

---

# Mendocino Unified School District

---



## Agenda

Regular Board Meeting

**THURSDAY, AUGUST 24, 2023**

**MENDOCINO K8 SCHOOL  
4261 LITTLE LAKE ROAD  
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 K8 School  
& VIA TELECONFERENCE**

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84182450614?pwd=Z2hoN0k2ZEZQcVV2Wlp3OTBqTXlwdz09>

Passcode: 119117

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

Webinar ID: 841 8245 0614 Passcode: 119117

*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 <http://www.mendocinoused.org/District/2285-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](mailto: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/86315398832?pwd=a1ZCRE9aYmd2ZStoSUxGeHBncGw2dz09>

Meeting ID: 863 1539 8832 Passcode: 230523

Dial by your location: +1 669 900 9128 US (San Jose) Meeting ID: 863 1539 8832 Passcode: 230523

**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. PUBLIC HEARING – SUNSHINING ITEMS TO BE NEGOTIATED BETWEEN CEMUS AND MUSD**

Both the Classified Employees of Mendocino Unified School District (CEMUS) and the District will present their openers for the negotiation of the CMEUS contract for the 2023-24 school year.

**6. PUBLIC HEARING – SUNSHINING ITEMS TO BE NEGOTIATED BETWEEN MTA AND MUSD**

Both the Certificated Employees of Mendocino Unified School District (MTA) and the District will present their openers for the negotiation of the CMEUS contract for the 2023-24 school year.

**7. 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)

- 7.1. Approval of Warrants
  - 7.1.1. 6/1/23, 6/8/23, 6/15/23, 6/22/23, 6/29/23, 7/6/23, 7/13/23, 7/20/23, 7/27/23, 8/3/23, 8/10/23, 8/17/23

- 7.2. Approval of Minutes
  - 7.2.1. Board Meeting Minutes: 6/13/23, 6/28/23, 7/31/23, 8/16/23
- 7.3. Approval of Employment/Personnel Changes
  - 7.3.1. Hire, Temporary Summer Mover, 3 days, effective 6/14/23-6/16/23
  - 7.3.2. Hire, Temporary Summer Mover, 3 days, effective 6/14/23-6-16/23
  - 7.3.3. Hire, Temporary Summer Instructional Aide, effective 6/20/23-7/19/23
  - 7.3.4. Award, Master's Equivalent Stipend, Certificated Employee, effective 7/1/23
  - 7.3.5. Reduce, Classified Employee from 8 hours/day to 4 hours/day, effective 7/1/23
  - 7.3.6. Reclassify, Certificated Employee, .40 FTE Social Worker + .60 FTE Counseling
  - 7.3.7. Reclassify, Certificated Employee, .40 FTE Sunrise HS + .60 FTE I/S
  - 7.3.8. Hire, Certificated Employee, 1.0 FTE, effective 7/1/23
  - 7.3.9. Hire, Certificated Employee, 1.0 FTE, effective 7/1/23
  - 7.3.10. Hire, Classified Instructional Aide, 3.75 hrs/day, effective 8/25/23
  - 7.3.11. Hire, Classified Instructional Aide, 3.75 hrs/day, effective 8/25/23
  - 7.3.12. Award Column Move, Certificated Employee from Column 0 to Column 1, effective 7/1/23
  - 7.3.13. Transfer, Classified Employee, 6.5 hrs/day, from K8 School to MHS, effective 7/1/23
  - 7.3.14. Accept Resignation, Classified Employee, 6.5 hrs/day, 10 mos/yr, effective 6/13/23
  - 7.3.15. Accept Resignation, Classified Employee, 6.0 hrs/day, 10 mos/yr, effective 7/25/23
  - 7.3.16. Accept Resignation, Certificated Management, 1.0 FTE, effective 7/17/23
- 7.4. Approval of the Current Budget Change Report
- 7.5. Approval of Enrollment and Attendance Report – Months 8-11
- 7.6. Approval of Student Body Reports – June & July 2023
- 7.7. Approval of the Fuel Use Agreement with the Mendocino Fire Protection District
- 7.8. Approval of the 2023-24 CEMUS Contract
- 7.9. Approval of the 2023-24 MTA Contract
- 7.10. Acknowledgement of \$3,000 donation by Mr. & Mrs. Stephen L. Hurst for construction of a playground slide at the Comptche School
- 7.11. Approval of Internship Agreement between Mendocino Unified School District and Emerson College
- 7.12. Acknowledgement of letter from Mendocino County Office of Education regarding public disclosure forms relating to AB 1200, AB 2756 and Government Code 3547.5 for the period July 1, 2023, through June 30, 2024
- 7.13. Approval of Memorandum from MCOE regarding 2023-24 California State Preschool Program (CSPP) MOU's

- 7.14. Approval of the Spring Consolidation Application
- 7.15. Adoption of 2022-23 K-5<sup>th</sup> Curriculum – FOSS Science
- 7.16. Adoption of 2022-23 3<sup>rd</sup>-5<sup>th</sup> Curriculum – History Alive!
- 7.17. Adoption of 2023-24 6<sup>th</sup> – 8<sup>th</sup> Curriculum – FOSS Science
- 7.18. Approval of the surplus of a damaged Chromebook (Asset #272749)
- 7.19. Approval of the MUSD Quarterly Investment Reports
- 7.20. Approval of the 2022-23 Comp Time Report
- 7.21. Approval of the Williams Settlement Report for 2022-23, Quarter 4

## **8. REPORTS**

- 8.1. Student Trustee – Bella Horne
- 8.2. Administrative
  - 8.2.1. Principal – Kim Humrichouse
  - 8.2.2. Superintendent – Jason Morse
- 8.3. Bargaining Units
  - 8.3.1. Mendocino Teachers Association (MTA)
  - 8.3.2. Classified Employees of Mendocino Unified Schools (CEMUS)
- 8.4. Board Trustee Reports

## **9. TIMED ITEM 6:00 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.

## **10. INFORMATION/DISCUSSION/POSSIBLE ACTION ITEMS**

- 10.1. Modernization and Construction Management Update  
Construction Manager, Donald Alameida, will provide an update on the Phase I Modernization of Mendocino High School. (information)
- 10.2. Budget Update  
Business Manager, Meg Kailikole, will provide an updated on the 2023-24 budget (information)
- 10.3. Adoption of the Declaration of Need (DON) for Fully Qualified Educators (2023-24)



In order to be able to fill potential certificated openings in areas where the applicants are typically limited in number, the attached Declaration of Need is required. This allows the District to fill these areas with teachers on emergency permits if needed.  
(action)

10.4. MUSD Arts, Music, and Instructional Materials Block Grant

The board will discuss the revised funding allocation related to the grant (action)

10.5. Emergency Conditions Form J-13A

The Board will discuss and take action on Form J-13 A – Request for Allowance of Attendance Due to Emergency Conditions (action)

10.6. COVID-19 Safety Plan

MUSD Superintendent, Jason Morse will review the updated Safer Return to School Plan and seek public input (information)

**11. FUTURE AGENDA ITEMS**

Comments of LCAP, Enrollment Report, NCLB Attestation, Gann Limit Resolution, Public Hearing – Williams Instructional Materials, Unaudited Actuals

**12. ADJOURNMENT**

The next regular Board meeting is scheduled for **September 14, 2023 at Mendocino High School.**

Payment Id	Comment	Check Amt	Status	Cleared	515.49	1,031.87	120.00	240.00	19,319.42	97.78	710.00	1,024.14	102,756.38	233.49	6,545.55	107.24	128.37	70.00	1,659.00	756.15
Check # 760277	01	Track Championship Mileage	01-0000-0-5200-150-1110-4200-0000	Cleared	515.49															515.49
EP23-00302																				
Check # 760278	01	Telephone Services	01-0000-0-5903-001-0000-7200-0000	Cleared	1,031.87															132.24
19961256																				235.89
																				26.72
																				305.21
																				80.95
																				89.65
																				26.72
																				80.54
19961595		Telephone Services	12-6105-0-5903-222-7110-8200-0000	Cleared																27.23
19961596		Telephone Services	01-0000-0-5903-150-0000-2700-0000	Cleared																26.72
Check # 760279	01	DOT Physical, Jason Morse	01-0740-0-5813-001-0000-3600-0000	Cleared	120.00															120.00
5669																				
Check # 760280	01	K8 Generator Work	01-8150-0-5800-001-0000-8110-0000	Cleared	240.00															120.00
492																				120.00
493		Electric Bus Set-up Services	01-0740-0-5800-001-0000-3600-7237	Cleared																
Check # 760281	25	Playground Unit	25-9010-0-6400-221-0000-8500-9088	Cleared	19,319.42															19,319.42
172767																				
Check # 760282	01	Electricity for District	01-0000-0-5510-246-0000-8200-0000	Cleared	97.78															97.78
8656020613-3APRIL23																				
Check # 760283	01	Baseball Umpires	01-0000-0-5800-150-1110-4200-0000	Cleared	710.00															710.00
223																				
Check # 760284	76	Employee Life Insurance	76- - -9526-	Cleared	1,024.14															1,024.14
JUNE 22-23																				
Check # 760285	01	2 Toyota Highlanders	01-2600-0-6400-001-0000-8500-0000	Cleared	102,756.38															102,756.38
2 TOYOTA HIGHLANDERS																				
Check # 760286	13	Paper Products for Cafeteria	13-5310-0-4300-001-0000-3700-0000	Cleared	233.49															233.49
Check # 760287	01	Woodshop Supplies	01-6387-0-4300-150-3800-1000-8168	Cleared	6,545.55															107.24
DP23-00248																				128.37
DP23-00249		Woodshop Supplies	01-6387-0-4300-150-3800-1000-8168	Cleared																70.00
DP23-00250		AE Week Backpacking	01-9003-0-5800-150-1110-1000-8157	Cleared																1,659.00
DP23-00251		AE Week Sailing	01-9003-0-5800-150-1110-1000-8157	Cleared																756.15
DP23-00252		Woodshop Supplies	01-6387-0-4300-150-3800-1000-8168	Cleared																

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 6/1/2023, Ending Check Date = 6/1/2023, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 = )

ESCAPE ONLINE

Page 1 of 4

ReqPay04b

Check Register with Accounts

Register 000268 - 06/01/2023

Bank Account COUNTY - AP Checks

Payment Id	Comment	Check Amt	Status	Cleared	US BANK CORPORATE PAYMENT SYS (USBANK/2) - continued	
DP23-00253	Cyanotype Workshop	01			01-9049-0-4300-150-3800-1000-1132	44.15
DP23-00254	Classroom Supplies				01-0794-0-4300-150-1110-1000-0000	16.90
DP23-00255	Art Supplies				01-9049-0-4300-150-3800-1000-8354	45.97
DP23-00256	cleanfeed subscription				01-0794-0-5800-150-3800-1000-8167	22.00
DP23-00257	Radio Supplies				01-6387-0-4300-150-3800-1000-8167	366.52
DP23-00258	Cyanotype Art Supplies				01-9049-0-4300-150-3800-1000-8354	43.02
DP23-00259	Cyanotype Art Supplies				01-9049-0-4300-150-3800-1000-8354	78.24
DP23-00260	Cyanotype Art Supplies				01-9049-0-4300-150-3800-1000-8354	66.64
DP23-00261	Cyanotype Art Supplies				01-9049-0-4300-150-3800-1000-8354	191.52
DP23-00262	Office Supplies				01-0794-0-4300-150-0000-2700-0000	102.74
DP23-00263	Office Supplies				01-0794-0-4300-150-0000-2700-0000	64.71
DP23-00264	AE Week Yosemite				01-9003-0-4300-150-1110-1000-8157	127.57
DP23-00265	AE Week Yosemite				01-9003-0-4300-150-1110-1000-8157	30.40
DP23-00266	AE Week Trip Yosemite				01-9003-0-5800-150-1110-1000-8157	180.00
DP23-00267	AE Week Yosemite				01-9003-0-4300-150-1110-1000-8157	95.84
DP23-00268	AE Week Yosemite				01-9003-0-4300-150-1110-1000-8157	61.29
DP23-00269	AE Week Yosemite				01-9003-0-4300-150-1110-1000-8157	51.72
DP23-00270	AE Week Yosemite				01-9003-0-4300-150-1110-1000-8157	32.32
DP23-00271	AE Week Yosemite				01-9003-0-4300-150-1110-1000-8157	52.52
DP23-00272	AE Week Yosemite				01-9003-0-4300-150-1110-1000-8157	31.53
DP23-00273	AE Week Yosemite				01-9003-0-4300-150-1110-1000-8157	32.31
DP23-00274	AE Week Yosemite				01-9003-0-4300-150-1110-1000-8157	46.20
DP23-00275	AE Week Yosemite				01-9003-0-5800-150-1110-1000-8157	194.07
DP23-00276	AE Week Yosemite				01-9003-0-5800-150-1110-1000-8157	194.07
DP23-00277	AE Week Yosemite				01-9003-0-5800-150-1110-1000-8157	194.07
DP23-00278	AE Week Yosemite				01-9003-0-5800-150-1110-1000-8157	194.07
DP23-00279	AE Week Yosemite				01-9003-0-5800-150-1110-1000-8157	194.07
DP23-00280	AE Week Yosemite				01-9003-0-5800-150-1110-1000-8157	194.07
DP23-00281	AE Week 194.07				01-9003-0-5800-150-1110-1000-8157	194.07
DP23-00282	AE Week Yosemite				01-9003-0-5800-150-1110-1000-8157	194.07
DP23-00283	KAKX Tidal Subscription				01-0794-0-5800-150-3800-1000-8167	29.99
DP23-00284	Cyanotype Art Supplies				01-9049-0-4300-150-3800-1000-8354	379.76
DP23-00285	AE Week Yosemite				01-9003-0-5800-150-1110-1000-8157	14.35
DP23-00286	Office Supplies				01-0794-0-4300-150-0000-2700-0000	44.62
DP23-00287	Office Supplies				01-0794-0-4300-150-0000-2700-0000	19.40

Check #	760288	13	1,082.33	Status	Cleared	US FOODS INC. SAN FRANCISCO (USFOOD/2)	
4301255						13-5310-0-4700-001-0000-3700-0000	1,015.47
						13-5310-0-4700-001-0000-3700-8634	66.86

Payment Id	Comment	Check #	Check Amt	Status	Printed	97.60	113.10	1,156.16	Totals for Register 000268
* Break in sequence									
EP23-00303	Cloverdale Mileage, AD Meeting	01		01-0000-0-5200-150-1110-4200-0000		97.60			97.60
EP23-00301	Gas Cards for Families, Mileage	01		01-0001-0-4300-150-0000-3130-1137			100.00		100.00
				01-0001-0-5200-150-0000-3130-1137			13.10		13.10
DP23-00288	Dental and Vision Claims	68		REDWOOD HEALTH SERVICES (RWHEAL/1)				450.16	450.16
				68-0000-0-5800-000-0000-6000-0000			117.50		117.50
				69-0000-0-5800-000-0000-6000-0000			404.00		404.00
MAY 22-23	Dental and Vision Admin Fees			01-0000-0-9514-000-0000-0000-3498			184.50		184.50
				01-0000-0-9514-000-0000-0000-3499					

Number of Items 15 135,043.31 Totals for Register 000268

2023 FUND-OBJ Expense Summary / Register 000268	
01-4300	3,117.65
01-5200	626.19
01-5510	97.78
01-5800	4,477.90
01-5813	120.00
01-5903	951.33
01-6400	102,756.38
01-9110*	112,735.73-
01-9514	588.50
<b>Totals for Fund 01</b>	<b>112,735.73</b>
12-5903	80.54
12-9110*	80.54-
<b>Totals for Fund 12</b>	<b>80.54</b>
13-4300	233.49
13-4700	1,082.33
13-9110*	1,315.82-
<b>Totals for Fund 13</b>	<b>1,315.82</b>
25-6400	19,319.42
25-9110*	19,319.42-
<b>Totals for Fund 25</b>	<b>19,319.42</b>

2023 FUND-OBJ Expense Summary / Register 000268 (continued)

68-5800	450.16	
68-9110*		450.16-
<b>Totals for Fund 68</b>	<b>450.16</b>	<b>450.16-</b>
69-5800	117.50	
69-9110*		117.50-
<b>Totals for Fund 69</b>	<b>117.50</b>	<b>117.50-</b>
76-9110*		1,024.14-
76-9526	1,024.14	
<b>Totals for Fund 76</b>	<b>1,024.14</b>	<b>1,024.14-</b>
<b>Totals for Register 000268</b>	<b>135,043.31</b>	<b>135,043.31-</b>

\* denotes System Generated entry

Net change to Cash 9110      135,043.31-Credit

Payment Id	Comment	Check Amt	Status	Cleared	53.71	22.05	97.60	29.87	52.80	37.73	5.00	28.11	138.73	755.85	1,161.00	650136	650136A	3,000.00	765.00	60.00
Check # 760720	01	Check Amt	01-0000-0-5200-001-0000-7110-0000	AUM, WINDSPIRIT (001450 - Emp)	53.71															
EP23-00312	Board Meeting Mileage																			
Check # 760721	01	Check Amt	01-0001-0-4300-150-3800-1000-0015	BROWN, MARSHALL C (000028 - Emp)	22.05															
EP23-00304	Snacks for Media Student Crew																			
Check # 760722	01	Check Amt	01-0000-0-5200-001-0000-7110-0000	GAY, JAMES W (001461 - Emp)	97.60															
EP23-00311	Board Meeting Mileage																			
Check # 760723	01	Check Amt	01-0000-0-5200-001-0000-7110-0000	GRIFFEN, EMILY V (001493 - Emp)	29.87															
EP23-00310	Board Meeting Mileage																			
Check # 760724	01	Check Amt	01-0001-0-4300-150-1110-1000-1137	HAHN, TOBIN C (000085 - Emp)	52.80															
EP23-00309	Test Taking Snacks																			
Check # 760725	01	Check Amt	01-0000-0-5200-001-0000-7110-0000	MORTON, MARK D (000148 - Emp)	37.73															
EP23-00313	Board Meeting Mileage																			
Check # 760726	01	Check Amt	01-0795-0-4300-220-1110-1000-0000	OATNEY, MARK D (000159 - Emp)	5.00															
EP23-00307	Math Supplies																			
Check # 760727	01	Check Amt	01-0740-0-4361-001-0000-3600-0000	PRICE, WILLIAM (000283 - Emp)	28.11															
EP23-00305	Gas for Bus 11																			
Check # 760728	01	Check Amt	01-0000-0-5200-001-0000-7110-0000	SCHAEFFER, MICHAEL M (000190 - Emp)	138.73															
EP23-00314	Board Meeting Mileage																			
Check # 760729	01	Check Amt	01-0740-0-4365-001-0000-3600-0000	A-Z BUS SALES INC (A-ZBUS/3)	755.85															
DP23-00294	Bus #15 Repair Parts																			
INVCOL3787	Bus #15 Repair Parts																			
INVSAC5646	Bus #15 Repair Parts																			
Check # 760730	01	Check Amt	01-8150-0-5800-221-0000-8110-2089	ADVANCED SECURITY SYSTEMS (ADVSEC/1)	1,161.00															
650136	Security and Monitoring																			
Check # 760731	21	Check Amt	01-8150-0-5800-155-0000-8110-2089	ALAMEIDA ARCHITECTURE (ALAMEI/1)	3,000.00															
MUSD 04-10	Phase 2 High School Bond Project Services																			
Check # 760732	21	Check Amt	21-9012-0-5800-150-0000-8500-9914	BRUNSI ASSOCIATES INC (BRUNSI/1)	765.00															
DP23-00291	April Services																			
Check # 760733	01	Check Amt	21-9010-0-5800-150-0000-8500-9913	CMC (000CMC/1)	60.00															

Payment Id	Comment	Check #	Check Amt	Status	Cleared	CMC (000CMC/1) - continued	
DP23-00292	2023 Spring Entry Fees	01	60.00	Cleared	01-0000-0-5800-150-1110-4200-0000		60.00
Check # 760733							
Check # 760734	Woodshop Supplies	01	5,469.98	Cleared	01-6387-0-4400-150-3800-1000-8168		5,469.98
1706075					01-6387-0-4400-150-3800-1000-8168		417.37
Check # 760735	FORT BRAGG PLUMBING INC (FBPLUM/1)	01	1,137.31	Cleared	01-8150-0-5600-220-0000-8110-0000		1,137.31
W25172	Water Heater Repair						
Check # 760736	FORT BRAGG TOW & AUTO INC (FBTOW/1)	01	826.19	Cleared	01-0740-0-5800-001-0000-3600-0000		826.19
19433	Bus #11 Tow						
Check # 760737	KATHERINE HUNT PECKHAM (KPECKH/1)	01	720.00	Cleared	01-0100-0-5800-001-0000-3900-0102		720.00
DP23-00289	Student Services						
Check # 760738	LES SCHWAB (LESSCH/1)	01	1,298.54	Cleared	01-0740-0-4363-001-0000-3600-0000		1,298.54
63700387579	4 Tires						
Check # 760739	MATHISON PEAK ENTERPRISES (MATHIS/1)	01	1,830.00	Cleared	01-0740-0-5600-001-0000-3600-0000		1,830.00
JAN - JUNE 2023	Radio Antenna Space						
Check # 760740	MENDO MILL (MENDOM/2)	01	225.24	Cleared	01-8150-0-4300-001-0000-8110-0000		225.24
3991114	Maintenance Supplies						
Check # 760741	MOUNT STORM (MOUNTS/1)	01	1,258.69	Cleared	01-6387-0-4300-150-3800-1000-8168		1,258.69
453496-002	Wood						
Check # 760742	MUSD REVOLVING FUND (MUSDRE/1)	01	1,326.00	Cleared	01-0795-0-5800-220-1110-1000-0000		1,326.00
DP23-00293	Ropes Course Reimburse						
Check # 760743	OFFICE DEPOT (OFFICD/2)	01	272.29	Cleared	01-0794-0-4300-155-0000-2700-0000		189.15
315525512001	Office Supplies						
315525513001	Office Supplies						
315525514001	Office Supplies						
Check # 760744	PG&E (00PG&E/1)	01	1,223.46	Cleared	01-0000-0-5510-006-0000-8200-0000		1,223.46
6905412483-4APRIL23	Electricity for District						
Check # 760745	PHILIP MORTON INSPECTION (PHILIP/1)	21	8,000.00	Cleared	21-9010-0-6200-150-0000-8500-9913		8,000.00
MAY 2023	High School Modernization Phase 1						
Check # 760746	SISC MEDICAL (SISCME/1)	76	110,741.50	Cleared	76- - -9514- - -		110,741.50
JUNE 22-23	Medical Insurance						
Check # 760747	SOLID WASTE OF WILLITS INC (SOLIDW/1)	12	83.78	Cleared	12-6105-0-5540-222-7110-8200-0000		83.78
05-229943-1 MAY2023	Waste Disposal at Greenwood						
Check # 760748	SPORT & CYCLE TEAM ATHLETICS (SPORT&/1)	01	367.32	Cleared			367.32

Payment Id	Comment	Check Amt	367.32	Status	Cleared	SPORT & CYCLE TEAM ATHLETICS (SPORT&1) - continued	367.32
Check # 760748	01	Check Amt	367.32	Status	Cleared	01-0000-0-4300-150-1110-4200-0000	367.32
225907	Sports Supplies						
Check # 760749	01	Check Amt	180.00	Status	Cleared	SPRING, SARA (SSPRIN/1)	180.00
DP23-00290	Student Services					01-0100-0-5800-001-0000-3900-0102	
Check # 760750	63	Check Amt	388.26	Status	Cleared	UPS (000UPS/1)	388.26
0000808W56203	Shipping Services					63-0000-0-5904-001-0000-6000-0000	
Check # 760751	63	Check Amt	2,476.56	Status	Cleared	US BANK CORPORATE PAYMENT SYS (USBANK/2)	2,476.56
0577580651	Telephone Service					63-0000-0-5902-001-0000-6000-0000	67.98
0616776-IN	Specialized Services					63-0000-0-5811-001-0000-6000-0000	24.13
12448	Telephone Services					63-0000-0-5903-001-0000-6000-0000	412.51
30129770	Premium Soft					63-0000-0-5800-001-0000-6000-0000	458.00
457147857	Specialized Services					63-0000-0-5800-001-0000-6000-0000	352.43
5-4-23	Phone Services					63-0000-0-5903-001-0000-6000-0000	600.00
64369178850	Tower Coverage Membership					63-0000-0-5300-001-0000-6000-0000	25.00
8233237255602248	Specialized Services					63-0000-0-5800-001-0000-6000-0000	38.00
9932952208	Phone Services					63-0000-0-5902-001-0000-6000-0000	289.34
U2044053	Ubiquiti Store					63-0000-0-4300-001-0000-6000-0000	209.17

\* Break in sequence

Check # VCH-00000106	12	Check Amt	10.73	Status	Printed	BALLARD, JESSICA C (000273 - Emp)	10.73
EP23-00308	Bolts for Playground Equipment					12-6105-0-4300-222-7110-1000-0000	
Check # VCH-00000107	01	Check Amt	1,498.01	Status	Printed	SMITHYMAN, MEGAN E (001508 - Emp)	1,498.01
EP23-00306	Woodshop Supplies					01-6387-0-4300-150-3800-1000-8168	
Check # VCH-00000108	01	Check Amt	2,302.21	Status	Printed	NICK BARBIERI TRUCKING, LLC (RWCOAS/2)	2,302.21
0031549-IN	Diesel and Regular Fuel for Vehicles and Heating					01-0740-0-4361-001-0000-3600-0000	
Check # VCH-00000109	68	Check Amt	2,783.23	Status	Printed	REDWOOD HEALTH SERVICES (RWHEAL/1)	2,783.23
5-28-23	Dental Claims					68-0000-0-5800-000-0000-6000-0000	2,199.48
JUN 22-23	Dental and Vision Admin Fees					01-0000-0-9514-000-0000-0000-3498	400.75
Check # VCH-00000110	01	Check Amt	120.15	Status	Printed	WAXIE SANITARY SUPPLY (009737/1)	183.00
81728201	Custodial Supplies					01-0000-0-4300-001-0000-8200-0000	120.15

Number of Items 37 150,746.90 Totals for Register 000269

2023 FUND-OBJ Expense Summary / Register 000269

01-4300	3,821.55
01-4361	2,330.32



2023 FUND-OBJ Expense Summary / Register 000269 (continued)

01-4363	1,298.54	
01-4365	755.85	
01-4400	5,887.35	
01-5200	357.64	
01-5510	1,223.46	
01-5600	2,967.31	
01-5800	3,973.19	
01-9110*		22,781.59-
01-9514	583.75	
01-9550*		417.37-
<b>Totals for Fund 01</b>	<b>23,198.96</b>	<b>23,198.96-</b>
12-4300	10.73	
12-5540	83.78	
12-5800	106.50	
12-9110*		201.01-
<b>Totals for Fund 12</b>	<b>201.01</b>	<b>201.01-</b>
21-5800	3,765.00	
21-6200	8,000.00	
21-9110*		11,765.00-
<b>Totals for Fund 21</b>	<b>11,765.00</b>	<b>11,765.00-</b>
63-4300	209.17	
63-5300	25.00	
63-5500	193.50	
63-5800	848.43	
63-5811	24.13	
63-5902	357.32	
63-5903	1,012.51	
63-5904	388.26	
63-9110*		3,058.32-
<b>Totals for Fund 63</b>	<b>3,058.32</b>	<b>3,058.32-</b>
68-5800	2,199.48	
68-9110*		2,199.48-
<b>Totals for Fund 68</b>	<b>2,199.48</b>	<b>2,199.48-</b>

2023 FUND-OBJ Expense Summary / Register 000269 (continued)

76-9110*		110,741.50-
76-9514	110,741.50	
<b>Totals for Fund 76</b>	<b>110,741.50</b>	<b>110,741.50-</b>
<b>Totals for Register 000269</b>	<b>151,164.27</b>	<b>151,164.27-</b>

\* denotes System Generated entry

Net change to Cash 9110 150,746.90-Credit

Page Intentionally Left Blank



Payment Id	Comment	Check Amt	Status	Cleared	CYPRESS HOLDINGS INC (HARVES/2) - continued	
Check # 761214	01	3,537.27	Cleared			913.91
49495CULINARYMAY2023	Culinary Supplies				01-0794-0-4300-150-3800-1000-8171	
49496 MAY 2023	Custodial Supplies				01-0000-0-4300-001-0000-8200-0000	22.32
Check # 761215	13	862.72	Cleared		HOPPER DAIRY (HOPPER/1)	
67310345	Dairy for Cafeteria				13-5310-0-4700-001-0000-3700-0000	214.07
67310370	Dairy for Cafeteria				13-5310-0-4700-001-0000-3700-0000	192.75
67310422	Dairy for Cafeteria				13-5310-0-4700-001-0000-3700-0000	242.31
67310449	Dairy for Cafeteria				13-5310-0-4700-001-0000-3700-0000	213.59
Check # 761216	21	282,157.79	Cleared		LATHROP CONSTRUCTION INC. (LATHRO/1)	
18	Phase 1 High School Construction				21-9010-0-6200-150-0000-8500-9913	282,157.79
Check # 761217	01	9,500.00	Cleared		MARYJEAN MAKELA (MMAKEL/1)	
5-23-23	CTE Pathway Coach				01-6266-0-5800-150-3800-1000-0000	2,000.00
6-1-23	CTE Work Based Learning Coordinator				01-6387-0-5800-150-3800-1000-0000	4,000.00
CTE MENTOR PROGRAM	CTE Teacher Induction Program (Mentor)				01-6266-0-5800-150-3800-1000-1050	3,500.00
Check # 761218	01	219.36	Cleared		MENDO MILL (MENDOMI/2)	
400054-4	Maintenance Supplies				01-8150-0-4300-001-0000-8110-0000	219.36
Check # 761219	01	944.22	Cleared		MENDOCINO CITY COMM. SERV'S (MCITYC/1)	
R12025	Sewer Service				01-0000-0-5530-150-0000-8200-0000	944.22
Check # 761220	01	1,358.11	Cleared		MENDOCINO CITY COMM. SERV'S (MCITYC/1)	
R12071	Sewer Service				01-0000-0-5530-220-0000-8200-0000	1,358.11
Check # 761221	01	126.52	Cleared		MENDOCINO CITY COMM. SERV'S (MCITYC/1)	
R12074	Sewer Service				01-0000-0-5530-150-0000-8200-0000	126.52
Check # 761222	01	329.56	Cleared		MENDOCINO CITY COMM. SERV'S (MCITYC/1)	
R12101	Sewer Service				01-0000-0-5530-001-0000-8200-0000	329.56
Check # 761223	01	950.00	Cleared		MENDOCINO DANCE PROJECT (MDANCE/1)	
6-3-23	SONAR Dance				01-9003-0-5800-150-1110-1000-1089	950.00
Check # 761224	01	1,280.00	Cleared		MUSD REVOLVING FUND (MUSDRE/1)	
DP23-00300	Matt Rowland Events, 8th Grade Promotion				01-0795-0-5800-220-1110-1000-0000	1,280.00
Check # 761225	01	30.19	Cleared		OFFICE DEPOT (OFFICD/2)	
315525511001	Office Supplies				01-0794-0-4300-155-0000-2700-0000	30.19
Check # 761226	01	5,902.13	Cleared		NICK BARBIERI TRUCKING, LLC (RWCOAS/2)	
0035020-IN	Diesel and Regular Fuel for Vehicles and Heating				01-0740-0-4361-001-0000-3600-0000	5,902.13
Check # 761227	01	4,255.74	Cleared		REDWOOD WASTE SOLUTIONS INC (RWWAST/1)	
175033077U039	Garbage Collection				01-0000-0-5540-246-0000-8200-0000	121.49
175033756U039	Garbage Collection				01-0000-0-5540-150-0000-8200-0000	1,203.33

