

REGULAR MEETING OF THE JANESVILLE UNION SCHOOL DISTRICT BOARD OF TRUSTEES

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

Tuesday, May 21, 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. Conference with Legal Counsel: Initiation of Litigation Pursuant to Subdivision (d)(4) of Government Code Section 54956.9 (One Potential Case).

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. Handbook Committee
 - F. Board Report
- XI. CORRESPONDENCE (Informational)
 - A. Letter from the Lassen County Office of Education (LCOE) Regarding Positive Certification of the Second Interim Report.
 - B. Letter from the LCOE Regarding the Lassen County Educator Gala Nomination.
- XII. 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, April 16, 2024
 - 2. April 2024 Warrants
 - 3. Cash Flow/Payroll
 - 4. Williams Complaint Report (Pursuant to AR 1312.4)
 - 5. Resolution #24-13 to Authorize the Closing of the 2023-24 Books
 - 6. Contract – Just Kidding Around (JKA) Childcare Program
 - 7. Memorandum of Understanding (MOU) - JKA Expanded Learning Opportunities Program (ELOP) Full-Day Program
 - 8. MOU – JKA ELOP Daily Before-School Extended Program
 - B. Certificated Personnel Items:
 - 1. Employment:
 - a) Rachel Stewart – Effective 8/15/24
 - b) Trisha Wood – Effective 8/15/24
 - C. Classified Personnel Items:
 - 1. Letter of Resignation:
 - a) Abigail Pack – Effective 6/7/24

XIII. DISCUSSION/ACTION ITEMS:

NOTICE TO THE PUBLIC – To comply with Government Code Section 3547.5, Mandate for Public disclosure of Collective Bargaining Agreements, this is a posting for public view of the proposed agreement between the Janesville Union School District (JUSD) and the JTA for July 1, 2024 through June 30, 2025.

The Board will conduct a PUBLIC HEARING on the proposed agreement between the JUSD and the JTA for July 1, 2024 through June 30, 2025. The Public Disclosure will be reviewed at this time and the public is invited to comment and ask questions.

- A. Open Public Hearing for the Proposed Agreement Between the JUSD and the JTA for July 1, 2024 through June 30, 2025 (Action)
- B. Close Public Hearing for the Proposed Agreement Between the JUSD and the JTA for July 1, 2024 through June 30, 2025 (Action)
- C. Approval of Proposed Agreement Between the JUSD and the JTA for July 1, 2024 through June 30, 2025 (Action)

NOTICE TO THE PUBLIC – The Governing Board will conduct a Public Hearing on the proposed tentative agreement between the JUSD and the CSEA for July 1, 2024 through June 30, 2027. The Public Disclosure will be reviewed at this time and the public is invited to comment and ask questions.

- D. Open Public Hearing for the Proposed Tentative Agreement Between the JUSD and the CSEA for July 1, 2024 through June 30, 2027 (Action)
- E. Close Public Hearing for the Proposed Tentative Agreement Between the JUSD and the CSEA for July 1, 2024 through June 30, 2027 (Action)
- F. Approval of Tentative Agreement Between the JUSD and the CSEA for July 1, 2024 through June 30, 2027 (Action)
- G. Approve Memorandum of Understanding (MOU) with the CSEA Regarding the SSC Secretary Stipend (Action)
- H. Review Teacher Assignments for 2024-25 School Year (Informational)
- I. First Reading to Review/Revise/Adopt Board Policies, Administrative Regulations, Exhibits and Board Bylaws: (Procedural)
 - 0000 Series: Philosophy, Goals, Objectives, and Comprehensive Plans
 - 1000 Series: Community Relations
 - 2000 Series: Administration
 - 3000 Series: Business and Noninstructional Operations
 - 4000 Series: Personnel
 - 5000 Series: Students
 - 6000 Series: Instruction
 - 7000 Series: Facilities
 - 9000 Series: Board Bylaws

XIV. FUTURE AGENDA ITEMS (Informational)

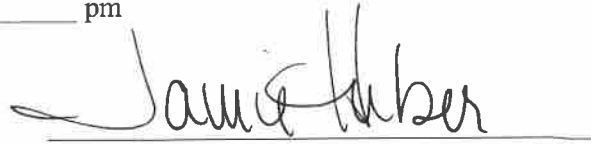
XV. RECONVENE INTO CLOSED SESSION (Procedural) *(if necessary)*

XVI. RECONVENE IN REGULAR SESSION (Procedural)

XVII. REPORT ACTION TAKEN IN CLOSED SESSION (Procedural)

XVIII. ADJOURNMENT (Procedural) Time: _____ pm

Date: 17 May 2024

A handwritten signature in black ink, appearing to read "Jamie Huber", is written over a horizontal line.

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

Posted: May 17, 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, May 9, 2024 at 3:00 p.m.
JUS Staff Lunch Room

- I. CALL TO ORDER
- II. ACTION/DISCUSSION/INFORMATION
 - A. Approval of Agenda
 - B. Approval of Minutes from April 11, 2024
 - C. Approve The Revisions To The Parent Involvement Plan for the 2024/25 School year
 - D. Approve LCAP Review for the 2024/25 School Year for Board Approval
 - E. Budget Updates
 - F. Discuss Membership For The 2024/25 School Year
 - G. Back To School Night Plans
- 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. Member Enrollment
 - D. Elect Officers
- 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, April 11, 2024 at 3:00pm
JUS Staff Room

SCC Members Present: Jacey Herman, Jamie Huber, Kimberlee Adams, Sabrina Johnson, Joy Kirkner, Karri Gamez, Cecilia Lain

SCC Members Absent: Emily Herndon, Kim Fleming

SCC Guests: Andy Kellogg

I. CALL TO ORDER

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

II. ACTIONS/DISCUSSION/INFORMATION

- A. Approval of Agenda MSC (Johnson/Gamez).
- B. Elect New Member to fill vacancy for the remainder of the 2023-2024 school year.
Appointed Cecilia Lain as new member
- C. Approval of Minutes from January 14, 2024 MSC (Johnson/ Lain). Abstaining – Karri Gamez
- D. Discuss Parent Survey Results and comment summary
 - 1. 104 responded, 103 were included in results.
 - 2. Many positive results averaged around 80-85%
 - 3. Disagrees averaged around 6-8%
 - 4. Concerns were emotional support, homework. Discussion of transportation and quantity of school provided meals
- E. LCAP review
 - 1. Maintain additional teacher
 - 2. Increase 3 to 5 days for a Full time counselor
 - 3. Engaging parents continues
 - 4. Attendance/family outreach
 - 5. Transportation- more out of general fund and a small portion out of LCAP
 - 6. Assemblies – designate \$5000.00. All were in agreement to support.
(Johnson left at 3:50pm)
- F. Discussion of 2nd interim budget
 - 1. Incoming budget 24/25 will be decreased.
 - 2. 24/25 cost cutting ideas
 - 3. Use resources responsibly

- G. Budget updates
 - 1. Title I – Instructional salaries
 - 2. Title II – Professional development
 - 3. REAP funds – Technology
- H. Discussion of parent involvement plan for 2024/25.
 - 1. Action (3) – Take PTO out.
- I. Finalize May Parent Night
 - 1. Event will be posted on Facebook and flyers handed out
 - 2. Reminder call one week before event
 - 3. (300) 16 inch pavers were purchased
 - 4. 4 rubber covered picnic tables were purchased
 - 5. Paint supplies ordered
 - 6. (200) Zucchini plants obtained. Follow up idea was to see who could grow the biggest Zucchini.
 - 7. May 16, 2024 – 5:00pm to 7:00pm
- J. Begin planning Back-To-School night/Parent night
 - 1. Photo booth
 - 2. Kona Ice
 - 3. Extra photo tickets for “buddy pictures”
 - 4. Moment of silence in honor of Sept. 11th

III. PUBLIC COMMENT - None

IV. REPORTS – COUNCIL SUBCOMMITTEES/CATEGORICAL PROGRAMS

- A. Superintendent
 - 1. TK/Round UP coming up
 - 2. Planning graduation
 - 3. Hired Special Ed teacher
 - 4. Planning last week of school
 - 5. Hired 6th grade teacher
- B. School-wide presentations – None to report
- C. Technology – Computer Lab has all new computers

V. OTHER – None to report

VI. FUTURE AGENDA ITEMS –

- A. Budget Updates
- B. LCAP

VII. Adjournment – MSCU (Lain/Gamez) adjourned at 4:14pm.

Janesville Union Elementary School

464-555 Main St.

Janesville, CA 96114

(530) 253-3551

REPORTS ITEM: E

Count Enrollment and ADA On A Given Day

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Calculated for: 05/16/2024

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	10	11	4	1	6
OK-B	Brown	Kindergarten	2	0	0	0	22	24	10	4	10
OTK-A	Ehrlich	Transitional Kindergarten	0	0	0	0	12	12	4	2	6
1A	Burkman	Grade 1	0	0	0	0	22	22	7	1	14
1B	Rubio	Grade 1	1	0	0	0	6	7	2	2	3
2A	Herman	Grade 2	0	0	0	0	22	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	6	2	13
3B	Gamez	Grade 3	0	0	0	1	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	1	0	0	0	12	13	2	0	11
5B	Malone	Grade 5	4	0	0	0	19	23	12	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	2	0	0	1	16	19	2	3	14
7B	Downs	Grade 7	3	0	0	0	15	18	6	4	8
8A	Ethridge	Grade 8	2	0	0	0	14	16	3	0	13
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
ADA-HH08-A	Ethridge	Home Hospital - Grade 08	0	0	0	0	0	0	0	0	0
Total For School:			19	0	0	3	303	325	117	34	174

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Calculated for: 05/11/2023

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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	5	5	1	0	4
OK-B	Brown	Kindergarten	2	0	0	0	18	20	8	3	9
OTK-A	Ehrlich	Transitional Kindergarten	0	0	0	0	13	13	3	1	9
1A	Van Zandt	Grade 1	0	0	0	1	15	16	7	2	7
1B	Burkman	Grade 1	0	0	0	1	16	17	5	3	9
2A	Herman	Grade 2	1	0	0	3	16	20	5	2	13
2B	Rubio	Grade 2	1	0	0	1	16	18	6	1	11
3A	Downs	Grade 3	2	0	0	0	15	17	8	2	7
3B	Gamez	Grade 3	0	0	0	0	18	18	6	3	9
4A	Gillespie	Grade 4	0	0	0	0	20	20	9	0	11
4B	Teeter	Grade 4	0	0	0	0	19	19	6	1	12
5A	Bailey	Grade 5	1	0	0	0	18	19	6	0	13
5B	Malone	Grade 5	2	0	0	0	16	18	6	2	10
6A	Fleming	Grade 6	2	0	0	0	21	23	5	6	12
6B	Otis	Grade 6	2	0	0	0	12	14	2	2	10
7A	George	Grade 7	1	0	0	0	16	17	5	1	11
7B	Pratt	Grade 7	2	0	0	0	16	18	5	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
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:			17	0	0	6	299	322	100	35	187

Janesville Union Elementary School

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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
OTK-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

Janesville Union Elementary School

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Janesville, CA 96114

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Count Enrollment and ADA On A Given Day

Calculated for: 04/13/2023

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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	5	5	1	0	4
OK-B	Brown	Kindergarten	3	0	0	0	17	20	8	3	9
OTK-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

Janesville Union Elementary School

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Count Enrollment and ADA On A Given Day
Calculated for: 03/13/2024

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	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

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

Count Enrollment and ADA On A Given Day Calculated for: 03/15/2023

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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	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

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Calculated for: 02/14/2024

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	1	8	10	4	1	5
OK-B	Brown	Kindergarten	1	0	0	0	23	24	9	5	10
OTK-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

(530) 253-3551

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
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	6	298	324	99	36	189

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: 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
OTK-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

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Calculated for: 01/12/2023

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	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
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:			21	0	0	4	293	318	98	35	185

Janesville Union Elementary School

464-555 Main St.

Janesville, CA 96114

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Count Enrollment and ADA On A Given Day

Page 1 of 1

Calculated for: 12/12/2023

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	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

Page 1 of 1

Calculated for: 12/12/2022

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
0TK-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
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:			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
0K-A	Ehrlich	Kindergarten	0	0	0	0	10	10	4	1	5
0K-B	Brown	Kindergarten	2	0	0	0	21	23	10	3	10
0TK-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

Janesville Union Elementary School

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

Print Date & Time
11/10/22 11:11:41 AM

Count Enrollment and ADA On A Given Day

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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
0K-A	Ehrlich	Kindergarten	0	0	0	0	6	6	1	1	4
0K-B	Brown	Kindergarten	3	0	0	0	16	19	7	3	9
0TK-A	Ehrlich	Transitional Kindergarten	1	0	0	0	11	12	2	1	9
1A	Van Zandt	Grade 1	3	0	0	0	12	15	4	4	7
1B	Burkman	Grade 1	4	0	0	1	11	16	6	2	8
2A	Herman	Grade 2	6	0	0	0	13	19	6	3	10
2B	Rubio	Grade 2	1	0	0	0	15	16	7	1	8
3A	Downs	Grade 3	4	0	0	0	13	17	8	2	7
3B	Gamez	Grade 3	1	0	0	0	16	17	6	4	7
4A	Gillespie	Grade 4	2	0	0	1	16	19	11	0	8
4B	Teeter	Grade 4	1	0	0	0	17	18	7	2	9
5A	Bailey	Grade 5	1	0	0	0	17	18	9	0	9
5B	Malone	Grade 5	1	0	0	0	19	20	8	1	11
6A	Fleming	Grade 6	1	0	0	0	19	20	7	4	9
6B	Otis	Grade 6	0	0	0	0	18	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	17	18	4	3	11
8A	Ethridge	Grade 8	0	0	0	0	13	13	6	1	6
8B	Foreman	Grade 8	0	0	0	1	16	17	4	3	10
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:			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

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Calculated for: 10/11/2023

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	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

Janesville Union Elementary School

464-555 Main St.

