenges and there is no “one size fits all plan” LEA’s should consider building in contingencies for emerging and fixed expenditure obligations.
- Cash Flows remains important to closely monitor throughout the year to ensure that the June 30 cash balance will be sufficient.
- Deficit Spending is reflected and failure to minimize deficit spending could jeopardize the financial standing of the district.
- Negotiations- the district has not settled negotiations yet. If this should change, the district will publicly disclose costs related to any bargaining agreements prior to the Superintendent Board of Trustees approval.

The vote is as follows:

Ken Vaughan	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____
Pauletta Bray	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____
Todd Henderson	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____
Scott Patton	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____
Jim Bingham	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____

12.7 FUTURE AGENDA ITEMS:

There were no additional future board agenda items.

13. ADJOURNMENT:

A motion was made by Ken Vaughan and seconded by Pauletta Bray to adjourn the meeting. The meeting was adjourned at 7:56 p.m.

Approved

James Bingham, President

Todd Henderson, Clerk

Corning Union High School District Regular School Board Meeting

Date of Meeting: January 18, 2018

Time of Meeting: 5:45 P.M.

Place of Meeting: Corning Union High School Library

Public Comment: Citizens wishing to address the Board of Trustees in a Board meeting should first complete a public comment card. The cards are available with the District Administrative Assistant and should be completed prior to the public comment agenda item on which you wish to speak.

Agenda

1. CALL TO ORDER

2. PUBLIC COMMENT ON CLOSED SESSION

Under this item on the Agenda, the public is invited to address the Board regarding items that will be discussed in closed session. Individual speakers will be allowed up to 3 minutes to address the board. The Board shall limit the total time for public input to 20 minutes. Please note that Government Code Section 54954.2(a) limits the ability of Board Members to respond to public comments. In addition, the Board may not take action on any item which is not on this agenda except as authorized by Government Code 54954.2.

3. ADJOURN TO CLOSED SESSION

3.1 CONFERENCE WITH LABOR NEGOTIATOR

District Representative: Superintendent Jared Caylor

Represented Employees: CITA and ESP

3.2 PUBLIC EMPLOYEE EVALUATION

Title: Superintendent

4. REOPEN TO PUBLIC SESSION

5. ROLL CALL

6. PLEDGE OF ALLEGIANCE

7. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION, IF ANY

8. APPROVAL OF AGENDA/REORDERING OF AGENDA/ADDITION OF ITEMS Discussion/Action

9. CONSENT AGENDA ITEMS Discussion/Action

All matters listed under the consent agenda are considered by the Board to be routine and will be enacted by the Board in one motion. Requests by a member of the Board to have any item removed from the consent agenda for discussion will be honored without debate. Requests by the public to have an item taken off the consent agenda will be considered prior to the Board taking action.

- 9.1 Approval of Regular Board Minutes of December 14, 2017**
- 9.2 Approval of Special Board Minutes of December 20, 2017**
- 9.3 Approval of Warrants**
- 9.4 Interdistrict Attendance Requests**
- 9.5 Human Resources Report**
- 9.6 Corning Union High School District Donations**
- 9.7 Surplus Equipment/Obsolete Equipment Form**
- 9.8 Quarterly Report/Williams Uniform Complaints January 2018**
- 9.9 MOU between CUHSD and Sharon Sinclair to provide nursing services for the remainder of the 2017-18 school year**
- 9.10 Contract between Accountable School Staffing and CUHSD for Speech Therapy Services**
- 9.11 Out of State Travel**

10. REPORTS

- | | |
|---|--------------------|
| 10.1 Student Board Member - Nathan Fletcher | Information |
| 10.2 Enrollment Report - Superintendent Jared Caylor | Information |
| 10.3 Academic Presentation- Associate Principal Jason Armstrong | Information |
| 10.4 Winter Coaches Presentations- | Information |
| 10.5 Superintendent Report – Superintendent Jared Caylor | Information |

11. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

The board wishes to obtain complete information on all matters within its jurisdiction. Individual speakers will be allowed up to 3 minutes to address the board. The Board shall limit the total time for public input to 20 minutes. Please note that Government Code Section 54954.2(a) limits the ability of Board Members to respond to public comments. In addition, the Board may not take action on any item which is not on this agenda except as authorized by Government Code 54954.2.

12. ITEMS FOR ACTION AND DISCUSSION

- | | |
|---|-------------------------|
| 12.1 Distribution of Statement of Economic Interest | Info./Discussion |
|---|-------------------------|

The Board will receive instructions about the need to provide a statement of economic interests from each board member upon assuming office, on an annual basis and upon leaving office.

12.2 LCAP Update- Info./Discussion

The board will be updated on LCAP Process and the timeline.

12.3 2016/17 Audit Report Discussion/Action

The board will be presented with the 2016-17 audit report.

12.4 GASB 45 Actuarial Report Discussion/Action

The board will consider approving the report which is used in our annual audit reports and financial statements.

12.5 Approval of Resolution No. 401 Amendment of joint exercise powers agreement and bylaws of Northern California Schools Insurance Group Discussion/Action

The Board will be asked to approve the resolution to amend the agreement and bylaws of Northern California Schools Insurance Group (NCSIG).

12.6 1st Interim Budget Update Info./Discussion

The Board will be updated on submission of the 2017/18 1st Interim report.

12.7 Future Agenda Items Discussion

The Board will discuss the need for any future agenda items.

13 ADJOURNMENT

Request for documents that are public record and are provided at the time of the meeting to a majority of the Governing Board regarding an open session item will be made available for the public inspection upon request to the Superintendent's Office located at 643 Blackburn Avenue, Corning, CA during normal business hours. Any individual that requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting should contact the Superintendent's Office.

Corning Union High School

Regular School Board Meeting

DATE: December 14, 2017

TYPE OF MEETING:
Regular

TIME: 5:45 P.M.

MEMBERS ABSENT:

PLACE: Corning Union High School
Library

VISITORS:

Deanna Glover, Lorezno Casia
Bill Mache

MEMBERS PRESENT:

Scott Patton
Todd Henderson
Pauletta Bray, Jim Bingham
Ken Vaughan

SCHOOL DISTRICT REPRESENTATIVES:

Jared Caylor, District Superintendent
Charlie Troughton, CUHS Principal
Sally Tollison, Associate Principal
Brandon Lengtat, Director of Maintenance and Operations
Dave Messmer, Director of Technology
Christine Towne, Chief Business Official
Jessica Marquez, Administrative Assistant to Superintendent

THE CORNING UNION HIGH SCHOOL -

1. CALL TO ORDER: The meeting was called to order at 5:47 p.m. by Board President Scott Patton.

**2. PUBLIC COMMENT /
ON CLOSED SESSION:** Board President read the following to the audience:

Under this item on the Agenda, the public is invited to address the Board regarding items that will be discussed in closed session. Individual speakers will be allowed up to 3 minutes to address the board. The Board shall limit the total time for public input to 20 minutes. Please note that Government Code Section 54954.2(a) limits the ability of Board Members to respond to public comments. In addition, the Board may not take action on any item which is not on this agenda except as authorized by Government Code 54954.2.

Lorenzo Casia asked if Item 3.2 would be open to the public and Board President, Scott Patton responded that it would not be.

**3. ADJOURN TO
CLOSED SESSION:**

The Board adjourned to closed session at 5:48 p.m.

**4. REOPEN TO
PUBLIC SESSION:**

Board President, Scott Patton called to reopen public session at 6:45 p.m.

5. ROLE CALL:

Board President, Scott Patton asked for a roll call. Attendance is as follows:

- Todd Henderson
- Jim Bingham
- Ken Vaughan
- Pauletta Bray
- Scott Patton

**6. PLEDGE OF
ALLEGIANCE:**

Board President, Scott Patton asked the Board and audience to stand and salute the flag.

**7. ANNOUNCEMENT
OF ACTION TAKEN
IN CLOSED SESSION:**

Board President, Scott Patton announced the following:

The Board voted unanimously to approve the employment of Jared Caylor as Corning Union High School District Superintendent.

Board and audience applauded and congratulated Superintendent Jared Caylor.

**8. APPROVAL OF
AGENDA/REORDERING
OF AGENDA/ADDITION
OF ITEMS:**

Board President, Scott Patton asked if there was any public comment on action item No. 8. There was none. Board President announced that item 13.5 would be tabled to next month's regular scheduled meeting along with the audit report next month.

A motion was made by Todd Henderson and seconded by Ken Vaughan to approve that there were no changes to the agenda. There being no further action, the Board voted unanimously to approve the agenda/reordering of agenda/addition of items.

The vote is as follows:

Ken Vaughan	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____
Pauletta Bray	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____
Todd Henderson	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____
Scott Patton	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____
Jim Bingham	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____

**9. ANNUAL
ORGANIZATIONAL
MEETING:**

**9.1 ELECTION
OF OFFICERS**

A motion was made by Pauletta Bray and seconded by Ken Vaughan to approve Jim Bingham as the newly elected President for the 2018 calendar year.

A motion was made by Pauletta Bray and seconded by Ken Vaughan to approve Todd Henderson as the newly elected Clerk for the 2018 calendar year.

A motion was made by Pauletta Bray and seconded by Ken Vaughan to appoint Superintendent, Jared Caylor as the Secretary of the Board for the 2018 calendar year.

**9.1 SETTING OF
DATES:**

A motion was made by Pauletta Bray and seconded by Ken Vaughan to approve the dates and times for the third Thursday of each month at 5:45 with the additional meeting in June for the LCAP & Budget Approval. December is moved forward a week due to the Christmas holiday. These dates and times are for the regular school board meetings for the 2018 calendar year.

**10. CONSENT AGENDA
ITEMS:**

A motion was made by Pauletta Bray and seconded by Jim Bingham to approve the consent agenda items listed. Board President, Scott Patton had a question on the warrants. There is a 29K charge and Superintendent, Jared Caylor confirmed that this is a charge from Hue & Cry for the full service maintenance agreement. The fire alarm panel was in need of replacement and this came with a 5 year service agreement. These funds came out of Fund 21 building payments fund. This falls under the safety umbrella of the Bond. CBO, Christine Towne confirmed that this item was approved in the March of last year. There being no further discussion, the Board voted unanimously to approve the consent agenda items.

The vote is as follows:

Ken Vaughan	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____
Pauletta Bray	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____
Todd Henderson	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____
Scott Patton	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____
Jim Bingham	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____

10.1 MINUTES:

Regular School Board Minutes of November 16, 2017

10.2 WARRANTS:

40156090-40156105, 40156105-40156256, 40156368-40156378
40156378-40156387, 40156388-40156453, 40156453-40156576
40156578-40156595, 40156596-40156949, 40156949-40156959

**10.3 INTERDISTRICT
ATTENDANCE
REQUEST:**

Interdistrict Attendance Request:

Tyler Fry, Brandon Balmor

**10.4 HUMAN RESOURCE
REPORT:**

Jeff Tollison	Reduction	11/13/17
Jesse Beardsley	Woodshop Teacher	12/4/17
Shaun Fredrickson	Dual Enrollment	1/1/18
Lacey Deleray	Resignation	12/1/17
Rosanna Molina	Resignation	12/15/17
Nurse Position	Vacant	1/1/18
Health Aide	Vacant	12/1/17

10.5 CUHSD DONATIONS: Wal-Mart Distribution Center Item: WMT30255 Value: \$1,462.50

**10.6 SCHOL SERVICES
OF CA INC. CONSORTIUM
MEMBERSHIP 2017-18:**

This agreement is entered into on November 1, 2017 between TCDE and CUHSD for the 2017-18 fiscal year for the purpose of Membership in School Services of California, Inc.

**10.7 MOU TCDE & CUHSD
FOR PROVISION OF
BRIDGE TO COLLEGE
& CAREER
TALENT SEARCH GRANT
PROGRAM FOR 2016-17
SCHOOL YEARS**

This agreement is between TCDE and CUHSD for the provision of Bridge to College and Career Talent Search Grant Program for the 2016-17 to 2020-21 academic school years.

11. REPORTS:

**11.1 STUDENT
BOARD MEMBER:**

The Board wished student Board Member, Nathan Fletcher a happy birthday and thanked him for being present on his birthday. Nathan reported on the following:

1. Sports are going well.
2. Basketball and wrestling tournaments.
3. Homecoming is soon.
4. Canned food drive.
5. Christmas break.

**11.2 ENROLLEMENT
REPORT:**

Superintendent Jared Caylor shared the following with the Board and audience:

Enrollment is 971 in the district.
CUHS enrollment is 918
Independent Study enrollment is 27
Centennial Enrollment is 26

There are 49 more students this year at CUHS compared to last year and overall 33 more students districtwide.

**11.3 SUPERINTENDENT
REPORT:**

Superintendent Jared Caylor shared the following with the Board and audience:

1. Track- Painting was completed earlier this week. A 6 minute time lapse video was shared. This is a snapshot of the progress. A maintenance staff member will open the gate in the mornings and lock it at night. There is signage up with guidelines for use and are working on getting other signage regarding using the outside lanes for running and walking. The district will be working with our Construction Manager and architect to get the project closed out with DSA. Board Member, Jim Bingham shared that he would like to see the list and that anyone that uses it needs to be very responsible. They cannot jeopardize the integrity of the track. Jim is concerned that football cleats can be an issue as well. Superintendent, Jared Caylor shared that there have been two special pads ordered that can be rolled up and used during events to prevent damage. He will bring the list to the next meeting to share with the Board.
2. North Gym Roof- Preparing a request for proposals go to out in early 2018. The request will specify that the new roof needs to be 60 Mil PVC White Single Ply system with a 20 year NDL manufacturer warranty on material and labor. We will also require a 2 year workmanship guarantee. It will also state that 100% of the existing singly ply roofing system be removed and 50% of the 4' rigid roof insulation board and 5/8" board be removed. By going out to bid early in the year and not requiring a specific product, we are hoping to get more competitive bids and be in line to have the roof started in June.
3. Classrooms - The plans were submitted to the state for approval yesterday. The appointment went well, but we will need to close out some old work related modernization and our fire alarm panel. This will cause our approval to get pushed back to mid-January some time. The timeline we are pushing is related to two things: one is to have our building fall under a 2013 approval already existing for these buildings. Thankfully, that approval has been extended by six months, so we have some time. The other timeline sensitive issues is related to getting in line for state money. Our architect is aware of the issue and will press to get the plans approved ASAP.

4. Superintendent, Jared Caylor wanted to formally invite the Board to our annual Holiday breakfast. It will be held on December 22nd in room E-4. We will be enjoying a wonderful meal prepared by Mrs. Williams and her Foods and Nutrition students. We will also be recognizing a couple of mid-year retirees.
5. Superintendent, Jared Caylor shared that a Thank You card was received from Rancho Tehama for the food, gift and notes that were given to them after the tragic event that occurred a few weeks ago. They were very grateful for the support from CUHSD.

12. PUBLIC COMMENT:

Board President, Scott Patton read the following to the Board and the audience:

Under this item on the Agenda, the public is invited to address the Board regarding items that will be discussed in closed session. Individual speakers will be allowed up to 3 minutes to address the board. The Board shall limit the total time for public input to 20 minutes. Please note that Government Code Section 54954.2(a) limits the ability of Board Members to respond to public comments. In addition, the Board may not take action on any item which is not on this agenda except as authorized by Government Code 54954.2. There was no public comment.

There was no public comment.

13.1 CONSIDERATION OF EMPLOYMENT AGREEMENT BETWEEN THE BOARD AND SUPERINTENDENT JARED CAYLOR:

A motion was made by Todd Henderson and seconded by Jim Bingham to approve the agreement between the CUHSD Board and the Superintendent entered into on December 14, 2017 for the term commencing August 10, 2017. The term is August 10th through June 30th 2020. The salary is \$125,000 annually along with an additional \$2,000 for holding a masters degree. Medical, dental and vision benefits given are equal to other Administrators in the district.

The vote is as follows:

Ken Vaughan	Aye: <u> X </u>	No: <u> </u>	Absent: <u> </u>	Abstain: <u> </u>
Pauletta Bray	Aye: <u> X </u>	No: <u> </u>	Absent: <u> </u>	Abstain: <u> </u>
Todd Henderson	Aye: <u> X </u>	No: <u> </u>	Absent: <u> </u>	Abstain: <u> </u>
Scott Patton	Aye: <u> X </u>	No: <u> </u>	Absent: <u> </u>	Abstain: <u> </u>
Jim Bingham	Aye: <u> X </u>	No: <u> </u>	Absent: <u> </u>	Abstain: <u> </u>

13.2 INTERIM REPORT ON FINANCIAL STATUS:

Chief Business Officer, Christine Towne shared that the district received a positive certification and is doing well financially. A presentation was given which shared the following:

- Total Revenue Summary
 - LCFF
 - Federal Revenue
 - Other State Revenue
 - Other Local Revenue
- Total Resources
 - Dollars per ADA \$14,021.55
 - Total Amount \$12,829,714
- Total Expenditure Summary
 - Dollars per ADA \$14,467,77
 - Total Amount \$13,228,006
- Comparison of Unrestricted Revenues
- Comparison of Unrestricted Expenditures
- Comparison- contributions to Restricted Programs
- Comparison-unrestricted fund balance, reserves
 - Beginning Fund Balance Difference \$421,235.00
 - Increase (97,273.00)
 - Ending Fund Balance \$323,962.00
- General Fund 2017/18 1st Interim
- Other Funds 2017/18 1st Interim
- Unrestricted Multi Year Projection 2017/18 1st Interim

After budget is approved, we then look at actuals. Some highlights included:

State Revenue Increase due to Block Grant
Promise Neighborhoods funds help funding for Corning PD
Shasta Pathway Grant
Nursing Staff changes
Departments are budgeting well and watching spending.
Trying not to deficit spent and meet the district reserve
Fund 11-73 – Adult Ed, Café, Deferred Maintenance, Ranch, BOND,
Capital Facilities & Scholarships

The deferred maintenance account moved over. The District has not been contributing to this account and should be. The Board can designate an amount to contribute to this account. Some examples of funding through this account are: painting of parking lot, temporary fix on North Gym and a refrigerator that was broken. Board Member, Jim Bingham suggested putting money into this account as a reserve to resurface the track in the future as needed. There are some large ticket items that should be addressed and money should be set aside in case of unexpected maintenance.

Superintendent, Jared Caylor suggested to the Board that this item be brought back to the table for discussion in the early Spring. This way projects can be determined, discussed and prioritized.

CBO, Christine Towne shared that if Average Daily Attendance (ADA) stays the same, which is at about 94% we are looking good for future years. Christine thanked the Board and asked if there were any additional questions. The Board thanked Christine for doing such a great job and commented that they were happy to see that the district is doing well financially.

A motion was made by Todd Henderson and seconded by Jim Bingham to approve the Interim Report on Financial Status as presented. There being no further discussion, the Board voted unanimously to approve the report.

The vote is as follows:

Ken Vaughan	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>
Pauletta Bray	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>
Todd Henderson	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>
Scott Patton	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>
Jim Bingham	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>

13.3 CERTIFICATION OF FINANCIAL CONDITION OF DISTRICT:

A motion was made by Jim Bingham and seconded by Ken Vaughan to approve the Positive Certification of Financial condition of the ditrict. There being no further discussion, the Board voted unanimously to approve the Positive Certification.

The vote is as follows:

Ken Vaughan	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>
Pauletta Bray	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>
Todd Henderson	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>
Scott Patton	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>
Jim Bingham	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>

13.4 DEVELOPER FEES:

A motion was made by Pauletta Bray and seconded by Todd Henderson to approve the annual and five year developer fee report for the fiscal year 2016-17. Date report made available to the public: November 8, 2017 and Date report presented to the Board of Trustees: November 14, 2017.

There being no further discussion, the Board voted unanimously to approve the application

The vote is as follows:

Ken Vaughan	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____
Pauletta Bray	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____
Todd Henderson	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____
Scott Patton	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____
Jim Bingham	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____

**13.5 GASB 45
ACTUARIAL REPORT:**

This item was tabled to the next regular scheduled board meeting held in January.

**13.6 APPROVAL
OF UPDATED
TEXTBOOK
LIST:**

A motion was made by Todd Henderson and seconded by Jim Bingham to approve the updated textbook list as presented. There being no further discussion, the Board approved the updated textbook list. This is an item that was brought to the district's attention during the last Williams Site Visit and will be an annual item on the regular scheduled June agenda.

The vote is as follows:

Ken Vaughan	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____
Pauletta Bray	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____
Todd Henderson	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____
Scott Patton	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____
Jim Bingham	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____

**13.7 APPROVAL
OF RESOLUTION
NO. 400:**

A motion was made by Pauletta Bray and seconded by Todd Henderson to approve Resolution No.400 Declaring Withdrawal of Membership in the School Excess Liability Fund JPA. This notice must be given by December 31, 2017. Superintendent, Jared Caylor shared that all schools in the insurance group are required to do approve this resolution as well. There being no further discussion, the Board voted unanimously to approve Resolution No. 400.

The vote is as follows:

Ken Vaughan	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____
Pauletta Bray	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____
Todd Henderson	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____
Scott Patton	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____
Jim Bingham	Aye:	<u>X</u>	No:	_____	Absent:	_____	Abstain:	_____

**13.8 BROWN ACT
TRAINING:**

Superintendent, Jared Caylor shared that there will be a special Brown Act Training Session that will be held at a Special Board meeting on December 20, 2017 at 6:00 p.m. in the Corning Union High School Library. There is no action to be taken. Informational item only.

**13.9 PLAN TO PAY
OFF RODGERS
RANCH LOAN:**

A motion was made by Jim Bingham and seconded by Ken Vaughan to approve the plan to pay off the Rodgers Ranch Loan. Superintendent, Jared Caylor shared that a recommendation is to pay a one-time \$50,000 Payment and then monthly payments of \$5,000 for the calendar year. Eric Moxon updated the Board on the financial status and suggested that there might be an interest of establishing a payment plan. There being no further discussion, the Board voted unanimously to approve one-time payment along with a monthly payment plan. This can be modified at any time that the Board feels necessary.

The vote is as follows:

Ken Vaughan	Aye:	<u> X </u>	No:	_____	Absent:	_____	Abstain:	_____
Pauletta Bray	Aye:	<u> X </u>	No:	_____	Absent:	_____	Abstain:	_____
Todd Henderson	Aye:	<u> X </u>	No:	_____	Absent:	_____	Abstain:	_____
Scott Patton	Aye:	<u> X </u>	No:	_____	Absent:	_____	Abstain:	_____
Jim Bingham	Aye:	<u> X </u>	No:	_____	Absent:	_____	Abstain:	_____

**13.10 APPROVAL
OF LEASE WITH
CORNING FORD FOR
MAINTENANCE TRUCK:**

A motion was made by Jim Bingham and seconded by Todd Henderson to approve the lease agreement with Corning Ford for maintenance truck. This is an agreement for \$30,297.23 60 payments at 5.45% APR. There was a brief discussion as to whether or not buy the truck out right. CBO, Christine Towne shared that it may cost a bit more and also the government discount is not given to the districts when they chose to buy the vehicles rather than leasing them. This is a five year muni lease agreement and then the district pays one dollar to own it at the end of the lease, if that is what the Board decided that they would like to do. This is set up to have annual payments rather than monthly and the District can decide to pay off and purchase at any time. Superintendent Jared Caylor will call and follow up with the board on details of price difference. There being no further discussion, the Board voted unanimously to approve the lease agreement.

The vote is as follows:

Ken Vaughan	Aye:	<u> X </u>	No:	_____	Absent:	_____	Abstain:	_____
Pauletta Bray	Aye:	<u> X </u>	No:	_____	Absent:	_____	Abstain:	_____
Todd Henderson	Aye:	<u> X </u>	No:	_____	Absent:	_____	Abstain:	_____
Scott Patton	Aye:	<u> X </u>	No:	_____	Absent:	_____	Abstain:	_____
Jim Bingham	Aye:	<u> X </u>	No:	_____	Absent:	_____	Abstain:	_____

**13.11 CAMPUS
SAFETY
UPDATE:**

Superintendent, Jared Caylor shared the following with the Board and audience:

There are four phases when it comes to security:

1. Mitigation-
2. Preparation- Instructional/Training
 - Annual Online Training (ALICE)
 - Weekly Bulletin Safety reminders
 - Drills
 - Evacuate and/or dynamic drills
 - Annual update of crisis response plan (confidential and multi agency document)
3. Response- Multiple Alerts, bells , buttons, phone intercom
 - Dynamic response- evacuate, lockdown or counter
 - Designated Admin responsibilities
 - Paging and email to communicate with staff
 - All call system to communicate with parents and guardians
 - List of other contacts/ Board/Feeder Districts/ Pre-schools
4. Recovery- Reunification sites for parents/students
 - Updated contact information in hard copy form
 - Counseling

Board President, Scott Patton shared that we do not want the campus to appear as a jail but we do want our students and staff safe. Superintendent, Jared Caylor shared a diagram which shows the entire campus. This demonstrates the fenced areas and the non fenced areas. Board Clerk, Pauletta Bray thinks that the Board should really look into a further discussion of fencing the front area of the school where there is no fencing. Although there is plenty of fencing elsewhere, this seems to be a concerned area. Board Member, Jim Bingham brought up the discussion of having an SRO on campus as much as possible. Board President, Scott Patton thought that it may be a good idea to gather information from the teachers and staff. Superintendent, Jared Caylor will draft up a plan in the most esthetically pleasing way and bring that back to the board for further review and discussion.

**13.12 FUTURE
AGENDA
ITEMS:**

The following items will be brought back to the Board:

1. Deferred Maintenance Plan- Information.
2. Campus Security- Fence details and information.
3. Ranch Budget – Audit and Expenses.

Board President, Scott Patton requested that the Cal Card information be included in the Board packet each month so that there is adequate time to review before the meeting. Superintendent, Jared Caylor assured that these would be included and would be part of the warrants.

Board President, Scott Patton asked if all of the Rodgers Ranch Scholarships are being used up and the CBO stated that she has not had much time to go through the account but will look into it. Superintendent, Jared Caylor will pull some detailed reports on the Ranch and bring that back to the Board for review.

17. ADJOURNMENT: Board President Scott Patton adjourned the meeting at 7:57 p.m.

Approved

Jim Bingham, President

Todd Henderson, Clerk

Corning Union High School Special School Board Meeting

DATE: December 20, 2017

TYPE OF MEETING:
Special

TIME: 6:00 P.M.

MEMBERS ABSENT:

PLACE: Corning Union High School
Library

VISITORS:
Deanna Glover

MEMBERS PRESENT:

Scott Patton
Todd Henderson
Pauletta Bray, Jim Bingham
Ken Vaughan

SCHOOL DISTRICT REPRESENTATIVES:

Jared Caylor, District Superintendent
Dave Messmer, Director of Technology
Jessica Marquez, Administrative Assistant to Superintendent

THE CORNING UNION HIGH SCHOOL -

- 1. CALL TO ORDER:** The meeting was called to order at 6:00 p.m. by Board Clerk, Pauletta Bray.
- 2 FLAG SALUTE:** Board Clerk, Pauletta Bray asked the Board and audience to stand And salute the flag.
- 3. ROLE CALL:** Board Clerk, Pauletta Bray asked for a roll call. Attendance is as follows:
 - Todd Henderson
 - Jim Bingham
 - Ken Vaughan
 - Pauletta Bray
 - Scott Patton

**4. BOARD WORKSHOP
REGARDING
OPEN MEETING
LAWS:**

Roman Munoz, Attorney at Law of Dannis Woliver Kelley was present to share a presentation with the Board and the audience:

Brown Act- The people of the State do not yield their sovereignty to the agencies which serve them. The board members are elected into office and everything should always be made public. If there is any action to be taken, the public has the right to know.

Intent of the Brown Act- The intent is to keep the public informed of the actions, debates and views of locally elected representative and to provide the procedural framework for local legislators to meet, debate, act and listen collectively to their constituents

Board Role and Conduct- Board members have collective, not individual authority. Authority to make decisions is only granted to the board as a whole. No Board member has the authority other than as conferred by Board majority.

Only elected officials are subject to the Brown Act. Not the Superintendent or Superintendent's Assistant. The Board is expected to know the Brown Act, even before taking office.

Legislative Body includes commission, committee and Board. Board Clerk, Pauletta Bray asked if the Brown Act is for all local agencies and Roman Munoz shared that, yes it definitely is indeed.

What is/is not a meeting- Any majority of a legislative body at the same time and place, including teleconference locations to hear, discuss, or deliberate upon any time within the subject matter jurisdiction of the legislative body. Three members that meet is a violation of the Brown Act. The Board Retreat is posted to the public so this is fine. Appearance is everything and the perception of the public is not to be taken lightly. Board Member, Jim Bingham requested information with regard to phone calls. Roman Munoz shared that phone calls can become a problem.

Note: For any exclusion to apply, Board members must not discuss topics within the subject matter of the district "other than as part of the scheduled program".

A majority of the members of the Board shall not, outside a noticed meeting, use a series of communications of any kind, direct or through intermediaries, to discuss, deliberate, or take action on anytime of business that is within the board's jurisdiction.

Meeting Location & Logistics- A conference call is legal however, needs to be posted. An example would be if a member is out of town and staying in a hotel. The notice would need to be posted on the outside of the hotel room door, the door left open for any public to attend if desired. There has to be a quorum within the District boundaries and all votes at the meeting must be by roll call.

An example: Members can attend a City Council meeting but cannot sit together. Also, Graduation is not considered to be a meeting although every board member is present at the same time. CSBA conferences are not a notice meeting as they are typically for educational purposes.

Example #2: A parent comes to a board member with a concern and the board member phones another board member, another board member happens to be there visiting, that is a violation of the Brown Act.

Public Statements- Responding to emails requesting information sent to Trustees from the public:

- Trustees will refer the request to the board president with a copy to the superintendent.
- The board president and superintendent will agree on who responds
- If the superintendent responds, s/he will copy all trustees
- If the board president responds, s/he will copy the superintendent, who will pass it on to all trustees.