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 6/15/2023, Ending Check Date = 6/15/2023, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 = )

Payment Id	Comment	Check Amt	Status	Cleared	4,255.74	1,800.92	239.60	292.50	812.46	2,306.11	7,325.43	259.72	17.26	38.79	498.15	30.72	91.69	30.18	641.03	
Check # 761227	01	REDWOOD WASTE SOLUTIONS INC (RWWAST/1) - continued	01-0000-0-5540-150-0000-8200-0000	433.14																
175033757U039	Garbage Collection																			
175033758U039	Garbage Collection																			
175033759U039	Garbage Collection																			
Check # 761228	01	RHOADS AUTO PARTS INC. (RHOADS/1)	01-0740-0-4365-001-0000-3600-0000	1,800.92																
3140 MAY 2023	Auto Repair Parts																			
Check # 761229	01	ROSSI BUILDING MATERIALS (ROSSIB/1)	63-0000-0-4300-001-0000-6000-0000	11.48																
2305-125622	Open PO for Supplies																			
2305-125887	Open PO for Supplies																			
2305-127135	Open PO for Supplies																			
2305-128336	Open PO for Supplies																			
2305-130023	Maintenance Supplies																			
2305-133122	Open PO for Supplies																			
2305-133546	Maintenance Supplies																			
2305-134855	Maintenance Supplies																			
Check # 761230	13	Roundman's (ROUND/1)	13-5310-0-4700-001-0000-3700-0000	239.60																
32420	Grass Fed Beef																			
Check # 761231	13	CALIFORNIA DEPT OF EDUCATION/ CASHIERS OFFICE (STOFC/1/2)	13-5310-0-4700-001-0000-3700-0000	292.50																
23 SF-43614	Cafe Food from State Commodities																			
23 SF-43825	Cafe Food from State Commodities																			
23 SF-44382	Cafe Food from State Commodities																			
Check # 761232	63	SUMO FIBER (SUMOFI/1)	63-0000-0-5903-001-0000-6000-0000	2,716.12																
506020	Phone Services																			
Check # 761233	13	SYSCO FOOD SERVICES OF SF INC (SYSCOF/1)	13-5310-0-4700-001-0000-3700-0000	812.46																
431399801	Cafeteria Food																			
Check # 761234	63	TPX COMMUNICATIONS (TPXCOM/1)	63-0000-0-5903-001-0000-6000-0000	2,306.11																
171115404-0	Phone Services																			
Check # 761235	01	US BANK CORPORATE PAYMENT SYS (USBANK/2)	01-6387-0-4300-150-3800-1000-8168	259.72																
111-0695950-5541062	Woodshop Supplies																			
111-2042344-2125811	Award Medal																			
111-2864092-2337838	Sunrise Diploma Covers																			
111-3928572-3139434	US Bank 498.15																			
111-5277281-0470644	Woodshop Supplies																			
111-5378959-9230665	Office Supplies																			
111-7479185-0779457	Classroom Supplies																			
111-8029897-2916224	Woodshop Supplies																			

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 6/15/2023, Ending Check Date = 6/15/2023, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 = )

ESCAPE ONLINE

Payment Id	Comment	Check Amt	7,325.43	Status	Cleared	US BANK CORPORATE PAYMENT SYS (USBANK/2) - continued	151.00
Check #			01				
111-8433680-2272237	Baseballs					01-0000-0-4300-150-1110-4200-0000	151.00
111-9500852-8766649	Office Supplies					01-0794-0-4300-150-0000-2700-0000	18.75
111-9771364-1781040	Valedictorian Award Medal					01-0794-0-4300-150-1110-1000-0000	17.26
111005388	Robotics Kits					01-9049-0-4300-150-3800-1000-0000	2,857.84
112-0202128-0554644	Bic Pens, Pack of 50					01-0794-0-4300-220-1110-1000-0000	10.76
112-0202136-2419409	PBIS Rewards					01-0795-0-4300-220-1110-1000-0000	18.32
112-0562987-1189857	SPED Supplies					01-0811-0-4300-220-5760-1120-0000	89.53
112-1366688-2065836	Classroom Supplies					01-0794-0-4300-220-1110-1000-0000	9.65
112-1791812-1614668	PBIS Rewards					01-0795-0-4300-220-1110-1000-0000	32.49
112-2172929-3545802	Air Filters and Pens for DO					01-0000-0-4300-001-0000-7200-0000	95.10
112-2178512-5561032	Open PO for Maintenance Items					14-0000-0-4400-220-0000-8100-2088	551.03
112-2498810-1133837	Classroom Supplies					01-0794-0-4300-220-1110-1000-0000	61.68
112-6250897-7233044	Children's Factory Parts					01-0811-0-4300-220-5760-1120-0000	45.36
112-7478148-0687439	Open PO for Maintenance Items					01-8150-0-4300-001-0000-8110-0000	107.20
112-8489958-8906641	Office Supplies					01-0795-0-4300-220-0000-2700-0000	164.42
112-9247802-3699442	Office Supplies					01-0795-0-4300-220-0000-2700-0000	17.78
1701865	Woodshop Supplies					01-6387-0-4300-150-3800-1000-8168	113.89
						01-6387-0-4300-150-3800-1000-8168	7.86
						01-0794-0-5800-150-3800-1000-8167	29.99
18332597021091313052	Tidal Subscription					01-0000-0-4300-150-1110-4200-0000	279.67
36317659	Athletics Awards					01-9049-0-5800-150-3800-1000-0000	200.00
62129863	Robotics Team Registration					01-0794-0-5800-150-3800-1000-8167	22.00
9PAD0A-28	cleanfeed					01-0795-0-5800-150-1110-1000-0000	34.85
DL28900721	Garmin Services					01-0794-0-5800-150-1110-1000-0000	3.99
DO1-8404224-0835459	Video Rental					01-0001-0-5800-150-1110-1000-1085	14.00
DP23-00296	FoodHandlers					01-6387-0-4300-150-3800-1000-8168	99.90-
DP23-00297	Craft Supplies Return					01-6387-0-4300-150-3800-1000-8168	7.86-
DP23-00298	Board Meeting Food					01-0000-0-4300-001-0000-7110-0000	22.83
DP23-00299	Board Meeting Food					01-0000-0-4300-001-0000-7110-0000	88.86
INV201145236	Zoom Cloud Recording Board Meetings					01-0000-0-5800-001-0000-7110-0000	40.00
W89900124	Sunrise Students, Caps and Gowns					01-0001-0-4300-199-3200-1000-1137	248.21
WB44056498	Garden Supplies					01-6387-0-4300-150-3800-1000-8315	471.33
Check # 761236		506.96	Status	Cleared	US FOODS INC. SAN FRANCISCO (USFOOD/2)		
4847719	Cafeteria Food and Snack					13-5310-0-4700-001-0000-3700-0000	506.96
Check # 761237		40.50	Status	Cleared	WHISPERING PINES WATER (WHISPE/2)		
20230531 MCN	Drinking Water					63-0000-0-5500-001-0000-6000-0000	40.50
Check # 761238		54.02	Status	Cleared	XEROX CORPORATION (XEROXC/2)		
018983033	Copy Machine Rental					12-6105-0-5600-222-7110-1000-0000	54.02
Selection	Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 6/15/2023,						ESCAPE ONLINE
Ending Check Date = 6/15/2023, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 = )							Page 4 of 6





2023 FUND-OBJ Expense Summary / Register 000270 (continued)

12-5600	54.02		
12-9110*		54.02	54.02
<b>Totals for Fund 12</b>	<b>54.02</b>		<b>54.02</b>
13-4700	2,799.90		
13-9110*		2,799.90	2,799.90
<b>Totals for Fund 13</b>	<b>2,799.90</b>		<b>2,799.90</b>
14-4400	551.03		
14-9110*		551.03	551.03
<b>Totals for Fund 14</b>	<b>551.03</b>		<b>551.03</b>
21-5600	2,400.00		
21-6200	296,274.81		
21-9110*		298,674.81	298,674.81
<b>Totals for Fund 21</b>	<b>298,674.81</b>		<b>298,674.81</b>
63-4300	157.08		
63-5200	634.70		
63-5500	40.50		
63-5903	6,265.44		
63-9110*		7,097.72	7,097.72
<b>Totals for Fund 63</b>	<b>7,097.72</b>		<b>7,097.72</b>
68-5800	861.20		
68-9110*		861.20	861.20
<b>Totals for Fund 68</b>	<b>861.20</b>		<b>861.20</b>
69-5800	117.50		
69-9110*		117.50	117.50
<b>Totals for Fund 69</b>	<b>117.50</b>		<b>117.50</b>
<b>Totals for Register 000270</b>	<b>351,857.17</b>		<b>351,857.17</b>

\* denotes System Generated entry

Net change to Cash 9110 351,857.17-Credit

Payment Id	Comment	Check Amt	Status	Cleared	294.75	294.75
Check # 761690	01	EL Support in Comptche, April - June	01-0079-0-5200-221-1110-1000-0000	01-0079-0-5200-221-1110-1000-0000	294.75	294.75
EP23-00336	63	Check Amt	292.13	Status Cleared	292.13	292.13
Check # 761691	63	Mileage 5/2 - 5/11	63-0000-0-5200-001-0000-6000-0000	63-0000-0-5200-001-0000-6000-0000	119.21	119.21
EP23-00338		Mileage 5/12 - 5/25	63-0000-0-5200-001-0000-6000-0000	63-0000-0-5200-001-0000-6000-0000	123.14	123.14
EP23-00339		Mileage 5/26 - 5/31	63-0000-0-5200-001-0000-6000-0000	63-0000-0-5200-001-0000-6000-0000	49.78	49.78
EP23-00340		Check Amt	47.89	Status Cleared	47.89	47.89
Check # 761692	01	Projector Replacement Bulb	01-0795-0-4300-220-1110-1000-0000	01-0795-0-4300-220-1110-1000-0000	47.89	47.89
EP23-00342	01	Check Amt	480.00	Status Cleared	480.00	480.00
Check # 761693	01	Cell Phone Usage 2022/23	01-0000-0-5902-001-0000-7200-0000	01-0000-0-5902-001-0000-7200-0000	480.00	480.00
EP23-00318	01	Check Amt	480.00	Status Cleared	480.00	480.00
Check # 761694	01	Cell Phone Usage	01-0000-0-5902-001-0000-7200-0000	01-0000-0-5902-001-0000-7200-0000	480.00	480.00
EP23-00324	01	Check Amt	27.30	Status Cleared	27.30	27.30
Check # 761695	01	Student Gifts	01-0795-0-4300-220-1110-1000-0000	01-0795-0-4300-220-1110-1000-0000	27.30	27.30
EP23-00337	01	Check Amt	2,781.96	Status Cleared	2,781.96	2,781.96
Check # 761696	01	Security System Repair Work	01-8150-0-5800-150-0000-8110-2089	01-8150-0-5800-150-0000-8110-2089	2,781.96	2,781.96
651317	01	Check Amt	3,516.00	Status Cleared	3,516.00	3,516.00
Check # 761697	01	AP Examinations	01-7412-0-4300-150-1110-1000-0000	01-7412-0-4300-150-1110-1000-0000	2,976.00	2,976.00
A241057651		SAT Exams	01-7412-0-4300-150-1110-1000-0000	01-7412-0-4300-150-1110-1000-0000	234.36	234.36
DP23-00301		Check Amt	5,000.00	Status Cleared	5,000.00	5,000.00
Check # 761698	01	Startup Materials for ELO-P Program	01-2600-0-9330-220-1110-4900-0000	01-2600-0-9330-220-1110-4900-0000	5,000.00	5,000.00
DP23-00302	01	Check Amt	1,362.56	Status Cleared	1,362.56	1,362.56
Check # 761699	01	Fuel for Bus #6	01-0740-0-4361-001-0000-3600-0000	01-0740-0-4361-001-0000-3600-0000	77.11	77.11
1123146771		Heating Fuel, Multiple Sites	01-1100-0-5520-150-0000-8200-0000	01-1100-0-5520-150-0000-8200-0000	737.96	737.96
1123199478		Fuel for Bus #6	01-0740-0-4361-001-0000-3600-0000	01-0740-0-4361-001-0000-3600-0000	85.11	85.11
1123207388		Fuel for Bus #6	01-0740-0-4361-001-0000-3600-0000	01-0740-0-4361-001-0000-3600-0000	108.65	108.65
1123211677		Heating Fuel	63-0000-0-5520-001-0000-6000-0000	63-0000-0-5520-001-0000-6000-0000	17.25	17.25
1123214654		Fuel for Bus #6	01-0740-0-4361-001-0000-3600-0000	01-0740-0-4361-001-0000-3600-0000	124.93	124.93
1123221744		Fuel for Bus #6	01-0740-0-4361-001-0000-3600-0000	01-0740-0-4361-001-0000-3600-0000	99.39	99.39
1123222074		Fuel for Bus #6	01-0740-0-4361-001-0000-3600-0000	01-0740-0-4361-001-0000-3600-0000	112.16	112.16
1123226988		Check Amt	1,769.00	Status Cleared	1,769.00	1,769.00
Check # 761700	01	Bus Repair	01-0740-0-5600-001-0000-3600-0000	01-0740-0-5600-001-0000-3600-0000	576.48	576.48
7283		Bus Repair	01-0740-0-5600-001-0000-3600-0000	01-0740-0-5600-001-0000-3600-0000	1,192.52	1,192.52
DP23-00304	01	Check Amt	630.00	Status Cleared	630.00	630.00
Check # 761701	01	MENDOCINO ART CENTER (MARTCE/1)				

Payment Id	Check #	Check Amt	Status	Cleared	Comment	Check Amt
20889	761701	630.00	01	Cleared	MENDOCINO ART CENTER (MARTCE/1) - continued	630.00
	761702	161.52	63	Cleared	MENDOCINO CITY COMM. SERV'S (MCITYC/H)	161.52
	761703	609.55	01	Cleared	PG&E (00PG&E/1)	609.55
	761704	295.00	01	Cleared	SCHOOL SERVICES OF CALIFORNIA (SCHSER/2)	295.00
	761705	252.25	01	Cleared	Educational Webinars, Meg Kailikole	252.25
	761706	112.06	01	Cleared	WHISPERING PINES WATER (WHISPE/2)	112.06
	18983031	55.32	01	Cleared	XEROX CORPORATION (XEROXC/2)	55.32
	18983032	56.74	01	Cleared	XEROX CORPORATION (XEROXC/2)	56.74
* Break in sequence						
	VCH-00000118	480.00	01	Printed	ANDRADE, PAULO FELIPE S (001390 - Emp)	480.00
	VCH-00000119	397.88	01	Printed	JIMENEZ, MARTHA C (001455 - Emp)	397.88
	VCH-00000120	79.91	01	Printed	MORSE, JASON J (000146 - Emp)	79.91
	VCH-00000121	5,070.57	01	Printed	NICK BARBIERI TRUCKING, LLC (RWCOAS/2)	5,070.57
	VCH-00000122	823.44	68	Printed	REDWOOD HEALTH SERVICES (RWHEAL/1)	823.44
	DP23-00303				Dental and Vision Claims 6/11/23	470.94
						352.50

Number of Items 22 24,963.77 Totals for Register 000271

2023 FUND-OBJ Expense Summary / Register 000271

01-4300	4,518.20
01-4361	607.35
01-5200	669.66
01-5510	609.55
01-5520	5,808.53
01-5600	1,881.06

2023 FUND-OBJ Expense Summary / Register 000271 (continued)

01-5800	3,411.96	
01-5902	1,440.00	
01-9110*		23,669.43-
01-9330	5,000.00	
01-9550*		276.88-
<b>Totals for Fund 01</b>	<b>23,946.31</b>	<b>23,946.31-</b>
63-5200	292.13	
63-5520	17.25	
63-5530	161.52	
63-9110*		470.90-
<b>Totals for Fund 63</b>	<b>470.90</b>	<b>470.90-</b>
68-5800	470.94	
68-9110*		470.94-
<b>Totals for Fund 68</b>	<b>470.94</b>	<b>470.94-</b>
69-5800	352.50	
69-9110*		352.50-
<b>Totals for Fund 69</b>	<b>352.50</b>	<b>352.50-</b>
<b>Totals for Register 000271</b>	<b>25,240.65</b>	<b>25,240.65-</b>

\* denotes System Generated entry

Net change to Cash 9110                      24,963.77-Credit

Page Intentionally Left Blank

Payment Id	Comment	Check Amt	39.95	Status	Printed	MOORE, JERRY L (000144 - Emp)	39.95
Check # 762278	63	Mileage 6/12 - 6/15	63	0000-0-5200-001-0000-6000-0000	Cleared	SLUIS, BRAM C (001498 - Emp)	480.00
EP23-00349	01	Cell Phone Reimburse	01	0000-0-5902-150-0000-2700-0000	Cleared	ACSA (00ACSA/1)	480.00
Check # 762279	01	Membership Dues for 2023-2024, Jason Morse	01	0000-0-5300-001-0000-7150-0000	Cleared		1,600.00
EP23-00343	01	Membership Dues 2023-24, Tobin Hahn	01	0000-0-5300-150-0000-2700-0000	Cleared		1,209.12
Check # 762280	01	Cloud Hosting 4/1/23 - 6/30/23	01	0000-0-5800-001-0000-7200-1078	Cleared		3,375.00
Check # 762281	01	Telephone Services	01	0000-0-5903-001-0000-6000-0000	Cleared	ALPHA ANALYTICAL LABS INC (ALPHAA/1)	165.00
HOST-00121	01	Open P.O. Water Testing	01	8150-0-5800-221-0000-8110-2096	Cleared		60.00
Check # 762282	01	Open P.O. Water Testing	01	8150-0-5800-221-0000-8110-2096	Cleared		105.00
3063432-MENUUSD	63	Telephone Services	63	0000-0-5903-001-0000-6000-0000	Cleared	AT&T (00AT&T/1)	2,199.58
Check # 762283	63	Phone Services	63	0000-0-5903-001-0000-6000-0000	Cleared	COMMIO (COMMIO/1)	1,141.52
5189059704	63	Gas for Transportation Van	01	0740-0-4361-001-0000-3600-0000	Cleared	COMPTCHE STORE (COMPTC/1)	27.00
Check # 762284	01	Best of Boot Camp, Brodetski, Harris, Aurn	01	9049-0-5800-150-1110-1000-0000	Cleared	CULINARY INSTITUTE OF AMERICA (CULINA/1)	4,350.00
0277060	01	Best of Boot Camp, Brodetski, Harris, Aurn	01	9049-0-5800-150-1110-1000-0000	Cleared		1,450.00
Check # 762285	01	Best of Boot Camp, Brodetski, Harris, Aurn	01	9049-0-5800-150-1110-1000-0000	Cleared		1,450.00
DP23-00305	01	Water Monitoring, Greenwood	12	6105-0-5530-222-7110-8200-0000	Cleared	ELK CO. WATER DISTRICT (ELKCOW/1)	302.35
Check # 762286	12	Water Monitoring, Greenwood	12	6105-0-5530-222-7110-8200-0000	Cleared		222.35
51169	01	Fort Bragg Advocate-News (FBADVO/3)	01	0000-0-5811-001-0000-7200-0000	Cleared		80.00
Check # 762287	01	Open PO for Classified Advertising	01	0000-0-5811-001-0000-7200-0000	Cleared		74.43
23484	01	Open PO for Classified Advertising	01	0000-0-5811-001-0000-7200-0000	Cleared	FRANCOTYP-POSTALIA, INC. (FPMAIL/1)	618.77
Check # 762288	01	Postage Meter Rental	01	0000-0-5600-001-0000-7200-0000	Cleared		119.58
23572	63	VIPRE Cloud Subscriptions and IT Support	63	0000-0-5800-001-0000-6000-0000	Cleared	GUARDIAN NETWORK SOLUTIONS (GUARDI/1)	945.00
Check # 762289	63	Advertising on MTA	63	0000-0-5800-001-0000-6000-0000	Cleared	HELEN & CO. ADVERTISING, INC. (HELEN&/1)	300.00
1378888	01	Advertising on MTA	01	0000-0-5811-001-0000-6000-0000	Cleared	MENDO COAST CHAMB OF COMM (MCOCHA/1)	300.00
1378889	01	Advertising on MTA	01	0000-0-5811-001-0000-6000-0000	Cleared		150.00
Check # 762289	01	Advertising on MTA	01	0000-0-5811-001-0000-6000-0000	Cleared		150.00
R1105804973	63	Advertising on MTA	63	0000-0-5811-001-0000-6000-0000	Cleared		150.00
Check # 762290	63	Advertising on MTA	63	0000-0-5811-001-0000-6000-0000	Cleared		150.00
3573	63	Advertising on MTA	63	0000-0-5811-001-0000-6000-0000	Cleared		150.00
Check # 762291	63	Advertising on MTA	63	0000-0-5811-001-0000-6000-0000	Cleared		150.00
8498A	01	Advertising on MTA	01	0000-0-5811-001-0000-6000-0000	Cleared		150.00
Check # 762292	01	Advertising on MTA	01	0000-0-5811-001-0000-6000-0000	Cleared		150.00

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 6/29/2023, Ending Check Date = 6/29/2023, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 = )

ESCAPE ONLINE

Page 1 of 6

Payment Id	Check #	Check Amt	Status	Cleared	Comment	Check Amt	Status	Cleared	Comment
	DP24-00003	150.00	01	Cleared	Chamber Dues 2023-2024	150.00	01	Cleared	MENDO COAST CHAMB OF COMM (MCOCHA/1) - continued
	6-6-23	3,990.00	01	Cleared	High School Graduation Set-Up	3,990.00	01	Cleared	MUSD REVOLVING FUND (MUSDRE/1)
	113225547	102.85	63	Cleared	Pens for Advertising	102.85	63	Cleared	NATIONAL PEN CO LLC (NATPEN/1)
	4668452137-3MAY2023	11,207.78	01	Cleared	Electricity for District	11,207.78	01	Cleared	PG&E (00PG&E/1)
	8658020613-3MAY2023	2,059.00	01	Cleared	Electricity for District	2,059.00	01	Cleared	PG&E (00PG&E/1)
	IN23-02640	114.00	01	Cleared	Legal Services	114.00	01	Cleared	SCHOOL & COLLEGE LEGAL SVCS (SCHAND/1)
	DP24-00004	68.30	01	Cleared	PANS for 2023-2024 Registration Packets	68.30	01	Cleared	SONOMA COUNTY OFFICE OF EDUCAT ION (00SCOE/1)
	DP23-00306	518.76	01	Cleared	Student Services	518.76	01	Cleared	SPRING, SARA (SSPRIN/1)
	659137	128.00	01	Cleared	Fingerprinting	128.00	01	Cleared	CA DEPT OF JUSTICE (STOFC2/1)
	JULY 23-24	953.24	76	Cleared	Employee Life Insurance	953.24	76	Cleared	SUN LIFE FINANCIAL (SUNLIF/1)
	DP23-00307	904.59	01	Cleared	8th Grade Promotion Supplies, 4/5 Classroom Supplies	904.59	01	Cleared	US BANK CORPORATE PAYMENT SYS (USBANK/2)
	018983027	1,938.50	01	Cleared	Copy Machine Rental	1,938.50	01	Cleared	XEROX CORPORATION (XEROXC/2)
	018983028	222.56	01	Cleared	Copy Machine Rental	222.56	01	Cleared	01-0000-0-5600-220-0000-2420-0000
	018983029	256.88	01	Cleared	Copy Machine Rental	256.88	01	Cleared	01-0000-0-5600-001-0000-7200-0000
	018983030	277.88	01	Cleared	Copy Machine Rental	277.88	01	Cleared	01-0000-0-5600-150-0000-2700-0000
	019018643	1,005.84	01	Cleared	Copy Machine Rental	1,005.84	01	Cleared	01-0000-0-5600-220-0000-2700-0000
		175.34	01	Cleared	Copy Machine Rental	175.34	01	Cleared	01-0000-0-5600-150-0000-2420-0000





2023 FUND-OBJ Expense Summary / Register 000272 (continued)

01-5811	693.20	
01-5814	128.00	
01-5902	480.00	
01-9110*		36,868.38-
01-9330*	3,597.00	
<b>Totals for Fund 01</b>	<b>36,868.38</b>	<b>36,868.38-</b>
12-5510	728.53	
12-5530	302.35	
12-9110*		1,030.88-
<b>Totals for Fund 12</b>	<b>1,030.88</b>	<b>1,030.88-</b>
21-6200	12,262.83	
21-9110*		12,262.83-
<b>Totals for Fund 21</b>	<b>12,262.83</b>	<b>12,262.83-</b>
63-5200	39.95	
63-5811	402.85	
63-5903	3,341.10	
63-9110*		4,728.90-
63-9330*	945.00	
<b>Totals for Fund 63</b>	<b>4,728.90</b>	<b>4,728.90-</b>
68-5800	2,350.06	
68-9110*		2,350.06-
<b>Totals for Fund 68</b>	<b>2,350.06</b>	<b>2,350.06-</b>
69-5800	197.50	
69-9110*		197.50-
<b>Totals for Fund 69</b>	<b>197.50</b>	<b>197.50-</b>
76-9110*		953.24-
76-9330*	953.24	
<b>Totals for Fund 76</b>	<b>953.24</b>	<b>953.24-</b>
<b>Total for Fiscal Year 2023</b>	<b>58,391.79</b>	<b>58,391.79-</b>
01-4300	68.30	
01-5200	450.00	
01-5300	2,959.12	
01-5600	119.58	

2024 FUND-OBJ Expense Summary / Register 000272 (continued)

01-9330*		3,597.00-
<b>Totals for Fund 01</b>	<b>3,597.00</b>	<b>3,597.00-</b>
63-5800	945.00	
63-9330*		945.00-
<b>Totals for Fund 63</b>	<b>945.00</b>	<b>945.00-</b>
76-9330*		953.24-
76-9526	953.24	
<b>Totals for Fund 76</b>	<b>953.24</b>	<b>953.24-</b>
<b>Total for Fiscal Year 2024</b>	<b>5,495.24</b>	<b>5,495.24-</b>
<b>Totals for Register 000272</b>	<b>63,887.03</b>	<b>63,887.03-</b>

\* denotes System Generated entry

Net change to Cash 9110 58,391.79-Credit

Page Intentionally Left Blank

Payment Id	Check #	Check Amt	Status	Cleared	Comment	Check Amt
	01	69.69	01-0000-0-5200-001-0000-7110-0000	Cleared	AUM, WINDSPIRIT (001450 - Emp)	69.69
EP23-00360	01	64.06	01-0000-0-5200-001-0000-7110-0000	Printed	GAY, JAMES W (001461 - Emp)	64.06
EP23-00359	01	18.73	01-0000-0-5904-001-0000-7200-0000	Printed	GRANT-TULLEY, TIFFANY L (000079 - Emp)	18.73
EP23-00363	01	44.80	01-0000-0-5200-001-0000-7110-0000	Cleared	GRIFFEN, EMILY V (001493 - Emp)	44.80
EP23-00358	01	47.16	01-0000-0-5200-001-0000-7110-0000	Cleared	MORTON, MARK D (000148 - Emp)	47.16
EP23-00361	63	386.47	01-0000-0-5200-001-0000-7110-0000	Cleared	RAMOS CORTES, MARCO A (001471 - Emp)	47.16
EP23-00352			63-0000-0-5230-001-0000-6000-0000		Dispatch Mileage 3/16 - 3/30	69.43
EP23-00353			63-0000-0-5230-001-0000-6000-0000		Dispatch Mileage 4/3 - 4/12	83.84
EP23-00354			63-0000-0-5230-001-0000-6000-0000		Dispatch Mileage 4/13 - 4/25	89.74
EP23-00355			63-0000-0-5230-001-0000-6000-0000		Dispatch Mileage 4/27 - 4/28	26.86
EP23-00356			63-0000-0-5230-001-0000-6000-0000		Dispatch Mileage 5/9 - 5/19	85.81
EP23-00357			63-0000-0-5230-001-0000-6000-0000		Dispatch Mileage 5/25 - 5/30	30.79
Check # 762808	01	191.00	01-0000-0-5200-001-0000-7110-0000	Cleared	SCHAEFFER, MICHAEL M (000190 - Emp)	191.00
EP23-00362	01	1,209.12	01-0000-0-5300-220-0000-2700-0000	Cleared	ACSA (00ACSA/1)	1,209.12
DP24-00005	21	1,445.44	21-9010-0-5800-150-0000-8500-9913	Cleared	ADVANCED SECURITY SYSTEMS (ADVSEC/1)	1,445.44
651695	01	15,435.65	01-0000-0-5800-001-0000-7200-1078	Cleared	AERIES SOFTWARE (AERIES/1)	15,435.65
Check # 762811	21	6,500.00	21-9012-0-5800-150-0000-8500-9914	Cleared	ALAMEIDA ARCHITECTURE (ALAMEI/1)	6,500.00
MS-9582	01	845.00	01-0000-0-5800-001-0000-8110-2096	Cleared	ALPHA ANALYTICAL LABS INC (ALPHA/1)	845.00
Check # 762812	01	1,047.55	01-0000-0-5903-001-0000-7200-0000	Cleared	AT&T (AT&TC3/2)	1,047.55
MUSD 04-11	01		01-0000-0-5903-150-0000-2700-0000		Open P.O. Water Testing	140.00
Check # 762813	01		01-0000-0-5903-155-3100-2700-0000		Open P.O. Water Testing	60.00
3065144-MENUJD					Open P.O. Water Testing	645.00
3065145-MENUJD						
3065666-MENUJD						
Check # 762814	01				Telephone Services	132.21
20105131						235.84
						26.72