Janesville, CA 96114

(530) 253-3551

Print Date & Time
10/21/22 08:46:52 AM

Count Enrollment and ADA On A Given Day

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Calculated for: 10/14/2022

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	1	17	19	7	3	9
OTK-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
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:			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

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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

Calculated for: 09/16/2022

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
0K-A	Ehrlich	Kindergarten	0	0	0	0	6	6	0	0	6
0K-B	Brown	Kindergarten	0	0	0	0	19	19	1	2	16
0TK-A	Ehrlich	Transitional Kindergarten	0	0	0	0	12	12	0	0	12
1A	Van Zandt	Grade 1	0	0	0	0	15	15	3	0	12
1B	Burkman	Grade 1	0	0	0	0	16	16	7	1	8
2A	Herman	Grade 2	0	0	0	0	19	19	6	1	12
2B	Rubio	Grade 2	0	0	0	0	18	18	7	0	11
3A	Downs	Grade 3	0	0	0	0	17	17	6	1	10
3B	Gamez	Grade 3	0	0	0	0	17	17	7	0	10
4A	Gillespie	Grade 4	0	0	0	0	19	19	10	0	9
4B	Teeter	Grade 4	0	0	0	0	19	19	5	2	12
5A	Bailey	Grade 5	0	0	0	0	20	20	8	0	12
5B	Malone	Grade 5	0	0	0	0	20	20	6	2	12
6A	Fleming	Grade 6	0	0	0	0	19	19	5	1	13
6B	Otis	Grade 6	0	0	0	0	18	18	2	3	13
7A	George	Grade 7	1	0	0	0	19	20	7	1	12
7B	Pratt	Grade 7	1	0	0	0	18	19	1	3	15
8A	Ethridge	Grade 8	0	0	0	0	12	12	6	0	6
8B	Foreman	Grade 8	0	0	0	1	17	18	4	2	12
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:			2	0	0	1	320	323	91	19	213



Lassen County Office of Education

472-013 Johnstonville Road North · Susanville, CA 96130-8752

530.257.2196 Fax 530.257.2518

Patricia Gunderson, Superintendent

April 24, 2024

Jamie Huber, Superintendent
and
Members of the Board of Trustees
Janesville Union School District
P.O. Box 280
Janesville, CA 96114

Dear Jamie and Members of the Board:

In accordance with Education Code Section 42131, the Lassen County Office of Education (LCOE) has reviewed the Second Interim Report of the Janesville Union School District (JUSD) for fiscal year 2023-24. The Education Code requires the County Superintendent to either approve or disapprove the certification for each school district after completing the following:

1. Examine the Second Interim Report and determine whether it complies with the standards and criteria established by the state;
2. Identify any technical corrections needed to bring the budget into compliance with the standards and criteria established by the state;
3. Determine whether the projected budget will allow the district to meet its financial obligations during the fiscal year and is consistent with a financial plan that will enable the district to satisfy its multi-year financial commitments.

CERTIFICATION - The JUSD has submitted a positive certification for the Second Interim Report, which complies in all material aspects with the State-Adopted Criteria and Standards for districts of Janesville's size. The report was based on the adopted State budget and information known as of January 31, 2024.

ENROLLMENT -The District shows it will remain steady in ADA for the first and second subsequent years.

2023-24 Estimated ADA	296.60
2024-25 Estimated ADA	295.63
2025-26 Estimated ADA	295.63

UNRESTRICTED DEFICIT SPENDING - The District projects to deficit spend in the current fiscal year and in the first and subsequent year.

2023-24	(\$155,683)
2024-25	(\$288,105)
2025-26	(\$531,875)

Jamie Huber, Interim Superintendent
and
Members of the Board of Trustees
April 24, 2024
Page 2

ENDING BALANCE – The JUSD is able to meet the minimum State-recommended reserve in the current and two subsequent fiscal years. Here are the projected total unrestricted, restricted, and designated reserves currently projected:

June 30, 2024	\$1,995,553
June 30, 2025	\$1,350,877
June 30, 2026	\$571,990

Although the District is able to show the recommended state reserve, the reserves are still being significantly depleted. The JUSD should continue to take steps to reduce expenditures even further.

CASH FLOW - The District is projecting positive cash flow each month through June 30, 2024. The June cash is expected to be \$2,290,641

COLLECTIVE BARGAINING - According to information provided, labor contracts have been settled. Please keep in mind that, before the District's Board takes any action on a proposed collective bargaining agreement, the District must meet the public disclosure required of Government Code and Title V. The document used for this analysis is referred to as "AB 1200 Public Disclosure of Proposed Collective Bargaining Agreement." This document must be sent to the LCOE ten working days prior to Board approval. We request this information be provided for any settlement regardless of estimated cost or savings.


SUBMISSION OF STUDIES, REPORTS, EVALUATIONS, AND/OR AUDITS - The Education Code requires districts to submit to the LCOE any studies, reports, evaluations, or audits done of the District that contain evidence that the District is showing fiscal distress. The LCOE is required to incorporate this information into our analysis of budgets, interim reports, and the District's overall financial condition.

OTHER ISSUES - The LCOE continues to recommend that districts review all proposed expenditures and carefully review staffing needs.

CONCLUSION - Based on our review, the Second Interim Report is approved as submitted. We commend the Janesville Union School District Board, Superintendent, and CBO for their commitment to sound fiscal practices.

If we can be of any assistance, please let us know.

Sincerely,


Patricia A. Gunderson
County Superintendent of Schools

PG/dh
business/Interim Reports/Second Interims 23-24

cc: Courtney Russell, Chief Business Official
Andrea Kellogg, Chief Business Official



Lassen County Office of Education

472-013 Johnstonville Road, North • Susanville, CA 96130-8752

530.257.2196 Fax 530.257.2518

Patricia Gunderson, Superintendent

May 1, 2024

Jamie Huber, Superintendent
Janesville Union School District
P. O. Box 280
Janesville, CA 96114

Dear Jamie:

On behalf of the Lassen County Office of Education, it is with great pleasure that we inform you that your school has been nominated for an Excellence in Education Award. The 2024 Lassen County Educator Gala will be held on Tuesday, May 28, 2024, 5:30 p.m., at Lassen Community College located at 478-200 Hwy 139 in Susanville. Winners in each category will be recognized that evening.

If you haven't already RSVP'd and are planning to attend, please RSVP by using the QR code at the bottom of this letter no later than May 7, 2024, to confirm your attendance. Each individual who is planning to attend will need to RSVP separately, so please provide a copy of this letter to all staff and members of your Board so that they may respond.

If you have any dietary restrictions or special accommodations, please do not hesitate to let us know so that we can ensure your comfort and enjoyment throughout the evening.

It promises to be a memorable evening filled with inspiration, recognition, and appreciation for the tireless efforts of educators who have made a significant impact on their students' lives and the broader community.

Once again, congratulations on your school's nomination for an Excellence in Education Award. Your commitment to excellence serves as an inspiration to us all, and we look forward to celebrating your achievements at the 2024 Lassen County Educator Gala.

Sincerely,

Patty

Patricia A. Gunderson
County Superintendent of Schools

PG/sar
EdGala.District nomination letter

bit.ly/24lcoegala -or-

SCAN ME



JANESVILLE UNION SCHOOL DISTRICT BOARD OF TRUSTEES
REGULAR MEETING
April 16, 2024
MINUTES

MEMBERS PRESENT	JoAnna Harrison, John Meese, Paul Hinkson, Lee Bailey and Jamie Huber
MEMBERS ABSENT	Melissa McMullen
OTHERS PRESENT	Jacey Herman, Micah Herman, Emily Troy, Cary Ehrlich, Jennifer Burkman, Kami Prater, Clayton Prater, Heather Ethridge, Rhonda Foreman, and Andrea Kellogg
CALL TO ORDER	President Lee Bailey called the meeting to order at 5:34 p.m.
ESTABLISHMENT OF QUORUM	A quorum was established with four 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	There were no public comments.
ADJOURN TO CLOSED SESSION	<p>MSCU (Hinkson/Meese) to adjourn to closed session at 5:35 p.m. for the Board to discuss the following:</p> <ol style="list-style-type: none"> 1. Certain Personnel Matters 2. Labor Negotiations 3. Public Employee Performance Evaluation- Superintendent/Principal 4. Individual Student Disciplinary Matter(s)/Students Need(s)
RECONVENE IN REGULAR SESSION	MSCU (Harrison/Hinkson) to reconvene the meeting into regular session at 6:30 p.m.
REPORT ACTION TAKEN IN CLOSED SESSION	There was nothing to report.
PUBLIC INPUT	Mrs. Ethridge and Ms. Foreman spoke and reviewed the minutes from the March Board meeting, stating they were upset over a comment made during the public input portion of that meeting. They interpreted the comment as a “black eye” towards the junior high teachers.

STUDENT COUNCIL
REPORT

Emily Troy reported from the Student Council stating members for the 2024-25 school year are up for nomination. Speeches for positions will be held the first part of May and elected officers will join outgoing officers at the meeting scheduled for May 14th.

JTA REPORT

Mrs. Ethridge reported for the Janesville Teachers' Association (JTA) stating the following:

- California Assessment of Student Performance and Progress testing will begin in May
- Junior high taking a field trip to the Aces Stadium and second, third and fourth grade day field trips are approaching
- Negotiations will soon be settled with the District.

CSEA REPORT

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

SSC REPORT

Jacey Herman reported for the School Site Council (SSC) on the following:

- New community member was chosen to fill a vacant position
- Reviewed the parent survey results and discussed Local Control Accountability Plan (LCAP)
- Finalizing May Parent Night and planning Back-To-School night in the fall.

SUPERINTENDENT
REPORT

Ms. Huber stated the following during the Superintendent report:

- Enrollment is currently at 326 students
- TK visit day is April 18th and local day-cares are invited to see the classrooms, followed by kindergarten round-up in the activity room on April 25th
- Met with eighth-grade teachers to start planning graduation
- Field day planned for the last day of school
- Volleyball tournament this weekend
- More families responded on the parent survey results; pleasing to see input received from all grade levels
- Discussed categories including homework, mental health, transportation and communication.

BOARD REPORT

Member Meese congratulated Mrs. Herman and Mrs. Prater on their nominations and also wanted to recognized the staff for the positive buzz throughout the campus. President Bailey also thanked the staff.

CONSENT AGENDA

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

A. Routine Business:

1. Approval of Minutes, Regular Meeting March 19, 2024
2. March 2024 Warrants: Batch #0016, #0017 & #0018
 - a. General Fund \$149,517.78
 - b. Cafeteria \$ 11,254.84
 - c. Deferred Maintenance \$ 9,024.00

3. Cash Flow/Payroll
4. Professional Service Agreement-Lisa Urquizu
5. Quarterly Interest
6. Teacher Notification of Intent to Remain Within the Janesville Union School District's Employment for the 2024-25 School Year
7. Resolution #24-10 Declaration of Staff Appreciation Week
- B. Certificated Personnel Items:
 1. Employment
 - i. Robert Gammie
 - ii. Jessica Solomon
- C. Classified Personnel Items:
 1. Leave of Absence
 - i. Roxanne Davis

HOME TO SCHOOL
TRANSPORTATION

Ms. Huber reviewed Lassen High School has officially started the new bus driver, Sterling Chandler, to drive the van until his bus testing is complete. Ms. Huber suggested she would call and explain the situation with the California Highway Patrol to discuss getting Mr. Chandler tested to resume the second bussing route for Janesville School.

RESOLUTION #24-11

MSCU (Hinkson/Harrison) to approve Resolution #24-11 and recognize Jacey Herman as the JUSD/Masonic Lodge Teacher-of-the-Year. Mrs. Herman was awarded with a gift and a round of applause.

RESOLUTION #24-12

MSCU (Harrison/Hinkson) to approve Resolution #24-12 to recognize and honor Kami Prater as the JUSD Classified Employee-of-the-Year. Mrs. Prater was awarded with a gift and a round of applause.

MOU WITH
JTA

MSCU (Hinkson/Meese) to approve the Memorandum of Understanding (MOU) between the JUSD and the JTA regarding Home Hospital instruction during the 2023-24 school year.

MOU WITH
CSEA

MSCU (Hinkson/Meese) to approve the MOU between the JUSD and the CSEA concerning a newly created stipend position beginning in the 2023-24 school year.

SCHEDULE PUBLIC
HEARINGS FOR
BUDGET AND LCAP

MSCU (Harrison/Meese) to schedule public hearings for the LCAP and the preliminary budget on June 18, 2024 and adoption of LCAP and budget on June 20, 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 7:31 p.m.

RECONVENE IN
REGULAR
SESSION

MSCU (Harrison/Meese) to reconvene the meeting into regular session at 9:35 p.m.

REPORT ACTION
TAKEN IN
CLOSED SESSION

There was nothing to report.

ADJOURNMENT

MSCU (Hinkson/Meese) to adjourn the meeting at 9:36 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 #19 & Batch 20

DEPARTMENT:
Business

FINANCIAL IMPACT/SOURCE:
General Fund / Cafeteria Fund

MEETING DATE:
May 21, 2024

ROLL CALL REQUIRED:
No

BACKGROUND:

Batch # 19

This batch includes routine warrants.