Permitted Communication-Private briefings for less than a quorum of board members on background events concerning agenda items do not violate the Act unless the comments or position of any other board member is disclosed.

Agenda Requirements- Agenda to be posted in a location freely accessible and searchable on the website to members of the public. There is a 72 hour posting requirement of regular meetings, 24 hours for special meetings. Agendas and backup should be made available when distributed to majority of the Board. The content of the agenda must include the following:

- Time and location
- How to request for accommodations may be made
- List of agenda items in sufficient detail to allow public to determine whether to participate
 - No required order of items
 - Closed session items must meet specific description requirements

Emergency Meetings- Not subject to the 24 hour notice requirement but are only for work stoppage, crippling activity, activity which severely impairs public health, safety or both, disaster and must attempt to provide notice.

Action & Vote Requirements- A decision is made by majority vote. The board must always act as if five members are present. Student Board members vote before the board members vote but their vote is not included in the vote tally of the Board.

Action on Non-Agenda Items- Board may consider items not on agenda in two circumstances which are emergency items and if there is a need to take action on an item that may have arose after the agenda was posted. This requires 2/3 vote. Sometimes it is better to hold a Special Meeting if there is sufficient advance notice.

Non-Agenda Items- The Board may ask for clarification or make a brief announcement or brief report of activity.

Public Rights- The public has the right to comment and the agenda must provide opportunity for public comment. The Board may place reasonable time limitation on particular topics or speakers. At special meetings, the public only has the right to address agenda items.

There was a discussion how difficulty can occur when the public and the board gets into a debate. It takes away from the order of the meeting. Each person should be allowed 2-3 minutes to speak and the advice from Roman would be to call a break, call a recess or phone law enforcement if needed.

Meeting Public Rights- The public may request to place an item directly on board agenda. The procedure would be for the public to phone Superintendent or Superintendent's Assistant for request. The Superintendent would then discuss with the Board President to discuss and determine if the items should be placed on the agenda.

Limited Public Forum/Public Comment- Public comment prior to open/closes session, at a regular/special meeting and regulating the length and content is suggested. Having comment cards is a good idea. After closed session, the Superintendent can quickly review and then determine what limits to set.

Meetings Public Rights- Public meetings are considered a limited public forum. Board need not permit disruptive conduct in a meeting and any person attending a public meeting may videotape, unless disruptive.

Closed Session- The Board may meet in closed session to discuss/take action on items within enumerated to the open meeting requirements. Act provided sample "safe harbor" closed session item descriptions.

Closed Session Procedure-

Who may attend:

Board
Administrators
Legal Counsel
Board's Negotiators
Parties specifically allowed

Who may not attend:

Opposing party
Other consultants

Closed Session Topics- Personnel Actions, Appointment, Employment, Evaluation, Discipline/Dismissal, Hearing Complaints or Charges against employees (require 24 hour notice of right to open session) and Labor Negotiations.

Closed Session Topics- Real Property Transactions, Pending and Anticipated Litigation, Tort Claims, Student Discipline hearings

Personnel Exception- Governing Boards may meet in closed session to consider the appointment, employment, evaluation of performance, discipline or dismissal of a public employee.

There was a brief discussion on Labor Negotiations. The Brown Act does not apply but this should not be abused. The Board runs the risk of violating the public's trust.

Employee Contracts- All contracts of employment with the Superintendent, deputy superintendent, assistant superintendent or associate superintendent shall be ratified in an open session of the governing body which shall be reflected in the governing body minutes. The Brown Act prohibits a board from holding a special meeting regarding salaries, salary schedules or compensation paid in the form of fringe benefits, of a "local agency executive".

Complaints of Chargers- Governing boards may meet in closed session to hear complaints or charges brought against the employee by another person or employee unless the employee requests a public session. A 24 hour notice is required. Performance evaluation is not a hearing about specific complaints of charges brought against an individual.

Labor Negotiations- May discuss salaries, salary schedules or compensation paid in the form of fringe benefits of its unrepresented employees and for the represented employees, any other matter which in the statutorily provided scope of representation. Prior to closed session, the Board must identify its negotiator in open session.

Real Property Transactions- Limited to meeting with real property negotiators prior to sale or lease of property, to discuss confidential information concerning price or terms of payment during property negotiations.

Pending and Anticipated Litigation- To receive advice from legal counsel regarding pending or threatened litigation when discussion in open session would prejudice the position of the district in the litigation. Includes consideration of tort claims

Reporting Out- The Board must publicly report action taken in closed session. Must report if action was taken, report the vote and provide copies of contract, agreement or other approved documents to a requester at time session ends (if prior written request on file) otherwise the next day.

If a contract is signed in closed session, this is considered an agreement and this must be reported out. If nothing is signed, it does not need to be reported out. If action is taken on a personnel items, it has to be made a public notice.

What happens in closed session must stay in closed session. The Board members may not disclose confidential information from closed session.

Consequences are:

Injunctive relief
Disciplinary action
Referral to the grand jury
Expose the District/COE to potential liability.

If a board member violates the legal requirements to keep all closed session discussion confidential, the Board President and the Superintendent will take immediate action to rectify the matter.

Violations:

Criminal liability
Public can sue to stop violation of Act
Declaratory relief regarding past violation of the Act
Payment of attorney's fees
Voiding of action taken in violation of the Act
Court may order taping of closed session

There was a discussion that if there was a teacher that wanted to meet regarding the way that they are being treated. The recommendation from Roman Munoz was to let the employee know that there is an adopted board policy and process in place for these particular types of situations. Once the process is followed and if the employee is not satisfied, they then have the right to file an appeal to the Governing Board, if needed.

Board Member, Ken Vaughan asked Roman if the Corning Union High School has been in violation of the Brown Act and Roman confirmed, that the Governing Board has not.

Deanna Glover is an employee of the district and shared with the board the following feedback from the public's perspective:

The Board meetings start with closed session at the beginning of the meeting and it sometimes appears that the items on the agenda are discussed in closed session. At the recent organizational meeting, the board came out and had already seemed to determine who would be the new board president and board clerk. It may not be the case but this is what it appears to be.

The Board President typically has already met one on one with the Superintendent prior to the meeting so although some parts of closed session may appear to be orchestrated, often, this is not the case. The Superintendent usually has direction from the Board prior to the meeting.

Board Member Todd Henderson, confirmed that communication with board 3 or more board members should be done here at public meetings. Roman Munoz confirmed that this was correct. Roman reminded everyone that the Superintendent is always welcome to send weekly updates but the board cannot discuss school matters outside of the board meetings unless there are 2 members only. 3 or more board members, is a violation of the Brown Act.

Roman Munoz did share with the Board and audience that closed session at the beginning of the meetings is the recommendation that he gives. The reason is that usually there are very important topics to be discussed in closed session which require a lot of attention.

Roman J. Munoz thanked the Board for listening to the presentation and wished the Board a very Merry Christmas and Happy Holidays.

5. ADJOURNMENT:

A motion was made by Pauletta Bray and seconded by Ken Vaughan to unanimously approve to adjourn the meeting at 7:45 p.m. There being no further discussion, the Board adjourned the meeting.

Approved

Jim Bingham, President

Todd Henderson, Clerk

ReqPay12c

Board Report

Checks Dated 12/01/2017 through 12/31/2017				Board Meeting Date January 18, 2018		
Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
40157458	12/04/2017	AMERIPRIDE UNIFORMS SERVICES	01-5500	M&O LAUNDRY SERVICE CUSTODIAL 2017-18 SCHOOL YEAR	131.60	
				TRANS LAUNDRY SERVICE 2017-18 SCHOOL YEAR	47.68	
40157459	12/04/2017	CDW GOVERNMENT	01-5508	M&O LAUNDRY SERVICE UNIFORMS 2017-18 SCHOOL YEAR	299.96	479.24
40157460	12/04/2017	CORNING LUMBER COMPANY	01-4300	DISTRICT PRINTER INK		482.12
			01-4300	OPEN PO CORNING LUMBER 2017/18 MAINTENANCE		5.58
40157461	12/04/2017	GUY RENTS INC.	01-4300	VARIOUS GROUNDS ITEMS 2017/18	526.20	
				Unpaid Sales Tax	2.25-	523.95
40157462	12/04/2017	HUE & CRY INC.	01-5507	ALARM/FIRE SERVICE 2017-18 SCHOOL YEAR		1,104.04
40157463	12/04/2017	HUNT & SONS, INC	01-4311	GASOLINE	581.99	
			01-4312	DIESEL	1,697.46	2,279.45
40157464	12/04/2017	JOHNSTONE SUPPLY	01-4300	OPEN PO JOHNSTONE SUPPLY 2017/18 MAINTENANCE/HVAC		179.37
40157465	12/04/2017	MCCOY'S HARDWARE & FARM SUPPLY	01-4300	OPEN PO MCCOY'S 2017/18 MAINTENANCE ADDED FUNDS	198.39	
				RFARMHOUSE SUPPLIES	35.02	
40157466	12/04/2017	MT. LASSEN MOTOR TRANSIT, INC.	19-4300	HEIFERS RANCH OPEN PO MCCOY HARDWARE 2017/18	103.26	336.67
			01-5800	TRANS CHARTER BUS ATHLETICS SEPT/OCT 2017		495.00
40157467	12/04/2017	MT. SHASTA SPRING WATER CO INC	01-4300	1191151-2 I-2 OFFICE WATER OPEN PO 2017-18	25.55	
				TRANS WATER SERVICE 2017-18 SCHOOL YEAR	89.95	115.50
40157468	12/04/2017	NAVMAN WIRELESS NORTH AMERICA	01-5900	NAVMAN SERVICE (GPS) 2017-18 SCHOOL YEAR		245.15
40157469	12/04/2017	NOR-CAL TOILET RENTALS	01-5600	CUHS SOCCER/TENNIS RENTAL 2017-18 SCHOOL YEAR	86.52	
				TRANS-STAGE COACH RD 2017-18 SCHOOL YEAR	111.49	198.01
40157470	12/04/2017	OLIVE CITY AUTO PARTS DERODA.INC	01-4300	OPEN PO NAPA AUTO PARTS 2017/18 MAINTENANCE		50.19
40157471	12/04/2017	P G & E	01-5503	6274316218-2 CUHSD/TRANS/CENT ELEC/GAS 2017-18	4,558.87	
			01-5504	6274316218-2 CUHSD/TRANS/CENT ELEC/GAS 2017-18	853.54	5,412.41

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Checks Dated 12/01/2017 through 12/31/2017				Board Meeting Date January 18, 2018		
Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
40157472	12/04/2017	PEACEFUL VALLEY FARM SUPPLY	01-4300	RFAARMHOUSE	876.58	
40157473	12/04/2017	PITNEY BOWES PURCHASE POWER POSTAGE	01-5904	POSTAGE FEES 2017-18 SCHOOL YEAR	7.06-	869.52
40157474	12/04/2017	RED BLUFF GLASS	01-5800	TRANSPORTATION OPEN PO 2017/18		500.00
40157475	12/04/2017	U.S. TELEPACIFIC DBA TPC COMMUNICATIONS	01-5901	PHONE SERVICE 149142 2017-18 SCHOOL YEAR		40.00
40157476	12/04/2017	W.W. GRAINGER, INC.	01-4300	2017/18 MAINTENANCE		482.11
40157477	12/04/2017	WEST COAST PAPER	01-4300	2017/18 CUSTODIAL	534.06	20.14
40157478	12/04/2017	AMAZON CAPITAL SERVICES, INC	01-4200	ASSETS- FAMILY LITERACY	1.24-	532.82
				Unpaid Sales Tax	362.44	
			01-4300	Amazon = Classroom video resources	58.52	
				AMAZON R FARMHOUSE	231.31	
				ATP SUPPLIES	116.87	
				LARGE MONITORS FOR TECH OFFICE	421.42	
			13-4400	EMERGENCY AMAZON ORDER (KITCHEN MOTOR) 10/19/17	486.03	1,676.59
40157479	12/04/2017	JOANN MARIE BOONE	01-5800	ATHLETICS CPR/1ST AID		180.00
40157707	12/07/2017	AMERICAN FIDELITY ATTN: CUSTOMER SERVICE-AFES	76-9512	CUHS 9512 DED		4,391.47
40157708	12/07/2017	AMERICAN FIDELITY ATTN: FLEX SPENDING ACCOUNTS	76-9512	CLYNCHFLEX		100.00
40157709	12/07/2017	ASSOC. OF CALIF. SCHOOL ADMIN ATTN: MEMBERSHIP PROCESSING	01-5300	SUPT ACSA ANNUAL MEMBERSHIP		910.35
40157710	12/07/2017	BSN SPORTS, LLC	21-6170	BOND/TRACK (BSN SPORTS) TRACK PROTECTORS		988.94
40157711	12/07/2017	CORNING FORD MERCURY	01-6400	TRANS-TAX ON FORD FOCUS		1,416.70
40157712	12/07/2017	DANNIS WOLIVER KELLEY	01-5801	BOARD ISSUES	12,364.50	
				GENERAL LEDGER	610.50	
				NEGOTIATIONS	275.00	
				PERSONNEL ISSUES	16,028.37	
			19-5801	JOINT OCCUPANCY PROJECT	4,717.00	
			21-6145	BUSINESS MATTERS	200.00	
				CONSTRUCTION ISSUES	6,420.00	
				NORTH GYM ROOF PLANS	124.00	
				NORTH GYM ROOF PROJECT	250.00	40,989.37
40157713	12/07/2017	EWING IRRIGATION	21-6170	BOND/TRACK		265.94
40157714	12/07/2017	JACK SCHREDER & ASSOCIATES	21-6140	MODERNIZATION STUDY		1,767.50
40157715	12/07/2017	MID PACIFIC ENGINEERING, INC	21-6170	PROJ 03275-02		667.20

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40157716	12/07/2017	NICHOLS-MELBURG & ROSSETTO AIA & ASSOCIATES, INC	21-6170	CLOSEOUT CONST	11,010.61	
40157717	12/07/2017	RAY DALTON CONST. CONSULTING	21-6170	CONSTRUCTION ADMIN	2,271.25	13,281.86
40157718	12/07/2017	SNL GROUP, INC.	21-6170	CONSULTANT APPLICATIONS		1,200.00
40157719	12/07/2017	WASHINGTON NATIONAL INS. CO.	76-9512	FINAL CONSTRUCTION FEES		53,676.05
40157720	12/07/2017	WESTERN TREE NURSERY	21-6170	KWILINS 9512 DED BOND/TRACK FOLIAGE WESTERN TREE NURSERY, INC		43.02 1,425.79
40157721	12/07/2017	ZANE SCHREDER DBA SCHREDER & ASSOCIATES	21-6170	CONTRACT MGMT FEES		15,073.85
40157813	12/12/2017	ALTER EGO COSTUME RENTALS	01-5800	COSTUMES FOR DICKENS FAIR FIELD TRIP ENG IV NF		300.00
40157814	12/12/2017	AMERICAN FLOOR MATS	01-4300	CAFE FLOOR RUNNER	178.18	
40157815	12/12/2017	AT&T	01-5901	CALNET 3 PHONE SERVICE 2017-18 SCHOOL YEAR	12.82- 2,186.52	165.36
40157816	12/12/2017	BATTERY SYSTEMS INC	01-4300	CALNET 3 PHONE SERVICE 2017-18 SCHOOL YEAR	320.44-	1,866.08
40157817	12/12/2017	CALIF. ASSOCIATION FFA	01-5800	MAINT CART BATTERIES		745.32
40157818	12/12/2017	CDW GOVERNMENT	01-4300	AIG		1,650.00
40157819	12/12/2017	CHICO AUTO CARE/ACE RADIATOR	01-4400	DISTRICT PRINTER INK	200.48	
40157820	12/12/2017	CHICO CERAMICS CENTER	01-4300	REPLACEMENT PRINTERS	2,337.71	2,538.19
40157821	12/12/2017	CONSOLIDATED ELECTRICAL DIST.	01-4300	BUS 21 Radiator	697.13	
40157822	12/12/2017	CPM EDUCATIONAL PROGRAM	01-4100	CLAY	485.29	
40157823	12/12/2017	DEMCO	01-4300	Unpaid Sales Tax	1.13-	484.16
40157824	12/12/2017	EAGLE SOFTWARE	01-5200	LIGHTING/ELECTRICAL PARTS 2017/18	65.73	
40157825	12/12/2017	EWING IRRIGATION	01-4300	Unpaid Sales Tax	.31-	65.42
40157826	12/12/2017	FIRST CALL	01-4300	SPANISH TEXTBOOKS		972.62
				laminiate for textbooks		181.28
				AERIES CONFERENCE - DMESSMER	525.00	
				AERIES CONFERENCE -- DOUG	525.00	
				AERIES USER CONF 10/9/17 - 10/10/17	1,575.00	2,625.00
				OPEN PO EWING 2017/18 MAINTENANCE	203.65	
				OPEN PO EWING 2017/18 RANCH	648.38	
				Unpaid Sales Tax	3.96-	848.07
				STOCK TRANSPORTATION OPEN PO 2017/18	13.44	
				SUB 5 TRANSPORTATION OPEN PO 2017/18	9.90	23.34

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Checks Dated 12/01/2017 through 12/31/2017

Board Meeting Date January 18, 2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
40157827	12/12/2017	GREAT AMERICA FINANCIAL SERVICES CORPORATION	01-7438	PHONE SYSTEM LEASE 2017-18	378.68	
40157828	12/12/2017	GREEN WASTE OF TEHAMA	01-7439 01-5506	PHONE SYSTEM LEASE 2017-18 4018-2763626 R-FARM WASTE 2017-18 SCHOOL YEAR	985.56	1,364.24 112.15
40157829	12/12/2017	HUNT & SONS, INC	01-4311	GASOLINE	1,157.90	
40157830	12/12/2017	IEC POWER, LLC	01-4312 01-5699	DIESEL MAINT SOLAR PANEL SERVICE 2017-18 SCHOOL YEAR	1,947.15	3,105.05 1,147.37
40157831	12/12/2017	MT. SHASTA SPRING WATER CO.INC	01-4300	TRANS WATER SERVICE 2017-18 SCHOOL YEAR		17.87
40157832	12/12/2017	NATIONAL FFA ORGANIZATION	01-4300	AIG FFA SCRAPBOOK	228.97	
40157833	12/12/2017	NORCAL TRUCKS, INC NORCAL KENWORTH ANDERSON	01-4300	BUS 21 TRANSPORTATION OPEN PO 2017/18 Unpaid Sales Tax	16.47- 76.76	212.50
40157834	12/12/2017	P G & E	01-5503	BUS 24 TRANSPORTATION OPEN PO 2017/18 1469483914-4 RFARM ELECTRIC 2017-18 SCHOOL YEAR	34.02 76.98	110.78
				6939801749-6 TRANS GAS/ELECTRIC 2017-18	161.90	
			01-5504	6939801749-6 TRANS GAS/ELECTRIC 2017-18	129.59	
			19-5503	1427817250-8 & 0085264916-9 RANCH ELECTRIC 2017-18	328.58	697.05
40157835	12/12/2017	PITNEY BOWES GLOBAL FIN. SVCS LEASE	01-5620	POSTAGE LEASE 2017-18 SCHOOL YEAR		618.66
40157836	12/12/2017	RAY MORGAN COMPANY	01-5620	16-17 MAINT AGREEMENT CANON & RICOH		608.82
40157837	12/12/2017	U.S. BANK CORPORATE PAYMENT SYSTEM	01-5620	CTE COPY CENTER RICOH COPIER PAYMENT 2017-18		887.05
40157838	12/12/2017	VERIZON WIRELESS	01-5902	342017951-00001 CELL PHONE 2017-18 SCHOOL YEAR		28.27
40157839	12/12/2017	WASTE MANAGEMENT	01-5506	13-88262-43003 CUHS GARBAGE 2017-18	653.27	
				4-02058-55008 CENT GARBAGE 2017-18 SCHOOL YR	417.28	
				4-02059-15006 TRANS GARBAGE 2017-18 SCHOOL YR	22.02	1,092.57
40157840	12/12/2017	U.S. BANK CORPORATE PAYMENT SYSTEM	01-4200	Classroom Books for Peterson Eng IV NF CLASSROOM BOOKS-PETERSON	145.26 370.30	

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Checks Dated 12/01/2017 through 12/31/2017

Board Meeting Date January 18, 2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
40157840	12/12/2017	U.S. BANK CORPORATE PAYMENT SYSTEM	01-4200	CREDIT LIBRARY BOOKS	23.13-	
				LIBRARY BOOKS	173.73	
				SP ED ASSESSMENT	409.38	
				SPANISH BOOKS	263.71	
				STARS- FAMILY LITERACY	180.03	
				U.S. HISTORY DVD SET/AMAZON	23.60	
			01-4300	AG COSTA - DOLLAR TREE	47.41	
				AMAZON ORDERS (3) CAL CARD MAINT.	83.29	
				9/28/17		
				ASSET VANELI'S SUPPLIES-CORE	132.75	
				ASSETS- COFFEE CART OPERATIONS	287.88	
				ASSETS- Color Guard	88.60	
				ASSETS- MATERIALS	123.53	
				ATP SUPPLIES SAV	138.92	
				MOR/SAFEWAY/DOLLAR TREE		
				BIP FOOD	105.62	
				CONFERENCE ROOM TABLE OUTLET	36.23	
				STRIP		
				COPY CENTER	12.95	
				CTE MANUFACTURING SUPPLIES	131.22	
				CTEIG Tools Farm Power	497.72	
				DRESS CODE VIOLATION SHIRTS	62.05	
				ENGLISH - CHROMEBOOK CHARGER CART	20.37	
				#8		
				FOOD/CULINARY CLASS FOOD PURCHASE	726.00	
				HOME DEPOT ART SUPPLIES	124.51	
				HOME DEPOT ATP SUPPLIES	775.75	
				J2 FOOD, CLEANING SUPPLIES	37.90	
				KEYBOARD & MOUSE TRAY/AMAZON	64.64	
				Music for Band and Choir	460.47	
				Music Stands and Racks	3,930.98	
				PN GRANT NAVIGATE	600.00	
				PROMISE NEIGHBORHOOD GRANT	86.99	
				PROMISE NEIGHBORHOOD GRANT	21.47	
				AMAZON		
				REPLACEMENT CHROMEBOOK KEYS	11.95	
				BURAN		

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40157840	12/12/2017	U.S. BANK CORPORATE PAYMENT SYSTEM	01-4400	AMAZON ORDERS (3) CAL CARD MAINT. 9/28/17	494.51	
			01-5200	ASSET SITE COORD. EXP LEARNING SYMP. REG/LODGING	50.00	
				ESCAPE CONF 10/18/17 SACRAMENTO FLASH WORKSHOP INSPIRE - SCHREIBER	149.07	
				HOTEL FOR AERIES CONFERENCE	779.20	
				LODGING - FOLEY AERIES USER CONF	194.80	
				LODGING - RIDDLE & BOGARIN AERIES USER CONF	413.93	
			01-5719	ASSETS- CPR/ FIRST AID	95.00	
			01-5800	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	345.24	
				FUEL FOR DIST VEHICLE - CROSS COUNTRY	80.02	
				PLURALSIGHT ONLINE TRAINING LIBRARY	299.00	
			01-5904	DISTRICT POSTAGE	66.25	
				Postage for Woodshop Return	30.50	
			13-4300	Business Card	31.49	
				CREDIT U.S BANK 2017-2018 SUPPLIES R:5310	521.44-	
				U.S BANK 2017-2018 SUPPLIES R:5310	2,701.74	
			13-4307	PAPA MURPHY'S CAFE WELLNESS MEETING	54.00	
			13-4700	CAFE CAL CARD FOOD 2017-2018 R:5310	292.31	15,782.54
40157841	12/12/2017	CALIFORNIA'S VALUED TRUST	01-3402	DEC 2017 TRUSTEE M/D/V	4,906.35	
			01-3701	DEC 2017 RETIREE M/D/V	6,119.95	
			01-3702	ADJ NOV 2017 RET	182.40-	
				ADJ NOV 2017 RETIREE	1,432.00-	
				DEC 2017 RETIREE M/D/V	5,099.78	
			76-9513	DEC 2017 MEDICAL	139,712.00	
			76-9551	DEC 2017 LIFE	131.10	
			76-9552	DEC 2017 DENTAL	18,258.29	
			76-9553	DEC 2017 VISION	2,355.45	174,968.52
40157842	12/12/2017	MARCO'S PIZZA	13-4700	MARCO'S PIZZA 2017-2018 SCHOOL YEAR		7,605.00
40158073	12/15/2017	ACCOUNTABLE HEALTHCARE STAFFIN G, INC	01-5800	VICHI 10/19/17	600.00	

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Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
40158073	12/15/2017	ACCOUNTABLE HEALTHCARE STAFFIN G, INC	01-5800	VICHI 11/30/17	600.00	1,200.00
40158074	12/15/2017	MELINDA S. ALBERS	01-5202	AUG - NOV 2017 MILEAGE		18.41
40158075	12/15/2017	LANCE C. ALLDRIN	11-4300	REIMB FORKLIFT SUPPLIES/SERVICES	21.00	
40158076	12/15/2017	JARED K. CAYLOR	11-5800	REIMB FORKLIFT SUPPLIES/SERVICES	149.00	170.00
40158077	12/15/2017	FIRST ADVANTAGE OCCUPATIONAL IRS # 1365611	01-5202	NOVEMBER 2017 MILEAGE	23.01	
40158078	12/15/2017	JESSICA MARQUEZ	01-5211	NOVEMBER 2017 MILEAGE	111.71	134.72
40158079	12/15/2017	SHERRI A. PETERSON	01-5800	TRANSPORTATION DRUG TESTING		38.22
40158080	12/15/2017	REBECCA RESMEN	13-8634	AUG - DEC 08 2017 MILEAGE		13.81
40158081	12/15/2017	SAFETY-KLEEN SYSTEMS, INC	01-4300	REIMB FIELD TRIP FEES		44.00
40158082	12/15/2017	TEHAMA CO DEPT OF EDUCATION	01-5200	REFUND - FOOD SERVICES		26.60
40158083	12/15/2017	CHRISTINE D. TOWNE	01-5211	TRANSPORTATION SUPPLIES		267.20
40158084	12/15/2017	CHARLES D. TROUGHTON	01-5202	SCHLOM PROJECT WITH A PURPOSE		50.00
40158085	12/15/2017	SHARLET G. WAGNER	01-5202	NOVEMBER MILEAGE		122.52
40158381	12/18/2017	A-Z BUS SALES	01-4300	NOVEMBER 2017 MILEAGE	21.40	67.41
40158382	12/18/2017	AG LEADERSHIP C/O SHASTA COLLEGE	01-5800	NOV 2017 MILEAGE		
40158383	12/18/2017	AMAZON CAPITAL SERVICES, INC	01-4200	OCT 2017 MILEAGE	8.56	29.96
40158384	12/18/2017	AMERIPRIDE UNIFORMS SERVICES	01-5500	ALL BUSES TRANSPORTATION OPEN PO 2017-18	78.10	
40158385	12/18/2017	BIG TIME PEST CONTROL BULLERT ENTERPRISES	01-5505	AIG FFA FIELD DAY	.36-	77.74
40158386	12/18/2017	CALIFORNIA FFA CENTER REGISTRATION	01-5300	ELD supplemental Books	31.89	417.00
40158387	12/18/2017	CITY OF CORNING	01-5502	ICE PACKS FOR INJURED STUDENTS	61.31	
				LAPTOP BAG	54.95	
				PHONE FOR CENT GROUP ROOM	98.88	
				Physical Education Equipment	400.48	
				ATP --EQUIPMENT FOR NETWORK BRIDGE TO ATP CLASSROOM	212.44	859.95
				M&O LAUNDRY SERVICE CUSTODIAL 2017-18 SCHOOL YEAR	394.80	
				TRANS LAUNDRY SERVICE 2017-18 SCHOOL YEAR	95.36	
				M&O LAUNDRY SERVICE UNIFORMS 2017-18 SCHOOL YEAR	520.29	1,010.45
				OPEN PO 17-18 PEST CONTROL		350.00
				AIG FFA MEMBERSHIP		2,652.00
				COR0037 & COR0176 CENT WATER/SEWER	381.22	

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Board Report

Checks Dated 12/01/2017 through 12/31/2017

Board Meeting Date January 18, 2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
40158387	12/18/2017	CITY OF CORNING	01-5502	COR0154 & COR0194 CUHS WATER/SEWER	2,906.63	
				COR0157 TRANS WATER/SEWER 2017-18	53.98	3,341.83
40158388	12/18/2017	COASTAL BUSINESS SYSTEMS, INC.	01-5620	THREE COPIER PAYMENTS 2017-18 SCHOOL YEAR		3,462.39
40158389	12/18/2017	CORNING ACE HARDWARE	01-4300	2017/18 MAINTENANCE ACE (ADDITIONAL FUNDS)	160.35	
				CREDIT RFARMHOUSE SUPPLIES	54.08-	
				DIRECT PAY MCCOY'S CLAIM # 180066	86.17	
				RFARMHOUSE SUPPLIES	54.08	246.52
40158390	12/18/2017	CORNING FORD MERCURY	01-4300	VAN 25 TRANSPORTATION OPEN PO 2017-18		46.34
40158391	12/18/2017	CORNING LUMBER COMPANY	01-4300	OPEN PO CORNING LUMBER 2017/18 MAINTENANCE	873.17	
40158392	12/18/2017	CSM CONSULTING, INC	01-5800	WOODSHOP BEARDSLEY	173.44	1,046.61
40158393	12/18/2017	FIRST CALL	01-4300	ERATE CONSULTING SERVICES		1,250.00
				BUSES TRANSPORTATION OPEN PO 2017-18		30.73
40158394	12/18/2017	INDUSTRIAL EQUIPMENT JACOB'S INDUSTRIAL EQUIPMENT	01-4300	Heavy Duty Degreaser	915.88	
40158395	12/18/2017	JOHNSTONE SUPPLY	01-4300	Unpaid Sales Tax	4.25-	911.63
				OPEN PO JOHNSTONE SUPPLY 2017/18 MAINTENANCE/HVAC		70.55
40158396	12/18/2017	LES SCHWAB	01-4300	CHAINS FOR VANS TRANSPORTATION OPEN PO 2017-18		290.76
40158397	12/18/2017	MARCO'S PIZZA	13-4307	SERVSAFE TRAINING (33 ATTENDEES)		237.65
40158398	12/18/2017	MCCOY'S HARDWARE & FARM SUPPLY	01-4300	DIRECT PAY MCCOY'S CLAIM # 180066	595.83	
				OPEN PO MCCOY'S 2017/18 MAINTENANCE ADDED FUNDS	583.96	
40158399	12/18/2017	MJB WELDING SUPPLY	01-4300	RFARM SUPPLIES	75.61	1,255.40
40158400	12/18/2017	MT. SHASTA SPRING WATER CO.INC	01-4300	AG SHOP CYLINDER EXCHANGE		454.67
				1191151-2 I-2 OFFICE WATER OPEN PO 2017-18	38.75	
				PN OPEN PO FOR WATER - J-9 COUNSELING SERVICES	8.75	
				TRANS WATER SERVICE 2017-18 SCHOOL YEAR	23.19	70.69
40158401	12/18/2017	NASCO	01-4300	ART SUPPLIES	484.56	

