

**Corning Union High School District  
Regular School Board Meeting  
TELECONFERENCE**

Date of Meeting: May 21, 2020

Time of Meeting: 5:45 P.M.

Place of Meeting: Teleconference Meeting

**Directions to Join:** Using any phone, dial 1 (262) 427-6220 Enter Pin: 517 124 315# After joining, please mute your phone by pressing \*6 until the appropriate time for public comment. Pressing \*6 will unmute your phone also.

**Public Comment:** Members of the public wishing to address the Board of Trustees should call in and listen to the meeting. The Superintendent will unmute all phones and ask for public comment during the appropriate time on the agenda.

**Agenda**

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

**4. APPROVAL OF AGENDA/REORDERING OF AGENDA/ADDITION OF ITEMS      Discussion/Action**

**5. REPORTS**

**5.1 Superintendent Report - Superintendent Jared Caylor**

**Information**

**6. PUBLIC COMMENT ON CLOSED SESSION OR ITEMS NOT ON THE AGENDA**

*Under this item on the Agenda, the public is invited to address the Board regarding items that will be discussed in closed session or on any other 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.*

**7. ADJOURN TO CLOSED SESSION**

**7.1 PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/RESIGNATION**

**7.2 CONFERENCE WITH LABOR NEGOTIATORS**

District Representative: Superintendent  
Employee Organizations: ESP and CITA

**8. REOPEN TO PUBLIC SESSION**

**9. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION, IF ANY**

**10. 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.*

- 10.1 Approval of Regular Board Minutes of April 9, 2020**
- 10.2 Approval of Special Board Minutes of May 4, 2020**
- 10.3 Approval of Warrants**
- 10.4 Interdistrict Attendance Requests**
- 10.5 Human Resources Report**
- 10.6 Agreement between CUHSD & Interquest Detection Canines of North Valley Counties**
- 10.7 Surplus Equipment/Obsolete Equipment Form**
- 10.8 2020-2021 Designation of CIF Representatives to League**
- 10.9 MOU between CUHSD & NoRTEC**
- 10.10 Approval of 2020/21 College Connections Students**
- 10.11 CSM Contract for E-Rate Services**

**11. ITEMS FOR ACTION AND DISCUSSION**

- 11.1 Cafeteria (Fund 13) and COVID-19 Budget Update** **Info/Discussion**

*The Board will hear an update on the budget from the CBO, specifically focused on Fund 13 and the impacts of the COVID-19 closure.*

- 11.2 Year End Closing Resolution No. 424** **Info/Discussion**

*The Board will consider approving the 2019-20 Year End Closing Resolution for the Non Direct Service Districts.*

- 11.3 Parking Lot Update** **Info/Discussion**

*Superintendent Caylor will update the Board on discussions with the City of Corning regarding the property across the street from CUHS.*

- 11.4 District Email Address for Board Members** **Info/Discussion**

*Supt. Caylor will present the Board with information on how they could be assigned a District email address to receive communication regarding District business.*

- 11.5 CSU, Chico Ranch Partnership Update** **Info/Discussion**

*Superintendent Caylor will share work done by CSU, Chico students and faculty on establishing a trail system at Rodgers Ranch.*

**11.6 Acceptance of Sunshine Items for Negotiations- Info/Action**

The board will consider the acceptance of the sunshine items for negotiations from the certificated unit, classified unit, and the district.

**11.7 Measure K (Local Bond) Series C Info/Discussion**

*The Board will be updated on the timeline for the District securing the last round of its local bond revenue from Measure K, which was passed by the voters of the Corning Union High School District in November 2016.*

**11.8 Rodgers Ranch Orchard Update Info/Discussion**

*Superintendent Caylor will update the Board on progress on the new 52 acre walnut orchard at Rodgers Ranch and discuss a potential ceremony in the fall to recognize the work of District staff and business and higher education partners.*

**11.9 Graduation Week Activities Info/Discussion**

*Superintendent Caylor will update the Board on activities for graduation week in light of the COVID-19 Pandemic.*

**11.10 CARE Resolution No. 425 Info/Action**

*The Board will consider approving Resolution No. 425.*

**11.11 Future Agenda Items Discussion**

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

**12. 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. The Board of Trustees recognizes that the district has the primary responsibility to ensure compliance with applicable state and federal laws and regulations governing educational programs. The Board encourages the early, informal resolution of complaints whenever possible and appropriate. The Board has also adopted policy and procedures for resolving complaints which cannot be resolved through an informal process. The Board has designated Jared Caylor, Superintendent as the compliance officer for complaints. All complaints shall be filed at the district office, [643 Blackburn Ave, Corning, CA 96021](#).

# Corning Union High School Regular School Board Meeting Teleconference

**DATE** April 9, 2020

**MEMBERS ABSENT:**

Todd Henderson

**PLACE:** Corning Union High School  
Teleconference

**VISITORS:**

**MEMBERS PRESENT:**

Jim Bingham, Scott Patton  
Ken Vaughan  
William Mache

**SCHOOL DISTRICT REPRESENTATIVES:**

Jared Caylor, District Superintendent  
Christine Fears, Chief Business Officer  
Justine Felton, Associate Principal  
Brandon Lengtat, Director of Maintenance & Operations  
Jessica Marquez, Administrative Assistant to Superintendent

**THE CORNING UNION HIGH SCHOOL -**

**1. CALL TO ORDER:** The meeting was called to order at 5:45 p.m. by Superintendent, Jared Caylor.

**2. PLEDGE OF ALLEGIANCE:** Item is tabled- no flag to salute via teleconference.

**3. ROLL CALL:** Superintendent, Jared Caylor shared:

Attendance is as follows:

- Jim Bingham
- Ken Vaughan
- Scott Patton
- William Mache

The following board member was absent:

- Todd Henderson

**4. APPROVAL OF** A motion was made by Jim Bingham and seconded by Bill Mache



**AGENDA/REORDERING** to approve the agenda.  
**OF AGENDA/ADDITION**  
**OF ITEMS:**

**5. REPORTS:**

**5.1 SUPERINTENDENT** Superintendent, Jared Caylor shared the following:  
**REPORT:**

2nd Interim Budget Approval

- Received approval from Tehama County Department of Education
- Was based on 2.29% COLA in 20-21, likely not going to happen based on COVID-19 and economy.
- Must begin planning for a 0% COLA.
- Cash balances are adequate through fiscal year
  - Will monitor closely as state apportionments have been delayed in historical economic slowdowns
- No deficits projected two out years, but that was with COLA, so we are reworking those numbers to eliminate that additional funding.

Closure Update

- Closed through the end of school, unless the Governor lifts the stay at home order before then. If that happens, Tehama County Superintendents will reconvene to discuss potential openings.
- Food service continues during closure (not during spring break).
- Distance Learning
  - 544 students on Google Classroom
  - 488 students working in packets
    - Packets picked up and returned daily in the food line, delivered and picked up weekly to Rancho Tehama Elementary.
  - 12 unable to contact
  - All SWD's contacted by case managers, weekly contact as needed from paras or case managers, chromebook distribution
  - EL supports from ELD teachers and paraeducators, chromebook distribution
- Staff
  - All regular employees continue to receive full pay and benefits.
  - Teachers working remotely or in their classrooms. Available online to students all day Tuesdays and Thursdays. Creating assignments, uploading them to Google Classroom, sending them to Justine for printing, grading returned and submitted work, etc.
  - Counselors working remotely and in office to accomplish many of their normal tasks as this is the time of year that we do scheduling and master schedule. Much of that work continues.
  - Paras and IBI's are being utilized to support students with special needs in various ways and also to collate, distribute, and collect student packets.
  - M&O, Food Service, Transportation - Working in rotations to accomplish necessary maintenance and tasks.
  - Office Staff - Working rotationally in office to answer phones, return messages. Working remotely or in workspace alone on specific tasks.
  - Admin - Working from home and office
  - Directors - Working from home and office

District Enrollment is holding steady and only lost a few students compared to last month.

**6. PUBLIC COMMENT  
ON CLOSED SESSION:**

There was no public comment.

**7. ADJOURN TO  
CLOSED SESSION:**

The Board adjourned to closed session at 5:51 p.m.

**8. REOPEN TO PUBLIC  
SESSION:**

The Board reopened to public session at 6:19 p.m.

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

Superintendent, Jared Caylor reported that there was no reportable action taken in closed session.

**10. CONSENT AGENDA  
ITEMS:**

A motion was made by Bill Mache and seconded by Jim Bingham to approve the consent agenda items.

The vote is as follows:

Ken Vaughan	Aye:	<u>  X  </u>	No:	<u>        </u>	Absent:	<u>        </u>	Abstain:	<u>        </u>
William Mache	Aye:	<u>  X  </u>	No:	<u>        </u>	Absent:	<u>        </u>	Abstain:	<u>        </u>
Todd Henderson	Aye:	<u>        </u>	No:	<u>        </u>	Absent:	<u>  X  </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>

**10.1 REGULAR**

Approval of Board Minutes of March 19, 2020.

**10.2 APPROVAL  
OF WARRANTS:**

40198723-40198936, 40198937-40198946, 40198947-40198970  
40198971-40199262, 40199263-40199281, 40199282-40199597  
40199598-40199617, 40199618-40199833, 40199833-40199850

Register 000901  
Check # 40199963  
Check Amt. \$4,931.70

**10.3 INTERDISTRICT  
ATTENDANCE  
REQUEST:**

Interdistrict Attendance Request:

None

**10.4 HUMAN  
RESOURCE  
REPORT:**

Human Resources Reports is as follows:

New Hire Probationary Reed, Thomas Social Science Teacher 7/1/2020

New Hire Probationary Richardson, Robert Alternative Education Teacher  
7/1/2020 Replace Vacancy (N. Grubiss)  
182 days / Step 5, Column I

Resignation Voluntary Stroud, Mike Maintenance I 3/25/2020 Voluntary  
Resignation

Termination Probationary Strubel, Matthew CMUG 4/3/2020 Termination  
of Probation Period

Resignation Voluntary Viveros-Zarco, Victoria Para Educator 3/31/2020  
Voluntary Resignation

New Hire Probationary Vonstaden, Alice Ag Teacher 7/1/2020 Replace  
Vacancy (C. Costa) 182 days / Step 1, Column 0

Extra Duty and Coaching- Please see attached.

**11. PUBLIC COMMENT:** There was no public comment.

**11.1 LCAP  
UPDATE:**

Superintendent, Jared Caylor shared the following:

This was supposed to be a 3 year plan and with stakeholders not being  
able to participate (parents, teachers, students) this is on hold. This may  
not be on the agenda in June for approval as scheduled.

**11.2 PARKING  
UPDATE:**

Superintendent, Jared Caylor shared that he contacted the City of  
Corning and the concern that the City has is that they do not want to have  
the district use the property in a way that could impede future use of  
airport. Superintendent, Jared Caylor reached out to legal counsel to  
discover that there could be an agreement between CUHSD and the City  
of Corning to make sure that this does not happen. City Manager, Kristina  
Miller will be getting back to Superintendent, Jared Caylor. The main  
concern is the runway for the airport. Board President, Mr. Mache and  
Board Member, Jim Bingham agree that this agreement is a good idea and  
would like to proceed with this if the City agrees.

**11.3 CONSTRUCTION  
UPDATE:**

Superintendent, Jared Caylor shared that construction is still scheduled.  
Construction is scheduled to begin April 20, 2019 and it should be  
Completed in June. AMS will deliver in June and then the sidewalks will  
be completed for a completion estimate date of August 1<sup>st</sup>.



**11.4 BUDGET UPDATE:**

Superintendent, Jared Caylor shared the following:

Surplus and reserve were looking good before COVID-19. There was some new funding that was anticipated that may now be off the Table. However, the District is preparing for various scenarios

Professional Development Strategies  
Budgeting Process and Reviews

This will continue over the next two months. The District will wait on the Governor's proposal but also be as prepared as possible.

**11.5 BOARD  
RETREAT/SUPT.  
EVALUATION:**

The Board Retreat was cancelled and will be postponed for a later date. The evaluation does need to be completed by May 1<sup>st</sup>. After consulting legal counsel the Board can postpone or waive the evaluation. This does impact compensation so something will need to be decided. The Board all agreed to postpone the evaluation for a later time due to the current circumstances. All agreed to have it scheduled for completion in June.

**11.6 FUTURE  
BOARD  
AGENDA  
ITEMS:**

Board Member, Scott Patton joined in on the meeting. He had joined in the middle of the meeting. Mr. Scott Patton asked about the meal process and how that was going with feeding the students and wanted to ensure that the money was not coming out of the general fund. This item will be placed on the next board agenda so that CBO, Christine Fears has a chance to report and explain the funding and waivers that are being submitted.

**12. ADJOURNMENT:**

The meeting adjourned at 6:35 PM

**Approved**

\_\_\_\_\_  
William Mache, President

\_\_\_\_\_  
James Bingham, Clerk

# Corning Union High School Special School Board Meeting Teleconference

**DATE** May 4, 2020 4:00

**MEMBERS ABSENT:** Ken Vaughan, Scott Patton

**PLACE:** Corning Union High School  
Teleconference  
(Board Members in library)

**VISITORS:**

**MEMBERS PRESENT:**

Jim Bingham  
Todd Henderson  
William Mache

**SCHOOL DISTRICT REPRESENTATIVES:**

Jared Caylor, District Superintendent

**THE CORNING UNION HIGH SCHOOL -**

- 1. CALL TO ORDER:** The meeting was called to order at 4:02 p.m. by Superintendent, Jared Caylor.
- 2. PLEDGE OF ALLEGIANCE:** Superintendent Caylor led the Board in the pledge of allegiance.
- 3. ROLL CALL:**

Attendance is as follows:

- Jim Bingham
- William Mache
- Todd Henderson

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

A motion was made by Mr. Mache and seconded by Mr. Bingham to approve the agenda. There being no further discussion, the agenda was unanimously approved.

**5. PUBLIC COMMENT  
ON CLOSED SESSION:**

There was no public comment.

**6. ADJOURN TO  
CLOSED SESSION:**

The Board adjourned to closed session at 4:05 p.m.

**7. REOPEN TO PUBLIC  
SESSION:**

The Board reopened to public session at 4:58 p.m.

**8. ANNOUNCEMENT  
IN CLOSED SESSION:**

Superintendent, Jared Caylor reported that the Board direct him to offer the Associate Principal position to the top candidate identified by the hiring committee.

**9. ADJOURNMENT:**

The meeting adjourned at 4:59 p.m.

**Approved**

\_\_\_\_\_  
William Mache, President

\_\_\_\_\_  
James Bingham, Clerk

**Sign  
Here**

**Sign  
Here**

## Checks Dated 03/01/2020 through 03/31/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
40198723	03/04/2020	U.S. BANK CORPORATE PAYMENT SYSTEM	01-4200	BOOKS - ONLINE	198.00	
			01-4300	ALL STAFF - BAKED GOODS	98.79	
				ASSETS- DMV SUPPLIES	88.96	
				ATP COOKING- FEBRUARY	129.04	
				CALCARD 2020 M&O	34.63	
				FAIR SUPPLIES/CLASSROOM SUPPLIES	88.31	
				HOME DEPOT		
				FEBRUARY FOOD - FOOD/NUTRITION CLASS	181.69	
				HEALTH SUPPLIES - COSTCO	243.00	
				J2- TOILETING	28.98	
				JANUARY FOOD - FOOD/NUTRITION CLASS	300.49	
				M & O PURCHASE CAL CARD	270.90	
				M & O PURCHASE CAL CARD	312.78	
				Music for Band and Choir festivals	5.12	
				SPECIAL EDUCATION FURNITURE	93.12	
				SPED - J7 COOKING UNIT- SPRING SEMESTER	167.78	
			01-4311	2019/20 WRESTLING FUEL - SEE ATTACHED MAPS	200.13	
			01-5200	CASBO CONF - 3/29-4/1 - CBO	566.45	
				CASMEC CONF FRESNO 2/20/20	498.06	
				NORCAL HONOR BAND/CHOIR	478.97	
				CONFERENCE HUMBOLT 2/6/20		
				PD - CASBO LEADERSHIP ACADEMY	66.66	
				8/23 - 5/30 SAC		
				PD ACSA SUP SYMPOSIUM INDIAN WELLS	849.10	
				1/28/20		
				PD SPED CARS CONF IRVINE 02/20/20	36.00	
			01-5202	FEBRUARY 24-29 : STUDENT TRANS HOME TO SCHOOL	125.00	
			01-5300	CASMEC CONF FRESNO 2/20/20	151.00	
			14-6200	M & O CAL CARD PURCHASE	549.90	
			19-4300	M & O CAL CARD PURCHASE RANCH	18.50	
			01-4300	TRANS PARTS/SUPPLIES		5,781.36
40198934	03/09/2020	A-Z BUS SALES	01-5500	LAUNDRY SERVICE CUSTODIAL/M&O	713.94	800.30
40198935	03/09/2020	AMERIPRIDE UNIFORMS SERVICES	13-5500	LAUNDRY SERVICE	58.37	772.31
40198936	03/09/2020	AT&T	01-5901	TELEPHONE CALNET 3 SERVICE		590.78

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 03/01/2020 through 03/31/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
40198937	03/09/2020	BOB'S TIRE CENTER	01-4313	TIRES	474.29	
			01-5813	TIRES	26.00	500.29
40198938	03/09/2020	CALIFORNIA'S VALUED TRUST	01-3402	MAR 2020 BINGHAM M/D/V	2,010.58	
				MAR 2020 HENDERSON M/D/V	167.61	
				MAR 2020 MACHE M/D/V	1,320.58	
				MAR 2020 PATTON M/D/V	1,485.58	
				MAR 2020 VAUGHN M/D/V	186.58	
			01-3701	MAR 2020 CE RET CONSTANZ	1,193.40	
				MAR 2020 CE RET LROMO	2,008.48	
				MAR 2020 RET STOLLISON	1,455.41	
			01-3702	MAR 2020 RET DCASTLE	862.33	
				MAR 2020 RET DHAMILTON	1,111.22	
				MAR 2020 RET GTHURMAN	926.09	
				MAR 2020 RET LMINTO	1,470.33	
				MAR 2020 RET PELLKOF	1,673.09	
				MAR 2020 RET TJOHNSON	1,673.09	
				MAR 2020 RET KVASQUEZ	862.33	
			13-3702	MAR 2020 MEDICAL	137,736.00	
			76-9513	MAR 2020 LIFE	91.20	
			76-9551	MAR 2020 DENTAL	19,063.26	
			76-9552	MAR 2020 VISION	2,376.50	177,673.66
			76-9553	JAN MILEAGE/PARKING	48.00	
40198939	03/09/2020	CAYLOR, JARED K	01-5200	JAN MILEAGE/PARKING	133.98	
			01-5202	JAN MILEAGE/PARKING	139.15	321.13
			01-5211	JAN MILEAGE/PARKING	139.15	347.13
40198940	03/09/2020	CDW GOVERNMENT	01-4300	DISTRICT PRINTER INK	168.62	
40198941	03/09/2020	CORNING ACE HARDWARE	01-4300	M&O SUPPLIES 19/20 II	168.62	
				MATERIALS/SUPPLIES	8.90	
				RANCH CAMERA INSTALL	19.54	197.06
40198942	03/09/2020	CORNING LUMBER COMPANY	01-4300	M&O SUPPLIES 19/20	323.84	
				RANCH CAMERA INSTALL	8.11	331.95
40198943	03/09/2020	CRYSTAL CREAMERY	13-4700	CACFP DAIRY	208.00	
				NSLP DAIRY	1,724.86	1,932.86
40198944	03/09/2020	DANNIS WOLIVER KELLEY	01-5801	LEGAL - BOARD	152.50	
				LEGAL - PERSONNEL	2,545.68	3,003.18
				LEGAL - STUDENT	305.00	52.80
40198945	03/09/2020	ENVOY PLAN SERVICES C/O TSA CONSULTING GROUP, INC.	76-9519	TSA PLAN ADMIN FEES - FEB 2020		
40198946	03/09/2020	EWING IRRIGATION	01-4300	GROUNDS SUPPLIES 19/20		69.00

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 03/01/2020 through 03/31/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
40198947	03/09/2020	EXPRESS SERVICES, INC.	01-5800	STAFFING FOR M&O PER CONTRACT		912.71
40198948	03/09/2020	FEARS, CHRISTINE D	01-4300	MILEAGE FEB CF	43.29	
			01-5202	MILEAGE FEB CF	143.87	
			13-5200	MILEAGE FEB CF	6.00	
40198949	03/09/2020	FELTON, JUSTINE M	01-5202	MILEAGE-FEB JF		193.16
40198950	03/09/2020	FULL CIRCLE SPEECH THERAPY	01-5800	FEB 2020 - SPEECH SERVICES		120.75
40198951	03/09/2020	GARY BESS ASSOCIATES	01-5800	WIOA GRANT APPLICATION		4,320.00
40198952	03/09/2020	GOLD STAR FOODS, INC	13-5800	FEE (COMMODITY STORAGE)		2,250.00
40198953	03/09/2020	GREAT AMERICA FINANCIAL SERVICES CORPORATION	01-7439	PHONE SYSTEM LEASE		297.50
40198954	03/09/2020	GREEN WASTE OF TEHAMA	01-5506	DISPOSAL R-FARM 4018-2763626		1,364.24
40198955	03/09/2020	HAPPY VALLEY FRESH FRUIT CO. WESTABY ENTERPRISES	13-4700	NSLP FRESH FRUIT		165.06
40198956	03/09/2020	HIGGINS PEST & WEED	01-5505	ANNUAL TRACK MAINTENANCE - WEED CONTROL		117.00
40198957	03/09/2020	HUNT & SONS, INC	01-4311	TRANS FUEL	914.78	720.00
			01-4312	TRANS FUEL	804.36	
40198958	03/09/2020	IEC POWER, LLC	01-5699	SOLAR		1,719.14
40198959	03/09/2020	INDUSTRIAL POWER PRODUCTS	19-4300	RANCH SUPPLIES LEVER SHUTTLE		1,217.24
40198960	03/09/2020	INTERQUEST DETECTION CANINES OF NORTH VALLEY COUNTIES	01-5800	INTERQUEST K9 DETECTION		107.74
40198961	03/09/2020	JACK SCHREDER & ASSOCIATES	21-6250	BOND - JAN 2020-FAC PROJ I WING		355.00
40198962	03/09/2020	LOCKWOOD SEED & GRAIN	01-4300	RANCH - SEEDS		701.25
40198963	03/09/2020	MARCO'S PIZZA	13-4700	NSLP PIZZA		612.00
40198964	03/09/2020	MCCOY'S HARDWARE & FARM SUPPLY	01-4300	M&O SUPPLIES 19/20	180.26	4,875.00
				R FARMHOUSE	2.51	
				SUPPLIES - INSTRUCTIONAL MATERIALS		
40198965	03/09/2020	MT. SHASTA SPRING WATER CO.INC	19-4300	RANCH SUPPLIES 19/20	172.81	355.58
			01-5800	CENT WATER SERVICE	33.50	
				TRANS - WATER SERVICE	87.82	
			11-5800	Mt. Shasta Water	40.70	162.02
40198966	03/09/2020	NORTH VALLEY AG SERVICES	01-4300	RANCH - SPRAY/CHEMICALS		2,763.88
40198967	03/09/2020	NORTHERN PROPERTY SERVICES INC	14-6170	M & O PURCHASE		1,280.00
40198968	03/09/2020	O'REILLY AUTO PARTS	01-4300	MATERIALS/SUPPLIES		13.53
40198969	03/09/2020	OFFICE DEPOT	01-4300	BOARD MEMBER CHAIRS	211.10	
				TISSUE PAPER/ OFFICE/TEACHERS	886.24	1,097.34
40198970	03/09/2020	OLIVE CITY AUTO PARTS DERODA.INC	01-4300	M&O SUPPLIES 19/20	9.48	
				TRANS PARTS/SUPPLIES	14.42	
			19-4300	RANCH SUPPLIES 19/20	25.84	49.74

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ESCAPE

ONLINE

## Checks Dated 03/01/2020 through 03/31/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
40198971	03/09/2020	P G & E	01-5503	R FARM 3914 ELECTRIC/GAS	137.48	
			19-5503	R RANCH 4916 & 7250 ELECTRIC/GAS	481.37	618.85
40198972	03/09/2020	PEARSON EDUCATION, INC	01-4300	SPED - PSYCH ASSESSMENTS/ PROTOCOL		874.69
40198973	03/09/2020	PRO PACIFIC FRESH	13-4700	CACFP FRUIT/VEGETABLES	480.04	
				NSLP FRUIT/VEGETABLES	1,011.94	1,491.98
40198974	03/09/2020	PUBLIC HEALTH INSTITUTE	01-5200	JUNE 25,2020 H FELCIANO NORTH STATE ACES SUMMIT		187.00
40198975	03/09/2020	REDDING FREIGHTLINER, INC.	01-4300	TRANS PARTS/SUPPLIES		304.91
40198976	03/09/2020	THE DANIELSEN COMPANY	13-4300	CACFP SUPPLIES	901.57	
			13-4700	CACFP FOOD	218.55	
				NSLP FOOD	1,467.36	2,587.48
40198977	03/09/2020	TRIDENT BEVERAGE, INC	13-4700	NSLP FOOD - SLUSHY MIX		230.00
40198978	03/09/2020	VALLEY IND. COMMUNICATIONS	01-5900	COMMUNICATIONS - ROUND MTN & SOUTHFORK		225.00
40198979	03/09/2020	VALLEY TRUCK & TRACTOR	01-4300	GROUNDS EQUIP PARTS 19/20		534.95
40198980	03/09/2020	VERIZON WIRELESS	01-5902	DISTRICT CELL PHONE SERVICE	231.27	9.34
40198981	03/09/2020	W.W. GRAINGER, INC.	01-4300	CUSTODIAL SUPPLIES 19/20	119.21	350.48
				M&O SUPPLIES 19/20	535.13	
40198982	03/09/2020	WASTE MANAGEMENT	01-5506	CENT DISPOSAL 4-02058-55008	135.61	670.74
				CUHS DISPOSAL 4-02058-65006		3,171.55
40198983	03/09/2020	WAXIE SANITARY SUPPLY	01-4300	CUSTODIAL SUPPLIES	23.57	
40199257	03/13/2020	AMAZON CAPITAL SERVICES, INC	01-4200	FILM (HAMLET) FOR BORER ENG IV TEXTBOOKS FOR ENG IVNF	429.18	
				AG POWER HYDRAULICS LAB	63.65	
			01-4300	ASSETS- ENRICHMENT	42.32	
				SPARE DRIVES FOR SAN	105.58	664.30
40199258	03/13/2020	AMERIGAS	01-5504	PROPANE FOR M&O SHOP		189.89
40199259	03/13/2020	AMERIPRIDE UNIFORMS SERVICES	01-5500	LAUNDRY SERVICE CUSTODIAL/M&O	336.89	
			13-5500	LAUNDRY SERVICE	58.37	395.26
40199260	03/13/2020	AVID CENTER	01-5200	AVID PD ADMIN SAN DIEGO 2/25-2/28	43.09	
40199261	03/13/2020	AXNER EXCAVATING, INC	01-5211	AVID PD ADMIN SAN DIEGO 2/25-2/28	2.57	45.66
			14-4300	DEF MAINT - RESURFACE RANCH DG PATH		4,096.95
40199262	03/13/2020	BIG TIME PEST CONTROL BULLERT ENTERPRISES	01-5505	CENT PEST CONTROL	50.00	
				CUHS PEST CONTROL	200.00	
				RFARM PEST CONTROL	50.00	
				TRANS PEST CONTROL	50.00	350.00

