

Mendocino Unified School District



Agenda

Regular Board Meeting

THURSDAY, JANUARY 18, 2024

**MENDOCINO HIGH SCHOOL
10700 FORD STREET
MENDOCINO, CA 95460**

4:00 P.M. CLOSED SESSION – VIA TELECONFERENCE

(Closed Session Public Hearing – link on page 2)

**5:00 P.M. OPEN SESSION – IN PERSON at MENDOCINO HIGH SCHOOL
& VIA TELECONFERENCE**

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/85064074446?pwd=cmR0RVpoTUZ3Y0FZWU9TczJIUGJ0Zz09>

Passcode: 549388

Dial by your location +1 669 900 9128 US (San Jose)

Webinar ID: 850 6407 4446 Passcode: 549388

Please “mute” your device during the meeting.

MUSD is not available for technical support for remote meetings.

Board Priorities

- *Develop and expand community partnerships and communication*
- *Increase learning and achievement for all students, families, and staff*
- *Plan wisely for the future while maintaining fiscal integrity*
- *Maintain and improve the physical plant*

Any writings distributed either as part of the Board packet, or within 72 hours of a meeting, can be viewed at the District Office: 44141 Little Lake Road, Mendocino, CA 95460. Board backup materials are also located on the MUSD website at <https://www.mendocinoused.org/District/3051-Untitled.html>. In compliance with Government Code section 54954.2(a) Mendocino Unified School District will, on request, make agendas available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability related modification or accommodation in order to participate in the meeting should contact, Erin Placido Exec. Assistant to the Superintendent, in writing at P.O. Box 1154, Mendocino, CA 95460 or via email at doerin@mcn.org.

MENDOCINO UNIFIED SCHOOL DISTRICT IS PROUD TO BE AN EQUAL OPPORTUNITY EMPLOYER

1. 4:00 P.M., CLOSED SESSION CALL TO ORDER AND ROLL CALL

- 1.1. Call to order and roll call
- 1.2. The President will verbally identify the agenda items to be discussed during closed session as listed below.

2. PUBLIC HEARING FOR CLOSED SESSION

Members of the public may take this opportunity to comment on closed session agenda items per Board Policy 9322. Under the requirements of the Brown Act open meeting law, members of the community wishing to address an item on the closed session agenda may do so at this time. Items not on the agenda cannot be addressed at this time. A three-minute limit is set for each speaker on all items. The total time for public input on each item is limited to 20 minutes. (Government Code 54954.3).

Join Zoom Meeting

<https://us02web.zoom.us/j/81564581780?pwd=SFd3bUtYSTZ2WG5VSVJYWE12MXZhZz09>

Meeting ID: 815 6458 1780 Passcode: 312064

Dial by your location: +1 669 900 9128 US (San Jose) Meeting ID: 815 6458 1780 Passcode: 312064

3. CLOSED SESSION

The Board will adjourn to closed session pursuant to Government Code 54950 - 54962.

- 3.1. Conference with labor negotiators (Govt. Code 54957.6) Agency Representative: Superintendent Jason Morse
Employee organizations: CEMUS and MTA bargaining units and unrepresented employees
- 3.2. Employment/Personnel Changes
- 3.3. Employee Discipline/Dismissal/Release

4. 5:00 P.M. OPEN SESSION

- 4.1. Call to order and roll call
- 4.2. Closed session disclosure
Any reportable action taken during closed session will be disclosed at this time.
- 4.3. Approval of agenda
Items to be removed from the agenda or changes to the agenda should be done at this time.

5. CONSENT AGENDA

Items on the consent agenda are passed in one motion without discussion. Any item may be pulled from the consent agenda by any member of the Board and moved to action when approving the agenda. (action)

- 5.1. Approval of Warrants
 - 5.1.1. 12/7/23, 12/14/23, 12/21/23
- 5.2. Approval of Minutes
 - 5.2.1. Board Meeting Minutes: 12/14/23
- 5.3. Approval of Employment/Personnel Changes
 - 5.3.1. Reduce, Classified Employee, from 8.0 hrs/day to 4/0 hrs/day, 12 mos/yr, effective 1/1/24
 - 5.3.2. Hire (no contract), Classified Employee, up to 24 hrs/wk, effective 12/18/23
- 5.4. Approval of the Current Budget Change Report
- 5.5. Approval of 2023-24 Attendance Report – Month 4
- 5.6. Approval of Student Body Reports – December 2023

- 5.7. Approval of Cafeteria Financial Report through December 2023
- 5.8. Approval of Williams Settlement Quarterly Uniform Complaint Report for Quarter 2 of the 2023-24 School Year

6. REPORTS

- 6.1. Student Trustee – Knute Kvinsland
- 6.2. Administrative
 - 6.2.1. Principal – Tobin Hahn
 - 6.2.2. Superintendent – Jason Morse
- 6.3. Bargaining Units
 - 6.3.1. Mendocino Teachers Association (MTA)
 - 6.3.2. Classified Employees of Mendocino Unified Schools (CEMUS)
- 6.4. Board Trustee Reports

7. TIMED ITEM 5:30 P.M. - PARENT/COMMUNITY COMMENT

Items not on the agenda, but within the jurisdiction of this body, may be addressed at this time or be submitted to the Superintendent in writing for Board consideration as an agenda item. A three-minute limit is set for each speaker on all items. The total time for public input on each item is limited to 20 minutes (Government Code 54952). The Brown Act does not permit the Board to take action on any item that is not on the agenda. In addition, in order to protect the rights of all involved, complaints about employees should be addressed through the District complaint process. Speaking about a personnel issue at a Board meeting may prevent the Board from being able to act on it. Please see an administrator to initiate the complaint process.

The Board may briefly respond to public comments by asking questions to clarify the speaker's comments and refer the speaker to the Superintendent for further clarification. We thank you for your comments and participation at this meeting.

8. INFORMATION/DISCUSSION/POSSIBLE ACTION ITEMS

- 8.1. Modernization and Construction Management Update
Construction Manager, Donald Alameida, will provide an update on the Phase I and Phase II Modernization of Mendocino High School. (information)
- 8.2. CAASPP Report
Superintendent, Jason Morse, will give a report on the California Assessment of Student Performance and Progress (CAASPP) results from the 2022-23 school year. (information)
- 8.3. Approval of Resolution 2023-19 - Termination of Lease-Leaseback Agreement and Quit Claim Deed (action)
- 8.4. Board Policies, Bylaws and Administrative Regulations (information only)
 - 8.4.1. AR 3311: Bids (business/noninstructional operations)
 - 8.4.2. BP 6146.4: Differential Graduation and Competency Standards for Students With Disabilities (instruction)

9. FUTURE AGENDA ITEMS

Administrative Contracts, SARC's, MCN 2nd Quarter Report, Site Safety Plans, Layoffs, Winter Con App

10. ADJOURNMENT

The next regular Board meeting is scheduled for **February 15, 2024 at Greenwood Preschool School.**

Payment Id	Check #	Check Amt	Status	Comment	Check Amt	ADVANCED SECURITY SYSTEMS (ADVSEC/1)	
	673321A			Alarm System		63-0000-0-5500-001-0000-6000-0000	193.50
	673321B			Security and Monitoring		01-8150-0-5800-150-0000-8110-2089	574.50
						01-8150-0-5800-155-0000-8110-2089	87.00
						01-8150-0-5800-220-0000-8110-2089	106.50
						01-8150-0-5800-221-0000-8110-2089	1,303.50
						01-8150-0-5800-246-0000-8110-2089	1,744.50
						12-6105-0-5800-222-7110-8200-2089	106.50
	772456	69.50	Cleared	ALCOHOL & DRUG TESTING SERVICE (ALCOHO/1)			
	212655			Bus Driver, Drug Screen		01-0740-0-5815-001-0000-3600-0000	69.50
	772457	800.00	Cleared	ASBURY ENVIRONMENTAL SERVICES (ASBURY/2)			
	I500-00999305			Haz Mat Disposal		01-0740-0-5800-001-0000-3600-0000	275.00
	I500-01001062			Waste Diesel Fuel Disposal		01-0740-0-5800-001-0000-3600-0000	525.00
	772458	1,918.78	Cleared	ATLANTIS HEATING & COOLING (ATLANT/1)			
	5264			Repair Work P.A.C.		01-8150-0-4300-150-0000-8110-0000	1,282.78
						01-8150-0-5600-150-0000-8110-0000	636.00
	772459	292.50	Cleared	BRUNSON ASSOCIATES INC (BRUNSI/1)			
	4850			Professional Services		21-9012-0-5800-150-0000-8500-9914	292.50
	772460	75.00	Cleared	DEMATTEO, PATTIE (PDEMAT/1)			
	5203			Reports for Audit		01-0000-0-5800-001-0000-7200-0000	75.00
	772461	2,130.00	Cleared	FEINER, DONNA (DFEINE/1)			
	NOVEMBER 2023			Water Testing, Treatment		01-8150-0-5800-150-0000-8110-2096	460.00
						01-8150-0-5800-155-0000-8110-2096	460.00
						01-8150-0-5800-220-0000-8110-2096	460.00
						01-8150-0-5800-221-0000-8110-2096	450.00
						01-8150-0-5800-246-0000-8110-2096	300.00
	772462	1,126.18	Cleared	FERRELL GAS (FERREL/1)			
	1124787880			Heating Fuel, Multiple Sites + Propane for Bus		01-1100-0-5520-150-0000-8200-0000	401.20
	1124949806			Heating Fuel, Multiple Sites + Propane for Bus		01-1100-0-5520-220-0000-8200-0000	664.98
	RNT10119694			Tank Rental		63-0000-0-5520-001-0000-6000-0000	60.00
	772463	186.58	Cleared	HARDWARE TECH INC (HARDWA/1)			
	79725			7 Keys for High School		01-0794-0-4300-150-0000-2700-0000	186.58
	772464	1,231.27	Cleared	MENDOCINO CITY COMM. SERV'S (MCITYC/1)			
	R13392			Sewer Service		01-0000-0-5530-150-0000-8200-0000	1,085.78
	R13439			Sewer Service		01-0000-0-5530-150-0000-8200-0000	145.49
	772465	502.39	Cleared	MCR&E (MCR&E/1)			

ReqPay04b

Check Register with Accounts

Register 000295 - 12/07/2023

Bank Account COUNTY - AP Checks

Payment Id	Check #	Check Amt	Status	Comment	Check Amt
	64188	502.39	Cleared	NCR&E (0NCR&E/1) - continued	502.39
	772466	1,445.28	Cleared	PG&E (00PG&E/1)	1,445.28
	69056412483-4 OCT23	2,881.00	Cleared	REDWOOD EMPIRE OFFICIALS ASSN (RWEMPI/1)	2,881.00
	DP24-00092	150.07	Cleared	ROSSI BUILDING MATERIALS (ROSSIB/1)	150.07
	2311-223589	479.20	Cleared	Roundman's (ROUND/1)	479.20
	33860	1,195.95	Cleared	SAFEWAY INC. (SAFEWA/2)	1,195.95
	151360 NOVEMBER 2023	639.42	Cleared	SCHOOL SPECIALTY INC (SCHSP3/2)	639.42
	208900023607	111,741.00	Cleared	SISC MEDICAL (SISCME/1)	111,741.00
	DECEMBER 23-24	582.46	Cleared	SPORT & CYCLE TEAM ATHLETICS (SPORT&1)	582.46
	227790	261.72	Cleared	Athletics Supplies	261.72
	227791	320.74	Cleared	Athletics Supplies	320.74
	431744439	1,009.59	Cleared	SYSCO FOOD SERVICES OF SF INC (SYSCOF/1)	1,009.59
	431749229	843.96	Cleared	Cafeteria Food	843.96
	431749229	194.18	Cleared	Cafeteria Food	194.18
	431749229	28.55-	Cleared	Cafeteria Food	28.55-
	0619022-IN	3,033.52	Cleared	US BANK CORPORATE PAYMENT SYS (USBANK/2)	3,033.52
	10-31-23	25.40	Cleared	Specialized Services	25.40
	10001265873677	600.00	Cleared	Phone Services	600.00
	10001268375086	19.35	Cleared	Bookkeeping Assistance	19.35
	11-12-23	150.00	Cleared	Quickbooks Subscription + Bookkeeping Assistance	150.00
	1117238633	600.00	Cleared	Phone Services	600.00
	2035156	58.74	Cleared	INTEGRA Enclosures	58.74
	29H35509J8835383J	3.30	Cleared	Cables for Less	3.30
	29V4484ODW7300909	309.43	Cleared	Specialized Services	309.43
		21.89	Cleared	VoiceTech	21.89
		38.00	Cleared	Specialized Services	38.00
		11.55	Cleared	VoiceTech	11.55

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 12/7/2023, Ending Check Date = 12/7/2023, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

Payment Id	Comment	Check Amt	Status	Cleared	US BANK CORPORATE PAYMENT SYS (USBANK/2) - continued	
Check # 772475	63	3,033.52				.39
29V4484ODW7300909	VoiceTech			63-0000-0-4300-001-0000-6000-0000		352.43
468775003	Specialized Services			63-0000-0-5800-001-0000-6000-0000		297.91
9948160493	Verizon			63-0000-0-5902-001-0000-6000-0000		25.00
DP24-00093	Tower Coverage.com			63-0000-0-5800-001-0000-6000-0000		418.30
1863934	Mendo Mill			63-0000-0-4300-001-0000-6000-0000		127.41
INV224763462	Annual Zoom Subscription			63-0000-0-5300-001-0000-6000-0000		
Check # 772476	13	2,589.60			US FOODS INC. SAN FRANCISCO (USFOOD/2)	
3432936	Cafeteria Food and Snack			13-5310-0-4700-001-0000-3700-0000		2,110.69
				13-5310-0-4700-001-0000-3700-8634		478.91
Check # 772477	01	133.55			VERIZON WIRELESS (VERIZO/1)	
9636257299	Cell Phone, Superintendent			01-0000-0-5902-001-0000-7150-0000		133.55
Check # 772478	01	1,552.61			XEROX CORPORATION (XEROXC/2)	
020250372	Copy Machine Rental			01-0000-0-4300-150-0000-2420-0000		65.52
020250373	Copy Machine Rental			01-0000-0-5600-150-0000-2420-0000		123.96
020250374	Copy Machine Rental			01-0000-0-4300-220-0000-2700-0000		975.86
020250375	Copy Machine Rental			01-0000-0-5600-220-0000-2700-0000		134.37
020250376	Copy Machine Rental			01-0000-0-4300-001-0000-7200-0000		63.63
				01-0000-0-5600-001-0000-7200-0000		125.32
				01-0000-0-4300-246-0000-2700-0000		11.15
				01-0000-0-5600-246-0000-2700-0000		23.48
				12-6105-0-4300-222-7110-1000-0000		5.86
				12-6105-0-5600-222-7110-1000-0000		23.46
Check # 772479	01	222.25			YORKE ENGINEERING LLC (YORKEE/1)	
36124	SPCC and Storm Water Support			01-8150-0-5800-001-0000-8110-0000		222.25
* Break in sequence						
Check # VCH-00000246	12	73.88			BALLARD, JESSICA C (000273 - Emp)	
EP24-00116	MCOE Mileage			12-6105-0-5200-222-7110-1000-0000		73.88
Check # VCH-00000247	01	183.68			MORSE, JASON J (000146 - Emp)	
EP24-00117	Snacks for MTA Negotiations, Mileage			01-0000-0-4300-001-0000-7200-0000		55.15
EP24-00118	Snacks for Cemus Negotiations			01-0000-0-5200-001-0000-7200-0000		94.32
Check # VCH-00000248	01	3,761.93			NICK BARBIERI TRUCKING, LLC (RWCOAS/2)	
0076936-IN	Diesel and Regular Fuel for Vehicles and Heating			01-1100-0-5520-220-0000-8200-0000		3,761.93
Check # VCH-00000249	68	2,430.10			REDWOOD HEALTH SERVICES (RWHEAL/1)	
11-19-23	Vision and Dental Claims			68-0000-0-5800-000-0000-6000-0000		815.65
				69-0000-0-5800-000-0000-6000-0000		561.50

Payment Id	Check #	Check Amt	Status	Printed	Comment
11-26-23	VCH-00000249	68	2,430.10	68-0000-0-5800-000-0000-6000-0000	REDWOOD HEALTH SERVICES (RWHEAL/1) - continued
DECEMBER 23-24				01-0000-0-9514-000-0000-0000-3498	Dental Claims
				01-0000-0-9514-000-0000-0000-3499	Dental and Vision Admin Fees
	VCH-00000250	01	8,463.35	01-0000-0-4300-001-0000-8200-0000	WAXIE SANITARY SUPPLY (009737/1)
82130640				01-0000-0-4300-001-0000-8200-0000	Custodial Supplies
82139043				01-0000-0-4300-001-0000-8200-0000	Custodial Supplies
	VCH-00000251	63	819.20	63-0000-0-4300-001-0000-6000-0000	WINNCOMM TECHNOLOGIES (WINNCO/1)
STDINV0230015				63-0000-0-4300-001-0000-6000-0000	Supplies
				63-0000-0-4300-001-0000-6000-0000	
Number of Items	31	155,835.84	Totals for Register 000295		

2024 FUND-OBJ Expense Summary / Register 000295

01-4100	639.42	
01-4300	11,870.76	
01-5200	94.32	
01-5300	2,881.00	
01-5510	1,445.28	
01-5520	4,828.11	
01-5530	1,231.27	
01-5600	1,043.13	
01-5800	7,043.25	
01-5815	69.50	
01-5902	133.55	
01-9110*		143,555.34-
01-9514	112,275.75	
Totals for Fund 01	143,555.34	143,555.34-
12-4300	5.86	
12-5200	73.88	
12-5600	23.46	
12-5800	106.50	
12-9110*		209.70-
Totals for Fund 12	209.70	209.70-
13-4700	5,274.34	
13-5600	502.39	

2024 FUND-OBJ Expense Summary / Register 000295 (continued)

13-9110*		5,776.73-
Totals for Fund 13	5,776.73	5,776.73-
21-5800	292.50	
21-9110*		292.50-
Totals for Fund 21	292.50	292.50-
63-4300	1,707.31	
63-5300	127.41	
63-5500	193.50	
63-5520	60.00	
63-5800	584.78	
63-5811	25.40	
63-5902	297.91	
63-5903	1,200.00	
63-9110*		4,106.22-
63-9550*		90.09-
Totals for Fund 63	4,196.31	4,196.31-
68-5800	1,333.85	
68-9110*		1,333.85-
Totals for Fund 68	1,333.85	1,333.85-
69-5800	561.50	
69-9110*		561.50-
Totals for Fund 69	561.50	561.50-
Totals for Register 000295	155,925.93	155,925.93-