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Checks Dated 12/01/2017 through 12/31/2017

Board Meeting Date January 18, 2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
40158401	12/18/2017	NASCO	01-4300	math supplies	354.29	838.85
40158402	12/18/2017	OFFICE DEPOT	01-4300	BUSINESS OFFICE SUPPLIES 2017-18	607.28	
				CLASSROOM SUPPLIES	116.08	
				CTE OPEN PO FOR CLASSROOM SUPPLIES 2017-18	211.25	
				OFFICE SUPPLIES	325.29	
40158403	12/18/2017	OLIVE CITY AUTO PARTS DERODA.INC	01-4300	PAPER FOR SCHOOL	3,070.88	4,330.78
				BUS 2 TRANSPORTATION OPEN PO 2017-18	67.23	
				BUS 21 TRANSPORTATION OPEN PO 2017-18	10.02	
				BUS 22 TRANSPORTATION OPEN PO 2017-18	69.50	
				BUS 25 TRANSPORTATION OPEN PO 2017-18	44.25	
				BUSES TRANSPORTATION OPEN PO 2017-18	8.84	
				FORKLIFT TRANSPORTATION OPEN PO 2017-18	68.60	
				M&O TRANSPORTATION OPEN PO 2017-18	18.30	
				OPEN PO NAPA AUTO PARTS 2017/18 MAINTENANCE	161.86	
				SHOP TRANSPORTATION OPEN PO 2017-18	13.78	
				SUB 5 TRANSPORTATION OPEN PO 2017-18	10.89	
				TRANS #7 TRANSPORTATION OPEN PO 2017-18	11.60	
				VANS TRANSPORTATION OPEN PO 2017-18	89.54	
			19-4300	M&O 17 OPEN PO NAPA AUTO PARTS 2017/18 RANCH	12.12	586.53
40158404	12/18/2017	REDDING FREIGHTLINER, INC.	01-4300	BUS 21 TRANSPORTATION OPEN PO 2017-18		181.81
40158405	12/18/2017	RICOH USA, INC.	11-5620	72073-1021451ML ADULT ED COPIER LEASE		149.78
40158406	12/18/2017	VALLEY IND. COMMUNICATIONS	01-5900	TRANS COMMUNICATIONS - ROUND MTN & SOUTHFORK		225.00
40158407	12/18/2017	W.W. GRAINGER, INC.	01-4300	2017/18 CUSTODIAL	47.76	
The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.					ESCAPE	ONLINE

Checks Dated 12/01/2017 through 12/31/2017				Board Meeting Date January 18, 2018		
Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
40158407	12/18/2017	W.W. GRAINGER, INC.	01-4300	2017/18 MAINTENANCE	559.21	
40158408	12/18/2017	WASTE MANAGEMENT	01-4400	DIRECT PAY CLAIM # 180066 GRAINGER	729.69	1,336.66
40158409	12/18/2017	WEST COAST PAPER	01-5506	4-02058-65006 CUHS GARBAGE 2017-18		126.53
			01-4300	OPEN PO FOR PAPER 2017-18 SCHOOL YEAR	342.40	
40158410	12/18/2017	WEST VALLEY FFA	01-5800	FFA CONTEST	.81-	341.59
40158411	12/18/2017	WOODWORKER'S SUPPLY, INC.	01-4300	CENTENNIAL BEARDSLEY	519.81	276.00
				CREDIT CENTENNIAL BEARDSLEY	52.00-	
40158412	12/18/2017	WURTH USA, INC	01-4300	SHOP & BUSES TRANSPORTATION OPEN PO 2017-18	37.39-	430.42
40158413	12/18/2017	AMERIPRIDE UNIFORMS SERVICES	13-5500	CAFE AMERRIPRIDE UNIFORM 2017-2018 SCHOOL YEAR		142.96
40158414	12/18/2017	CRYSTAL CREAMERY	13-4700	FOSTER DAIRY FARMS INS 2017-2018 SCHOOL YEAR	6,456.36	447.66
				FOSTER DAIRY FARMS OPEN PO 2017/2018 SCHOOL YEAR	1,331.50	7,787.86
40158415	12/18/2017	FRANZ FAMILY BAKERY	13-4700	FRANZ FAMILY BAKERY 2017-2018 SCHOOL YEAR		1,299.02
40158416	12/18/2017	FROZEN GOURMET INC	13-4700	FROZEN GOURMET INC 2017-2018 SCHOOL YEAR		1,700.16
40158417	12/18/2017	GOLD STAR FOODS, INC	13-4700	GOLD STAR FOOD INC 2017-2018 SCHOOL YEAR	17,761.01	
				GOLD STAR FOOS INC. OPEN PO 2017-2018 SCHOOL YEAR	1,956.48	19,717.49
40158418	12/18/2017	HAPPY VALLEY FRESH FRUIT CO. WESTABY ENTERPRISES	13-4700	HAPPY VALLY FRESH FRUIT CO 2017-2018 SCHOOL YEAR		1,689.00
40158419	12/18/2017	PRO PACIFIC FRESH	13-4700	PRO PACIFIC FRESH 2017-2018 SCHOOL YEAR	11,256.50	
				PRO PACIFIC FRESH OPEN PO 2017-2018 SCHOOL YEAR	2,573.18	13,829.68
40158420	12/18/2017	SAV-MOR FOODS	13-4700	SAV-MOR 2017-2018 SCHOOL YEAR		53.52
40158421	12/18/2017	SYSCO SACRAMENTO, INC.	13-4300	SYSCO SACRAMENTO INC 2017-2018 SUPPLIES	157.97	
			13-4700	SYSCO SACRAMENTO 2017-2018 SCHOOL YEAY	4,212.80	4,370.77
40158422	12/18/2017	THE DANIELSEN COMPANY	13-4300	DANIELSEN COMPANY R:5310 2017-2018 SUPPLIES	2,037.38	

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Checks Dated 12/01/2017 through 12/31/2017

Board Meeting Date January 18, 2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
40158422	12/18/2017	THE DANIELSEN COMPANY	13-4700	THE DANIELSEN COMPANY 2017-2018 SCHOOL YEAR	6,967.08	9,004.46
40158665	12/21/2017	AMERIGAS	01-5504	PROPANE		182.51
40158666	12/21/2017	AWARDS COMPANY JOSEPH L. SEILIGO	01-4300	RETIREE PLAQUES		107.14
40158667	12/21/2017	JARED K. CAYLOR	01-5200	GOV BUDGET WORKSHOP SACARMENTO MEALS 01/16/18	18.00	
40158668	12/21/2017	COASTAL BUSINESS SYSTEMS	01-5211	GOV BUDGET WORKSHOP SACARMENTO MILEAGE 01/16/18	123.05	141.05
40158669	12/21/2017	CORNING LUMBER COMPANY	01-4300	STAPLES FOR COPY MACHINES		336.06
			01-4300	OPEN PO CORNING LUMBER 2017/18 MAINTENANCE		23.69
40158670	12/21/2017	CUMMINS PACIFIC, INC	01-5800	DATA LINK FOR SERVICE COMPUTER TRANSPORTATION OPEN PO		453.00
40158671	12/21/2017	DEANNA AILEEN HAMILTON	01-5800	Training		1,362.50
40158672	12/21/2017	DUBUQUE BANK & TRUST COMPANY	01-7438	QZAB LOAN PMT	11,539.75	
			01-7439	QZAB LOAN PMT	26,260.25	37,800.00
40158673	12/21/2017	MCCOY'S HARDWARE & FARM SUPPLY	01-4300	2017/18 MAINTENANCE ACE (ADDITIONAL FUNDS)	9.69	
				OPEN PO MCCOY'S 2017/18 MAINTENANCE ADDED FUNDS	11.63	
			19-4300	OPEN PO MCCOY'S HARDWARE 2017/18 RANCH	25.19	46.51
40158674	12/21/2017	OLIVE CITY AUTO PARTS DERODA.INC	01-4300	TRACTOR - CARL PERKINS		41.99
40158675	12/21/2017	PITNEY BOWES, INC SUPPLIES	01-4300	POSTAGE SUPPLIES 2017-18 SCHOOL YEAR		128.21
40158676	12/21/2017	SAC-VAL JANITORIAL SUPPLY	01-4300	OPEN PO SAC VAL 2017/18 CUSTODIAL		322.34
40158677	12/21/2017	SCHAEFFER MFG. CO. DEPT 3518	01-4314	TRANSPORATION SUPPLIES	746.07	
				Unpaid Sales Tax	1.74-	744.33
40158678	12/21/2017	SHASTA UNION HSD	01-5800	COLLEGE CONNECTION EXPENSES 16/17		33,678.57
40158679	12/21/2017	TEHAMA COUNTY MOSQUITO C/O SCI CONSULTING GROUP	01-5800	MOSQUITO AND VECTOR CONTROL		7.36
40158680	12/21/2017	U.S. BANK EQUIPMENT FINANCE	01-5620	CTE COPY CENTER CANON COPIER PAYMENT 2017-18		563.99
40158681	12/21/2017	ZEE MEDICAL SERVICES	01-4300	BLANKET PO MED. KIT SUPPLIES 2017/18		58.87
Total Number of Checks					139	539,056.72

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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Checks Dated 12/01/2017 through 12/31/2017

Board Meeting Date January 18, 2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
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Fund Summary

Fund	Description	Check Count	Expensed Amount
01	GENERAL	112	201,846.74
11	ADULT EDUCATION	2	319.78
13	CAFETERIA SPEC REV	15	70,813.00
19	FOUNDATION SPECIAL	6	5,834.53
21	BUILDING FUND	10	95,341.13
76	WARRANT/PASS-THRU	4	164,991.33
Total Number of Checks		139	539,146.51
Less Unpaid Sales Tax Liability			89.79
Net (Check Amount)			539,056.72

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

905 - Corning Union High School

Generated for JESSICA MARQUEZ (JMARQUEZ), Jan 5 2018 8:53AM

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Check Snapshot

Check # 40159222, Dated 01/11/2018, Printed (000640)

Bank Account COUNTY - COUNTY					
Fiscal Year	Invoice Date	Req #	PO #	Comment	Payment Id
Scheduled Appt Batch					
Acct Amount					
Invoice Amount					
Unpaid Sales Tax					
Expense Amount					

Payee U.S. BANK CORPORATE PAYMENT SYSTEM (000681/1)

P.O. BOX 790428

ST. LOUIS, MO 63179-0428

2017/18	11/09/17	R18-00165	P18-00047	FOOD/CULINARY CLASS FOOD PURCHASE	1729 1109 SAFEWAY	01/08/18	017095	71.19	71.19	
2017/18	11/14/17	R18-00165	P18-00047	FOOD/CULINARY CLASS FOOD PURCHASE	1729 1114 SAVMOR	01/08/18	017095	33.26	33.26	
2017/18	10/26/17	R18-00442		CREDIT AMAZON ORDERS (3) CAL CARD MAINT. 9/28/17	3114 1026 AMAZON	01/08/18	017095	395.60-	395.60-	
2017/18	11/08/17	R18-00475	P18-00207	DICKENS FAIR ENG IV NF	3114 1108 DICKENS	01/08/18	017095	400.00	400.00	
2017/18	11/04/17	R18-00470		UPS SHIPPING FOR IPAD SCREEN REPAIR	3130 1104 UPS	01/08/18	017095	12.27	12.27	
2017/18	11/07/17	R18-00476		ANODIZED ALUMINUM ASSET TAGS	3130 1107 LUSTRE	01/08/18	017095	421.49	421.49	
2017/18	11/03/17	R18-00289		CATA FALL CONF LODGING 11/3/17 - 11/4/17	3148 1103 TRAILSIDE	01/08/18	017095	154.00	154.00	
2017/18	11/03/17	R18-00428		CATA FALL CONF LODGING 11/3/17 - 11/4/17 SAFFORD	3148 1103 TRAILSIDE2	01/08/18	017095	143.00	143.00	

Selection

Sorted by Check #, Snapshot - (Org = 905, Starting Check Date = 1/11/2018, Ending Check Date = 1/11/2018, Check #(s) = 40159222, Batch

Number(s) = 017095, Account Detail? = N, Page Break by Check? = Y)

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1:50PM

Check99

Check Snapshot

Check # 40159222, Dated 01/11/2018, Printed (000640)

Bank Account COUNTY - COUNTY

Fiscal Year	Invoice Date	Req # PO #	Comment	Payment Id	Scheduled Appr Batch	Acct Amount	Invoice Amount	Unpaid Sales Tax	Expense Amount
2017/18	11/06/17	R18-00489	CA ALL STAR MUSIC CONF SAN JOSE 2/15/18	3148 1106 CBDACALIF	01/09/18 017095		190.00		190.00
2017/18	11/06/17	R18-00490	WIBC BAND CONF SEATTLE WA 11/17/17 -11/20/17	3148 1106 WESTERN	01/08/18 017095		210.00		210.00
2017/18	10/23/17	R18-00435	CAL CARD (NEW MANAGEMENT) LOCK BLOCKS	4901 1023 NEWMAN	01/08/18 017095		126.56		126.56
2017/18	10/27/17	R18-00323 B18-00143	CAFE CAL CARD AMAZON SUPPLIES 2017-2018 R:5320	5491 1027 AMAZON	01/08/18 017095		362.04		362.04
2017/18	10/27/17	R18-00323 B18-00143	CAFE CAL CARD AMAZON SUPPLIES 2017-2018 R:5320	5491 1027 AMAZON2	01/08/18 017095		344.76		344.76
2017/18	11/09/17	R18-00291 B18-00120	ASSETS- MATERIALS	5779 01109 WALMART	01/08/18 017095		254.30		254.30
2017/18	10/23/17	R18-00370 P18-00140	STARS- FAMILY LITERACY	5779 1023 AMAZON	01/08/18 017095		677.76		677.76
2017/18	10/24/17	R18-00420 B18-00158	DISTRICT POSTAGE	5779 1024 USPS	01/08/18 017095		6.65		6.65
2017/18	10/25/17	R18-00288 B18-00113	ASSETS- CPR/ FIRST AID	5779 1025 ARC	01/08/18 017095		76.00		76.00
2017/18	11/01/17	R18-00453 B18-00160	ASSETS- COFFEE CART OPERATIONS	5779 1101 C&C	01/08/18 017095		88.45		88.45

Selection

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Check Snapshot

Check # 40159222, Dated 01/11/2018, Printed (000640)

Bank Account COUNTY - COUNTY			
Fiscal Year	Invoice Date	Req # PO #	Comment

2017/18	11/01/17	R18-00291 B18-00120	ASSETS- MATERIALS	5779 1101 COSTCO	01/08/18 017095	37.78	37.78	37.78
2017/18	11/07/17	R18-00482 P18-00210	ASSET BOOST CONF 5/1/18 PALM SPRINGS	5779 1107 ACT	01/08/18 017095	495.00	495.00	495.00
2017/18	11/07/17	R18-00482 P18-00210	ASSET BOOST CONF 5/1/18 PALM SPRINGS	5779 1107 SOUTHW	01/08/18 017095	202.96	202.96	202.96
2017/18	11/13/17	R18-00453 B18-00160	ASSETS- COFFEE CART OPERATIONS	5779 1113 CC	01/08/18 017095	127.76	127.76	127.76
2017/18	11/14/17	R18-00291 B18-00120	ASSETS- MATERIALS	5779 1114 WALMART	01/08/18 017095	14.59	14.59	14.59
2017/18	11/14/17	R18-00291 B18-00120	CREDIT ASSETS- MATERIALS	5779 1114 WALMART2	01/08/18 017095	21.31-	21.31-	21.31-
2017/18	10/22/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 1022 SANTAFE	01/08/18 017095	304.77	304.77	304.77
2017/18	10/23/17	R18-00409	AG INC-FFA NAT FFA CONV LODGING NASHVILLE	5803 1023 DAYS INN2	01/08/18 017095	290.79	290.79	290.79
2017/18	10/23/17	R18-00409	AG INC-FFA NAT FFA CONV LODGING NASHVILLE	5803 1023 DAYS INN	01/08/18 017095	290.79	290.79	290.79

Selection

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Check # 40159222, Dated 01/11/2018, Printed (000640)

Bank Account COUNTY - COUNTY

Fiscal Year	Invoice Date	Req # PO #	Comment	Payment Id	Scheduled Appr Batch	Acct Amount	Invoice Amount	Unpaid Sales Tax	Expense Amount
2017/18	10/23/17	R18-00409	AG INC-FFA NAT FFA CONV LODGING NASHVILLE	5803 1023 DAYS INN3	01/08/18 017095		290.79		290.79
2017/18	10/23/17	R18-00409	AG INC-FFA NAT FFA CONV LODGING NASHVILLE	5803 1023 DAYS INN4	01/08/18 017095		290.79		290.79
2017/18	10/23/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 1023 LOVES	01/08/18 017095		64.08		64.08
2017/18	10/23/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 1023 LOVES2	01/08/18 017095		50.00		50.00
2017/18	10/23/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 1023 PREMIER	01/08/18 017095		13.00		13.00
2017/18	10/23/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 1023 REPMIER2	01/08/18 017095		13.00		13.00
2017/18	10/23/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 10236 JETS PIZ	01/08/18 017095		63.05		63.05
2017/18	10/24/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 1024 BUFFALO	01/08/18 017095		264.88		264.88
2017/18	10/24/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 1024 HENRY	01/08/18 017095		114.00		114.00

Selection Sorted by Check #, Snapshot - (Org = 905, Starting Check Date = 1/11/2018, Ending Check Date = 1/11/2018, Check #(s) = 40159222, Batch Number(s) = 017095, Account Detail? = N, Page Break by Check? = Y)

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Bank Account COUNTY - COUNTY									
Check # 40159222, Dated 01/11/2018, Printed (000640)									
Fiscal Year	Invoice Date	Req # PO #	Comment	Payment Id	Scheduled Appr Batch	Acct Amount	Invoice Amount	Unpaid Sales Tax	Expense Amount

2017/18	10/25/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 1025 HILLERICH	01/08/18 017095		127.00		127.00
2017/18	10/25/17	R18-00404	AG INC-FFA NAT FFA CONV LODGING LEXINGTON	5803 1025 HOLIDAY	01/08/18 017095		371.31		371.31
2017/18	10/25/17	R18-00404	AG INC-FFA NAT FFA CONV LODGING LEXINGTON	5803 1025 HOLIDAY2	01/08/18 017095		371.31		371.31
2017/18	10/25/17	R18-00404	AG INC-FFA NAT FFA CONV LODGING LEXINGTON	5803 1025 HOLIDAY3	01/08/18 017095		371.31		371.31
2017/18	10/25/17	R18-00404	AG INC-FFA NAT FFA CONV LODGING LEXINGTON	5803 1025 HOLIDAY4	01/08/18 017095		371.31		371.31
2017/18	10/25/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 1025 KY DERBY	01/08/18 017095		176.00		176.00
2017/18	10/25/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 1025 MONTANA	01/08/18 017095		225.38		225.38
2017/18	10/25/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 1025 SHELL	01/08/18 017095		52.09		52.09
2017/18	10/25/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 1025 SHELL2	01/08/18 017095		57.81		57.81

Selection

Sorted by Check #, Snapshot - (Org = 905, Starting Check Date = 1/11/2018, Ending Check Date = 1/11/2018, Check #(s) = 40159222, Batch Number(s) = 017095, Account Detail? = N, Page Break by Check? = Y)

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Check Snapshot

Check # 40159222, Dated 01/11/2018, Printed (000640)

Bank Account COUNTY - COUNTY

Fiscal Year	Invoice Date	Req # PO #	Comment	Payment Id	Scheduled Appr Batch	Acct Amount	Invoice Amount	Unpaid Sales Tax	Expense Amount
2017/18	10/26/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 1026 OLIVE	01/08/18 017095		114.36		114.36
2017/18	10/26/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 1026 OLIVE2	01/08/18 017095		73.32		73.32
2017/18	10/26/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 1026 OLIVE3	01/08/18 017095		67.45		67.45
2017/18	10/26/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 1026 OLIVE4	01/08/18 017095		78.59		78.59
2017/18	10/27/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 1027 EL JEFE	01/08/18 017095		174.83		174.83
2017/18	10/27/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 1027 INDIANA	01/08/18 017095		258.78		258.78
2017/18	10/27/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 1027 INDIANA2	01/08/18 017095		68.94		68.94
2017/18	10/27/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 1027 THORTONS	01/08/18 017095		71.05		71.05
2017/18	10/27/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 1027 THORTONS2	01/08/18 017095		76.54		76.54

Selection

Sorted by Check #, Snapshot - (Org = 905, Starting Check Date = 1/11/2018, Ending Check Date = 1/11/2018, Check #(s) = 40159222, Batch Number(s) = 017095, Account Detail? = N, Page Break by Check? = Y)

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Check Snapshot

Check # 40159222, Dated 01/11/2018, Printed (000640)

Bank Account COUNTY - COUNTY									
Check # 40159222, Dated 01/11/2018, Printed (000640)									
Fiscal Year	Invoice Date	Req #	Comment	Payment Id	Scheduled Appr Batch	Acct Amount	Invoice Amount	Unpaid Sales Tax	Expense Amount

2017/18	10/28/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 1028 FOXS	01/08/18 017095		48.94		48.94
2017/18	10/28/17	R18-00003	FFA NAT CONV 10/25-10/27/17-LODGING EDINBURGH, IN	5803 1028 HOLIDAY	01/08/18 017095		423.33		423.33
2017/18	10/28/17	R18-00003	FFA NAT CONV 10/25-10/27/17-LODGING EDINBURGH, IN	5803 1028 HOLIDAY2	01/08/18 017095		423.33		423.33
2017/18	10/28/17	R18-00003	FFA NAT CONV 10/25-10/27/17-LODGING EDINBURGH, IN	5803 1028 HOLIDAY3	01/08/18 017095		423.33		423.33
2017/18	10/28/17	R18-00003	FFA NAT CONV 10/25-10/27/17-LODGING EDINBURGH, IN	5803 1028 HOLIDAY4	01/08/18 017095		423.33		423.33
2017/18	10/28/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 1028 TACO BELL	01/08/18 017095		45.26		45.26
2017/18	10/29/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 1029 GRUHN	01/08/18 017095		10.00		10.00
2017/18	10/29/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 1029 GRUHN2	01/08/18 017095		10.00		10.00

Selection

Sorted by Check #, Snapshot - (Org = 905, Starting Check Date = 1/11/2018, Ending Check Date = 1/11/2018, Check #(s) = 40159222, Batch Number(s) = 017095, Account Detail? = N, Page Break by Check? = Y)

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905 - Corning Union High School

Generated for Deanna GLOVER (DEGLOVER), Jan 12 2018

1:50PM

Check99

Check Snapshot

Check # 40159222, Dated 01/11/2018, Printed (000640)

Bank Account COUNTY - COUNTY

Fiscal Year	Invoice Date	Req # PO #	Comment	Payment Id	Scheduled Appr Batch	Acct Amount	Invoice Amount	Unpaid Sales Tax	Expense Amount
2017/18	10/29/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 1029 OPRYLAND	01/08/18 017095		180.00		180.00
2017/18	10/29/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 1029 RYMAN	01/08/18 017095		244.40		244.40
2017/18	10/29/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 1029 SAC AIR	01/08/18 017095		90.00		90.00
2017/18	10/29/17	R18-00410	AG INC-FFA NAT FFA CONV 10/21/17 TOURS/FUEL/MEALS	5803 1029 SAC AIR2	01/08/18 017095		90.00		90.00
2017/18	10/23/17	R18-00213	BIP FOOD	6342 1023 CC	01/08/18 017095		42.16		42.16
2017/18	10/23/17	R18-00453 B18-00160	ASSETS- COFFEE CART OPERATIONS	6342 1023 CC2	01/08/18 017095		153.08		153.08
2017/18	10/23/17	R18-00213	BIP FOOD	6342 1023 SAVMOR	01/08/18 017095		47.16		47.16
2017/18	10/25/17	R18-00211	J2 FOOD, CLEANING SUPPLIES	6342 1025 SAFEWAY	01/08/18 017095		274.34		274.34
2017/18	10/25/17	R18-00165 P18-00047	FOOD/CULINARY CLASS FOOD PURCHASE	6342 1025 SAFEWAY2	01/08/18 017095		107.31		107.31

Selection

Sorted by Check #, Snapshot - (Org = 905, Starting Check Date = 1/11/2018, Ending Check Date = 1/11/2018, Check #(s) = 40159222, Batch Number(s) = 017095, Account Detail? = N, Page Break by Check? = Y)

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905 - Corning Union High School

Generated for Deanna GLOVER (DEGLOVER), Jan 12 2018
1:50PM

Check99

Check Snapshot

Check # 40159222, Dated 01/11/2018, Printed (000640)

Bank Account COUNTY - COUNTY

Fiscal Year	Invoice Date	Req # PO #	Comment	Payment Id	Scheduled Appr Batch	Acct Amount	Invoice Amount	Unpaid Sales Tax	Expense Amount
2017/18	11/01/17	R18-00165 P18-00047	FOOD/CULINARY CLASS FOOD PURCHASE	6342 1101 SAFEWAY	01/08/18 017095		142.43		142.43
2017/18	11/03/17	R18-00469	SHASTA PATHWAY GRANT DOCCAM	6342 1103 GLOBAL	01/08/18 017095		1,442.47		1,442.47
2017/18	11/14/17	R18-00211	J2 FOOD, CLEANING SUPPLIES	6342 1114 SAFEWAY	01/08/18 017095		72.51		72.51
2017/18	10/27/17	R18-00207 B18-00092	ASSET VANELI'S SUPPLIES-CORE	8280 1027 VANELIS	01/09/18 017095		172.35		172.35
2017/18	11/05/17	R18-00479	LITERACY BASKET	8280 1105 TJMAX	01/09/18 017095		70.71		70.71
2017/18	11/05/17	R18-00479	LITERACY BASKET	8280 1105 TUESD	01/09/18 017095		15.70		15.70
2017/18	11/16/17	R18-00518	PN GRANT	8280 1116 ASSOC	01/09/18 017095		42.46		42.46
2017/18	11/16/17	R18-00518	PN GRANT	8280 1116 CELEST	01/09/18 017095		96.09		96.09
2017/18	11/16/17	R18-00638	R FARMHOUSE WEBSITE SUBSCRIPTION	8280 1116 WEEBLY	01/10/18 017095		300.00		300.00
						Check Amount	14,580.92		

Selection

Sorted by Check #, Snapshot - (Org = 905, Starting Check Date = 1/11/2018, Ending Check Date = 1/11/2018, Check #(s) = 40159222, Batch Number(s) = 017095, Account Detail? = N, Page Break by Check? = Y)

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905 - Corning Union High School

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1:50PM

Check Snapshot

Bank Account COUNTY - COUNTY

Selection	Sorted by Check #, Snapshot - (Org = 905, Starting Check Date = 1/11/2018, Ending Check Date = 1/11/2018, Check #(s) = 40159223, Batch Number(s) = 017095, Account Detail? = N, Page Break by Check? = Y)	ESCAPE ONLINE
		Page 1 of 2

Check99

Check Snapshot

Check # 40159223, Dated 01/11/2018, Printed (000640)

Bank Account COUNTY - COUNTY									
Fiscal Year	Invoice Date	Req # PO #	Comment	Payment Id	Scheduled Appr Batch	Acct Amount	Invoice Amount	Unpaid Sales Tax	Expense Amount
	10/29/17		FFA LODGING R18-00544	6342 1029 LAQUINTA3	01/08/18 017095		185.75		185.75
	11/16/17		ED LAB SERIES 11/16/17 PARKING FEE	8563 1116 CAPMALL	01/08/18 017095		22.75		22.75
	11/20/17		TRUSTEE HW 3 MONTHS VAUHGAN SPOUSE	9954 1120 ANTHEM BC2	01/08/18 017095		832.29		832.29
	11/20/17		TRUSTEE HW 3 MONTHS VAUHGAN	9954 1120 ANTHEMBC	01/08/18 017095		832.29		832.29
Check Amount						4,966.04			

Selection

Sorted by Check #, Snapshot - (Org = 905, Starting Check Date = 1/11/2018, Ending Check Date = 1/11/2018, Check #(s) = 40159223, Batch

Number(s) = 017095, Account Detail? = N, Page Break by Check? = Y)

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905 - Corning Union High School

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1:49PM

Updated 11/29/17

[illegible]

**Corning Union High School
Interdistrict Transfers
Districts of Choice**

2017-18 School Year -

Outgoing

Updated 12/7/17

Last Name	First	Grade	To	Code	Reason / Date
Allen	Katie	9th	Red Bluff	1	Pending RB's Approval
Avrit	Conner	12th	Hamilton High	1	Established 8/8/17
Avrit	Morgan	10th	Hamilton High	1	Established 8/8/17
Burrell	Deacon	9th	Los Molinos	1	Established 11/3/17
D/Andrea	Denny	11th	Los Molinos	1	Established 9/13/17
Drake	Jillian	11th	Orland Unified	1	Pending Orland's Approval
Draper	Haden Vyns	9th	Red Bluff	1	Pending RB's Approval
Engel	Rylee	9th	Hamilton Unified	1	Established 8/28/17
Farias	Adrian	12th	Chico Unified	1	Established 7/31/17
Favela	Yahid	11th	Red Bluff	1	Established 10/26/17
Gibson	Aniyah	12th	Los Molinos	1	Denied per LM 8/15/17
Graciano	Ulises	12th	Los Molinos	1	Established 8/16/17
Gruenwald	Tate	10th	Hamilton High	1	District of Choice Established 12/17/14- NOT ENROLLED
Gruenwald	Wade	9th	Hamilton High	1	District of Choice Established 9/16/15 2016-20 NOT ENROLLED
Herrera	Cesar	9th	Orland Unified	1	Established 8/14/17
Haro-Mendoza	Lisette	9th	Hamilton High	1	Established 3/15/17
Johnson	Cort	10th	Hamilton High	1	District of Choice Established 10/2/15 NOT ENROLLED
Johnston	Charliegh	11th	Los Molinos	1	Established 8/14/17
Johnston	Cordell	11th	Los Molinos	1	Established 8/14/17
Lomeli	Samara	9th	Orland Unified	1	Established 7/10/17
Lowen	Hannah	9th	Shasta Union High	1	District of Choice Established 12/7/16 NOT ENROLLED
Matlock	Preston	9th	Los Molinos	1	Denied per LM 8/15/17
Mills	Jason	9th	Red Bluff	1	Established 8/1/17
Pankratz	Madison	9th	Hamilton High	1	Established 8/4/17

[illegible][illegible]

2018-2019 School Year

Incoming

Updated 11/29/17

[illegible]

Corning Union High School District Human Resources Report

Board Meeting Date: 1/18/2018

<u>Action</u>	<u>Type</u>	<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Background</u>
Position Change	Probationary	Martinez, Minerva	Health Aide	1/1/2018	Position change from PN Project Assistant to Health Aide Vacancy
Position Change	Voluntary	Mendoza, Sonya	ATP Facilitator	1/1/2018	Position change from Para Educator to ATP Facilitator Vacancy

Extra Duty/Temporary/Coaching Authorizations

<u>Effective</u>	<u>Type</u>	<u>Employee</u>	<u>Assignment</u>	<u>Terms</u>	<u>Additional Information</u>
1/10/2018	Stipend	Dixon, Cindy	MUSIC ASST INSTR (w/o class)	Winter Pmt	Extra Duty per CITA Contract
1/10/2018	Stipend	Stegall, Melissa	ATE SUPPORT PROVIDER	Winter Pmt	Extra Duty per CITA Contract



CORNING UNION HIGH SCHOOL DISTRICT

John Burch, District Superintendent

Board Members: Ken Vaughan, James Scott Patton, Pauletta Bray, Jim Bingham, Todd Henderson

Surplus Equipment/Obsolete Equipment and/or Furniture Form

Date 12.8.17

Site Corning High School

Form Completion Instruction (In description block provide the following)

- Textbooks: Title, Publisher, copyright date, quantity and reason for withdrawal.
- Equipment: Name, estimated value, quantity and reason for surplus.

