#### **COLUSA UNIFIED SCHOOL DISTRICT**

745 Tenth Street Colusa, CA 95932 (530) 458-7791 FAX (530) 458-4030

# <u>AGENDA</u>

# Board of Trustees Regular Meeting DISTRICT OFFICE CONFERENCE ROOM April 11, 2017

4:00 p.m. Open Session with Closed Session to Follow

#### <u>PUBLIC COPY</u> OF BOARD PACKET IS AVAILABLE FOR INSPECTION AT THE CUSD DISTRICT OFFICE LOCATED AT 745 TENTH ST., COLUSA

All meetings of the Governing Board are open to the general public, with the exception of the Closed Sessions, which are held to consider those items specifically exempt under the Ralph M. Brown Act. Anyone planning to attend a meeting who has a disability and needs special assistance should call the Superintendent's Office, 458-7791, at least 3 days in advance to make special arrangements.

Spanish translation is available at Regular Session Board Meetings. To arrange for translation services, please call the Superintendent's Office, 458-7791, at least 3 days in advance. [Se ofrece traducciǿn en Español para la junta regular de la mesa directive. Para solicitor servicios de traducciǿn al español, por favor llame a la Oficina del Superintendente, al 458-7791, con 3 dias de anticipaciǿn por lo menos.]

#### 4:00 P.M. OPEN SESSION

- A. Call to Order/Establish Quorum
- B. Pledge of Allegiance
- C. Hearing of Public for items on the Agenda

The Board encourages public comment concerning any item of importance and will recognize requests to speak before the item is discussed or voted upon. To assure your right to address any action item, please notify the Superintendent's Office of your desire to speak by noon of the day prior to the Board Meeting. Those requesting to address the Board in advance will be granted up to five minutes to speak. Others will be limited to a total of three minutes.

#### D. Hearing of Public for items not on the Agenda

The Board encourages public comment concerning any item of importance and will recognize requests to speak on items not appearing on the Agenda. Speakers should be aware that the board may not be prepared to comment on the issues they raise, but may request those items to be properly agendized for inclusion in the discussions at a future meeting. Those requesting to address the Board in advance will be granted up to five minutes to speak. Others will be limited to a total of three minutes.

- E. Reports:
  - 1. Recognitions & Tenure Celebrations
  - 2. Student Report Grace Boeger
  - 3. President's Report

a. Board of Trustee Time - this is the time for individual Trustees to report on their Committee's activities and to specify any items they would like to see on the agenda for the next meeting

- 1. CRAF
- 2. Friends of Music
- 3. Friends of Ag
- 4. SELPA
- 5. District English Language Advisory Committee
- 4. Superintendent's Report
  - a. Improving Achievement (Standing Item)

1. 2017-2018 Local Control Accountability Plan Improvement Discussion

a. Update on Local Control Accountability Plan Progress

b. Budget (Standing Item) 1. Budget Update

- 1. Dudget optiate
- F. Information/Discussion/Possible Action Items
  - 1. Consider Approval of Land & Building Transfer with Colusa County Office of Education/Colusa Unified School District
  - 2. Consider Approval of Club Recognition for Colusa County Youth Shooting Sports
  - 3. Discussion & Possible Action Item of Bond Fund Allocations Roofing & Classroom Audio Systems
  - 4. Consider Approval of Agreement with Audio Enhancement
  - 5. Information Regarding 2015-16 Disclosure Report
  - 6. Consider Approval of Resolution #2016-17.10 Safe Haven
  - 7. Consider Approval for First Reading of Board Policy 5141.52 Suicide Prevention
  - 8. Consider Approval for Second Reading & Possible Adoption of Administrative Regulation 3300 – Expenditures & Purchases
  - 9. Consider Approval of Letter in Support of SB 577 Teacher Credentialing Programs Offered Through Community College
  - 10. Consider Approval of Out of State Travel to University of Oregon for Volleyball Camp
  - 11. Discussion Regarding Softball Fields
  - 12. Consider Approval of Warrants: Batch #35 38
- G. Motion to Approve Items on the Consent Action Agenda:
  - 1. February 23, 2017 Special Board Meeting Minutes
  - 2. March 11, 2017 Special Board Meeting Minutes
  - 3. March 14, 2017 Regular Board Meeting Minutes
  - 4. Personnel Assignment Order 2016-2017 #8
  - 5. March Payroll
  - 6. 2016-17 Annual Credentialing Report
  - 7. Fund 01 Budget Revision
  - 8. Williams Uniform Complaint Procedure
  - 9. Surplus Equipment
  - 10. Memorandum of Understanding-Northern California STREAM Pathways Consortium Partners
  - 11. Memorandum of Understanding- 2016-17 School Climate Health & Learning
  - 12. W.V Alton, Inc. Egling Middle School HVAC Project (\$52,799)
  - 13. Savage Plumbing Waste Lines at Burchfield Primary & Egling Middle School (\$13,500)
  - 14. Crane Exteriors, Inc. DBA Chico Roofing Co. Burchfield Primary (\$3,575)
  - 15. John Deer Lawnmower Purchase (\$18,665)
  - 16. D&S Asphalt Sealing Co, Burchfield Primary (\$14,182)
- H. Hearing of the Public for Matters on Closed Session Agenda
- I. Adjourn to Closed Session to consider and/or take action upon any of the following items:
  - Personnel Matters Pursuant to Government Code 54957
     <u>Administration Representatives</u>: Dwayne Newman, Superintendent; Sheryl Parker, Chief
     Business Official
    - a. Consider Approval 2017-18 Certificated Job Share Request
    - b. Discussion Regarding Superintendent Evaluation
  - Negotiations Pursuant to Government Code 54957.6 <u>Agency Designated Representatives</u>: Dwayne Newman, Superintendent; Sheryl Parker, Chief Business Official

# <u>Employee Organizations</u>: California Teachers Association, California State Employees Association, and Unrepresented Employees (All)

Instruction to District Negotiators (Executive Session of School Board and its designated representatives for the purpose of discussing its position regarding matters within the scope of representation and instructing its designated representatives)

#### J. Reconvene Open Session

- 1. Announce Possible Action of Job Share Request
- K. Adjournment of the Meeting

# Multi-Year Projection Summary - April 11, 2017

E.4.b.1

INCOME	14/15 ACTUALS	15/16 ACTUALS	16/17 BUDGET	17/18 BUDGET	18/19 BUDGET	19/20 BUDGET
8011-8089 TOTAL LCFF	10,874,660	12,397,758	13,093,643	13,267,383	13,769,977	14,320,251
TOTAL FEDERAL REVENUE	514,766	554,244	396,545	296,545	296,545	296,545
TOTAL STATE REVENUE	1,015,848	2,109,700	1,727,524	964,325	984,325	984,325
TOTAL LOCAL REVENUES	387,830	388,312	706,796	257,592	187,592	187,592
TOTAL REVENUES	12,793,104	15,450,014	15,924,508	14,785,845	15,238,439	15,788,713
EXPENDITURES						
TOTAL CERTIFICATED	5,939,658	6,468,062	6,281,344	6,363,703	6,403,703	6,443,703
TOTAL CLASSIFIED	1,847,681	2,047,601	2,171,313	2,221,256	2,256,256	2,291,256
TOTAL BENEFITS	<u>2,620,009</u>	<u>2,952,259</u>	<u>3,196,759</u>	<u>3,325,125</u>	<u>3,516,125</u>	<u>3,732,125</u>
SUBTOTAL SALARIES/BENEFITS	10,407,348	11,467,922	11,649,416	11,910,084	12,176,084	12,467,084
TOTAL BOOKS AND SUPPLIES	770,436	1,104,360	1,077,887	771,014	660,000	660,000
TOTAL TRAVEL, REPAIRS, UTILITIES, INS, OTHER	1,102,341	1,223,294	1,599,053	1,333,696	1,192,411	1,192,411
TOTAL CAPITAL OUTLAY	56,177	402,140	917,477	0		160,000
TOTAL SELPA, COMMUNITY SCH, DEBT PYMT	603,624	765,140	950,420	1,008,620	1,010,000	1,020,000
TOTAL EXPENDITURES	12,939,926	14,962,856	16,194,253	15,023,414	15,038,495	15,499,495
TOTAL REVENUES LESS EXPENDITURES	-146,822	487,158	-269,745	-237,569	199,944	289,218
		\$441,014 will carryover to be spent 16-17	\$441,014 was prior year income			
GENERAL FUND BEGINNING BALANCE	1,347,994	1,201,172	1,688,330	1,418,585	1,181,016	1,380,960
LESS AMOUNT ABOVE REVENUES LESS EXP	-146,822	487,158	-269,745	-237,569	199,944	289,218
Less Reserve for Revolving Cash		-30,350	-30,350	-30,350	-30,350	-30,350
less Reserves for Van/Bus, Tech, Textbooks		-125,000	-170,000	-240,000	-310,000	-220,000
UNDISTRIBUTED GENERAL FUND RESERVE	1,201,172	1,532,980	1,218,235	910,666	1,040,610	1,419,828
% UNDISTRIBUTED RESERVE	9.28%	10.25%	7.52%	6.06%	6.92%	9.16%
AMOUNT ABOVE (-BELOW) 5%	554,176	784,837	408,522	159,495	288,685	644,853
		,	,	,		
TOTAL ADA	1386.33	1404.81	1402.72	1402.72	1402.72	1402.72
multiply x Average Amount per ADA	\$ 7,844	\$ 8,825	\$ 9,334	\$ 9,458	\$ 9,817	\$ 10,209
Total LCFF Funding Budgeted	\$ 10,874,660	\$ 12,397,756	\$ 13,093,643	\$ 13,267,383	\$ 13,769,977	\$ 14,320,251
% Increase over Prior Year	10.77%	14.01%	5.61%	1.33%	3.79%	4.00%
	8.88% STRS 11.7% PERS	10.73% STRS 11.847% PERS	12.58% STRS 13.888% PERS	14.43% STRS 15.8% PERS	16.28% STRS 18.7% PERS	18.13% STRS 21.6% PERS
				Impact of Minimum Wage Increase for Classified is not budgeted as it is unknown-must be negotiated		
	Min. Wage \$9	Min, Wage \$10 4 of 133	Min. Wage \$10.50	Min.Wage \$11	Min. Wage \$12	Min. Wage \$13

#### AGREEMENT

This Agreement ("Agreement"), dated for reference purposes this 13<sup>th</sup> day of October, 2015 is made by and between the Colusa County Office of Education, a public entity ("Superintendent") and Colusa Unified School District, a public entity ("District").

#### RECITALS

A. The District is the owner of certain real property commonly known as the James M. Burchfield Primary School, Colusa Unified Kindergarten Block; containing the Superintendent's Children's Center/Head Start Buildings (the "Kindergarten Block").

B. The Superintendent has control of certain real property located at the James M. Burchfield Primary School identified as the Special Education Annex (the "Special Ed Annex").

C. The parties previously entered into a lease agreement dated August 19, 2003 (the "Lease") whereby the District leased a portion of the Kindergarten Block to Superintendent for the purpose of constructing and maintaining a child development center on the site. In exchange, Superintendent granted to District the right to use the Special Ed Annex.

D. The District continues to occupy the Special Ed Annex as outlined in the Lease, and the Superintendent continues to occupy a portion of the Kindergarten Block as outlined in the Lease.

E. The parties recognize that it is in the best interest of each party to initiate proceedings to reconcile their respective interests in each of the buildings with the District's ownership of the real property.

F. The parties desire to establish a provisional lease to allow for each party's continued use of the respective buildings, pending the parties efforts to negotiate a transfer of clear title to the Superintendent of all or a portion of the Kindergarten Block, and to the District all of the Special Ed Annex.

#### AGREEMENT

NOW, THEREFORE, in consideration of the above Recitals and the mutual covenants and conditions contained herein, the parties hereto agree as follows:

#### 1. Lease.

Superintendent shall lease to District and District shall lease the Special Ed Annex from Superintendent, and District shall lease to Superintendent and Superintendent shall lease a portion of the Kindergarten Block identified as the Superintendent's Children's Center/Head Start Buildings from District, on the terms, covenants, agreements, and conditions as hereinafter set forth.

#### 2. Term.

The term of this lease commence October 13, 2015 ("Commencement Date") and terminate on June 30, 2017 (the "Term"), unless terminated sooner as outlined herein.

#### 3. Rent.

Neither party shall be required to pay rent or any other fees for the lease/use of the designated premises.

#### 4. Use.

The parties shall use their respective premises for educational programs, services and related programs and services under the jurisdiction of each party.

#### 5. Maintenance and Costs.

Each party shall be responsible for all maintenance and repairs to their respective leased premises. Each party shall pay its own utility costs. Upon written approval from the other Party, each party may make improvements to each of their premises, both temporary and permanent, including but not limited to utilities, sidewalks, fencing, landscaping, electrical, data processing, fire life safety and other improvements, and in doing so shall comply with all applicable federal, state and local regulations pertaining to such improvements in conjunction with the current and intended use of the premises.

#### 6. Insurance and Indemnification.

Each party shall maintain self-insurance and/or insurance through the established insurance consortium or other insurance company serving a party or the parties. Each party shall indemnify and save harmless the other from all claims, damages, or liabilities due to property damage or personal injury arising from each party's use or occupation of their respective building, unless the proximate cause of such claim, damage or liability is the sole negligence of the other party.

### 7. Transfer of Real Property.

**7.1. Surplus**. The parties understand and agree that, subject to potential rezoning, the current use of all of the real property and facilities creates a limited market value. The parties further understand and agree that maximizing the market value of the District's real property, including improvements constructed thereon by Superintendent, requires the parties to declare the property as surplus, comply with surplus real property disposal provisions set forth in Education Code Section 17455 et seq., and that the current and long term projected uses of the designated facilities and real property that support those facilities, and costs associated with abandoning or repurposing the facilities and/or moving each parties current operation to other

locations, makes it impractical and not feasible for the foreseeable future to declare the property surplus and dispose of the property accordingly.

7.2. Duty to Negotiate. The parties hereby agree to negotiate in good faith to establish a real property and improvement transfer agreement whereby Superintendent acquires title to that portion of the Kindergarten Block currently supporting Superintendent's Children's Center/Head Start Building, and District acquires clean title to the Special Ed Annex, thereby resolving all issues and conflicts that exist as a result of the District's ownership of the underlying real property and the Superintendent's control of the physical structures.

The parties shall commence negotiations within 60 days of the execution of this Agreement, and shall equally share all costs associated with title reports, surveys, applications, and any costs or fees associated with the prospective transfer. The parties agree to make all reasonable efforts to complete any prospective transfer on or before June 30, 2017.

8. Early Termination. In the event the parties successfully reach an agreement on mutually beneficial transfers and on completion of the process whereby title is transferred and recorded accordingly, this lease shall automatically terminate. In the event of such termination, each party's obligation to indemnify the other in accordance herein, for claims that arise as a result of activities that occurred during the Lease and before transfer of title shall survive termination of this Agreement, but such obligation shall expire three (3) years from the date of the termination of this Agreement.

#### 9. General Provisions.

9.1. <u>Waiver</u>. The waiver by either party of any term, covenant or condition herein contained shall not be deemed to be a waiver of such term, covenant or condition or any subsequent breach of the same or any other term, covenant or condition herein contained.

9.2. <u>Successors and Assigns</u>. The covenants and conditions herein contained, subject to the provisions as to assignment, apply to and bind heirs, successors, executors, administrators and assigns of the parties hereto.

9.3. <u>Attorneys' Fees</u>. In any litigation or arbitration of disputes arising under this Lease the prevailing party shall recover reasonable costs, including attorneys' fees.

9.4. <u>Notices</u>. Wherever this Lease requires or permits notice or demand to be given by either party to the other, such notice or demand shall be in writing and given or served either personally or in writing forwarded by certified mail, return receipt requested, postage prepaid to the following addresses, or at such other address as either party may hereafter specify in writing.

 Superintendent - Colusa County Office of Education 345 5<sup>th</sup> Street Colusa, CA 95932 Attn: Mike West, Superintendent  District - Colusa Unified School District Address: 745 Tenth Street
 Colusa, CA 95932 Attn: Dwayne Newman

Delivery of notice to an employee of District at said address shall constitute personal service to District.

9.5. <u>Amendment</u>. This Lease may be amended, modified, or supplemented only by a writing signed by all parties.

9.6. <u>Authority of District</u>. District represents and warrants it is fully authorized to enter into this Agreement and comply with the terms and conditions expressed herein.

IN WITNESS WHEREOF, we have hereunto set our hands the day and year first above written.

**SUPERINTENDENT:** 

**DISTRICT:** 

**Colusa County Office of Education** 

By:

Michael P. West, Colusa County Superintendent of Schools

**Colusa Unified School District** 

By: <u>Howner K Mummer</u> Title: <u>Superintendent</u>

#### **Mike West**

From: Sent: To: Cc: Subject: Debbie Hinely Tuesday, September 08, 2015 9:34 AM Mike West Karen Moriconi FW: Lease property Owned Buildings

Hi Mike,

Here is the response I received from our liability insurance company regarding the owned buildings on leased property. I have some additional information Karen found that you might find interesting.

Thank you.

Debra Hinely Director Business Services Colusa County Office of Education (530)458-0350 x10362

New address: 345 5<sup>th</sup> Street, Suite A Colusa, CA 95932

From: Gail Blagg [mailto:gblagg@wsandco.com] Sent: Tuesday, September 08, 2015 7:53 AM To: Debbie Hinely <dhinely@ccoe.net> Subject: RE: Lease property Owned Buildings

#### Hi Debbie:

If you own a building and need to have it insured we must have all the information about the building such as square footage, construction, and replacement cost value. If you do not own the property the building is built on then you must have a lease agreement for the property and we should probably take a look at the insurance conditions. I suspect the property owner will want some type of evidence of liability coverage at the very least.

I have attached a form should you need to add a building. We recently received information from Karen to delete the location at 7<sup>th</sup> Street in Colusa (you had contents coverage only) and add the 5<sup>th</sup> Street location (we are providing contents coverage only).

Let me know if you need further clarification.

Thanks

Gaíl





Vol. 142 No. 10

75 cent

Sun-Herald Photo/Kathy Craigo

Top photo: Representatives from the city of Colusa, the Colusa Unified School District, project designers McCandless and Associates, Mercy Housing pf California, and some of the parents and children who will benefit from the new Child Care Center in Colusa joined Colusa County Office of Education Superintendent of Schools Kay Spurgeon (standing at center) in turning the first shovels of dirt fir the=e new facility. Bottom Photo: Several of the children attending the groundbreaking ceremony for the new Child care Center are pictured continuing to "turn the soil" once the official first shovels of dirt were turned.

# Construction begins on new child care facility

BY KATHY CRAIGO Staff Reporter

An official groundbreaking ceremony held this week was the beginning of a highly anticipated and much needed project for families of children 0-5 in Colusa.

The symbolic first shovels of dirt were turned during a ceremony held on Feb. 1, at the site of the long-awaited child care facility being developed by the Colusa County Office of Education for its Head Start and state preschool programs.

preschool programs. The 5,500 square foot building, designed by McCandless and Associates of Woodland, will appear modern in design, but will blend with the historic neighborhood in which the facility will sit. The building is being built at 5th and Webster Streets, across from City Hall. The facility will have three classrooms serving infants, toddlers and preschool children, a kitchen, staff offices and outside play space. A parking lot will be built on the site, which is being provided by the Colusa Unified School District.

"We are very happy to be working with all the partners in this project including Dean Albright, project manager and designer for McCandless and Associates," said Colusa County Office of Education Superintendent of Schools Kay Spurgeon. "Dean has a good grasp on the needs to meet the strict requirements on child care licensing, as well as providing a stimulating and attractive environment for learning."

She added, "The result is going to be a bright and cheerful facility that meets the social, physical and emotional needs of



the children." Broward Bros. Construction of Woodland, will construct the approximately \$1.3 million project.

A major portion of the funding is being furnished by the city of Colusa from its Community Development Block Grant Program [CDBG]. CDBG funds are awarded competitively to small cities and counties by the

See CENTER, Page A2

# CENTER From Page 1

# From Page 1

state of California for projects that will assist low-income families.

In addition to the state CDBG funding, the Colusa City Council granted \$250,000 in local CDBG funds as a demonstration of its support for additional child care options for low income working parents. Funding is also being contributed by the federal Head Start.

"This project is a fine example of how several public agencies successfully collaborated to make a significant investment in children by developing an educational facility that will have alonglasting positive impact in the community," said David Wilkinson, director of Community Development at Mercy Housing California, the city's CDBG consultant. "CCOE, the city, and the Colusa Unified School District all contributed significant resources and were all committed to the same goal. That is why major grant monies were successfully procured for the project."

Wilkinson also noted the challenges and delays posed by escalating construction costs.

Significant re-design was necessary to craft a building that fit the budget.

"All agencies have stuck with the project and their patience will now be rewarded," said Wilkinson.

Joan Phillipe, city manger for the city of Colusa explained "....The city of Colusa is pleased to be a participant in what will be a modern facility to meet the needs of many of our community's children. This is a perfect use of the city's CDBG funds and an opportunity to partner with other public agencies to maximize our resources."

Colusa Unified School District Superintendent [CSUD] Larry Yeghoian, remarked that the District is pleased to be a part of this effort to bring expanded service to the communities families.

"The CUSD Board of Trustees recognized the advantages of a centralize child care center when it entered into the agreement for the land use," he said.

"As shared by other participants, the District looks forward to the difference a facility like this can make in our community," he added.

Parents and children anticipating utilizing the new building watched as representatives from the participating agencies, and a few of the children who would benefit from the center, joined Spurgeon in turning the first shovels of dirt for the construction project.

For more information non CCOE child care programs,

#### AGREEMENT

This Agreement is entered into this 19th day of August 2003, between the Colusa Unified School District (hereinafter referred to as "District") and the Colusa County Superintendent of Schools (hereinafter referred to as "Superintendent"). In consideration of the mutual obligations set forth herein, the parties agree as follows:

- <u>Lease</u>. District leases to Superintendent a parcel of land located on what is commonly known as the <u>James M. Burchfield Primary School</u>, <u>Colusa Unified</u> <u>Kindergarten block</u>, Colusa, California. Site to be approved by District Board.
- Term. The term of said lease shall be for ten (10) years form the effective date of this Agreement.
- 3. <u>Purpose</u>. This lease is made in order to provide Superintendent suitable real property upon which to place a Child Development Center to serve a variety of county operated children's services.
- 4. <u>Rental</u>. Superintendent shall not be required to pay rent for the lease of the premises.
- <u>Use of Premises</u>. Superintendent shall use the premises exclusively and continuously for Head Start, educational and child/family services purposes.
- Maintenance. Superintendent shall be responsible for all maintenance and repairs to the premises and Child Development Center facility.
- 7. <u>Improvements</u>. Superintendent may make improvements to the premises of both temporary and permanent nature, including utility installation, site preparation, side walks and fencing as needed. All such improvements shall revert to District upon expiration of this lease. Superintendent may not make any improvements without the prior written approval of the District.

Page 1 of 3

FEB-02-2006 10:49

te.

P.03/04

- 8. <u>Liability</u>. Superintendent shall assume all risks associated with leasing the premises, and shall indemnify and save harmless District from all claims, damages, or liabilities due to property damage or personal injury arising from lessee's use or occupation of the premises, unless the proximate cause of such claim damage or liability is the sole negligence of District. Superintendent and District shall maintain adequate liability insurance to protect them from such liability.
- <u>Permits</u>. Superintendent shall comply with all applicable federal, state and local regulations pertaining to the intended use of the premises and the installation of any buildings and the making of improvements.
- 10. Facility Exchange. In exchange for the use of district land for the building of the Child Development Center, the Superintendent will grant use of the Special Education Annex to the District for the life of this agreement. The use of the Annex will not be made available until the Child Development Center is completed, unless an earlier occupation is agreed to by both parties.
- 11. <u>Cooperation With District</u>. In the event that any improvements to the premises to be made by the Superintendent require the use of District roads or facilities located on adjacent premises retained by District's use of such retained premises, Superintendent and District shall meet and agree on a mutually acceptable method for accommodating such improvements.
- 12. <u>Assignment</u>. Superintendent shall not sublet or assign this lease without written approval of District.

13. <u>Title</u>. Title to the building will remain in the name of Superintendent until the term of lease (10 years) expires, at which time, title may be negotiated between the County Superintendent of Schools and the District.

Colusa Unified School District

Colusa County Superintendent of Schools

horan

Larry Yegholan District Superintendent

8-19-03

Date

Kay C. Spurgeon // County Superintendent

Date

Page 3 of 3

## Colusa Unified School District 745 Tenth Street Colusa, CA 95932 (530) 458-7791 and FAX (530) 458-4030

FAX COVER SHEET

Please deliver this fax message to:

To: Kay Spurgeon Fax Number: 530 458-8054

Sent by: Mary Lyttle for Larry Yeghoian, District Superintendent

Date: February 2, 2006

Message: Attached is the signed Agreement between CUSD and CCOE for the Child Development Center.

noX

A copy of this material will be sent by mail: yes Number of Pages, including this cover sheet: 4



Mr. Cain closed the Inter-District Attendance Appeal at 7:15 p.m.

<b>Board Members Present:</b>	George Cain, Michael Cunningham, Brenda Miller, Dave Scroggins, and William Sommerville
Staff/Visitors Present:	Dr. Sheila Edwards, Charles Glover, Paul Hendrix, Bonjie Immoos, Vickie Moody, Maria Pérez- Mendiola and Kay Spurgeon.

#### 1.0 CALL TO ORDER

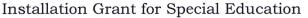
 Pledge of Allegiance George Cain called the meeting to order at 7:16 p.m. at the Morse Conference Room. The Pledge of Allegiance followed.

#### 2.0 ORDERING OF AGENDA Mrs. Spurgeon requested to move 9.2 to the top of the agenda.

9.2 County Office Fiscal Independence Mrs. Spurgeon reviewed a memo for the benefit of the new members from Pinnell & Kingsley dated February 25, 1999 regarding this matter. She said that currently fifty-five of the fifty-eight county offices have become fiscally independent. She stated that most of the functions and duties that must or may be transferred to the County Board of Education are currently being handled by staff at the County Office.

Mr. Hendrix said that several years ago the County Office of Education received approval from Office of the State Architect for three complete building plans for Special Education, one of which is the building in Arbuckle. In 1998 a new law was passed, SB 50, that requires CCOE to either own the land or have a forty-year lease for the land where the building will be situated in order to obtain State funds. He stated that he has contacted a Phase One consultant and was told that CCOE is eligible for \$2,838,889.00 for six buildings for Special Education. He estimated that six pre-manufactured buildings would cost approximately \$720,000.00 and leave a balance of \$2,118,889.00 for other County needs.

Discussion was held regarding the use of the buildings by the local school district sites to help the districts address class-size reduction; the timeframe for set-up or construction of the buildings; a cost comparison between permanent and portable buildings; and the steps necessary for fiscal independence.



Bill Sommerville/Moved, Dave Scroggins/Seconded, and the motion passed unanimously to approve Board Certification of Digital High School Technology Installation Grant for Special Education.

10.10 Approve Board Resolution No. 00/01-18 Resolution Authorizing Lease Agreement, Signatures And Notice Of Intent To Be Reimbursed Bill Sommerville/Moved, Mike Cunningham/Seconded, and the motion passed unanimously to approve Board Resolution No. 00/01-18 Resolution Authorizing Lease Agreement, Signatures And Notice Of Intent To Be Reimbursed.

#### 11.0 ADVANCED PLANNING

15.20

- 11.1 Next Regular Board Meeting Morse Conference Room The next regular meeting will be held on March 14, 2001 in the Morse Conference Room from 7:00 p.m. to 9:00 p.m.
- 11.2 Tentative Dates for Board Retreat Mrs. Spurgeon requested that this matter be reagendized for next month.

#### 12.0 ADJOURNMENT

The meeting adjourned at 9:35 p.m.

Adopted and Entered

**Respectfully Submitted** 

George Cain, President Colusa County Board of Education Kay C. Spurgeon, County Superintendent and Secretary Colusa County Board of Education Colusa County Board of Education Minutes of September 5, 2001

> 11.3 Approve Minutes of the August 8, 2001 Regular Board Meeting Brenda Miller/Moved, David Scroggins/Seconded, and the motion carried unanimously to approve the July 26, 2001 Special Board Meeting Minutes, the August 8, 2001 Closed Session Minutes, the August 8, 2001 Regular Board Meeting Minutes with the following correction to the first paragraph of the July 26, 2001 Special Board Meeting Minutes:

Brenda Miller asked if there was an attorney present for Colusa County Office of Education to assist in the process. Mrs. Spurgeon answered that there was no attorney present for the County Office.

- 12.0 OLD BUSINESS
  - 12.1 Legal Review of Inter-District Attendance Appeal Mrs. Spurgeon stated that Mr. Girard will be reviewing the Board's policy on this matter. She will bring suggestions back to the Board for their consideration.
  - 12.2 Realignment of County Board of Education Trustee Areas Mrs. Spurgeon stated that Ed Code doesn't have anything specific to County Boards. Ms. Moran, County Clerk, said that the Board has the right to realign its boundaries if it so chooses. We would need to notify Ms. Moran on how the ballots would be distributed for the next election. At this time, the boundaries are aligned with the Board of Supervisors. Discussion was held regarding representation for the Grimes area.

Mrs. Spurgeon stated that she will work with Jerry Schantz on various options. The Board could then decide which proposals to present to the public.

12.3 Fiscal Independence

Mrs. Spurgeon stated that she has compiled a binder with information regarding fiscal independence, facilities inventory and new facilities. The lease for the Special Education Annex is included in the facilities inventory section. It shows land on which the building rests is leased from Colusa Unified. The building belongs to the County Office not to Colusa Unified. She has forwarded a copy of the lease to Larry Yeghoian, Superintendent for Colusa Unified.

12.4 Facilities Update Mrs. Spurgeon stated that Paul Hendricks has toured the site on Wescott Road in Colusa. Mr. Hendricks stated that the building 9.3 Approval of Board Resolution No. 03/04-21 Regarding Options For Regaining Higher Education Services in Colusa County. Kay Spurgeon stated that the changes requested by the Board have been incorporated. Discussion was held and more corrections were made to the resolution.

David Scroggins/Moved, Brenda Miller/Seconded, and the motion carried unanimously to approve Board Resolution No. 03/04-21 Regarding Options For Regaining Higher Education Services in Colusa County with corrections as noted and acknowledging that there is a taskforce meeting tomorrow.

9.4 Second Reading of Board Bylaws (BB 9270.00) Conflict of Interest

Brenda Miller/Moved, Addie Maupin/Seconded, and the motion carried unanimously to approve Second Reading of Board Bylaws (BB 9270.00) Conflict of Interest.

#### 10.0 NEW BUSINESS

10.1 2004 CSBA Delegate Assembly Election

Brenda Miller/Moved, Addie Maupin/Seconded, and the motion carried unanimously to approve Bessie R. Hironimus as the 2004 CSBA Delegate Assembly Election.

 10.2 First Reading of Board Policy (BP 6146.1) High School Graduation Requirements/Standards of Proficiency Judy Rossi provided background information on this matter. Discussion was held.

Kay Spurgeon reminded the Board that this item is only for discussion at this time. It will be reagendized at the March 2004 for their consideration.

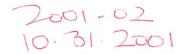
#### 10.3 Agreement Between Colusa County Office of Education and Colusa Unified School District Regarding Child Development Center

Kay Spurgeon stated that the new Child Development Center in Colusa, which is funded through CDBG funds, is being built on land owned by Colusa USD. In exchange for usage of the land, Colusa USD will utilize the Special Education Annex for classroom space. The Special Education office and the Adult Transition program will be housed at Colusa Unified School District building. The title for the Special Annex building will remain with the County Office. She stated that she wanted the Board to be aware of the agreement prior to her signing it.

The Board agreed that Kay should proceed with signing the agreement.

#### 11.0 ADVANCED PLANNING

11.1 Next Regular Board Meeting



Supto Co.

districts in the county. She stated that the County Office will pay for the services. The superintendents agreed to the County Office hiring a firm to assist with the asset identification.

7.0 Interdistrict Attendance

Ed Changus thanked the superintendents for their support on this item. He stated that at this time Williams is approving some interdistrict transfers but only for one year if the students are currently attending another district.

#### 8.0 Lease Agreement for Special Education Facilities

Kay Spurgeon stated that each district's board's approval of a lease agreement is needed for the State to proceed with the approval of the six special education facilities. The agreement states that the district agrees to lease a plot of land to Colusa County Office of Education for the purpose of locating a Special Education classroom. She stated that the County Office will be forwarding a request to each district to put the item on their agenda for approval.

5.0 Reliant Energy – Kevin Eckery Kay Spurgeon introduced Brian Walker to the superintendents. She stated that Kevin Eckery was not able to attend today's meeting.

Brian Walker did a presentation on the proposed power plant project which is to be located near Delevan. He provided a history on the company and discussed the proposed location of the project and the status of the project's approval by the Energy Commission. He spoke to the benefits that the County will receive from the construction of the power plant.

Chris Allen stated that Reliant can assist the education field with programs to train students for some of the jobs that will be available at the power plant. Discussion was held.

The group thanked Brian Walker and Chris Allen for their presentation.

9.0 P.I.E. Forum (Reschedule)

Kay Spurgeon stated that she had to reschedule P.I.E. which was originally scheduled for this morning because of a lack of community participation. Discussion was held regarding another possible date and it was agreed to hold P.I.E. on February 27 prior to the Superintendents Council meeting.

Sups. Co.

9.0 Interdistrict Attendance Appeals

Kay Spurgeon asked the Superintendents to re-confirm their position on Interdistrict Attendance Appeals. After each Superintendent highlighted their position, Jim Lutz wanted a clarification on the County Office's role in the process. Kay confirmed that the County Office Board's role was to ensure that the individual boards had followed correct procedure in denying appeals. Kay's emphasis was on proper school-site communication to parents early in the process.

#### 10.0 Standing Items:

2001-02

- 10.1 Status of Negotiations The superintendents shared information on this matter.
- 10.2 Community School

Vickie Moody presented the Memorandum of Understanding for both Community School and Opportunity Class to the districts. After highlighting the changes from prior MOU's, Vickie requested the signed documents be returned to her by January so that she may present them in the February meeting of the County Board of Education.

10.3 ACSA Update

Kay Spurgeon discussed the proposed attendance of elementary administrators at the ACSA training in San Diego. Kay offered to have the County Office pay the fees for elementary school principals to attend. Larry Yeghoian expressed a need for additional information, which Ed Changus volunteered to provide to the Council members.

#### 11.0 Additions to the Agenda

Special Education Annex Use Clarification – Jim Lutz Jim Lutz requested clarification on use of the Special Education Annex. Jim inquired if it was possible to use the building for E.D. classes. He stated that the precedence was set by Head Start using classrooms in that building, and requested that research be done to see if that was possible. Larry Yeghoian answered that he has done preliminary research, but needs to research the issue further.

NA

Safety Plan Issues – Kay Spurgeon

Kay spoke about including pre-school programs at school sites in the District Safety Plans, all members agreed.

03-04 09.30.2003

upts. Canal

- 11.3 ACSA Update No updates.
- 12.0 Advanced Planning
  - The next scheduled meeting is set for October 22, 2003 at 2:00 12.1p.m. at the Colusa Golf Course.
  - 12.2 Partners In Education will be held on October 22, 2003 from 8:00 a.m. to 1:30 p.m. at the Colusa Golf Course.
- 13.0 Adjournment

The meeting adjourned at 3:47 p.m.

Additions to the Agenda:

<u>Recent Court Decision – Kay Spurgeon:</u>

Kay Spurgeon distributed information regarding a recent decision from the California Supreme Court regarding a broader potential for school district liability in the area of sports injuries to students. She stated that this would impact the local school districts.

WRITTEN

Kay Spurgeon stated that an agreement has been reached between the County Office and Colusa Unified School District. The Special Education staff will be moved to the old offices and classrooms once occupied by Yuba Community College - Colusa Center. This will allow more room for Special Education and also accommodate the need for more classroom space for Colusa USD.

Maintenance of Effort - Linda Wallace:

Linda Wallace stated that Bonjie Immoos had completed the forms.

In answer to the question regarding district input to the MOE form, Bonjie Immoos explained that since we are a one SELPA county operated by the Colusa County Office of Education there was no district input needed. Colusa County Office of Education has all the information. Colusa County SELPA met the maintenance of effort on the first level test.

#### Mental Health Contracts - Linda Wallace:

Linda Wallace stated the State has agreed to pass through \$65 million to County Offices of Education for mental health services. County Offices of Education will be required to contract with County Mental Health to provide services required under AB3632. Colusa County will receive between \$13,000 to \$37,000 to contract with the Colusa County Mental Health Department. The funds will be allocated for services for the current year.

Kay Spurgeon stated that she has already spoken with Tom Pinizzotto, Director of Colusa County Mental Health Department, and they are ready to start working the students.

Det. 22, 2003

#### 7.0 AB 75

Discussion was held regarding funds still available in AB 75 and the possibility of a second cohort being planned.

Kay Spurgeon stated that there is talk of additional funds for a new round of trainings. She suggested that the districts send as many of the administrators as possible since AB 75 training is required for SAIT.