* denotes System Generated entry

Net change to Cash 9110 155,835.84-Credit

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Payment Id	Check #	Check Amt	Status	Cleared	Comment	229.25	60.30	294.74	121.58	142.44	19.65	57.64	5,500.00	12,000.00	1,164.57	14,139.00	224.39	555.61	700.00	4,775.63		
EP24-00135	01	EL Support in Albion and Compche, Sept. and Oct.	01-0079-0-5200-221-1110-1000-0000	Cleared	FREELING, LINDA F (000072 - Emp)	176.85															52.40	
EP24-00123	01	Fingerprinting, TB Test	01-0740-0-5812-001-0000-3600-0000	Cleared	GARIBALDI, HAYLEY J (001601 - Emp)	30.30																30.00
EP24-00120	01	Travel Expenses, Chispa	01-0740-0-5814-001-0000-3600-0000	Cleared	HAHN, TOBIN C (000085 - Emp)	81.63																213.11
EP24-00134	01	Classroom Books	01-0001-0-4100-246-1110-1000-8327	Cleared	MARTIN, AMANDA M (000130 - Emp)	121.58																121.58
EP24-00133	01	MCOE Mileage, 2 Trainings	01-6266-0-5200-150-5760-1120-0000	Cleared	MILLER, MEGHAN C (000271 - Emp)	142.44																142.44
EP24-00122	63	Mileage	63-0000-0-5200-001-0000-6000-0000	Cleared	MOORE, JERRY L (000144 - Emp)	19.65																19.65
EP24-00136	01	Albion and Compche Mileage	01-6770-0-5200-221-1110-1000-0000	Cleared	THOMPSON, CHELSY R (000180 - Emp)	57.64																41.92
MUSD 04-16	21	Phase 2 High School Bond Project Services	01-6770-0-5200-246-1110-1000-0000	Cleared	ALAMEIDA ARCHITECTURE (ALAMEI/1)	5,500.00																15.72
MUSD 04-16	21	Phase 2 Inspection Services	21-9012-0-5800-150-0000-8500-9914	Printed	CLM INSPECTION SERVICES (CLMINS/1)	12,000.00																5,500.00
0292970	63	Phone Services	63-0000-0-5903-001-0000-6000-0000	Cleared	COMMIO (COMMIO/1)	1,164.57																12,000.00
1030	01	ELOP Services per MOU, Snacks	01-2600-0-5800-220-1110-4900-8342	Cleared	COMMUNITY CENTER OF MENDOCINO (COMMUN/1)	14,139.00																1,164.57
24064	12	Water Monitoring, Greenwood	12-6105-0-5530-222-7110-8200-0000	Cleared	ELK CO. WATER DISTRICT (ELKCOW/1)	224.39																14,139.00
1396714	01	Open PO for Classified Advertising	01-0000-0-5811-001-0000-7200-0000	Cleared	FORT BRAGG ADVOCATE NEWS WILLITS NEWS (FBADVO/2)	555.61																224.39
MUSD-1023	01	Counseling Services	01-6546-0-5800-150-5760-3112-3345	Cleared	HALLIE DAVRILL (HDAVRI/1)	700.00																555.61
725212	01	Grass Seed and Fertilizer	01-0000-0-4300-150-0000-8110-0000	Cleared	HARE CREEK NURSERY & POWER (HARECR/1)	4,775.63																100.00

Check Register with Accounts

Bank Account COUNTY - AP Checks

ReqPay04b

Register 000296 - 12/14/2023

Payment Id	Comment		Check Amt	Check Amt	975.05 Status Cleared	CYPRESS HOLDINGS INC (HARVES/2)	
49062 NOVEMBER 2023	01	Maintenance, Transportation, Cafeteria Supplies		13-5310-0-4700-001-0000-3700-0000	Cleared		58.36
49495 NOVEMBER 2023		Tea with Tobin, Culinary Supplies		01-0794-0-4300-150-0000-2700-0000			33.29
				01-6387-0-4300-150-3800-1000-8171			851.78
49497 NOVEMBER 2023		MCN Supplies		63-0000-0-4300-001-0000-6000-0000			31.62
Check # 772942	13	HOPPER DAIRY (HOPPER/1)	414.92	Status Cleared			
67312123		Dairy for Cafeteria		13-5467-0-4700-001-0000-3700-0000			242.80
67700252		Dairy for Cafeteria		13-5467-0-4700-001-0000-3700-0000			150.31
67700253		Dairy for Cafeteria		13-5467-0-4700-001-0000-3700-0000			21.81
Check # 772943	13	JOHN RUCZAK REFRIGERATION (JOHNRU/1)	3,504.66	Status Cleared			
19719		Repair Work		13-5310-0-4300-001-0000-3700-0000			2,334.66
				13-5310-0-5600-001-0000-3700-0000			1,170.00
Check # 772944	21	LATHROP CONSTRUCTION INC. (LATHRO/1)	833,465.34	Status Cleared			
APP 4 PHASE 2		Phase 2 High School Construction		21-9012-0-6200-150-0000-8500-9914			833,465.34
Check # 772945	63	LINUX MAGIC MAIL (WIZARD/1)	5,240.40	Status Printed			
12-15-23		Phone Services		63-0000-0-5903-001-0000-6000-0000			5,240.40
Check # 772946	01	MATHISON PEAK ENTERPRISES (MATHIS/1)	1,830.00	Status Cleared			
JULY - DEC 2023		Radio Antenna Space		01-0740-0-5600-001-0000-3600-0000			1,830.00
Check # 772947	01	MENDOCINO CITY COMM. SERV'S (MCITYC/1)	1,940.69	Status Cleared			
R13436		Sewer Service		01-0000-0-5530-220-0000-8200-0000			1,561.73
R13463		Sewer Service		01-0000-0-5530-001-0000-8200-0000			378.96
Check # 772948	13	MENDOCINO COAST PRODUCE (MICOPRO/2)	222.00	Status Cleared			
31456		Produce for Cafeteria		13-5310-0-4700-001-0000-3700-0000			222.00
Check # 772949	01	MOUNT STORM (MOUNTS/1)	262.35	Status Cleared			
467422-002		Woodshop Supplies		01-9049-0-4300-150-3800-1000-8168			262.35
Check # 772950	01	MOUNTAIN FRESH SPRING WATER (MOUNTA/1)	255.00	Status Cleared			
2520		8 Coolers for Classrooms		01-0794-0-5600-220-1110-1000-0000			80.00
2620		Drinking Water		01-0794-0-4300-220-1110-1000-0000			175.00
Check # 772951	01	U.S. POSTAL SERVICE (POSTME/2)	152.00	Status Cleared			
DP24-00100		PO Box 226, Annual Fee		01-0000-0-5600-220-0000-2700-0000			152.00
Check # 772952	01	REDWOOD WASTE SOLUTIONS INC (RWWAST/1)	4,440.13	Status Cleared			
175485025U039		Garbage Collection		01-0000-0-5540-246-0000-8200-0000			121.49
175485689U039		Garbage Collection		01-0000-0-5540-150-0000-8200-0000			1,203.33
				21-9012-0-5600-150-0000-8500-9914			433.14
175485690U039		Garbage Collection		01-0000-0-5540-150-0000-8200-0000			433.14
175485691U039		Garbage Collection		01-0000-0-5540-220-0000-8200-0000			1,791.28



Payment Id	Comment	Check Amt	Status	Cleared	4,440.13	REDWOOD WASTE SOLUTIONS INC (RWWAST/1) - continued	
Check # 772952	01						
175485692U039	Garbage Collection					01-0000-0-5540-001-0000-8200-0000	433.14
175485702U039	Garbage Collection					01-0000-0-5540-221-0000-8200-0000	24.61
Check # 772953	63						
2311-233758	Open PO for Supplies					ROSSI BUILDING MATERIALS (ROSSIB/1)	193.48
Check # 772954	12						
05-229943-1 NOV2023	Waste Disposal at Greenwood					SOLID WASTE OF WILLITS INC (SOLIDW/1)	92.08
Check # 772955	01						
41353	School Bell System Repair					SOUND & SIGNAL INC (SOUND&/1)	943.15
Check # 772956	63						
1816	Install Ladder Racks					STATHAM'S GARAGE (STATHG/1)	750.00
Check # 772957	13						
552611	Paper Products for Cafeteria					63-0000-0-5600-001-0000-6000-0000	750.00
Check # 772958	63						
808W56463	Shipping Services					UKIAH PAPER SUPPLY INC (UKIAHP/1)	815.96
Check # 772959	01						
112-1013210-2011460	Textbooks					UPS (000UPS/1)	72.01
2595-5582	Pear Deck Subscription						
264145	US Bank, Read Naturally Subscription					63-0000-0-5904-001-0000-6000-0000	2,518.71
283164	Songs for Teaching						
3921107	Gas Card for Family					01-0795-0-4100-220-1110-1000-0000	101.30
3921110	Gas Card for Family					01-0794-0-5800-220-1110-1000-0000	149.99
3921112	Gas Card for Family					01-0811-0-5800-220-5760-1120-0000	638.00
3921114	Gas Card for Family					01-0000-0-5800-220-0000-2700-9075	90.00
3921116	Gas Card for Family					01-0001-0-4300-220-0000-3130-1137	50.00
3921118	Gas Card for Family					01-0001-0-4300-220-0000-3130-1137	50.00
3921120	Gas Card for Family					01-0001-0-4300-220-0000-3130-1137	50.00
3921122	Gas Card for Family					01-0001-0-4300-220-0000-3130-1137	50.00
3921125	Gas Card for Family					01-0001-0-4300-220-0000-3130-1137	50.00
3921127	Gas Card					01-0001-0-4300-220-0000-3130-1137	50.00
DP24-00095	Ed Week Digital Subscription					01-0000-0-5800-220-0000-2700-9075	40.00
DP24-00097	Safeway Food Cards for Families					01-0001-0-4300-220-0000-3130-1137	500.00
DP24-00098	Food Cards and Items for Families					01-0001-0-4300-220-0000-3130-1137	404.51
DP24-00099	Staff Meeting Snacks					01-0000-0-4300-220-0000-2700-9075	94.91
Check # 772960	01						
020279631	Copy Machine Rental					XEROX CORPORATION (XEROXC/2)	36.05
						01-0000-0-4300-155-0000-2700-0000	114.94
						01-0000-0-5600-155-0000-2700-0000	

Payment Id	Check #	Check Amt	Status	Cleared	Comment	Check Amt	Printed	Printed	Printed	Printed
	020279633	01	585.26		XEROX CORPORATION (XEROXC/2) - continued	01-0000-0-4300-150-0000-2700-0000				308.95
						01-0000-0-5600-150-0000-2700-0000				125.32
* Break in sequence										
	EP24-00119	01	193.53		BENSON-MARTIN, MAY (001494 - Emp)	01-0794-0-4300-150-1110-1000-0000				193.53
	EP24-00121	63	192.57		GRIFFEN, MATTHEW R (001535 - Emp)	63-0000-0-5230-001-0000-6000-0000				192.57
	EP24-00124	01	1,270.83		JIMENEZ, MARTHA C (001455 - Emp)	01-0001-0-4300-150-0000-3130-1137				24.17
						01-0001-0-5200-220-0000-3130-1137				14.41
						01-0001-0-5200-246-0000-3130-1137				14.41
						01-0001-0-4300-220-0000-3130-1137				35.95
						01-0001-0-4300-220-0000-3130-1137				20.69
						01-0001-0-4300-150-0000-3130-1137				122.80
						01-0001-0-4300-220-0000-3130-1137				86.01
						01-5634-0-4300-220-0000-3130-0000				55.40
						01-0001-0-4300-220-0000-3130-1137				182.78
						01-0001-0-4300-220-0000-3130-1137				375.00
						01-5634-0-4300-220-0000-3130-0000				257.16
						01-0001-0-5200-246-0000-3130-1137				14.41
						01-5634-0-4300-220-0000-3130-0000				67.64
	EP24-00138	01	17.40		LEVY, ANNA (000277 - Emp)	01-5634-0-4300-150-0000-3130-0000				17.40
	EP24-00137	13	103.86		PRICE, DIANE (000173 - Emp)	13-5310-0-4700-001-0000-3700-0000				103.86
	EP24-00137	63	2,279.44		AMAZON CAPITAL SERVICES, INC (AMAZON/2)	63-0000-0-4300-001-0000-6000-0000				239.31
						63-0000-0-4300-001-0000-6000-0000				229.36
						63-0000-0-4300-001-0000-6000-0000				527.51
						63-0000-0-4300-001-0000-6000-0000				18.60
						63-0000-0-4300-001-0000-6000-0000				52.04
						63-0000-0-4300-001-0000-6000-0000				527.51
						63-0000-0-4300-001-0000-6000-0000				157.60
						63-0000-0-4300-001-0000-6000-0000				527.51
	DP24-00094	68	2,976.51		REDWOOD HEALTH SERVICES (RWHEAL/1)	68-0000-0-5800-000-0000-6000-0000				2,976.51

Payment Id Comment

Number of Items 42

905,692.13 Totals for Register 000296

2024 FUND-OBJ Expense Summary / Register 000296

01-4100	222.88	
01-4300	9,381.00	
01-5200	767.30	
01-5530	1,940.69	
01-5540	4,006.99	
01-5600	3,245.41	
01-5800	15,756.99	
01-5811	555.61	
01-5812	30.30	
01-5814	30.00	
01-9110*	35,937.17-	35,937.17-
Totals for Fund 01	35,937.17	35,937.17-
12-5530	224.39	
12-5540	92.08	
12-9110*	316.47-	316.47-
Totals for Fund 12	316.47	316.47-
13-4300	3,150.62	
13-4700	799.14	
13-5600	1,170.00	
13-9110*	5,119.76-	5,119.76-
Totals for Fund 13	5,119.76	5,119.76-
21-5600	433.14	
21-5800	17,500.00	
21-6200	833,465.34	
21-9110*	851,398.48-	851,398.48-
Totals for Fund 21	851,398.48	851,398.48-
63-4300	2,504.54	
63-5200	19.65	
63-5230	192.57	
63-5600	750.00	
63-5903	6,404.97	

2024 FUND-OBJ Expense Summary / Register 000296 (continued)

63-5904	72.01	
63-9110*		9,943.74-
Totals for Fund 63	9,943.74	9,943.74-
68-5800	2,976.51	
68-9110*		2,976.51-
Totals for Fund 68	2,976.51	2,976.51-
Totals for Register 000296	905,692.13	905,692.13-

* denotes System Generated entry

Net change to Cash 9110 905,692.13- Credit

Payment Id	Comment	Check Amt	Check Amt	Status	Printed	CHARLOTTE KILLION (CHARLOTTE K - Payee)	195.00
DP24-00105	Billing Refund	63	63-0000-0-5800-001-0000-6000-0000	Cleared			195.00
Check # 773454		63	63-0000-0-5800-001-0000-6000-0000	Cleared		BUCH, ROB A (000030 - Emp)	21.62
EP24-00143	Mileage Reimburse	01	63-0000-0-5200-001-0000-6000-0000	Cleared			21.62
Check # 773455		01	63-0000-0-5200-001-0000-6000-0000	Cleared		DURBIN, MEGHAN E (001555 - Emp)	74.92
EP24-00140	Athletics Transportation	63	01-0000-0-5200-150-1110-4200-0000	Cleared			74.92
Check # 773456		63	01-0000-0-5200-150-1110-4200-0000	Cleared		MOORE, JERRY L (000144 - Emp)	24.03
EP24-00145	Mileage 11/20 & 12/8	01	63-0000-0-5200-001-0000-6000-0000	Cleared			24.03
Check # 773457		01	63-0000-0-5200-001-0000-6000-0000	Cleared		PRICE, WILLIAM (000283 - Emp)	80.00
EP24-00150	Maintenance Truck Repair	63	01-8150-0-4300-001-0000-8110-0000	Cleared			80.00
Check # 773458		63	01-8150-0-4300-001-0000-8110-0000	Cleared		RAMOS CORTES, MARCO A (001471 - Emp)	132.97
EP24-00141	Dispatch Mileage 10/6 - 10/30	63	63-0000-0-5230-001-0000-6000-0000	Cleared			64.19
EP24-00142	Dispatch Mileage 11/1 - 11/21	63	63-0000-0-5230-001-0000-6000-0000	Cleared			68.78
Check # 773459		01	63-0000-0-5230-001-0000-6000-0000	Cleared		THOMPSON, CHELSY R (000180 - Emp)	52.40
EP24-00139	Albion and Comptche Mileage	63	01-6770-0-5200-221-1110-1000-0000	Cleared			20.96
Check # 773460		63	01-6770-0-5200-246-1110-1000-0000	Cleared		AT&T (00AT&T/1)	31.44
7236785802	Telephone Services	63	63-0000-0-5903-001-0000-6000-0000	Cleared			4,575.38
Check # 773461		01	63-0000-0-5903-001-0000-6000-0000	Cleared		B & H PHOTO (B&HPHO/1)	2,371.09
219199605	Cameras for Radio/Video Program	63	01-0001-0-4300-150-3800-1000-0015	Cleared			2,371.09
Check # 773462		63	01-0001-0-4300-150-3800-1000-0015	Cleared		BRS MEDIA INC./IRRP/NET (BRSMED/1)	5,000.00
12-7-23	Services	63	63-0000-0-5800-001-0000-6000-0000	Cleared			5,000.00
Check # 773463		01	63-0000-0-5800-001-0000-6000-0000	Cleared		COLLEGE BOARD (COLLEG/3)	124.80
ES223822	SAT School Day	21	01-7412-0-4300-150-1110-1000-0000	Cleared			124.80
Check # 773464		21	01-7412-0-4300-150-1110-1000-0000	Cleared		COUNTY OF MENDOCINO ENVIRONMENTAL HEALTH (ENVHEA/1)	884.00
DP24-00102	Plan Check Fee for Food Facility	01	21-9012-0-5800-150-0000-8500-9914	Cleared			884.00
Check # 773465		01	21-9012-0-5800-150-0000-8500-9914	Cleared		CYPRESS HOLDINGS INC (HARVES/2)	869.32
49494 NOVEMBER 2023	Maintenance, Transportation, Cafeteria Supplies	13	01-8150-0-4300-001-0000-8110-0000	Cleared			472.36
Check # 773466		13	01-8150-0-4300-001-0000-8110-0000	Cleared		HOPPER DAIRY (HOPPER/1)	148.34
67312186	Dairy for Cafeteria	13	01-8150-0-4300-220-0000-8110-0000	Cleared			248.62
67312245	Dairy for Cafeteria	13	01-8150-0-4300-001-0000-3700-0000	Cleared			150.31
67312272	Dairy for Cafeteria	13	01-8150-0-4300-001-0000-3700-0000	Cleared			172.11
67700270	Dairy for Cafeteria	13	01-8150-0-4300-001-0000-3700-0000	Cleared			178.55

Register 000297 - 12/21/2023

Bank Account COUNTY - AP Checks

Payment Id	Comment	Check Amt	Status	Cleared		
Check # 773467						
R13425	Sewer Service	185.74	Cleared		MENDOCINO CITY COMM. SERV'S (MCITYC/1)	185.74
Check # 773468						
INV24-00044	School Psychologist and Nurse Services	11,418.50	Printed		MENDOCINO COUNTY OFFICE OF ED (00MCOE/1)	891.84
Check # 773469						10,526.66
3428	Drinking Water for Classrooms	175.00	Cleared		MOUNTAIN FRESH SPRING WATER (MOUNTA/1)	175.00
Check # 773470						
345678023001	Office Supplies	255.03	Cleared		OFFICE DEPOT (OFFICD/2)	198.98
345678024001	Office Supplies					56.05
Check # 773471						
46684552137-3NOV2023	Electricity for District	9,544.38	Cleared		PG&E (00PG&E/1)	691.44
Check # 773472						7,293.62
NOVEMBER 2023	High School Modernization Phase 1	1,250.00	Cleared		PHILIP MORTON INSPECTION (PHILIP/1)	230.02
Check # 773473						10.91
3140 NOVEMBER 2023	Auto Repair Parts	2,518.28	Cleared		RHOADS AUTO PARTS INC. (RHOADS/1)	611.36
Check # 773474						681.57
699155	Fingerprint Processing	224.00	Cleared		CA DEPT OF JUSTICE (STOFC2/1)	1,250.00
Check # 773475						2,196.18
RMA1504	Supplies	6,384.71	Cleared		STREAKWAVE (STREAK/1)	322.10
S15034476	Supplies					224.00
S15034564	Supplies					1,434.00-
S15034866	Supplies					112.92-
Check # 773476						561.47
431759180	Cafeteria Food	1,066.06	Cleared		SYSCO FOOD SERVICES OF SF INC (SYSCOF/1)	42.52
						7,123.11
						539.49
						134.13
						10.15

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 12/21/2023, Ending Check Date = 12/21/2023, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