Description	Recommended Disposition
2 old engines, \$0 value, not being used.	surplus

_____ For additional items, check here and attach list.

Supervisor Approval: [Signature] 12.8.17
Signature Date

Site Administrator: [Signature] 12/12/17
Signature Date

Superintendent Approval [Signature] 12/12/17
Signature Date

Board Meeting Date [Signature]

Approved ☐

Denied ☐

Disposition:



CORNING UNION HIGH SCHOOL DISTRICT

John Burch, District Superintendent

Board Members: Ken Vaughan, James Scott Patton, Pauletta Bray, Jim Bingham, Todd Henderson

Surplus Equipment/Obsolete Equipment and/or Furniture Form

Date 12.8.17

Site Corning High School

Form Completion Instruction (In description block provide the following)

- Textbooks: Title, Publisher, copyright date, quantity and reason for withdrawal.
- Equipment: Name, estimated value, quantity and reason for surplus.

Description	Recommended Disposition
2 metal shelves, \$10 value, no longer used/needed. after the coatchop conversion	surplus / give away

_____ For additional items, check here and attach list.

Supervisor Approval: [Signature] 12.8.17
Signature Date

Site Administrator: [Signature] 12/12/17
Signature Date

Superintendent Approval [Signature] 12/12/17
Signature Date

Board Meeting Date _____

Approved ☐

Denied ☐

Disposition:

Quarterly Report on Williams Uniform Complaints
Valenzuela/CAHSEE Lawsuit Settlement
Education Code 35186(d)

District: Corning Union High School District

Person completing this form: Charlie Troughton

Title: Principal

Quarterly Report Submission Date:
(check one)

- ☐ April 2017
☐ July 2017
☐ October 2017
☒ January 2018

Date for information to be reported publicly at governing board meeting: 01/18/18

Please check the box that applies:

☒ No complaints were filed with any school in the district during the quarter indicated above.

- ☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials (Williams Lawsuit)			
Teacher Vacancy or Misassignment (Williams Lawsuit)			
Facilities Conditions (Williams Lawsuit)			
CAHSEE Intensive Instruction and Services (Valenzuela Lawsuit)			
TOTALS			

Jared Caylor

Print Name of District Superintendent


Signature of District Superintendent

1/19/18
Date

CORNING UNION HIGH SCHOOL DISTRICT
643 Blackburn Ave
Corning, CA 96021
(530) 824-8000 • Fax: (530) 824-8005

MEMORANDUM OF UNDERSTANDING

This Agreement is entered into by and between the Corning Union High School District, herein called CUHSD, and Sharon Sinclair, for the provision of **school nursing services** for CUHSD. The parties agree as follows:

The term of this agreement is January 1, 2018 through June 30, 2018.

A. Sharon Sinclair agrees to:

1. Provide school nurse service during the period of January 1, 2018 through June 30, 2018. Services will be provided two days per week for 7.5 hours daily at the agreed upon daily rate.
2. Submit a timesheet on the last working day of each month. Pay will be processed as supplemental payroll to be paid on the 10th day of the following month.

B. CUHSD agrees to:

1. Provide adequate facilities and support including technology, materials and supplies, and access to a computer and printer for IEP and report writing to enable the school nurse to perform services.
2. Pay Sharon Sinclair at the rate of seven hundred dollars (\$700.00) per day of services rendered. Any additional days of service will need to be approved in advance by the Superintendent.

Each party hereto agrees to hold harmless and to indemnify the other party, its officers and employees against liability for damages for death or bodily injury to persons, injury to property, or any other loss, damage, or expense arising from the negligence, willful misconduct or omission of the party which committed the act, and while acting under the terms and conditions of the Agreement.

Each party agrees that this contract is only for specified time period (January 1, 2018 to June 30, 2018) and shall not automatically renew for the 2018/19 school year.

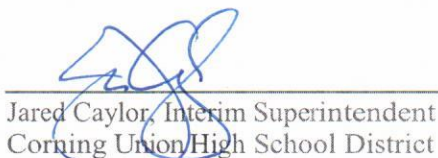
Should any action be brought to enforce any of the terms of this Agreement, the prevailing party shall be entitled to reasonable attorney's fees.

The provisions of this agreement are agreed to by both parties as certified by the signatures below:



Sharon Sinclair
School Nurse

1/30/18
Date


Jared Caylor, Interim Superintendent
Corning Union High School District

1/30/18
Date



Staffing Agreement

Client: Corning Union High School District
Contact: Sally Tollison
Phone: (530) 824-8000
Email: stollison@corninghs.org

Accountable Healthcare Staffing, Inc. ("Accountable") is committed to presenting the most qualified Health Care Providers ("Providers") at the best possible rates. The rates listed below reflect the hourly billing rate for each specialty, or discipline. The terms and requirements of each assignment will be detailed and agreed upon in an Accountable Assignment Confirmation ("Assignment Confirmation"), which the Client must sign, and return, prior to the assignment start date.

Please note that every Provider and their rate must be approved in writing by Client, on the Assignment Confirmation prior to starting the assignment.

<u>DISCIPLINE</u>	<u>Weekday Per Hour Billing Rate*</u>
Speech Language Pathologist (SLP)	\$ 75.00
Occupational Therapist (OT)	\$ 75.00
Physical Therapist (PT)	\$ 75.00
School Psychologist (LSSP)	\$ 80.00

Other disciplines priced upon request.

-
- Overtime will be billed at 1.5 times the applicable hourly rate when pre-approved in writing.
 - When transportation between schools is required, the time in transit is billable at the applicable hourly rate. There are no additional charges for mileage.
 - Bilingual positions may require a higher billing rate.

Accountable Representative:
 Mark Tiefenbrun
 Business Development Manager
 O 817.916.8907
 C 682.597.2996
 E MarkTiefenbrun@AHCStaff.com

Accountable Healthcare Staffing, Inc. | 999 Yamato Road | Suite 210 | Boca Raton, FL 33431
 Phone: 888.853.0979 | Email: schools@ahcstaff.com
www.ahcstaff.com



Terms and Conditions

This Staffing Agreement (hereinafter referred to as the "Agreement") is made and entered into between **Corning Union High School District** (hereinafter referred to as "Client") and **Accountable Healthcare Staffing, Inc.** (hereinafter referred to as "Accountable"). The individuals employed by Accountable and furnished to the Client are hereinafter referred to as "Provider(s)." Accountable is in the business of recruiting therapists, nurses and other employees in the health care field, and providing their services in a temporary capacity to client employers throughout the United States. Client will, upon request, receive such services based on the provisions outlined below.

ACCOUNTABLE RESPONSIBILITIES

1. Accountable will provide the Assignment Confirmation to be completed, signed and returned by the Client regarding each assignment. The Assignment Confirmation works in tandem with this Agreement to define the responsibilities and arrangements of the assignment. In the event of a conflict between this Agreement and the Assignment Confirmation, the Assignment Confirmation will control.
2. Accountable will provide a copy of any available licenses, resume and appropriate documentation for each Provider when requested in order that Client may determine if the Provider meets Client's requirements.
3. Accountable will dismiss or reassign a Provider, if necessary, based on receipt of **written** notice from the Client of unsatisfactory performance.
4. Accountable is responsible for salary, withholding applicable federal and state taxes, unemployment insurance and worker's compensation for Providers. In addition, Accountable will provide proof of general and professional liability coverage for each Provider with a minimum of One Million Dollars (\$1,000,000.00) per occurrence and Three Million Dollars (\$3,000,000.00) in the aggregate, when requested.
5. Provider(s) will be considered an employee of Accountable working under the supervision of the Client.
6. Accountable will not be considered in breach or violation of this Agreement if prevented from performing its obligations due to any reason beyond its control.
7. Accountable will invoice Client weekly.

CLIENT RESPONSIBILITIES

1. Client will confirm any specific needs, such as facility, shift or specialty, start dates, duration, work site, and report times for each assignment in the Assignment Confirmation.
2. Client will provide orientation to Provider(s), which will include all relevant rules and responsibilities necessary to perform satisfactorily.
3. If Client, or an affiliate, hires said Provider within a one (1) year period subsequent to the original assignment, Client will pay Accountable a placement fee as specified in the Assignment Confirmation.
4. Client is responsible for verifying, approving and signing Accountable time cards for Provider(s).
5. Client agrees to pay each invoice upon receipt. Failure to pay within thirty (30) days of invoice date will result in a 1.5% finance fee per month and may result in withdrawal of Provider's services to the Client.
6. Client agrees to retain Provider(s) according to the specified facility, dates, times and hours, as well as particular minimum billing requirements, as detailed on the Assignment Confirmation.

Accountable Healthcare Staffing, Inc. | 999 Yamato Road | Suite 210 | Boca Raton, FL 33431
Phone: 888.853.0979 | Email: schools@ahcstaff.com
www.ahcstaff.com



7. Assignments may be extended or renewed by mutual written agreement, no later than five (5) working days before the end of the assignment. If extended or renewed, the fee to Accountable will be at least the amount set forth in the Assignment Confirmation.
8. Client agrees to comply with all applicable federal, state and local laws, rules and regulations.


TERMS OF AGREEMENT

1. This Agreement will commence when signed by authorized representatives of both Client and Accountable. Once signed, the Agreement will remain in effect until terminated, in writing, by either party. Upon termination of this Agreement, any Provider(s) on assignment at that time will complete said assignment as outlined in the Assignment Confirmation.
2. This writing and the Assignment Confirmation constitute the entire Agreement between the parties.
3. Both parties agree that the prevailing party in any litigation arising from this Agreement is entitled to be compensated for all related court costs and attorney fees.
4. Payment shall be made to: **Accountable Healthcare Staffing, Inc., PO Box 732800, Dallas, TX 75373-2800**

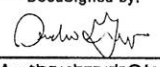
IN WITNESS WHEREOF, this Agreement has been duly executed by Accountable and Client on the dates set forth below.

CORNING UNION HIGH SCHOOL DISTRICT:

ACCOUNTABLE HEALTHCARE STAFFING, INC.:



Authorized Signature
Print Name: Jared Caylor
Title: Superintendent
Date: 1/18/18

DocuSigned by:


Authorized Signature
Print Name: Andrew Goldwyn
Title: Chief Administrative Officer & General Counsel
Date: 9/18/2017

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Phone: 888.853.0979 | Email: schools@ahcstaff.com
www.ahcstaff.com



Assignment Confirmation

This Assignment Confirmation works in tandem with the Agreement to define the responsibilities and arrangements of the assignment. In the event of a conflict between the Agreement and this Assignment Confirmation, the Assignment Confirmation will control.

Client	Corning Union High School District	Provider	Elizabeth Vichi
Address	643 Blackburn Ave. Corning, CA 96021	Position	SLP
Phone	530-824-8000	Start Date / Time	9/6/2017
Fax		Estimated End Date	6/31/2018
Report To	Sally Tollison	Bill Rate	\$75 per hour

Assignment Details: 8 hr. day per week


- **Credentialing by Accountable includes:** a criminal background check (which includes OIG and National Sex Offenders Registry), fingerprinting as required by state regulations, drug testing, verification of references and licensure/certifications as required per state and discipline, and HIPAA acknowledgement;
- **Additional credentialing required by Client:** (e.g., TB test, CPR, Proof of Immunizations, Hep B)

Please note: Client's signature below without the addition of any Client-specific credentialing requirements will be considered approval of Accountable's current credentialing as described above.

- Subject to Client's written pre-approval, overtime will be billed at 1.5 times the hourly rate for all hours worked in excess of 40 hours per week.
- Should the Provider be unable to fulfill this assignment due to illness or other unforeseen emergency, Accountable will make every effort to provide a substitute. Accountable has no control over these circumstances and can assume no liability.
- Accountable does not provide testing materials or equipment for this assignment.
- If the Client or its affiliate hires Provider within one (1) year from the date of this Assignment Confirmation, the Client will pay Accountable a placement fee equal to 20% of the Provider's first year total compensation within thirty (30) days after the Provider commences work for Client.

By signing below, Client acknowledges its review and acceptance of the above assignment details and requirements:

CORNING UNION HIGH SCHOOL DISTRICT:


Authorized Signature

Print Name: Jared Caylor

Title: Superintendent

Date: 1/10/18

Accountable Healthcare Staffing, Inc. | 999 Yamato Road | Suite 210 | Boca Raton, FL 33431
Phone: 888.853.0979 | Email: schools@ahcstaff.com
www.ahcstaff.com

Employee Name	Date of Travel	Destination	Purpose	District Cost	Notes
Mike Albee	2/8-2/10	Seattle, WA	Volleyball Clinic	\$260	District Only Paying Registration Fees

2017-18

Month	CUHS	IND	CEN	District Totals
September	932	17	26	975
October	926	18	29	973
November	922	25	23	970
December	918	27	26	971
January	915	24	27	966
February				
March				
April				
May				
June				

Corning Union High School

2017-2018

Active Students by Grade

1/18/2018

Grade	Female	Male	Total
9	124	120	244
10	118	127	245
11	105	110	215
12	113	98	211
Grand Total:	460	455	915

Corning Independent Study HS

2017-2018

Active Students by Grade

1/18/2018

Grade	Female	Male	Total
9	3	1	4
10	3	2	5
11	8	1	9
12	5	1	6
Grand Total:	19	5	24

Centennial Continuation High School

2017-2018

Active Students by Grade

1/18/2018

Grade	Female	Male	Total
9	3	2	5
10	3	4	7
11	2	4	6
12	4	5	9
Grand Total:	12	15	27



Beynon Track Care Info

Brandon, Zane and I met with the Beynon rep last week to walk the track and discuss maintenance and other issues. He gave written guidance on maintaining the track and we were able to ask questions as needed. He also said that we will want to plan to spend about \$150k every 8-10 years on redoing the surface. His primary message was, "if you see any damage, don't wait to call us". Information on how to care for the track has been distributed and we are working on making sure our signage is adequate. We also addressed three areas of the all weather surface that have had standing water. Two are in the lanes on the east side of the field. One is near the flagpole. Beynon has agreed to come out and fix those in June at no cost to us. In the meantime, they gave us a tool to try to keep the water off of those areas when it rains.

Additional note: We are also looking at a timed locking system for the north gate that would allow us to lock the gate automatically at designated times. This would provide for the stadium remain open in the evenings during the longer summer days and would also allow for it to be open over breaks and weekends. Right now, we don't have the necessary staff to unlock, lock the gate on weekends. This locking system runs about \$1500, but we want to verify its effectiveness with other schools that use it.

South End of Stadium

We are working on a plan to install artificial turf throughout the south end of the stadium. This will prevent mud/dirt/rocks from ending up on the all weather surface and should help prolong the life of the track. We believe we can get the turf for a very affordable price and would then only need to lay down some road base to install it.

Parking Lot

I have been in contact with the City Manager regarding potential terms for leasing a 3 acre property across the street to put new parking this summer. I will be treating that as our first option for parking moving forward. If we can agree on terms with the City, I will bring an agreement back to you for action. If for some reason that does not workout, we will revisit our other options.

Classrooms

Our next appointment to submit our plans for classrooms to DSA is next week. We have taken care of an closing out an old project from 2001 that should allow our plans to be approved. Our goal remains to build 14 Gen 7 classrooms and a restroom to replace the H and I wings, and build 8 pitched roof classrooms to replace the J wing. The timing of all that is still uncertain. The most likely scenario right now looks like we won't begin on classrooms until the summer of 2019. This will allow for our next bond disbursement to happen as scheduled and for us to hopefully have a clearer picture of when we might receive our new construction and modernization funding from the state.

North Gym Roof

I received the necessary documents to solicit bids on the North Gym roof today. I'll be working on getting that made public in the next couple of weeks.

STATEMENT OF ECONOMIC INTERESTS
COVER PAGE

Date Initial Filing Received _____
Official Use Only

Please type or print in ink.

NAME OF FILER (LAST) (FIRST) (MIDDLE)

1. Office, Agency, or Court

Agency Name (Do not use acronyms)

Division, Board, Department, District, if applicable

Your Position

► If filing for multiple positions, list below or on an attachment. (Do not use acronyms)

Agency: _____ Position: _____

2. Jurisdiction of Office (Check at least one box)

☐ State

☐ Judge or Court Commissioner (Statewide Jurisdiction)

☐ Multi-County _____

☐ County of _____

☐ City of _____

☐ Other _____

3. Type of Statement (Check at least one box)

☐ **Annual:** The period covered is January 1, 2017, through December 31, 2017.

-or-

The period covered is ____/____/____, through December 31, 2017.

☐ **Leaving Office:** Date Left ____/____/____
(Check one)

☐ The period covered is January 1, 2017, through the date of leaving office.

-or-

☐ The period covered is ____/____/____, through the date of leaving office.

☐ **Assuming Office:** Date assumed ____/____/____

☐ **Candidate:** Date of Election _____ and office sought, if different than Part 1: _____

4. Schedule Summary (must complete) ► Total number of pages including this cover page: _____

Schedules attached

☐ **Schedule A-1 - Investments** – schedule attached

☐ **Schedule C - Income, Loans, & Business Positions** – schedule attached

☐ **Schedule A-2 - Investments** – schedule attached

☐ **Schedule D - Income – Gifts** – schedule attached

☐ **Schedule B - Real Property** – schedule attached

☐ **Schedule E - Income – Gifts – Travel Payments** – schedule attached

-or-

☐ **None - No reportable interests on any schedule**

5. Verification

MAILING ADDRESS STREET CITY STATE ZIP CODE
(Business or Agency Address Recommended - Public Document)

DAYTIME TELEPHONE NUMBER
()

E-MAIL ADDRESS

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I acknowledge this is a public document.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date Signed _____
(month, day, year)

Signature _____
(File the originally signed statement with your filing official.)

Which Schedule Do I Use?

Common Reportable Interests

Schedule A-1	Stocks, including those held in an IRA or a 401K
Schedule A-2	Business entities (including certain independent contracting), sole proprietorships, partnerships, LLCs, corporations, and trusts
Schedule B	Rental property in the jurisdiction, or within two miles of the boundaries of the jurisdiction
Schedule C	Non-governmental salaries of public official and spouse/registered domestic partner
Schedule D	Gifts from businesses (such as tickets to sporting or entertainment events)
Schedule E	Travel payments from third parties (not your employer)

Common Non-Reportable Interests

Schedule A-1	Insurance policies, government bonds, diversified mutual funds, certain funds similar to diversified mutual funds (such as exchange traded funds) and investments held in certain retirement accounts. See Reference Pamphlet, page 13, for detailed information. (Regulation 18237)
Schedule A-2	Savings and checking accounts and annuities
Schedule B	A residence used exclusively as a personal residence (such as a home or vacation cabin)
Schedule C	Governmental salary (such as a school district)
Schedule D	Gifts from family members
Schedule E	Travel paid by your government agency

Remember:

- ✓ Mark the "No reportable interests" box on Part 4 of the Schedule Summary on the Cover Page if you determine you have nothing to disclose and file the Cover Page only. **Make sure you carefully read all instructions to ensure proper reporting.**
- ✓ The Form 700 is a public document.
- ✓ **Most individuals must consult their agency's conflict of interest code for reportable interests.**
- ✓ Most individuals file the Form 700 with their agencies.

Our LCAP must describe the goals and specific actions to achieve those goals for all students and each student group identified by the Local Control Funding Formula (LCFF) (ethnic, socioeconomically disadvantaged, English learners, foster youth, pupils with disabilities, and homeless youth), and it must address each of the state priorities and any locally identified priorities.

This spring, we will be working on our annual update based on our goals, expected outcomes, actions/services, and budgeted expenditures from last year's LCAP.

Our goals for last year's LCAP were 1) Increase the number of students who are prepared for whatever postsecondary opportunity they choose to pursue and 2) Create a safe and well-maintained learning environment that promotes respect and responsibility among students.

For each of these goals, there are actions that the district takes and services that the district provides to attempt to meet the goal. Over the coming months, I'll schedule times to work with various stakeholder groups (certificated staff, classified staff, administration, parents, students and community members) to review and update our LCAP as necessary. If any additional services or actions are needed to work toward a goal, we can look to add them. If services or actions need to be changed, we can make adjustments.

Eventually, the completed document will be brought to the Board for approval with the Budget in June.

CORNING UNION HIGH SCHOOL DISTRICT

County of Tehama
Corning, California

**FINANCIAL STATEMENTS AND
SUPPLEMENTARY INFORMATION WITH
INDEPENDENT AUDITORS' REPORTS**

Year Ended June 30, 2017

CORNING UNION HIGH SCHOOL DISTRICT
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Year Ended June 30, 2017

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TIMOTHY A. TITTLE, CPA ■ HEIDI M. COPPIN, CPA

INDEPENDENT AUDITORS' REPORT

To the Board of Trustees
Corning Union High School District
Corning, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Corning Union High School District (the District) as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated January 11, 2018, on our consideration of Corning Union High School District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Corning Union High School District's internal control over financial reporting and compliance.

Tittle & Company, LLP

Chico, California
January 11, 2018

**CORNING UNION HIGH SCHOOL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS**
Year Ended June 30, 2017

- The governmental fund financial statements tell how basic services like regular and special education were financed in the short term as well as what remains for future spending.
- Proprietary funds statements offer short- and long-term financial information about the activities the District operates like a business.
- The fiduciary fund financial statements provide information about the financial relationships in which the District acts solely as an agent or trustee for the benefit of others to whom the resources belong.

Notes to the financial statements, which are included in the financial statements, provide more detailed data and explain some of the information in the financial statements. The required supplementary information provides further explanations and provides additional support for the financial statements. A comparison of the District's budget for the year is included.

Reporting the District as a Whole

The District as a whole is reported in the government-wide financial statements and uses accounting methods similar to those used by companies in the private sector. All of the District's assets and liabilities are included in the statement of net position. The statement of activities reports all of the current year's revenues and expenses regardless of when cash is received or paid.

The District's financial health or position (net assets) can be measured by the difference between the District's assets and liabilities.

- Increases or decreases in the net assets of the District over time are indicators of whether its financial position is improving or deteriorating, respectively.
- Additional nonfinancial factors such as the condition of school buildings and other facilities, and changes in the property tax base of the District need to be considered in assessing the overall health of the District.

In the statement of net positions and the statement of activities, the activities are divided into two categories:

Governmental Activities

The basic services provided by the District, such as regular and special education, adult education, administration, and transportation are included here, and are primarily financed by property taxes and state formula aid. Nonbasic services, such as child nutrition and child development are also included here, but are financed by a combination of state and federal contracts and grants and local revenues.

Business-Type Activities

The District does not provide any services that should be included in this category.

Reporting the District's Most Significant Funds

The District's fund financial statements provide detailed information about the District's most significant funds, not the District as a whole. Some funds are required to be established by state law

CORNING UNION HIGH SCHOOL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
Year Ended June 30, 2017

Table 1: Statement of Net Position – Governmental Activities

	Governmental Activities		Total Percentage Change
	2016	2017	
ASSETS			
Cash and investments	\$ 5,950,182	\$ 8,820,874	48.2%
Accounts receivables	376,620	749,978	99.1%
Inventories	8,745	8,745	100.0%
Prepaid expenses	119,936	-	100.0%
Capital assets - net	13,197,086	12,896,897	-2.3%
Total Assets	19,652,569	22,476,494	14.4%
Deferred Outflows of Resources	1,545,795	2,638,674	70.7%
LIABILITIES			
Accounts payable and other current liabilities	619,785	907,684	46.5%
Unearned revenue	88,383	117,345	32.8%
Long-term obligations	13,623,829	17,828,262	30.9%
Total Liabilities	14,331,997	18,853,291	31.5%
Deferred Inflows of Resources	922,221	1,039,091	12.7%
NET POSITION			
Net investment in capital assets	9,617,013	9,216,482	-4.2%
Restricted	4,645,947	4,587,625	-1.3%
Unrestricted	(8,318,814)	(8,581,321)	3.2%
Total Net Position	\$ 5,944,146	\$ 5,222,786	-12.1%

**CORNING UNION HIGH SCHOOL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS**
Year Ended June 30, 2017

Governmental Activities

- The net cost of the District's governmental activities for the year was \$11,229,343.
- The federal and state governments subsidized certain programs with grants and contributions (\$2,386,617).
- The District's expenses were predominately related to educating and caring for students (73.5%).
- Administrative activities accounted for 8.2% of total costs.
- Most of the District's costs were financed by District (\$2,215,172) and Federal and State (\$7,445,130) taxpayers, and other local and miscellaneous earnings (\$847,681).

Table 3 presents the costs of major District activities. The table also shows each activity's net cost (total cost less fees generated by the activities and intergovernmental aid provided for specific programs). The net cost shows the financial burden that is placed on the District's general revenues.

Table 3: Net Cost of Governmental Activities

	Total Cost of Services		Total Percentage Change	Net Cost of Services		Total Percentage Change
	2016	2017		2016	2017	
Instruction	\$ 6,528,674	\$ 6,936,433	6.2%	\$ 5,473,317	\$ 5,644,083	3.1%
Instruction-related services	763,714	1,007,195	31.9%	583,161	753,077	29.1%
Pupil services	1,972,633	2,129,662	8.0%	1,254,118	1,371,693	9.4%
General administration	1,107,261	1,129,882	2.0%	962,940	997,929	3.6%
Plant services	1,995,070	1,664,770	-16.6%	1,875,798	1,651,162	-12.0%
Ancillary services	362,436	403,682	11.4%	354,447	391,022	10.3%
Community services	185,771	133,230	-28.3%	185,939	132,931	-28.5%
Interest on long-term debt	75,075	114,423	52.4%	75,075	114,423	52.4%
Other outgo	68,034	188,943	177.7%	35,490	173,023	387.5%
Total	\$ 13,058,668	\$ 13,708,220	5.0%	\$ 10,800,285	\$ 11,229,343	4.0%

Governmental Funds

The District's governmental funds reported a combined fund balance of \$8,501,007, which is an increase of \$2,808,599 from the previous year. Following is a summary of the District's fund balances.

**CORNING UNION HIGH SCHOOL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS**
Year Ended June 30, 2017

The District's final budget for the General Fund anticipated that expenditures would exceed revenues by \$107,913. The actual results for the year showed an increase in fund balance of \$343,411.

This increase is a result of:

- One-time moneys received but not expended, CTE and Adult Ed revenues not yet expended.