8.0 Facilities Exchange: Special Education Move to Colusa USD Building Discussion was held regarding the agreement to house the Special Education staff at the old Colusa High School building in exchange for a ten-year land lease to build the new child development center. The Annex would be used for classrooms.

Kay Spurgeon stated that the Adult Transition Program and ROP would also be housed at the old Colusa High School building. She stated that some of the costs for phone and computer wiring would be reimbursed through e-rate.

Jim Lutz stated that he would like the agreement to be in writing stating that Special Education will not be charged rent in exchange for Colusa USD utilizing the Annex for classroom space.

Ed Changus stated that they are having space issues at Williams USD. He stated that for this year they will have to combine the elementary and middle school special education students into one program. He stated that next year the District will probably need the classroom and is not sure where they will house the special education classroom. He stated that they need to start combining resources so that no additional teachers and space is needed. He stated that he is sure the other districts are also facing similar problems.

Kay Spurgeon stated that the County Office has submitted applications for construction funds, including Special Education, and are scheduled for the December meeting of the State Allocation Board. She stated that they are working with a consultant on this matter.

Bonjie Immoos distributed a copy of the updated SELPA budget which reflects changes in revenue and expenses. She stated that the updated budget is less than the adopted budget.

#### 9.0 Elementary Administrative Forum

Judy Rossi provided an update on the forum and stated that everything went well. She discussed topics to be covered including curriculum and instruction.

Larry Yeghoian stated that the high school administrators need to also hold a forum.

2

Jov. 19, 2003

Further discussion was held and it was agreed to pay for the local fingerprint clearance fees for any new substitutes during the months of December 2003 and January 2004 in hopes of drawing new candidates. The cost of the clearance fees will be split between the four school districts and the county office. It was also requested to advertise in the surrounding newspapers, CSU Chico and Sacramento campuses, and Chapman University of the rate increase and no fees for local fingerprint clearance.

supto Co.

7.0 AB 75 Agreement

Judy Rossi distributed copies of the tri-county consortium agreement with Sacrament COE which will act as the LEA. She stated that the county will have its own team of local trainers. She stated that they Tier II training has begun and a new group has started training for Tier I.

8.0 SAIT Update

Judy Rossi stated that after some discussion at the Capital Service Region meeting they have decided to change the name to Academic Audit Team. The reason for this is that currently there are no schools in this area that fall under Program Improvement Year 3. Each county will receive \$10,000 to help cover the cost of release time for team members. The teams will be trained starting January 2004 to assist schools to avoid corrective action by the State. Each school site can structure the visits to fit their needs.

#### 9.0 Curriculum and Instruction News

Judy Rossi spoke to AB 1485 and stated that the requirements are not very clear and as soon as she receives more information on the bill she will let the superintendents know.

She stated that she had distributed to each district a brochure providing information on the No Child Left Behind Act.

She spoke to the Teaching Reading in Content Areas summit which will be held in Sacramento in March 2004. She strongly recommended the conference and stated that it provides a lot of useful resources.

#### 10.0 Special Education Facilities

Jim Lutz expressed his concerns regarding costs that will be incurred with moving the Special Education administrative office to the Colusa USD building. He stated that he wants assurances that SELPA will not have to pay for the costs and that in the future, should needs change, that Special Education has rights to move back to the Annex. Kay Spurgeon stated that SELPA will not have to pay for any of the costs associated with the move. She stated that the County Office will be paying for the expenses and submitting the costs for phone lines with their e-rate application.

Larry Yeghoian distributed a copy of a cost analysis that he did on moving the Special Education office, the young adult program and ROP to the Colusa USD Center. The analysis shows that there will be substantial cost savings for SELPA.

Jim Lutz requested an analysis of the actual costs associated with the move and the projected annual costs at the new site at the end of next year. Kay Spurgeon stated that that information will be provided.

#### Additions to the Agenda:

CEWAN Budget Update:

Bonjie Immoos distributed an updated budget which reflects that for 2003-04 Colusa USD is allocated 2 days of the technician's cost and no time is allocated to Children's Services.

#### Inservice Days:

Ed Changus stated that during negotiations with the Special Education teachers it was brought to the negotiating team's attention that there is miscommunication regarding Special Education teachers and inservice days. Some site administrators do not understand that the Special Education teachers are allocated one inservice day at the district level. If a teacher is requested to attend additional inservice days by a district administrator than the teacher is to get paid for that day by the district.

After some discussion it was agreed that a form will be created that will be used by Special Education teachers. The teachers must get prior approval from the site administrator, district superintendent and SELPA Director before attending a district inservice day. The teachers are to be told that if they don't get prior approval then they will not get paid. The site administrators will also be told that if they request a teacher to attend then they are obligated to pay the teacher for the day.

#### 11.0 Standing Items:

- 11.1 Status of Negotiations Discussion was held.
- 11.2 Community School

Judy Rossi stated that they will be scheduling parent/teacher conferences with those students who will be transferring back to the school districts in the second semester. The superintendents

# Colusa County Youth Shooting Sports

F.2.

Colusa Unified School District Board,

The Colusa County Youth Shooting Sports is a team-based program for boys and girls, grades 3rd to 12th. This is an opportunity for kids to participate in a supervised, shotgun-shooting program taught by Certified Coaches that teach gun safety and skill development in clay target shooting. Throughout the year, competitive events take place in three clay target disciplines, trap, skeet, and sporting clays. Awards are given to the top three shooters in each division and category. CCYSS is a nonprofit tax-exempt corporation registered with the IRS and the Ca Franchise tax board.

We have included in the packet a copy of our Bylaws and Officer Information. We also gave you copies of our first two tournament standings and our biggest donation so far from the NRA.

We are coming to you and all the other school boards in the county to ask that we be recognized as a club at the high school level. We would like to give our athletes the opportunity to letter and gain access to scholarships when they graduate.

As a nonprofit, we are not asking to be part of any money source generated from the school or be part of the schools insurance. We would abide by the athletic code of the school and have them sign a contract for your records. All matches are on Weekends so they would not miss school to be a member of the team or have any reason to have ammunition or firearms at school.

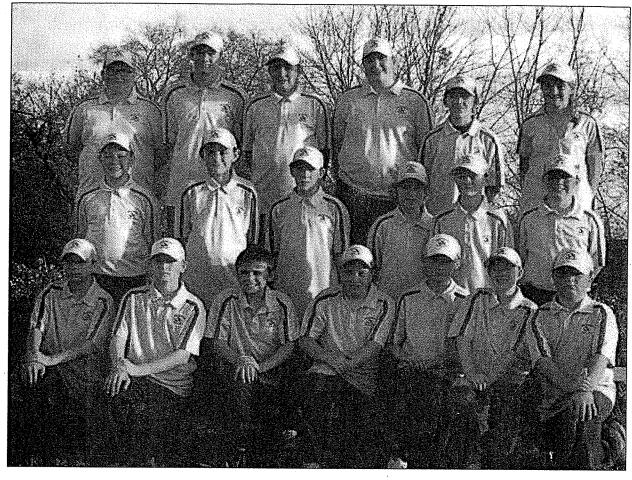
We are excited to talk to you at the upcoming board meeting and answer any questions you may have for us. Thank you in advance for taking the time to consider "The Ducks" as a club at CHS.

Sincerely,

Sean Doherty President Gardner Armstrong Head Coach Daniel Chavez Vice President Bruce Hardwick Treasure Erin Kalfsbeek Secretary "The Ducks" had a funfilled weekend. They set up, attended and cleaned up for the NRA dinner Saturday night. The NRA presented CCYSS, The Ducks with a \$40,000 grant. This money will be used to off-set shooter expenses and add necessary improvements to our shooting range. We are overwhelmed with gratitude and appreciation to the generous folks at the NRA.



# Solid first outing for Ducks at Rio Oso shooting competition



#### Submitted story and photo

Two Colusa County boys placed in the top four of their respective divisions in what was the Colusa County Youth Shooting Sports Club's first CYSSA tournament on March 11 and 12 at the Coon Creek Trap & Skeet Club.

Blake Kalfsbeek took first place in the Intermediate Entry Division, which features shooters from grades six through eight, hitting 90 percent of his targets. Gus Doherty hit 93 percent of his targets, which was good for fourth place in the Intermediate Advanced Division, for sixth through eighth graders with more than one year of competitive experience.

The Colusa County team took 19 kids of various ages and skills to the competition in Rio Oso, competing against a field of 350 shooters. Six competed in the Rookie Division for fifth graders and younger, including Carter Long, Luke Kalfsbeek, Gus Armstron, Grason Hardwick, Parker Goodman, and Hayden Sines. In addition to Kalfsbeek, 10 sixth through eighth graders competed in the Intermediate Entry Division, including Hunter Sines, Garrett Goodman, Anthony Felix, Chase Carrere, Jake Washburn, Zane Bracket, Tyler Moss, Michael Harris, Hugh Benton, and Katie Washburn.

Hannah Doherty was the lone competitor in the Junior Varsity Division for the Ducks.

The team will travel to the Yolo Sportsman's Association for a competition in Davis this weekend.

# Wednesday, March 29, 2017

OUNTY SUN-HERALD



Courtesy Erin Kalfsbeek

Blake Kalfsbeek stands on the podium with Anthony Felix and Clay Randolph. The Ducks' teammates swept the medals in the Intermediate Entry division at the CYSSA contest in Davis last weekend.

# Ducks see six members make the podium at competition

#### Submitted story and photo

In their second outing of the season, the Colusa County Ducks saw six team members stand at the podium at the California Youth Sports Shooting contest held at the Yolo Sportsman's Club in Davis last weekend.

For the second meet in a row, Blake Kalfsbeek finished first in the Intermediate Entry division, leading a sweep of travel to Newman to compete.

the medals as teammates Anthony Felix and Clay Randolph finished second and third, respectively.

Other medalists included Gus Doherty, who claimed the top spot in the Intermedi-ate Advanced class, while Carter Long was first in the Rookie division with Gus Armstrong not far behind in second.

The Ducks will look to continue their sharp shooting on April 8, when they





#### NON-PROFIT BYLAWS OF COLUSA COUNTY YOUTH SHOOTING SPORTS

#### PREAMBLE

The following Bylaws shall be subject to, and governed by, the Non-Profit Corporation Act of California and the Articles of Incorporation of Colusa County Youth Shooting Sports. In the event of a direct conflict between the herein contained provisions of these Bylaws and the mandatory provisions of the Non-Profit Corporation Act of California, said Non-Profit Corporation Act shall be the prevailing controlling law. In the event of a direct conflict between the provisions of these Bylaws and the Articles of Incorporation of Corporation Systems and the Articles of Incorporation of Corporation, it shall be these Bylaws which shall be controlling.

#### ARTICLE 1 - NAME

The legal name of the Non-Profit Corporation/Organization shall be known as Colusa County Youth Shooting Sports, and shall herein be referred to as the "Corporation/Organization."

#### ARTICLE 2 - PURPOSE

The general purposes for which this Corporation/Organization has been established are as follows:

ية. ج

The purpose for which the Non-Profit Corporation is formed is set forth in the attached Articles of Incorporation.

The Corporation/Organization is established within the meaning of IRS Publication 557 Section 501(c)(3) Organization of the Internal Revenue Code of 1986, as amended (the "Code") or the corresponding section of any future federal tax code and shall be operated exclusively for students of grades 3rd thru 12th within the counties of glenn, yolo, and colusa counties to learn safe gun handling skills and to participate in the rapidly growing interest in organized youth shooting sports . the shooting disciplines include trap ,skeet, and sporting clays, the youth participate in weekly practice sessions, organized shooting tournaments and most importantly to demonstrate good sportsmanship amongst teammates, competitors and the community, ccyss committee members are dedicated to teach each student the importance of honesty dedication to hard work, excellent academics and to make the transition from youth to adulthood successful and rewarding.

In addition, this Corporation/Organization has been formed for the purpose of performing all things incidental to, or appropriate in, the foregoing specific and primary purposes. However, the Corporation/Organization shall not, except to an insubstantial degree, engage in any activity or the exercise of any powers which are not in furtherance of its primary non-profit purposes.

The Corporation/Organization shall hold and may exercise all such powers as may be conferred upon any nonprofit organization by the laws of the State of California and as may be necessary or expedient for the administration of the affairs and attainment of the purposes of the Corporation/Organization. At no time and in no event shall the Corporation/Organization participate in any activities which have not been permitted to be carried out by a Corporation/Organization exempt under Section 501(c) of the Internal Revenue Code of 1986 (the "Code").

#### ARTICLE 3 - OFFICES

The principal office of the Corporation/Organization shall be located at CCYSS , P.O. Box 82, Colusa , California 95932.

The Corporation/Organization may have other such offices as the Board of Directors may determine or deem necessary, or as the affairs of the Corporation/Organization may find a need for from time to time.

#### **ARTICLE 4 – DEDICATION OF ASSETS**

The properties and assets of the Corporation/Organization are irrevocably dedicated to and for non-profit purposes only. No part of the net earnings, properties, or assets of this Corporation/Organization, on dissolution or otherwise, shall inure to the benefit of any person or any member, director, or officer of this Corporation/Organization. On liquidation or dissolution, all remaining properties and assets of the Corporation/Organization shall be distributed and paid over to an organization dedicated to non-profit purposes which has established its tax-exempt status pursuant to Section 501(c) of the Code.

#### ARTICLE 5 - BOARD OF DIRECTORS

#### Pages#of10116

The Corporation/Organization shall be governed by a Board of Directors (the "Board"), which shall have all the rights, powers, privileges and limitations of liability of directors of a non-profit corporation organized under the Non-Profit Corporation Act of California. The Board shall establish policies and directives governing business and programs of the Corporation/Organization and shall delegate to the Executive Director and Corporation/Organization staff, subject to the provisions of these Bylaws, authority and responsibility to see that the policies and directives are appropriately followed.

#### Number and Qualifications

۰. .

The Board shall have up to 10, but no fewer than 5, Board members. The number of Board members may be increased beyond 10 members or decreased to less than 5members by the affirmative vote of a simple majority of the then serving Board of Directors. A Board member need not be a resident of the State of California.

In addition to the regular membership of the Board, representative of such other organizations or individuals as the Board may deem advisable to elect shall be Ex-Officio Board Members, which will have the same rights and obligations, including voting power, as the other directors.

#### Board Compensation

The Board shall receive no compensation other than for reasonable expenses. However, provided the compensation structure complies with Sections relating to "Contracts Involving Board Members and/or Officers" as stipulated under these Bylaws, nothing in these Bylaws shall be construed to preclude any Board member from serving the Corporation/Organization in any other capacity and receiving compensation for services rendered.

#### **Board Elections**

The Governance Committee shall present nomination for new and renewing Board members at the board meeting immediately preceding the beginning of the next fiscal year. Recommendations from the Governance Committee shall be made known to the Board in writing before nominations are made and voted on. New and renewing Board members shall be approved by a majority of those Board members at a Board meeting at which a quorum is present.

#### Term of Board

All appointments to the Board shall be for a term of 1 year(s). No person shall serve more than 2 consecutive terms unless a majority of the Board, during the course of a Board meeting at which a quorum is present, votes to appoint a Board member to 2 additional year(s). No person shall serve more than 2 consecutive years. After serving the maximum total number of consecutive years on the Board, a member may be eligible for reconsideration as a Board member after 1 years have passed since the conclusion of such Board member's service.

#### <u>Vacancies</u>

A vacancy on the Board of Directors may exist at the occurrence of the following conditions:

a) The death, resignation, or removal of any director;

b) The declaration by resolution of the Board of a vacancy in the office of a director who has been declared of unsound mind by a final order of court, convicted of a felony, found by final order or judgment of any court to have breached a duty pursuant to the Corporation Code and/or Act of the law dealing with the standards of conduct for a director, or has missed 3 consecutive meetings of the Board of Directors, or a total of 4 meetings of the Board during any one calendar year;

c) An increase in the authorized number of directors; or

d) The failure of the directors, at any annual or other meeting of directors at which director(s) are to be elected, to elect the full authorized number of directors.

The Board of Directors, by way of affirmative vote of a majority of the directors then currently in office, may remove any director without cause at any regular or special meeting, provided that the director to be removed has been notified in writing in the manner set forth in Article 5 – Meetings that such action would be considered at the meeting.

Except as provided in this paragraph, any director may resign effective upon giving written notice to the chair of the Board, the president of Corporation/Organization, the secretary of Corporation/Organization, or the Board of Directors, unless the notice specifies a later time for the effectiveness of the resignation. If the resignation is effective at a future time, a successor may be designated to take office when the resignation becomes effective. Unless the Attorney General of California Is first notified, no director may resign when the Corporation/Organization would then be left without a duly elected director in charge of its affairs.

Any vacancy on the Board may be filled by vote of a simple majority of the directors then in office, whether or not the number of directors then in office is less than a quorum, or by vote of a sole remaining director. No reduction of the authorized number of directors shall have the effect of removing any director before that director's term of office expires.

A Board member elected to fill a vacancy shall be elected for the unexpired term of his or her predecessor in office.

#### <u>Resignation</u>

Each Board member shall have the right to resign at any time upon written notice thereof to the Chair of the Board, Secretary of the Board, or the Executive Director. Unless otherwise specified in the notice, the resignation shall take effect upon receipt thereof, and the acceptance of such resignation shall take effect upon receipt thereof, and the acceptance of such resignation shall take effect upon receipt thereof, and the acceptance of such resignation shall take effect upon receipt thereof.

#### <u>Removal</u>

A Board member may be removed, with or without cause, at any duly constituted meeting of the Board, by the affirmative vote of a simple majority of then-serving Board members.

#### <u>Meetings</u>

The Board's regular meetings may be held at such time and place as shall be determined by the Board. The Chair of the Board or any 3 regular Board members may call a special meeting of the Board with 3 days' written notice provided to each member of the Board. The notice shall be served upon each Board member via hand delivery, regular mail, email, or fax. The person(s) authorized to call such special meetings of the Board may also establish the place the meeting is to be conducted, so long as it is a reasonable place to hold any special meeting of the Board.

#### **Minutes**

The Secretary shall be responsible for the recording of all minutes of each and every meeting of the Board in which business shall be transacted in such order as the Board may determine from time to time. However, in the event that the Secretary is unavailable, the Chair of the Board shall appoint an individual to act as Secretary at the meeting. The Secretary, or the individual appointed to act as Secretary, shall prepare the minutes of the meetings, which shall be delivered to the Corporation/Organization to be placed in the minute books. A copy of the minutes shall be delivered to each Board member via either regular mail, hand delivered, emailed, or faxed within 4 business days after the close of each Board meeting.

#### <u>Quorum</u>

At each meeting of the Board of Directors or Board Committees, the presence of 3 If Total Board Members Is 5, 6 If Total Board Members Is 10 persons shall constitute a quorum for the transaction of business. If at any time the Board consists of an even number of members and a vote results in a tie, then the vote of the Chair of the Board shall be the deciding vote. The act of the majority of the Board members serving on the Board or Board Committees and present at a meeting in which there is a quorum shall be the act of the Board or Board Committees, unless otherwise provided by the Articles of Incorporation, these Bylaws, or a law specifically requiring otherwise. If a quorum is not present at a meeting, the Board members present may adjourn the meeting from time to time without further notice until a quorum shall be present. However, a Board member shall be considered present at any meeting of the Board or Board Committees if during the meeting he or she is present via telephone or web conferencing with the other Board members participating in the meeting.

#### <u>Voting</u>

Each Board member shall only have one vote.

#### <u>Proxy</u>

Board members shall not be allowed to vote by written proxy

#### Board Member Attendance

An elected Board Member who is absent from 3 consecutive regular meetings of the Board during a fiscal year shall be encouraged to reevaluate with the Chair of the Board his/her commitment to the Corporation/Organization. The Board may deem a Board member who has missed 3 consecutive meetings without such a reevaluation with the Chair to have resigned from the Board.

#### ARTICLE 6 - OFFICERS

#### Officers and Duties

The Board shall elect officers of the Corporation/Organization which shall include a Chair of the Board (Chief Executive Officer), a Vice Chair of the Board, President (Executive Director), Vice President, a Secretary, a Treasurer (Chief Financial Officer), and such other officers as the Board may designate by resolution. The same person may hold any number of offices, except that neither the Secretary nor the Treasurer may serve concurrently as the Chair of the Board or the President. In addition to the duties in accordance with this Article, officers shall conduct all other duties typically pertaining to their offices and other such duties which may be required by law, Articles of Incorporation, or by these bylaws, subject to control of the Board of Directors, and they shall perform any other such additional duties which the Board of Directors may assign to them at their discretion.

The officers will be selected by the Board at its annual meeting, and shall serve the needs of the Board, subject to all the rights, if any, of any officer who may be under a contract of employment. Therefore, without any bias or predisposition to the rights of any officer that may be under any contract of employment, any officer shave the right to resign at any time by providing notice in writing to the Chair of the Board, President, and/or Secretary of the Corporation/Organization, without bias or predisposition to all rights, if any, of the Corporation/Organization under any contract to which said officer is a part thereof. All resignations shall become effective upon the date on which the written notice of resignation is received or at any time later as may be specified within the resignation; and unless otherwise indicated within the written notice, a stated acceptance of the resignation shall not be required to make the resignation effective.

Any and all vacancies in any office because of death, resignation, disqualification, removal, or for any other cause, shall be filled in accordance to the herein prescribed bylaws for regular appointments to such office. The compensation, if any, of the officers shall be fixed or determined by resolution of the Board of Directors.

## Chair of the Board (Chief Executive Officer)

It shall be the responsibility of the Chair of the Board, when present, to preside over all meetings of the Board of Directors and Executive Committee. The Chair of the Board is authorized to execute, in the name of the Corporation/Organization, any and all contracts or other documents which may be authorized, either generally or specifically, by the Board to be executed by the Corporation/Organization, except when required by law that the President's signature must be provided.

#### Vice Chair of the Board

In the absence of the Chair of the Board, or in the event of his/her inability or refusal to act, it shall then be the responsibility of the Vice Chair of the Board to perform all the duties of the Chair of the Board, and in NON-PROFIT BYLAWS

OF

## COLUSA COUNTY YOUTH SHOOTING SPORTS

#### PREAMBLE

#### Page3# 07 137316

The following Bylaws shall be subject to, and governed by, the Non-Profit Corporation Act of California and the Articles of Incorporation of Colusa County Youth Shooting Sports. In the event of a direct conflict between the herein contained provisions of these Bylaws and the mandatory provisions of the Non-Profit Corporation Act of California, said Non-Profit Corporation Act shall be the prevailing controlling law. In the event of a direct conflict between the provisions of these Bylaws and the Articles of Incorporation of Corporation of these Bylaws and the Articles of Incorporation of Corporation, it shall then be these Bylaws which shall be controlling.

#### ARTICLE 1 - NAME

The legal name of the Non-Profit Corporation/Organization shall be known as Colusa County Youth Shooting Sports, and shall herein be referred to as the "Corporation/Organization."

#### ARTICLE 2 - PURPOSE

The general purposes for which this Corporation/Organization has been established are as follows:

The purpose for which the Non-Profit Corporation is formed is set forth in the attached Articles of Incorporation.

The Corporation/Organization is established within the meaning of IRS Publication 557 Section 501(c)(3) Organization of the Internal Revenue Code of 1986, as amended (the "Code") or the corresponding section of any future federal tax code and shall be operated exclusively for students of grades 3rd thru 12th within the counties of glenn, yolo, and colusa counties to learn safe gun handling skills and to participate in the rapidly growing interest in organized youth shooting sports . the shooting disciplines include trap ,skeet,and sporting clays, the youth participate in weekly practice sessions, organized shooting tournaments and most importantly to demonstrate good sportsmanship amongst teammates, competitors and the community. ccyss committee members are dedicated to teach each student the importance of honesty dedication to hard work, excellent academics and to make the transition from youth to adulthood successful and rewarding..

In addition, this Corporation/Organization has been formed for the purpose of performing all things incidental to, or appropriate in, the foregoing specific and primary purposes. However, the Corporation/Organization shall not, except to an insubstantial degree, engage in any activity or the exercise of any powers which are not in furtherance of its primary non-profit purposes.

The Corporation/Organization shall hold and may exercise all such powers as may be conferred upon any nonprofit organization by the laws of the State of California and as may be necessary or expedient for the administration of the affairs and attainment of the purposes of the Corporation/Organization. At no time and in no event shall the Corporation/Organization participate in any activities which have not been permitted to be carried out by a Corporation/Organization exempt under Section 501(c) of the Internal Revenue Code of 1986 (the "Code").

#### ARTICLE 3 - OFFICES

The principal office of the Corporation/Organization shall be located at CCYSS , P.O. Box 82, Colusa , California 95932.

The Corporation/Organization may have other such offices as the Board of Directors may determine or deem necessary, or as the affairs of the Corporation/Organization may find a need for from time to time.

#### ARTICLE 4 - DEDICATION OF ASSETS

The properties and assets of the Corporation/Organization are irrevocably dedicated to and for non-profit purposes only. No part of the net earnings, properties, or assets of this Corporation/Organization, on dissolution or otherwise, shall inure to the benefit of any person or any member, director, or officer of this Corporation/Organization. On liquidation or dissolution, all remaining properties and assets of the Corporation/Organization shall be distributed and paid over to an organization dedicated to non-profit purposes which has established its tax-exempt status pursuant to Section 501(c) of the Code.

#### ARTICLE 5 - BOARD OF DIRECTORS

#### General Powers and Responsibilities

The Corporation/Organization shall be governed by a Board of Directors (the "Board"), which shall have all the rights, powers, privileges and limitations of liability of directors of a non-profit corporation organized under the Non-Profit Corporation Act of California. The Board shall establish policies and directives governing business and programs of the Corporation/Organization and shall delegate to the Executive Director and Corporation/Organization staff, subject to the provisions of these Bylaws, authority and responsibility to see that the policies and directives are appropriately followed.

#### Number and Qualifications

· . .

The Board shall have up to 10, but no fewer than 5, Board members. The number of Board members may be increased beyond 10 members or decreased to less than 5members by the affirmative vote of a simple majority of the then serving Board of Directors. A Board member need not be a resident of the State of California.

In addition to the regular membership of the Board, representative of such other organizations or individuals as the Board may deem advisable to elect shall be Ex-Officio Board Members, which will have the same rights and obligations, including voting power, as the other directors.

#### **Board Compensation**

The Board shall receive no compensation other than for reasonable expenses. However, provided the compensation structure complies with Sections relating to "Contracts Involving Board Members and/or Officers" as stipulated under these Bylaws, nothing in these Bylaws shall be construed to preclude any Board member from serving the Corporation/Organization in any other capacity and receiving compensation for services rendered.

#### **Board Elections**

The Governance Committee shall present nomination for new and renewing Board members at the board meeting immediately preceding the beginning of the next fiscal year. Recommendations from the Governance Committee shall be made known to the Board in writing before nominations are made and voted on. New and renewing Board members shall be approved by a majority of those Board members at a Board meeting at which a quorum is present.

#### Term of Board

All appointments to the Board shall be for a term of 1 year(s). No person shall serve more than 2 consecutive terms unless a majority of the Board, during the course of a Board meeting at which a quorum is present, votes to appoint a Board member to 2 additional year(s). No person shall serve more than 2 consecutive years. After serving the maximum total number of consecutive years on the Board, a member may be eligible for reconsideration as a Board member after 1 years have passed since the conclusion of such Board member's service.

#### **Vacancies**

A vacancy on the Board of Directors may exist at the occurrence of the following conditions:

a) The death, resignation, or removal of any director;

b) The declaration by resolution of the Board of a vacancy in the office of a director who has been declared of unsound mind by a final order of court, convicted of a felony, found by final order or judgment of any court to have breached a duty pursuant to the Corporation Code and/or Act of the law dealing with the standards of conduct for a director, or has missed 3 consecutive meetings of the Board of Directors, or a total of 4 meetings of the Board during any one calendar year;

c) An increase in the authorized number of directors; or

d) The failure of the directors, at any annual or other meeting of directors at which director(s) are to be elected, to elect the full authorized number of directors.

The Board of Directors, by way of affirmative vote of a majority of the directors then currently in office, may remove any director without cause at any regular or special meeting, provided that the director to be removed has been notified in writing in the manner set forth in Article 5 – Meetings that such action would be considered at the meeting.

Except as provided in this paragraph, any director may resign effective upon giving written notice to the chair of the Board, the president of Corporation/Organization, the secretary of Corporation/Organization, or the Board of Directors, unless the notice specifies a later time for the effectiveness of the resignation. If the resignation is effective at a future time, a successor may be designated to take office when the resignation becomes effective. Unless the Attorney General of California is first notified, no director may resign when the Corporation/Organization would then be left without a duly elected director in charge of its affairs.

Any vacancy on the Board may be filled by vote of a simple majority of the directors then in office, whether or not the number of directors then in office is less than a quorum, or by vote of a sole remaining director. No reduction of the authorized number of directors shall have the effect of removing any director before that director's term of office expires.

A Board member elected to fill a vacancy shall be elected for the unexpired term of his or her predecessor in office.

#### <u>Resignation</u>

Each Board member shall have the right to resign at any time upon written notice thereof to the Chair of the Board, Secretary of the Board, or the Executive Director. Unless otherwise specified in the notice, the resignation shall take effect upon receipt thereof, and the acceptance of such resignation shall take effect upon receipt thereof, and the acceptance of such resignation shall not be necessary to make it effective.

#### <u>Removal</u>

A Board member may be removed, with or without cause, at any duly constituted meeting of the Board, by the affirmative vote of a simple majority of then-serving Board members.

#### <u>Meetings</u>

The Board's regular meetings may be held at such time and place as shall be determined by the Board. The Chair of the Board or any 3 regular Board members may call a special meeting of the Board with 3 days' written notice provided to each member of the Board. The notice shall be served upon each Board members may delivery, regular mail, email, or fax. The person(s) authorized to call such special meetings of the Board may also establish the place the meeting is to be conducted, so long as it is a reasonable place to hold any special meeting of the Board.

#### <u>Minutes</u>

The Secretary shall be responsible for the recording of all minutes of each and every meeting of the Board in which business shall be transacted in such order as the Board may determine from time to time. However, in the event that the Secretary is unavailable, the Chair of the Board shall appoint an individual to act as Secretary at the meeting. The Secretary, or the individual appointed to act as Secretary, shall prepare the minutes of the meetings, which shall be delivered to the Corporation/Organization to be placed in the minute books. A copy of the minutes shall be delivered to each Board member via either regular mail, hand delivered, emailed, or faxed within 4 business days after the close of each Board meeting.

#### <u>Quorum</u>

At each meeting of the Board of Directors or Board Committees, the presence of 3 If Total Board Members Is 5, 6 If Total Board Members Is 10 persons shall constitute a quorum for the transaction of business. If at any time the Board consists of an even number of members and a vote results in a tie, then the vote of the Chair of the Board shall be the deciding vote. The act of the majority of the Board members serving on the Board or Board Committees and present at a meeting in which there is a quorum shall be the act of the Board or Board Committees, unless otherwise provided by the Articles of Incorporation, these Bylaws, or a law specifically requiring otherwise. If a quorum is not present at a meeting, the Board members present may adjourn the meeting from time to time without further notice until a quorum shall be present. However, a Board member shall be considered present at any meeting of the Board or Board Committees if during the meeting he or she is present\*via telephone or web conferencing with the other Board members participating in the meeting.

#### Voting

Each Board member shall only have one vote.

#### <u>Proxy</u>

Board members shall not be allowed to vote by written proxy

#### Board Member Attendance

An elected Board Member who is absent from 3 consecutive regular meetings of the Board during a fiscal year shall be encouraged to reevaluate with the Chair of the Board his/her commitment to the Corporation/Organization. The Board may deem a Board member who has missed 3 consecutive meetings without such a reevaluation with the Chair to have resigned from the Board.

#### ARTICLE 6 - OFFICERS

#### Officers and Duties

The Board shall elect officers of the Corporation/Organization which shall include a Chair of the Board (Chief Executive Officer), a Vice Chair of the Board, President (Executive Director), Vice President, a Secretary, a Treasurer (Chief Financial Officer), and such other officers as the Board may designate by resolution. The same person may hold any number of offices, except that neither the Secretary nor the Treasurer may serve concurrently as the Chair of the Board or the President. In addition to the duties in accordance with this Article, officers shall conduct all other duties typically pertaining to their offices and other such duties which may be which the Board of Directors may assign to them at their discretion.

The officers will be selected by the Board at its annual meeting, and shall serve the needs of the Board, subject to all the rights, if any, of any officer who may be under a contract of employment. Therefore, without any bias or predisposition to the rights of any officer that may be under any contract of employment, any officer shave the right to resign at any time by providing notice in writing to the Chair of the Board, President, officer is a part thereof. All resignations shall become effective upon the date on which the written notice of resignation is received or at any time later as may be resignation is received or at any time later as may be resignation effective.

Any and all vacancies in any office because of death, resignation, disqualification, removal, or for any other cause, shall be filled in accordance to the herein prescribed bylaws for regular appointments to such office. The compensation, if any, of the officers shall be fixed or determined by resolution of the Board of Directors.

#### Chair of the Board (Chief Executive Officer)

It shall be the responsibility of the Chair of the Board, when present, to preside over all meetings of the Board of Directors and Executive Committee. The Chair of the Board is authorized to execute, in the name of the Corporation/Organization, any and all contracts or other documents which may be authorized, either generally or specifically, by the Board to be executed by the Corporation/Organization, except when required by law that the President's signature must be provided.

#### Vice Chair of the Board

In the absence of the Chair of the Board, or in the event of his/her inability or refusal to act, it shall then be the responsibility of the Vice Chair of the Board to perform all the duties of the Chair of the Board, and in doing so, he/she shall have all authority and powers of and shall be subject to all of the restrictions on the Chair of the Board.

#### President (Executive Director)

It shall be the responsibility of the President, in general, to supervise and conduct all activities and operations of the Corporation/Organization, subject to the control, advice and consent of the Board of Directors. The President shall keep the Board of Directors completely informed, shall freely consult with them in relation to all activities of the Corporation/Organization, and shall see that all orders and/or resolutions of the Board are carried out to the effect intended. The Board of Directors corporation/Organization between meetings of the Board. The President shall be responsible for the hiring and firing of all personnel, and shall be responsible for the binned at all times of staff performance and for implementing any personnel policies which may be adopted and implemented by the Board. The President, at all times, is authorized to contract, receive, deposit, disburse and account for all funds of the Corporation/Organization, to execute in the name of the Corporation/Organization all contracts and other documents authorized either generally or specifically by the Board to be executed by the Corporation/Organization, and all material business transactions of the Corporation/Organization.

#### Vice President

In the absence of the President, or in the event of his/her inability or refusal to act, it shall then be the responsibility of the Vice President to perform all the duties of the President, and in doing so shall have all authority and powers of, and shall be subject to all of the restrictions on, the President.

#### Secretary

The Secretary, or his/her designee, shall be the custodian of all records and documents of the Corporation/Organization, which are required to be kept at the principal office of the Corporation/Organization, and shall act as secretary at all meetings of the Board of Directors, and shall keep the minutes of all such meetings on file in hard copy or electronic format. S/he shall attend to the giving and serving of all notices of the Corporation/Organization and shall see that the seal of the Corporation/Organization, if any, is affixed to all documents, the execution of which on behalf of the Corporation/Organization under its seal is duly authorized in accordance with the provisions of these bylaws.

#### Treasurer (Chief Financial Officer)

It shall be the responsibility of the Treasurer to keep and maintain, or cause to be kept and maintained, adequate and accurate accounts of all the properties and business transactions of the Corporation/Organization, including accounts of its assets, liabilities, receipts, disbursements, gains, losses, capital, retained earnings, and other matters customarily included in financial statements.

The Treasurer shall be responsible for ensuring the deposit of, or cause to be deposited, all money and other valuables as may be designated by the Board of Directors. Furthermore, the Treasurer shall disburse, or cause to be disbursed, the funds of the Corporation/Organization, as may be ordered by the Board of Directors, and shall render to the Chair of the Board, President, and directors, whenever they request it, an account of all the Treasurer's transactions as treasurer and of the financial condition of the Corporation/Organization.

The Treasurer shall give the Corporation/Organization a bond, if so requested and required by the Board of Directors, in the amount and with the surety or sureties specified by the Board for faithful performance of the duties of the Treasurer's office and for restoration to the Corporation/Organization of all its books, papers, vouchers, money and other property of every kind in the Treasurer's possession or under the Treasurer's control upon the Treasurer's death, resignation, retirement, or removal from office. The Corporation/Organization shall pay the cost of such a bond.

## ARTICLE 7 - COMMITTEES

#### Committees of Directors

۰. .

The Board of Directors may, by resolution adopted by a majority of the directors then in office, provided that a quorum is present, designate one or more committees to exercise all or a portion of the authority of the Board, to the extent of the powers specifically delegated in the resolution of the Board or in these bylaws. Each such committee shall consist of two (2) or more directors, and may also include persons who are not on the Board but whom the directors believe to be reliable and competent to serve at the specific committee. However, committees exercising any authority of the Board of Directors may not have any non-director members. The Board may designate one or more alternative members of any committee who may replace any absent member at any meeting of the committee. The appointment of members or alternate members of a committee sthat do not have the authority of the Board. However, no committee, regardless of Board resolution, may:

a) Approve of any action that, pursuant to applicable Law, would also require the affirmative vote of the members of the Board if this were a membership vote.