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## Checks Dated 03/01/2020 through 03/31/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
40199263	03/13/2020	BOB'S TIRE CENTER	01-4313	TIRES	606.05	
40199264	03/13/2020	BRENDON A. STEVENS	01-5813	TIRES	80.00	686.05
40199265	03/13/2020	CDW GOVERNMENT	01-5600	INSTRUMENT REPAIR		197.00
40199266	03/13/2020	CHAVAN & ASSOCIATES LLP	01-4300	DISTRICT PRINTER INK		237.60
40199267	03/13/2020	CITY OF CORNING	21-5802	FINAL-2018/19 BOND AUDIT		2,000.00
			01-5502	CENT WATER/SEWER COR37 & COR176	906.14	
				CUHSD WATER/SEWER COR155 & COR 194	3,339.93	
				TRANS WATER/SEWER COR154 & COR157	58.24	4,304.31
40199268	03/13/2020	CORNING ACE HARDWARE	01-4300	M&O SUPPLIES 19/20 II		12.59
40199269	03/13/2020	CORNING LUMBER COMPANY	01-4300	M&O SUPPLIES 19/20	55.54	
				SUPPLIES	25.92	
40199270	03/13/2020	CRYSTAL CREAMERY	19-4300	RANCH SUPPLIES 19/20	157.43	238.89
			13-4700	CACFP DAIRY	177.50	
				NSLP DAIRY	1,098.73	1,276.23
40199271	03/13/2020	EWING IRRIGATION	01-4300	GROUPS SUPPLIES 19/20	1,292.43	
40199272	03/13/2020	FIRST ADVANTAGE OCCUPATIONAL IRS # 1365611	19-4300	RANCH SUPPLIES 19/20	857.31	2,149.74
40199273	03/13/2020	GOLD STAR FOODS, INC	01-5831	DRUG TESTING		41.52
40199274	03/13/2020	HAPPY VALLEY FRESH FRUIT CO. WESTABY ENTERPRISES	13-4700	NSLP FOOD	632.99	
			13-4700	NSLP FRESH FRUIT	102.00	
40199275	03/13/2020	HELMERICKS CONSTRUCTION CHARLES D. HELMERICKS	14-6170	FUND 14- MAINTENANCE SHOP STORAGE BUILDING		434.75
40199276	03/13/2020	JOHNSTONE SUPPLY	01-4300	HVAC SUPPLIES 19/20		52.97
40199277	03/13/2020	MCCOY'S HARDWARE & FARM SUPPLY	01-4300	M&O SUPPLIES 19/20	119.56	
			19-4300	RANCH SUPPLIES 19/20	290.90	410.46
40199278	03/13/2020	MJB WELDING SUPPLY	01-4300	CONSUMABLES FOR SHOP	718.27	
			01-5800	WEEKLY CYLINDER EXCHANGE	38.00	756.27
40199279	03/13/2020	NOR-CAL TOILET RENTALS	01-5600	SOCCER/ RENTAL SERVICES		286.83
40199280	03/13/2020	OFFICE DEPOT	01-4300	GENERAL CLASSROOM SUPPLIES	275.63	
				MATH CLASS	153.76	
				OFFICE SUPPLIES SCIENCE DEPARTMENT	105.00	534.39
40199281	03/13/2020	OLIVE CITY AUTO PARTS DERODA.INC	01-4300	CONSUMABLES FOR SMALL ENGINES AND AG POWER	22.08	
				M&O SUPPLIES 19/20	58.29	
			19-4300	RANCH SUPPLIES 19/20	19.29	99.66

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## Checks Dated 03/01/2020 through 03/31/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
40199282	03/13/2020	P G & E	01-5503	CUHS 6218 ELECTRIC/GAS	347.08	
			01-5504	CUHS 6218 ELECTRIC/GAS	182.63	529.71
40199283	03/13/2020	PRO PACIFIC FRESH	13-4300	NSLP SUPPLIES	33.93	
			13-4700	CACFP FRUIT/VEGETABLES	579.96	
				NSLP FRUIT/VEGETABLES	1,388.99	2,002.88
40199284	03/13/2020	RAY MORGAN COMPANY	01-5620	COPY CENTER: MAINT AGREEMENT CANON & RICOH		597.34
40199285	03/13/2020	REDWOOD TOXICOLOGY LAB INC	01-5831	DRUG TESTING FOR ATHLETES		38.23
40199286	03/13/2020	SAV-MOR FOODS	01-4300	ATP COOKING- FEBRUARY	7.48	
				SUPPLIES FOR AG MECHANICS LESSON	42.21	
40199287	03/13/2020	SYSCO SACRAMENTO, INC.	13-4700	NSLP FOOD	55.84	105.53
			13-4300	NSLP SUPPLIES	790.05	
			13-4700	NSLP FOOD	483.93	1,273.98
40199288	03/13/2020	TEHAMA CO DEPT OF EDUCATION	01-5830	FINGERPRINTING	493.00	
				FINGERPRINTING FEES	320.00	813.00
40199289	03/13/2020	THE BASIX LLC LAWRENCE A ROUSS	01-4300	ACADEMIC AWARDS		906.45
40199290	03/13/2020	THE DANIELSEN COMPANY	13-4300	NSLP SUPPLIES	70.01	
			13-4700	NSLP FOOD	1,234.68	1,304.69
40199291	03/13/2020	THOMES CREEK SAND & GRAVEL	01-4300	M & O PURCHASE		692.93
40199292	03/13/2020	U.S. BANK CORPORATE PAYMENT SYSTEM	01-4300	STAFF MOTIVATION/INSPIRATION CARDS		151.72
40199293	03/13/2020	UNIVERSITY OF CALI. REGENTS	01-5800	MARCH 2020 - PROF DEV PER CONTRACT		10,500.00
40199294	03/13/2020	WASTE MANAGEMENT	01-5506	CUHS DISPOSAL 13-88262-43003		827.46
40199295	03/13/2020	WEST COAST PAPER	01-4300	COPY CENTER		818.73
40199593	03/23/2020	AMAZON CAPITAL SERVICES, INC	01-4200	SPED- ENGLISH 1D BOOKS	66.36	
			01-4300	LAB EQUIPMENT	66.48	
				REPLACEMENT BATTERY	43.08	
				SIGN - NO STUDENTS PERMITTED	36.38	212.30
40199594	03/23/2020	AMERIPRIDE UNIFORMS SERVICES	01-5500	TRANS LAUNDRY SERVICE	36.19	
			01-5508	UNIFORMS M&O	326.54	
			13-5500	LAUNDRY SERVICE	58.37	421.10
40199595	03/23/2020	BIG TIME PEST CONTROL BULLERT ENTERPRISES	01-5505	CENT PEST CONTROL	50.00	
				CUHS PEST CONTROL	200.00	
				RFARM PEST CONTROL	50.00	
				TRANS PEST CONTROL	50.00	350.00
40199596	03/23/2020	CENTER FOR EVALUATION AND RESEARCH, LLC.	01-5800	ASSETS- CONSULTATION FEE		4,375.00
40199597	03/23/2020	CITY OF CORNING POLICE DEPT.	01-5800	FEB 2020 - SCHOOL RESOURCE OFFICIER		4,051.90

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## Checks Dated 03/01/2020 through 03/31/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
40199598	03/23/2020	CORNING ACE HARDWARE	01-4300	M&O SUPPLIES 19/20 II	83.83	
				MATERIALS/SUPPLIES	14.77	
				SOILS LAB SUPPLIES	14.51	113.11
40199599	03/23/2020	CORNING CHAMBER OF COMMERCE	01-5300	2020 CORNING CHAMBER MEMBERSHIP		50.00
40199600	03/23/2020	CORNING LUMBER COMPANY	01-4300	M&O SUPPLIES 19/20	714.07	
				MATERIALS/SUPPLIES	3.54	717.61
40199601	03/23/2020	CRYSTAL CREAMERY	13-4700	CACFP DAIRY	142.50	
				NSLP DAIRY	1,297.14	1,439.64
40199602	03/23/2020	CUMMINS PACIFIC, LLC	01-4300	MATERIALS/SUPPLIES		553.70
40199603	03/23/2020	DELL INC	01-6200	COMPUTER FOR RANCH CAMERA SYSTEM		1,179.95
40199604	03/23/2020	DUBUQUE BANK & TRUST COMPANY	01-7438	QZAB SOLAR LOAN PAYMENT	8,779.72	
			01-7439	QZAB SOLAR LOAN PAYMENT	31,220.28	40,000.00
40199605	03/23/2020	EAGLE SOFTWARE	01-5800	AERIES SIS RENEWAL		5,050.00
40199606	03/23/2020	EXPRESS SERVICES, INC.	01-5800	STAFFING FOR M&O PER CONTRACT		319.20
40199607	03/23/2020	GOLD STAR FOODS, INC	13-4700	CACFP FOOD	277.00	
				NSLP FOOD	1,417.53	1,710.73
40199608	03/23/2020	HAPPY VALLEY FRESH FRUIT CO. WESTABY ENTERPRISES	13-5800	FEE (COMMODITY STORAGE)	16.20	101.00
40199609	03/23/2020	HELMERICKS CONSTRUCTION CHARLES D. HELMERICKS	14-6170	FUND 14- MAINTENANCE SHOP STORAGE BUILDING		180.00
40199610	03/23/2020	HUE & CRY INC.	01-5507	ALARM/FIRE SERVICE		1,164.24
40199611	03/23/2020	HUNT & SONS, INC	01-4311	TRANS FUEL	1,914.55	
			01-4312	TRANS FUEL	4,128.34	6,042.89
40199612	03/23/2020	INTERQUEST DETECTION CANINES OF NORTH VALLEY COUNTIES	01-5800	INTERQUEST K9 DETECTION		355.00
40199613	03/23/2020	MCCOY'S HARDWARE & FARM SUPPLY	01-4300	M&O SUPPLIES 19/20		46.52
40199614	03/23/2020	MJB WELDING SUPPLY	01-4300	COMSUMABLES FOR SHOP		390.93
40199615	03/23/2020	NORCAL TRUCKS, INC NORCAL KENWORTH ANDERSON	01-4300	TRANS PARTS/SUPPLIES		177.95
40199616	03/23/2020	O'REILLY AUTO PARTS	01-4300	MATERIALS/SUPPLIES		129.89
40199617	03/23/2020	OFFICE DEPOT	01-4300	CLASS SUPPLIES	135.62	
				GENERAL CLASSROOM SUPPLIES	17.69-	
				OFFICE DEPOT SUPPLIES	88.59	
				OFFICE SUPPLIES FOR SPECIAL EDUCATION DEPT	4.96-	
				OFFICE SUPPLY/GEN. CLASS SUPPLY	200.47	402.03

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## Checks Dated 03/01/2020 through 03/31/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
40199618	03/23/2020	OLIVE CITY AUTO PARTS DERODA, INC	01-4300	TRANS PARTS/SUPPLIES		185.57
40199619	03/23/2020	PRO PACIFIC FRESH	13-4700	CACFP FRUIT/VEGETABLES	516.68	
				NSLP FRUIT/VEGETABLES	1,362.42	1,879.10
40199620	03/23/2020	REDDING FREIGHTLINER, INC.	01-4300	TRANS PARTS/SUPPLIES		319.71
40199621	03/23/2020	SAV-MOR FOODS	13-4700	NSLP FOOD		5.16
40199622	03/23/2020	THE DANIELSEN COMPANY	13-4300	NSLP SUPPLIES	38.28	
			13-4700	CACFP FOOD	136.44	
				NSLP FOOD	673.67	848.39
40199623	03/23/2020	U.S. TELEPACIFIC DBA TPC COMMUNICATIONS	01-5901	TELEPHONE SERVICE 149142		252.54
40199624	03/23/2020	W.W. GRAINGER, INC.	01-4300	CUSTODIAL SUPPLIES 19/20		101.48
40199625	03/23/2020	WEST COAST PAPER	01-4300	COPY CENTER		60.16
40199829	03/27/2020	AMAZON CAPITAL SERVICES, INC	01-4200	BOOKS FOR ENG III	2,324.23	
				REPLENISH COPIES OF TEXTS (ENG III)	186.19	2,510.42
40199830	03/27/2020	AMERICAN MODULAR SYSTEMS	01-6170	BOND - I WING MODULAR CLASSROOMS	471,200.00	
			25-6170	BOND - I WING MODULAR CLASSROOMS	148,869.75	620,069.75
40199831	03/27/2020	AMERIPRIDE UNIFORMS SERVICES	01-5500	LAUNDRY SERVICE CUSTODIAL/M&O		321.69
40199832	03/27/2020	ANDERSEN & SONS RANCH, INC	01-5800	RANCH - ORCHARD DEVELOPMENT		5,607.00
40199833	03/27/2020	CALIFORNIA'S VALUED TRUST	01-3402	APR 2020 BINGHAM M/D/V	2,010.58	
				APR 2020 HENDERSON M/D/V	167.61	
				APR 2020 MACHE M/D/V	1,320.58	
				APR 2020 PATTON M/D/V	1,485.58	
				APR 2020 VAUGHN M/D/V	186.58	
			01-3701	APR 2020 CE RET CONSTANZ	1,193.40	
				APR 2020 CE RET LROMO	2,008.48	
				APR 2020 RET STOLLISON	1,455.41	
			01-3702	APR 2020 RET DCASTLE	862.33	
				APR 2020 RET DHAMILTON	1,111.22	
				APR 2020 RET GTHURMAN	926.09	
				APR 2020 RET LMINTO	1,470.33	
				APR 2020 RET PPELLKOF	1,673.09	
				APR 2020 RET SHOAG	862.33	
				APR 2020 RET TJOHNSON	1,673.09	
			13-3702	APR 2020 RET KVASQUEZ	862.33	
			76-9513	APR 2020 MEDICAL	137,736.00	
				MED-CORR HOAG/JIMENEZ	1,816.00-	
			76-9551	APR 2020 LIFE	91.20	
			76-9552	APR 2020 DENTAL	19,063.26	

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## Checks Dated 03/01/2020 through 03/31/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
40199833	03/27/2020	CALIFORNIA'S VALUED TRUST	76-9552	DEN-CORR HOAG/JIMENEZ	336.26-	
			76-9553	APR 2020 VISION	2,376.50	
				VIS-CORR HOAG/JIMENEZ	46.36-	176,337.37
40199834	03/27/2020	CDW GOVERNMENT	01-4300	DISTRICT PRINTER INK		373.02
40199835	03/27/2020	COALITION FOR ADEQUATE SCHOOL HOUSING	01-5300	CASH MEMBERSHIP - B LENGTAT		537.00
40199836	03/27/2020	CRYSTAL CREAMERY	13-4700	MILK - SCHOOL CLOSURE		1,321.50
40199837	03/27/2020	DANNIS WOLIVER KELLEY	01-5801	LEGAL - GENERAL	160.00	
				LEGAL - PERSONNEL	1,220.00	1,380.00
40199838	03/27/2020	ENVOY PLAN SERVICES C/O TSA CONSULTING GROUP, INC.	76-9519	FEB 2020 TSA PLAN ADMIN FEES		52.80
40199839	03/27/2020	GOLD STAR FOODS, INC	13-4700	FOOD - SCHOOL CLOSURE		1,717.07
40199840	03/27/2020	HAPPY VALLEY FRESH FRUIT CO. WESTABY ENTERPRISES	13-4700	PRODUCE - SCHOOL CLOSURE		110.00
40199841	03/27/2020	HUNT & SONS, INC	01-4311	TRANS FUEL	704.95	
			01-4312	TRANS FUEL	1,369.61	2,074.56
40199842	03/27/2020	LODI IRRIGATION	01-4300	RANCH SUPPLIES - IRRIGATION		142.55
40199843	03/27/2020	OFFICE DEPOT	01-4300	OFFICE SUPPLIES FOR ADMIN	78.66	
				OFFICE SUPPLIES FOR SPECIAL EDUCATION DEPT	8.29	
				PE & GENERAL CLASS USE	24.33	111.28
40199844	03/27/2020	P G & E	01-5503	CUHS 6218 ELECTRIC/GAS	7,174.29	
			01-5504	CUHS 6218 ELECTRIC/GAS	6,609.67	13,783.96
40199845	03/27/2020	PATTERSON ELECTRIC	01-6170	RANCH - 200 HP VFD PANEL PUMP		16,302.00
40199846	03/27/2020	PITNEY BOWES PURCHASE POWER POSTAGE	01-5620	POSTAGE LEASE	618.66	
			01-5904	POSTAGE FEES	3,291.42	3,910.08
40199847	03/27/2020	PRO PACIFIC FRESH	13-4700	PRODUCE - SCHOOL CLOSURE		2,817.51
40199848	03/27/2020	RICOH USA, INC.	11-5620	AD ED COPIER LEASE 72073-1021451ML		131.85
40199849	03/27/2020	W.W. GRAINGER, INC.	01-4300	M&O SUPPLIES 19/20		895.57
40199850	03/27/2020	WAXIE SANITARY SUPPLY	01-4300	CUSTODIAL SUPPLIES		2,935.00
Total Number of Checks					145	1,196,788.40

## Fund Summary

Fund	Description	Check Count	Expensed Amount
01	GENERAL	112	687,894.86
11	ADULT EDUCATION	2	172.55

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## Checks Dated 03/01/2020 through 03/31/2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
<b>Fund Summary</b>						
Fund	Description	Check Count	Expensed Amount			
13	CAFETERIA SPEC REV	30	32,036.30			
14	DEFERRED MAINTENANCE	5	6,541.60			
19	FOUNDATION SPECIAL	9	2,131.19			
21	BUILDING FUND	2	2,701.25			
25	CAPITAL FACILITIES	1	148,869.75			
76	WARRANT/PASS-THRU	4	316,440.90			
	Total Number of Checks	<b>145</b>	1,196,788.40			
	Less Unpaid Sales Tax Liability		.00			
	<b>Net (Check Amount)</b>		<b>1,196,788.40</b>			

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905 - Corning Union High School

Generated for JESSICA MARQUEZ (JMARQUEZ), Apr 22 2020  
9:21AM



## Updated 5/13/20

**2020-2021 School Year**

[illegible]

Updated 5/13/20

[illegible]

# Corning Union High School District

## Human Resources Report

Board Meeting Date: 5/21/2020

<u>Action</u>	<u>Type</u>	<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Background</u>
Change	Transfer	Beardsley, Jesse	Centennial Teacher	7/1/2020	Transfer from CUHS to Centennial
New Hire	Probationary	Damon, Jillian	Associate Principal II	7/1/2020	210 days / Step II
Resignation	Retirement	Foley, Jan	Alt. Ed. Administrative Secretary	6/30/2020	21 years in the District
Change	Position/Transfer	Proctor, Dan	CTE Teacher - CUHS	7/1/2020	.56 FTE IBI/.33FTE CTE Teacher to 1.0 FTE CTE Teacher

### Extra Duty/Temporary/Coaching Authorizations

<u>Effective</u>	<u>Type</u>	<u>Employee</u>	<u>Assignment</u>	<u>Terms</u>	<u>Additional Information</u>
5/29/2020	Stipend	Albee, Mike	Dual Enrollment Stipend	Flat Amount	Grant Funded - Shasta College
5/29/2020	Stipend	Caylor, Natalia	Dual Enrollment Stipend	Flat Amount	Grant Funded - Shasta College
5/29/2020	Stipend	Kee, Nolan	Dual Enrollment Stipend	Flat Amount	Grant Funded - Shasta College
5/29/2020	Stipend	Tinker, David	Dual Enrollment Stipend	Flat Amount	Grant Funded - Shasta College
5/29/2020	Stipend	Weston, Jason	Dual Enrollment Stipend	Flat Amount	Grant Funded - Shasta College
SPRING	EXTRA DUTY	ALBEE, MIKE	HEAD BOYS TENNIS	STIPEND	PER CITA CONTRACT APPENDIX A-2
SPRING	WALK-ON	DAVIS, LINDA	ASST BOYS TENNIS	STIPEND	PER CITA CONTRACT APPENDIX A-2
SPRING	EXTRA DUTY	WESTON, JASON	HEAD JV BASEBALL	STIPEND	PER CITA CONTRACT APPENDIX A-2
SPRING	WALK-ON	JONES, STEVE	HEAD JV SOFTBALL	STIPEND	PER CITA CONTRACT APPENDIX A-2
SPRING	EXTRA DUTY	JOHNSON, RJ	ASST JV SOFTBALL	STIPEND	PER CITA CONTRACT APPENDIX A-2
SPRING	WALK-ON	NELSON, TIM	ASST JV BASEBALL	STIPEND	PER CITA CONTRACT APPENDIX A-2
SPRING	EXTRA DUTY	STEARNS, JARED	HEAD V BASEBALL	STIPEND	PER CITA CONTRACT APPENDIX A-2
SPRING	EXTRA DUTY	ADEMA, PAUL	ASST V BASEBALL	STIPEND	PER CITA CONTRACT APPENDIX A-2
SPRING	EXTRA DUTY	STUDER, JOHN	ASST V BASEBALL	STIPEND	PER CITA CONTRACT APPENDIX A-2
SPRING	WALK-ON	ICKENROD, JUSTIN	HEAD V SOFTBALL	STIPEND	PER CITA CONTRACT APPENDIX A-2
SPRING	EXTRA DUTY	FLORES, JESSICA	ASST V SOFTBALL	STIPEND	PER CITA CONTRACT APPENDIX A-2
SPRING	WALK-ON	CASEY, RYLAN	ASST V TRACK BOYS	STIPEND	PER CITA CONTRACT APPENDIX A-2
SPRING	WALK-ON	LOMELI, GEORGE	ASST V TRACK BOYS	STIPEND	PER CITA CONTRACT APPENDIX A-2
SPRING	EXTRA DUTY	VADER, BILL	ASST V TRACK GIRLS	STIPEND	PER CITA CONTRACT APPENDIX A-2
SPRING	WALK-ON	DIEGO, EDER	HEAD JV TRACK BOYS	STIPEND	PER CITA CONTRACT APPENDIX A-2
SPRING	WALK-ON	MISHOE, PHIL	HEAD JV TRACK GIRLS	STIPEND	PER CITA CONTRACT APPENDIX A-2
SPRING	EXTRA DUTY	HENRY, BRETT	HEAD V TRACK BOYS	STIPEND	PER CITA CONTRACT APPENDIX A-2
SPRING	EXTRA DUTY	WELSH, NATALIE	HEAD V TRACK GIRLS	STIPEND	PER CITA CONTRACT APPENDIX A-2
SPRING	EXTRA DUTY	RMSTRONG, JASC	.25 HEAD GOLF	STIPEND	PER CITA CONTRACT APPENDIX A-2
SPRING	EXTRA DUTY	CAYLOR, JARED	.25 HEAD GOLF	STIPEND	PER CITA CONTRACT APPENDIX A-2
SPRING	EXTRA DUTY	FELTON, JUSTINE	.25 HEAD GOLF	STIPEND	PER CITA CONTRACT APPENDIX A-2
SPRING	EXTRA DUTY	TROUGHTON, C	.25 HEAD GOLF	STIPEND	PER CITA CONTRACT APPENDIX A-2



# INTERQUEST DETECTION CANINES®

of North Valley Counties

Interquest Detection Canines®  
Of North Valley Counties  
(INTERQUEST)

3690 Keefe  
Chico, CA  
Office (530) 88  
Fax (530) 88

Corning Union High School District  
(the District)

This shall serve as an agreement by and between Interquest Detection Canines® of North Valley Counties and the DISTRICT for substance awareness and detection services for the period of August 2020 through June 2021.

It is understood that the DISTRICT has established and communicated a policy clearly defining contraband as all drugs of abuse (in the broadest terms), alcoholic beverages, firearms and ammunition, prescription and over-the-counter medication, and that this policy has been disseminated to all campus locations. Violations are considered inimical to the welfare of students and contrary to the DISTRICT'S desire to foster an atmosphere conducive to safety and education.

INTERQUEST shall provide contraband inspection services utilizing non-aggressive contraband detection canines. Such inspections may be conducted on an unannounced basis under the auspices and direction of the DISTRICT administration with INTERQUEST acting as an agent of the DISTRICT while conducting such inspections. Communal areas, lockers, gym areas, parking lots (automobiles), grounds, and other select areas as directed by DISTRICT officials, shall be subject to inspection. Contraband detected on DISTRICT property is the responsibility of the DISTRICT. Suspected drugs of abuse may be field-tested to provide preliminary or presumptive identification of the drug.

INTERQUEST agrees to provide 10\*\* visits for the contract period. The DISTRICT may increase the total number of visits by notifying INTERQUEST in writing. Each visit will be \$ 375/ visit. Multiple canine teams will be charged on a per team basis. DA required court testimony on behalf of the DISTRICT will be charged at the same rate. INTERQUEST will invoice for service on a monthly basis at the conclusion of the service month. The DISTRICT agrees to pay for services within thirty (30) days of receipt of such invoice.

INTERQUEST will schedule DISTRICT visits in conjunction with days designated by the DISTRICT as appropriate for visits. The District will provide a school calendar with inappropriate dates for service noted. This calendar will serve as an addendum to the Agreement. All other dates will be considered acceptable for visits. DISTRICT will be responsible for payment for any visit made on any day other than those days noted as unacceptable on the attached school calendar.

INTERQUEST is licensed and registered by the U.S. Department of Justice, Drug Enforcement Administration, and regulatory commissions as required.

INTERQUEST DETECTION CANINES®  
Of NORTH VALLEY COUNTIES

FOR THE DISTRICT:

Terry Bogue  
President, General Partner

DATE: \_\_\_\_\_

Please return one (1) copy of this Agreement and your District calendar in the enclosed envelope. Retain the other copy for school files.

\*\* 10 visits represent: 10 visits to Corning Union High School / Centennial High school (together considered as one location).

*"the recognized leader in detection canines nationwide"*

e-mail: [interquestnvc@aol.com](mailto:interquestnvc@aol.com)

website: [www.interquestk9.com](http://www.interquestk9.com)

April 8, 2020

Mr. Jared Caylor  
Superintendent  
Corning Union High School District  
643 Blackburn Ave  
Corning, CA 96021

Dear Mr. Caylor,

We are thinking about you and your staff as we navigate these challenges in our educational world. We are hoping you are safe and well.

Moving forward in a positive manner with the belief that our communities will survive to flourish in the future, prompts us to write regarding the upcoming Fall school year

Currently there are many unknown factors regarding budgets and start-up dates which may affect next year's agreements. As a result of these unknowns, the attached agreement for service reflects the same numbers of visits as 2019/2020. It also includes a modest price change of \$20/visit cost of living increase. We recognize this agreement may need to be modified and please let us know if this is the case. We commit to being as flexible as possible to support your safety program next year.

We miss seeing everyone on campus (Miley and Lucy do too) and are looking forward to when we can return to servicing Corning and Centennial High Schools. Please give our regards to everyone in your office.

Sincerely,

Meg Bogue  
Interquest Detection Canines

Enclosures



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Of North Valley Counties  
(INTERQUEST)

Corning Union High School District  
(the District)

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INTERQUEST DETECTION CANINES®  
Of NORTH VALLEY COUNTIES

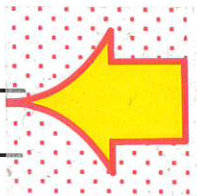
FOR THE DISTRICT:

Terry Bogue  
President, General Partner

DATE: \_\_\_\_\_

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RECEIVED

April 8, 2020

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Superintendent  
Corning Union High School District  
643 Blackburn Ave  
Corning, CA 96021

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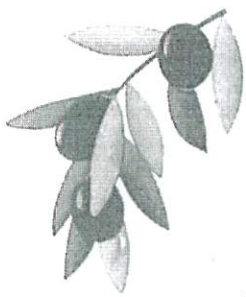
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Sincerely,

Meg Bogue  
Interquest Detection Canines

Enclosures



# CORNING UNION HIGH SCHOOL DISTRICT

Jared Caylor, Superintendent

Board Members: James Bingham, J. Scott Patton, Todd Henderson, Ken Vaughan and William Martin

## Surplus Equipment/Obsolete Equipment and/or Furniture Form

Date 5/11/20

Site Rodgers Ranch

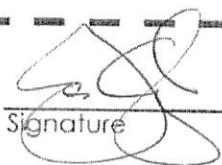
Form Completion Instruction (In description block provide the following)

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

Description	Recommended Disposition
Old R Farm Greenhouse	\$500 minimum bid
R Farm Growing Tables <del>2000000</del>	\$25 per table minimum bid

\_\_\_\_ For additional items, check here and attach list.