Capital Asset and Debt Administration

The notes to the financial statements are an integral part of the financial presentation and contain more detailed information regarding capital assets and long term debt.

Capital Assets

By June 30, 2017, the District had invested \$12,896,897 in a broad range of capital assets including land, construction in progress, school buildings, equipment, and administrative offices (See Table 5). This amount represents a decrease of \$300,189, or 2.3%, from last year. More detailed information about the District's capital assets is presented in the notes to the financial statements.

Table 5: Capital Assets – Governmental Funds

	Governmental Activities		Total Percentage Change
	2016	2017	
Land	\$ 357,500	\$ 357,500	0.0%
Construction in progress	-	262,976	100.0%
Improvements of sites	3,558,661	3,558,661	0.0%
Buildings	17,923,058	17,923,058	0.0%
Vehicles	912,373	949,155	4.0%
Furniture and equipment	895,812	996,196	11.2%
Subtotal	23,647,404	24,047,546	1.7%
Less: Accumulated depreciation	(10,450,318)	(11,150,649)	6.7%
Total	\$ 13,197,086	\$ 12,896,897	-2.3%

Long-Term Debt

Increase in compensated absences is due to the payout of vacation for employee terminations.

Early retirement incentives decreased due to normally scheduled payments.

The long-term line of credit used to accelerate completion of approved projects at the ranch providing expansion of instructional programs for the immediate use of CUHS students.

The Net OPEB Obligation is the difference between the annual required contribution that the District needs to make to fund future retiree health benefits for current employees and what is actually paid for health premiums for the retiree group.

CORNING UNION HIGH SCHOOL DISTRICT
STATEMENT OF NET POSITION
June 30, 2017

	Governmental Activities
<hr/>	
ASSETS	
Cash and investments	\$ 8,820,874
Accounts receivable	749,978
Inventories	8,745
Capital assets, not depreciated	620,476
Capital assets, net of accumulated depreciation	12,276,421
Total Assets	<hr/> 22,476,494 <hr/>
 DEFERRED OUTFLOWS OF RESOURCES	
Deferred outflows related to pensions	<hr/> 2,638,674 <hr/>
 LIABILITIES	
Accounts payable and other current liabilities	907,684
Unearned revenue	117,345
Long-term liabilities:	
Due within one year	234,941
Due in more than one year	17,593,321
Total Liabilities	<hr/> 18,853,291 <hr/>
 DEFERRED INFLOWS OF RESOURCES	
Deferred inflows related to pensions	<hr/> 1,039,091 <hr/>
 NET POSITION	
Net investment in capital assets	9,216,482
Restricted for:	
Capital projects	195,853
Debt Service	64,936
Educational programs	332,958
Other purposes	3,993,878
Unrestricted	(8,581,321)
Total Net Position	<hr/> \$ 5,222,786 <hr/>

The accompanying notes are an integral part of these financial statements.

CORNING UNION HIGH SCHOOL DISTRICT
BALANCE SHEET – GOVERNMENTAL FUNDS
June 30, 2017

	General Fund	Foundation Special Revenue Fund	Building Fund	Non-Major Governmental Funds	Total Governmental Funds
ASSETS					
Cash and investments	\$ 1,566,866	\$ 129,513	\$ 2,984,001	\$ 259,601	\$ 4,939,981
Investments	-	3,827,332	-	-	3,827,332
Accounts receivable	641,196	-	500	108,282	749,978
Due from other funds	77,579	-	-	64,936	142,515
Inventories	-	-	-	8,745	8,745
Total Assets	\$ 2,285,641	\$ 3,956,845	\$ 2,984,501	\$ 441,564	\$ 9,668,551
LIABILITIES AND FUND BALANCES					
LIABILITIES					
Accounts payable	\$ 579,993	\$ 3,841	\$ 319,409	\$ 4,441	\$ 907,684
Due to other funds	-	12,687	64,936	64,892	142,515
Unearned revenue	117,345	-	-	-	117,345
Total Liabilities	697,338	16,528	384,345	69,333	1,167,544
FUND BALANCES					
Nonspendable	1,000	-	-	9,245	10,245
Restricted	261,394	-	2,600,156	323,108	3,184,658
Assigned	739,693	3,940,317	-	39,878	4,719,888
Unassigned	586,216	-	-	-	586,216
Total Fund Balances	1,588,303	3,940,317	2,600,156	372,231	8,501,007
Total Liabilities and Fund Balances	\$ 2,285,641	\$ 3,956,845	\$ 2,984,501	\$ 441,564	\$ 9,668,551

The accompanying notes are an integral part of these financial statements.

CORNING UNION HIGH SCHOOL DISTRICT
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCES – GOVERNMENTAL FUNDS
Year Ended June 30, 2017

	General Fund	Foundation Special Revenue Fund	Building Fund	Non-Major Governmental Funds	Total Governmental Funds
REVENUES					
LCFF sources	\$ 9,288,691	\$ -	\$ -	\$ -	\$ 9,288,691
Federal revenue	705,108	-	-	482,514	1,187,622
Other state revenue	1,216,253	539	-	28,960	1,245,752
Other local revenue	946,324	25,758	7,843	258,846	1,238,771
Total Revenues	12,156,376	26,297	7,843	770,320	12,960,836
EXPENDITURES					
Current:					
Instruction	6,176,768	14,422	-	88,010	6,279,200
Instruction-related services	912,849	9,773	-	55,463	978,085
Pupil services	1,468,369	-	-	632,321	2,100,690
Ancillary services	389,483	-	-	-	389,483
Community services	46,428	75,815	-	-	122,243
General administration	1,069,058	-	-	29,891	1,098,949
Plant services	1,363,665	73,821	328	2,880	1,440,694
Other outgo	31,245	-	144,383	13,315	188,943
Capital outlay	86,260	50,907	262,976	-	400,143
Debt service:					
Principal	212,828	-	-	-	212,828
Interest	56,012	13,412	-	45,000	114,424
Total Expenditures	11,812,965	238,150	407,687	866,880	13,325,682
Excess (Deficiency) of Revenues					
Over Expenditures	343,411	(211,853)	(399,844)	(96,560)	(364,846)
Other Financing Sources (Uses)					
Interfund transfers in	-	-	-	15,513	15,513
Interfund transfers out	(15,513)	-	-	-	(15,513)
Proceeds from sale of bonds	-	-	3,000,000	123,251	3,123,251
Other sources	36,782	13,412	-	-	50,194
Total Other Financing Sources (Uses)	21,269	13,412	3,000,000	138,764	3,173,445
Net Change in Fund Balance	364,680	(198,441)	2,600,156	42,204	2,808,599
Fund Balance - Beginning	1,223,623	4,138,758	-	330,027	5,692,408
Fund Balance - Ending	\$ 1,588,303	\$ 3,940,317	\$ 2,600,156	\$ 372,231	\$ 8,501,007

The accompanying notes are an integral part of these financial statements.

CORNING UNION HIGH SCHOOL DISTRICT
STATEMENT OF FIDUCIARY NET POSITION – FIDUCIARY FUNDS
June 30, 2017

	Trust Fund Scholarship Fund	Agency Fund Student Body Fund
ASSETS		
Cash in county treasury	\$ 1,781	\$ -
Cash on hand in banks	29,871	219,875
Investments	304,314	-
Accounts receivable	-	4,022
Inventories - supplies and materials	-	29,076
Total Assets	\$ 335,966	\$ 252,973
LIABILITIES		
Accounts payable	\$ -	\$ 5,506
Due to student groups	-	247,467
Total Liabilities	-	\$ 252,973
NET POSITION		
Held in trust	335,966	
Total Net Position	\$ 335,966	

The accompanying notes are an integral part of these financial statements.

CORNING UNION HIGH SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
Year Ended June 30, 2017

1. SIGNIFICANT ACCOUNTING POLICIES

Financial Reporting Entity

The District is governed by an elected five member board. The District operates one high school, one continuation high school, one community day school, and one non-attendance based adult education program in Corning, California.

The District accounts for its financial transactions in accordance with the policies and procedures of the Department of Education's *California School Accounting Manual*. The accounting policies of the District conform to accounting principles generally accepted in the United States of America (GAAP) as presented by the Governmental Accounting Standards Board (GASB) and the American Institute of Certified Public Accountants (AICPA).

Component Units

Component units are legally separate organizations for which the District is financially accountable. Component units may also include organizations that are fiscally dependent on the District in that the District approves their budget, the issuance of their debt or the levying of their taxes. In addition, component units are other legally separate organizations for which the District is not financially accountable but the nature and significance of the organization's relationship with the District is such that exclusion would cause the District's financial statements to be misleading or incomplete.

The component unit that is blended into the reporting entity activity of the District's report is the Corning Union High School Master Endowment Trust (the Trust). The Trust is a tax exempt corporation under Internal Revenue Code Section 501(c)(3) and was formed to manage the bequest of the Rodgers Ranch to the District. The purpose of the Trust is to maintain Rodgers Ranch, promote agriculture education at the District, and to provide scholarships to District students. The scholarship portion of the Trust is reported as a Private-Purpose Trust Fund and the remaining portion of the Trust is reported as Foundation Special Revenue Fund in the District's financial statements. Individually prepared financial statements are not available for the Trust.

Basis of Presentation

Government-wide Financial Statements: The statement of net position and the statement of activities include the financial activities of the overall government, except for fiduciary activities. Eliminations have been made to minimize the double-counting of internal activities. Government activities are generally financed through taxes, intergovernmental revenues, and other nonexchange revenues.

The statement of activities presents a comparison between direct expenses and program revenues for each function of the District's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include charges paid by recipients of goods or services offered by the programs and grants and contributions that are restricted to

CORNING UNION HIGH SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
Year Ended June 30, 2017

Agency Funds are used to account for assets of others for whom the District acts as an agent. The District maintains agency funds for student body accounts, which are used to account for the raising and expending of money to promote the general welfare, morale, and educational experience of the student body.

Basis of Accounting/Measurement Focus

Government-wide and Fiduciary Fund Financial Statements: These financial statements are reported using the economic resources measurement focus. The government-wide, proprietary fund and fiduciary fund financial statements are reported using the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the released cash flows take place.

Non-exchange transactions, in which the District's gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, entitlements, and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Agency Funds utilize the accrual basis of accounting but do not have a measurement focus as they report only assets and liabilities.

Governmental Fund Financial Statements: Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. This basis of accounting recognizes revenues in the accounting period in which they become available and measurable. The District considers revenues as available if they are collected within 60 days after year end. Revenues susceptible to accrual are property taxes, fiscal year state funding, and interest revenues. All other revenue items are considered to be measurable and available only when cash is received by the government. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, claims and judgments, and compensated absences, which are recognized as expenditures to the extent they have matured. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and acquisitions under capital leases are reported as other financing sources.

When the District incurs an expenditure or expense for which both restricted and unrestricted resources may be used, it is the District's policy to use restricted resources first, then unrestricted resources. When an expenditure is incurred for which committed, assigned, or unassigned fund balance are available, the District considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds.

Deferred inflows of resources are reported in the governmental funds when potential revenue does not meet both the "measurable" and "available" criteria for recognition in the current period. Unearned revenues arise when resources are received by the government before it has a legal claim to them, as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria is met, or when the government has a legal claim to the resources, the revenue is recognized.

CORNING UNION HIGH SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
Year Ended June 30, 2017

In the fund financial statements, capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition.

Deferred Outflows of Resources and Deferred Inflows of Resources

Certain defined transactions that do not qualify for treatment as either assets or liabilities are required to be accounted for and reported as either deferred outflows of resources (a separate subheading following assets but before liabilities) or deferred inflows of resources (a separate subheading following liabilities but before equity).

Deferred outflows of resources—a consumption of net assets by the government that is applicable to a future reporting period. It has a positive effect on net position, similar to assets.

Deferred inflows of resources—an acquisition of net assets by the government that is applicable to a future reporting period. It has a negative effect on net position, similar to liabilities.

Deferred Outflows of Resources: In the government-wide financial statements, insurance costs arising from the issuance of debt are reported as deferred outflows and amortized over the term of the related debt. Deferred amounts from a refunding of debt (debits) are reported as deferred outflows of resources and are amortized over the lesser life of the refunded bonds or refunding debt.

Deferred outflows of resources for pension are reported in the government-wide financial statements of net position. Deferred outflows result from pension plan contributions made after the measurement date of the net pension liability. Deferred outflows also include the District's proportionate share of the deferred outflows of resources of the CalSTRS and CalPERS pension plans. These deferred outflows include the differences between expected and actual economic experience and changes in actuarial assumptions. The deferred outflows of resources related to the District's contributions which are subsequent to the measurement date will be recognized as a reduction of the net pension liability in the next fiscal year. The other pension related deferred outflows will be amortized over the expected remaining service lives of all employees (active and inactive employees) that are provided with pensions through the pension plan.

Deferred Inflows of Resources: Deferred amounts from refunding debt (credits) are reported as deferred inflows of resources and are amortized over the lesser life of the refunded bonds or refunding debt.

Deferred inflows of resources for pensions are reported in the government-wide financial statement of net position and result primarily from differences between projected and actual earnings on pension plan investments. These amounts will be amortized over a closed five year period.

Compensated Absences

Accumulated unpaid employee vacation benefits are accrued as a liability as the benefits are earned. The entire compensated absence liability is reported on the government-wide financial statements. For governmental funds, the current portion of unpaid compensated absences is recognized upon the occurrence of relevant events such as employee resignations and

CORNING UNION HIGH SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
Year Ended June 30, 2017

Restricted net assets consists of net assets with constraints placed on the use either by external groups, such as creditors, grantors, contributors, or laws or regulations of other governments, or law through constitutional provisions or enabling legislation.

Unrestricted net assets consists of all other net assets that do not meet the definition of "restricted" or "net investment in capital assets".

Fund Balance

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. There are two major categories of fund balances, which are nonspendable and spendable.

Nonspendable fund balances are balances that cannot be spent because they are not expected to be converted to cash or they are legally or contractually required to remain intact.

The spendable portion of the fund balance comprises the remaining four classifications: restricted, committed, assigned, and unassigned.

Restricted fund balance reflects the constraints imposed on resources either (a) externally by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

Committed fund balance can only be used for specific purposes pursuant to constraints imposed by formal resolutions of the board of trustees-the government's highest level of decision making authority. Those committed amounts cannot be used for any other purpose unless the board of trustees removes the specified use by taking some type of action imposing the commitment.

Assigned fund balance reflects the amounts constrained by the District's own "intent" to be used for specific purposes, but are neither restricted nor committed. The board of trustees and designee of the board of trustees have the authority to assign amounts to be used for specific purposes. Assigned fund balances include all remaining amounts (except negative balances) that are reported in governmental funds, other than the General Fund, that are not classified as nonspendable and are neither restricted nor committed.

Unassigned fund balance is the residual classification for the General Fund. It is also used to report negative fund balances in other governmental funds.

When both restricted and unrestricted resources are available for use, it is the District's policy to use externally restricted resources first, and then unrestricted resources-committed, assigned, and unassigned-in order as needed.

Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

CORNING UNION HIGH SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
Year Ended June 30, 2017

In accordance with *California Education Code* Section 41001, the District maintains substantially all of its cash in the County Treasury as part of the common investment pool. The fair value of the District's investment in the pool is based upon the District's pro rata share of the fair value provided by the County Treasurer for the entire portfolio (in related to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by the County Treasurer, which is recorded on the amortized cost basis.

Custodial Credit Risk - Deposits

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a deposit policy for custodial credit risk. As of June 30, 2017 all of the District's deposits were insured.

Custodial Credit Risk - Investments

For an investment, custodial credit risk is the risk that in the event of a bank failure, the District will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. As of June 30, 2017 all of the District's investments were insured.

Credit Risk - Investments

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. *California Government Code* Section 53601 limits investments in commercial paper to "prime" quality of the highest ranking or of the highest letter and numerical rating as provided by nationally recognized statistical rating organizations (NRSRO), and limits investments in medium-term notes to a rating of A or better. The District has no investment policy that would further limit its investment choices. The District's investment in the county investment pool is unrated. At June 30, 2017, the District's investments were rated as follows:

CORNING UNION HIGH SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
Year Ended June 30, 2017

	Fair Value	Less than One Year	One to Five Years
Bonds & fixed income securities	\$ 3,988,092	\$ -	\$ 3,988,092
Mutual funds	143,554	143,554	-
Total Investments	\$ 4,131,646	\$ 143,554	\$ 3,988,092

Fair Value

The District categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. The District's fair value measurements at June 30, 2017 are valued using quoted market prices (Level 1 inputs).

3. ACCOUNTS RECEIVABLE

Accounts receivable at June 30, 2017, consisted of the following:

	General Fund	Foundation Special Revenue Fund	Building Fund	Non-Major Governmental Funds	Total Governmental Activities
Federal Government					
Categorical programs	\$ 148,539	\$ -	\$ -	\$ 91,045	\$ 239,584
State Government					
Categorical programs	15,757	-	-	2,884	18,641
Lottery	83,490	-	-	-	83,490
Local Sources	393,410	-	500	14,353	408,263
Total	\$ 641,196	\$ -	\$ 500	\$ 108,282	\$ 749,978

4. INTERFUND TRANSACTIONS

Interfund Receivables/Payables (Due From/Due To)

Interfund receivable and payable balances at June 30, 2017, were as follows:

	Due From Other Funds	Due to Other Funds
General Fund	\$ 77,579	\$ -
Foundation Special Revenue Fund	-	12,687
Building Fund	-	64,936
Non-Major Governmental Funds	64,936	64,892
Total	\$ 142,515	\$ 142,515

CORNING UNION HIGH SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
Year Ended June 30, 2017

Depreciation expense was charged to governmental activities as follows:

Governmental Activities	
Instruction	\$ 429,938
Instruction-related services	6,226
Pupil services	52,196
Ancillary services	8,043
Community services	14,775
Plant services	189,153
Total Depreciation Expense	\$ 700,331

6. ACCOUNTS PAYABLE

Accounts payable at June 30, 2017, consisted of the following:

	General Fund	Foundation Special Revenue Fund	Building Fund	Non-Major Governmental Funds	Total Governmental Activities
Vendor payables	\$ 142,521	\$ 3,640	\$ 319,409	\$ 2,838	\$ 468,408
Payroll and benefits	347,818	-	-	1,441	349,259
Due to other governments	89,654	201	-	162	90,017
Total	\$ 579,993	\$ 3,841	\$ 319,409	\$ 4,441	\$ 907,684

7. LONG-TERM OBLIGATIONS

Long-term obligations include debt and other long-term liabilities. A schedule of changes in long-term obligations for the year ended June 30, 2017, is shown below:

	Balance July 1, 2016	Additions	Deductions	Balance June 30, 2017	Due Within One Year
Compensated absences	\$ 34,693	\$ 25,524	\$ -	\$ 60,217	\$ -
Qualified zone academy bonds	2,723,125	-	99,697	2,623,428	105,239
Bond issuance premium	-	123,251	-	123,251	4,108
General obligation bonds	-	3,000,000	-	3,000,000	-
Capital leases	446,768	36,782	113,131	370,419	115,594
Early retirement incentives	30,000	10,000	30,000	10,000	10,000
Long-term line of credit	410,180	13,412	-	423,592	-
Net OPEB obligation	519,745	21,309	-	541,054	-
Net pension liability	9,459,318	1,216,983	-	10,676,301	-
Total	\$ 13,623,829	\$ 4,447,261	\$ 242,828	\$ 17,828,262	\$ 234,941

The compensated absences will be paid by the fund for which the employee worked.

CORNING UNION HIGH SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
Year Ended June 30, 2017

The annual requirements to amortize the general obligation bonds payable are as follows:

<u>Year Ending June 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ -	\$ 97,680	\$ 97,680
2019	180,000	116,600	296,600
2020	185,000	112,025	297,025
2021	5,000	109,175	114,175
2022	5,000	109,025	114,025
2023-2027	100,000	538,750	638,750
2028-2032	250,000	513,019	763,019
2033-2037	450,000	455,419	905,419
2038-2042	720,000	348,438	1,068,438
2043-2047	1,105,000	147,625	1,252,625
Totals	\$ 3,000,000	\$ 2,547,756	\$ 5,547,756

10. CAPITAL LEASES

The District entered into various lease agreements as lessee for financing the acquisition of vehicles and a phone system. The assets acquired through these capital leases had a book value of \$516,837 (\$669,416 cost less \$152,579 accumulated depreciation) at June 30, 2017. Future minimum lease payments are as follows:

<u>Year Ending June 30</u>	<u>Lease Payments</u>
2018	\$ 128,839
2019	101,557
2020	88,516
2021	79,633
Total	398,545
Less amount representing interest	28,126
Present Value of Net Minimum Lease Payments	\$ 370,419

11. LONG-TERM LINE OF CREDIT

The District maintains a line of credit with Stifel Bank & Trust in order to pay for Rodgers Trust Ranch expenditures. The line of credit has an interest rate of 30-day LIBOR plus a margin of 2.5% and is collateralized against the Rodgers Ranch Stifel investment accounts. The maximum approved line of credit is \$2,680,000. The line of credit does not have a due date and the District does not intend to pay off the balance within the next year. The principal balance at June 30, 2017, was \$423,592.

CORNING UNION HIGH SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
Year Ended June 30, 2017

Funding Policy

The District contributes the cost of the premium in effect in the year of the employee's retirement, subject to the District's cap on the benefits.

Annual OPEB Cost and Net OPEB Obligation

The District's annual OPEB cost (expense) is calculated based on the annual required contribution (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover the normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years. The following table shows the components of the District's annual OPEB cost for the year, the amount actually contributed to the plan, and the changes in the District's net OPEB obligation:

Annual required contribution	\$	178,770
Interest on net OPEB obligation		20,790
Adjustment to annual required contribution		(30,057)
Annual OPEB cost (expense)		169,503
Contributions made		(148,194)
Increase in net OPEB obligation		21,309
Net OPEB obligation, beginning of the year		519,745
Net OPEB obligation, end of the year	\$	541,054

The District's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for the year ended June 30, 2017, and the preceding two years were as follows:

Fiscal Year Ended	Annual OPEB Cost	Actual Employer Contributions	Percentage Contributed	Net OPEB Obligation
6/30/15	\$ 239,459	\$ 126,199	52.70%	\$ 433,975
6/30/16	\$ 237,440	\$ 151,670	63.88%	\$ 519,745
6/30/17	\$ 169,503	\$ 148,194	87.43%	\$ 541,054

CORNING UNION HIGH SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
Year Ended June 30, 2017

14. PENSION PLANS

Plan Descriptions

Qualified employees are covered under cost-sharing multiple-employer defined benefit pension plans maintained by agencies of the State of California. Certificated employees are members of the California State Teachers Retirement System (CalSTRS) and classified employees are members of the School Employer Pool California Public Employees' Retirement System (CalPERS). Benefit provisions are established by state statute, as legislatively amended, within the State Teachers' Retirement Law and the Public Employees' Retirement Law. Support by the state for the CalSTRS plan is such that the plan has a special funding situation as defined by GASB Statement No 68. CalSTRS and CalPERS issue publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on their respective websites at www.calstrs.com and www.calpers.ca.gov.

Benefits Provided

The plans provide retirement and disability benefits, annual cost of living adjustments and death benefits to plan members and beneficiaries. Benefits are based on years of credited service, equal to one year of full-time employment. Members with five years of total service are eligible to retire at age 62 for normal benefits or at age 55 with statutorily reduced benefits. Employees hired prior to January 1, 2013 are eligible to retire with five years of total service at age 60, or with 30 years of total service at age 50, for normal benefits or at age 55 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. All members are eligible for death benefits after one year of total service.

The plans' provisions and benefits in effect at June 30, 2017 are summarized as follows:

	CalSTRS		CalPERS	
	Before Jan. 1, 2013	On or After Jan. 1, 2013	Before Jan. 1, 2013	On or After Jan. 1, 2013
Hire Date				
Benefit Formula	2% at 60	2% at 62	2% at 55	2% at 62
Benefit Vesting Schedule	5 Years	5 Years	5 Years	5 Years
Benefit Payments	Monthly for Life	Monthly for Life	Monthly for Life	Monthly for Life
Retirement Age	50-62	55-67	50-62	52-67
Monthly benefits, as a % of eligible compensation	1.1-2.4%	1.0-2.4%	1.1-2.5%	1.0-2.5%

Contributions – CalPERS

Active plan members who entered into the plan prior to January 1, 2013 are required to contribute 7.0% of their salary. The California Public Employees' Pension Reform Act (PEPRA) specifies that new members entering into the plan on or after January 1, 2013, shall pay the higher of fifty percent of normal costs or 6.0% of their salary. Additionally, for new members entering the plan on or after January 1, 2013, the employer is prohibited from paying any of the employee contributions to CalPERS unless the employer payment of the member's contribution is specified in an employment agreement or collective bargaining agreement that expires after January 1, 2013.

CORNING UNION HIGH SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
Year Ended June 30, 2017

The District's proportionate share of the net pension liability for each plan was as follows:

	CalSTRS	CalPERS
Proportion - June 30, 2015	0.0100%	0.0185%
Proportion - June 30, 2016	0.0090%	0.0172%
Change - Increase (Decrease)	-0.0010%	-0.0013%

For the year ended June 30, 2017, the District recognized pension expense of \$1,518,176. At June 30, 2017, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
District contributions subsequent to the measurement date	\$ 876,586	\$ -
Differences between actual and expected experience	146,104	177,570
Differences between projected and actual earnings on plan investments	1,105,807	-
Changes in assumptions	-	102,060
Changes in employer's proportion and differences between employer's contributions and employer's proportionate share of contributions	510,178	759,461
Total	\$ 2,638,675	\$ 1,039,091

\$876,586 reported as deferred outflows of resources related to District contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2017. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ending June 30	Deferred Outflows of Resources	Deferred Inflows of Resources
2018	\$ 588,327	\$ 275,989
2019	583,331	270,617
2020	380,559	222,273
2021	209,872	222,273
2022	-	32,408
2023	-	15,533
Total	\$ 1,762,089	\$ 1,039,091

CORNING UNION HIGH SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
Year Ended June 30, 2017

The table below reflects the long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These rates of return are net of administrative expenses.

Asset Class	Strategic Allocation	Real Return Years 1-10*	Real Return Years 11+**
Global Equity	51%	5.25%	5.71%
Global Fixed Income	20%	0.99%	2.43%
Inflation Sensitive	6%	0.45%	3.36%
Private Equity	10%	6.83%	6.95%
Real Estate	12%	4.50%	5.13%
Liquidity	1%	-0.55%	-1.05%

* An expected inflation of 2.5% used for this period.

** An expected inflation of 3.0% used for this period.

The long-term expected rate of return on CalSTRS pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. The best-estimate ranges were developed using capital market assumptions from CalSTRS general investment consultant (Pension Consulting Alliance – PCA) as an input to the process. The actuarial investments rate of return assumption was adopted by the board in 2012 in conjunction with the most recent experience study. For each future valuation, CalSTRS consulting actuary (Milliman) reviews the return assumption for reasonableness based on the most current capital market assumptions. Best estimates of 20-year geometric real rates of return and the assumed asset allocation for each major asset class for the year ending June 30, 2016 are summarized in the following table:

Asset Class	Assumed Asset Allocation	Long-Term * Expected Real Rate of Return
Global Equity	47%	6.30%
Private Equity	13%	9.30%
Real Estate	13%	5.20%
Inflation Sensitive	4%	3.80%
Fixed Income	12%	0.30%
Absolute Return/Rate Mitigating Strategies	9%	2.90%
Cash/Liquidity	2%	-1.00%

*20-year geometric average

Discount Rate

The discount rate used to measure the total pension liability was 7.60% for CalSTRS and 7.65% for CalPERS. To determine whether the District bond rate should be used in the calculation of a discount rate for each plan, CalSTRS and CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of assets. Therefore, the current discount

CORNING UNION HIGH SCHOOL DISTRICT
NOTES TO THE BASIC FINANCIAL STATEMENTS
Year Ended June 30, 2017

16. RISK MANAGEMENT

The District is exposed to various risks including loss or damage to property, general liability, and injuries to employees. Settled claims resulting from these risks have not exceeded insurance coverage in the past three years. No significant reductions in insurance coverage from the prior year have been made. As described above, the District participates in risk pools under JPAs for property and liability, health care, and workers' compensation coverage.

17. COMMITMENTS AND CONTINGENCIES

The District received financial assistance from federal and state government agencies in the form of grants. The disbursements of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and are subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the applicable fund. However, in the opinion of management, any such disallowed claims will not have material effect on any of the financial statements of the individual funds or the overall financial position of the District at June 30, 2017.

18. SUBSEQUENT EVENT

In October of 2017, the District entered into a Settlement Agreement and General Release with its former Superintendent (the Employee). In consideration for the Employee's resignation effective September 30, 2017, and settlement of any existing or potential disputes, the Employee will be paid an amount equal to seven months compensation (\$93,937) within a scheduled time frame. The outstanding loan balance referenced in Note 20 will be repaid from this amount. Following the District's receipt of the Fiscal Crisis Management Assistance Team's Assembly Bill (AB) 139 audit report, the District and the Employee shall negotiate in good faith to resolve any amounts owed by the District and/or Employee based on the District's internal investigation, the audit report, and such further information provided by the Employee.

19. NEW ACCOUNTING PRONOUNCEMENTS

In June 2015, GASB issued Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. This standard's primary objective is to improve accounting and financial reporting by state and local governments for postemployment benefits other than pensions. The statement is effective for periods beginning after June 15, 2017. The District has not yet determined the impact on the financial statements.

In January 2017, GASB issued Statement No. 84, *Fiduciary Activities*. This standard's objective is to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported. The statement is effective for periods beginning after December 15, 2018. The District has not yet determined the impact on the financial statements.