- b) Fill vacancies on, or remove the members of, the Board of Directors or any committee that has the authority of the Board.
- c) Fix compensation of the directors serving on the Board or on any committee.
- d) Amend or repeal the Articles of Incorporation or bylaws or adopt new bylaws.
- e) Amend or repeal any resolution of the Board of Directors that by its express terms is not so amendable or repealable.
- Appoint any other committees of the Board of Directors or their members.

g) Approve a plan of merger, consolidation, voluntary dissolution, bankruptcy, or reorganization; or a plan for the sale, lease, or exchange of all or considerably all of the property and assets of the Corporation/Organization otherwise than in the usual and regular course of its business; or revoke any such plan.

h) Approve any self-dealing transaction, except as provided pursuant to law.

Unless otherwise authorized by the Board of Directors, no committee shall compel the Corporation/Organization in a contract or agreement or expend Corporation/Organization funds.

#### Meetings and Actions of Committees

Meetings and actions of all committees shall be governed by, and held and taken in accordance with, the provisions of Article 5 - Board of Directors of these bylaws concerning meetings and actions of the directors, with such changes in the context of those bylaws as are necessary to substitute the committee and its members for the Board of Directors and its members, except that the time for regular meetings of committees may be determined either by resolution of the Board of Directors or by resolution of the committee. Special meetings of committees may also be called by resolution of the Board of Directors. Notice of special meetings of committees and all alternate members, who shall have the right to attend all meetings of the committee. Minutes shall be kept of each meeting of any committee and shall be filed with the Corporation/Organization records. The Board of Directors may adopt rules not consistent with the provisions of these bylaws for the governance of any committee.

If a director relies on information prepared by a committee of the Board on which the director does not serve, the committee must be composed exclusively of any or any combination of (a) directors, (b) directors or employees of the Corporation/Organization whom the director believes to be reliable and competent in the matters presented, or (c) counsel, independent accountants, or other persons as to matters which the director believes to be within that person's professional or expert competence.

#### Executive Committee

Pursuant to Article 7 - Committee of Directors, the Board may appoint an Executive Committee composed of a minimum of 3 directors, one of whom shall be the Chair of the Board of the Board and another shall be either the Vice Chair of the Board, the Secretary, or the Treasurer, to serve on the Executive Committee of the Board. The Executive Committee, unless limited in a resolution of the Board, shall have and may exercise all the authority of the Board in the management of the business and affairs of the Corporation/Organization between meetings of the Board, provided, however, that the Executive Committee shall not have the authority of the Board in reference to those matters enumerated in Article 7 - Committee of Directors. The Secretary of the Corporation/Organization shall send to each director a summary report of the business conducted in any meeting of the Executive Committee.

#### Audit Committee

The Board, at its sole discretion, shall appoint an Audit Committee, which shall otherwise govern any committee's operations, and may be comprised of one or more persons including persons other than directors of the Corporation/Organization.

The membership of the Audit Committee shall not include the following persons:

- a) The Chair of the Board of the Board;
- b) The Treasurer of the Corporation/Organization;
- c) Any employee of the Corporation/Organization; or
- d) Any person with a material financial interest in any entity doing business with the Corporation/Organization.

In the event that the Board should appoint a Finance Committee, the members of said Finance Committee must comprise less than one-half (1/2) of the membership of the Audit Committee, and the Chair of the Finance Committee shall not serve on the Audit Committee.

The Audit Committee shall make recommendations to the Board of Directors regarding the hiring and termination of an auditor, who shall be an independent certified public accountant, and may be authorized by the Board to negotiate the auditor's salary.

The Audit Committee shall consult with the auditor to assure its members that the financial affairs of the Corporation/Organization are in order, and after review shall determine whether to accept the audit.

It shall be the responsibility of the Audit Committee to ensure that the auditor's firm adheres to the standards for auditor independence, as set forth in the latest version of the Government Auditing Standards, which have been published by the Comptroller General of the United States, or any standards established and published by the Attorney General of California.

### ARTICLE 8 - STANDARD OF CARE

#### <u>General</u>

A director shall perform all the duties of a director, including, but not limited to, duties as a member of any committee of the Board on which the director may serve, in such a manner as the director deems to be in the best interest of the Corporation/Organization and with such care, including reasonable inquiry, as an ordinary, prudent, and reasonable person in a similar situation may exercise under similar circumstances.

In the performance of the duties of a director, a director shall be entitled to rely on information, opinions, reports, or statements, including financial statements and other financial data, in each case prepared or presented by:

a) One or more officers or employees of the Corporation/Organization whom the director deems to be reliable and competent in the matters presented;

b) Counsel, independent accountants, or other persons, as to the matters which the director deems to be within such person's professional or expert competence; or

c) A committee of the Board upon which the director does not serve, as to matters within its designated authority, which committee the director deems to merit confidence,

so long as in any such case the director acts in good faith, after reasonable inquiry when the need may be indicated by the circumstances, and without knowledge that would cause such reliance to be unwarranted.

Except as herein provided in Article 8 - Standard of Care, any person who performs the duties of a director in accordance with the above shall have no liability based upon any failure or alleged failure to discharge that person's obligations as a director, including, without limitation of the following, any actions or omissions which exceed or defeat a public or charitable purpose to which the Corporation/Organization, or assets held by it, are dedicated.

#### <u>Loans</u>

The Corporation/Organization shall not make any loan of money or property to, or guarantee the obligation of, any director or officer, unless approved by the California Attorney General; provided, however, that the Corporation/Organization may advance money to a director or officer of the Corporation/Organization or any subsidiary for expenses reasonably anticipated to be incurred in the performance of the duties of such officer or director so long as such individual would be entitled to be reimbursed for such expenses absent that advance.

#### Conflict of Interest

The purpose of the Conflict of Interest policy is to protect the Corporation/Organization's interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of one of its officers or directors, or that might otherwise result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable corporations/organizations and is not intended as an exclusive statement of responsibilities.

#### Restriction on Interested Directors

Not more than 20%% (percent) of the persons serving on the Board of Directors at any time may be interested persons. An interested person is (1) any person currently being compensated by the Corporation/Organization for services rendered to it within the previous twelve (12) months, whether as a full-time or part-time employee, independent contractor, or otherwise, excluding any reasonable compensation paid to a director; and (2) any brother, sister, parent, ancestor, descendant, spouse, brother-in-law, sister-in-law, son-in-law, mother-in-law, or father-in-law of any such person. However, any violation of the provisions of this section shall not affect the validity or enforceability of any transaction entered into by the interested person.

Duty to Disclose

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors who are considering the proposed transaction or arrangement.

### Establishing a Conflict of Interest

After the disclosure of the financial interest and all material facts, and after any discussion with the interested person, the interested person shall leave the Board meeting while the potential conflict of interest is discussed and voted upon. The remaining Board members shall decide if a conflict of interest exists.

Addressing a Conflict of Interest

In the event that the Board should establish that a proposed transaction or arrangement establishes a conflict of interest, the Board shall then proceed with the following actions:

a) Any interested person may render a request or report at the Board meeting, but upon completion of said request or report the individual shall be excused while the Board discusses the information and/or material presented and then votes on the transaction or arrangement proposed involving the possible conflict of interest.

b) The Chair of the Board of the Board shall, if deemed necessary and appropriate, appoint a disinterested person or committee to investigate alternatives to the

c) After exercising due diligence, the Board shall determine whether the Corporation/Organization can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.

d) If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the Board shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in the best interest of the Corporation/Organization, for its own benefit, and whether it is fair and reasonable. It shall make its decision as to whether to enter into the transaction arrangement in conformity with this determination.

### Violations of Conflict of Interest Policy

Should the Board have reasonable cause to believe an interested person has failed to disclose actual or possible conflicts of interest, the Board shall then inform the interested person of the basis for such belief and afford the interested person an opportunity to explain the alleged failure to disclose.

If, after hearing the interested person's explanation, and after making further investigation as may be warranted in consideration of the circumstances, the Board determines the interested person intentionally failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

### Procedures and Records

All minutes of the Board Meetings, when applicable, shall contain the following information:

a) The names of all the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the Board's decision as to whether a conflict of interest in fact existed.

b) The names of the persons who were present for discussions and any votes relating to the transaction or arrangement, the content of the discussions, including any alternatives to the proposed transaction or arrangement, and a record of any vote taken in connection with the proceedings.

# Acknowledgement of Conflict of Interest Policy

Each director, principal officer, and member of a committee with Board delegated powers shall be required to sign a statement which affirms that such person:

- a) Has received a copy of the conflict of interest policy;
- b) Has read and understands the policy;
- c) Has agreed to comply with the policy; and

d) Understands that the Corporation/Organization is charitable, and in order to maintain its federal tax exemption, it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

# Violation of Loyalty - Self-Dealing Contracts

A self-dealing contract is any contract or transaction (i) between this Corporation/Organization and one or more of its Directors, or between this Corporation/Organization and any corporation, firm, or association in which one or more of the Directors has a material financial interest ("Interested Director"), or (ii) between this Corporation/Organization and a corporation, firm, or association of which one or more of its directors are Directors of this Corporation/Organization. Said self-dealing shall not be void or voidable because such Director(s) of corporation, firm, or association are parties or because said Director(s) are present at the meeting of the Board of Directors or committee which authorizes, approves or ratifies the self-dealing contract, if:

a) All material facts are fully disclosed to or otherwise known by the members of the Board and the self-dealing contract is approved by the Interested Director in good faith (without including the vote of any membership owned by said interested Director(s));

b) All material facts are fully disclosed to or otherwise known by the Board of Directors or committee, and the Board of Directors or committee authorizes, approves, or ratifies the self-dealing contract in good faith—without counting the vote of the interest Director(s)—and the contract is just and reasonable as to the Corporation/Organization at the time it is authorized, approved, or ratified; or

c) As to contracts not approved as provided in above sections (a) and/or (b), the person asserting the validity of the self-dealing contract sustains the burden of proving that the contract was just and reasonable as to the Corporation/Organization at the time it was authorized, approved, or ratified. Interested Director(s) may be counted in determining the presence of a quorum at a meeting of the Board of Directors or a committee thereof, which authorizes, approves, or ratifies a contract or transaction as provided for and contained in this section.

#### Indemnification

To the fullest extent permitted by law, the Corporation/Organization shall indemnify its "agents," as described by law, including its directors, officers, employees and volunteers, and including persons formerly occupying any such position, and their heirs, executors and administrators, against all expenses, judgments, fines, settlements, and other amounts actually and reasonably incurred by them in connection with any "proceeding," and including any action by or in the right of the Corporation/Organization, by reason of the fact that the person is or was a person as described in the Non-Profit Corporation Act. Such right of indemnification shall not be deemed exclusive of any other right to which such persons may be entitled apart from this Article.

To the fullest extent permitted by law, and, except as otherwise determined by the Board in a specific instance, expenses incurred by a person seeking indemnification in defending any "proceeding" shall be advanced by the Corporation/Organization of an undertaking by or on behalf of that person to repay such amount unless it is ultimately determined that the person is entitled to be indemnified by the Corporation/Organization for those expenses.

The Corporation/Organization shall have the power to purchase and maintain insurance on behalf of any agent of the Corporation/Organization, to the fullest extent permitted by law, against any liability asserted against or incurred by the agent in such capacity or arising out of the agent's status as such, or to give other indemnification to the extent permitted by law.

### ARTICLE 9 - EXECUTION OF CORPORATE INSTRUMENTS

### Execution of Corporate Instruments

The Board of Directors may, at its discretion, determine the method and designate the signatory officer or officers, or other person or persons, to execute any corporate instrument or document, or to sign the corporate name without limitation, except when otherwise provided by law, and such execution or signature shall be binding upon the Corporation/Organization.

Unless otherwise specifically determined by the Board of Directors or otherwise required by law, formal contracts of the Corporation/Organization, promissory notes, deeds of trust, mortgages, other evidences of indebtedness of the Corporation/Organization, other corporate/organization instruments or documents, memberships in other corporations/organizations, and certificates of shares of stock owned by the Corporation/Organization shall be executed, signed, and/or endorsed by the President the Vice-President may endorse formal contracts.

All checks and drafts drawn on banks or other depositories of funds to the credit of the Corporation/Organization, or in special accounts of the Corporation/Organization, shall be signed by such person or persons as the Board of Directors shall authorize to do so.

### Loans and Contracts

No loans or advances shall be contracted on behalf of the Corporation/Organization and no note or other evidence of indebtedness shall be issued in its name unless and except as the specific transaction is authorized by the Board of Directors. Without the express and specific authorization of the Board, no officer or other agent of the Corporation/Organization may enter into any contract or execute and deliver any instrument in the name of and on behalf of the Corporation/Organization.

### ARTICLE 10 - RECORDS AND REPORTS

### Maintenance and Inspection of Articles and Bylaws

The Corporation/Organization shall keep at its principal office the original or a copy of its Articles of Incorporation and bylaws as amended to date, which shall be open to inspection by the directors at all reasonable times during office hours.

# Maintenance and Inspection of Federal Tax Exemption Application and Annual Information Returns

The Corporation/Organization shall keep at its principal office a copy of its federal tax exemption application and its annual information returns for three years from their date of filing, which shall be open to public inspection and copying to the extent required by law.

### Maintenance and Inspection of Other Corporate Records

The Corporation/Organization shall keep adequate and correct books and records of accounts and written minutes of the proceedings of the Board and committees of the Board. All such records shall be kept at a place or places as designated by the Board and committees of the Board, or in the absence of such designation, at the principal office of the Corporation/Organization. The minutes shall be kept in written or typed form, and other books and records shall be kept either in written or typed form or in any form capable of being converted into written, typed, or printed form. Upon leaving office, each officer, employee, or agent of the Corporation/Organization shall turn over to his or her successor or the Chair of the Board or President, in good order, such corporate/organization monies, books, records, minutes, lists, documents, contracts or other property of the Corporation/Organization as have been in the custody of such officer, employee, or agent during his or her term of office.

Every director shall have the absolute right at any reasonable time to inspect all books, records, and documents of every kind and the physical properties of the Corporation/Organization and each of its subsidiary corporations/organizations. The inspection may be made in person or by an agent or attorney, and shall include the right to copy and make extracts of documents.

### Preparation of Annual Financial Statements

The Corporation/Organization shall prepare annual financial statements using generally accepted accounting principles. Such statements shall be audited by an independent certified public accountant, in conformity with generally accepted accounting standards, under supervision of the Audit Committee established by these bylaws. The Corporation/Organization shall make these financial statements available to the California Attorney General and members of the public for inspection no later than 10 days after the close of the fiscal year to which the statements relate.

### **Reports**

The Board shall ensure an annual report is sent to all directors within 10 days after the end of the fiscal year of the Corporation/Organization, which shall contain the

The assets and liabilities, including trust funds, of this corporation at the end of the fiscal year. a)

- The principal changes in assets and liabilities, including trust funds, during the fiscal year. b)
- The expenses or disbursements of the Corporation/Organization for both general and restricted purposes during the fiscal year. C)

The information required by Non-Profit Corporation Act concerning certain self-dealing transactions involving more than \$50,000 or indemnifications involving d) more than \$10,000 which took place during the fiscal year.

The report shall be accompanied by any pertinent report from an independent accountant or, if there is no such report, the certificate of an authorized officer of the Corporation/Organization that such statements were prepared without audit from the books and records of the Corporation/Organization.

### ARTICLE 11 - FISCAL YEAR

The fiscal year for this Corporation/Organization shall end on December 31.

# ARTICLE 12 - AMENDMENTS AND REVISIONS

These bylaws may be adopted, amended, or repealed by the vote of a simple majority of the directors then in office. Such action is authorized only at a duly called and held meeting of the Board of Directors for which written notice of such meeting, setting forth the proposed bylaw revisions with explanations therefore, is given in accordance with these bylaws. If any provision of these bylaws requires the vote of a larger portion of the Board than is otherwise required by law, that provision may not be altered, amended or repealed by that greater vote.

### ARTICLE 13 - CORPORATE/ORGANIZATION SEAL

The Board of Directors may adopt, use, and alter a corporate/organization seal. The seal shall be kept at the principal office of the Corporation/Organization. Failure to affix the seal to any corporate/organization instrument, however, shall not affect the validity of that instrument.

# ARTICLE 14 - CONSTRUCTION AND DEFINITIONS

Unless the context otherwise requires, the general provisions, rules of construction, and definitions contained in the Non-Profit Corporation Act as amended from time to time shall govern the construction of these bylaws. Without limiting the generality of the foregoing, the masculine gender includes the feminine and neuter, the singular number includes the plural and the plural number includes the singular, and the term "person" includes a Corporation/Organization as well as a natural person. If any competent court of law shall deem any portion of these bylaws invalid or inoperative, then so far as is reasonable and possible (i) the remainder of these bylaws shall be considered valid and operative, and (ii) effect shall be given to the intent manifested by the portion deemed invalid or inoperative.

### CERTIFICATE OF SECRETARY

I, Dolly Maffei, certify that I am the current elected and acting Secretary of the benefit Corporation/Organization, and the above bylaws are the bylaws of this Corporation/Organization as adopted by the Board of Directors on January 10, 2017, and that they have not been amended or modified since the above.

EXECUTED on this day of \_\_\_\_\_\_, in the County of Colusa in the State of California.

(Duly Elected Secretary)

doing so, he/she shall have all authority and powers of and shall be subject to all of the restrictions on the Chair of the Board.

### President (Executive Director)

It shall be the responsibility of the President, in general, to supervise and conduct all activities and operations of the Corporation/Organization, subject to the control, advice and consent of the Board of Directors. The President shall keep the Board of Directors completely informed, shall freely consult with them in relation to all activities of the Corporation/Organization, and shall see that all orders and/or resolutions of the Board are carried out to the effect intended. The Board of Directors may place the President under a contract of employment where appropriate. The President shall be empowered to act, speak for, or otherwise represent the Corporation/Organization between meetings of the Board. The President shall be responsible for the hiring and firing of all personnel, and shall be responsible for keeping the Board informed at all times of staff performance and for implementing any personnel policies which may be adopted and implemented by the Board. The President, at all times, is authorized to contract, receive, deposit, disburse and account for all funds of the Corporation/Organization, to execute in the name of the Corporation/Organization all contracts and other documents authorized either generally or specifically by the Board to be executed by the Corporation/Organization, and to negotiate any and all material business transactions of the Corporation/Organization.

### <u>Vice President</u>

In the absence of the President, or in the event of his/her inability or refusal to act, it shall then be the responsibility of the Vice President to perform all the duties of the President, and in doing so shall have all authority and powers of, and shall be subject to all of the restrictions on, the President.

#### <u>Secretary</u>

÷.,

The Secretary, or his/her designee, shall be the custodian of all records and documents of the Corporation/Organization, which are required to be kept at the principal office of the Corporation/Organization, and shall act as secretary at all meetings of the Board of Directors, and shall keep the minutes of all such meetings on file in hard copy or electronic format. S/he shall attend to the giving and serving of all notices of the Corporation/Organization and shall see that the seal of the Corporation/Organization, if any, is affixed to all documents, the execution of which on behalf of the Corporation/Organization under its seal is duly authorized in accordance with the provisions of these bylaws.

### Treasurer (Chief Financial Officer)

It shall be the responsibility of the Treasurer to keep and maintain, or cause to be kept and maintained, adequate and accurate accounts of all the properties and business transactions of the Corporation/Organization, including accounts of its assets, liabilities, receipts, disbursements, gains, losses, capital, retained earnings, and other matters customarily included in financial statements.

The Treasurer shall be responsible for ensuring the deposit of, or cause to be deposited, all money and other valuables as may be designated by the Board of Directors. Furthermore, the Treasurer shall disburse, or cause to be disbursed, the funds of the Corporation/Organization, as may be ordered by the Board of Directors, and shall render to the Chair of the Board, President, and directors, whenever they request it, an account of all the Treasurer's transactions as treasurer and of the financial condition of the Corporation/Organization.

The Treasurer shall give the Corporation/Organization a bond, if so requested and required by the Board of Directors, in the amount and with the surety or sureties specified by the Board for faithful performance of the duties of the Treasurer's office and for restoration to the Corporation/Organization of all its books, papers, vouchers, money and other property of every kind in the Treasurer's possession or under the Treasurer's control upon the Treasurer's death, resignation, retirement, or removal from office. The Corporation/Organization shall pay the cost of such a bond.

### ARTICLE 7 - COMMITTEES

### Committees of Directors

The Board of Directors may, by resolution adopted by a majority of the directors then in office, provided that a quorum is present, designate one or more committees to exercise all or a portion of the authority of the Board, to the extent of the powers specifically delegated in the resolution of the Board or in these bylaws. Each such committee shall consist of two (2) or more directors, and may also include persons who are not on the Board but whom the directors believe to be reliable and competent to serve at the specific committee. However, committees exercising any authority of the Board of Directors may not have any non-director members. The Board may designate one or more alternative members of any committee who may replace any absent member at any meeting of the committee. The appointment of members or alternate members of a committee the vote of a majority of the directors then in office, provided that a quorum is present. The Board of Directors may also designate one or more advisory committees that do not have the authority of the Board. However, no committee, regardless of Board resolution, may:

- a) Approve of any action that, pursuant to applicable Law, would also require the affirmative vote of the members of the Board if this were a membership vote.
- b) Fill vacancies on, or remove the members of, the Board of Directors or any committee that has the authority of the Board.
- c) Fix compensation of the directors serving on the Board or on any committee.
- d) Amend or repeal the Articles of Incorporation or bylaws or adopt new bylaws.
- e) Amend or repeal any resolution of the Board of Directors that by its express terms is not so amendable or repealable.
- f) Appoint any other committees of the Board of Directors or their members.

g) Approve a plan of merger, consolidation, voluntary dissolution, bankruptcy, or reorganization; or a plan for the sale, lease, or exchange of all or considerably all of the property and assets of the Corporation/Organization otherwise than in the usual and regular course of its business; or revoke any such plan.

h) Approve any self-dealing transaction, except as provided pursuant to law.

Unless otherwise authorized by the Board of Directors, no committee shall compet the Corporation/Organization in a contract or agreement or expend Corporation/Organization funds.

### Meetings and Actions of Committees

Meetings and actions of all committees shall be governed by, and held and taken in accordance with, the provisions of Article 5 - Board of Directors of these bylaws concerning meetings and actions of the directors, with such changes in the context of those bylaws as are necessary to substitute the committee and its members for the Board of Directors and its members, except that the time for regular meetings of committees may be determined either by resolution of the Board of Directors or by resolution of the committee. Special meetings of committees may also be called by resolution of the Board of Directors. Notice of special meetings of committees shall also be given to any and all alternate members, who shall have the right to attend all meetings of the committee. Minutes shall be kept of each meeting of any committee and shall be filed with the Corporation/Organization records. The Board of Directors may adopt rules not consistent with the provisions of these bylaws for the governance of any committee.

If a director relies on information prepared by a committee of the Board on which the director does not serve, the committee must be composed exclusively of any or any combination of (a) directors, (b) directors or employees of the Corporation/Organization whom the director believes to be reliable and competent in the matters presented, or (c) counsel, independent accountants, or other persons as to matters which the director believes to be within that person's professional or expert

### Executive Committee

Pursuant to Article 7 - Committee of Directors, the Board may appoint an Executive Committee composed of a minimum of 3 directors, one of whom shall be the Chair of the Board of the Board and another shall be either the Vice Chair of the Board, the Secretary, or the Treasurer, to serve on the Executive Committee of the Board. The Executive Committee, unless limited in a resolution of the Board, shall have and may exercise all the authority of the Board in the management of the business and affairs of the Corporation/Organization between meetings of the Board, provided, however, that the Executive Committee shall not have the authority of the Board in reference to those matters enumerated in Article 7 - Committee of Directors. The Secretary of the Corporation/Organization shall send to each director a summary report of the business conducted in any meeting of the Executive Committee.

### Audit Committee

The Board, at its sole discretion, shall appoint an Audit Committee, which shall otherwise govern any committee's operations, and may be comprised of one or more persons including persons other than directors of the Corporation/Organization.

The membership of the Audit Committee shall not include the following persons:

- a) The Chair of the Board of the Board;
- The Treasurer of the Corporation/Organization; b)
- Any employee of the Corporation/Organization; or C) d)
- Any person with a material financial interest in any entity doing business with the Corporation/Organization.

In the event that the Board should appoint a Finance Committee, the members of said Finance Committee must comprise less than one-half (1/2) of the membership of the Audit Committee, and the Chair of the Finance Committee shall not serve on the Audit Committee.

The Audit Committee shall make recommendations to the Board of Directors regarding the hiring and termination of an auditor, who shall be an independent certified public accountant, and may be authorized by the Board to negotiate the auditor's salary.

The Audit Committee shall consult with the auditor to assure its members that the financial affairs of the Corporation/Organization are in order, and after review shall determine whether to accept the audit.

It shall be the responsibility of the Audit Committee to ensure that the auditor's firm adheres to the standards for auditor independence, as set forth in the latest version of the Government Auditing Standards, which have been published by the Comptroller General of the United States, or any standards established and

### ARTICLE 8 - STANDARD OF CARE

#### General

A director shall perform all the duties of a director, including, but not limited to, duties as a member of any committee of the Board on which the director may serve, in such a manner as the director deems to be in the best interest of the Corporation/Organization and with such care, including reasonable inquiry, as an ordinary, prudent, and reasonable person in a similar situation may exercise under similar circumstances.

In the performance of the duties of a director, a director shall be entitled to rely on information, opinions, reports, or statements, including financial statements and other financial data, in each case prepared or presented by:

One or more officers or employees of the Corporation/Organization whom the director deems to be reliable and competent in the matters presented; a)

Counsel, independent accountants, or other persons, as to the matters which the director deems to be within such person's professional or expert competence; b) or

A committee of the Board upon which the director does not serve, as to matters within its designated authority, which committee the director deems to merit C) confidence.

so long as in any such case the director acts in good faith, after reasonable inquiry when the need may be indicated by the circumstances, and without knowledge that would cause such reliance to be unwarranted.

Except as herein provided in Article 8 - Standard of Care, any person who performs the duties of a director in accordance with the above shall have no liability based upon any failure or alleged failure to discharge that person's obligations as a director, including, without limitation of the following, any actions cromissions which exceed or defeat a public or charitable purpose to which the Corporation/Organization, or assets held by it, are dedicated.

#### Loans

The Corporation/Organization shall not make any loan of money or property to, or guarantee the obligation of, any director or officer, unless approved by the California Attorney General; provided, however, that the Corporation/Organization may advance money to a director or officer of the Corporation/Organization or any subsidiary for expenses reasonably anticipated to be incurred in the performance of the duties of such officer or director so long as such individual would be entitled to be reimbursed for such expenses absent that advance.

#### Conflict of Interest

The purpose of the Conflict of Interest policy is to protect the Corporation/Organization's interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of one of its officers or directors, or that might otherwise result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable corporations/organizations and is not intended as an exclusive statement of responsibilities.

### Restriction on Interested Directors

Not more than 20%% (percent) of the persons serving on the Board of Directors at any time may be interested persons. An interested person is (1) any person currently being compensated by the Corporation/Organization for services rendered to it within the previous twelve (12) months, whether as a full-time or part-time employee, independent contractor, or otherwise, excluding any reasonable compensation paid to a director; and (2) any brother, sister, parent, ancestor, descendant, spouse, brother-in-law, sister-in-law, mother-in-law, or father-in-law of any such person. However, any violation of the provisions of this section shall not affect the validity or enforceability of any transaction entered into by the interested person.

#### Duty to Disclose

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors who are considering the proposed transaction or arrangement.

#### Establishing a Conflict of Interest

After the disclosure of the financial interest and all material facts, and after any discussion with the interested person, the interested person shall leave the Board meeting while the potential conflict of interest is discussed and voted upon. The remaining Board members shall decide if a conflict of interest exists.

### Addressing a Conflict of Interest

In the event that the Board should establish that a proposed transaction or arrangement establishes a conflict of interest, the Board shall then proceed with the following actions:

a) Any interested person may render a request or report at the Board meeting, but upon completion of said request or report the individual shall be excused while the Board discusses the information and/or material presented and then votes on the transaction or arrangement proposed involving the possible conflict of interest.

b) The Chair of the Board of the Board shall, if deemed necessary and appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.

c) After exercising due diligence, the Board shall determine whether the Corporation/Organization can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.

d) If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the Board shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in the best interest of the Corporation/Organization, for its own benefit, and whether it is fair and reasonable. It shall make its decision as to whether to enter into the transaction arrangement in conformity with this determination.

#### Violations of Conflict of Interest Policy

Should the Board have reasonable cause to believe an interested person has failed to disclose actual or possible conflicts of interest, the Board shall then inform the interested person of the basis for such belief and afford the interested person an opportunity to explain the alleged failure to disclose.

If, after hearing the interested person's explanation, and after making further investigation as may be warranted in consideration of the circumstances, the Board determines the interested person intentionally failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

### Procedures and Records

All minutes of the Board Meetings, when applicable, shall contain the following information:

a) The names of all the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the Board's decision as to whether a conflict of interest in fact existed.

b) The names of the persons who were present for discussions and any votes relating to the transaction or arrangement, the content of the discussions, including any alternatives to the proposed transaction or arrangement, and a record of any vote taken in connection with the proceedings.

### Acknowledgement of Conflict of Interest Policy

Each director, principal officer, and member of a committee with Board delegated powers shall be required to sign a statement which affirms that such person:

- Has received a copy of the conflict of interest policy;
- b) Has read and understands the policy;
- c) Has agreed to comply with the policy; and

d) Understands that the Corporation/Organization is charitable, and in order to maintain its federal tax exemption, it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

### Violation of Loyalty - Self-Dealing Contracts

A self-dealing contract is any contract or transaction (i) between this Corporation/Organization and one or more of its Directors, or between this Corporation/Organization and any corporation, firm, or association in which one or more of the Directors has a material financial interest ("Interested Director"), or (ii) between this Corporation/Organization and a corporation, firm, or association of which one or more of its directors are Directors of this Corporation/Organization. Said self-dealing shall not be void or voidable because such Director(s) of corporation, firm, or association are parties or because said Director(s) are present at the meeting of the Board of Directors or committee which authorizes, approves or ratifies the self-dealing contract, if:

All material facts are fully disclosed to or otherwise known by the members of the Board and the self-dealing contract is approved by the Interested Director in a) good faith (without including the vote of any membership owned by said interested Director(s));

All material facts are fully disclosed to or otherwise known by the Board of Directors or committee, and the Board of Directors or committee authorizes, ь١ approves, or ratifies the self-dealing contract in good faith-without counting the vote of the interest Director(s)-and the contract is just and reasonable as to the Corporation/Organization at the time it is authorized, approved, or ratified; or

As to contracts not approved as provided in above sections (a) and/or (b), the person asserting the validity of the self-dealing contract sustains the burden of C) proving that the contract was just and reasonable as to the Corporation/Organization at the time it was authorized, approved, or ratified. Interested Director(s) may be counted in determining the presence of a quorum at a meeting of the Board of Directors or a committee thereof, which authorizes, approves, or ratifies a contract or transaction as provided for and contained in this section.

### **Indemnification**

To the fullest extent permitted by law, the Corporation/Organization shall indemnify its "agents," as described by law, including its directors, officers, employees and volunteers, and including persons formerly occupying any such position, and their heirs, executors and administrators, against all expenses, judgments, fines, settlements, and other amounts actually and reasonably incurred by them in connection with any "proceeding," and including any action by or in the right of the Corporation/Organization, by reason of the fact that the person is or was a person as described in the Non-Profit Corporation Act. Such right of indemnification shall not be deemed exclusive of any other right to which such persons may be entitled apart from this Article.

To the fullest extent permitted by law, and, except as otherwise determined by the Board in a specific instance, expenses incurred by a person seeking indemnification in defending any "proceeding" shall be advanced by the Corporation/Organization of an undertaking by or on behalf of that person to repay such amount unless it is ultimately determined that the person is entitled to be indemnified by the Corporation/Organization for those expenses.

The Corporation/Organization shall have the power to purchase and maintain insurance on behalf of any agent of the Corporation/Organization, to the fullest extent permitted by law, against any liability asserted against or incurred by the agent in such capacity or ansing out of the agent's status as such, or to give other

# ARTICLE 9 - EXECUTION OF CORPORATE INSTRUMENTS

# Execution of Corporate Instruments

The Board of Directors may, at its discretion, determine the method and designate the signatory officer or officers, or other person or persons, to execute any corporate instrument or document, or to sign the corporate name without limitation, except when otherwise provided by law, and such execution or signature shall be

Unless otherwise specifically determined by the Board of Directors or otherwise required by law, formal contracts of the Corporation/Organization, promissory notes, deeds of trust, mortgages, other evidences of indebtedness of the Corporation/Organization, other corporate/organization instruments or documents, memberships in other corporations/organizations, and certificates of shares of stock owned by the Corporation/Organization shall be executed, signed, and/or endorsed by the President ,under written direction of the President the Vice-President may endorse formal contracts .

All checks and drafts drawn on banks or other depositories of funds to the credit of the Corporation/Organization, or in special accounts of the Corporation/Organization, shall be signed by such person or persons as the Board of Directors shall authorize to do so.

### Loans and Contracts

No loans or advances shall be contracted on behalf of the Corporation/Organization and no note or other evidence of indebtedness shall be issued in its name unless and except as the specific transaction is authorized by the Board of Directors. Without the express and specific authorization of the Board, no officer or other agent of the Corporation/Organization may enter into any contract or execute and deliver any instrument in the name of and on behalf of the Corporation/Organization.

# ARTICLE 10 - RECORDS AND REPORTS

# Maintenance and Inspection of Articles and Bylaws

The Corporation/Organization shall keep at its principal office the original or a copy of its Articles of Incorporation and bylaws as amended to date, which shall be open to inspection by the directors at all reasonable times during office hours.

# Maintenance and Inspection of Federal Tax Exemption Application and Annual Information Returns

The Corporation/Organization shall keep at its principal office a copy of its federal tax exemption application and its annual information returns for three years from their date of filing, which shall be open to public inspection and copying to the extent required by law.

# Maintenance and Inspection of Other Corporate Records

The Corporation/Organization shall keep adequate and correct books and records of accounts and written minutes of the proceedings of the Board and committees of the Board. All such records shall be kept at a place or places as designated by the Board and committees of the Board, or in the absence of such designation, at the principal office of the Corporation/Organization. The minutes shall be kept in written or typed form, and other books and records shall be kept either in written or typed form or in any form capable of being converted into written, typed, or printed form. Upon leaving office, each officer, employee, or agent of the

Corporation/Organization shall turn over to his or her successor or the Chair of the Board or President, in good order, such corporate/organization monies, books, records, minutes, lists, documents, contracts or other property of the Corporation/Organization as have been in the custody of such officer, employee, or agent during his or her term of office.

Every director shall have the absolute right at any reasonable time to inspect all books, records, and documents of every kind and the physical properties of the Corporation/Organization and each of its subsidiary corporations/organizations. The inspection may be made in person or by an agent or attorney, and shall include the right to copy and make extracts of documents.

### Preparation of Annual Financial Statements

The Corporation/Organization shall prepare annual financial statements using generally accepted accounting principles. Such statements shall be audited by an independent certified public accountant, in conformity with generally accepted accounting standards, under supervision of the Audit Committee established by these bylaws. The Corporation/Organization shall make these financial statements available to the California Attorney General and members of the public for inspection no later than 10 days after the close of the fiscal year to which the statements relate.

#### <u>Reports</u>

The Board shall ensure an annual report is sent to all directors within 10 days after the end of the fiscal year of the Corporation/Organization, which shall contain the following information:

a) The assets and liabilities, including trust funds, of this corporation at the end of the fiscal year.

b) The principal changes in assets and liabilities, including trust funds, during the fiscal year.

c) The expenses or disbursements of the Corporation/Organization for both general and restricted purposes during the fiscal year.

d) The information required by Non-Profit Corporation Act concerning certain self-dealing transactions involving more than \$50,000 or indemnifications involving more than \$10,000 which took place during the fiscal year.

The report shall be accompanied by any pertinent report from an independent accountant or, if there is no such report, the certificate of an authorized officer of the Corporation/Organization that such statements were prepared without audit from the books and records of the Corporation/Organization.

### ARTICLE 11 - FISCAL YEAR

The fiscal year for this Corporation/Organization shall end on December 31.

### ARTICLE 12 - AMENDMENTS AND REVISIONS

These bylaws may be adopted, amended, or repealed by the vote of a simple majority of the directors then in office. Such action is authorized only at a duly called and held meeting of the Board of Directors for which written notice of such meeting, setting forth the proposed bylaw revisions with explanations therefore, is given in accordance with these bylaws. If any provision of these bylaws requires the vote of a larger portion of the Board than is otherwise required by law, that provision may not be altered, amended or repealed by that greater vote.

### ARTICLE 13 - CORPORATE/ORGANIZATION SEAL

The Board of Directors may adopt, use, and alter a corporate/organization seal. The seal shall be kept at the principal office of the Corporation/Organization. Failure to affix the seal to any corporate/organization instrument, however, shall not affect the validity of that instrument.