Batch # 20

This batch includes routine warrants.

RECOMMENDATION:

Board approval is requested.

DISTRICT # 11
DISTRICT NAME: JANESVILLE UNION ELEMENTARY SCHOOL DISTRICT
BATCH # 19

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

COMMENTS:

Batch status: A All

From batch: 0019

To batch: 0019

Include Revolving Cash: Y

Include Address: Y

Include Object Desc: N

Include Vendor TIN: N

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-Ext
Reg Reference	Date	Description		Fd-Resc-Y-Obj	Tr-Gcal-Func-Sch-DD	TrMPS	Liq Amt	Net Amount
101333/00	ALL SEASONS HEATING AND ATR							
	922 MAIN STREET							
	SUSANVILLE, CA 96130							
240319	PO-240319	03/25/2024 FURNACE REPAIR-ITBARY	1	01-8150-0-5600-0000-8170-000-00	NN	F	549.62	549.62
		TOTAL PAYMENT AMOUNT						
101041/00	C & S WASTE SOLUTIONS							
	P.O. BOX 7428							
	PASADENA, CA 91109-7428							
240038	PO-240038	03/27/2024 APRIL TRASH SERVICE	1	01-0000-0-5520-0000-8200-000-00	NN	P	580.98	580.98
		TOTAL PAYMENT AMOUNT						
101354/00	CAPITOL ELEMENTARY							
	5700 13TH AVENUE							
	P.O. BOX 5889							
	SACRAMENTO, CA 95817							
240324	PO-240324	MARCH TUITION-SETTLEMENT	1	01-0000-0-5800-0000-7200-000-1-C	NN	P	2,200.00	2,200.00
240324	PO-240324	03/31/2024 MARCH TUITION-SETTLEMENT	1	01-0000-0-5800-0000-7200-000-1-C	NN	P	6,461.45	6,461.45
		TOTAL PAYMENT AMOUNT					8,661.45	8,661.45
101035/00	DIAMOND SAW SHOP							
	100 N. FAIRFIELD							
	SUSANVILLE, CA 96130							
240071	PO-240071	04/02/2024 MAINTENANCE SUPPLIES	1	01-8150-0-4300-0000-8200-000-00	NN	P	65.27	124.37
		TOTAL PAYMENT AMOUNT					124.37	124.37
100380/00	ED STAUB & SONS PETROLEUM INC							
	P.O. BOX 488							
	KLAMATH FALLS, OR 97601-0339							
240068	PO-240068	03/31/2024 PROPANE	1	01-0000-0-5530-0000-8200-000-00	NN	P	6,859.38	6,859.38
		TOTAL PAYMENT AMOUNT					6,859.38	6,859.38

Vendor/Addr	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
100773/00	ETHRIDGE, HEATHER																	
	465-445 ELYSIAN VAILEY																	
	JANESVILLE, CA 96114																	
240320	PO-240320	03/12/2024	PT DAY SUPPLIES			1	01-0000-0-4300-1110-1000-000-00	NN	P							34.18		34.18
240320	PO-240320	03/28/2024	STUDENT INCENTIVES			1	01-0000-0-4300-1110-1000-000-00	NN	F							122.91		122.91
			TOTAL PAYMENT AMOUNT													157.09		157.09
002733/00	FEATHER RIVER PURISHING CO																	
	PO BOX B																	
	QUINCY, CA 95971																	
240044	PO-240044	03/28/2024	PRINTING			1	01-0000-0-5800-0000-0000-000-00	NN	P							253.72		253.72
			TOTAL PAYMENT AMOUNT													253.72		253.72
100913/00	FGL ENVIRONMENTAL																	
	853 CORPORATION STREET																	
	SANTA PAULA, CA 93060																	
240045	PO-240045	03/28/2024	WATER TESTING			1	01-8150-0-4300-0000-8200-000-00	NN	P							79.00		79.00
			TOTAL PAYMENT AMOUNT													79.00		79.00
001179/00	JANESVILLE PAYLESS																	
	PO BOX 782																	
	JANESVILLE, CA 96114																	
240074	PO-240074	04/09/2024	FUEL			1	01-8150-0-4300-0000-8200-000-00	NN	P							341.26		341.26
			TOTAL PAYMENT AMOUNT													341.26		341.26
001542/00	MORNING GLORY INC																	
	PO BOX 189																	
	SUSANVILLE, CA 96130																	
240321	PO-240321	03/29/2024	WATER FOR STUDENTS WELL ISSUES			1	01-0000-0-4300-1110-1000-000-00	NN	F							87.45		87.45
			TOTAL PAYMENT AMOUNT													87.45		87.45

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 Liq Amt	E-Term Net	E-ExtRef Amount
002158/00	OFFICE DEPOT P.O. BOX 29248 PHOENIX, AZ 85038-9248									
240289	PO-240289	03/18/2024 CLASSROOM SUPPLIES-SCHOOLWIDE	1	01-1100-0-4300-1110-1000-000-00	NN F		1,629.77 *	1,691.52		1,629.77 1,629.77
		TOTAL PAYMENT AMOUNT								
101353/00	PAWAR TRANSPORTATION 3673 VISTA CHARANOAKS WALNUT CREEK, CA 94598									
240323	PO-240323	03/31/2024 MARCH TRANSPORTATION SETTLEMENT	1	01-0000-0-5800-0000-7200-000-1-C	NN P		725.00 *	725.00		725.00 725.00
		TOTAL PAYMENT AMOUNT								
100316/00	PIZZA FACTORY PO BOX 1087 JANESVILLE, CA 96114									
240322	PO-240322	03/26/2024 CSBA WORKSHOP-LUNCHES	1	01-1100-0-4300-0000-7110-000-00	NN F		128.91 *	128.91		128.91 128.91
		TOTAL PAYMENT AMOUNT								
101247/00	PLUMAS SIERRA TELECOMMUNICATIO P.O. BOX 1057 PORTOLA, CA 96122									
240064	PO-240064	03/29/2024 APRIL BROADBAND SERVICES	1	01-0000-0-5900-0000-7200-000-00	NN P		124.42 *	124.42		124.42 124.42
		TOTAL PAYMENT AMOUNT								
003962/00	ROSS RECREATION EQUIPMENT CO 100 BRUSH CREEK RD., SUITE 206 SANTA ROSA, CA 95404									
240263	PO-240263	02/23/2024 TROLLEY FOR PLAYGROUND	1	01-8150-0-4300-0000-8200-000-00	NN F		550.10 *	550.10		550.10 550.10
		TOTAL PAYMENT AMOUNT								

Vendor/Addr	Remit name	Req Reference	Date	Description	Tax ID num	Deposit type	Fd	Resc	Y	Obj	c	Goal	-	Func	-	Sch	-	DD	T9	MPS	EE	ES	E-Term	E-Ext	Ref

101080 (CONTINUED)

PV-240047 04/16/2024 CERTIFIED MAIL
PV-240047 04/16/2024 CERTIFIED MAIL

01-0000-0-5930-0000-7200-000-00	NN																								8.73	
01-0000-0-5930-0000-7200-000-00	NN																								8.73	
TOTAL PAYMENT AMOUNT																								8,954.90		
TOTAL USE TAX AMOUNT																										6.89

101367/00 URQUIZU, LISA MARTA
40 RENAE DRIVE
SUSANVILLE, CA 96130

240258 PO-240258 03/30/2024 COACHING SERVICES

1	01-6266-0-5800-1110-1000-000-00	N3	P																							
TOTAL PAYMENT AMOUNT																								1,632.00		1,632.00

006390/00 WAL-MART
CAPITAL ONE
P.O. BOX 60506
CITY OF INDUSTRY, CA 91716-05

240078 PO-240078 03/14/2024 MAINTENANCE SUPPLIES
240309 PO-240309 03/06/2024 STAFF APPRECIATION

1	01-8150-0-4300-0000-8200-000-00	NN	P																							
1	01-0000-0-4300-0000-7200-000-00	NN	F																							
TOTAL PAYMENT AMOUNT																								316.52		316.52
TOTAL Fund PAYMENT																								31,755.94	**	31,755.94
TOTAL USE TAX AMOUNT																										6.89

Vendor/Addr	Remit name	Reg Reference	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
																Liq Amt	Net	Amount
000351/00	BONANZA PRODUCE COMPANY																	
	PO BOX 604																	
	SPARKS, NV 89432-0604																	
240119	PO-240119	03/31/2024	MARCH CAFETERIA PRODUCE				1	13	5310	0	4700	0000	3700	000	00	NN	P	1,449.60
			TOTAL PAYMENT AMOUNT															1,449.60
001542/00	MORNING GLORY INC																	
	PO BOX 189																	
	SUSANVILLE, CA 96130																	
240118	PO-240118	03/31/2024	MARCH CAFETERIA FOOD/MILK				1	13	5310	0	4700	0000	3700	000	00	NN	P	902.36
			TOTAL PAYMENT AMOUNT															7,615.21
100316/00	PIZZA FACTORY																	
	PO BOX 1087																	
	JANESVILLE, CA 96114																	
240117	PO-240117	03/31/2024	MARCH PIZZA				1	13	5310	0	4700	0000	3700	000	00	NN	P	1,769.89
			TOTAL PAYMENT AMOUNT															3,769.89
101080/00	U.S. BANK CORPORATE PAYMENT																	
	CENTER																	
	P.O. BOX 790428																	
	ST. LOUIS, MO 63179-0428																	
240302	PO-240302	03/12/2024	KITCHEN GARBAGE DISPOSAL				1	13	5310	0	5600	0000	3700	000	00	NN	F	96.46
			TOTAL PAYMENT AMOUNT															97.78
			TOTAL Fund															10,932.48
			TOTAL BATCH PAYMENT															42,688.42
			TOTAL USE TAX AMOUNT															6.89
			TOTAL DISTRICT PAYMENT															42,688.42
			TOTAL USE TAX AMOUNT															6.89
			TOTAL FOR ALL DISTRICTS:															42,688.42
			TOTAL USE TAX AMOUNT															6.89

Number of checks to be printed: 22, not counting voids due to stub overflows.

DISTRICT # 11
DISTRICT NAME: JANESVILLE UNION ELEMENTARY SCHOOL DISTRICT
BATCH # 20

COMMENTS:

Batch status: A All

From batch: 0020

To batch: 0020

Include Revolving Cash: Y

Include Address: Y

Include Object Desc: N

Include Vendor TIN: N

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	FIE ES	E-Term	E-ExtRe
								Liq Amt		Net Amount
000179/00	BLUUM 4675 E COTTON CENTER DRIVE SUITE 155 PHOENIX, AZ 85040									
240269	PO-240269	02/29/2024 PC'S SCHOOLWIDE		TOTAL, PAYMENT AMOUNT	1 01-3213-0-4300-1110-1000-000-00	NN F	35,199.77	35,360.22		35,199.77
							35,199.77			35,199.77
101013/00	CANON FINANCIAL SERVICES INC 14904 COLLECTIONS CENTER DR CHICAGO, IL 60693-0149									
240041	PO-240041	04/12/2024 APRIL COPIER LEASE		TOTAL, PAYMENT AMOUNT	1 01-0000-0-5600-0000-7200-000-00	NN F	493.35	493.35		493.35
							493.35			493.35
100145/00	CSBA C/O WEST AMERICA BANK P.O. BOX 1450 SUITSUN CITY, CA 94585-4450									
240332	PO-240332	04/18/2024 GAMUT POLICY IMPLEMENTATION		TOTAL, PAYMENT AMOUNT	1 01-0000-0-5800-0000-7110-000-00	NN F	929.00	929.00		929.00
							929.00			929.00
240332	PO-240332	04/18/2024 GAMUT POLICY IMPLEMENTATION		TOTAL, PAYMENT AMOUNT	1 01-0000-0-5800-0000-7110-000-00	NN F	8,200.00	8,200.00		8,200.00
							8,200.00			8,200.00
100730/00	CSM TNC P.O. BOX 4408 EL DORADO HILLS, CA 95762									
240039	PO-240039	03/31/2024 3RD QTR E-RATE CONSULTING		TOTAL, PAYMENT AMOUNT	1 01-0000-0-5800-0000-7200-000-00	NN F	1,000.00	1,000.00		1,000.00
							1,000.00			1,000.00
100816/00	JUST KIDDING AROUND P.O. BOX 36 JANESVILLE, CA 96114									
240250	PO-240250	04/23/2024 ELOP CONTRACTING JAN-MAR		TOTAL, PAYMENT AMOUNT	1 01-2600-0-5800-1110-1007-000-00	NN F	21,093.00	21,093.00		21,093.00
							21,093.00			21,093.00