In March 2017, GASB issued Statement No. 85, *Omnibus 2017*. This statement's objective is to address practice issues that have been identified during implementation and application of certain GASB statements. This statement addresses a variety of topics including issues related

REQUIRED SUPPLEMENTARY INFORMATION

CORNING UNION HIGH SCHOOL DISTRICT
BUDGETARY COMPARISON SCHEDULE
FOUNDATION SPECIAL REVENUE FUND
Year Ended June 30, 2017

	Budgeted Amounts			Variance With Final Budget Positive (Negative)
	Original	Final	Actual	
REVENUES				
Other state revenue	\$ -	\$ -	\$ 539	\$ 539
Other local revenue	240,675	265,675	25,758	(239,917)
Total Revenues	240,675	265,675	26,297	(239,378)
EXPENDITURES				
Certificated salaries	11,500	11,500	6,502	4,998
Classified salaries	54,483	27,965	24,694	3,271
Employee benefits	29,502	14,718	13,888	830
Books and supplies	77,563	79,563	20,052	59,511
Services and other operating	186,297	186,297	108,695	77,602
Capital outlay	-	50,907	50,907	-
Debt service:				
Interest	-	-	13,412	(13,412)
Total Expenditures	359,345	370,950	238,150	132,800
Excess (Deficiency) of Revenues Over Expenditures	(118,670)	(105,275)	(211,853)	(106,578)
Other Financing Sources (Uses)				
Other sources	-	-	13,412	13,412
Total Other Financing Sources (Uses)	-	-	13,412	13,412
Net Change in Fund Balance	(118,670)	(105,275)	(198,441)	(93,166)
Fund Balance - Beginning	4,138,758	4,138,758	4,138,758	-
Fund Balance - Ending	\$ 4,020,088	\$ 4,033,483	\$ 3,940,317	\$ (93,166)

See the accompanying notes to the required supplementary information.

**CORNING UNION HIGH SCHOOL DISTRICT
SCHEDULE OF THE DISTRICT'S PROPORTIONATE
SHARE OF THE NET PENSION LIABILITY -
CALIFORNIA STATE TEACHERS' RETIREMENT SYSTEM
Last Three Fiscal Years ***

	Year Ended June 30		
	2017	2016	2015
District's proportion of the net pension liability	0.009%	0.010%	0.009%
District's proportionate share of the net pension liability	\$ 7,279,290	\$ 6,732,400	\$ 5,259,330
State's proportionate share of the net pension liability	4,144,580	3,560,688	3,175,842
Total	\$ 11,423,870	\$ 10,293,088	\$ 8,435,172
District's covered-employee payroll	\$ 4,777,683	\$ 4,539,416	\$ 4,666,724
District's proportionate share of the net pension liability as a percentage of its covered employee payroll	152.36%	148.31%	112.70%
Plan fiduciary net position as a percentage of total pension liability	70.04%	74.02%	76.52%

*This schedule will eventually present 10 years of information. However, it currently only provides the information for those years in which the information is available.

See the accompanying notes to the required supplementary information.

**CORNING UNION HIGH SCHOOL DISTRICT
SCHEDULE OF THE DISTRICT'S PROPORTIONATE
SHARE OF THE NET PENSION LIABILITY -
CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM
Last Three Fiscal Years***

	Year Ended June 30		
	2017	2016	2015
District's proportion of the net pension liability	0.0172%	0.0185%	0.0177%
District's proportionate share of the net pension liability	\$ 3,397,011	\$ 2,726,918	\$ 2,009,381
District's covered-employee payroll	\$ 2,365,959	\$ 2,317,523	\$ 2,249,867
District's proportionate share of the net pension liability as a percentage of its covered employee payroll	143.58%	117.67%	89.31%
Plan fiduciary net position as a percentage of total pension liability	73.90%	79.43%	83.38%

*This schedule will eventually present 10 years of information. However, it currently only provides the information for those years in which the information is available.

See the accompanying notes to the required supplementary information.

CORNING UNION HIGH SCHOOL DISTRICT
NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION
Year Ended June 30, 2017

1. BUDGETS

The District's Governing Board annually adopts a budget for the General Fund and each major Special Revenue Fund of the District. The budget is presented on the modified accrual basis of accounting. Accordingly, the accompanying budgetary comparison schedule presents actual expenditures in accordance with the accounting principles generally accepted in the United States on a basis consistent with the legally adopted budget as amended. Unexpended appropriations on the annual budget lapse at the end of each fiscal year.

2. PENSION – CALIFORNIA STATE TEACHERS' RETIREMENT SYSTEM

Benefit Changes

There were no changes in benefits terms that affected measurement of the total pension liability during the measurement period.

Changes in Assumptions

There were no changes in major assumptions from the June 30, 2015, actuarial valuation.

3. PENSION – CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM

Benefit Changes

There were no changes in benefits terms that affected measurement of the total pension liability during the measurement period.

Changes in Assumptions

There were no changes in major assumptions from the June 30, 2015, actuarial valuation.

**CORNING UNION HIGH SCHOOL DISTRICT
LOCAL EDUCATIONAL AGENCY ORGANIZATION**

June 30, 2017

The Corning Union High School District (the District) is located in Tehama County and was established in 1907. There were no changes in the boundaries of the District during the current year. The District is currently operating one high school, one continuation high school, one community day school, and one non-attendance based adult education program.

GOVERNING BOARD

Member	Office	Term Expires
James (Scott) Henderson *	President	2018
Pauletta Bray	Clerk	2018
James (Jim) Bingham	Member	2018
Todd Henderson	Member	2020
Ken Vaughan	Member	2020

ADMINISTRATION

John Burch, Superintendent (at June 30, 2017)
Christine Towne, Chief Business Official

CORNING UNION HIGH SCHOOL DISTRICT
SCHEDULE OF INSTRUCTIONAL TIME
Year Ended June 30, 2017

Grade Level	Minutes Requirement	2016-17	Number of Days	Status
		Actual Minutes		
Grade 9	64,800	65,579	180	Complied
Grade 10	64,800	65,579	180	Complied
Grade 11	64,800	65,579	180	Complied
Grade 12	64,800	65,579	180	Complied

See the accompanying notes to the supplementary information.

CORNING UNION HIGH SCHOOL DISTRICT
SCHEDULE OF FINANCIAL TRENDS AND ANALYSIS
Year Ended June 30, 2017

Year Ended June 30	(Budget) 2018	2017	2016	2015
General Fund				
Revenues and Other Financing Sources	\$ 11,896,740	\$ 12,193,158	\$ 12,138,806	\$ 10,471,176
Expenditures and Other Financing Uses	12,145,582	11,828,478	11,655,348	11,289,656
Net Change in Fund Balance	\$ (248,842)	\$ 364,680	\$ 483,458	\$ (818,480)
Ending Fund Balance	\$ 1,339,461	\$ 1,588,303	\$ 1,223,623	\$ 740,165
Available Reserves*	\$ 905,555	\$ 1,057,264	\$ 944,335	\$ 648,570
Available Reserves as a Percentage of Total Outgo	7.46%	8.94%	8.10%	5.74%
Total Long-Term Debt	\$ 17,593,321	\$ 17,828,262	\$ 13,623,829	\$ 11,344,549
Average Daily Attendance at P-2	899	885	875	889

The General Fund ending fund balance has increased by \$848,138 over the past two years. The fiscal year 2017-18 budget projects a decrease of \$248,842 (15.67%). For a district this size, the State recommends available reserves of at least 4 percent of total General Fund expenditures, transfers out, and other uses (total outgo).

The District has incurred an operating deficit in one of the past three years, and anticipates incurring an operating deficit during the 2017-18 fiscal year. Total long-term debt has increased by \$6,483,713 over the past two years.

Average daily attendance has decreased by 4 over the past two years. Additional growth in ADA of 14 is anticipated during fiscal year 2017-18.

*Available reserves consist of all unassigned fund balance within the General Fund.

See the accompanying notes to the supplementary information.

CORNING UNION HIGH SCHOOL DISTRICT
SCHEDULE OF CHARTER SCHOOLS
Year Ended June 30, 2017

The District is not the sponsoring local educational agency for any charter schools.

See the accompanying notes to the supplementary information.

CORNING UNION HIGH SCHOOL DISTRICT
NOTES TO THE SUPPLEMENTARY INFORMATION
Year Ended June 30, 2017

Schedule of Charter Schools

This schedule lists all charter schools sponsored by the District and indicates whether or not the charter school is included in the audit of the District.



TIMOTHY A. TITTLE, CPA HEIDI M. COPPIN, CPA

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT
AUDITING STANDARDS

To the Board of Trustees
Corning Union High School District
Corning, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Corning Union High School District School District (the District), as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the District's basic financial statements and have issued our report thereon dated January 11, 2018.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as described in the accompanying schedule of findings and questioned costs, we identified certain deficiencies in internal control that we consider to be material weaknesses and significant deficiencies.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. We consider the deficiency described in the accompanying schedule of findings and questions as item 2017-001 to be a material weakness.

A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the deficiencies described in the accompanying schedule of findings and questioned costs as items 2017-002 and 2017-003 to be significant deficiencies.



TIMOTHY A. TITTLE, CPA HEIDI M. COPPIN, CPA

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR
PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED
BY THE UNIFORM GUIDANCE**

To the Board of Trustees
Corning Union High School District
Corning, California

Report on Compliance for Each Major Federal Program

We have audited Corning Union High School District's (the District) compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the District's major federal programs for the year ended June 30, 2017. The District's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of the District's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the District's compliance.

Opinion on Each Major Federal Program

In our opinion, Corning Union High School District, complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2017.



TIMOTHY A. TITTLE, CPA HEIDI M. COPPIN, CPA

INDEPENDENT AUDITORS' REPORT ON STATE COMPLIANCE

To the Board of Trustees
Corning Union High School District
Corning, California

Report on State Compliance

We have audited the District's compliance with the types of compliance requirements described in the *2016-17 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, issued by the California Education Audit Appeals Panel that could have a direct and material effect on each of the District's state programs for the fiscal year ended June 30, 2017, as identified below.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its state programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of the District's state programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and the *2016-17 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, issued by the Education Audit Appeals Panel. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the compliance requirements referred to above that could have a direct and material effect on the state programs noted below occurred. An audit includes examining, on a test basis, evidence about the District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of the District's compliance with those requirements.

In connection with the audit referred to above, we selected and tested transactions and records to determine the District's compliance with the state laws and regulations applicable to the following items:

Continuation Education steps (6)(a) and (6)(b) were not performed because students do not receive apportionment attendance for work experience.

Continuation Education step (6)(c) was not performed because students do not engage in independent study.

Opinion on State Compliance

In our opinion, Corning Union High School District complied, in all material respects, with the types of compliance requirements referred to above that are applicable to the state programs listed in the schedule above for the year ended June 30, 2017.

Other Matters

The results of our auditing procedures disclosed an instance of noncompliance, which is described in the accompanying Schedule of Findings and Questioned Costs as item 2017-004. Our opinion on state compliance is not modified with respect to this matter.

Corning Union High School District's Response to Findings

Corning Union High School District's response to the findings identified in our audit is described in the accompanying schedule of findings and questioned costs. Corning Union High School District's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Tittle & Company, LLP

Chico, California
January 11, 2018

**CORNING UNION HIGH SCHOOL DISTRICT
FINANCIAL STATEMENTS FINDINGS**

Year Ended June 30, 2017

INTERNAL CONTROL (Cash Disbursements)

30000 (2017-001)

Material Weakness

Condition

During our tests of internal controls over cash disbursements, we noted that travel expense reimbursements and credit card charges made by the Superintendent were not reviewed and approved by the governing board.

Criteria

Internal controls should be in place to ensure that all expenditures have proper review and approval.

Effect

Without strengthening internal controls over cash disbursements, expenditures may not be for valid expenditures and /or approved activities.

Recommendation

We recommend that the District revise its travel and expense reimbursements policies to include that all travel expense reimbursements payable to Superintendent and all credit card charges made by Superintendent be reviewed and approved by the president of the governing board.

District's Response

The District's administration will implement procedures during fiscal year 2017-18 to comply with the recommendation.

CORNING UNION HIGH SCHOOL DISTRICT
FINANCIAL STATEMENTS FINDINGS
Year Ended June 30, 2017

INTERNAL CONTROL (Student Body)
30000 (2017-002)

Significant Deficiency

Condition

During our tests of internal controls over student body cash disbursements, we noted the following:

1. One out of the ten disbursements tested was for an unallowable expenditure. A student was paid a scholarship award from student store funds. Scholarships paid from student body fundraisers rather than from outside donations are normally not allowable because they do not benefit a group of students. For allowable scholarship disbursements, cash awards are not allowed. Scholarship checks should be made payable to an institution of higher learning or a college bookstore, to be used toward tuition or books and supplies.
2. Checks are being written to cash for cash box start up moneys. Checks should be made payable to the person who is going to the bank to cash the check and using the "Memo" part of the check to indicate "startup funds" so that it is clear what the check was intended for.

Criteria

Internal controls should be in place to ensure that all student body expenditures have proper documentation and approval prior to payment and are for allowable expenses.

Effect

Without strengthening internal controls over student body assets, funds may not be properly safeguarded and expended for valid student body activities.

Recommendation

All student body disbursements should be for allowable expenses and checks should not be made payable to cash.

District's Response

The District's administration will implement procedures during fiscal year 2017-18 to comply with the recommendation.

CORNING UNION HIGH SCHOOL DISTRICT
FEDERAL AWARD FINDINGS AND QUESTIONED COSTS
Year Ended June 30, 2017

None.

CORNING UNION HIGH SCHOOL DISTRICT
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
Year Ended June 30, 2017

INTERNAL CONTROL (Student Body)
30000 (2016-001)

Significant Deficiency

Condition

Our test of internal controls over student body cash disbursements resulted in one of the ten disbursements tested not containing proper supporting documentation. Our test of internal controls over student body cash disbursements resulted in one of the ten disbursements tested being for unallowable expenditures. One student was paid for working as a shot clock operator. Payments to students for services must be paid through the District Payroll and not through ASB.

Criteria

Internal controls should be in place to provide that all student body expenditures have proper documentation and approval prior to payment and are for allowable expenses.

Effect

Without strengthening internal controls over student body assets, funds may not be properly safeguarded and expended for valid student body activities.

Recommendation

All disbursements should have proper documentation and authorization and be reviewed for allowability prior to payment.

Current Status

See current year finding at 2017-002.

CORNING UNION HIGH SCHOOL DISTRICT
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
Year Ended June 30, 2017

STATE COMPLIANCE (Unduplicated Pupil Count)
40000 (2016-003)

Significant Deficiency

Condition

During our testing of the Unduplicated Pupil Count we found four students that were marked as English Learners (EL) on the certified CALPADS report but no longer qualified for EL status and should have been redesignated out of the program before the census date of 10/1/2015. The unduplicated count for Free and Reduced Price (FRPM) eligible students was adequately supported

Criteria

Pursuant to Education Code 2574(b)(2) and 42238, the District is required to report the Unduplicated Pupil Count and Percentage to CALPADS to be used for LCFF funding purposes.

Effect

The table below summarizes the incorrectly reported pupil counts. There were no changes to the reported enrollment count. Without strengthening controls over the CALPADS reporting process, the Unduplicated Pupil Count may not be accurately reported to the California Department of Education for LCFF funding purposes. The current year LCFF state aid funding was overstated in the current year by \$4,336.

	Total Enrollment	Free and Reduced Meal Program (FRPM)	English Learners (ELAS)	Both FRPM & ELAS	Unidentified UPC (District funded county, etc.)	Total
Funded under LCFF	926	571	20	70	1	662
Audit Adjustments	-	-	(4)	-	-	(4)
Adjusted Counts	926	571	16	70	1	658

Recommendation

We recommend that the District implement procedures to ensure that students are properly classified in CALPADS for reporting the Unduplicated Pupil Counts.

Current Status

Fully implemented.

BOARD RESOLUTION NO. 401

**AMEND JOINT EXERCISE OF POWERS AGREEMENT AND BYLAWS
OF
NORTHERN CALIFORNIA SCHOOLS INSURANCE GROUP (NCSIG)**

WHEREAS, Corning Union High School District is a Member of Northern California Schools Insurance Group and the NCSIG Board of Directors reviewed and approved the proposed amendment to the Joint Powers Agreement of NCSIG on December 7, 2017; and

WHEREAS; the NCSIG Board of Directors also reviewed and approved the proposed Amendment to the Bylaws of NCSIG on December 7, 2017;

NOW THEREFORE BE IT RESOLVED THAT:

The Board of Trustees of Corning Union High School District hereby approves the Amendments to the NCSIG Joint Exercise of Powers Agreement and the NCSIG Bylaws Amended and Restated dated December 7, 2017.

PASSED AND ADOPTED by the Board of Directors of the Corning Union High School District this 11/8/18 (date), by the following vote:

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA

COUNTY OF Tehama

I, Jared Caylor, Secretary of the Corning Union High School District Board of Trustees, do hereby certify that the foregoing is a full, true, and correct copy of the resolution adopted by the Board of Trustees at a regularly called and conducted meeting held on said date.



Secretary of Board of Trustees

SUMMARY OF NCSIG BYLAWS CHANGES APPROVED BY THE NCSIG BOARD OF DIRECTORS ON December 7, 2017

The NCSIG Bylaws are subject to review and amendment due to administration and/or environmental changes affecting the JPA.

The last NCSIG Bylaws amendments were approved by the NCSIG Board of Directors at its November 2, 2006 meeting and subsequently approved by the necessary two-thirds of the NCSIG membership.

NCSIG administration has taken the opportunity to update the NCSIG Bylaws to make the content more current and amenable to CAJPA Accreditation requirements.

Change highlights include:

1. Bylaws: Amended and Restated – incorporating old bylaws into new bylaws, utilizing some Northern California ReLiEF (NCR) Bylaw language with permission as a 2017 template.
2. Reformatted and added a Table of Contents.
3. Changed terminology from “group purchasing or self-insuring of liability and property insurance” to read: “joint program for liability and property damage protection.”
4. Removed proxy votes and added alternate board members.
5. Revised to better clarify meetings are held in compliance with Ralph M. Brown Act.
6. Revised Hold Harmless and Indemnification section as recommended by CAJPA Accreditation.
7. Updated “Withdrawal From or Termination of Membership” section including when a member may be involuntarily terminated.
8. Revise effective date of amendments after approved by the NCSIG Board of Directors and 2/3 vote of entire NCSIG membership.
9. Added, deleted and revised Definitions.
10. Added Claims Committee subject to the Brown Act.

ERIK J. KNAK, ARM, MBA
JPA MANAGER
310 HEMSTED DR., SUITE 200
REDDING, CALIFORNIA 96002
(530) 222-1737 FAX (530) 222-3771
www.ncsigschools.com

December 29, 2017

TO: Members of Northern California Schools Insurance Group (NCSIG)

RE: REQUEST FOR BOARD OF TRUSTEES RESOLUTION
APPROVING AMENDMENTS TO NCSIG JPA AGREEMENT & BYLAWS

On behalf of NCSIG and the Board of Directors, I wanted to send a special thanks to you and all other members of NCSIG for your continuing efforts to make this coverage program so successful. We have asked for your participation in many areas, and have another request as we approach the New Year.

As a result of CAJPA Accreditation which thoroughly reviews our JPA policies and procedures every three years, NCSIG needed to update our Bylaws and the JPA Agreement. The NCSIG Board of Directors voted in favor of the proposed Amendments at its December 7, 2017 meeting. Amendments to both the JPA Agreement and Bylaws each require approval by two-thirds of the entire membership. With this in mind, I ask that you place this matter on your next Board agenda for prompt consideration.

In addition, I have attached a suggested Resolution asking your Board to approve the aforementioned Amendments, as well as a brief summary of the proposed changes. An editable version of this Resolution will be provided by email and also posted at the NCSIG website www.ncsigschools.com.

Please mail the original Resolution to NCSIG in the envelope provided. In addition, a scanned copy sent by email to Joy Moll at jmoll@iwins.com would be greatly appreciated.

Please feel free to contact me if you have any comments or questions. Thank you and Happy New Year!

Sincerely,



Erik J. Knak, ARM, MBA
NCSIG JPA Manager

Enclosures



eknak@iwins.com
swilliams@iwins.com
dgulden@iwins.com

BOARD RESOLUTION

**AMEND JOINT EXERCISE OF POWERS AGREEMENT AND BYLAWS
OF
NORTHERN CALIFORNIA SCHOOLS INSURANCE GROUP (NCSIG)**

WHEREAS, _____ is a Member of Northern California Schools Insurance Group and the NCSIG Board of Directors reviewed and approved the proposed amendment to the Joint Powers Agreement of NCSIG on December 7, 2017; and;

WHEREAS; the NCSIG Board of Directors also reviewed and approved the proposed Amendment to the Bylaws of NCSIG on December 7, 2017;

NOW THEREFORE BE IT RESOLVED THAT:

The Board of Trustees of _____ hereby approves the Amendments to the NCSIG Joint Exercise of Powers Agreement and the NCSIG Bylaws Amended and Restated dated December 7, 2017.

PASSED AND ADOPTED by the Board of Directors of the _____ this _____ (date), by the following vote:

AYES:
NOES:
ABSENT:

STATE OF CALIFORNIA
COUNTY OF _____

I, _____, Secretary of the _____ Board of Trustees, do hereby certify that the foregoing is a full, true, and correct copy of the resolution adopted by the Board of Trustees at a regularly called and conducted meeting held on said date.

Secretary of Board of Trustees

SUMMARY OF NCSIG BYLAWS CHANGES APPROVED BY THE NCSIG BOARD OF DIRECTORS ON December 7, 2017

The NCSIG Bylaws are subject to review and amendment due to administration and/or environmental changes affecting the JPA.

The last NCSIG Bylaws amendments were approved by the NCSIG Board of Directors at its November 2, 2006 meeting and subsequently approved by the necessary two-thirds of the NCSIG membership.

NCSIG administration has taken the opportunity to update the NCSIG Bylaws to make the content more current and amenable to CAJPA Accreditation requirements.

Change highlights include:

1. Bylaws: Amended and Restated – incorporating old bylaws into new bylaws, utilizing some Northern California ReLiEF (NCR) Bylaw language with permission as a 2017 template.
2. Reformatted and added a Table of Contents.
3. Changed terminology from “group purchasing or self-insuring of liability and property insurance” to read: “joint program for liability and property damage protection.”
4. Removed proxy votes and added alternate board members.
5. Revised to better clarify meetings are held in compliance with Ralph M. Brown Act.
6. Revised Hold Harmless and Indemnification section as recommended by CAJPA Accreditation.
7. Updated “Withdrawal From or Termination of Membership” section including when a member may be involuntarily terminated.
8. Revise effective date of amendments after approved by the NCSIG Board of Directors and 2/3 vote of entire NCSIG membership.
9. Added, deleted and revised Definitions.
10. Added Claims Committee subject to the Brown Act.

Northern California Schools Insurance Group

BYLAWS

Amended and Restated

December 7, 2017

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BYLAWS
NORTHERN CALIFORNIA SCHOOLS INSURANCE GROUP
JOINT POWERS AUTHORITY
PREAMBLE

Northern California Schools Insurance Group (“NCSIG”) was established pursuant to the terms of a Joint Powers Agreement (“JPA Agreement”) by and among its Public Educational Agencies (“PEA”) for the purpose of providing the services and other items necessary and appropriate for the establishment, operation, and maintenance of a joint program for liability and property damage protection for the PEA’s who are Members (“Members”) hereof, and to provide a forum for discussion, study, development, and implementation of recommendations of mutual interest regarding pooled coverage and group purchase insurance and reinsurance programs. Pursuant to the terms of the JPA Agreement, NCSIG has adopted these Bylaws (“Bylaws”) to apply to and govern NCSIG and its Members.

ARTICLE I
BOARD OF DIRECTORS

- A. A Board of Directors is hereby established to represent the NCSIG membership.
- B. The Board of Directors shall be formed in the following manner. Each California County in which a majority of Public Educational Agencies in that county are members of NCSIG shall have representation on the Board of Directors. Representation from each county shall be on a weighted basis based on each county’s combined Average Daily Attendance (ADA). ADA shall be as determined in the NCSIG Underwriting Policy for purposes of rate setting each year. Should a county’s ADA change the county to a different size category, the change in number of Directors shall become effective at the beginning of the next fiscal year beginning July 1. Selection of Directors from each county shall be designated by the county’s Superintendent of Schools and must be either a school administrator or a designated confidential employee of a member and shall serve at the pleasure of the Members in that county. Each Director shall be entitled to cast one vote in all matters requiring a vote, except in the case of an actual or potential conflict of interest.

Total County ADA		Number of Directors
0 -	7,499	2
7,500 -	24,999	3
25,000 -	Over	4

- C. If a Public Educational Agency is located in a county where the majority of Public Educational Agencies are not members of NCSIG, the size category and number of votes for that Director shall be as shown in the Table below. The Director would be appointed by the Superintendent of the Public Educational Entity with qualifying ADA. All votes allocated to each Director shall be cast together and cannot be split.

Individual Member ADA		Votes Allocated
0 -	4,999	0
5,000 -	7,499	2
7,500 -	24,999	3
25,000 -	Over	4

- D. Each Director shall annually designate an alternate representative from their PEA who is employed as a school administrator or a designated confidential employee that is authorized to act in the event of the absence of the appointed Director. Only the designated Director or alternate may serve on the board.
- E. The Board of Directors shall hold at least one regular meeting each fiscal year. The date, time, and location for each such regular meeting shall be fixed by the Board of Directors, and shall be publicly noticed prior to the meeting. All meetings of the Board of Directors shall be called, held, and conducted in accordance with the terms and provisions of the Ralph M. Brown Act (Sections 54950, et seq., of the California Government Code), as said Act may be modified by subsequent legislation, and as the same may be augmented by rules of the Board of Directors not inconsistent therewith. The Board may hold additional meetings as determined by the Board and consistent with Brown Act. Except as otherwise provided or permitted by law, all meetings of the Board are open and public. The Board of Directors will cause minutes of its meetings to be kept, and post the true and correct copies of the minutes of such meetings after Board approval.
- F. The principal office for the transaction of business of NCSIG and receipt of all notices is hereby fixed and located as described in Appendix A attached hereto and incorporated herein by reference. The Board of Directors shall have the authority to change the location of the principal office.
- G. The Board of Directors may establish and dissolve operating committees and establish such committees and their operating policies.
- H. The Board of Directors may establish, revise and discontinue policies related to the operation of NCSIG and such approved policies are binding upon the Members unless otherwise specified by policy established by the Board of Directors.
- I. The Board of Directors shall determine Contributions and the method by which Contributions will be paid to NCSIG. The Board of Directors will also provide for additional assessments during the year, if necessary or appropriate, to allow for increased costs and expenses that may occur. The Board of Directors shall insure that a complete and accurate system of accounting of the NCSIG financials are maintained at all times consistent with established auditing standards and accounting procedures.
- J. The Board of Directors shall review coverages that are provided to Members and establish policies and procedures for claims administration.

- K. The Board of Directors shall approve the terms of all related insurance, excess insurance, reinsurance and other agreements, including the terms of coverage, claims services, cost and compensation.
- L. The Board of Directors shall directly or by contract provide for services required to effectively implement all aspects of the Joint Program.
- M. The Board may authorize any Officer or Officers, agent or agents, to enter into any contract or execute any instrument in the name and on behalf of NCSIG, and such authorization may be general or confined to specific instances. Unless so authorized by the Board of Directors, no Officer, agent or employee shall have any authority to bind NCSIG by any contract or to pledge its credit or to render it liable for any purpose.

ARTICLE II RULES OF THE BOARD OF DIRECTORS

- A. The Board of Directors may establish rules governing its own conduct and procedures and have such expressed or implied authority as is not inconsistent with, or contrary to, the laws of the State of California, these Bylaws, or the Joint Powers Agreement.
- B. A quorum for the transaction of business by the Board of Directors shall consist of a majority weighted vote of the Directors or their alternate. All action shall require the approval of a majority weighted vote of the Directors or their alternate present at the meeting, unless a higher percentage vote is required by the Agreement or these Bylaws.
- C. No one serving on the Board of Directors shall receive any salary or compensation from NCSIG.
- D. The Board of Directors may approve reimbursement for expenses incurred.

ARTICLE III OFFICERS

- A. The principal Officers of NCSIG shall be a President, a Vice President, a Secretary/Auditor-Controller, a Treasurer, and a Finance Chair ("Officers").
- B. Election of Officers:
 - 1. The Officers of NCSIG shall be elected by the weighted vote of the Directors or his/her alternate.
 - 2. The Officers of NCSIG shall serve a term of two years, beginning July 1 of even-numbered years.
 - 3. Elections shall take place at the last regularly scheduled Board of Directors meeting prior to the commencement of even-numbered Program Years. Directors may make nominations of individuals who meet the requirements for the office at the time of election. If such nomination is seconded, the nominated individual shall be a candidate

for that office for which the candidate was nominated. The candidate with the greatest number of weighted votes shall be elected to the office.