ReqPay04b

Check Register with Accounts

Register 000297 - 12/21/2023

Bank Account COUNTY - AP Checks

Payment Id	Comment	Check Amt	Status	Cleared	UKIAH PAPER SUPPLY INC (UKIAHP/1)	WILD OAK DAIRY (UNNATU/2)	US BANK CORPORATE PAYMENT SYS (USBANK/2)
Check # 773477	13	49.08	Status	Cleared	13-5310-0-4300-001-0000-3700-0000		
552849	Paper Products for Cafeteria						49.08
Check # 773478	13	1,449.49	Status	Cleared	13-5310-0-4700-001-0000-3700-0000		
015644416-004	Cafeteria Food and Snack						1,197.58
Check # 773479	01	9,328.03	Status	Cleared	13-5310-0-4700-001-0000-3700-8634		251.91
1000413035	Bus 11 Repair Part						194.00
111-0172179-9317019	Radio Supplies				01-0740-0-4365-001-0000-3600-0000		174.92
111-0314365-9520237	Yearbook Expenses				01-0001-0-4300-150-3800-1000-0015		87.83
111-0740010-4059411	Ping Pong Balls				01-0794-0-4300-150-1110-1000-0000		29.06
111-1400051-7885836	Laptop Charger				01-0000-0-4300-150-0000-2420-9015		29.10
111-2161138-0830661	SPED Supplies				01-0811-0-4300-150-5760-1120-0000		94.52
111-3236814-3234628	Woodshop Supplies				01-0794-0-4300-150-3800-1000-8168		97.08
111-4468061-4928232	Woodshop Supplies				01-0794-0-4300-150-3800-1000-8168		37.73
111-4566037-6949860	Classroom Supplies				01-0794-0-4300-150-1110-1000-0000		237.31
111-5403571-3040215	Horticulture Supplies				01-0794-0-4300-150-3800-1000-8315		81.96
111-6705400-0424216	SPED Supplies				01-0811-0-4300-150-5760-1120-0000		36.37
111-6991958-2197066	Basketball Supplies for Gym				01-0794-0-4300-150-1110-1000-0000		177.96
111-7874414-5749037	Horticulture Supplies				01-0794-0-4300-150-3800-1000-8315		33.36
112-0881495-7609855	Cables, Keyboards, Mice				01-0000-0-4300-001-0000-2420-9015		551.40
112-2559664-5112208A	Classroom Supplies				01-0794-0-4300-220-1110-1000-0000		146.35
112-3218484-7223444	Open PO for Maintenance Items				14-0000-0-4400-220-0000-8100-2088		1,423.72
112-3224331-0853065A	Open PO for Maintenance Items				01-8150-0-4300-001-0000-8110-0000		385.84
112-3224331-0853065B	Open PO for Maintenance Items				01-8150-0-4300-001-0000-8110-0000		140.17
112-3996410-4358637	Apple Charge Cable and Power Adapter				01-0794-0-4300-221-1110-1000-0000		94.93
112-4727935-0869012	Office and Medical Supplies				01-0794-0-4300-220-0000-2700-0000		100.91
112-5895068-7028238	Classroom Supplies				01-0794-0-4300-220-1110-1000-0000		94.29
112-6146927-0498631	Laptop Battery				01-0000-0-4300-001-0000-2420-9015		72.27
112-8629274-790 B	Classroom Supplies				01-0794-0-4300-220-1110-1000-0000		32.35
339096587-001	Horticulture Supplies				01-0794-0-4300-150-3800-1000-8315		69.94
339103905-001	Classroom Supplies				01-0794-0-4300-150-3800-1000-8315		2.79
342467239-001	Classroom Supplies				01-0794-0-4300-150-1110-1000-0000		27.50
342467341-001	Office Supplies				01-0794-0-4300-150-0000-2700-0000		10.77
342467342-001	Office Supplies				01-0794-0-4300-150-0000-2700-0000		28.57
36693254	Athletics Awards				01-0000-0-4300-150-1110-4200-0000		349.06
36706842	Athletics Awards				01-0000-0-4300-150-1110-4200-0000		225.85
44943963	Survey/Monkey				01-0000-0-5800-001-0000-7200-0000		468.00
64352183	CIF Esports Registration				01-0000-0-5800-150-1110-4200-0000		100.00
9KN666266G625783B	Tidal Subscription				01-0794-0-5800-150-3800-1000-8167		29.99

Payment Id	Check #	Check Amt	Status	Cleared	Comment	US BANK CORPORATE PAYMENT SYS (USBANK/2) - continued	
	773479	01	9,328.03				
	ASAO48UP93113522	Model UN Registration Fee				01-9003-0-5200-150-1110-1000-9048	62.05
	DP24-00101	US Bank Charges, Kim				01-0794-0-5800-220-1110-1000-0000	3.35-
						01-0794-0-5800-220-1110-1000-0000	38.64-
						01-0811-0-4300-220-5760-1120-0000	29.96
						01-0811-0-4300-220-5760-1120-0000	345.65
	DP24-00104	Board Meeting Food				01-0000-0-4300-001-0000-7110-0000	93.00
	DP24-00106	28 Sandwiches				01-0794-0-4300-150-0000-2700-0000	323.61
	INV2226493691	Zoom Cloud Recording				01-0000-0-5800-001-0000-7110-0000	40.00
	INV44591678	DocuSign for SPED Dept.				01-0811-0-5800-001-5760-1120-0000	600.00
	RC9ETS9TNT	SF Leadership Conference Lodging				01-6266-0-5200-150-0000-2700-0000	390.28
	RCTKER4C5	Model UN Lodging				01-9003-0-5200-150-1110-1000-9048	1,846.18
	Check # 773480	13	946.50			US FOODS INC. SAN FRANCISCO (USFOOD/2)	
	3796025	Cafeteria Food and Snack				13-5310-0-4700-001-0000-3700-0000	755.09
						13-5310-0-4700-001-0000-3700-8634	191.41
	Check # 773481	01	942.80			WILLITS POWER (WILLIT/2)	
	925223	Maintenance Supplies				01-8150-0-4300-001-0000-8110-0000	942.80
	Check # 773482	01	232.19			XEROX CORPORATION (XEROXC/2)	
	020279632	Copy Machine Rental				01-0000-0-4300-220-0000-2420-0000	73.61
						01-0000-0-5600-220-0000-2420-0000	123.96
	020279634	Copy Machine Rental				01-0000-0-4300-221-0000-2700-0000	11.16
						01-0000-0-5600-221-0000-2700-0000	23.46
	* Break in sequence						
	Check # VCH-00000259	01	893.57			JIMENEZ, MARTHA C (001455 - Emp)	
	EP24-00144	Food and Gas Cards for Families				01-0001-0-4300-001-0000-3130-1137	655.19
	EP24-00146	Gas Cards for Families				01-0001-0-4300-001-0000-3130-1137	150.00
	EP24-00149	Albion School Counseling, Clothing for Students				01-0000-0-5200-246-0000-3130-0000	14.41
						01-5634-0-4300-001-0000-3130-0000	73.97
	Check # VCH-00000260	01	11,868.42			LUCIER, LAURA E (000022 - Emp)	
	EP24-00151	Cummins Foundation Grant, PE Mats				01-0001-0-4300-220-1110-1000-8212	11,868.42
	Check # VCH-00000261	13	38.92			PRICE, DIANE (000173 - Emp)	
	EP24-00147	Vegetables for Cafeteria				13-5310-0-4700-001-0000-3700-0000	38.92
	Check # VCH-00000262	01	200.00			SMITHYMAN, MEGAN E (001508 - Emp)	
	EP24-00148	Aug. - Dec. Substitute Coordination				01-0000-0-5902-150-0000-2700-0000	200.00
	Check # VCH-00000263	63	117.95			AMAZON CAPITAL SERVICES, INC (AMAZON/2)	
	112-3529034-1897843	Open PO for Various Supplies				63-0000-0-4300-001-0000-6000-0000	117.95

Payment Id	Comment	Check Amt	Status	Printed	BANDWIDTH INC. (BANDWI/1)	970.68	510.38	29,764.21	1,741.35	1,846.33	510.38
Check # VCH-00000264	63	Open Purchase Order for Telephone Services	63-0000-0-5903-001-0000-6000-0000	Printed							970.68
BWUS10653818											
Check # VCH-00000265	01	Core Connections Textbooks	01-0794-0-4100-220-1110-1000-0000	Printed							510.38
2305776-IN											
Check # VCH-00000266	21	MHS Bond Architectural Services	21-9010-0-6200-150-0000-8500-9911	Printed							22,308.90
25323											
Check # VCH-00000267	01	Gymnasium & Tech Center Modernization	01-9012-0-6200-150-0000-8500-9914	Printed							7,455.31
0079049-IN											
Check # VCH-00000268	68	Diesel and Regular Fuel for Vehicles and Heating	01-0740-0-4361-001-0000-3600-0000	Printed							1,741.35
12-10-23											
		Vision and Dental Claims	68-0000-0-5800-000-0000-6000-0000	Printed							1,728.83
			69-0000-0-5800-000-0000-6000-0000	Printed							117.50

Number of Items 40 108,978.41 Totals for Register 000297

2024 FUND-OBJ Expense Summary / Register 000297

01-4100	510.38
01-4300	22,214.90
01-4361	1,741.35
01-4365	2,390.18
01-5200	2,440.24
01-5510	8,862.81
01-5600	147.42
01-5800	12,614.50
01-5814	224.00
01-5902	200.00
01-9110*	51,319.17-
01-9550*	26.61-
Totals for Fund 01	51,345.78
12-5510	681.57
12-9110*	681.57-
Totals for Fund 12	681.57
13-4300	49.08
13-4700	4,152.25
13-9110*	4,201.33-

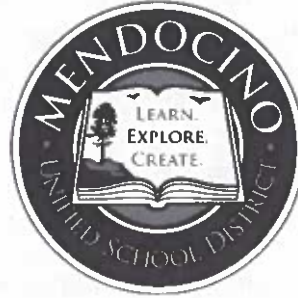
2024 FUND-OBJ Expense Summary / Register 000297 (continued)

Totals for Fund 13	4,201.33	4,201.33-
14-4400	1,423.72	
14-9110*		1,423.72-
Totals for Fund 14	1,423.72	1,423.72-
21-5800	884.00	
21-6200	31,014.21	
21-9110*		31,898.21-
Totals for Fund 21	31,898.21	31,898.21-
63-4300	6,981.90	
63-5200	45.65	
63-5230	132.97	
63-5530	185.74	
63-5800	5,195.00	
63-5903	5,546.06	
63-9110*		17,608.08-
63-9550*		479.24-
Totals for Fund 63	18,087.32	18,087.32-
68-5800	1,728.83	
68-9110*		1,728.83-
Totals for Fund 68	1,728.83	1,728.83-
69-5800	117.50	
69-9110*		117.50-
Totals for Fund 69	117.50	117.50-
Totals for Register 000297	109,484.26	109,484.26-

* denotes System Generated entry

Net change to Cash 9110 108,978.41-Credit

Mendocino Unified School District



MINUTES

Regular Board Meeting

THURSDAY, DECEMBER 14, 2023

**MENDOCINO HIGH SCHOOL
10700 FORD STREET
MENDOCINO, CA 95460**

4:00 P.M. CLOSED SESSION – VIA TELECONFERENCE

(Closed Session Public Hearing - link on page 2)

**5:00 P.M. OPEN SESSION – IN PERSON at MENDOCINO HIGH SCHOOL
& VIA TELECONFERENCE**

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/85312846028?pwd=N29lT0pqUnlBUTVIU0RhcFVXdEcydz09>

Passcode: 742648

Dial by your location +1 669 900 9128 US (San Jose)

Webinar ID: 853 1284 6028 Passcode: 742648

Please "mute" your device during the meeting.

MUSD is not available for technical support for remote meetings.

Board Priorities

- *Develop and expand community partnerships and communication*
- *Increase learning and achievement for all students, families, and staff*
- *Plan wisely for the future while maintaining fiscal integrity*
- *Maintain and improve the physical plant*

Any writings distributed either as part of the Board packet, or within 72 hours of a meeting, can be viewed at the District Office: 44141 Little Lake Road, Mendocino, CA 95460. Board backup materials are also located on the MUSD website at <https://www.mendocinoused.org/District/3051-Untitled.html> In compliance with Government Code section 54954.2(a) Mendocino Unified School District will, on request, make agendas available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability related modification or accommodation in order to participate in the meeting should contact, Erin Placido Exec. Assistant to the Superintendent, in writing at P.O. Box 1154, Mendocino, CA 95460 or via email at doerin@mcn.org.

MENDOCINO UNIFIED SCHOOL DISTRICT IS PROUD TO BE AN EQUAL OPPORTUNITY EMPLOYER

1. 4:00 P.M., CLOSED SESSION CALL TO ORDER AND ROLL CALL

- 1.1. Call to order and roll call

The meeting was called to order at 4:02 P.M. Present were Trustees Griffen, James, Aum, Schaeffer. Absent was Trustee Morton.

- 1.2. The President will verbally identify the agenda items to be discussed during closed session as listed below.

The President verbally identified the agenda items to be discussed during closed session.

2. PUBLIC HEARING FOR CLOSED SESSION

Members of the public may take this opportunity to comment on closed session agenda items per Board Policy 9322. Under the requirements of the Brown Act open meeting law, members of the community wishing to address an item on the closed session agenda may do so at this time. Items not on the agenda cannot be addressed at this time. A three-minute limit is set for each speaker on all items. The total time for public input on each item is limited to 20 minutes. (Government Code 54954.3).

Join Zoom Meeting

<https://us02web.zoom.us/j/83891744523?pwd=ZXpzbUhyWnRnUzMzU21GRTRHTENDdz09>

Meeting ID: 838 9174 4523 Passcode: 254456

Dial by your location: +1 669 900 9128 US (San Jose) Meeting ID: 838 9174 4523 Passcode: 254456

3. CLOSED SESSION

The Board will adjourn to closed session pursuant to Government Code 54950 - 54962.

- 3.1. Conference with labor negotiators (Govt. Code 54957.6) Agency Representative: Superintendent Jason Morse
Employee organizations: CEMUS and MTA bargaining units and unrepresented employees
- 3.2. Employment/Personnel Changes
- 3.3. Employee Discipline/Dismissal/Release

4. 5:00 P.M. OPEN SESSION

- 4.1. Call to order and roll call

The meeting was called to order at 5:10 P.M. Present were Trustees Griffen, James, Aum, Schaeffer. Absent was Trustee Morton.

- 4.2. Closed session disclosure
Any reportable action taken during closed session will be disclosed at this time.

Nothing was reported out of Closed Session.

- 4.3. Approval of agenda
Items to be removed from the agenda or changes to the agenda should be done at this time.

MSA Aum/Griffen (4/0) to approve the agenda.

5. PUBLIC HEARING – RESOLUTION REGARDING THE ACCOUNTING OF DEVELOPER FEES FOR THE 2022-23 FISCAL YEAR

At this time, the Board will accept public comments regarding the accounting of developer fees for Fiscal Year 2022-23.

The Public Hearing was opened at 5:11 P.M. There were no public comments. The Public Hearing closed at 5:11 P.M.

6. CONSENT AGENDA

Items on the consent agenda are passed in one motion without discussion. Any item may be pulled from the consent agenda by any member of the Board and moved to action when approving the agenda. (action)

- 6.1. Approval of Warrants
6.1.1. 11/9/23, 11/16/23, 11/23/23, 11/30/23

- 6.2. Approval of Minutes
 - 6.2.1. Board Meeting Minutes: 11/16/23
- 6.3. Approval of Employment/Personnel Changes
 - 6.3.1. Hire, Classified Employee, 5.0 hrs/day, 10 mo/yr, effective 12/4/23
- 6.4. Approval of the Current Budget Change Report
- 6.5. Approval of 2023-24 Attendance Report – Month 3
- 6.6. Approval of Student Body Reports – November 2023
- 6.7. Approval of Quarter 1 Investment Reports
- 6.8. Acknowledgement of a \$7,500 donation from the Community Foundation of Mendocino County for the 6th grade trip to the Woodlands
- 6.9. Approval of Memorandum of Understanding 2023-24-01 between CEMUS and MUSD regarding minimum wage increase
- 6.10. Approval of Classified Minimum Wage Salary Schedule
- 6.11. Approval of Instructional Calendar for 2024-25
- 6.12. Approval of Instructional Calendar for 2025-26
- 6.13. Final approval of Board Policies and Administrative Regulation
 - 6.13.1. BP 3315: Relations with Vendors (business/noninstructional operations)
 - 6.13.2. BP/AR 3550: Food Service/Child Nutrition Program (business/noninstructional operations)
 - 6.13.3. BP/AR 3553: Free and Reduced-Price Meals (business/noninstructional operations)
 - 6.13.4. BP 4134: Acceptance of Gifts by Employees (personnel)

MSA Griffen/Aum (4/0) to approve the Consent Agenda as presented.

7. REPORTS

7.1. Student Trustee – Knute Kvinsland

Student Trustee Kvinsland reported that the student chapter of CSF held a "Winter Clothing Drive" which was a box in the office for donations and ASB held a "Canned Food Drive" thru December 22nd. Students competed against other classes to see who could raise the most canned goods and/or money. There are several strategies involved. Thanksgiving break was a great way to spend time with family and prepare for the pressures of finals week. We held the CTE Winter Showcase this past Saturday. There was a great turnout of both community members and students/parents. The Google Form sent to ASB garnered responses regarding issues surrounding busses and the bus schedule. There was also a response in support of keeping the MCN listserve. Another student hopes for better golf clubs and bags. Bravo, the spoon game, is a hit with students. ASB students still seem to be "in the game". 100% of students are thrilled for the holiday break. Basketball teams report that having all away games and nowhere to practice has been frustrating but teams are making it happen.

7.2. Administrative

7.2.1. Principal – Kim Humrichouse

Principal, Kim Humrichouse, gave the attached presentation.

7.2.2. Superintendent – Jason Morse

Superintendent, Jason Morse, reported that negotiations with CEMUS and MTA went well. They have gone line by line through the MTS contract to make sure all is correct. Has attended site staff meetings the past two weeks, talked to teachers, and answered questions regarding the upcoming budget cuts and what that might look at. There were fantastic questions asked. The chronic absenteeism committee met again to discuss the data that the principals brought regarding their efforts to address the issues.

7.3. Bargaining Units

7.3.1. Mendocino Teachers Association (MTA)

MTA President

7.3.2. Classified Employees of Mendocino Unified Schools (CEMUS)

7.4. Board Trustee Reports

8. TIMED ITEM 5:30 P.M. - PARENT/COMMUNITY COMMENT

Items not on the agenda, but within the jurisdiction of this body, may be addressed at this time or be submitted to the Superintendent in writing for Board consideration as an agenda item. A three-minute limit is set for each speaker on all items. The total time for public input on each item is limited to 20 minutes (Government Code 54952). The Brown Act does not permit the Board to take action on any item that is not on the agenda. In addition, in order to protect the rights of all involved, complaints about employees should be addressed through the District complaint process. Speaking about a personnel issue at a Board meeting may prevent the Board from being able to act on it. Please see an administrator to initiate the complaint process.

The Board may briefly respond to public comments by asking questions to clarify the speaker's comments and refer the speaker to the Superintendent for further clarification. We thank you for your comments and participation at this meeting.

Derek Hutchinson, Head Teacher and Mendocino Community High School, commented on the upcoming decisions that must be made by the District. There are no good choices. Discussed programs offered at the High Schools and noted that they are what draws students to our programs. When thinking of cuts, urge the Board to think of the glass as half full and look at creative ways to find solutions to the budget issues.

Liz Newkirk, Academic Counselor at Mendocino High Schools, commented on the quality of education and investment of community members and feeling of support for our educational system. Acknowledged the difficult decisions the Board is facing. Asked to consider the perspective of support of outlying schools. Although these sites originated based on need and support, it is time to consider the needs of the entire district and the impact maintaining those sites has on the entire district.

Marco McLean, community member, wanted to introduce himself and let the board know that he has recently sent the Board an email.

David Gurney, community member, addressed the MCN list serve turnover to a public entity and expressed concerned regarding the motion that was made to do so. The two Freedom of Information requests submitted have been denied. Is seeking transparency.

9. INFORMATION/DISCUSSION/POSSIBLE ACTION ITEMS

9.1. Board Organizational Meeting

The Board is required to hold an annual organizational meeting (BB9100 attached) whereby it appoint Board representatives to various assignments and designated committees. The actions are required by law.

9.1.1. Board elections for President, Clerk, and official appointment of the Superintendent as Secretary to the Board (action)

9.1.2. Selection of Board Trustee appointments to committees (action)
Previous committees which Board members have participated on have been: Board Facilities Committee (two Trustees), Board Finance Committee (two Trustees plus an alternate), Superintendent's MCN Advisory Committee (two Trustees), (action)

MSA Schaeffer/Aum (4/0) to approve the following:

Board President: Trustee Griffen

Board Clerk: Trustee Aum

Secretary: Superintendent Morse

Facilities Committee: Trustee Aum & Trustee Griffen

Finance Committee: Trustee Schaeffer & Trustee James + Trustee Aum as alternate

MCN Committee: Trustee Morton & Trustee Schaeffer

9.2. Modernization and Construction Management Update

Construction Manager, Donald Alameida, will provide an update on the Phase I and Phase II Modernization of Mendocino High School. (information)

Construction Manager, Don Alameida, gave the attached presentation.

