

REGULAR MEETING OF THE JANESVILLE UNION SCHOOL DISTRICT BOARD OF TRUSTEES

464-555 Main Street, Janesville School Library, Janesville, CA 96114

Tuesday, April 16, 2024 at 5:30 p.m.

Agenda

Any person with a disability may request this agenda be made available in an appropriate alternative format. A request for a disability related modification or accommodation may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting to Jamie Huber, Superintendent/Principal, 464-555 Main St. Janesville, CA, at (530) 253-3660, between the hours of 8:00 a.m. and 4:00 p.m. at least forty-eight (48) hours before the meeting. (Government Code 54954.2). Any writing that is a public record and relates to an agenda item for open session of a regular meeting of the Board of Trustees, and is distributed fewer than 72 hours prior to the regular meeting shall be available for public inspection at the Janesville Union Elementary School District Office located at 464-555 Main Street, Janesville, CA.

I. CALL TO ORDER, 5:30 p.m. (Procedural)

II. ROLL CALL & ESTABLISHMENT OF QUORUM (Procedural)

III. PLEDGE OF ALLEGIANCE (Procedural)

IV. APPROVAL OF AGENDA (Action)

V. PUBLIC COMMENTS ON CLOSED SESSION AGENDA (Procedural)

During this portion of the meeting, any member of the public is permitted to make a brief statement, express his/her viewpoint, or ask a question regarding matters related to items on the closed session agendas. Three minutes may be allotted to each speaker and a maximum of twenty minutes to each subject matter.

VI. ADJOURNMENT TO CLOSED SESSION (Procedural)

A Closed or Executive Session of the Board of Trustees may be held when legal and the need requires. Items to be discussed will be announced before the Board moves to Closed Session. Items can include personnel matters, student personnel matters, negotiations, security matters, matters of real property negotiations, legal counsel regarding pending litigation and protection of records exempt from public disclosure.

- A. Certain Personnel Matters (Pursuant to Government Code § 54957 (a) to consider assignment, appointment, employment, dismissal, release, and evaluation of performance public employees).
- B. Labor Negotiations (Pursuant to Government Code § 54957.6, the Board will meet with its designated representative, Jamie Huber, to consider labor negotiations with represented and unrepresented employees (California School Employees' Association (CSEA), Janesville Teachers' Association (JTA), and Administration/Management).
- C. Public Employee Performance Evaluation – Superintendent/Principal (Pursuant to Government Code §54957).
- D. Individual Student Disciplinary Matter(s)/Student Needs(s) (Pursuant to Government Code § 54957, requires closed session to prevent disclosure of confidential student information).

VII. RECONVENE IN REGULAR SESSION (6:30 p.m.) (Procedural)

VIII. REPORT ACTION TAKEN IN CLOSED SESSION (Procedural)

IX. PUBLIC INPUT (Procedural)

During this portion of the meeting, any member of the public is permitted to make a brief statement, express his/her viewpoint, or ask a question regarding matters related to the school system. Three minutes may be allotted to each speaker and a maximum of twenty minutes to each subject matter.

X. REPORTS (Informational):

- A. Student Council Report
- B. JTA Report
- C. CSEA Report
- D. School Site Council Report
- E. Superintendent Report
 - i. Enrollment
 - ii. 2023-24 Parent Survey Summary
- F. Board Report

XI. CONSENT AGENDA (Action)

Items listed under the consent Agenda and their corresponding attachments are considered to be routine and are acted on by the Board of Trustees in one motion. A member of the Board may request that specific items be discussed and/or removed from the Consent Agenda. It is understood that the administration recommends approval on all Consent items. Each item on the Consent Agenda approved by the Board of Trustees shall be deemed to have been considered in full and adopted as recommended.

A. Routine Business:

- 1. Approval of Minutes: Regular Meeting, March 19, 2024
- 2. March 2024 Warrants
- 3. Cash Flow/Payroll
- 4. Professional Service Agreement for Lisa Urquizu
- 5. Quarterly Interest
- 6. Teacher Notification of Intent to Remain Within the Janesville Union School District's (JUSD) Employment for the 2024-25 School Year
- 7. Resolution #24-10 Declaration of Staff Appreciation Week
May 12-18, 2024
- 8. Class of 2024 Graduation Trip

B. Certificated Personnel Items:

- 1. Employment
 - a) Robert Gammie – Effective 8/15/24
 - b) Jessica Solomon – Effective 8/15/24

C. Classified Personnel Items:

- 1. Leave of Absence
 - a) Roxanne Davis – Effective 3/28/24

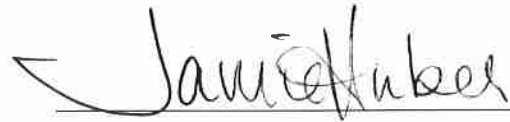
XII. DISCUSSION/ACTION ITEMS:

- A. Discuss Home to School Transportation Update (Discussion)
- B. Resolution #24-11 to Recognize and Honor Jacey Herman as the JUSD/Masonic Lodge Teacher-of-the-Year (Action)
- C. Resolution #24-12 to Recognize and Honor Kami Prater as the JUSD Classified Employee-of-the-Year (Action)
- D. Approve Memorandum of Understanding (MOU) Between the JUSD and the JTA Regarding Home Hospital Instruction During the 2023-24 School Year (Action)
- E. Approve MOU Between the JUSD and the CSEA Concerning a Newly Created Stipend Position Beginning in the 2023-24 School Year (Action)

F. Schedule Date/Time for Public Hearings for the Proposed Local Control Accountability Plan (LCAP) and the 2024-25 Preliminary Budget on June 18, 2024 and Adoption of the District's 2024-25 LCAP and Budget on June 20, 2024 (Action)

- XIII. FUTURE AGENDA ITEMS (Informational)
- XIV. RECONVENE INTO CLOSED SESSION (Procedural) *(if necessary)*
- XV. RECONVENE IN REGULAR SESSION (Procedural)
- XVI. REPORT ACTION TAKEN IN CLOSED SESSION (Procedural)
- XVII. ADJOURNMENT (Procedural) Time: _____ pm

Date: 12 April 2024



Jamie Huber, Superintendent/Principal and
Secretary to the Board of Trustees

Posted: April 12, 2024 @ 4:00 p.m.

**Janesville Union Elementary School Site Council (SSC)
Local Control Accountability Plan (LCAP) Committee
District Advisory Committee (DAC)
School Advisory Committee (SAC)
Wellness Committee**

AGENDA

Thursday, April 11, 2024 at 3:00 p.m.
JUS Staff Lunch Room

- I. CALL TO ORDER
- II. ACTION/DISCUSSION/INFORMATION
 - A. Approval of Agenda
 - B. Elect New Member to Fill Vacancy for the Remainder of the 2023-24 School Year
 - C. Approval of Minutes from March 14, 2024
 - D. Discuss Parent Survey Results and Comment Summary
 - E. LCAP Review
 - F. Discussion of 2nd Interim Budget
 - G. Budget Updates
 - H. Discussion of Parent Involvement Plan for 2024/25
 - I. Finalize May Parent Night
 - J. Begin Planning Back-To-School Night/Parent Night
- III. PUBLIC COMMENT
- IV. REPORTS – COUNCIL SUBCOMMITTEES/CATEGORICAL PROGRAMS
 - A. Superintendent
 - B. School-wide Presentations
 - C. Technology
- V. OTHER
- VI. FUTURE AGENDA ITEMS
 - A. Budget Updates
 - B. LCAP
 - C. Distribute 2024/25 School Calendar
- VII. ADJOURNMENT

Janesville Union Elementary School Site Council (SSC)
Local Control Accountability Plan (LCAP) Committee
District Advisory Committee (DAC)
School Advisory Committee (SAC)
Wellness Committee

Minutes

Thursday, March 14, 2024 at 3:00pm
JUS Staff Room

SCC Members Present: Jacey Herman, Jamie Huber, Kimberlee Adams, Kim Fleming, Sabrina Johnson, Joy Kirkner

SCC Members Absent: Adriana Newton, Emily Herndon, Karri Gamez

SCC Guests: Andy Kellogg, Cecilia Lain

I. CALL TO ORDER

Jacey Herman called the meeting to order at 3:02pm

II. ACTIONS/DISCUSSION/INFORMATION

- A. Approval of Agenda MSCU (Fleming/Johnson).
 - B. Approval of Minutes from January 14, 2024 MSCU (Kirkner/ Johnson)
 - C. Discussion of LCAP – Midyear update
 - a. Goal 1 – All Janesville Students will have access to a broad course of study and will be taught by highly qualified staff.
 - 1. Currently all teachers are fully credentialed and assigned.
 - 2. What we are doing is working. 100% of people have access to training materials. There is a steady increase in facility maintenance.
 - b. Goal 2 – Janesville will maintain a safe, positive and productive learning environment where students are meaningfully engaged in academics as well as a wide variety of co-curricular activities.
 - 1. Attendance has improved through phone calls from Brenda.
 - 2. Helping to overcome obstacles of absentees.
 - 3. Increased desired % to 97 in attendance rate.
 - 4. Add incentives for attendance next year. Suggestions were movie tickets or an “atten DANCE” for students who have good attendance.
 - 5. Suspensions have gone down.
- Goal 2.2 – Counselor
- 1. Three days a week = \$74,584.00
 - 2. Full time = \$100, 723.00 (An increase of \$26,139.00)
 - 3. 11,000.00 could come from general fund to help cover increase.
 - 4. Reduce 2.3 - Communications and Re-Engagement Plan to support student attendance from \$3,125.00 to \$500.00. (Leaving \$2,625.00)

5. Redirect 2.5 - After-School Targeted Tutoring funds that ELOP is going to pay in the amount of 11,887.00.
6. Reduce 2.6 – Community Events to \$5000,00 from \$5,239.00.
7. Reduce 2.8 – Transportation to and from School by \$11,000.00. General fund would replace the \$11,000.00.

c. Goal 3 – Janesville students will make significant progress in meeting or exceeding standards in ELA and mathematics.

1. More focused intervention teacher was suggested.

D. Strategic Planning Update from Board Meeting - Just for information

E. Discuss Healthy Survey Results – 77 parents participated in the survey, 29 staff out of 47 participated. Many of the results were agree or strongly agree.

F. Last Parent Involvement Night – BBQ/Garden Improvement Night. Beautifying the school/leaving a mark.

- a. Each family can paint a 2X2 paver to be used in the garden area.
- b. Picnic tables can be brought into the garden area.
- c. Yard games out on the grass.
- d. Kids can plant seeds and bring the plants home with them.
- e. Proposed date – May 16, 2024 from 5:00pm to 7:00pm.

G. EOP Follow Up – Informational

H. MAP scores will be reviewed in spring when classes are finished – To be added to future agenda.

III. PUBLIC COMMENT - Cecilia Lain was a visitor. She spoke of concerns about conduct out on the play ground. She suggested putting Hopscotch grids on the playground for next year. She inquired as why the tether balls were no longer up on the playground. It was mentioned that the kids have missed used them in the past and some had gotten damaged, so they were taken down. Cecilia also suggested painting a colorful United States on the basketball courts to help improve state memorization.

IV. REPORTS – COUNCIL SUBCOMMITTEES/CATEGORICAL PROGRAMS

- A. Superintendent – Planning for next year moving forward. Promoting TK to K with preschool visit day and Round Up day for early enrollment.
- B. School-wide presentations – None to report.
- C. Technology – Three new cameras were put up around the school where there were previous blind spots. Replacing computers through county office.

V. OTHER – None to report

VI. FUTURE AGENDA ITEMS –

- A. Discuss Parent Survey Results and Comment Summary
- B. Budget Updates

- C. LCAP – finalize in April, approve in May
- D. Discussion of 2nd Interim Updates
- E. Parent Involvement Night
- F. Review MAP scores

VII. Adjournment – MSCU (Johnson/Fleming) adjourned at 4:40pm.

Janesville Union Elementary School

464-555 Main St.