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	Fd-Resc-Y-Objt	ABA num	Account num	EE FS	E-Term	E-ExtRef
Reg Reference	Date							Liq Amt		Net Amount
GENERAL FUND										
003525/00	IASSEN COUNTY OFFICE OF EDUC.									
	472-013 JOHNSTONVILLE RD NORTH									
	SUSANVILLE, CA 96130									
240056	PO-240056	03/28/2024 FINGERPRINTING			1	01-0000-0-5800-0000-7200-000-00	NN P		0.00	64.00
	PV-240048	04/23/2024 STRS PENALTIES				01-0000-0-5800-0000-7200-000-00	NN			25.87
										89.87
TOTAL, PAYMENT AMOUNT										
001229/00	IASSEN MUNICIPAL, UTILITY DIST									
	65 SO. ROOP ST.									
	SUSANVILLE, CA 96130									
240057	PO-240057	04/10/2024 APRIL ELECTRICITY			1	01-0000-0-5510-0000-8200-000-00	NN P	5,149.12	5,149.12	5,149.12
										5,149.12
TOTAL, PAYMENT AMOUNT										
100947/00	LOZANO SMITH, LLP									
	7404 NORTH SPALDING									
	FRESNO, CA 93720-3370									
240060	PO-240060	04/10/2024 MARCH LEGAL CHARGES			1	01-0000-0-5800-0000-7110-000-00	NY P	5,884.35	5,884.35	5,884.35
										5,884.35
TOTAL, PAYMENT AMOUNT										
100359/00	URRO BUSINESS SERVICES									
	P.O. BOX 301062									
	LOS ANGELES, CA 90030-1062									
240065	PO-240065	04/05/2024 APRIL COPIER MAINTENANCE			1	01-0000-0-5600-0000-7200-000-00	NN P	430.35	430.35	430.35
										430.35
TOTAL, PAYMENT AMOUNT										
TOTAL, Fund								78,468.81	**	78,468.81
TOTAL, BATCH PAYMENT								0.00	***	78,468.81
TOTAL, DISTRICT PAYMENT								0.00	****	78,468.81
TOTAL, FOR ALL DISTRICTS:								0.00	*****	78,468.81

Number of checks to be printed: 9, 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	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
	Other State Revenue		4,851.00		32,452.00	2,807.00
	Other Local Revenue					
	Interfund Transfers In					
	8910-8929					
	All Other Financing Sources					
	8930-8979					
	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
	Certificated Salaries					
	2000-2999	63,646.00	61,345.00	60,648.00	60,520.00	61,163.00
	Classified Salaries					
	3000-3999	47,256.00	83,761.00	74,571.00	69,240.00	91,794.00
	Employee Benefits					
	4000-4999	5,689.00	9,844.00	88,014.00	41,055.00	11,898.00
	Books & Supplies					
	Service & Other Operating Expenditures	66,167.00	10,517.00	65,038.00	87,730.00	43,584.00
	Capital Outlay					
	6000-6599					
	Other Outgo					
	7000-7499					
	Interfund Transfers Out					
	7600-7629					
	All Other Financing Uses					
	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					
	Accounts Receivable	16,637.00	24,716.00			
	Accounts Payable	(13,465.00)	(27,537.00)	(31,995.00)	(1,511.00)	971.00
	Current Loans					
	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					

[illegible][illegible]

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

Payroll Period Ending April 30, 2024

End of Month Gross Payroll - April, 2024

Certificated	130,240.82
Classified	69,356.95
Board Members	211.08
Retirees	3,249.43
Certificated Subs	3,400.00
Classified Subs	347.76
TOTAL	206,806.04

Benefits (for month of May, 2024)

Medical	\$	32,711.00
Dental	\$	2,779.62
Vision	\$	594.97
Life	\$	84.51
Employee's/Retirees' Portion of Med,Dental & Vision	\$	<u>9,662.31</u>
TOTAL	\$	26,507.76

GRAND TOTAL: (Payroll + Medical, Dental, Vision & Life) \$ 233,313.80

Janesville Union Elementary School District
Fund Balance as of 5/16/2024

GENERAL FUND 01

Beginning Balance 7/1/23	\$	2,673,882.26	
Expenses	\$	(4,366,783.36)	Payroll/Accounts Payable
Revenue	\$	4,177,863.09	Apportionment/Deposits
5/16/2024		\$	2,484,961.99

CAFETERIA FUND 13

Beginning Balance 7/1/23	\$	135,289.12	
Expenses	\$	(167,341.97)	Payroll/Accounts Payable
Revenue	\$	269,841.60	Apportionment/Deposits
5/16/2024		\$	237,788.75

DEFERRED MAINTENANCE FUND 14

Beginning Balance 7/1/23	\$	6,143.94	
Expenses			Payroll/Accounts Payable
Revenue	\$	104.98	Apportionment/Deposits
5/16/2024		\$	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
5/16/2024		\$	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
5/16/2024		\$	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
5/16/2024		\$	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
5/16/2024		\$	20,980.00

WILLIAMS LAWSUIT SETTLEMENT
QUARTERLY COMPLAINT SUMMARY FORM

(Per the requirements of the Williams Lawsuit Settlement, each educational agency must report quarterly to its Governing Board and the County Superintendent of Schools any complaints received related to the Williams Lawsuit.)

- ☒ No, our District has not received any complaints relating to the Williams Lawsuit this quarter.
- ☐ Yes, our District has received a complaint(s) relating to the Williams Lawsuit.

If yes, please attach a copy of the complaint to this Summary Form (removing any confidential student information as appropriate). Please explain the District's resolution of the complaint(s):

This Quarterly Complaint Summary Form is for the period ending:

- ☒ April 2024 ☐ July 2024 ☐ October 2024 ☐ January 2024

District: Janesville Union Elementary School

Date: May 21, 2024

Superintendent's Signature: 

JANESVILLE UNION ELEMENTARY SCHOOL DISTRICT
RESOLUTION TO AUTHORIZE THE CLOSING OF THE 2023-2024 BOOKS
Resolution #24-13 Budget/Cash Transfers

WHEREAS, Education Code section 42600, *District Budget Limitation on Expenditure*, requires that the Janesville Union Elementary School District Board of Trustees approve all fund transfers by means of written resolution approved by a majority vote of the Board; and

WHEREAS, The Janesville Union Elementary School District Board of Trustees recognizes that the 2023-2024 fiscal records must be closed in accordance with applicable laws of the State and Federal Government, County Office of Education, County Treasurer, and Board Policy, and

WHEREAS, The Janesville Union Elementary School District Board of Trustees has designated the Superintendent/Principal as fiscal agent responsible for maintaining the funds for the operation of the Janesville Union Elementary School District; and

WHEREAS, The Janesville Union Elementary School District Board of Trustees conducts matters, fiscal and otherwise, according to the laws specified in the California Education Code, Government Code, Board Policy, and other applicable statute.

NOW, THEREFORE BE IT RESOLVED, That the Board authorizes the Superintendent/Principal to make budget and/or cash transfers within and between funds in order to balance and close the 2023-2024 fiscal year within the time prescribed by the Lassen County Office of Education, and the California Department of Education.

PASSED AND ADOPTED by the Board of Trustees of the Janesville Union Elementary School District at a duly called meeting held on May 21, 2024, by the following called vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

I, Melissa McMullen, Clerk to the Board of Trustees, do hereby certify that the foregoing is a full, true, and correct copy of a resolution passed and adopted by said Board at a regular meeting thereof held on said date.

Melissa McMullen, Clerk
Janesville Union Elementary School District Board of Trustees

ADDENDUM TO THE JANESVILLE UNION SCHOOL DISTRICT
FACILITY USE AGREEMENT

CHILD CARE PROGRAM

This agreement states the terms, conditions and responsibilities of the parties involved for the use of the Janesville Union School District facility which is located on the Janesville School campus at 464-555 Main Street and is identified on the Janesville School Site Map as “Room 304 and Room 305.” This agreement is between the Janesville Union School District (District) and Lori Furtado, doing business as “Just Kidding Around Children’s Centers.”

CONDITIONS

1. Just Kidding Around Children’s Centers will operate as a licensed child care facility and will meet all requirements for a licensed child care facility as specified by the Community Care Licensing agency.
2. All applicable Janesville Union School District policies and procedures, including Board Policy, Facility Use Agreements (including policy updates), fire and emergency procedures, including disaster emergencies, and temporary limitations of the use of the Janesville School District buildings, will apply to the Just Kidding Around Children’s Centers.
3. Just Kidding Around Children’s Centers has inspected the premises and acknowledges that the premises is clean and in operative condition. Upon termination, all keys (including copies) shall be returned to the District and the premises will be returned in clean and operative condition. Any modification, aesthetic or otherwise, shall have Superintendent or designee approval prior to any artwork or modification made.
4. Just Kidding Around Children’s Centers will establish hours of operation. Such hours will be established based on community need and the ability of Just Kidding Around Children’s Centers to pay operational costs.
5. This agreement covers the time period of July 1, 2024 through June 30, 2025. This agreement will be reviewed each May.
6. Just Kidding Around Children’s Centers agrees to pay \$550.00 per month for facility use payment to the Janesville Union School District, excluding June, July and August. This payment of \$550 per month includes \$350 per month for Room 304 and \$200 per month for Room 305. Payments are due by the first day of each month. The District reserves the right to increase the amount of payment if the operation of the preschool results in a substantial increase in operating expenses to the District.
7. Just Kidding Around Children’s Centers will provide proof of liability insurance, naming the Janesville Union School District as an “also insured” at a minimum combined single limit of one million dollars for bodily injury, liability and property damage. Evidence of such coverage must be provided prior to the commencement of operations in the district facility each year.
 - a. The Just Kidding Around Children’s Centers shall be solely responsible for the supervision of and personal injury to its clients, employees, agents or invitees.
 - b. The Just Kidding Around Children’s Center agree, to the fullest extent permitted by law, to indemnify, defend and hold harmless the District, its board of trustees, officers, agents, invitees and employees from and against any and all claims, costs, demands, expenses (including attorney fees), losses, damages, injuries and liabilities arising from any accident, death or injury whatsoever or however caused to the other parties person or property, due to, arising out of, or related to the negligence of the District.

- c. The indemnification provisions contained in this Agreement include but are not limited to any violation of applicable law, ordinance, regulation or rule, including where the claim, loss, damage, charge or expense was caused by deliberate, willful or criminal acts.
8. The Janesville Union School District will provide electricity, water, propane and a well-maintained facility. Maintenance of the facility, exclusive of day-to-day cleaning, shall be the responsibility of the District. Just Kidding Around Children's Centers will be responsible for daily cleaning. District custodial services are available for an additional fee.
9. All employees of Just Kidding Around Children's Centers who work on the campus of the Janesville Union School District must pass a background investigation that shall include submission of fingerprints to the California Department of Justice. Processing fees associated with the fingerprinting process shall not be borne by the District.
10. The Just Kidding Around Children's Centers shall be responsible for the loss, damage, repair and replacement of District facilities and equipment beyond normal wear and tear. Such damage shall be reported to the superintendent within twenty-four (24) hours.
11. Both parties agree to establish a method for achieving a mutually beneficial after-school education program and shall negotiate any changes to this contract as needed to achieve such a program.
12. Just Kidding Around Children's Center shall not assign this Agreement or any interest herein, nor sublet the leased property or any part thereof to any person, firm or corporation without the prior written consent of the District's Superintendent.
13. In the event that any provision of this Agreement is held invalid or unenforceable by a court of competent jurisdiction, no other provision of this Agreement will be affected by such holding, and all of the remaining provisions of this Agreement will continue in full force and effect.

This agreement may be reviewed at any time by mutual agreement of the Janesville Union School District and the Just Kidding Around Children's Centers.

Jamie Huber, Superintendent/Principal
Janesville Union School District

Date

Lori Furtado, Owner/Director
Just Kidding Around Children's Centers

Date

Board Adopted: May 21, 2024



Janesville Union School District

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

Memorandum of Understanding

a partnership between
Just Kidding Around (JKA) and Janesville Union School District (JUSD)

This memorandum of understanding establishes a formal working relationship between Just Kidding Around and Janesville Union School District, acting as partners in the Extended Learning Opportunity Grant Program (ELOP) for the 2024/25 school year. Our collaboration aims to expand learning opportunities for students, families and community members to provide quality educational services, recreation, and enrichment activities to children and families to promote education, health and social well-being.

Just Kidding Around will provide:

- Program administration for the program.
- Staffing and associated risk management.
- Open and manage student enrollment.
- Area Coordination.
- Individual District Support to meet the needs of students, parents, and community.
- Compile, coordinate and submit all required forms for documentation necessary for evaluation.
- Provide staff, materials, and supplies to serve up to 20 students for 10 nine hour days outside of the normal school calendar

Janesville Union School District will:

- Be knowledgeable of district responsibilities for participation and, as such, cooperate with the designated LEA in the documentation of requirements.
- Responsible for reimbursing Just Kidding Around \$360.00 for staffing each day of service for 8 nine hour days.
- Responsible for reimbursing Just Kidding Around \$300.00 per day for supplies
- Responsible for reimbursing Just Kidding Around \$150.00 per day for food.
- Student enrollment over 20 will result in an additional payment of \$4.25 per hour per student.

The stated parties, Just Kidding Around and Janesville Union School District, agree to defend, indemnify, and hold harmless the appointed officials, employees, agents, and volunteers from



Janesville Union School District

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

any losses or injuries arising from, or allegedly arising from, the negligence of the party, its employees, and or agents while participating in the partnership.

A handwritten signature in cursive script that reads "Lorie Furtado".

Lorie Furtado, Owner
Just Kidding Around

5-2-24
Date

A handwritten signature in cursive script that reads "Jamie Huber".

Jamie Huber, Superintendent/Principal
Janesville Union School District

5/2/24
Date



Janesville Union School District

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

Memorandum of Understanding

a partnership between
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Just Kidding Around will provide:

- Program administration for the program.
- Staffing and associated risk management.
- Open and manage student enrollment.
- Area Coordination.
- Individual District Support to meet the needs of students, parents, and community.
- Compile, coordinate and submit all required forms for documentation necessary for evaluation.
- Provide staff, materials, and supplies to serve up to 20 students each morning from 5:00 a.m. to 8:00 a.m. each school day.