Supervisor Approval:

  
Signature

5/11/20  
Date

Site Administrator:

Signature

Date

Superintendent Approval

Signature

Date

Board Meeting Date \_\_\_\_\_

Approved ☐

Denied ☐

Disposition:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_





TO: SUPERINTENDENT OF PUBLIC SCHOOLS  
PRINCIPAL OF PRIVATE SCHOOLS

FROM: RON NOCETTI, EXECUTIVE DIRECTOR

RE: FORM TO RECORD DISTRICT AND/OR SCHOOL REPRESENTATIVES TO LEAGUES

DATE: APRIL 15, 2020

Enclosed is a form upon which to record your district and/or school representatives to leagues for **next year, 2020-2021**. It is a form sent every year to you in order to obtain the names of league representatives to every league in the state and to make sure that the league representatives are designated by school district or school governing boards. **It is a legal requirement that league representatives be so designated.**

The education code gives the authority for high school athletics to high school governing boards. The code also requires that the boards, after joining CIF, designate their representatives to CIF leagues. This is a necessity! (Ed. Code 33353 (a) (1))

We are asking that, after action by the governing board, you **send the names of league representatives to your CIF Section office**. Obviously, the presumption behind this code section is that the representatives of boards are the only people who will be voting on issues, at the league and section level, that impact athletics.

If a governing board does not take appropriate action to designate representatives or this information is not given to Section offices within the required time frame, CIF is required to suspend voting privileges (CIF Constitution, Article 2, Section 25, p. 18) for the affected schools.

At the State Federated Council level, we will be asking that Sections verify that their representatives are designated in compliance with this Ed. Code section.

I hope this gives you a bit of background. Thank you for all you do to help support high school athletics. It is a valuable program in all high schools, and we appreciate the support you give to the program and to CIF.

Please return the enclosed form no later than June 28, 2020 directly to your CIF Section Office. Addresses of each section are listed on the back of the form. Please contact us if we can give you further information.

## 2020-2021 Designation of CIF Representatives to League

Please complete the form below for each school under your jurisdiction and **RETURN TO THE CIF SECTION OFFICE (ADDRESSES ON REVERSE SIDE) no later than June 28, 2020.**

Corning Union High School School District/Governing Board at its \_\_\_\_\_ meeting,  
(Name of school district/governing board) (Date)  
appointed the following individual(s) to serve for the 2020-2021 school year as the school's league representative:

### **PHOTOCOPY THIS FORM TO LIST ADDITIONAL SCHOOL REPRESENTATIVES**

NAME OF SCHOOL Corning Union High School

NAME OF REPRESENTATIVE John Studer

POSITION Athletic Director

ADDRESS 643 Blackburn Ave.

CITY Corning

ZIP 96021

PHONE 824-8000

FAX 824-8005

E-MAIL jstuder@corninghs.org

\*\*\*\*\*

NAME OF SCHOOL Corning Union High School

NAME OF REPRESENTATIVE Charlie Troughton

POSITION Principal

ADDRESS 643 Blackburn Ave.

CITY Corning

ZIP 96021

PHONE 824-8000

FAX 824-8005

E-MAIL ctroughton@corninghs.org

\*\*\*\*\*

NAME OF SCHOOL Corning Union High School

NAME OF REPRESENTATIVE Justine Felton

POSITION Assoc. Principal/Athletic Admin.

ADDRESS 643 Blackburn Ave.

CITY Corning

ZIP 96021

PHONE 824-8000

FAX 824-8005

E-MAIL jfelton@corninghs.org

\*\*\*\*\*

NAME OF SCHOOL Corning Union High School

NAME OF REPRESENTATIVE Scott Fairley

POSITION BVL Commissioner

ADDRESS 3805 Happy Valley Rd.

CITY Cottonwood

ZIP 96022

PHONE 604-6088

FAX 347-0481

E-MAIL sbfairley@charter.net

If the designated representative is not available for a given league meeting, an alternate designee of the district governing board may be sent in his/her place. **NOTE:** League representatives from public schools and private schools must be designated representatives of the school's governing boards in order to be eligible to serve on the section and state governance bodies.

Superintendent's or Principal's Name Jared Caylor

Signature \_\_\_\_\_

Address 643 Blackburn Ave.

City Corning

Zip 96021

Phone (530) 824-8000

Fax (530) 824-8005

**PLEASE RETURN THIS FORM DIRECTLY TO THE CIF SECTION OFFICE.**  
**SEE FOLLOWING PAGE FOR CIF SECTION OFFICE CONTACT INFORMATION.**

## **CIF SECTION OFFICES**

### **CIF CENTRAL SECTION**

Jim Crichlow, Commissioner  
P.O. Box 1567  
Porterville, CA 93258  
Phone: (559) 781-7586  
Fax: (559) 781-7033  
Email: jcrich@cifcs.org

### **CIF CENTRAL COAST SECTION**

Duane Morgan, Commissioner  
333 Piercy Road  
San Jose, CA 95138  
Phone: (408) 224-2994  
Email: dmorgan@cifccs.org

### **CIF LOS ANGELES SECTION**

Vicky Lagos, Commissioner  
10660 White Oak Avenue, Suite 216  
Granada Hills, CA 91344  
Phone: (818) 767-0800  
Email: vlagos@cif-la.org

### **CIF NORTH COAST SECTION**

Pat Cruickshank, Commissioner  
5 Crow Canyon Court, Suite 209  
San Ramon, CA 94583  
Phone: (925) 263-2110  
Email: slivingston@cifncs.org

### **CIF NORTHERN SECTION**

Elizabeth Kyle, Commissioner  
2241 St. George Lane, Suite 2  
Chico, CA 95926  
Phone: (530) 343-7285  
Email: lkyle@cifns.org

### **CIF OAKLAND SECTION**

Franky Navarro, Commissioner  
1000 Broadway, Ste. 150  
Oakland, CA 94607  
Phone: (510) 879-2846  
No fax number

### **CIF SAC-JOQUIN SECTION**

Michael Garrison, Commissioner  
P.O. Box 289  
Lodi, CA 95241  
Phone: (209) 334-5900  
Email: kjohnson@cifsjs.org

### **CIF SAN DIEGO SECTION**

Joe Heinz, Commissioner  
3636 Camino Del Rio North #200  
San Diego, CA 92108  
Phone: (858) 292-8165  
Email: stacycifsds@gmail.com

### **CIF SAN FRANCISCO SECTION**

Don Collins, Commissioner  
555 Portola Drive, Bungalow 2  
San Francisco, CA 94131  
Phone: (415) 920-5185  
Fax: (415) 920-5189

### **CIF SOUTHERN SECTION**

Rob Wigod, Commissioner  
10932 Pine Street  
Los Alamitos, CA 90720  
Phone: (562) 493-9500  
Email: sharonh@cifss.org

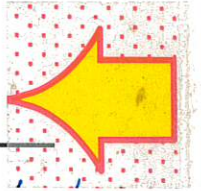


**Northern Rural Training and Employment Consortium, (NoRTEC)**  
**WIOA MOU 2020-2022**  
**Partner Signature Page**

**PARTNER AGENCY**

\_\_\_\_\_  
Signature (Authorized Representative)

\_\_\_\_\_  
Date



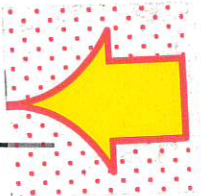
\_\_\_\_\_  
Print Name/Title

\_\_\_\_\_  
Organization Name

**BOARD OF SUPERVISORS  
(IF REQUIRED):**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



\_\_\_\_\_  
Print Name/Title

**APPROVED AS TO FORM  
(IF REQUIRED):**

\_\_\_\_\_  
County Counsel Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name/Title

**RISK MANAGEMENT APPROVAL  
(IF REQUIRED):**

---

Signature

Date

---

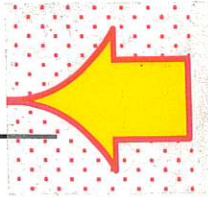
Print Name/Title

**Northern Rural Training and Employment Consortium, (NoRTEC)**  
**WIOA MOU 2020-2022**  
**Partner Signature Page**

**PARTNER AGENCY**

\_\_\_\_\_  
Signature (Authorized Representative)

\_\_\_\_\_  
Date



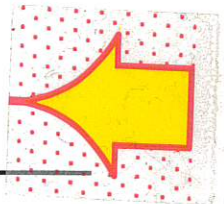
\_\_\_\_\_  
Print Name/Title

\_\_\_\_\_  
Organization Name

**BOARD OF SUPERVISORS  
(IF REQUIRED):**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



HERE

\_\_\_\_\_  
Print Name/Title

**APPROVED AS TO FORM  
(IF REQUIRED):**

\_\_\_\_\_  
County Counsel Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name/Title

**RISK MANAGEMENT APPROVAL  
(IF REQUIRED):**

---

Signature

Date

---

Print Name/Title



11555 Old Oregon Trail • P.O. Box 496006 • Redding, CA 96049-6006

April 28, 2020

Mr. Jared Caylor, Superintendent  
Corning Union High School District  
643 Blackburn Avenue  
Corning, CA 96021

Dear Mr. Caylor:

The College Connection Program has been directed by the CDE to have the school boards of each district in the consortium approve the students who have been accepted into our program. Included in this letter is a list of your fall College Connection students. A copy of our 2020/2021 calendar is also attached. Please include this information for approval in the agenda of a board meeting. I will need a copy of the approved minutes for our records.

**Corning High School**

Joan Ferris  
Carlos Figueroa  
Amber Kitts  
Gethsemani Nava

Please let me know if I may assist with any additional information. Thank you for your time and for your support of our program.

Sincerely,

Daniel Vanek  
College Connection Instructor/Counselor  
242-2333  
[dvanek@shastacollege.edu](mailto:dvanek@shastacollege.edu)

*Consortium Schools*

Anderson  
Burney

Central Valley  
Corning

Enterprise  
Fall River

Foothill  
Red Bluff

Shasta  
Shasta College

Trinity  
West Valley



**Trade Adjustment Assistance Programs**

SIGNATURE:

*Carianne Huss, Deputy Division Chief – California Employment Development Department*

**Veterans Programs**

SIGNATURE:

*Carianne Huss, Deputy Division Chief – California Employment Development Department*

**Unemployment Insurance Program**

SIGNATURE:

*David Rangel, Employment Development Administrator – California Employment Development Department*

*Emilia Bartolomeu, Deputy Division Chief, Northern Workforce Services Division – California Employment Development Department*

**WIOA Title IV, Vocational Rehabilitation Programs**

SIGNATURES:

*Jay Onasch, District Administrator - California Department of Rehabilitation*

*David Wayte – Regional Director- California Department of Rehabilitation*

**Title V, Older American Act Programs**

SIGNATURE:

*Demetrios Antzoulatos, VP – Finance, Operations & Grants – AARP Foundation, The Senior Community Service Employment Program (SCSEP)*

**CalWORKS/TANF**

SIGNATURES:

*Shelby Boston, Director - Butte County Department of Employment & Social Services*

*Bruce S. Alpert, County Counsel*

*Barbara Longo, Director - Lassen County Health & Social Services Agency*

*Elizabeth Cavasso, Chairman of Board of Supervisors - Modoc County Board of Supervisors*

*Tex Ritter, Director - Nevada County Department of Social Services*

*Catherine Elliott, County Counsel*

*Neal Caiazzo, Director - Plumas County Department of Social Services*

*R. Craig Settlemyre, County Counsel*

*Vicki Clark, Director - Sierra County Department of Social Services*

*Chris Howard – Chair, Supervisor, District 3 – Del Norte County Department of Health & Human Services*

*David Kehoe, Chairman – Shasta County Board of Supervisors*

*Alan B. Cox, Deputy County Counsel, Shasta County*

*Michael N. Kobseff – Chair, Siskiyou County Board of Supervisors*

*Laura Williams, Director – Tehama County Department of Social Services*

*Letty Garza, Director – Trinity County Health and Human Services*

**NORTHERN RURAL TRAINING AND EMPLOYMENT  
CONSORTIUM (NORTEC) MEMORANDUM OF  
UNDERSTANDING (MOU)**

**TABLE OF CONTENTS**

**WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) MOU BETWEEN NORTEC  
AND AMERICAS' JOB CENTERS OF CALIFORNIA PARTNERS**

**PARTIES TO THE MOU** *(SIGNATURES)*

*NoRTEC, the WIOA Title I grant recipient and administrative entity, representing a Local Workforce Development Area comprised of a consortium of eleven counties: Butte, Del Norte, Lassen, Modoc, Nevada, Plumas, Shasta, Sierra, Siskiyou, Tehama, and Trinity.*

**SIGNATURES:**

*John Fenley, Chair of the Governing Board (NoRTEC)*

*Wade Meith, Chair of the Workforce Development Board (NoRTEC)*

***WIOA Title I, Adult, Dislocated Worker, and Youth Programs***

**SIGNATURES:**

*Traci Holt, Executive Director – Alliance for Workforce Development*

*Wendy Zanotelli, Executive Director – SMART Business Resource Center*

*Kathy Sarmiento, Chief Executive Officer – Job Training Center of Tehama County*

***WIOA Title I, Native American Programs (Section 166)***

**SIGNATURE:**

*Lorenda T. Sanchez, Executive Director - California Indian Manpower Consortium, Inc.*

***WIOA Title I, Migrant Seasonal Farmworker Programs (Section 167)***

**SIGNATURES:**

*Anita Maldonado, Ph.D., Chief Executive Director - California Human Development Corporation*

***WIOA Title II, Adult Education and Literacy Programs***

**SIGNATURES:**

*Brett W. McFadden, Superintendent - Nevada Joint Union High School District*

*Jeff Ochs, Director of Alternative Education - Oroville Adult Education Center, Oroville Unified School District*

*Jared Caylor, Superintendent- Corning Union High School District*

***WIOA Title III, Wagner-Peyser Programs***

**SIGNATURE:**

*Carianne Huss, Deputy Division Chief – California Employment Development Department*

**APPENDIX: SERVICE AND REFERRAL MATRIX**

- A: Butte County
- B: Del Norte County
- C: Lassen County
- D: Modoc County
- E: Nevada County
- F: Plumas County
- G: Shasta County
- H: Sierra County
- I: Siskiyou County
- J: Tehama County
- K: Trinity County

**EXHIBIT 1: INFRASTRUCTURE FUNDING AGREEMENT (EXCEL SPREADSHEET)**

- Consolidated Infrastructure Budget (Attachment A)
- Consolidated Proportionate Share of Infrastructure Costs (Attachment B)
- Summary of Career Services (Attachment C)
- Other Systems Costs: Basic Career Services and Individual Career Services Budget (Attachment D)



**WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) MEMORANDUM OF  
UNDERSTANDING (MOU) BETWEEN NORTHERN RURAL TRAINING AND EMPLOYMENT  
CONSORTIUM (NORTEC) AND  
AMERICA'S JOB CENTERS OF CALIFORNIA PARTNERS**

**Background**

The Workforce Innovation and Opportunity Act of 2014 (WIOA), establishes local Workforce Development Boards (WDB), which, in partnership with the chief elected official, are responsible for setting policy and overseeing workforce development programs for a workforce development area. The workforce development area of NoRTEC includes the eleven counties of Butte, Del Norte, Lassen, Modoc, Nevada, Plumas, Sierra, Shasta, Siskiyou, Tehama, and Trinity.

The "chief elected official" for NoRTEC is a special district formed by a joint powers agreement (JPA) among the eleven NoRTEC member counties. Each of these counties appoints a member of their Board of Supervisors to serve on the NoRTEC Governing Board. The NoRTEC Governing Board appoints the NoRTEC WDB, consistent with the WIOA for a private sector majority, a cross section of public agencies, education, community-based organizations and organized labor. The NoRTEC Governing Board and the NoRTEC WDB then operate as partners for the implementation of the WIOA.

The establishment of a One-Stop delivery system for workforce development services is a cornerstone of the WIOA, and is the primary charge of the NoRTEC WDB and Governing Board. In general, the One Stop delivery system is a network of employment centers within which entities responsible for administering workforce development, educational, and other human resource programs and funding streams (referred to as "Partners") collaborate to create a seamless system of service delivery designed to enhance access to services and improve long-term employment outcomes for individuals receiving assistance.

**Purpose**

WIOA requires an MOU be developed and executed between the NoRTEC Workforce Development Board (WDB) and the America's Job Centers of California (AJCC) Partners to establish an agreement concerning the operations of the AJCC delivery system.

The purpose of the MOU is to establish a cooperative working relationship between the AJCC Partners and to define their respective roles and responsibilities in achieving the policy objectives. The MOU also serves to establish the framework for providing services to employers, employees, job seekers and others needing workforce services.

California's delivery system, the AJCC, is a locally-driven system which develops partnerships and provides programs and services to achieve three main policy objectives established by the California Workforce Development Strategic Plan, which includes the following:

- Foster demand-driven skills attainment
- Enable upward mobility for all Californians
- Align, coordinate, and integrate programs and services

These objectives will be accomplished by ensuring access to high-quality AJCCs that provide the full range of services available in the community for all customers seeking assistance with any of the following:



- Career placement services
- Building basic educational or occupational skills
- Earning a postsecondary certificate or degree
- Obtaining guidance on how to make career choices
- Seeking to identify and hire skilled workers

### **Mission Statement and Goals**

Bring together workforce development, educational, economic development and other employment services in a seamless customer-focused delivery network that enhances access to program services and improves long-term employment outcomes. As AJCC partners, we are committed to administering our independently funded programs as a set of integrated streamlined services to job seekers and employers, by:

- Helping businesses find skilled workers and access other support services, including education and training, for their current workforce.
- Providing an array of employment and business services and connecting customers to work-related training and education
- Continuing to align investments in workforce, education and economic development to regional in-demand jobs
- Reinforcing partnerships and strategies to provide job seekers and workers with high-quality career services, education and training, and supportive services needed to get good jobs and stay employed
- Continuing to plan, coordinate, and provide services in an integrated manner to maximize the utilization of resources and assure there will be no "wrong door" for customers seeking services from the system
- Measuring customer satisfaction and continuously improving services based upon customer feedback
- Designing and continuously improving a system that reflects statewide/regional economic development strategies and is responsive to industry sectors in the region

### **Parties to the MOU**

Per Section 121(b) of the WIOA, the following entities are required partners in the NoRTEC One-Stop System:

1. NoRTEC, the WIOA Title I grant recipient and administrative entity
2. WIOA Title I Adult, Dislocated Worker, and Youth Programs
3. WIOA Title I Native American Programs (Section 166)
4. WIOA Title I Migrant and Seasonal Farmworker Programs (Section 167)
5. WIOA Title II Adult Education and Literacy Programs
6. WIOA Title III Wagner-Peyser Programs
7. WIOA Title IV Vocational Rehabilitation Programs
8. Title V Older Americans Act Programs
9. Trade Adjustment Assistance (TAA) Programs
10. Veterans Programs
11. Unemployment Insurance Program
12. Temporary Assistance for Needy Families (TANF)/CalWORKs

**One-Stop System Services**

The NoRTEC region includes the geographic area of Butte, Del Norte, Lassen, Modoc, Nevada, Plumas, Shasta, Sierra, Siskiyou, Tehama, and Trinity Counties. There are thirteen AJCCs in the region:

**Butte County – Chico Comprehensive AJCC**

Alliance for Workforce Development  
500 Cohasset Road, Suite 30  
Chico, CA 95926  
(530) 961-5125  
<http://afwd.org>

Partners Colocated at this AJCC:

- WIOA Title I – Adult, DW & Youth: Alliance for Workforce Development, Inc.

**Butte County – Oroville Comprehensive AJCC**

Oroville Community Employment Center  
78 Table Mountain Blvd  
Oroville, CA 95965  
(530) 538-7301  
<http://afwd.org>

Partners Colocated at this AJCC:

- WIOA Title I – Adult, DW & Youth: Alliance for Workforce Development, Inc.
- TANF/CalWorks: Butte County Department of Employment and Social Services

**Del Norte County – Comprehensive AJCC**

Del Norte Workforce Center  
875 5th Street  
Crescent City, CA 95531  
(707) 464-8347  
<http://dnworkforcecenter.org>

Partners Colocated at this AJCC:

- WIOA Title I – Adult, DW & Youth: SMART Business Resource Center
- WIOA Title IV – Vocational Rehabilitation: California Department of Rehabilitation
- TANF/CalWorks – Del Norte County Department of Health & Human Services

**Lassen County – Comprehensive AJCC**

Business and Career Network  
1616 Chestnut Street  
Susanville, CA 96130  
(530) 257-2567  
<http://afwd.org>

Partners Colocated at this AJCC:

- WIOA Title I – Adult, DW & Youth: Alliance for Workforce Development, Inc.

- TANF/CalWORKS: Lassen County Health & Social Services Department

**Modoc County Comprehensive AJCC**

Business and Career Network  
701 N. Main Street, Suite F  
Alturas, CA 96101  
(530) 233-4161  
<http://afwd.org>

Partners Colocated at this AJCC:

- WIOA Title I – Adult, DW & Youth: Alliance for Workforce Development, Inc.
- TEACH – Adult Education

**Nevada County - Comprehensive AJCC**

Business and Career Network  
988 McCourtney Road  
Grass Valley, CA 95949  
(530) 265-7088  
<http://afwd.org>

Partners Colocated at this AJCC:

- WIOA Title I – Adult, DW & Youth: Alliance for Workforce Development, Inc.
- TANF/CalWORKS: Nevada County Department of Social Services

**Nevada County – Comprehensive AJCC**

Business and Career Network  
10075 Levon Ave  
Truckee, CA 96161  
(530) 550-3015  
<http://afwd.org>

Partners Colocated at this AJCC:

- WIOA Title I – Adult, DW & Youth: Alliance for Workforce Development, Inc.
- TANF/CalWORKS: Nevada County Department of Social Services

**Plumas County – Comprehensive AJCC**

Business and Career Network  
7 Quincy Junction Road  
Quincy, CA 95971  
(530) 283-1606  
<http://afwd.org>

Partners Colocated at this AJCC:

- WIOA Title I – Adult, DW & Youth: Alliance for Workforce Development, Inc.

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**Shasta County – Comprehensive AJCC**

Smart Business Resource Center

1201 Placer Street  
Redding, CA 96001  
(530) 246-7911  
<http://thesmartcenter.biz>

Partners Colocated at this AJCC:

- WIOA Title I – Adult, DW & Youth: SMART Business Resource Center

**Sierra County Comprehensive AJCC**

Business and Career Network  
305 South Lincoln Street  
Sierraville, CA 96126  
(530) 994-3349  
<http://afwd.org>

Partners Colocated at this AJCC:

- WIOA Title I – Adult, DW & Youth: Alliance for Workforce Development

**Siskiyou County Comprehensive AJCC**

SMART Business Resource Center (previously Siskiyou Training & Employment Program)  
190 Boles Street  
Weed, CA 96094  
(530) 938-3231  
<http://thesmartcenter.biz>

Partners Colocated at this AJCC:

- WIOA Title I – Adult, DW & Youth: SMART Business Resource Center

**Tehama County Comprehensive AJCC**

Job Training Center of Tehama County  
718 Main Street  
Red Bluff, CA 96080  
(530) 529-7000  
<http://jobtrainingcenter.org>

Partners Colocated at this AJCC:

- WIOA Title I – Adult, DW & Youth: Job Training Center of Tehama County

**Trinity County Comprehensive AJCC**

Smart Business Resource Center  
790 Main Street, Suite 618  
Weaverville, CA 96093  
(530) 623-5538  
<http://thesmartcenter.biz>

Partners Colocated at this AJCC:

- WIOA Title I – Adult, DW & Youth: SMART Business Resource Center



### **AJCC System Services**

Each AJCC in the One-Stop system provides access to the full range of available employment services, training and education, and employer assistance as described in the WIOA.

AJCC's services as required by WIOA and provided by the AJCC Partners to this MOU are outlined in Appendix 1 (A-K)

- A. Butte County
- B. Del Norte County
- C. Lassen County
- D. Modoc County
- E. Nevada County
- F. Plumas County
- G. Shasta County
- H. Sierra County
- I. Siskiyou County
- J. Tehama County
- K. Trinity County

### **Responsibility of AJCC Partners**

It is understood that the development and implementation of this system will require mutual trust and teamwork between all involved parties. It is further acknowledged that the system, because it is driven by local needs, will evolve over time, as employer and individual customer needs change. In consideration of the mutual aims and desires of the partners participating in this agreement, and in recognition of the public benefit to be derived from the effective implementation of the programs involved, the partners agree that their respective responsibilities under this agreement will be as follows:

Parties to this MOU agree to engage in planning, plan development, and modification, to result in:

1. Continuous partnership building between all parties to this agreement;
2. Continuous planning responsive to regional, State, and Federal requirements;
3. Responsiveness to specific Statewide and regional economic conditions including employer needs;
4. Adherence to common data collection and reporting needs;
5. Making services applicable to the partner program available to customers through the one-stop delivery system;
6. Participation in the operation of the one-stop system, consistent with the terms of the MOU and requirements of authorized laws.
7. Participation in capacity building and staff development activities in order to ensure that all partners and staff are adequately cross-trained when applicable.

### **Funding of Services and Operating Costs**

NoRTEC and the AJCC partners to this MOU have chosen a consolidated system-wide budget for the network of comprehensive AJCCs.

The annual consolidated infrastructure budget outlining the infrastructure costs were provided by

each co-located partner. These amounts serve as a baseline to determine the cost each partner contributed. The consolidated infrastructure budget can be found as Exhibit 1.

The costs allocation methodology agreed on by co-located partners is the proportion of an individual partner program's square footage occupancy as a percentage to the total AJCC. This cost allocation methodology adheres to the following: is consistent with federal laws authorizing each partner's program; complies with federal cost principles in the Uniform Guidance; includes only costs that are allowable, reasonable, necessary, and allocable to each program partner; and is based on an agreed upon measure that mathematically determines the proportionate use and benefit received by each partner.

#### **For Non-Co-Located Partners**

The state is in the process of implementing the requisite statewide data tracking system, and once such data are available, all non-co-located partners who are receiving benefit from the AJCC will also be required to contribute their proportionate share towards infrastructure costs in accordance with State WIOA policies and guidance. Consequently, this MOU must include an assurance from all non-co-located partners that they agree to pay their proportionate share of infrastructure costs as soon as sufficient data are available. By signing this MOU, all parties agree that when data are available to determine the AJCC benefit to non-co-located partners, the infrastructure cost sharing agreement will be renegotiated to include their proportionate share of contributions.

For Native American Programs: WIOA Section 121[h][2][D][iv] stipulates that Native American programs are not required to contribute and will not be contributing to infrastructure funding.

#### **Methods for Referring Customers**

The AJCC Partners will refer customers using the inter-partner and inter-agency referral process as required by WIOA and described in Attachment A-K.

#### **Access for Individuals with Barriers to Employment**

The AJCC system is committed to providing needed services to all job seekers, including individuals with barriers to employment.

Section 3(24) of the WIOA defines an "individual with a barrier to employment" as a member of one or more of the following populations:

- Displaced homemakers
- Low-income individuals
- Indians, Alaska Natives, and Native Hawaiians, defined in Section 66 of the WIOA
- Individuals with disabilities, including youth
- Older individuals
- Ex-offenders
- Homeless individuals
- Youth who are in or have aged out of foster care
- Individuals who are English language learners, individuals who have low levels of literacy, and individuals facing substantial cultural barriers
- Eligible migrant and seasonal farm workers as defined in Section 167(i) of WIOA



- Individuals within two years of exhausting lifetime eligibility under Part A of Title IV of the Social Security Act
- Single parents, including pregnant women
- Long-term unemployed individuals
- Other groups as the Governor involved determines to have barriers to employment

AJCC partners ensure their policies, procedures, programs, and services are in compliance with the *Americans with Disabilities Act of 1990* and its amendments, in order to provide equal access to all customers with disabilities.