9.3. MUSD First Interim Budget Report

Meg Kailikole, Business Manager, will present the MUSD 2023-24 First Interim Budget Report to the Board for review and approval (action)

MSA Schaeffer/Aum (4/0) to approve the First Interim Budget Report.

9.4. Consideration of Leave Request

9.4.1. Classified Employee, currently working 4 hours/day, 12 months/year requests to continue working 4 hours/day, 12 months/year effective 01/01/2024 through 06/30/2024 (action)

MSA Schaeffer/James (4/0) to approve the Leave Request.

9.5. Approval of the 2024-25 MUSD Board Calendar (action)

MSA Schaeffer/Aum (4/0) to approve the 2024-25 Board Calendar with the outlying school rotation being Elk/Comptche/Albion.

9.6. Approval of the 2024-25 MUSD Board Action Calendar (action)

MSA Aum/James (4/0) to approve the 2024-25 Board Action Calendar.

9.7. Approval of Resolution 2023-17 regarding accounting of Developer Fees for Fiscal year 2022—23

MSA Aum/Schaeffer (4/0) to approve Resolution 2023-17.

- 9.8. Approval of Resolution 2023-18 authorizing participation in the HVIP Public School Bus Set-Aside (action)

MSA Aum/James (4/0) to approve Resolution 2023-18.

10. FUTURE AGENDA ITEMS

Audit Report, Cafeteria Financial Report, SARC's, Quarterly Investment Reports, Williams Settlement

CAASSPP Report

11. ADJOURNMENT

The next regular Board meeting is scheduled for **January 18, 2024 at Mendocino High School.** *The meeting was adjourned at 6:52 P.M.*

Mendocino K8 Schools

December 2023



Attendance

K-5: 25%

6-8: 30%

Albion: 50%

Comptche: 33%

	October meeting	12/10/23	Change
Student 1	70%	61%	-9
Student 2	82%, 87%	87%	0
Student 3	87%	94%	7
Student 4	77%	87%	10
Student 5	69%	62%	-7
Student 6	73%	78%	5
Student 7	87%	94%	7
Student 8	87%	91%	4
Student 9	80%	69%	-11
Student 10	77%	79%	2
Student 11	70%	70%	0
Student 12	70%	79%	9
Student 13	82%	88%	6

Attendance - K8 School

38/53 identified at beginning of year have improved

19/53 moved out of chronically absent category

30 students entered chronically absent category

29 students very close (88%/89%) to moving out of chronically absent category

Healthy Kids Survey

Cyberbullying 5th Grade: (2020-21) 8%, (2022-23) 19%

Cyberbullying 7th Grade: (2020-21) 33%, (2022-23) 41%

Areas to work on: Meaningful participation, school connectedness, academic motivation, caring adult relationship

Happenings

- Basketball in full swing
- Comptche Winter Performance/Talent Show 12/15 @ 6:00
- Parent Education Night: Cyberbullying 1/23 @ 5:30



Mendocino Unified School District

**BOND MEASURE
IMPROVEMENT BOND
PROGRAM
PHASE ONE & TWO
PROJECTS**

•MUSD BOARD MEETING – December 2023

Alameda
Architecture

Mendocino Unified School District

Budget

M.U.S.D. PHASE TWO PROJECT

Source of Funds:

Source Code:	Series A Bond (less issuance cost)	Available
		-
	Series B Bond	11,611,712
	Developer Fees	-
	State Bonds	-
		11,611,712

Description	Budget	Expended To Date	Remaining Balance	Forecast	Surplus (Shortfall)
Design and Planning	1,127,186	907,445	136,532	1,043,977	83,209
Bidding, Permitting, Misc.	95,000	74,384	20,616	95,000	0
Construction	8,641,825	3,265,468	5,376,357	8,641,825	0
Owners Contingency	697,428	42,842	654,586	500,000	197,428
Construction Support	505,000	142,338	342,974	504,708	293
Fixtures & furniture	0	0	0	0	0
Reserve	0	0	0	0	0
Totals	11,066,439	4,432,476	6,531,066	10,786,610	280,930

Available vs. budgeted **646,273** *assumes 100% contingency expended*
 soft cost vs. hard cost **28.06%**

Funding Status

AVAILABLE FUNDS	PROJECTED FUND BALANCE @ % CONTINGENCY EXPENDED				
	0%	1%	5%	8%	
Series A bonds	11,611,712	1,242,701	1,156,282	810,609	545,273

Mendocino Unified School District

Schedule

	Planned	Actual	Schedule Status
Design and Planning	Jun-22	Jun-22	
Permitting and PH-2 GMP	1-Dec-22	August 23	
Construction	August 20/23	August 31, 2023	
Completion	Apr-24		(Generator completion Sept. 2024)

Overall Project Status

Rough-in for framing essentially completed, some added ceiling framing underway at Tech. Center.
 Rough-in for MEP continues and at various stages of completion.
 Haddn't started dry walling at Tech center yet, some remedial structural work is necessary at some shear walls and added ceiling framing. Roofing demo completed and underlayment installed at the Tech Center.

Roofing demolition at Gym completed and built up roofing to commence week of the 11th. Starting on mechanical and generator enclosures.

Potential Issues:

Flooring subcontractor stating various flooring locations is in need of an underlayment since the raw plywood subfloor is not adequate to prevent seams etc. from telegraphing through finish floor or prevent cracking where epoxy floors specified. There will cost impacts to add underlayment, an alternative may be revised type of flooring to be installed. Also some rooms in the Tech Center called for keeping existing floors for cost savings, revisiting that decision.

Next Steps

Carry on with construction and officially close-out phase one and determine remaining funds for additional work

Mendocino Unified School District

2020 Bond Program – Phase 2

Budget

M.U.S.D. PHASE TWO PROJECT

Source of Funds:

Source Code:	Series A Bond (less issuance cost)	Available
		-
	Series B Bond	11,508,696
	Developer Fees	-
	State Bonds	-
		11,508,696

Description	Budget	Expended To Date	Remaining Balance	Forecast	Surplus (Shortfall)
Design and Planning	1,127,188	895,364	158,593	1,043,977	0
Bidding, Permitting, Misc.	95,000	72,300	22,700	78,000	17,000
Construction	8,641,825	299,335	8,342,490	8,641,825	0
Owners Contingency	697,428	0	697,428	697,428	0
Construction Support	505,000	104,356	380,956	505,000	0
Furniture & Furniture	0	0	0	0	0
Reserve	0	0	0	0	0
Totals	11,066,439	1,381,378	8,802,187	10,968,220	17,000

Available vs. budgeted 442,257 assumes 100% contingency expended
 soft cost vs hard cost 28.06%

Funding Status

AVAILABLE FUNDS	PROJECTED FUND BALANCE @ % CONTINGENCY EXPENDED				
	0%	1%	5%	8%	
Series A bonds	11,508,696	1,139,683	1,053,267	707,594	442,257

Mendocino Unified School District

2020 Bond Program – Phase 2

Schedule

	Planned	Actual	Schedule Status
Design and Planning	Jun-22	Jun-22	
Permitting and PH-2 GMP	1-Dec-22	August 23	
Construction	August 2023	August 21, 2023	
Completion	Apr-24	(Generator completion Sept. 2024)	

Overall Project Status

Demolition subcontractor continuing with their work while underground plumbing work has commenced at Gym and Tech buildings.

Rough framing has begun in the Gym and Tech building and Electrical contractor starting layout and rough-in of electrical work. Mechanical Layout and Rough-in to commence at the end of the month.

Site Demolition and water connections for wood shop commenced. Mechanical enclosure work to start at end of the month.

Potential Issues:

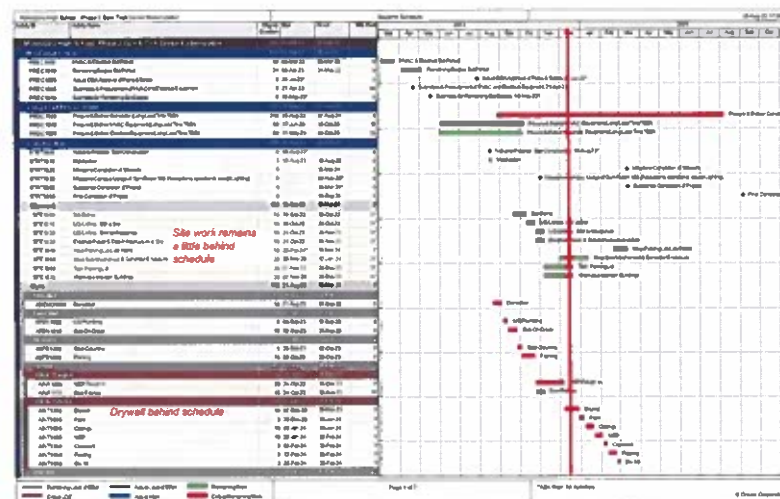
No new issues since hopefully resolving fire alarm false alarms.

Next Steps

Lathrop progress with Rough framing and rough-in of utilities.

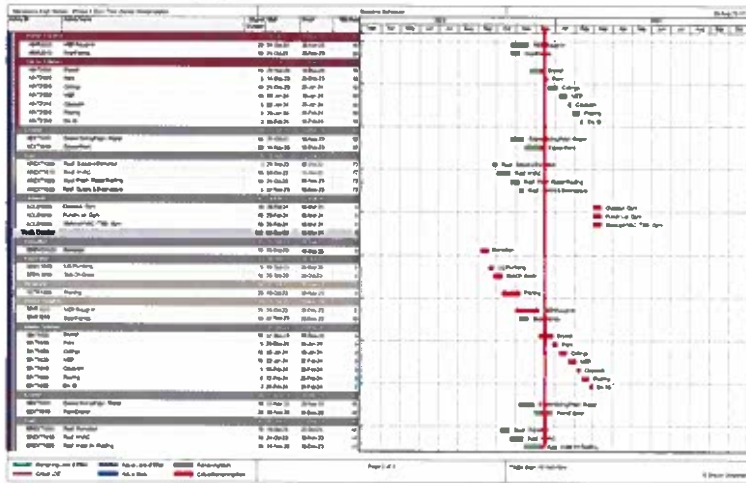
Mendocino Unified School District

2020 Bond Program – Phase 2



Mendocino Unified School District

2020 Bond Program – Phase 2



Mendocino Unified School District

2020 Bond Program – Phase 2

Change Events

Change Event #	Title	Change Reason	Proposed Cost
19	Electrical to EW114 & 5 (CREDIT)	Scope Change	(\$495,00)
18	Patch & Paint Wood Paneling in Hospitality Lobby	Scope Change	\$2,172.52
17	Frame Hard Lid Ceilings at Art Class Halls (Tech Center)	Scope Change	\$3,745.06
16	Above Grade Water Line at Wood Shop	Scope Change	\$4,528.88
15	Add Door A205A (Gym)	Unforeseen/Hidden Condition	\$4,873.85
14	Demo Furred Header at Hospitality Lobby	Unforeseen/Hidden Condition	\$532.74
13	Duct Chases in Tech Center	Scope Change	\$5,084.83
12	Furred Plumbing Walls in Kitchen	Unforeseen/Hidden Condition	\$1,028.57
11	Shear Wall Hold Downs & Shear Ply at Tech Center	Unforeseen/Hidden Condition	\$6,187.25
10	Permanent Data & IDF at Wood Shop	Scope Change	\$16,167.03
9	Removal of Flooring in Foyer & Weight Room	Scope Change	\$7,542.86
8	Removal of Condensate at Tech Center	Scope Change	\$780.66
7	Removal of Casework & Lockers from Team Room (Gym)	Scope Change	\$923.08
6	Domestic Water Isolation Valve at Gym	Unforeseen/Hidden Condition	\$2,121.49
5	Reframe Door Openings in Tech Building	Unforeseen/Hidden Condition	\$2,059.17
4	Temporary Data Line to Wood Shop Building	Unforeseen/Hidden Condition	\$822.73
3	Demo Existing Mezzanine in Room B106 (Tech Center)	Unforeseen/Hidden Condition	\$5,146.87
2	Demo Existing Ceiling in Room B105C (Tech Center)	Unforeseen/Hidden Condition	\$1,622.14
1	Material Cost Increases - Acoustical Ceilings & Panels	Unforeseen/Hidden Condition	\$7,011.17
			\$71,455.90

Mendocino Unified School District
2023-24 Combined General Fund Budget Change Report
January 2024

REVENUES:		December View 12/7/2023	January View 1/9/2024	Change
data as of:				
REVENUE LIMIT SOURCES				
8011	State Aid - Current Year	1,662,031	1,662,031	-
8012	Education Protection Account	85,018	85,018	-
8019	EPA Prior Year Adjustment	-	-	-
8021	Homeowners' Exemptions Tax	35,571	35,571	-
8022	Timber Yield Tax	70,596	70,596	-
8029	Other Subventions/In-Lieu Taxes	202	202	-
8041	Secured Roll Taxes	5,910,038	5,910,038	-
8042	Unsecured Taxes	184,370	184,370	-
8043	Prior Years' Taxes	1,805	1,805	-
8044	Supplemental Taxes	-	-	-
8091	Revenue Limit Transfers	-	-	-
Total Revenue Limit Sources		7,949,631	7,949,631	-
FEDERAL REVENUES				
8181	Special Education Entitlement	87,048	87,048	-
8182	Discretionary Grants	2,654	2,654	-
8285	Interagency Contracts between LEAs	-	-	-
8290	All other Federal Revenue	478,602	478,602	-
Total Federal Revenues		568,304	568,304	-
OTHER STATE REVENUES				
8311	Other St. Apportionments Current Yr.	-	-	-
8520	State Nutrition KIT Grant	-	-	-
8550	Mandated Cost Reimbursements	20,858	20,858	-
8560	State Lottery Revenue	100,384	100,384	-
8590	All Other State Revenue	1,133,917	1,133,917	-
Total Other State Revenues		1,255,159	1,255,159	-
OTHER LOCAL REVENUES				
8622	Non-Ad Valorem Taxes	91,350	91,350	-
8631	Sale of Equipment & Supplies	-	-	-
8650	Leases and Rentals	6,200	6,200	-
8660	Interest	15,000	15,000	-
8662	Net Increase in Fair Value Investment	39,024	39,024	-
8675	Transport. Fees from Individuals	-	-	-
8677	Transportation & Interagency Services	3,850	3,850	-
8689	Other Fees and Contracts	1,000	1,000	-
8699	All Other Local Revenue	96,849	96,849	-
8792	Transfer of Apportionment from COE	228,993	228,993	-
Total Other Local Revenues		482,266	482,266	-
TOTAL REVENUES		10,255,360	10,255,360	-
<i>Total All Revenue Sources</i>		<i>10,295,360</i>	<i>10,295,360</i>	

December January
View View
data as of: 12/7/2023 1/9/2024 Change

EXPENDITURES:

EXPENDITURES:		December View	January View	Change	
data as of:		12/7/2023	1/9/2024		
CERTIFICATED SALARIES				-	
1100	Teachers' Salaries	3,030,924	3,033,524	2,600	update compensated
1200	Pupil Support Salaries	296,742	298,742	2,000	absences
1300	Supervisors' and Admin Salaries	406,658	406,658	-	
1900	Other Certificated Salaries	-	-	-	
Total Certificated Salaries		3,734,324	3,738,924	4,600	
CLASSIFIED SALARIES				-	
2100	Instructional Aides' Salaries	553,809	553,809	-	
2200	Support Salaries	667,545	670,745	3,200	Compasated Abs
2300	Supervisors' and Admin Salaries	379,078	379,078	-	
2400	Clerical and Office Salaries	502,838	502,838	-	
2900	Other Classified Salaries	15,727	15,727	-	
Total Classified Salaries		2,118,998	2,122,198	3,200	
EMPLOYEE BENEFITS				-	
310X	STRS	1,036,251	1,036,251	-	
320X	PERS	527,132	527,132	-	
33XX	OASDI/Medicare	204,057	204,369	312	Compasated Abs
340X	Health & Welfare Benefits	880,181	880,181	-	
350X	Unemployment Insurance	5,160	5,029	(131)	Compasated Abs
360X	Workers' Compensation	212,939	213,341	402	Compasated Abs
370X	Other Post-Employment Benefits	30,971	30,971	-	
390X	Other Benefits (Ret. Inc. & Board bene.)	34,023	34,023	-	
Total Employee Benefits		2,930,714	2,931,296	582	
BOOKS AND SUPPLIES				-	
4100	Approved Textbooks & Core Materials	68,883	68,883	-	
4200	Books & Other Reference Materials			-	
4300	Materials and Supplies	338,144	338,144	-	
4400	Noncapitalized Equipment	43,178	43,178	-	
Total Books and Supplies		450,205	450,205	-	
SERVICES, OTHER OPERATING EXPENSES				-	
5100	Subagreements for Services	19,154	19,154	-	
5200	Travel & Conference	72,340	72,340	-	
5300	Dues and Memberships	31,330	31,330	-	
5450	Insurance	106,600	106,600	-	
5500	Operation & Housekeeping Services	337,503	337,503	-	
5600	Rentals, Leases, Repairs, Improvmts	73,986	73,986	-	
5700		-	-	-	
5800	Consulting Svcs and Op Expenses	545,674	545,674	-	
5900	Communications	39,090	39,090	-	
Total Services and Other Operating Expenses		1,225,677	1,225,677	-	
CAPITAL OUTLAY				-	
6100	Land	-	-	-	
6400	Equipment / Equipment Replacement	-	-	-	
Total Capital Outlay		-	-	-	

December January
View View
12/7/2023 1/9/2024

Change

data as of:

OTHER OUTGO

7142	County Operated ADA	-	-	-
7299	All Other Transfer Out to All Other	-	-	-
7300-7399	Transfer of Indirect Costs	(6,000)	(6,000)	-
7439	Debt Service - Principal & Interest	-	-	-
Total Other Outgo		(6,000)	(6,000)	-
TOTAL EXPENDITURES		10,453,917	10,462,299	8,382
OTHER FINANCING SOURCES AND USES				
8912	Transfer In from Fund 17	-	-	-
8919	Transfer In from MCN Fund	40,000	40,000	-
7612	Transfer Out to Transp Equipment	-	-	-
7611	Transfer Out to State Preschool Fund	(63,305)	(63,305)	-
7616	Transfer Out to Cafeteria	(136,476)	(136,476)	-
7619	Transfer Out to MCN - telecom	(8,190)	(8,190)	-
TOT. OTHER FINANCING SOURCES & USES		(167,972)	(167,972)	-
NET INCREASE (DECR) IN FUND BALANCE		(366,529)	(374,911)	(8,382)
<i>Total All Expenditure Sources</i>		<i>10,661,888</i>	<i>10,670,270</i>	<i>8,382</i>

FUND BALANCE, RESERVES				
Beginning Fund Balance		2,353,535	2,353,535	-
Ending Fund Balance		1,987,007	1,978,624	(8,382)

COMPONENTS OF ENDING FUND BALANCE				
9711	Revolving Cash	10,000	10,000	-
9740	Restricted Balances	1,143,565	1,143,565	-
9789	Designated for Econ Uncertainty	426,476	426,811	335
9780	Other Designations:			
9780	SLIP/LUMP/Site Accts/Lottery	33,596	33,596	-
9780	Transportation (Elec Bus)	20,000	20,000	-
9790	General (Undesignated) Reserve	353,370	344,653	(8,717)

9780 Other Designations:

Locally Defined (Site Accts)	33,595.78	33,595.78
Supplemental Concentration	-	-
SLIP/LUMP	-	-
Lottery - Unrestricted	-	-
	<u>33,595.78</u>	<u>33,595.78</u>

	(\$000)
ELOP	83.9
COVID ESSER	17.1
Educator Effectiveness	113.5
Art-Music-IM BG	120.3
KIT Grants	129.4
Dual Enrollment	350.0
A-G Access	10.5
Lrng Recov Emer BG	204.2
Cmty Fdn - CTE	25.8
Lottery/Other Grants	6.4
Title I	36.2
Mental Health	16.8
Prop 28	29.5
FMV Entries	-
	<u>1,143.6</u>