### ARTICLE 14 - CONSTRUCTION AND DEFINITIONS

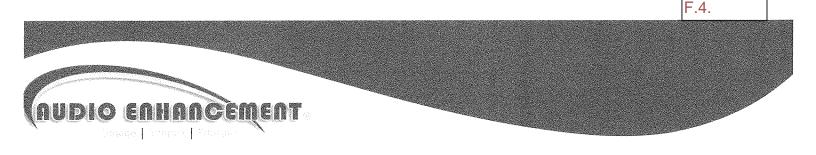
Unless the context otherwise requires, the general provisions, rules of construction, and definitions contained in the Non-Profit Corporation Act as amended from time to time shall govern the construction of these bylaws. Without limiting the generality of the foregoing, the masculine gender includes the feminine and neuter, the singular number includes the plural and the plural number includes the singular, and the term "person" includes a Corporation/Organization as well as a natural person. If any competent court of law shall deem any portion of these bylaws invalid or inoperative, then so far as is reasonable and possible (i) the remainder of these bylaws shall be considered valid and operative, and (ii) effect shall be given to the intent manifested by the portion deemed invalid or inoperative.

### CERTIFICATE OF SECRETARY

I, Dolly Maffei, certify that I am the current elected and acting Secretary of the benefit Corporation/Organization, and the above bylaws are the bylaws of this Corporation/Organization as adopted by the Board of Directors on January 10, 2017, and that they have not been amended or modified since the above.

EXECUTED on this day of \_\_\_\_\_\_, in the County of Colusa in the State of California.

(Duly Elected Secretary)



March 20, 2017

# Colusa Unified School District – Proposal

## Audio Enhancement School-Wide Communication System Upgrade

Audio Enhancement proposes to furnish and install Classroom Audio Systems, Projector Controls, and Call Buttons for calling the front offices in the Burchfield Primary, Egling Middle, and Colusa High Schools. Included in the proposal price below, Colusa Unified SD will be credited for the already purchased MS-250's, that will be exchanged for the MS450 classroom audio amp/paging interface. We will provide this equipment in the following breakdown:

Burchfield Primary School	29 Classrooms
Egling Middle School	35 Classrooms
Colusa High School	29 Classrooms

With the addition of the MS-450, this system will provide these classrooms with an Infrared Classroom Audio System. A 2-button Call Button plate will allow teachers to place a normal or emergency call to the front office. With the previously installed ceiling microphone, they will be able to have a 2-way conversation with the Office, initiated by the Office or each individual classroom.

The price for the proposed system includes all necessary equipment, prevailing wage labor, freight and tax. Audio Enhancement will provide and install all speakers and cables in the classrooms, provide and install the RS232 cable to control the projector, and the cable to the button panel.

The only exclusion for the above proposal is that the wiring will use the existing raceway or conduits. If said raceway or conduit in a classroom is inadequate, then the District will be responsible for the cost of adding such raceway or conduit.

In addition, this project will be delivered via Audio Enhancement Inc. PEPPM CA Contract, using CA Contractor license #: 985989.

### Our total price to furnish and install this equipment in these (3) schools \$181,905.47.

Date: \_\_\_\_\_ Accepted by: \_\_\_\_\_



March 20, 2017

# Colusa Unified School District – Proposal

## Audio Enhancement School-Wide Communication System Upgrade

Audio Enhancement proposes to furnish and install Classroom Audio Systems, Projector Controls, and Call Buttons for calling the front offices in the Burchfield Primary, Egling Middle, and Colusa High Schools. Included in the proposal price below, Colusa Unified SD will be credited for the already purchased MS-250's, that will be exchanged for the MS450 classroom audio amp/paging interface. We will provide this equipment in the following breakdown:

Burchfield Primary School	29 Classrooms
Egling Middle School	35 Classrooms
Colusa High School	29 Classrooms

With the addition of the MS-450, this system will provide these classrooms with an Infrared Classroom Audio System. Also, an 8-button Controller will be added to provide to control of the projectors. A 2-button Call Button plate will allow teachers to place a normal or emergency call to the front office. With the previously installed ceiling microphone, they will be able to have a 2-way conversation with the Office, initiated by the Office or each individual classroom.

The price for the proposed system includes all necessary equipment, prevailing wage labor, freight and tax. Audio Enhancement will provide and install all speakers and cables in the classrooms, provide and install the RS232 cable to control the projector, and the cable to the button panel.

The only exclusion for the above proposal is that the wiring will use the existing raceway or conduits. If said raceway or conduit in a classroom is inadequate, then the District will be responsible for the cost of adding such raceway or conduit.

In addition, this project will be delivered via Audio Enhancement Inc. PEPPM CA Contract, using CA Contractor license #: 985989.

Our total price to furnish and install this equipment in these (3) schools \$210,168.42.

Date:		Accepted by	:
-------	--	-------------	---

F		5	
	•	J	۰.



### MEMORANDUM

To:	Sheryl Parker
From:	Matthew Kolker M3K
Date:	March 14, 2017
Re:	2015-16 Disclosure Report - General Obligation Bonds, Election of 2014: Series 2015

Sheryl, we wanted to let you know that the school district has fulfilled its continuing disclosure obligation for the above financings.

We have filed your disclosure electronically with the Municipal Securities Rulemaking Board (MSRB). The disclosure filings that we submitted, along with any accompanying documents, were uploaded to <a href="http://emma.msrb.org/">http://emma.msrb.org/</a>.

Please find attached, for your reference:

- 1. The information we sent to the MSRB detailing the contents of the disclosure filings, with enclosures as appropriate (excluding the District's financial statements), and;
- 2. The continuing disclosure submission pages which confirm successful filings, listing the financings for which we are filing continuing disclosure, the submitted documents, and our office contact information.

As you know, the timely and accurate completion of this report was covenanted by the District in the continuing disclosure certificates. Timely and accurate filing is also important in maintaining the reputation of the District in the municipal bond marketplace.

Sheryl, please let us know if you have any questions or comments.

MSK:AK

Enclosures



### MEMORANDUM

To:	Electronic Municipal Market Access (EMMA) Municipal Securities Rulemaking Board
From:	Government Financial Strategies, as Dissemination Agent for Colusa Unified School District
Date:	March 14, 2017
Re:	2015-16 Annual Disclosure Report - General Obligation Bonds, Election of 2014: Series 2015

Pursuant to the continuing disclosure requirements of the above referenced transactions, enclosed please find the following documents/information:

- 1. The Audit Report for fiscal year 2015-16;
- 2. The Original Budget Report for fiscal year 2016-17;
- 3. The Second Interim Report for fiscal year 2016-17;
- 4. See the enclosed Audit Report's "Statement Of Revenues, Expenditures And Changes In Fund Balance – Governmental Funds" section for information on State funding for last complete fiscal year;
- 5. The District's enrollment determines to a large extent the amount of funding a State public school district receives for program. Specifically, the District's funding is determined by the "average daily attendance" (or "ADA"). See the enclosed Audit Report's "Schedule of Average Daily Attendance" section for the District's ADA in fiscal year 2015-16;
- 6. See the enclosed Audit Report's "Notes To Basic Financial Statements" section for the District's outstanding debt;
- 7. The total assessed value of the District for the last completed fiscal year and the current fiscal year are as follows:

	Total Secured	Total Unsecured	Total
Year	Assessed Value	Assessed Value	Assessed Value
2015-16	\$635,650,192	\$76,631,759	\$712,281,951
2016-17	\$667,694,406	\$76,310,157	\$744,004,563
Source: Colusa County Auditor-Controller's Office.			

8. The largest taxpayers in the District are as follow:

(1) 2015-16 Local Secured Assessed Valuation: \$635,618,692

Source: California Municipal Statistics, Inc.

9. The County does not provide the list of ten largest taxpayers, together with their assessed valuation and percentage of total assessed valuation of the District for fiscal year 2016-17.

Enclosures



# CONTINUING DISCLOSURE (SUBMISSION STATUS: PUBLISHED)

# FINANCIAL/OPERATING FILING (CUSIP-9 BASED)

### Rule 15c2-12 Disclosure

Annual Financial Information and Operating Data: 2015 -16 Annual Report, for the year ended 06/30/2016

### Documents

### □ Financial Operating Filing

Colusa USD- 2015-16 Annual Disclosure Report.pdf posted 03/14/2017

### The following issuers are associated with this continuing disclosure submission:

CUSIP-6	State	Issuer Name
199651	CA	COLUSA CALIF UNI SCH DIST

# The following 15 securities have been published with this continuing disclosure submission:

CUSIP-9	Maturity Date
199651CH1	05/01/2018
199651CJ7	05/01/2019
199651CK4	05/01/2020
199651CL2	05/01/2021
199651CM0	05/01/2022
199651CN8	05/01/2023
199651CP3	05/01/2024
199651CQ1	05/01/2026
199651CR9	05/01/2028
199651CS7	05/01/2030

199651CT5	05/01/2034
199651CU2	05/01/2036
199651CV0	05/01/2039
199651CW8	05/01/2040
199651CX6	05/01/2016

# **Submitter's Contact Information**

Company: Government Financial Strategies inc. Name: SIRIWADEE KAEWSRIPRACH Address: 1228 N STREET City, State Zip: SACRAMENTO, CA 95814 Phone Number: 9164445100 Email: amie@gfsi.com

© 2017 Municipal Securities Rulemaking Board (MSRB)



# CONTINUING DISCLOSURE (SUBMISSION STATUS: PUBLISHED)

# FINANCIAL/OPERATING FILING (CUSIP-9 BASED)

### Rule 15c2-12 Disclosure

Audited Financial Statements or CAFR: Audited Financial Statements, for the year ended 06/30/2016

### **Documents**

### □ Financial Operating Filing

2015-16 Audit.pdf posted 03/14/2017

### The following issuers are associated with this continuing disclosure submission:

CUSIP-6	State	Issuer Name
199651	CA	COLUSA CALIF UNI SCH DIST

# The following 15 securities have been published with this continuing disclosure submission:

Maturity Date
05/01/2018
05/01/2019
05/01/2020
05/01/2021
05/01/2022
05/01/2023
05/01/2024
05/01/2026
05/01/2028
05/01/2030

199651CT5	05/01/2034
199651CU2	05/01/2036
199651CV0	05/01/2039
199651CW8	05/01/2040
199651CX6	05/01/2016

# **Submitter's Contact Information**

Company: Government Financial Strategies inc. Name: SIRIWADEE KAEWSRIPRACH Address: 1228 N STREET City, State Zip: SACRAMENTO, CA 95814 Phone Number: 9164445100 Email: amie@gfsi.com

© 2017 Municipal Securities Rulemaking Board (MSRB)



# CONTINUING DISCLOSURE (SUBMISSION STATUS: PUBLISHED)

# FINANCIAL/OPERATING FILING (CUSIP-9 BASED)

### **Voluntary Disclosure**

Budget: Budget, for the period from 07/01/2016 to 06/30/2017

### **Documents**

### ■ Financial Operating Filing

2016-17 Budget\_SACs.pdf posted 03/14/2017

## The following issuers are associated with this continuing disclosure submission:

CUSIP-6	State	Issuer Name
199651	CA	COLUSA CALIF UNI SCH DIST

# The following 15 securities have been published with this continuing disclosure submission:

Maturity Date
05/01/2018
05/01/2019
05/01/2020
05/01/2021
05/01/2022
05/01/2023
05/01/2024
05/01/2026
05/01/2028
05/01/2030

199651CT5	05/01/2034
199651CU2	05/01/2036
199651CV0	05/01/2039
199651CW8	05/01/2040
199651CX6	05/01/2016

# **Submitter's Contact Information**

Company: Government Financial Strategies inc. Name: SIRIWADEE KAEWSRIPRACH Address: 1228 N STREET City, State Zip: SACRAMENTO, CA 95814 Phone Number: 9164445100 Email: amie@gfsi.com

© 2017 Municipal Securities Rulemaking Board (MSRB)



# CONTINUING DISCLOSURE (SUBMISSION STATUS: PUBLISHED)

# FINANCIAL/OPERATING FILING (CUSIP-9 BASED)

### **Voluntary Disclosure**

Interim / Additional Financial Information / Operating Data: Second Interim Report, for the period from 07/01/2016 to 10/31/2016

### **Documents**

### □ Financial Operating Filing

2016-17 2nd Interim.pdf posted 03/14/2017

### The following issuers are associated with this continuing disclosure submission:

CUSIP-6	State	Issuer Name
199651	CA	COLUSA CALIF UNI SCH DIST

### The following 15 securities have been published with this continuing disclosure submission:

Maturity Date
05/01/2018
05/01/2019
05/01/2020
05/01/2021
05/01/2022
05/01/2023
05/01/2024
05/01/2026
05/01/2028
05/01/2030

199651CT5	05/01/2034
199651CU2	05/01/2036
199651CV0	05/01/2039
199651CW8	05/01/2040
199651CX6	05/01/2016

# **Submitter's Contact Information**

Company: Government Financial Strategies inc. Name: SIRIWADEE KAEWSRIPRACH Address: 1228 N STREET City, State Zip: SACRAMENTO, CA 95814 Phone Number: 9164445100 Email: amie@gfsi.com

© 2017 Municipal Securities Rulemaking Board (MSRB)

### COLUSA UNIFIED SCHOOL DISTRICT

745 Tenth Street Colusa, California 95932

### **RESOLUTION #2016-17.10**

**Whereas,** The Colusa Unified School District Board of Trustees is committed to the success of all students irrespective of their immigration status;

Whereas, students and their parents in our school system, members of our community, have expressed fear and concern that they or members of their family might be deported, which interferes with learning;

**Whereas,** Colusa Unified School District does not, and will not, collect or maintain any records related to students' immigration status;

**Whereas,** the Board appreciates the law enforcement function of Immigration and Customs Enforcement, but feels that these activities are best implemented away from School District property; now, therefore, be it,

**Resolved,** that the Colusa Unified School District Board of Trustees directs the Superintendent to maintain practices which, in compliance with Immigration and Customs Enforcement's (ICE) 2011 policy stating that it will not conduct immigration enforcement activity at any sensitive location, including all school district facilities and equipment, without permission by specific federal law enforcement officials, unless exigent circumstances exist, insure protection of the privacy rights of all students regardless of their immigration status.

**Resolved further,** that ICE agents shall not be allowed to enter school sites or district properties without producing a written warrant, or court order, and by obtaining the prior written permission of the Superintendent.

**Resolved further,** that the Board directs the Superintendent, in accordance with existing policy and law, to restrict the sharing of student files which may be used to ascertain the immigration status of students;

**Resolved further,** that the Board reaffirms the authority of the Superintendent to protect the data and identities of any student, or family member, to the fullest extent provided by the law; and, be it finally

**Resolved further,** that the Board reaffirms Colusa Unified School District's unequivocal commitment to ensuring a safe educational environment for all students;

Passed and adopted this 11<sup>th</sup> day of April in the year 2017.

Dwayne Newman, Superintendent

Kathie Whitesell, Board President

F.6.

# SUICIDE

# PREVENTION

# **POLICY AND PROCEDURES**

Colusa Unified School District Board Approval Date: June, 2017

# PLAN CONTENTS

Board Policy Administrative Regulation Prevention For Student For Staff Intervention Imminent Risk At Risk Postvention Student Suicide Risk Documentation Form Guidelines for Notifying Parents Parent Contact Acknowledgment Form Re-entry Procedure

# Colusa Unified School Board Policy BP5141.52

### Students

### **SUICIDE PREVENTION**

The Governing Board recognizes that suicide is a major cause of death among youth and should be taken seriously. In order to attempt to reduce suicidal behavior and its impact on students and families, the Superintendent or designee shall develop preventive strategies and intervention procedures.

The Superintendent or designee may involve school health professionals, school counselors, administrators, other staff, parents/guardians, students, local health agencies and professionals, and community organizations in planning, implementing, and evaluating the district's strategies for suicide prevention and intervention.

(cf. 1020 - Youth Services)

(cf. 1220 - Citizen Advisory Committees)

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

### **Prevention and Instruction**

Suicide prevention strategies may include, but not be limited to, efforts to promote a positive school climate that enhances students' feelings of connectedness with the school and is characterized by caring staff and harmonious interrelationships among students.

(cf. 5131 - Conduct) (cf. 5137 - Positive School Climate) (cf. 5145.3 - Nondiscrimination/Harassment) (cf. 5145.7 - Sexual Harassment) (cf. 5145.9 - Hate-Motivated Behavior)

The district's comprehensive health education program shall promote the healthy mental, emotional, and social development of students including, but not limited to, the development of problem-solving skills, coping skills, and self-esteem. Suicide prevention instruction shall be incorporated into the health education curriculum in the secondary grades. Such instruction shall be aligned with state content standards and shall be designed to help students analyze signs of depression and self-destructive behaviors, including potential suicide, and to identify suicide prevention strategies.

### (cf. 6142.8 - Comprehensive Health Education)

The Superintendent or designee may offer parents/guardians education or information which describes the severity of the youth suicide problem, the district's suicide prevention curriculum, risk factors and warning signs of suicide, basic steps for helping suicidal youth, and/or school and community resources that can help youth in crisis.

### Staff Development

Suicide prevention training for staff shall be designed to help staff identify and respond to students at risk of suicide. The training shall be offered under the direction of a district counselor/psychologist and/or in cooperation with one or more community mental health agencies and may include information on:

1. Research identifying risk factors, such as previous suicide attempt(s), history of depression or mental illness, substance use problems, family history of suicide or violence, feelings of isolation, interpersonal conflicts, a recent severe stressor or loss, family instability, and other factors

### (cf. 5131.6 - Alcohol and Other Drugs)

- 2. Warning signs that may indicate suicidal intentions, including changes in students' appearance, personality, or behavior Warning signs that may indicate suicidal intentions, including changes in students' appearance, personality, or behavior
  - Youth bereaved by suicide
  - Youth with disabilities, mental illness, or substance abuse
  - Homeless youth
  - LGBTQ youth
  - Youth in the juvenile justice or welfare system
  - Native American youth
  - Youth on the fringes of mainstream social groups
- 3. Research-based instructional strategies for teaching the suicide prevention curriculum and promoting mental and emotional health
- 4. School and community resources and services

(cf. 5141.6 - School Health Services) (cf. 6164.2 - Guidance/Counseling Services)

5. District procedures for intervening when a student attempts, threatens, or discloses the desire to commit suicide.

A training will be provided annually for all teachers and staff:

Keenan Link: <u>www.keenan.safeschools.com</u> – Youth Suicide: Awareness and Prevention

More information on evidence-based programs and practices can be found in <u>SAMHSA's</u> <u>National Registry of Evidence-Based Programs and Practices</u>.

*The Trevor Project can be found at:* <u>www.thetrevorproject.org</u>

# **Colusa Unified School District** Administrative Regulation AR 5141.52

### Students

### **SUICIDE PREVENTION**

### Instruction

At appropriate secondary grades, the district's suicide prevention instruction shall be designed to help students:

- 1. Identify and analyze signs of depression and self-destructive behaviors and understand how feelings of depression, loss, isolation, inadequacy, and anxiety can lead to thoughts of suicide
- 2. Identify alternatives to suicide and develop coping and resiliency skills
- 3. Learn to listen, be honest, share feelings, and get help when communicating with friends who show signs of suicidal intent
- 4. Identify trusted adults, school resources, and/or community crisis intervention resources where youth can get help and recognize that there is no stigma associated with seeking mental health, substance abuse, and/or suicide prevention services

(cf. 5131.6 - Alcohol and Other Drugs)

(cf. 5141.6 - School Health Services)

(cf. 6142.8 - Comprehensive Health Education)

(cf. 6164.2 - Guidance/Counseling Services)

### Intervention

When a suicide attempt or threat is reported, the principal or designee shall:

- 1. Ensure the student's physical safety by one of the following, as appropriate:
  - a. Securing immediate medical treatment if a suicide attempt has occurred
  - b. Securing law enforcement and/or other emergency assistance if a suicidal act is being actively threatened
  - c. Keeping the student under continuous adult supervision until the parent/guardian and/or appropriate support agent or agency can be contacted and has the opportunity to intervene

<sup>(</sup>cf. 1020 - Youth Services)

- 2. Designate specific individuals to be promptly contacted, including the school counselor, psychologist, nurse, superintendent, and/or the student's parent/guardian, and, as necessary, local law enforcement or mental health agencies
- 3. Document the incident in writing as soon as feasible

(cf. 5125 - Student Records)

- 4. Follow up with the parent/guardian and student in a timely manner to provide referrals to appropriate services as needed
- 5. Provide access to counselors or other appropriate personnel to listen to and support students and staff who are directly or indirectly involved with the incident at the school
- 6. Provide an opportunity for all who respond to the incident to debrief, evaluate the effectiveness of the strategies used, and make recommendations for future actions

In the event that a suicide occurs or is attempted on campus, the principal or designee shall follow the crisis intervention procedures contained in the school safety plan. After consultation with the Superintendent or designee and the student's parents/guardians about facts that may be divulged in accordance with the laws governing confidentiality of student record information, the principal or designee may provide students, parents/guardians, and staff with information, counseling, and/or referrals to community agencies as needed. School staff may receive assistance from school counselors or other mental health professionals in determining how best to discuss the suicide or attempted suicide with students.

(cf. 0450 - Comprehensive Safety Plan) (cf. 1112- Media Relations)

# PREVENTION

Colusa Unified School District recognizes that prevention of youth suicide, violence, and substance abuse and the early identification and treatment of mental health disorders are most effective when students, staff, parents, and community members have access to prevention information and resources.

# SUICIDE PREVENTION TRAINING FOR STAFF SHALL INCLUDE THE FOLLOWING:

- 1. Research identifying risk factors, such as previous suicide attempt(s), history of depression or mental illness, substance use problems, family history of suicide or violence, feelings of isolation, interpersonal conflicts, a recent severe stressor loss, family instability, and other factors
- 2. Warning signs that may indicate suicidal intentions, including changes in students' appearance, personality, or behavior
  - Youth bereaved by suicide
  - Youth with disabilities, mental illness, or substance abuse
  - Homeless youth
  - LGBTQ youth
  - Youth in the juvenile justice or welfare system
  - Native American youth
  - Youth on the fringes of mainstream social groups
- 3. Research-based instructional strategies for teaching the suicide prevention curriculum and promoting mental and emotional health
- 4. School and community resources and services
- 5. District procedures for intervening when a student attempts, threatens, or discloses the desire to commit suicide

A training will be provided annually for all teachers and staff:

Keenan Link: <u>www.keenan.safeschools.com</u> – Youth Suicide: Awareness and Prevention

More information on evidence-based programs and practices can be found in <u>SAMHSA's</u> <u>National Registry of Evidence-Based Programs and Practices</u>.

The Trevor Project can be found at: <u>www.thetrevorproject.org</u>

# SUICIDE PREVENTION CURRICULUM FOR STUDENTS SHALL **INCLUDE THE FOLLOWING:**

The following process should be followed throughout the year to inform and educate Colusa Unified Student Body:

- Suicide Awareness incorporated in the 9<sup>th</sup> grade Intro to Health and Nutrition Wheel;
   Suicide Awareness incorporated in the 8<sup>th</sup> grade during 9<sup>th</sup> period with Jeff Isakson;
- 3. Schoolwide Bullying Assembly at CHS during the month of September;
- 4. Schoolwide Suicide Prevention Assembly at CHS in conjunction with Bullying Assembly;
- 5. Include Behavioral Health as guest speakers in classroom and assemblies;
- 6. Continue with Boys and Girls Circle; Friday Night Live

# **INTERVENTION**

The following process should be followed when a staff member becomes aware that a student is experiencing a crisis that may involve risk of harm to self or others:

- When a staff member suspects or has knowledge of a student's suicidal intentions, he/she shall promptly notify the Superintendent, Principal, or designee, who shall then notify the student's parents/guardians as soon as possible. The student may be referred to mental health resources in the school or community.
- Students shall be encouraged to notify a teacher, principal, counselor, or other adult when they are experiencing thoughts of suicide or when they suspect or have knowledge of another student's suicidal intentions.

### **IMMINENT RISK**

- There is immediate danger to the student's self or others (for example, possible presence of
  - a weapon or other means the student intends to use to harm self or others).
- There is a suicide attempt in progress (for example, the student has taken a drug or medication overdose).

The staff member who suspects or has knowledge of imminent risk will do the following:

- Provide for continuous supervision of the student at risk until an emergency responder arrives, keeping personal safety in mind. Evaluate the environment for safety and remove access to methods or lethal means.
- Notify the administrator or designee.

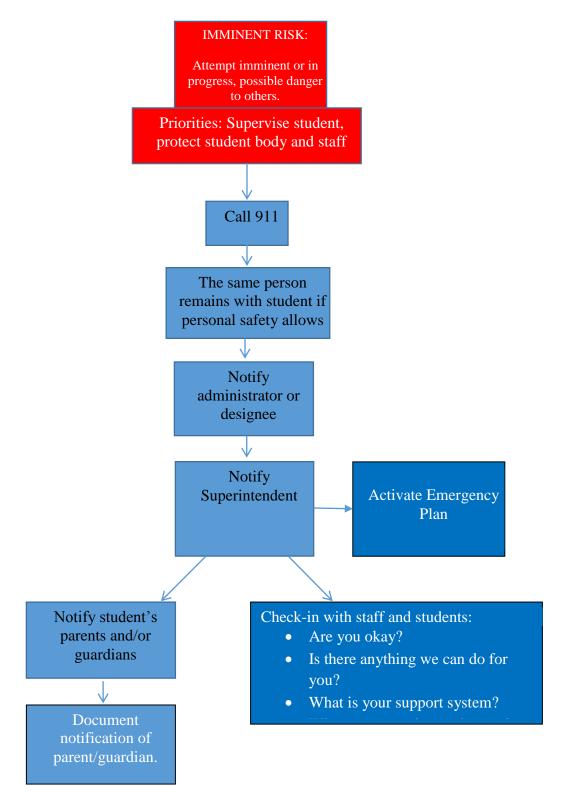
The administrator or other designee will do the following:

- Call 911 or designate a person to call. Be mindful that in the presence of a weapon or danger to others, emergency medical personnel will need the scene secured by law enforcement personnel before they can intervene.
- Notify the Superintendent.

Depending on the situation, the administrator or designee will:

- Even with no danger to others, if a suicide attempt is imminent or in progress, other students need to be removed quickly and calmly from the vicinity. (Execute emergency plan.)
- Notify the student's guardian and/or emergency contact and document the time and content of the conversation.
- Fill out the district's incident report forms.

### CHART 1: IMMINENT RISK



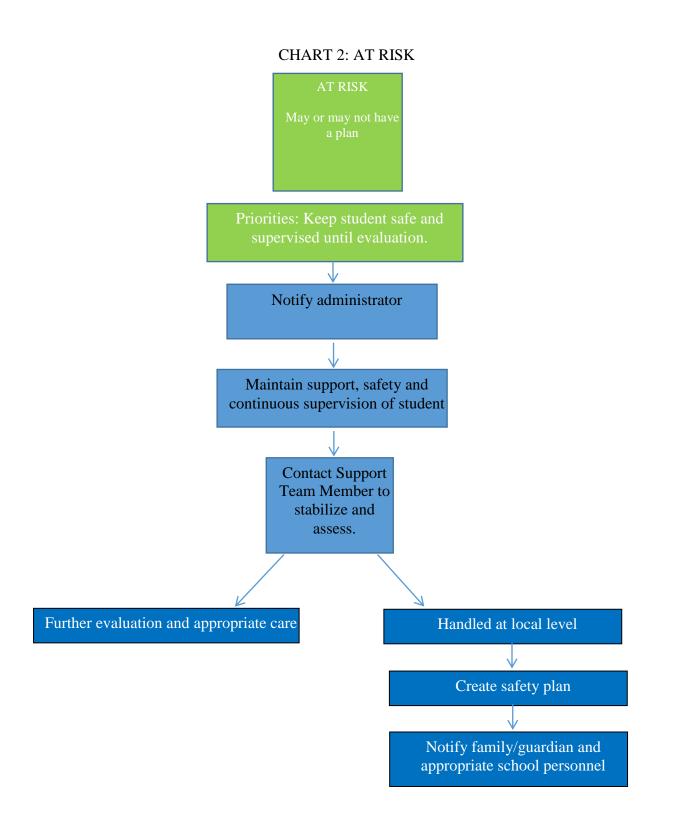
A school employee shall act only within the authorization and scope of the employee's credential or license.

### AT RISK

- The student identifies thoughts of death but has no plan, intent to die, or suicidal behavior.
- The student identifies thoughts of death and may have a plan, intent to die or suicidal behavior.
- The student is experiencing some stressors.

The administrator or designee will do the following:

- Remain with the student and provide support, safety, and continuous supervision.
- Contact support team members (school counselor, behavioral counselor, school psychologist, Colusa County Behavioral Health).
- The administrator must be notified if the student will be leaving school grounds.
- If the assessment is that the student needs additional evaluation, appropriate arrangements will be made.



A school employee shall act only within the authorization and scope of the employee's credential or license.

# **POSTVENTION**

Colusa Unified School District recognizes that the death of a student, whether by suicide or other means, is a crisis that affects the entire school and community. In the event of a student's death, it is critical that the school's response be swift, consistent, and intended to protect the student body and community. In the case of a death by suicide, other concerns such as the prevention of <u>suicide contagion</u> will be taken into account.

### CONFIRMING THE NEWS AND CONVENING THE EDUCATION SUPPORT TEAM

Upon receiving news of a student's death, including an unconfirmed rumor, a staff member must immediately contact the Superintendent, Principal, and/or designee. Contact must be made whether this is during or outside school hours.

- The Superintendent, Principal, or designee will contact:
  - Colusa County Office of Education (CCOE) County Superintendent of Schools
  - Superintendent will deploy self-plan (make a plan) and identify key staff who will comprise the support team; i.e., teaching and classified staff, parents, students, and/or community members.
  - Compose a potential "blanket statement" to share with students and staff so the same message is disseminated to everyone.
- The CCOE County Superintendent of Schools will convene the educational support team which may include:
  - o Administrators
  - o Behavioral Counselors
  - School Psychologists

### Colusa Unified School District Student Suicide Risk Documentation Form

/es

## **Guidelines for Notifying Parents**

Parents or guardians should be contacted as soon as possible after a student has been identified as being at risk for suicide. The person who contacts the family is typically the principal, school psychologist, or a staff member with a special relationship with the student or family. Staff need to be sensitive toward the family's culture, including attitudes toward suicide, mental health, privacy, and help-seeking.

- 1.Notify the parents about the situation and ask that they come to the school immediately.
- 2. When the parents arrive at the school, explain why you think their child is at risk for suicide.
- 3.Explain the importance of removing from the home (or locking up) firearms and other dangerous items, including over-the-counter and/or prescription medications and alcohol.
- 4.If the student is at risk and does not need to be hospitalized, discuss available options for individual and/or family therapy. Provide the parents with the contact information of mental health service providers in the community. If possible, call and make an appointment while the parents are with you.
- 5.Ask the parents to sign the Parent Contract Acknowledgement Form confirming that they were notified of their child's risk and received referrals to treatment.
- 6.Tell the parents that you will follow-up with them in a few days. If this follow-up conversation reveals that the parent has not contacted a mental health provider:
  - Stress the importance of getting the child help.
  - Discuss why they have not contacted a provider and offer to assist with the process
  - 7. If the student does not need to be hospitalized, release the student to the parents and notify the site administrator.
  - 8. If the parents refuse to seek services for a child under the age of 18 who you believe is in danger of self-harm, you may need to notify child protective services that the child is being neglected.
  - 9. Document *all* contacts with the parents.

## Parent Contact Acknowledgement Form

Student Name:	Grade	
Date of Birth:		
School:		
This is to verify that I have spoken with a mer	nber of the school's staff	
concerning my child's suicidal risk. I have be	(name) on	(date)
concerning my child's suicidal risk. I have be agency or therapist immediately.	en advised to see the services of a	a mental health
I understand that will follow-up with me, my child, and the mer been referred for services within two weeks.		
Parent Signature:		
Date:		
Parent Contact Information:		
Phone:		
Email:		
School Staff Member Signature:		
Date:		

## **RE-ENTRY PROCEDURE**

### Before School Begins on the First Day Student Returns

The Superintendent, Principal, or designee will:

- Release accurate and concise information according to district policy.
  - Convene a schoolwide staff meeting to provide accurate information and to identify any potential high-risk students.
- Notify the other school districts or call the CCOE for assistance.

### Example of Items for Staff Meeting Agenda

- Assign personnel to identify and address high-risk students.
- Provide accurate information.
- Manage suicide contagion.
- Provide appropriate support to staff or send someone to his/her classroom.
- Make and set a time for debriefing.

### **Debriefing:**

- Debriefing is critical to handling the next crisis better.
- Emphasis on improvement What? When? Where? Why?

### Students Returning After Mental Health Crisis

For students returning to school after a mental health crisis (e.g., suicide attempt or psychiatric hospitalization), a school employed mental health professional, the principal, or designee will meet with the student's parent or guardian, and if appropriate, meet with the student to discuss re-entry and appropriate next steps to ensure the student's readiness for return to school.

1. A school employed mental health professional or other designee will be identified to coordinate with the student, their parent or guardian, and any outside mental health care providers.

2. The parent of guardian will provide documentation from a mental health care provider that the student has undergone examination and that they are no longer a danger to themselves or others.

3. The designated staff person will periodically check in with student to help the student readjust to the school community and address any ongoing concerns.

Additional Handouts provided to staff and student body -

1. Messaging and Suicide Contagion – the link between certain kinds of suicide-related media coverage and increase in suicide death.

2. Bullying and Suicide – the relationship between bullying and suicide is highly complex, as is the relationship between suicide and other negative life events.

3. Preventing Teen Suicide – (reference: <u>www.webmd.com/preventing</u> teen suicide)

- What Are Teen Suicide Risk Factors?
- What are Suicide Protective Factors?
- Restrict Access to Suicide methods
- Help for Teens Considering Suicide Community Resource Paper
- 4. Sample Announcements to Students, Faculty and Staff after a Death
- 5. Sample Information for Students

#### **BP 3300 Expenditures and Purchases.**

Draft AR 3300

Discretionary Administrative Spending

For expenditures out of approved budget line items, it is understood that the responsible staff member need not request prior board approval for any expenditures. Directors and Administrators have discretion in spending that money as long as the expenditures are legal, appropriate, and in the best interest of the district.

#### Example:

MOT has an approved budget of \$60,000 for repairs. If the MOT director's decision is to spend \$30,000 cutting sidewalk trip hazards, that information shows up on the next monthly warrants list.

However, the board recognizes that circumstances may occur which necessitate deviating from the adopted budget.

1. For changes to the existing department or site budget, the board empowers the superintendent to approve changes not to exceed \$20,000 without receiving prior board approval, as long as the change does not cause the site/department to exceed its yearly budget allocation. The proposed expenditure change must be approved by three members of the District Leadership Team. Typically, the three members approving the expenditure would be the Superintendent, CBO and the department head or principal. As soon as practically possible after authorizing this budget change, the Superintendent will inform the board of the circumstances which necessitated the expenditure. At the next regular meeting, the expenditure change will be a discussion item on the agenda.

Adopted:

TRUSTEES: MRS. KATHIE WHITESELL MRS. KELLI GRIFFITH-GARCIA MRS. MELISSA YERXA-ORTIZ MR. CHARLES YERXA MR. MICHAEL PHENICIE 745 TENTH STREET, COLUSA, CA 95932 PHONE: (530) 458-7791 • FAX: (530) 458-4030

> DWAYNE NEWMAN DISTRICT SUPERINTENDENT



F.9.

April 11, 2017

The Honorable Ben Allen, Chair Senate Education Committee State Capitol, Room 5072 Sacramento, CA 95814

#### RE: SUPPORT SB 577 (Dodd) — Teacher Credentialing Programs

Dear Senator Allen:

On behalf of the Colusa Unified School District, I am writing in support of SB 577 (Dodd). SB 577 would authorize community college districts to offer a teacher credentialing program, subject to accreditation by the California Commission on Teacher Credentialing and approval by the California Community College Board of Governors. The bill provides and innovative solution for attracting and retaining high quality teachers.

Recent reports indicate that approximately 75 percent of school districts report teacher shortages. They also report that new teaching credentials in California have remained flat at approximately 11,500 annually since 2013-14, while projections show the need for new teachers is eclipsing 20,000 per year. Despite the state's serious need for teachers, 20 of the 58 counties in California have no approved institutions with an active teacher credentialing program. The teacher shortage is even more acute in these areas.

Under current law, the Commission on Teacher Credentialing may authorize a CSU, UC, private college or a local education agency to offer a program to credential teachers. However, community colleges currently do not credential teachers on their own. In recent years, California has sought to utilize community colleges to better meet skilled workforce needs, even authorizing community colleges to grant Bachelor's degrees in 2014. Our community colleges can serve as a resource that can help meet the growing need for teacher training and credentialing, especially in underserved rural and urban communities.

I respectfully request your support for this important measure that will help bring highly qualified teachers to our areas.