Janesville, CA 96114

(530) 253-3551

Count Enrollment and ADA On A Given Day

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Calculated for: 04/11/2024

Class Id	Teacher	Course Name	Absent	I. S. Credit	I. S. No Credit	I.S. Pend	Actual Attendance	Enrolled	F	R	P
OK-A	Ehrlich	Kindergarten	0	0	0	0	11	11	5	1	5
OK-B	Brown	Kindergarten	0	0	0	0	24	24	9	5	10
0TK-A	Ehrlich	Transitional Kindergarten	0	0	0	0	12	12	3	3	6
1A	Burkman	Grade 1	0	0	0	0	22	22	7	1	14
1B	Rubio	Grade 1	0	0	0	0	7	7	2	2	3
2A	Herman	Grade 2	0	0	0	0	22	22	11	1	10
2B	Rubio	Grade 2	1	0	0	0	13	14	7	1	6
3A	Cardoza	Grade 3	0	0	0	0	21	21	5	3	13
3B	Gamez	Grade 3	1	0	0	0	21	22	8	2	12
4A	Bailey	Grade 4	0	0	0	0	12	12	3	2	7
4B	Branch	Grade 4	1	0	0	0	17	18	9	2	7
5A	Bailey	Grade 5	0	0	0	0	13	13	2	0	11
5B	Malone	Grade 5	1	0	0	0	23	24	13	3	8
6A	Fleming	Grade 6	0	0	0	0	17	17	7	1	9
6B	Gillespie	Grade 6	0	0	0	1	17	18	4	2	12
7A	George	Grade 7	1	0	0	0	18	19	2	3	14
7B	Downs	Grade 7	0	0	0	0	18	18	5	5	8
8A	Ethridge	Grade 8	0	0	0	1	15	16	3	0	13
8B	Foreman	Grade 8	1	0	0	0	15	16	9	2	5
ADA-HH07-A	George	Home Hospital - Grade 07	0	0	0	0	0	0	0	0	0
ADA-HH08-A	Ethridge	Home Hospital - Grade 08	0	0	0	0	0	0	0	0	0
Total For School:			6	0	0	2	318	326	114	39	173

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Count Enrollment and ADA On A Given Day

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Calculated for: 04/13/2023

Class Id	Teacher	Course Name	Absent	I. S. Credit	I. S. No Credit	I.S. Pend	Actual Attendance	Enrolled	F	R	P
OK-A	Ehrlich	Kindergarten	0	0	0	0	5	5	1	0	4
OK-B	Brown	Kindergarten	3	0	0	0	17	20	8	3	9
0TK-A	Ehrlich	Transitional Kindergarten	1	0	0	0	12	13	2	1	10
1A	Van Zandt	Grade 1	0	0	0	0	16	16	7	2	7
1B	Burkman	Grade 1	1	0	0	0	16	17	5	3	9
2A	Herman	Grade 2	2	0	0	0	18	20	5	2	13
2B	Rubio	Grade 2	2	0	0	0	16	18	5	1	12
3A	Downs	Grade 3	0	0	0	0	17	17	8	2	7
3B	Gamez	Grade 3	0	0	0	0	18	18	5	3	10
4A	Gillespie	Grade 4	1	0	0	0	19	20	8	0	12
4B	Teeter	Grade 4	2	0	0	0	17	19	6	1	12
5A	Bailey	Grade 5	0	0	0	0	19	19	6	0	13
5B	Malone	Grade 5	0	0	0	0	18	18	6	2	10
6A	Fleming	Grade 6	1	0	0	0	21	22	5	5	12
6B	Otis	Grade 6	0	0	0	0	14	14	2	2	10
7A	George	Grade 7	0	0	0	0	17	17	5	1	11
7B	Pratt	Grade 7	2	0	0	0	17	19	6	2	11
8A	Ethridge	Grade 8	1	0	0	0	12	13	4	1	8
8B	Foreman	Grade 8	4	0	0	0	13	17	3	3	11
ADA-HH08-A	Ethridge	Home & Hospital 8	0	0	0	0	0	0	0	0	0
IS 03-A	Downs	Independent Study 03	0	0	0	0	0	0	0	0	0
IS 04-A	Gillespie	Independent Study 04	0	0	0	0	0	0	0	0	0
IS 06-A	Azevedo	Independent Study 06	0	0	0	0	0	0	0	0	0
Total For School:			20	0	0	0	302	322	97	34	191

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Count Enrollment and ADA On A Given Day

Calculated for: 03/13/2024

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Class Id	Teacher	Course Name	Absent	I. S. Credit	I. S. No Credit	I.S. Pend	Actual Attendance	Enrolled	F	R	P
OK-A	Ehrlich	Kindergarten	1	0	0	0	9	10	4	1	5
OK-B	Brown	Kindergarten	3	0	0	0	21	24	9	5	10
OTK-A	Ehrlich	Transitional Kindergarten	0	0	0	0	12	12	3	3	6
1A	Burkman	Grade 1	0	0	0	0	21	21	6	1	14
1B	Rubio	Grade 1	1	0	0	0	5	6	2	2	2
2A	Herman	Grade 2	0	0	0	1	21	22	11	1	10
2B	Rubio	Grade 2	0	0	0	0	14	14	7	1	6
3A	Cardoza	Grade 3	1	0	0	0	20	21	5	3	13
3B	Gamez	Grade 3	2	0	0	0	19	21	7	2	12
4A	Bailey	Grade 4	0	0	0	0	12	12	3	2	7
4B	Branch	Grade 4	1	0	0	0	18	19	9	3	7
5A	Bailey	Grade 5	0	0	0	0	13	13	2	0	11
5B	Malone	Grade 5	3	0	0	0	21	24	13	3	8
6A	Fleming	Grade 6	2	0	0	0	15	17	7	1	9
6B	Gillespie	Grade 6	2	0	0	0	16	18	3	2	13
7A	George	Grade 7	0	0	0	0	19	19	2	3	14
7B	Downs	Grade 7	0	0	0	0	18	18	5	5	8
8A	Ethridge	Grade 8	1	0	0	0	15	16	2	0	14
8B	Foreman	Grade 8	3	0	0	0	14	17	10	2	5
ADA-HH07-A	George	Home Hospital - Grade 07	0	0	0	0	0	0	0	0	0
ADA-HH08-A	Ethridge	Home Hospital - Grade 08	0	0	0	0	1	1	1	0	0
Total For School:			20	0	0	1	304	325	111	40	174

Janesville Union Elementary School

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Count Enrollment and ADA On A Given Day

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Calculated for: 03/15/2023

Class Id	Teacher	Course Name	Absent	I. S. Credit	I. S. No Credit	I.S. Pend	Actual Attendance	Enrolled	F	R	P
OK-A	Ehrlich	Kindergarten	0	0	0	0	6	6	1	1	4
OK-B	Brown	Kindergarten	0	0	0	0	20	20	8	3	9
OTK-A	Ehrlich	Transitional Kindergarten	0	0	0	1	11	12	2	1	9
1A	Van Zandt	Grade 1	1	0	0	0	16	17	7	3	7
1B	Burkman	Grade 1	2	0	0	0	15	17	5	3	9
2A	Herman	Grade 2	1	0	0	0	19	20	5	2	13
2B	Rubio	Grade 2	0	0	0	1	17	18	5	1	12
3A	Downs	Grade 3	0	0	0	0	17	17	8	2	7
3B	Gamez	Grade 3	1	0	0	0	17	18	5	3	10
4A	Gillespie	Grade 4	0	0	0	0	20	20	8	0	12
4B	Teeter	Grade 4	0	0	0	0	19	19	6	1	12
5A	Bailey	Grade 5	0	0	0	0	19	19	6	0	13
5B	Malone	Grade 5	0	0	0	0	18	18	6	2	10
6A	Fleming	Grade 6	2	0	0	0	20	22	5	5	12
6B	Otis	Grade 6	2	0	0	0	13	15	3	2	10
7A	George	Grade 7	2	0	0	0	15	17	5	1	11
7B	Pratt	Grade 7	2	0	0	0	17	19	6	2	11
8A	Ethridge	Grade 8	0	0	0	0	13	13	4	1	8
8B	Foreman	Grade 8	0	0	0	0	17	17	3	3	11
ADA-HH08-A	Ethridge	Home & Hospital 8	0	0	0	0	0	0	0	0	0
IS 03-A	Downs	Independent Study 03	0	0	0	0	0	0	0	0	0
IS 04-A	Gillespie	Independent Study 04	0	0	0	0	0	0	0	0	0
IS 06-A	Azevedo	Independent Study 06	0	0	0	0	0	0	0	0	0
Total For School:			13	0	0	2	309	324	98	36	190

Janesville Union Elementary School

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Count Enrollment and ADA On A Given Day

Calculated for: 02/14/2024

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Class Id	Teacher	Course Name	Absent	I. S. Credit	I. S. No Credit	I.S. Pend	Actual Attendance	Enrolled	F	R	P
OK-A	Ehrlich	Kindergarten	1	0	0	1	8	10	4	1	5
OK-B	Brown	Kindergarten	1	0	0	0	23	24	9	5	10
0TK-A	Ehrlich	Transitional Kindergarten	3	0	0	0	9	12	3	3	6
1A	Burkman	Grade 1	0	0	0	0	21	21	6	1	14
1B	Rubio	Grade 1	1	0	0	0	5	6	2	2	2
2A	Herman	Grade 2	0	0	0	0	21	21	11	1	9
2B	Rubio	Grade 2	0	0	0	0	14	14	7	1	6
3A	Cardoza	Grade 3	1	0	0	0	20	21	5	3	13
3B	Gamez	Grade 3	1	0	0	0	20	21	7	2	12
4A	Bailey	Grade 4	1	0	0	0	11	12	3	2	7
4B	Branch	Grade 4	2	0	0	0	17	19	9	3	7
5A	Bailey	Grade 5	1	0	0	0	12	13	2	0	11
5B	Malone	Grade 5	2	0	0	1	21	24	13	3	8
6A	Fleming	Grade 6	1	0	0	0	16	17	7	1	9
6B	Gillespie	Grade 6	2	0	0	0	15	17	3	2	12
7A	George	Grade 7	2	0	0	0	17	19	2	3	14
7B	Downs	Grade 7	4	0	0	0	15	19	5	5	9
8A	Ethridge	Grade 8	1	0	0	0	15	16	2	0	14
8B	Foreman	Grade 8	5	0	0	0	12	17	10	2	5
ADA-HH07-A	George	Home Hospital - Grade 07	0	0	0	0	0	0	0	0	0
ADA-HH08-A	Ethridge	Home Hospital - Grade 08	0	0	0	0	1	1	1	0	0
Total For School:			29	0	0	2	293	324	111	40	173

Janesville Union Elementary School
464-555 Main St.
Janesville, CA 96114
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Count Enrollment and ADA On A Given Day
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Calculated for: 02/16/2023

Class Id	Teacher	Course Name	Absent	I. S. Credit	I. S. No Credit	I.S. Pend	Actual Attendance	Enrolled	F	R	P
OK-A	Ehrlich	Kindergarten	4	0	0	0	2	6	1	1	4
OK-B	Brown	Kindergarten	2	0	0	0	19	21	8	3	10
OTK-A	Ehrlich	Transitional Kindergarten	0	0	0	0	12	12	2	1	9
1A	Van Zandt	Grade 1	0	0	0	0	17	17	6	3	8
1B	Burkman	Grade 1	1	0	0	0	16	17	5	3	9
2A	Herman	Grade 2	1	0	0	0	19	20	5	2	13
2B	Rubio	Grade 2	0	0	0	1	17	18	5	1	12
3A	Downs	Grade 3	1	0	0	1	16	18	9	2	7
3B	Gamez	Grade 3	1	0	0	0	16	17	5	3	9
4A	Gillespie	Grade 4	1	0	0	0	18	19	8	0	11
4B	Teeter	Grade 4	0	0	0	1	17	18	6	1	11
5A	Bailey	Grade 5	0	0	0	0	19	19	6	0	13
5B	Malone	Grade 5	1	0	0	0	17	18	6	2	10
6A	Fleming	Grade 6	2	0	0	1	19	22	5	5	12
6B	Otis	Grade 6	1	0	0	1	13	15	3	2	10
7A	George	Grade 7	2	0	0	1	15	18	6	1	11
7B	Pratt	Grade 7	2	0	0	0	17	19	6	2	11
8A	Ethridge	Grade 8	1	0	0	0	12	13	4	1	8
8B	Foreman	Grade 8	0	0	0	0	17	17	3	3	11
ADA-HH08-A	Ethridge	Home & Hospital 8	0	0	0	0	0	0	0	0	0
S 03-A	Downs	Independent Study 03	0	0	0	0	0	0	0	0	0
S 04-A	Gillespie	Independent Study 04	0	0	0	0	0	0	0	0	0
S 06-A	Azevedo	Independent Study 06	0	0	0	0	0	0	0	0	0
Total For School:			20	0	0	6	298	324	99	36	189

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Calculated for: 01/11/2024

Class Id	Teacher	Course Name	Absent	I. S. Credit	I. S. No Credit	I.S. Pend	Actual Attendance	Enrolled	F	R	P
OK-A	Ehrlich	Kindergarten	1	0	0	0	9	10	4	1	5
OK-B	Brown	Kindergarten	0	0	0	2	22	24	11	3	10
0TK-A	Ehrlich	Transitional Kindergarten	0	0	0	1	11	12	4	2	6
1A	Burkman	Grade 1	0	0	0	1	20	21	6	1	14
1B	Rubio	Grade 1	0	0	0	0	6	6	3	1	2
2A	Herman	Grade 2	0	0	0	1	19	20	10	1	9
2B	Rubio	Grade 2	0	0	0	1	13	14	7	1	6
3A	Cardoza	Grade 3	0	0	0	0	21	21	6	2	13
3B	Gamez	Grade 3	0	0	0	0	21	21	7	3	11
4A	Bailey	Grade 4	0	0	0	0	12	12	4	1	7
4B	Branch	Grade 4	0	0	0	0	18	18	8	3	7
5A	Bailey	Grade 5	0	0	0	0	14	14	2	0	12
5B	Malone	Grade 5	0	0	0	0	24	24	13	3	8
6A	Fleming	Grade 6	0	0	0	0	17	17	8	1	8
6B	Gillespie	Grade 6	0	0	0	0	17	17	3	2	12
7A	George	Grade 7	0	0	0	0	19	19	2	3	14
7B	Downs	Grade 7	0	0	0	0	20	20	7	4	9
8A	Ethridge	Grade 8	1	0	0	0	17	18	3	0	15
8B	Foreman	Grade 8	0	0	0	0	16	16	10	1	5
ADA-HH07-A	Melander	Home Hospital - Grade 07	0	0	0	0	1	1	0	0	1
ADA-HH08-A	Ethridge	Home Hospital - Grade 08	0	0	0	0	1	1	1	0	0
Total For School:			2	0	0	6	318	326	119	33	174