1x/Restricted in nature 1,061.1

2023-24 Year-To-Date ADA by District of Residence

Month: 4

		<u>MUSD</u>	<u>FB</u>	<u>PA</u>	<u>AV</u>	<u>Ukiah</u>	<u>Other</u>	<u>Totals</u>	23-24 CBEDS (Oct.)	22-23 CBEDS (Oct.)
Albion	TK	1.67	0.00	0.00	0.00	0.00	0.00	1.67	2	0
	K	1.89	0.00	0.00	0.00	0.00	0.00	1.89	2	2
	1	1.75	0.00	0.00	0.00	0.00	0.00	1.75	2	4
	2	2.59	0.00	0.00	0.00	0.00	0.00	2.59	3	2
	3	<u>0.64</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.64</u>	<u>1</u>	<u>1</u>
	Total	8.54	0.00	0.00	0.00	0.00	0.00	8.54	10	9
Comptche	TK	0.93	0.00	0.00	0.00	0.00	0.00	0.93	1	3
	K	4.14	0.00	0.00	0.00	0.00	0.00	4.14	5	4
	1	2.79	0.00	0.00	0.00	0.00	0.00	2.79	3	1
	2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	6
	3	<u>6.32</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>6.32</u>	<u>7</u>	<u>3</u>
	Total	14.18	0.00	0.00	0.00	0.00	0.00	14.18	16	17
MK-8	TK	6.49	0.00	0.00	0.00	0.00	0.00	6.49	8	2
	K	14.09	0.00	0.00	0.00	0.00	0.00	14.09	15	25
	1	21.01	0.00	0.00	0.00	0.00	0.00	21.01	23	15
	2	13.41	1.85	0.89	0.00	0.00	0.00	16.15	18	19
	3	16.63	2.82	0.00	0.00	0.00	0.00	19.45	21	17
	4	17.32	0.94	0.00	0.00	0.00	0.00	18.26	19	30
	5	27.89	1.97	0.00	0.00	0.00	0.00	29.86	32	32
	6	33.20	1.38	0.00	0.00	0.00	0.00	34.58	37	33
	7	22.77	4.58	0.97	0.00	0.00	0.00	28.32	31	42
	8	<u>34.78</u>	<u>3.25</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>38.03</u>	<u>42</u>	<u>35</u>
Total	207.59	16.79	1.86	0.00	0.00	0.00	226.24	246	250	
MHS	9	32.23	3.00	0.95	0.00	0.00	0.00	36.18	38	35
	10	27.55	4.68	0.00	0.00	0.00	0.00	32.23	34	51
	11	38.22	3.73	1.86	0.00	0.00	0.00	43.81	46	36
	12	<u>21.38</u>	<u>8.11</u>	<u>0.00</u>	<u>1.76</u>	<u>0.00</u>	<u>0.00</u>	<u>31.25</u>	<u>34</u>	<u>43</u>
	Total	119.38	19.52	2.81	1.76	0.00	0.00	143.47	152	165
MAS (I.S.)	TK	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0
	K	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	1
	1	0.79	0.00	0.00	0.00	0.00	0.00	0.79	1	0
	2	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	1
	3	0.60	0.00	0.00	0.00	0.00	0.00	0.60	1	0
	4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	3
	5	1.72	0.00	0.00	0.00	0.00	0.00	1.72	2	1
	6	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	1
	7	0.00	0.86	0.00	0.00	0.00	0.00	0.86	1	0
	8	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0
	9	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	1
	10	2.00	0.00	0.00	0.00	0.00	0.00	2.00	2	4
	11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	1
12	<u>1.32</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.32</u>	<u>1</u>	<u>1</u>	
Total	6.43	0.86	0.00	0.00	0.00	0.00	7.29	8	14	
SHS	9	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0
	10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0
	11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	4
	12	<u>2.69</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2.69</u>	<u>4</u>	<u>3</u>
	Total	2.69	0.00	0.00	0.00	0.00	0.00	2.69	4	7
TOTAL		358.81	37.17	4.67	1.76	0.00	0.00	402.41	436	462

2023-24 Total ADA by Attendance Month
ADA for each attendance month

		Mo. 1	Mo. 2	Mo. 3	Mo. 4	23-24 P-1	22-23 P-1	Mo. 5	Mo. 6	Mo. 7	23-24 P-2	22-23 P-2	Mo. 8	Mo. 9	Mo. 10	23-24 Annual	22-23 Annual	
Albion	TK	1.42	1.47	1.63	1.67	1.67												
	K	1.79	1.85	1.86	1.89	1.89												
	1	1.89	1.71	1.68	1.75	1.75												
	2	2.79	2.47	2.60	2.59	2.59												
	3	<u>0.79</u>	<u>0.71</u>	<u>0.72</u>	<u>0.64</u>	<u>0.64</u>												
	Total	8.68	8.21	8.49	8.54	8.54	8.00					8.03						8.09
Comptche	TK	1.00	0.97	0.96	0.93	0.93												
	K	4.00	4.16	4.21	4.14	4.14												
	1	2.95	2.95	2.86	2.79	2.79												
	2	0.00	0.00	0.00	0.00	0.00												
	3	<u>6.37</u>	<u>6.50</u>	<u>6.37</u>	<u>6.32</u>	<u>6.32</u>												
	Total	14.32	14.58	14.40	14.18	14.18	14.40					14.89						15.35
MK-8	TK	7.00	6.97	6.84	6.49	6.49												
	K	14.05	14.37	14.32	14.09	14.09												
	1	21.84	21.95	21.88	21.01	21.01												
	2	16.58	16.32	16.12	16.15	16.15												
	3	19.32	19.55	19.68	19.45	19.45												
	4	18.47	18.39	18.33	18.26	18.26												
	5	30.69	30.09	30.15	29.86	29.86												
	6	34.27	34.52	34.64	34.58	34.58												
	7	28.95	28.97	28.46	28.32	28.32												
	8	<u>39.31</u>	<u>38.64</u>	<u>38.11</u>	<u>38.03</u>	<u>38.03</u>												
Total	230.48	229.77	228.53	226.24	226.24	216.62					216.26						216.72	
MHS	9	34.21	35.63	36.09	36.18	36.18												
	10	31.64	32.65	32.25	32.23	32.23												
	11	42.99	44.03	43.97	43.81	43.81												
	12	<u>30.84</u>	<u>31.76</u>	<u>31.48</u>	<u>31.25</u>	<u>31.25</u>												
	Total	139.68	144.07	143.79	143.47	143.47	150.70					148.20						148.65
MAS	TK	0.00	0.00	0.00	0.00	0.00												
	K	0.00	0.00	0.00	0.00	0.00												
	1	1.00	1.00	1.00	0.79	0.79												
	2	0.00	0.00	0.00	0.00	0.00												
	3	0.74	0.76	0.75	0.60	0.60												
	4	0.00	0.00	0.00	0.00	0.00												
	5	1.74	1.87	1.89	1.72	1.72												
	6	0.00	0.00	0.00	0.00	0.00												
	7	1.00	1.00	1.00	0.86	0.86												
	8	0.00	0.00	0.00	0.00	0.00												
	9	0.00	0.00	0.00	0.00	0.00												
	10	2.00	2.00	2.00	2.00	2.00												
	11	0.00	0.00	0.00	0.00	0.00												
12	<u>0.26</u>	<u>0.42</u>	<u>1.04</u>	<u>1.32</u>	<u>1.32</u>													
Total	6.74	7.05	7.68	7.29	7.29	12.63					14.02						13.99	
SHS	9	0.00	0.00	0.00	0.00	0.00												
	10	0.00	0.00	0.00	0.00	0.00												
	11	0.00	0.00	0.00	0.00	0.00												
	12	<u>4.18</u>	<u>3.42</u>	<u>2.96</u>	<u>2.69</u>	<u>2.69</u>												
	Total	4.18	3.42	2.96	2.69	2.69	5.45					4.93						4.46
TOTAL ADA		404.08	407.10	405.85	402.41	402.41	407.80					406.33					407.26	

2023-24 Enrollment by District of Residence

Month: 4

		MUSD	FB	PA	AV	Ukiah	Other	23-24 Totals To Date	23-24 CBEDS (Oct.)	22-23 CBEDS (Oct.)
Albion	TK	2	0	0	0	0	0	2	2	0
	K	2	0	0	0	0	0	2	2	2
	1	2	0	0	0	0	0	2	2	4
	2	3	0	0	0	0	0	3	3	2
	3	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>	<u>1</u>	<u>1</u>
	Total	10	0	0	0	0	0	10	10	9
Comptche	TK	1	0	0	0	0	0	1	1	3
	K	5	0	0	0	0	0	5	5	4
	1	3	0	0	0	0	0	3	3	1
	2	0	0	0	0	0	0	0	0	6
	3	<u>7</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>7</u>	<u>7</u>	<u>3</u>
	Total	16	0	0	0	0	0	16	16	17
MK-8	TK	7	0	0	0	0	0	7	8	2
	K	15	0	0	0	0	0	15	15	25
	1	22	0	0	0	0	0	22	23	15
	2	15	2	1	0	0	0	18	18	19
	3	18	3	0	0	0	0	21	21	17
	4	17	1	0	0	0	0	18	19	30
	5	29	2	0	0	0	0	31	32	32
	6	36	2	0	0	0	0	38	37	33
	7	25	5	1	0	0	0	31	31	42
	8	<u>37</u>	<u>3</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>40</u>	<u>42</u>	<u>35</u>
Total	221	18	2	0	0	0	241	246	250	
MHS	9	34	4	1	0	0	0	39	38	35
	10	29	5	0	0	0	0	34	34	51
	11	41	4	2	0	0	0	47	46	36
	12	<u>23</u>	<u>8</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>33</u>	<u>34</u>	<u>43</u>
	Total	127	21	3	2	0	0	153	152	165
MAS (I.S.)	TK	0	0	0	0	0	0	0	0	0
	K	0	0	0	0	0	0	0	0	1
	1	1	0	0	0	0	0	1	1	0
	2	0	0	0	0	0	0	0	0	1
	3	1	0	0	0	0	0	1	1	0
	4	0	0	0	0	0	0	0	0	3
	5	2	0	0	0	0	0	2	2	1
	6	0	0	0	0	0	0	0	0	1
	7	0	1	0	0	0	0	1	1	0
	8	0	0	0	0	0	0	0	0	0
	9	0	0	0	0	0	0	0	0	1
	10	2	0	0	0	0	0	2	2	4
	11	0	0	0	0	0	0	0	0	1
12	<u>3</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>3</u>	<u>1</u>	<u>1</u>	
Total	9	1	0	0	0	0	10	8	14	
SHS	9	0	0	0	0	0	0	0	0	0
	10	0	0	0	0	0	0	0	0	0
	11	0	0	0	0	0	0	0	0	4
	12	<u>3</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>3</u>	<u>4</u>	<u>3</u>
	Total	3	0	0	0	0	0	3	4	7
TOTAL		386	40	5	2	0	0	433	436	462

2023-24 Total Enrollment by Attendance Month

												23-24 Annual Avg
		Mo. 1	Mo. 2	Mo. 3	Mo. 4	Mo. 5	Mo. 6	Mo. 7	Mo. 8	Mo. 9	Mo. 10	
Albion	TK	2	2	2	2							2
	K	2	2	2	2							2
	1	2	2	2	2							2
	2	3	3	2	3							3
	3	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>							<u>1</u>
	Total	10	10	9	10							
Comptche	TK	1	1	1	1							1
	K	4	5	5	5							5
	1	3	3	3	3							3
	2	0	0	0	0							0
	3	<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>							<u>7</u>
	Total	15	16	16	16							
MK-8	TK	8	7	7	7							7
	K	15	15	15	15							15
	1	23	22	22	22							22
	2	18	18	18	18							18
	3	21	21	21	21							21
	4	19	19	19	18							19
	5	32	32	31	31							32
	6	36	37	37	38							37
	7	31	31	31	31							31
	8	<u>42</u>	<u>41</u>	<u>42</u>	<u>40</u>							<u>41</u>
Total	245	243	243	241								243
MHS	9	37	39	39	39							39
	10	31	34	34	34							33
	11	44	47	46	47							46
	12	<u>33</u>	<u>34</u>	<u>34</u>	<u>33</u>							<u>34</u>
	Total	145	154	153	153							
MAS	TK	0	0	0	0							0
	K	0	0	0	0							0
	1	1	1	1	1							1
	2	0	0	0	0							0
	3	1	1	1	1							1
	4	0	0	0	0							0
	5	2	2	2	2							2
	6	0	0	0	0							0
	7	1	1	1	1							1
	8	0	0	0	0							0
	9	0	0	0	0							0
	10	2	2	2	2							2
	11	0	0	0	0							0
12	<u>1</u>	<u>2</u>	<u>3</u>	<u>3</u>							<u>2</u>	
Total	8	9	10	10								9
SHS	9	0	0	0	0							0
	10	0	0	0	0							0
	11	0	0	0	0							0
	12	<u>4</u>	<u>3</u>	<u>3</u>	<u>3</u>							<u>3</u>
	Total	4	3	3	3							
TOTAL Enroll		427	435	434	433							432

MENDOCINO GRAMMAR SCHOOL
STUDENT BODY ACCOUNT
2023-2024 MONTHLY SUMMARY
PERIOD: DECEMBER 2023

	BALANCE	INCOME	EXPENSE	NEW BALANCE
KINDERGARTEN	0.00			0.00
1st GRADE	20.00			20.00
2nd GRADE	-72.84			-72.84
3rd GRADE	122.50			122.50
4-5 GRADES	151.34			151.34
COMPTCHE SCHOOL	0.78			0.78
GENERAL STUDENT BODY	3.55			3.55
MULTI-PURPOSE STAGE	45.07			45.07
To be Reimbursed MUSD	-225.00			-225.00
TOTAL	45.40	0.00	0.00	45.40

**MENDOCINO MIDDLE SCHOOL
STUDENT BODY ACCOUNT
2023-24 MONTHLY SUMMARY
PERIOD: DECEMBER 2023**

DESCRIPTION	Beginning Balance	Income	Expenses	Ending Balance
6-8 Art Field Trips	\$ 506.23			\$ 506.23
6-8 Boys Free Throw	\$ -			\$ -
6-8 Girls Free Throw	\$ -			\$ -
6th Grade Trips	\$ 5,632.45	\$7,500.00		\$ 13,132.45
7-8 Boy's BB	\$ 1,570.63	\$851.50	\$200.56	\$ 2,221.57
7-8 Girl's BB	\$ 2,041.03	\$491.25	\$397.73	\$ 2,134.55
7th Grade Class	\$ 1,883.66			\$ 1,883.66
8th Grade Class	\$ -			\$ -
8th Grade Trip	\$ 1,840.21			\$ 1,840.21
Art Fund	\$ 2,872.74	\$100.00		\$ 2,972.74
Athletics	\$ 1,152.57			\$ 1,152.57
AVID	\$ -			\$ -
Chess Club	\$ -			\$ -
Chorus	\$ -			\$ -
Cooking Club	\$ 258.77			\$ 258.77
Film Club	\$ 84.22			\$ 84.22
Grad Dance	\$ -			\$ -
Leadership	\$ 175.65			\$ 175.65
Maker Faire	\$ -			\$ -
Outdoor Survival	\$ -			\$ -
PE Fund	\$ -			\$ -
School Supplies	\$ 98.61			\$ 98.61
Science	\$ 291.65			\$ 291.65
Student Council	\$ 1,469.78	\$1.66		\$ 1,471.44
Volleyball	\$ 11,773.07	\$150.00		\$ 11,923.07
Yearbook	\$ 2,908.53	\$140.00		\$ 3,048.53
Yearend Activities	\$ -			\$ -
TOTAL	\$ 34,559.80	\$9,234.41	\$598.29	\$ 43,195.92

**MENDOCINO HIGH SCHOOL
STUDENT BODY ACCOUNT
2023-2024 MONTHLY SUMMARY
PERIOD: DECEMBER 2023**

	DESCRIPTION	Begin Balance	Income	Expenses	Ending Balance
GENERAL FUNDS					
	Athletic Travel/Requests	1703.26			1703.26
	Athletics - Officials only	4305.30	300.00	300.00	4305.30
	CTE Art	1394.00	475.00		1869.00
	CTE Media	150.00	50.00		200.00
	CTE Woodshop	2078.71	1032.00		3110.71
	Facilities (key dep)	3038.16			3038.16
	Library	96.20			96.20
	MCHS General	2202.57		572.00	1630.57
	MCHS Outdoor Leadership	493.15			493.15
	MCHS Yearbook	560.00			560.00
	PACT Testing	525.00			525.00
	PSAT/SAT workbooks	1485.00			1485.00
	Request (donations/interest)	350.47	3.71		354.18
	Sober Grad	2164.49			2164.49
	Skate Ramp Fund	500.87			500.87
	SONAR	4236.34			4236.34
	Store	160.33			160.33
	Student Council	-118.38	10.00		-108.38
	Youth Prevention	92.50			92.50
CLASSES					
	Class of 16	500.00			500.00
	Class of 19	306.26			306.26
	Class of 21	327.48			327.48
	Class of 22	990.29			990.29
	Class of 23	0.00			0.00
	Class of 24	7154.59	3183.95	7.00	10331.54
	Class of 25	3795.13			3795.13
	Class of 26	2153.86			2153.86
	Class of 27	50.00			50.00
FALL SPORTS					
	Boys Soccer	-231.25			-231.25
	Football	134.12			134.12
	Girls Soccer	54.34			54.34
	Volleyball	647.80			647.80
WINTER SPORTS					
	Boys Basketball	1919.45	1717.80		3637.25
	Girls Basketball	2698.23	4533.84		7232.07
SPRING SPORTS					
	Baseball	500.00			500.00
	Golf	1000.00			1000.00
	Softball	367.73			367.73
	Swim Team	283.00			283.00
	Tennis	64.97			64.97
	Track	0.00			0.00
CLUB					
	Amnesty	387.87			387.87
	Art Club	542.85			542.85
	Body Positive	0.00			0.00

Chorus	152.21			152.21
CSF	693.33			693.33
Culinary	3843.37	979.00		4822.37
Electronics	1141.69	55.00		1196.69
Horticulture/Botany Club	1975.35	173.00		2148.35
Improv club	1028.02			1028.02
Interact Club-Activity	3976.41			3976.41
Interact Club-Administrative	3093.10	200.00		3293.10
Leadership	56.44			56.44
Model U.N.	-1029.60	392.09		-637.51
Multi-Cultural Club	305.00			305.00
Radio	1390.51	26.46	1089.38	327.59
Science Club	126.09			126.09
S.E.A. Club	30.00			30.00
Spectrum Club	80.00			80.00
Workability/Cardinal Express	146.41			146.41
Yearbook	6053.55	50.00		6103.55
Yoga Club	0.00			0.00
A/E WEEK				
AE WEEK Art Center	25.00			25.00
AE WEEK Ashland	0.00	1800.00	235.00	1565.00
AE WEEK Biking	137.80	100.00		237.80
AE WEEK Celebration of Self	144.69			144.69
AE WEEK Coastal Adventures	-77.50			-77.50
AE WEEK College Tours	620.29	454.00		1074.29
AE WEEK Com College/CTE	100.00			100.00
AE WEEK Creative Writing	0.00			0.00
AE WEEK Culinary	94.31			94.31
AE WEEK Drivers Ed Class	300.00			300.00
AW WEEK E-Lab	45.00			45.00
AE WEEK Engineering Extravaganza	857.30			857.30
AE WEEK First Responder Academy	703.64			703.64
AE WEEK Learning in La-La Land	237.27			237.27
AE WEEK Media Film	0.00			0.00
AE WEEK San Francisco	634.00			634.00
AE WEEK Sierra Adventure	0.00			0.00
AE WEEK Top Sail	-596.61			-596.61
AE WEEK Volunteer Crew	76.14			76.14
AE WEEK Washington DC	1392.67			1392.67
AE WEEK Wind Surfing	181.07			181.07
AW WEEK Woodworking	0.00			0.00
AE WEEK Yosemite Institute	-4776.53	1402.09		-3374.44
AE WEEK Reserve	99.84			99.84
TO BE REFUNDED	0.00			0.00
TOTAL	72324.95	16937.94	2203.38	87059.51