Section 134(c)(3)(E) of the WIOA requires the Title I Adult program to provide priority of service to recipients of public assistance, other low-income individuals, or individuals who are basic skills deficient. Veterans and eligible spouses shall also be provided priority of services among all eligible individuals, as long as they meet the WIOA Adult program eligibility criteria. WIOA Title I Adult programs must provide priority of service to these groups in the following order:

1. Veterans and eligible spouses who are also recipients of public assistance, other low income individuals, or individuals who are basic skills deficient.
2. Individuals who are recipients of public assistance, other low income individuals, or individuals who are basic skills deficient.
3. Veterans and eligible spouses who are not included in one of three WIOA priority groups noted above.

#### **Shared Technology and System Security**

WIOA emphasizes technology as a critical tool for making all aspects of information exchange possible, including client tracking, common case management, reporting, and data collection. To support the use of these tools, each AJCC Partner agrees to the following:

- Comply with the applicable provisions of WIOA, Welfare and Institutions Code, California Education Code, Rehabilitation Act, and any other appropriate statutes or requirements.
- The principles of common reporting and shared information through electronic mechanisms, including shared technology.
- Commit to share information to the greatest extent allowable under their governing legislation and confidentiality requirements.
- Maintain all records of the AJCC customers or Partners (e.g. applications, eligibility and referral records, or any other individual records related to services provided under this MOU) in the strictest confidence, and use them solely for purposes directly related to such services.
- Develop technological enhancements that allow interfaces of common information needs, as appropriate.
- Understand that system security provisions shall be agreed upon by all AJCC Partners.

#### **Confidentiality**

The AJCC Partner agrees to comply with the provisions of WIOA as well as the applicable sections of the Welfare and Institutions Code, the California Education Code, the Rehabilitation Act, Federal Privacy Act of 1974, as amended and any other appropriate statute or requirement to assure the following:

- All applications and individual records related to services provided under this MOU,

including eligibility for services and enrollment and referral, shall be confidential and shall not be open to examination for any purpose not directly connected with the delivery of such services.

- No person will publish, disclose use, or permit, cause to be published, disclosed or used, any confidential information pertaining to AJCC applicants, participants, or customers overall unless a specific release is voluntarily signed by the participant or customer.
- The AJCC partner agrees to abide by the current confidentiality provisions of the respective statutes to which AJCC operators and other AJCC partners must adhere, and shall share information necessary for the administration of the program as allowed under law and regulation. The AJCC partner, therefore, agrees to share client information necessary for the provision of services such as assessment, universal intake, program or training referral, job development or placement activities, and other services as needed for employment or program support purposes.
- Client information shall be shared solely for the purpose of enrollment, referral or provision of services. In carrying out their respective responsibilities, each party shall respect and abide by the confidentiality policies of the other parties.

#### **Non-Discrimination and Equal Opportunity**

The AJCC partner shall not unlawfully discriminate, harass or allow harassment against any employee, applicant for employment or AJCC applicant due to gender, race, color, ancestry, religion, national origin, veteran status, physical disability, mental disability, medical condition(s), age, sex, sexual orientation or marital status. The AJCC partner agrees to comply with the provisions of the Fair Employment and Housing Act (Government Code Section 12990) and related, applicable regulations. The AJCC partner will assure compliance with the Americans with Disabilities Act of 1990 and its amendments, which prohibits discrimination on the basis of disability, as well as other applicable regulations and guidelines issued pursuant to the Americans with Disabilities Act.

#### **Grievances and Complaints Procedure**

The AJCC partner providing Title I services agrees to follow NoRTEC's established grievance and complaint procedure that is applicable to customers accessing WIOA funded programs and services. These procedures will allow the customer or entity filing the complaint to exhaust every administrative level in receiving a fair and complete hearing and resolution of their grievance. The Title I AJCC partner also agrees to communicate openly and directly to resolve any problems or disputes related to the provision of services in a cooperative manner and at the lowest level of intervention possible.

AJCC Partners to this MOU agree to have established grievance and complaint processes pertinent solely to their own programs and funds, and will use these processes when a complaint is filed only with a partner agency and does not include issues with programs funded under Title I of WIOA.

AJCC Partners to this MOU will share information with customers about how, where, and with whom to file complaints.

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#### **American's with Disabilities Act and Amendments Compliance**

The AJCC partner agrees to ensure that the policies and procedures as well as the programs and



services provided at the AJCC are in compliance with the Americans with Disabilities Act and its amendments. Additionally, partners agree to fully comply with the provisions of the WIOA, Title VII of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, Title IX of the Education Amendments of 1972, 29 CFR Part 37 and all other regulations implementing the aforementioned laws.

#### **Effective Dates and Terms of the MOU**

This MOU shall be binding upon each party hereto upon execution by such party. The term of this MOU shall be July 1, 2020 – June 30, 2022. The MOU will be reviewed not less than once every three years to identify any substantial changes that have occurred.

#### **Modifications and Revisions**

This MOU constitutes the entire agreement between parties and no oral understanding not incorporated herein shall be binding on any of the parties hereto. This MOU may be modified, altered, or revised, as necessary, by mutual consent of the parties, by the issuance of a written amendment, signed and dated by the parties.

#### **Termination**

The parties understand that implementation of the AJCC system is dependent on the good faith effort of every partner to work together to improve services to the community. The parties also agree that this is a project where different ways of working together and providing services are being tried. In the event that it becomes necessary for one or more parties to cease being a part of this this MOU, said entity shall notify the other parties, in writing, 30 days in advance of that intention.

#### **Supervision/Day-to-Day Operations**

The day-to-day supervision of staff located in the AJCCs will be the responsibility of the site supervisor(s). The employer of staff assigned to the AJCCs will continue to set the priorities of its staff. Any change in work assignments or any problems at the worksite will be handled by the site supervisor(s) and/or the employer of each AJCC staff member.

The office hours for staff at the AJCCs will be established by the site supervisor(s) and/or the employer of staff. All staff assigned to the AJCC will comply with the holiday schedule of their employer and will provide a copy of the holiday schedule to the operator and host agency of the AJCC facility at the beginning of each fiscal year.

Disciplinary actions may result in removal of co-located staff from the AJCCs and each party will take appropriate action.

Each party shall be solely liable and responsible for providing to, or on behalf of, its employee(s), all legally required employee benefits. In addition, each party shall be solely responsible and hold all other parties harmless from all matters relating to payment of each party's employee(s), including compliance with social security withholding, workers' compensation, and all other regulations governing such matters.

#### **Dispute Resolution**

The parties agree to try to resolve policy or practice disputes at the lowest level, starting with the site supervisor(s) and staff. If issues cannot be resolved at this level, they shall be referred to the management staff of the respective staff employer and the operator, for discussion and resolution.

#### **Press Releases and Communications**

The pertinent AJCC Partners shall have the option to be included in any communicating with the press, television, radio or any other form of media when an AJCC Partner's specific duties or performance under this MOU is addressed. Participation of each party in press/media presentations will be determined by each party's public relations policies. Unless otherwise directed by the other AJCC Partners, in all communications, each party shall make reference to the AJCC as a single system and only call out individual AJCC Partners as appropriate to the topic or issue being covered.

The AJCC Partners agree to utilize the AJCC logo developed by the State of California and the Local Board on buildings identified for AJCC usage. This also includes letterhead, envelopes, business cards, any written correspondence and fax transmittals originating in the AJCC.

**Hold Harmless/Indemnification/Liability**

In accordance with provisions of Section 895.4 of the California Government Code, each party hereby agrees to indemnify, defend and hold harmless all other parties identified in this MOU from and against any and all claims, demands, damages and costs arising out of or resulting from any acts or omissions which arise from the performance of the obligations by such indemnifying party pursuant to this MOU. In addition, except for Departments of the State of California which cannot provide for indemnification of court costs and attorney's fees under the indemnification policy of the State of California, all other parties to this MOU agree to indemnify, defend and hold harmless each other from and against all court costs and attorney's fees arising out of or resulting from any acts or omissions which arise from the performance of the obligations by such indemnifying party pursuant to this MOU. It is understood and agreed that all indemnity provided herein shall survive the termination of this MOU.

**Signatures**

In WITNESS THEREOF, the parties to this MOU hereby agree to the terms and execute this MOU and Attachments/Exhibits (separate signature page).







[illegible]

[illegible]

When referring to partner agencies that are co-located, Business & Career Network staff will personally escort the customer to an agency representative and provide introductions. For partners not co-located, Business & Career Network staff will contact the agency representative by telephone, e-mail or in person for the customer, and make the referral. The customer will be provided a Business & Career Network staff business card to present to the partner agency.

**WIOA Title I, Adult, Dislocated Worker and Youth Programs**

Customers interested in obtaining more information regarding services provided by Business & Career Network, would be referred to:

Valerie Bourque - Coordinator  
7 Quincy Junction Road, Quincy, CA 95971  
530-283-1606

[lvbourque@ncen.org](mailto:lvbourque@ncen.org)

WIOA Title I, Native American Programs (Section 166)

The local office has asked that all referrals are made through the Sacramento office.

Jeff Hogue - Coordinator

2540 Hartnell Ave.

Redding, CA 96002

530-222-1004

!efferyh@cimcinc.com

## WIOA Title II, Adult Education and Literacy Programs

Customers with questions about adult education and/or literacy programs would be referred to Plumas County Literacy.

Michelle Abramson - Coordinator

530-283-1003

mabramson@pcoe.k12.ca.us

**WIOA Title III, Wagner-Peyser Programs**  
Customers with questions about Wagner-Peyser programs in our area would be referred to the California Employment Development Department.  
Peri Brustad 530-225-2165

**Title V, Older Americans Act Programs**

Customers that are requesting information from Experience Works would be referred to AARP, Employment & Training Coordinator for Northern CA:  
Brenda Harden - Project Director  
916-749-4165  
bharden@aarp.org

**Trade Adjustment Assistance (TAA) Programs**  
Customers looking to find out more information regarding Trade Adjustment Assistance would be referred to the nearest EDD office to speak to:  
Ignacio Magaña or Becky Tyson 530-225-2004  
78 Table Mountain Blvd., Oroville, CA 95965  
530-749-4898  
ignacio.magana@edd.ca.gov

**Veterans Programs (EDD)**  
Veterans looking to get more information regarding services and/or programs would be referred to the Veterans Services Assistant:  
Mike McDonald  
78 Table Mountain Blvd., Oroville, CA 95965  
530-538-2285  
michael.mcdonald@edd.ca.gov

**Unemployment Insurance Program (EDD)**  
Customers with questions regarding EDD's Unemployment Insurance Program are first directed to use "Contact EDD" on www.edd.ca.gov. When assistance is needed beyond the website customers are referred to the local EDD office.  
Ignacio Magaña  
78 Table Mountain Blvd., Oroville, CA 95965  
530-749-4898  
ignacio.magana@edd.ca.gov

**Temporary Assistance for Needy Families (TANF)/CalWORKs**  
Customers interested in programs and/or services provided by the CalWORKs department would be referred to:  
Robin Eich  
270 County Hospital Road, Suite 207, Quincy, CA 95971  
530-284-7757  
reich@ctip.net



Consolidated Infrastructure Budget											
Cost Category/Line Item	Line Item Cost Detail	Total Cost	WIOA Title I: AFWD	WIOA Title I: SMART (previously STEP)	WIOA Title I: SMART	WIOA Title I: JTC	TANF - Butte	TANF - Lassen	TANF - Nevada	Vocational Rehabilitation	
Rent	Rental of Facilities	\$ 2,095,000.84	\$ 229,477.56	\$ 59,022.08	\$ 150,775.00	\$ 29,357.00	\$ 1,523,531.76	\$ 102,837.44			
	Rental Costs Subtotal:										
	Utilities and Maintenance	\$ 2,095,000.84	\$ 229,477.56	\$ 59,022.08	\$ 150,775.00	\$ 29,357.00	\$ 1,523,531.76	\$ 102,837.44	\$	\$ -	
	Electric	\$ 377,768.00	\$ 11,760.00	\$ 9,082.00	\$ 47,457.00	\$ 8,094.00	\$ 292,559.00	\$ 8,816.00	\$	\$ -	
	Gas	\$ 17,914.00	\$ -	\$ -	\$ 5,043.00	\$ -	\$ 10,061.00	\$ 2,810.00	\$	\$ -	
	Water	\$ 10,849.00	\$ -	\$ 2,772.00	\$ -	\$ 827.00	\$ 7,250.00	\$ -	\$	\$ -	
	Sewer Connections	\$ 9,073.00	\$ -	\$ 740.00	\$ 2,840.00	\$ 901.00	\$ 4,378.00	\$ 214.00	\$	\$ -	
	Internet	\$ 22,388.00	\$ 14,245.00	\$ 1,900.00	\$ 1,900.00	\$ 3,743.00	\$ -	\$ 600.00	\$	\$ -	
	Telephones (landlines)	\$ 51,401.00	\$ 17,300.00	\$ 8,919.00	\$ 14,460.00	\$ 5,322.00	\$ -	\$ 5,400.00	\$	\$ -	
	Facility Maintenance Contract	\$ 68,007.00	\$ 18,100.00	\$ 7,320.00	\$ 19,200.00	\$ 9,537.00	\$ -	\$ 13,850.00	\$	\$ -	
Equipment	Janitorial/Supplies/Garbage/Pest Control	\$ 14,241.00	\$ 245.00	\$ 4,633.00	\$ 930.00	\$ -	\$ -	\$ 8,433.00	\$	\$ -	
	Insurance	\$ 24,875.00	\$ 1,500.00	\$ -	\$ 22,000.00	\$ -	\$ -	\$ 1,375.00	\$	\$ -	
	Alarm/Fire/Burglar Monitoring	\$ 4,441.00	\$ -	\$ 756.00	\$ -	\$ -	\$ -	\$ 3,685.00	\$	\$ -	
	Utilities and Maintenance Costs Subtotal:										
		\$ 600,957.00	\$ 63,150.00	\$ 36,122.00	\$ 113,830.00	\$ 28,424.00	\$ 314,248.00	\$ 45,183.00	\$	\$ -	
	Assessment-related products	\$ 836.00	\$ -	\$ 836.00	\$ -	\$ -	\$ -	\$ -	\$	\$ -	
	Assistive technology for individuals with disabilities (Access and Accommodation)	\$ 848.00	\$ -	\$ -	\$ 700.00	\$ 148.00	\$ -	\$ -	\$	\$ -	
	Copiers	\$ 75,153.00	\$ 22,090.00	\$ 8,639.00	\$ 26,565.00	\$ 10,707.00	\$ -	\$ 7,152.00	\$	\$ -	
	Fax Machines	\$ 4,101.00	\$ -	\$ 2,341.00	\$ 1,460.00	\$ -	\$ -	\$ 300.00	\$	\$ -	
	Computers	\$ 76,215.00	\$ 6,800.00	\$ 30,130.00	\$ 30,228.00	\$ 6,557.00	\$ -	\$ 2,500.00	\$	\$ -	
Technology to Facilitate Access to the AJCC	Other tangible equipment used to serve all center customers (not specific to an individual program partner)	\$ 104,786.00	\$ -	\$ 50,800.00	\$ 44,150.00	\$ 9,836.00	\$ -	\$ -	\$	\$ -	
	Specify Other Tangible Equipment										
	Alarm/Fire/Burglar System	\$ 2,585.00	\$ -	\$ 1,865.00	\$ 720.00	\$ -	\$ -	\$ -	\$	\$ -	
	Phone System	\$ 73,004.00	\$ -	\$ 7,899.00	\$ 65,105.00	\$ -	\$ -	\$ -	\$	\$ -	
	Equipment Costs Subtotal:										
		\$ 337,528.00	\$ 28,890.00	\$ 102,510.00	\$ 168,928.00	\$ 27,248.00	\$ -	\$ 9,952.00	\$	\$ -	
	Technology used for the center's planning and outreach activities	\$ 34,378.00	\$ -	\$ -	\$ -	\$ 34,378.00	\$ -	\$ -	\$	\$ -	
	Specify the Technology										
	Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$	\$ -
	Website Address: _____ (Does not include data systems or case management systems specific to individual program partners.)										
Technology to Facilitate Access Costs Subtotal:											
	\$ 34,378.00	\$ -	\$ -	\$ -	\$ 34,378.00	\$ -	\$ -	\$ -	\$	\$ -	
SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS											
Cost Category		Total Cost	Total Cost	Total Cost	Total Cost	Total Cost	Total Cost	Total Cost	Total Cost	Total Cost	
Subtotal: Rental Costs		\$ 2,095,000.84	\$ 229,477.56	\$ 59,022.08	\$ 150,775.00	\$ 29,357.00	\$ 1,523,531.76	\$ 102,837.44	\$	\$ -	
Subtotal: Utilities and Maintenance Costs		\$ 600,957.00	\$ 63,150.00	\$ 36,122.00	\$ 113,830.00	\$ 28,424.00	\$ 314,248.00	\$ 45,183.00	\$	\$ -	
Subtotal: Equipment Costs		\$ 337,528.00	\$ 28,890.00	\$ 102,510.00	\$ 168,928.00	\$ 27,248.00	\$ -	\$ 9,952.00	\$	\$ -	
Subtotal: Technology to Facilitate Access Costs		\$ 34,378.00	\$ -	\$ -	\$ -	\$ 34,378.00	\$ -	\$ -	\$	\$ -	
TOTAL CONSOLIDATED INFRASTRUCTURE COSTS FOR THE AJCC/Network:											
		\$ 3,067,863.84	\$ 321,517.56	\$ 197,654.08	\$ 433,533.00	\$ 119,407.00	\$ 1,837,779.76	\$ 157,972.44	\$	\$ -	

## Attachment B 2020/2021

Consolidated Proportionate Share of Infrastructure Costs				
Colocated Partner/s	Shared Total Infrastructure Costs	Cost Allocation Methodology	Allocated Share	Amount: Cash
Partner: <i>WIOA Title I - Adult, DW &amp; Youth</i>	\$3,242,484.51	SQ FT	\$1,072,706.64	\$1,072,706.64
Partner: <i>TANF/CalWORKs</i>	\$3,242,484.51	SQ FT	\$2,164,933.11	\$2,164,933.11
Partner: <i>WIOA Title IV - Vocational Rehabilitation</i>	\$3,242,484.51	SQ FT	\$4,844.76	\$4,844.76



## Attachment C 2020/2021

Summary of Career Services									
Summary of Career Services Applicable to each One-Stop Delivery System Partner (Phase I MOU)									
Basic Career Services	T-I Adult	T-I DW	T-I Youth	Native Am	MSF	T-II AEL	T-IV VR	TANF	
Program Eligibility	X	X	X	X	X	X	X	X	
Outreach, Intake, Orient	X	X	X	X	X	X	X	X	
Initial Assessment	X	X	X	X	X	X	X	X	
Labor Exch/Job Search	X	X	X	X			X	X	
Referrals to Partners	X	X	X	X	X	X	X	X	
LMI	X	X	X	X	X		X		
Performance/Cost Info	X	X	X	X			X		
Support Service Info	X	X	X	X	X		X	X	
UI Info/Assistance	X	X	X	X			X		
Financial Aid Info	X	X	X	X	X	X	X	X	

Individual Career Services	T-I Adult	T-I DW	T-I Youth	Native Am	MSF	T-II AEL	T-IV VR	TANF	
Comp Assessment	X	X	X	X	X	X	X	X	
IEP	X	X	X	X			X	X	
Career Plan/Counsel	X	X	X	X	X	X	X	X	
Short-Term Prevoc.	X	X	X	X	X	X	X	X	
Internships/Work Experience	X	X	X	X	X		X	X	
Out-of-Area Job Search	X	X	X	X			X		
Financial Literacy	X	X	X	X					
IET/ELA			X		X			X	
Workforce Preparation	X	X	X	X		X		X	



## Attachment D 2020/2021

Other System Costs: Basic Career Services and Individual Career Services Budget								
Basic Career Services	T-I Adult	T-I DW	T-I Youth	Native Am	MSF	T-II AEL	T-IV VR	TANF
Program Eligibility	AFWD \$494,826	AFWD: \$492,698	AFWD: \$508,510	California Indian	California	Oroville Adult Ed: \$	California Department	TANF Butte, Chico:
Outreach, Intake, Orient	SMART (STEP) \$39,380	SMART (STEP):	SMART (STEP):	Manpower	Human	58,504	of Rehabilitation	\$1,344,886
Initial Assessment	SMART \$168,961	\$63,193	\$37,493	Consortium, Inc.	Development	Corning Union HS:		TANF Butte, Oroville:
Labor Exch/Job Search	JTC: \$55,053	SMART: \$162,341	SMART: \$171,165			\$73,581		\$896,589
Referrals to Partners		JTC: \$69,590	JTC: \$31,405			Nevada Union HS:		TANF Lassen: \$393,334 TANF
LMI						\$7,725		Tehama: \$1,121,516 TANF
Performance/Cost Info								Trinity: \$804,375
Support Service Info								TANF Modoc: \$238,229
UI Info/Assistance								TANF Nevada: \$1,037,812
Financial Aid Info	Total: \$758,220	Total: \$787,822	Total: \$748,573	Total: \$258,505	Total: \$18,536	Total: \$139,810	Total: \$1,516,701	TANF Del Norte \$36,631
Basic Career Services Subtotal:	\$15,360,537							TANF Shasta: \$4,895,416
Individual Career Services	T-I Adult	T-I DW	T-I Youth	Native Am	MSF	T-II AEL	T-IV VR	TANF
Comp Assessment	AFWD: \$727,788	AFWD: \$713,207	AFWD: \$764,804	California Indian	California	Oroville Adult Ed:	California Department	TANF Butte, Chico:
IEP	SMART (STEP):	(SMART) STEP:	(SMART) STEP:	Manpower	Human	\$157,060	of Rehabilitation	\$2,212,378
Career Plan/Counsel	\$159,318	\$252,708	\$149,974	Consortium, Inc.	Development	Corning Union HS:		TANF Butte, Oroville:
Short-Term Prevoc.	SMART: \$394,243	SMART: \$378,797	SMART: \$399,386			\$61,929		\$1,474,918
Internships/Work Experience	JTC: \$123,761	JTC: \$135,683	JTC: \$151,696			Nevada Union HS: \$7,725		TANF Lassen: \$201,411
Out-of-Area Job Search								TANF Siskiyou \$726,055
Financial Literacy								TANF Tehama: \$3,313,311
								TANF Trinity: \$344,366
								TANF Modoc: \$180,643
								TANF Nevada: \$620,231
								TANF Plumas: \$236,458
								TANF Sierra: \$103,025
								TANF Del Norte \$34,630
								TANF Shasta: \$829,660.00
IET/ELA	Total: \$1,405,110	Total: \$1,480,395	Total: \$1,465,860	Total: \$29,046	Total: \$29,046	Total: \$226,714	Total: \$6,065,332	Total: \$7,693,143
Workforce Preparation	\$18,394,646							
Individual Career Services Subtot								
Consolidated budget total of career services delivered through the One-Stop system:								\$33,755,182



AICC Infrastructure Budget Consolidated										
Consolidated Budget PY 16/17										
Cost Category/Line Item	Line Item Cost Detail	Total Cost	WIOA Title I: AFWD	WIOA Title I: STEP	WIOA Title I: SMART	WIOA Title I: JTC	TANF - Butte	TANF - Lassen	TANF - Nevada	Vocational Rehabilitation n
<b>Rent</b>										
Rental of Facilities		\$ 2,216,888.60	\$ 229,477.56	\$ 59,022.08	\$ 150,775.00	\$ 29,357.00	\$ 1,523,531.76	\$ 102,837.44	\$ 117,043.00	\$ 4,844.76
<b>Utilities and Maintenance</b>	<b>Rental Costs Subtotal:</b>	<b>\$ 2,216,888.60</b>	<b>\$ 229,477.56</b>	<b>\$ 59,022.08</b>	<b>\$ 150,775.00</b>	<b>\$ 29,357.00</b>	<b>\$ 1,523,531.76</b>	<b>\$ 102,837.44</b>	<b>\$ 117,043.00</b>	<b>\$ 4,844.76</b>
Electric		\$ 377,768.00	\$ 11,760.00	\$ 9,082.00	\$ 47,457.00	\$ 8,094.00	\$ 292,559.00	\$ 8,816.00	\$ -	\$ -
Gas		\$ 17,914.00	\$ -	\$ -	\$ 5,043.00	\$ -	\$ 10,061.00	\$ 2,810.00	\$ -	\$ -
Water		\$ 10,849.00	\$ -	\$ 2,772.00	\$ -	\$ 827.00	\$ 7,250.00	\$ -	\$ -	\$ -
Sewer Connections		\$ 9,073.00	\$ -	\$ 740.00	\$ 2,840.00	\$ 901.00	\$ 4,378.00	\$ 214.00	\$ -	\$ -
Internet		\$ 22,388.00	\$ 14,245.00	\$ 1,900.00	\$ 1,900.00	\$ 3,743.00	\$ -	\$ 600.00	\$ -	\$ -
Telephones (landlines)		\$ 51,401.00	\$ 17,300.00	\$ 8,919.00	\$ 14,460.00	\$ 5,322.00	\$ -	\$ 5,400.00	\$ -	\$ -
Facility Maintenance Contract		\$ 68,007.00	\$ 18,100.00	\$ 7,320.00	\$ 19,200.00	\$ 9,537.00	\$ -	\$ 13,850.00	\$ -	\$ -
Janitorial/Supplies/Garbage/Pest Control		\$ 14,241.00	\$ 245.00	\$ 4,633.00	\$ 930.00	\$ -	\$ -	\$ 8,433.00	\$ -	\$ -
Insurance		\$ 24,875.00	\$ 1,500.00	\$ -	\$ 22,000.00	\$ -	\$ -	\$ 1,375.00	\$ -	\$ -
Alarm/Fire/Burglar Monitoring		\$ 4,441.00	\$ -	\$ 756.00	\$ -	\$ -	\$ -	\$ 3,685.00	\$ -	\$ -
	<b>Utilities and Maintenance Costs Subtotal:</b>	<b>\$ 600,957.00</b>	<b>\$ 63,150.00</b>	<b>\$ 36,122.00</b>	<b>\$ 113,830.00</b>	<b>\$ 28,424.00</b>	<b>\$ 314,248.00</b>	<b>\$ 45,183.00</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Equipment</b>										
Assessment-related products		\$ 836.00	\$ -	\$ 836.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Assistive technology for individuals with disabilities ( <i>Access and Accommodation</i> )		\$ 848.00	\$ -	\$ -	\$ 700.00	\$ 148.00	\$ -	\$ -	\$ -	\$ -
Copiers		\$ 75,153.00	\$ 22,090.00	\$ 8,639.00	\$ 26,565.00	\$ 10,707.00	\$ -	\$ 7,152.00	\$ -	\$ -
Fax Machines		\$ 4,101.00	\$ -	\$ 2,341.00	\$ 1,460.00	\$ -	\$ -	\$ 300.00	\$ -	\$ -
Computers		\$ 76,215.00	\$ 6,800.00	\$ 30,130.00	\$ 30,228.00	\$ 6,557.00	\$ -	\$ 2,500.00	\$ -	\$ -
Other tangible equipment used to serve all center customers (not specific to an individual program partner)	Printers, technical support, computer maintenance and telephone system, supplies, work stations, client headsets and paging system	\$ 104,786.00	\$ -	\$ 50,800.00	\$ 44,150.00	\$ 9,836.00	\$ -	\$ -	\$ -	\$ -
Specify Other Tangible Equipment										
Alarm/Fire/Burglar System		\$ 2,585.00	\$ -	\$ 1,865.00	\$ 720.00	\$ -	\$ -	\$ -	\$ -	\$ -
Phone System		\$ 73,004.00	\$ -	\$ 7,899.00	\$ 65,105.00	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Equipment Costs Subtotal:</b>	<b>\$ 337,528.00</b>	<b>\$ 28,890.00</b>	<b>\$ 102,510.00</b>	<b>\$ 168,928.00</b>	<b>\$ 27,248.00</b>	<b>\$ -</b>	<b>\$ 9,952.00</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Technology to Facilitate Access to the AICC</b>										
Technology used for the center's planning and outreach activities	Career Center computer and sign in computer systems upkeep and maintenance for visitor check in.	\$ 34,378.00	\$ -	\$ -	\$ -	\$ 34,378.00	\$ -	\$ -	\$ -	\$ -
Specify the Technology										
Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AICC services and/or provides direct service access to AICC services		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Website Address: _____ (Does not include data systems or case management systems specific to individual program partners.)										
<b>Technology to Facilitate Access Costs Subtotal:</b>										
<b>SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS</b>										
Cost Category		Total Cost	Total Cost	Total Cost	Total Cost	Total Cost	Total Cost	Total Cost	Total Cost	Total Cost
Subtotal: Rental Costs		\$ 2,216,888.60	\$ 229,477.56	\$ 59,022.08	\$ 150,775.00	\$ 29,357.00	\$ 1,523,531.76	\$ 102,837.44	\$ 117,043.00	\$ 4,844.76
Subtotal: Utilities and Maintenance Costs		\$ 600,957.00	\$ 63,150.00	\$ 36,122.00	\$ 113,830.00	\$ 28,424.00	\$ 314,248.00	\$ 45,183.00	\$ -	\$ -
Subtotal: Equipment Costs		\$ 337,528.00	\$ 28,890.00	\$ 102,510.00	\$ 168,928.00	\$ 27,248.00	\$ -	\$ 9,952.00	\$ -	\$ -
Subtotal: Technology to Facilitate Access Costs		\$ 34,378.00	\$ -	\$ -	\$ -	\$ 34,378.00	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CONSOLIDATED INFRASTRUCTURE COSTS FOR THE AICC/Network:</b>		<b>\$ 3,189,751.60</b>	<b>\$ 321,517.56</b>	<b>\$ 197,654.08</b>	<b>\$ 433,533.00</b>	<b>\$ 119,407.00</b>	<b>\$ 1,837,779.76</b>	<b>\$ 157,972.44</b>	<b>\$ 117,043.00</b>	<b>\$ 4,844.76</b>