Janesville Union Elementary School

464-555 Main St.
Janesville, CA 96114
(530) 253-3551

Count Enrollment and ADA On A Given Day

Calculated for: 01/12/2023

Page 1 of 1

Class Id	Teacher	Course Name	Absent	I. S. Credit	I. S. No Credit	I.S. Pend	Actual Attendance	Enrolled	F	R	P
OK-A	Ehrlich	Kindergarten	0	0	0	0	6	6	1	1	4
OK-B	Brown	Kindergarten	1	0	0	0	19	20	7	3	10
OTK-A	Ehrlich	Transitional Kindergarten	0	0	0	0	12	12	2	1	9
1A	Van Zandt	Grade 1	2	0	0	1	13	16	6	4	6
1B	Burkman	Grade 1	0	0	0	0	16	16	5	2	9
2A	Herman	Grade 2	3	0	0	0	16	19	5	2	12
2B	Rubio	Grade 2	3	0	0	0	14	17	5	1	11
3A	Downs	Grade 3	0	0	0	1	17	18	9	2	7
3B	Gamez	Grade 3	0	0	0	0	17	17	5	3	9
4A	Gillespie	Grade 4	2	0	0	0	17	19	8	0	11
4B	Teeter	Grade 4	0	0	0	0	18	18	6	1	11
5A	Bailey	Grade 5	1	0	0	0	17	18	7	0	11
5B	Malone	Grade 5	1	0	0	0	17	18	5	1	12
6A	Fleming	Grade 6	0	0	0	1	18	19	5	4	10
6B	Otis	Grade 6	3	0	0	0	15	18	3	3	12
7A	George	Grade 7	2	0	0	1	15	18	6	1	11
7B	Pratt	Grade 7	2	0	0	0	17	19	6	2	11
8A	Ethridge	Grade 8	0	0	0	0	13	13	4	1	8
8B	Foreman	Grade 8	1	0	0	0	16	17	3	3	11
ADA-HH08-A	Ethridge	Home & Hospital 8	0	0	0	0	0	0	0	0	0
S 03-A	Downs	Independent Study 03	0	0	0	0	0	0	0	0	0
S 04-A	Gillespie	Independent Study 04	0	0	0	0	0	0	0	0	0
S 06-A	Azevedo	Independent Study 06	0	0	0	0	0	0	0	0	0
Total For School:			21	0	0	4	293	318	98	35	185

Janesville Union Elementary School

464-555 Main St.

Janesville, CA 96114

(530) 253-3551

Count Enrollment and ADA On A Given Day

Calculated for: 12/12/2023

Page 1 of 1

Class Id	Teacher	Course Name	Absent	I. S. Credit	I. S. No Credit	I.S. Pend	Actual Attendance	Enrolled	F	R	P
OK-A	Ehrlich	Kindergarten	0	0	0	0	10	10	4	1	5
OK-B	Brown	Kindergarten	0	0	0	0	23	23	10	3	10
OTK-A	Ehrlich	Transitional Kindergarten	0	0	0	0	12	12	4	2	6
1A	Burkman	Grade 1	1	0	0	1	18	20	6	1	13
1B	Rubio	Grade 1	0	0	0	0	6	6	3	1	2
2A	Herman	Grade 2	0	0	0	0	20	20	10	1	9
2B	Rubio	Grade 2	0	0	0	0	13	13	6	1	6
3A	Van Zandt	Grade 3	2	0	0	0	18	20	6	2	12
3B	Gamez	Grade 3	1	0	0	1	19	21	7	3	11
4A	Bailey	Grade 4	0	0	0	0	12	12	4	1	7
4B	Branch	Grade 4	0	0	0	1	16	17	7	3	7
5A	Bailey	Grade 5	0	0	0	0	13	13	2	0	11
5B	Malone	Grade 5	0	0	0	1	23	24	13	3	8
6A	Fleming	Grade 6	0	0	0	0	17	17	8	1	8
6B	Gillespie	Grade 6	1	0	0	0	15	16	3	2	11
7A	George	Grade 7	0	0	0	0	19	19	2	3	14
7B	Downs	Grade 7	0	0	0	3	16	19	6	4	9
8A	Ethridge	Grade 8	0	0	0	0	18	18	3	0	15
8B	Foreman	Grade 8	1	0	0	0	16	17	11	1	5
ADA-HH07-A	Melander	Home Hospital - Grade 07	0	0	0	0	1	1	0	0	1
Total For School:			6	0	0	7	305	318	115	33	170

Janesville Union Elementary School

464-555 Main St.
Janesville, CA 96114
(530) 253-3551

Count Enrollment and ADA On A Given Day Calculated for: 12/12/2022

Page 1 of 1

Class Id	Teacher	Course Name	Absent	I. S. Credit	I. S. No Credit	I.S. Pend	Actual Attendance	Enrolled	F	R	P
OK-A	Ehrlich	Kindergarten	0	0	0	0	6	6	1	1	4
OK-B	Brown	Kindergarten	2	0	0	0	17	19	7	3	9
OTK-A	Ehrlich	Transitional Kindergarten	1	0	0	0	11	12	2	1	9
1A	Van Zandt	Grade 1	0	0	0	0	15	15	5	4	6
1B	Burkman	Grade 1	0	0	0	0	16	16	5	2	9
2A	Herman	Grade 2	2	0	0	0	17	19	5	2	12
2B	Rubio	Grade 2	1	0	0	0	15	16	5	1	10
3A	Downs	Grade 3	2	0	0	0	16	18	9	2	7
3B	Gamez	Grade 3	1	0	0	0	16	17	5	3	9
4A	Gillespie	Grade 4	1	0	0	0	18	19	8	0	11
4B	Teeter	Grade 4	1	0	0	0	17	18	6	1	11
5A	Bailey	Grade 5	1	0	0	0	17	18	7	0	11
5B	Malone	Grade 5	1	0	0	0	18	19	5	1	13
6A	Fleming	Grade 6	0	0	0	0	20	20	5	4	11
6B	Otis	Grade 6	1	0	0	0	17	18	3	3	12
7A	George	Grade 7	0	0	0	0	19	19	6	1	12
7B	Pratt	Grade 7	4	0	0	0	14	18	6	2	10
8A	Ethridge	Grade 8	0	0	0	0	13	13	4	1	8
8B	Foreman	Grade 8	1	0	0	0	16	17	3	3	11
ADA-HH08-A	Ethridge	Home & Hospital 8	0	0	0	0	0	0	0	0	0
S 03-A	Downs	Independent Study 03	0	0	0	0	0	0	0	0	0
S 04-A	Gillespie	Independent Study 04	0	0	0	0	0	0	0	0	0
S 06-A	Azevedo	Independent Study 06	0	0	0	0	0	0	0	0	0
Total For School:			19	0	0	0	298	317	97	35	185

Janesville Union Elementary School

464-555 Main St.

Janesville, CA 96114

(530) 253-3551

Count Enrollment and ADA On A Given Day

Page 1 of 1

Calculated for: 11/08/2023

Class Id	Teacher	Course Name	Absent	I. S. Credit	I. S. No Credit	I.S. Pend	Actual Attendance	Enrolled	F	R	P
OK-A	Ehrlich	Kindergarten	0	0	0	0	10	10	4	1	5
OK-B	Brown	Kindergarten	2	0	0	0	21	23	10	3	10
OTK-A	Ehrlich	Transitional Kindergarten	2	0	0	1	8	11	3	2	6
1A	Burkman	Grade 1	0	0	0	0	19	19	6	1	12
1B	Rubio	Grade 1	0	0	0	0	6	6	3	1	2
2A	Herman	Grade 2	0	0	0	0	19	19	9	1	9
2B	Rubio	Grade 2	0	0	0	1	11	12	5	1	6
3A	Downs	Grade 3	0	0	0	0	20	20	6	2	12
3B	Gamez	Grade 3	2	0	0	0	18	20	6	3	11
4A	Bailey	Grade 4	0	0	0	0	12	12	4	1	7
4B	Branch	Grade 4	0	0	0	0	17	17	7	3	7
5A	Bailey	Grade 5	0	0	0	0	13	13	2	0	11
5B	Malone	Grade 5	0	0	0	1	23	24	13	3	8
6A	Fleming	Grade 6	0	0	0	0	17	17	7	1	9
6B	Gillespie	Grade 6	0	0	0	0	16	16	3	2	11
7A	George	Grade 7	0	0	0	0	20	20	1	3	16
7B	Castaneda	Grade 7	0	0	0	0	19	19	6	4	9
8A	Ethridge	Grade 8	2	0	0	0	16	18	3	0	15
8B	Foreman	Grade 8	1	0	0	0	15	16	10	1	5
ADA-HH07-A	George	Home Hospital - Grade 07	0	0	0	0	0	0	0	0	0
Total For School:			9	0	0	3	300	312	108	33	171

Count Enrollment and ADA On A Given Day

Calculated for: 11/09/2022

Class Id	Teacher	Course Name	Absent	I. S. Credit	I. S. No Credit	I.S. Pend	Actual Attendance	Enrolled	F	R	P
JK-A	Ehrlich	Kindergarten	0	0	0	0	6	6	1	1	4
JK-B	Brown	Kindergarten	3	0	0	0	16	19	7	3	9
ITK-A	Ehrlich	Transitional Kindergarten	1	0	0	0	11	12	2	1	9
A	Van Zandt	Grade 1	3	0	0	0	12	15	4	4	7
B	Burkman	Grade 1	4	0	0	1	11	16	6	2	8
A	Herman	Grade 2	6	0	0	0	13	19	6	3	10
B	Rubio	Grade 2	1	0	0	0	15	16	7	1	8
A	Downs	Grade 3	4	0	0	0	13	17	8	2	7
B	Gamez	Grade 3	1	0	0	0	16	17	6	4	7
A	Gillespie	Grade 4	2	0	0	1	16	19	11	0	8
B	Teeter	Grade 4	1	0	0	0	17	18	7	2	9
A	Bailey	Grade 5	1	0	0	0	17	18	9	0	9
B	Malone	Grade 5	1	0	0	0	19	20	8	1	11
A	Fleming	Grade 6	1	0	0	0	19	20	7	4	9
B	Otis	Grade 6	0	0	0	0	18	18	3	4	11
A	George	Grade 7	0	0	0	0	18	18	7	2	9
B	Pratt	Grade 7	1	0	0	0	17	18	4	3	11
A	Ethridge	Grade 8	0	0	0	0	13	13	6	1	6
B	Foreman	Grade 8	0	0	0	1	16	17	4	3	10
DA-HH08-A	Ethridge	Home & Hospital 8	0	0	0	0	0	0	0	0	0
03-A	Downs	Independent Study 03	0	0	0	0	0	0	0	0	0
04-A	Gillespie	Independent Study 04	0	0	0	0	0	0	0	0	0
06-A	Azevedo	Independent Study 06	0	0	0	0	0	0	0	0	0
Total For School:			30	0	0	3	283	316	113	41	162

Janesville Union Elementary School

464-555 Main St.

Janesville, CA 96114

(530) 253-3551

Count Enrollment and ADA On A Given Day

Calculated for: 10/11/2023

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Class Id	Teacher	Course Name	Absent	I. S. Credit	I. S. No Credit	I.S. Pend	Actual Attendance	Enrolled	F	R	P
OK-A	Ehrlich	Kindergarten	0	0	0	0	10	10	0	0	10
OK-B	Brown	Kindergarten	0	0	0	0	23	23	3	1	19
OTK-A	Ehrlich	Transitional Kindergarten	0	0	0	0	11	11	0	0	11
1A	Burkman	Grade 1	1	0	0	0	18	19	6	2	11
1B	Rubio	Grade 1	0	0	0	0	6	6	3	0	3
2A	Herman	Grade 2	0	0	0	0	19	19	7	2	10
2B	Rubio	Grade 2	0	0	0	0	12	12	5	2	5
3A	Downs	Grade 3	0	0	0	0	20	20	4	2	14
3B	Gamez	Grade 3	4	0	0	0	16	20	4	1	15
4A	Bailey	Grade 4	0	0	0	1	11	12	4	1	7
4B	Branch	Grade 4	1	0	0	0	17	18	5	3	10
5A	Bailey	Grade 5	0	0	0	1	12	13	4	0	9
5B	Malone	Grade 5	2	0	0	0	23	25	10	1	14
6A	Fleming	Grade 6	0	0	0	0	15	15	6	1	8
6B	Gillespie	Grade 6	0	0	0	1	15	16	3	1	12
7A	George	Grade 7	0	0	0	0	20	20	2	4	14
7B	Castaneda	Grade 7	1	0	0	0	18	19	4	4	11
8A	Ethridge	Grade 8	1	0	0	0	17	18	2	2	14
8B	Foreman	Grade 8	0	0	0	0	15	15	4	1	10
Total For School:			10	0	0	3	298	311	76	28	207

Class Id	Teacher	Course Name	Absent	I. S. Credit	I. S. No Credit	I.S. Pend	Actual Attendance	Enrolled	F	R	P
JK-A	Ehrlich	Kindergarten	0	0	0	0	6	6	1	1	4
JK-B	Brown	Kindergarten	1	0	0	1	17	19	7	3	9
JK-A	Ehrlich	Transitional Kindergarten	0	0	0	0	12	12	2	1	9
1A	Van Zandt	Grade 1	1	0	0	0	14	15	4	4	7
1B	Burkman	Grade 1	1	0	0	0	15	16	6	2	8
2A	Herman	Grade 2	2	0	0	0	17	19	6	3	10
2B	Rubio	Grade 2	1	0	0	0	15	16	7	1	8
3A	Downs	Grade 3	2	0	0	0	15	17	8	2	7
3B	Gamez	Grade 3	1	0	0	0	16	17	6	4	7
4A	Gillespie	Grade 4	1	0	0	0	18	19	11	0	8
4B	Teeter	Grade 4	2	0	0	0	16	18	7	2	9
5A	Bailey	Grade 5	0	0	0	0	18	18	9	0	9
5B	Malone	Grade 5	2	0	0	0	18	20	8	1	11
6A	Fleming	Grade 6	4	0	0	0	15	19	7	4	8
6B	Otis	Grade 6	1	0	0	0	17	18	3	4	11
7A	George	Grade 7	0	0	0	0	18	18	7	2	9
7B	Pratt	Grade 7	1	0	0	0	18	19	4	3	12
8A	Ethridge	Grade 8	1	0	0	0	11	12	6	0	6
8B	Foreman	Grade 8	0	0	0	0	17	17	4	3	10
DA-HH08-A	Ethridge	Home & Hospital 8	0	0	0	0	0	0	0	0	0
03-A	Downs	Independent Study 03	0	0	0	0	0	0	0	0	0
04-A	Gillespie	Independent Study 04	0	0	0	0	0	0	0	0	0
06-A	Azevedo	Independent Study 06	0	0	0	0	0	0	0	0	0
Total For School:			21	0	0	1	293	315	113	40	162

Janesville Union Elementary School

464-555 Main St.