Janesville Union School District will:

- Be knowledgeable of district responsibilities for participation and, as such, cooperate with the designated LEA in the documentation of requirements.
- Responsible for reimbursing Just Kidding Around \$2,400 per month for each month of service, beginning in August 19, 2024 and ending on June 5, 2025.
- Student enrollment over 20 will result in an additional payment of \$4.25 per hour per student.

The stated parties, Just Kidding Around and Janesville Union School District, agree to defend, indemnify, and hold harmless the appointed officials, employees, agents, and volunteers from any losses or injuries arising from, or allegedly arising from, the negligence of the party, its employees, and or agents while participating in the partnership.



Janesville Union School District

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

Lorie Furtado

Lorie Furtado, Owner
Just Kidding Around

Date

Jamie Huber

Jamie Huber, Superintendent/Principal
Janesville Union School District

5/2/24

Date

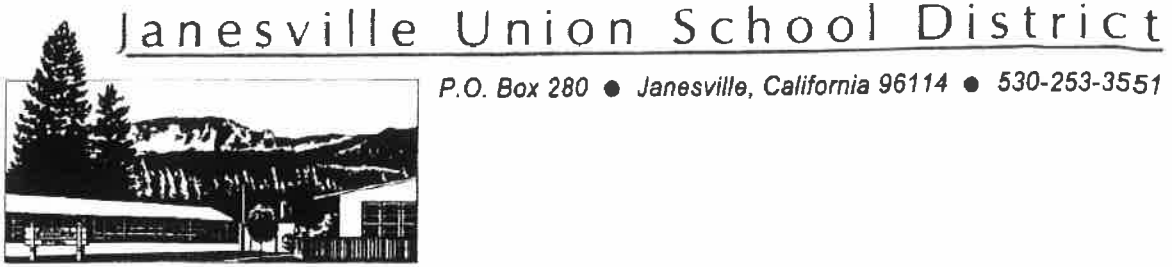
To Whom It May Concern,

I am formally writing to inform you that I will be resigning from my position as a paraeducator at Janesville School. My last day will be June 7, 2024. I am resigning due to a family move to Sacramento. I greatly appreciate the opportunities Janesville School has provided me, as well as all the professional guidance and support that have allowed me to grow in this role. Thank you for the opportunity of being apart of a great work family.

Sincerely,

Abigail Pack

A handwritten signature in black ink, appearing to read 'Abigail Pack', written in a cursive style.



April 30, 2024

District Proposal to JTA

The District's proposal to the JTA is as follows:

1) Article 6- School Calendar *(TA 2/22/24)*

- 6.5 If there is a floating work day needed to accommodate a particular student start date, the additional work day may be scheduled by the unit member any day in first two weeks prior to school starting, and the first week following the standard contract year.

2) Article 7 - Hours of Employment *(TA 2/22/24)*

- 7.3 The teacher's work day begins at 7:45 a.m. Unit members shall either be present at their respective rooms and open to pupils not less than ~~thirty minutes~~ 10 minutes before the time prescribed for commencing school, or shall be engaged in other professional activities including, but not limited to, meeting with parents, attending IEP or 504 meetings, or preparing materials for instruction. Unit members are not responsible for student supervision until 8:05 a.m. unless there is an emergency need as determined by the Superintendent/Principal. ***During days of inclement weather students will be admitted to designated locations and supervised by other school staff.***
- 7.11 The District requires that on days of inclement weather *during mid-morning recess* (e.g., severe cold or wind, rain, or snow), the pupils shall be admitted to ~~their regularly assigned classrooms or other~~ *designated* location(s) as determined by the District and be supervised in quiet activities by the unit member. On days when the weather conditions do not pose a threat to health or safety, the students should be encouraged to be on the playground.

- 7.14 If a unit member has a stipend position that requires district approved sub days to complete the job duties and no substitute can be found after 3 attempts and communication with the superintendent, the unit member will be allowed to complete the stipend job duties on their own time. With the approval of the superintendent, the unit member will be given one day of leave for each day they could not get a substitute, and had to complete the stipend job duties on their own time.

3) Article 9- Stipends *(TA 2/22/24)*

- a. Teacher in charge. A substitute will be provided, if requested by the teacher in charge, to cover the class of record for the teacher in charge while they are acting as teacher in charge for a full day only if there is a sub available. Article 7.14 does not apply to this section.
- b. The stipends with an asterisk (*) will be flown on May 1st for the following school year to ensure continuity of programs/activities for ten (10) school days to certificated unit members then be opened to classified staff.
- c. Language will be added to the Stipend Salary Schedule to allow for planning for the subsequent school year and will go into effect upon signature of the Tentative Agreement.

4) Appendix A – Salary Schedule

- a. Longevity payments will be made in the following manner:

3% off salary longevity payment upon completion of the 23rd year of service (to be payable in one lump sum on June 30 or the last business day of June)

3% off salary longevity payment upon completion of the 29th year of service (to be payable in one lump sum on June 30 or the last business day of June)

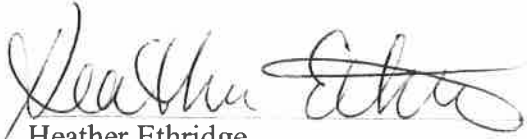
3% off salary longevity payment upon completion of the 32nd year of service (to be payable in one lump sum on June 30 or the last business day of June)

If by July 1, 2024 an employee meets the criteria of one or more longevity payments, one payment will be paid on June 30, 2024 and one payment will be made on June 30, 2025.

Eliminate FBLA stipend.

- b. Column BA+90 will be changed from “BA+90” to “BA+90 or BA+ Masters (see attached)

There shall be no further negotiation of salary or benefits until negotiations for 2025/26.



Heather Ethridge
JTA President

4/30/24
Date



Jamie Huber, Superintendent/Principal
Janesville Union School District

4/30/24
Date

Appendix C

Extra Curricular Stipend Schedule

Percent shown relates to, Column 2 Step 1 of the current salary schedule. All stipend position will be for one person unless otherwise noted.

		\$ 52,230.00
STIPEND NAME	PERCENTAGE	DOLLAR AMOUNT
Spelling Bee + 1 sub day	0.50%	\$261
Track	0.50%	\$261
Geography Bee + 1 sub day (2 positions)	0.70%	\$366
8th Grade Graduation Trip Chaperone	2.00%	\$1,045
* Cross Country (2% each 2 positions)	2.00%	\$1,045
* Student Council Advisor	1.00%	\$522
* 8th Grade Fund Raiser Advisor	3.00%	\$1,567
6th Grade Camp (2 positions)	2.00%	\$1,045
7th Grade Girl's Volleyball	2.00%	\$1,045
8th Grade Girl's Volleyball	2.00%	\$1,045
* Flag Football	2.00%	\$1,045
7th Grade Girl's Basketball	3.00%	\$1,567
8th Grade Girl's Basketball	3.00%	\$1,567
7th Grade Boy's Basketball	3.00%	\$1,567
8th Grade Boy's Basketball	3.00%	\$1,567
* 7th/8th Grade Girl's Cheerleading	3.00%	\$1,567
Wrestling	3.00%	\$1,567
Yearbook + 2 sub days	4.00%	\$2,089
* Teacher in Charge	\$250 per day (15)	\$3,750
* Testing Coordinator (+3 sub days)	6.00%	\$3,134
IEP Coordinator	2,500.00	\$2,500
* Athletic Director + 2 sub days	7.00%	\$3,656
* Student Study Team Facilitator	10.00%	\$5,223
Band	12.00%	\$6,268
Chess Club Master + 1 day sub	1.00%	\$522
Coding Club	6.00%	\$3,134
Garden Club	1.00%	\$522
Tutoring (2 positions)	12.00%	\$6,268
School Site Council Chair	3.00%	\$1,567
Lit Jam or Fine Arts Festival (+1 sub day)	0.70%	\$366
Science Bowl (+1 sub day)	1.50%	\$783
* Public Relations Coordinator	2.00%	\$1,045
Online Supplemental Resource Coordinator (1 position)	3.00%	\$1,567
Title I Coordinator	\$500	\$500

*Stipends will be flown May 1st for the following school year for 10 school days to certificated unit members (including new hires) then will be opened to classified staff.

APPENDIX A
JANESVILLE UNION ELEMENTARY SCHOOL
CERTIFICATED ANNUAL SALARY SCHEDULE
2024/25

STEP	Not Fully Credentialed	Fully Credentialed	BA+45	BA+60	BA+75	BA+90 or Masters	STEP
1	41,784	52,230	53,797	55,411	57,074	58,786	1
2	43,038	53,797	55,411	57,074	58,786	60,551	2
3	44,329	55,411	57,074	58,786	60,551	62,365	3
4	45,659	57,074	58,786	60,551	62,365	64,237	4
5	47,030	58,786	60,551	62,365	64,237	66,164	5
6		60,551	62,365	64,237	66,164	68,149	6
7		62,365	64,237	66,164	68,149	70,195	7
8		64,237	66,164	68,149	70,195	72,299	8
9		64,237	68,149	70,195	72,299	74,468	9
10		64,237	70,195	72,299	74,468	76,702	10
11		64,237	72,299	74,468	76,702	79,004	11
12		64,237	74,468	76,702	79,004	81,374	12
13		64,237	74,468	79,004	81,374	83,815	13
14		64,237	74,468	81,374	83,815	86,329	14
15		64,237	74,468	83,815	86,329	88,920	15
16		64,237	74,468	86,329	88,920	91,587	16
17		64,237	74,468	86,329	91,587	94,335	17
18		64,237	74,468	86,329	94,335	97,165	18
19		64,237	74,468	86,329	94,335	100,080	19
20		64,237	74,468	86,329	94,335	103,082	20
Masters \$1000							
At 26th year, an additional 3% is added to BA+90 column only							106,174

2% added to 07-08 schedule	2017/2018 add 3%
No change from 2008-2009 schedule	Public meeting/Board approval: 5/16/17
2.75% 2013/2014 Retroactive	2019/2020 add 6% Board Approved: 6/25/19
Board approved: 8-8-14; Public Meeting: 9-16-16	2020/2021 add 0% Board Approved: 6/25/19
4% 2014/15 Retroactive to Jan 1, 2015.	2021/2022 add 0% Board Approved: 6/25/19
Board approved: 6-16-15; Public Meeting: 6-23-15	2022/2023 add 4% Board Approved 8/16/22
3% 2015/2016 Retroactive to Jan. 1, 2016	2023/2024 add 6% Board Approved 11/14/23
2% added to 2016/17 schedule	2024/2025 add 3% Board Approved 11/14/23
Board approved: 10/18/16	

Tentative Agreement
Between
California School Employees Association and its Janesville Chapter No. 678 ("CSEA")
And
The Janesville Union School District ("District")
Completing 2024-2025 Reopener Negotiations
May 09, 2024

The Janesville Union School District ("District") and California School Employees Association and its Janesville Chapter NO. 678 ("CSEA"), together, "the Parties," have met and in good faith come to agreement on the following changes to the wages, benefits, and working conditions of members of the classified service in the district, effective July 1, 2024.

The Parties have reached agreement on the following:

The addition of stipend position, "Speech Electronic Helper (E-Helper)," job description attached.
The addition of job descriptions to current stipend positions, "ADA I Medical Support," "ADA II Medical Support," "School Site Council President," and "School Site Council Secretary," job descriptions attached.
Changes to job description for the stipend position "Garden Club/Coordinator," job description attached.
Update font, formatting, page numbers and misspellings throughout the whole contract.

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Article 5 Layoffs and **Reemployment**
Re-number

ARTICLE 1 – AGREEMENT

C. This Agreement will be in full force and in effect from July 1, ~~2021~~, **2024** up to and including June 30, ~~2024~~, **2027**, and thereafter remains in effect until a successor agreement is reached. Both parties agree to exchange sunshine proposals no later than ~~December 1, 2021~~, **January 31st** of the current school year for ~~2022-2023~~ **2025-2026** reopener negotiations. and ~~December 1, 2022~~, **January 31, 2026**, for the ~~2023-2024~~ **2026-2027** reopener negotiations and each year thereafter.

ARTICLE 3 – ASSOCIATION RIGHTS

A. Officers and/or representatives of the CSEA will not work on CSEA business during their regular working hours except for the purpose of negotiations as provided for in Article ~~12~~ **13** and/or grievance processing as provided by the Rodda Act (Government Code Sections 3540-3549)

D. Classified unit members may attend monthly CSEA membership meetings during their shift without loss of pay if those meetings are held after 4:00 p.m. **or other time upon approval of the Superintendent.**

E. The district will contact the Chapter President to select two classified members who will be invited to serve on the interview panel for any certificated or classified positions.

F. The association shall have the right to use institutional facilities at reasonable times for meetings when not in use for school business.

G. The association shall be provided no less than 60 minutes of uninterrupted time to communicate with bargaining unit members on the back-to-school staff development days. District administration will excuse themselves during association time.

H. The Association shall be entitled to at least ten uninterrupted minutes at the end of each faculty meeting to communicate with bargaining unit members. This association time shall be for bargaining unit members only. District administration will excuse themselves during association time.

I. BARGAINING UNIT INFORMATION

1. The District shall provide CSEA notice of any newly hired employee, within ten days of date of hire, via electronic mail. Please include the following information: full legal name, date of hire, classification and site.

2. "Newly hired employee" or "new hire" means any employee, whether permanent, full time, part time, hired by the district, and who is still employed as of the date of the new employee orientation. It also includes all employees who are or have been previously employed by the district and whose current position has placed them in the bargaining unit represented by CSEA. For those latter employees, for purposes of this article only, the "date of hire" is the date upon which the employee's employee status changed such that the employee was placed in the CSEA unit.