Dwayne Newman, Superintendent

Kathie Whitesell, Board President

CC: Members, Senate Education Committee

The Oregon Coaching staff, athletes and camp coaches will be on hand to guide your team through tactics, techniques and the finer points of the game to put you a step ahead of your opponents. Don't miss this opportunity to get your team together for valuable pre-season practice sessions and matches which feature teams from all over the Northwest and Northern California. High School coaches are encouraged to be involved with their team during the camp with regards to supervision and on court training. If you would just like to observe and want another coach to work with your team, please let us know beforehand so arrangements can be made for a coach. We strive for the things that are learned in Team Camp to carry over to the season and having the coach there will help facilitate this.

We work with and cater to each teams individual needs in terms of volleyball systems. Player skills will be evaluated by our coaching staff and drills are designed to address these areas.

- Drills designed to improve player performance
- Team competition to focus on system improvement
- Team bonding opportunities
- Q & A sessions with Oregon Volleyball Coaching Staff

All overnight campers will be housed on campus in dorms. All meals will take place at an on campus dining hall that has lots of options to choose from. Please contact us with any questions!

#### Team Camp I $\rightarrow$ Coach / Team Registration

Dates: July 7 - 9 Who: Girls High School Age Teams Check-In: 11:30 AM, July 7 Check-Out: 12:00 PM, July 9 Team Deposit To Reserve Spot: \$50 One Coach Free With Minimum of 7 Players Registered Extra Coach: \$175 Includes Housing & Gift Pack

### Team Camp I $\rightarrow$ Coach / Team Registration

Dates: July 7 - 9 Who: Girls Entering Grades 9th - 12th Check-In: 11:30 AM, July 7 Check-Out: 12:00 PM, July 9 Overnight Player: \$280 Includes T-Shirt, Housing, Meals & Team Prizes Commuter Player: \$215 Includes T-Shirt, Lunch, Dinner & Team Prizes

\*\*Players make sure your High School Team is planning to attend Team Camp I, prior to registering.

BILL#         PAYEE         AMOUNT         FUND         LOC         DESCRIPTION           890         ALHAMBRA WATER         \$         132.08         01         MOT/D0         WATER           877         BAXTER AUTO         \$         154.89         01         MOT         VEHICLE REPAIR SUPPLIES           992         CUSD EXERT FDATUD         \$         207.90         01         EMS         SNACKS FOR TUTORING AFTER SCHOOL           RC50         CUSD EMER FDVOID STALEDATED CHECK         \$         (36.00)         01         CHS         VOID CHECK         SNACKS FOR TUTORING AFTER SCHOOL           RC50         CUSD EMER FD         \$         400.00         01         SPORTS         SUPPLIES           RC50         CUSD EMER FD-         \$         400.00         01         MOT         GROUND SUPPLIES           RC50         CUSD EMER FD-         \$         160.00         01         MOT         FAI EVENT REGISTRATION           RC50         CUSD EMER FD-         \$         18.77         01         MOT         BUS EPAIRS           RC50         CUSD EMER FD-         \$         18.77         01         MOT         BUS EPAIRS           RC50         CUSD EMER FD-         \$         225.00	COLUSA	COLUSA UNIFIED SCHOOL DISTRICT WARRANTS TO BE RELEASED MARCH 17, 2017 BATCH 35					
877         BAXTER AUTO         \$         154.89         01         MOT         VENCE REPAIR SUPPLIES           992         TERRY BILADEAU         \$         364.55         01         MOT         REINBUKSE MILAGE           995         CUSD EMER FD-VOID STALEDATED CHECK         \$         364.00         01         EMS         SNACKS FOR TUTORING AFTER SCHOOL           RC50         CUSD EMER FD-         \$         121.791         95         CHS         FFA FEVEN REGISTRATION           RC50         CUSD EMER FD-         \$         400.00         01         SPORTS         SUPPLIES           RC50         CUSD EMER FD-         \$         400.00         01         MATER, SEWER BILLING           RC50         CUSD EMER FD-         \$         150.00         01         MOT         GROUNDS SUPPLIES           RC50         CUSD EMER FD-         \$         8.62.5         ALL         ALL         LEL         ATCHED           RC50         CUSD EMER FD-         \$         18.77         1         MOT         FUEL FOR VEHICLES           RC50         CUSD EMER FD-         \$         225.00         01         ALL         PHONE LINES/DATA LINES MONTHLY BILL           904         CREATTIVE BUS SALES         \$	BILL#	PAYEE		AMOUNT	FUND	LOC	DESCRIPTION
902         TERRY BILADEAU         \$         364.55         01         MOT         REINBURSE MILEAGE           895         CUSD CAFETERIA FUND         \$         207.90         01         ENS         SNACKS FOR TUTORING AFTER SCHOOL           RC50         CUSD EMER FD-EVOID STALEDATED CHECK         \$         (36.00)         01         CHS         FFA EVENT REGISTRATION           RC50         CUSD EMER FD-         \$         1.217.91         95         CHS         FFA EVENT REGISTRATION           RC50         CUSD EMER FD-         \$         400.00         01         ALL         WATER, SEWER BILLING           RC50         CUSD EMER FD-         \$         400.00         01         ALL         WATER, SEWER BILLING           RC50         CUSD EMER FD-         \$         806.25         ALL         ALL         SEATTACHED           RC50         CUSD EMER FD-         \$         18.77         01         MOT         BUS REPAIRS           RC50         CUSD EMER FD-         \$         3.00.0         01         MOT         FUEL KACHED           RC50         CUSD EMER FD-         \$         3.00.0         01         MOT         FUELK         S           RC50         CUSD EMER FD-         \$	890	ALHAMBRA WATER	\$	132.08	01	MOT/DO	WATER
895         CUSD CAFETERIA FUND         \$         207.90         01         EMS         SNACKS FOR TUTORING AFTER SCHOOL           RC50         CUSD EMER PD-VOID STALEDATED CHECK         \$         (36.00)         01         CHS         VOID CHECK           RC50         CUSD EMER PD-         \$         1,217.91         95         CHS         FFA EVENT REGISTRATION           RC50         CUSD EMER FD-         \$         400.00         01         ALL         WATER, SEWER BILLING           RC50         CUSD EMER FD-         \$         400.00         01         MOT         GROUNDS SUPPLIES           RC50         CUSD EMER FD-         \$         150.00         01         MOT         BUS REPAIRS           RC50         CUSD EMER FD-         \$         (60.00)         01         MOT         VUID CHECK           RC50         CUSD EMER FD-         \$         30.00         01         MOT         VUID CHECK           RC50         CUSD EMER FD-         \$         30.00         01         MOT         FUE FOR VEHICLES           RC50         CUSD EMER FD-         \$         225.00         01         ALL         PHONE LINES/DATA LINES MONTHLY BILL           904         CREATIVE BUS SALES         \$         <	877	BAXTER AUTO	\$	154.89	01		VEHICLE REPAIR SUPPLIES
RC50         CUSD EMER FD=VOID STALEDATED CHECK         \$	902	TERRY BILADEAU	\$	364.55	01	мот	REIMBURSE MILEAGE
RC50         CUSD EMER FD-         \$         1,217.91         95         CHS         FFA EVENT REGISTRATION           RC50         CUSD EMER FD-         \$         400.00         01         ALL         WATER, SEWER BILLING           RC50         CUSD EMER FD-         \$         400.00         01         ALL         MATER, SEWER BILLING           RC50         CUSD EMER FD-         \$         150.00         01         MOT         GROUNDS SUPPLIES           RC50         CUSD EMER FD-         \$         167.7         01         MOT         BUS REPAIRS           RC50         CUSD EMER FD-         \$         18.77         01         MOT         FUE FOR VEHICLES           RC50         CUSD EMER FD-         \$         30.00         01         MOT         FUE FOR VEHICLES           RC50         CUSD EMER FD-         \$         225.00         01         ALL         PHONE LINES/DATA LINES MONTHLY BILL           904         CREATIVE BUS SALES         \$         175.56         13         CAFET         FOD           886         DANIELSEN CO         \$         5,051.51         13         CAFET         FOD           887         FRANZ FAMILY BAKERIES         \$         2,385.00         13	895	CUSD CAFETERIA FUND	\$	207.90	01	EMS	SNACKS FOR TUTORING AFTER SCHOOL
RC50         CUSD EMER PD-         \$         400.00         01         SPORTS         SUPPLIES           RC50         CUSD EMER FD-         \$         400.00         01         ALL         WATER, SEWER BILLING           RC50         CUSD EMER FD-         \$         150.00         01         MOT         GROUNDS SUPPLIES           RC50         CUSD EMER FD-         \$         86.25         ALL         ALL         SEE ATTACHED           RC50         CUSD EMER FD-         \$         (60.0)         01         MOT         BUIS REPAIRS           RC50         CUSD EMER FD-         \$         (60.0)         01         MOT         BUIS REPAIRS           RC50         CUSD EMER FD-         \$         (60.0)         01         MOT         BUIS REPAIRS WONTHLY BILL           RC50         CUSD EMER FD-         \$         225.00         01         ALL         PHONE LINES/DATA LINES MONTHLY BILL           RC50         CUSD EMER FD-         \$         30.00         01         MOT         BUIS REPAIR SUPPLIES           RC50         CUSD EMER FD-         \$         275.00         1         ALL         PHONE LINES/DATA LINES MONTHLY BILL           RC50         CUSD EMER FD-         \$         7.50.15	RC50	CUSD EMER FD=VOID STALEDATED CHECK	\$	(36.00)	01	CHS	VOID CHECK
RC50         CUSD EMER FD-         \$         400.00         01         ALL         WATER, SEWER BILLING           RC50         CUSD EMER FD-         \$         150.00         01         MOT         GROUNDS SUPPLIES           RC50         CUSD EMER FD-         \$         86.25         ALL         ALL         SEE ATTACHED           RC50         CUSD EMER FD-         \$         18.77         01         MOT         BUS REPAIRS           RC50         CUSD EMER FD-         \$         160.00         01         MOT         VOID CHECK           RC50         CUSD EMER FD-         \$         30.00         01         MOT         FUEL FOR VEHICLES           RC50         CUSD EMER FD-         \$         225.00         01         ALL         PHONE LINES/DATA LINES MONTHLY BILL           904         CREATIVE BUS SALES         \$         175.56         01         MOT         BUS REPAIR SUPPLIES           886         DANIELSEN CO         \$         5.501.55         13         CAFET         FOOD           878         GENERAL PRODUCE         \$         2.385.00         13         CAFET         FOOD           880         GOLD STAF FOODS         \$         7.612.22         13         CAFET </td <td>RC50</td> <td>CUSD EMER FD-</td> <td>\$</td> <td>1,217.91</td> <td>95</td> <td>CHS</td> <td>FFA EVENT REGISTRATION</td>	RC50	CUSD EMER FD-	\$	1,217.91	95	CHS	FFA EVENT REGISTRATION
RC50         CUSD EMER FD-         \$         150.00         01         MOT         GROUNDS SUPPLIES           RC50         CUSD EMER FD-         \$         86.25         ALL         ALL         SE ATTACHED           RC50         CUSD EMER FD-         \$         18.77         01         MOT         BUS REPAIRS           RC50         CUSD EMER FD-         \$         (60.00)         01         MOT         FUD CHECK           RC50         CUSD EMER FD-         \$         30.00         01         MOT         FUEL FOR VEHICLES           RC50         CUSD EMER FD-         \$         225.00         01         AUT         PHONE LINES/DATA LINES MONTHLY BILL           904         CREATIVE BUS SALES         \$         175.56         01         MOT         BUS REPAIR SUPPLIES           884         ELITE SOUND         \$         450.00         95         CHS         DJ FOR DANCE           879         FRANZ FAMILY BAKERIES         \$         822.75         13         CAFET         FOOD           8780         GOLD STAR FOODS         \$         7,612.22         13         CAFET         FOOD           892         GOVERNMENT FINANCIAL STRATEGIES         \$         2,300.00         1	RC50	CUSD EMER FD-	\$	400.00	01	SPORTS	SUPPLIES
RC50         CUSD EMER FD-         \$         86.25         ALL         ALL         SEA TTACHED           RC50         CUSD EMER FD-         \$         18.77         01         MOT         BUS REPAIRS           RC50         CUSD EMER FD-         \$         (60.00)         01         MOT         FUEL FOR VEHICLES           RC50         CUSD EMER FD-         \$         30.00         01         MOT         FUEL FOR VEHICLES           RC50         CUSD EMER FD-         \$         225.00         01         ALL         PHONE LINES/DATA LINES MONTHLY BILL           904         CREATIVE BUS SALES         \$         175.56         01         MOT         BUS REPAIR SUPPLIES           886         DANIELSEN CO         \$         5.501.55         13         CAFET         FOOD           887         BERERAL PRODUCE         \$         3.85.00         13         CAFET         FOOD           880         GOLD STAR FOODS         \$         7,612.22         13         CAFET         FOOD           882         INLAND         \$         13.28.00         01         SOCER OFFICIALS         \$           882         INLAND         \$         412.13         01         DO         PRINTER MANA	RC50	CUSD EMER FD-	\$	400.00	01	ALL	WATER, SEWER BILLING
RC50         CUSD EMER FD-         \$         18.77         01         MOT         BUS REPAIRS           RC50         CUSD EMER FD-         \$         (60.00)         01         MOT         VOID CHECK           RC50         CUSD EMER FD-         \$         30.00         01         MOT         FUEL FOR VEHICLES           RC50         CUSD EMER FD-         \$         225.00         01         ALL         PHONE LINES/DATA LINES MONTHLY BILL           904         CREATIVE BUS SALES         \$         175.56         01         MOT         BUS REPAIR SUPPLIES           886         DANIELSEN CO         \$         5,501.55         13         CAFET         FOOD           879         FRANZ FAMILY BAKERIES         \$         822.75         13         CAFET         FOOD           880         GOLD STAR FOODS         \$         7,612.22         13         CAFET         FOOD           882         INLAND         \$         41,213         01         DO         PRINTER MANAGEMENT FEES           882         INLAND         \$         412.13         01         DO         PRINTER MANAGEMENT FEES           884         SINLAND         \$         1403.50         01         MOT         B	RC50	CUSD EMER FD-	\$	150.00	01	мот	
RCS0         CUSD EMER FD-         \$         18.77         01         MOT         BUS REPAIRS           RCS0         CUSD EMER FD-         \$         (60.00)         01         MOT         VOID CHECK           RCS0         CUSD EMER FD-         \$         30.00         01         MAT         FUELOR VEHICLES           RCS0         CUSD EMER FD-         \$         225.00         01         ALL         PHONE LINES/DATA LINES MONTHLY BILL           904         CREATIVE BUS SALES         \$         175.56         01         MOT         BUS REPAIR SUPPLIES           886         DANIELSEN CO         \$         5,501.55         13         CAFET         FOOD           887         FRANZ FAMILY BAKERIES         \$         822.75         13         CAFET         FOOD           888         GOLD STAR FOODS         \$         7,612.22         13         CAFET         FOOD           880         GOLD STAR FOODS         \$         7,612.22         13         CAFET         FOOD           882         INLAND         \$         412.13         01         DO         PRINTER MANAGEMENT FEES           882         INLAND         \$         410.30         01         MOT         BARK FOR P	RC50	CUSD EMER FD-	\$	86.25	ALL	ALL	SEE ATTACHED
RC50CUSD EMER FD-\$30.0001MOTFUEL FOR VEHICLESRC50CUSD EMER FD-\$225.0001ALLPHONE LINES/DATA LINES MONTHLY BILL904CREATIVE BUS SALES\$175.5601MOTBUS REPAIR SUPPLIES886DANIELSEN CO\$\$5,501.5513CAFETFOOD884ELITE SOUND\$450.0095CHSDJ FOR DANCE879FRANZ FAMILY BAKERIES\$822.7513CAFETFOOD880GOLD STAR FOODS\$7,612.2213CAFETFOOD892GOVERNMENT FINANCIAL STRATEGIES\$2,385.0013CAFETFOOD892GOVERNMENT FINANCIAL STRATEGIES\$2,500.0021BONDONGOING DISCLOSURE SERVICES896HORIZON OFFICIALS\$\$11,328.0001SPORTSSOCCER OFFICIALS887JIOHN LAMBIRTH TRUCKING\$\$800.0001MOTBUS DRIVER TRAINING FEES898ROCHELLE LAIRD\$1,403.5001MOTBUS DRIVER TRAINING FEES894SHANNON LAUX\$\$20.001MOT899COURTNEY LEMENAGER\$141.6301BPSREIMBURSE FOR SUPPLIES PURCHASED900JAMIE MYERS\$5.33401BPSREIMBURSE FOR SUPPLIES PURCHASED900JAMIE MYERS\$298.0001SPORTSBASKETBALL FEE898SOCERN SON PEST CONTROL\$<			\$	18.77	01	мот	BUS REPAIRS
RC50CUSD EMER FD-\$225.0001ALLPHONE LINES/DATA LINES MONTHLY BILL904CREATIVE BUS SALES\$175.5601MOTBUS REPAIR SUPPLIES886DANIELSEN CO\$5,501.5513CAFETFOOD884ELITE SOUND\$450.0095CHSDJ FOR DANCE879FRANZ FAMILY BAKERIES\$822.7513CAFETFOOD878GENERAL PRODUCE\$2,385.0013CAFETFOOD880GOLD STAR FOODS\$7,612.2213CAFETFOOD892GOVERNMENT FINANCIAL STRATEGIES\$2,500.0021BONDONGOING DISCLOSURE SERVICES896HORIZON OFFICIALS\$11,328.0001SPORTSSOCCER OFFICIALS882INLAND\$\$412.1301DOPRINTER MANAGEMENT FEES885JOHN LAMBIRTH TRUCKING\$\$80.0001MOTBUS DRIVER TRAINING FEES894SHANNON LAUX\$\$82.0001DOREIMBURSE MEALS AT WORKSHOP891LCMS AWARDS\$291.4595CHSSPORTS AWARDS899OURTNEY LEMENAGER\$141.6301BPSREIMBURSE FOR SUPPLIES PURCHASED900JAMIE MYERS\$5.3401BPSREIMBURSE FOR SUPPLIES PURCHASED906MITCHELL NAIL\$71.5901CHSREIMBURSE FOR SUPPLIES PURCHASED906MITCHELL NAIL\$ <td>RC50</td> <td>CUSD EMER FD-</td> <td>\$</td> <td>(60.00)</td> <td>01</td> <td>МОТ</td> <td>VOID CHECK</td>	RC50	CUSD EMER FD-	\$	(60.00)	01	МОТ	VOID CHECK
904CREATIVE BUS SALES\$175.5601MOTBUS REPAIR SUPPLIES886DANIELSEN CO\$\$\$\$\$000884ELITE SOUND\$\$\$\$00005CHSDJ FOR DANCE879FRANZ FAMILY BAKERIES\$\$\$2.7513CAFETFOOD880GOUE STAR FOODS\$\$7,612.2213CAFETFOOD880GOUD STAR FOODS\$\$7,612.2213CAFETFOOD892GOVERNMENT FINANCIAL STRATEGIES\$\$2,385.0013CAFETFOOD892GOVERNMENT FINANCIAL STRATEGIES\$\$1,328.0001SPORTSSOCCER OFFICIALS894HORIZON OFFICIALS\$\$1,328.0001SPORTSSOCCER OFFICIALS885JOHN LAMBIRTH TRUCKING\$\$412.1301DOPRINTER MANAGEMENT FEES8845JOHN LAMBIRTH TRUCKING\$\$80.0001MOTBURIVER TRAINING FEES894SHANNON LAUX\$\$20.0001DOREIMBURSE MEALS AT WORKSHOP891LCMS AWARDS\$\$21.4595CHSSPORTS AWARDS899COURTNEY LEMENAGER\$\$141.6301BPSREIMBURSE FOR SUPPLIES PURCHASED900JAMIE MYERS\$\$298.0001SPORTSBASKETBAL FEE898GAY SEAVER\$\$35.5001	RC50	CUSD EMER FD-	\$	30.00	01	МОТ	FUEL FOR VEHICLES
886DANIELSEN CO\$5,501.5513CAFETFOOD884ELITE SOUND\$450.0095CHSDJ FOR DANCE879FRANZ FAMILY BAKERIES\$822.7513CAFETFOOD878GENERAL PRODUCE\$2,385.0013CAFETFOOD880GOLD STAR FOODS\$7,612.2213CAFETFOOD892GOVERNMENT FINANCIAL STRATEGIES\$2,500.0021BONDONGOING DISCLOSURE SERVICES896HORIZON OFFICIALS\$\$11,328.0001SPORTSSOCCER OFFICIALS882INLAND\$\$412.1301DOPRINTER MANAGEMENT FEES885JOHN LAMBIRTH TRUCKING\$800.0001MOTBARK FOR PLAYGROUNDS889ROCHELLE LAIRD\$1,403.5001MOTBUS DRIVER TRAINING FEES894SHANNON LAUX\$\$82.0001DOREIMBURSE MEALS AT WORKSHOP899COURTNEY LEMENAGER\$141.6301BPSREIMBURSE FOR SUPPLIES PURCHASED900JAMIE MYERS\$5.3.401BPSREIMBURSE FOR SUPPLIES PURCHASED906MITCHELL NAIL\$7.1.5901CHSREIMBURSE FOR SUPPLIES PURCHASED906MITCHELL NAIL\$\$3.5.001CHSREIMBURSE FOR SUPPLIES PURCHASED906MITCHELL NAIL\$\$7.5.901CHSREIMBURSE FOR SUPPLIES PURCHASED	RC50	CUSD EMER FD-	\$	225.00	01	ALL	PHONE LINES/DATA LINES MONTHLY BILL
884ELITE SOUND\$450.0095CHSDJ FOR DANCE879FRANZ FAMILY BAKERIES\$\$\$2,385.0013CAFETFOOD878GENERAL PRODUCE\$\$2,385.0013CAFETFOOD880GOLD STAR FOODS\$7,612.2213CAFETFOOD892GOVERNMENT FINANCIAL STRATEGIES\$2,500.0021BONDONGOING DISCLOSURE SERVICES896HORIZON OFFICIALS\$11,328.0001SPORTSSOCCER OFFICIALS882INLAND\$412.1301DOPRINTER MANAGEMENT FEES885JOHN LAMBIRTH TRUCKING\$800.0001MOTBUS DRIVER TRAINING FEES884SCHELLE LAIRD\$1,403.5001MOTBUS DRIVER TRAINING FEES894SHANNON LAUX\$82.0001DOREIMBURSE MEALS AT WORKSHOP891LCMS AWARDS\$291.4595CHSSPORTS AWARDS899COURTNEY LEMENAGER\$141.6301BPSREIMBURSE FOR SUPPLIES PURCHASED906MITCHELL NAIL\$71.5901CHSREIMBURSE FOR SUPPLIES PURCHASED898GAY SEAVER\$298.0001SPORTSBASKETBALL FEE898GAY SEAVER\$3.53.001CHSREIMBURSE FOR SUPPLIES PURCHASED890MITCHELL NAIL\$71.5901CHSREIMBURSE FOR SUPPLIES PURCHASED898GAY SEAVER\$<	904	CREATIVE BUS SALES	\$	175.56	01	МОТ	BUS REPAIR SUPPLIES
879FRANZ FAMILY BAKERIES\$822.7513CAFETFOOD878GENERAL PRODUCE\$2,385.0013CAFETFOOD880GOLD STAR FOODS\$7,612.2213CAFETFOOD892GOVERNMENT FINANCIAL STRATEGIES\$2,500.0021BONDONGOING DISCLOSURE SERVICES896HORIZON OFFICIALS\$11,328.0001SPORTSSOCCER OFFICIALS882INLAND\$412.1301DPRINTER MANAGEMENT FEES885JOHN LAMBIRTH TRUCKING\$800.0001MOTBARK FOR PLAYGROUNDS889ROCHELLE LAIRD\$1,403.5001MOTBUS DRIVER TRAINING FEES894SHANNON LAUX\$82.0001DOREIMBURSE MEALS AT WORKSHOP891LCMS AWARDS\$291.4595CHSSPORTS AWARDS899COURTNEY LEMENAGER\$141.6301BPSREIMBURSE FOR SUPPLIES PURCHASED900JAMIE MYERS\$5.3.401BPSREIMBURSE FOR SUPPLIES PURCHASED906MITCHELL NAIL\$71.5901CHSREIMBURSE FOR SUPPLIES PURCHASED887NSCIF\$298.0001SPORTSBASKETBALL FEE898GAY SEAVER\$53.5001CHSREIMBURSE MILEAGE883SORENSON PEST CONTROL\$298.0001SPORTSBASKETBALL FEE898GAY SEAVER\$53.5001CHS <td>886</td> <td>DANIELSEN CO</td> <td>\$</td> <td>5,501.55</td> <td>13</td> <td>CAFET</td> <td>FOOD</td>	886	DANIELSEN CO	\$	5,501.55	13	CAFET	FOOD
878GENERAL PRODUCE\$2,385.0013CAFETFOOD880GOLD STAR FOODS\$7,612.2213CAFETFOOD892GOVERNMENT FINANCIAL STRATEGIES\$2,500.0021BONDONGOING DISCLOSURE SERVICES896HORIZON OFFICIALS\$11,328.0001SPORTSSOCCER OFFICIALS882INLAND\$412.1301DOPRINTER MANAGEMENT FEES885JOHN LAMBIRTH TRUCKING\$800.0001MOTBARK FOR PLAYGROUNDS889ROCHELLE LAIRD\$1,403.5001MOTBUS DRIVER TRAINING FEES894SHANNON LAUX\$82.0001DOREIMBURSE MEALS AT WORKSHOP891LCMS AWARDS\$291.4595CHSSPORTS AWARDS990JAMIE MYERS\$5.34401BPSREIMBURSE FOR SUPPLIES PURCHASED900JAMIE MYERS\$5.34401BPSREIMBURSE FOR SUPPLIES PURCHASED887NSCIF\$298.0001SPORTSBASKETBALL FEE898GAY SEAVER\$53.5001CHSREIMBURSE MILEAGE883SORENSON PEST CONTROL\$258.0001MOTPEST CONTROL SERVICE883SORENSON PEST CONTROL\$1,690.9001DOINCOME PROTECTION PREMIUMS881SYSCO\$848.7913CAFETFOOD903TOP TIER DATACOM\$4,373.8401DOWIR	884	ELITE SOUND	\$	450.00	95	CHS	DJ FOR DANCE
880GOLD STAR FOODS\$7,612.2213CAFETFOOD892GOVERNMENT FINANCIAL STRATEGIES\$2,500.0021BONDONGOING DISCLOSURE SERVICES896HORIZON OFFICIALS\$11,328.0001SPORTSSOCCER OFFICIALS882INLAND\$412.1301DOPRINTER MANAGEMENT FEES885JOHN LAMBIRTH TRUCKING\$800.0001MOTBARK FOR PLAYGROUNDS889ROCHELLE LAIRD\$1,403.5001MOTBUS DRIVER TRAINING FEES894SHANNON LAUX\$\$200.0001DOREIMBURSE MEALS AT WORKSHOP891LCMS AWARDS\$291.4595CHSSPORTS AWARDS899COURTNEY LEMENAGER\$141.6301BPSREIMBURSE FOR SUPPLIES PURCHASED900JAMIE MYERS\$5.3.401BPSREIMBURSE FOR SUPPLIES PURCHASED987NSCIF\$298.0001SPORTSBASKETBALL FEE898GAY SEAVER\$53.5001CHSREIMBURSE MILEAGE893STANDARD INSURANCE CO\$1,690.9001MOTPEST CONTROL SERVICE881SYSCO\$848.7913CAFETFOOD903TOP TIER DATACOM\$4,373.8401DOWIRING FOR TECH OFFICE - SERVERS	879	FRANZ FAMILY BAKERIES	\$	822.75	13	CAFET	FOOD
892GOVERNMENT FINANCIAL STRATEGIES\$2,500.0021BONDONGOING DISCLOSURE SERVICES896HORIZON OFFICIALS\$11,328.0001SPORTSSOCCER OFFICIALS882INLAND\$412.1301D0PRINTER MANAGEMENT FEES885JOHN LAMBIRTH TRUCKING\$800.0001MOTBARK FOR PLAYGROUNDS889ROCHELLE LAIRD\$1,403.5001MOTBUS DRIVER TRAINING FEES894SHANNON LAUX\$82.0001DOREIMBURSE MEALS AT WORKSHOP891LCMS AWARDS\$291.4595CHSSPORTS AWARDS899COURTNEY LEMENAGER\$141.6301BPSREIMBURSE FOR SUPPLIES PURCHASED906MITCHELL NAIL\$71.5901CHSREIMBURSE FOR SUPPLIES PURCHASED887NSCIF\$298.0001SPORTSBASKETBALL FEE898GAY SEAVER\$53.5001CHSREIMBURSE MILEAGE893STANDARD INSURANCE CO\$1,690.0001MOTPEST CONTROL SERVICE883SORENSON PEST CONTROL\$2,580.0001MOTPEST CONTROL SERVICE883SORENSON PEST CONTROL\$1,690.0001DOINCOME PROTECTION PREMIUMS881SYSCO\$848.7913CAFETFOOD903TOP TIER DATACOM\$4,373.8401DOWIRING FOR TECH OFFICE - SERVERS	878	GENERAL PRODUCE	\$	2,385.00	13	CAFET	FOOD
896HORIZON OFFICIALS\$ 11,328.0001SPORTSSOCCER OFFICIALS882INLAND\$ 412.1301DOPRINTER MANAGEMENT FEES885JOHN LAMBIRTH TRUCKING\$ 800.0001MOTBARK FOR PLAYGROUNDS889ROCHELLE LAIRD\$ 1,403.5001MOTBUS DRIVER TRAINING FEES894SHANNON LAUX\$ 82.0001DOREIMBURSE MEALS AT WORKSHOP891LCMS AWARDS\$ 291.4595CHSSPORTS AWARDS899COURTNEY LEMENAGER\$ 141.6301BPSREIMBURSE FOR SUPPLIES PURCHASED900JAMIE MYERS\$ 5.3401BPSREIMBURSE FOR SUPPLIES PURCHASED906MITCHELL NAIL\$ 71.5901CHSREIMBURSE FOR SUPPLIES PURCHASED987NSCIF\$ 298.0001SPORTSBASKETBALL FEE898GAY SEAVER\$ 53.5001CHSREIMBURSE MILEAGE883SORENSON PEST CONTROL\$ 258.0001MOTPEST CONTROL SERVICE883STANDARD INSURANCE CO\$ 1,690.9001DOINCOME PROTECTION PREMIUMS881SYSCO\$ 848.7913CAFETFOOD903TOP TIER DATACOM\$ 4,373.8401DOWIRING FOR TECH OFFICE - SERVERS	880	GOLD STAR FOODS	\$	7,612.22	13	CAFET	FOOD
882INLAND\$412.1301D0PRINTER MANAGEMENT FEES885JOHN LAMBIRTH TRUCKING\$800.0001MOTBARK FOR PLAYGROUNDS889ROCHELLE LAIRD\$1,403.5001MOTBUS DRIVER TRAINING FEES894SHANNON LAUX\$82.0001D0REIMBURSE MEALS AT WORKSHOP891LCMS AWARDS\$291.4595CHSSPORTS AWARDS899COURTNEY LEMENAGER\$141.6301BPSREIMBURSE FOR SUPPLIES PURCHASED900JAMIE MYERS\$5.3401BPSREIMBURSE FOR SUPPLIES PURCHASED906MITCHELL NAIL\$71.5901CHSREIMBURSE FOR SUPPLIES PURCHASED987NSCIF\$298.0001SPORTSBASKETBALL FEE898GAY SEAVER\$53.5001CHSREIMBURSE MILEAGE883SORENSON PEST CONTROL\$258.0001MOTPEST CONTROL SERVICE883SYSCO\$848.7913CAFETFOOD903TOP TIER DATACOM\$4,373.8401DOWIRING FOR TECH OFFICE - SERVERS	892	GOVERNMENT FINANCIAL STRATEGIES	\$	2,500.00	21	BOND	ONGOING DISCLOSURE SERVICES
885JOHN LAMBIRTH TRUCKING\$800.0001MOTBARK FOR PLAYGROUNDS889ROCHELLE LAIRD\$1,403.5001MOTBUS DRIVER TRAINING FEES894SHANNON LAUX\$82.0001DOREIMBURSE MEALS AT WORKSHOP891LCMS AWARDS\$291.4595CHSSPORTS AWARDS899COURTNEY LEMENAGER\$141.6301BPSREIMBURSE FOR SUPPLIES PURCHASED900JAMIE MYERS\$5.3401BPSREIMBURSE FOR SUPPLIES PURCHASED906MITCHELL NAIL\$71.5901CHSREIMBURSE FOR SUPPLIES PURCHASED987NSCIF\$298.0001SPORTSBASKETBALL FEE898GAY SEAVER\$53.5001CHSREIMBURSE MILEAGE893SORENSON PEST CONTROL\$258.0001MOTPEST CONTROL SERVICE893STANDARD INSURANCE CO\$1,690.9001DOINCOME PROTECTION PREMIUMS881SYSCO\$848.7913CAFETFOOD903TOP TIER DATACOM\$4,373.8401DOWIRING FOR TECH OFFICE - SERVERS	896	HORIZON OFFICIALS	\$	11,328.00	01	SPORTS	SOCCER OFFICIALS
889ROCHELLE LAIRD\$1,403.5001MOTBUS DRIVER TRAINING FEES894SHANNON LAUX\$\$82.0001DOREIMBURSE MEALS AT WORKSHOP891LCMS AWARDS\$291.4595CHSSPORTS AWARDS899COURTNEY LEMENAGER\$141.6301BPSREIMBURSE FOR SUPPLIES PURCHASED900JAMIE MYERS\$5.3401BPSREIMBURSE FOR SUPPLIES PURCHASED906MITCHELL NAIL\$71.5901CHSREIMBURSE FOR SUPPLIES PURCHASED887NSCIF\$298.0001SPORTSBASKETBALL FEE898GAY SEAVER\$53.5001CHSREIMBURSE MILEAGE883SORENSON PEST CONTROL\$258.0001MOTPEST CONTROL SERVICE883SYSCO\$848.7913CAFETFOOD903TOP TIER DATACOM\$4,373.8401DOWIRING FOR TECH OFFICE - SERVERS	882	INLAND	\$	412.13	01	DO	PRINTER MANAGEMENT FEES
894SHANNON LAUX\$82.0001DOREIMBURSE MEALS AT WORKSHOP891LCMS AWARDS\$291.4595CHSSPORTS AWARDS899COURTNEY LEMENAGER\$141.6301BPSREIMBURSE FOR SUPPLIES PURCHASED900JAMIE MYERS\$5.3401BPSREIMBURSE FOR SUPPLIES PURCHASED906MITCHELL NAIL\$71.5901CHSREIMBURSE FOR SUPPLIES PURCHASED887NSCIF\$298.0001SPORTSBASKETBALL FEE898GAY SEAVER\$53.5001CHSREIMBURSE MILEAGE883SORENSON PEST CONTROL\$258.0001MOTPEST CONTROL SERVICE893STANDARD INSURANCE CO\$1,690.9001DOINCOME PROTECTION PREMIUMS881SYSCO\$848.7913CAFETFOOD903TOP TIER DATACOM\$4,373.8401DOWIRING FOR TECH OFFICE - SERVERS	885	JOHN LAMBIRTH TRUCKING	\$	800.00	01	МОТ	BARK FOR PLAYGROUNDS
891LCMS AWARDS\$291.4595CHSSPORTS AWARDS899COURTNEY LEMENAGER\$141.6301BPSREIMBURSE FOR SUPPLIES PURCHASED900JAMIE MYERS\$5.3401BPSREIMBURSE FOR SUPPLIES PURCHASED906MITCHELL NAIL\$71.5901CHSREIMBURSE FOR SUPPLIES PURCHASED887NSCIF\$298.0001SPORTSBASKETBALL FEE898GAY SEAVER\$53.5001CHSREIMBURSE MILEAGE883SORENSON PEST CONTROL\$258.0001MOTPEST CONTROL SERVICE893STANDARD INSURANCE CO\$1,690.9001DOINCOME PROTECTION PREMIUMS881SYSCO\$848.7913CAFETFOOD903TOP TIER DATACOM\$4,373.8401DOWIRING FOR TECH OFFICE - SERVERS	889	ROCHELLE LAIRD	\$	1,403.50	01	МОТ	BUS DRIVER TRAINING FEES
899COURTNEY LEMENAGER\$141.6301BPSREIMBURSE FOR SUPPLIES PURCHASED900JAMIE MYERS\$5.3401BPSREIMBURSE FOR SUPPLIES PURCHASED906MITCHELL NAIL\$71.5901CHSREIMBURSE FOR SUPPLIES PURCHASED887NSCIF\$298.0001SPORTSBASKETBALL FEE898GAY SEAVER\$53.5001CHSREIMBURSE MILEAGE883SORENSON PEST CONTROL\$258.0001MOTPEST CONTROL SERVICE893STANDARD INSURANCE CO\$1,690.9001DOINCOME PROTECTION PREMIUMS881SYSCO\$848.7913CAFETFOOD903TOP TIER DATACOM\$4,373.8401DOWIRING FOR TECH OFFICE - SERVERS	894	SHANNON LAUX	\$	82.00	01	DO	REIMBURSE MEALS AT WORKSHOP
900JAMIE MYERS\$5.3401BPSREIMBURSE FOR SUPPLIES PURCHASED906MITCHELL NAIL\$71.5901CHSREIMBURSE FOR SUPPLIES PURCHASED887NSCIF\$298.0001SPORTSBASKETBALL FEE898GAY SEAVER\$53.5001CHSREIMBURSE MILEAGE883SORENSON PEST CONTROL\$258.0001MOTPEST CONTROL SERVICE893STANDARD INSURANCE CO\$1,690.9001DOINCOME PROTECTION PREMIUMS881SYSCO\$848.7913CAFETFOOD903TOP TIER DATACOM\$4,373.8401DOWIRING FOR TECH OFFICE - SERVERS	891	LCMS AWARDS	\$	291.45	95	CHS	SPORTS AWARDS
906MITCHELL NAIL\$71.5901CHSREIMBURSE FOR SUPPLIES PURCHASED887NSCIF\$298.0001SPORTSBASKETBALL FEE898GAY SEAVER\$53.5001CHSREIMBURSE MILEAGE883SORENSON PEST CONTROL\$258.0001MOTPEST CONTROL SERVICE893STANDARD INSURANCE CO\$1,690.9001DOINCOME PROTECTION PREMIUMS881SYSCO\$848.7913CAFETFOOD903TOP TIER DATACOM\$4,373.8401DOWIRING FOR TECH OFFICE - SERVERS	899	COURTNEY LEMENAGER	\$	141.63	01	BPS	REIMBURSE FOR SUPPLIES PURCHASED
887         NSCIF         \$ 298.00         01         SPORTS         BASKETBALL FEE           898         GAY SEAVER         \$ 53.50         01         CHS         REIMBURSE MILEAGE           898         SORENSON PEST CONTROL         \$ 258.00         01         MOT         PEST CONTROL SERVICE           893         STANDARD INSURANCE CO         \$ 1,690.90         01         DO         INCOME PROTECTION PREMIUMS           881         SYSCO         \$ 848.79         13         CAFET         FOOD           903         TOP TIER DATACOM         \$ 4,373.84         01         DO         WIRING FOR TECH OFFICE - SERVERS	900	JAMIE MYERS	\$	5.34	01	BPS	REIMBURSE FOR SUPPLIES PURCHASED
898GAY SEAVER\$ 53.5001CHSREIMBURSE MILEAGE883SORENSON PEST CONTROL\$ 258.0001MOTPEST CONTROL SERVICE893STANDARD INSURANCE CO\$ 1,690.9001DOINCOME PROTECTION PREMIUMS881SYSCO\$ 848.7913CAFETFOOD903TOP TIER DATACOM\$ 4,373.8401DOWIRING FOR TECH OFFICE - SERVERS	906	MITCHELL NAIL	\$	71.59	01	CHS	REIMBURSE FOR SUPPLIES PURCHASED
883         SORENSON PEST CONTROL         \$         258.00         01         MOT         PEST CONTROL SERVICE           893         STANDARD INSURANCE CO         \$         1,690.90         01         DO         INCOME PROTECTION PREMIUMS           881         SYSCO         \$         848.79         13         CAFET         FOOD           903         TOP TIER DATACOM         \$         4,373.84         01         DO         WIRING FOR TECH OFFICE - SERVERS	887	NSCIF	\$	298.00	01	SPORTS	BASKETBALL FEE
893         STANDARD INSURANCE CO         \$ 1,690.90         01         DO         INCOME PROTECTION PREMIUMS           881         SYSCO         \$ 848.79         13         CAFET         FOOD           903         TOP TIER DATACOM         \$ 4,373.84         01         DO         WIRING FOR TECH OFFICE - SERVERS	898	GAY SEAVER	\$	53.50	01	CHS	REIMBURSE MILEAGE
881         SYSCO         \$ 848.79         13         CAFET         FOOD           903         TOP TIER DATACOM         \$ 4,373.84         01         DO         WIRING FOR TECH OFFICE - SERVERS	883	SORENSON PEST CONTROL	\$	258.00	01	мот	PEST CONTROL SERVICE
903 TOP TIER DATACOM \$ 4,373.84 01 DO WIRING FOR TECH OFFICE - SERVERS	893	STANDARD INSURANCE CO	\$	1,690.90	01	DO	INCOME PROTECTION PREMIUMS
	881	SYSCO	\$	848.79	13	CAFET	FOOD
	903	TOP TIER DATACOM	\$	4,373.84	01	DO	WIRING FOR TECH OFFICE - SERVERS
901 CLAIR TOTH \$ 37.02 01 BPS REIMBURSE MILEAGE	901	CLAIR TOTH	\$	37.02	01	BPS	REIMBURSE MILEAGE
RC51 US BANK CALCARD VISA \$ 8,730.44 ALL ALL SEE ATTACHED	RC51	US BANK CALCARD VISA	\$	8,730.44	ALL	ALL	SEE ATTACHED
897 JOE WILLIAMSON \$ 124.16 01 CHS REIMBURSE FOR SUPPLIES PURCHASED	897	JOE WILLIAMSON	\$	124.16	01	CHS	REIMBURSE FOR SUPPLIES PURCHASED
TOTAL ALL FUNDS \$ 53,721.99	TOTAL	ALL FUNDS	\$	53,721.99			

F.12.