Payment Id	Comment	Check Amt	Status	Cleared	AT&T (AT&TC3/2) - continued	
Check # 762814	01	1,047.55				305.20
20105131	Telephone Services				01-0000-0-5903-220-0000-2700-0000	83.77
					01-0000-0-5903-221-0000-2700-0000	102.86
					01-0000-0-5903-246-0000-2700-0000	26.72
					01-0740-0-5903-001-0000-3600-0000	79.84
					12-6105-0-5903-222-7110-8200-0000	27.67
20105470	Telephone Services				01-0000-0-5903-150-0000-2700-0000	26.72
20105471	Telephone Services				01-0000-0-5903-220-0000-2700-0000	
Check # 762815	01	725.00			CITY OF FORT BRAGG (FBCITY/1)	
DP24-00006	Gym Use for Athletics				01-0000-0-5600-150-1110-4200-0000	725.00
Check # 762816	01	1,000.00			US POSTAL SERVICE (CMRS-FP) (CMRSFP/1)	
10600808076JULY2023	Postage for District				01-0000-0-5904-001-0000-7200-0000	1,000.00
Check # 762817	63	1,036.19			COMMIO (COMMIO/1)	
0279540	Phone Services				63-0000-0-5903-001-0000-6000-0000	1,036.19
Check # 762818	13	3,497.35			EMS LINQ INC. (EMSLIN/1)	
C-117866	Titan Cafeteria Program				13-5310-0-5800-001-0000-3700-0000	3,497.35
Check # 762819	01	2,135.00			FEINER, DONNA (DFEINE/1)	
JUNE 2023	Water Testing, Treatment				01-8150-0-5800-150-0000-8110-2096	456.67
					01-8150-0-5800-155-0000-8110-2096	456.67
					01-8150-0-5800-220-0000-8110-2096	456.66
					01-8150-0-5800-221-0000-8110-2096	450.00
					01-8150-0-5800-246-0000-8110-2096	315.00
Check # 762820	01	2,788.53			FERRELL GAS (FERREL/1)	
1123326457	Propane for Bus				01-0740-0-4361-001-0000-3600-0000	38.02
1123366408	Propane for Bus				01-0740-0-4361-001-0000-3600-0000	118.40
1123367025	Propane for Bus				01-0740-0-4361-001-0000-3600-0000	110.94
1123368408	Heating Fuel, Multiple Sites				01-0000-0-5520-246-0000-8200-0000	1,177.51
1123404080	Heating Fuel, Multiple Sites				01-0000-0-5520-221-0000-8200-0000	722.57
1123462859	Heating Fuel, Multiple Sites				01-1100-0-5520-150-0000-8200-0000	621.09
Check # 762821	01	3,058.00			FORT BRAGG ELECTRIC INC (FBELEC/1)	
W25408	Generator for Radio Tower				01-6388-0-4300-150-3800-1000-0000	3,058.00
Check # 762822	21	204.00			HARDWARE TECH INC (HARDWA/1)	
DP23-00310	Keys for HS				21-9012-0-5800-150-0000-8500-9914	204.00
Check # 762823	01	360.00			KATHERINE HUNT PECKHAM (KPECKH/1)	
JUNE 2023	Student Services				01-0100-0-5800-001-0000-3900-0102	360.00
Check # 762824	63	1,200.00			KMUD REDWOOD COMMUNITY RADIO (KMUDRE/1)	

**Payment Id Comment**

Check # 762824	63	Check Amt	1,200.00	Status	Cleared	KMUD REDWOOD COMMUNITY RADIO (KMUDRE/1) - continued	1,200.00
1047-002		Check Amt	80.37	Status	Cleared	LIFE-ASSIST (LIFEAS/1)	80.37
Check # 762825	01	Check Amt	796.77	Status	Cleared	MENDO MILL (MENDOM/2)	796.77
DP23-00311		Check Amt	3,171.96	Status	Cleared	MENDOCINO CITY COMM. SERV'S (MCITYC/1)	3,171.96
Check # 762826	01	Check Amt	102,073.00	Status	Cleared	NCSIG (NCSIG/1)	102,073.00
401402-4		Check Amt	1,168.27	Status	Cleared	PG&E (00PG&E/1)	1,168.27
402574-4		Check Amt	8,000.00	Status	Cleared	PHILIP MORTON INSPECTION (PHILIP/1)	8,000.00
Check # 762827	01	Check Amt	171.39	Status	Cleared	RAINBOW AGRICULTURE SERVICE (RAINBO/1)	171.39
R12162		Check Amt	545.75	Status	Cleared	REDWOOD HEALTH SERVICES (RWHEAL/1)	545.75
R12353		Check Amt	374.75	Status	Cleared	REDWOOD WASTE SOLUTIONS INC (RWWAST/1)	374.75
R12364		Check Amt	171.00	Status	Cleared	REDWOOD WASTE SOLUTIONS INC (RWWAST/1)	171.00
R12488		Check Amt	2,224.42	Status	Cleared	REDWOOD WASTE SOLUTIONS INC (RWWAST/1)	2,224.42
Check # 762828	01	Check Amt	542.34	Status	Cleared	RHOADS AUTO PARTS INC. (RHOADS/1)	542.34
2023-2024		Check Amt	700.21	Status	Cleared	ROSSI BUILDING MATERIALS (ROSSIB/1)	700.21
Check # 762829	01	Check Amt	700.21	Status	Cleared	ROSSI BUILDING MATERIALS (ROSSIB/1)	700.21
6905412483-4MAY2023		Check Amt	500.10	Status	Cleared	SAFEMAY INC. (SAFEMAY/2)	500.10
Check # 762830	21	Check Amt	500.10	Status	Cleared	SAFEMAY INC. (SAFEMAY/2)	500.10
JUNE 2023		Check Amt	5,500.00	Status	Cleared	SCHOOL SAFETY SOLUTIONS LLC (SCHSAF/1)	5,500.00
Check # 762831	01	Check Amt	5,500.00	Status	Cleared	SCHOOL SAFETY SOLUTIONS LLC (SCHSAF/1)	5,500.00
64631		Check Amt	171.39	Status	Cleared	REDWOOD HEALTH SERVICES (RWHEAL/1)	171.39
Check # 762832	01	Check Amt	374.75	Status	Cleared	REDWOOD HEALTH SERVICES (RWHEAL/1)	374.75
JULY 23-24		Check Amt	171.00	Status	Cleared	REDWOOD WASTE SOLUTIONS INC (RWWAST/1)	171.00
Check # 762833	01	Check Amt	2,224.42	Status	Cleared	REDWOOD WASTE SOLUTIONS INC (RWWAST/1)	2,224.42
175109837U039		Check Amt	1,791.28	Status	Cleared	REDWOOD WASTE SOLUTIONS INC (RWWAST/1)	1,791.28
175109838U039		Check Amt	433.14	Status	Cleared	REDWOOD WASTE SOLUTIONS INC (RWWAST/1)	433.14
Check # 762834	01	Check Amt	542.34	Status	Cleared	RHOADS AUTO PARTS INC. (RHOADS/1)	542.34
3140 JUNE 2023		Check Amt	700.21	Status	Cleared	ROSSI BUILDING MATERIALS (ROSSIB/1)	700.21
Check # 762835	01	Check Amt	700.21	Status	Cleared	ROSSI BUILDING MATERIALS (ROSSIB/1)	700.21
2306-148686		Check Amt	28.19	Status	Cleared	ROSSI BUILDING MATERIALS (ROSSIB/1)	28.19
2306-150164		Check Amt	672.02	Status	Cleared	ROSSI BUILDING MATERIALS (ROSSIB/1)	672.02
Check # 762836	13	Check Amt	500.10	Status	Cleared	SAFEMAY INC. (SAFEMAY/2)	500.10
151360		Check Amt	465.82	Status	Cleared	SAFEMAY INC. (SAFEMAY/2)	465.82
Check # 762837	01	Check Amt	34.28	Status	Cleared	SCHOOL SAFETY SOLUTIONS LLC (SCHSAF/1)	34.28

Selection Ending Check Date = 7/13/2023, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 = )

ESCAPE ONLINE

Payment Id	Comment	Check Amt	Status	Cleared	SCHOOL SAFETY SOLUTIONS LLC (SCHSAF/1) - continued
Check # 762837	01	5,500.00			
2860	Haz Mat Training and Compliance		01-0000-0-5800-001-0000-8100-0000		1,375.00
2861	Haz Mat Training and Compliance		01-0000-0-5800-001-0000-8100-0000		3,525.00
2862	Haz Mat Training and Compliance		01-0000-0-5800-001-0000-8100-0000		600.00
Check # 762838	76	104,487.50			
JULY 23-24	Medical Insurance	76-	-	-	104,487.50
Check # 762839	12	83.78			
05-229943-1 JUNE2023	Waste Disposal at Greenwood		12-6105-0-5540-222-7110-8200-0000		83.78
Check # 762840	63	327.18			
S15008976	Supplies		63-0000-0-4300-001-0000-6000-0000		160.59
			63-0000-0-4300-001-0000-6000-0000		12.36
S15009071	Supplies		63-0000-0-4300-001-0000-6000-0000		12.36
			63-0000-0-4300-001-0000-6000-0000		166.59
Check # 762841	63	2,716.12			
516982	Phone Services		63-0000-0-5903-001-0000-6000-0000		2,716.12
Check # 762842	63	73.13			
000808W56243	Shipping Services		63-0000-0-5904-001-0000-6000-0000		73.13
Check # 762843	01	14,242.99			
0583601363	US Cellular		63-0000-0-5902-001-0000-6000-0000		67.98
0617156-IN	Moving Targets		63-0000-0-5811-001-0000-6000-0000		20.32
10001230255708	Intuit, Time Sheet Subscription		63-0000-0-5800-001-0000-6000-0000		12.00
10001233658586	Intuit		63-0000-0-5800-001-0000-6000-0000		7.45
10001235493077	Quickbooks Subscription		63-0000-0-5800-001-0000-6000-0000		100.00
1045010648	Netonix		63-0000-0-4300-001-0000-6000-0000		43.30
			63-0000-0-4300-001-0000-6000-0000		571.75
113-2981520-5032240	Moving Supplies		01-0794-0-4300-150-0000-2700-0000		80.64
113-5009304-1226655	Portable Speaker System		01-0794-0-4300-150-0000-2700-0000		378.62
12996	Call 48		63-0000-0-5903-001-0000-6000-0000		412.51
1478063000	MUSE Santa Cruz Boardwalk Admission, Senior Trip		01-9003-0-5800-150-1110-1000-0000		840.00
251608	Cables for Less		63-0000-0-4300-001-0000-6000-0000		13.67
			63-0000-0-4300-001-0000-6000-0000		173.70
3KX51700C3838774D	Akmin Technologies		63-0000-0-5800-001-0000-6000-0000		38.00
458923355	Digital Ocean		63-0000-0-5800-001-0000-6000-0000		352.43
51168	CIA Course for Carolen Barrett		01-9049-0-5200-150-3800-1000-8171		1,450.00
9935681842	Verizon		63-0000-0-5902-001-0000-6000-0000		711.39
9PAD0A-29	cleanfeed subscription		01-0794-0-5800-150-3800-1000-8167		22.00
DO1-7945455-2854600	Video Rental for Spanish Class		01-0794-0-5800-150-1110-1000-0000		3.99
DP23-00309	Transportation Costs		01-0000-0-5800-150-1110-4200-0000		25.00

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 7/13/2023, Ending Check Date = 7/13/2023, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 = )

ESCAPE ONLINE

Payment Id	Comment	Check Amt	14,242.99	Status	Cleared	US BANK CORPORATE PAYMENT SYS (USBANK/2) - continued	
Check # 762843	01						
DP23-00309	Transportation Costs					01-0740-0-4361-001-0000-3600-0000	191.86
						01-0740-0-5800-001-0000-3600-0000	770.00
DP23-00312	Art Supplies					01-6387-0-4300-150-3800-1000-8354	283.68
DP23-00313	Hotel Room to be Reimbursed					01-0000-0-5800-150-1110-1000-1121	461.19
DP23-00314	Moving Boxes					01-0794-0-4300-150-0000-2700-0000	612.14
DP23-00315	Art Supplies					01-6387-0-4300-150-3800-1000-8354	122.94
DP23-00316	Taimi Barty Tuition					01-9049-0-5200-150-3800-1000-1132	5,495.00
DP23-00317	AE Week Bridge Toll					01-0794-0-5800-150-1110-1000-0000	14.35
DP23-00318	AE Week Bridge Toll					01-0794-0-5800-150-1110-1000-0000	14.35
DP23-00319	Woodshop items shipping					01-6387-0-4300-150-3800-1000-8168	5.00
JUNE 1 - JUNE 22	Twilio					63-0000-0-5800-001-0000-6000-0000	40.00
JUNE 16 2023	Commio					63-0000-0-5903-001-0000-6000-0000	600.00
OIS-236868	Sandpaper for Woodshop					01-6387-0-4300-150-3800-1000-8168	12.56
						01-6387-0-4300-150-3800-1000-8168	159.60
						63-0000-0-4300-001-0000-6000-0000	205.10
US109848	Ubiquiti Store					VERIZON WIRELESS (VERIZO/1)	
Check # 762844	01	Check Amt	133.53	Status	Cleared		
9596313130	Phone Services					01-0000-0-5902-001-0000-7150-0000	133.53
Check # 762845	01	Check Amt	358.80	Status	Cleared	WEST ED OPERATING ACCOUNT (WESTE1/2)	
23-2401	CA Healthy Kids Survey					01-0811-0-5800-001-1110-1000-0000	358.80
Check # 762846	63	Check Amt	27.00	Status	Cleared	WHISPERING PINES WATER (WHISPE/2)	
20230630 MCN	Drinking Water					63-0000-0-5500-001-0000-6000-0000	27.00
Check # 762847	01	Check Amt	170.29	Status	Cleared	XEROX CORPORATION (XEROXC/2)	
019090712	Copy Machine Rental					01-0000-0-5600-155-0000-2700-0000	170.29
* Break in sequence							
Check # VCH-00000132	01	Check Amt	79.91	Status	Printed	MORSE, JASON J (000146 - Emp)	
EP23-00364	Ukiah Meeting Mileage					01-0000-0-5200-001-0000-7200-0000	79.91
Check # VCH-00000133	14	Check Amt	7,190.50	Status	Printed	KONE INC (KONEIN/2)	
1158547994	HS Elevator Repair					14-0000-0-5600-150-0000-8100-2099	7,190.50
Check # VCH-00000134	21	Check Amt	9,847.90	Status	Printed	QUATTROCCHI KWOK ARCHITECTS (QUATTR/1)	
24682	MHS Bond Architectural Services					21-9010-0-6200-150-0000-8500-9911	6,516.35
24683	Gymnasium & Tech Center Modernization					21-9012-0-6200-150-0000-8500-9914	3,331.55
Check # VCH-00000135	68	Check Amt	2,569.02	Status	Printed	REDWOOD HEALTH SERVICES (RWHEAL/1)	
07-02-23	Dental and Vision Claims					68-0000-0-5800-000-0000-6000-0000	1,229.80
						69-0000-0-5800-000-0000-6000-0000	508.00
6-25-23	Dental Claims					68-0000-0-5800-000-0000-6000-0000	831.22



Payment Id	Comment	Check Amt	Status	Printed	WAXIE SANITARY SUPPLY (009737/H)	212.08
81803458	Custodial Supplies	01	01	01-0000-0-4300-001-0000-8200-0000		212.08
20123965	Water Quality Monitoring	01	01	XIO INC. (XIOINC/H)		459.00
				01-8150-0-5800-001-0000-8110-0000		459.00

Number of Items	52	311,762.05	Totals for Register 000273
<b>2024 FUND-OBJ Expense Summary / Register 000273</b>			
01-5200	1,450.00		
01-5300	1,209.12		
01-5450	102,073.00		
01-5600	725.00		
01-5800	15,894.65		
01-5904	1,000.00		
01-9110*		158,277.90-	
01-9500*	35,380.38		
01-9514	545.75		
<b>Totals for Fund 01</b>	<b>158,277.90</b>	<b>158,277.90-</b>	
12-9110*		163.62-	
12-9500*	163.62		
<b>Totals for Fund 12</b>	<b>163.62</b>	<b>163.62-</b>	
13-5800	3,497.35		
13-9110*		3,997.45-	
13-9500*	500.10		
<b>Totals for Fund 13</b>	<b>3,997.45</b>	<b>3,997.45-</b>	
14-5600	7,190.50		
14-9110*		7,190.50-	
<b>Totals for Fund 14</b>	<b>7,190.50</b>	<b>7,190.50-</b>	
21-9110*		25,997.34-	
21-9500*	25,997.34		
<b>Totals for Fund 21</b>	<b>25,997.34</b>	<b>25,997.34-</b>	
63-5811	1,200.00		
63-9110*		9,078.72-	
63-9500*	7,878.72		

2024 FUND-OBJ Expense Summary / Register 000273 (continued)

Totals for Fund 63	9,078.72	9,078.72-
68-9110*		2,061.02-
68-9500*	2,061.02	
Totals for Fund 68	2,061.02	2,061.02-
69-9110*		508.00-
69-9500*	508.00	
Totals for Fund 69	508.00	508.00-
76-9110*		104,487.50-
76-9514	104,487.50	
Totals for Fund 76	104,487.50	104,487.50-
Totals for Register 000273	311,762.05	311,762.05-

2023 FUND-OBJ Summary / Register 000273

01-4300	6,674.00	
01-4361	459.22	
01-4365	542.34	
01-5200	5,991.62	
01-5510	1,168.27	
01-5520	2,521.17	
01-5530	3,171.96	
01-5540	2,224.42	
01-5600	170.29	
01-5800	11,349.68	
01-5902	133.53	
01-5903	967.71	
01-5904	18.73	
01-9110*	.00	.00
01-9502*		35,380.38-
01-9550*		12.56-
Totals for Fund 01	35,392.94	35,392.94-
12-5540	83.78	
12-5903	79.84	
12-9502*		163.62-

2023 FUND-OBJ Summary / Register 000273 (continued)

Totals for Fund 12	163.62	163.62-
13-4700	500.10	
13-9502*		500.10-
Totals for Fund 13	500.10	500.10-
21-5800	8,149.44	
21-6200	17,847.90	
21-9502*		25,997.34-
Totals for Fund 21	25,997.34	25,997.34-
63-4300	1,359.42	
63-5230	386.47	
63-5500	27.00	
63-5800	549.88	
63-5811	20.32	
63-5902	779.37	
63-5903	4,764.82	
63-5904	73.13	
63-9502*		7,878.72-
63-9550*		81.69-
Totals for Fund 63	7,960.41	7,960.41-
68-5800	2,061.02	
68-9502*		2,061.02-
Totals for Fund 68	2,061.02	2,061.02-
69-5800	508.00	
69-9502*		508.00-
Totals for Fund 69	508.00	508.00-
Total for Fiscal Year 2023	72,583.43	72,583.43-
01-5200	1,450.00	
01-5300	1,209.12	
01-5450	102,073.00	
01-5600	725.00	
01-5800	15,894.65	
01-5904	1,000.00	
01-9110*		158,277.90-

2024 FUND-OBJ Summary / Register 000273 (continued)

01-9500*	35,380.38	
01-9514	545.75	
<b>Totals for Fund 01</b>	<b>158,277.90</b>	<b>158,277.90-</b>
12-9110*		163.62-
12-9500*	163.62	
<b>Totals for Fund 12</b>	<b>163.62</b>	<b>163.62-</b>
13-5800	3,497.35	
13-9110*		3,997.45-
13-9500*	500.10	
<b>Totals for Fund 13</b>	<b>3,997.45</b>	<b>3,997.45-</b>
14-5600	7,190.50	
14-9110*		7,190.50-
<b>Totals for Fund 14</b>	<b>7,190.50</b>	<b>7,190.50-</b>
21-9110*		25,997.34-
21-9500*	25,997.34	
<b>Totals for Fund 21</b>	<b>25,997.34</b>	<b>25,997.34-</b>
63-5811	1,200.00	
63-9110*		9,078.72-
63-9500*	7,878.72	
<b>Totals for Fund 63</b>	<b>9,078.72</b>	<b>9,078.72-</b>
68-9110*		2,061.02-
68-9500*	2,061.02	
<b>Totals for Fund 68</b>	<b>2,061.02</b>	<b>2,061.02-</b>
69-9110*		508.00-
69-9500*	508.00	
<b>Totals for Fund 69</b>	<b>508.00</b>	<b>508.00-</b>
76-9110*		104,487.50-
76-9514	104,487.50	
<b>Totals for Fund 76</b>	<b>104,487.50</b>	<b>104,487.50-</b>
<b>Total for Fiscal Year 2024</b>	<b>311,762.05</b>	<b>311,762.05-</b>
<b>Totals for Register 000273</b>	<b>384,345.48</b>	<b>384,345.48-</b>

\* denotes System Generated entry

Net change to Cash 9110 311,762.05- Credit

Payment Id	Comment	Check Amt	Status	Cleared	AT&T (00AT&T/2)	
Check # 763376						110.64
70793740496539JULY23	Telephone Services				63-0000-0-5903-001-0000-6000-0000	110.64
Check # 763377						
63		340.00	Status	Cleared	CENTRAL CALIFORNIA DIRECTORIES (CENTRA/1)	
DP24-00011	Advertising				63-0000-0-5811-001-0000-6000-0000	340.00
Check # 763378						
01		9,938.00	Status	Cleared	CSBA c/o West America Bank (00CSBA/2)	
INV-66239-K6V7Z8	Gamut Policy, Annual				01-0000-0-5300-001-0000-7110-0000	1,680.00
INV-67221-D6Q3T7	CSBA and ELA Membership, Annual				01-0000-0-5300-001-0000-7110-0000	8,258.00
Check # 763379						
12		222.02	Status	Cleared	ELK CO. WATER DISTRICT (ELKCOW/1)	
23594	Water Monitoring, Greenwood				12-6105-0-5530-222-7110-8200-0000	222.02
Check # 763380						
01		328.71	Status	Cleared	FORT BRAGG ADVOCATE-NEWS (FBADVO/3)	
1382156	Open PO for Classified Advertising				01-0000-0-5811-001-0000-7200-0000	328.71
Check # 763381						
63		106.18	Status	Cleared	FRANCOTYP-POSTALIA, INC. (FPMAIL/1)	
R1105823598	Blanket P.O. for Postage Meter				63-0000-0-5904-001-0000-6000-0000	106.18
Check # 763382						
01		1,870.42	Status	Cleared	CYPRESS HOLDINGS INC (HARVES/2)	
49062 JUNE 2023	Maintenance, Transportation, Cafeteria Supplies				13-5310-0-4700-001-0000-3700-0000	14.36
49494 JUNE 2023	Maintenance, Transportation, Cafeteria Supplies				01-8150-0-4300-001-0000-8110-0000	1,102.34
					01-8150-0-4300-150-0000-8110-0000	33.85
					01-8150-0-4300-220-0000-8110-0000	267.61
					01-8150-0-4300-246-0000-8110-0000	68.90
49496 JUNE 2023	Custodial Supplies				01-0000-0-4300-001-0000-8200-0000	105.64
JUNE 2023 49062	EOY Staff Gathering				01-0000-0-4300-001-0000-7200-0000	81.68
JUNE 2023 49495	Culinary and Office Supplies				01-0794-0-4300-150-0000-2700-0000	60.68
					01-0794-0-4300-150-3800-1000-8171	135.36
Check # 763383						
63		135.55	Status	Cleared	IKANODSL (IKANOD/1)	
16989875	DSL Service				63-0000-0-5903-001-0000-6000-0000	135.55
Check # 763384						
21		70,096.06	Status	Cleared	LATHROP CONSTRUCTION INC. (LATHRO/1)	
APPLICATION 19	Phase 1 High School Construction				21-9010-0-6200-150-0000-8500-9913	70,096.06
Check # 763385						
63		185.74	Status	Cleared	MENDOCINO CITY COMM. SERV'S (MCITYC/1)	
R12322	Sewer Service				63-0000-0-5530-001-0000-6000-0000	185.74
Check # 763386						
01		1,757.96	Status	Cleared	REDWOOD WASTE SOLUTIONS INC (RWWAST/1)	
175109157U039	Garbage Collection				01-0000-0-5540-246-0000-8200-0000	121.49
175109835U039	Garbage Collection				01-0000-0-5540-150-0000-8200-0000	1,203.33
175109836U039	Garbage Collection				01-0000-0-5540-150-0000-8200-0000	433.14
Check # 763387						
63		14.79	Status	Cleared	ROSSI BUILDING MATERIALS (ROSSIB/1)	
2306-144924	Open PO for Supplies				63-0000-0-4300-001-0000-6000-0000	14.79

Payment id	Comment	Check Amt	Status	Cleared	Check Amt	Status	Cleared
Check # 763388	01	2,441.25	SCHOOL SAFETY SOLUTIONS LLC (SCHSAF/1)	2,441.25	01-0000-0-5800-001-0000-8100-0000	2,441.25	2,441.25
2863	Chemical Inventory, SDS Updates	2,307.43	TPX COMMUNICATIONS (TPXCOM/1)	2,307.43	63-0000-0-5903-001-0000-6000-0000	2,307.43	2,307.43
Check # 763389	63	3,100.00	GOVCONNECTION INC (GOVCON/1)	3,100.00	63-0000-0-5800-001-0000-6000-0000	3,100.00	3,100.00
172199073-0	Phone Services	902.97	KONE INC (KONEIN/2)	902.97	01-8150-0-5800-001-0000-8100-2099	902.97	902.97
* Break in sequence							
Check # VCH-00000138	63	967.00	REDWOOD HEALTH SERVICES (RWHEAL/1)	967.00	68-0000-0-5800-000-0000-6000-0000	769.50	769.50
74244775	Licenses and Support	313.69	WINNCOMM TECHNOLOGIES (WINNCO/1)	313.69	69-0000-0-5800-000-0000-6000-0000	197.50	197.50
Check # VCH-00000139	01	902.97	KONE INC (KONEIN/2)	902.97	01-8150-0-5800-001-0000-8100-2099	902.97	902.97
871083058	Elevator Servicing	967.00	REDWOOD HEALTH SERVICES (RWHEAL/1)	967.00	68-0000-0-5800-000-0000-6000-0000	769.50	769.50
Check # VCH-00000140	68	967.00	REDWOOD HEALTH SERVICES (RWHEAL/1)	967.00	68-0000-0-5800-000-0000-6000-0000	769.50	769.50
DP23-00320	Dental and Vision Claims	313.69	WINNCOMM TECHNOLOGIES (WINNCO/1)	313.69	69-0000-0-5800-000-0000-6000-0000	197.50	197.50
Check # VCH-00000141	63	313.69	WINNCOMM TECHNOLOGIES (WINNCO/1)	313.69	69-0000-0-5800-000-0000-6000-0000	197.50	197.50
STDINV0224655	Supplies	313.69	WINNCOMM TECHNOLOGIES (WINNCO/1)	313.69	69-0000-0-5800-000-0000-6000-0000	197.50	197.50
Number of Items		18	Totals for Register 000274		95,138.41		

2024 FUND-OBJ Expense Summary / Register 000274

01-5300	9,938.00	
01-5800	3,344.22	
01-9110*		17,224.95-
01-9500*	3,942.73	
<b>Totals for Fund 01</b>	<b>17,224.95</b>	<b>17,224.95-</b>
12-5530	222.02	
12-9110*		222.02-
<b>Totals for Fund 12</b>	<b>222.02</b>	<b>222.02-</b>
13-9110*	14.36	14.36-
13-9500*		
<b>Totals for Fund 13</b>	<b>14.36</b>	<b>14.36-</b>
21-9110*		70,096.06-
21-9500*	70,096.06	
<b>Totals for Fund 21</b>	<b>70,096.06</b>	<b>70,096.06-</b>
63-4300	335.32	

2024 FUND-OBJ Expense Summary / Register 000274 (continued)

63-5800	3,100.00	
63-5811	340.00	
63-5903	2,553.62	
63-5904	106.18	
63-9110*		6,614.02-
63-9500*	200.53	
63-9550*		21.63-
<b>Totals for Fund 63</b>	<b>6,635.65</b>	<b>6,635.65-</b>
68-9110*		769.50-
68-9500*	769.50	
<b>Totals for Fund 68</b>	<b>769.50</b>	<b>769.50-</b>
69-9110*		197.50-
69-9500*	197.50	
<b>Totals for Fund 69</b>	<b>197.50</b>	<b>197.50-</b>
<b>Totals for Register 000274</b>	<b>95,160.04</b>	<b>95,160.04-</b>

2023 FUND-OBJ Summary / Register 000274

01-4300	1,856.06	
01-5540	1,757.96	
01-5811	328.71	
01-9502*		3,942.73-
<b>Totals for Fund 01</b>	<b>3,942.73</b>	<b>3,942.73-</b>
13-4700	14.36	
13-9502*		14.36-
<b>Totals for Fund 13</b>	<b>14.36</b>	<b>14.36-</b>
21-6200	70,096.06	
21-9502*		70,096.06-
<b>Totals for Fund 21</b>	<b>70,096.06</b>	<b>70,096.06-</b>
63-4300	14.79	
63-5530	185.74	
63-9502*		200.53-
<b>Totals for Fund 63</b>	<b>200.53</b>	<b>200.53-</b>



2023 FUND-OBJ Summary / Register 000274 (continued)

68-5800	769.50		
68-9502*		769.50-	769.50-
<b>Totals for Fund 68</b>	<b>769.50</b>	<b>769.50-</b>	<b>769.50-</b>
69-5800	197.50		
69-9502*		197.50-	197.50-
<b>Totals for Fund 69</b>	<b>197.50</b>	<b>197.50-</b>	<b>197.50-</b>
<b>Total for Fiscal Year 2023</b>	<b>75,220.68</b>	<b>75,220.68-</b>	
01-5300	9,938.00		
01-5800	3,344.22		
01-9110*			17,224.95-
01-9500*	3,942.73		
<b>Totals for Fund 01</b>	<b>17,224.95</b>	<b>17,224.95-</b>	
12-5530	222.02		
12-9110*			222.02-
<b>Totals for Fund 12</b>	<b>222.02</b>	<b>222.02-</b>	
13-9110*			14.36-
13-9500*	14.36		
<b>Totals for Fund 13</b>	<b>14.36</b>	<b>14.36-</b>	
21-9110*			70,096.06-
21-9500*	70,096.06		
<b>Totals for Fund 21</b>	<b>70,096.06</b>	<b>70,096.06-</b>	
63-4300	335.32		
63-5800	3,100.00		
63-5811	340.00		
63-5903	2,553.62		
63-5904	106.18		
63-9110*			6,614.02-
63-9500*	200.53		
63-9550*		21.63-	
<b>Totals for Fund 63</b>	<b>6,635.65</b>	<b>6,635.65-</b>	
68-9110*			769.50-
68-9500*	769.50		

2024 FUND-OBJ Summary / Register 000274 (continued)

Totals for Fund 68	769.50	769.50-
69-9110*		197.50-
69-9500*	197.50	
Totals for Fund 69	197.50	197.50-
Total for Fiscal Year 2024	95,160.04	95,160.04-
Totals for Register 000274	170,380.72	170,380.72-