3. The district shall provide CSEA with contact information on the new hires. The information will be provided to CSEA electronically in an Excel format via a mutually agreeable secure FTP site or service, on the last working day of the month in which they were hired. This contact information shall include the following items, with each field in its own column:

First Name.

Middle Initial:

Last Name

Suffix (e.g. Jr., III).

Job Title.

Department.

Primary Worksite Name.

Work Telephone Number.

Work Extension.

Home Street Address (incl. apartment #).

City.

State.

ZIP Code (5 or 9 digits).

Home Telephone Number (10 digits).

Personal Cellular Telephone Number (10 digits).

Personal Email Address of the Employee.

Last Four Numbers of the Social Security Number.

Birth Date.

Employee ID.

CalPERS Status ("Y" if in CalPERS; "N" if not in CalPERS).

Hire Date

4. This information shall be provided to CSEA regardless of whether the newly hired employee was previously employed by the district. In the event no one is hired on any month, the district shall send an e-mail to CSEA confirming they did not hire any new staff that month.

5. Periodic Update of Contact Information: The District shall provide CSEA with a list of all bargaining unit members' names and contact information on the last working day of the month. The information will be provided to CSEA electronically in Excel format via a mutually agreeable secure FTP site or service. This contact information shall also include the following information, with each field listed in its own column:

First Name.

Middle Initial:

Last Name

Suffix (e.g. Jr., III).

Job Title.

Department.

Primary Worksite Name.

Work Telephone Number.

Work Extension.

Home Street Address (incl. apartment #).

City.

State.

ZIP Code (5 or 9 digits).

Home Telephone Number (10 digits).

Personal Cellular Telephone Number (10 digits).

Personal Email Address of the Employee.

Last Four Numbers of the Social Security Number.

Birth Date.

Employee ID.

CalPERS Status ("Y" if in CalPERS; "N" if not in CalPERS).

Hire Date

J. NEW EMPLOYEE ORIENTATION

1. "New Employee Orientation" means the onboarding process of a newly hired public employee, whether in person, online, or through other means or mediums, in which employees are advised of their employment status, rights, benefits, duties and responsibilities, or any other employment-related matter.

2. The district shall provide CSEA mandatory access to its new employee orientations. CSEA shall receive not less than ten days' notice in advance of an orientation, except that a shorter notice may be provided in a specific instance where there is an urgent need critical to the district's operations that was not reasonably foreseeable.

- a. In the event the district conducts a group orientation, CSEA shall have one hour of paid release time for two CSEA representatives, including the Chapter President or designee, to conduct the orientation session. Said release time shall not be counted against the total release time contained elsewhere in the collective bargaining agreement. The CSEA Labor Relations Representative may also attend the orientation session.
- b. In the event the District conducts one-on-one orientations with new employees, CSEA shall have 30 minutes of paid release time for one CSEA representative to conduct the orientations session. Said release time shall not be counted against the total release time contained elsewhere in the collective bargaining agreement. The CSEA Labor Relations Representative may also attend the orientation session.
3. The district shall include the CSEA membership application and a CSEA provided link for an electronic application, in any employee orientation packet of District materials provided to any newly hired employee. CSEA shall provide the copies of the CSEA membership applications to the district for distribution.
4. The orientation session shall be held on District property during the workday of the employee(s), who shall be on paid time.
5. During CSEA's orientation session, no District manager or supervisor or non-unit employee shall be present.

ARTICLE 4 – TERMS OF EMPLOYMENT

A. CLASSIFIED EMPLOYEES

5. The District cannot increase, decrease, or alter the workweek or workday without negotiating the change with the exclusive representative.

B. PERSONNEL FILE

1. Personnel records will be kept on all current employees at the District Office in accordance with Education Code 44031.
 - a. An employee will be provided with a copy of any written derogatory material before it is placed in the employee's personnel file. The employee will be given an opportunity, during work hours and without loss of pay, to review the derogatory material. Any written response/rebuttal will be delivered to the Superintendent within ten workdays after notice of the derogatory material and the response will be attached to the material before it is placed in the personnel file. **Personnel files kept by supervisors are not the official personnel files.**

C. EVALUATION

1. Evaluation, both formal and informal, is a continuous process for all individuals employed in the district. The object of an evaluation is to recognize good performance and, where needed, to assist in improving the quality of the employees' performance in the district. The employee has the right to see, discuss, and respond in writing, within ten workdays to the evaluation and to have the response attached to the evaluation in the personnel file.
- c. Probation – The probation period for all newly hired classified employees shall be 130 days in paid status from **date of hire**. ~~the first date of paid probationary service (board approved hire date).~~

D. VACANCIES

2. A qualified employee in the bargaining unit who files for a vacancy during the posting period will be given priority consideration for the position. The individual hired for the position is to be, in the opinion of the Superintendent, the best-qualified person available for the position. Where an outside candidate and an employee are the best and, in the opinion of the Superintendent, equally qualified, the employee will be chosen.

Where there are several in-house applicants considered equally qualified and best, the choice will be made on a seniority basis (~~date of hire, i.e., first date of paid service in a probationary position~~) from among the applicants who are members of the bargaining unit.

E. STIPEND POSITIONS

1. Beginning May 1st, the Classified Stipend Application Form with attached job description will be distributed by hard copy into unit member boxes for the following school year. Applications will be accepted for the following school year from all unit members for each stipend activity no later than the last workday in May and the Superintendent will notify applicants of their hiring status by the last instructional day of the current school year. Classified employees who are interested in more than one stipend position will rank those positions in the application according to their preferences. An employee may not hold more than one stipend position unless there are positions available with no other applicant. Current occupants of stipend positions will maintain the position from year-to-year if their performance is judged satisfactory by the Superintendent and they apply each year by the last workday in May. **The parties may negotiate additional stipend positions.**

F. EQUIPMENT AND SUPPLIES

1. The district agrees to provide all tools, equipment and supplies reasonably necessary to bargaining unit employees for performance of employment duties. The Superintendent or designee will determine what is reasonably necessary.

ARTICLE 5 – LAYOFFS AND REEMPLOYMENT

A. Layoffs will be subject to the applicable Education Code provision. Reference Ed Code 45117, 45298, 45308 and 45114.

1. Classified employees who are subject to layoff have a right to receive notice of the layoff by March 15th of each year, unless their program is specially funded and has lost funding, and then notice must be provided not less than 60 days in advance of the layoff. The notice must also include their “bumping” rights, if any, and their reemployment rights.

B. Order of Layoff: Any layoff shall be affected within a classification. The order of layoff shall be based on seniority within that classification and higher classifications throughout the district. An employee with the least seniority within the classification plus higher classifications shall be laid off first.

1. District seniority is based on **date of hire**, ~~the first date of paid probationary service (board approved hire date)~~ and in each classification worked. (Excludes substitute employment.)

~~2. If two or more employees in the same classification have the same first date of paid probationary service, then seniority will be based on the first day of paid service.~~

3. If two or more employees **in the same classification** have equal seniority based on date of hire ~~and 2A and 2B~~, then the determination shall be made by lot.

D. Rehire Rights: **Classified employees who are laid off are eligible for reemployment for a period of 39 months.** All rehire from layoff will be based solely on classification and date of hire in classification and will be done regardless of daily hours of employment.

1. Classified employees who are laid off must also be reemployed in preference to new outside applicants in any classification in which they meet the qualifications, even where the classified employee has not previously held the classification. Classified employees who take a voluntary demotion or a voluntary reduction in assigned time in lieu of layoff receive an additional 24 months of reemployment eligibility for a total of 63 months. Notices of rehire vacancies shall be sent to the last known address of the employee. Vacancy notification will also be sent to the last non-District email address on file. Employees shall be given 7 days from date of postmark, or the email send date, whichever is later, to respond.

ARTICLE 6 – COMPENSATION

A. The district agrees to placement of classified employees on applicable step increments of the adopted salary schedules in Appendix E. Additionally, both parties agree to a ~~six percent (6.0%)~~ **three percent (3%)** raise to the entire salary schedule for the ~~2023-24~~ **2024-25** fiscal year. If another bargaining unit receives a larger pay increase, the classified bargaining unit will receive the same percent increase. ~~The Parties also agree to the addition of Range E, currently covering the Licensed Vocational Nurse One on one Classification.~~ **Classified employees must receive their pay at least once during each calendar month, when eligible. Such pay must generally be made on the last working day of the month in which the employer is open for business. Errors in the calculations, reporting, or payment of a classified employee's salary must be corrected and payment shall be made from any available funds within five workdays following the determination of the error.**

D. Differential Pay – The District will pay a 5% shift differential for night custodians during the school year **whose shift begins on or after 3:00 p.m.** ~~Employees hired before July 1, 2018, are not required to meet the definition set forth in Appendix F, Item K.~~

E. Additional/extra time – Any additional time worked beyond the employee's regular workday, **if they are less than an eight-hour employee**, will be paid at the employee's regular rate of pay. This provision only applies to additional hours offered at the request of the district. To the extent practicable, these assignments will be made on a rotational basis. Such rotation will begin with an offer to the most senior available classified unit member and proceed through the rotation on a seniority basis.

J. Any bargaining unit employee left in charge of a classroom and the children are present and a certificated employee is not present in the room, will be paid an additional differential of 50%. The differential pay is justified due to the increased responsibilities of independently supervising a classroom of children. Should the classroom coverage by a classified employee require a full day, differential pay will not exceed the regular, certificated substitute rate of pay. The differential pay will apply whenever the classified employee is used for 30 minutes or more to cover a class. **The district recognizes this is to only be utilized in emergency situations.**

L. Working Out of Class - An employee required to perform duties inconsistent with those assigned to the position by the Governing Board will have his/her hourly rate of pay adjusted upward by ~~5%~~ **10%** for the entire period he/she is required to work out of classification including working out of class for paid stipend positions. The district reserves the right to select substitutes based on the most cost effective and least impactful way possible.

M. The following annual stipends will be paid on a monthly basis, across 10 checks beginning with the second paycheck of the instructional year, when such work is assigned. **Only Classified employees are eligible to apply. Only one classified employee can be on the School Site Council Committee and/or hold an elected position.**

ADA I (upon assignment) @ \$500.00

ADA II (upon assignment) @ \$1,000.00

Bus Trip Coordinator @ \$500.00

Cafeteria Scanner @ \$500.00

Garden Club Advisor/Coordinator @ ~~\$250~~ **\$507** per season ~~(Fall and Spring)~~

Lead Yard Duty @ \$2,000.00

School Site Council President (upon election) @ ~~\$500.00~~ **\$1,521**

School Site Council Secretary (upon election) @ \$500.00

Speech Electronic Helper (E-Helper) @ \$3700.00

SST/504 Scheduler @ \$1200.00

Volunteer Coordinator @ \$500.00

O. In the event that no certificated staff apply for a stipend position that is designated for certificated staff ~~by the last working day in September~~, that position will be offered to the classified staff before being offered to non-employees of the district. This will not apply to stipend positions that require a credential.

P. A current employee who is promoted will be placed at step 1 (one) or nearest step in the promotional position, which guarantees at least a 5% increase in his/her hourly salary. **A current employee who is hired for a different position in the same pay column will be placed on the step which guarantees at least 5% increase in his/her hourly salary.**

U. Longevity Bonus

1. The longevity bonus will apply to employees who are eligible. **The bonus will be paid out on the June paycheck.**

27th year of service ~~\$500.00~~ **\$750.00**

29th year of service ~~\$500.00~~ **\$750.00**

31st year of service ~~\$500.00~~ **\$750.00**

ARTICLE 7 – EMPLOYEE BENEFITS

J. Employees who choose plans with a premium cost less than the district contribution may elect to have the difference, ~~up to \$1000.00~~, put into a TSA 403(b), or incorporated into an IRC 125 Plan that is offered through American Fidelity Assurance Co. In the event that a High Deductible Health Plan (HDHP) is offered and chosen by an employee, the difference between the cost of the CVT HDHP, plus dental, vision and life insurance coverage and the cap established above, may be placed in the employee's Health Savings Account administered through American Fidelity. It is the responsibility of the employee to set up a Health Savings account through American Fidelity and/or a 403b with an approved vendor. (Vendor list available in the district office.)

K. Insurance opt-out will be made available year-to-year in a fair and equitable manner consistent with insurance carrier policy, as long as an opt-out is allowed. **The chapter president will organize the drawing prior to the end of the yearly open enrollment.**

ARTICLE 8 – LEAVES

A. SICK LEAVE

1. Employees covered by this Agreement will be entitled to 1.4 days sick leave per month at employee's rate of pay as shown on current Appendix E. Unused days may be accumulated from year to year without limitation.

a. Compensation for these days must be the same as would normally be received had the employee worked.

b. Sick Leave is not a property right. Therefore, upon separation from the district, all accrued sick leave is lost. If a unit member terminates employment with one district and begins employment with another district, the employee's accrued sick leave can be transferred to the new district, if the new employment begins within one year of the previous employment, provided that the unit member was not terminated for cause.

c. For PERS eligible unit members, any unused sick leave the member has at the time of retirement will automatically be converted to additional service credit. (25 eight-hour days equals one additional month of service credit). The unit member may be asked to have the district verify the unused sick leave on the unit member's application at the time of retirement.