2023-24 Cafeteria Report

2022-23 Recap

2023-24 Comparison through November

2022-23 Recap – Meal Participation

	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>CEP</u>			
				<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>
Days	177	180	180	180	180	180	180
				<i>COVID pt</i>	<i>COVID all</i>	<i>In Person</i>	<i>Univ Meals</i>
Paid Lunch	8,195	7,421	9,150				
Free Lunch	11,742	14,341	16,392	25,973	21,784	24,823	25,744
Reduced Lunch	<u>1,307</u>	<u>1,385</u>	<u>1,509</u>				
Total Lunch	21,244	23,147	27,051	25,973	21,784	24,823	25,744
Paid Breakfast	1,689	1,675	1,354				
Free Breakfast	6,963	9,469	10,881	15,999	21,784	14,940	17,179
Reduced Breakfast	<u>930</u>	<u>440</u>	<u>412</u>				
Total Breakfast	9,582	11,584	12,647	15,999	21,784	14,940	17,179
Total Meals Served	30,826	34,731	39,698	41,972	43,568	39,763	42,923
Avg Meals/Day	174	193	221	233	242	221	238
<i>Lunch %</i>	<i>68.9%</i>	<i>66.6%</i>	<i>68.1%</i>	<i>61.9%</i>	<i>50.0%</i>	<i>62.4%</i>	<i>60.0%</i>
<i>Breakfast %</i>	<i>31.1%</i>	<i>33.4%</i>	<i>31.9%</i>	<i>38.1%</i>	<i>50.0%</i>	<i>37.6%</i>	<i>40.0%</i>
<i>Lunch Meals per day</i>	<i>120</i>	<i>129</i>	<i>150</i>	<i>144</i>	<i>121</i>	<i>138</i>	<i>143</i>
<i>Breakfast meals per day</i>	<i>54</i>	<i>64</i>	<i>70</i>	<i>89</i>	<i>121</i>	<i>83</i>	<i>95</i>
<i>Enrollment - Census Day</i>	<i>517</i>	<i>509</i>	<i>536</i>	<i>525</i>	<i>477</i>	<i>449</i>	<i>462</i>
<i>% Students Lunch</i>	<i>23.2%</i>	<i>25.3%</i>	<i>28.0%</i>	<i>27.5%</i>	<i>25.4%</i>	<i>30.7%</i>	<i>31.0%</i>
<i>% Students Breakfast</i>	<i>10.5%</i>	<i>12.6%</i>	<i>13.1%</i>	<i>16.9%</i>	<i>25.4%</i>	<i>18.5%</i>	<i>20.7%</i>

- 2016-17 through 2018-19 pre-CEP, pre-COVID.
- 2019-20 begin operating under the Community Eligibility Provision (CEP) – allows schools with an Identified Student Percentage (ISP) of greater than 40% to participate, and eliminate the administrative burden of school meal applications and still serve breakfast and lunch at no charge to all students.
- 2019-20 through 2021-22 data impacted by COVID.
- 2020-21 provided 2 meals per day for as many children as families requested.
- 2022-23 California Universal Meals implemented. Schools are required to provide 2 meals per day to all students. Students may take or not take the meals. All reimbursements at free rate.

In 2022-23:

- Served a total of 42,923 meals, compared to 39,763 meals in 21/22 – an 8% increase.
- 2022-23 Enrollment increased 2.9% to 462 from 449 in 21/22.
- Averaged 238 meals per day (60% lunch, 40% breakfast).
- Student participation at highest levels, with 31% lunch participation, and 21% breakfast participation.

2022-23 Recap – Revenue and Expenditure

	CEP						
	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u> <i>COVID pt</i>	<u>2020-21</u> <i>COVID all</i>	<u>2021-22</u> <i>In Person</i>	<u>2022-23</u> <i>Universal Meals</i>
<u>Revenue</u>							
Cash Sales	58,920.05	55,665.75	67,427.45	42,275.00	1,059.50	17,743.00	18,761.50
Federal Reimb.	61,175.34	75,473.56	86,568.01	106,033.00	127,654.24	149,468.32	118,422.10
State Reimb.	11,879.45	5,911.43	12,544.13	8,834.00	23,028.90	9,888.94	79,907.94
Other	(7,558.00)	20,192.85	-	(2,737.40)	27,967.59	7,484.40	18,515.03
Contribution	98,919.53	102,576.57	115,985.00	113,025.68	132,999.39	88,571.26	99,027.70
Total Revenue	223,336.37	259,820.16	282,524.59	267,430.28	312,709.62	273,155.92	334,634.27
<u>Expenditures</u>							
Salaries	88,715.99	93,541.22	95,071.03	96,409.53	99,270.75	103,887.03	117,233.38
Benefits	47,955.54	51,110.90	64,560.70	55,150.99	57,496.61	60,551.66	67,839.41
Supplies	7,330.00	7,435.99	9,842.76	11,739.31	14,222.30	13,131.25	13,235.79
Non-Cap Equip		-	-	-	-	2,409.38	-
Food	68,700.65	92,671.00	101,331.10	92,101.45	131,853.84	83,908.01	122,993.30
Travel & oper. exp.	4,634.19	9,061.05	5,719.00	6,029.00	3,866.12	3,268.59	7,332.39
Indirect costs	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
Total Expenditures	223,336.37	259,820.16	282,524.59	267,430.28	312,709.62	273,155.92	334,634.27

- Fed/State reimbursements = \$198,330, up \$38.9k over prior year.
- Make up of reimbursement (Fed/State) changes due to Universal Meals.
- Salaries/Benefits higher on compensated absences and sub costs.
- Higher food and operational costs.

2023-24 Comparison through November – Meal Participation

	CEP							
	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	COVID pt <u>2019-20</u>	COVID all <u>2020-21</u>	In Person <u>2021-22</u>	Universal Meals <u>2022-23</u>	<u>2023-24</u>
Days	61	61	62	62	58	64	66	61
Lunch	6,879	7,270	8,618	8,690	8,029	8,381	8,949	9,612
Breakfast	2,970	3,814	4,220	4,023	8,029	4,685	6,191	6,261
Total Meals Served	9,849	11,084	12,838	12,713	16,058	13,066	15,140	15,873
Avg Meals/Day	161	182	207	205	277	204	229	260
<i>Lunch %</i>	<i>69.8%</i>	<i>65.6%</i>	<i>67.1%</i>	<i>68.4%</i>	<i>50.0%</i>	<i>64.1%</i>	<i>59.1%</i>	<i>60.6%</i>
<i>Breakfast %</i>	<i>30.2%</i>	<i>34.4%</i>	<i>32.9%</i>	<i>31.6%</i>	<i>50.0%</i>	<i>35.9%</i>	<i>40.9%</i>	<i>39.4%</i>
<i>Lunch Meals per day</i>	<i>113</i>	<i>119</i>	<i>139</i>	<i>140</i>	<i>138</i>	<i>131</i>	<i>136</i>	<i>158</i>
<i>Breakfast meals per day</i>	<i>49</i>	<i>63</i>	<i>68</i>	<i>65</i>	<i>138</i>	<i>73</i>	<i>94</i>	<i>103</i>
Enrollment - Census Day	517	509	536	525	476	449	462	436
% Lunch Participation	21.8%	23.4%	25.9%	26.7%	29.1%	29.2%	29.3%	36.1%
% Breakfast Participation	9.4%	12.3%	12.7%	12.4%	29.1%	16.3%	20.3%	23.5%

- Served 15,873 meals through November, 4.8% higher than 22/23 through November.
- Average 260 meals per day, maintaining the 60/40 ratio lunch to breakfast.
- Student participation is higher for both lunch and breakfast.
- HS Cafeteria fully functional 23/24.
- Annual enrollment 5.6% lower (436 enrolled 23/24 vs 462 in 22/23).
- November data is generally lower than annual, suggesting we will average more than 260 meals per day.

2023-24 Comparison through November – Revenue and Expense

	CEP							
				COVID pt	COVID all	In Person	Universal Meals	
Revenue	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24
Cash Sales	18,896	18,785	22,405	20,708	530	5,638	7,173	6,325
Federal Reimb.	19,791	23,770	26,385	29,499	47,050	47,722	40,885	44,180
Fed Performance	413	436	502	608	562	-	716	769
State Reimb.	1,534	1,860	2,060	2,326	3,926	3,249	28,124	29,331
Total Revenue	40,221	44,415	50,850	52,533	51,506	56,609	76,897	80,604
Expenditures								
Salaries	27,774	29,753	30,583	29,999	30,660	32,479	37,046	37,483
Benefits	17,452	18,915	19,533	19,317	19,371	20,397	23,272	24,735
Supplies	2,805	3,663	4,697	4,742	6,245	5,033	5,809	6,157
Non-Cap Equip	-	-	-	-	-	1,572	-	-
Food	23,584	27,161	38,473	34,605	38,457	28,130	38,523	38,924
Operations	2,875	4,543	3,950	4,270	4,250	4,844	5,328	4,847
Indirect costs	-	-	-	-	-	-	-	-
Total Expenditures	74,490	84,035	97,236	92,933	98,983	92,454	109,978	112,146
Suplus/(Deficit)	(34,269)	(39,621)	(46,386)	(40,400)	(47,477)	(35,845)	(33,081)	(31,542)

- Federal reimb/performance up 8%.
- State reimbursement up 4.3%.
- Meals served up 4.8%.
- Expenditures up 2% - seems reasonable.
- Through November expenditures are about 32-34% of total annual.

**Mendocino Unified School District Cafeteria Financial Report
2023-24**

	<u>Jul/Aug</u>	<u>Aug/Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Total</u>
Days/month	0	24	21	16	16	17	16	21	17	22	10	180
Paid Lunch		0										
Free Lunch		4,106	2,780	2,726								
Reduced Lunch		0										
Subtotal Lunch	0	4,106	2,780	2,726	0	0	0	0	0	0	0	9,612
Paid Breakfast		0										
Free Breakfast		2,233	2,253	1,775								
Reduced Breakfast		0										
Subtotal Breakfast	0	2,233	2,253	1,775	0	0	0	0	0	0	0	6,261
Total Meals Served	0	6,339	5,033	4,501	0	0	0	0	0	0	0	15,873
Avg Meals/Day	264	240	281	0	0	0	0	0	0	0	0	88
<i>AugMealsDay 22-23</i>	<i>241</i>	<i>240</i>	<i>214</i>	<i>226</i>	<i>223</i>	<i>233</i>	<i>258</i>	<i>256</i>	<i>267</i>	<i>255</i>	<i>170</i>	<i>238</i>
<i>AugMealsDay 21-22</i>	<i>204</i>	<i>194</i>	<i>191</i>	<i>233</i>	<i>225</i>	<i>206</i>	<i>233</i>	<i>233</i>	<i>262</i>	<i>237</i>	<i>202</i>	<i>221</i>
<i>AvgMealsDay 20-21</i>	<i>252</i>	<i>272</i>	<i>285</i>	<i>274</i>	<i>247</i>	<i>228</i>	<i>243</i>	<i>226</i>	<i>206</i>	<i>224</i>	<i>209</i>	<i>242</i>
<i>Avg Meals/Day 19-20</i>	<i>195</i>	<i>223</i>	<i>172</i>	<i>234</i>	<i>216</i>	<i>246</i>	<i>230</i>	<i>222</i>	<i>292</i>	<i>264</i>	<i>275</i>	<i>233</i>
<i>Avg Meals/Day 18-19</i>	<i>187.2</i>	<i>201.2</i>	<i>191.5</i>	<i>244.4</i>	<i>223.5</i>	<i>198.3</i>	<i>242.5</i>	<i>216.5</i>	<i>236.4</i>	<i>238.5</i>	<i>207.1</i>	<i>218.1</i>

Cash Sales						
Lunch		\$ 471.00	\$ 365.50	\$ 372.00		\$ 1,208.50
Snack		\$ 1,768.00	\$ 1,752.50	\$ 1,126.00		\$ 4,646.50
Breakfast		\$ 198.75	\$ 169.00	\$ 102.00		\$ 469.75
Federal Reimb.						\$ -
Lunch		\$ 13,266.82	\$ 8,983.10	\$ 8,806.42		\$ 31,056.34
Breakfast		\$ 4,681.39	\$ 4,721.89	\$ 3,720.10		\$ 13,123.38
PBR \$0.08 Lunch Reimb.		\$ 328.48	\$ 222.40	\$ 218.08		\$ 768.96
State Reimb. (est)						\$ -
Lunch		\$ 8,242.87	\$ 5,580.21	\$ 5,474.00		\$ 19,297.08
Breakfast		\$ 3,577.59	\$ 3,611.06	\$ 2,844.92		\$ 10,033.57
Misc to Balance						\$ -
						\$ -

Commodities value **\$ -**

Total Revenue	\$ -	\$ 32,534.90	\$ 25,405.66	\$ 22,663.52	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,604.08
Expenditures												
Salaries	\$ 4,651.45	\$ 11,061.53	\$ 10,457.59	\$ 11,312.12								\$ 37,482.69
Benefits	\$ 3,909.67	\$ 6,611.84	\$ 7,338.38	\$ 6,875.24								\$ 24,735.13
Supplies	\$ 598.53	\$ 3,061.40	\$ 1,694.57	\$ 802.13								\$ 6,156.63
Non-Cap Equipment	\$ -	\$ -										\$ -
Food	\$ -	\$ 19,216.79	\$ 8,823.91	\$ 10,883.40								\$ 38,924.10
Travel & oper. exp.	\$ 4,847.35	\$ -										\$ 4,847.35
Indirect costs	\$ -	\$ -										\$ -
Total Expenditures	\$ 14,007.00	\$ 39,951.56	\$ 28,314.45	\$ 29,872.89	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 112,145.90

Surplus/(Deficit)	-\$14,007.00	-\$7,416.66	-\$2,908.79	-\$7,209.37	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$31,541.82
<i>Surplus/(Deficit) 22-23</i>	<i>(1,735.43)</i>	<i>(16,394.34)</i>	<i>(7,158.74)</i>	<i>(7,792.49)</i>	<i>(13,708.20)</i>	<i>(7,399.18)</i>	<i>(5,815.36)</i>	<i>(3,249.06)</i>	<i>(6,605.54)</i>	<i>(6,749.89)</i>	<i>(13,705.85)</i>	<i>(90,314.08)</i>
<i>Surplus/(Deficit) 21-22</i>	<i>(6,758.75)</i>	<i>(11,443.15)</i>	<i>(8,100.17)</i>	<i>(9,542.63)</i>	<i>(13,819.53)</i>	<i>(6,558.58)</i>	<i>(7,352.19)</i>	<i>(6,123.42)</i>	<i>(4,450.75)</i>	<i>(2,477.38)</i>	<i>(14,476.42)</i>	<i>(91,102.97)</i>
<i>Surplus/(Deficit) 20-21</i>	<i>(8,234.28)</i>	<i>(12,520.33)</i>	<i>(13,786.05)</i>	<i>(12,936.49)</i>	<i>(17,904.93)</i>	<i>(13,564.33)</i>	<i>(12,655.06)</i>	<i>(10,140.17)</i>	<i>(12,551.31)</i>	<i>(12,869.95)</i>	<i>(11,326.42)</i>	<i>(138,489.32)</i>
<i>Surplus/(Deficit) 19-20</i>	<i>(18,423.93)</i>	<i>(22,437.07)</i>	<i>(26,472.71)</i>	<i>(25,599.66)</i>	<i>(20,919.79)</i>	<i>(25,723.65)</i>	<i>(21,533.53)</i>	<i>(29,480.17)</i>	<i>(24,556.05)</i>	<i>(26,481.60)</i>	<i>(22,875.75)</i>	<i>(264,503.91)</i>
<i>Surplus/(Deficit) 18-19</i>	<i>(11,141.79)</i>	<i>(10,555.11)</i>	<i>(13,561.60)</i>	<i>(11,398.13)</i>	<i>(9,287.50)</i>	<i>(11,960.89)</i>	<i>(5,332.70)</i>	<i>(11,979.63)</i>	<i>(7,784.73)</i>	<i>(6,305.44)</i>	<i>(8,609.77)</i>	<i>(107,917.29)</i>



SERVICE EXCELLENCE INNOVATION TEAMWORK

**Williams Settlement Legislation
Quarterly Uniform Complaints Procedure Reporting Form
2023-2024**

District Name: Mendocino Unified
 Person Completing this Form: Erin Placido
 Title: Executive Assistant to Superintendent

This report is being submitted for the following quarter (please check one):

Quarter	Reporting Period	Report Due To MCOE
<input type="checkbox"/> Quarter #1	July 1, 2023 - September 30, 2023	October 13, 2023
<input checked="" type="checkbox"/> Quarter #2	October 1, 2023 - December 31, 2023	January 12, 2024
<input type="checkbox"/> Quarter #3	January 1, 2024 - March 31, 2024	April 12, 2024
<input type="checkbox"/> Quarter #4	April 1, 2024 - June 30, 2024	July 12, 2024

Check which applies:

- No complaints were filed with any school in the district during the quarter indicated above.
 Complaints were filed with schools in the district during the quarter indicated above.
 The following chart summarizes the nature and resolution of the complaint.

Type of Complaint	Total No. of Complaints	No. of Complaints Resolved	No. of Unresolved Complaints
Textbooks and Instructional Materials	0		
Teacher Vacancies or Mis-assignments	0		
Facility Conditions	0		
TOTALS:	0		

Superintendent's Name: Jason Morse

Superintendents Signature: [Signature]

Forwarded a copy of this completed report to
Veronica Bazor, vbazor@mcoe.us



Mendocino Unified School District

**BOND MEASURE
IMPROVEMENT BOND
PROGRAM
PHASE ONE & TWO
PROJECTS**

**Monthly Progress Report
January 2024**

Prepared By

Alameida
Architecture

555 South Main Street, Suite 2
Sebastopol, California 95472
(707) 824-1219
www.alameida.com

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Budget

M.U.S.D. PHASE TWO PROJECT

Source of Funds:

Source Code:	Series A Bond (less issuance cost)	Available
		-
	Series B Bond	12,078,563
	Developer Fees	-
	State Bonds	-
		12,078,563

Description	Budget	Expended To Date	Remaining Balance	Forecast	Surplus (Shortfall)
Design and Planning	1,127,186	914,900	212,286	1,121,306	5,880
Bidding, Permitting, Misc.	95,000	76,905	18,095	95,000	0
Construction	8,641,825	4,126,303	4,515,522	8,641,825	0
Owners Contingency	697,428	42,842	654,586	500,000	197,428
Construction Support	505,000	162,838	322,474	415,708	89,293
Fixtures & furniture	0	0	0	0	0
Reserve	0	0	0	0	0
Totals	11,066,439	5,323,787	5,722,964	10,773,839	292,601

Available vs. budgeted **1,012,124** *assumes 100% contingency expended*
soft cost vs. hard cost *28.06%*

Funding Status

AVAILABLE FUNDS	PROJECTED FUND BALANCE @ % CONTINGENCY EXPENDED				
	0%	1%	5%	8%	
Series A bonds	12,078,563	1,709,552	1,623,134	1,277,461	1,012,124

Schedule

	Planned	Actual	Schedule Status
Design and Planning	Jun-22	Jun-22	
Permitting and PH-2 GMP	1-Dec-22	August 23	
Construction	August 2023	August 21, 2023	
Completion	Apr-24		(Generator completion Sept. 2024)

Overall Project Status

Added ceiling framing underway at Tech. Center. Rough-in for MEP nearing completion.

Remedial structural work at some shear walls completed and added ceiling framing underway. Roofing demo completed and underlayment installed at the Tech Center, weather has been hampering installation of shingle roofing.

Contractor wants to start stocking and installing Drywall but needing to enclose and watertight building first.

Various flooring locations is in need of an underlayment working on resolving which areas and type of undelayment to use as well as some modifications to flooring finishes to accommodate existing conditions.

Potential Issues:

Weather has been hampering progress on site work, roofing building and ultimately advancing interior finishes installation

Next Steps

Determine if additional work should be added to scope utilizing remaining funds from Phase 1.