\* denotes System Generated entry

Net change to Cash 9110 95,138.41-Credit

Page Intentionally Left Blank

Payment Id	Comment	Check Amt	Status	Cleared	ALLEN OWNBEE (ALLEN OWNBEE - Payee)	
Check # 763790	63	Refund of Fusion Service	61.29	Cleared	63-0000-0-5800-001-0000-6000-0000	61.29
DP24-00014		Check Amt			AT&T (00AT&T/1)	
Check # 763791	63	Telephone Services	2,334.69	Cleared	63-0000-0-5903-001-0000-6000-0000	2,334.69
4518130804		Check Amt			BANDWIDTH INC. (BANDWI/1)	
Check # 763792	63	Open Purchase Order for Telephone Services	997.78	Cleared	63-0000-0-5903-001-0000-6000-0000	997.78
BWUS10639473		Check Amt			BRS MEDIA INC. /IRRP/NET (BRSMEDI/1)	
Check # 763793	63	Services	5,000.00	Cleared	63-0000-0-5800-001-0000-6000-0000	5,000.00
07-13-23		Check Amt			CALIFORNIA DEPT OF TAX AND FEE (CALTAX/3)	
Check # 763794	01	2Q2023 Fuel Tax	33.00	Cleared	01-0740-0-5800-001-0000-3600-0000	33.00
DP23-00324		Check Amt			CHRISTY WHITE ASSOCIATES (CHRIST/1)	
Check # 763795	01	Open P.O. for Audit Services	7,200.00	Cleared	01-0000-0-5801-001-0000-7190-0000	7,200.00
19582		Check Amt			DIANA MCELWAIN (DMCELW/1)	
Check # 763796	01	CALPADS Consulting	2,340.00	Cleared	01-0000-0-5800-001-0000-2420-1079	2,340.00
MU20230719		Check Amt			EYEP SOLUTIONS (EYEPSO/1)	
Check # 763797	01	District Network Upgrade	5,899.19	Cleared	01-0000-0-6400-001-0000-8500-0000	5,899.19
23-361		Check Amt			FORT BRAGG DIESEL (FBDIES/1)	
Check # 763798	01	Bus Repair Parts	2,151.59	Cleared	01-0740-0-5600-001-0000-3600-0000	2,151.59
7444		Check Amt			HELEN & CO. ADVERTISING, INC. (HELEN&/1)	
Check # 763799	63	Advertising on MTA	300.00	Cleared	63-0000-0-5811-001-0000-6000-0000	300.00
8586A		Check Amt			PG&E (00PG&E/1)	
Check # 763800	01	Electricity for District	442.96	Cleared	01-0000-0-5510-150-0000-8200-0000	442.96
0483535710-6JUNE2023		Check Amt			PG&E (00PG&E/1)	
Check # 763801	01	Electricity for District	7,110.80	Cleared	01-0000-0-5510-221-0000-8200-0000	7,110.80
4668452137-3JUNE2023		Check Amt			01-0000-0-5510-001-0000-8200-0000	760.87
					01-0000-0-5510-150-0000-8200-0000	5,087.14
					01-0000-0-5510-220-0000-8200-0000	4.54-
					01-0000-0-5510-223-0000-8200-0000	231.31
					01-0740-0-5510-001-0000-8200-0000	10.73
					12-6105-0-5510-222-7110-8200-0000	353.92
						671.37
Check # 763802	01	Electricity for District	120.50	Cleared	PG&E (00PG&E/1)	
8658020613-3JUNE2023		Check Amt			01-0000-0-5510-246-0000-8200-0000	120.50
Check # 763803	76	Employee Life Insurance	942.89	Cleared	SUN LIFE FINANCIAL (SUNLIF/1)	
AUGUST 2023		Check Amt			76-	
Check # 763804	21	US BANK CORPORATE PAYMENT SYS (USBANK/2)	2,195.58	Cleared		942.89

Payment Id	Check #	Check Amt	Status	Cleared	Comment	US BANK CORPORATE PAYMENT SYS (USBANK/2) - continued
	112-2174625-9850642	21	2,195.58		Ink Cartridge for Cafeteria	13-5310-0-4300-001-0000-3700-0000 100.21
	112-3866962-6435445				Ink Cartridges for Cafeteria	13-5310-0-4300-001-0000-3700-0000 491.44
	112-8753238-764224				Legal Pads for DO	01-0000-0-4300-001-0000-7200-0000 20.05
	175109994U039				Waste Dumpster at HS	21-9012-0-5600-150-0000-8500-9914 509.66
	2305313866				Mindful Schools Training, Kamala	01-6266-0-5200-155-0000-2700-0000 345.00
	9588317196				Phone Services	01-1100-0-5902-220-0000-2420-6500 133.53
	DP23-00322				EOY Staff Gathering	01-0000-0-4300-001-0000-7200-0000 73.81
	DP23-00323				EOY Staff Gathering Supplies	01-0000-0-4300-001-0000-7200-0000 475.00
	DP24-00016				Handling Fee for Returned Ink Cartridges	13-5310-0-4300-001-0000-3700-0000 6.88
	INV205504245				Zoom Cloud Recording	01-0000-0-5800-001-0000-7110-0000 40.00
	<b>Check # 763805</b>	<b>01</b>	<b>1,672.71</b>	<b>Cleared</b>	<b>XEROX CORPORATION (XEROXC/2)</b>	
	019215669				Copy Machine Rental	01-0000-0-5600-220-0000-2420-0000 259.31
	019215670				Copy Machine Rental	01-0000-0-5600-150-0000-2420-0000 161.16
	019215671				Copy Machine Rental	01-0000-0-5600-001-0000-7200-0000 246.28
	019215672				Copy Machine Rental	01-0000-0-5600-150-0000-2700-0000 352.84
	019215673				Copy Machine Rental	01-0000-0-5600-220-0000-2700-0000 500.98
	019215674				Copy Machine Rental	01-0000-0-5600-246-0000-2700-0000 53.38
	019215675				Copy Machine Rental	01-0000-0-5600-221-0000-2700-0000 49.52
	019215676				Copy Machine Rental	12-6105-0-5600-222-7110-1000-0000 49.24

\* Break in sequence

Check #	VCH-00000142	63	2,407.82	Status	Printed	AMAZON CAPITAL SERVICES, INC (AMAZON/2)
19L7-KKD9-6GQ4					63-0000-0-4300-001-0000-6000-0000	1,581.61
1MFR-T1RX-LKL7					63-0000-0-4300-001-0000-6000-0000	593.91
1X9V-6W1W-LKVK					63-0000-0-4300-001-0000-6000-0000	232.30
<b>Check # VCH-00000143</b>	<b>68</b>	<b>2,004.01</b>	<b>Status</b>	<b>Printed</b>	<b>REDWOOD HEALTH SERVICES (RWHEAL/1)</b>	
DP23-00321					68-0000-0-5800-000-0000-6000-0000	1,815.01
					69-0000-0-5800-000-0000-6000-0000	189.00

Number of Items 18 43,214.81 Totals for Register 000275

2024 FUND-OB.J Expense Summary / Register 000275						
01-5800					2,340.00	
01-5801					7,200.00	
01-9110*						27,337.53-
01-9500*					17,797.53	
<b>Totals for Fund 01</b>					<b>27,337.53</b>	<b>27,337.53-</b>

2024 FUND-OBJ Expense Summary / Register 000275 (continued)

12-9110*		720.61-
12-9500*	720.61	
<b>Totals for Fund 12</b>	<b>720.61</b>	<b>720.61-</b>
13-4300	598.53	
13-9110*		598.53-
<b>Totals for Fund 13</b>	<b>598.53</b>	<b>598.53-</b>
21-9110*		509.66-
21-9500*	509.66	
<b>Totals for Fund 21</b>	<b>509.66</b>	<b>509.66-</b>
63-5800	5,061.29	
63-5811	300.00	
63-9110*		11,101.58-
63-9500*	5,740.29	
<b>Totals for Fund 63</b>	<b>11,101.58</b>	<b>11,101.58-</b>
68-9110*		1,815.01-
68-9500*	1,815.01	
<b>Totals for Fund 68</b>	<b>1,815.01</b>	<b>1,815.01-</b>
69-9110*		189.00-
69-9500*	189.00	
<b>Totals for Fund 69</b>	<b>189.00</b>	<b>189.00-</b>
76-9110*		942.89-
76-9526	942.89	
<b>Totals for Fund 76</b>	<b>942.89</b>	<b>942.89-</b>
<b>Totals for Register 000275</b>	<b>43,214.81</b>	<b>43,214.81-</b>

2023 FUND-OBJ Summary / Register 000275

01-4300	568.86
01-5200	345.00
01-5510	7,002.89
01-5600	3,775.06
01-5800	73.00
01-5902	133.53

2023 FUND-OBJ Summary / Register 000275 (continued)

01-6400	5,899.19		
01-9502*		17,797.53	17,797.53-
<b>Totals for Fund 01</b>	<b>17,797.53</b>		<b>17,797.53-</b>
12-5510	671.37		
12-5600	49.24		
12-9502*		720.61	720.61-
<b>Totals for Fund 12</b>	<b>720.61</b>		<b>720.61-</b>
21-5600	509.66		
21-9502*		509.66	509.66-
<b>Totals for Fund 21</b>	<b>509.66</b>		<b>509.66-</b>
63-4300	2,407.82		
63-5903	3,332.47		
63-9502*		5,740.29	5,740.29-
<b>Totals for Fund 63</b>	<b>5,740.29</b>		<b>5,740.29-</b>
68-5800	1,815.01		
68-9502*		1,815.01	1,815.01-
<b>Totals for Fund 68</b>	<b>1,815.01</b>		<b>1,815.01-</b>
69-5800	189.00		
69-9502*		189.00	189.00-
<b>Totals for Fund 69</b>	<b>189.00</b>		<b>189.00-</b>
<b>Total for Fiscal Year 2023</b>	<b>26,772.10</b>		<b>26,772.10-</b>
01-5800	2,340.00		
01-5801	7,200.00		
01-9110*		27,337.53	27,337.53-
01-9500*	17,797.53		
<b>Totals for Fund 01</b>	<b>27,337.53</b>		<b>27,337.53-</b>
12-9110*		720.61	720.61-
12-9500*	720.61		
<b>Totals for Fund 12</b>	<b>720.61</b>		<b>720.61-</b>
13-4300	598.53		
13-9110*		598.53	598.53-
<b>Totals for Fund 13</b>	<b>598.53</b>		<b>598.53-</b>

2024 FUND-OBJ Summary / Register 000275 (continued)

21-9110*		509.66	509.66-
21-9500*		509.66	509.66-
<b>Totals for Fund 21</b>		<b>509.66</b>	<b>509.66-</b>
63-5800	5,061.29		
63-5811	300.00		
63-9110*			11,101.58-
63-9500*	5,740.29		
<b>Totals for Fund 63</b>	<b>11,101.58</b>		<b>11,101.58-</b>
68-9110*			1,815.01-
68-9500*	1,815.01		
<b>Totals for Fund 68</b>	<b>1,815.01</b>		<b>1,815.01-</b>
69-9110*			189.00-
69-9500*	189.00		
<b>Totals for Fund 69</b>	<b>189.00</b>		<b>189.00-</b>
76-9110*			942.89-
76-9526	942.89		
<b>Totals for Fund 76</b>	<b>942.89</b>		<b>942.89-</b>
<b>Total for Fiscal Year 2024</b>	<b>43,214.81</b>		<b>43,214.81-</b>
<b>Totals for Register 000275</b>	<b>69,986.91</b>		<b>69,986.91-</b>

\* denotes System Generated entry

Net change to Cash 9110 43,214.81 - Credit



Page Intentionally Left Blank

Payment Id	Comment	Check Amt	Status	Cleared	30.00
Check # 764148	01 MATTHEW LONG (MATTHEW LON - Payee)				
DP24-00018	Fingerprinting			01-0000-0-5814-001-0000-7200-0000	30.00
Check # 764149	63 GRIFFEN, MATTHEW R (001535 - Emp)				
EP23-00365	Mileage 6/1 - 6/14			63-0000-0-5200-001-0000-6000-0000	147.37
EP23-00366	Mileage 6/26 - 6/27			63-0000-0-5200-001-0000-6000-0000	34.06
Check # 764150	63 MOORE, JERRY L (000144 - Emp)				
EP23-00367	Mileage 6/21- 6/23			63-0000-0-5200-001-0000-6000-0000	26.00
Check # 764151	63 RAMOS CORTES, MARCO A (001471 - Emp)				
EP23-00368	Dispatch Mileage 6/9 - 6/22			63-0000-0-5200-001-0000-6000-0000	47.82
Check # 764152	01 SAUNDERS, JENNIFER S (001473 - Emp)				
EP23-00135	Travel to Pescadero Tournament			01-0000-0-5200-150-1110-4200-0000	74.00
Check # 764153	63 ADVANCED SECURITY SYSTEMS (ADVSEC/I)				
654972	Alarm System			63-0000-0-5500-001-0000-6000-0000	240.00
Check # 764154	01 ALPHA ANALYTICAL LABS INC (ALPHAA/I)				
3074270-MENUUSD	Open P.O. Water Testing			01-8150-0-5800-246-0000-8110-2096	325.00
3074797-MENUUSD	Open P.O. Water Testing			01-8150-0-5800-221-0000-8110-2096	50.00
3074833-MENUUSD	Open P.O. Water Testing			01-8150-0-5800-001-0000-8110-2096	210.00
3074834-MENUUSD	Open P.O. Water Testing			01-8150-0-5800-246-0000-8110-2096	130.00
Check # 764155	01 AT&T (AT&TC3/2)				
20253979	Telephone Services			01-0000-0-5903-001-0000-7200-0000	26.90
				01-0000-0-5903-150-0000-2700-0000	237.25
				01-0000-0-5903-155-3100-2700-0000	26.87
				01-0000-0-5903-220-0000-2700-0000	307.06
				01-0000-0-5903-221-0000-2700-0000	79.17
				01-0000-0-5903-246-0000-2700-0000	103.24
				01-0740-0-5903-001-0000-3600-0000	26.87
20254318	Telephone Services			12-6105-0-5903-222-7110-8200-0000	80.79
20254319	Telephone Services			01-0000-0-5903-150-0000-2700-0000	27.78
Check # 764156	63 AT&T/SBC LONG DISTANCE (AT&TLD/2)				
833877968JULY2023	Phone Services			63-0000-0-5903-001-0000-6000-0000	6.31
Check # 764157	01 SJC/OE/CDR (EDJOIN/2)				
07-18-23	Advertising Account Fee 23/24			01-0000-0-5811-001-0000-7200-0000	800.00
Check # 764158	01 EUREKA OXYGEN COMPANY INC (EUREKA/I)				
475994	Fire Extinguisher Maintenance			01-8150-0-5800-001-0000-8110-0000	92.95
475995	Fire Extinguisher Maintenance			01-8150-0-5800-246-0000-8110-0000	80.00

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 8/3/2023, Ending Check Date = 8/3/2023, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 = )

ESCAPE ONLINE

Page 1 of 6

Payment Id	Comment	Check Amt	Status	Cleared	EUREKA OXYGEN COMPANY INC (EUREKA/1) - continued	
Check # 764158	01	1,448.41				
475996	Fire Extinguisher Maintenance				12-6105-0-5800-222-0000-8110-0000	40.00
475997	Fire Extinguisher Maintenance				01-8150-0-5800-221-0000-8110-0000	70.00
475998	Fire Extinguisher Maintenance				01-8150-0-5800-220-0000-8110-0000	370.00
475999	Fire Extinguisher Maintenance				01-8150-0-5800-001-0000-8110-0000	379.28
476000	Fire Extinguisher Maintenance				01-8150-0-5800-150-0000-8110-0000	416.18
Check # 764159	63	365.00	Printed		MENDO COAST CHAMB OF COMM (MCOCHA/1)	
2791	Annual Membership				63-0000-0-5300-001-0000-6000-0000	365.00
Check # 764160	63	500.00	Printed		MENDO COAST CHAMB OF COMM (MCOCHA/1)	
DP24-00017	Advertising on July 4th				63-0000-0-5811-001-0000-6000-0000	500.00
Check # 764161	01	24,960.19	Cleared		MENDOCINO COUNTY OFFICE OF ED (00MCOE/1)	
INV23	Psychologist Services, Enrique Perez				01-6500-0-5800-001-5760-3120-0000	23,559.25
INV23-00186	Speech & Language Provider				01-6500-0-5800-001-5760-1191-0000	1,400.94
Check # 764162	63	102.85	Cleared		NATIONAL PEN CO LLC (NATPEN/1)	
113245964	MCN Pens for Advertising				63-0000-0-5811-001-0000-6000-0000	102.85
Check # 764163	01	1,347.26	Cleared		PG&E (00PG&E/1)	
6905412483-4JULY2023	Electricity for District				01-0000-0-5510-006-0000-8200-0000	1,347.26
Check # 764164	21	1,082.83	Cleared		REDWOOD WASTE SOLUTIONS INC (RWWAST/1)	
175033924U039	Debris Bin at HS				21-9012-0-5800-150-0000-8500-9914	451.17
175165655U039	Debris Bin at HS				21-9012-0-5800-150-0000-8500-9914	631.66
Check # 764165	01	1,273.88	Cleared		SCHOOL SAFETY SOLUTIONS LLC (SCHSAF/1)	
2884	Haz Mat Training and Compliance				01-0000-0-5800-001-0000-8100-0000	1,273.88
Check # 764166	01	1,000.00	Printed		SCHOOLS FOR SOUND FINANCE ATT T. GERGES (SCHFOR/2)	
2023-7-40	23-24 Membership Dues				01-0000-0-5300-001-0000-7110-0000	1,000.00
Check # 764167	63	1,775.87	Cleared		STREAKWAVE (STREAK/1)	
S15014224	Supplies				63-0000-0-4300-001-0000-6000-0000	1,775.87
					63-0000-0-4300-001-0000-6000-0000	137.20
Check # 764168	63	4,781.64	Cleared		US BANK CORPORATE PAYMENT SYS (USBANK/2)	
0-034-826-290	Sales Tax Payable				63-0000-0-5800-001-0000-6000-0000	292.00
0589862930	Telephone Service				63-0000-0-5902-001-0000-6000-0000	131.68
0617523-IN	Specialized Services				63-0000-0-5811-001-0000-6000-0000	49.53
07-01-23	Phone Services				63-0000-0-5903-001-0000-6000-0000	600.00
07-05-23	Sales Tax Payable				63-0000-0-5800-001-0000-6000-0000	6.72
07-14-23	Mendo Pack and Ship				63-0000-0-5904-001-0000-6000-0000	10.00
10001236457553	Intuit Time Elite Subscription				63-0000-0-5800-001-0000-6000-0000	38.50
10001241581431	Quickbooks Online				63-0000-0-5800-001-0000-6000-0000	100.00

Payment Id	Comment	Check Amt	Status	Cleared	US BANK CORPORATE PAYMENT SYS (USBANK/2) - continued	
Check # 764168	63	4,781.64				
114-6779150-5466627	Open PO for Various Supplies			63-0000-0-4300-001-0000-6000-0000	83.54	
13217	Telephone Services			63-0000-0-5903-001-0000-6000-0000	412.51	
2000028823154	Quickbooks Plus Subscription, Annual			63-0000-0-5300-001-0000-6000-0000	695.79	
460526458	Specialized Services			63-0000-0-5800-001-0000-6000-0000	352.43	
64469845071	Postage			63-0000-0-5800-001-0000-6000-0000	10.50	
64791	ZipTie.Com			63-0000-0-5904-001-0000-6000-0000	300.00	
				63-0000-0-4300-001-0000-6000-0000	361.44	
6EP43161Y02641808	Specialized Services			63-0000-0-4300-001-0000-6000-0000	25.55	
BTP-551743	Brandywine Services			63-0000-0-5800-001-0000-6000-0000	38.00	
DP24-00020	Credit for Intuit Time Sheets			63-0000-0-5800-001-0000-6000-0000	683.00	
SO516152	Campways, part payment			63-0000-0-5800-001-0000-6000-0000	22.00-	
TOR82946199M588996	Specialized Services			63-0000-0-4300-001-0000-6000-0000	300.00	
Check # 764169	01	166.22		XEROX CORPORATION (XEROXC/2)	338.00	
019311891	Copy Machine Rental			01-0000-0-5600-155-0000-2700-0000	166.22	

\* Break in sequence

Check #	VCH-00000144	01	Check Amt	Status	Printed	NICK BARBIERI TRUCKING, LLC (RWCOAS/2)	
0042235-IN			3,961.66		01-1100-0-5520-220-0000-8200-0000		3,961.66
Check # VCH-00000145	68	3,798.00				REDWOOD HEALTH SERVICES (RWHEAL/1)	
DP24-00019					68-0000-0-5800-000-0000-6000-0000		3,443.00
					69-0000-0-5800-000-0000-6000-0000		355.00

Number of Items 24 49,627.17 Totals for Register 000276

2024 FUND-OBJ Expense Summary / Register 000276

01-5300	1,000.00
01-5510	1,347.26
01-5520	3,961.66
01-5800	3,397.29
01-5811	800.00
01-5814	30.00
01-5903	862.01
01-9110*	36,598.63-
01-9500*	25,200.41
Totals for Fund 01	36,598.63
12-5800	40.00

2024 FUND-OBJ Expense Summary / Register 000276 (continued)

12-5903	80.79	
12-9110*		120.79-
<b>Totals for Fund 12</b>	<b>120.79</b>	<b>120.79-</b>
21-9110*		1,082.83-
21-9500*	1,082.83	
<b>Totals for Fund 21</b>	<b>1,082.83</b>	<b>1,082.83-</b>
63-4300	2,683.60	
63-5300	1,060.79	
63-5500	240.00	
63-5800	1,186.00	
63-5811	652.38	
63-5903	606.31	
63-5904	310.00	
63-9110*		8,026.92-
63-9500*	1,450.59	
63-9550*		162.75-
<b>Totals for Fund 63</b>	<b>8,189.67</b>	<b>8,189.67-</b>
68-5800	3,443.00	
68-9110*		3,443.00-
<b>Totals for Fund 68</b>	<b>3,443.00</b>	<b>3,443.00-</b>
69-5800	355.00	
69-9110*		355.00-
<b>Totals for Fund 69</b>	<b>355.00</b>	<b>355.00-</b>
<b>Totals for Register 000276</b>	<b>49,789.92</b>	<b>49,789.92-</b>

2023 FUND-OBJ Summary / Register 000276

01-5200	74.00	
01-5600	166.22	
01-5800	24,960.19	
01-9502*		25,200.41-
<b>Totals for Fund 01</b>	<b>25,200.41</b>	<b>25,200.41-</b>
21-5800	1,082.83	
21-9502*		1,082.83-

2023 FUND-OBJ Summary / Register 000276 (continued)

<b>Totals for Fund 21</b>	<b>1,082.83</b>	<b>1,082.83-</b>
63-5200	255.25	
63-5800	651.15	
63-5902	131.68	
63-5903	412.51	
63-9502*		1,450.59-
<b>Totals for Fund 63</b>	<b>1,450.59</b>	<b>1,450.59-</b>
<b>Total for Fiscal Year 2023</b>	<b>27,733.83</b>	<b>27,733.83-</b>
01-5300	1,000.00	
01-5510	1,347.26	
01-5520	3,961.66	
01-5800	3,397.29	
01-5811	800.00	
01-5814	30.00	
01-5903	862.01	
01-9110*		36,598.63-
01-9500*	25,200.41	
<b>Totals for Fund 01</b>	<b>36,598.63</b>	<b>36,598.63-</b>
12-5800	40.00	
12-5903	80.79	
12-9110*		120.79-
<b>Totals for Fund 12</b>	<b>120.79</b>	<b>120.79-</b>
21-9110*		1,082.83-
21-9500*	1,082.83	
<b>Totals for Fund 21</b>	<b>1,082.83</b>	<b>1,082.83-</b>
63-4300	2,683.60	
63-5300	1,060.79	
63-5500	240.00	
63-5800	1,186.00	
63-5811	652.38	
63-5903	606.31	
63-5904	310.00	
63-9110*		8,026.92-

2024 FUND-OBJ Summary / Register 000276 (continued)

63-9500*	1,450.59	
63-9550*		162.75-
<b>Totals for Fund 63</b>	<b>8,189.67</b>	<b>8,189.67-</b>
68-5800	3,443.00	
68-9110*		3,443.00-
<b>Totals for Fund 68</b>	<b>3,443.00</b>	<b>3,443.00-</b>
69-5800	355.00	
69-9110*		355.00-
<b>Totals for Fund 69</b>	<b>355.00</b>	<b>355.00-</b>
<b>Total for Fiscal Year 2024</b>	<b>49,789.92</b>	<b>49,789.92-</b>
<b>Totals for Register 000276</b>	<b>77,523.75</b>	<b>77,523.75-</b>

\* denotes System Generated entry

Net change to Cash 9110                      49,627.17- Credit

Payment Id	Check #	Check Amt	Status	Printed	Comment	581.10	581.10
	EP23-00012	01	Printed	01-7425-0-4300-220-1120-1000-1091	FRIES, SARA L (001501 - Emp)		581.10
	EP23-00012	63	Printed	01-7425-0-4300-220-1120-1000-1091	STARKWEATHER, MATTHEW A (001214 - Emp)	182.09	581.10
	EP23-00369			63-0000-0-5230-001-0000-6000-0000	Dispatch Mileage 5/23 - 6/30		98.25
	EP24-00004			63-0000-0-5230-001-0000-6000-0000	Dispatch Mileage 7/11 - 7/26		83.84
	Check # 764497	21	Cleared		ALAMEIDA ARCHITECTURE (ALAMEI/1)	5,500.00	
	MUSD 0412			21-9012-0-5800-150-0000-8500-9914	Phase 2 High School Bond Project Services	1,000.00	5,500.00
	Check # 764498	63	Cleared		ARIN (00ARIN/1)		1,000.00
	S1455179			63-0000-0-5800-001-0000-6000-0000	Specialized Services		
	Check # 764499	01	Printed		COMMUNITY CENTER OF MENDOCINO (COMMUN/1)	5,980.00	
	1025			01-2600-0-5800-220-1110-4900-8342	ELOP Services per MOU		5,980.00
	Check # 764500	01	Cleared		DEMATTEO, PATTIE (PDEMAT/1)	120.00	
	5194			01-0794-0-5800-220-0000-2700-0000	Bank Reconciliations and Board Reports		120.00
	Check # 764501	01	Cleared		FEINER, DONNA (DFEINE/1)	2,160.00	
	JULY 2023				Water Testing, Treatment		
	1123646140			01-8150-0-5800-150-0000-8110-2096	Heating Fuel, Multiple Sites		470.00
	1123757297			01-8150-0-5800-155-0000-8110-2096	Heating Fuel, Multiple Sites + Propane for Bus		470.00
	Check # 764503	63	Cleared		LEVEL UP OFFICE PRO (LEVELU/1)	412.50	
	1079			63-0000-0-5800-001-0000-6000-0000	Consulting		412.50
	Check # 764504	01	Printed		MENDOCINO CITY COMM. SERV'S (MCITYC/1)	378.96	
	R12670			01-0000-0-5530-001-0000-8200-0000	Sewer Service		378.96
	Check # 764505	01	Printed		MENDOCINO MIDDLE SCHOOL (MMIDDL/1)	2,000.00	
	DP23-00325			01-9003-0-5800-220-1110-1000-0000	MUSE Portion of Woodlands Trip		2,000.00
	Check # 764506	21	Cleared		MOBILE MODULAR MANAGEMENT CORP (MOBILM/1)	52,788.00	
	2445810			21-9010-0-5600-150-0000-8700-9911	Modular Bathroom		24,468.00
	2445825			21-9010-0-5600-150-0000-8700-9911	Modular Classrooms		28,320.00
	Check # 764507	01	Cleared		MOMSEN LAW OFFICES (MOMSEN/2)	95.00	
	1491			01-0000-0-5802-001-0000-7200-9915	Legal Services, HS Boundary Issue		95.00
	Check # 764508	40	Cleared		MUSD REVOLVING FUND (MUSDRE/1)	50.00	
	DP24-00023			40-9022-0-6170-001-0000-8500-0000	Reimburse County Recorder Check		50.00



Payment Id	Check #	Check Amt	Status	Printed	Comment	Check Amt	Status	Printed	Comment
07-31-23	21	4,000.00	Cleared		High School Modernization Phase 1	4,000.00	Cleared		PHILIP MORTON INSPECTION (PHILIP/1)
	40	391.00	Cleared		BID Water Supply Ad	391.00	Cleared		SONOMA MEDIA INVESTMENTS LLC (PRESSD/2)
08-03-23	14	17,412.50	Cleared		New Roof at Greenwood	17,412.50	Cleared		REDWOOD ROOFERS (RWROOF/1)
	01	4,357.50	Cleared		Garbage Collection	4,357.50	Cleared		REDWOOD WASTE SOLUTIONS INC (RWWAST/1)
					Garbage Collection				01-0000-0-5540-246-0000-8200-0000
					Garbage Collection				01-0000-0-5540-150-0000-8200-0000
					Garbage Collection				01-0000-0-5540-150-0000-8200-0000
					Garbage Collection				01-0000-0-5540-220-0000-8200-0000
					Garbage Collection				01-0000-0-5540-001-0000-8200-0000
					Garbage Collection				01-0000-0-5540-221-0000-8200-0000
					Garbage Collection				01-0000-0-5540-221-0000-8200-0000
					Maintenance Supplies				12-6105-0-5600-222-0000-8110-0000
					Medical Insurance				01- - - 9514- - - - -
					Waste Disposal at Greenwood				12-6105-0-5540-222-7110-8200-0000
					Supplies				63-0000-0-4300-001-0000-6000-0000
					Bus Barn Office Supplies				01-0740-0-4300-001-0000-3600-0000
					Cell Phone, Superintendent				01-0000-0-5902-001-0000-7150-0000
					Snacks and Lunch for Admin Retreat				01-0000-0-4300-001-0000-7200-0000
					Diesel and Regular Fuel for Vehicles and Heating				01-0740-0-4361-001-0000-3600-0000
					Dental and Vision Admin Fees				01-0000-0-9514-000-0000-0000-3498
					Dental and Vision Claims				01-0000-0-9514-000-0000-0000-3499
									68-0000-0-5800-000-0000-6000-0000
									69-0000-0-5800-000-0000-6000-0000

\* Break in sequence

Payment Id Comment

Number of Items	27	206,298.09	Totals for Register 000277
<b>2024 FUND-OBJ Expense Summary / Register 000277</b>			
01-4300		148.33	
01-4361		2,492.11	
01-5520		477.24	
01-5530		378.96	
01-5540		4,357.50	
01-5800		8,260.00	
01-5802		95.00	
01-5902		133.55	
01-9110*			121,167.71-
01-9500*		3,420.77	
01-9514		101,404.25	
<b>Totals for Fund 01</b>		<b>121,167.71</b>	<b>121,167.71-</b>
12-5540		83.78	
12-5600		38.10	
12-9110*			121.88-
<b>Totals for Fund 12</b>		<b>121.88</b>	<b>121.88-</b>
14-6200		17,412.50	
14-9110*			17,412.50-
<b>Totals for Fund 14</b>		<b>17,412.50</b>	<b>17,412.50-</b>
21-5600		52,788.00	
21-5800		5,500.00	
21-6200		4,000.00	
21-9110*			62,288.00-
<b>Totals for Fund 21</b>		<b>62,288.00</b>	<b>62,288.00-</b>
40-6170		441.00	
40-9110*			441.00-
<b>Totals for Fund 40</b>		<b>441.00</b>	<b>441.00-</b>
63-5230		83.84	
63-5800		1,412.50	
63-9110*			1,853.74-