4. Any person elected as an Officer may be removed at any time, with or without cause, by a majority of the weighted votes of Directors or their alternate present at the Board meeting.
 5. Officers shall at all times during their term be the designated Director of a Member. In the event an Officer is no longer a designated Director of a Member, then such individual shall no longer be an Officer of NCSIG.
 6. All vacancies arising may be filled at any time by the weighted vote of the Directors or their alternate present at that Board of Directors meeting.
- C. The President will preside at all meetings of NCSIG. The President shall appoint the Finance Chair to serve as a NCSIG Officer and members of committees as necessary or appropriate for carrying on the activities of NCSIG. Committees appointed by the President may hold office beyond the President's term subject to the approval of the new President. The President shall execute documents on behalf of NCSIG as authorized by the Board of Directors and shall serve as the back-up liaison to the JPA Manager between this and any other organization. The President shall have authority to approve demands.
- D. The Vice President shall have such powers and perform such duties as may be prescribed from time to time by the Board of Directors or the President. In the absence or disability of the President, the Vice President shall be vested with all the powers and authorized to perform all the duties of the President. The Vice-President shall also serve as the auditor/controller of NCSIG in the absence of the auditor-controller and shall approve demands.
- E. The Secretary shall be present at all meetings of NCSIG to cause minutes to be kept, to maintain or cause to be maintained all accounting and other financial records of NCSIG, to file all financial reports of NCSIG and perform such other duties as the Board may specify. The Secretary shall also serve as the Auditor/Controller of NCSIG and shall approve demands.
- F. The Treasurer shall be those specified in Sections 6505.5 or 6505.6 of the California Government Code, to cause to be received and safe kept all money coming into the treasury, to comply or cause to be complied with all laws governing the deposit and investment of funds, and to cause to be submitted a quarterly report (Treasurer's Report) to the Board summarizing receipts, disbursements, and fund balances, along with a listing of all investments and other duties as specified by the Board. The Treasurer shall have authority to approve demands.
- G. The Board of Directors may appoint or elect such additional Officers, and assign such duties and authorities, as it determines.
- H. The NCSIG Officers shall comprise the Claims Committee and will be subject to the Ralph M. Brown Act (Sections 54950, et seq., of the California Government Code).

ARTICLE IV EXECUTIVE DIRECTOR

All decisions related to NCSIG shall be made by the Board of Directors. NCSIG may contract with a company with demonstrated expertise and experience to assist NCSIG with the management and operation of NCSIG ("Executive Director").

- A. The Executive Director shall provide employees and/or contractors to act as JPA Manager and Associate JPA Manager(s) to:
1. Monitor the status of NCSIG's programs and operations, losses, administrative and operational costs, service companies' and Servicing Agents performance and report to the Board.
 2. Prepare an annual budget.
 3. Assist the Board in selecting brokers, excess insurance companies or excess insurance Joint Powers Authorities.
 4. Assist the Board in selecting claims administrators, risk control consultants and other program services.
 5. Contract for claims audits and actuarial studies to determine cost allocations.
 6. Perform whatever functions are necessary and within the Executive Director's authority to manage the daily activities of NCSIG.
 7. Conduct the business of NCSIG in a manner consistent with the standards set forth by the California Association of Joint Powers Authorities (CAJPA) for their accreditation program.
- B. NCSIG shall compensate the Executive Director for services to NCSIG in such amount and manner as may be fixed from time-to-time by the Board of Directors. Details respecting compensation, termination, and other employment related matters pertaining to the Executive Director shall be governed by the Bylaws and such terms and conditions as the Board shall set forth in a contract or agreement.

ARTICLE V MEMBERSHIP IN NCSIG

- A. Membership in NCSIG shall be open to any California Public Educational Agency which has been duly approved by the Board of Directors. NCSIG shall provide application forms and establish procedures for their completion and submission for review prior to being approved.

- B. Upon approval, a Public Educational Agency may become a Member of NCSIG by executing a copy of the NCSIG Joint Powers Agreement, whereby said Public Educational Agency agrees to comply with the terms of the NCSIG Joint Powers Agreement and these Bylaws, as the same may from time to time be amended and in effect.
- C. NCSIG may establish special rules and terms for membership as defined in NCSIG Policies.

ARTICLE VI FINANCE

- A. NCSIG shall operate on a fiscal year from July 1st through June 30th.
- B. The Board of Directors shall annually and in accordance with Policy adopt a budget showing each of the purposes for which NCSIG will need money and the estimated amount of money that will be needed for each such purpose for the ensuing fiscal year. A copy of the budget shall be provided to each of the Directors.
- C. Each Member shall pay to NCSIG each fiscal year the annual Contribution as calculated and adopted by the Board of Directors pursuant to the following:
 - 1. Each Member's Contribution shall be based upon such Member's retention, selected coverages, ADA, Total Insured Values and other information relative to providing coverage for the Member including rating factors as established by the NCSIG Underwriting Policy.
 - 2. Contributions are due and payable as established by the NCSIG Delinquent Contribution/Termination of Coverage Policy.
- D. Each Program Year shall be accounted for separately from every other Program Year in regard to the accounting for its assets and Obligations.
 - 1. All Contributions, Obligations, expenditures and disbursements of NCSIG that can be separately and distinctly identified by Program Year shall be accounted for separately by each Program Year.
 - 2. Any revenues, Obligations and expenses that cannot be separately and distinctly identified to a specific Program Year may be allocated among Program Years.
 - 3. Should the total Obligations for a Program Year exceed the total assets of that year, the Members participating in such Program Year may be assessed a Pro-Rata Share of the additional contribution required based on actuarial analysis and approved by the Board of Directors.
 - 4. Net Position Funds may be utilized for the benefit of NCSIG as determined and approved by the Board of Directors, including but not limited to a distribution of any positive net position funds to Members.

5. NCSIG's Contingency Reserve must be met before any positive net position funds are eligible to be returned to the Members.
 6. Any unanticipated non-claim expenditures, not incorporated into the current annual budget, will be assessed against the Members, as determined by the Board of Directors. The assessment, if any, will be added to the Member's subsequent Program Year's Contribution.
- E. Any subrogation recoveries received by NCSIG shall be credited to NCSIG with any remaining balance refunded to the member for any incurred Self Insured Retention.
- F. An account shall be established and maintained to receive monies, pay operating expenses hold reserves and pay claims of NCSIG.

ARTICLE VII RECEIPT AND DISBURSEMENT OF FUNDS

- A. Revenues of NCSIG shall be received at its principal office. The Treasurer shall cause to be safeguarded and invested funds in accordance with NCSIG's current investment policy.
- B. The President, Vice-President, Secretary, Treasurer, Finance Chair, JPA Manager and Associate JPA Managers shall be authorized signatories of NCSIG's checking account. All checks disbursing funds of NCSIG shall be signed as established by action of the Board.
- C. A register of all checks issued since the previous Board meeting shall be provided at each subsequent Board meeting for approval
- D. The JPA Manager shall be authorized to make all expenditures for goods or services without specific approval, to the extent such funds have been included and approved by adoption of the budget or as previously approved by the Board.

ARTICLE VIII INVESTMENT OF FUNDS

NCSIG shall have the power to invest or cause to be invested, in compliance with Section 6509.5 of the California Government Code, such funds as are not necessary for the immediate operation of NCSIG as allowed by Section 53601 of the California Government Code.

ARTICLE IX ACCOUNTS AND RECORDS

- A. NCSIG is strictly accountable for all funds received and disbursed by it and, to that end, NCSIG shall establish and maintain such funds and accounts as may be required by Generally

Accepted Accounting Principles or by any provision of law or any resolution of NCSIG. Books and financial records of NCSIG shall be open to inspection at all reasonable times by representatives of the Members. NCSIG, as soon as practical after the close of each fiscal year, shall give, or cause to be given, a complete written report of all financial activities for such fiscal year to each Member of NCSIG.

- B. The Board of Directors shall make, or contract with a Certified Public Accountant to make, an annual audit of the accounts, records, and financial affairs of NCSIG. In each case the minimum requirements of the audit shall be those prescribed by the State Controller for Special Districts under Section 26909 of the California Government Code and shall conform to Generally Accepted Auditing Standards. When such an audit of accounts and reports is made by a Certified Public Accountant, a report thereof shall be filed within six months of the end of the fiscal year under examination with the State Controller and county auditor. Any costs of the audit, including contracts with, or employment of, Certified Public Accountants in making the audit(s) provided for herein, shall be appropriate administrative charges against the funds of NCSIG.
- C. The Board of Directors shall contract with an independent claims auditor at least every two years to conduct and audit of claims paid by NCSIG and to deliver an audit report to the Board of Directors.

ARTICLE X

HOLD HARMLESS AND INDEMNIFICATION

The Board of Directors and the Officers of NCSIG, including former Directors and Officers, shall not be liable to NCSIG, to any Member or Former Member, or to any other person, for actual or alleged breach of duty, mistake of judgment, neglect, error, misstatement, misleading statement, or any other act or omission in the performance of their duties hereunder as provided by California Government, except in the event of fraud, gross negligence, or intentional misconduct of such director or Officer. NCSIG shall defend and shall indemnify and hold harmless its Directors and Officers, including former Directors and Officers, from any claim, demand, cause of action, and damages arising out of their performance of their duties as such Directors or Officers of NCSIG, to the extent authorized by Government Code Section 995. NCSIG may purchase conventional insurance to protect NCSIG, and its participating Members or Former Members, against any such acts or omissions by its Directors and Officers, including former Directors and Officers.

ARTICLE XI

RISK MANAGEMENT

The Board of Directors of NCSIG may adopt recommended minimum standards for risk management/loss control practices. These standards and best practices shall be reviewed by each Member as part of each Member's risk management practices.

ARTICLE XII
WITHDRAWAL FROM OR TERMINATION OF MEMBERSHIP

Any Member having completed three complete program years as a Member of NCSIG may withdraw from its status as a Member and party to the Joint Powers Agreement at the end of the fiscal year subject to the following terms and conditions.

- A. Member must submit a written request to NCSIG JPA Manager no later than March 15 of the preceding Program Year.
- B. Termination of participation in future Program years does not relieve the terminated Member of any benefits or obligations of those Program Years in which the Member participated. These obligations including payment of assessments or any other amounts due and payable, and the terminated Member shall participate in all dividends for the Program Years in which the Member participated.
- C. A Member may be involuntarily terminated from membership in NCSIG upon the weighted vote of two-thirds of all the remaining Directors. Such involuntary termination shall become effective at the end of the Program Year in which the action is taken or upon such other date as the Board of Directors may specify, but in no case less than sixty days after notice of involuntary termination is given. As a result of such involuntary termination:
 - a. The incurred claims, incurred but not reported claims, and all Contributions of the terminated Member applicable to Program Years of membership shall stay with NCSIG.
 - b. The terminated Member shall continue to participate in each of the Program Years for which the agency was a Member.
 - c. The terminated Member shall continue to be bound by the JPA Agreement and the Bylaws for the Program Years during which such agency was a Member.
- D. Grounds for involuntary termination include, but are not limited to, the following:
 - a. Failure or refusal to abide by the JPA Agreement or Bylaws;
 - b. Failure or refusal of a Member to abide by an amendment of the JPA Agreement or Bylaws which has been adopted by the Board of Directors or by the Members of NCSIG as provided in the Agreement or these Bylaws;
 - c. Failure or refusal to pay Contributions or assessments to NCSIG as provided in the Agreement or Bylaws;
 - d. Failure to comply with risk management or safety programs implemented by NCSIG; or
 - e. Failure of a Member to disclose a material fact to NCSIG or its JPA Manager.

ARTICLE XIII DISPOSITION OF PROPERTY AND FUNDS

Upon termination of the JPA Agreement, all assets of NCSIG shall be distributed only among the parties that have been participants in the Program, including any of those parties which previously withdrew pursuant to the JPA Agreement, in and proportionate to their Deposit Premiums and Assessments paid during the term of the JPA Agreement. The Board of Directors shall determine such distribution within six months after the last pending claim or loss covered by this JPA Agreement has been finally resolved and there is a reasonable expectation that no new claims will be filed.

The Board is vested with all powers of NCSIG for the purpose of concluding and dissolving the business affairs of NCSIG. These powers shall include the power to require Members, including those which were participants at the time the claim arose or at the time the loss was incurred, to pay their share of any assessments deemed necessary by the Board for final disposition of all claims and losses covered by the JPA Agreement for any program year.

ARTICLE XIV AMENDMENTS

- A. Amendment to these Bylaws may be proposed by any Member of NCSIG.
- B. All amendments to these Bylaws must be approved by a two-thirds (2/3) weighted vote of the members of NCSIG Board of Directors, followed by a 2/3 vote of the entire membership. The effective date of any amendment will be on the first day of the next month following adoption, unless otherwise stated.

ARTICLE XV SEVERABILITY

Should any portion, term, condition or provision of these Bylaws be decided by a court of competent jurisdiction to be illegal or in conflict with any law of the State of California, or be otherwise rendered unenforceable or ineffectual, the validity of the remaining portions, terms, conditions and provisions shall not be affected thereby.

ARTICLE XVI SUBORDINATION

Should any portion, term, condition or provision of these Bylaws be in conflict with the JPA Agreement, the terms of the Bylaws will be subordinate to the JPA Agreement.

ARTICLE XVII RECORDS RETENTION POLICY

NCSIG's records will be retained in accordance with the policy adopted by the Board of Directors.

ARTICLE XVIII NOTICES

- A. Notices to NCSIG shall be in writing and delivered to NCSIG.
- B. Notices to Members shall be in writing and delivered to the Member.
- C. Reportable claims against Members shall be reported to the Member's Servicing Agent and/or the NCSIG Claims Administrator.

ARTICLE XIX EFFECTIVE DATE

The effective date of any amendment will be the first day of the next month following adoption, unless otherwise stated.

ARTICLE XX DEFINITIONS

The terms in these Bylaws shall be as defined herein and in the JPA Agreement creating the Northern California Schools Insurance Group, unless otherwise specified herein.

- A. "Associate JPA Manager" shall be an alternate JPA Manager in the event of a conflict of interest with the JPA Manager, in the absence of the JPA Manager, or for other duties as outlined in NCSIG documents, and will be subject to the direction and control of the Board and Executive Director.
- B. "Board" or "Board of Directors" shall mean the governing body of NCSIG as determined in Article I of the Bylaws.
- C. "Contribution" shall mean the amount determined by the Board of Directors as each Member's share of the cost of each Program Year of the Joint Program.
- D. "Contingency Fund" shall mean the excess by which NCSIG's assets exceed the Obligations for all the Program Years measured at a point in time as determined by the Board of Directors.
- E. "Director" shall be the person(s) appointed to the Board of Directors as provided for in this agreement. The Director shall have the authority to bind the Members on any and all matters relating to the business of NCSIG.
- F. "Excess Insurance" shall mean that insurance purchased by NCSIG either through other Joint Powers Authorities or through commercial insurance companies to cover losses in excess of NCSIG's pooled limits.

- G. "Executive Director" shall be the entity engaged by NCSIG under written contract for the day-to-day administration, management, and operation of NCSIG's programs of risk management and will be subject to the direction and control of the Board.
- H. "JPA Agreement" shall mean the Joint Powers Agreement creating the Northern California Schools Insurance Group.
- I. "JPA Manager" shall be the person (employee or contractor) of the Executive Director responsible for the day-to-day administration, management, and operation of NCSIG's programs of risk management and will be subject to the direction and control of the Board and Executive Director.
- J. "Joint Program" shall mean the coverage for property and liability claims in excess of the Member's retention pursuant to NCSIG's coverage documents along with the purchasing of insurance or reinsurance or the setting aside of funds and reserves to pay for a self-insured retention or for losses not covered by insurance or reinsurance of such claims.
- K. "Servicing Agent" shall be the person or entity designated by the Members to act on their behalf in providing insurance services as determined by the Servicing Agent Policy.
- L. "Member" shall mean any Public Educational Agency who has been approved by the NCSIG Board of Directors for membership in NCSIG and is bound by the NCSIG JPA Agreement, Bylaws and other program policies which may be amended from time to time.
- M. "NCSIG" shall mean the Northern California Schools Insurance Group.
- N. "Obligations" shall mean to include, but not limited to, all payments required by law together with any other legal obligations incurred or potentially payable by NCSIG pursuant to the JPA Agreement or these Bylaws.
- O. "Program Year" shall mean one year of the Joint Program separate from each and every other Program Year and shall operate on fiscal year from July 1st through June 30th, or as otherwise determined by the Board of Directors.
- P. "Pro-Rata Share" shall mean the ratio of each Member's Contribution in proportion to the total of all Members' Contributions for each Program Year.
- Q. "Public Educational Agency" shall include individual school districts, community college districts, Regional Occupational Center or Program, County Superintendent of Schools or Board of Education, Charter Schools sponsored by NCSIG Members, or other Joint Powers Authorities approved by the NCSIG Board of Directors for membership.
- R. "Subrogation" shall mean the recovery of payments which NCSIG has made on behalf of a Member.

APPENDIX “A”

The principal address of the Northern California Schools Insurance Group (NCSIG) for the transaction of business and receipt of all notices shall be:

EXECUTIVE DIRECTOR
NORTHERN CALIFORNIA SCHOOLS INSURANCE GROUP
310 HEMSTED DRIVE, SUITE 200
REDDING, CA 96002

SUMMARY OF NCSIG JPA AGREEMENT CHANGES
APPROVED BY THE NCSIG BOARD OF DIRECTORS ON
December 7, 2017

The NCSIG JPA Agreement is subject to review and amendment due to administration and/or environmental changes affecting the JPA.

The last NCSIG JPA Agreement amendments were approved by the NCSIG Board of Directors at its November 2, 2006 meeting and subsequently approved by the necessary two-thirds of the NCSIG membership.

NCSIG administration has taken the opportunity to update the NCSIG JPA Agreement to make the content more current and amenable to CAJPA Accreditation requirements.

Change highlights include:

1. Revised Title of Agreement to read "A Joint Exercise of Powers Agreement."
2. Changed terminology from "group purchasing or self-insuring of liability and property insurance" to read: "joint program for liability and property damage protection."
3. Revised "Functions of NCSIG."
4. Revised "Bylaws" section to clarify the effective date of amendments.
5. Revised "Withdrawal or Removal from Membership" requiring 3 years membership in NCSIG before a voluntary termination and clarification of involuntary termination of membership.
6. Revised "Termination of Agreement," "Disposition of Property and Funds", and "Liability" sections as noted.
7. Added and revised "Definitions" to coincide with those defined in Bylaws.
8. Revised JPA "Board Resolution" for execution by new members of NCSIG.

Clean Copy

A JOINT EXERCISE OF POWERS AGREEMENT
NORTHERN CALIFORNIA SCHOOLS INSURANCE GROUP
ESTABLISHED JULY 1, 1982

Original Agreement reviewed and approved March 12, 1982 by Shasta County Counsel.

Original Agreement approved by Board of Trustees of each Member at the time they joined NCSIG.

Amended Joint Powers Agreement approved by two-thirds vote of Membership dated December 7, 1993.

Amended Joint Powers Agreement November 2, 2006 approved by two-thirds vote of Membership.

Amended Joint Powers Agreement Approved by NCSIG Board of Directors on December 7, 2017, to be approved by two-thirds vote of Membership.

**NORTHERN CALIFORNIA SCHOOLS INSURANCE GROUP
JOINT EXERCISE OF POWERS AGREEMENT
TO ESTABLISH, OPERATE, AND MAINTAIN A JOINT PROGRAM FOR
LIABILITY AND PROPERTY DAMAGE PROTECTION**

THIS AGREEMENT is entered into pursuant to the provisions of Title I, Division 7, Chapter 5, Article 1 (Section 6500, et seq.) of the California Government Code, relating to the joint exercise of powers, between the public educational agencies signatory hereto, and also those which may hereafter become signatory hereto, for the purpose of operating an agency to be known and designated as "Northern California Schools Insurance Group" hereinafter designated as "NCSIG".

WITNESSETH

WHEREAS, it is to the mutual benefit of the parties herein subscribed and in the best public interest of said parties to join together to establish this Joint Powers Agreement to accomplish the purposes hereinafter set forth; and

WHEREAS, the development, organization and implementation of such that it is desirable for aforesaid parties to join together in this Joint Powers Agreement in order to accomplish the purposes hereinafter set forth; and

WHEREAS, the signatories hereto have determined that there is a need, by public educational agencies, for a joint program for liability and property damage protection; and

WHEREAS, it has been determined by such signatories that a joint program for liability and property damage protection is of value on an individual and mutual basis; and

WHEREAS, A joint program for liability and property damage protection can adequately serve the needs of all such signatories; and

WHEREAS, Title I, Division 7, Chapter 5, Article 1 of the California Government Code authorizes joint exercise by two or more public agencies of any power common to them; and

WHEREAS, it is the desire of the signatories hereto to jointly provide for a joint program for liability and property damage protection for their mutual advantage and concern; and

WHEREAS, it is the desire of the signatories hereto to study and from time to time incorporate other forms of risk management into a joint program such as described herein.

NOW, THEREFORE, FOR AND IN CONSIDERATION OF THE MUTUAL ADVANTAGES TO BE DERIVED THEREFROM, AND IN CONSIDERATION OF THE EXECUTION OF THIS AGREEMENT BY OTHER PUBLIC EDUCATIONAL AGENCIES, each of the parties hereto does agree as follows:

1. CREATION OF THE JOINT POWERS ENTITY

A Joint Powers Entity, separate and apart from the public educational agencies signatory hereto, shall be and is hereby and shall hereafter be designated as the Northern California Schools Insurance Group hereinafter referred to as "NCSIG."

2. FUNCTIONS OF NCSIG

- a) NCSIG is established for the purposes of administering this Agreement, pursuant to the Joint Powers provisions of the California Government Code, and of providing the services and other items necessary and appropriate for the establishment, operation, and maintenance of a joint program for liability and property damage claims against the members of the public educational agencies who are members thereof, and to provide a forum for discussion, study, development and implementation of recommendations which may include mutual interest regarding other joint programs.
- b) The functions of NCSIG are to provide group insurance purchasing and/or self protection of liability and property damage for the members of NCSIG and as such,

to perform, or contract for the performance of the financial administration, policy formulation and safety engineering.

3. **POWERS OF NCSIG**

NCSIG shall have the power and authority to exercise any power common to the public educational agencies which are parties to this Agreement, provided that the same are in furtherance of the functions and objectives of the Agreement as herein set forth. Pursuant to Section 6509 of the California Government Code, the exercise of the aforesaid powers of NCSIG shall be subject to the restrictions upon the manner of exercising such powers by a public educational agency, except as otherwise provided in this Agreement.

4. **TERM OF AGREEMENT**

This Agreement shall become effective on July 1, 1982 at 12:01 A.M. This Agreement shall continue in effect until lawfully terminated as provided herein and in the Bylaws. In the event of a reorganization of one or more of the public educational agencies participating in this Agreement, the successor in interest or successors in interest to the obligations of any such reorganized public educational agency may be substituted as a party or as parties to this Agreement.

5. **BYLAWS**

- a) NCSIG shall be governed pursuant to those certain Bylaws, a copy of which is attached hereto as Exhibit "A" and incorporated herein by reference, and by such amendments to the Bylaws as may from time to time be adopted. Wherever in this Agreement "Bylaws" are referred to, said Bylaws shall be those set forth in Exhibit "A", and as may be amended. Each party to this Agreement agrees to comply with and be bound by the provisions of said Bylaws and further agrees that NCSIG shall be operated pursuant to this Agreement and said Bylaws.

- b) Procedures for amending the Bylaws shall be as provided in the Bylaws so long as not inconsistent with this Agreement. All amendments must be approved by two-thirds (2/3) vote of the entire membership. The effective date of any amendment will be the first day of the next month following adoption, unless otherwise stated.

6. **MEMBERSHIP IN NCSIG**

- a) Each party to this Agreement must be eligible for membership in NCSIG as defined in the Bylaws and shall become a member of NCSIG on the effective date of this Agreement, except as provided herein below. Each party which becomes a member of NCSIG shall be entitled to the rights and privileges of, and shall be subject to the obligations of, membership as provided in this Agreement and in the Bylaws.
- b) Upon written approval of two-thirds (2/3) of the Board of Directors, any Public Educational Agency approved by the NCSIG Board of Directors, may become a member hereof by executing a copy of this Agreement whereby said Public Educational Agency agrees to comply with the terms of this Agreement and of the Bylaws effective as of the date of such execution.

7. **WITHDRAWAL OR REMOVAL FROM MEMBERSHIP**

- a) Any party of this Agreement which has completed three (3) complete years as a member of NCSIG may voluntarily terminate its membership in NCSIG. Such termination of membership and withdrawal of membership shall become effective subject and according to the conditions, and in the manner and means set forth in the Bylaws.
- b) A member may be involuntarily terminated by NCSIG upon a two-thirds (2/3) of the weighted vote of all the remaining members of the Board of Directors, as

provided by the Bylaws. Such removal from membership shall operate to terminate the Agreement as to such party.

8. TERMINATION OF AGREEMENT

This Agreement may be terminated effective at the end of any fiscal year by the affirmative vote of three-fourths (3/4) of the members of NCSIG; provided, however, that NCSIG and this Agreement shall continue to exist for the purpose of disposing of all claims, distribution of assets, collection of assets, and all other functions necessary to conclude the affairs of NCSIG.

9. DISPOSITION OF PROPERTY AND FUNDS

- a) In the event of the dissolution of NCSIG, the complete rescission, or other final termination of this Agreement by all public educational agencies then a party hereto, any property interest remaining in NCSIG following a discharge of all obligations shall be disposed of as provided by the Bylaws.
- b) In the event a member withdraws from this Agreement, any property interest of that member remaining in NCSIG following discharge of all obligations shall be disposed of as provided by the Bylaws.
- c) "Obligations", as referred to herein, shall include, but not be limited to, all payments required by law, together with all reserves which have been established for the purpose of paying incurred claims together with any legal obligations incurred by NCSIG pursuant to this Agreement.

10. AMENDMENTS

This Agreement may be amended by resolution approved by all parties to this Agreement; provided that if two-thirds (2/3) of the Members of NCSIG agree by

resolution to an amendment, the other parties must also agree to said amendment or they shall be involuntarily terminated as parties to this Agreement as provided by the Bylaws.

11. SEVERABILITY

Should any portion, term, condition, or provision of this Agreement be decided by a court of competent jurisdiction to be illegal or in conflict with any law of the State of California, or be otherwise rendered unenforceable or ineffectual, the validity of the remaining portions, terms, conditions, and provisions shall not be affected thereby.

12. LIABILITY

- a) Pursuant to the provisions of Section 895, et seq., of the California Government Code, the members are jointly and severally liable upon any liability which is otherwise imposed by law upon any one of the members or upon NCSIG for injury caused by negligent or wrongful act or omission occurring in the performance of this Agreement. If a member of NCSIG is held liable upon any judgement for damages caused by such an act or omission and makes payments in excess of its pro-rata share on such judgment, such member of NCSIG is entitled to contribution from each of the others members that are parties to the Agreement. A member's pro-rata share shall be determined in the same manner as for the disposition of property and funds as provided in the Agreement and the Bylaws
- b) NCSIG may insure itself, to the extent deemed necessary or appropriate by the Board of Directors, against loss, liability, and claims arising out of or connected with this Agreement.

13. ENFORCEMENT

NCSIG is hereby given authority to enforce this Agreement. In the event suit is brought upon this Agreement by NCSIG and judgment is recovered against a member, the

member shall pay all costs incurred by NCSIG including reasonable attorney's fees as fixed by the court.

14. DEFINITIONS

Unless the context requires otherwise, the terms used herein and in the Bylaws shall have the following meanings:

- a) "Board of Directors" shall mean the governing body of NCSIG established by the Bylaws to direct and control NCSIG.
- b) "Contribution" shall mean the amount determined by the Board of Directors as each Member's share of the cost of each Program Year of the Joint Program.
- c) "Joint Program" shall mean the coverage for property and liability claims in excess of the Member's retention pursuant to the terms of NCSIG's coverage documents along with the purchasing of insurance or reinsurance or the setting aside of funds and reserves to pay for a self-insured retention or for losses not covered by insurance or reinsurance of such claims.
- d) "Liability" shall mean comprehensive general liability, property damage liability, automobile liability, personal injury liability, and errors and omissions liability as further defined in the coverage documents.
- e) "Member" shall mean any Public Educational Agency who has been approved by the NCSIG Board of Directors for membership in NCSIG and is bound by the NCSIG JPA Agreement, Bylaws and other program policies which may be amended from time to time.
- f) "Property Damage" shall mean damage to real or personal property owned or held by a member as further defined in the coverage documents.

- g) "Pro-Rata Share" shall mean the ratio of each Member's Contribution in proportion to the total of all Members' Contributions for each Program Year.
- h) "Public Educational Agency" shall include individual school districts, community college districts, Regional Occupational Center or Program, County Superintendent of Schools or Board of Education, Charter Schools sponsored by NCSIG Members, or other Joint Powers Authorities approved by the NCSIG Board of Directors for membership.
- i) "Reserves" shall mean those parts of member contributions held by NCSIG to make future liability and property damage payments as respects to claims that have been incurred but are unpaid.
- j) "Weighted vote" shall mean the votes allocated to the members of NCSIG pursuant to the Bylaws.

APPENDIX A

Attach NCSIG Bylaws

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed by their authorized officers thereunto duly authorized as set forth herein below.

Name of Public Educational Agency

BOARD RESOLUTION

JOINT EXERCISE OF POWERS AGREEMENT
NORTHERN CALIFORNIA SCHOOLS INSURANCE GROUP (NCSIG)

WHEREAS, the above Public Educational Agency has applied for membership in NCSIG with a requested effective date of _____ to be confirmed when approved by the NCSIG Officers and/or ratified by the NCSIG Board of Directors, and

WHEREAS, Title I, Division 7, Chapter 5, Article 1 (Section 6500, et seq.) of the California Government Code permits joint exercise of powers between public educational agencies;

NOW, THEREFORE, BE IT RESOLVED THAT:

_____ hereby resolves to join as of _____ with other public educational agencies as a signator to the NCSIG Joint Powers Agreement which became effective on July 1, 1982 as last amended by a two-thirds vote of the Membership on Insert Amended Date and to abide by the terms of the Agreement.

STATEMENT OF THE CLERK OF THE BOARD

I, _____, the undersigned Clerk or Secretary of the said _____, a public entity, hereby certifies that the foregoing is a full, true and correct copy of the resolution duly passed by the Board thereof at a meeting of said Board held on _____ and that said resolution is now in full force and effect.

In Witness Whereof, I Have Signed My Name This ____ Day Of _____, 20____.