	US DAINK CA	ALCARD VISA	- KC	.51
Leasa Hill				DESCRIPTION
2-Mar	AMAZON MKTPLACE PMTS	\$1,010.00	13	CAFETERIA DESK/SHELVES
Jeremy Mil	ler			
8-Mar	AMAZON.COM	\$64.19	01	TECH SUPPLIES
3-Mar	AMAZONPRIME MEMBERSHIP	(\$106.18)	01	CREDIT FOR CHARGE IN ERROR
Rosemary I	Hicks			
8-Mar	AMAZON MKTPLACE PMTS	\$57.38	01	BPS SUPPLIES
8-Mar	SCHOLASTIC INC. KEY 22	\$96.00	01	BPS SUPPLIES
2-Mar	ADVANTAGE IMAGING SUPPLY	\$227.70	01	BPS SUPPLIES
Sheryl Park	ker			•
8-Mar	LIFETOUCH NSS CORPORATE	\$870.00	01	BPS YEARBOOK PAYMENT
6-Mar	ADVANCED DOCUMENT CONCEPT	\$1,776.46	01	ALL COPIER MAINTEANCE COSTS
6-Mar	CLOSE LUMBER	\$692.66	01	CHS AG BARN SUPPLIES
Nick Schan	tz			•
13-Mar	AMAZON MKTPLACE PMTS	\$83.26	01	MOT MAINTENANCE SUPPLIES
13-Mar	AMAZON MKTPLACE PMTS	\$125.01	01	MOT MAINTENANCE SUPPLIES
10-Mar	AMAZON MKTPLACE PMTS	\$67.99	01	MOT MAINTENANCE SUPPLIES
9-Mar	THE HOME DEPOT #1019	\$125.77	01	MOT MAINTENANCE SUPPLIES
9-Mar	AMERICAN TIME	\$540.44	01	MOT MAINTENANCE SUPPLIES
3-Mar	AMAZONPRIME MEMBERSHIP	(\$106.18)	01	CREDIT FOR CHARGE IN ERROR
Darren Bro	wn			
13-Mar	COCA-COLA REFRESHMENTS	\$122.67	01	CHS DRINK MACHINES
10-Mar	OTC BRANDS, INC.	\$30.51	95	CHS ASB SUPPLIES
9-Mar	OTC BRANDS, INC.	\$24.42	95	CHS ASB SUPPLIES
10-Mar	TCT*ANDERSON'S	\$146.94	95	CHS ASB SUPPLIES
10-Mar	TENNIS WAREHOUSE	\$450.45	95	CHS ASB TENNIS SUPPLIES
10-Mar	FROMUTH TENNIS	\$101.52	95	CHS ASB TENNIS SUPPLIES
9-Mar	FROMUTH TENNIS	\$545.10	95	CHS ASB TENNIS SUPPLIES
10-Mar	ON DECK SPORTS	\$315.00	01	SPORTS SUPPLIES
10-Mar	QUILL CORPORATION	\$107.24	01	CHS OFFICE SUPPLIES
9-Mar	SPORTS FLAGS AND PRODUCT	\$29.30	01	CHS SUPPLIES
9-Mar	GCI* WOODWIND	\$445.17	01	CHS MUSIC SUPPLIES
10-Mar	GCI* WOODWIND	\$17.11	01	CHS MUSIC SUPPLIES
8-Mar	EAR TAGS DIRECT	\$166.00	95	CHS FFA SUPPLIES
9-Mar	STU*STUMPS	\$94.34	95	CHS FFA SUPPLIES
8-Mar	AMAZON MKTPLACE PMTS	\$138.95	01	CHS SUPPLIES
8-Mar	AMAZON MKTPLACE PMTS	\$57.82	01	CHS SUPPLIES
7-Mar	AMAZON MKTPLACE PMTS	\$27.43	01	CHS SUPPLIES
6-Mar	AMAZON MKTPLACE PMTS	\$17.99	01	CHS SUPPLIES
8-Mar	QUILL CORPORATION	\$75.68	01	CHS SUPPLIES
8-Mar	QUILL CORPORATION	\$19.59	01	CHS SUPPLIES
			r	
6-Mar	QUILL CORPORATION	\$105.56	01	CHS SUPPLIES

#### US BANK CALCARD VISA - RC51

\$8,730.44

COLUSA	COLUSA UNIFIED SCHOOL DISTRICT WARRANTS TO BE RELEASED MARCH 24, 2017				017	BATCH 36
BILL#	PAYEE		AMOUNT	FUND	LOC	DESCRIPTION
909	JENNIFER ALANIZ	\$	75.52	95	EMS	REIMBURSE FOR SUPPLIES PURCHASED
<mark>912</mark>	ARCHITECTURAL NEXUS	\$	499.88	21	BOND	ARCHITECT'S BILL FOR BOND WORK
911	TIFFANY BAILEY	\$	100.00	01	BPS	REIMBURSE FOR SUPPLIES PURCHASED
910	CA ASSN FFA	\$	20.00	95	CHS	FFA EVENT REGISTRATION
927	CVT	\$	113,299.83	01	DO	APRIL PREMIUMS FOR HEALTH INSURANCE
920	CCOE	\$	20,857.66	01	DO	WORKERS COMP PREMIUMS/SPECIAL ED SOFTWARE
921	CUSD CAFETERIA FUND	\$	118.41	01	DO	LUNCH FOR INTERVIEW PANEL/COOKIES FOR BOARD
924	LEASA HILL	\$	182.44	13	CAFET	REIMBURSE MILEAGE
917	MARIBEL HUGHES	\$	37.92	01	BPS	REIMBURSE FOR SUPPLIES PURCHASED
922	INFINITE CAMPUS	\$	150.00	01	DO	SOFTWARE PATCH
913	JOHN LAMBIRTH TRUCKING	\$	3,578.46	01	МОТ	TOP SOIL FOR ATHLETIC FIELDS
928	MCCUMBER'S GLASS	\$	13,475.00	21	BOND	REPLACE DOORS ON CHS AG.ART CLASSROOMS
926	NASCO	\$	93.84	01	BPS	SUPPLIES
915	NSCIF	\$	857.42	01	SPORTS	OFFICIALS MILEAGE FOR FOOTBALL/VOLLEYBALL
925	PGE	\$	14,302.25	01	ALL	ELECTRIC BILLING
916	PRECISION 1 SCREEN PRINTING	\$	2,419.18	95	CHS	SOFTBALL SHIRTS
919	RISO	\$	250.00	01	BPS	MAINTENANCE AGREEMENT ON RISO
914	SHANNON SCOFIELD	\$	66.68	95	CHS	REIMBURSE FOR SUPPLIES PURCHASED
923	ROBERT SCOTT	\$	183.96	01	EMS	REIMBURSE FOR SUPPLIES PURCHASED
907	SPURR	\$	8,684.48	01	ALL	NATURAL GAS BILLING
918	THREE B'S TOILET RENTALS	\$	214.50	01	ALL	PORTABLE TOILET RENTAL
908	US BANK EQUIPMENT FINANCE	\$	992.24	01	ALL	COPIER LEASE PAYMENTS
RC52	US BANK CALCARD VISA	\$	15,488.17	ALL	ALL	SEE ATTACHED
TOTAL	ALL FUNDS	\$	195,947.84			

### **US BANK CALCARD VISA**

US DAINK CALCARD VISA								
Leasa Hil	l	RC52	FD					
17-Mar	AMAZON MKTPLACE PMTS	\$178.83	13	CAFET DESK				
17-Mar	AMAZON MKTPLACE PMTS	\$65.85	13	CAFET SHELF				
6-Mar	AMAZON MKTPLACE PMTS	\$105.00	13	CAFET SUPPLIES				
Jeremy Mi	iller							
16-Mar	LEARNING.COM	\$1,600.00	01	TECH SOFTWARE FOR SCHOOLS				
Rosemar	y Hicks	-						
16-Mar	SCHOLASTIC INC. KEY 22	\$100.00	01	BPS READING MATERIALS				
16-Mar	SCHOLASTIC INC. KEY 22	\$85.00	01	BPS READING MATERIALS				
16-Mar	NO TEARS LEARNING INC	(\$144.95)	01	BPS RETURN				
15-Mar	LOVE AND LOGIC INSTITUTE	\$138.32	01	BPS PROFESSIONAL DEVELOPMENT SUPPLIES				
13-Mar	SQ *DONNA J WHYTE	\$228.00	01	BPS PROFESSIONAL DEVELOPMENT SUPPLIES				
Sheryl Pa	irker							
17-Mar	YEARLI.COM	\$5.98	01	DO FILE 1095C FORMS WITH IRS				
15-Mar	YEARLI.COM	\$409.63	01	DO FILE 1095C FORMS WITH IRS				
16-Mar	GREATLAND CORPORATION	\$492.00	01	DO FILE 1095C FORMS WITH IRS				
7-Mar	ALL METALS SUPPLY	\$545.21	01	CHS AG SHOP SUPPLIES				
Nick Scha	intz			•				
14-Mar	AMAZON MKTPLACE PMTS	\$523.18	01	MOT MAINTENANCE SUPPLIES				
Jody John	Iston							
16-Mar	QUILL CORPORATION	\$4,001.98	01	EMS SUPPLIES				
15-Mar	AMAZON MKTPLACE PMTS	\$94.90	01	EMS SUPPLIES				
13-Mar	DECKER EQUIPMENT	\$1,318.22	01	EMS WHITEBOARDS				
13-Mar	PERIPOLE INC	\$374.40	01	EMS SUPPLIES				
10-Mar	THE MATH LEARNING CENTER	\$168.84	01	EMS SUPPLIES				
Bo Salaza	ar	•						
15-Mar	AMAZON MKTPLACE PMTS	\$137.99	01	MOT MAINTENANCE SUPPLIES				
Zeba Hor	1e							
17-Mar	SOUTHWES 5262495080572	\$321.89	01	CABE CONFERENCE AIRFARE				
17-Mar	SOUTHWES 5262495080571	\$321.89	01	CABE CONFERENCE AIRFARE				
16-Mar	SOUTHWES 5262494913042	\$342.88		CABE CONFERENCE AIRFARE				
16-Mar	SOUTHWES 5262494913040	\$342.88	01	CABE CONFERENCE AIRFARE				
16-Mar	SOUTHWES 5262494913041	\$342.88	01	CABE CONFERENCE AIRFARE				
16-Mar	USPS PO 0517280932	\$6.10	01	DO POSTAGE				
15-Mar	CALIF ASSOC OF BILINGUAL	\$450.00	01	CABE CONFERENCE REGISTRATION				
15-Mar	CALIF ASSOC OF BILINGUAL	\$450.00	01	CABE CONFERENCE REGISTRATION				
15-Mar	CALIF ASSOC OF BILINGUAL	\$450.00	01	CABE CONFERENCE REGISTRATION				
15-Mar	CALIF ASSOC OF BILINGUAL	\$735.00	01	CABE CONFERENCE REGISTRATION				
15-Mar	CALIF ASSOC OF BILINGUAL	\$425.00	01	CABE CONFERENCE REGISTRATION				
Darren B	rown	•	•					
17-Mar	STAGELIGHTINGSTORE	\$595.48	01	MOT LIGHTS FOR DO THEATRE				
16-Mar	J W PEPPER AND SON INC	\$210.09	01	CHS MUSIC SUPPLIES				
15-Mar	UC MERCED BOOKSTORE	\$24.98	01	CHS SUPPLIES				
15-Mar	QUILL CORPORATION	\$40.72	01	CHS SUPPLIES				
		15/00 17						

COLUSA	COLUSA UNIFIED SCHOOL DISTRICT WARRANTS TO BE RELEASED MARCH 31, 2017 BATCH 37					
BILL#	PAYEE		AMOUNT	FUND	LOC	DESCRIPTION
943	APEX LEARNING	\$	6,284.75	01	HMS	ONLINE CURRICULUM FOR STUDENTS
931	CA ASSN FFA	\$	8.50	95	CHS	LEADERSHIP PACKETS FOR FFA
929	CHEVON AND TEXACO	\$	95.95	01	МОТ	FUEL FOR DISTRICT VEHICLES
934	CLOSE LUMBER	\$	102.81	01	мот	MAINENANCE SUPPLIES
936	COLUSA MOTOR SALES	\$	4.97	01	МОТ	VEHICLE MAINTENANCE SUPPLIES
933	CUSD CAFETERIA FUND	\$	55.50	01	BPS	STUDENT REWARDS
RC53	CUSD EMER FD-CA FBLA	\$	2,200.00	95	CHS	FBLA REGISTRATIONS
RC53	CUSD EMER FD-ORLAND HIGH SCHOOL	\$	350.00	01	SPORTS	ENTRY FEE
RC53	CUSD EMER FD-CUSD CAFETERIA FUND	\$	17.00	95	CHS	LUNCHES FOR SPORTS TRIP
RC53	CUSD EMER FD-CA FBLA	\$	2,600.00	95	CHS	FBLA HOTEL ROOMS
RC53	CUSD EMER FD-WHEATLAND HIGH	\$	200.00	01	SPORTS	ENTRY FEE
RC53	CUSD EMER FD-YUBA COLLEGE	\$	200.00	01	SPORTS	ENTRY FEE
RC53	CUSD EMER FD-LEUKEMIA SOCIETY	\$	2,907.00	01	ALL	PENNIES FOR PATIENTS FUNDRAISER
RC53	CUSD EMER FD-CUSD CAFETERIA FUND	\$	35.75	01	DO	LUNCHES FOR INTERVIEW PANEL
RC53	CUSD EMER FD-CUSD PETTY CASH	\$	170.90	01	DO	POSTAGE AND SUPPLIES
RC53	CUSD EMER FD-CMEA	\$	550.00	01	EMS	MUSIC ENTRY FEES
RC53	CUSD EMER FD-ANDY HERZOG	\$	250.00	95	CHS	PHOTO BOOTH FOR DANCE
RC53	CUSD EMER FD-FCEC	\$	80.00	95	CHS	PARKING FEE FOR FFA
RC53	CUSD EMER FD-KENDALL MCCARTY	\$	25.74	95	CHS	REIMBURSE FOR SUPPLIES PURCHASED
RC53	CUSD EMER FD-GLADDING MCBEAN	\$	410.77	01	МОТ	MAINTENANCE SUPPLIES
RC54	CUSD EMER FD-US BANK CALCARD VISA	\$	6,952.44	ALL	ALL	SEE ATTACHED
940	KELLEHER PAINT	\$	824.76	01	МОТ	MAINTENANCE SUPPLIES
935	SHANNON LAUX	\$	69.93	01	DO	REIMBURSE MILEAGE
930	NORTH WOODWINDS	\$	218.51	01	CHS	MUSIC SUPPLIES
932	KIM OLSON	\$	483.86	01	CHS	REIMBURSE CONFERENCE EXPENSES
941	RECOLOGY	\$	32.14	01	мот	DUMP FEES
942	RECOLOGY	\$	2,772.48	01	ALL	GARBAGE SERVICE
937	SAMS CLUB	\$	250.39	95	CHS	CONCESSION SUPPLIES
938	STANDARD INSURANCE	\$	1,702.95	01	DO	INCOME PROTECTION POLICY
939	SUPERIOR TIRE SERVICE	\$	510.63	01	мот	VEHICLE MAINTENANCE SUPPLIES
RC55	US BANK CAL CARD VISA	\$	23,898.91	ALL	ALL	SEE ATTACHED
TOTAL	ALL FUNDS	\$	54,266.64			

#### COLUSA USD EMER FD - US BANK CALCARD VISA - CK5455

Leasa Hill				FD	
22-Mar	EB 2ND ANNUAL SCHOOL	801-413-7200, CA	\$32.64	13	CAFETERIA WORKSHOP REGISTRATION
22-Mar	C&C SMART FOOD51705655	CHICO, CA	\$268.23	13	CAFET SUPPLIES
20-Mar	AMAZON MKTPLACE PMTS	AMAZON MKTPLA, WA	\$402.66	13	CAFET SUPPLIES
20-Mar	AMAZON.COM	AMZN.COM/BILL, WA	\$189.83	13	CAFET SUPPLIES
Rosemary	/ Hicks				
22-Mar	GCI*MUSICIAN'S FRIEND	800-776-5173, UT	\$61.77	01	MUSIC SUPPLIES
22-Mar	AMAZON MKTPLACE PMTS	AMZN.COM/BILL, WA	\$76.31	01	BPS SUPPLIES
22-Mar	REALLY GOOD *	800-366-1920, CT	\$98.92	01	BPS BOOKS
21-Mar	USPS PO 0517280932	COLUSA, CA	\$2.24	01	BPS POSTAGE
17-Mar	THE CREATIVE APPLE	530-345-0122, CA	\$103.08	01	BPS SUPPLIES
16-Mar	SCHOLASTIC INC. KEY 22	573-632-1834, MO	\$100.00	01	BPS BOOKS
16-Mar	SCHOLASTIC EDUCATION	573-632-1834, MO	\$99.96	01	BPS BOOKS
Sheryl Pa	rker				
22-Mar	RSD - ROSEVILLE#52	949-380-7878, CA	\$377.55	01	MOT MAINTENANCE SUPPLIES
20-Mar	VZWRLSS*MY VZ VB P	800-922-0204, FL	\$553.37	01	ALL CELLPHONE BILLS
Bo Salaza	r				
22-Mar	THE HOME DEPOT #1019	YUBA CITY, CA	\$415.92	01	MOT MAINTENANCE SUPPLIES
Zeba Hon	e				
22-Mar	USPS PO 0517280932	COLUSA, CA	\$11.37	01	DO POSTAGE
Darren Br	rown				
22-Mar	MF ATHLETIC & PERFORM BE	800-556-7464, RI	\$3,271.69	95	ASB SOFTBALL SUPPLIES
22-Mar	THE COSTUMER	ALBANY, NY	\$114.83	01	DRAMA CLUB SUPPLIES
21-Mar	AMAZON MKTPLACE PMTS	AMZN.COM/BILL, WA	\$62.52	01	CHS SUPPLIES
20-Mar	J W PEPPER AND SON INC	800-3456296, PA	\$152.63	01	CHS MUSIC SUPPLIES
20-Mar	AMAZON.COM AMZN.COM/BILL	AMZN.COM/BILL, WA	\$65.62	01	CHS SUPPLIES
20-Mar	QUILL CORPORATION	800-982-3400, SC	\$525.79	01	CHS SUPPLIES
20-Mar	TRIARCO ARTS AND CRAFTS	PLYMOUTH, MN	(\$34.49)	01	CHS ART SUPPLY RETURN

\$6,952.44

### **US BANK CALCARD VISA**

Jeremy M	iller			FD	DESCRIPTION
23-Mar	AMAZON MKTPLACE PMTS	AMZN.COM/BILL, WA	\$30.68	01	TECH SUPPLIES
23-Mar	AMAZON MKTPLACE PMTS	AMZN.COM/BILL, WA	\$22.53	01	TECH SUPPLIES
23-Mar	CDW GOVT #HGV8642	800-808-4239, IL	\$9,545.10	01	BPS TABLETS
23-Mar	CDW GOVT #HGX5953	800-808-4239, IL	\$780.00	01	BPS TABLETS
Rosemary	Hicks				
23-Mar	USPS PO 0517280932	COLUSA, CA	\$19.40	01	BPS POSTAGE
Terry Bilad	leau				
23-Mar	THE HOME DEPOT #1019	YUBA CITY, CA	\$107.12	01	MOT MAINTENANCE SUPPLIES
Clair Toth	-				
24-Mar	AMAZON MKTPLACE PMTS	AMZN.COM/BILL, WA	(\$17.98)	01	BPS RETURN
Sheryl Par	ker				
24-Mar	ADVANCED DOCUMENT CONCEPT	CHICO, CA	\$1,468.48	01	ALL COPIER MAINT AGREEMENTS
24-Mar	IN *CLIMATE CONTROL, INC.	916-5661135, CA	\$4,980.10	01	MOT MAINTENANCE SUPPLIES
24-Mar	MJB WELDING SUPPLY, INC.	CHICO, CA	\$646.01	01	CHS WELDING SUPPLIES
23-Mar	MESSICK ACE HDWE	COLUSA, CA	\$2,611.31	01	MOT MAINTENANCE SUPPLIES
23-Mar	QUILL CORPORATION	800-982-3400, SC	\$3,527.89	01	BPS SUPPLIES
Ron Roger	S				
24-Mar	AMAZON MKTPLACE PMTS	AMZN.COM/BILL, WA	\$33.22	01	MOT MAINTENANCE SUPPLIES
Bo Salazar					
23-Mar	THE HOME DEPOT #1019	YUBA CITY, CA	\$13.08	01	MOT MAINTENANCE SUPPLIES
23-Mar	THE HOME DEPOT #1019	YUBA CITY, CA	\$253.97	01	MOT MAINTENANCE SUPPLIES
Zeba Hone	2				
24-Mar	SAV-MOR FOODS#31	COLUSA, CA	\$44.00	01	DO SUPPLIES
Darren Bro	own	-		-	
24-Mar	EAR TAGS DIRECT	MAPLE PLAINS, MN	(\$166.00)	01	CHS FFA RETURN
·	•	•	\$23 898 91	•	•

\$23,898.91

COLUSA	COLUSA UNIFIED SCHOOL DISTRICT WARRANTS TO BE RELEASED APRIL 7, 2017 BATCH 38					BATCH 38
BILL#	PAYEE		AMOUNT	FUND	LOC	DESCRIPTION
954	ABS BUILDERS	\$	8,000.00	01	CHS	AG BARN WORK
970	CARMEN ALTAMIRANO	\$	133.00	01	BPS	REIMBURSE MEALS AT WORKSHOP
957	AMERICAN FIDELITY	\$	347.65	01	DO	DISABILITY INSURANCE PREMIUMS
950	BAXTER AUTO PARTS	\$	37.74	01	МОТ	VEHICLE MAINTENANCE SUPPLIES
956	CITY OF COLUSA	\$	7,261.19	01	ALL	WATER, SEWER BILLS
965	COLUSA CASINO RESORT	\$	1,075.00	95	CHS	WINTER FORMAL DANCE
953	CCOE	\$	347.14	01	EMS	SHADY CREEK NURSE
947	CUSD CAFETERIA FUND	\$	67.57	01	EMS	STUDENT REWARDS
961	DAVIES OIL	\$	1,832.53	01	МОТ	FUEL FOR VEHICLES
969	LUPE ESPINDOLA	\$	249.17	01	DO	REIMBURSE MEALS/MILEAGE AT WORKSHOP
946	JONATHAN FORD	\$	298.41	01	CHS	REIMBURSE FOR SUPPLIES PURCHASED
962	GOLD STAR FOODS	\$	8,862.05	13	CAFET	FOOD
	GOLDEN GATE FUNDRAISING	\$	7,830.73	01	EMS	PARENT CLUB FUNDRAISER
958	GRIFF'S FEED AND SEED	\$	66.69	95	CHS	FFA SUPPLIES
966	JEFF SAVAGE PLUMBING	\$	2,200.00	01	CHS	AG BARN WORK
948	ERIC LAY	\$	238.82	95	CHS	REIMBURSE FOR SUPPLIES PURCHASED
952	LINDHURST HIGH SCHOOL	\$	350.00	01	SPORTS	SOFTBALL ENTRY FEE
967	MERIDIAN DIESEL	\$	630.00	01	МОТ	BUS SERVICE/REPAIR
968	HECTOR MORALES	\$	168.00	01	DO	REIMBURSE FOR MEALS AT WORKSHOP
949	READING OIL	\$	1,127.06	01	МОТ	FUEL FOR VEHICLES
945	SCHOLASTIC BOOK CLUBS	\$	392.29	01	BPS	BOOKS
964	SHANNON SCOFIELD	\$	11.32	95	CHS	REIMBURSE FOR SUPPLIES PURCHASED
	STAFFORD MEAT CO	\$	480.00	13	CAFET	FOOD
960	SUTTER BUTTES COMMUNICATIONS	\$	300.45	01	EMS	2 WAY RADIOS
944	ANDREA UHLENKOTT	\$	616.31	01	DO	REIMBURSE FOR MEALS/MILEAGE AT WORKSHOP
RC56	US BANK CAL CARD VISA	\$	12,861.46	ALL	ALL	SEE ATTACHED
951	WIKE RESTORATION	\$	15,575.00	01	МОТ	REPAIR THEATER CEILING
TOTAL	ALL FUNDS	\$	91,159.58			

### **US BANK CALCARD VISA**

Jeremy M	iller		FD	DESCRIPTION
3-Apr	REPLACEMENTLAPTOPKEYS	\$14.15	01	TECH SUPPLIES
3-Apr	CDW GOVT #HKD6039	\$650.00	01	BPS TABLETS
31-Mar	CDW GOVT #HJS0765	\$7,954.25	01	BPS TABLETS
31-Mar	AMAZON MKTPLACE PMTS	\$59.95	01	TECH SUPPLIES
31-Mar	CDW GOVT #HJV1896	\$578.08	01	CHS TECH SUPPLIES
Rosemary	Hicks			
27-Mar	AMAZON.COM AMZN.COM/BILL	\$51.66	01	BPS SUPPLIES
24-Mar	LAKESHORE LEARNING MATER	\$96.50	01	BPS SUPPLIES
24-Mar	LAKESHORE LEARNING MATER	\$85.79	01	BPS SUPPLIES
24-Mar	LAKESHORE LEARNING MATER	\$91.70	01	BPS SUPPLIES
24-Mar	LAKESHORE LEARNING MATER	\$117.43	01	BPS SUPPLIES
24-Mar	LAKESHORE LEARNING MATER	\$79.35	01	BPS SUPPLIES
Ron Roger	ſS			
27-Mar	AUTOZONE #3710	\$23.57	01	MOT TRANSPORTATION SUPPLIES
24-Mar	PAYPAL *SLWHOLESALE	\$80.90	01	MOT TRANSPORTATION SUPPLIES
Sheryl Par	ker			
27-Mar	USPS.COM CLICKNSHIP	\$23.75	01	DO POSTAGE
Nick Schar	ntz			
30-Mar	LOWES #00907*	\$375.27	01	MOT MAINTENANCE SUPPLIES
30-Mar	THE HOME DEPOT #1019	\$244.37	01	MOT MAINTENANCE SUPPLIES
Jody John	ston			
3-Apr	OLD FASHION CANDY	\$405.60	01	EMS FUNDRAISER
27-Mar	QUILL CORPORATION	\$0.01	01	EMS SUPPLIES
Zeba Hone	2			
31-Mar	THE MASTER TEACHER	\$87.86	01	DO SUPPLIES
30-Mar	VISTAPR*VISTAPRINT.COM	\$46.04	01	DO SUPPLIES
28-Mar	USPS PO 0517280932	\$16.69	01	DO POSTAGE
Darren Br	own		-	
31-Mar	TRIARCO ART, GTA, BENTON	\$44.64	01	CHS ART SUPPLIES
30-Mar	САТА	\$380.00	01	CHS WORKSHOP REGISTRATION
27-Mar	RED LION HOTELS/INNS	\$1,353.90	95	ASB SOFTBALL HOTEL ROOMS
		\$12 861 <i>1</i> 6	8	

\$12,861.46

745 Tenth Street Colusa, CA 95932

### **UNOFFICIAL MINUTES**

Board of Trustees Special Board Meeting

February 23, 2017

Call to Order	The meeting was called to order at 4:00 p.m. in the District Office Board Room by Kathie Whitesell, who established a quorum was present. Attending were Charles Yerxa, Michael Phenicie and Melissa Ortiz. Also in attendance was Superintendent Dwayne Newman.
HEARING OF THE PUBLIC FOR ITEMS ON THE AGENDA	No information was presented.
INFORMATION/DISCUSSION/ POSSIBLE ACTION ITEMS	The board reviewed training materials from the January 26 & 27 California Association of School Boards training for "New and First Term Board Members." The District's Mission and Vision were discussed, as well as values. The board is working on a Governance Handbook. Also discussed was creating a document to supply new members with important information on district operations.

ADJOURNMENT

The meeting adjourned at 8:05 PM

Respectfully submitted by Zeba Hone, Executive Administrative Assistant

APPROVED BY:

G.2.

745 Tenth Street Colusa, CA 95932

### **UNOFFICIAL MINUTES**

Board of Trustees Special Board Meeting

	March 11, 2017
CALL TO ORDER HEARING OF THE PUBLIC FOR	The meeting was called to order at 8:00 a.m. in the District Office Board Room by Kathie Whitesell, who established a quorum was present. Attending were Charles Yerxa, Michael Phenicie, Melissa Ortiz, and Kelli Griffith-Garcia. Also in attendance was Superintendent Dwayne Newman. No information was presented.
ITEMS ON THE AGENDA	The board adjourned to Closed Session at 8:07 a.m. to consider and/or take action upon the following item:
	a. Non Re-Elect of Certificated Staff Member
INFORMATION / DISCUSSION /	The board reconvened from Closed Session at 8:20 a.m.
POSSIBLE ACTION ITEMS ACTION ITEM #1617131	Motion was made by Charles Yerxa, seconded by Kelli Griffith-Garcia to approve the Non Re-Election of a Probationary, Certificated Staff Member. Mr. Newman has already hand delivered the notice.
	Ortiz – Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye Yerxa – Aye
DISCUSSION	Vote: (Unanimous) Discussion regarding district improvement and governance occurred. The Board reviewed research related to school improvement and began discussions on Goal Setting for 17/18.
ADJOURNMENT	The meeting adjourned at 12:05 PM
1 1	submitted by Zeba Hone, ministrative Assistant
APPROVED	BY:

G.3.

745 Tenth Street Colusa, CA 95932

### **UNOFFICIAL MINUTES**

Board of Trustees Board Meeting

March 14, 2017

Call to Order	The meeting was called to order at 5:15 p.m. in the District Office Board Room by Kathie Whitesell, who established a quorum was present. Attending were Charles Yerxa, Michael Phenicie, Melissa Ortiz and Kelli Griffith-Garcia. Also in attendance was Superintendent Dwayne Newman, various staff members, and members of the community.
HEARING OF THE PUBLIC FOR ITEMS ON THE AGENDA	No information was presented.
HEARING OF THE PUBLIC FOR ITEMS NOT ON THE AGENDA	No information was presented.
RECOGNITIONS & CELEBRATIONS	Mrs. Toth recognized the English Language Acquisition Committee for their hard work in selecting the new curriculum. Mrs. Johnston recognized and thanked Bibiana McNeil for her service at Colusa Unified. Mr. Brown recognized the CHS English Department for their work with Poetry Out Loud. Jose Carlos Dominguez was also recognized as he was the winner of the Poetry Out Loud Contest.
STUDENT REPORT	Grace Boeger provided information on past and future events at CHS.
PRESIDENT'S REPORT	<ul> <li>CRAF – Charles Yerxa reported that they are looking forward to the upcoming Golf Tournament.</li> <li>FOM – Mike Phenicie reported that CUSD students did very well at the recent music festival in Chico. Music Week will take place from May 2<sup>nd</sup> – May 4<sup>th</sup>.</li> <li>FOA – Kelli Griffith-Garcia reported on past and future competitions.</li> <li>SELPA – Kathie Whitesell reported that the next SELPA meeting will take place in April.</li> <li>DELAC – Melissa Ortiz attended the DELAC meeting on February 15<sup>th</sup>. The meeting was a follow up to the brainstorming session that took place at the previous meeting. Mrs. Ortiz was pleased with the turnout and the level of engagement that occurred.</li> </ul>
SUPERINTENDENT'S REPORT IMPROVING ACHIEVEMENT	<ul> <li>2017-2018 LCAP Improvement Discussion</li> <li>Discussion of Board Priorities &amp; Goals – Mr. Newman reported that the recent board retreat went very well. The district wide goals were reviewed and discussed.</li> <li>Discussion regarding a date for board/leadership meeting occurred. Zeba Hone will coordinate a date with the team.</li> </ul>
SUPERINTENDENT'S REPORT BUDGET	<ul> <li>Budget Update</li> <li>Review Mid Year Projection (MYP) – A review of the MYP occurred.</li> </ul>
CSEA REPRESENTATIVE'S REPORT	Rosemary Hicks reported that negotiation occurred and job descriptions are being reviewed.