2024 FUND-OBJ Expense Summary / Register 000277 (continued)

63-9500*	357.40	
<b>Totals for Fund 63</b>	<b>1,853.74</b>	<b>1,853.74-</b>
68-5800	2,793.26	
68-9110*		2,793.26-
<b>Totals for Fund 68</b>	<b>2,793.26</b>	<b>2,793.26-</b>
69-5800	218.00	
69-9110*		218.00-
<b>Totals for Fund 69</b>	<b>218.00</b>	<b>218.00-</b>
<b>Totals for Register 000277</b>	<b>206,296.09</b>	<b>206,296.09-</b>

2023 FUND-OBJ Summary / Register 000277

01-4300	581.10	
01-5520	839.67	
01-5800	2,000.00	
01-9502*		3,420.77-
<b>Totals for Fund 01</b>	<b>3,420.77</b>	<b>3,420.77-</b>
63-4300	259.15	
63-5230	98.25	
63-9502*		357.40-
<b>Totals for Fund 63</b>	<b>357.40</b>	<b>357.40-</b>
<b>Total for Fiscal Year 2023</b>	<b>3,778.17</b>	<b>3,778.17-</b>
01-4300	148.33	
01-4361	2,492.11	
01-5520	477.24	
01-5530	378.96	
01-5540	4,357.50	
01-5800	8,260.00	
01-5802	95.00	
01-5902	133.55	
01-9110*		121,167.71-
01-9500*	3,420.77	
01-9514	101,404.25	
<b>Totals for Fund 01</b>	<b>121,167.71</b>	<b>121,167.71-</b>

2024 FUND-OBJ Summary / Register 000277 (continued)

12-5540	83.78	
12-5600	38.10	
12-9110*		121.88-
<b>Totals for Fund 12</b>	<b>121.88</b>	<b>121.88-</b>
14-6200	17,412.50	
14-9110*		17,412.50-
<b>Totals for Fund 14</b>	<b>17,412.50</b>	<b>17,412.50-</b>
21-5600	52,788.00	
21-5800	5,500.00	
21-6200	4,000.00	
21-9110*		62,288.00-
<b>Totals for Fund 21</b>	<b>62,288.00</b>	<b>62,288.00-</b>
40-6170	441.00	
40-9110*		441.00-
<b>Totals for Fund 40</b>	<b>441.00</b>	<b>441.00-</b>
63-5230	83.84	
63-5800	1,412.50	
63-9110*		1,853.74-
63-9500*	357.40	
<b>Totals for Fund 63</b>	<b>1,853.74</b>	<b>1,853.74-</b>
68-5800	2,793.26	
68-9110*		2,793.26-
<b>Totals for Fund 68</b>	<b>2,793.26</b>	<b>2,793.26-</b>
69-5800	218.00	
69-9110*		218.00-
<b>Totals for Fund 69</b>	<b>218.00</b>	<b>218.00-</b>
<b>Total for Fiscal Year 2024</b>	<b>206,296.09</b>	<b>206,296.09-</b>
<b>Totals for Register 000277</b>	<b>210,074.26</b>	<b>210,074.26-</b>

\* denotes System Generated entry

Net change to Cash 9110      206,296.09-Credit

Page Intentionally Left Blank

Payment Id	Comment	Check Amt	92.71	Status	Printed	PRICE, WILLIAM (000283 - Emp)	92.71
EP24-00006	Lawn Mower Parts	01	92.71	Status	Printed	01 - 8150-0-4300-001-0000-8110-0000	92.71
Check # 764901		21	5,283.71	Status	Printed	B & H PHOTO (B&HPHO/1)	
215112837	Panasonic Projector					21-9010-0-6200-150-0000-8500-9916	4,173.68
215116255	HDMI Wireless Video Transmitters					21-9010-0-6200-150-0000-8500-9916	1,110.03
Check # 764902		01	60.00	Status	Printed	CMC (000CMC/1)	
DP23-00326	Boys Swimming Pennant					01-0000-0-4300-150-1110-4200-0000	60.00
Check # 764903		12	225.54	Status	Printed	ELK CO. WATER DISTRICT (ELKCOW/1)	
23687	Water Monitoring, Greenwood					12-6105-0-5530-222-7110-8200-0000	225.54
Check # 764904		63	2,292.25	Status	Printed	GEORGE PETERSEN INSURANCE (GEORGE/1)	
77005	Insurance					63-0000-0-5450-001-0000-6000-0000	2,292.25
Check # 764905		01	637.45	Status	Printed	CYPRESS HOLDINGS INC (HARVES/2)	
49494 JULY 2023	Maintenance, Transportation, Cafeteria Supplies					01-8150-0-4300-001-0000-8110-0000	293.54
						01-8150-0-4300-155-0000-8110-0000	130.88
						01-8150-0-4300-220-0000-8110-0000	145.30
49496 JULY 2023	Custodial Supplies					01-0000-0-4300-001-0000-8200-0000	67.73
Check # 764906		01	212.44	Status	Printed	LAKESHORE LEARNING (LAKESH/1)	
118963080323	Classroom Supplies					01-0794-0-4300-220-1110-1000-0000	212.44
Check # 764907		21	70,599.06	Status	Printed	LATHROP CONSTRUCTION INC. (LATHRO/1)	
APPLICATION 20	Phase 1 High School Construction					21-9010-0-6200-150-0000-8500-9913	70,599.06
Check # 764908		01	2,793.00	Status	Printed	MENDOCINO CITY COMM. SERV'S (MCITYC/1)	
R12585	Sewer Service					01-0000-0-5530-150-0000-8200-0000	1,085.78
R12630	Sewer Service					01-0000-0-5530-220-0000-8200-0000	1,561.73
R12633	Sewer Service					01-0000-0-5530-150-0000-8200-0000	145.49
Check # 764909		01	1,306.52	Status	Printed	OFFICE DEPOT (OFFICD/2)	
324250606001	Classroom Supplies					01-0794-0-4300-220-1110-1000-0000	147.20
324250616001	Classroom Supplies					01-0794-0-4300-220-1110-1000-0000	11.63
324338390001	Classroom Supplies					01-0794-0-4300-220-1110-1000-0000	239.78
324338394001	Classroom Supplies					01-0794-0-4300-220-1110-1000-0000	43.53
324356421001	Office Supplies					01-0794-0-4300-220-0000-2700-0000	38.82
324357672001	Classroom Supplies					01-0794-0-4300-220-1110-1000-0000	467.88
324357687001	Classroom Supplies					01-0794-0-4300-220-1110-1000-0000	40.88
326003632001	Classroom Supplies					01-0794-0-4300-220-1110-1000-0000	280.88
326003632002	Classroom Supplies					01-0794-0-4300-220-1110-1000-0000	8.08
326003633001	Classroom Supplies					01-0794-0-4300-220-1110-1000-0000	26.08
326003637001	Classroom Supplies					01-0794-0-4300-220-1110-1000-0000	1.76

Payment Id	Check #	Check Amt	Status	Printed	Comment	Check Amt	Status	Printed	Comment	Check Amt	Status	Printed
	764910		651.55		PROFESSIONAL BINDING PRODUCTS (PROFES/1)							
PSI0216298	01				01-0794-0-4300-220-1110-1000-0000							651.55
	764911		626.29		ROSSI BUILDING MATERIALS (ROSSIB/1)							
	01				01-8150-0-4300-001-0000-8110-0000							626.29
2307-165954	01		187.00		SESAC (0SESAC/2)							
	01				01-0795-0-5800-150-3800-1000-8167							187.00
	764913		32.00		CA DEPT OF JUSTICE (STOFcz/1)							
	01				01-0000-0-5814-001-0000-7200-0000							32.00
672188	63		2,352.89		TPX COMMUNICATIONS (TPXCOM/1)							
	01				63-0000-0-5903-001-0000-6000-0000							2,352.89
173289312-0	01		30,000.00		UKIAH UNIFIED SCHOOL DISTRICT (UKIAHU/1)							
	01				01-0811-0-5100-001-5760-1130-6503							30,000.00
F23-00065	21		4,195.54		US BANK CORPORATE PAYMENT SYS (USBANK/2)							
	01				21-9010-0-6200-150-0000-8500-9916							1,964.27
1100495023					HDMI Extender, Cables, Etc.							431.49
112-0879920-1292261					File Cabinet for HS Office							6.93
112-1048844-6980264					Fingertip Moisteners							40.04
112-2553064-2558821					Office Supplies							62.54
112-2752303-2132219					Network Upgrade Supplies HS							1,005.13
112-2752303-2138					Network Upgrade Supplies HS							99.42
112-3485088-8924229					Network Upgrade Supplies HS							14.76
112-5489775-3396236					File Folders							16.10
112-7018024-3261864					Batteries for DO							33.43
112-7510568-9699446					Bankers Boxes							21.56
113-3718773-4418663					Amazon Charge less Credit							29.99
18332597021093212072					Tidal Subscription							29.99
18332597021094012062					Tidal Subscription							60.80
385167					Lifelog Technologies							242.00
906388					Greenwood License Fee							97.09
A2023071216274559033					Mounting Brackets							40.00
INV209693034					Zoom Cloud Recording							
	01		215.46		WOODLAND MILLS (WOODLA/1)							215.46
PP-08052022-01					Classroom Bookcase							
	01		150.41		XEROX CORPORATION (XEROXC/2)							4.64
	01				01-0000-0-4300-246-0000-2700-0000							48.42
019427570					Copy Machine Rental							.09
019427571					Copy Machine Rental							48.42

Payment Id	Comment	Check Amt	150.41	Status	Printed	XEROX CORPORATION (XEROXC/2) - continued
Check # 764918	01	150.41	Status	Printed	12-6105-0-4300-222-7110-1000-0000	.42
019427572	Copy Machine Rental				12-6105-0-5600-222-7110-1000-0000	48.42
* Break in sequence						
Check # VCH-00000149	01	142.64	Status	Printed	LUCIER, LAURA E (000022 - Emp)	142.64
EP24-00007	Composition Notebooks				01-0794-0-4300-220-1110-1000-0000	
Check # VCH-00000150	13	1,350.00	Status	Printed	HEARTLAND SCHOOL SOLUTIONS (HEARTL/2)	1,350.00
HSSREC026359	Annual Software Subscription				13-5310-0-5800-001-0000-3700-0000	
Check # VCH-00000151	21	81,066.10	Status	Printed	QUATTROCCHI KWOK ARCHITECTS (QUATTR/1)	79,172.58
24809	MHS Bond Architectural Services				21-9010-0-6200-150-0000-8500-9911	1,893.52
24810	Gymnasium & Tech Center Modernization				21-9012-0-6200-150-0000-8500-9914	
Check # VCH-00000152	68	3,086.85	Status	Printed	REDWOOD HEALTH SERVICES (RWHEAL/1)	2,906.85
08-06-23	Dental and Vision Claims				68-0000-0-5800-000-0000-6000-0000	180.00
Check # VCH-00000153	01	14,300.65	Status	Printed	WAXIE SANITARY SUPPLY (009737/1)	14,222.33
81897762	Custodial Supplies				01-0000-0-4300-001-0000-8200-0000	78.32
81897784	Custodial Supplies				01-0000-0-4300-001-0000-8200-0000	
Check # VCH-00000154	01	837.77	Status	Printed	ZANER - BLOSER (ZANERB/2)	356.00
INVZB26605	Textbooks				01-6300-0-4100-220-1110-1000-0000	481.77
INVZB26682	Reading Program				01-0794-0-4100-220-1110-1000-0000	

Number of Items	25	222,697.83	Totals for Register 000278
-----------------	----	------------	----------------------------

2024 FUND-OBJ Expense Summary / Register 000278			
01-4100	837.77		
01-4300	19,767.18		
01-5530	2,793.00		
01-5600	96.84		
01-5800	286.98		
01-5814	32.00		
01-9110*		54,089.23-	
01-9500*	30,275.46		
<b>Totals for Fund 01</b>	<b>54,089.23</b>	<b>54,089.23-</b>	
12-4300	.42		
12-5300	242.00		



2024 FUND-OBJ Expense Summary / Register 000278 (continued)

12-5530	225.54	
12-5600	48.42	
12-9110*		516.38-
<b>Totals for Fund 12</b>	<b>516.38</b>	<b>516.38-</b>
13-5800	1,350.00	
13-9110*		1,350.00-
<b>Totals for Fund 13</b>	<b>1,350.00</b>	<b>1,350.00-</b>
21-6200	159,010.23	
21-9110*		159,010.23-
<b>Totals for Fund 21</b>	<b>159,010.23</b>	<b>159,010.23-</b>
63-5450	2,292.25	
63-5903	2,352.89	
63-9110*		4,645.14-
<b>Totals for Fund 63</b>	<b>4,645.14</b>	<b>4,645.14-</b>
68-5800	2,906.85	
68-9110*		2,906.85-
<b>Totals for Fund 68</b>	<b>2,906.85</b>	<b>2,906.85-</b>
69-5800	180.00	
69-9110*		180.00-
<b>Totals for Fund 69</b>	<b>180.00</b>	<b>180.00-</b>
<b>Totals for Register 000278</b>	<b>222,697.83</b>	<b>222,697.83-</b>

2023 FUND-OBJ Summary / Register 000278

01-4300	275.46	
01-5100	30,000.00	
01-9502*		30,275.46-
<b>Total for Fiscal Year 2023 and Fund 01</b>	<b>30,275.46</b>	<b>30,275.46-</b>
01-4100	837.77	
01-4300	19,767.18	
01-5530	2,793.00	
01-5600	96.84	
01-5800	286.98	
01-5814	32.00	

2024 FUND-OBJ Summary / Register 000278 (continued)

01-9110*			54,089.23-
01-9500*	30,275.46		
<b>Totals for Fund 01</b>	<b>54,089.23</b>	<b>54,089.23-</b>	
12-4300	.42		
12-5300	242.00		
12-5530	225.54		
12-5600	48.42		
12-9110*		516.38-	
<b>Totals for Fund 12</b>	<b>516.38</b>	<b>516.38-</b>	
13-5800	1,350.00		
13-9110*		1,350.00-	
<b>Totals for Fund 13</b>	<b>1,350.00</b>	<b>1,350.00-</b>	
21-6200	159,010.23		
21-9110*		159,010.23-	
<b>Totals for Fund 21</b>	<b>159,010.23</b>	<b>159,010.23-</b>	
63-5450	2,292.25		
63-5903	2,352.89		
63-9110*		4,645.14-	
<b>Totals for Fund 63</b>	<b>4,645.14</b>	<b>4,645.14-</b>	
68-5800	2,906.85		
68-9110*		2,906.85-	
<b>Totals for Fund 68</b>	<b>2,906.85</b>	<b>2,906.85-</b>	
69-5800	180.00		
69-9110*		180.00-	
<b>Totals for Fund 69</b>	<b>180.00</b>	<b>180.00-</b>	
<b>Total for Fiscal Year 2024</b>	<b>222,697.83</b>	<b>222,697.83-</b>	
<b>Totals for Register 000278</b>	<b>252,973.29</b>	<b>252,973.29-</b>	

\* denotes System Generated entry

Net change to Cash 9110      222,697.83-Credit

Page Intentionally Left Blank

---

# Mendocino Unified School District

---



## MINUTES

### Regular Board Meeting

**TUESDAY, JUNE 13, 2023**

**MENDOCINO K8 SCHOOL  
4261 LITTLE LAKE ROAD  
MENDOCINO, CA 95460**

**4:30 P.M. CLOSED SESSION – VIA TELECONFERENCE**

*(Closed Session Public Hearing – link on page 2)*

**5:00 P.M. OPEN SESSION – IN PERSON at MENDOCINO K8 School  
& VIA TELECONFERENCE**

**Please click the link below to join the webinar:**

<https://us02web.zoom.us/j/83035647034?pwd=bGFaWU9VTetyUEdMdjdKUVFwNGFTZz09>

**Passcode: 471907**

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

Webinar ID: 830 3564 7034 Passcode: 471907

*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 <http://www.mendocinoused.org/District/2285-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](mailto:doerin@mcn.org).

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

**1. 4:30 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 4:30 P.M. Present were Trustees Griffen, Morton, Aum and Schaeffer. Absent was Trustee Gay.*

- 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.*

**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/87880988240?pwd=eWwwY3Brd2RON0pzNUFPbltOSUlvUT09>

Meeting ID: 878 8098 8240 Passcode: 501377

Dial by your location: +1 669 900 9128 US (San Jose) Meeting ID: 878 8098 8240 Passcode: 501377

**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

**4. 5:00 P.M. OPEN SESSION**

- 4.1. Call to order and roll call

*The meeting was called to order at 5:12 P.M. Present were Trustees Griffen, Morton, Aum and Schaeffer. Absent was Trustee Gay.*

- 4.2. Closed session disclosure

Any reportable action taken during closed session will be disclosed at this time.

*Nothing was disclosed from 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 Griffen/Morton (4/0) to approve the agenda pulling Item 6.3.9 from Consent and placing it between Items 9.10 and 9.11 on Open Session.*

**5. 5:05 P.M. PUBLIC HEARING – TIMED ITEM**

- 5.1 Public Hearing regarding the **Education Protection Account Funding Plan (EPAFP)**. The District is required to create an EPAFP to determine how the monies received from the Educational Protection Account will be spent. The Board requests public input at this time before the plan is adopted in a resolution later in the agenda.

*The Public Hearing was opened at 5:13 P.M. and closed at 5:13 P.M. without comment.*

- 5.2 Public Hearing regarding the formation of the **Mendocino Unified School District Maintenance Assessment District (MAD)**, ordering the improvements as described, and confirming the diagram and assessment: Levy of the Assessment for Fiscal Year 2023-24. The Board requests public input at this time before the plan is adopted later in the agenda.

*The Public Hearing was opened at 5:13 P.M. and closed at 5:13 P.M. without comment.*

## 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. 5/4/23, 5/11/23, 5/18/23, 5/25/23
- 6.2. Approval of Minutes
  - 6.2.1. Board Meeting Minutes: 5/18/23, 6/1/23
- 6.3. Approval of Employment/Personnel Changes
  - 6.3.1. Hire, Temporary Long-Term Substitute, effective 5/5/23
  - 6.3.2. Hire, Temporary Long-Term Substitute, effective 5/1/23
  - 6.3.3. Hire, Temporary Extended School Year Certificated Teacher, effective 6/15/23 (4 weeks)
  - 6.3.4. Hire, Temporary Extended School Year Certificated SLP Teacher, effective 6/15/23 (4 weeks)
  - 6.3.5. Award, 4% Educational Increment, Classified Employee, effective 7/1/23
  - 6.3.6. Award, 4% Educational Increment, Classified Employee, effective 7/1/23
  - 6.3.7. Award, Column Advancement, Certificated Teacher, effective 6/1/23
  - 6.3.8. Accept Resignation, Classified Employee, 8 hrs/day, 12mos/yr, effective 7/31/23
  - 6.3.9. Accept Resignation, Certificated Employee, 7.5 hrs/day, 11mos/yr, effective 6/13/23
- 6.4. Approval of the Current Budget Change Report
- 6.5. Approval of Enrollment and Attendance Report – Month 9
- 6.6. Approval of Student Body Reports – May 2023
- 6.7. Acknowledgement of donation of mobile “Dub Box” courtesy of Mendocino Unified School Enrichment (MUSE)
- 6.8. Recognition of Scholarships received by the MUSD 2023 graduating class totaling \$123,050.00
- 6.9. Approval of the Memorandum of Understanding (MOU) between MUSD and the Community Center of Mendocino regarding the Expanded Learning Opportunities Program (ELOP)
- 6.10. Approval of Title IX for website
- 6.11. Approval of the Winer Consolidated Application 2022-23
- 6.12. Approval of the Principals and Management Salary Schedule for the 2023-24 school year
- 6.13. Approval of the CEMUS Salary Schedule for the 2023-24 school year

6.14. Approval of the MTA Salary Schedules for the 2023-24 school year

6.15. Final Approval of Board Policies and Administrative Regulations

6.15.1. BP 6158: Independent Study (instruction)

*MSA Aum/Griffen (4/0) to approve the Consent Agenda moving Item 6.3.9 to Open Session.*

## **7. REPORTS**

7.1. Student Trustee – Bella Horne

*Student Trustee, Bella Horne, reported that all students are glad it is the end of the year. It was a pretty successful year, especially coming back from COVID-19 and having most of the restrictions lifted. Excited for next year and getting back to normal with Miasa Trips and AE Week Trips.*

7.2. Administrative

7.2.1. Principal – Tobin Hahn

*Principal, Tobin Hahn, gave the attached presentation.*

7.2.2. Superintendent – Jason Morse

*Superintendent, Jason Morse, pointed out items on the consent agenda such as the Scholarships and Dub Box donation by MUSE. They were given a Dub Box and MUSE has now donated it to the District. It is exciting and will be used for the culinary program next year and other programs going forward. \$3,000 was raised for a playground out at the Comptche School and we just received word that an additional \$3,000 was received. Everything has been ordered and the ramp to the playground has been fixed. Agreement with CCM to run programming includes a \$175,000 to contribute to that after school until 5:30pm and summer programs. Priority to underserved families. We had an annual end of year gathering. There was a lot going on that day and turnout was low but it was nice to celebrate Penny Haas who retired. The electric bus has been delivered.*

7.3. Bargaining Units

7.3.1. Mendocino Teachers Association (MTA)

*There was no one present from MTA.*

7.3.2. Classified Employees of Mendocino Unified Schools (CEMUS)

*There was no one present from CEMUS.*

7.4. Board Trustee Reports

*Trustee Griffen: Attended the 8<sup>th</sup> grade promotion and MHS graduation. Both were very lovely. Four of the five speakers were former girl's basketball players. Also attended FBHS graduation and was struck by the sense of community and family at the MHS graduation in comparison. The students that spoke really were moving.*

*Trustee Morton: Also attended MHS graduation. Tobin, as always, gave an incredibly good speech. A bit surprised by the student speeches realizing what these past 4 years have been like for those graduates. What an experience.*

## **8. TIMED ITEM 6:00 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.

*There was no one present for Parent/Community Comment.*

## **9. INFORMATION/DISCUSSION/POSSIBLE ACTION ITEMS**

### **9.1. Modernization and Construction Management Update**

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

*Construction Manager, Don Alameida, gave the attached presentation.*

### **9.2. Guaranteed Maximum Price (GMP) Phase II**

The Board will discuss the GMP for phase II of the Mendocino High School Modernization Project (information/discussion)

*Construction Manager, Don Alameida and the Board discussed the attached as it relates to the GMP for Phase II of the modernization project.*

### **9.3. Inspector of Record (IOR) Phase II**

The Board will consider hiring an Inspector of Record for the Mendocino High School Modernization Project (action)

*MSA Morton/Aum (4/0) to approve the Inspector of Record.*

### **9.4. MCN Listserves**

The Board will consider an option to discontinue the discussion listserve and the transfer of the MCN announce listserve to a private party (action)

*MSA Morton/Griffen (4/0) to table the discussion for a future meeting.*

### **9.5. Public Disclosure of Collective Bargaining Unit Agreements. Assembly Bill (AB) 1200 requires local education agencies to publicly disclose the provisions of all collective bargaining agreements before entering into a written agreement.**

9.5.1. Approval of the Disclosure of Collective Bargaining Unit Agreement between the district and CEMUS, MTA and Unrepresented units

9.5.2. Approval of the Disclosure of Collective Bargaining Unit Agreement between the district and CEUMS

*MSA Aum/Morton (4/0) to approve the Public Disclosures as presented.*

### **9.6. Adoption of the 2023-24 Local Control and Accountability Plan**

Superintendent, Jason Morse, will provide the Board with updates to the LCAP since its presentation and public hearing at the 6/1/23 Board meeting. The Local Control Accountability Plan (LCAP) is an important component for the Local Control Funding Formula (LCFF). Under the LCFF, all School Districts are required to prepare a plan which describes how they intend to meet annual goals for all pupils, with specific activities to address state and local priorities identified (action)

*MSA Morton/Griffen (4/0) to adopt the 2023-24 Local Control and Accountability Plan.*

### **9.7. Approval of the 2023 Local Performance Indicators Self Reflection**

Superintendent, Jason Morse, will present the 2023 Performance Indicators Self Reflection (information)

*MSA Griffen/Aum (4/0) to approve the 2023 Local Performance Indicators Self Reflection*



9.8. Adoption of the 2023-24 MCN Budget (action)  
*MSA Morton/Griffen (4/0) to approve the 2023-24 MCN Budget.*

9.9. Adoption of the 2023-24 MUSD Budget  
As required, the Board is being presented a budget proposal that incorporates the best information available in projecting revenues and expenditures for the next three years. A presentation and public hearing on the budget were held at the 6/1/23 Board meeting. As required by E.C. 42127, school districts are to adopt a budget on or before July 1 of each year. (action)  
*MSA Morton/Aum (4/0) to approve the 2023-24 MUSD Budget.*

9.10. Citizen's Bond Oversight Committee Annual Report  
Superintendent Morse will present the Citizen's Oversight Committee Annual Report for the High School Modernization Project (action)  
*MSA Aum/Morton (4/0) to approve the Citizen's Bond Oversight Annual Report.*

*\*\*\* Insert Item 6.3.9: Corrected to read " Accept Resignation, Certificated Employee, .80 FTE, effective 6/13/23.  
MSA Aum/Morton (4/0).*

9.11. Consideration of Resolution 2023-10: Regarding the formation of the Mendocino Unified School District Maintenance Assessment District (MAD), ordering the improvements as described, and confirming the Diagram and Assessment: Levy of the Assessment for the fiscal year 2022-23. The attached resolution is required in order to continue the implementation of fees within the MAD (action)  
*MSA Griffen/Morton (4/0) to approve Resolution 2023-10.*

9.12. Consideration of Resolution 2023-11: Regarding the Educational Protection Account (EPA). With the approval of Proposition 30, Article XIII, Section 36 was added to the California Constitution, which provides for the Education Protection Account. The Board is required to approve the expenditure of monies from the EPA and certify the expenditures are in compliance with the guidelines (action)  
*MSA Aum/Morton (4/0) to approve Resolution 2023-11.*

9.13. Consideration of Resolution 2023-12: In the Matter of the Delegation of Authority to Purchase Supplies, Equipment and Services (action)  
*MSA Morton/Griffen (4/0) to approve Resolution 2023-12.*

9.14. Consideration of Resolution 2023-13: Regarding the authorization for 2023-24 Inter-Fund Transfers (action)  
*MSA Aum/Morton (4/0) to approve Resolution 2023-13.*

9.15. Consideration of Resolution 2023-14: Regarding the authorization for inter-fund temporary cash transfers at the close of the year. This resolution provides the flexibility, under specific parameters, to transfer funds between accounts when necessary, as the District closes its books for the year (action)  
*MSA Griffen/Morton (4/0) to approve Resolution 2023-14.*

**10. FUTURE AGENDA ITEMS**

Budget Update Report, Comp Time Report, MFPD Fuel Use Agreement, Quarterly Investment Reports, Williams Settlement Report, Declaration of Need, School Safety Plans, Spring Consolidated Application  
*MCN Listserve*

**11. ADJOURNMENT**

The next regular Board meeting is scheduled for **August 24, 2023 at Mendocino K-8 School.**

*The meeting was adjourned at 7:42 P.M.*

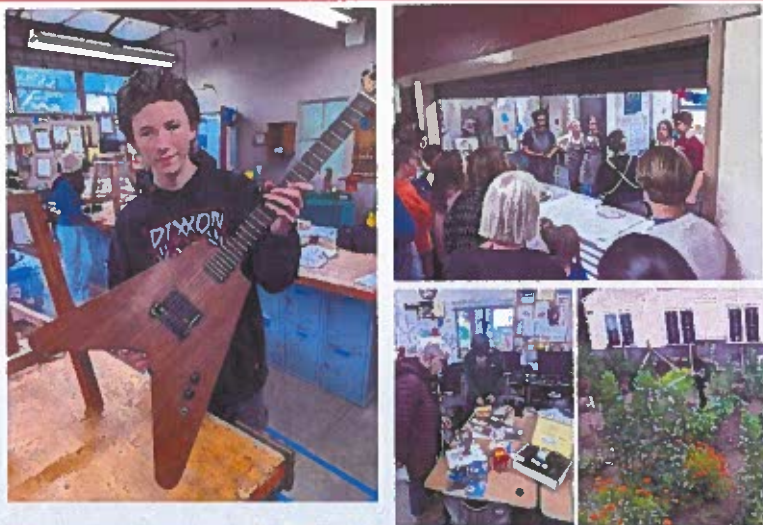




# Mendocino High Schools

Board Report 6/13/2023

---



## CTE Spring Showcase

---



## **CTE Pathway Completers**

---



- 17 Scholarship Winners
- 35 Scholarships
- \$120,000+

## **Scholarships**

---



## **Student Art Show**

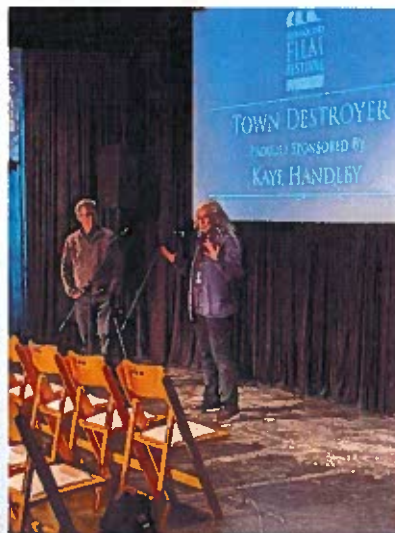
---



## **Senior Trip**

---





## Film Festival



## Upper Campus



## **Graduations - Sunrise**



## **Graduations – K8**





**Graduations - MCHS**

---



**Graduations - MHS**

---



**First Class in the Upper Campus - 2023**



**Moving**

- \$100,000 CCAP Grant
- \$25,000 CTE enrichment grant renewed (Community Foundation)
- E-Lab Charitable Trust

## **Grants**

---

- Penny Haas
- 22 years
- Special Education

## **Retirements**

---

**Excellence**

Aim for excellence in all that you do.

**Perseverance**

Use available resources to meet challenges with creativity and resilience.

**Investment**

Invest in your future by taking advantage of opportunities to learn and thrive.

**Citizenship**

Be a positive, productive, and informed member of local and global communities.

**Be EPIC!**



**Learner Outcomes / Expectations**

---





**Mendocino Unified School District**

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

•MUSD BOARD MEETING – June 2023

Alameida  
Architecture

# Mendocino Unified School District

2020 Bond Program  
Phase One

Description	Budget	Expended To Date	Remaining Balance	Forecast	Surplus (Shortfall)
Design and Planning	2,161,629	1,684,617	476,195	2,167,963	-6,334
Bidding, Permitting, Misc.	140,000	183,224	-43,224	213,292	-73,292
Construction	14,846,602	14,983,012	-136,410	15,100,166	-253,564
8% Owners Contingency	1,366,140	388,184	977,956	565,820	800,320
Construction Support	441,774	640,401	-198,627	627,221	-185,447
Fixtures & furniture	250,000	177,814	72,186	250,000	0
Reserve	0	0	0	0	0
<b>Totals</b>	<b>19,206,146</b>	<b>18,067,263</b>	<b>1,148,076</b>	<b>18,924,461</b>	<b>281,684</b>

Available vs. budgeted 11,621,714 *assumes 100% contingency expended*  
 soft cost vs. hard cost 27.68%

**Funding Status**

AVAILABLE FUNDS	PROJECTED FUND BALANCE @ % CONTINGENCY EXPENDED				
	0%	1%	5%	8%	
Series A bonds	30,827,859	12,987,854	12,839,388	12,245,524	11,621,714



# Mendocino Unified School District

## 2020 Bond Program Phase One

### Schedule

Schedule	Planned	Actual	Schedule Status
Design and Planning	Nov. 2019 - Sept 2021	Sept 2021	On schedule
Permitting and PH-1 GMP	September 2021	Nov 15, 2021	Delayed but completed
Construction	Oct 2021 - Dec 2022		Weather and Procurement latest delays
Completion	December 16, 2022		Jun-23

### Overall Project Status

Exterior and interior work completed excepting window sills, hall picture frames and some finish electrical.