SIGNATURE: _____

TITLE: _____

DRAFT 12-07-2017 (as approved by NCSIG Board of Directors)

A JOINT EXERCISE OF POWERS AGREEMENT

**NORTHERN CALIFORNIA SCHOOLS INSURANCE GROUP
NCSIG ESTABLISHED JULY 1, 1982**

Original Agreement reviewed and approved March 12, 1982 by Shasta County Counsel.

Original Agreement approved by Board of Trustees of each Member at the time they joined NCSIG.

Amended Joint Powers Agreement approved by two-thirds vote of Membership dated December 7, 1993.

Amended Joint Powers Agreement November 2, 2006 approved by two-thirds vote of Membership.

**NORTHERN CALIFORNIA SCHOOLS INSURANCE GROUP
JOINT EXERCISE OF POWERS AGREEMENT
TO ESTABLISH, OPERATE, AND MAINTAIN A GROUP PURCHASING
~~OR SELF-INSURING~~ JOINT PROGRAM ~~OF~~ FOR LIABILITY AND
PROPERTY DAMAGE PROTECTION ~~INSURANCE~~**

THIS AGREEMENT is entered into pursuant to the provisions of Title I, Division 7, Chapter 5, Article 1 (Section 6500, et seq.) of the California Government Code, relating to the joint exercise of powers, between the public educational agencies signatory hereto, and also those which may hereafter become signatory hereto, for the purpose of operating an agency to be known and designated as "Northern California Schools Insurance Group" hereinafter designated as the "Authority" or "NCSIG".

WITNESSETH

WHEREAS, it is to the mutual benefit of the parties herein subscribed and in the best public interest of said parties to join together to establish this Joint Powers Agreement to accomplish the purposes hereinafter set forth; and

WHEREAS, the development, organization and implementation of such an Authority is of such magnitude that it is desirable for aforesaid parties to join together in this Joint Powers Agreement in order to accomplish the purposes hereinafter set forth; and

WHEREAS, the signatories hereto have determined that there is a need, by public educational agencies, for a joint program for liability and property damage protection; ~~group purchasing or self-insuring of liability and property insurance;~~ and

WHEREAS, it has been determined by such signatories that a joint program for liability and property damage protection ~~group purchasing or self-insuring of~~

liability and property insurance is of value on an individual and mutual basis; and

WHEREAS, A joint program for liability and property damage protection ~~group purchasing or self-insuring of liability and property insurance~~ can adequately serve the needs of all such signatories; and

WHEREAS, Title 1, Division 7, Chapter 5, Article 1 of the California Government Code authorizes joint exercise by two or more public agencies of any power common to them; and

WHEREAS, it is the desire of the signatories hereto to jointly provide for a joint program for liability and property damage protection ~~group purchasing or self-insuring of liability and property insurance~~ for their mutual advantage and concern; and

WHEREAS, it is the desire of the signatories hereto to study and from time to time incorporate ~~and possibly incorporate~~ other forms of risk management into a joint program such as described herein.

NOW, THEREFORE, FOR AND IN CONSIDERATION OF THE MUTUAL ADVANTAGES TO BE DERIVED THEREFROM, AND IN CONSIDERATION OF THE EXECUTION OF THIS AGREEMENT BY OTHER PUBLIC EDUCATIONAL AGENCIES, each of the parties hereto does agree as follows:

1. CREATION OF THE JOINT POWERS ENTITY

A Joint Powers Entity, separate and apart from the public educational agencies signatory hereto, shall be and is hereby and shall hereafter be designated as the

Northern California Schools Insurance Group hereinafter referred to as the
“Authority” or “NCSIG.”

2. **FUNCTIONS OF THE AUTHORITY NCSIG**

- a) The Authority NCSIG is established for the purposes of administering this Agreement, pursuant to the Joint Powers provisions of the California Government Code, and of providing the services and other items necessary and appropriate for the establishment, operation, and maintenance of a joint program for liability and property damage claims against the members of the public educational agencies who are members thereof, and to provide a forum for discussion, study, development and implementation of recommendations which may include mutual interest regarding other joint programs. ~~group insurance purchasing or self-insuring of liability and property insurance for the public education agencies who are members thereof, and to provide a forum for discussion, study and development of recommendations of mutual interest regarding self insurance including, but not limited to, liability and property.~~
- b) The functions of NCSIG are to provide group insurance purchasing and/or ~~self-insuring~~ protection of liability and property ~~insurance~~ damage for the members of ~~the authority~~ NCSIG and as such, to perform, or contract for the performance of the financial administration, policy formulation and safety engineering.

3. **POWERS OF THE AUTHORITY NCSIG**

NCSIG shall have the power and authority to exercise any power common to the

public educational agencies which are parties to this Agreement, provided that the same are in furtherance of the functions and objectives of the Agreement as herein set forth. Pursuant to Section 6509 of the California Government Code, the exercise of the aforesaid powers of ~~the Authority~~ NCSIG shall be subject to the restrictions upon the manner of exercising such powers by a public educational agency, except as otherwise provided in this Agreement.

4. **TERM OF AGREEMENT**

This Agreement shall become effective on July 1, 1982 at 12:01 A.M. This Agreement shall continue in effect until lawfully terminated as provided herein and in the Bylaws. In the event of a reorganization of one or more of the public educational agencies participating in this Agreement, the successor in interest or successors in interest to the obligations of any such reorganized public educational agency may be substituted as a party or as parties to this Agreement.

5. **BYLAWS**

- a) NCSIG shall be governed pursuant to those certain Bylaws, a copy of which is attached hereto as Exhibit "A" and incorporated herein by reference, and by such amendments to the Bylaws as may from time to time be adopted. Wherever in this Agreement "Bylaws" are referred to, said Bylaws shall be those set forth in Exhibit "A", and as may be amended. Each party to this Agreement agrees to comply with and be bound by the provisions of said Bylaws and further agrees that ~~the Authority~~ NCSIG shall be operated pursuant to this Agreement and said Bylaws.

- b) Procedures for amending the Bylaws shall be as provided in the Bylaws so long as not inconsistent with this Agreement. All amendments must be approved by two-thirds (2/3) vote of the entire membership. ~~of NCSIG before the amendment shall become effective. Such amendments shall be binding upon all members of the Authority NCSIG.~~ The effective date of any amendment will be ~~on July 1st following adoption~~ the first day of the next month following adoption, unless otherwise stated.

6. **MEMBERSHIP IN NCSIG**

- a) Each party to this Agreement must be eligible for membership in NCSIG as defined in the Bylaws and shall become a member of ~~the Authority~~ NCSIG on the effective date of this Agreement, except as provided herein below. ~~or by two-thirds (2/3) vote of the Board of Directors within the first year of creation of this agency.~~ Each party which becomes a member of ~~the Authority~~ NCSIG shall be entitled to the rights and privileges of, and shall be subject to the obligations of, membership as provided in this Agreement and in the Bylaws.
- b) Upon written approval of two-thirds (2/3) of the Board of Directors, any Public Educational Agency approved by the NCSIG Board of Directors, may become a member hereof by executing a copy of this Agreement whereby said Public Educational Agency agrees to comply with the terms of this Agreement and of the Bylaws effective as of the date of such execution.

7. **WITHDRAWAL OR REMOVAL FROM MEMBERSHIP**

- a) Any party of this Agreement which has completed ~~one~~ three (3) complete years as a member of the ~~Authority~~ NCSIG may voluntarily terminate its membership in the ~~Authority~~ NCSIG. Such termination of membership and withdrawal of membership shall become effective subject and according to the conditions, and in the manner and means set forth in the Bylaws.
- b) ~~Any party to this Agreement may at any time be removed from membership in the Authority by vote of two thirds (2/3) of the members of the Board of Directors as provided by the Bylaws. Such removal from membership shall operate to terminate the Agreement as to such party in accordance with the Bylaws.~~ A member may be involuntarily terminated by NCSIG upon a two-thirds (2/3) of the weighted vote of all the remaining members of the Board of Directors, as provided by the Bylaws. Such removal from membership shall operate to terminate the Agreement as to such party.

8. **TERMINATION OF AGREEMENT**

~~Should parties to this Agreement terminate their membership or be removed from membership in the Authority such that the total annual premium for all parties during the next fiscal year is deemed insufficient by three fourths (3/4) of the then members, this Agreement shall terminate effective the next July 1st at 12:01 A.M.; provided, however, that the Authority and this Agreement shall continue to exist for the purpose of disposing of all claims, distribution of assets, and all other functions necessary to wind up the affairs of the Authority. This Agreement may~~

be terminated effective at the end of any fiscal year by the affirmative vote of three-fourths (3/4) of the members of NCSIG; provided, however, that NCSIG and this Agreement shall continue to exist for the purpose of disposing of all claims, distribution of assets, collection of assets, and all other functions necessary to conclude the affairs of NCSIG.

9. DISPOSITION OF PROPERTY AND FUNDS

- a) In the event of the dissolution of ~~the Authority~~ NCSIG, the complete rescission, or other final termination of this Agreement by all public educational agencies then a party hereto, any property interest remaining in ~~the Authority~~ NCSIG following a discharge of all obligations shall be disposed of as provided by the Bylaws.
- b) In the event a member withdraws from this Agreement, any ~~party~~ property interest of that member remaining in ~~the Authority~~ NCSIG following discharge of all obligations ~~attributable to that member and its officers and employees~~ shall be disposed of as provided by the Bylaws.
- c) "Obligations", as referred to herein, shall include, but not be limited to, all payments required by law, together with all reserves which have been established for the purpose of paying incurred claims together with any legal obligations incurred by ~~the Authority~~ NCSIG pursuant to this Agreement.

10. AMENDMENTS

This Agreement may be amended by resolution approved by all parties to this Agreement; provided that if two-thirds (2/3) of the Members of NCSIG agree by resolution to an amendment, the other parties must also agree to said amendment

or they shall be involuntarily terminated as parties to this Agreement as provided by the Bylaws.

11. SEVERABILITY

Should any portion, term, condition, or provision of this Agreement be decided by a court of competent jurisdiction to be illegal or in conflict with any law of the State of California, or be otherwise rendered unenforceable or ineffectual, the validity of the remaining portions, terms, conditions, and provisions shall not be affected thereby.

12. LIABILITY

- a) Pursuant to the provisions of Section 895, et seq., of the California Government Code, the members are jointly and severally liable upon any liability which is otherwise imposed by law upon any one of the members or upon the Authority NCSIG for injury caused by negligent or wrongful act or omission occurring in the performance of this Agreement. If a member of NCSIG is held liable upon any judgement for damages caused by such an act or omission and makes payments in excess of its pro-rata share on such judgment, such member of NCSIG is entitled to contribution from each of the others members that are parties to the Agreement. A member's pro-rata share shall be determined in the same manner as for the disposition of property and funds as provided in the Agreement and the Bylaws. ~~Any party paying more than its share of judgment or settlement of an action or claim shall be entitled to recover from each of the other parties that portion of the~~

judgment or settlement attributable to the negligence or wrongdoing of that party.

- b) ~~The Authority~~ NCSIG may insure itself, to the extent deemed necessary or appropriate by the Board of Directors, against loss, liability, and claims arising out of or connected with this Agreement.

13. **ENFORCEMENT**

~~The Authority~~ NCSIG is hereby given authority to enforce this Agreement. In the event suit is brought upon this Agreement by ~~the Authority~~ NCSIG and judgment is recovered against a member, the member shall pay all costs incurred by ~~the Authority~~, NCSIG including reasonable attorney's fees as fixed by the court.

14. **DEFINITIONS**

Unless the context requires otherwise, the terms used herein and in the Bylaws shall have the following meanings:

- a) "Board of Directors" shall mean the governing ~~board~~ body of ~~the Authority~~ NCSIG established by the Bylaws to direct and control ~~the Authority~~ NCSIG.
- b) "Contribution" shall mean the amount determined by the Board of Directors as each Member's share of the cost of each Program Year of the Joint Program.
- c) "Joint Program" shall mean the coverage for property and liability claims in excess of the Member's retention pursuant to the terms of NCSIG's coverage documents along with the purchasing of insurance or reinsurance

or the setting aside of funds and reserves to pay for a self-insured retention or for losses not covered by insurance or reinsurance of such claims.

- d) "Liability" shall mean comprehensive general liability, property damage liability, automobile liability, personal injury liability, and errors and omissions liability as further defined in the coverage documents.
- e) ~~"Member" shall mean an individual School District, County Superintendent of Schools or Board of Education, Regional Occupation Center or Program, Community College District, Charter School, or other Joint Powers Authority which belongs to the Northern California Schools Insurance Group.~~ "Member" shall mean any Public Educational Agency who has been approved by the NCSIG Board of Directors for membership in NCSIG and is bound by the NCSIG JPA Agreement, Bylaws and other program policies which may be amended from time to time.
- f) "Property Damage" shall mean damage to real or personal property owned or held by a member as further defined in the coverage documents.
- g) "Pro-Rata Share" shall mean the ratio of each Member's Contribution in proportion to the total of all Members' Contributions for each Program Year.
- h) ~~"Public Educational Agency" shall mean a School District, County Superintendent of Schools or Board of Education, Regional Occupation Center or Program, Community College District, Charter School, or other Joint Powers Authority approved for membership by the NCSIG Board of Directors.~~ "Public Educational Agency" shall include individual school

districts, community college districts, Regional Occupational Center or Program, County Superintendent of Schools or Board of Education, Charter Schools sponsored by NCSIG Members, or other Joint Powers Authorities approved by the NCSIG Board of Directors for membership.

- i) "Reserves" shall mean those parts of member contributions held by NCSIG to make future liability and property damage payments as respects to claims that have been incurred but are unpaid.
- j) "Weighted vote" shall mean the votes allocated to the members of NCSIG pursuant to the Bylaws.

APPENDIX A

Attach NCSIG Bylaws

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed by their authorized officers thereunto duly authorized as set forth herein below.

Name of Public Educational Agency

BOARD RESOLUTION

JOINT POWERS AGREEMENT

NORTHERN CALIFORNIA SCHOOLS INSURANCE GROUP (NCSIG)

WHEREAS, the above Public Educational Agency has applied for membership in NCSIG with a requested effective date as of _____ to be confirmed when approved by the NCSIG Officers and/or ratified by the NCSIG Board of Directors, and

WHEREAS, Title I, Division 7, Chapter 5, Article 1 (Section 6500, et seq.) of the California Government Code permits joint exercise of powers between public educational agencies;

NOW, THEREFORE, BE IT RESOLVED THAT:

_____ hereby resolves to join as of _____ with other public educational agencies as a signator to the NCSIG Joint Powers Agreement which became effective on July 1, 1982 as last amended by a two-thirds vote of the Membership on ~~November 2, 2006~~ Insert Amended Date and to abide by the terms of the Agreement.

STATEMENT OF THE CLERK OF THE BOARD

I, _____, the undersigned Clerk or Secretary of the said _____, a public entity, hereby certifies that the foregoing is a full, true and correct copy of the resolution duly passed by the Board thereof at a meeting of said Board held on _____ and that said resolution is now in full force and effect.

In Witness Whereof, I Have Signed My Name This ____ Day Of _____, 20 ____.

SIGNATURE: _____

TITLE: _____



Tehama County Department of Education

Richard DuVamey
Tehama County
Superintendent of
Schools

1135 Lincoln Street Red Bluff CA 96080 | 530.527.5811 | www.tehamaschools.org

January 12, 2018

Jared Caylor, District Superintendent
Board of Trustees
Corning Union High School District

RE: Approval of 2017/2018 1st Interim Budget Report

We would like to thank you for your timely submission of the 2017/2018 1st Interim report. Our office has completed its review in compliance with the provisions of Education Code 42131(a) (2). The Code requires the County Superintendent to approve or disapprove Interim Reports after:

Examining the report to determine whether it complies with the standards and criteria established pursuant to Section 33127.

Determining whether the adopted budget will allow the district to meet its financial obligations during the fiscal year and is consistent with a financial plan that will enable the district to satisfy its multi-year financial commitments.

Based on our review, the 1st Interim Budget Report has been approved.

Additional changes, including attendance, new state programs, and the Governor's proposed 2018/2019 budget will be addressed in the 2nd Interim Report as more solid information becomes available. A complete listing of any technical corrections and recommendations has been sent directly to your chief business official.

Multi-Year Projections

Each LEA faces its own particular set of educational challenges, and there is no "one size fits all" plan. Similarly, each LEA faces its own particular set of financial risk factors based on current reserve levels, enrollment trends, bargaining agreements, degree of revenue volatility and various other local and statewide factors.

LEAs should consider building in contingencies for emerging and fixed expenditure obligations such as increasing employer contributions to employee retirement systems, the minimum wage increase, impacts of the Affordable Care Act, rising costs of health insurance, funding other post-employment benefits (OPEB) programs, or future facility needs, to name a few examples.

Cash Flow

Although the cash deferrals have been eliminated, it remains important to closely monitor cash throughout the year to ensure that the June 30 cash balance will be sufficient.

Jared Caylor, District Superintendent
Board of Trustees
Corning Union High School District
Page 2

Deficit Spending

The district's budget reflects deficit spending in the budget and/or subsequent years. Failure to minimize deficit spending could jeopardize the financial standing of the district, including its ability to meet the state recommended minimum reserve for economic uncertainties.

Negotiations

The District has not settled negotiations at this time. If this should change, Government Code 3547.5 requires the district to publicly disclose costs related to any bargaining agreement prior to Superintendent and Board of Trustees approval. Please provide a Disclosure of Collective Bargaining Agreement and multi-year projection to our office 10 working days prior to Board approval.

The attached trend analysis of the 1st interim budget to prior year actuals is provided for your assistance and will provide you with important comparative data for budgetary consideration. The comparative data will highlight trends in revenue and expenditure growth or decline, deficit spending patterns, and a final accounting for the ending fund balance.

We would like to express our gratitude to you and your staff for your cooperation and assistance during our financial reviews. If our office can be of further assistance, please contact Debbie Towne at 530-528-7351.

Sincerely,



RICHARD DUVARNEY
Tehama County Superintendent of Schools

cc: Christine Towne, Chief Business Official, Corning Union High School District

Enclosure: Trend Analysis

Trend Analysis
Coming Union High School District
General Fund Unrestricted/Restricted

	ACTUALS 09/10	ACTUALS 10/11	ACTUALS 11/12	ACTUALS 12/13	ACTUALS 13/14	ACTUALS 14/15	ACTUALS 15/16	Actuals 16/17	1st Interim 17/18
Total Revenue	\$9,780,624	\$10,040,928	\$9,595,097	\$9,248,471	\$9,117,093	\$10,133,326	\$12,031,512	\$12,156,376	\$12,799,417
Total Expenditures	\$9,157,208	\$9,438,107	\$9,884,954	\$9,933,878	\$10,363,835	\$13,755,961	\$11,542,543	\$11,776,183	\$13,238,006
Excess (Deficiency) of Revenue & Expense	\$623,416	\$602,821	-\$289,857	-\$685,407	-\$1,246,742	-\$3,622,635	\$488,969	\$380,193	-\$438,589
Total Other Financing Sources/Uses	\$216,575	\$18,951	\$0	\$0	\$0	\$2,806,720	\$76,144	-\$15,513	\$30,297
Change in Fund Balance	\$839,991	\$621,772	-\$289,857	-\$685,407	-\$1,246,742	-\$815,915	\$565,113	\$364,680	-\$408,292
Beginning Balance	\$2,448,799	\$3,086,217	\$3,707,989	\$3,418,131	\$2,666,966	\$1,450,542	\$742,730	\$1,305,276	\$1,588,301
Audit Adjustment	-\$202,572	\$0	\$0	-\$65,758	\$30,319	\$108,103	-\$2,566	-\$81,655	
Ending Balance	\$3,086,218	\$3,707,989	\$3,418,132	\$2,666,966	\$1,450,543	\$742,730	\$1,305,277	\$1,588,301	\$1,180,009
Components of Ending Fund Balance									
Restricted/Reserved 9711, 9740	\$1,000	\$1,000	\$114,607	\$87,354	\$161,955	\$91,595	\$279,288	\$262,394	\$4,695
Committed 9760	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Assigned 9780	\$2,718,929	\$2,951,940	\$155,000	\$310,000	\$0	\$0	\$0	\$854,861	\$116,275
Reserve for Economic Uncertainty 9789	\$366,288	\$755,049	\$790,796	\$796,242	\$0	\$550,238	\$461,701	\$471,047	\$1,059,040
Unassigned/Unappropriated 9790	\$1	\$0	\$2,357,727	\$1,473,369	\$1,288,587	\$100,897	\$564,289	\$0	\$0
CBEDS - Oct Enrollment	1075	933	1038	983	964	949	923	946	973
P-2 ADA	1004.84	936.52	965.54	908.87	900.88	891.90	868.30	884.91	
	93.47%	100.38%	93.02%	92.46%	93.45%	93.98%	94.07%	93.54%	

Corning Union High School District Board Meeting Public Comment Card

Individual speakers will be allowed up to 3 minutes to address the board. The Board shall limit the total time for public input on one item to 20 minutes. Please note that Government Code Section 54954.2(a) limits the ability of Board Members to respond to public comments.

Speaker Name: _____

☐

I wish to address the Board about an item on the closed session agenda.

Agenda Item # _____

☐

I wish to address the Board about an item on the agenda (not closed session).

Agenda Item # _____

☐

I wish to address the Board about a topic NOT on the agenda.

Corning Union High School District Board Meeting Public Comment Card

Individual speakers will be allowed up to 3 minutes to address the board. The Board shall limit the total time for public input on one item to 20 minutes. Please note that Government Code Section 54954.2(a) limits the ability of Board Members to respond to public comments.

Speaker Name: _____

☐

I wish to address the Board about an item on the closed session agenda.

Agenda Item # _____

☐

I wish to address the Board about an item on the agenda (not closed session).

Agenda Item # _____

☐

I wish to address the Board about a topic NOT on the agenda.



Staffing Agreement

Client: Corning Union High School District

Contact: Sally Tollison

Phone: (530) 824-8000

Email: stollison@corninghs.org

Accountable Healthcare Staffing, Inc. ("Accountable") is committed to presenting the most qualified Health Care Providers ("Providers") at the best possible rates. The rates listed below reflect the hourly billing rate for each specialty, or discipline. The terms and requirements of each assignment will be detailed and agreed upon in an Accountable Assignment Confirmation ("Assignment Confirmation"), which the Client must sign, and return, prior to the assignment start date.

Please note that every Provider and their rate must be approved in writing by Client, on the Assignment Confirmation prior to starting the assignment.

DISCIPLINE

Weekday Per Hour Billing Rate*

Speech Language Pathologist (SLP)	\$ 75.00
Occupational Therapist (OT)	\$ 75.00
Physical Therapist (PT)	\$ 75.00
School Psychologist (LSSP)	\$ 80.00

Other disciplines priced upon request.

-
-
- Overtime will be billed at 1.5 times the applicable hourly rate when pre-approved in writing.
 - When transportation between schools is required, the time in transit is billable at the applicable hourly rate. There are no additional charges for mileage.
 - Bilingual positions may require a higher billing rate.

Accountable Representative:
Mark Tiefenbrun
Business Development Manager
O 817.916.8907
C 682.597.2996
E MarkTiefenbrun@AHCStaff.com

Accountable Healthcare Staffing, Inc. | 999 Yamato Road | Suite 210 | Boca Raton, FL 33431
Phone: 888.853.0979 | Email: schools@ahcstaff.com
www.ahcstaff.com



Terms and Conditions

This Staffing Agreement (hereinafter referred to as the "Agreement") is made and entered into between **Corning Union High School District** (hereinafter referred to as "Client") and **Accountable Healthcare Staffing, Inc.** (hereinafter referred to as "Accountable"). The individuals employed by Accountable and furnished to the Client are hereinafter referred to as "Provider(s)." Accountable is in the business of recruiting therapists, nurses and other employees in the health care field, and providing their services in a temporary capacity to client employers throughout the United States. Client will, upon request, receive such services based on the provisions outlined below.

ACCOUNTABLE RESPONSIBILITIES

1. Accountable will provide the Assignment Confirmation to be completed, signed and returned by the Client regarding each assignment. The Assignment Confirmation works in tandem with this Agreement to define the responsibilities and arrangements of the assignment. In the event of a conflict between this Agreement and the Assignment Confirmation, the Assignment Confirmation will control.
2. Accountable will provide a copy of any available licenses, resume and appropriate documentation for each Provider when requested in order that Client may determine if the Provider meets Client's requirements.
3. Accountable will dismiss or reassign a Provider, if necessary, based on receipt of **written** notice from the Client of unsatisfactory performance.
4. Accountable is responsible for salary, withholding applicable federal and state taxes, unemployment insurance and worker's compensation for Providers. In addition, Accountable will provide proof of general and professional liability coverage for each Provider with a minimum of One Million Dollars (\$1,000,000.00) per occurrence and Three Million Dollars (\$3,000,000.00) in the aggregate, when requested.
5. Provider(s) will be considered an employee of Accountable working under the supervision of the Client.
6. Accountable will not be considered in breach or violation of this Agreement if prevented from performing its obligations due to any reason beyond its control.
7. Accountable will invoice Client weekly.

CLIENT RESPONSIBILITIES

1. Client will confirm any specific needs, such as facility, shift or specialty, start dates, duration, work site, and report times for each assignment in the Assignment Confirmation.
2. Client will provide orientation to Provider(s), which will include all relevant rules and responsibilities necessary to perform satisfactorily.
3. If Client, or an affiliate, hires said Provider within a one (1) year period subsequent to the original assignment, Client will pay Accountable a placement fee as specified in the Assignment Confirmation.
4. Client is responsible for verifying, approving and signing Accountable time cards for Provider(s).
5. Client agrees to pay each invoice upon receipt. Failure to pay within thirty (30) days of invoice date will result in a 1.5% finance fee per month and may result in withdrawal of Provider's services to the Client.
6. Client agrees to retain Provider(s) according to the specified facility, dates, times and hours, as well as particular minimum billing requirements, as detailed on the Assignment Confirmation.

Accountable Healthcare Staffing, Inc. | 999 Yamato Road | Suite 210 | Boca Raton, FL 33431
Phone: 888.853.0979 | Email: schools@ahcstaff.com
www.ahcstaff.com




7. Assignments may be extended or renewed by mutual written agreement, no later than five (5) working days before the end of the assignment. If extended or renewed, the fee to Accountable will be at least the amount set forth in the Assignment Confirmation.
8. Client agrees to comply with all applicable federal, state and local laws, rules and regulations.

TERMS OF AGREEMENT

1. This Agreement will commence when signed by authorized representatives of both Client and Accountable. Once signed, the Agreement will remain in effect until terminated, in writing, by either party. Upon termination of this Agreement, any Provider(s) on assignment at that time will complete said assignment as outlined in the Assignment Confirmation.
2. This writing and the Assignment Confirmation constitute the entire Agreement between the parties.
3. Both parties agree that the prevailing party in any litigation arising from this Agreement is entitled to be compensated for all related court costs and attorney fees.
4. Payment shall be made to: **Accountable Healthcare Staffing, Inc., PO Box 732800, Dallas, TX 75373-2800**

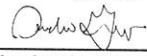
IN WITNESS WHEREOF, this Agreement has been duly executed by Accountable and Client on the dates set forth below.

CORNING UNION HIGH SCHOOL DISTRICT:



Authorized Signature
Print Name: Jared Chylor
Title: Superintendent
Date: 1/18/18

ACCOUNTABLE HEALTHCARE STAFFING, INC.:

DocuSigned by:


Authorized Signature
Print Name: Andrew Goldwyn
Title: Chief Administrative Officer & General Counsel
Date: 9/18/2017



Assignment Confirmation

This Assignment Confirmation works in tandem with the Agreement to define the responsibilities and arrangements of the assignment. In the event of a conflict between the Agreement and this Assignment Confirmation, the Assignment Confirmation will control.

Client	Corning Union High School District	Provider	Elizabeth Vichi
Address	643 Blackburn Ave. Corning, CA 96021	Position	SLP
Phone	530-824-8000	Start Date / Time	9/6/2017
Fax		Estimated End Date	6/31/2018
Report To	Sally Tollison	Bill Rate	\$75 per hour

Assignment Details: 8 hr. day per week

- **Credentialing by Accountable includes:** a criminal background check (which includes OIG and National Sex Offenders Registry), fingerprinting as required by state regulations, drug testing, verification of references and licensure/certifications as required per state and discipline, and HIPAA acknowledgement;
- **Additional credentialing required by Client:** (e.g., TB test, CPR, Proof of Immunizations, Hep B)

***Please note:** Client's signature below without the addition of any Client-specific credentialing requirements will be considered approval of Accountable's current credentialing as described above.*

- Subject to Client's written pre-approval, overtime will be billed at 1.5 times the hourly rate for all hours worked in excess of 40 hours per week.
- Should the Provider be unable to fulfill this assignment due to illness or other unforeseen emergency, Accountable will make every effort to provide a substitute. Accountable has no control over these circumstances and can assume no liability.
- Accountable does not provide testing materials or equipment for this assignment.
- If the Client or its affiliate hires Provider within one (1) year from the date of this Assignment Confirmation, the Client will pay Accountable a placement fee equal to 20% of the Provider's first year total compensation within thirty (30) days after the Provider commences work for Client.

By signing below, Client acknowledges its review and acceptance of the above assignment details and requirements:

CORNING UNION HIGH SCHOOL DISTRICT:



 Authorized Signature
 Print Name: Jared Caylor
 Title: Superintendent
 Date: 1/10/18

Accountable Healthcare Staffing, Inc. | 999 Yamato Road | Suite 210 | Boca Raton, FL 33431
 Phone: 888.853.0979 | Email: schools@ahcstaff.com
 www.ahcstaff.com

PLEASE PRINT ☺

Board Meeting 1/18/18

Ch Gu

Jan Foley

Larry GLOVER

Deanna Glover

Bill Mache

Kurt Wilkins

Kol Zuppan

Ed

You are not required to sign but it would be appreciated if you did!