CEA REPRESENTATIVE'S REPORT	Pam Giuliano thanked the board for sending sixth graders to Shady Creek. Bobbi Weiglein reported that the committee is planning for the Week of the Teacher.
INFORMATION/DISCUSSION/ POSSIBLE ACTION ITEMS ACTION ITEM #1617132	Motion was made by Kelli Griffith-Garcia, seconded by Michael Phenicie to direct Mr. Newman to create a draft resolution protecting Colusa Unified students from being questioned by Immigration & Customs Enforcement (ICE) officers at school and bring back to the April meeting.
	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye Yerxa – Aye
	Vote: (Unanimous)
NO FORMAL ACTION	Agenda item H.2. – Consider Approval of Long Term Sub Rate Change. Due to the lack of a motion, no formal action occurred for this item.
ACTION ITEM #1617133	Motion was made by Michael Phenicie, seconded by Melissa Ortiz to approve the sample Administrative Regulation 3300.
	Ortiz– Aye Whitesell – Nay Griffith-Garcia – Nay Phenicie – Aye Yerxa – Nay
	Vote: (3 Nays, 2 Ayes) – Unapproved
ACTION ITEM #1617134	Motion was made by Melissa Ortiz, seconded by Michael Phenicie to approve item #1 of the sample Administrative Regulation 3300 as follows: For changes to the existing department or site budget, the board empowers the superintendent to approve changes not to exceed \$20,000 without receiving prior board approval, as long as the change does not cause the site/department to exceed its yearly budget allocation. The proposed expenditure change must be approved by three members of the District Leadership Team. Typically, the three members approving the expenditure would be the Superintendent, CBO, and the department head or principal. As soon as practically possible after authorizing this budget change, the Superintendent will inform the board of the circumstances which necessitated the expenditure. At the next regular meeting, the expenditure change will be a discussion item on the agenda.
	Ortiz– Aye

Whitesell – Aye Griffith-Garcia – Aye

	Phenicie – Aye Yerxa – Aye
	Vote: (Unanimous)
ACTION ITEM #1617135	Motion was made by Michael Phenicie, seconded by Charles Yerxa to approve the College Readiness Block Grant.
	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye Yerxa – Aye
	Vote: (Unanimous)
ACTION ITEM #1617136	Motion was made by Michael Phenicie, seconded by Melissa Ortiz to approve the 2017-18 and 2018-19 school calendars upon ratification by CEA.
	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye Yerxa – Aye
	Vote: (Unanimous)
ACTION ITEM #1617137	Motion was made by Michael Phenicie, seconded by Kelli Griffith-Garcia to approve the purchase of the Benchmark Advance English Language Arts Curriculum (TK-6).
	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye Yerxa – Aye
	Vote: (Unanimous)
ACTION ITEM #1617138	Motion was made by Michael Phenicie, seconded by Kelli Griffith-Garcia to approve the purchase of SpringBoard English Language Arts Curriculum (7-8) for an amount not to exceed \$64,000.
	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye

	Yerxa – Aye
	Vote: (Unanimous)
BREAK NO FORMAL ACTION	A brief break occurred. Agenda item H.8. – Formal Opposition to City Approval of Marijuana Growing Operation – No formal action occurred for this item. The board directed Mr. Newman to draft up language regarding this issue to bring back to the April meeting.
	Ortiz– Nay Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye Yerxa – Recuse
	Vote: (1 Nay, 3 Ayes, 1 Recused)
ACTION ITEM #1617139	Motion was made by Michael Phenicie, seconded by Kelli Griffith-Garcia to approve the out of state travel for National Council of Teachers of Mathematics.
	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye Yerxa – Aye
	Vote: (Unanimous)
ACTION ITEM #1617140	Motion was made by Kelli Griffith-Garcia, seconded Michael Phenicie to approve the Colusa Unified Emergency Operation Manual.
	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye Yerxa – Aye
	Vote: (Unanimous)
ACTION ITEM #1617141	Motion was made by Michael Phenicie, seconded by Melissa Ortiz to approve the Memorandum of Understanding with Plaza Communitaria Valentina.
	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye

	Yerxa – Aye
	Vote: (Unanimous)
ACTION ITEM #1617142	Motion was made by Charles Yerxa, seconded by Kelli Griffith-Garcia to approve the Warrants: Batch #31-34.
	Ortiz– Aye Whitesell – Abstain Griffith-Garcia – Absent Phenicie – Aye Yerxa – Aye
	Vote: (4 Ayes, 1 Abstain)
ACTION ITEM #1617143	Motion was Charles Yerxa, seconded by Michael Phenicie to approve and adopt AR 1340 – Access to District Records.
	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye Yerxa – Aye
	Vote: (Unanimous)
ACTION ITEM #1617144	Motion was Charles Yerxa, seconded by Michael Phenicie to approve and adopt BP 3311 & AR 3311 – Bids.
	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye Yerxa – Aye
	Vote: (Unanimous)
ACTION ITEM #1617145	Motion was Charles Yerxa, seconded by Michael Phenicie to approve and adopt BP 3311.1 & AR 3311.1 – Uniform Public Construction Cost Accounting Procedures.
	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye Yerxa – Aye
	Vote: (Unanimous)

ACTION ITEM #1617146	Motion was Charles Yerxa, seconded by Michael Phenicie to approve and adopt AR 3311.2 – Lease-Leaseback Contracts.
	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye Yerxa – Aye
	Vote: (Unanimous)
ACTION ITEM #1617147	Motion was Charles Yerxa, seconded by Michael Phenicie to approve and adopt AR 3311.3 – Design-Build Contracts.
	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye Yerxa – Aye
	Vote: (Unanimous)
ACTION ITEM #1617148	Motion was Charles Yerxa, seconded by Michael Phenicie to approve and adopt AR 3311.4 – Procurement of Technological Equipment.
	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye Yerxa – Aye
	Vote: (Unanimous)
ACTION ITEM #1617149	Motion was Charles Yerxa, seconded by Michael Phenicie to approve and adopt 3543 – Transportation Safety & Emergencies.
	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye Yerxa – Aye
	Vote: (Unanimous)
ACTION ITEM #1617150	Motion was Charles Yerxa, seconded by Michael Phenicie to approve and adopt BP 4030 & AR 4030 – Nondiscrimination in Employment.

	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye Yerxa – Aye
	Vote: (Unanimous)
ACTION ITEM #1617151	Motion was Charles Yerxa, seconded by Michael Phenicie to approve and adopt BP 4119.11/4219.11/4319.11 - & AR 4119.11/4219.11/4319.11 – Sexual Harassment.
	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye Yerxa – Aye
	Vote: (Unanimous)
ACTION ITEM #1617152	Motion was Charles Yerxa, seconded by Michael Phenicie to approve and adopt BP 5030 – Student Wellness.
	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye Yerxa – Aye
	Vote: (Unanimous)
action item #1617153	Motion was Charles Yerxa, seconded by Michael Phenicie to approve and adopt AR 5111.1 – District Residency.
	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye Yerxa – Aye
	Vote: (Unanimous)
ACTION ITEM #1617154	Motion was Charles Yerxa, seconded by Michael Phenicie to approve and adopt BP 5116.2 – Involuntary Student Transfers.
	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye

	Phenicie – Aye Yerxa – Aye
	Vote: (Unanimous)
ACTION ITEM #1617155	Motion was Charles Yerxa, seconded by Michael Phenicie to approve and adopt BP 5141.21 & AR 5141.21 – Administering Medication & Monitoring Health Conditions.
	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye Yerxa – Aye
	Vote: (Unanimous)
ACTION ITEM #1617156	Motion was Charles Yerxa, seconded by Michael Phenicie to approve and adopt BP 6146.1 – High School Graduation Requirements.
	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye Yerxa – Aye
	Vote: (Unanimous)
ACTION ITEM #1617157	Motion was Charles Yerxa, seconded by Michael Phenicie to approve and adopt BP 6154 – Homework/Makeup Work.
	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye Yerxa – Aye
	Vote: (Unanimous)
ACTION ITEM #1617158	Motion was Charles Yerxa, seconded by Michael Phenicie to approve and adopt BP 6164.6 & AR 6164.6 – Identification & Education Under Section 504.
	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye Yerxa – Aye

	Vote: (Unanimous)
ACTION ITEM #1617159	Motion was Charles Yerxa, seconded by Michael Phenicie to approve and adopt AR 6173.3 – Education for Juvenile Court School Students.
	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye Yerxa – Aye
	Vote: (Unanimous)
ACTION ITEM #1617160	Motion was Charles Yerxa, seconded by Michael Phenicie to approve and adopt BB 9240 – Board Training.
	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye Yerxa – Aye
	Vote: (Unanimous)
ACTION ITEM #1617161	Motion was Charles Yerxa, seconded by Michael Phenicie to approve and adopt BB 9323 – Meeting Conduct.
	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye Yerxa – Aye
	Vote: (Unanimous)
ACTION ITEM #1617162	Motion was Charles Yerxa, seconded by Michael Phenicie to approve and adopt BP 3470 – Debt Issuance Management.
	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye Yerxa – Aye
	Vote: (Unanimous)
ACTION ITEM #1617163	Motion was Charles Yerxa, seconded by Michael Phenicie to approve and adopt AR 6143 – Course of Study.

OFFICIAL MINUTES

	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye Yerxa – Aye
	Vote: (Unanimous)
ACTION ITEM #1617164	Motion was made by Michael Phenicie, seconded by Charles Yerxa to approve the following consent agenda items:
	<ol> <li>February 14, 2017 Regular Board Meeting Minutes</li> <li>Personnel Assignment Order 2016-2017 #8</li> <li>February Payroll</li> <li>Teacher Tenure Recommendations for 2017-18 School Year</li> <li>Resolution #2016-17.09 – Education Protection Account</li> <li>Advanced Document Copier Lease Agreement</li> <li>Waiver of Attendance for Emergency Conditions</li> <li>Colusa Unified School District Injury &amp; Illness Prevention Program</li> </ol>
	Ortiz– Aye Whitesell – Aye Griffith-Garcia – Aye Phenicie – Aye Yerxa – Aye
	Vote: (Unanimous)
HEARING OF THE PUBLIC FOR MATTERS ON THE CLOSED SESSION AGENDA	None.
SESSION AGENDA	The board adjourned to Closes Session at 7:10 PM to consider and/or take action upon any of the following items:
	<ol> <li>Negotiations Pursuant to Government Code 54957.6 <u>Agency Designated Representatives</u>: Dwayne Newman, Superintendent; Sheryl Parker, Chief Business Official</li> </ol>
	Employee Organizations: California Teachers Association, California State Employees Association, and Unrepresented Employees (All)
	Instruction to District Negotiators ( <i>Executive Session of School</i> Board and its designated representatives for the purpose of discussing its position regarding matters within the scope of

2. Personnel Matters Pursuant to Government Code 54957 101 of 133

representation and instructing its designated representatives)

	<ul> <li><u>Administration Representatives</u>: Dwayne Newman, Superintendent</li> <li>Consider Approval of Maternity Leave Request <ul> <li>a. Consider Approval of 2017-18 Job Share Requests</li> <li>b. Discussion of Superintendent Evaluation</li> </ul> </li> </ul>
	The reconvened from Closed Session at 7:50 PM. Board President, Kathie Whitesell reported out that Discussion of the Superintendent Evaluation occurred.
NO FORMAL ACTION	Agenda item K.2.a – Consider Approval of 2017-18 Job Share Request. No formal action for this item. The Board directed that they job share requests be brought back with additional information.
ADJOURNMENT	The meeting adjourned at 7:52 PM
Respectfully submitted by Zeba Hone, Executive Administrative Assistant	
APPROVED	BY:

**Termination:** 

### Colusa Unified School District Personnel Assignment Order 2016-2017 #8

### **EMPLOYMENT, RESIGNATIONS, AND OTHER**

CERTIFICATED								
<u>Name</u>	Position	<u>Status</u>	<u>Salary</u>	<u>Date</u>				
Employment / Appointments:								
Rebecca Changus	CHS Principal		\$117,239	7/1/2017				
Retirement: Resignation: Leaves: Terminated: Non-Reelection: Transfers: (Requests	s approved by Superint	endent)						
CLASSIFIED Employment / Appoir	ntmente:							
Name	Position		<u>Wage</u>	<u>Date</u>				
<b>Leaves: Resignation:</b> Cynthia Jimenez	EMS Yard Dut	У	\$10.50	3/10/2017				
Retirement: Increase of Hours: Job transfer:								



TRUSTEES: MRS. KATHIE WHITESELL MRS. KELLI GRIFFITH-GARCIA MRS. MELISSA YERXA-ORTIZ MR. CHARLES YERXA MR. MICHAEL PHENICIE 745 TENTH STREET, COLUSA, CA 95932 PHONE: (530) 458-7791 • FAX: (530) 458-4030

> DWAYNE NEWMAN DISTRICT SUPERINTENDENT



G.5.

Payroll totals for the month of:

**MARCH 2017** 

Issued 3/10/2017: (SUP) Issued 3/31/2017: (EOM) Monthly total \$ 32,981.69 <u>\$ 764,946.55</u> \$ 797,982.24 Total getting paid: 40 Total getting paid: 202



TRUSTEES: MRS. KATHIE WHITESELL MRS. KELLI GRIFFITH-GARCIA MRS. MELISSA YERXA-ORTIZ MR. CHARLES YERXA MR. MICHAEL PHENICIE

Legal

745 TENTH STREET, COLUSA, CA 95932 PHONE: (530) 458-7791 • FAX: (530) 458-4030

> DWAYNE NEWMAN DISTRICT SUPERINTENDENT



### 2016-2017 Annual Credentialing Report

Contained herein is the credentialing/certificated staffing assignment report. The Committee on Assignments has, with teachers' consent, approved the following assignments as permitted under the California Education Code cited below.

Grade

Authorization Name CDE 44263 Megan Z

Megan Zwald

Colusa High School

School

K-12 Math I

Assignment

Credential Held

Intern: Physical Education

G.7.

## COLUSA UNIFIED SCHOOL DISTRICT 2016-17 GENERAL FUND 01 BUDGET REVISION

April 11, 2017

2016-17 BEGINNING BALANCE ESTIMATED INCOME TOTAL INCOME/BEGINNING BALANCE Resource Code and Program			1,688,330 <u>15,804,508</u> 17,492,838
0000 Add Erate Discounts as Income			120,000
REVISED TOTAL INCOME REVISED TOTAL INCOME + BEGINNING BALANCE			15,924,508 17,612,838
EXPENDITURES			
Current Expenditure Budget		16,004,253	
Reserve for Revolving Cash	30,350		
Reserves for Van/Bus/Tech/Textbooks	200,000		
Undistributed Reserve	<u>1,258,235</u>	1,488,585	17,492,838
0000 Increase Phone/Data Line Budget			120,000
0000 Add ELA Adoption Budget			70,000
Revised Expenditure Budget		16,194,253	
Reserve for Revolving Cash	30,350		
Reserves for Van/Bus/Tech/Textbooks	200,000		
Undistributed Reserve	<u>1,188,235</u>	<u>1,418,585</u>	17,612,838
PASSED AND ADOPTED this 11th Day of April, 2017 at a mea Unified School District. AYES: NOES: ABSENT:	eting of the Board o	of Trustees of Colusa	

Dwayne Newman, Superintendent

## Multi-Year Projection Summary - April 11, 2017

INCOME	14/15 ACTUALS	15/16 ACTUALS	16/17 BUDGET	17/18 BUDGET	18/19 BUDGET	19/20 BUDGET
8011-8089 TOTAL LCFF	10,874,660	12,397,758	13,093,643	13,267,383	13,769,977	14,320,251
TOTAL FEDERAL REVENUE	514,766	554,244	396,545	296,545	296,545	296,545
TOTAL STATE REVENUE	1,015,848	2,109,700	1,727,524	964,325	984,325	984,325
TOTAL LOCAL REVENUES	387,830	388,312	706,796	257,592	187,592	187,592
TOTAL REVENUES	12,793,104	15,450,014	15,924,508	14,785,845	15,238,439	15,788,713
EXPENDITURES						
TOTAL CERTIFICATED	5,939,658	6,468,062	6,281,344	6,363,703	6,403,703	6,443,703
TOTAL CLASSIFIED	1,847,681	2,047,601	2,171,313	2,221,256	2,256,256	2,291,256
TOTAL BENEFITS	<u>2,620,009</u>	<u>2,952,259</u>	<u>3,196,759</u>	<u>3,325,125</u>	<u>3,516,125</u>	<u>3,732,125</u>
SUBTOTAL SALARIES/BENEFITS	10,407,348	11,467,922	11,649,416	11,910,084	12,176,084	12,467,084
TOTAL BOOKS AND SUPPLIES	770,436	1,104,360	1,077,887	771,014	660,000	660,000
TOTAL TRAVEL, REPAIRS, UTILITIES, INS, OTHER	1,102,341	1,223,294	1,599,053	1,333,696	1,192,411	1,192,411
TOTAL CAPITAL OUTLAY	56,177	402,140	917,477	0		160,000
TOTAL SELPA, COMMUNITY SCH, DEBT PYMT	603,624	765,140	950,420	1,008,620	1,010,000	1,020,000
TOTAL EXPENDITURES	12,939,926	14,962,856	16,194,253	15,023,414	15,038,495	15,499,495
TOTAL REVENUES LESS EXPENDITURES	-146,822	487,158	-269,745	-237,569	199,944	289,218
			\$441,014 was prior year			
		to be spent 16-17	income			
GENERAL FUND BEGINNING BALANCE	1,347,994	1,201,172	1,688,330	1,418,585	1,181,016	1,380,960
LESS AMOUNT ABOVE REVENUES LESS EXP	-146,822	487,158	-269,745	-237,569	199,944	289,218
Less Reserve for Revolving Cash		-30,350	-30,350	-30,350	-30,350	-30,350
less Reserves for Van/Bus, Tech, Textbooks		-125,000	-170,000	-240,000	-310,000	-220,000
UNDISTRIBUTED GENERAL FUND RESERVE	1,201,172	1,532,980	1,218,235	910,666	1,040,610	1,419,828
% UNDISTRIBUTED RESERVE	9.28%	10.25%	7.52%	6.06%	6.92%	9.16%
AMOUNT ABOVE (-BELOW) 5%	554,176	784,837	408,522	159,495	288,685	644,853
TOTAL ADA	1386.33	1404.81	1402.72	1402.72	1402.72	1402.72
multiply x Average Amount per ADA	\$ 7,844	\$ 8,825	\$ 9,334	\$ 9,458	\$ 9,817	\$ 10,209
Total LCFF Funding Budgeted	\$ 10,874,660	\$ 12,397,756		\$ 13,267,383	\$ 13,769,977	\$ 14,320,251
% Increase over Prior Year	10.77%	14.01%	5.61%	1.33%	3.79%	4.00%
	8.88% STRS 11.7% PERS		12.58% STRS 13.888% PERS	14.43% STRS 15.8% PERS	16.28% STRS 18.7% PERS	18.13% STRS 21.6% PERS
	11.7% PERS 11.847% PERS				Impact of Minimu for Classified is n is unknown-mus	m Wage Increase ot budgeted as it
	Min. Wage \$9	Min, Wage \$10 107 of 133	Min. Wage \$10.50	Min.Wage \$11	Min. Wage \$12	Min. Wage \$13

#### WILLIAMS UNIFORM COMPLAINT PROCEDURE QUARTERLY REPORT COLUSA UNIFIED SCHOOL DISTRICT

#### January 1, 2017 TO March 31, 2017

G.8.

Education Code 35186(d) requires that a district report summarized data on the nature and resolution of all complaints on a quarterly basis to the county superintendent of schools and the governing board of the school district.

x No complaints have been received this quarter.

The following complaints have been received this quarter.

Education Code 35186(e)(1) requires that districts investigate and resolve complaints when a complainant alleges that (a) students do not have standards-aligned instructional materials to use in class; or (b) for use at home or after school in order to complete reqired homework assignments; or (c) are in poor or unusable condition.

Complaints have been received regarding insufficient instructional materials. District Resolutions:

Education Code 36186(e)(1) requires that districts investigate and resolve complaints when a complainant alleges that (a) students do not have standards-aligned textbooks or state- or district-adopted textbooks required for use in class; or (b) for use at home or after school in order to complete required homework assignments; or (c) are in poor or unusable condition.

Complaints have been received regarding insufficient textbooks. District Resolutions:

Education Code 35186(e)(3) requires that districts investigate and resolve complaints when a complainant alleges that facilities have conditions that pose an emergency or urgent threat to the health or safety of students or staff.

Complaints have been received that facilities have emergency/urgent threat conditions. District Resolutions:

Education Code 35186(e)(2) requires that districts investigate and resolve complaints when a complainant alleges that (a) a qualified certificated teacher has not been assigned to a vacant position to a class for an entire year; (b) a teacher who lacks credentials or training to teach English learners is assigned to teach a class with more than 20 percent English learner students in the class; or (c) a teacher is assigned to teach a class sufficient completency.

Complaints have been received regarding unqualified teachers. District Resolutions:

The district investigated and remedied any valid complaint within a reasonable time period not exceeding 30 working days from the date the complaint was received. EC 35186 (b)

Superintendent

Date

## Colusa Unified School District

Surplus Equipment/Obsolete Equipment and/or Furniture Form

22/17 Date

Site\_ Colusa High

Form Completion Instruction (In description block provide the following.)

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

Description	<b>Recommended Disposition</b>
Rotisserie Cooker Alto-Shaam	Sale
Model AR-66 Serial # 2006-06-305	
$\sum R \sum M \sum Q Q \sum Q Q \sum Q$	

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

********	******	*******
Site Administrator Approval	Signature	<u>3-22-17</u> Date
Superintendent/Board Approval_	Signature	Date
Disposition:		

G.9.





### Memorandum of Understanding between Northern California STREAM Pathways Consortium (NCSPC) Partners

This Memorandum of Understanding (MOU) is between the Sutter County Superintendent of Schools (SCSOS) and the <u>Colusa Unified School District- Colusa High School</u>, hereinafter to be referred in this document as the <u>"District"</u>. The district is located at: <u>745 Tenth Street</u>, <u>Colusa, CA 95932</u>.

The purpose of the MOU is to establish a formal working relationship between the parties of this Agreement and to set forth operative conditions that will govern this partnership from July 1, 2016 through June 30, 2017. Should legislative action, either State or Federal, create the need to alter the terms of this agreement, the agreement shall be null and void and a new MOU will be developed reflecting changes in the law.

Both SCSOS and <u>Colusa Unified School District- Colusa High School</u> agree to all of the following contract provisions:

#### <u>Assurances</u>

SCSOS will:

- Serve as the lead agency and fiscal agent
- For the 2016-2017 school-year agrees to reimburse the District for actual NCSPC expenditures, not to exceed <u>\$85,125.00</u> in accordance with the budget proposed in the CCPT application, or the latest budget approved for funding; The unspent portion of the allocated amount listed above may be rolled over to the following fiscal year as long as all of the assurances listed below have been met
- Provide fiscal support through sub-award of California Career Pathways Trust (CCPT) funds in accordance with the budget proposed in the CCPT application for funding
- Assume responsibility for completion and submission of all data, NCSPC program goals and objectives in accordance with CDE-required assurances and certifications;
- Provide support services for NCSPC identified career pathway programs.
- Provide leadership and support to NCSPC partners
- Promote the vision and sustainability of the NCSPC pathway programs and provide dedicated staff charged with developing and supporting NCSPC career pathways
- Develop a formal decision-making structure including identifying key leaders from education and each industry sector

- Commit to participate in statewide CCPT Network meetings, and to become members of a virtual learning community to share expertise and experiences on the development of career pathway programs, as well as pertinent resources, tools, and strategies
- Commit to maximize available funding streams (in addition to grant funding), to support the needs of all participating students; leverage, connect, and build upon existing investments in education and workforce development
- With the assistance of Industry Sector Coordinators (ISC's), districts, and business partners, develop standards for Work-based Learning (WBL) activities as well as curriculum that ensures student and teacher readiness for WBL activities;
- With the assistance of districts, ISC's, and business partners, develop and implement a seamless career readiness certification program aligned to regional business and educational needs and standards
- Create a formal request system for student WBL opportunities and a system for communicating these requests to the business partners
- Coordinate sector meetings that allow secondary, post-secondary, community and industry partners to network and learn from each other
- Convene K-12, Community College, industry and other critical partners to facilitate the development of innovative courses to be used by NCSPC teachers that will ensure effective programs of study aligned to the seven NCSPC sectors, meet district guidelines and graduation requirements, as well as, articulation, dual enrollment, and/or UC a-g approval
- Coordinate the development and implementation of curriculum and industry assessments to be used by NCSPC teachers that integrates STREAM, Career Readiness, Entrepreneurship, academic/technical knowledge, skills and standards across all NCSPC sectors
- Coordinate professional development for district and school staff aligned to pathway development, curriculum integration, data driven instruction, and innovative teaching methods
- Submit budget changes, a yearly expenditure report, a yearly progress report and one end of project report to show (1) student momentum points, (2) program outcomes measures, and (3) program deliverables are being met, within the timelines outlined in the grant
- Develop and coordinate a system of Regional Advisory Committees composed of industry professionals, Deputy Sector Navigators, Industry Sector Coordinators, NCSPC Coordinators and NCSPC Leadership
- Register and upload data to Cal-PASS Plus to facilitate secure data collection; develop of a regional student information system to support the data requirements of the CCPT grant
- With the assistance of the Yuba Community College District, develop regional blended learning cohorts

District's will:

- Fully implement and sustain the NCSPC pathways by providing leadership, funding, staffing, facilities and additional supports required to develop and sustain high quality pathways;
- Register for Cal-PASS Plus to facilitate secure data collection;
- Allocate NCSPC funds according to the SCSOS approved spending plan;
- Assign of at least one certificated or classified staff person to process and report relevant budget activities including semi-annual reports to NCSPC;
- Participate in at least 75% of NCSPC collaboration opportunities such as professional development, governance, sector meetings, post-secondary and industry agreements;
- Recruit, enroll and support, by pathway, students that are broadly representative of the overall school population, including students with special needs;
- Work with the NCSPC pathway workgroups to establish opportunities for all students to:
  - Complete approved community college courses while enrolled in high school
  - Participate in developmentally appropriate WBL experiences to expand career and postsecondary awareness
  - Develop personal characteristics and skill sets which are required for success in the workplace;
- Between July 1, 2015 and June 30, 2019 develop funding streams (in addition to CCPT funding), to sustain the progress of district pathways as evidenced by the inclusion of pathway funding in the district LCAP;
- Assign at least one ELA and/or Math coach or lead teacher to assist in the development and implementation of an integrated academic and technical curricula aligned with CCSS for each CCPT pathway over the course of the CCPT funding cycle;
- Assign at least one certificated or classified staff person to collect, organize, and report relevant data to the NCSPC Research Team within the timelines set forth by NCSPC;
- Assign of at least one counselor, administrator or support staff person for outreach and assistance in identifying and enrolling students in each CCPT pathway;
- Allow NCSPC staff access to pathway recruits and enrolled students for relevant assessments, WBL preparation and WBL placements.
- Expend allocations prior to June 30, 2019.

Budget Controls:

- Prior approval must be obtained for any capital outlay or equipment replacement purchases; An inventory of capital outlay purchases must be maintained per CDE guidelines
- Budget transfers between programs must be approved by the SCSOS; Expenditure of funds in anticipation of approval is not permitted; Budget revisions shall be submitted to SCSOS prior to May 1<sup>st</sup>, 2017
- The District agrees to maintain internal control records for each of the NCSPC courses operated. Such records shall be kept according to standard guidelines followed on all federal and/or state funded programs.

- Districts shall submit a mid-year invoice for reimbursement of actual expenditures from July 1, 2016 December 31, 2016 which is due January 15, 2017; Districts may submit a 2<sup>nd</sup> invoice for reimbursement of actual expenditures from January 1, 2017 March 31, 2017 which is due April 15, 2017; Districts shall submit a 3<sup>rd</sup> invoice for reimbursement with the balance due payable upon receipt of a final accounting statement showing all actual expenditures by July 15, 2017. This accounting statement shall accompany the final invoice from the District.
- Accounting statements, forms and related records shall be subject to audit by the Sutter County Superintendent of Schools; In the event the funding SCSOS receives from the State of California is reduced, deferred, or otherwise delayed, a deficit factor to all final reimbursements may be applied; The deficit factor applied will be determined by SCSOS and NCSPC leadership
- Audit findings caused by the District's failure to comply with the SCSOS and NCSPC policies and procedures and/or California education codes are the sole responsibility of the District

#### <u>Terms</u>

The terms of this MOU shall commence on July 1, 2016 and shall extend through June 30, 2017, and will be reviewed for renewal thereafter from year to year unless a party gives 60-days written notice of termination. All Parties enter into this MOU for the express purpose of implementing the NCSPC program.

#### **Nondiscrimination**

All NCSPC Partners shall comply with all applicable Federal, State, and local antidiscrimination laws, regulations, policies, and ordinances and will not unlawfully discriminate, in the performance of services under this Agreement based on the actual or perceived race, religious creed, color, national origin, nationality, ethnicity, ethnic group identification, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, gender, gender identity, gender expression, sex, or sexual orientation, veteran status, or any other basis protected by law.

#### Modification of Agreement

The NCSPC Partners acknowledge that any modification to this Agreement shall only be effective if in writing and signed by all parties hereto.

#### **Dispute Resolutions**

Any disputes that arise under this agreement shall be brought to the NCSPC Leadership. NCSPC Leadership will meet to determine an appropriate resolution of the dispute. In so doing, NCSPC Leadership may request relevant information from any Partner and may invite affected Partners to attend the meeting. Any member of NCSPC Leadership who has a conflict will recuse himself or herself from the meeting. NCSPC Leadership will inform all affected Partners of the resolution of the dispute following the meeting. In the event that a Partner is unsatisfied with the resolution, the Partner may bring the dispute to the Sutter County Superintendent of Schools.

#### Indemnification

Each Partner agrees to defend, indemnify, and hold harmless the other Partners (including their directors, agents, officers and employees), from any claim, action, or proceeding arising from any actual or alleged act or omission of the indemnifying party, its director, agents, officers, or employees arising from the indemnifying party's duties and obligations described in this agreement or imposed by law.

It is the intention of the Partners that the provisions of this paragraph be interpreted to impose on each Partner responsibility to the other for the acts and omissions of their respective elected and appointed officials, employees, representatives, agents, subcontractors and volunteers. It is also the intention of the Partners that where comparative fault is determined to have been contributory, principles of comparative fault will be followed.

#### Execution

This MOU may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Photographic copies of such signed counterparts may be used in lieu of the originals for any purpose.

#### Insurance

Each Partner shall be responsible for maintaining sufficient insurance to protect against claims arising from death, bodily or personal injury, or damage to property resulting from actions, omissions, or operations of the Partner, or by its employees or agents, in the performance of this Agreement. Each District shall be responsible for providing any insurance coverage, including when applicable workers' compensation, for employees and students participating in their NCSPC programs.

#### **Confidential Information**

Each Partner shall maintain the privacy of student educational records in compliance with the Family Educational Rights and Privacy Act (FERPA) and corresponding California laws.

Director, College & Career Readiness

Dr. Bafnay Dhill Superintendent-SCSOS

Superintendent- District

Date: 12/1/14

Date: <u>1/5/1</u>7

Date: 3/31/17

#### California Careers Pathway Trust Expenditure Report

#### 2016 - 2017

District: Colusa Unified School District			Due Date:	1/15/2016
Please provide the 2016-2017 exper	nditure data as indicated b	elow through Decembe	r 31, 2016	
Please include a	supporting financial report	and return to:		
Brenda Spannbauer-Rop A	Accountant, 970 Klamath Lan	e, Yuba City, CA 95993		
				Total amount available
		2016-17 Funding	2015-16 Carry over	for reimbursement
A. Total 2016-17 Funding	Reporting Period	\$ 85,125.00	\$ 37,471.00	\$ 122,596.0
	Reimbursement Amount			
3. Total 2016-17 Expenditures:	Amount spent 07-01-16 thru 12-31-16	Amount spent 01-01-17 thru 03-31-17	Amount spent 04-01-17 thru 06-30-17	Total Expenditure
Certificated Salaries				
Classified Salaries				
Employee Benefits				
Instructional Materials & Supplies	و المراجع الم			
Services & Other Operating Expenditures	a an an ar thus, ar this billion of the file of and inclusion of an initiation of a file and the set of			
Capital Outlay	ana an an fa ch' far churc de de char e an del dé ch' de la car ch de car ar an de cher e et an ai de m			
Indirect				
TOTAL EXPENDITURES	-	-	-	\$
I certify that the expenditures reported have been made; that this report I	Certification has been conducted in acc	cordance with applicable	e laws and regulations.	and that full records o
receipts and expenditures have been maintained and are avai				
Signature of Authorized Agent			Date of Report	*****
Jame and Title of Authorized Agent			Name of Contact Perso	ก

### TRI-COUNTY ROP PROP 20 FUNDS FOR INSTRUCTIONAL MATERIALS 2016-17 FISCAL YEAR

As discussed at the September 12<sup>th</sup> Steering Committee meeting there is approximately \$82,000.00 in the ROP Prop 20 lottery budget we would like to disperse to you. This \$6,300.00 is additional funding and can only be used for instructional materials for ROP courses.

Originally, we requested you complete a Request for Funding Form and submit it to us for approval. Since then we have learned we can disperse the full amount in a lump sum and we have decided this may be easier for everyone involved.

To receive the \$6,300.00 you need to sign and date this form and then return it to our accountant, Brenda Spannbauer. Please send this form with original signatures to:

Sutter County Superintendent of Schools Attention: Brenda Spannbauer 970 Klamath Lane Yuba City, CA 95993

We would like to request you submit your completed form as soon as possible, but no later than April 30, 2017. If our accountant does not receive your form by this deadline, you may lose the opportunity to receive these funds.

**Use of funds:** Proposition 20 states the funds are "for the purchase of instructional materials." E.C 60010(h) states "instructional materials" means "all materials designed for use by pupils and their teachers as a learning resource and help pupils to acquire facts, skills, or opinions or to develop cognitive processes. Instructional materials may be printed or non-printed and may include textbooks, technology-based materials, other educational materials, and tests."

Technology-based materials "means those basic or supplemental instructional materials that are designed for use by pupils and teachers as learning resources and that require the availability of electronic equipment in order to be used as a learning resource. This does not include equipment required to make use of those materials. Items such as paper, pencils, or other supplies with no instructional content are not applicable. The materials must have instructional content.

I hereby agree that I will deposit the Prop 20 funds into Resource 6300 and spend these funds according to the regulations outlined in the California Education Code Section 60010(h).

District Authorized Signature

Date

Approved for \$6,300.00 disbursement to: COLUSA HIGH SCHOOL



### MEMORANDUM OF UNDERSTANDING • 2016/17 SCHOOL YEAR

#### DISTRICT NAME:

This agreement outlines conditions to be met by the above named district (the "District") and WestEd as they relate to access to and the administration of the California Healthy Kids Survey, the California School Staff Survey, and the California School Parent Survey, which are part of the comprehensive Cal-SCHLS data system, developed by WestEd under contract with the California Department of Education. <u>Survey access will not be granted until a signed copy of this Memorandum of Understanding (MOU) is received.</u>

#### I. DISTRICT AGREES TO:

- Read the Guidebook. Pay special attention to the section on active and passive consent procedures.
- Coordination. Provide one district-level contact person for each participating district.

Colusa USI

• Surveys. Use only the current version of the surveys provided by your Cal-SCHLS Regional Center.

#### SURVEY ADMINISTRATION (CHKS)

- Grades and Schools. Survey grades 5 through 12 as appropriate within the district. Provide current student enrollment figures for all schools by grade level.
- Parent Consent. Follow the active parental consent process with grades below seven, and either active or passive parental consent with grade seven and above.
  - Follow written school board policy for active and/or passive consent, and provide notification to parents of the approximate date(s) of survey administration and the availability of survey instruments for review at school and/or district offices. This is required regardless of consent type.
- Privacy of Students. Preserve respondent privacy and the confidentiality of the responses by ensuring that the room set-up prevents anyone from observing how the respondent is answering the survey questions and ensure that reasonable measures are taken to protect the responses after they are collected.
- Surveys. Administer the elementary survey to elementary students, and the secondary Core survey to secondary students.
- Proctors. Assign survey proctors (teachers or assigned proctors) for each classroom.
- Assurance of Confidentiality Agreement. Ensure that all teachers and proctors assigned to administer the survey sign the Assurance of Confidentiality Agreement and read the Introductory Script to students.
- **Response Rates.** Make best efforts to obtain a response rate of at least 70% of students in surveyed grades.
- Data Submission and Report Preparation. Notify Cal-SCHLS Regional Center staff upon completion of each survey administration per the guidelines provided at registration.
- Printed Survey Administration. Provide complete information on the transmittal envelopes if administering the survey via scantron form.
- · 1 · CAL-SCHLS MEMORANDUM OF UNDERSTANDING

Cal-SCHLS Regional Center staff post Cal-SCHLS reports (CHKS and CSSS) to the Cal-SCHLS System websites in November of the year following survey administration.