Remaining work involves correcting imperfections, subsequent damage from Subcontractors and requested additional work, including HVAC for the IDF room and additional data outlets.

District may move in at its discretion.

### Potential Issues:

No new issues, just need to complete last of the work and consider added scope of work anticipated for additional data drops and air conditioning at the IDF.

### Next Steps ....

Complete Punchlist and requested additional work.

## PHASE ONE - CHANGE EVENTS

Change Event #	Title	Amount		Amount	
1	Temporary Power Measures to the Main Building and to Pinal DA in Gym	\$54,112.62	39	Security Issues to Elevator Contacts	\$1,311.60
4	Temporary Telephone Line to Gym Building Elevator	\$0.00	40	Finishing Measurements to Glass-Lam Beams in Admin Hallway (RFI #281)	\$7,080.02
7	Removal of Additional Layers of Drywall at Walls & Ceilings	\$12,037.86	41	IESS Framing at Ceiling Above in Corridor A10 & A10A	\$12,408.09
13	Removal and Disposal of Liquid Bulk Fuel Tank and Acid Waste Tank	\$20,997.54	42	Trim-In of Existing Wall to Roof Joists at 19 Line (RFI #14)	\$3,318.01
23	Salvage of Water Tank, Redwood and Demolition of Remaining Water Tank (ALLOWANCE)	\$19,764.82	43	Replace Window Sills (RFI #7)	\$12,344.09
28	Repair Leak & Investigate Existing Underground Water System	\$5,466.78	44	New Rafter in Student Union (RFI #33)	\$2,787.20
33	T&E Repair of Existing Damaged Framing (March 2022)	\$12,252.77	45	Ubble Wall at Lane 10 (RFI #14)	\$1,936.92
47	Misc. Dry Rot Repair Work	\$1,760.33	46	Additional Framing at N Line to Align New Roof with Existing Roof (RFI #142)	\$1,552.12
68	High Moisture Floor Adhesive	\$1,319.20	48	Replace Rein. Steel At Student Union Entry (RFI #15)	\$1,690.64
78	WCON-242 T&E-ER-V1 & Max-Max OSA	\$0.00	49	Shear Transfer Walls at Shared Prep Rooms Above (RFI #17)	\$2,094.88
82	Repairs to Existing Sub-sis-Grade	\$46,087.53	50	Revised Electrical Routing for 6V Charging Stations (RFI #20711)	\$2,433.09
	<b>Advances</b>	<b>\$178,799.49</b>	51	Finishing Removal of Existing Walls (RFI #84 & #84.1)	\$1,634.42
3	Removal & Replacement of Existing Sub-sis-Grade in Rooms A117, A118 & A119 (ASB #01)	\$17,356.72	52	Delete Dry Ceiling in Room A106 (RFI #212)	<del>(\$919.06)</del>
5	Connection of Telephone Service to the Main Building	\$0.00	53	Add Entrance Access Walls (RFI #17)	\$3,443.72
6	Remove and Replace Perimeter Ceilings in 3 Rooms	\$19,268.08	54	Recess Light Covers in Flex Room A118 (RFI #219)	\$2,214.30
	<b>Contractor Contingency</b>	<b>\$37,134.00</b>	55	Replace Fan Coil A118 with Counter Type (RFI #143.2)	\$7,384.01
76	Exterior Painting	\$23,000.00	56	Recess Ceiling Framing Heights in Admin Area	\$7,791.33
8	Fire Alarm to the Community School	\$9,543.42	57	Install Furred Wall Over Concrete Wall in Corridor A141 (RFI #99.3)	\$3,249.79
9	Plumbing Revisions to Existing Restrooms	\$0.00	58	Adding Blockwork at Insects Entry Scaff. (RFI #205)	\$2,615.26
10	Testing of Existing Plumbing in Bathrooms	\$0.00	59	Trim and Re-Framing of Ceiling in Corridor A100 (RFI #127)	\$4,342.90
11	Seating Above in Corridor A104	\$9,212.98	60	Trim-in Above for Display Case (RFI #211)	\$2,076.35
12	Added Fire Sprinkler Heads to Ensure Adequate Coverage	\$2,450.40	61	Curb Adapters for Reduced Tubular Scaffolding (RFI #14.2)	\$6,099.80
14	Remove & Replace Existing Damaged Shear Ply at Library Addition	\$0.00	62	Blockwork of Exterior Wall Flanking (RFI #1)	\$43,664.26
15	Remove & Replace Portion of SOG in Canteen Room A130	\$0.00	63	Trim Ceiling at Existing Kitchens & Meet in Corridor A142	\$4,361.83
16	Security System Provisions	\$33,709.31	64	Extend Skye-3 Wall (RFI #34)	\$4,299.38
17	Add Equipment Loop on Fire Sprinkler System Piping	\$14,774.45	65	Appliances Work in Hallway A126	\$1,665.22
18	Second PG&E Trunk Crossing at Kitchen Street	\$6,877.92	66	Add FRP at Sinks in Nursery (ASB #106)	\$1,624.80
19	Delete Amsted Lintening System	<del>(\$7,186.47)</del>	67	Add Corridor for Future Antenna (RFI #15)	\$1,264.79
20	Revised Laminate in Rooms A117, A118, A119, A120, A122 & A123 (RFI #100)	\$7,206.40	68	Replaces Sinks at Staff Room (RFI #241)	\$947.82
21	Route Domestic Water Lines on Roof - Added Sheet Metal	\$31,507.53	70	Add Roof Drains to Low Roof - Plumbing Permits (RFI #100 & #106.1)	\$29,549.33
22	Add Double Detector Check Assembly at Site Fire Water Connection (RFI #111)	\$15,687.24	71	Modify/Install Light Fixtures on Cloud Ceilings (RFI #249)	\$5,608.01
24	Added Trip Prealar to Floor Drains in Room A100 (RFI #98)	\$3,045.46	72	Added Fiberglass Reinforced Gypsum Ceilings (RFI #151)	\$1,796.79
26	Re-Route Fire Sprinkler Piping on Roof & at Admin (RFI #120)	\$16,501.01	73	Added Controls for Exhaust Fans (RFI #247)	\$4,696.99
27	Revised Exterior Light Fixtures above West Entrance Door to Courtyard (RFI #157)	\$1,311.63	74	Add Power to Motorized Shades (RFI #249)	\$4,547.36
29	Drywall at Roof Rakers in Library Addition Area	\$12,836.23	75	Structural Dicing for Core Roof (RFI #252)	\$1,866.01
30	Revised Type of Flagpole (RFI #21)	<del>(\$2,400.00)</del>	77	Cracking Interiors Perimeter of Windows	\$9,269.94
31	Additional Rough-in for Security System (RFI #8.1)	\$8,017.09	78	Revised Values for Fuel Pumps (RFI #254)	\$3,561.17
32	Light Fixtures & Receptacles in Attic Above Corridor A141	\$5,026.84	79	Added HVAC Controls for Submersible Fans (RFI #251)	\$1,329.47
34	Add Roof Drains to Low Roof - Roofing & Carpentry	\$17,127.86	80	Modify Electrical Control Serving Dishes (RFI #254)	\$1,102.95
35	Provisions for Future MDF Robotics (RFI #6.1)	\$14,559.53	81	Field Modifications to Gravity Relief Valve (RFI #271)	\$1,151.24
36	Light Fixtures & Receptacles in Attic Above Admin Area	\$8,102.72			
37	Clear Heat Detectors in Sprinkler Protected Area System	<del>(\$1,900.00)</del>			
38	EV Parking Underground Infrastructure Updates	\$973.94			
				<b>Contractor Contingency</b>	<b>\$487,747.20</b>
				<b>Total</b>	<b>\$668,671.49</b>

# Mendocino Unified School District

2020 Bond Program – Phase 2

Description	Budget	Expended To Date	Remaining Balance	Forecast	Surplus (Shortfall)
Design and Planning	1,093,536	848,631	161,696	1,006,099	5,228
Bidding, Permitting, Misc.	70,000	64,300	5,700	70,000	0
Construction	8,608,819	0	8,608,819	8,608,819	0
Owners Contingency	897,428	0	697,428	697,428	0
Construction Support	500,000	56,816	423,200	500,000	0
Fixtures & furniture	0	0	0	0	0
Reserve	0	0	0	0	0
<b>Totals</b>	<b>10,969,783</b>	<b>969,747</b>	<b>9,896,843</b>	<b>10,881,346</b>	<b>5,228</b>

Available vs. budgeted 1,133,814 assumes 100% contingency expended  
 soft cost vs. hard cost 27.42%

### Funding Status

AVAILABLE FUNDS	PROJECTED FUND BALANCE @ % CONTINGENCY EXPENDED				
	0%	1%	5%	8%	
Series A bonds	12,103,397	1,831,042	1,744,954	1,400,601	1,133,614

# 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	Expected by May 2023
Construction	T.B.D.		June 2023
Completion	T.B.D.		January 2024

### Overall Project Status

Lathrop has completed bidding subcontractor scopes of work and have developed a GMP. Results have fallen within the anticipated budget. DSA has not yet approved the plans so we may not award a contract as of yet. DSA Backcheck review commenced about June 9th, no firm date for permit issuance.

District has begun clearing out the Tech building in anticipation of phase 2 construction.

### Potential Issues:

Only current issue is when a permit may be issued so contracts may be approved.

### Next Steps ....

Obtain DSA permit and commence construction.



# Mendocino Unified School District

2020 Bond Program –  
Phase 2 Guaranteed  
Maximum Price (GMP)

**GMP SUMMARY OF COSTS**

By Package	Description of Work	Construction / Construction	Base Fee	Contingency	Alternates	Alternates	Alternates	Alternates
00	Subtotal		1,100,000.00	200,000.00	1,300,000.00			
01	Site Work		1,100,000.00	200,000.00	1,300,000.00			
02	Site Preparation		1,100,000.00	200,000.00	1,300,000.00			
03	Site Work		1,100,000.00	200,000.00	1,300,000.00			
04	Site Work		1,100,000.00	200,000.00	1,300,000.00			
05	Site Work		1,100,000.00	200,000.00	1,300,000.00			
06	Site Work		1,100,000.00	200,000.00	1,300,000.00			
07	Site Work		1,100,000.00	200,000.00	1,300,000.00			
08	Site Work		1,100,000.00	200,000.00	1,300,000.00			
09	Site Work		1,100,000.00	200,000.00	1,300,000.00			
10	Site Work		1,100,000.00	200,000.00	1,300,000.00			
11	Site Work		1,100,000.00	200,000.00	1,300,000.00			
12	Site Work		1,100,000.00	200,000.00	1,300,000.00			
13	Site Work		1,100,000.00	200,000.00	1,300,000.00			
14	Site Work		1,100,000.00	200,000.00	1,300,000.00			
15	Site Work		1,100,000.00	200,000.00	1,300,000.00			
16	Site Work		1,100,000.00	200,000.00	1,300,000.00			
17	Site Work		1,100,000.00	200,000.00	1,300,000.00			
18	Site Work		1,100,000.00	200,000.00	1,300,000.00			
19	Site Work		1,100,000.00	200,000.00	1,300,000.00			
20	Site Work		1,100,000.00	200,000.00	1,300,000.00			
21	Site Work		1,100,000.00	200,000.00	1,300,000.00			
22	Site Work		1,100,000.00	200,000.00	1,300,000.00			
23	Site Work		1,100,000.00	200,000.00	1,300,000.00			
24	Site Work		1,100,000.00	200,000.00	1,300,000.00			
25	Site Work		1,100,000.00	200,000.00	1,300,000.00			
26	Site Work		1,100,000.00	200,000.00	1,300,000.00			
27	Site Work		1,100,000.00	200,000.00	1,300,000.00			
28	Site Work		1,100,000.00	200,000.00	1,300,000.00			
29	Site Work		1,100,000.00	200,000.00	1,300,000.00			
30	Site Work		1,100,000.00	200,000.00	1,300,000.00			
31	Site Work		1,100,000.00	200,000.00	1,300,000.00			
32	Site Work		1,100,000.00	200,000.00	1,300,000.00			
33	Site Work		1,100,000.00	200,000.00	1,300,000.00			
34	Site Work		1,100,000.00	200,000.00	1,300,000.00			
35	Site Work		1,100,000.00	200,000.00	1,300,000.00			
36	Site Work		1,100,000.00	200,000.00	1,300,000.00			
37	Site Work		1,100,000.00	200,000.00	1,300,000.00			
38	Site Work		1,100,000.00	200,000.00	1,300,000.00			
39	Site Work		1,100,000.00	200,000.00	1,300,000.00			
40	Site Work		1,100,000.00	200,000.00	1,300,000.00			
41	Site Work		1,100,000.00	200,000.00	1,300,000.00			
42	Site Work		1,100,000.00	200,000.00	1,300,000.00			
43	Site Work		1,100,000.00	200,000.00	1,300,000.00			
44	Site Work		1,100,000.00	200,000.00	1,300,000.00			
45	Site Work		1,100,000.00	200,000.00	1,300,000.00			
46	Site Work		1,100,000.00	200,000.00	1,300,000.00			
47	Site Work		1,100,000.00	200,000.00	1,300,000.00			
48	Site Work		1,100,000.00	200,000.00	1,300,000.00			
49	Site Work		1,100,000.00	200,000.00	1,300,000.00			
50	Site Work		1,100,000.00	200,000.00	1,300,000.00			
51	Site Work		1,100,000.00	200,000.00	1,300,000.00			
52	Site Work		1,100,000.00	200,000.00	1,300,000.00			
53	Site Work		1,100,000.00	200,000.00	1,300,000.00			
54	Site Work		1,100,000.00	200,000.00	1,300,000.00			
55	Site Work		1,100,000.00	200,000.00	1,300,000.00			
56	Site Work		1,100,000.00	200,000.00	1,300,000.00			
57	Site Work		1,100,000.00	200,000.00	1,300,000.00			
58	Site Work		1,100,000.00	200,000.00	1,300,000.00			
59	Site Work		1,100,000.00	200,000.00	1,300,000.00			
60	Site Work		1,100,000.00	200,000.00	1,300,000.00			
61	Site Work		1,100,000.00	200,000.00	1,300,000.00			
62	Site Work		1,100,000.00	200,000.00	1,300,000.00			
63	Site Work		1,100,000.00	200,000.00	1,300,000.00			
64	Site Work		1,100,000.00	200,000.00	1,300,000.00			
65	Site Work		1,100,000.00	200,000.00	1,300,000.00			
66	Site Work		1,100,000.00	200,000.00	1,300,000.00			
67	Site Work		1,100,000.00	200,000.00	1,300,000.00			
68	Site Work		1,100,000.00	200,000.00	1,300,000.00			
69	Site Work		1,100,000.00	200,000.00	1,300,000.00			
70	Site Work		1,100,000.00	200,000.00	1,300,000.00			
71	Site Work		1,100,000.00	200,000.00	1,300,000.00			
72	Site Work		1,100,000.00	200,000.00	1,300,000.00			
73	Site Work		1,100,000.00	200,000.00	1,300,000.00			
74	Site Work		1,100,000.00	200,000.00	1,300,000.00			
75	Site Work		1,100,000.00	200,000.00	1,300,000.00			
76	Site Work		1,100,000.00	200,000.00	1,300,000.00			
77	Site Work		1,100,000.00	200,000.00	1,300,000.00			
78	Site Work		1,100,000.00	200,000.00	1,300,000.00			
79	Site Work		1,100,000.00	200,000.00	1,300,000.00			
80	Site Work		1,100,000.00	200,000.00	1,300,000.00			
81	Site Work		1,100,000.00	200,000.00	1,300,000.00			
82	Site Work		1,100,000.00	200,000.00	1,300,000.00			
83	Site Work		1,100,000.00	200,000.00	1,300,000.00			
84	Site Work		1,100,000.00	200,000.00	1,300,000.00			
85	Site Work		1,100,000.00	200,000.00	1,300,000.00			
86	Site Work		1,100,000.00	200,000.00	1,300,000.00			
87	Site Work		1,100,000.00	200,000.00	1,300,000.00			
88	Site Work		1,100,000.00	200,000.00	1,300,000.00			
89	Site Work		1,100,000.00	200,000.00	1,300,000.00			
90	Site Work		1,100,000.00	200,000.00	1,300,000.00			
91	Site Work		1,100,000.00	200,000.00	1,300,000.00			
92	Site Work		1,100,000.00	200,000.00	1,300,000.00			
93	Site Work		1,100,000.00	200,000.00	1,300,000.00			
94	Site Work		1,100,000.00	200,000.00	1,300,000.00			
95	Site Work		1,100,000.00	200,000.00	1,300,000.00			
96	Site Work		1,100,000.00	200,000.00	1,300,000.00			
97	Site Work		1,100,000.00	200,000.00	1,300,000.00			
98	Site Work		1,100,000.00	200,000.00	1,300,000.00			
99	Site Work		1,100,000.00	200,000.00	1,300,000.00			
100	Site Work		1,100,000.00	200,000.00	1,300,000.00			

# Mendocino Unified School District

2020 Bond Program – Phase 2 Guaranteed Maximum Price (GMP)

<b>SUBTOTAL</b>	\$ 6,480,788	\$ 569,259	\$ 47,305	\$ 14,830	\$ 91,896
LCA Fee (4.45%) (w/out Allow. & Contingency)	\$ 288,395	\$ 25,332	\$ 2,105	\$ 749	\$ 4,080
Liability & Builders Risk Insurance	\$ 125,291	\$ 9,440	\$ 774	\$ 295	\$ 1,508
Bond	\$ 79,800	\$ 6,993	\$ 573	\$ 218	\$ 1,117
<b>SUBTOTAL</b>	\$ 6,974,282	\$ 611,024	\$ 50,757	\$ 18,092	\$ 98,461
<b>Owner Allowances</b>					
Prap, refresh, and repair exterior railings and bracing under stairs	\$ 25,000				
Replace exterior siding, plaster trim, plaster, etc. at Gym & Tech Extensors	\$ 50,000	\$ 30,000			
Lath & plaster at Gym roof mechanical wells	\$ 25,000				
Weather Barrier per Section 07 2500 at Tech exterior siding patch and 3 mechanical enclosures	\$ 20,000				
Patch and repair of Existing Tile in Gym Restrooms	\$ 7,500				
Unforeseen Dry Rot Repairs	\$ 50,000				
At Gym Refurbish Two Skylights over New Weight Room & add Four Translucent Ceiling Panels	\$ 15,000				
Contingency 10%	\$ 697,428	\$ 61,102	\$ 5,076	\$ 1,809	\$ 9,840
<b>SUBTOTAL</b>	\$ 7,864,210	\$ 702,126	\$ 55,832	\$ 19,901	\$ 108,241
Early Procurement Award (BP #01 & BP #02)	\$ 1,336,814	N/A	N/A	N/A	N/A
<b>GMP TOTAL</b>	\$ 9,201,024	\$ 702,126	\$ 55,832	\$ 19,901	\$ 108,241

ALTERNATE:	ALTERNATE:	ALTERNATE:	ALTERNATE:
Replace Gym	Paint exterior	Paint exterior	Replace Tech
Exterior Windows	of Gym	of Tech Body	Building Roof

# Mendocino Unified School District

## 2020 Bond Program – Phase 2 Detailed Budget

### M.U.S.D. PHASE TWO PROJECT

#### Schematic Design w/ GIMP 5/23/23

Series A Bond (see separate cost) 11,803,397  
 Series B Bond Developer Fee 200,000  
 State Funds

Available

Expend

12,003,397

Description	Revised Budget	Expended To Date	Remaining Balance	Forecast	Surplus (Shortfall)
Olympians & Fall Cv Construction	8,313,976	-	8,313,976	8,313,976	-
Altoona main (all categories)	192,500	-	192,500	192,500	-
Altoona 1 - Exterior Windows Open	702,226	-	702,226	702,226	-
Altoona 2 - First Floor Open	55,832	-	55,832	55,832	-
Altoona 3 - First Floor Tech Building	19,903	-	19,903	19,903	-
Altoona 4 - Exterior Tech Building Renov	108,241	-	108,241	108,241	-
Industrial Arts Modernization Construction	-	-	-	-	-
Community School Construction	297,723	-	297,723	297,723	-
Construction Contingency (5% of Total)	697,428	-	697,428	697,428	-
PL&E Electric	-	-	-	-	-
Education and Telecommunication Technology	-	-	-	-	-
Furniture and Fixtures	-	-	-	-	-
California Dept of Education	-	-	-	-	-
C.D.E. Funding Consultant	-	-	-	-	-
ERA Permit Fee (up 2 fee schedule)	9,000	24,825	15,825	15,825	-
County of Mendocino Fee	-	-	-	-	-
Family Matter Plan (RCA)	-	-	-	-	-
A: E Basic Services Open & End (RCA)	955,527	923,328	32,199	955,527	-
A: E Basic Services Industrial Arts (RCA) (submitter design only)	36,885	-	36,885	36,885	-
A: E Basic Services Community School (RCA) (submitter design only)	47,884	-	47,884	47,884	-
A: E Add Plan Specific Expenses (RCA)	-	-	-	-	-

# Mendocino Unified School District

## 2020 Bond Program – Phase 2 Detailed Budget

Description	Revised Budget	Expended To Date	Remaining Balance	Forecast	Surplus (Shortfall)
A: E Add Kitchen Consultant (RCA)	7,050	-	7,050	7,050	-
A: E Add Landscape Architect (RCA)	-	-	-	-	-
A: E Add Civil Engineer (RCA)	21,450	15,081	6,369	21,450	-
A: E Add Energy consultant (RCA)	8,700	8,700	-	8,700	-
A: E Elevator Consultant (RCA)	17,600	-	17,600	17,600	-
A: E reinsubmittal, Blueprinting (RCA)	-	3,472	3,472	3,472	(3,472)
Energy Consultant (Sage)	-	-	-	-	-
Project Construction Management (A)	120,000	56,800	63,200	120,000	-
CM reimbursement (A. Ace)	20,000	16	19,984	20,000	-
Construction Inspector of Record (to be determined)	200,000	-	200,000	200,000	-
Materials Testing and Inspection (Lowe)	90,000	-	90,000	90,000	-
Geotechnical investigation (Branning)	-	-	-	-	-
CEQA Environmental Consultant (Racon)	70,000	-	70,000	70,000	-
Ins. Mit. Abatement (with construction)	-	-	-	-	-
Ins. Mit. Oversight	-	-	-	-	-
Containers and Debris Removal	-	-	-	-	-
Spec. legal services etc	-	-	-	-	-
Project Reversal	-	-	-	-	-
	12,048,383	969,747	9,878,636	11,968,646	(3,472)

\* Allocations include 10 % contingency

Projected Balance of funds on hand 134,752



**Mendocino High School Phase 2 Gym & Tech Building Modernization (Mendocino, CA)**

**GMP SUMMARY OF COSTS**

Bid Package #	DESCRIPTION OF SCOPE	CONTRACTOR / SUBCONTRACTOR	Base Bid	ALTERNATE: Replace Gym Exterior Windows	ALTERNATE: Paint exterior of gym	ALTERNATE: Paint exterior of Tech Bldg	ALTERNATE: Replace Tech Building Roof
	General Conditions & Supervision	Lathrop Construction	\$ 556,250.00	\$ 55,625			
Bid Package 1	HVAC (Remaining scope excluding procurement)	Div 15 Tech	\$ 770,000.00				
Bid Package 2	Electrical and Low Voltage (Remaining scope excluding procurement)	O'Rourke Electric	\$ 1,123,618.00				
Bid Package 3	Minor Demolition for Remodeling	Cal, Inc.	\$ 149,884.00				
Bid Package 4	Earthwork, Asphalt Paving & Utilities	Consolidated Engineering, Inc.	\$ 350,000.00				
Bid Package 5	Concrete & Concrete Reinforcing	Berkeley Cement, Inc.	\$ 334,618.00				
Bid Package 6	Structural Steel & Metal Fabrications	Metabot, Inc.	\$ 62,800.00				
Bid Package 7	Wood Casework, Wood Paneling, & Countertops	Architectural Wood Design	\$ 88,120.00				
Bid Package 8	Rough Carpentry & Fiber Cement Siding	CT Builders LLC	\$ 306,425.00				
Bid Package 9	Roofing & Roof Insulation	Soleno County Roofing, Inc.	\$ 229,796.00				\$ 91,698
Bid Package 10	Insulation	West Coast Insulation	\$ 9,800.00				
Bid Package 11	Ceiling Counter Doors	Alcal Specialty Contractors	\$ 10,435.00				
Bid Package 12	Aluminum Storefronts, Glazing & Mirrors	Rachawk Glass	\$ 73,105.00	\$ 483,439			
Bid Package 13	Gypsum Board Assemblies	Northern Pacific Drywall	\$ 202,744.00				
Bid Package 14	Acoustical Ceilings & Panels	Stadchem Construction	\$ 186,974.00				
Bid Package 15	Resilient Flooring, Resilient Athletic Flooring & Tile Carpeting	All County Flooring	\$ 85,093.00				
Bid Package 16	Fluid Applied Flooring	Elba Waterproofing & Epoxy Flooring	\$ 28,500.00				
Bid Package 17	Painting & High Performance Coatings	KBI Painting	\$ 79,395.00	\$ 47,305	\$ 16,830		
Bid Package 18	toilet Compartments & Accessories	American Sheet Metal	\$ 30,378.00				
Bid Package 19	Metal Lockers	American Sheet Metal	\$ 12,587.00				
Bid Package 21	Food Service Equipment	Nyren Food Service Equipment	\$ 203,162.00				
Bid Package 22	Plumbing	American Plumbing Systems, Inc.	\$ 583,974.00				
Bid Package 2	Revisions to Electrical Scope Following Early Bid Period	O'Rourke Electric	\$ 11,430.00				
Bid Package 4	May 4th Updated Grading, SO, SS, and Water Revisions to BP #4	Consolidated Engineering, Inc.	\$ 91,000.00				
Bid Package 5	May 4th Updated Concrete How Bewel, Retwork and Vertical Curbs to BP #5	Berkeley Cement, Inc.	\$ 28,975.00				
	Surveying for Utilities, Building and Sitework	Bridg & Race	\$ 20,000				
	Furnish only Doors, Frames, Hardware (Install in LCA Misc.)	Norral Doors & Cabinets	\$ 238,500				
	Chain Link Gates at Mechanical Enclosures	Albarn Fence & Steel, Inc.	\$ 26,507				
	Installation of New Railings	Metabot, Inc.	\$ 16,700				
	Striping & ADA Signage	Striping Graphics	\$ 12,800				
	Signage (Installed)	A Good Sign	\$ 12,500				
	1-month Partial Supervision for Installation & Testing of Generator	Lathrop Construction	\$ 28,450				
	SWPPP / Erosion Control Work	Lathrop Construction	\$ 40,614				
	Final Clean	Lathrop Construction	\$ 20,325	\$ 10,000			
	BP Enclosures at Building / LCA Misc. Work	Lathrop Construction	\$ 397,116	\$ 10,000			
	BP Enclosures at Site / LCA Misc. Work	Lathrop Construction	\$ 46,263				
	<b>SUBTOTAL</b>		<b>\$ 6,480,788</b>	<b>\$ 568,258</b>	<b>\$ 47,305</b>	<b>\$ 16,830</b>	<b>\$ 91,698</b>
	LCA Fee (4.45%) (w/out Allow. & Contingency)		\$ 288,395	\$ 25,332	\$ 2,105	\$ 749	\$ 4,080
	Liability & Builders Risk Insurance		\$ 125,291	\$ 9,440	\$ 774	\$ 295	\$ 1,508
	Bond		\$ 79,808	\$ 6,993	\$ 573	\$ 218	\$ 1,117
	<b>SUBTOTAL</b>		<b>\$ 6,974,382</b>	<b>\$ 611,024</b>	<b>\$ 56,757</b>	<b>\$ 18,092</b>	<b>\$ 98,401</b>
	<b>Owner Allowance</b>						
	Prep, refinish, and repair exterior railings and bracing under stairs		\$ 25,000				
	Replace exterior siding, plaster trim, plaster, etc. at Gym & Tech Exteriors		\$ 50,000	\$ 30,000			
	Lath & plaster at Gym roof mechanical walls		\$ 25,000				
	Weather Barrier per Section 07 2500 at Tech exterior siding patch and 3 mechanical enclosures		\$ 20,000				
	Patch and repair of Existing Tile in Gym Restrooms		\$ 7,500				
	Unforeseen Dry Rot Repairs		\$ 50,000				
	At Gym Refurbish Two Skylights over New Weight Room & add Four Translucent Ceiling Panels		\$ 15,000				
	Contingency 10%		\$ 697,428	\$ 61,102	\$ 5,076	\$ 1,809	\$ 9,340
	<b>SUBTOTAL</b>		<b>\$ 7,864,210</b>	<b>\$ 702,126</b>	<b>\$ 55,832</b>	<b>\$ 19,901</b>	<b>\$ 108,348</b>
	<b>Early Procurement Award (BP #03 &amp; BP #02)</b>		<b>\$ 1,336,814</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>
	<b>GMP TOTAL</b>		<b>\$ 9,201,024</b>	<b>\$ 702,126</b>	<b>\$ 55,832</b>	<b>\$ 19,901</b>	<b>\$ 108,348</b>

**Exclusions / Clarifications:**

Removal of existing temporary portables and ramps in parking lot  
 Power and water shutoff fees  
 Importing of construction water (i.e. including in water for use during construction).  
 Tearing job costs for Aluminum Windows/Storefront water tests  
 Concrete Floor Moisture Content & pH Testing per Spec. Section 09 0512  
 Site security guard  
 Tape vapor barrier seams and joints at wall insulation  
 Removal of hazardous materials  
 Builder's Risk Earthquake Coverage (removed in original RFP)  
 Furnishing of OFC3 Short-Throw Projectors 18A-A2.1.1 (installation is included in Lathrop's scope)  
 Furnishing of OFC3 Display Monitors 20A-A2.1.1 (installation is included in Lathrop's scope)  
 Furnish & install of OFC3 Drying Rack 37A-B2.1  
 Landscaping and planting, items shown  
 Section 07 2533 Water Vapor Emission Control for flooring (except at Fluid Applied Epoxy Flooring)  
 Exterior scaffolding at Gym or Tech Building  
 Hazardous liquid removal at existing grease interceptor PD-A2.0 (clean demo costs are included)  
 Hazardous liquid removal at existing fuel tank B2.1 (clean demo costs are included)  
 SWPPP Permits & Fees (SWPPP implementation and monitoring is included)  
 Encroachment permit fees per 31 1000 Site Preparation  
 Window shades.  
 Final clean does not include cleaning of interior or exterior of the exterior Gymnasium Building Windows  
 Kynar finish at new railings - For example: Note 31A-1.2  
 Removal of existing drywall (down to studs) in locations where it is not specifically called out to be done (Demolition Plan General Note #6 on Sheets A-A2.0, A-A2.2.0, A-B2.0 and oth. EXCLUDED)  
 STC doors - included as Masonite STC-66 wood doors not covered as STC-66 Overlay doors  
 Butt Hinges have been included as Stanley Hinges which carry a lifetime warranty  
 New lath and plaster and repairs to existing lath and plaster, see Allowance  
 New Sills & Casings at Existing Skylights on Gym - Note 31A-A4.1 - see Allowance.  
 All repair and replacement of existing steel bracing Note 31A-A5.1 - see Allowance.  
 All prep and paint of existing railings Note 21A-A2.1.1 - see Allowance.