D. EXTENDED ILLNESS/INJURY LEAVE

1. When a bargaining unit employee is absent from his/her duties on account of illness or accident for a period of five months or less, whether the absence arises out of or in the course of employment of the employee, the amount deducted from the salary due him/her for any month in which the absence occurs will not exceed the

sum which is actually paid a substitute employee to fill his/her position during his/her absence. **Another classified employee performing the absent employee's duties is not considered a substitute: the absent employee therefore receives his or her full salary if no substitute is hired. This leave does not accumulate from year to year.** The five-month period of differential pay provided by this section will commence running on the first day of absence during the year due to illness or accident and will run concurrently with the use of full-paid sick leave. Education Code section 45196.

I. PREGNANCY DISABILITY LEAVE

- 1. Classified employees are entitled to an unpaid leave of absence if they are disabled by pregnancy, childbirth, or a related medical condition for a reasonable period up to four months. Classified employees may use their paid vacation leave during this period. They may also be able to access their paid sick leave.**
- 2. The district must continue to pay health care coverage (if eligible) to the employee under a group health plan for the duration of the period at the level and under the conditions that coverage would have been provided if the employee continued to work. Employees would still be obligated to pay their share of the cost of health benefits.**
- 3. The district must provide reasonable accommodation to an employee for a condition related to pregnancy, childbirth, or a related medical condition, if she so requests, with the advice of her health care provider**
- 4. There are no eligibility requirements, such as number of hours worked or length of employment with the district, for the employee to meet to take pregnancy disability leave.**
- 5. The employees' right to this pregnancy disability leave is separate and apart from the employee's right to leave for reason of birth of her child, i.e., bonding, under the California Family Rights Act, which provides for an additional 12 workweeks for such bonding.**

J. PAID PARENTAL LEAVE

- 1. Classified employees who have completed 12 months of employment with the district are entitled to use their regular accrued sick leave and their differential sick leave pay for up to 12 workweeks for parental leave. Parental leave is leave to bond with the employees' newborn babies, foster children, and adopted children. Classified employees are already entitled to unpaid parental leave by accessing their sick leave banks.**
- 2. This paid parental leave is available to part-time employees, as well as full-time employees: there is no requirement that the employee work 1,250 hours (about 1 month 3 weeks) in the past 12 months, which is an eligibility requirement under CFRA and FMLA.**
- 3. If a classified employee does not want to use up their paid sick leave and differential sick leave pay for parental leave, they can choose to use unpaid leave.**
- 4. If both parents work in the district, the parents have a combined 12 workweek period for this paid parental leave: they can decide how to share this leave.**

K. CARING FOR SICK CHILDREN OR DEALING WITH CHILDCARE EMERGENCIES

- 1. Employees are entitled to use up to half their paid sick leave to care for any of the following if they are sick: their child, spouse, parent, sibling, grandchild, grandparent, or any other designated person. An employee must wait 12 months after initially designating a person under this law before they designate someone new.**
- 2. Employees are entitled to take off unpaid time up to 40 hours per year for participating in activities of the school or licensed childcare provider of a child, or to address a childcare emergency. Also, up to eight of 40 hours may be used to find, enroll, or reenroll a child in a new school or childcare program.**

L. PAID LEAVE FOR MILITARY VETERANS' MEDICAL TREATMENT

1. Classified employees who are military veterans with a military service-connected disability rated at thirty percent (30%) or more are entitled to 12 days of paid leave to undergo medical treatment for their military service-connected disability in the first 12 months of their employment.

2. This leave is in addition to all other forms of paid sick leave under the Education Code.

M. MILITARY LEAVE

1. Classified employees who enter the active military of the U.S. or State of California during times of declared wars or national emergency or when U.S. armed forces are serving at the UN's request, are entitled to a leave of absence from their duties as a district employee.

2. Within six months after being honorably discharged from active duty, the employee shall have the right to the position they formally held, provided the active military service does not extend beyond the national emergency.

3. Any classified employee who is a member of the reserve corps of the armed forces or National Guard or Naval Militia shall be entitled to a temporary military leave of absence while engaged in military duty ordered for purposes of active military training, encampment, naval cruises, special exercise or like activity, provided the order duty does not exceed 180 calendar days.

4. Classified employees are entitled by Military and Veterans Code sections 395.01-02 to be paid by their employer for the first 30 days of their military leave.

5. Classified employees shall have the right to be fully restored to their former positions upon the end of temporary military duty, including no loss of seniority they would have accrued if working for purposes of vacation, sick leave, promotion, and layoff.

6. Employee with more than 1250 hours of service are entitled under CFRA and FMLA to take up to 12 weeks unpaid leave to prepare for active military duty of themselves, their spouses, or children, such as obtaining new childcare or providing childcare on an urgent basis.

N. PAID LEAVE FOR JURY DUTY

1. Classified employees are entitled to a leave of absence with pay to serve on a jury. The district will pay a classified employee called for jury duty the difference between the employee's regular salary and the amount the employee receives as juror's fees. Employees have the option to be fully paid by the district and not take the juror fee.

O. INDUSTRIAL ACCIDENT & ILLNESS LEAVE

1. Classified employees who have suffered an industrial accident or illness, such an employee shall be entitled to a paid leave of absence for up to 60 working days in any one fiscal year for the same accident or illness.

2. Industrial accident and illness leave commences on the first day of absence. Allowable leave does not accumulate from year to year. If the accident or illness occurs at a time when the full 60 days overlaps into the next fiscal year, the employee is entitled to only that amount remaining at the end of the fiscal year for the same injury or illness. This leave will be reduced by one day for each day of the authorized absence regardless of the workers' compensation award, if any, made under California's workers' compensation laws.

3. When a classified employee is injured on the job, prompt notice of the injury, usually within 24 hours, must be provided to the immediate supervisor at the first opportunity. A workers' compensation claim form (DWC-1) must be filed within one year from the date of injury.

4. Once an employee has utilized the 60 days of industrial accident or illness leave the employee is then entitled to then use his or her accrued regular sick leave, extended sick leave (substitute differential or 50% pay), vacation, compensatory time off.

5. Once a worker's compensation claim has been approved, the employee will receive temporary disability payments. Payments will then be coordinated with the sick and vacation leaves.

6. If an employee exhausts all available leaves of absence, paid or unpaid, and is not medically able to return to work and if the employee is not placed in a different position, the employee shall be placed on a reemployment list for a period of 39 months. Once the employee is able to return to work, the employee shall be employed in the next vacant position in the class of the persons previous assignment over all other available candidates, except where there is a reemployment list established for layoff due to lack of work or funds, in which case the employee is listed according to seniority.

ARTICLE 9 – Holiday

D. Holidays for classified employees which fall on a Saturday are taken on the preceding Friday. Holidays which fall on a Sunday are taken on the following Monday.

E. Classified employees who are required to work on any holiday must be paid (or given compensating time off) at the rate of time and one-half their regular rate of pay, in addition to their regular pay received for the holiday.

ARTICLE 10 – VACATION

A. Employees who work less than 12 months will not take vacation during the academic year, including pre-and-post-days. Vacation and Holiday pay is included in the employee's monthly pay. Employees who work 12 months may take vacation during the year with prior approval of the Superintendent. ~~Effective July 1, 2020, all employees will accrue vacation according to the table below.~~

B. Eight-hour employees will accrue prorated vacation credit on the following schedule. All other employees will accrue prorated vacation credit based on hours worked. **After the initial six months of employment, vacation becomes a vested right. As a vested right, earned vacation becomes the employee's property and is protected. Classified employees must be compensated in a lump sum for all earned and unused vested vacation leave upon separation from service.**

Vacation	11 Month	12 Month
1st year through 5th year	9.17 10 days	10 10.92 days
6th year through 10th year	13.75 15 days	15 16.32 days
11th year through 15th year	16.50 18 days	18 19.56 days
16th year and up	18.33 20 days	20 21.84 days

C. Twelve-month employees may carry over up to ~~15~~ **20** days of contractually granted vacation time into the following fiscal year. Any employee may request the Superintendent's consideration for use of additional days before they are earned due to special circumstances.

ARTICLE 11 – IN-SERVICE TRAINING

A. Classified employees will participate in annual professional learning, and the district shall consult with unit members on subject matter. **The district agrees to provide training for all classified staff on minimum days and staff development.**

ARTICLE 13 – RELEASE TIME FOR NEGOTIATIONS

B. The district will allow release time of up to 8 hours a month, during negotiations.

ARTICLE 15 – MISCELLANEOUS

C. School Calendar

1. The district agrees to negotiate with the Association concerning the starting and the ending dates for the school year and on starting and ending dates of major school vacation periods This negotiation will be conducted informally ~~my~~ **by** March 1st of each year. The Association acknowledges that the final calendar will also include input from certificated employees.

2. The annual school calendar shall include 180 days of instruction. One snow day will be added to the Calendar which will be returned to staff as a non-workday when it is determined to be unnecessary during the given year. One additional snow day may be added if deemed necessary by the Superintendent.

ARTICLE 17 – TERM

1. This Agreement will be in full force and in effect from July 1, ~~2021~~ **2024** up to and including June 30, ~~2024~~ **2027**, and thereafter remains in effect until a successor agreement is reached. Both parties agree to exchange sunshine proposals no later than ~~December 1st~~ **January 31st** for each year.

APPENDIX B

Positions as of July 1, ~~2023~~ **2024**

Positions with no Health and Welfare Benefits but with PERS retirement

6 9 Paraeducator I (2 days before school, 182 days) 5.95 hr.

APPENDIX E

APPENDIX E
Superseded by NEW Salary Schedule, p.#11
JANESVILLE UNION SCHOOL DISTRICT
CLASSIFIED SALARY SCHEDULE
2023-2024

						VACATION	
	A	B	C	D	E	11 MONTH	12 MONTH
1	16.54	16.80	17.36	17.95	23.32	9.17 Days	10 Days
2	17.20	17.47	18.05	18.67	24.25		
3	17.89	18.17	18.77	19.42	25.22		
4	18.61	18.90	19.52	20.20	26.23	1st through 5th year	
5	19.35	19.66	20.30	21.01	27.28		
6	20.12	20.45	21.11	21.85	28.37	13.75 Days	15 Days
7	20.92	21.27	21.95	22.72	29.50		
8	21.34	21.70	22.39	23.17	30.09		
9	21.77	22.13	22.84	23.63	30.69	6th through 10th year	
10	22.21	22.57	23.30	24.10	31.30		
11	22.65	23.02	23.77	24.58	31.93	16.5 Days	18 Days
12	23.10	23.48	24.25	25.07	32.57		
13	23.56	23.95	24.74	25.57	33.22		
14	24.03	24.43	25.23	26.08	33.88	11th through 15th year	
15	24.51	24.92	25.73	26.60	34.56		
16	25.00	25.42	26.24	27.13	35.25	18.33 Days	20 Days
17	25.50	25.93	26.76	27.67	35.96		
18	26.01	26.45	27.30	28.22	36.68	16th year and up	
19	26.53	26.98	27.85	28.78	37.41	-	-
20	27.06	27.52	28.41	29.36	38.16		
21	27.60	28.07	28.98	29.95	38.92		
22	28.15	28.63	29.56	30.55	39.70		
23	28.71	29.20	30.15	31.16	40.49		
24	29.28	29.78	30.75	31.78	41.30		
25	29.87	30.38	31.37	32.42	42.13		
26	30.47	30.99	32.00	33.07	42.97		

A	B	C	D	E
Food Service Worker	Paraeducator I	Custodian	Head of Food Service	Licensed Vocational Nurse
	Bilingual Paraeducator	Paraeducator II	Computer Technician	
			School Secretary	
			District Office Secretary	
			Library Technician	

Board
 Approved:
 11/1/23

APPENDIX E
JANESVILLE UNION SCHOOL DISTRICT
CLASSIFIED SALARY SCHEDULE
2024-2025

						VACATION	
	A	B	C	D	E	11 MONTH	12 MONTH
1	17.04	17.30	17.88	18.49	24.02	10 days	10.92 days
2	17.72	17.99	18.59	19.23	24.98		
3	18.43	18.72	19.33	20.00	25.98		
4	19.17	19.47	20.11	20.81	27.02		1st through 5th year
5	19.93	20.25	20.91	21.64	28.10	15 days	16.32 days
6	20.72	21.06	21.74	22.51	29.22		
7	21.55	21.91	22.61	23.40	30.39		
8	21.98	22.35	23.06	23.87	30.99		
9	22.42	22.79	23.53	24.34	31.61	18 days	19.56 days
10	22.88	23.25	24.00	24.82	32.24		
11	23.33	23.71	24.48	25.32	32.89		
12	23.79	24.18	24.98	25.82	33.55		
13	24.27	24.67	25.48	26.34	34.22	20 days	21.84 days
14	24.75	25.16	25.99	26.86	34.90		
15	25.25	25.67	26.50	27.40	35.60		
16	25.75	26.18	27.03	27.94	36.31		
17	26.27	26.71	27.56	28.50	37.04	16th Year and up	
18	26.79	27.24	28.12	29.07	37.78		
19	27.33	27.79	28.69	29.64	38.53		
20	27.87	28.35	29.26	30.24	39.30		
21	28.43	28.91	29.85	30.85	40.09		
22	28.99	29.49	30.45	31.47	40.89		
23	29.57	30.08	31.05	32.09	41.70		
24	30.16	30.67	31.67	32.73	42.54		
25	30.77	31.29	32.31	33.39	43.39		
26	31.38	31.92	32.96	34.06	44.26		

A	B	C	D	E
Food Service Worker	Paraeducator I	Custodian	Head of Food Service	Licensed Vocational Nurse
	Bilingual Paraeducator	Paraeducator II	Computer Technician	
			School Secretary	
			District Office Secretary	
			Library Technician	

Board Approved:

APPENDIX F – DEFINITIONS

F. Date of hire – Board approved hire date , **which is the first day on the job.**

~~G. First day of probationary service – Date of hire~~

~~H. Date of paid service – First day on the job~~

**APPENDIX G
JANESVILLE UNION SCHOOL DISTRICT
CLASSIFIED STIPEND
APPLICATION FORM**

Check the stipend position you are requesting for the following year. If you are applying for multiple stipends, please rank them according to your preference. Complete the form and return it to the District Office no later than the last workday of May. Monthly payments will be from September through June.