	A	B	C
1	<b>Required Phase II MOU Component: Sharing Infrastructure Costs</b>		
2	Budget, Cost Allocation Methodology, Initial Proportionate Share		
3			
4	<b>Phase II MOU Content Requirements:</b>		
5	A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are non personnel costs necessary for the general operation of the one-stop center.		
6			
7	<b>AJCC Infrastructure Budget</b>		
8	<b>Chico Employment Center 500 Cohasset Rd., Ste. 30, Chico CA 95926 - Alliance for Workforce Development, Inc.</b>		
9			
10	<b>Cost Category/Line Item</b>	<b>Line Item Cost Detail</b>	<b>Cost</b>
11	<b>Rent</b>		
12	Rental of Facilities		\$ 84,000.00
13	<b>Rental Costs Subtotal:</b>		<b>\$ 84,000.00</b>
14	<b>Utilities and Maintenance</b>		
15	Electric	5,000	\$ 5,000.00
16	Gas		
17	Water		
18	Sewer Connections		
19	Internet	6,000	6,000
20	Telephones (landlines)	5,500	5,500
21	Facility Maintenance Contract	10,000	10,000
22	Janitorial/Supplies/Garbage/Pest Control		
23	Insurance		
24	Alarm/Fire/Burglar Monitoring		
25	<b>Utilities and Maintenance Costs Subtotal:</b>		<b>\$ 26,500.00</b>
26	<b>Equipment</b>		
27	Assessment-related products		
28	Assistive technology for individuals with disabilities ( <i>Access and Accommodation</i> )		
29	Copiers	5,500	\$ 5,500.00
30	Fax Machines		
31	Computers	2800.00	2800.00
32	Other tangible equipment used to serve all center customers (not specific to an individual program partner)	Printers, technical support, computer maintenance and telephone system, supplies, work stations, client headsets and paging system	
33	Specify Other Tangible Equipment		
34	Alarm/Fire/Burglar System		
35	Phone System		
36	<b>Equipment Costs Subtotal:</b>		<b>\$ 8,300.00</b>
37	<b>Technology to Facilitate Access to the AJCC</b>		
38	Technology used for the center's planning and outreach activities		
39	Specify the Technology		
40	Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services		
41	Website Address: _____ (Does not include data systems or case management systems specific to individual program partners.)		
42	<b>Technology to Facilitate Access Costs Subtotal:</b>		<b>\$ -</b>
43	<b>SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS</b>		
44	<b>Cost Category</b>	<b>Total Cost</b>	
45	<b>Subtotal: Rental Costs</b>	\$ 84,000.00	
46	<b>Subtotal: Utilities and Maintenance Costs</b>	\$ 26,500.00	
47	<b>Subtotal: Equipment Costs</b>	\$ 8,300.00	
48	<b>Subtotal: Technology to Facilitate Access Costs</b>	\$ -	
49	<b>TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:</b>		<b>\$ 118,800.00</b>





11555 Old Oregon Trail • P.O. Box 496006 • Redding, CA 96049-6006

April 28, 2020

Mr. Jared Caylor, Superintendent  
Corning Union High School District  
643 Blackburn Avenue  
Corning, CA 96021

Dear Mr. Caylor:

The College Connection Program has been directed by the CDE to have the school boards of each district in the consortium approve the students who have been accepted into our program. Included in this letter is a list of your fall College Connection students. A copy of our 2020/2021 calendar is also attached. Please include this information for approval in the agenda of a board meeting. I will need a copy of the approved minutes for our records.

**Corning High School**

Joan Ferris  
Carlos Figueroa  
Amber Kitts  
Gethsemani Nava

Please let me know if I may assist with any additional information. Thank you for your time and for your support of our program.

Sincerely,

Daniel Vanek  
College Connection Instructor/Counselor  
242-2333  
[dvaneke@shastacollege.edu](mailto:dvaneke@shastacollege.edu)

*Consortium Schools*

Anderson  
Burney

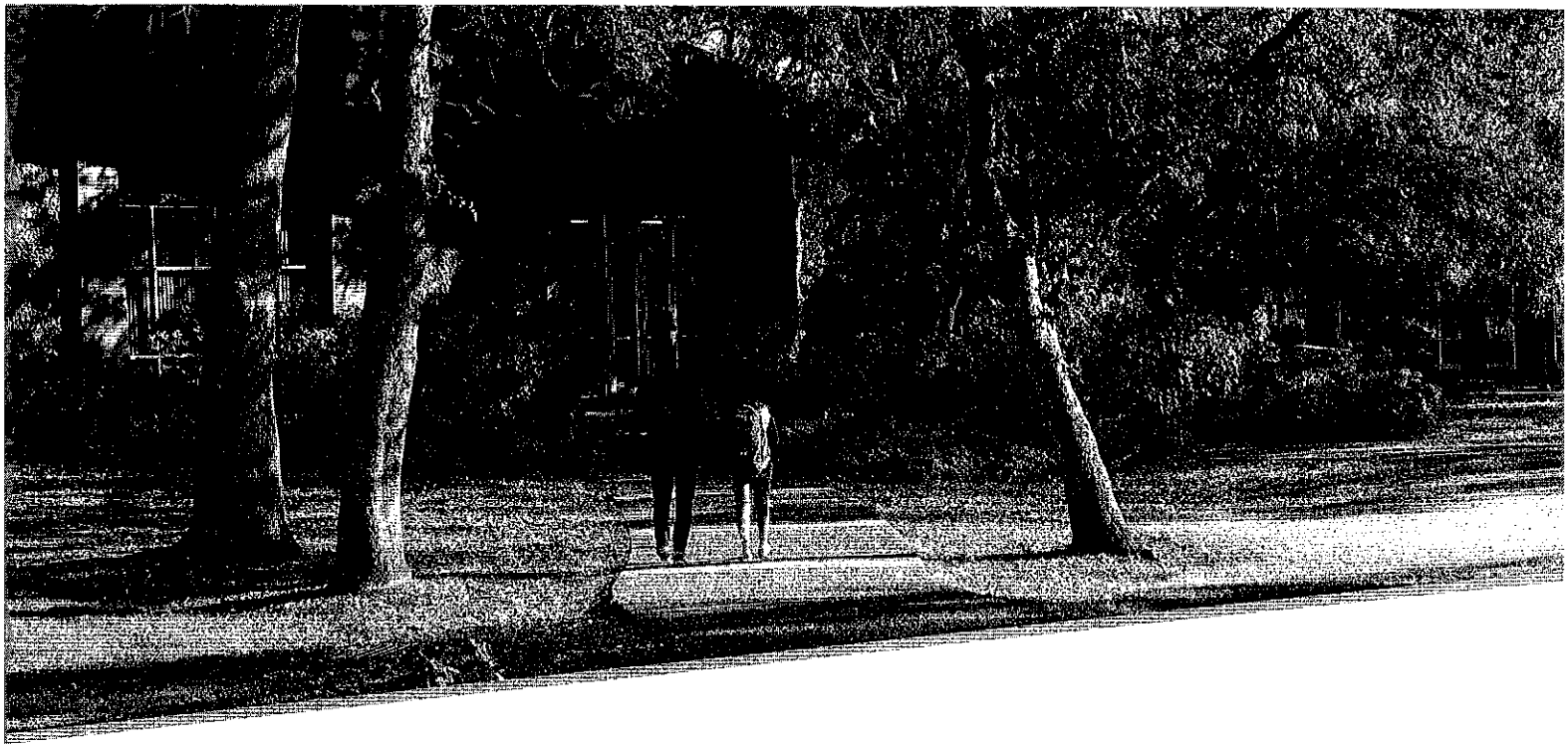
Central Valley  
Corning

Enterprise  
Fall River

Foothill  
Red Bluff

Shasta  
Shasta College

Trinity  
West Valley



**Shasta College**

# **COLLEGE** *Connection*

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Welcome & Orientation

SPRING 2020 | CLASS OF 2021

Program Welcome Notes Pg. 2  
Meet Your Instructors Pg. 5  
Transfer & More Pg. 11



# Welcome

**College Connection is excited you are joining us for your senior year.**

**Our mission is to:**

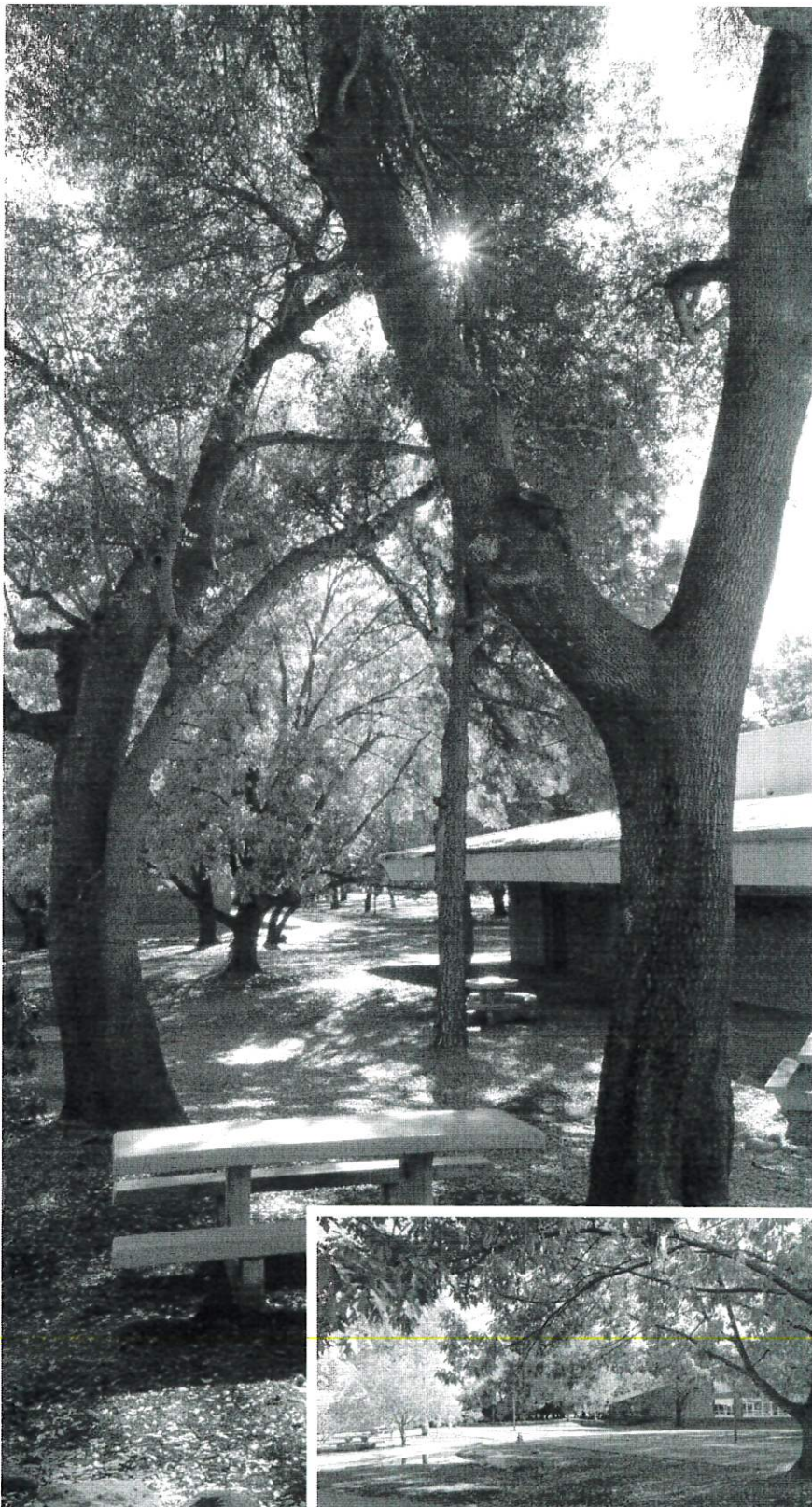
- Help introduce you to the college setting
- Assist in developing effective study habits
- Assist you in determining your college career goals
- Align transfer level courses with your degree requirements

Your senior year passes very quickly. We are here to assist you with classes, transfer and admissions requirements, financial aid, scholarships, etc.

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Given the unique circumstances of the last few months, the beginning of this year may be slightly different than in the past.

As a College Connection student you have access to all resources at Shasta College. These include online access to live-tutoring, library resources Office 365, and Zoom.







## POSITIVE ATTENDANCE = ACADEMIC SUCCESS

College Connection classes begin at 8 am  
 6 or more tardies receive a "Friday school"  
 Vacations should be scheduled according to the school calendar.  
 Excused absences are cleared through the student's homeroom instructor via email, phone call, or written note.

If classes are moved to online, each instructor will provide instruction through the resources on Canvas.

Canvas is the California Community College instructional interface.

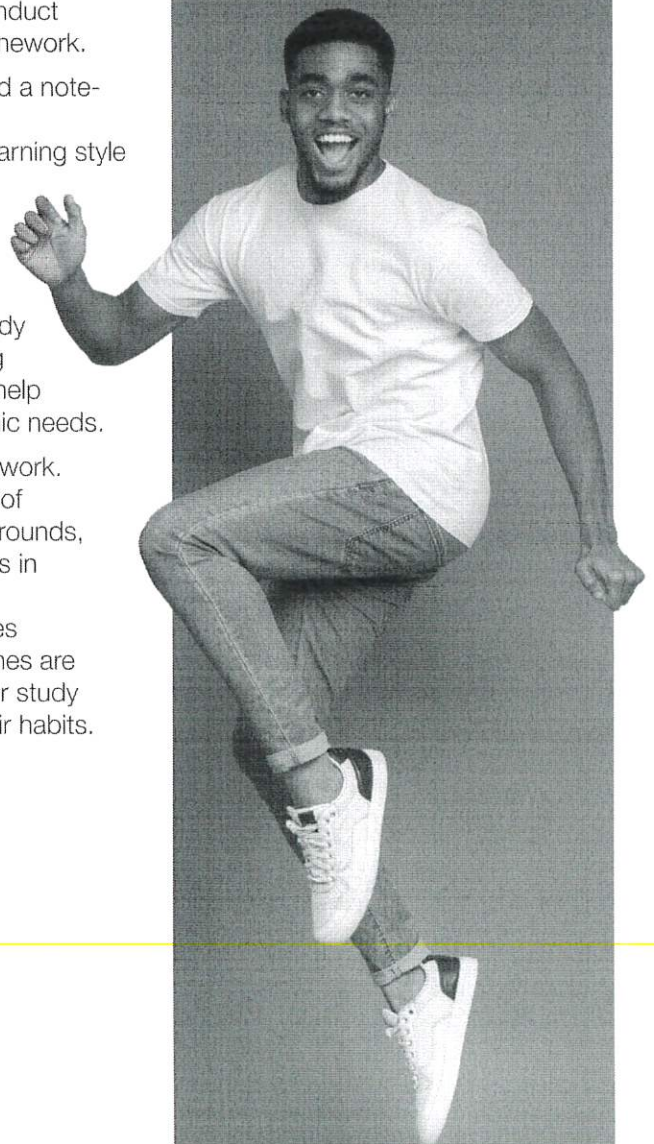
In the event that classes are moved partially or entirely to an online format, students will be required to attend & participate in all online assignments.



# STUDENT SUCCESS TIPS

A high GPA is not the key to success in life, but a low one can hurt you. Here are some tips that can help you do your best in a college academic setting.

- Go to class. It's amazing how much you'll learn just by showing up!
- Participate! Just showing up is a great start but the more active you are in class the more information you will retain.
- Get some sleep. Your 8 a.m. class is not the place to rest after a long night. Get to bed and get some sleep, especially before a big test.
- Pay attention to the syllabus. It's like a roadmap for the semester. It has a summary of course requirements, the professor's expectations and the due dates for assignments. You won't get reminders.
- Know where to sit. Sitting in the front of class can force you to pay attention. It also makes it easier for you to participate in class discussions.
- Don't be afraid to ask for help. If you're having trouble in class talk to your professor. Shasta College has extensive and free tutoring services.
- Manage your time. Use the time between classes and during study lab to review for tests, copy notes, read, conduct research, and do homework.
- Take good notes. Find a note-taking strategy that complements your learning style
- Get a strategy for studying. Don't just study aimlessly. Set a goal and a schedule for your study time. Use the tutoring services available to help you with any academic needs.
- Make friends and network. You will meet people of different ages, backgrounds, and academic abilities in your college classes. Know your classmates and find out which ones are succeeding. Join their study group and model their habits.





# The Staff



**Mrs. Leslie Ellingson**

American Government\* & Economics  
*lellingson@shastacollege.edu*



**Mr. Alan Spivey**

English\*\*  
*aspivey@shastacollege.edu*



**Mr. Daniel Vanek**

English\*\*  
*dvanek@shastacollege.edu*



**Mr. Ron Zimmerman**

American Government\* & Economics  
*rzimmerman@shastacollege.edu*

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\* College Connection American Government is an articulated college course (Shasta College POLS 2).

\*\* College Connection English is an articulated college course (Shasta College ENGL 1A).



# *we use* **Canvas!**

## ABOUT CANVAS

Canvas is a cloud-based learning management system that connects all the digital tools and resources Shasta College instructors use into one place. It is used by more than 2,000 colleges, universities, school districts and institutions around the world.

## GET STARTED

### Browsers

Canvas is built using web standards and therefore works well in most browsers. Using a browser like Chrome will give you the best results.

### Logging In-New as of June 1, 2017

Click the SC Online link from the Shasta College homepage. [www.shastacollege.edu](http://www.shastacollege.edu)

All users who are new to Shasta or have not logged in since June 1, 2017---select the New Users Start Here button.

Shasta College Information Technology provides log in support via a Help Desk. At the bottom of the Portal log in page are links for instructions and further support.

### Mobile

At this time, Shasta College does not advise the use of the Canvas App. You can use your browser to log in via a browser like Chrome.

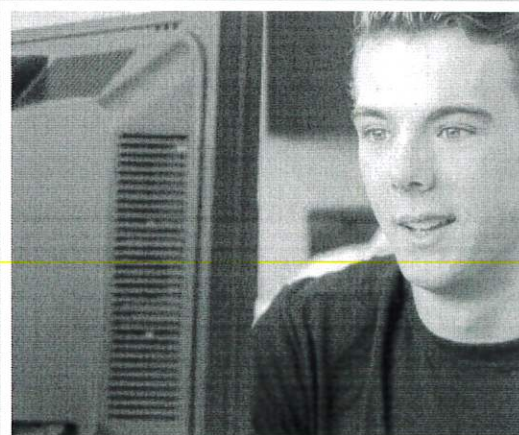
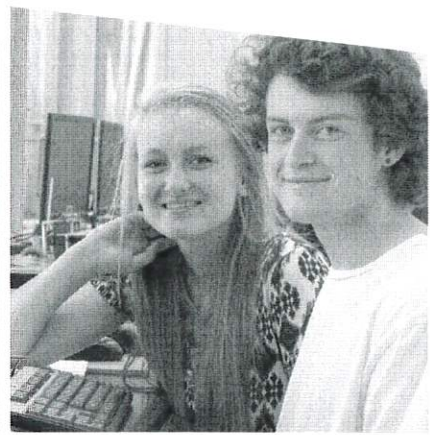
### Dashboard

The Dashboard includes information from all your courses, including some upcoming activities and to-do lists.

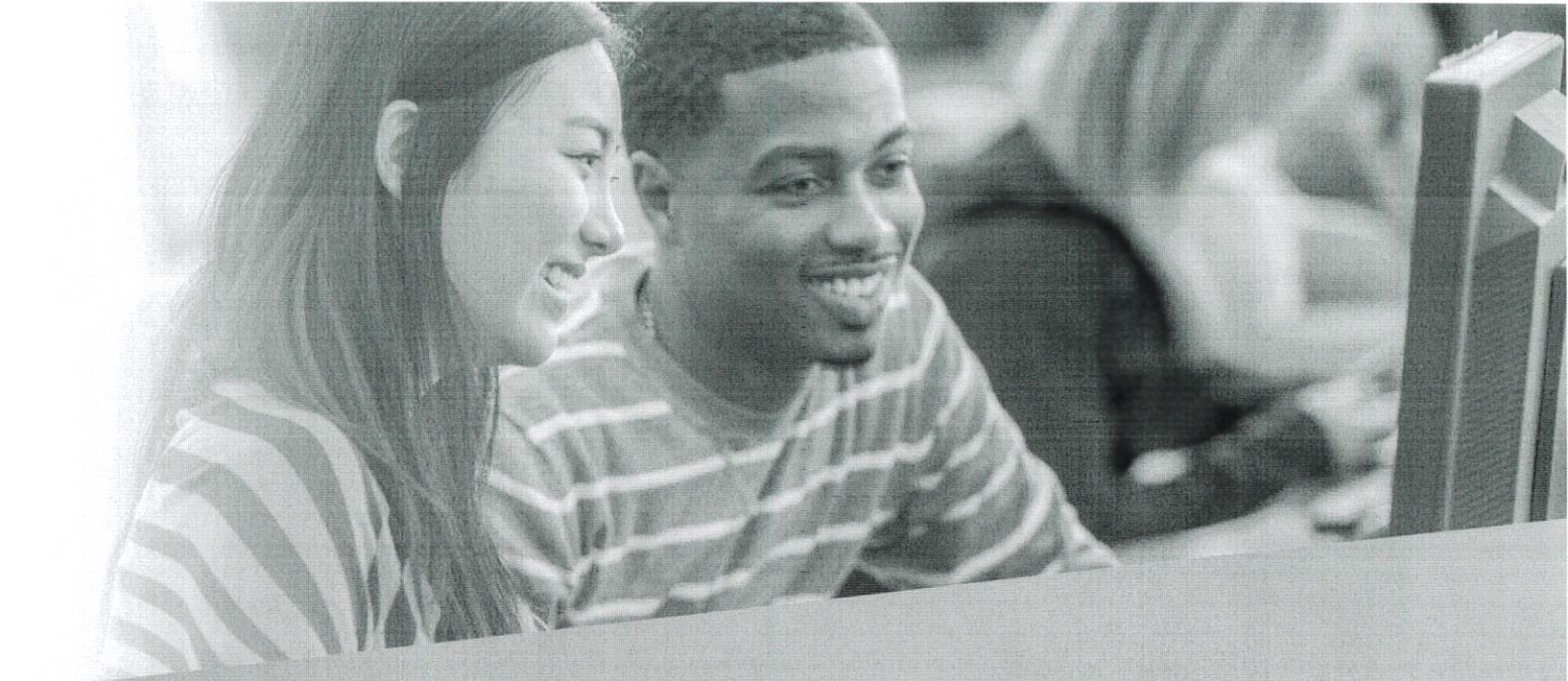
You can change the color of each course and the course name by clicking the pencil in each box.

### Profile

In the Profile, you can customize your notification settings, input your biography, and your image. To access the Profile, click the Account icon.







# LEARN MORE AND GET HELP

## **Canvas Guides for Students**

Canvas maintains a database of guides that can be found at:  
<https://guides.instructure.com/m/8470>

## **Phone and Email support**

Canvas provides 24/7 phone support. The phone number can be accessed via the ? icon in Canvas.

Email support:  
[sconlinehelp@shastacollege.edu](mailto:sconlinehelp@shastacollege.edu)

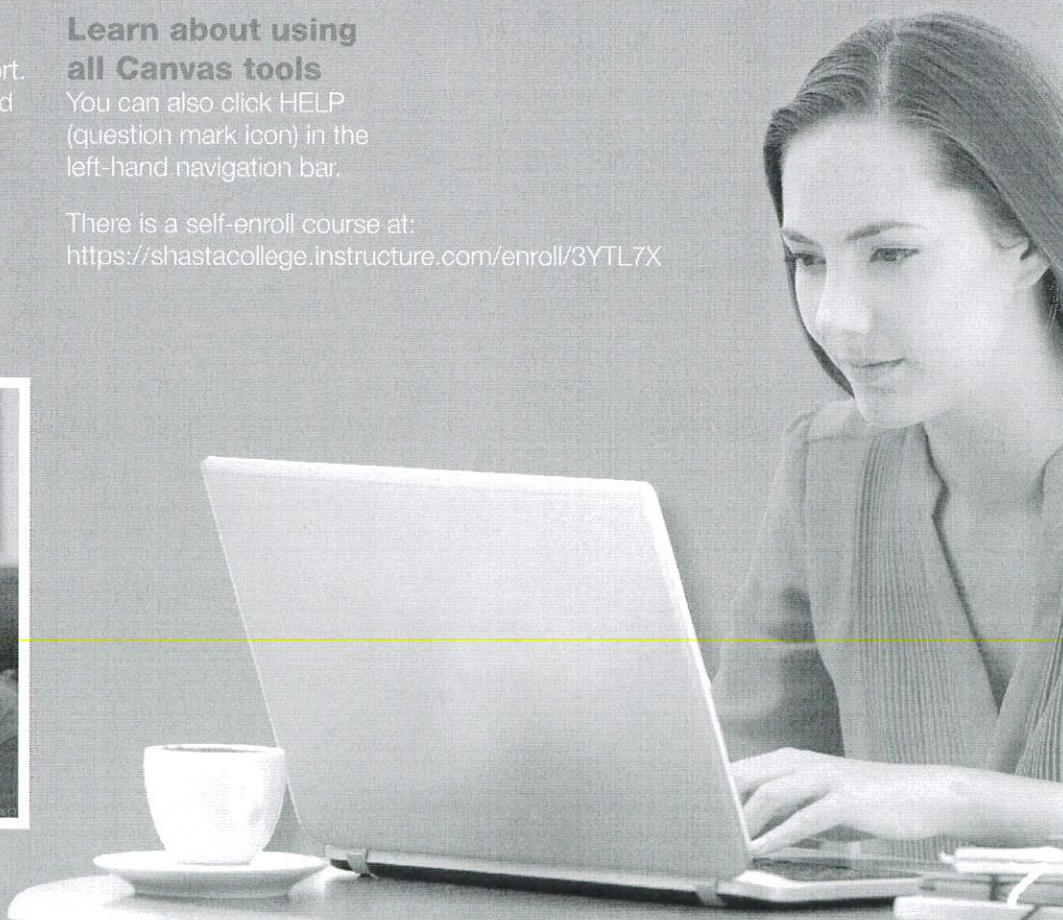
## **Course content questions?**

For questions about course content, please contact your instructor. The Inbox in Canvas is the best way to contact your instructor.