**Resolution 2023-10**  
**Mendocino Unified School District**  
**Mendocino, California**  
**Mendocino County, California**

**Resolution forming the Mendocino Unified School District Maintenance Assessment District, Ordering the Improvements as Described, and Confirming the Diagram and Assessment; Levy of the Assessment for the Fiscal year 2023-2024**

**WHEREAS**, school districts in the State of California are authorized, subject to duly noticed public hearings and other requirements as specified by law, to form a maintenance assessment district to defray the cost of improvements as defined in Streets and Highways Code section 22525;

**WHEREAS**, such maintenance assessment districts may be fanned under the Landscaping and Lighting Act of 1972 (the "Act") commencing with Streets and Highways Code section 22500 et seq.;

**WHEREAS**, a resolution initiating proceedings was duly adopted by this Board on **April 20, 2023**;

**WHEREAS**, a resolution of intention to form the maintenance assessment district was duly adopted on **May 18, 2023**;

**WHEREAS**, pursuant to the resolution of intention, a public hearing was scheduled for **June 13, 2023**, as set forth in the resolution of intention;

**WHEREAS**, it appears to be in the best interest of the Mendocino Unified School District, its school children, and the citizens it serves in providing recreational facilities which are made available by the District to residents within the Mendocino Unified School District to form a maintenance assessment district to defray the cost of much needed maintenance and improvements required as a result of the public use and participation in the District's recreational facilities;

**WHEREAS**, the Board considered all the oral statements and any written communications made or filed by interested persons at the public hearing as described above;

**WHEREAS**, the Board determined, based upon the Engineer's Report, and staff testimony at the hearing, that the formula or method for apportioning the assessment on the assessable lots and parcels of the land within the District was apportioned among the several lots or parcels in proportion to the estimated benefits to be received by each lot or parcel from the improvements, as defined under the Act and as set forth in the Engineer's Report based upon the formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each lot or parcel from the improvements as defined under the Act;

**WHEREAS**, the adoption of this Resolution shall constitute a levy of an assessment for the fiscal year **2023-2024** in the amount as set forth in the Engineer's Report;

**NOW, THEREFORE**, the Board of Education of the Mendocino Unified School District resolves as follows:

1. Adopts the foregoing recitals as true and correct.
2. Confirms and adopts the proposed Engineer's Report as the final Engineer's Report for purposes of formation of the District and the levy of the assessment for the fiscal year **2023-2024**. Said report shall remain the Engineer's Report of the District subject to any new improvements or substantial changes as set forth in the Act.
3. Adopts this Resolution as the levy of the assessment in the amount as set forth in the Engineer's Report, for the fiscal year **2023-2024** with respect to all assessable lots and parcels of land within the District, as described in the Engineer's Report, except as to railroad, gas, water, or electric utility, or electric line right-of-way as described in section 22595 of the Streets and Highways Code and except as to those public properties as set forth in section 22663 of the Streets and Highways Code.

*Continued on next page*

4. Confirms the plans and specifications for the improvements, the estimate of the costs for the improvements, the diagram for the assessment district, and the assessment of the estimated costs of the improvements and other matters all as set forth in the Engineer's Report, as amended; orders the improvements as set forth in the Engineer's Report, and the formation of the Maintenance District.

5. Finds that the formula or method of the assessment as set forth in the Engineer's Report, fairly distributes the net amount to be assessed upon the lands within the assessment district among all assessable lots or parcels, as described in the Engineer's Report, in proportion to the estimated benefits to be received by each such lot or parcel for the improvements described in the Engineer's Report, exempting the parcels as described in section 22595 and 22663 of the Streets and Highways Code; further finds that the Engineer's Report, and hereby confirmed, has fairly and properly apportioned the cost of the improvements to each parcel of land in the assessment district, as described in the Engineer's Report, in proportion to the estimated benefits to be received by each parcel, respectively, from the improvements.

6. Authorizes the costs of the improvements including incidental expenses pursuant to section 22526 of the Streets and Highways Code and the Engineer's Report. Hereby orders the improvements as described in the Engineer's Report, the formation of the maintenance district as described herein, and hereby confirms the diagram and assessment as submitted to the Board of Trustees of the Mendocino Unified School District.

7. Does not, at this time, authorize bonds or notes to be issued pursuant to section 22662.5 of the Streets and Highways Code.

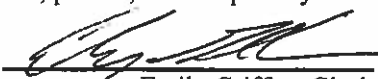
8. If any parcel tax election is authorized by the Board and duly approved by the electors of the District, District agrees to discontinue assessments under the maintenance assessment district for the years in which the parcel tax is collected.


9. Directs the Clerk of the Board of Trustees to file the diagram and assessment, or a certified copy thereof, with the Auditor of the County of Mendocino pursuant to section 22641 of the Streets and Highways Code. Monies collected pursuant to the Maintenance District shall be received in accordance with law as set forth in Chapter 5 (Financial Provisions) of the Act, commencing with section 22655 of the Streets and Highways Code and shall be expended for the improvements authorized and as set forth in the Engineer's Report.

The foregoing resolution was adopted at a duly-called meeting by the Board of Trustees of the Mendocino Unified School District on **June 13, 2023** by the following vote:

President	Michael Schaeffer	<u>aye</u>
Clerk	Emily Griffen	<u>aye</u>
Member	Jim Gay	<u>I</u>
Member	Mark Morton	<u>aye</u>
Member	Windspirit Aum	<u>aye</u>

I, Emily Griffen, Clerk of the Board of Trustees of the Mendocino Unified School District, do hereby certify that the foregoing resolution was regularly introduced, passed, and adopted by the Board of Trustees at its meeting held on **June 13, 2023**.

  
Emily Griffen, Clerk  
Board of Trustees  
Mendocino Unified School District  
Mendocino County, California

  
Michael Schaeffer, President  
Board of Trustees

**BEFORE THE BOARD OF TRUSTEES OF THE  
MENDOCINO UNIFIED SCHOOL DISTRICT  
MENDOCINO COUNTY, CALIFORNIA**

In the Matter Regarding            )  
The Educational                    )  
Protection Act                        )

**RESOLUTION NO. 2023-11**

**WHEREAS**, The voters approved Proposition 30 on November 6, 2012; and Proposition 55 on November 8, 2016;

**WHEREAS**, Proposition 30 added Article XIII, Section 36 to the California Constitution effective November 7, 2012; and Proposition 55 amended Article XIII, Section 36 of California Constitution effective November 8, 2016 and commencing on January 1, 2018;

**WHEREAS**, the provisions of Article XIII, Section 36(e) create in the state General Fund an Education Protection Account to receive and disburse the revenues derived from the incremental increases in taxes imposed by Article XIII, Section 36(f);

**WHEREAS**, before June 30<sup>th</sup> of each year, the Director of Finance shall estimate the total amount of additional revenues, less refunds that will be derived from the incremental increases in tax rates made pursuant to Article XIII, Section 36(f) that will be available for transfer into the Education Protection Account during the next fiscal year;

**WHEREAS**, the sum determined by the State Controller is positive, the State controller shall transfer the amount calculated into the Education Protection Account within ten days preceding the end of the fiscal year;

**WHEREAS**, all monies in the Education Protection Account are hereby continuously appropriated for the support of school districts, county offices of education, charter schools and community college districts;

**WHEREAS**, monies deposited in the Education Protection Account shall not be used to pay any costs incurred by the Legislature, the Governor or any agency of state government;

**WHEREAS**, a community college district, county office of education, school district, or charter school shall have the sole authority to determine how the monies received from the Education Protection Account are spent in the school or schools within its jurisdiction;

**WHEREAS**, the governing board of the district shall make the spending determinations with respect to monies received from the Education Protection Account in open session of a public meeting of the governing board;

**WHEREAS**, the monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative cost;

**WHEREAS**, each community college district, county office of education, school district and charter school shall annually publish on its Internet website an accounting of how much money was received from the Education Protection Account and how that money was spent;

*Continued on next page*



**WHEREAS**, the annual independent financial and compliance audit required of community college districts, county offices of education, school districts and charter schools shall ascertain and verify whether the funds provided from the Education Protection Account have been properly disbursed and expended as required by Article XIII, Section 36 of the California Constitution;

**WHEREAS**, expenses incurred by community college districts, county offices of education, school districts and charter schools to comply with the additional audit requirements of Article XIII, Section 36 may be paid with funding from the Education Protection Act and shall not be considered administrative costs for purposes of Article XIII, Section 36.

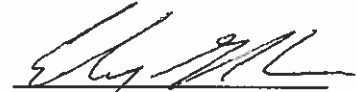
**NOW, THEREFORE, BE IT RESOLVED:**

1. The monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determinations on how the money will be spent shall be made in open session of a public meeting of the governing board of the Mendocino Unified School District on **June 13, 2023**;
2. In compliance with Article XIII, Section 36(e), with the California Constitution, the governing board of the Mendocino Unified School District has determined to spend the monies received from the Education Protection Act as attached.

This resolution was adopted at a duly-called meeting by the Board of Trustees of the Mendocino Unified School District on **June 13, 2023** by the following vote:

President	Michael Schaeffer	<u><i>ayf</i></u>
Clerk	Emily Griffen	<u><i>ayf</i></u>
Member	Windspirit Aum	<u><i>ayf</i></u>
Member	Mark Morton	<u><i>ayf</i></u>
Member	Jim Gay	<u><i>ayf</i></u>

I, Emily Griffen, Clerk of the Board of Trustees of the Mendocino Unified School District, do hereby certify that the foregoing resolution was regularly introduced, passed, and adopted by the Board of Trustees at its meeting held on **June 13, 2023**.



Emily Griffen, Clerk  
Board of Trustees  
Mendocino Unified School District  
Mendocino County, California



Michael Schaeffer, President  
Board of Trustees

2023-24 Education Protection Account  
Program by Resource Report  
Expenditures by Function - Detail

**Proposed Expenditures 2023-24 Budget Year  
For Fund 01, Resource 1400 Education Protection Account**

Description	Object Codes	Amount
<b>AMOUNT AVAILABLE FOR THIS FISCAL YEAR</b>		
Adjusted Beginning Fund Balance	9791-9795	0.00
LCFF Sources	8010-8099	88,158.00
Federal Revenue	8100-8299	0.00
Other State Revenue	8300-8599	0.00
Other Local Revenue	8600-8799	0.00
All Other Financing Sources and Contributions	8900-8999	0.00
Deferred Revenue	9650	0.00
<b>TOTAL AVAILABLE</b>		<b>88,158.00</b>
<b>EXPENDITURES AND OTHER FINANCING USES  (Objects 1000-7999)</b>		
Instruction	1000-1999	88,158.00
Instruction-Related Services		
Instructional Supervision and Administration	2100-2150	0.00
AU of a Multidistrict SELPA	2200	0.00
Instructional Library, Media, and Technology	2420	0.00
Other Instructional Resources	2490-2495	0.00
School Administration	2700	0.00
Pupil Services		
Guidance and Counseling Services	3110	0.00
Psychological Services	3120	0.00
Attendance and Social Work Services	3130	0.00
Health Services	3140	0.00
Speech Pathology and Audiology Services	3150	0.00
Pupil Testing Services	3160	0.00
Pupil Transportation	3600	0.00
Food Services	3700	0.00
Other Pupil Services	3900	0.00
Ancillary Services	4000-4999	0.00
Community Services	5000-5999	0.00
Enterprise	6000-6999	0.00
General Administration	7000-7999	0.00
Plant Services	8000-8999	0.00
Other Outgo	9000-9999	0.00
<b>TOTAL EXPENDITURES AND OTHER FINANCING USES</b>		<b>88,158.00</b>
<b>BALANCE (Total Available minus Total Expenditures and Other Financing Uses)</b>		<b>0.00</b>



**Resolution 2023-12**  
**Mendocino Unified School District**  
**Mendocino, California**  
**Mendocino County, California**

**RESOLUTION IN THE MATTER OF THE DELEGATION OF AUTHORITY  
TO PURCHASE SUPPLIES, EQUIPMENT AND SERVICES**

**WHEREAS**, pursuant to Education Code Section 17605, the governing board by majority vote may delegate to any officer or employee of the district the authority to purchase supplies, materials, apparatus, equipment, and services;

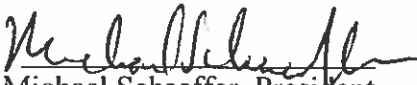
**WHEREAS**, for the efficient operation of the district the governing board considers it to be in the district's best interests for the Superintendent to have the authority to enter into contracts for the purchase of supplies, materials, apparatus, equipment, and services;

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**


1. Pursuant to Education Code Section 17605 the governing board, by majority vote, hereby delegates to the Superintendent the authority to enter into contracts on behalf of the district.
2. The delegation hereunder shall be for the purchase of supplies, materials, apparatus, equipment, and services that the Superintendent deems necessary and appropriate for the operation of the district.
3. This delegation shall expire on **June 30, 2024**.
4. Every 60 days the Superintendent shall submit to the governing board, for its review, all transactions entered into pursuant to this delegation.
5. Nothing in this delegation shall be construed as authorization to make purchases in excess of the amount specified in Public Contract Code Section 20111.

This resolution was adopted at a duly-called meeting by the Board of Trustees of the Mendocino Unified School District on **June 13, 2023** by the following vote:

President	Michael Schaeffer	<u>ayf</u>
Clerk	Emily Griffen	<u>ayf</u>
Member	Jim Gay	<u>—</u>
Member	Mark Morton	<u>ayf</u>
Member	Windspirit Aum	<u>ayf</u>

  
Michael Schaeffer, President  
Board of Trustees

I, Emily Griffen, Clerk of the Board of Trustees of the Mendocino Unified School District, do hereby certify that the foregoing resolution was regularly introduced, passed, and adopted by the Board of Trustees at its meeting held on **June 13, 2023**.

  
Emily Griffen, Clerk  
Board of Trustees  
Mendocino Unified School District  
Mendocino County, California



MENDOCINO UNIFIED SCHOOL DISTRICT  
AUTHORIZATION FOR 2023-24 INTERFUND TRANSFERS  
RESOLUTION #2023-13

WHEREAS, the MENDOCINO UNIFIED SCHOOL DISTRICT will need to transfer money between funds;

WHEREAS the MENDOCINO UNIFIED SCHOOL DISTRICT has the need to transfer revenues and expenditures between funds;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the MENDOCINO UNIFIED SCHOOL DISTRICT authorizes the Chief Business Official or Superintendent to make such transfers as may be needed.

PASSED AND ADOPTED this 13<sup>th</sup> day of June, 2023, by the Board of Trustees of the MENDOCINO UNIFIED SCHOOL DISTRICT by the following vote:

President Michael Schaeffer	<u>aye</u>
Clerk Emily Griffen	<u>aye</u>
Trustee Jim Gay	<u>aye</u>
Trustee Mark Morton	<u>aye</u>
Trustee Windspirit Aum	<u>aye</u>

I, Emily Griffen, Clerk of the Board of Trustees of the Mendocino Unified School District, do hereby certify that the foregoing resolution was regularly introduced, passed, and adopted by the Board of Trustees at its meeting held on June 13, 2023.



Emily Griffen, Clerk  
Board of Trustees  
Mendocino Unified School District  
Mendocino County, California



Michael Schaeffer, President  
Mendocino Unified School District



**Resolution 2023-14**  
**Mendocino Unified School District**  
**Mendocino, California**  
**Mendocino County, California**

**RESOLUTION REGARDING AUTHORIZATION FOR INTERFUND TEMPORARY CASH TRANSFERS AT THE CLOSE OF THE YEAR 2022-23**

**WHEREAS**, The Mendocino Unified School District General Fund or other funds may experience temporary cash flow needs;

**WHEREAS**, Mendocino Unified School District has other funds available to provide temporary transfers to the General Fund or other funds;

**WHEREAS**, *Education Code Section 42603* states "the governing board of any school district may direct that moneys held in any fund or account may be temporarily transferred to another fund or account of the district for payment of obligations. The transfer shall be accounted for as temporary borrowing between funds or accounts and shall not be available for appropriation or be considered income to the borrowing fund or account. Amounts transferred shall be repaid either in the same fiscal year or in the following fiscal year if the transfer takes place within the final 120 calendar days of the fiscal year. Borrowing shall occur only when the fund or account receiving the money will earn sufficient income, during the current fiscal year, to repay the amount transferred. No more than 75 percent of the maximum of monies held in any fund or account during the current fiscal year may be transferred."

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of the Mendocino Unified School District authorizes such transfers as may be needed to facilitate cash flow.

**PASSED AND ADOPTED THIS June 13, 2023**, by the Board of Trustees of the Mendocino Unified School District by the following vote:

President	Michael Schaeffer	<u>ayx</u>
Clerk	Emily Griffen	<u>ayx</u>
Member	Jim Gay	<u>ayx</u>
Member	Mark Morton	<u>ayx</u>
Member	Windspirit Aum	<u>ayx</u>

I, Emily Griffen, Clerk of the Board of Trustees of the MENDOCINO UNIFIED SCHOOL DISTRICT, do hereby certify that the foregoing Resolution was regularly introduced, passed, and adopted by the Board of Trustees at a Regular Board meeting held on **June 13, 2023**.



Emily Griffen, Clerk  
Board of Trustees

Mendocino Unified School District  
Mendocino County, California

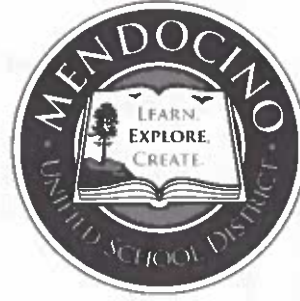


Michael Schaeffer, President  
Board of Trustees





# Mendocino Unified School District



## MINUTES

### SPECIAL BOARD MEETING

**JUNE 28, 2023**

**MENDOCINO K-8 MULTI-PURPOSE ROOM**

**44261 Little Lake Road**

**Mendocino, CA 95460**

**4:30 P.M. CLOSED SESSION – VIA TELECONFERENCE**

*(Closed Session Public Hearing – link on page 2)*

**5:00 P.M. OPEN SESSION – IN PERSON at MENDOCINO K8 School  
& VIA TELECONFERENCE**

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84894168822?pwd=V1dOakRDSUQ4T2szN1RzVnFLQINydz09>

Passcode: 950401

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

Webinar ID: 848 9416 8822

Passcode: 950401

#### ***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/3015-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](mailto:doerin@mcn.org).

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

**1. 4:30 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 4:32 P.M. Present were Trustees Griffen, Morton, and Schaeffer. Absent were Trustees Gay and Aum.*

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.*

**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/89116044533?pwd=UW9RLORzRUU1S2JlTThlSDlna0J6dz09>

Meeting ID: 891 1604 4533 Passcode: 490910

Dial by your location: +1 669 900 9128 US (San Jose) Meeting ID: 891 1604 4533 Passcode: 490910

**3. CLOSED SESSION**

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

3.1. Anticipated Litigation: Boundary Line Dispute

**4. 5:00 P.M. OPEN MEETING, CALL TO ORDER AND ROLL CALL**

4.1. Call to order and roll call

*The meeting was called to order at 5:00 P.M. Present were Trustees Griffen, Morton, and Schaeffer. Absent was Trustee Gay. Trustee Aum attended virtually but was unable to cast a vote.*

4.2. Approval of agenda

Items to be removed from the agenda or changes to the agenda should be done at this time.

*MSA Griffen/Morton (3/0) to approve the agenda.*

**5. TIMED ITEM 5:00 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.

*There was no one present for parent/community comment.*

**6. INFORMATION/DISCUSSION**

6.1. Adoption of Subsequent Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program and Approval of the MUSD Water System Reconstruction Project – Water Supply and Storage Improvements

6.1.1. Adoption of Resolution 2023-15 (action)

*MSA Morton/Griffen (3/0) to adopt Resolution 2023-15 including the Mitigated Negative Declaration responsibilities.*

6.2. Consideration of Leave Request

6.2.1. Classified Employee, currently working 8 hours/day, 12 months/year requests a 6 months leave of 50% effective 7/1/23 through 12/31/23 (action)

*MSA Griffen/Morton (3/0) to approve the leave request.*

**7. ADJOURNMENT**

The next regular Board meeting is scheduled for **August 24, 2023 at the Mendocino K8 School.**

*The meeting was adjourned at 7:12 P.M.*



**Erin Placido**

---

**From:** Jason Morse <jmorse@mcn.org>  
**Sent:** Wednesday, June 28, 2023 3:38 PM  
**To:** doerin@mcn.org  
**Subject:** MND Recommendation

Hi Erin,

Please state this recommendation to the Board on my behalf as I am unable to attend the meeting:

Based on all of the information gathered, I recommend adoption of item 6.1 and 6.1.1.

Thanks,

Jason





→ Matt Kennedy, PE  
Project Manager

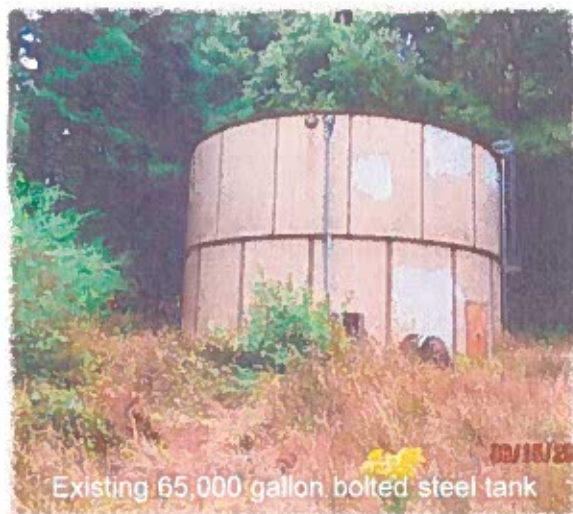
# WATER SYSTEM RECONSTRUCTION PROJECT

# Welcome

June 2023

1

## Presentation Overview



- Project Purpose and Need
- History
- Overview
- Changes to Original Project
- Funding
- CEQA Review and Subsequent MND

2





3

## Purpose and Need (MUSD Water System)

### State Water Resources Control Board, Division of Drinking Water Inspection Letter (August 23, 2016):

- Inadequate Source Production
- pH Monitoring and Alarm System
- Water System Long-Term Plans
  - Identified additional improvements
- Cross Connection Control Survey



State Water Resources Control Board

August 23, 2016

Dustin Brown, District Manager  
Mendocino School District - Mendocino Public Water System  
P.O. Box 1154  
Mendocino, CA 95560

Inspection Findings for Mendocino School District - Mendocino Public Water System  
No. 220914a

Date: October 20, 2016

The State Water Resources Control Board, Division of Drinking Water (Division) conducted an inspection of the Mendocino School District - Mendocino Public Water System (System) on June 29, 2016. The inspection by the Division and staff during the inspection was representative. As part of the inspection process, the Division has the following requirements and recommendations:

1. Apply for grant funding through the State Revolving Fund. During the inspection, the staff did not appear to be working to develop a business plan for maintaining the water system facilities. The Division recommends pursuing funds to address both short-term and long-term deficiencies identified during inspection. State aid funding may be obtained via the Central or a FAST application.
2. Inadequate source production. The production of WFD1 was observed to be 6.5 gallons per minute (gpm) and 8 gpm (WFD2). The System is required to have a combined source capacity that meets the highest maximum daily demand (MDD) over the last ten years which is 25,000 gallons (or 17 gpm). The System does not have adequate source capacity. The Division expects the System to address this deficiency in its Master Plan.
3. pH Monitoring and Alarm System. The System must establish a high degree of accuracy to monitor the pH with chemical applications changes required as raw water quality changes. The Division expects the System to address this deficiency in its Master Plan.
4. Chemical Monitoring Schedule Reduction. The Division expects the monitoring frequency to be established within any range in compliance with requirements because there have been no monitoring data collected within

4

## Purpose and Need (MCCSD Funded Improvements)

- Historic drought conditions resulted in water scarcity in MCCSD service area and surrounding community
  - Shallow private wells run dry in summer and during droughts
  - Hauled water from nearby municipalities unavailable
- Ancillary Need
  - Mendocino lacks adequate fire protection (supply and storage)

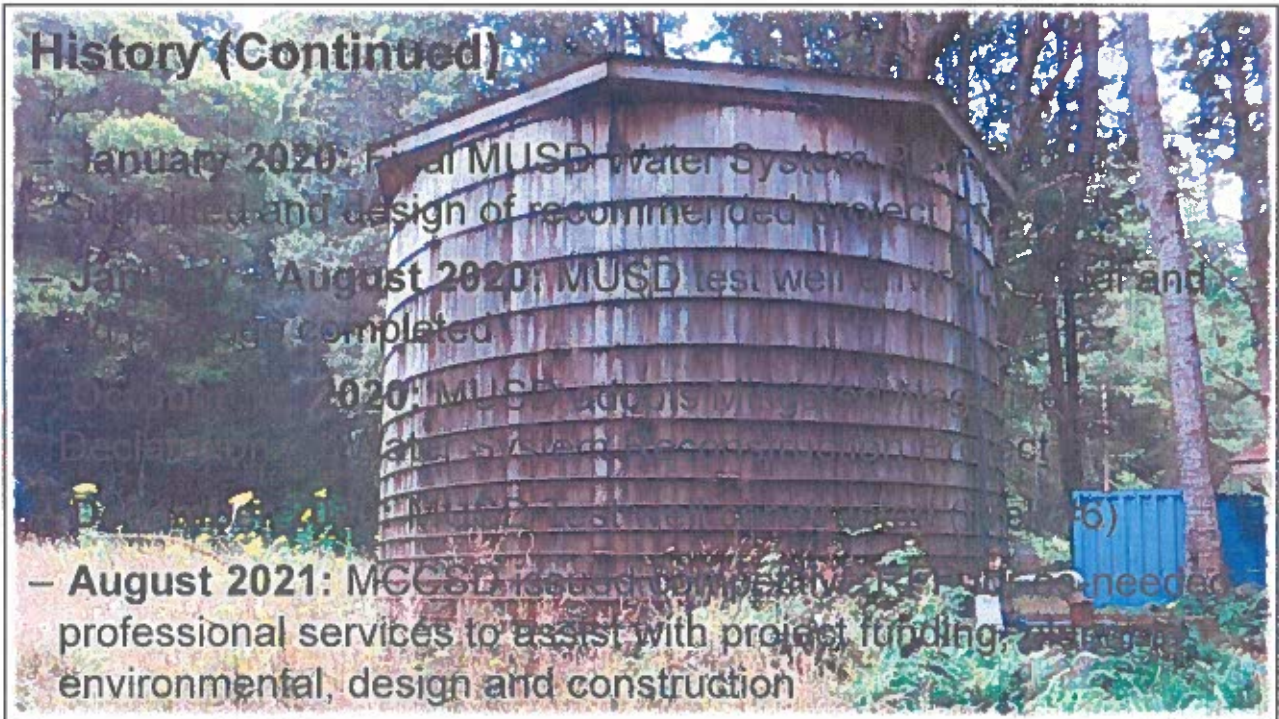


5



6

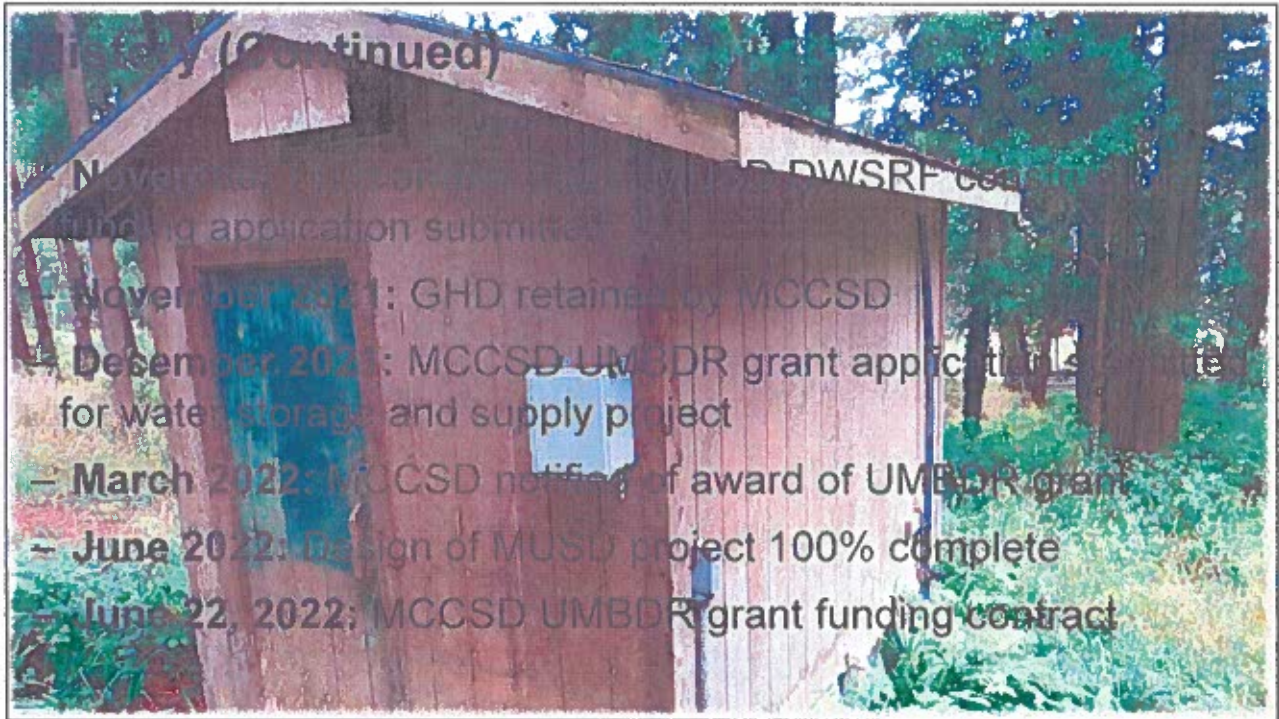




## History (Continued)

- January 2020: Final MUSD Water System 2019-2020
- Submitted and design of recommended project
- January - August 2020: MUSD test well and
- completed
- December 2020: MUSD
- Declaration of State of Emergency
- August 2021: MCCSD issued competitive RFP for needed professional services to assist with project funding, environmental, design and construction