Janesville, CA 96114

(530) 253-3551

Count Enrollment and ADA On A Given Day

Page 1 of 1

Calculated for: 09/14/2023

Class Id	Teacher	Course Name	Absent	I. S. Credit	I. S. No Credit	I.S. Pend	Actual Attendance	Enrolled	F	R	P
OK-A	Ehrlich	Kindergarten	1	0	0	0	8	9	0	0	9
OK-B	Brown	Kindergarten	2	0	0	0	21	23	3	1	19
OTK-A	Ehrlich	Transitional Kindergarten	0	0	0	0	11	11	0	0	11
1A	Burkman	Grade 1	2	0	0	0	17	19	6	2	11
1B	Rubio	Grade 1	0	0	0	0	6	6	3	0	3
2A	Herman	Grade 2	0	0	0	0	19	19	7	2	10
2B	Rubio	Grade 2	1	0	0	0	11	12	5	2	5
3A	Downs	Grade 3	1	0	0	0	19	20	4	2	14
3B	Gamez	Grade 3	1	0	0	0	19	20	4	1	15
4A	Bailey	Grade 4	0	0	0	0	12	12	4	1	7
4B	Branch	Grade 4	1	0	0	0	15	16	5	3	8
5A	Bailey	Grade 5	0	0	0	0	13	13	4	0	9
5B	Malone	Grade 5	2	0	0	0	23	25	10	1	14
6A	Fleming	Grade 6	1	0	0	0	14	15	6	1	8
6B	Gillespie	Grade 6	1	0	0	0	15	16	3	1	12
7A	George	Grade 7	1	0	0	0	18	19	2	4	13
7B	Castaneda	Grade 7	2	0	0	0	17	19	4	4	11
8A	Ethridge	Grade 8	1	0	0	0	17	18	2	2	14
8B	Foreman	Grade 8	0	0	0	0	14	14	5	1	8
Total For School:			17	0	0	0	289	306	77	28	201

Janesville Union Elementary School

464-555 Main St.
Janesville, CA 96114
(530) 253-3551

Print Date & Time
09/15/22 03:53:40 PM

Count Enrollment and ADA On A Given Day

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Calculated for: 09/16/2022

Class Id	Teacher	Course Name	Absent	I. S. Credit	I. S. No Credit	I.S. Pend	Actual Attendance	Enrolled	F	R	P
IK-A	Ehrlich	Kindergarten	0	0	0	0	6	6	0	0	6
IK-B	Brown	Kindergarten	0	0	0	0	19	19	1	2	16
TK-A	Ehrlich	Transitional Kindergarten	0	0	0	0	12	12	0	0	12
A	Van Zandt	Grade 1	0	0	0	0	15	15	3	0	12
B	Burkman	Grade 1	0	0	0	0	16	16	7	1	8
A	Herman	Grade 2	0	0	0	0	19	19	6	1	12
B	Rubio	Grade 2	0	0	0	0	18	18	7	0	11
A	Downs	Grade 3	0	0	0	0	17	17	6	1	10
B	Gamez	Grade 3	0	0	0	0	17	17	7	0	10
A	Gillespie	Grade 4	0	0	0	0	19	19	10	0	9
B	Teeter	Grade 4	0	0	0	0	19	19	5	2	12
A	Bailey	Grade 5	0	0	0	0	20	20	8	0	12
B	Malone	Grade 5	0	0	0	0	20	20	6	2	12
A	Fleming	Grade 6	0	0	0	0	19	19	5	1	13
B	Otis	Grade 6	0	0	0	0	18	18	2	3	13
A	George	Grade 7	1	0	0	0	19	20	7	1	12
B	Pratt	Grade 7	1	0	0	0	18	19	1	3	15
A	Ethridge	Grade 8	0	0	0	0	12	12	6	0	6
B	Foreman	Grade 8	0	0	0	1	17	18	4	2	12
DA-HH08-A	Ethridge	Home & Hospital 8	0	0	0	0	0	0	0	0	0
03-A	Downs	Independent Study 03	0	0	0	0	0	0	0	0	0
04-A	Gillespie	Independent Study 04	0	0	0	0	0	0	0	0	0
06-A	Azevedo	Independent Study 06	0	0	0	0	0	0	0	0	0
Total For School:			2	0	0	1	320	323	91	19	213

JANESVILLE UNION SCHOOL DISTRICT BOARD OF TRUSTEES
REGULAR MEETING
March 19, 2024
MINUTES

MEMBERS PRESENT	John Meese, Paul Hinkson, Lee Bailey and Jamie Huber
MEMBERS ABSENT	Melissa McMullen and JoAnna Harrison
OTHERS PRESENT	Rayme Haskin, Brandie Gorbet, Jacey Herman, Roxanne Davis, Casey Simoni, Mary Diggs-Floyd, Gene Floyd and Andrea Kellogg
CALL TO ORDER	President Lee Bailey called the meeting to order at 5:30 p.m.
ESTABLISHMENT OF QUORUM	A quorum was established with three members present.
PLEDGE OF ALLEGIANCE	The Pledge of Allegiance was recited.
APPROVE AGENDA	MSCU (Hinkson/Meese) to approve the agenda.
PUBLIC INPUT FOR CLOSED SESSION	Rayme Haskin, parental advocate for Native American students with IEP's speaking on behalf of a concerned parent, requesting a postponement to the expulsion hearing scheduled for April 16, 2024.
ADJOURN TO CLOSED SESSION	<p>MSCU (Hinkson/Meese) to adjourn to closed session at 5:33 p.m. for the Board to discuss the following:</p> <ol style="list-style-type: none"> 1. Individual Student Disciplinary Matter(s)/Students Need(s) 2. Certain Personnel Matters 3. Labor Negotiations 4. Public Employee Performance Evaluation- Superintendent/Principal
RECONVENE IN REGULAR SESSION	MSCU (Hinkson/Meese) to reconvene the meeting into regular session at 6:38 p.m.
REPORT ACTION TAKEN IN CLOSED SESSION	There was nothing to report.
PUBLIC INPUT	Mary Diggs-Floyd, junior high parent, upset with administration regarding how her student was searched for possibly vaping.

Casey Simoni, junior high and third grade parent, stated how wonderful the Superintendent/Principal is doing helping correct the “failures” by junior high teachers not following policies and procedures. She also stated students from a third-grade classroom are disrupting and nothing is being done to address the problems.

STUDENT COUNCIL
REPORT

There was nothing to report from the Student Council.

JTA REPORT

Jacey Herman stated on behalf of the Janesville Teachers’ Association (JTA) sharing about the “Love Makes the World Go Around” event receiving over 300 Valentine’s from all over the world. Select students participated in the Geography Bee and fourth grade students are making mission projects.

CSEA REPORT

There was nothing to report from the California School Employees’ Association (CSEA).

SSC REPORT

Jacey Herman reviewed the School Site Council (SSC) discussed the LCAP and will be planning a spring parent night on May 16th.

SUPERINTENDENT
REPORT

Ms. Huber stated the following during the superintendent report:

- Enrollment is currently at 326 students
- TK visit day planned for daycare/preschool/homeschool kids on April 18th
- Kindergarten roundup following on April 25th
- School will soon be participating in a lockdown drill
- Final parent night planned for May 16th as a Garden Paint Night.

BOARD REPORT

There was nothing to report from the Board.

CORRESPONDENCE

Letter from Lassen County Office of Education (LCOE) regarding a review of the school district audit exception.

CONSENT AGENDA

MSCU (Hinkson/Meese) to approve the consent agenda:

- A. Routine Business:
1. Approval of Minutes, Regular Meeting February 20, 2024
 2. February 2024 Warrants: Batch #0014 & #0015
 - a. General Fund \$111,000.89
 - b. Cafeteria \$ 10,331.51
 3. Cash Flow/Payroll
 4. Resolution #24-08 Declaration of Surplus Property

HOME TO SCHOOL
TRANSPORTATION

Ms. Huber stated the District will resume full bus service after spring break on April 8th with two busses and two bus drivers.

2024-25 ACADEMIC
CALENDAR

MSCU (Hinkson/Meese) to approve the 2024-25 academic calendar.

2023-24 TRANSPORTATION PLAN	MSCU (Hinkson/Meese) to approve the 2023-24 Transportation Plan.
SECOND INTERIM BUDGET REPORT	MSCU (Hinkson/Meese) to approve the 2023-24 Second Interim Budget report. Mrs. Kellogg was thanked for her presentation.
RESOLUTION #24-09	MSCU (Hinkson/Meese) to approve Resolution #24-09 Budget/Cash Transfers.
INCREASE ADULT MEAL PRICES	MSCU (Hinkson/Meese) to approve the increase to cafeteria adult meal prices effective April 8, 2024.
FUTURE AGENDA ITEMS	There were no future agenda items.
RECONVENE IN CLOSED SESSION	MSCU (Hinkson/Meese) to reconvene the meeting back into closed session at 7:18 p.m.
RECONVENE IN REGULAR SESSION	MSCU (Harrison/Meese) to reconvene the meeting into regular session at 8:37 p.m.
REPORT ACTION TAKEN IN CLOSED SESSION	There was nothing to report.
ADJOURNMENT	MSCU (Hinkson/Meese) to adjourn the meeting at 8:37 p.m.

Clerk of the Board

Date

**JANESVILLE UNION ELEMENTARY SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING FACT SHEET**

SUBJECT:

Bill Warrants

AGENDA ITEM AREA:

Consent

REQUESTED BY:

Andrea Kellogg, Chief Business Official

ENCLOSURES:

Batch #16, Batch #17, Batch # 18

DEPARTMENT:

Business

FINANCIAL IMPACT/SOURCE:

General Fund / Cafeteria Fund

MEETING DATE:

April 16, 2024

ROLL CALL REQUIRED:

No

BACKGROUND:

Batch # 16

This batch includes routine warrants.

The following warrants are not routine and require further explanation:

East Bay Restaurant Supply – This warrant was paid for a new oven in the kitchen. This purchase was made from Kitchen Infrastructure Funds.

Batch # 17

This batch includes routine warrants.

Batch # 18

This batch includes routine warrants.

RECOMMENDATION:

Board approval is requested.

DISTRICT # 11
DISTRICT NAME: JANESVILLE UNION ELEMENTARY SCHOOL DISTRICT
BATCH # 16

COMMENTS:

Batch status: A All

From batch: 0016

To batch: 0016

Include Revolving Cash: Y

Include Address: Y

Include Object Desc: N

Include Vendor TIN: N

2

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<< Open >>
```

EE	ES	E-Term	E-ExtRef
Liq	Amt	Net	Amount

& 216	1 01-8150-0-5600-0000-8110-000-00 NN F	528.74	512.79
TOTAL PAYMENT AMOUNT	512.79 *	512.79	512.79

SR	1	01-0000-0-5600-0000-7200-000-00	NN	P	539.50	539.50
TOTAL PAYMENT AMOUNT		539.50 *			539.50	539.50

AGENT	1	01-0000-0-5800-0000-7200-000-1-C	NN P	2,640.00	2,640.00
AGENT	1	01-0000-0-5800-0000-7200-000-1-C	NN P	6,985.15	6,985.15
TOTAL PAYMENT AMOUNT				9,625.15 *	9,625.15

TOTAL PAYMENT AMOUNT	1 01-7028-0-6400-0000-3700-000-00 NN F	12,871.14	12,871.14
	12,871.14 *		12,871.14

TOTAL PAYMENT AMOUNT	1 01-0000-0-3501-1110-1000-000-00 NN P	152.78	152.78
	152.78 *	152.78	152.78

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type	Fd-Resc-Y-Objt-Goal-Func-Sch-DD	ABA num	Account num	EE	ES	E-Term	E-ExtRef
								Liq Amt			Net Amount
101286/00	GAMEZ, KARRI 713-955 JETER ROAD JANESVILLE, CA 96114										
240286	PO-240286	02/13/2024 MILEAGE FOR CONFERENCE			1 01-4035-0-5200-1110-1000-000-00	NN F		410.04			410.04
240287	PO-240287	02/16/2024 CLASSROOM SUPPLIES			1 01-1100-0-4300-1110-1000-000-09	NN F		54.79			54.79
		TOTAL PAYMENT AMOUNT					464.83 *				464.83
101291/00	GILLESPIE, JESSICA 471-287 CIRCLE DRIVE SUSANVILLE, CA 96130										
240274	PO-240274	02/09/2024 ELOP CAMP SUPPLIES			1 01-2600-0-4300-1110-1007-000-00	NN F		130.74			130.74
		TOTAL PAYMENT AMOUNT					130.74 *				130.74
001179/00	JANESVILLE PAYLESS PO BOX 782 JANESVILLE, CA 96114										
240074	PO-240074	01/31/2024 FUEL FOR TRUCK			1 01-8150-0-4300-0000-8200-000-00	NN P		197.65			197.65
PV-240041	02/28/2024 FUEL FOR VAN				01-0000-0-4300-0000-7200-000-00	NN		115.50			115.50
		TOTAL PAYMENT AMOUNT					313.15 *				313.15
003525/00	IASSEN COUNTY OFFICE OF EDUC. 472-013 JOHNSTONVILLE RD NORTH SUSANVILLE, CA 96130										
240052	PO-240052	02/28/2024 23/24 EDJOIN MEMBERSHIP			1 01-0000-0-5800-0000-7200-000-00	NN P		800.00			800.00
240052	PO-240052	02/28/2024 23/24 ELEMENTARY ATHLETIC LEAG			3 01-0000-0-5300-1110-4200-000-00	NN F		300.00			300.00
240052	PO-240052	02/28/2024 23/24 TECH SERVICES MASTER AGR			2 01-1100-0-5800-1110-1000-000-00	NN F		42,216.00			42,216.00
240270	PO-240270	02/13/2024 2023 SUMMER ELOP SERVICES			1 01-2600-0-5800-1110-1007-000-00	NN F		18,113.79			18,113.79
		TOTAL PAYMENT AMOUNT					61,429.79 *				61,429.79
001229/00	IASSEN MUNICIPAL UTILITY DIST 65 SO. ROOP ST. SUSANVILLE, CA 96130										
240057	PO-240057	02/10/2024 FEBRUARY ELECTRICITY			1 01-0000-0-5510-0000-8200-000-00	NN P		6,524.65			6,524.65
		TOTAL PAYMENT AMOUNT					6,524.65 *				6,524.65

ACCOUNTS PAYABLE PRELIST
PATCH: 0016 MARCH BATH #1
Fund : 01 GENERAL FUND

Vendor/Addr	Reg Reference	Date	Description	Tax ID num	Deposit type	Fd-Resc-Y-Objt-Goal-Func-Sch-DD	ABA num	Account num	EE	ES	E-Term	E-ExtRef
100947/00	IOZANO SMITH, LLP	7404 NORTH SPALDING	FRESNO, CA 93720-3370									
240060	PO-240060	02/12/2024	JANUARY LEGAL CHARGES		1	01-0000-0-5800-0000-7110-000-00	NY P		423.50			423.50
					TOTAL, PAYMENT AMOUNT			423.50 *				423.50
001740/00	PERMA BOUND	617 E. VANDALIA ROAD	JACKSONVILLE, IL 62650-3599									
240227	PO-240227	02/06/2024	BOOKS FOR LIBRARY		1	01-1100-0-4300-1110-1000-000-02	NN P		96.89			74.80
240244	PO-240244	01/30/2024	BOOKS FOR LIBRARY		1	01-0800-0-4300-1110-1000-000-00	NN P		400.58			400.57
					TOTAL, PAYMENT AMOUNT			475.37 *				475.37
101210/00	SHRED-IT USA	28883 NETWORK PLACE	CHICAGO, IL 60673-1288									
240066	PO-240066	01/31/2024	SHREDDING SERVICE		1	01-0000-0-5800-0000-7200-000-00	NN P		71.65			71.65
					TOTAL, PAYMENT AMOUNT			71.65 *				71.65
100359/00	UBEO BUSINESS SERVICES	P.O. BOX 301062	LOS ANGELES, CA 90030-1062									
240065	PO-240065	02/02/2024	COPIER OVERAGE		1	01-0000-0-5600-0000-7200-000-00	NN P		1,436.41			1,436.41
240065	PO-240065	02/06/2024	FEBRUARY COPIER MAINTENANCE		1	01-0000-0-5600-0000-7200-000-00	NN P		430.35			430.35
					TOTAL, PAYMENT AMOUNT			1,866.76 *				1,866.76
006390/00	WAL-MART	CAPITAL ONE	P.O. BOX 60506									
			CITY OF INDUSTRY, CA 91716-05									
240078	PO-240078	01/31/2024	MAINTENANCE SUPPLIES		1	01-8150-0-4300-0000-8200-000-00	NN P		182.08			272.09
PV-240042	02/28/2024	ELOP SUPPLIES				01-2600-0-4300-1110-1000-000-00	NN		560.73			288.64
					TOTAL, PAYMENT AMOUNT			560.73 *				560.73
					TOTAL, Fund			PAYMENT	95,962.53 **			95,962.53

Vendor/Addr	Remit name	Req Reference	Date	Description	Tax ID num	Deposit type	Fd-Resc-Y-Objt-Goal-Func-Sch-DD	ABA num	Account num	EE ES	E-Term	E-ExtRef
002126/00	CDE											
	CASHIER'S OFFICE											
	P.O. BOX 515006											
	SACRAMENTO, CA 95851-5006											
240116	PO-240116	01/16/2024		COMMODITIES			1 13-5310-0-4700-0000-3700-000-00	NN P		30.07		30.07
240116	PO-240116	02/28/2024		COMMODITIES			1 13-5310-0-4700-0000-3700-000-00	NN P		206.70		206.70
240116	PO-240116	01/29/2024		COMMODITIES			1 13-5310-0-4700-0000-3700-000-00	NN P		132.60		132.60
TOTAL, PAYMENT AMOUNT										369.37 *		369.37
001542/00	MORNING GLORY INC											
	PO BOX 189											
	SUSANVILLE, CA 96130											
240118	PO-240118	02/28/2024		FEBRUARY FOOD/MILK			1 13-5310-0-4700-0000-3700-000-00	NN P		3,964.05		3,964.05
TOTAL, PAYMENT AMOUNT										3,964.05 *		3,964.05
100316/00	PIZZA FACTORY											
	PO BOX 1087											
	JANESVILLE, CA 96114											
240117	PO-240117	02/05/2024		JANUARY PIZZA			1 13-5310-0-4700-0000-3700-000-00	NN P		1,363.95		1,363.95
TOTAL, PAYMENT AMOUNT										1,363.95 *		1,363.95
TOTAL, Fund PAYMENT										5,697.37 **		5,697.37
TOTAL, BATCH PAYMENT										0.00		101,659.90
TOTAL, DISTRICT PAYMENT										0.00		101,659.90
TOTAL, FOR ALL DISTRICTS:										0.00		101,659.90

Number of checks to be printed: 18, not counting voids due to stub overflows.

AUTHORIZATION FOR ACCOUNTS PAYABLE WARRANT RUN
REQUEST FOR DATA PROCESSING SERVICES

DISTRICT # 11
DISTRICT NAME: JANESVILLE UNION ELEMENTARY SCHOOL DISTRICT
BATCH # 17

BUDGET YEAR: 24 **RUN DATE** 3/14/2024

Please process the enclosed claims for payment in the following funds and amounts:

FUND:	<u>01</u>	General Fund	<u>32,857.59</u>
FUND:	<u>13</u>	Cafeteria Fund	<u>5,557.47</u>
FUND:	<u>14</u>	Deferred Maintenance	<u>9024.00</u>
FUND:	<u>25</u>	Developer Fee	<u> </u>
FUND:	<u>35</u>	County School Facilities Fund	<u> </u>
Batch Totals:			<u>47,439.06</u>

SUFFICIENT CASH FOR ALL FUNDS: **YES / NO**

AUTHORIZED FOR PAYMENT

THE DISTRICT GOVERNING BOARD AUTHORIZES THE ISSUANCE OF INDIVIDUAL WARRANTS
TO THE PAYEES NAMED IN THIS BATCH.

AUTHORIZED BY: 

DATE: 3/13/24

LCOE USE:

DATE RECEIVED FOR AUDIT: 3/13/24

AUDITED BY: 

DATE APPROVED: 3/14/24

COMMENTS: _____

Batch status: A All

From batch: 0017

To batch: 0017

Include Revolving Cash: Y

Include Address: Y

Include Object Desc: N

Include Vendor TIN: N

ACCOUNTS PAYABLE PRELIST

BATCH: 0017 MARCH BATCH #2

Fund : 01 GENERAL FUND

APY500 I..00.22 03/13/24 09:41 PAGE 1

<< Open >>

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type	Fd-Resc	Y-Obj	C-Goal	Func	Sch	DD	T9	MPS	Account num	EE ES	E-Term	E-ExtRef
101373/00	BROWN, ASPEN 705-825 INDIANS ROAD JANESVILLE, CA 96114															
240294	PO-240294	03/01/2024 DR SUESS DAY SUPPLIES			1	01	1100	0-4300	1110	1000	000	00	NN	F	18.56	18.56
TOTAL PAYMENT AMOUNT														18.56 *	18.56	18.56
101041/00	C & S WASTE SOLUTIONS P.O. BOX 7428 PASADENA, CA 91109-7428															
240038	PO-240038	02/27/2024 MARCH TRASH SERVICE			1	01	0000	0-5520	0000	8200	000	00	NN	F	580.98	580.98
TOTAL PAYMENT AMOUNT														580.98 *	580.98	580.98
101354/00	CAPITOL ELEMENTARY 5700 13TH AVENUE P.O. BOX 5889 SACRAMENTO, CA 95817															
240178	PO-240178	02/29/2024 JAN TUITION-SETTLEMENT			1	01	0000	0-5800	0000	7200	000	00	LC	NN	P	880.00
240178	PO-240178	02/29/2024 JAN TUITION-SETTLEMENT			1	01	0000	0-5800	0000	7200	000	00	LC	NN	P	7,980.93
TOTAL PAYMENT AMOUNT														8,860.93 *	8,860.93	8,860.93
001891/00	DEMCO INC. PO BOX 88623 MILWAUKEE, WI 53288															
240279	PO-240279	03/01/2024 LIBRARY SUPPLIES			1	01	1100	0-4300	1110	1000	000	00	NN	F	481.33	469.55
TOTAL PAYMENT AMOUNT														469.55 *	469.55	469.55
100380/00	ED STAUB & SONS PETROLEUM INC P.O. BOX 488 KLAMATH FALLS, OR 97601-0339															
240068	PO-240068	02/29/2024 PROPANE			1	01	0000	0-5530	0000	8200	000	00	NN	F	6,696.90	6,696.90
TOTAL PAYMENT AMOUNT														6,696.90 *	6,696.90	6,696.90

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description		Fd-Resc-Y-Objt-Goal-Func-Sch-DD	T9MPS	Lig Amt	Net Amount	
100913/00	FGL ENVIRONMENTAL							
	853 CORPORATION STREET							
	SANTA PAULA, CA 93060							
240045	PO-240045 02/28/2024 WATER TESTING			1 01-8150-0-4300-0000-8200-000-00	NN P	54.00	54.00	54.00
			TOTAL PAYMENT AMOUNT					54.00
003525/00	LASSEN COUNTY OFFICE OF EDUC.							
	472-013 JOHNSTONVILLE RD NORTH							
	SUSANVILLE, CA 96130							
240050	PO-240050 03/04/2024 FEBRUARY PHONES CHARGES			1 01-0000-0-5900-0000-7200-000-00	NN P	440.00	440.00	440.00
240053	PO-240053 03/05/2024 23/24 ISP SERVICES			1 01-5810-0-5800-1110-1000-000-00	NN F	5,000.00	5,000.00	5,000.00
240056	PO-240056 03/05/2024 FINGERPRINTING			1 01-0000-0-5800-0000-7200-000-00	NN P	0.00	0.00	79.00
240299	PO-240299 03/05/2024 CALPERS RETIREE PENALTY			1 01-0000-0-5800-0000-7200-000-00	NN F	200.00	200.00	200.00
			TOTAL PAYMENT AMOUNT			5,719.00 *		5,719.00
100316/00	PIZZA FACTORY							
	PO BOX 1087							
	JANESVILLE, CA 96114							
PV-240045	03/13/2024 PIZZA FOR ELOP DAY 11/21			01-2600-0-4300-1110-1000-000-00	NN			146.95
PV-240045	03/13/2024 PIZZA FOR ELOP DAY 2/12			01-2600-0-4300-1110-1000-000-00	NN			99.04
			TOTAL PAYMENT AMOUNT			245.99 *		245.99
101247/00	PLUMAS SIERRA TELECOMMUNICATIO							
	P.O. BOX 1057							
	PORTOLA, CA 96122							
240064	PO-240064 02/29/2024 MARCH BROADBAND SERVICE			1 01-0000-0-5900-0000-7200-000-00	NN P	124.42	124.42	124.42
			TOTAL PAYMENT AMOUNT			124.42 *		124.42
005077/00	SCHOOL SERVICES OF CALIFORNIA							
	PO BOX 516613							
	LOS ANGELES, CA 90051-0599							
240215	PO-240215 01/31/2024 GOVERNOR'S BUDGET WORKSHOP-AK			1 01-0000-0-5200-0000-3900-000-00	NN F	325.00	325.00	325.00
			TOTAL PAYMENT AMOUNT			325.00 *		325.00

011 JANESVILLE UNION ELEMENTARY SD J96748

ACCOUNTS PAYABLE PRELIST

APY500 L.00

BATCH: 0017 MARCH BATCH #2

<< Open >>

Fund	: 01	GENERAL FUND
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[illegible]

100359/00 UBEO BUSINESS SERVICES

100359/00 UBEO BUSINESS SERVICES

P.O. BOX 301062

LOS ANGELES, CA 90030-1062

240065 PO-240065 03/06/2024 MARCH COPIER MAINTENANCE

TOTAL PAYMENT AMOUNT	430.35 *
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[illegible]

430.35

430.35

101367/00 URQUIZU, LISA MARIE

40 RENAE DRIVE

SUSANVILLE, CA 96130

240258 PO-240258 02/19/2024 COACHING SERVICES

1 01-6266-0-5800-1110-1000-000-00 N3 P

TOTAL PAYMENT AMOUNT	
1,904.00	*

1,904.00

1,904.00

TOTAL Fund	PAYMENT	32,857.59 **
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32,857.59

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type	Fd-Resc	Y-Objt	Goal-Func	Sch-DD	T9MPS	ABA num	Account num	EE	ES	E-Term	E-ExtRef
000351/00	BONANZA PRODUCE COMPANY PO BOX 604 SPARKS, NV 89432-0604														
240119	PO-240119	02/29/2024 FEBRUARY CAFETERIA PRODUCE			1	13-5310-0-4700-0000-3700-000-00	NN	P				2,515.60		2,515.60	2,515.60
		TOTAL PAYMENT AMOUNT										2,515.60			2,515.60
101374/00	GORBET, BRANDI 713-771 SEARS ROAD JANESVILLE, CA 96114														
PV-240044	03/13/2024 LUNCH BALANCE REFUND-BLAYLOCK					13-5310-0-8634-0000-0000-000-00	NN					5.45			5.45
		TOTAL PAYMENT AMOUNT										5.45			5.45