## **Learn about using all Canvas tools**

You can also click HELP (question mark icon) in the left-hand navigation bar.

There is a self-enroll course at:  
<https://shastacollege.instructure.com/enroll/3YTL7X>





# TOOLS & TIPS

## Discussions

Discussions is a forum designed to facilitate informal communication between students in a course. It can also be created as an assignment for grading purposes.

## Assignments

**Important:** To submit an assignment, you will need to have the assignment open. Then, click Submit Assignment in the upper-right corner to begin the process of submitting an assignment. You will need to click another Submit Assignment button when you're ready to submit it. If you don't see a Submit Assignment button, your instructor is not currently accepting online submissions for the assignment.

To view an assignment grade and / or instructor comments, click Assignments. Click the assignment name. In the sidebar 'Submission' box, click Submission Details. At the top of the sidebar, you can view the grade. If your assignment was graded using a rubric, click Show Rubric to see what score you received for each criterion.

## Notifications

Notifications allow you to determine where and when to be notified about activity in Canvas. Notifications are set for an entire user's account, not on a course-by-course basis.

## Announcements

This feature is a communication tool that allows instructors to post announcements for all users in a course.

## Online Tutoring (NetTutor)

NetTutor provides free online, on-demand services to meet with live online tutors, submit questions, and review essays.

## Rich Text Editor

Use the editor in assignments, discussions, etc., for embedding video and math formulas. The editor will only appear in assignments if the instructor has selected the text option.

## Grades

To see your grades for a course, click Grades in the left-hand course navigation. View the scoring details for an assignment by clicking the checkmark icon. If there are comments, click the bubble icon to view.

## Inbox

Conversations is a messaging tool used to communicate an individual student, or a group of students. This is the best method to contact your instructor.

## Chat

The Chat feature is for real-time communication with your instructor and/or classmates.

## Files

This feature allows you to store documents and media files that are either public or private.

## Quizzes

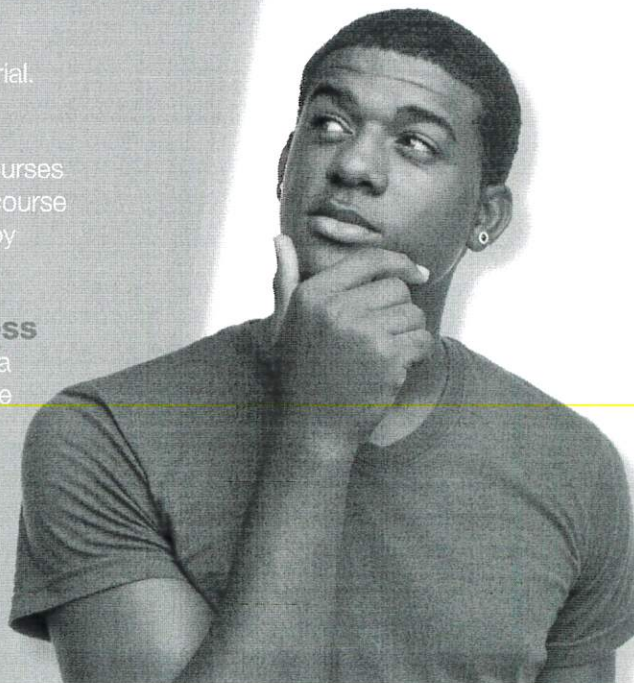
Quizzes in Canvas are assignments that can be used to challenge your understanding and assess comprehension of course material.

## Calendar

Your calendar shows all your courses and groups. You can add non-course related events to this calendar by clicking the Plus icon.

## Skills for Online Success

This external link directs you to a resources page for online course preparation.





# Senior CHECKLIST



- Attend Financial Aid Night
- Fill FAFSA ID Memorize Social Security #
- Create professional email account
- Create a calendar of admission deadlines
- Draft personal statement essays
- Register for SAT/ ACT



- FAFSA opens October 1st
- CSU & UC application open October 1st
- Visit colleges or take virtual tours - Sign up for Shasta College free campus tours through the Transfer Center
- Research costs of attendance at your schools of choice



- CSU & UC applications due November 30th
- Begin scholarship research - ask homeroom for websites and tips
- Review FAFSA report - make corrections if needed
- Print / or save Report with other college application material



- Confirm official SAT/ACT score reports and make sure they were sent to the colleges of choice.
- Apply for scholarships - check deadlines

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At any point ask for help from your homeroom advisor  
or your high school counselor, or Shasta College transfer center.



# Senior CHECKLIST



- Check online portal at the colleges applied to and your email weekly.
- Respond promptly to college request for information.
- Keep a copy of everything you submit (paper or electronic)
- Watch for application confirmation emails. Apply for scholarships



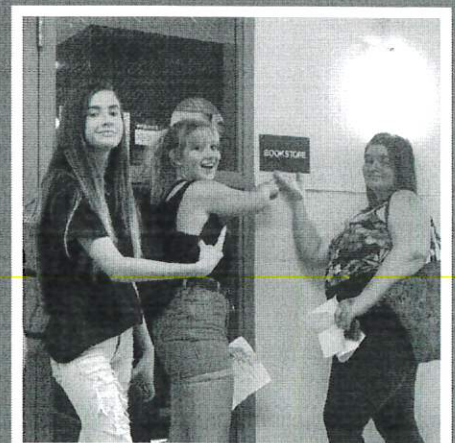
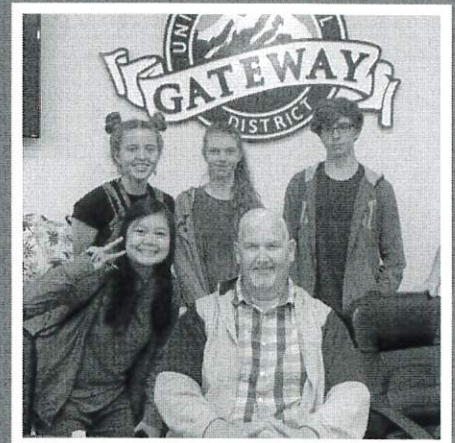
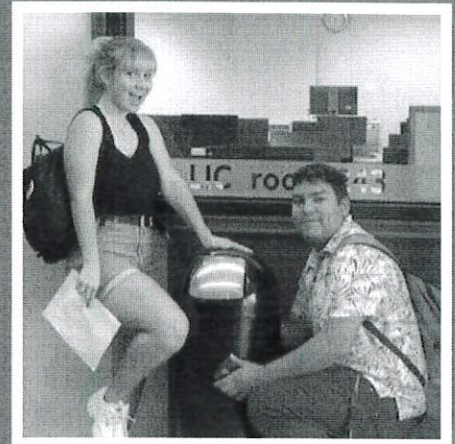
- Manage Cal- Grant status at the site: [mygrantinfo.csac.ca.gov](http://mygrantinfo.csac.ca.gov)
- Check Math & English assessment tests required at the colleges you applied.
- Apply for scholarships.



- Watch emails for acceptance letters and financial aid offers.
- Evaluate all financial aid offers - ask questions. All offers are estimates!
- Consider grants, work- study, and aid scholarships - these do not need to be paid back



- Notify financial aid offices of questions, changes and missing scholarship
- If short of mandatory deposits, contact the college and ask if they can defer deposits and/or make installment plans.
- Use college portal to accept or deny financial aid awards. May 1st - Accept offer of admission!





# Transfer?

## YES YOU CAN!

Where to go to college can be a difficult decision. For some it means going straight off to a four-year university or college, for others it means earning their Associates at a community college and transferring.

Transferring from a community college to a four-year school isn't as crazy as it seems! For students who don't feel fully ready to go off to a four-year college or who want to get their general courses out of the way to save money, starting at a community college is a great option.

At Shasta College you can earn your Associates degree and cover your general education courses within two years - with College Connection courses this often can be accomplished in one year or less post high school. The pathway to a four-year degree might be easier than you think. The biggest advantage is tuition is free for two-years post high school.

Make sure to follow the transferable course work either the CSU GE transfer or the IGETC transfer for UC and private schools.

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Have Questions? Talk to the Transfer Center Staff!

**Daniel Valdivia**

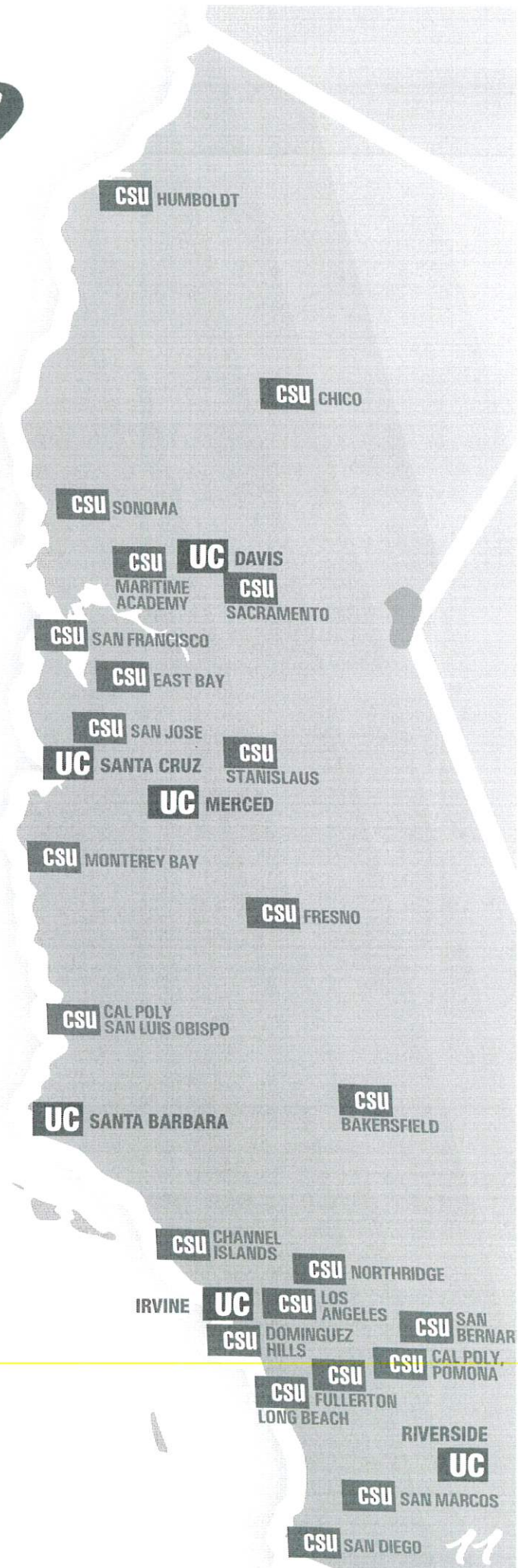
Transfer Center Coordinator

(530) 242-7959 | [dvaldivia@shastacollege.edu](mailto:dvaldivia@shastacollege.edu)

**Bethany Davis**

Transfer Center Facilitator

(530) 242-7570 | [bdavis@shastacollege.edu](mailto:bdavis@shastacollege.edu)





## Shasta College 2019-2020

### California State Universities – General Education

Shasta College students will meet the General Education requirements for all campuses of the California State University system by completing the following General Education Program. Shasta College may certify a maximum of 39 semester units from Categories A - E. Note: No more than 30 semester units may be certified from Categories B - D. Courses listed more than once may be used to fulfill the requirements of one category only.

An additional 9 units of upper division work must be taken at a CSU campus to complete the full 48-unit General Education requirement.

**CATEGORY A:** Students shall select a minimum of nine (9) units in communications in the English language. Students must select one course from each area.

**A1: Oral Communication**

CMST 54: Small Group Communication	CMST 60: Public Speaking
CMST 54H Small Group Communication/Hnrs	CMST 60H: Public Speaking/Hnrs

**A2: Written Communication**

ENGL 1A: College Composition  
ENGL 1AH: College Composition/Hnrs

**A3: Critical Thinking**

ENGL 1B: Literature & Composition	ENGL 1C: Crit. Reasoning/Reading/Writ	CMST 40: Argumentation and Debate
ENGL 1BH: Literature & Composition/Hnrs	ENGL 1CH: Crit. Reasoning/Reading/Writ/Hnrs	CMST 40H: Argumentation and Debate/Hnrs
		PHIL 8: Logic

**CATEGORY B:** Students shall select a minimum of nine (9) units in the physical universe and its life forms and in mathematical concepts and quantitative reasoning. Students shall select at least three units from each area. One of the courses must have a laboratory. Additional courses may be selected from any area. Courses underlined are designated as laboratory courses.

**B1/B3: Physical Sciences**

ASTR 1: Astronomy: The Solar System  
ASTR 2: Stellar Astronomy  
ASTR 2H: Stellar Astronomy/Hnrs  
AGPS 24: Soils  
CHEM 1A: General Chemistry  
CHEM 1B: General Chemistry  
CHEM 2A: Introduction to Chemistry  
CHEM 2B: Intro to Organic & Bio Chemistry  
CHEM 10: Chemistry for Liberal Arts  
CHEM 11: Chemistry Lab for Liberal Arts  
CHEM 16: Chemical Problem Solving  
CHEM 70: Organic Chemistry  
CHEM 70A: Organic Chemistry Lab

CHEM 71: Organic Chemistry  
CHEM 71A: Organic Chemistry Lab  
ESCI 1: Physical Geology  
ESCI 2: Geology, Historical  
ESCI 3: Mineralogy & Crystal Optics  
ESCI 6: Ancient Life  
ESCI 7: Intro to Geology of California  
ESCI 8: Planetary Geology  
ESCI 9: Earthquakes, Volcanoes  
ESCI 10: Environmental Geology  
ESCI 12: General Earth Science  
ESCI 14: Meteorology  
ESCI 14L: Meteorology Lab

ESCI 15: Oceanography  
ESCI 17: Earth System Science  
ESCI 18: Global Climate: Past, Present, Future  
GEOG 1A: Physical Geography  
GEOG 1AL: Physical Geography Lab  
PHSC 1: Physical Science Survey  
PHYS 2A: Gen. College Physics  
PHYS 2B: Gen. College Physics  
PHYS 4A: Physics (Mechanics)  
PHYS 4B: Physics (Electricity & Magnetism)  
PHYS 4C: Physics (Heat, Waves, Optics, & Modern Physics)

**B2/B3: Life Sciences**

AGAS 19: Principles of Animal Science  
AGEH 33: Environ. Horticulture  
AGNR 60: Environmental Science  
AGNR 61: Environmental Science Lab  
AGPS 20: Plant Science  
ANAT 1: Human Anatomy  
ANTH 1: Physical Anthropology  
BIOL 1: Principles of Biology  
BIOL 5: Human Biology

BIOL 6: Human Biology  
BIOL 10: General Biology  
BIOL 10H: General Biology/Hnrs  
BIOL 10L: General Biology Lab  
BIOL 11: Diversity of Life  
BIOL 12: Field Biology  
BIOL 12L: Field Biology Lab  
BOT 1: General Botany  
BOT 15: Plants and People

ESCI 6: Ancient Life  
MICR 1: Microbiology  
NHIS 5: Natural History of the Neotropics  
NHIS 5L: Natural History of the Neotropics Lab  
NHIS 15: Natural History of California  
PHY 1: Physiology  
ZOOL 1: General Zoology

**B4: Mathematical Concepts and Quantitative Reasoning**

BUAD 14: Personal Finance	MATH 4A: Calculus 4A
MATH 2: Precalculus Mathematics	MATH 4B: Differential Equations
MATH 2A: Precalculus College Algebra	MATH 6: Linear Algebra
MATH 2B: Precalculus Trigonometry	MATH 8: Finite Mathematics
MATH 3A: Calculus 3A	MATH 9: Survey of Calculus
MATH 3B: Calculus 3B	MATH 10: Plane Trigonometry

MATH 11: Patterns of Mathematical Thought  
MATH 13: College Algebra for Liberal Arts  
MATH 14: Introduction to Statistics  
MATH 14S: Statistics with Support  
MATH 41A: Concepts of Elementary Math  
MATH 41B: Concepts of Elementary Math

**CATEGORY C:** Students shall select a minimum of nine (9) units among the arts, literature, philosophy, and foreign languages, with at least one course in the arts and one in the humanities.

**C1: Arts**

\*\*ART 1: Introduction to Art  
ART 2: History of Western Art  
ART 3: Western Art, Renaissance to Cont.  
\*\*ART 4: World Art  
ART 6: History of Modern Art  
CMST 30: Oral Interpretation  
CMST 30H: Oral Interpretation/Hnrs

ENGL 14: Drama as Lit  
HUM 2: Exploring the Humanities  
HUM 2H: Exploring the Humanities/Hnrs  
HUM 4: Humanities Through Film  
MUS 10: Music Appreciation  
MUS 11: History of Jazz and Early Rock  
\*\*MUS 14: World Music

MUS 15: History of Rock  
MUS 16: History of Jazz  
THTR 1: Introduction to Theatre  
THTR 5: 20th Century Theatre  
THTR 8: History of World Theatre I  
THTR 9: History of World Theatre II



## C2: Humanities

ASL 1: American Sign Language 1  
ASL 2: American Sign Language 2  
ASL 3: American Sign Language 3  
ASL 4: American Sign Language 4  
CHIN 1: Mandarin Chinese 1  
ENGL 1B: Literature & Composition  
ENGL 1BH: Literature & Composition/Hnrs  
\*\*ENGL 10A: World Literature to 1650  
\*\*ENGL 10B: World Literature after 1650  
ENGL 11A: Survey of American Lit.  
ENGL 11B: Survey of American Lit.  
ENGL 13A: Survey of English Lit.  
ENGL 13B: Survey of English Lit.  
ENGL 14: Drama as Lit  
ENGL 15: Lit. By/About Women  
ENGL 16: Poetry

ENGL 17: Intro to Shakespeare  
\*ENGL 18: African American Lit  
ENGL 19: Survey of Bible as Literature  
\*\*ENGL 20: World Mythology  
\*ENGL 24: Multicultural American Lit.  
ENGL 25: Linguistics  
ENGL 31: Creative Writing  
ENGL 33: Fiction and Film  
ENGL 36: Children's Lit  
FREN 1, 2: Elementary French  
FREN 3, 4: Intermediate French  
GERM 1, 2: Elementary German  
\*\*HIST 2: World Civilization to 1500 C.E.  
\*\*HIST 3: World Civilization: 1500 to Present  
HUM 2: Exploring the Humanities  
HUM 2H: Exploring the Humanities/Hnrs

HUM 4: Humanities Through Film  
HUM 70: Exploring Contemporary TV  
JAPN 1, 2: Japanese 1, 2  
JAPN 3, 4: Japanese 3, 4  
JAPN 19: Japanese Conversation 1  
JAPN 20: Japanese Conversation 2  
PHIL 6: Introduction to Philosophy  
PHIL 7: Ethics: Understanding Right/Wrong  
PHIL 8: Logic  
PHIL 14: Modern Western Philosophy  
SPAN 1, 2: Spanish 1, 2  
SPAN 3, 4: Spanish 3, 4  
SPAN 11: Elementary Spanish Conversation  
SPAN 12: Intermediate Spanish Conversation  
SPAN 19: Span and Latin Amer Civilization

**CATEGORY D:** Students shall select a minimum of nine (9) units in social, political and economic institutions and behavior, and their historical background, with courses taken in at least two disciplines.

\*ADJU 10: Intro to Admin of Justice

AGAB 54: Agricultural Economics

AGNR 11: Environmental Ethics

AGPS 25: California Water

\*\*ANTH 2: Cultural Anthropology

\*\*ANTH 14: Religion, Myth, and Ritual

\*ANTH 25: Culture/Hist North Amer. Indian

\*\*ARCH 3: Principles of Archaeology

CMST 10: Interpersonal Comm.

\*CMST 20: Intercultural Comm.

\*CMST 20H: Intercultural Comm./Hnrs

\*ECE 1: Human Development

\*ECE 9: Child Growth & Development

ECON 1A: Principles of Econ. (Micro)

ECON 1B: Principles of Econ. (Macro)

\*\*GEOG 1B: Human Geography

GEOG 5: Digital Planet: GIS & Society

\*GEOG 7: California Geography

\*\*GEOG 8: World Regional Geography

HIST 1A: History of Western Civ.

HIST 1B: History of Western Civ.

\*\*HIST 2: World Civilization to 1500 C.E.

\*\*HIST 3: World Civilization 1500 to Pres

HIST 17A: U.S. History

HIST 17B: U.S. History

\*HIST 25: African American History

\*HIST 35: History of Mex. Americans

\*\*HIST 36: History of the Far East

\*\*HIST 38: History of World Religion

HIST 40: History & Govern. California

HIST 55: History of American West

HIST 57: Russian History

\*\*HLTH 6: Culture and Health

HUSV 70 Intro to Soc Work/Human Svcs

JOUR 21: Intro to Mass Comm.

POLS 1: Intro. to Political Science

POLS 2: Intro. to Amer. Government

\*\*POLS 20: Politics/Developing World

POLS 25: Global Politics

PSYC 1A: General Psychology

PSYC 1AH: General Psychology/Hnrs

PSYC 5: Human Sexuality

PSYC 14: Personal/Social Adjustment

PSYC 15: Social Psychology

PSYC 17: Abnormal Psychology

\*PSYC 20: Cross-cultural Psychology

\*PSYC 41: Cult/Soc Context of Chldhd

PSYC 46: Human Memory & Learning

SOC 1: Introduction to Sociology

SOC 1H: Introduction to Sociology/Hnrs

SOC 2: Social Problems

SOC 15: Sociology of Mass Media

\*SOC 25: Sociology of Minorities

SOC 30: Sociology of Gender

## AMERICAN HISTORY AND GOVERNMENT REQUIREMENTS FOR GRADUATION FROM A CSU CAMPUS

Completion of a course in American History and a course in American Government is a requirement to graduate from any of the 23 CSU universities. At Shasta College, HIST 17A or HIST 17B, and POLS 2 will satisfy the requirement.

**CATEGORY E:** Students shall select a minimum of three (3) units in lifelong understanding and development of themselves as integrated physiological, social and psychological entities.

### E1:

\*ECE 1: Human Development

ECE 2: Child, Family, Community

\*ECE 9: Child Growth & Development

HLTH 1: Health and Wellness

HLTH 2: Nutrition and Fitness

HLTH 3: Substance Abuse Awareness

HLTH 4: Women's Health

HLTH 7: Stress Management and Health

HUSV 16: Marriage and Family

HUSV 18: Adulthood and Aging

HUSV 60: Life Management

NUTR 25: Nutrition

NUTR 25H: Nutrition/Hnrs

PSYC 1A: General Psychology

PSYC 1AH: General Psychology/Hnrs

PSYC 5: Human Sexuality

PSYC 14: Personal/Social Adjustment

STU 1: College Success

\*\*\*\*\*

**CHICO STATE** requires two courses to satisfy the U.S. Diversity & Global Cultures requirement. Both courses may be part of the 39-unit General Education requirement.

- Courses with one asterisk (\*) meet the U.S. Diversity requirement and are "concerned primarily with the aspirations and history of ethnic subcultures". They are ADJU 10, ANTH 25, CMST 20, CMST 20H, ECE 1, ECE 9, ECE 28, ENGL 18, ENGL 24, GEOG 7, HIST 25, HIST 35, PSYC 20, PSYC 41, SOC 25.
- Courses with two asterisks (\*\*) meet the Global Cultures requirement and are "concerned primarily with cultures and societies outside Western Heritage". They are ANTH 2, ANTH 14, ARCH 3, ART 1, ART 4, ENGL 10A, ENGL 10B, ENGL 20, GEOG 1B, GEOG 8, HIST 2, HIST 3, HIST 36, HIST 38, HLTH 6, MUS 14, POLS 20.

\*\*\*\*\*

Courses taken for CSU General Education are applied to categories based on the General Education list for the year they are completed. This is the approved list for courses taken Fall 2019 through Summer 2020. See [www.assist.org](http://www.assist.org) for prior years.



# Shasta College 2019-2020

## IGETC

### (Intersegmental General Education Transfer Curriculum)

Students who are planning to transfer to the University of California system or who are undecided about whether to transfer to a UC or CSU may satisfy general education requirements with IGETC. The IGETC will permit a student to transfer from a community college to a campus in either the UC or CSU system without the need to take additional lower division general education courses to satisfy campus general education requirements. Transfer students to UC have the option of following IGETC or completing the general education requirement at the campus they plan to attend. Students pursuing majors that require extensive lower division preparation may not find the IGETC option to be advantageous. Check with a counselor before choosing your general education pattern.

IGETC courses must be completed with a "C" grade or better (P is acceptable).

#### AREA 1 - ENGLISH COMMUNICATION

Group A: English Composition (one course)

ENGL 1A: College Composition

ENGL 1AH: College Composition/Hnrs

Group B: Critical Thinking/English Composition (one course)

ENGL 1B: Literature and Composition

ENGL 1BH: Literature and Composition/Hnrs

ENGL 1C: Critical Reasoning, Reading and Writing

ENGL 1CH: Critical Reasoning, Reading and Writing/Hnrs

FOR CSU ONLY:

Group C: Oral Communication (one course)

CMST 54: Small Group Communication

CMST 54H: Small Group Communication/Hnrs

CMST 60: Public Speaking

CMST 60H: Public Speaking/Hnrs

#### AREA 2 - MATHEMATICAL CONCEPTS AND QUANTITATIVE REASONING (one course):

MATH 2: Pre-Calculus

MATH 2A: Precalculus College Algebra

MATH 2B: Precalculus Trigonometry

MATH 3A: Calculus+

MATH 3B: Calculus

MATH 4A: Calculus

MATH 4B: Differential Equations

MATH 6: Linear Algebra

MATH 8: Finite Math

MATH 9: Survey of Calculus+

MATH 13: College Algebra for Liberal Arts

MATH 14: Intro to Statistics

#### AREA 3 - ARTS AND HUMANITIES (three courses; at least one course from the Arts and one from the Humanities):

##### 3A - ARTS:

ART 1: Introduction to Art

ART 2: History of Western Art

ART 3: Western Art, Renaissance to Cont.

ART 4: World Art

ART 6: History of Modern Art

MUS 10: Music Appreciation

MUS 11: History of Jazz and Early Rock

MUS 14: World Music

MUS 15: History of Rock

MUS 16: History of Jazz

THTR 1: Introduction to Theatre+

THTR 5: 20th Century Theatre

THTR 8: History of World Theatre I

THTR 9: History of World Theatre II

##### 3B - HUMANITIES:

ASL 2: American Sign Language 2

ASL 3: American Sign Language 3

ASL 4: American Sign Language 4

ENGL 10A/B: World Literature

ENGL 11A/B: Survey of American Lit.

ENGL 13A/B: Survey of English Lit.

ENGL 14: Survey of Drama as Lit

ENGL 15: Lit. By and About Women

ENGL 16: Poetry

ENGL 17: Intro to Shakespeare

ENGL 18: African American Literature

ENGL 19: Survey of the Bible as Literature

ENGL 20: World Mythology

ENGL 24: Multicult. Perspectives in Amer Lit

ENGL 25: Linguistics

ENGL 33: Fiction and Film

ENGL 36: Children's Lit

FREN 2: Elementary French

FREN 3/4: Intermediate French

GERM 2: German 2

HIST 2: World Civilization to 1500 C.E.