PHASE TWO - PHOTOS

TECH. CENTER



PHASE TWO - PHOTOS

GYMNASIUM



SCHEDULE - PHASE TWO

Activity ID	Activity Name	Original Duration	Original Start	Finish	Total Float
Mendocino High School - Phase 2 Gym & Tech Center Modernization					
Pre-Construction					
PREC1000	HVAC & Electrical Bid Period	384	03-Mar-23	05-Sep-24	0
PREC1010	Remaining Scopes Bid Period	103	03-Mar-23	28-Jul-23	0
PREC1020	Actual DSA Approval of Plans & Specs	15	03-Mar-23	23-Mar-23	9
PREC1030	Submittals & Procurement of HVAC and Electrical Equipment	24	03-Apr-23	04-May-23	9
PREC1040	Submittals for Remaining Bid Scopes	0	28-Jul-23*		0
		0	21-Apr-23		40
		0	18-May-23*		0
Long Lead Procurement					
PROG1000	Procure & Deliver HVAC Equipment (Long Lead Time TBD)	302	31-May-23	07-Aug-24	0
PROG1010	Procure & Deliver HVAC Equipment (Long Lead Time TBD)	240	28-Aug-23	07-Aug-24	0
PROG1020	Procure & Deliver Electrical Equipment (Long Lead Time TBD)	89	02-Jun-23	06-Oct-23	11
PROG1030	Procure & Deliver Electrical Equipment (Long Lead Time TBD)	89	31-May-23	04-Oct-23	13
Construction					
STR10000	Notice to Proceed - Start Construction	288	16-Aug-23	05-Sep-24	0
STR10100	Mobilization	3	16-Aug-23*	18-Aug-23	0
STR10200	Milestone Completion of Stilework	0	11-Mar-24		2
STR10300	Milestone Campus Usage of Gym Room 103 (No systems operational, except Lighting)	0	01-Nov-23*		0
STR10400	Substantial Completion of Project	0	13-Mar-24*		0
STR10500	Final Completion of Project	0	05-Sep-24		0
Sitework					
SITE1000	Site Demo	120	19-Sep-23	11-Mar-24	2
SITE1010	UG Utilities - SD at Site	15	19-Sep-23	09-Oct-23	27
SITE1020	UG Utilities - DW to Woodshop	10	10-Oct-23	23-Oct-23	27
SITE1030	Electrical Power & Data Infrastructure at Site	10	24-Oct-23	06-Nov-23	27
SITE1040	West Parking Lot (Late Work)	15	20-Feb-24*	11-Mar-24	2
SITE1050	West Side Mechanical & Generator Enclosure	30	30-Nov-23	12-Jan-24	27
SITE1060	Tech Parking Lot	30	07-Nov-23	20-Dec-23	27
SITE1070	Walkways between Buildings	30	07-Nov-23	20-Dec-23	57
Gym					
DEM1000	Demolition	142	21-Aug-23	13-Mar-24	0
ADEM01000	Demolition	10	21-Aug-23	01-Sep-23	0
FOUND1000	Foundation	10	21-Aug-23	01-Sep-23	0
AFDN1000	UG Plumbing	15	05-Sep-23	25-Sep-23	0
AFDN1010	Slab On Grade	5	05-Sep-23	11-Sep-23	0
STRUC1000	Structural	10	12-Sep-23	25-Sep-23	0
ASTR1000	Steel Columns	20	26-Sep-23	23-Oct-23	0
ASTR1010	Framing	5	26-Sep-23	02-Oct-23	0
ASTR1010	Framing	15	03-Oct-23	23-Oct-23	0
1st Floor					
INT1000	Interior Rough-in	87	24-Oct-23	28-Feb-24	0
ANR1000	MEP Rough-in	30	24-Oct-23	06-Dec-23	0
ANR1010	Door Frames	10	24-Oct-23	06-Nov-23	20
Interior Finishes					
ANT1000	Drywall	57	07-Dec-23	28-Feb-24	0
ANT1010	Paint	15	07-Dec-23	28-Dec-23	0
ANT1020	Ceilings	5	29-Dec-23	05-Jan-24	0
ANT1030	MEP	10	08-Jan-24	19-Jan-24	0
ANT1040	Casework	10	22-Jan-24	02-Feb-24	0
ANT1050	Flooring	5	05-Feb-24	09-Feb-24	0
ANT1060	Div 10	9	12-Feb-24	23-Feb-24	0
ANT1060	Div 10	3	26-Feb-24	28-Feb-24	0
2nd Floor					
ANT2000	Drywall	77	24-Oct-23	13-Feb-24	10

Legend:

- Remaining Level of Effort (Green bar)
- Critical LOE (Red bar)
- Actual Level of Effort (Blue bar)
- Actual Work (Red bar)
- Remaining Work (Green bar)
- Critical Remaining Work (Red bar)

Page 1 of 3

TASK filter: All Activities

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Activity ID	Activity Name	Original Duration	Original Start	Finish	Total Float	2023	2024
Interior Rough-in							
ANR2000	MEP Rough-in	20	24-Oct-23	20-Nov-23	10		
ANR2010	Door Frames	20	24-Oct-23	20-Nov-23	10		
Interior Finishes							
ANT2000	Drywall	57	21-Nov-23	13-Feb-24	10		
ANT2010	Paint	5	14-Dec-23	20-Dec-23	10		
ANT2020	Ceilings	10	21-Dec-23	05-Jan-24	10		
ANT2030	MEP	10	08-Jan-24	19-Jan-24	10		
ANT2040	Casework	5	22-Jan-24	26-Jan-24	10		
ANT2050	Flooring	9	29-Jan-24	06-Feb-24	10		
ANT2060	Div 10	3	09-Feb-24	13-Feb-24	10		
Exterior							
AEXT1000	Exterior Siding Patch/Repair	35	24-Oct-23	13-Dec-23	52		
AEXT1010	Exterior Paint	15	24-Oct-23	13-Nov-23	52		
Roof							
AREXT1000	Roof - Selective Demolition	35	26-Sep-23	13-Nov-23	72		
AREXT1010	Roof - HVAC	5	26-Sep-23	02-Oct-23	72		
AREXT1020	Roof - Patch / Repair Roofing	15	03-Oct-23	23-Oct-23	72		
AREXT1030	Roof - Gutters & Downspouts	10	24-Oct-23	06-Nov-23	72		
Closeout							
ACLO1000	Closeout - Gym	10	29-Feb-24	13-Mar-24	0		
ACLO1010	Punch List - Gym	10	29-Feb-24	13-Mar-24	0		
ACLO1020	Start-Up HVAC / T&B - Gym	10	29-Feb-24	13-Mar-24	0		
Tech Center							
DEM1000	Demolition	132	05-Sep-23	13-Mar-24	0		
BDEM01000	Demolition	10	05-Sep-23	18-Sep-23	0		
FOUND1000	Foundation	15	19-Sep-23	09-Oct-23	0		
BFDN1000	UG Plumbing	5	19-Sep-23	25-Sep-23	0		
BFDN1010	Slab On Grade	10	26-Sep-23	09-Oct-23	0		
Structural							
BSTR1000	Framing	20	10-Oct-23	06-Nov-23	0		
Interior Rough-in							
BNR1000	MEP Rough-in	25	31-Oct-23	06-Dec-23	0		
BNR1010	Door Frames	10	07-Nov-23	20-Nov-23	10		
Interior Finishes							
BINT1000	Drywall	57	07-Dec-23	28-Feb-24	0		
BINT1010	Paint	15	07-Dec-23	28-Dec-23	0		
BINT1020	Ceilings	5	29-Dec-23	05-Jan-24	0		
BINT1030	MEP	10	08-Jan-24	19-Jan-24	0		
BINT1040	Casework	5	22-Jan-24	02-Feb-24	0		
BINT1050	Flooring	9	05-Feb-24	09-Feb-24	0		
BINT1060	Div 10	3	12-Feb-24	23-Feb-24	0		
Exterior							
BEXT1000	Exterior Siding Patch/Repair	35	07-Nov-23	28-Dec-23	42		
BEXT1010	Paint Exterior	15	07-Nov-23	29-Nov-23	42		
BEXT1020	Roof - Demolition	20	30-Nov-23	26-Dec-23	42		
Roof							
BREXT1000	Roof - HVAC	50	10-Oct-23	20-Dec-23	47		
BREXT1010	Roof - HVAC	10	10-Oct-23	23-Oct-23	47		
BREXT1020	Roof - Install (N) Roofing	15	24-Oct-23	13-Nov-23	47		

Drywall behind schedule hampered by weather and enclosing building

Roofing delayed by weather.

Remaining Level of Effort

Critical LOE

Actual Level of Effort

Actual Work

Remaining Work

Critical Remaining Work

TASK filter: All Activities

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Activity ID	Activity Name	Original Duration	Original Start	Finish	Total Fixed	Baseline Schedule																					
						2023	2024																				
						Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	
BREX1030	Roof - Gutters & Downspouts	5	14-Dec-23	20-Dec-23	47																						
	Closeout	10	29-Feb-24	13-Mar-24	0																						
BCL01000	Closeout - Tech Center	10	29-Feb-24	13-Mar-24	0																						
BCL01010	Punch List - Tech Center	10	29-Feb-24	13-Mar-24	0																						
BCL01020	Start-Up HVAC / T&B - Tech Center	10	29-Feb-24	13-Mar-24	0																						
Generator		20	08-Aug-24	05-Sep-24	0																						
GEN1000	Install Generator (TBD)	10	08-Aug-24	21-Aug-24	0																						
GEN1010	Generator Startup/Testing/Training (TBD)	10	22-Aug-24	05-Sep-24	0																						



Change Events

Change Event Number Status	Title	Change Reason	Latest Cost
27 OPEN	Remove Wall Coverings and Re-Finish Walls in Rooms 201 & 202 (RFP #007)	Scope Change	\$19,642.26
26 OPEN	Delete Lockers & Revise Cubbies in Culinary (RFP #006)	Scope Change	(\$279.34)
25 OPEN	Infill Team Room Floor & Install Linoleum	Unforeseen/Hidden Condition	\$6,477.36
24 OPEN	Ceiling Support at Culinary Classroom	Unforeseen/Hidden Condition	\$2,447.47
23 OPEN	Additional Electrical Requested by District (RFP #004)	Scope Change	\$140,339.34
22 OPEN	Add Furred Wall & Casework at Flex Space Room 114	Unforeseen/Hidden Condition	\$10,750.19
21 APPROVED	Delete Electrical Infrastructure for Motorized Shades	Scope Change	(\$7,525.00)
20 APPROVED	Kitchen Hand Sink Revision	Scope Change	\$533.96
19 APPROVED	Electrical to EWH 4 & 5 (CREDIT)	Scope Change	(\$895.00)
18 APPROVED	Patch & Paint Wood Paneling in Hospitality Lobby	Scope Change	\$2,172.52
17 APPROVED	Frame Hard Lid Ceilings at Art Class Halls (Tech Center)	Scope Change	\$3,745.06
16 APPROVED	Above Grade Water Line at Wood Shop	Scope Change	\$4,528.88
15 APPROVED	Add Door A205A (Gym)	Unforeseen/Hidden Condition	\$4,873.85
14 APPROVED	Demo Furred Header at Hospitality Lobby	Unforeseen/Hidden Condition	\$532.74
13 OPEN	Duct Chases in Tech Center	Scope Change	\$5,084.83
12 APPROVED	Furred Plumbing Walls in Kitchen	Unforeseen/Hidden Condition	\$1,028.57
11 APPROVED	Shear Wall Hold Downs & Shear Ply at Tech Center	Unforeseen/Hidden Condition	\$6,187.25
10 APPROVED	Permanent Data & IDF at Wood Shop	Scope Change	\$16,167.03
9 APPROVED	Removal of Flooring in Foyer & Weight Room	Scope Change	\$7,542.86
8 APPROVED	Removal of Conduits at Tech Center	Scope Change	\$780.66
7 APPROVED	Removal of Casework & Lockers from Team Room (Gym)	Scope Change	\$923.08
6 APPROVED	Domestic Water Isolation Valve at Gym	Unforeseen/Hidden Condition	\$2,121.49
5 APPROVED	Reframe Door Openings in Tech Building	Unforeseen/Hidden Condition	\$2,059.17
4 APPROVED	Temporary Data Line to Wood Shop Building	Unforeseen/Hidden Condition	\$822.73
3 APPROVED	Demo Existing Mezzanine in Room B106 (Tech Center)	Unforeseen/Hidden Condition	\$5,146.87
2 APPROVED	Demo Existing Ceiling in Room B105C (Tech Center)	Unforeseen/Hidden Condition	\$1,622.14
1 APPROVED	Material Cost Increases - Acoustical Ceilings & Panels	Unforeseen/Hidden Condition	\$7,011.17
			\$243,842.14

DETAILED BUDGET

M.U.S.D. PHASE ONE PROJECT

Final G.M.P.Budget

Revised Forecast at Closeout

	Available	Eligible
Series A Bond (less issuance cost)	18,884,464	
Series B Bond	13,847,127	
Interest to date	119,912	
Issuance cost and Interest paid	(2,023,645)	
State Bonds		
	30,827,859	-

Description	Original Budget	Expended To Date	Remaining Balance	Forecast	Surplus (Shortfall)
*Construction Total (LLB GMP)w/ allowance (*less unused allowances)	14,145,498	14,145,498	-	14,145,498	-
*Construction Contingency (per GMP)	1,366,140	454,741	911,399	704,502	661,638
Temporary Classroom Site (Lathrop)	450,000	391,408	58,592	450,000	-
Temporary Classroom (Mobile Modular)	115,864	215,333	(99,469)	215,333	(99,469)
PG&E Electric	<i>70,000</i>	40,730	29,270	4,073	65,927
Temp Construction Utility	<i>45,000</i>	<i>15,708</i>	29,292	15,708	29,292
Lathrop LLB Preconstruction Fee*	20,240	20,240	-	20,240	-
Fixtures and Furniture	<i>250,000</i>	<i>217,055</i>	<i>32,945</i>	<i>250,000</i>	-
California Dept of Education	<i>10,000</i>	-	<i>10,000</i>	-	10,000
C.D.E. Funding Consultant	<i>6,000</i>	<i>11,329</i>	<i>(5,329)</i>	<i>11,329</i>	<i>(5,329)</i>
DSA Permit Fees	<i>125,000</i>	<i>94,931</i>	<i>30,069</i>	122,390	2,610
County of Mendocino Fees	10,000	11,504	(1,504)	11,504	(1,504)
Facility Master Plan (QKA)	34,500	9,240	25,260	9,240	25,260
A / E Basic Services (QKA) (adjust.closeout 12 19 23)	1,512,500	1,405,729	106,771	1,512,500	-
A / E Add Fire Sprinkler Engineer (QKA)	33,000	<i>19,906</i>	<i>13,094</i>	33,000	-
A / E Add Kitchen Consultant (QKA)	9,240	<i>9,240</i>	-	9,240	-
A / E Add Landscape Architect (QKA)	53,350	<i>52,582</i>	<i>768</i>	53,350	-
A / E Add Civil Engineer (QKA)	66,000	<i>66,000</i>	-	66,000	-
A / E Add AS BUILT (QKA)	6,600	<i>6,590</i>	<i>10</i>	6,600	-
A / E Add Energy consultant (QKA)	3,575	<i>4,580</i>	<i>(1,005)</i>	4,580	<i>(1,005)</i>
A / E Zero Net Energy/ Reclaim H2O (QKA)	101,400	<i>83,215</i>	<i>18,185</i>	<i>101,400</i>	-
A / E Temporary Classrooms design (QKA)	89,300	<i>11</i> <i>89,300</i>	-	89,300	-

M.U.S.D. PHASE ONE PROJECT

Final G.M.P. Budget

	Available	Eligible
Series A Bond (less issuance cost)	18,884,464	
Series B Bond	13,847,127	
Interest to date	119,912	
Issuance cost and Interest paid	(2,023,645)	
State Bonds		
	30,827,859	-

Revised Forecast at Closeout

Description	Original Budget	Expended To Date	Remaining Balance	Forecast	Surplus (Shortfall)
A / E reimbursables, Blueprinting (QKA)	25,000	22,763	2,237	25,000	-
Energy Consultant (Sage)	125,000	31,605	93,395	125,000	-
Project/Construction Management (A Arc)	120,000	124,100	(4,100)	124,100	(4,100)
C M reimbursement (A Arc)	-	-		-	-
Construction Inspector of Record (Morton site / NATS inplant)	199,800	215,550	(15,750)	220,000	(20,200)
Materials Testing and Inspection (Laco)	38,000	83,739	(45,739)	83,739	(45,739)
Survey, boundary (SHN)	18,000	23,565	(5,565)	23,565	(5,565)
Sewer line Inspection (Subtronic Corp.)	20,000	19,183		19,183	817
Geotechnical investigation (Brunsing)	14,800	51,038	(36,238)	51,038	(36,238)
CEQA Environmental Consultant (Rincon) & Archiological monitor	31,174	142,833	(111,659)	142,833	(111,659)
Haz. Mat. Abatement (with construction)	-	-	-	-	-
Haz. Mat. Oversight	15,000	5,274	9,726	5,274	9,726
Containers and Debris Boxes	5,000	6,200	(1,200)	6,200	(1,200)
Misc. legal notices etc.	5,000	87,578	(82,578)	87,578	(82,578)
Project Reserve	-			-	-
	19,139,981	18,178,286	960,878	18,749,296	390,685

Continued rental for Phase 2 of Temporary Classroom added to expenditures

Projected Balance of funds on hand 12,078,563

M.U.S.D. PHASE TWO PROJECT

Schematic Design w/ GMP 8/1/23

	Available	Eligible
Series A Bond (less issuance cost)	-	
Series B Bond	12,078,563	
Developer Fees		
State Bonds		
	12,078,563	-

Description	Revised Budget	Expended To Date	Remaining Balance	Forecast	Surplus (Shortfall)
Gymnasium & Tech Ctr. Construction	8,344,102	4,126,303	4,217,799	8,344,102	-
Allowances (all categories)	192,500			192,500	-
Alternate 1 - Exterior Windows Gym	702,126			-	702,126
Alternate 2 - Paint Exterior Gym	55,832			55,832	-
Alternate 3 - Paint Exterior Tech Building	19,901			19,901	-
Alternate 4 - Exterior Tech Building Reroof	63,616			63,616	-
Industrial Arts Modernization Construction	-	-	-	-	-
Community School Construction	297,723	-	297,723	297,723	-
Construction Contingency (Gym & Tech)	697,428	42,842	654,586	500,000	197,428
PG&E Electric	-	-	-	-	-
Education and Telecommunications Technology	-	-	-	-	-
Fixtures and Furniture	-	-	-	-	-
California Dept of Education	-	-	-	-	-
C.D.E. Funding Consultant	8,650	8,642	8	8,650	-
DSA Permit Fees (ph 2 fees added)	70,000	64,300	5,700	70,000	-
County of Mendocino Fees	-	-	-	-	-
Facility Master Plan (QKA)		-	-		-
A / E Basic Services Gym & tech (QKA)	955,527	832,955	122,572	1,000,000	(44,473)
A / E Basic Services Industrial Arts (QKA) (schematic design only)	36,105	12,285	23,820	12,285	23,820
A / E Basic Services Community School (QKA) (schematic design only)	47,104	20,571	26,533	20,571	26,533
A / E Add Fire Sprinkler Engineer (QKA)		13	-	-	-

M.U.S.D. PHASE TWO PROJECT

Schematic Design w/ GMP 8/1/23

	Available	Eligible
Series A Bond (less issuance cost)	-	
Series B Bond	12,078,563	
Developer Fees		
State Bonds	12,078,563	-

Description	Revised Budget	Expended To Date	Remaining Balance	Forecast	Surplus (Shortfall)
A / E Add Kitchen Consultant (QKA)	7,050	5,288	1,763	7,050	-
A / E Add Landscape Architect (QKA)		-	-		-
A / E Add Civil Engineer (QKA)	21,450	20,262	1,188	21,450	-
A / E Add Energy consultant (QKA)	8,700	8,700	-	8,700	-
A / E Elevator Consultant (QKA)	17,600	-	17,600	17,600	-
A / E reimbursables, Blueprinting (QKA)	25,000	6,197	18,803	25,000	-
Energy Consultant (Sage)		-	-		-
Project/Construction Management (A Arc)	120,000	95,800	24,200	120,000	-
C M reimbursement (A Arc)	20,000	312		1,000	19,000
Construction Inspector of Record (C McKay)	200,000	63,000	137,000	200,000	-
Materials Testing and Inspection (Laco)	90,000	190	89,810	90,000	-
Geotechnical investigation (Brunsing)	-	293	(293)	(293)	293
CEQA Environmental Consultant (Rincon)	70,000	-	70,000	-	70,000
Haz. Mat. Abatement (with construction)		-	-	-	-
Kitchen Grant Matching fund transfer		13,317	(13,317)	13,317	(13,317)
Containers and Debris Boxes	5,000	3,244	1,756	5,000	-
Misc. legal notices etc.	25,000	12,605	12,395	25,000	-
Project Reserve	-			-	-
	12,100,414	5,337,104	5,709,647	11,119,005	981,409

* Alternates include 10 % contingency

Projected Balance of funds on hand 959,558 excluding interest earned from bond account

RESOLUTION NO. 2023-19

RESOLUTION OF THE GOVERNING BOARD OF THE MENDOCINO UNIFIED SCHOOL DISTRICT TO ACCEPT AGREEMENT FOR TERMINATION OF LEASE-LEASEBACK AGREEMENT AND QUIT CLAIM DEED

WHEREAS, Mendocino Unified School District (“District”) and Lathrop Construction Associates, Inc. (“Contractor”) entered into a Lease-Leaseback Agreement, dated February 18, 2021, as amended, for the construction of certain improvements by the Contractor for Phase One of the Mendocino High School Campus Project (“Project”), located at 10700 Ford Street, Mendocino, CA as described in Exhibit A to the Lease-Leaseback Agreement (“Project Site”);

WHEREAS, under the terms of the Lease-Leaseback Agreement, the District leased a portion of the Project Site to the Contractor for the construction of the Project and the District leased back the Project from the Contractor and is obligated to make lease payments to the Contractor for the lease of the Project;

WHEREAS, the District has paid its Project obligations in full which were secured by the lease payments payable under Phase One of the Lease-Leaseback Agreement by triggering its buyout option to the Contractor, and the District has paid all other amounts due or to become due with respect to Phase One of the Lease-Leaseback Agreement;

WHEREAS, upon such payment in full, title to the Project leased under Phase One of the Lease-Leaseback Agreement is to vest in the District, and Phase One of the Lease-Leaseback Agreement is to terminate immediately upon such payment;

WHEREAS, the District and the Contractor desire to unconditionally terminate Phase One of the Lease-Leaseback Agreement, which pertains to the Project Site;

WHEREAS, the District and the Contractor agree that the District has fulfilled its obligations under Phase One of the Lease-Leaseback Agreement and that fee title to the Project and the Project Site leased thereby is to vest in the District; and

NOW, THEREFORE, the Governing Board of the Mendocino Unified School District hereby finds, determines, declares, orders, and resolves as follows:

Section 1. The above recitals are true and correct.