100316/00	PIZZA FACTORY PO BOX 1087 JANESVILLE, CA 96114														
240117	PO-240117	03/01/2024 MISC PIZZA			1	13-5310-0-4700-0000-3700-000-00	NN	P				1,299.01		1,299.01	1,299.01
240117	PO-240117	03/01/2024 FEBRUARY PIZZA			1	13-5310-0-4700-0000-3700-000-00	NN	P				1,737.41		1,737.41	1,737.41
		TOTAL PAYMENT AMOUNT										3,036.42			3,036.42
		TOTAL Fund		PAYMENT								5,557.47			5,557.47

Vendor/Addr	Requit name	Date	Description	Tax ID num	Deposit type	Fd-Resc-Y	Objt-Goal-Func-Sch-DD	T9MPS	ABA num	Account num	EE	ES	E-Term	E-ExtRef
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101360/00	CONSTRUCTION MATERIALS													
	ENGINEERS													
	300 SIERRA MANOR DRIVE													
	SUITE 1													
	RENO, NV 89511													

240297	PO-240297	10/06/2023	MODULAR ADDITION SITE IMPROVEM	1	35-0000-0-5800-0000-8500-0000-00	NN	F				9,024.00			9,024.00
TOTAL PAYMENT AMOUNT											9,024.00	*		9,024.00

TOTAL Fund	PAYMENT	9,024.00	**								9,024.00			
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TOTAL BATCH PAYMENT		47,439.06	***					0.00						47,439.06
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TOTAL DISTRICT PAYMENT		47,439.06	****					0.00						47,439.06
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TOTAL FOR ALL DISTRICTS:		47,439.06	****					0.00						47,439.06
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Number of checks to be printed: 18, not counting voids due to stub overflows.

AUTHORIZATION FOR ACCOUNTS PAYABLE WARRANT RUN
REQUEST FOR DATA PROCESSING SERVICES

DISTRICT # 11
DISTRICT NAME: JANESVILLE UNION ELEMENTARY SCHOOL DISTRICT
BATCH # 18

BUDGET YEAR: 24 RUN DATE 3/28/2024

Please process the enclosed claims for payment in the following funds and amounts:

FUND:	<u>01</u>	General Fund	<u>20,697.66</u>
FUND:	<u>13</u>	Cafeteria Fund	<u></u>
FUND:	<u>14</u>	Deferred Maintenance	<u></u>
FUND:	<u>25</u>	Developer Fee	<u></u>
FUND:	<u>35</u>	County School Facilities Fund	<u></u>

Batch Totals: 20,697.66

SUFFICIENT CASH FOR ALL FUNDS: **YES / NO**

AUTHORIZED FOR PAYMENT

THE DISTRICT GOVERNING BOARD AUTHORIZES THE ISSUANCE OF INDIVIDUAL WARRANTS TO THE PAYEES NAMED IN THIS BATCH.

AUTHORIZED BY: 

DATE: 3/26/24

LCOE USE:

DATE RECEIVED FOR AUDIT: 3/26/24

AUDITED BY: 

DATE APPROVED: 3/28/24

COMMENTS: _____

Batch status: A All

From batch: 0018

To batch: 0018

Include Revolving Cash: Y

Include Address: Y

Include Object Desc: N

Include Vendor TIN: N

ACCOUNTS PAYABLE PRELIST
BATCH: 0018 MARCH BATCH #3
APY500 L.00.22 03/26/24 14:53 PAGE 1
<< Open >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-FxtRef
Req Reference	Date	Description		Fd-Resc-Y-Objt	Goal-Func-Sch-DD	TWMPs	Liq Amt	Net Amount	
000179/00	01/11/11								

000179/00 BLDGUM
4675 E COTTON CENTER DRIVE
SUITE 155
PHOENIX, AZ 85040

240269	PO-240269	03/26/2024	PC'S SCHOOLWIDE	1	01-3213-0-4300-1110-1000-000-00	NN P	9,116.00
							9,116.00
						TOTAL PAYMENT AMOUNT	9,116.00 *

101013/00 CANON FINANCIAL SERVICES INC
14904 COLLECTIONS CENTER DR
CHICAGO, IL 60693-0149

240041	PO-240041	03/26/2024	MARCH	COPIER	LEASE	1	01-0000-0-5600-0000-7200-000-00	NN	P	539.50
TOTAL PAYMENT AMOUNT										539.50 *

101372/00
GENERATION GENIUS
14622 VENTURA BLVD. #2026
SHERMAN OAKS, CA 91403

240290	PO-240290	02/28/2024	SCIENCE/MATH	SUPPLEMENT	1	01-7435-0-4300-1110-1000-000-00	NN F	995.00
				TOTAL PAYMENT AMOUNT			995.00 *	995.00

101083/00 LASSEN COUNTY HEALTH DEPT.
PUBLIC HEALTH DEPT.
1445 PAUL BUNYAN ROAD, SUITE B
SUSANVILLE, CA 96130

240061	PO-240061	03/14/2024	TB TESTING
		1	01-0000-0-5800-0000-7200-000-00 NN P
			TOTAL PAYMENT AMOUNT
			35.00 *
			35.00
			35.00

003525/00 LASSEN COUNTY OFFICE OF EDUC..
472-013 JOHNSTONVILLE RD NORTH
SUSANVILLE, CA 96130

PV-240046	03/26/2024	STRS	PENALTIES	01-0000-0-5800-0000-7200-000-00	NN	5.63
TOTAL PAYMENT AMOUNT						5.63 *
						5.63

BATCH: 0018 MARCH BATCH #3
Fund : 01 GENERAL FUND

Vendor/Addr	Remit name	Tax ID num	Deposit type	Fd-Resc-Y	Objt-Goal-Func-Sch-DD	ABA num	Account num	EE ES	E-Term	E-Retire
Req Reference	Date	Description						Liq Amt	Net Amount	
001229/00	LASSEN MUNICIPAL UTILITY DIST									
	65 SO. ROOP ST.									
	SUSANVILLE, CA 96130									
240057	PO-240057	03/10/2024	MARCH ELECTRICITY	1	01-0000-0-5510-0000-8200-000-00	NN	P	5,858.16		5,858.16
			TOTAL PAYMENT AMOUNT							
100947/00	LOZANO SMITH, LLP									
	7404 NORTH SPALDING									
	FRESNO, CA 93720-3370									
240060	PO-240060	03/11/2024	FEBRUARY LEGAL CHARGES	1	01-0000-0-5800-0000-7110-000-00	NY	P	1,540.00		1,540.00
			TOTAL PAYMENT AMOUNT							
002158/00	OFFICE DEPOT									
	P.O. BOX 29248									
	PHOENIX, AZ 85038-9248									
240289	PO-240289	03/11/2024	CLASSROOM SUPPLIES-SCHOOLWIDE	1	01-1100-0-4300-1110-1000-000-00	NN	P	974.39		974.39
			TOTAL PAYMENT AMOUNT							
101371/00	PARENT INSTITUTE, THE									
	P.O. BOX 7474									
	FAIRFAX STATION, VA 22039-747									
240276	PO-240276	02/29/2024	PARENT NEWSLETTERS	1	01-0800-0-4300-1110-1000-000-00	NN	F	249.00		249.00
			TOTAL PAYMENT AMOUNT							
101353/00	PAWAR TRANSPORTATION									
	3673 VISTA CHARANOAKS									
	WALNUT CREEK, CA 94598									
240177	PO-240177	12/31/2023	DEC TRANSPORTATION-SETTLEMENT	1	01-0000-0-5800-0000-7200-000-00	LC	NN	P	870.00	870.00
			TOTAL PAYMENT AMOUNT							

Vendor/Addr	Remit name	Tax ID num	Deposit type	Fd-Resc-Y-Objt-Goal-Func-Sch-DD	9MPS	EE	ES	R-Term	E-ExtRef
Req Reference	Date	Description				Liq Amt			Net Amount
100316/00	PIZZA FACTORY								
	PO BOX 1087								
	JANESVILLE, CA 96114								
240310	PO-240310	03/19/2024	PIZZA FOR GEOGRAPHY BOWL	1	01-2600-0-4300-1110-1000-000-00	NN	F	127.14	127.14
			TOTAL PAYMENT AMOUNT		127.14 *				127.14
101210/00	SHRED-IT USA								
	28883 NETWORK PLACE								
	CHICAGO, IL 60673-1288								
240066	PO-240066	02/29/2024	SHREDDING SERVICE	1	01-0000-0-5800-0000-7200-000-00	NN	P	70.84	70.84
			TOTAL PAYMENT AMOUNT		70.84 *				70.84
101334/00	VISIPLEX								
	1287 BARCLAY BLVD.								
	BUFFALO GROVE, IL 60089								
240300	PO-240300	03/14/2024	DESKTOP PAGING MICROPHONE	1	01-1100-0-4300-1110-1000-000-00	YN	F	316.39	317.00
			TOTAL PAYMENT AMOUNT		317.00 *				317.00
			TOTAL USE TAX AMOUNT						22.98
			TOTAL Fund PAYMENT		20,697.66 **				20,697.66
			TOTAL USE TAX AMOUNT						22.98
			TOTAL BATCH PAYMENT		20,697.66 ***		0.00		20,697.66
			TOTAL USE TAX AMOUNT						22.98
			TOTAL DISTRICT PAYMENT		20,697.66 ****		0.00		20,697.66
			TOTAL USE TAX AMOUNT						22.98
			TOTAL FOR ALL DISTRICTS:		20,697.66 ****		0.00		20,697.66
			TOTAL USE TAX AMOUNT						22.98

Number of checks to be printed: 13, not counting voids due to stub overflows.

JANESVILLE UNION ELEMENTARY SCHOOL DISTRICT
2023 / 2024 CASH FLOW

	Object	July	August	September	October	November
A.	BEGINNING CASH					
B.	RECEIPTS					
	9110	2,673,882.00	2,632,396.00	2,509,946.00	2,622,129.00	2,605,317.00
	Principal Apportionment / LCFF					
	Property Taxes	135,750.00	135,750.00	507,947.00	244,351.00	244,351.00
	DEFERRAL REPAYMENT					19,188.00
	Miscellaneous Funds					
	8080-8099					
	8100-8299					
	8300-8599	13,120.00	13,120.00	50,196.00	97,370.00	36,951.00
	8600-8799		4,851.00		32,452.00	2,807.00
	8910-8929					
	8930-8979					
	All Other Financing Sources					
	Other Receipts/Non-Revenue	-				
	TOTAL RECEIPTS	148,870.00	153,721.00	558,143.00	374,173.00	303,297.00
C.	DISBURSEMENTS					
	1000-1999	10,770.00	108,930.00	125,694.00	130,929.00	173,632.00
	2000-2999	63,646.00	61,345.00	60,648.00	60,520.00	61,163.00
	3000-3999	47,256.00	83,761.00	74,571.00	69,240.00	91,794.00
	4000-4999	5,689.00	9,844.00	88,014.00	41,055.00	11,898.00
	5000-5999	66,167.00	10,517.00	65,038.00	87,730.00	43,584.00
	6000-6599					
	7000-7499					
	7600-7629					
	7630-7699					
	Other Disbursements/ Non Expenditures					
	TOTAL DISBURSEMENTS	193,528.00	274,397.00	413,965.00	389,474.00	382,071.00
D.	PRIOR YEAR TRANSACTIONS					
	9200	16,637.00	24,716.00			
	9500	(13,465.00)	(27,537.00)	(31,995.00)	(1,511.00)	971.00
	9640					
	PRIOR YEAR TRANSACTIONS	3,172.00	(2,821.00)	(31,995.00)	(1,511.00)	971.00
	Deferred Revenue	-	-	-	-	-
	Suspense Clearing	-	1,047.00	-	-	-
E.	NET INCREASE/DECREASE					
	(B-C+D)	(41,486.00)	(122,450.00)	112,183.00	(16,812.00)	(77,803.00)
F.	ENDING CASH (A+E)	2,632,396.00	2,509,946.00	2,622,129.00	2,605,317.00	2,527,514.00
G.	ENDING CASH, PLUS ACCRUALS					

JANESVILLE UNION ELEMENTARY SCHOOL DISTRICT
2023 / 2024 CASH FLOW ACTUALS

December	January	February	March	April	May	June	Accruals	TOTAL
2,527,514.00	3,124,713.00	3,199,809.00	2,805,523.00	2,450,460.00	2,408,010.00	2,408,010.00	2,408,010.00	2,408,010.00
507,946.00	244,351.00							2,020,446.00
246,172.00								265,360.00
	13,063.00	92,879.00						-
50,362.00	23,614.00	108,195.00	1,982.00					105,942.00
29,245.00	88,545.00	(7,844.00)	81,861.00					394,910.00
		(10,256.00)						231,917.00
								(10,256.00)
								-
								-
833,725.00	369,573.00	182,974.00	83,843.00	-	-	-	-	3,008,319.00
								-
130,746.00	143,182.00	144,194.00	140,340.00				-	1,108,417.00
68,067.00	63,046.00	65,473.00	64,398.00				-	568,306.00
101,069.00	85,347.00	86,499.00	85,320.00					724,857.00
5,333.00	7,122.00	5,258.00	18,651.00					192,864.00
21,301.00	41,331.00	102,902.00	117,866.00					556,436.00
	17,092.00		12,871.00				-	29,963.00
							-	-
							-	-
							-	-
								-
								-
326,516.00	357,120.00	404,326.00	439,446.00	-	-	-	-	3,180,843.00
								-
82,592.00	70,465.00	8,988.00						203,398.00
7,398.00	(7,822.00)	10,256.00	540.00	(42,450.00)				(105,615.00)
		4,960.00						
89,990.00	62,643.00	24,204.00	540.00	(42,450.00)	-	-	-	97,783.00
		(197,138.00)		-	-	-		
597,199.00	75,096.00	(394,286.00)	(355,063.00)	(42,450.00)	-	-	-	(74,741.00)
3,124,713.00	3,199,809.00	2,805,523.00	2,450,460.00	2,408,010.00	2,408,010.00	2,408,010.00	2,408,010.00	2,408,010.00

Janesville Union Elementary School District
Board Meeting of April, 2024
Payroll Approval

Payroll Period Ending March 31, 2024

End of Month Gross Payroll - March, 2024

Certificated	129,900.06
Classified	69,807.20
Board Members	211.08
Retirees	5,027.60
Certificated Subs	4,080.00
Classified Subs	1,302.30
TOTAL	210,328.24

Benefits (for month of April, 2024)

Medical	\$	32,711.00
Dental	\$	2,779.62
Vision	\$	594.97
Life	\$	84.51
Employee's/Retirees' Portion of Med,Dental & Vision	\$	9,662.34
TOTAL	\$	26,507.76

GRAND TOTAL: (Payroll + Medical, Dental, Vision & Life) \$ 236,836.00

Janesville Union Elementary School District
Fund Balance as of 2/13/2024

GENERAL FUND 01

Beginning Balance 7/1/23	\$	2,673,882.26	
Expenses	\$	(3,910,903.76)	Payroll/Accounts Payable
Revenue	\$	3,645,027.56	Apportionment/Deposits
2/13/2024	\$	2,408,006.06	

CAFETERIA FUND 13

Beginning Balance 7/1/23	\$	135,289.12	
Expenses	\$	(141,193.39)	Payroll/Accounts Payable
Revenue	\$	184,050.39	Apportionment/Deposits
2/13/2024	\$	178,146.12	

DEFERRED MAINTENANCE FUND 14

Beginning Balance 7/1/23	\$	6,143.94	
Expenses			Payroll/Accounts Payable
Revenue	\$	104.98	Apportionment/Deposits
2/13/2024	\$	6,248.92	

SPECIAL RESERVE OTHER THAN CAPITAL OUTLAY FUND 17

Beginning Balance 7/1/23	\$	155.57	
Expenses			Payroll/Accounts Payable
Revenue	\$	2.66	Apportionment/Deposits
2/13/2024	\$	158.23	

CAPITAL FACILITIES DEVELOPER FEE FUND 25

Beginning Balance 7/1/23	\$	56,627.20	
Expenses	\$	(4.92)	Payroll/Accounts Payable
Revenue	\$	1,131.62	Apportionment/Deposits
2/13/2024	\$	57,753.90	

SCHOOL FACILITIES FUND 35

Beginning Balance 7/1/23	\$	294,731.65	
Expenses	\$	(110,700.90)	Payroll/Accounts Payable
Revenue	\$	4,564.05	Apportionment/Deposits
2/13/2024	\$	188,594.80	

BOND INTEREST & REDEMPTION FUND 51 (INFORMATION ONLY)

Beginning Balance 7/1/23	\$	20,980.00	
Expenses	\$	-	Payroll/Accounts Payable