HIST 3: World Civilization 1500 to Present

HIST 25: African American History

HUM 2: Exploring the Humanities

HUM 2H: Exploring the Humanities/Hnrs

HUM 4: Humanities Through the Film

HUM 70: Exploring Contemporary TV

JAPN 2: Japanese 2

JAPN 3/4: Japanese 3, 4

PHIL 6: Intro. to Philosophy

PHIL 7: Ethics: Understand Right/Wrong

PHIL 14: Modern Western Philosophy

SPAN 2: Spanish 2

SPAN 3/4: Spanish 3, 4

#### AREA 4 - SOCIAL AND BEHAVIORAL SCIENCES (three courses from at least two disciplines):

ANTH 2: Cultural Anthropology

ANTH 14: Religion, Myth, and Ritual

ANTH 25: Culture/History of N. Amer. Indian+

ARCH 3: Principles of Archaeology

CMST 10: Interpersonal Communication

CMST 20H: Intercultural Communication/Hnrs

ECE 1: Human Development

ECE 9: Child Growth and Development

ECON 1A: Principles of Economics (Micro)

ECON 1B: Principles of Economics (Macro)

GEOG 1B: Human Geography

GEOG 7: California Geography

GEOG 8: World Geography

HIST 1A: History of Western Civilization

HIST 1B: History of Western Civilization

HIST 2: World Civilization to 1500 C.E.

HIST 3: World Civilization 1500 to Present

HIST 17A: U.S. History and Government

HIST 17B: U.S. History and Government

HIST 25: African American History

HIST 35: History of Mexican Americans

HIST 36: History of the Far East

HIST 38: History of World Religions

HIST 40: History & Government of CA

HIST 55: History of the American West

HIST 57: Russian History of 20th Century

HLTH 6: Culture and Health

POLS 1: Introduction to Political Science

POLS 2: Introduction to American Government

POLS 20: Politics of the Developing World

POLS 25: Global Politics

PSYC 1A: General Psychology

PSYC 1AH: General Psychology/Hnrs

PSYC 5: Human Sexuality

PSYC 14: Personal/Social Adjustment

PSYC 15: Social Psychology

PSYC 17: Abnormal Psychology

PSYC 20: Cross-cultural Psychology

PSYC 41: Cultural/Soc Context-Childhood

PSYC 46: Human Memory & Learning

SOC 1: Introduction to Sociology

SOC 1H: Introduction to Sociology/Hnrs

SOC 2: Social Problems

SOC 15: Sociology of Mass Media

SOC 25: Sociology of Minorities

SOC 30: Sociology of Gender

+Transfer credit may be limited by either UC or CSU or both (usually due to duplication of content). Students should consult with a counselor for additional information.



**AREA 5 - PHYSICAL AND BIOLOGICAL SCIENCES** (two courses, one Physical Science and one Biological Science for a minimum of 7 units; at least one course must include a laboratory (underlined)).

**5A – PHYSICAL SCIENCES:**

ASTR 1: Astronomy: The Solar System  
ASTR 2: Stellar Astronomy  
ASTR 2H: Stellar Astronomy/Hnrs  
CHEM 1A: General Chemistry  
CHEM 1B: General Chemistry  
CHEM 2A: Intro to Chemistry +  
CHEM 2B: Intro to Org & Bio Chemistry+  
CHEM 10: Chemistry for Liberal Arts+  
CHEM 11: Chemistry Lab/Liberal Arts+  
CHEM 16: Chemical Problem Solving  
CHEM 70: Organic Chemistry  
CHEM 70A: Organic Chemistry Lab  
CHEM 71: Organic Chemistry

CHEM 71A: Organic Chemistry Lab  
ESCI 1: Physical Geology  
ESCI 2: Historical Geology  
ESCI 3: Mineralogy & Crystal Optics  
ESCI 6: Ancient Life  
ESCI 7: Intro to Geology of California  
ESCI 8: Planetary Geology  
ESCI 9: Earthquakes, Volcanoes  
ESCI 10: Environmental Geology  
ESCI 12: Earth Science Survey+  
ESCI 14: Meteorology  
ESCI 14L: Meteorology Lab

ESCI 15: Oceanography  
ESCI 17: Earth System Science  
ESCI 18: Global Climate: Past/Present/Future  
GEOG 1A: Physical Geography  
GEOG 1AL: Physical Geography Lab  
PHSC 1: Physical Science Survey+  
PHYS 2A: General College Physics+  
PHYS 2B: General College Physics+  
PHYS 4A: Physics (Mechanics)+  
PHYS 4B: Physics (Electricity & Magnetism)+  
PHYS 4C: Physics (Heat, Waves, Optics, & Modern Physics)+

**5B – BIOLOGICAL SCIENCES:**

AGNR 60: Environmental Science  
AGNR 61: Environmental Science Lab  
AGPS 20: Plant Science  
ANAT 1: Human Anatomy  
ANTH 1: Physical Anthropology  
BIOL 1: Principles of Biology  
BIOL 5: Intro to Human Biology+  
BIOL 6: Intro to Human Biology Lab+

BIOL 10 General Biology+  
BIOL 10H: General Biology/Hnrs  
BIOL 10L: General Biology Lab  
BIOL 11: Diversity of Life  
BIOL 12: Field Biology  
BIOL 12L: Field Biology Lab  
BOT 1: General Botany  
BOT 15: Plants and People

MICR 1: Microbiology  
NHIS 5: Natural History of the Neotropics  
NHIS 5L: Natural Hist of the Neotropics Lab  
NHIS 15: Natural History of California  
PHY 1: Physiology  
ZOO 1: General Zoology

**AREA 6 - LANGUAGE OTHER THAN ENGLISH**

Proficiency is required by UC. CSU transfers do not need to meet this requirement. Proficiency is defined as two years of high school study in the same language with a "C" grade or better. If you have not satisfied this requirement in high school, you must take one of these courses:

ASL 1 American Sign Language 1  
CHIN 1: Mandarin Chinese 1

FREN 1: Elementary French  
GERM 1: German 1

JAPN 1: Japanese 1  
SPAN 1: Spanish 1

**CSU GRADUATION REQUIREMENT IN U.S. HISTORY AND AMERICAN IDEALS** (Two courses, one from each group):

**GROUP 1:**

HIST 17A: U.S. History  
HIST 17B: U.S. History

**GROUP 2:**

POLS 2: Introduction to American Government

+Transfer credit may be limited by either UC or CSU or both (usually due to duplication of content). Students should consult with a counselor for additional information.

This is the approved list for courses taken Fall 2019 through Summer 2020. See [www.assist.org](http://www.assist.org) for prior years.

## 2020 - 2021 School Calendar

180 Instructional Days | 5 Staff / Work Development Days

JULY 2020						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

AUGUST 2020						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPTEMBER 2020						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

OCTOBER 2020						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER 2020						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

DECEMBER 2020						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JANUARY 2021						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

FEBRUARY 2021						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

MARCH 2021						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

APRIL 2021						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

MAY 2021						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

JUNE 2021						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

**School Closed/Holidays:**  
 Labor Day 7 Sept. | Veterans Day 11 Nov.  
 Thanksgiving 23-27 Nov.  
 Winter Break 21 Dec-6 Jan | MLK Day 18 Jan.  
 President's Days 12 & 15 Feb. | Spring Break 5-9 April

**Staff Development:**  
 No School for Students 13 & 14 Aug | 15 Jan | 27 & 28 May  
 First and Last Days of School  
 Fall: 4 Aug-18 Dec | Spring: 7 Jan-26 May

**Shasta College First and Last Day**

25 Graduation Rehearsal 26 Graduation





## CONTRACT FOR E-RATE COMPLIANCE SERVICES

This agreement is made and entered by and between **Corning Union High School District**, a local education agency ("District") and CSM Consulting, Inc., a California Corporation ("Consultant").

### **RECITALS**

- A. District desires to have a Consultant to prepare documentation, forms and applications regarding the Federal Communications Commission ("FCC") E-Rate program.
- B. District has the authority to enter into an Agreement with a Consultant for purposes of complying with the FCC E-Rate program.
- C. Consultant is duly qualified to provide the services called for in this Agreement in consideration for the fee stipulated in this Agreement.

### **I. CONSULTANT'S RESPONSIBILITIES – SCOPE OF SERVICE**

- 1. Shall provide to District completed forms and processes related to all Category One and Category Two applications of the Federal Communications Commission E-Rate filings with the schools and library division ("SLD") during the term of this Agreement as shown in Section IV., 1. Services provided under this agreement to include the following:
  - Assist and coordinate the preparation and filing of FCC Forms: 470, 471, 486 and 500.
  - Assist and coordinate the preparation and filing of:
    - Item 21 Attachments
    - Form 472 (Billed Entity Applicant Reimbursement Form BEAR) and/or vendor specific discount forms (i.e. Data Gathering Form, Existing Services List, etc.)
    - Implementation Deadline Extension Request (ImDER)
    - Invoice Deadline Extension Request (IDER)
    - Service Provider Identification Number (SPIN) Change Requests
    - Service Substitution Requests
    - Service Certifications
    - Program Integrity Assurance (PIA)
    - Payment Quality Assurance (PQA) requests
- 2. Act as District's main point of contact with the SLD.
- 3. Assist District on E-Rate compliance including updates on rule or regulatory changes, as applicable.

### **II. DISTRICT RESPONSIBILITIES**

- 1. Provide all required information and data for filing all forms with the SLD in a timely manner and all required and requested data for filing the Form 471 at least thirty (30) days prior to USAC's Form 471 filing deadline.
- 2. Adhere to E-Rate rules, procedures and regulations established by the FCC and other applicable regulatory agencies.
- 3. Take such official action, such as review of Consultants drafts and promptly sign and return all forms required for filing with a third party in a timely manner so that Consultant can perform its obligations under this Agreement.



4. Promptly pay Consultant its fee for services rendered. All payments are due and payable within 30 days after delivery to the District of the invoice.
5. Sign, date and certify all forms filed by Consultant on District's behalf.

### **III. COST**

1. **Pricing.** The cost for services rendered regarding the E-Rate application process, as referred to in Section I of this agreement, will be invoiced and due to the Consultant as follows:

Base contract amount ("Base Amount") of **\$5,000**

Invoices for the Base Amount will be provided monthly (or quarterly) continuing through June 30 of each respective term of this Agreement.

The amounts in this section do not include any costs related to additional Compliance Services offered by Consultant that may be requested by the District as shown in Section IV., 4. and 5 below.

### **IV. MISCELLANEOUS**

1. **Term.** The initial term ("Term") of this agreement shall be one (1) year commencing as of July 1, 2020, or upon execution (whichever is later), through June 30, 2021. Thereafter, the Term of this Agreement shall automatically renew for successive one (1) year Term(s) unless one party provides written notice to the other party at least sixty (60) days in advance of the end of the existing Term that it does not wish to renew the Term of this Agreement.
2. **Modifications.** This Agreement may be modified only by a written amendment to this Agreement, executed by both parties.
3. **Independent Contractor.** While engaged in carrying out and complying with the terms and conditions of the Agreement, Consultant is an independent contractor and not an officer, employee, or agent of the District.
4. **Additional Compliance Services not included in SECTION I CONSULTANT RESPONSIBILITIES – SCOPE OF SERVICE.**
  - A. Services and costs in this section are not included in Section I (Consultant Responsibilities – Scope of Service) and Section III (Cost). At the written request of the District, the Consultant may provide the additional Compliance Services listed below, based upon the following hourly rates.

Officer/Principal	\$175 per hour
Information Technology Consultant/Director	\$150 per hour
Lead Consultant	\$120 per hour
Specialist	\$80 per hour

An authorized agent of the District may request the services below via written request to the Consultant. The Consultant will provide the District with an estimate of the number of hours and rates to complete the requested task. Consultant will provide a quote in the form of an email, hard copy quote, electronic copy quote or other means, as appropriate and acceptable to the District and Consultant. These Compliance Services may include but are not limited to the following:

- Assist in the preparation of RFPs/RFIs/RFQs, etc., including technical specs
- Surveys (alternate discount method)
- Comprehensive Technology Plan Writing

- Coordination of response to Special Compliance Reviews
- Selective Review Information Request (SRIR)
- Preparation of USAC and/or FCC appeals
- Audit support, including Beneficiary Contributor Audit Program
- Preparation of documentation/reports/presentations for Board meetings or other special meetings
- Assess and process issues with prior E-Rate applications not previously contracted by with Consultant (invoiced at ten percent 10% of amount recovered)
- Travel expenses for any on-site meetings including hourly rate, standard mileage reimbursement and actual accommodation/travel expense (including airfare if applicable)
- Other E-Rate related services

## *Doc U Manage*

5. **E-Rate Doc-U-Manage Software (Optional Service).** Consultant will provide an online document management software allowing the District multi-user access to maintain documents in an organized manner to meet the USAC 10-year requirement and provide an efficient document management system for the District. The annual license fee for the software is \$1.00 per student from the 1st Period Principal Apportionment CALPADS enrollment.

Please check the appropriate box for designation of service ☐ Yes ☐ No

6. **Conflict of Interest.** No business or personal relationship exists between any school employee and the service provider.
7. **Attorney's Fees and Costs.** In any litigation, arbitration or other proceeding by which one party either seeks to enforce its rights under this Agreement (whether in contract, tort, or both) or seeks a declaration of any rights or obligations under this Agreement, each party shall bear its own attorney fees, together with any costs and expenses to resolve the dispute and to enforce the final judgment.
8. **Severability.** If any term of this Agreement is held by a court of competent jurisdiction to be void or unenforceable, the remainder of this Agreement shall remain in full force and effect and shall not be affected.
9. **Termination.** Except as otherwise provided in this Agreement, either Party may immediately terminate this Agreement, upon written notice to the other Party, if either Party materially breaches the responsibilities set forth in Section I, Consultant's Responsibilities and Section II, District Responsibilities, respectively.
10. **Notices.** All notices that are required to be given by one party to the other under this Agreement shall be in writing and shall be deemed to have been given if delivered personally or enclosed in a properly addressed envelope postage prepaid and deposited with a United States Post Office for delivery by first class and certified mail addressed to the parties at the following addresses, unless such addresses are changed by notice, in writing, to the other party.

Corning Union High School District  
643 Blackburn Ave.  
Corning, CA 96021

CSM Consulting, Inc.  
P.O. Box 4408  
El Dorado Hills, CA 95762-0018

11. **Limitation of Liability.** The aggregate liability in connection with any claim arising out of or relating to this agreement whether in contract, tort or otherwise, shall be limited to an amount equivalent to the fee(s) paid by the District to Consultant for services performed pursuant to this Agreement. Consultant shall not in any circumstances be liable to District, whether in contract, tort or otherwise, for any special, indirect, incidental, or consequential damages of any kind whatsoever whether Consultant is made aware in any way due to, resulting from, or arising in connection with the services performed by Consultant pursuant to this Agreement. District's right to monetary damages listed above in that amount shall be in lieu of all other remedies that District may have.
12. **Governing Law.** The validity of this Agreement and each of its terms and provisions, as well as the rights and duties of the parties under this Agreement, shall be construed pursuant to and in accordance with the law of the State of California.
13. **Authority.** The individuals executing this Agreement represent and warrant that they have the legal capacity and authority to execute and contractually bind their respective legal entities.
14. **Entire Agreement.** This Agreement supersedes any and all other agreements, whether oral or in writing, between the parties with respect to the subject of this Agreement. This Agreement contains all of the covenants and agreements between the parties with respect to the subject of this Agreement, and each party acknowledges that no representations, inducements, promises, or agreements have been made by or on behalf of any party except the covenants and agreements embodied in this Agreement. No agreement, statement, or promise not contained in this Agreement shall be valid or binding on the parties with respect to the subject of this Agreement.

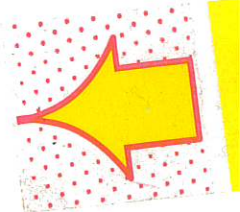
Executed in \_\_\_\_\_, This \_\_\_\_\_ day of \_\_\_\_\_, 2020.



\_\_\_\_\_, Vice President  
David T. Cichella

\_\_\_\_\_, Title \_\_\_\_\_

\_\_\_\_\_  
Corning Union High School District





### AUTHORITY TO COMMUNICATE – Letter of Agency (LOA)

This ATC/LOA (Agreement) entered into on this \_\_\_\_\_ day of \_\_\_\_\_, 2020 by and between **CSM Consulting, Inc.**, *Consultant Registration Number 16043564*, a California Corporation ("Consultant") and Corning Union High School District, a local education agency ("District"). Consultant's authority to communicate shall remain in effect during the term of the "E-Rate Services" consulting contract.

Consultant and District determines it is necessary to prepare documentation, forms and applications regarding the Federal Communications Commission ("FCC") E-Rate program.

District grants to Consultant the authority to investigate and communicate, in any form, with any telecommunication company, service provider, the FCC or the Schools and Libraries Division with regard to the E-Rate Program on District's behalf. Consultant acknowledges that nothing contained herein shall constitute a principal and agent relationship or be construed to evidence the intention of the District to constitute such. The District represents and warrants that the officer executing this Agreement has been duly authorized.

The term of this assignment is from the date of final execution (above) until all issues with E-Rate Years 2004, 2005, 2006, 2007, 2008 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020 and 2021 are resolved or June 30, 2023. When executed, this agreement is authorization for all employees of Consultant to communicate on behalf of the District in performance of the duties outlined herein.

**Corning Union High School District**

Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_



# **Recommendations for the Rodgers Ranch Interpretive Trail**

**submitted by the Masters students in  
EDIC 656, *Rural and Small School Education*  
Professor Ann Schulte  
May 2020**

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**Trail feature: Geocaches**

Enrique Galvan

**Description of the feature:** "Geocaching is a real-world, outdoor treasure hunting game using GPS-enabled devices. Participants navigate to a specific set of GPS coordinates and then attempt to find the geocache (container) hidden at that location" -[Geocaching.com](http://Geocaching.com)  
Essentially, it is a scavenger-hunt type game, where these small treasure boxes can be hidden almost anywhere! Once you have a smartphone and a free account, you can begin!

**Rationale for including this feature:**

In this age of social media and society's constant use of smartphones, a Geocache can help encourage exploration of the outdoors, and being part of a community. Anybody can be incentivized to explore the trail in hopes of finding a new Geocache to sign and add a prize.

**Potential curriculum connections:**

Perhaps place Geocaches in locations on the trail/ranch where students can learn more about the surroundings. Maybe incorporate a QR code to scan inside the Geocache that can lead them to a website that details the flora and surrounding wildlife/livestock!

**Potential community or partner connections:**

When talking with Superintendent Jared, he mentioned that there is a [Geocaching community in Corning area](#) on social media. Perhaps we reach out to them and ask what attracted them to Geocaching, what tips they have for implementing it into the trail, and if they'd be willing to collaborate and help us follow the [extensive Geocache guidelines](#). This [February 2020 article](#) also does a good job explaining the community aspect of Geocaching.

**Special considerations:**

Currently the closest Geocache location is located on the Southern outskirts of the ranch, on South Ave somewhere close to the road from what I could tell. Would be great to put them inside the ranch itself and in places that could use more attention. Jared likes the idea, and suggested putting some Geocaches by the wetlands and the Red Barn! Also, Geocaches vary in difficulty ranging from an easy 1 to the toughest 5. I would recommend making them in the easy range to encourage people from all ages to participate.

**Images or diagrams:****Budget projections or considerations:**

Along with [following the instructions for Geocache](#), it is required that there be: A [durable container](#), a [small logbook](#), a [Geocaching note](#), a [small swappable item](#), and a [pencil/pen](#), which adds up to \$18~



**Trail feature:** QR Codes to give educational facts about the crops and history of the area.

Jenna Stansbury, Manny Bejarano

**Description of the feature:** Throughout the nature trail, have QR codes scattered every so often at specific points of interest throughout the trail. These QR codes will be scanned and listened to through a QR code reader application on a smart device (smart phone, tablet). These QR codes can be updated and changed in order to match the point of interest for different seasons and occasions.

**Rationale for including this feature:** QR codes could be really beneficial on the trail because it allows information to be given out without having to have people stationed throughout the trail to give the same information. It creates an opportunity for students and community members alike to feel autonomous in their learning about their very own community.

**Potential curriculum connections:** K-12 science teachers could bring their students out to the Corning farm and use the QR codes to teach the students about the different crops that are planted on the farm and the importance of the crop. On the trail, there could also be QR codes that give history about the land and people in the Corning area. Students in a history class could do a yearly local history project and each project could be a different google site web page that contains this information. The QR code could then be a direct link to the local history google site. Each school year this will be updated or changed. This could also be opened up on weekends for the general public to experience as well.

**Potential community or partner connections:** In relation to the QR codes, a class at Corning High school could be in charge of making sure the information within the QR codes are up to date and researching new information to add to the sites. This way students and community members are able to click on the QR codes and have new information every few months. In the building process of the QR code plaque and stands to hold the plaque, various classes at Corning High could be part of the design and building process of one.

**Special considerations:** This project provides a very good opportunity to create something within the trail that can have many benefits. Students and community members can learn new and interesting information from the codes that are updated often. This QR code project could be totally self sufficient within the Corning High School community. The building of the wooden poles or metal poles where the QR codes would be displayed could be made by the school's wood working or metal working classes and could be upkeep by students as the years pass. This could be upkeep by an elective class that works at the farm or a farm maintenance farm club run by students.

**Images or diagrams:**



**Budget projections or considerations:** There are many QR code applications that allow you to create these codes for free, and once the QR codes are created, they are good to use for life. The expenses would lie mostly in the wood and/or metal that would be used to build and upkeep the poles in which the QR codes are displayed. A 2x4x8 pole to purchase would be \$3.50 per pole, depending on how many QR codes across the trail are needed would determine total price. This price could be significantly reduced if made from rough wood materials in a wood working class or inquire about wood donation from Corning Lumber or other local woodworking shops.



**Trail feature: Outdoor Education**

Kylie Griffis, Nora A. McKay

**Description of the feature:**

Learning that is in, for, and/or about the outdoors. The goal of an outdoor education program is to develop a deeper relationship with nature. The feature would be benches along the trail that would allow small groups to sit and observe the nature around them. The benches would be placed next to a natural feature, such as the olive orchard, restoration area, etc. An important distinction between outdoor education and farm-to-school education is that outdoor education focuses on the natural wildlife and plants in the area while farm-to-school focuses on the connection between the farm and the school.

**Rationale for including this feature:**

Building a stronger partnership with the elementary school district. The Superintendent mentioned that one group of 3rd graders visit the farm once a year. Connect with Master Plan Core Value: "COMMUNITY- WE BELIEVE that the Rodger's Ranch should partner with other school districts, higher educational institutions, and appropriate industry resources to promote student learning, agricultural experiences, and community involvement."

**Potential curriculum connections:**

The feature connects directly to the [Next Generation Science Standards \(NGSS\)](#), which provide broad concepts that teachers are required to teach. The development of a deeper relationship with nature can be connected to the standards. These Science and Engineering practices are embedded in K-12 standards and also are organized to make connections to English Language Arts and Math.

**Potential community or partner connections:**

The [Hands-On Science Lab](#) from the [Center of Mathematics and Science Education \(CMSE\)](#) at CSUC already coordinates science field trips with schools. This program could be expanded to include field trips to the Rogers Ranch. This program also develops hands-on lessons using California Common Core Curriculum. Once the field trips have been developed by the CMSE, this can be passed on to teachers to implement.

Teachers could also be incentivized to become a representative with the farm to organize the objectives and purpose of bringing students to the farm. This could be a professional development opportunity held at the ranch that involves developing this program and gathering teacher input.

**Special considerations:**

Challenges that might arise when including outdoor education in the trail are group meeting areas to be used for the outdoor education field trips. These could be small clearings where groups can gather or outdoor seating (see images below). Currently there is an area with picnic tables in A4 that can be used for this feature. Ideally for outdoor education the students would have the space around what they are learning to meet so their learning is not disrupted. Having the trail expanded to include the wetlands and restoration area would provide more areas for outdoor education. To make this space successful it should have signs and interactive pieces for the students to learn from.

**Images or diagrams:**

Example of how the trail could look with benches and signs to guide outdoor education.



Students and teachers will need a space to gather near the outdoor education features. In this photo the trail provides enough space for the group to gather.

**Budget projections or considerations:**

There is a cost for schools to bus to the farm. Based on information I gathered from Corning Elementary School district, the average cost per student for a field trip is \$3. A majority of outdoor education programs also charge an additional fee to cover the cost of the program, averaging out to \$5. If this fee is included, for a class of 25 students that would be \$8 per student or a total of \$200. Corning Elementary Schools do have a PTA organization, who may be interested in funding this program. The Corning Rotary Club does sponsor other school related activities and could be an organization that would help fund this program.



## Trail feature: Native Names for Native Plants

Christina Backlund

### Description of the feature:

Native plants will be featured along the trail that would consist of the plain name, the Latin name and the local tribal names for the plants. The labels could include images of the plants, as well as their traditional uses.

### Rationale for including this feature:

It would connect the history of the Paskenta Band of Nomlaki Indians to the trail, especially if the plants featured in the trail are ones that have great cultural significance and use to the tribe. (e.g.. Basket weaving, textile uses and food sources.) This relates to the "[Sense of Place](#)" lessons we had during class. It also promotes the ideas of diversity between people and a celebration of that by showing the bridge between names for plants.

### Potential curriculum connections:

It could connect to the American History Social Studies and Science standards for educational topics of pre-8<sup>th</sup> grader curriculum.

#### California Curriculum Standards related to this:

##### *History–Social Science Standards*

Schools can connect with the tribal council to set up a guest lecture from the Paskenta Band of Nomlaki Indians for the students, they can learn about the tribe's uses of these plants.

#### Next Generation Science Standards (NGSS) for California Public Schools, K-12

- [NGSS Standards for California](#)
- [NGSS 1.Structure, Function, and Information Processing](#)
- [Next Generation Science Standards, Middle School – Plant Identification](#)
- [Life Science \(LS\) Disciplinary Core Ideas](#)

Since the students would have to prepare the area and grow the plants themselves, they will learn more about plant ecology and the biodiversity of the local area. This way students can evaluate the life cycle of the plants and record it as a school based project.

### Potential community or partner connections:

[State National Parks and forestry](#)

#### Potential Contacts:

[Paskenta Band of Nomlaki Indians tribal council.](#)

The public works manager seems like a rational method to communicate the intention on this partnership with.

Tad Williams, Sr. [twilliams@paskenta.org](mailto:twilliams@paskenta.org)

[Gateway Science Museum](#)

CSU Chico maintains a local trail, so some feedback from the people that helped design that trail could be beneficial.

#### CSU CHICO CAVE:

I have seen CAVE volunteers help low income apartments build rather expansive community gardens. There is potential opportunity there with helping build the trail with the high school. They also have programs to work with children in the classroom.

[Lema Ranch- McConnell Foundation headquarters](#), which is another similar facility to Roger's Ranch featuring public trails: and can be a good resource/example for a ranch to public trail conversion model. Since it's related to a nonprofit foundation, they might even have information and tips on maintaining endowments and funding the care of Rodger's Ranch.



### Special considerations:

This can still be viewed as the colonial oppression of the local people if not handled correctly, so it needs to be handled with care in collaboration with the local tribe. The inclusion of their partnership could increase the public awareness of the tribe's connection to the land and area, their beliefs and culture.

The labels/signage could also include the common uses of the plants for the tribe. They could be designed in collaboration with the local tribe and the high school students.