Section 2. The District hereby accepts and approves the Termination Agreement and Quit Claim Deed terminating Phase One of the Lease-Leaseback Agreement and conveying all of Contractor’s right, title and interest in the Project Site and the Project to the District.

Section 3. The District does hereby accept all of Contractor’s right, title and interest in the Project Site and the Project remised, released, quitclaimed and conveyed to the District by the Termination Agreement and Quit Claim Deed.

Section 4. The Superintendent or designee are authorized to take all steps and sign all documents necessary to effect the intent of this resolution, including but not limited to the Termination Agreement and Quit Claim Deed and the Certificate of Acceptance of the real

property and facilities located in Mendocino County, California, as more particularly described in the Termination Agreement and Quit Claim Deed.

IN WITNESS WHEREOF, this resolution was approved and adopted by the Governing Board of the Mendocino Unified School District this 18th day of January, 2024.

AYES:

NOES:

ABSENT:

ABSTAIN:

President of the Governing Board of the
Mendocino Unified School District

ATTEST:

Clerk of the Governing Board of the
Mendocino Unified School District

Bids

The District has adopted the Uniform Public Construction Cost Accounting Act (Public Contract Code 22000) and therefore shall utilize informal bidding procedures for contracts involving an expenditure between \$60,000 to \$200,000 for a public project, and will utilize formal bidding procedures for a public project involving an expenditure of \$200,000 or more "Public project" includes construction, reconstruction, erection, alteration, renovation, improvement, painting, repainting, demolition, and repair work involving a District owned, leased, or operated facility.

The amount by which contracts other than those for public projects shall be competitively bid shall escalate automatically based upon the annual adjustment by the Superintendent of Public Instruction.

Competitive bids shall be sought through advertisement for contracts exceeding \$114,500 (technical revision) for the following: (PCC 20111)

- 1) The purchase, rent, or lease of equipment, material, or supplies*
- 2) Services excluding construction services, professional services or advice, and insurance services*
- 3) Repairs, including maintenance that is not a public project*

"Maintenance work" means routine, recurring, and usual work for preserving, protecting, and keeping a District facility operating in a safe, efficient, and continually usable condition for the intended purpose for which it was designed, improved, constructed, altered, or repaired. "Maintenance" includes, but is not limited to, carpentry, electrical, plumbing, glazing, and other craft work designed to preserve the facility as well as repairs, cleaning, and other operations on machinery and other permanently attached equipment. This definition does not include, among other types of work, janitorial or custodial services and protection provided by security forces, nor does it include painting, repainting, or decorating other than touchup. (PCC 20115)

Unless otherwise authorized by law, contracts shall be let to the lowest responsible bidder who shall give such security as the Governing Board requires, or else all bids shall be rejected. (PCC 20111, 20112)

When letting a contract for the procurement and/or maintenance of electronic data processing systems and supporting software, the Board may contract with any one of the three lowest responsible bidders. (PCC 20118.1)

The Board shall secure bids for any transportation service expenditure of more than \$10,000 when contemplating that such a contract may be made with a person or corporation other than a common carrier, municipally owned transit system, or a parent/guardian of students who are to be transported. The Board may let this contract to other than the lowest bidder. (Ed Code 39802)

No work, project, service, or purchase shall be split or separated into smaller work orders or projects for the purpose of evading the legal requirements of Public Contract Code 20110-20116 for contracting after competitive bidding. (PCC 20116)

Instructions and Procedures for Bids:

In order to facilitate the informal bidding process, the District shall maintain a list of qualified contractors. The list of contractors is established each November, by mailing a notice to the North Coast and Humboldt Builder's Exchange trade journals as well as to the North Bay Building and Construction Trades Council inviting all licensed contractors to submit certain information to the District for inclusion on the list. This information includes the following:

- 1) The name and address to which a notice or proposal should be mailed or emailed;*
- 2) A telephone number at which they can be reached;*
- 3) The type of work in which the contractor is interested and for which they are currently licensed; and*
- 4) The class of license(s) they currently possess.*

In addition, the District may include any contractor it desires and must include any contractor who requests to be added to the list during the year, so long as the contractor provides the required information.

*In order to request bids utilizing the **informal** process, the Superintendent or designee shall call for bids by contacting qualified contractors engaged in the appropriate trades two weeks prior to the bid date. The bid request may also be advertised at the option of the Superintendent or designee.*

*In order to request bids utilizing the **formal** process, The Superintendent or designee shall call for bids by advertising in a local newspaper at least once a week for two weeks. The notice shall state the work to be done or materials or supplies to be furnished and the time and place where bids will be opened. The Superintendent shall also provide the North Coast and Humboldt Builder's Exchange trade journals with the Notice Inviting Formal Bids for the Large Contract at least fifteen (15) calendar days before the date of opening the bids. (PCC 22037) The informal or formal notice shall contain the time, date and location of any mandatory pre-bid conference, site visit or meeting. The notice shall also detail when and where project documents, including final plan and specifications, are available. Any such mandatory visit or meeting shall not occur within a minimum of five calendar days of the publication of the initial notice. (PCC 6610)*

Bid instructions and specifications shall include the following requirements and information:

- 1) All bidders, including bidders for printing contracts, shall specify the minimum, if not exact, percentage of recycled product in the products offered, and both the postconsumer and secondary waste content. (PCC 12169, 12213)*
- 2) All bids for construction work shall be presented under sealed cover and shall be accompanied by one of the following forms of bidder's security: (PCC 20107, 20111)*
 - a) Cash*
 - b) A cashier's check made payable to the district*
 - c) A certified check made payable to the District*
 - d) A bidder's bond executed by an admitted surety insurer and made payable to the District*

The security of unsuccessful bidders shall be returned in a reasonable period of time, in no event any later than 60 days after the bid is awarded. (PCC 20111)

- 3) Under no condition shall bids be accepted after the advertised bid opening time, regardless of whether the bids are actually opened at that time. (PCC 20112)*
- 4) When two or more identical bids are received, the Board may determine by lot which bid shall be accepted (PCC 20117)*
- 5) If the district requires that the bid include prices for items that may be added to or deducted from the scope of work in the contract, depending on the availability of funds, the bid solicitation shall specify which one of the following methods will be used to determine the lowest bid. In the absence of such a specification, only the method provided in item #a, below, will be used: (PCC 20103.8)*
 - a. The lowest bid shall be the lowest bid price on the base contract without consideration of the prices on the additive or deductive items.*
 - b. The lowest bid shall be the lowest total of the bid prices on the base contract and those additive or deductive items that were specifically identified in the bid solicitation as being used for the purpose of determining the lowest bid price.*
 - c. The lowest bid shall be the lowest total of the bid prices on the base contract and those additive or deductive items taken in order from a specifically identified list of those items, depending on available funds as identified in the solicitation.*
 - d. The lowest bid shall be determined in a manner that prevents any information that would identify any of the bidders from being revealed to the public entity before the ranking of all bidders from lowest to highest has been determined.*

- 6) Any subsequent change or alteration of a contract shall be governed by the provisions of Public Contract Code 20118.4.
- 7) After being opened, all advertised bids shall be made available for review by all interested parties. (Gov Code 6252)

Bids Not Required: Upon a case-by-case determination that it is in the best interests of the District and to the extent permitted by law, the Board may authorize the purchase, lease, or contract for equipment and supplies through a public corporation or agency without advertised bids. (PCC 20118) For projects between \$1000 and \$59,999, the District will attempt to secure 3 quotes for the project and choose the quote that best fits the needs of the District. For projects under \$1000, the District may contact a trusted and proven contractor to complete the job.

Supplementary textbooks, library books, periodicals, educational films, audiovisual materials, test materials, workbooks, and instructional computer software packages may be purchased without taking estimates or advertising for bids. (PCC 20118.3)

Perishable commodities such as foodstuffs may be purchased through bid or on the open market, depending on District preference (EC 39873)

In an emergency when repairs, alterations, work, or improvement is necessary for the continuance of existing school classes or to avoid danger to life or property, the Board, by unanimous vote and with the approval of the County Superintendent of Schools, may contract for labor and materials or supplies without advertising for or inviting bids. (PCC 20113)

Bids shall also not be required for day labor under circumstances specified in law. Day labor shall include the use of maintenance personnel employed on a permanent or temporary basis. (PCC 20114)

Whenever the total number of hours on the job does not exceed 350 hours, day labor may be used to erect new buildings and for the following purposes: (PCC 20114)

- 1) School building repairs, alterations, additions
- 2) Painting, repainting, or decorating of school buildings
- 3) Repair or building of apparatus or equipment
- 4) Improvements on school grounds
- 5) Maintenance work as defined above

Sole Sourcing: Specifications for contracts for construction, alteration, or repair of school facilities may not limit bidding to any one product or supplier. Specifications designating a particular brand name shall list at least two brands of comparable quality and follow the description with the words "or equal." (PCC 3400)

Specifications for contracts may designate a product by brand or trade name (sole sourcing) when one or more of the following conditions apply: (PCC 3400)

- 1) The product is designated to match others in use on a particular public improvement that has been completed or is in the course of completion.
- 2) One product has a unique application required to be used in the public interest.
- 3) Only one brand name is known, or
- 4) Upon resolution of the Board, the Board makes a finding that the item sought is the subject of a field test to determine its suitability for future use.

Prequalification Procedure: For any contract for which bids are legally required, the Board may require that each prospective bidder complete and submit a standardized questionnaire and financial statement. For this purpose, the Superintendent or designee shall supply a form which requires a complete statement of the bidder's financial ability and experience in performing public works. Prospective bidders shall submit the questionnaire and financial statement at least five days before the date fixed for public opening of sealed bids. The information shall be verified as prescribed by law, and

bidders must be deemed prequalified by the District at least one day before the fixed bid-opening date. The questionnaires and financial statement shall not be public records and shall not be open to public inspection. (PCC 20111.5)

The Superintendent or designee shall establish a uniform system for rating bidders on the basis of completed questionnaires and financial statements in order to determine the size of contracts on which each bidder is qualified to bid. Bidders must be deemed prequalified by the district at least one day before the fixed bid-opening date. (PCC 20111.5) The Superintendent or designee shall furnish each qualified bidder with a standardized proposal form. Bids not presented on the standard form shall be disregarded. (PCC 20111.5)

The district may establish a procedure for prequalifying bidders on a quarterly basis and may authorize that prequalification be considered valid for up to one calendar year following the date of the initial prequalification. (PCC 20111.5)

Protests by Bidders

A bidder may protest a bid award if he/she believes that the award was inconsistent with Board policy or the bid's specifications or was not in compliance with law.

A protest must be filed in writing with the Superintendent or designee within five working days after receipt of notification of the contract award. The bidder shall submit all documents supporting or justifying the protest. A bidder's failure to timely file a protest shall constitute a waiver of his/her right to protest the award of the contract.

The Superintendent or designee shall review the documents submitted with the bidder's claims and render a decision in writing within 30 days. The Superintendent or designee also may convene a meeting with the bidder in order to attempt to resolve the problem.

The bidder may appeal the Superintendent or designee's decision to the Board. The Superintendent or designee shall provide reasonable notice to the bidder of the time for Board consideration of the contract award. The Board's decision shall be final.

(10/22)

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"Maintenance work" means routine, recurring, and usual work for preserving, protecting, and keeping a District facility operating in a safe, efficient, and continually usable condition for the intended purpose for which it was designed, improved, constructed, altered, or repaired. "Maintenance" includes, but is not limited to, carpentry, electrical, plumbing, glazing, and other craft work designed to preserve the facility as well as repairs, cleaning, and other operations on machinery and other permanently attached equipment. This definition does not include, among other types of work, janitorial or custodial services and protection provided by security forces, nor does it include painting, repainting, or decorating other than touchup. (PCC 20115)

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be deemed prequalified by the District at least one day before the fixed bid-opening date. The questionnaires and financial statement shall not be public records and shall not be open to public inspection. (PCC 20111.5)

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The Superintendent or designee shall review the documents submitted with the bidder's claims and render a decision in writing within 30 days. The Superintendent or designee also may convene a meeting with the bidder in order to attempt to resolve the problem.

The bidder may appeal the Superintendent or designee's decision to the Board. The Superintendent or designee shall provide reasonable notice to the bidder of the time for Board consideration of the contract award. The Board's decision shall be final.

(10/22)

Instruction

Differential Graduation and Competency Standards For Students With Disabilities

The Governing Board recognizes that students with disabilities are entitled to a course of study that provides them with a free appropriate public education (FAPE) and that modifications to the district's regular course may be needed on an individualized basis to provide FAPE. In accordance with law, each student's individualized education program (IEP) team shall determine the appropriate goals, as well as any appropriate individual accommodations necessary for measuring the academic achievement and functional performance of the student on state and districtwide assessments.

Exemption from District-Established Graduation Requirements

District students shall complete all course requirements for high school graduation as specified in Board Policy 6146.1 - High School Graduation Requirements. However, a student with a disability that entered the ninth grade in the 2022-23 school year and later may be exempted from all coursework and other requirements adopted by the Board that are in addition to the statewide course requirements for high school graduation if the student's IEP provides for both of the following requirements: (Education Code 51225.31).

- 1. That the student is eligible to take the alternate assessment as described in Education Code 60640*
- 2. That the student complete state standards aligned coursework to meet the statewide coursework specified in Education Code 51225.3*

Any such exempted student shall receive a diploma and be eligible to participate in any graduation ceremony and school activity related to graduation in which a student of similar age without a disability would be eligible to participate. (Education Code 51225.31)

The district's responsibility to provide FAPE shall not terminate when a student with a disability who is exempted from district-adopted graduation requirements participates in graduation activities unless the student's IEP team, which includes the parent/guardian and student, has determined that the student has completed the high school experience. (Education code 51225.31)

Certificate of Educational Achievement or Completion

Instead of a high school diploma, a student with a disability may be awarded a certificate or document of educational achievement or completion if the student has met one of the following requirements: (Education Code 56390)

- 1. Satisfactorily completed a prescribed alternative course of study approved by the board of the district in which the student attended school or the district with jurisdiction over the student as identified in the student's IEP*
- 2. Satisfactorily met the student's IEP goals and objectives during high school as determined by the IEP team*
- 3. Satisfactorily attended high school, participated in the instruction as prescribed in the student's IEP, and met the objectives of the statement of transition services*

A student with a disability who meets any of the criteria specified above shall be eligible to participate in any graduation ceremony and any school activity related to graduation in which a graduating student of similar age without disabilities would be eligible to participate. (Education Code 56391)

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 3070	Graduation
Ed Code 60900.2	Students with Disabilities Graduation Reporting
Ed. Code 51225.31	Graduation exemption for students with disabilities
Ed. Code 56341	<u>Individualized education program team</u>
Ed. Code 56345	<u>Individualized education program contents</u>
Ed. Code 56390-56392	<u>Recognition for educational achievement; special education</u>
Federal	Description
20 USC 1400-1482	Individuals with Disabilities Education Act
34 CFR 300.1-300.818	Individuals with Disabilities Education Act
34 CFR 300.320	Definition of IEP
Management Resources	Description
Website	<u>CSBA District and County Office of Education Legal Services</u>
Website	<u>U.S. Department of Education, Office of Special Education and Rehabilitative Services</u>
Website	<u>California Department of Education</u>
Cross References	
Code	Description
0430	<u>Comprehensive Local Plan For Special Education</u>
0430	<u>Comprehensive Local Plan For Special Education</u>
5127	<u>Graduation Ceremonies And Activities</u>
6146.1	<u>High School Graduation Requirements</u>
6146.3	<u>Reciprocity Of Academic Credit</u>
6146.3	<u>Reciprocity Of Academic Credit</u>
6159	<u>Individualized Education Program</u>
6159	<u>Individualized Education Program</u>
6159.1	<u>Procedural Safeguards And Complaints For Special Education</u>
6159.1	<u>Procedural Safeguards And Complaints For Special Education</u>

6159.2	<u>Nonpublic, Nonsectarian School And Agency Services For Special Education</u>
6159.2	<u>Nonpublic, Nonsectarian School And Agency Services For Special Education</u>
6159.3	<u>Appointment Of Surrogate Parent For Special Education Students</u>
6159.3	<u>Appointment Of Surrogate Parent For Special Education Students</u>
6162.51	<u>State Academic Achievement Tests</u>
6162.51	<u>State Academic Achievement Tests</u>
6164.4	<u>Identification And Evaluation Of Individuals For Special Education</u>
6164.4	<u>Identification And Evaluation Of Individuals For Special Education</u>
6200	<u>Adult Education</u>
6200	<u>Adult Education</u>

Instruction

Differential Graduation and Competency Standards for Individuals with Exceptional Needs

Although proficiency standards adopted for regular educational programs may be appropriate for students enrolled in special education programs, differential standards, and assessments shall be adopted for special education standards who are not able to attain the District's regular proficiency standards.

The Individualized Education Program (IEP) team shall determine whether a student with exceptional needs has the abilities to attain the District's regular proficiency standards

with appropriate educational services and support. When necessary, the IEP team shall develop differential proficiency standards appropriate to the student's needs and potential. These differential standards shall be included in the student's individualized education program.

No student shall be classified as eligible for differential standards of proficiency for the purpose of circumventing the legal requirement to maintain academic eligibility for extracurricular or cocurricular activities.

Legal Reference:

Education Code

35160.5 Extracurricular and cocurricular activities; differential standards

51215 Proficiency standards in basic skills

56000 Education of individuals with exceptional needs

56341 Individualized education program team

56345 Elements of the IEP

Code of Regulations, Title 5

3069 Graduation