Revenue	\$	-	Apportionment/Deposits
2/13/2024	\$	20,980.00	

SHORT-FORM PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement (this "Agreement") is made and entered into as of the twenty-ninth day of January, 2024 (the "Effective Date"), by and between Janesville Union Elementary School District ("the Client") and Lisa Urquizu, Instructional Coach (the "Contractor").

WHEREAS, the Client wishes to obtain the professional services of the Contractor; and,

WHEREAS, the Contractor has the knowledge, skill and capability to perform such services for the Client.

THEREFORE, in consideration of the foregoing, the parties, intending to be legally bound, hereby agree to the following:

AGREEMENTS

In consideration of the recital and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

- 1. Contractor Responsibilities; Fees.** Contractor will perform the Services to the reasonable satisfaction of Client. Services will include the support of an employee(s) who requires classroom/instructional support. Assuming such satisfactory performance, the Client shall pay Contractor the amount **\$68.00** per hour within 30 days following the receipt of an invoice from the Contractor. Contractor is an independent contractor and shall be solely and personally responsible for all federal, state and local taxes, contributions and other liabilities with regard to such payments.
- 2. Term.** The term of this Agreement shall be from the date of this Agreement until completion of the Services and payment therefor by the Client. Except for material breach of the Agreement by the other party, this Agreement may not be terminated by either party except that the Client may immediately terminate this Agreement upon the death or incapacity of Contractor.
- 3. Ownership of Work Product.** Contractor hereby sells, assigns, grants and transfers to the Client all right, title and interest in any reports, documents, performances or other copyrighted materials authored or created by Contractor for the Client pursuant to this Agreement, including all copyrights, renewals and extensions thereof.
- 4. Relationship.** The parties hereto are independent contractors. Nothing in this Agreement shall be understood or construed to create or imply any relationship between the parties in the nature of any joint venture, employer/employee, principal/agent or partnership. Contractor shall in no way become an employee of the Client pursuant to this Agreement. Neither party shall have the authority to nor shall either party attempt to create or assume any obligation by or on behalf of the other party.

5. Expenses. Except as expressly provided to the contrary in this Agreement, all expenses incurred by the parties shall be the sole responsibility of the party who ordered the service or incurred the particular expense.

6. Miscellaneous. This Agreement may not be assigned without the written consent of the other party. Contractor's services are personal in nature and may not be assigned or delegated to any other person. This Agreement represents the entire Agreement between the parties and supersedes any prior oral or written understandings with respect to the Services. This Agreement may only be amended by an agreement signed in writing by all of the parties hereto. Upon execution, this Agreement will be a valid and binding obligation of each party and enforceable in accordance with its terms. Contractor shall maintain insurance in such amounts and of such types as are customarily held by persons engaged in the same or a similar kind of business similarly situated.

X

Lisa Urquizu, Instructional Coach

X

Jamie Huber, Superintendent/Principal

COUNTY OF LASSEN
TREASURER & TAX COLLECTOR
220 S LASSEN ST. SUITE 3
SUSANVILLE, CA 96130
(530) 251-8226

04/01/24

JANESVILLE SCHOOL DISTRICT

P.O. BOX 280
JANESVILLE CA 96114

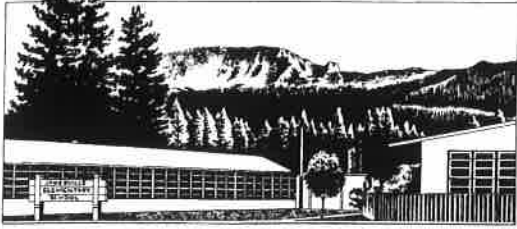
We are pleased to inform you that on 04/01/24 your fund's, as set out below, have been credited with an apportionment of interest earned on investments of co-mingled county funds. The interest is apportioned on the average daily balance for the fund, through 03/31/24.

Net Interest Rate 2.550395%

Fund Name	Interest	Admin Fee	Net Amount
JANESVILLE SCHOOL	20,616.78	1,155.31	19,461.47
JANESVILLE CAFETERIA	1,155.79	64.77	1,091.02
JANESVILLE LOCAL BUILDING	.00	.00	.00
JANESVILLE DEFERRED MAINTENANC	42.21	2.37	39.84
JANESVILLE SPE RES-CAP OUTLAY	.00	.00	.00
JANESVILLE SPEC RES-OTHER	.00	.00	.00
JANESVILLE MODERIZATION	.00	.00	.00
JANESVILLE DEVELOPER FEES	389.67	21.84	367.83
JANESVILLE-PRISION MITIGATION	.00	.00	.00
JANESVILLE SPEC.RESERVE/CAP PR	.00	.00	.00
JANESVILLE TAX COLLECTION 96	92.86	5.20	87.66
JANESVILLE-BUILDING BOND 96	.00	.00	.00
JANESVILLE CLASSROOM CONST -34	.00	.00	.00
JANESVILLE GYM CONST-33	.00	.00	.00
JANESVILLE MODERNIZATION #2	.00	.00	.00
SPECIAL RESERVE CAPITAL	1.07	.06	1.01
COUNTY SCHOOL FACILITIES	1,331.23	74.60	1,256.63
JANESVILLE TRAN PROCEEDS	.00	.00	.00
JANESVILLE TRAN NOTE PAYMENT	.00	.00	.00

VERY TRULY YOURS,
NANCY CARDENAS,
TREASURER/TAX COLLECTOR

Janesville Union School District



P.O. Box 280 • Janesville, California 96114 • 530-253-3551

April 16, 2024

Dear Teacher,

According to Administrative Regulation #4112.1, the District must require you to file a notification of your intent to remain in the Janesville Union Elementary School District for the 2024-2025 school year.

Please complete the form below and return to the District Office by May 15, 2024.

Yes, I will remain in the Janesville Union Elementary School District for the 2024-2025 school year.

Signature

Date

No, I will not return to the Janesville Union Elementary School District for the 2024-2025 school year.

Signature

Date

JANESVILLE UNION ELEMENTARY SCHOOL DISTRICT
STAFF APPRECIATION WEEK
MAY 12 - 18, 2024
Resolution #24-10

WHEREAS, school employees provide valuable service to schools and students of the Janesville Union Elementary School District; and

WHEREAS school employees contribute to the establishment and promotion of a positive instructional environment; and

WHEREAS school employees play a vital role in providing for the welfare and safety of Janesville Union Elementary School District's students; and

WHEREAS school employees employed by the Janesville Union Elementary School District strive for excellence in all areas relative to the education community;

THEREFORE, BE IT RESOLVED that the Janesville Union Elementary School District hereby recognizes and wishes to honor the contribution of all school employees, and declares the week of May 12-18, 2024, as Staff Appreciation Week.

PASSED AND ADOPTED by the Board of Trustees of the Janesville Union Elementary School District at a duly called meeting held on April 16, 2024, by the following called vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

Jamie Huber, Superintendent/Principal

Date

Lee Bailey, Board President

Date

Class of 2024
8th-Grade Trip Itinerary
May 30th – June 1st, 2024

Thursday, May 30th

7:45 AM	Arrive at Janesville School Gymnasium
8:00 AM	Depart for Roseville
11:00 AM	Arrive at Round1 Bowling & Arcade <i>1191 Galleria Blvd Suite 120 Roseville, CA 95678</i>
1:00 PM	Shopping at Galleria Mall
3:30 PM	Depart for Manteca and dinner at Chilis <i>2262 Daniels St. Manteca, CA 95337</i>
5:30 PM	Arrive at Chilis
8:00 PM	Depart for Great Wolf Lodge <i>2500 Daniels St. Manteca, CA 95337</i>

Friday, May 31

8:00 AM	Breakfast in hotel rooms
9:00 AM	Great Wolf Lodge Water Park
6:00 PM	Pizza dinner in hotel rooms
8:00 PM	Waterpark until closing

Saturday, June 1

8:00 AM	Breakfast, pack up all belongings, and Waterpark
11:00 AM	Depart Great Wolf Lodge
12:30 PM	Enjoy lunch at In-N-Out, Blaze Pizza, Jamba Juice, or Posh Bagel <i>10309 Fairway Drive Roseville, CA 95678</i>


1:35 PM	Depart for Beat the Room <i>6840 Five Star Blvd #100</i> <i>Rocklin, CA 95677</i>
1:40 PM	Escape Rooms
3:20 PM	Depart for Janesville School
6:25 PM	Arrive at Janesville School Gymnasium

Dear School Board Members,

I am requesting a leave of absence from my duties as a paraeducator for Tuesdays and Wednesdays each week until the last week of 2023-2024 school year. The request is so I can be a long-term substitute in the special education classroom.

Thank you,

Roxanne Davis


3/28/2024

JANESVILLE UNION ELEMENTARY SCHOOL DISTRICT
RECOGNIZE AND HONOR JACEY HERMAN
AS
THE JANESVILLE UNION ELEMENTARY SCHOOL DISTRICT
MASONIC LODGE TEACHER-OF-THE-YEAR
RESOLUTION #24-11

WHEREAS, the Board wishes to recognize a teacher who is widely seen as an example of excellence in education, and;

WHEREAS, Mrs. Herman is a highly respected teacher who has served with distinction as a professional educator in the Janesville Union Elementary School District, and;

WHEREAS, Mrs. Herman is a teacher whose acts inspire her pupils to learn with enthusiasm, and;

WHEREAS, in recognition of Mrs. Herman's excellence as a teacher she was honored with recognition as the Janesville School Teacher-of-the-Year by the Grand Lodge of California Free and Accepted Masons in the Lassen-Janesville Masonic Lodge #149, and;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Janesville Union School District recognize Mrs. Herman as an exemplary teacher who inspires pride and excellence in education as the Janesville Union Elementary School District Teacher-of-the-Year.

THE FOREGOING RESOLUTION was adopted by the Board of Trustees of the Janesville Union Elementary School District at a meeting of said Board held on the 16th day of April, 2024, by the following vote, to-wit:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

Jamie Huber, Superintendent/Principal

Date

Melissa McMullen, Clerk of the Board

Date

JANESVILLE UNION ELEMENTARY SCHOOL DISTRICT
RECOGNIZE AND HONOR KAMI PRATER
AS
THE CLASSIFIED EMPLOYEE-OF-THE-YEAR
RESOLUTION #24-12

WHEREAS, the Board wishes to recognize a classified employee who is widely seen as an example of excellence in the District, and;

WHEREAS, Mrs. Prater is a highly respected staff member who has served with distinction as a classified professional in the Janesville Union Elementary School District, and;

WHEREAS, Mrs. Prater is a staff member whose work ethics, kind words, and attention to detail help teachers, students, parents, and community members feel welcome and appreciated;

WHEREAS, in recognition of Mrs. Prater excellence as a classified staff member she was honored with recognition as the Janesville School Classified Employee-of-the-Year by the Janesville Union Elementary School District;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Janesville Union School District recognize Mrs. Prater as an exemplary staff member who inspires pride and excellence in all that she does for the Janesville Union Elementary School District Classified Employee-of-the-Year.

THE FOREGOING RESOLUTION was adopted by the Board of Trustees of the Janesville Union Elementary School District at a meeting of said Board held on the 16th day of April, 2024, by the following vote, to-wit:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

Jamie Huber, Superintendent/Principal

Date

Melissa McMullen, Clerk of the Board

Date

Memorandum of Understanding
Between the
Janesville Union Elementary School District
And the
Janesville Teachers Association

The Janesville Union Elementary School District ("District") and the Janesville Teachers Association ("Association") have considered their mutual interests and have agreed to the following provisions as enumerated below as they pertain to Home Hospital Instruction in the 2023-2024 school year:

A. Unit member responsibilities:


1. The unit member will meet with the student at an arranged meeting place.