### Budget projections or considerations:

- Landscaping for the trail to include native plants and signage. This would take some monetary funds to create- could be sourced from local donations of money or in-kind-income (such as donated supplies and time).
- Labor could be **done as a school project** relating to the Life Sciences Module of the NGSS for the students (which I mentioned above).
- Another source of in-kind labor is **CAVE Volunteers** (Mentioned above)

### Possible Grant Sources:

- The McConnell Foundation might also be a potential connection for grant applications related to Rodger's Ranch. Since they similarly maintain Lema Ranch (with trails etc) Information for grant seekers can be found through the link.
- Possible funding through a Paskenta Nomlaki Foundation Grant

## Trail feature: Public Arts Integration

Alyssa A. Imai

### Description of the feature:

Arts integration and public art are visual pieces that give the farm and trail a visual identity. This can be informative, like signs describing the process of the farm, or more visual murals and sculptures to promote history, culture, or heritage.

### Rationale for including this feature:

Public art is well known for giving a physical space identity. It takes places from being just functional and makes them unique and recognizable while communicating cultural values. By using art and aesthetics to help define the trail and farm as specific to Corning, we can foster community pride and belonging. This can also bring more visitors to the farm as it becomes a more welcoming and recognizable destination.

### Potential curriculum connections:

Curriculum can be informative about the farm, ecology, and biology for students visiting the farm or can connect to local history about Corning. If students are involved in making art pieces or integrating art, this can connect to the California Common Core art standards and National Art Standards which both encourage artmaking as community engagement and as a connection to culture and history.

### Visual and Performing Arts Standards:

Prof.VA:Cr2.3 Collaboratively develop a proposal for an installation, artwork, or space design that transforms the perception and experience of a particular place.

Prof.VA:Re7.2 Analyze how one's understanding of the world is affected by experiencing visual imagery.

Acc.VA:Pr5 Evaluate, select, and apply methods or processes appropriate to display artwork in a specific place.

### Potential community or partner connections:

This is a great opportunity to involve the community and schools around Corning. Hiring local artists or commissioning art students to design an aspect of the trail can help promote community belonging and identity. This could be scientific drawings of the native plants with explanations, dedications to local figures of history, or murals made by students. Common examples are having students paint tiles or rocks that would be part of a larger installation or having them help install a piece of the artwork. A summer arts program or after school workshop in affiliation with Chico State students or Corning's recreation department could organize or facilitate working with youth and community.

[Chico State University Art Department Clubs and Professional Organizations](#)

[City of Corning Recreation Department](#)

### Special considerations:

Space and location are key considerations for installing public art. It should be visible, accessible, and have an impact. Depending on what you would like to install, this could be on the side of an established building, the gate or entrance to the trail or farm, or along the trail with information. Materials used should also be weather resistant and permanent.

[Rails to Trails Public Art Resource](#)

### Images or diagrams:



### Budget projections or considerations:

There is a lot of initial cost with installation of public art, but upkeep and continued cost would be minimal. The cost can also be offset by grants (the National Endowment for the Arts specifically has grants for this) and community stakeholders may be willing to donate supplies for non-profit or educational purposes.

[National Endowment for the Arts Public Art Resources & Grants](#)



**Trail feature:** Citizen Science phenology projects

Amanda Widgay

**Description of the feature:** Public participation in scientific research. For the Corning trail specifically, this can be public data collection for phenological purposes, to track animal populations, and/or to study the interactions between the human population and the non-human parts of the ecosystem.

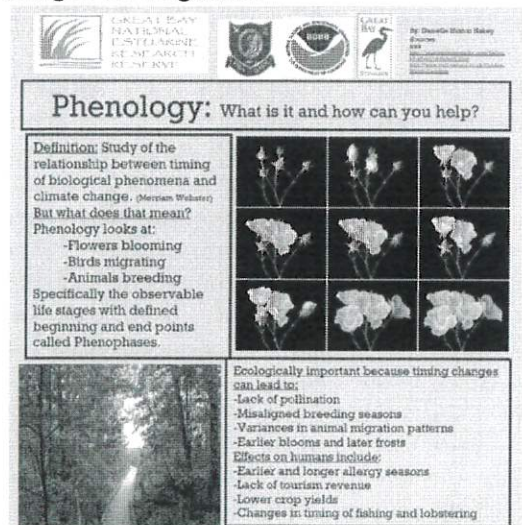
**Rationale for including this feature:** The Corning trail is set up to be accessible to the general public. The trail can use citizen science to contribute to studying phenology and morphology of plants growing along it, as well as any animal activity or other activity deemed of scientific interest.

**Potential curriculum connections:** Studying phenology can be connected to the study of global climate change and the impact of climate change in the north state region, and the trail can be used to study ecosystem interactions.

K-ESS-2   2-LS4-1   3-LS4-2   MS-LS2-4   MS-ESS3-5   HS-ESS3-5

**Potential community or partner connections:** Partnering with high school and college students to compile and analyze data, and also including local nature-based groups (i.e. Boy/Girl Scouts, etc.). Young people can have hands-on experience with nature in their community and understand the implications of climate change and its effects on a local level.

**Special considerations:** A phenology project requires easy access to plants to be studied. This may create challenges in terms of developing the trail because it would need to meander along an easily traveled path but also near the flora.

**Images or diagrams:**

<https://www.givegab.com/nonprofits/great-bay-stewards/opportunities/citizen-science-phenology>

[https://youtu.be/OHY-c\\_RDMkM](https://youtu.be/OHY-c_RDMkM)

**Budget projections or considerations:** There is very little cost associated with teaching and maintaining a phenological study. The teaching can be embedded in farm tours or with info boards posted along the trail near trees or other plants chosen to be studied. There are grants available for this type of study through the National Phenology Network.

## Trail feature: Farm to School Education

Rylee Smith

**Description of the feature:** Farm field trips open to the community that focus on nutrition, health, and food systems. While walking the trail, people will be able to eat the produce that was grown on the farm by students-- promoting both nutrition and the cultivation of school gardens (edible schoolyards).

**Rationale for including this feature:** Offering a farm to school education program will promote a sense of entrepreneurship for high school students growing their own produce. To serve a purpose for their rural community at a young age, may also enhance the return of students to their rural community after higher education. The entrepreneurship skills that high school students gain will last forever and may have a great impact on their future career choices.

**Potential curriculum connections:** Curriculum can be focused on health, nutrition, food systems, business, entrepreneurship, and agriculture for 4-H students, FFA students, high school students and K-8.

**Potential community or partner connections:** Building off of the outdoor education program, elementary school students will be able to enjoy fresh produce while on field trips. This will promote healthy eating and nutritional standards for young students, all while encouraging educational activities related to agriculture, food, health, and nutrition.

**Special considerations:** Possible farmers market booths, where each student can share their produce with the community along the trail. Trails could have permanent booths that students could decorate and personalize when handing out their own produce. They can also give their own "sales pitch presentations" to the community. Along the trail there could also be QR codes that link to recipes using the produce that was grown on the farm.

### Images or diagrams:



**Budget projections or considerations:** Agriculture students and FFA students can create this program as part of their community outreach. Students may eventually be able to sell their produce to community members who want to buy produce locally. For farm field trips, high school students can teach the K-8 students about the importance of agriculture and nutrition, while also promoting their produce (ex. Harvest of the Month).

Limitations may stem from USDA regulations. Student farmers should familiarize themselves with Good Agricultural Practices (GAP) and Good Handling Practices (GHP). An [On-Farm School Safety Checklist](#) should also be created. On-farm food safety checklist tools can help guide the discussions between school districts and student farmers, as well as assist in the development and implementation of their on-farm food safety practices.



**Trail feature: Community Outreach**

Chloe Maday

**Description of the feature:**

CUHS building partnerships with CSU Chico & other community partners to use as resources and create a knowledge base throughout the development of the trail.

**Rationale for including this feature:**

Partnerships open a lot of possibilities and resources that would not be there without that connection. Things that could come about from these partnerships would possibly include: fundraising, resources, knowledge base, volunteer work, etc.

**Potential curriculum connections:**

- One example is Chico State gives Corning a blueprint to build a footbridge, another community partnership may donate the materials, then the students from the wood shop or the metal shop could go out there and apply the skills they have learned to build the bridge.
- Chico State could also provide Corning with signage ideas and resources. Corning students could then use those ideas and create a product. Once the trail is built and open, students could do volunteer work by doing community outreach letting people know it is there and available for their use.
- Corning High School also has after school activity programs that could use the farm they could have a program that goes and walks the trail, program to help maintain the trail, to work in a community garden, etc.
- For student volunteer hours, students could go door to door through town letting people know about the work they are doing out there for the community use, and that a nice walking trail is coming soon. Getting word of mouth out there, opens the door for volunteerism within the community.

**Potential community or partner connections:**

Being from this community, I think a lot of local businesses and farmers would be more than happy to get involved with this project, they just haven't reached out because they do not know about it. I think that CUHS should go and present this plan to the City Council, Rotary Club, The Chamber of Commerce, etc, and build that connection. I think they should present it in an informative way, just trying to get the word out, and from there they would get a lot of activity with this project.

Representatives from Corning High need to be the ones going out and spreading the word. Who would take on this task? Perhaps teachers, students, administrators, FFA, the Farm Manager, etc. It would take time, but it would be worth it if resources come out of it. If someone is willing to take 30 minutes out of their day to go speak to these groups around town, that would be time well spent. The school could give community service hours to students who go out and do this, or perhaps it is a project for a class.

**Special considerations:**

Trail builders should consider where their time and money will go the farthest with the community usage of the trail. Narrow down the features that you think the community needs/would utilize the most, and allocate your time and resources accordingly.

**Images or diagrams:****Budget projections or considerations:**

This would cost nothing but time and energy. I am sure there are grants out there to apply for as well, that is something that CUHS may want to team with with the MPA class at CSU Chico to explore. The class may integrate that into their curriculum to research and maybe even write a grant for them.

Resources:

[3 Ways School Districts Can Improve Community Outreach](#)

[Points of View: Effective Partnerships Between K-12 and Higher Education](#)

[See You on the Trail that Students Built!](#)



## Trail feature: Funding Opportunities for a Farm to School(school garden)/Food Diversion Educational Program

Argelia Ramirez

### Description of the feature:

There is an opportunity to have a portion of the trail be a school/community garden that can provide fresh vegetables and fruits to the school lunch program in Corning. Furthermore, the garden can be part of the curriculum to start food diversion education and zero waste practices that meet California standards of waste reduction/greenhouse emissions.

### Rationale for including this feature:

The National School Lunch Program is very significant because it provides meals to about 30 million children each day, but creates about 1.2 billion dollars in food waste each year (Cohen et al. 2013, 114; United States Department of Agriculture, 2019). Therefore, there are both state (i.e. SB1883 and SB557) and federal laws (i.e. [H.R. 2428](#) and [H.R. 5607](#) introduced to the house in 2020) ) that call for a reduction of waste and food waste in the coming years. Some of these laws also aim to reduce child hunger and promote food diversion and sustainability practices. Having a school/community garden will allow children to learn how to grow their own food, engage in and use compost, and eat more fresh fruits and vegetables. Additionally, the skills learned can be transferable to other careers in the Agricultural sector. The state of California offers ample opportunities in this sector. Furthermore, there are many grant opportunities for schools that are trying or implementing waste reduction practices to their school lunch program.

### Potential curriculum connections:

Contacting the coordinator for the College of Agriculture or the University Farm to get some students involved and volunteer, this would provide valuable "inkind" contributions to the project. [National Farm to School Network](#)

### Potential community or partner connections:

A good person to contact is Instructor **John Cannan from CSU, Chico**. He teaches undergraduates and graduate students a grant writing course. He has over 20 years of experience being a grant consultant for many reputable government agencies, non-profit organizations, and local government entities. His students may also be able to take on certain grants as their class project.

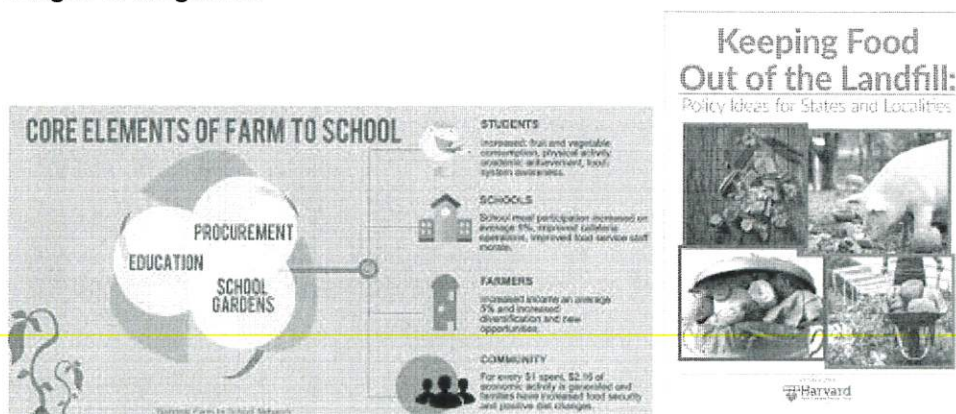
**Butte County Department of Public Works**-City of Chico Compost Facility (Waste Management) might be able to provide grant funding or materials like compost bins.

**CSU, Chico College of Agriculture**, CSU, Chico's Farm for reasons mentioned prior.

### Special considerations:

How big will the garden be, will it provide meals to all schools in the district, the community, or just a select school? What fruits and vegetables will be grown? Will it only be a garden or a green house too? Which students will get to participate in the growing of the food? What department in the district will be incharge of the upkeep of the garden (i.e. custodians, child nutrition, farm coordinator)? How much access will be given to the community, just walk by (trail) or walk through the garden. Will teachers be willing to add the food diversion educational practices to their curriculum? Will they(teachers) be willing to learn about waste reduction practices? Will there be any training provided?

### Images or diagrams:





**Budget projections or considerations:**

It is too soon to be able to tell. Here is a list and links to grant funding opportunities (and other related information)

[Funding for Food Waste Reduction Projects](#)

[Farm to School Grant Program](#)

[Environmental Education \(EE\) Grants | Environmental Education \(EE\)](#)

[Food Waste Prevention and Rescue Grant Program](#)

[FY 2019-20 Community Composting for Green Spaces Grant Program](#)

[School Gardens](#)

[Farm to School Grants - National Sustainable Agriculture Coalition](#)

[Grant Opportunities for School and Youth Garden Programs](#)

[Farm to School Funding](#)

**Trail feature: Botanical Garden**

Martin Silva

**Description of the feature:**

It would be a great idea to set aside a section to create a botanical garden dedicated to the collection, cultivation, preservation and display of a wide range of plants labelled with their botanical names. There are thousands of plants that can be planted that can serve as an educational learning tool for students who are interested in learning Horticulture. The garden may contain specialist plant collections such as cacti and other succulent plants, herb gardens, plants from particular parts of the world, and so on; there may be greenhouses, shadehouses, again with special collections such as tropical plants, alpine plants, or other exotic plants. This will be needed since California has a medeterreanean environment which will enable growth of plants that are seasonal. Visitor services at a botanical garden might include tours, educational displays, trail displays, QR Codes with information about each plant and perhaps vegetation gardening for consumption.

**Rationale for including this feature:**

The reasons a botanical garden would be perfect will be because it will engage many students interested in the preservation of nature and its thousands of plant species. Hence, CUHS role will be to maintain documented collections of living plants for the purposes of scientific research, conservation, display, and education, although this will depend on the resources available and the special interests pursued at Rodgers Ranch botanical garden. Also, if a strong connection with the general public is established along with students from CUHS there is the opportunity to provide visitors of the general public with information relating to the environmental issues being faced in today's world, especially those relating to plant conservation, environment protection and sustainability. Also, it has been researched that planting and being outdoors helps with stress. Therefore, it would be a great hobby for students or the public to do as a community.

**Potential curriculum connections:**

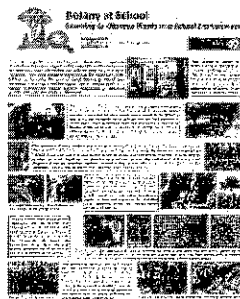
CUHS has current classes in place that can potentially use the botanical garden for experimentation or for educational resources. The current curriculum that CUHS offer are: Natural Resource I, Natural Resource II, Biology, Sustainable Agriculture, Earth Science, Agriculture Core I, Natural Resource I, Natural Resource II, Agriculture and Soil Chemistry, Advanced Agriculture. From: (Corning Union High School/ Course Description Catalog 2020-2021)

**Potential community or partner connections:**

CUHS can potentially connect with CSU Chico, Butte College, Simpson University and perhaps the Environmental Protection Agency. Local universities in the area including Corning Unified High School District and Corning Unified Elementary District can benefit educationally and perhaps be a tool for research. Botanical gardens like the one proposed here are often run by universities or other scientific research organizations, and often have associated herbaria and research programmes in plant taxonomy or some other aspect of botanical science.

**Special considerations:**

Some considerations to consider would be the sharing of the garden. Who will administer the garden and how will it be shared among the community, organizations, county, universities etc. Also, will there be a necessity to employ a full time staff for maintenance purposes. Also, since plants don't grow from one day to the next what would be the time length to consider when having all plants come to fruition. Will construction be required if a greenhouse is needed? Will there be limitations on what plant to grow and even allowed since some plants are banned due to its potential environmental consequences.

**Images or diagrams:**



**Budget projections or considerations:**

Creating a garden would not be easy but it would be well worth it at the end. Students or interested faculty members who would be interested in creating this botanical garden can connect with community members or scientific researchers to come up with a plan in perhaps getting a grant put together. CSU Chico has well reputable and knowledgeable professors who would likely be able to help in doing a grant. Although it will take time for the botanical garden to flourish it will be well worth it in terms of educational purposes, instruction, research, leisure and perhaps a place where people can enjoy nature and relax.

## Trail feature: Shaded/Covered Picnic Area and Shaded Walking Trail

Jeff McGregor

### Description of the feature:

A walking trail through the orchards which should provide some nice shade and scenery. Another option is to build shade structures over the picnic area.

### Rationale for including this feature:

The local people might benefit from an outdoor walking/exercise trail on RR, especially if it has ample shade. It might be affordable to put a raised waterproof type of trail through the orchards so it never gets muddy or flooded. Planting shade trees or making shade structures over a trail is another option, but that seems like too much extra work and expense.

If a picnic area were to be covered it can protect gathering areas from hot summer sun. That could help provide more reasons to encourage the community to visit the Ranch more often on hot days.

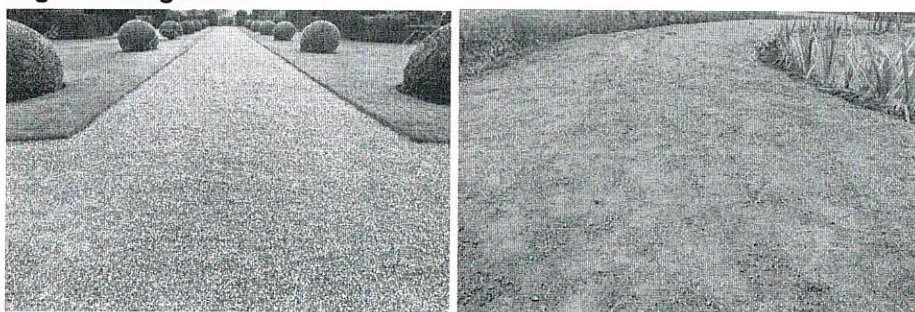
### Potential curriculum connections:

Outdoor walking, shaded gathering space for extra curricular community events.

### Special considerations:

For the Shaded Trail, I would create the trail to go through areas which already have tall shade trees, or are expected to have shade trees, such as the orchards. It may also be a good idea to raise it slightly and have good drainage on either side.

### Images or diagrams:



### Budget projections or considerations:

A gravel trail could cost anywhere from \$10 to \$40 per foot of trail. While a gravel trail or road through the orchard could be expensive, it may serve other purposes of traversing the orchard on rainy days without getting muddy or stuck. I would imagine an earth moving machine, (tiny dozer) would be required to build the path.. Aside from that cost, I think the cheapest way to do the project is with gravel, but I am not 100% sure what is best for an orchard where ground may not be so solid during rain. I do know that stabilized gravel will increase the cost, but would make the path more solid like cement. Also easier to walk over versus large pieces of gravel.



## Fund 13 - CAFETERIA

	BREAKFAST/LUNCH		SUPPER	FOOD SALES	KIRKWOOD /MISC.	SUMMER
	FEDERAL	STATE				
PLANNED FUNDING	390,000	33,500	120,000	125,000	35,000	30,170
CURRENTLY 4/30/20	360,813	28,074	68,048	117,459	22,475	30,170
EXPECTED END 6/30/20	403,569	31,742	0	0	0	50,593
DEFICIT	13,569	(1,758)	(51,952)	(7,541)	(12,525)	20,423
						*ADD COSTS

TOTAL PLANNED	733,670	
TOTAL CURRENT	627,039	
TOTAL EXPECTED	693,886	
TOTAL DEFICIT	(39,784)	*MAJORITY OF DEFICIT IS SUPPER PROGRAM

		2018/19	2019/20	
CLAIMS	MARCH	46,352	60,818	
	APRIL	37,008	42,952	
	MAY	50,322	46,424	EST
	JUNE	21,618	20,424	EST

### SUPPER PROGRAM

BEGINNING BALANCE \$9,733  
 REMOVE ENCUMRANCES \$11,970  
 REMOVED SALARIES/BENE MAY/JUNE  
 TOTAL EXPENSED \$75,520  
 BEG BAL AND REV \$77,781 VS EXPENSES \$75,520

### BREAKFAST/LUNCH PROGRAM

NO EXTRA DUTY/OVERTIME  
 BEGINNING BALANCE \$16,578  
 ESTIMATE ENDING BALANCE \$8,323

RESOLUTION FOR NON-DIRECT SERVICE DISTRICTS

RESOLUTION 424

2019-20

YEAR END CLOSING RESOLUTION

EDUCATION CODE 42601

WHEREAS, the Corning Union High School District Board of Trustees wishes to allow the County Superintendent of Schools to identify and make the transfers between the designated fund balance or the unappropriated fund balance and any expenditure classification or classifications, if needed, to balance the district before year-end closing.

And, WHEREAS, the Corning Union High School District wishes to allow the County Superintendent of Schools to balance any expenditure classifications of the budget of the district for the 2019-20 school year as necessary to permit the payment of obligations of the district incurred during that school year.

BE IT HEREBY RESOLVED, that the Corning Union High School District gives consent to the County Superintendent of Schools to identify and make the necessary transfers and notify the district.

PASSED AND ADOPTED by said Governing Board on the 21st day of May, by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

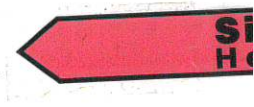
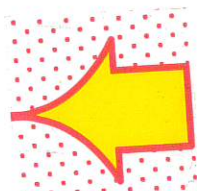
Date: \_\_\_\_\_

\_\_\_\_\_  
Clerk, Board of Trustees

CERTIFICATION:

I Jared Caylor, certify that the foregoing is a correct copy of a resolution passed and adopted by the Corning Union High School District on May 21, 2020.

\_\_\_\_\_  
Superintendent/Administrator





## **Corning Union High School District Sunshine Items for 2020-21 - Certificated**

The District proposes opening the following articles of the certificated contract for negotiations for the 2020-21 school year:

- Article V - Evaluation Procedure
- Article XIII - Teaching Rights and Responsibilities
- Article XV - Leaves

## **Corning Union High School District Sunshine Items for 2020-21 - Classified**

The District proposes opening the following articles of the certificated contract for negotiations for the 2020-21 school year:

- Article II - Recognition
- Article IV - Employee Performance and Evaluation Procedures
- Article XV - Classification/Reclassification



**INITIAL PROPOSAL**  
**of the**  
**CORNING HIGH EDUCATIONAL SUPPORT**  
**PROFESSIONALS ASSOCIATION**  
**to the**  
**CORNING UNION HIGH SCHOOL DISTRICT**  
**For the 2020-21 School Year**

**The Corning High Educational Support Professionals Association (CHS/ESP/CTA) and the Corning Union High School District (District) are parties to a Collective Bargaining Agreement (CBA) which remains in full effect until a new contract is reached. Pursuant to the Educational Employment Relations Act (EERA), the CHS ESP Association wishes to negotiate changes to the following existing articles:**

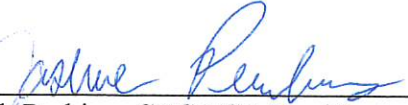
Article VIII    Compensation: An increase to the Classified salary schedule, which may include continuing range adjustments for appropriate job classes, Salary schedule placement and prior years' service credit and possible elimination of Steps to increase compensation.

The Health Benefits contribution was previously increased however: health care costs are still rising, which is especially difficult for classified employees. The Association will propose an increase to the District contribution for benefits.

Article XI       Leaves: The Association wishes to discuss earning more sick leave and/or vacation hours/days.

Article XXV    Term – Discuss extending the duration of the Agreement

The CHS ESP Association may propose concepts and specific contract language upon receipt of proposals by the Corning Union High School District. Furthermore, the CHS ESP may propose other specific contract language regarding wages, hours and other terms and conditions of employment after good faith bargaining with District Representatives.

  
\_\_\_\_\_  
Josh Perkins, CHS ESP President

5/13/2020  
\_\_\_\_\_  
Date

**DESIGNATION OF APPLICANT'S AGENT RESOLUTION  
FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE Board of Trustees OF THE Corning Union High School District  
(Governing Body) (Name of Applicant)

THAT Jared Caylor, OR  
(Title of Authorized Agent)

Christine Fears, OR  
(Title of Authorized Agent)

\_\_\_\_\_  
(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the Corning Union High School District, a public entity  
(Name of Applicant)

established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the Corning Union High School District, a public entity established under the laws of the State of California,  
(Name of Applicant)

hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

**Please check the appropriate box below:**

☒ This is a universal resolution and is effective for all open and future disasters up to three (3) years following the date of approval below.

☐ This is a disaster specific resolution and is effective for only disaster number(s) \_\_\_\_\_

Passed and approved this 21st day of May, 2020

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

**CERTIFICATION**

I, James Bingham, duly appointed and Board Clerk of  
(Name) (Title)

Corning Union High School District, do hereby certify that the above is a true and correct copy of a  
(Name of Applicant)

Resolution passed and approved by the Board of Trustees of the Corning Union High School District  
(Governing Body) (Name of Applicant)

on the 21st day of May, 2020.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)



**Cal OES Form 130 Instructions**

**A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted Resolution is older than three (3) years from the last date of approval, is invalid or has not been submitted.**

When completing the Cal OES Form 130, Applicants should fill in the blanks on page 1. The blanks are to be filled in as follows:

**Resolution Section:**

**Governing Body:** This is the group responsible for appointing and approving the Authorized Agents.

Examples include: Board of Directors, City Council, Board of Supervisors, Board of Education, etc.

**Name of Applicant:** The public entity established under the laws of the State of California. Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

**Authorized Agent:** These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the Governor's Office of Emergency Services regarding grants applied for by the Applicant. There are two ways of completing this section:

1. **Titles Only:** If the Governing Body so chooses, the titles of the Authorized Agents would be entered here, not their names. This allows the document to remain valid (for 3 years) if an Authorized Agent leaves the position and is replaced by another individual in the same title. If "Titles Only" is the chosen method, this document must be accompanied by a cover letter naming the Authorized Agents by name and title. This cover letter can be completed by any authorized person within the agency and does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names **and** titles of the Authorized Agents would be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document or their title changes.

**Governing Body Representative:** These are the names and titles of the approving Board Members.

Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles **cannot** be one of the designated Authorized Agents, and a minimum of two or more approving board members need to be listed.

**Certification Section:**

**Name and Title:** This is the individual that was in attendance and recorded the Resolution creation and approval.

Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person **cannot** be one of the designated Authorized Agents or Approving Board Member (if a person holds two positions such as City Manager and Secretary to the Board and the City Manager is to be listed as an Authorized Agent, then the same person holding the Secretary position would sign the document as Secretary to the Board (not City Manager) to eliminate "Self Certification."