#### IV. CONFIDENTIALITY AGREEMENT

Districts agreeing to administer any of the Cal-SCHLS surveys (CHKS, CSSS, and CSPS), understand that data will be subject to the conditions stated above. Once produced, district level reports will be available to outside agencies via the website or upon request, and raw data may be provided to public and research agencies for analysis under strict conditions of confidentiality.

District further agrees to use the Cal-SCHLS surveys only for use in its own districts, and only for so long as this MOU is in effect. Upon expiration or termination of this MOU, District agrees to return all Cal-SCHLS materials to WestEd or CDE.

#### V. GENERAL TERMS AND CONDITIONS

Terms. This MOU is effective on September 1, 2016 and expires on August 31, 2017.

<u>Amendments</u>. This MOU may be amended at any time by mutual agreement of the parties without additional consideration, provided that before any amendment shall take effect, it shall be in writing and signed by both parties.

<u>Indemnification</u>. District shall defend, indemnify, and hold WestEd, its officers, agents, and employees harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this MOU but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or resulting from the negligent or intentional acts or omissions of District, its officers, agents, or employees.

WestEd shall defend, indemnify, and hold District, its officers, agents, and employees harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this MOU but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or resulting from the negligent or intentional acts or omissions of WestEd, its officers, agents, or employees.

<u>Dispute resolution</u>. District and WestEd shall exercise their respective best efforts to settle any claim, controversy, or dispute (collectively, "Dispute") arising out of or relating to this MOU. The Parties shall discuss any Dispute no later than fifteen (15) days after either Party gives written notice to the other Party of a Dispute, including the legal and factual basis for such Dispute. No arbitration or other proceeding may be commenced before the Parties have met pursuant to this provision. In the event that a Dispute cannot be resolved through good faith negotiations, the Parties agree that such Dispute shall be finally settled through binding arbitration. The arbitration shall be administered by JAMS, in San Francisco, California, pursuant to its Comprehensive Arbitration Rules and Procedures. The decision of the arbitrator shall be final and conclusive upon the Parties. Judgment on the award rendered by the arbitrators may be entered in any court having jurisdiction. Notwithstanding the foregoing, either party may seek injunctive or provisional relief to protect confidential information at any time.

<u>Assignment</u>. District shall not voluntarily or by operation of law, assign or otherwise transfer its rights or obligations under this MOU without prior written consent from WestEd. Any purported assignment in violation of this paragraph shall be void.

<u>Execution</u>. Each of the persons signing this MOU represents that he or she has the authority to sign on behalf of and bind their respective party.

· 3 · CAL-SCHLS MEMORANDUM OF UNDERSTANDING

By signing this document, the named District and WestEd signify that each party, has reviewed, understands, agrees to, and will comply with the terms and conditions stated above.

WestEd Staff:

ron Guinn ma Signature

SI

Printed name

nF

Date

District Representative:

KNURSMAN KNewman Signature

Printed name

211 Elm St. Marysville, CA 95901 Phone: (530) 742-7119 Fax: (530) 742-9422



License 231910

Colusa School District Egling School HVAC Project Contact: Terry Biladeau DIR# 1000007328

Terry,

We propose to furnish and install 6 complete Fujitsu ductless systems. We will remove the existing multi zone package unit, and fabricate a new sheet metal cover out of 22 G.A. galvanized sheet metal.

We will install the new outdoor units on the curb cap and new cassette units inside the building. We will have WKD Electric install the new 200 Amp panel and all high voltage electrical. We will furnish and install new condensate pumps for this installation, and will plumb them to the roof.

W.V. Alton Inc. is a signatory contractor with Sheet Metal Workers local 104, District2. All wages, including shop labor are figured at the prevailing wage rate set forth by the local.

The cost for this work will be \$52,799 tax and labor included.

After 90 days this proposal is subject to any increases in cost of labor and material. The proper workmen's compensation property damage and public liability insurance cover our men for your protection. Acceptance of this proposal, subject to approval by an officer of the company, constitutes a contract.

Submitted By: W.V. Alton, Inc.

Accepted by:

Payne K Musman



### **JEFF SAVAGE PLUMBING**

1314 Oak Street

P.O. Box 807 · Colusa, California 95932

PHONE: (530) 458-4938

License No. 543736

### QUOTE

**QUOTE NUMBER** 

Nº 1315

NAME STREET CITY. Collisa	STATE	ZIP	DATE 3 - 2 (2 DATE ORDERED DATE SCHEDULE	
MAKE MOD	STATE C.A EL	959 SERIAL NUMBER	□ WARRANTY □ CONTRACT □ SERVICE CON □ NORMAL □ RES. □ COM	
QUANTITY Birchfield	ITEM OR PART I		011	PRICE
<u>Plumber</u> line to	cill run a sink in nei	2" PUCDU D medule	ov waste	
Plumber wi Plumber wi	<u>il run a 1/2</u> Il aut in an	<u>celd wa</u> - d hook u	ter to sink p new fixtu	7-5
Plumber Wi		0-E35-317X	KABEP Fauce	+ 2 Hardle
	El	Kay LK18	D331960 SI Strainer	
				\$
Provailing		Price	Quote -	3800
I HAVE THE AUTHORITY TO ORDER THE ABOVE	E UPON COMPLETION WORK AND DO SO ORDER AS OUTLIN	IED ABOVE. IT IS AGREED	TOTAL OTHER CHARGES	
THAT THE SELLER WILL RETAIN TITLE TO ANY I PLETE PAYMENT IS MADE. AND IF SETTLEMEN RIGHT TO REMOVE SAME AND THE SELLER WIN THE REMOVAL THEREOF.	VT IS NOT MADE AS AGREED. THE S	FLIER SHALL HAVE THE	SUBTOTAL	3800
	SMAM ORIZED SIGNATURE ACT - SUBJECT TO CHANGE WIZHOF	IT 3YOTICE.	TAX	3800 °C

	JEFF SAVAGE PLUMB 1314 Oak Street P.O. Box 807 • Colusa, California 959 PHONE: (530) 458-4938 License No. 543736 QUOTE	32	<b>Е NUMBER</b> 1317
NAME COLU	sa Schoels	DATE 3-26	-15
STREET		DATE ORDERED	2 1 /
CITY	STATE ZI	DATE SCHEDULE	
MAKE	MODEL SERIAL NUMBER		
QUANTITY	ITEM OR PART DESCRIPTION		PRICE
	Egling School - # Z Location	15	
	Plunter will run 2" MCDUV was Sink in modular. Number will run a 1/2 cold water 7 Number will cut in and hook up no Plumber will supply: 748-665FHABC SO-E3S-317XKA Elkay DRISAD3 Elkay DRISAD3 Elkay LKIE 10cation # 1 North East Mod # 2 South Mod	BCP Fauct 2 31960 Sink tuber -	an'n
	Prevailing		-
I HAVE THE AUTHOP	TERMS: DUE UPON COMPLETION RITY TO ORDER THE ABOVE WORK AND DO SO ORDER AS OUTLINED ABOVE. IT IS AGREE	TOTAL OTHER CHARGES	
PLETE PAYMENT IS	WILL RETAIN TITLE TO ANY EQUIPMENT OR MATERIAL FURNISHED UNTIL FINAL AND CO MADE, AND IF SETTLEMENT IS NOT MADE AS AGREED, THE SELLER SHALL HAVE TI	M- SUBTOTAL	
THE REMOVAL THE		LABOR HRS. @	
The	AUTHORIZED SIGNATURE	ТАХ	
	AUTHORIZED SIGNATURE	TOTAL AMOUNT DUE	60
	IS NOT AN ACTUAL CONTRACT - SUBJECT TO CHANGE WITHOUT NOTICE.		7100



Crane Exteriors Inc. DBA Chico Roofing Company 3030 Thorntree Dr. Suite #2 Chico, Ca. 95973 Office (530) 892-9071 <u>chicoroofing@yahoo.com</u> G.14.

This proposal is made on Tuesday Mar 21, 2017 between Crane Exteriors Inc. DBA Chico Roofing Company, and Terry Biladeau for the project property located 745 10<sup>th</sup> Street Colusa, Ca 95932.

Scope of work to be completed: Repair tile roof.

Contractor will furnish all materials and perform all labor necessary to: Repiar roof.

The Process:

1. Remove and replace broken field tiles on roof tiles provided by Terry Biladeau.

2. Install new rake tiles that are missing on roof tiles provided by Terry Biladeau.

3. Find and fix leak over stage area in building.

4. Install sealant or use ice/water shield in and around penetrations if needed.

5. Nail or wire all tiles installed to prevent any tiles from falling or slipping off roof.

6. Dump Site charges and cleanup are included.

7. This proposal is bid at prevailing wage.

#### Repair tile roof and the items listed above:

#### Cost: \$3,575.00

By signing this proposal, the person/persons represent that they are legally authorized to sign on behalf of, and order the work described herein. Please sign and initial where indicated both pages. Retain one copy for your records. Upon signing this document will serve as a binding contract. The contract is null and void if not signed within 10 days of the date below. The undersigned acknowledges receipt of a true copy of this contract, and that it has been read and understood that no other agreement, verbal or otherwise, is bonding upon the parties thereto, and that this contract constitutes the entire contract.

Tuesday Mar 21, 2017

Crane Exteriors Inc. DBA Chico Roofing Co. Ca. License # 775265 Bill Crane Cell # 520-0458

Person authorized to order the work

NOTICE TO OWNER" [SECTION 7018.5-CONTRACTORS LICENSE LAW] UNDER THE MECHANICS' LIEN LAW, ANY CONTACTOR, SUBCONTRACTOR, LABORER, MATERIAL SUPPLIER OR OTHER PERSON WHO HELPS TO IMPROVE YOUR PROPERTY AND IS NOT PAID FOR HIS LABOR, SERVICES OR MATERIALS, HAS A RIGHT TO ENFORCE HIS CLAIM AGAINST YOUR PROPERTY. UNDER THE LAW, YOU MAY PROTECT YOURSELF AGAINST SUCH CLAIMS BY FILING , BEFORE COMMENCING SUCH WORK TO IMPROVEMENT, AN ORIGNAL CONTRACT WITH THE RECORDER OF THE COUNTY WHERE THE PROPERTY IS SITUATED AND REQUIRING THAT A AMOUNT NOT LESS THAN FIFTY PERCENT[50%] OF THE CONTRACT PRICE AND SHALL,IN ADDITION TO ANY CONDITION FOR THE PERFORMANCE OF THE CONTRACT, BE CONDITIONED FOR THE PAYMENT IN FULL OF THE CLAIMS OF ALL PERSONS FURNISHING LABOR, SERVICES, EQUIPMENT OF MATERIALS FOR THE WORK DESCRIBED IN SAID CONTRACT. CONTRACTORS ARE REQUIRED BY LAW TO BE LICENSED AND REGULATED BY THE CONTRACTOR'S STATE LICENSE BOARD, ANY QUESTION CONCERNING A CONTRACTOR MAY BE REFERRED TO THE REGISTRAR CONTRACTORS STATE LICENSE BOARD, [9821 BUSINESS PARK DRIVE] SACRAMENTO, CALIFORNIA. [MAILING ADDRESS: P.O.BOX 26999, SACRAMENTO, CALIFORNIA 95827

í

Every effort will be made to protect the surrounding landscaping. Chico Roofing is not responsible for any irregularities in the deck which might cause a noticeable bump. Chico Roofing Company is fully covered by workman's compensation and liability insurance, with certificates available upon request. Chico Roofing does not inspect for Mold/fungi/and microbe. We are not qualified to determine if mold/fungi/microbe is present. It is also the responsibility of the owner of the building to notify Chico Roofing Company within 24 hours of the occurrence of any leak in the building, and where mold/fungi/microbe may occur or may be present. Chico Roofing Company is not liable for identifying any mold, fungi, or microbe occurring either directly or indirectly caused by our activities, materials used, processes or lack of recognition of those conditions at the above site. All work is to be completed in a substantial and workmanlike manner according to standard industry practices. Chico Roofing shall not be held liable for delays caused by strikes, Acts of God, or other unforeseen circumstances over which the contractor has no control.

Payment is to be made as follows: A deposit of 10 % not to exceed \$ 1,000.00 is to be paid to contractor upon signing this proposal. At the half way point an invoice will be issued for half the remaining price. Upon completion the balance becomes due and payable. Should it become necessary to use legal services to make collection, all said expenses pertaining thereto would be at the expense of the property owner. A finance charge of 1.8% per month, which is an annual percentage rate of 21.8 %, will be charged on all unpaid balances. Any alteration or deviation from the above specifications involving extra cost of material or labor will only be executed upon written orders for same, and will become an extra charge over the sum mentioned in this contract. All agreements must be made in writing. This proposal shall be binding upon the contractor for a period not to exceed Ten (10) days, unless earlier revoked by written notice of revocation prior to acceptance, at which time this proposal shall terminate automatically. No contractual rights arise until this proposal is accepted in writing.

Change Orders: In the event that either party wishes to make any changes in the plans and specifications or scope of work, the compensation due the contractor shall increase or decrease based on the work change, During the course of work under contract, if a minor repair such as dry rot arises, Contractor shall make a reasonable attempt to contact the owner. If unsuccessful, contractor is authorized to continue work, and charge owner time and materials. This work will be billed at \$ 65.00 per hour plus materials.

Warranty: Contractor provides a limited warranty on all Contractor supplied labor and workmanship used in this project for a period of ten years following substantial completion of all work. Ten years after substantial completion of the project, the Owner's sole remedy for (materials and labor) on all materials that are covered by a manufacturer's warranty is strictly with the manufacturer, not with the Contractor. A separate manufacturer warranty will be provided to the owner upon completion of the work.

Insurance: The owner of subject property is to carry fire and other necessary insurance on above work. The contractor carries Workers Compensation and General Liability insurance and is regulated by the State Contractor's Licensing Board, but does not assume nor is responsible for risks or acts or occurrences not set forth in this contract.

Owner Responsibility: Owner warrants to Contractor that the structures covered by this contract are in good condition that said structures or other appurtenance will withstand the usual weight, heat, vibration or other conditions caused by workers, materials, or equipment. Chico Roofing is not responsible for fine tuning m or antenna systems. We will remount these devices in same area but are not responsible for exact placement.

Dispute resolution and attorney's fees: Any controversy or claim arising out of or related to this agreement involving an amount of less than \$ 5,000.00 (or the maximum limit of the court) must be heard in the Small Claims De Vision of the Municipal Court in the county where the Contractor's office is located. Any controversy or claim arising out of or related to this Agreement which is over the dollar limited of the small claims court must be settled by binding arbitration administered by the American Arbitration Association in accordance with the Construction Industry Arbitration Rules. Judgment upon award may be entered in any Court having jurisdiction thereof. The prevailing party in any legal proceeding related to this Agreement shall been tiled to payment of reasonable attorney's fees, costs, and expenses. This 

Owner's Initials: DK

Contractor's Initials:



Crane Exteriors Inc. DBA Chico Roofing Company 3030 Thorntree Dr. Suite #2 Chico, Ca. 95973 Office (530) 892-9071 <u>chicoroofing@yahoo.com</u>

This proposal is made on Tuesday Mar 21, 2017 between Crane Exteriors Inc. DBA Chico Roofing Company, and Terry Biladeua for the project property located 400 Freemont St... Colusa, Ca 95932.

Scope of work to be completed: Repair flat roof.

Contractor will furnish all materials and perform all labor necessary to: Repiar roof.

The Process:

- 1. Scrape off old pealing part of roof areas.
- 2. Install base sheet over scraped areas.
- 3. Install a membrane over base sheet Terracotta color to match.
- 4. Install sealant around all penetrations on roof.
- 5. Dump Site charges and cleanup are included.
- 6. This proposal is bid at prevailing wage.

Repair flat roof with membrane and the items listed above:

Cost: \$2,995.00

By signing this proposal, the person/persons represent that they are legally authorized to sign on behalf of, and order the work described herein. Please sign and initial where indicated both pages. Retain one copy for your records. Upon signing this document will serve as a binding contract. The contract is null and void if not signed within 10 days of the date below. The undersigned acknowledges receipt of a true copy of this contract, and that it has been read and understood that no other agreement, verbal or otherwise, is bonding upon the parties thereto, and that this contract constitutes the entire contract.

Tuesday Mar 21, 2017

Crane Exteriors Inc. DBA Chico Roofing Co. Ca. License # 775265 Bill Crane Cell # 520-0458

Date: ΛÂ

Person authorized to order the work

NOTICE TO OWNER" [SECTION 7018.5-CONTRACTORS LICENSE LAW] UNDER THE MECHANICS LIEN LAW, ANY CONTACTOR, SUBCONTRACTOR, LABORER, MATERIAL SUPPLIER OR OTHER PERSON WHO HELPS TO IMPROVE YOUR PROPERTY AND IS NOT PAID FOR HIS LABOR, SERVICES OR MATERIALS, HAS A RIGHT TO ENFORCE HIS CLAIM AGAINST YOUR PROPERTY, UNDER THE LAW, VOU MAY PROTECT YOURSELF AGAINST SUCH CLAIMS BY FILING, BEFORE COMMENCING SUCH WORK TO IMPROVEMENT, AN ORIGNAL CONTRACT WITH THE RECORDER OF THE COUNTY WHERE THE PROPERTY IS SITUATED AND REQUIRING THAT A AMOUNT NOT LESS THAN FIFTY PERCENT[50%] OF THE CONTRACT PRICE AND SHALL, IN ADDITION TO ANY CONDITION FOR THE PERFORMANCE OF THE CONTRACT, BE CONDITIONED FOR THE PAYMENT IN FULL OF THE CLAIMS OF ALL PERSONS FURNISHING LABOR, SERVICES, <u>EQUIPMENT OF MATERIALS FOR THE WORK DESCRIBED IN SAID CONTRACT, CONTRACTORS ARE REQUIRED BY LAW TO BE LICENSED AND REGULATED BY THE CONTRACTOR'S STATE LICENSE BOARD. ANY QUESTION CONCERNING A CONTRACTOR MAY BE REFERRED TO THE REGISTRAR CONTRACTORS STATE LICENSE BOARD, [9821 BUSINESS PARK DRIVE] SACRAMENTO, CALIFORNIA. [MAILING ADDRESS: P.O.BOX 26999, SACRAMENTO, CALIFORNIA 95827</u>

Every effort will be made to protect the surrounding landscaping. Chico Roofing is not responsible for any irregularities in the deck which might cause a noticeable bump. Chico Roofing Company is fully covered by workman's compensation and liability insurance, with certificates available upon request. Chico Roofing does not inspect for Mold/fungi/and microbe. We are not qualified to determine if mold/fungi/microbe is present. It is also the responsibility of the owner of the building to notify Chico Roofing Company within 24 hours of the occurrence of any leak in the building, and where mold/fungi/microbe may occur or may be present. Chico Roofing Company is not liable for identifying any mold, fungi, or microbe occurring either directly or indirectly caused by our activities, materials used, processes or lack of recognition of those conditions at the above site. All work is to be completed in a substantial and workmanlike manner according to standard industry practices. Chico Roofing shall not be held liable for delays caused by strikes, Acts of God, or other unforeseen circumstances over which the contractor has no control.

Payment is to be made as follows: A deposit of 10 % not to exceed \$ 1,000.00 is to be paid to contractor upon signing this proposal. At the half way point an invoice will be issued for half the remaining price. Upon completion the balance becomes due and payable. Should it become necessary to use legal services to make collection, all said expenses pertaining thereto would be at the expense of the property owner. A finance charge of 1.8% per month, which is an annual percentage rate of 21.8%, will be charged on all unpaid balances. Any alteration or deviation from the above specifications involving extra cost of material or labor will only be executed upon written orders for same, and will become an extra charge over the sum mentioned in this contract. All agreements must be made in writing. This proposal shall be binding upon the contractor for a period not to exceed Ten (10) days, unless earlier revoked by written notice of revocation prior to acceptance, at which time this proposal shall terminate automatically. No contractual rights arise until this proposal is accepted in writing.

Change Orders: In the event that either party wishes to make any changes in the plans and specifications or scope of work, the compensation due the contractor shall increase or decrease based on the work change. During the course of work under contract, if a minor repair such as dry rot arises, Contractor shall make a reasonable attempt to contact the owner. If unsuccessful, contractor is authorized to continue work, and charge owner time and materials.

This work will be billed at \$ 65.00 per hour plus materials.

Warranty: Contractor provides a limited warranty on all Contractor supplied labor and workmanship used in this project for a period of ten years following substantial completion of all work. Ten years after substantial completion of the project, the Owner's sole remedy for (materials and labor) on all materials that are covered by a manufacturer's warranty is strictly with the manufacturer, not with the Contractor. A separate manufacturer warranty will be provided to the owner upon completion of the work.

Insurance: The owner of subject property is to carry fire and other necessary insurance on above work. The contractor carries Workers Compensation and General Liability insurance and is regulated by the State Contractor's Licensing Board, but does not assume nor is responsible for risks or acts or occurrences not set forth in this contract.

Owner Responsibility: Owner warrants to Contractor that the structures covered by this contract are in good condition that said structures or other appurtenance will withstand the usual weight, heat, vibration or other conditions caused by workers, materials, or equipment. Chico Roofing is not responsible for fine tuning m or antenna systems. We will remount these devices in same area but are not responsible for exact placement.

Dispute resolution and attorney's fees: Any controversy or claim arising out of or related to this agreement involving an amount of less than \$ 5,000.00 (or the maximum limit of the court) must be heard in the Small Claims De Vision of the Municipal Court in the county where the Contractor's office is located. Any controversy or claim arising out of or related to this Agreement which is over the dollar limited of the small claims court must be settled by binding arbitration administered by the American Arbitration Association in accordance with the Construction Industry Arbitration Rules. Judgment upon award may be entered in any Court having jurisdiction thereof. The prevailing party in any legal proceeding related to this Agreement shall been tiled to payment of reasonable attorney's fees, costs, and expenses. This Contract shall be binding only upon written acceptance hereof by the principals, unless otherwise specified.

Date: **Owner's Initials:** DKI

Tuesday, March 21, 2017 Contractor's Initials:



**Crane Exteriors Inc. DBA Chico Roofing Company** 3030 Thorntree Dr. Suite #2 Chico, Ca. 95973 Office (530) 892-9071 chicoroofing@yahoo.com

This proposal is made on Tuesday Mar 21, 2017 between Crane Exteriors Inc. DBA Chico Roofing Company, and Terry Biladeau for the project property located 813 Webster St. Colusa, Ca 95932.

Scope of work to be completed: Repair flat TPO roofs.

Contractor will furnish all materials and perform all labor necessary to: Repiar roofs.

The Process:

1. Replace missing asphalt shingles and ridge caps on buildings color Desert Tan.

2. Inspect all TPO membrane wells and apply Gaco S2000 silicone coating to all areas of concern and around all penetrations in flat roof wells.

3. Dump Site charges and cleanup are included.

4. This proposal is bid at prevailing wage.

Repair flat roofs and shingle roofs and the items listed above:

Cost: \$13,495.00

By signing this proposal, the person/persons represent that they are legally authorized to sign on behalf of, and order the work described herein. Please sign and initial where indicated both pages. Retain one copy for your records. Upon signing this document will serve as a binding contract. The contract is null and void if not signed within 10 days of the date below. The undersigned acknowledges receipt of a true copy of this contract, and that it has been read and understood that no other agreement, verbal or otherwise, is bonding upon the parties thereto, and that this contract constitutes the entire contract.

Tuesday Mar 21, 2017

Crane Exteriors Inc. DBA Chico Roofing Co. Ca. License # 775265 Bill Crane Cell # 520-0458

Date:

Person authorized to order the work

NOTICE TO OWNER" [SECTION 7018.5-CONTRACTORS LICENSE LAW] UNDER THE MECHANICS' LIEN LAW, ANY CONTACTOR, SUBCONTRACTOR, LABORER, MATERIAL SUPPLIER OR OTHER PERSON WHO HELPS TO IMPROVE YOUR PROPERTY AND IS NOT PAID FOR HIS LABOR SERVICES OR MATERIALS, HAS A RIGHT TO ENFORCE HIS CLAIM AGAINST YOUR PROPERTY. UNDER THE LAW, YOU MAY PROTECT YOURSELF AGAINST SUCH CLAIMS BY FILING , BEFORE COMMENCING SUCH WORK TO IMPROVEMENT, AN ORIGNAL CONTRACT WITH THE RECORDER OF THE COUNTY WHERE THE PROPERTY IS SITUATED AND REQUIRING THAT A AMOUNT NOT LESS THAN FIFTY PERCENT[50%] OF THE CONTRACT PRICE AND SHALL,IN ADDITION TO ANY CONDITION FOR THE PERFORMANCE OF THE CONTRACT, BE CONDITIONED FOR THE PAYMENT IN FULL OF THE CLAIMS OF ALL PERSONS FURNISHING LABOR, SERVICES, EQUIPMENT OF MATERIALS FOR THE WORK DESCRIBED IN SAID CONTRACT. CONTRACTORS ARE REQUIRED BY LAW TO BE LICENSED AND REGULATED BY THE CONTRACTOR'S STATE LICENSE BOARD. ANY QUESTION CONCERNING A CONTRACTOR MAY BE REFERRED TO THE REGISTRAR CONTRACTORS STATE LICENSE BOARD, [9821 BUSINESS PARK DRIVE] SACRAMENTO, CALIFORNIA. [MAILING ADDRESS: P.O.BOX 26999, SACRAMENTO, CALIFORNIA 95827

Every effort will be made to protect the surrounding landscaping. Chico Roofing is not responsible for any irregularities in the deck which might cause a noticeable bump. Chico Roofing Company is fully covered by workman's compensation and liability insurance, with certificates available upon request. Chico Roofing does not inspect for Mold/fungi/and microbe. We are not qualified to determine if mold/fungi/microbe is present. It is also the responsibility of the owner of the building to notify Chico Roofing Company within 24 hours of the occurrence of any leak in the building, and where mold/fungi/microbe may occur or may be present. Chico Roofing Company is not liable for identifying any mold, fungi, or microbe occurring either directly or indirectly caused by our activities, materials used, processes or lack of recognition of those conditions at the above site. All work is to be completed in a substantial and workmanlike manner according to standard industry practices. Chico Roofing shall not be held liable for delays caused by strikes, Acts of God, or other unforeseen circumstances over which the contractor has no control.

Payment is to be made as follows: A deposit of 10 % not to exceed \$ 1,000.00 is to be paid to contractor upon signing this proposal. At the half way point an invoice will be issued for half the remaining price. Upon completion the balance becomes due and payable. Should it become necessary to use legal services to make collection, all said expenses pertaining thereto would be at the expense of the property owner. A finance charge of 1.8% per month, which is an annual percentage rate of 21.8 %, will be charged on all unpaid balances. Any alteration or deviation from the above specifications involving extra cost of material or labor will only be executed upon written orders for same, and will become an extra charge over the sum mentioned in this contract. All agreements must be made in writing. This proposal shall be binding upon the contractor for a period not to exceed Ten (10) days, unless earlier revoked by written notice of revocation prior to acceptance, at which time this proposal shall terminate automatically. No contractual rights arise until this proposal is accepted in writing.

Change Orders: In the event that either party wishes to make any changes in the plans and specifications or scope of work, the compensation due the contractor shall increase or decrease based on the work change. During the course of work under contract, if a minor repair such as dry rot arises, Contractor shall make a reasonable attempt to contact the owner. If unsuccessful, contractor is authorized to continue work, and charge owner time and materials. This work will be billed at \$ 65.00 per hour plus materials.

Warranty: Contractor provides a limited warranty on all Contractor supplied labor and workmanship used in this project for a period of ten years following substantial completion of all work. Ten years after substantial completion of the project, the Owner's sole remedy for (materials and labor) on all materials that are covered by a manufacturer's warranty is strictly with the manufacturer, not with the Contractor. A separate manufacturer warranty will be provided to the owner upon completion of the work.

Insurance: The owner of subject property is to carry fire and other necessary insurance on above work. The contractor carries Workers Compensation and General Liability insurance and is regulated by the State Contractor's Licensing Board, but does not assume nor is responsible for risks or acts or occurrences not set forth in this contract.

Owner Responsibility: Owner warrants to Contractor that the structures covered by this contract are in good condition that said structures or other appurtenance will withstand the usual weight, heat, vibration or other conditions caused by workers, materials, or equipment. Chico Roofing is not responsible for fine tuning m or antenna systems. We will remount these devices in same area but are not responsible for exact placement.

Dispute resolution and attorney's fees: Any controversy or claim arising out of or related to this agreement involving an amount of less than \$ 5,000.00 (or the maximum limit of the court) must be heard in the Small Claims De Vision of the Municipal Court in the county where the Contractor's office is located. Any controversy or claim arising out of or related to this Agreement which is over the dollar limited of the small claims court must be settled by binding arbitration administered by the American Arbitration Association in accordance with the Construction Industry Arbitration Rules. Judgment upon award may be entered in any Court having jurisdiction thereof. The prevailing party in any legal proceeding related to this Agreement shall been tiled to payment of reasonable attorney's fees, costs, and expenses. This 

Owner's Initials: /

Contractor's Initials:

128 of 133



	Quote Sumn	nary		
Prepared For:		-		Prepared By:
Colusa Unified School District 745 10th St Colusa, CA 95932 Business: 530-458-2156			Ž100	Charles Raner ck and Tractor Inc State Highway 20 Colusa, CA 95932 ne: 530-458-4923 zraner@vttco.net
			Quote Id:	15025411
		Ci	reated On:	30 March 2017
			dified On:	30 March 2017
		Expira	tion Date:	28 April 2017
Equipment Summary	Suggested List	Selling Price	Qty	Extended
2017 John Deere Z997R Diesel w/72 In. 7-Gauge Side Discharge Deck - 1TCZ997RKHD031650	\$ 25,563.02	\$ 17,396.74 X	1 =	\$ 17,396.74
Equipment Total				\$ 17,396.74
	Quo	te Summary	. <del></del>	· · · · · · · · · · · · · · · · · · ·
	Equ	ipment Total		\$ 17,396.74
	CA	Tire Fee		\$ 7.00
	Sub	Total		\$ 17,403.74
	Sale	es Tax - (7.25%)		\$ 1,261.26
	Tota			\$ 18,665.00
	Dow	n Payment		(0.00)
		tal Applied		(0.00)
		ance Due		\$ 18,665.00

Accepted By : X



# **Selling Equipment**

#### Quote Id: 15025411 Customer: COLUSA UNIFIED SCHOOL DISTRICT

2017 Joh	nn Deere Z997R Diesel w/72 lı 1TCZ997RKH	n. 7-Gauge Side Discharge Deck - ID031650		
Hours: Stock Number:	1 45661	<b>Suggested Li</b> s \$ 25,563.02		
Code	Description	Qty		
0911TC	LG FRAME MIDZ MOWER, 72"SD	1		
	Standard Option	ns - Per Unit		
0911TC001A	COUNTRY CODE-US / CANADA	1		
0911TC2011	COMFORT ADJ SUSP SEATW/ARM	1		
Other Charges				
	MISC	1		
	Freight	1		
	Additional costs	1		

130 of 133

Confidential

### **Proposal & Contract**



dandsasphalt.com

745 TENTH STREET

**COLUSA, CA 95932** 

To: COLUSA UNIFIED SCHOOL DISTRICT

Job sight: BURCHFIELD AREA NEXT TO SAND BOX

Date: 10-2-16

G.16.

Lic. # 426177

Dear Sir:

The undersigned proposes to furnish all materials and perform all labor necessary to complete the following work of improvement in accordance with the plans and specifications attached hereto, and by reference incorporated herein:

- 1) Remove excess dirt and compact approximately 792 square feet.
- 2) Install pressure treated boards around building and fence
- 3) Install 2" of base rock to the 792 square feet and compact.
- 4) Install 2" of compacted asphalt to the 792 square feet.

End of Proposed Work

NOTE prevailing wage applies

Said \$5,746.00 shall be payable as follows: In full upon completion

Any alteration or deviation from the above specifications involving extra costs of materials or labor will only be performed upon written orders for same, and will become an extra charge over the sum mentioned in this contract. All such charges must be in writing.

This proposal shall be in binding upon the contractor for a period not to exceed **30** days, unless earlier revoked by written notice of revocation prior to acceptance at which time this proposal shall terminate. No contractual rights arise until this proposal is accepted in writing.

Respectfully submitted by:\_ERIC EVEATT

D&S ASPHALT SEALING ACCEPTANCE

The above proposal is hereby accepted according to terms thereof and the owner agrees to pay the amounts mentioned in said proposal and in according to the terms on the reverse side of this form.

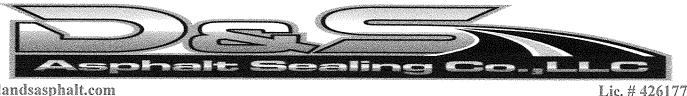
Xayon K,

COLUSA UNIFIED SCHOOL DISTRICT

Date: 3/13/17

<sup>131 of 133</sup> 2615 Foothill Blvd Oroville, CA 95966 Phone (530) 533-5396 Fax (530) 532-9441

### **Proposal & Contract**



dandsasphalt.com

To:	<b>COLUSA UNIFIED SCHOOL DISTRICT</b>	Job sight: BURCHFIELD	Date: 10-2-16
	745 TENTH STREET	SMALL AREA NEXT TO CONCRETE WALKWAY	
	COLUSA, CA 95932		p/c# 10216-471

Dear Sir:

The undersigned proposes to furnish all materials and perform all labor necessary to complete the following work of improvement in accordance with the plans and specifications attached hereto, and by reference incorporated herein;

- 1) Remove excess dirt and compact approximately 390 square feet.
- 2) Install pressure treated boards around building and fence
- 3) Install 2" of base rock to the 390 square feet and compact.
- 4) Install 2" of compacted asphalt to the 390 square feet.

**End of Proposed Work** 

NOTE prevailing wage applies

All of the above work to be completed in a substantial and workmanlike manner according to the standard practices on or before T.B.A. Save and accept for any delays caused by strikes, acts of God, or other unforeseen happenstances over which the contractor has no control for the sum of \$ two thousand eight hundred thirty three dollars and no/100-- (\$2,833.00)

Said \$2,833.00 shall be payable as follows: In full upon completion

Any alteration or deviation from the above specifications involving extra costs of materials or labor will only be performed upon written orders for same, and will become an extra charge over the sum mentioned in this contract. All such charges must be in writing.

This proposal shall be in binding upon the contractor for a period not to exceed 30 days, unless earlier revoked by written notice of revocation prior to acceptance at which time this proposal shall terminate. No contractual rights arise until this proposal is accepted in writing.

Respectfully submitted by: ERIC EVEATT

**D&S ASPHALT SEALING** ACCEPTANCE

The above proposal is hereby accepted according to terms thereof and the owner agrees to pay the amounts mentioned in said proposal and in according to the terms on the reverse side of this form.

um K M. man

COLUSA UNIFIÉD SCHOOL DISTRICT

Date: 3/13/17

132 of 133 2615 Foothill Blvd Oroville, CA 95966 Phone (530) 533-5396 Fax (530) 532-9441

# **Proposal & Contract**



dandsasphalt.com

To: COLUSA UNIFIED SCHOOL DISTRICT 745 TENTH STREET **COLUSA, CA 95932** 

Job sight: BURCHFIELD Date: 10-2-16 LARGE AREA NEXT TO CONCRETE WALKWAY

p/c# 10216-474

Lic. # 426177

Dear Sir:

The undersigned proposes to furnish all materials and perform all labor necessary to complete the following work of improvement in accordance with the plans and specifications attached hereto, and by reference incorporated herein:

- 1) Remove excess dirt and compact approximately 770 square feet.
- 2) install 2" of base rock to the 770 square feet and compact.
- 3) Install 2" of compacted asphalt to the 770 square feet.

**End of Proposed Work** 

NOTE prevailing wage applies

All of the above work to be completed in a substantial and workmanlike manner according to the standard practices on or before T.B.A. Save and accept for any delays caused by strikes, acts of God, or other unforescen happenstances over which the contractor has no control for the sum of \$ five thousand six hundred three dollars and no/100------(\$5,603.00)

Said \$5,603.00 shall be payable as follows: In full upon completion

Any alteration or deviation from the above specifications involving extra costs of materials or labor will only be performed upon written orders for same, and will become an extra charge over the sum mentioned in this contract. All such charges must be in writing.

This proposal shall be in binding upon the contractor for a period not to exceed 30 days, unless earlier revoked by written notice of revocation prior to acceptance at which time this proposal shall terminate. No contractual rights arise until this proposal is accepted in writing.

Respectfully submitted by: ERIC EVEATT

**D&S ASPHALT SEALING** ACCEPTANCE

The above proposal is hereby accepted according to terms thereof and the owner agrees to pay the amounts mentioned in said proposal and in according to the terms on the reverse side of this form.

COLUSA UNIFIED SCHOOL DISTRICT

133 of 133 2615 Foothill Blvd Oroville, CA 95966 Phone (530) 533-5396 Fax (530) 532-9441