2. The unit member will meet with the student for (1) one hour per each day the student is on home hospital for up to 5 hours per week. During the hour the teacher will teach the student a short lesson for each subject. New work will be given to the student, and the unit member will collect all work completed by the student.

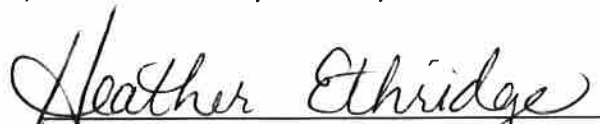
B. Compensation

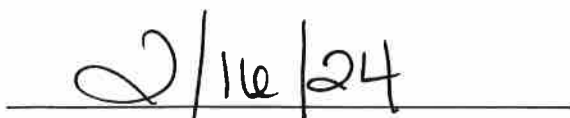
1. Unit members who provide Home Hospital shall be paid their per-diem hourly rate based upon their individual placement on the current salary schedule. (no less than \$40/hour) Unit members will be compensated one (1) hour for every school day that a student(s) (up to 5) is enrolled in the Home Hospital and the unit member meets with the student.
2. The unit member will receive (1) one hour (\$40) per day for travel time if they are meeting the student off campus.
3. All mileage will be reimbursed.
4. The unit member will receive (2) two hours total at (\$40/hour) per week to prepare and grade Home Hospital work.
5. In the event the student has multiple teachers, each teacher will receive 2 hours total at (\$40/hour) per week to prepare and grade Home Hospital work.


C. Selection

1. Teacher selection will be their homeroom teacher first, then offered to any other teacher in that grade level.
2. If a special education student, it will be offered to the special education teacher first.
3. If none of the above accept the assignment, the assignment will be flown whole school for 24 hours. Those who want the assignment, will be chosen by seniority.


Janesville Union Elementary School District


Janesville Teachers Association


Date


Date

MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN
JANEVILLE UNION ELEMENTARY SCHOOL DISTRICT AND
THE CALIFORNIA SCHOOL EMPLOYEES' ASSOCIATION
AND ITS JANEVILLE CHAPTER No. 678

This memorandum is agreed between the Janesville Union Elementary School District ("District") and The California School Employees Association and its Janesville Chapter No.678 ("together CSEA") concerning a newly created stipend position, (E-Helper) Speech Electronic Helper Job description.

In order to meet the needs of the district, the District and CSEA agree as follows:

The District will retain the Speech Electronic Helper (E-Helper) position which has been changed from an extra hour paid position to a stipend position.

This agreement shall take effect at the beginning of the 23/24 school year and remain in effect until there is no longer a need for a Speech Electronic (E-Helper) position.

1. Please see attached New Job description for Speech Electronic Helper (E-Helper).
2. The purpose of this stipend position is to provide students with assistance in speech via electronic technology.

Agreed to March 26, 2024

DocuSigned by:
For the District:
Jamie Huber
AA62EEB7628B45E

Jamie Huber, Superintendent
3/27/2024
Date: _____

DocuSigned by:
For CSEA:
Alisa Tinnin
3BE43591E0224D0

Alisa Tinnin, President Ch#678
3/27/2024
Date: _____

DocuSigned by:
Deborah Smith
7D430933C6904E9

Deborah Smith, CSEA LRR
3/29/2024
Date: _____

JANESVILLE UNION ELEMENTARY SCHOOL DISTRICT

\$3700.00
Annual stipend
Paid monthly

POSITION: Speech Electronic Helper (E-Helper)

JOB DESCRIPTION: An E-helper is to be available to facilitate at every teletherapy session conducted between an online speech service provider and a minor child, for sessions conducted at school. Duties are varied and related directly to the critical teletherapy session(s). The E-helper is primarily present to provide on-site adult supervision, protect the student's interests, aid speech therapist in effective communication and delivery of services, and make sure the session proceeds smoothly technologically and otherwise.

QUALIFICATIONS:

Education: Minimum of the twelfth grade

Desired Qualities / Skills:

1. Computer literate
3. Ability to work on multiple tasks
4. Ability to communicate effectively in both oral and written form with both students and staff
5. TB clearance
6. Knowledge of First Aid and C.P.R.
7. Criminal Justice/fingerprint clearance.
8. Ability to abide by Professional Standards as outlined in Board Policies 4119.21 (a), 4219.21, and 4319.21

TYPICAL DUTIES:

General Responsibilities:

1. Exchange contact information with the therapist prior to the onset of service delivery for two-way communication as needed
2. Alert the therapist asap about any difficulties the student is experiencing that could affect their participation or performance in the session – sometimes even prior to the session, in a private phone call, text, or email
3. Have a phone available during the session to communicate one-on-one with the therapist if needed
4. Ensure that the student arrives to the session on time
5. Log in and log off with the student before and after each session
6. Act as liaison between the therapist and the student during sessions
7. Be available to the therapist for any questions or issues that arise during therapy sessions
8. Be accessible by phone to the therapist for any emergency situations that may arise
9. Respond in a timely fashion to email and phone communications from the therapist
10. Working knowledge of Family Educational Rights and Privacy Acts (FERPA)
11. Working knowledge of mandated reporter regulations and child abuse laws
12. Working knowledge of school guidelines and rules in the Wildcat Handbook
13. Understand and apply the district's rules, regulations, procedures, and policies

Technical Duties:

The e-helper will acclimate to the online environment more quickly with some basic technical knowledge so that session time can be spent working toward student IEP goals instead of working out technical details. To promote this goal, speech therapist performs a free tech check of all devices that will be used for therapy sessions prior to initiating therapy services. (Note: If significant changes are made to the equipment used for therapy sessions, please inform your therapist promptly to avoid difficulties.) The e-helper is expected to:

1. Be familiar with the device – laptop, desktop, or tablet – the student will be using to access the virtual therapy room
2. Keep the therapist's room link handy and be able to enter the room quickly and easily start the audio and video connection
3. Know how to share the screen, access the chat box, guide the student to use platform features, and troubleshoot basic audio/visual issues
4. Promptly inform the therapist of any technical issues and follow up with tech support as directed to resolve any issues
5. Work with the therapist or tech support in real time to resolve any technical issues that may arise during sessions.

Managing Scheduled & Unscheduled Absences

It is understood that unforeseen circumstances sometimes occur, interfering with scheduled therapy sessions. However, the more open the lines of communication between speech therapists and the school client, the more sessions can be rescheduled in advance instead of cancelled, avoiding fees for missed sessions or habitual absences. Key in this regard are the promptness and the method of communication, so please devise a plan with the treating speech therapist for the best way to report absences as soon as possible, with the following steps:

1. Report absences immediately to avoid missed session charges
2. Report in advance upcoming field trips and other events that will alter the student's schedule on therapy days
3. Coordinate rescheduling of a session, consulting with the therapist to determine their availability

Assisting the Evaluation Process

In order for therapists to get an accurate picture of a student during an administered evaluation, care must be taken to precisely follow evaluation instructions. Evaluation sessions often take 45-60 minutes and require very specific levels of assistance. If standardized assessment is involved, they must be followed to the letter. Although the evaluating therapist is responsible for administering the assessments, the more familiar the e-helper is with the evaluation process, the smoother the online assessment will run. Specific responsibilities during an evaluation may include:

1. Obtain/provide parental consent to evaluate and send the signed form to the therapist for files before the evaluation timeline can begin
2. Assist any actions that are part of the evaluation, such as positioning the student in chair adjusting audio & video etc.
3. Keep the environment well lit, quiet, and as free of visual and audio distractions as possible
4. Make the student the priority
5. Keep basic supplies near the computer for easy access

PHYSICAL REQUIREMENTS:

Hearing and speaking to exchange information in person and/or on the telephone; sitting or standing for extended periods of time; dexterity of hands and fingers; kneeling, bending at the waist and reaching overhead, above the shoulders and horizontally; climbing, walking over rough or uneven surfaces; moderate stress level.

The above statements describe the general nature and level of work being performed by individuals assigned to this job. This is not intended to be an exhaustive list of all responsibilities and duties required of personnel so employed.

Approved by the Janesville Union School Board of Trustees: 01/16/2024

Approved by CSEA: 01/23/2024

JANESVILLE UNION ELEMENTARY SCHOOL | 2023-2024 CALENDAR

JULY 2023						
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					

04 Independence Day

JANUARY 2024						
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			

25-1/5 Winter Break
 01 New Year's Day
 15 Martin Luther King Day
 24 Staff Dev – Min Day
 26 End of 2nd Qtr (53 days)

17 days

AUGUST 2023						
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		

14-18 Floating Tchr. Work Days
 21-22 Teacher Work Days
 23 First Day of School
 23-25 Minimum Days

7 days

FEBRUARY 2024						
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		

07 Conferences – Min Day
 12 Lincoln's Birthday
 19 Presidents' Day
 21 Staff Dev – Min Day

19 days

SEPTEMBER 2023						
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

04 Labor Day
 13 Staff Dev – Min Day
 19 Back to School Night
 27 Staff Dev – Min Day

20 days

MARCH 2024						
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						

06 Staff Dev – Min Day
 20 All Staff Mtg. – Min Day
 29 End of 3rd Qtr (43 days)
 29 Minimum Day
 31 Easter Sunday

21 days

OCTOBER 2023						
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				

09 Columbus Day
 11 All Staff Mtg. – Min Day
 20 End of 1st Qtr. (41 Days)
 25 Staff Dev – Min Day
 31 Minimum Day

21 days

APRIL 2024						
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				

01-05 Spring Break*
 24 Staff Dev – Min Day

*Includes 1 floating holiday for 12 month employees

17 days

NOVEMBER 2023						
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		

10 Veterans Day
 13-17 Conferences – Min Day
 20-24 Thanksgiving Break
 23 Thanksgiving Day
 24 CSEA Observed Holiday
 29 Staff Dev – Min Day

16 days

MAY 2024						
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	

08 All Staff Mtg. – Min Day
 22 Staff Dev – Min Day
 24 Snow Day
 27 Memorial Day

21 days

DECEMBER 2023						
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						

13 Staff Dev – Min Day
 22 Minimum Day
 22 Winter Program
 25-1/5 Winter Break
 25 Christmas Day

16 days

JUNE 2024						
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						

3-6 Minimum Days
 06 Graduation @ 7 pm
 07 Last Day of School (Min Day)
 07 End of 4th Qtr (43 days)
 10-14 Floating Tchr. Work Days
 19 Juneteenth Holiday for eligible employees

180 Day Calendar

5 days