Approved Denied

_____ ADA I medical support (Upon Assignment)	\$500/annually. Paid on a monthly basis.
_____ ADA II medical support (Upon Assignment)	\$1000/annually. Paid on a monthly basis.
_____ Bus Trip Coordinator	\$500/annually. Paid on a monthly basis.
_____ Cafeteria Scanner**	\$500/annually. Paid on a monthly basis.
_____ Garden Club/Coordinator	\$500 \$507/annually. Paid upon completion of Fall/Spring Session (\$250 each session).
_____ Lead Yard Duty	\$2,000/annually. Paid on a monthly basis.
_____ School Site Council President** (Upon election)	\$500 1,521/annually. Paid on a monthly basis.
_____ School Site Council Secretary** (Upon election)	\$500 /annually. Paid on a monthly basis.
_____ Speech Electronic Helper	\$3,700/annually. Paid on a monthly basis.
_____ SST/504 Scheduler	\$1,200/annually. Paid on a monthly basis.
_____ Volunteer Coordinator	\$500/annually. Paid on a monthly basis.

I have read and understand the current Wildcat Handbook and job description as it relates to the above-mentioned stipends.

School Year: _____

Signature of Applicant

Date

Printed Name of Applicant

Superintendent

Date

Note: The Superintendent shall decide on the best applicant and his/her decision is final based on the criteria in Article 4, Section E of the CSEA Bargaining Unit Contract.

****Cafeteria Scanner position is rotating based on seniority. Only Classified employees are eligible to apply. Only one classified employee can be on the School Site Council Committee and/or hold an elected position.**

Job descriptions are attached to Application Forms

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 DISTRICT

\$500.00 Stipend
Paid Monthly
Upon Assignment

POSITION: ADA I Medical Support

JOB DESCRIPTION: Under the general supervision of the Superintendent/Principal, is trained to provide student health services. Not on a daily basis and does not apply to Epi-Pen support.

QUALIFICATIONS/EDUCATION:

1. Must possess the ability to relate with students and adults.
2. Must demonstrate aptitude for work to be performed.
3. Must possess skills and ability to work with students with disabilities.
4. High School Diploma and the CODESP Test, 48 semester units of college credit, or A.A. Degree.

TYPICAL DUTIES:

1. Serves the direct physical health care needs of student(s).
2. Consults with the Credentialed School Nurse on a regular basis concerning special needs of assigned student(s).
3. Work cooperatively with co-workers, parent(s)/guardian(s), and staff in coordinating services for student(s).
4. May accompany student(s) on special school activities, as needed, during regular school hours.
5. Reports suspected child abuse to school administrator and a child protective agency.
6. Devise special strategies for instructional use to elicit and reinforce skills of pupils based on an understanding of individual pupils and their needs.
7. Performs all other related duties as assigned.
8. Working knowledge of Family Educational Rights and Privacy Acts (FERPA)
9. Working knowledge of mandated reporter regulations and child abuse laws
10. Working knowledge of school guidelines and rules in the Wildcat Handbook
11. Understand and apply the district's rules, regulations, procedures, and policies.

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:

Approved by CSEA:

JANESVILLE UNION ELEMENTARY SCHOOL DISTRICT

\$1,000.00 Stipend

Paid Monthly

Upon Assignment

POSITION: ADA II Medical Support

JOB DESCRIPTION: Under the general supervision of the Superintendent/Principal, is trained to provide student health services. On a daily basis.

QUALIFICATIONS/EDUCATION:

- 1. Must possess the ability to relate with students and adults.**
- 2. Must demonstrate aptitude for work to be performed.**
- 3. Must possess skills and ability to work with students with disabilities.**
- 4. High School Diploma and the CODESP Test, 48 semester units of college credit, or A.A. Degree.**

TYPICAL DUTIES:

- 1. Serves the direct physical health care needs of student(s).**
- 2. Consults with the Credentialed School Nurse on a regular basis concerning special needs of assigned student(s).**
- 3. Work cooperatively with co-workers, parent(s)/guardian(s), and staff in coordinating services for student(s).**
- 4. May accompany student(s) on special school activities, as needed, during regular school hours.**
- 5. Reports suspected child abuse to school administrator and a child protective agency.**
- 6. Devise special strategies for instructional use to elicit and reinforce skills of pupils based on an understanding of individual pupils and their needs.**
- 7. Performs all other related duties as assigned.**
- 8. Working knowledge of Family Educational Rights and Privacy Acts (FERPA)**
- 9. Working knowledge of mandated reporter regulations and child abuse laws**
- 10. Working knowledge of school guidelines and rules in the Wildcat Handbook**
- 11. Understand and apply the district's rules, regulations, procedures, and policies.**

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:

Approved by CSEA:

JANESVILLE UNION ELEMENTARY SCHOOL DISTRICT

~~\$250.00~~ \$507.00

Bi-annual stipend

Paid monthly.

POSITION: Garden Club / Coordinator

JOB DESCRIPTION:

Under the direct supervision of the Superintendent/Principal or designee, this position will provide 1st—8th ~~grade~~ students with an after-school opportunity to create, promote, and further an interest in horticulture, gardening, floral and landscape design, plant life, and an appreciation of the natural beauties of Lassen County. This is a stipend position.

QUALIFICATIONS:

Education: Minimum of twelfth grade.

Desired Qualities/Skills:

1. Gardening experience.
2. Ability to work on multiple tasks
3. Ability to communicate effectively in both oral and written forms with a diverse student/parent/community population
4. TB clearance
5. Criminal Justice/fingerprint clearance
6. Ability to abide by Professional Standards as outlined in Board Policies 4119.21 (a), 4219.21, and 4319.21

Typical Duties:

1. ~~Organize and plot out classroom adoptions of boxes with ideas of what to plant.~~ **Maintain and preserve garden beds, plants, and buildings used by club.**
2. ~~Be a contact and resource for the Bonnie Plants Cabbage Program, helping students to enter the contest with their cabbages.~~ **Works in coordination with local gardening groups including but not limited to the Janesville Community Garden to help further education for our students.**
3. Pick up and distribute donations, when offered.
4. Organize and keep inventory of gardening tools and equipment and keep them in good repair.
5. Work with Head of Maintenance regarding watering amounts and schedules.
6. ~~Provide~~ **Organize** an after-school program for 1st—8th ~~grades, students. 5+ days in the fall and 5+ days in the spring, 1 hour each day~~
7. Send and collect parent permission slips.
8. Maintain an attendance sheet with sign-in and parent signature sign-outs for the CBO.
9. Teach safe practices in the garden and tool safety.
10. Teach students about seeds, weeds, beneficials, plants, and water usage.
11. Working knowledge of Family Educational Rights and Privacy Acts (FERPA)
12. Working knowledge of mandated reporter regulations and child abuse laws
13. Working knowledge of school guidelines and rules in the Wildcat Handbook
14. Understand and apply the district's rules, regulations, procedures, and policies

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: ~~May 18, 2021~~

Approved by CSEA: ~~June 2, 2021~~

JANESVILLE UNION ELEMENTARY SCHOOL DISTRICT

\$1521.00 Stipend
Paid monthly.
Upon Election

POSITION: School Site Council President

JOB DESCRIPTION: Under the general supervision of the Superintendent/Principal. Performs clerical work for the Schools Site Council.

QUALIFICATIONS:

Education: High School diploma or GED.

Desired Qualities /Skills:

1. Computer literate.
2. Ability to communicate effectively with both parents and staff in both oral and written form.
3. Criminal Justice/fingerprint clearance
4. TB clearance
5. Perform tasks involving use of independent judgment
6. Ability to abide by Professional Standards as outlined in Board Policies 4119.21 (a), 4219.21, and 4319.21

TYPICAL DUTIES:

1. Presides over SSC meetings ensuring that meetings begin and end on time.
2. Leads orderly discussions that offer each member a chance to speak for or against a motion.
3. Follows by-laws and Roberts Rules of Order.
4. Prepares meeting agendas.
5. Signs all letters, reports, and other communications of the SSC.
6. Maintains a system for ongoing communication with parents, community members, school staff and other stakeholders.
7. Participates in the monitoring and evaluation of the school plan programs.
8. Assumes the responsibilities of the Local Control Accountability Plan Committee, Wellness Committee, District Advisory Committee and School Advisory Committee.
9. Assists District Secretary in the preparation of School Site Council (SSC) agenda and other materials for monthly meetings
10. Maintains District confidentiality policies
11. Working knowledge of Family Educational Rights and Privacy Acts (FERPA)
12. Working knowledge of mandated reporter regulations and child abuse laws
13. Working knowledge of school guidelines and rules in the Wildcat Handbook
14. Understand and apply the district's rules, regulations, procedures and policies
15. Other related duties as assigned by the Superintendent/Principal.

PHYSICAL REQUIREMENTS: Hearing and speaking to exchange information in person and/or on the telephone; dexterity of hands and fingers.

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:
Approved by CSEA:

JANESVILLE UNION ELEMENTARY SCHOOL DISTRICT

\$500.00 Stipend
Paid monthly.
Upon Election

POSITION: School Site Council Secretary

JOB DESCRIPTION: Under the general supervision of the Superintendent/Principal. Performs clerical work for the Schools Site Council.

QUALIFICATIONS:

Education: High School diploma or GED.

Desired Qualities /Skills:

1. Computer literate.
2. Ability to communicate effectively with both parents and staff in both oral and written form.
3. Criminal Justice/fingerprint clearance
4. TB clearance
5. Perform tasks involving use of independent judgment
6. Ability to abide by Professional Standards as outlined in Board Policies 4119.21 (a), 4219.21, and 4319.21

TYPICAL DUTIES:

1. Attend Monthly Site Council Meeting
2. Take minutes for Site Council
3. Types minutes of Site Council meetings and maintains records and files
4. Maintains District confidentiality policies
5. While performing the duties of this position, the employee works with standard office equipment
6. Working knowledge of Family Educational Rights and Privacy Acts (FERPA)
7. Working knowledge of mandated reporter regulations and child abuse laws
8. Working knowledge of school guidelines and rules in the Wildcat Handbook
9. Understand and apply the district's rules, regulations, procedures and policies
10. Attend workshops and meetings as appropriate
11. Other related duties as assigned by the Superintendent/Principal.

PHYSICAL REQUIREMENTS: Hearing and speaking to exchange information in person and/or on the telephone; dexterity of hands and fingers.

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:

Approved by CSEA:

Agreed:

For the District:

DocuSigned by:
Jamie Huber
AA62EEB7628B45E
Date: 5/16/2024

Jamie Huber, Superintendent / Principal

DocuSigned by:
Andrea Kellogg
84C104947F7C4A2
Date: 5/16/2024

Andrea Kellogg, Chief Business Official

For CSEA:

DocuSigned by:
Alisa Tinnin
38E43591E0224D0
Date: 5/16/2024

Alisa Tinnin, Chapter President

DocuSigned by:
Jennifer Fine
58C083D5252A45C
Date: 5/16/2024

Jennifer Fine, Treasurer

DocuSigned by:
Deborah Smith
7D43C933C6904E9
Date: 5/17/2024

Deborah Smith, Labor Relations Representative

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

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").

The District and CSEA agree to the following:

1. School Site Council Secretary Stipend shall increase from \$500.00 to \$1000.00. The increase will take effect at the beginning of the 24-25 school year.

DocuSigned by:
For the District:
Jamie Huber
AA62EEB7628B45E

Jamie Huber, Superintendent
5/16/2024

Date: _____

DocuSigned by:
For CSEA:
Alisa Tinnin
3BE43591E0224B0

Alisa Tinnin, President Ch#678
5/16/2024

Date: _____

DocuSigned by:
Deborah Smith
7D43C933C6004E9

Deborah Smith, CSEA LRR
5/17/2024

Date: _____

2024-25 Teacher Assignments

<u>GRADE</u>	<u>NAME</u>	<u>ROOM #</u>
TK	Cary Ehrlich	402
K	Aspen Brown	401
K/1	Jennifer Burkman	116
1	Julie Rubio	115
2	Jacey Herman	112
2/3	Karri Gamez	117
3	Jessica Gillespie	113
4	Katrina Branch	114
4/5	Trisha Wood	404
5	Rachel Stewart	403
6	Kimberly Fleming	505
6	Jessica Solomon	506
7	Jacob George	215
7	Sheri Downs	216
8	Heather Ethridge	211
8	Rhonda Foreman	210
SE	Robert Gammie	501
Counseling	Lesandra Rodriguez	209



Draft Manual for Board

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Name	Owner	Last modified
0000 First draft clean updated.pdf	Owner hidden	Apr 12, 2024
1000 First draft clean updated.pdf	Owner hidden	Apr 12, 2024
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4000 First draft clean updated.pdf	Owner hidden	Apr 12, 2024
5000 First draft clean updated.pdf	Owner hidden	Apr 12, 2024
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7000 First draft clean updated.pdf	Owner hidden	Apr 12, 2024
9000 First draft clean updated.pdf	Owner hidden	Apr 12, 2024



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