7



## History (Continued)

- November 2021: MCCSD DWSRF
- funding application submitted
- November 2021: GHD retained by MCCSD
- December 2021: MCCSD UMBDR grant application submitted for water storage and supply project
- March 2022: MCCSD notified of award of UMBDR grant
- June 2022: Design of MUSD project 100% complete
- June 22, 2022: MCCSD UMBDR grant funding contract

8





9

## Next Steps



Existing 50,000 gallon redwood tank

- **July / August 2023:** MUSD advertises project for bids
- **September 2023:** Award project
- **October 2023:** Notice to Proceed
- **October to December 2023:** Submittals / DSA Approval / CDP Approval

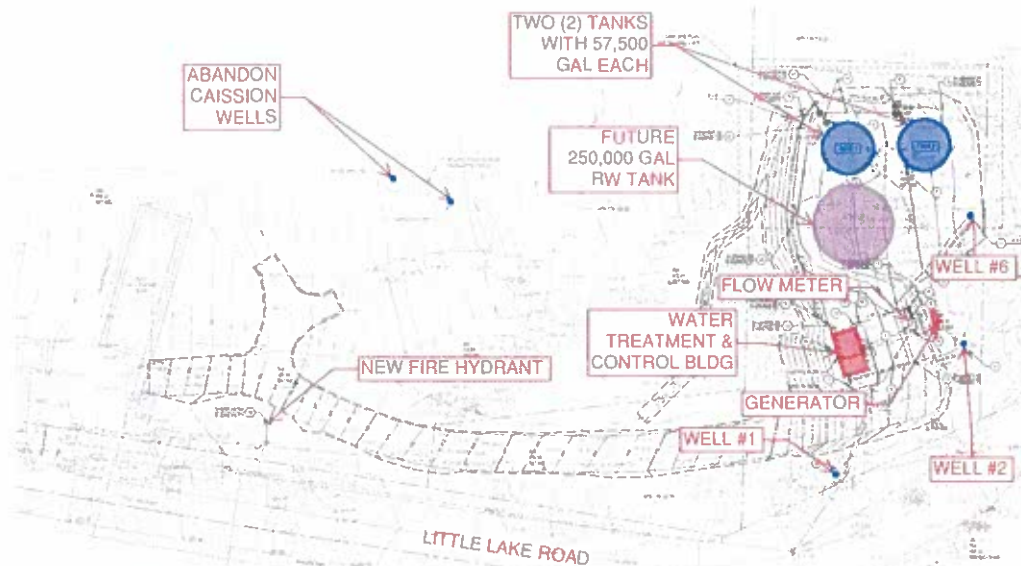
10

## Overview of MUSD's DWSRF Funded Project

- Replace two existing storage tanks with two new bolted stainless-steel tanks of same volume (combined 115,000 gal)
- Replace water treatment and control building with new CMU treatment and control building
- Rehabilitate Well #1 and reconstruct Well #2
- Abandon two existing caisson wells
- Improve access road to meet fire code requirements
- Replant about 20 new trees

11

## Plan of MUSD's DWSRF Funded Project



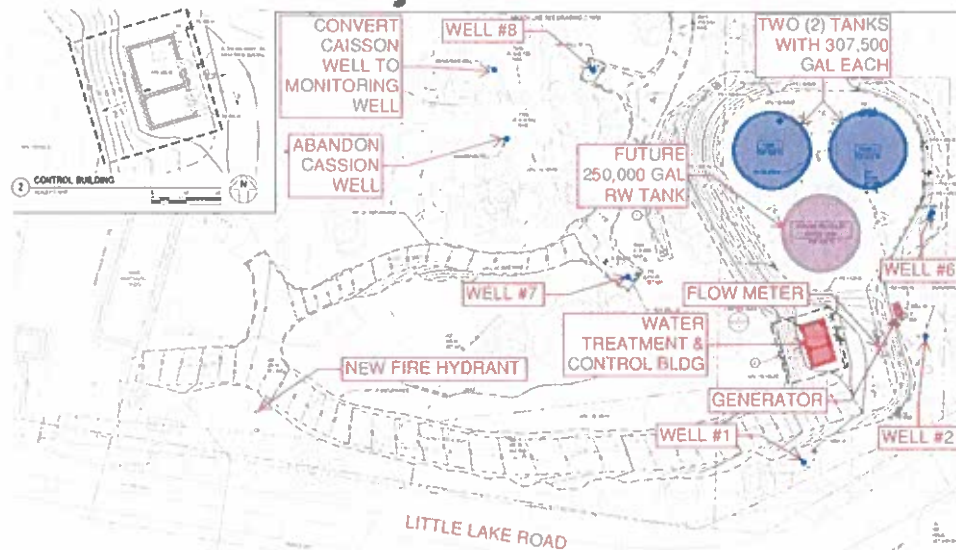
12

## Overview of MCCSD's UMBDRG Funded Project

- Constructs 500,000 gallons of potable water storage for use during drought emergencies
- Constructs up to 10 new wells (9 included in project)
- Construct access road to new wells
- Abandons one caisson well and coverts one caisson well to a monitoring well
- Installs staff gauge for stream monitoring
- Replant about 120 trees

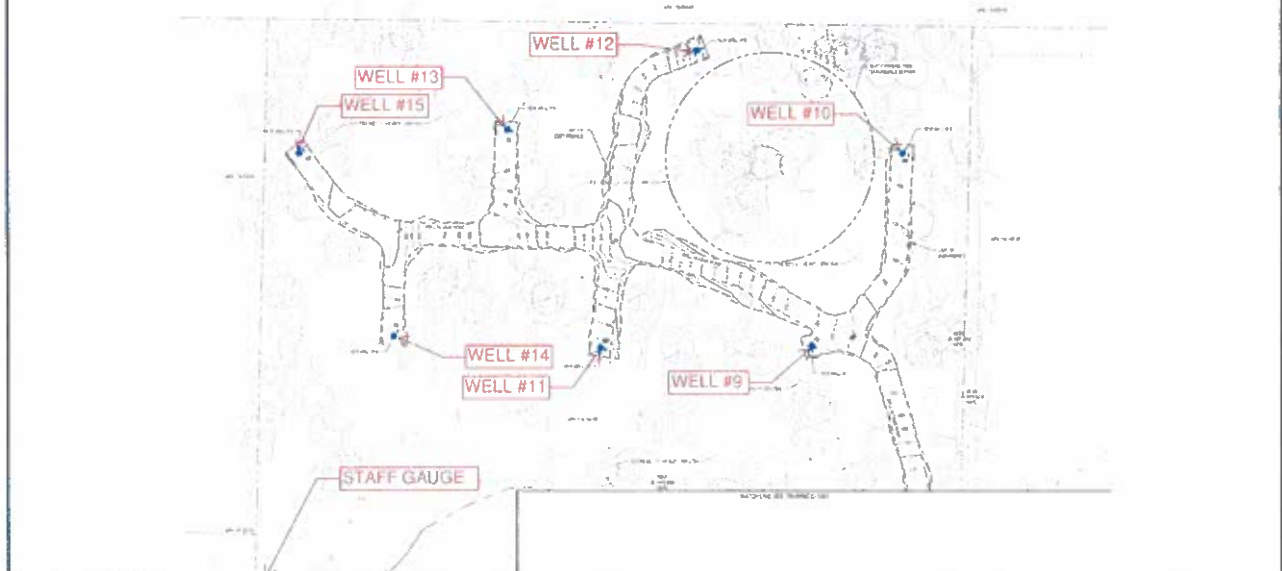
13

## Plan of Combined MUSDRF and MCCSD UMBDRG Funded Project



14

## Plan of Combined MUSD DWSRF and MCCSD UMBDRG Funded Project



15

## Funding

- MUSD Construction Funding:
  - \$4.5 Million through DWSRF grant administered by SWRCB Division of Financial Assistance
- MCCSD Construction Funding:
  - \$4.158 Million through UMBDR grant administered by Department of Water Resources
- Construction funding covers bidding, construction, construction management, inspection, DSA approvals, and state reporting requirements

16

## California Environmental Quality Act (CEQA)

- Informs decision makers and public about potential environmental effects of project
- Identifies ways environmental effects can be avoided or reduced through design or mitigation measures
- Discloses agency's decision-making process

17

## CEQA Initial Study / Mitigated Negative Declaration

- Evaluates 21 topics
- Provides basis for deciding whether to prepare a Mitigated Negative Declaration (if impacts can be reduced to less than significant), or Environmental Impact Report (if significant unavoidable impacts may result)

21 Environmental Topics Evaluated		
Aesthetics	Agriculture and Forest Resources	Air Quality (including Odors)
Biological Resources	Cultural Resources	Energy
Geology / Soils	Greenhouse Gas Emissions	Hazards & Hazardous Materials
Hydrology / Water Quality	Land Use / Planning	Mineral Resources
Noise	Population / Housing	Public Services
Recreation	Transportation	Tribal Cultural Resources
Utilities / Service Systems	Wildfire	Mandatory Findings of Significance

18



## **CEQA Lead Agency**

- Public agency which has principal responsibility for carrying out or approving a project
- MUSD was CEQA Lead Agency for original project to make improvements to address water system deficiencies (Mitigated Negative Declaration adopted on October 15, 2020)
- MUSD is CEQA Lead Agency for Modified Project because:
  - MUSD owns property on which improvements would be implemented and will be agency who must act first on project (i.e., Modified Project cannot move forward until MUSD first takes action and grants permission for MCCSD to operate facilities on MUSD property)
  - MOU (April 2023) between MUSD and MCCSD included a mutual agreement that MUSD would remain CEQA Lead Agency for Modified Project

19

## **CEQA Initial Study / MND for Original Project**

- Evaluated improvements to address source capacity and aging structures for MUSD water system
- IS/MND was made publicly available from August 26 to September 24, 2020 for required 30-day public review
- Required CEQA noticing and review periods were satisfied
- MUSD adopted MND, Mitigation Monitoring and Reporting Program, and approved the original project on October 15, 2020

20

## **Subsequent Mitigated Negative Declaration (MND)**

- CEQA Guidelines Section 15162 requires subsequent CEQA documentation when project includes substantial changes from previously evaluated project
- Modified Project includes original MUSD improvements and improvements in conjunction with MCCSD
- MUSD, as CEQA Lead Agency, prepared Subsequent MND for Modified Project in compliance with Section 15162

21

## **Subsequent Mitigated Negative Declaration (MND)**

- Subsequent MND included full environmental review of Modified Project
- New technical studies completed (biological and cultural resources, Tribal communications, and hydrogeologic conditions)
- Subsequent MND evaluated Modified Project against 21 environmental topic areas in CEQA Guidelines Appendix G Checklist
- Subsequent MND included new and expanded mitigation measures to address impacts related to modified improvements

22

## **Subsequent MND Circulation and Noticing**

- Subsequent MND circulated for 30-Day public review (May 11 to June 9, 2023)
- Subsequent MND made available online at District’s website and at District office
- Notice of Intent to Adopt MND sent to Responsible and Trustee Agencies, Interested Parties, Contiguous Property Owners / Tenants, Native American Tribes, Mendocino County Clerk, and State Clearinghouse
- Notice was posted in Mendocino Beacon on May 11, 2023
- Subsequent MND, Notice of Intent to Adopt MND, Notice of Completion, and Summary Form submitted to OPR State Clearinghouse

23

## **Subsequent MND Circulation and Noticing**

- During 30-day public review period, MUSD received 13 comment letters / emails (1 additional letter after close of review period).
- Written responses were provided for each comment received (not required under CEQA)
- Response to Comments and Final Subsequent MND are available online at District website: <http://www.mendocinoused.org>
- Notice of public meeting and availability of Response to Comments and Final MND was provided to commenters and to contiguous property owners / tenants

24

## **CEQA Summary and Standards for Adequacy**

### **Summary**

- Modified Project evaluated in accordance with CEQA Statute and Guidelines
- Potential impacts can be mitigated to less-than-significant level
- No significant unavoidable impacts identified
- Mitigation Monitoring and Reporting Program developed to ensure compliance with mitigation measures required by MND

### **Standards for Adequacy (CEQA Guidelines Section 15151)**

- Sufficient degree of analysis to provide decision makers with information which enables them to make a decision which intelligently takes account of environmental consequences.
- Does not need to be “perfect,” but reflect adequacy, completeness, and a good faith effort at full disclosure

25

## **Staff Recommendation**

Staff recommends the Subsequent Mitigated Negative Declaration be adopted, the Modified Project be approved, the Mitigation Monitoring Program be adopted, and a Notice of Determination be filed with the Mendocino County Clerk and the State Clearinghouse

26



**\* Thank You**

→ [ghd.com](http://ghd.com)

## **RESOLUTION NO. 2023-15**

### **RESOLUTION OF THE MENDOCINO UNIFIED SCHOOL DISTRICT ADOPTING A SUBSEQUENT MITIGATED NEGATIVE DECLARATION, APPROVING THE WATER SYSTEM RECONSTRUCTION PROJECT – WATER SUPPLY AND STORAGE IMPROVEMENTS, AND ADOPTING A MITIGATION MONITORING AND REPORTING PROGRAM**

**WHEREAS**, the Mendocino Unified School District (District) owns, operates, and maintains a Public Water System to provide potable and fire water system to serve its K-8 School, High School and District Office, as well as Friendship Park and the Community Center of Mendocino; and

**WHEREAS**, a previous inspection of the District's water system conducted by the California State Water Resources Control Board (SWRCB) Division of Drinking Water identified certain deficiencies at its water supply and storage site located at 44020 Little Lake Road, including inadequate source capacity to meet the District's maximum day demand and certain system deficiencies due to components of the water system nearing the end of their useful life; and

**WHEREAS**, the District received a Drinking Water Construction Loan from the SWRCB Drinking Water State Revolving Fund (Agreement No. D2202005) to make improvements to address the source capacity and identified system deficiencies; and

**WHEREAS**, the District prepared an Initial Study/Proposed MND (State Clearinghouse No. 2020080439) for the improvements that would address the system deficiencies, and adopted a MND, Mitigation Monitoring and Reporting Program, and approved the Project on October 15, 2020; and

**WHEREAS**, after adoption of the MND and approval of the Project on October 15, 2020, the District agreed to coordinate with the Mendocino City Community Services District (MCCSD) to allow additional water supply and storage improvements on the District property; and

**WHEREAS**, MCCSD, in cooperation with the District, received a grant in response to a drought scenario from the State of California Department of Water Resources through the Urban and Multibenefit Drought Relief (UMBDR) grant program (Agreement No. 4600014624) to help serve emergency water needs of eligible MCCSD customers; and

**WHEREAS**, the UMBDR grant Agreement No. 4600014624 identifies the District and MCCSD as Implementing Agencies; and

**WHEREAS**, the UMBDR grant funding is for the development of 500,000 gallons of potable water storage at the District's water supply and storage site for MCCSD use, the drilling of up to ten new groundwater supply wells at the District's water supply and storage site for emergency water supply purposes, and a connection to the District's water distribution system; and

**WHEREAS**, a reevaluation of the overall potable water storage strategy at the District's water supply and storage site was conducted to implement an improved and more integrated design solution; and

**WHEREAS**, the District and MCCSD entered into a Memorandum of Understanding on April 20, 2023 to combine the funded improvements into a single system for better long-term management, maximizing the available funding, leveraging economy of scale, and reducing the total number of water tanks and the project footprint; and

**WHEREAS**, the grant administrators at the California State Water Resources Control Board and the State of California Department of Water Resources determined that combining the funding to create one project that achieves the overall goals of both projects is acceptable; and

**WHEREAS**, the grant administrators at the California State Water Resources Control Board and the State of California Department of Water Resources confirmed that the District should remain the CEQA Lead Agency, and both the District board and MCCSD board took no exception to maintaining District's CEQA Lead Agency role; and

**WHEREAS**, in a Memorandum of Understanding between the District and MCCSD dated April 20, 2023, it was mutually agreed that the District would remain the CEQA Lead Agency for the modified project; and

**WHEREAS**, the Modified Water System Reconstruction Project – Water Supply and Storage Improvements (“Modified Project”), includes both District improvements to address existing identified District water system deficiencies and improvements in conjunction with the MCCSD to provide an emergency water supply for MCCSD customers, all of which would be located at the District's water supply and storage site; and

**WHEREAS**, the District, serving as the CEQA Lead Agency, prepared a Subsequent MND for the Modified Project in compliance with Section 15162 of the CEQA Guidelines; and

**WHEREAS**, the Subsequent MND was made publicly available from May 11 to June 9, 2023 for a required 30-day public review period under CEQA; and

**WHEREAS**, the District filed a Notice of Intent to Adopt the Subsequent MND at the office of the Mendocino County Clerk on May 11, 2023; and

**WHEREAS**, the District published the Notice of Intent to Adopt the Subsequent MND in the Mendocino Beacon on May 11, 2023; and

**WHEREAS**, the District posted the Subsequent MND on its website and made a hardcopy available for public review at the District office located at 44141 Little Lake Road, Mendocino, CA 95460; and

**WHEREAS**, the District caused the Subsequent MND to be circulated through the State Clearinghouse on May 11, 2023 (State Clearinghouse No. 2020080439) and submitted the Notice of Intent to Adopt a Subsequent MND to applicable Responsible and Trustee Agencies, to owners and occupants of property contiguous to the Project site, and to interested parties; and

**WHEREAS**, the District prepared a Mitigation Monitoring and Reporting Program (MMRP) to ensure compliance with the mitigation measures identified and proposed in the Subsequent MND; and

**WHEREAS**, the District and the Board have reviewed and considered the public comments received during the 30-day review period, have prepared and posted a Response to Comments and Final MND on its website, and have provided notice to agencies and individuals that commented on the Subsequent MND; and

**WHEREAS**, the Board has determined the Project will not have a significant unavoidable effect on the environment which cannot be mitigated, and no grounds for recirculating the Subsequent MND have been identified, as outlined under CEQA Guidelines Section 15073.5.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MENDOCINO UNIFIED SCHOOL DISTRICT AS FOLLOWS:**

- Section 1.** The foregoing Recitals are true and correct and made a part of this Resolution.
- Section 2.** The Subsequent MND has been prepared and completed in compliance with the requirements of CEQA and the CEQA Guidelines. All noticing and review periods required by CEQA have been satisfied. The Subsequent MND reflects the independent analysis and judgment of the District and Board.
- Section 3.** The Board has independently reviewed and analyzed the Subsequent MND and MMRP, and other information in the record and has considered the information contained therein prior to acting upon or approving the Project.
- Section 4.** On the basis of the whole record before it, including the Subsequent MND and comments received therein, the Board finds that the Project as proposed with mitigation will not have a significant unavoidable adverse impact on the environment.
- Section 4.** The Board hereby approves and adopts the Subsequent MND for the Project.
- Section 5.** The mitigation measures in the Subsequent MND are made a condition of approval of the Project and a Mitigation Monitoring and Reporting Program, attached as Exhibit A, is adopted.
- Section 6.** The record of proceedings of the District and Board on which this Resolution is based are on file and available for public inspection during normal business hours at 44141 Little Lake Road, Mendocino, CA 95460. The custodian of these documents is the District.
- Section 7.** The District hereby ratifies its approval of the Project.
- Section 8.** Following adoption of this Resolution, District staff is authorized and directed to file a Notice of Determination with the Mendocino County Clerk and the State Clearinghouse pursuant to CEQA.



APPROVED AND ADOPTED this 28<sup>th</sup> day of June, 2023, by the following vote:

AYES:


NOES:

ABSENT:

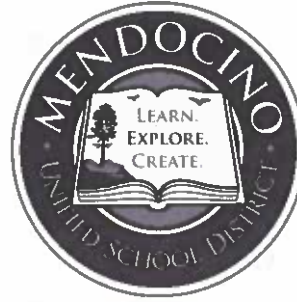
ABSTAIN:

  
Chair, Board of Directors

ATTEST:

  
Secretary, Board of Directors  
clerk,

# Mendocino Unified School District



## MINUTES

### SPECIAL BOARD MEETING

**JULY 31, 2023**

**MENDOCINO K-8 MULTI-PURPOSE ROOM  
44261 Little Lake Road  
Mendocino, CA 95460**

**9:00 A.M. OPEN SESSION – IN PERSON at MENDOCINO K8 School  
& VIA TELECONFERENCE**

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/88065942692?pwd=Y0tkQ2xPUXF1QW1hQ2t4eFJsSXVCZz09>

Passcode: 230546

Dial by your location

+1 669 900 9128 US (San Jose)

Webinar ID: 880 6594 2692 Passcode: 230546

*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/3015-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](mailto:doerin@mcn.org).

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

**1. 9:00 A.M. OPEN MEETING, CALL TO ORDER AND ROLL CALL**

1.1. Call to order and roll call

*The meeting was called to order at 9:02 AM. Present were Trustees Morton, Aum and Schaeffer.*

1.2. Approval of agenda

Items to be removed from the agenda or changes to the agenda should be done at this time.

*MSA Aum/Morton (3/0) to approve the agenda.*

**2. TIMED ITEM 9:00 A.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.

*There were no parent/community comments.*

**3. INFORMATION/DISCUSSION**

3.1. Guaranteed Maximum Price (GMP) Phase II

The Board will discuss and take action on the GMP for phase II of the Mendocino High School Modernization Project (action)

*MSA Aum/Morton (3/0) to approve the GMP as proposed.*

**4. ADJOURNMENT**

The next regular Board meeting is scheduled for **August 24, 2023 at the Mendocino K8 School.**

*The meeting was adjourned at 9:12 AM.*

---

# Mendocino Unified School District

---



## **MINUTES**

### **SPECIAL BOARD MEETING**

**AUGUST 16, 2023**

**MENDOCINO COMMUNITY CENTER  
998 SCHOOL STREET  
MENDOCINO, CA 95460**

**9:00 A.M. – 10:00 A.M. - CLOSED SESSION**

**10:00 A.M. – 12:00 P.M. - OPEN SESSION**

#### ***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/3015-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](mailto:doerin@mcn.org).

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

**1. 9:00 A.M., CLOSED SESSION CALL TO ORDER AND ROLL CALL**

1.1. Call to order and roll call

*The meeting was called to order at 9:02 AM. Present were Trustees Griffen, Aum, Morton and Schaeffer.*

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.*

**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).

**3. CLOSED SESSION**

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

3.1. Anticipated Litigation: Boundary Line Dispute

**4. 10:00 A.M. OPEN MEETING, CALL TO ORDER AND ROLL CALL**

4.1. Call to order and roll call

*The meeting was called to order at 9:28 AM. Present were Trustees Griffen, Aum, Morton and Schaeffer.*

4.2. Approval of agenda

Items to be removed from the agenda or changes to the agenda should be done at this time.

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

**5. TIMED ITEM 10:00 A.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.

*There were no parent community comments.*

**6. INFORMATION/DISCUSSION**

6.1. Budget Discussion

The Superintendent and Board will discuss future programming and fiscal impacts (information, discussion, action)

*The Board discussed programs, staffing and educational values.*

**7. ADJOURNMENT**

The next regular Board meeting is scheduled for **August 24, 2023 at the Mendocino K8 School.**

*The meeting was adjourned at 11:28 AM.*

**Mendocino Unified School District**  
**2023-24 Combined General Fund Budget Change Report**  
**August 2023**

		June Adoption	August	
		<u>View</u>	<u>View</u>	<u>Change</u>
REVENUES:	data as of:	6/13/2023	8/18/2023	
<b>REVENUE LIMIT SOURCES</b>				
8011	State Aid - Current Year	1,662,031	1,662,031	-
8012	Education Protection Account	88,158	88,158	-
8019	EPA Prior Year Adjustment	-	-	-
8021	Homeowners' Exemptions Tax	41,970	41,970	-
8022	Timber Yield Tax	75,000	75,000	-
8029	Other Subventions/In-Lieu Taxes	-	-	-
8041	Secured Roll Taxes	5,805,082	5,805,082	-
8042	Unsecured Taxes	150,000	150,000	-
8043	Prior Years' Taxes	5,000	5,000	-
8044	Supplemental Taxes	-	-	-
8091	Revenue Limit Transfers	-	-	-
<b>Total Revenue Limit Sources</b>		<b>7,827,241</b>	<b>7,827,241</b>	<b>-</b>
<b>FEDERAL REVENUES</b>				
8181	Special Education Entitlement	62,418	62,418	-
8182	Discretionary Grants	2,654	2,654	-
8285	Interagency Contracts between LEAs	-	-	-
8290	All other Federal Revenue	397,982	397,982	-
<b>Total Federal Revenues</b>		<b>463,054</b>	<b>463,054</b>	<b>-</b>
<b>OTHER STATE REVENUES</b>				
8311	Other St. Apportionments Current Yr.	-	-	-
8520	State Nutrition KIT Grant	-	-	-
8550	Mandated Cost Reimbursements	20,000	20,000	-
8560	State Lottery Revenue	100,000	100,384	384
8590	All Other State Revenue	327,179	477,339	150,160
<b>Total Other State Revenues</b>		<b>447,179</b>	<b>597,723</b>	<b>150,544</b>
<b>OTHER LOCAL REVENUES</b>				
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	-	-	-
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	53,316	53,316	-
8792	Transfer of Apportionment from COE	263,612	263,612	-
<b>Total Other Local Revenues</b>		<b>434,328</b>	<b>434,328</b>	<b>-</b>
<b>TOTAL REVENUES</b>		<b>9,171,802</b>	<b>9,322,346</b>	<b>150,544</b>

No Def'd Maint Trf 23/24. Double Trf in 22/23.

LRBG - restores funding

June Adoption      August  
View                      View                      Change  
data as of:      6/13/2023      8/18/2023

EXPENDITURES:

CERTIFICATED SALARIES				-	
1100	Teachers' Salaries	3,027,240	3,022,900	(4,341)	
1200	Pupil Support Salaries	392,884	296,299	(96,585)	
1300	Supervisors' and Admin Salaries	406,658	406,658	-	
1900	Other Certificated Salaries	-		-	
Total Certificated Salaries		3,826,782	3,725,856	(100,926)	Staff Changes
CLASSIFIED SALARIES				-	
2100	Instructional Aides' Salaries	557,848	521,269	(36,579)	
2200	Support Salaries	688,496	652,187	(36,309)	
2300	Supervisors' and Admin Salaries	375,761	375,761	-	
2400	Clerical and Office Salaries	492,645	492,645	-	
2900	Other Classified Salaries	15,704	15,727	22	
Total Classified Salaries		2,130,455	2,057,589	(72,866)	Staff Changes
EMPLOYEE BENEFITS				-	
310X	STRS	1,040,642	1,021,718	(18,925)	
320X	PERS	564,692	524,811	(39,881)	
33XX	OASDI/Medicare	223,457	216,333	(7,125)	
340X	Health & Welfare Benefits	949,984	918,504	(31,480)	
350X	Unemployment Insurance	29,786	28,985	(801)	
360X	Workers' Compensation	213,270	207,014	(6,256)	
370X	Other Post-Employment Benefits	30,971	30,971	-	
390X	Other Benefits (Ret. Inc. & Board bene.)	34,023	34,023	-	
Total Employee Benefits		3,086,827	2,982,359	(104,468)	Staff Changes
BOOKS AND SUPPLIES				-	
4100	Approved Textbooks & Core Materials	28,000	30,384	2,384	curriculum
4200	Books & Other Reference Materials	-	-	-	
4300	Materials and Supplies	328,762	328,762	-	
4400	Noncapitalized Equipment	30,000	30,000	-	
Total Books and Supplies		386,762	389,146	2,384	
SERVICES, OTHER OPERATING EXPENSES				-	
5100	Subagreements for Services	30,000	30,000	-	
5200	Travel & Conference	63,900	63,900	-	
5300	Dues and Memberships	31,330	31,330	-	
5450	Insurance	106,600	106,600	-	
5500	Operation & Housekeeping Services	315,650	315,650	-	
5600	Rentals, Leases, Repairs, Improvmts	73,661	73,661	-	
5700		-	-	-	
5800	Consulting Svcs and Op Expenses	237,925	304,461	66,536	Staff Changes/MOU MCOE
5900	Communications	38,740	38,740	-	
Total Services and Other Operating Expenses		897,806	964,342	66,536	
CAPITAL OUTLAY				-	
6100	Land	-	-	-	
6400	Equipment / Equipment Replacement	-	-	-	
Total Capital Outlay		-	-	-	

data as of:      View      View      Change  
                                  6/13/2023      8/18/2023

OTHER OUTGO

7142	County Operated ADA	21,500	21,500	-
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		15,500	15,500	-
<b>TOTAL EXPENDITURES</b>		<b>10,344,131</b>	<b>10,134,791</b>	<b>(209,340)</b>
OTHER FINANCING SOURCES AND USES				
8915	Transfer In from Fund 17	238,437	58,339	(180,098)
8919	Transfer In from MCN Fund	40,000	40,000	-
7612	Transfer Out to Transp Equipment	-	-	-
7611	Transfer Out to State Preschool Fund	(59,793)	(59,793)	-
7616	Transfer Out to Cafeteria	(136,476)	(136,476)	-
7619	Transfer Out to MCN - telecom	(8,190)	(8,190)	-
<b>TOT. OTHER FINANCING SOURCES &amp; USES</b>		<b>73,978</b>	<b>(106,120)</b>	<b>(180,098)</b>
<b>NET INCREASE (DECR) IN FUND BALANCE</b>		<b>(1,098,351)</b>	<b>(918,565)</b>	<b>179,786</b>

Reduction in Fund 17 use as result of state funding restoration.

*10,339,250*

<b>FUND BALANCE, RESERVES</b>				-
Beginning Fund Balance		1,988,386	2,037,784	49,398
Ending Fund Balance		<b>890,036</b>	<b>1,119,220</b>	229,184
COMPONENTS OF ENDING FUND BALANCE				
9711	Revolving Cash	10,000	10,000	-
9740	Restricted Balances	419,871	617,429	197,558
9789	Designated for Econ Uncertainty	421,944	413,570	(8,374)
9780	Other Designations:			-
9780	SLIP/LUMP/Site Accts/Lottery	38,221	38,221	-
9780	Transportation (Elec Bus)	-	40,000	40,000
9790	General (Undesignated) Reserve	<b>(0)</b>	<b>(0)</b>	0

**9780 Other Designations:**

Locally Defined (Site Accts)	38,221.00	38,221.00
Supplemental Concentration	-	-
SLIP/LUMP	-	-
Lottery - Unrestricted	-	-
	<hr/> 38,221.00	<hr/> 38,221.00



**2022-23 Year-To-Date ADA by District of Residence**

Month: 8

		MUSD	FB	PA	AV	Ukiah	Other	Totals	22/23 CBEDS (Oct.)	21/22 CBEDS (Oct.)
Albion	TK	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0
	K	1.82	0.00	0.00	0.00	0.00	0.00	1.82	2	4
	1	3.62	0.00	0.00	0.00	0.00	0.00	3.62	4	4
	2	1.66	0.00	0.00	0.00	0.00	0.00	1.66	2	1
	3	<u>0.93</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.93</u>	<u>1</u>	<u>5</u>
	Total	8.03	0.00	0.00	0.00	0.00	0.00	8.03	9	14
Comptche	TK	2.82	0.00	0.00	0.00	0.00	0.00	2.82	3	0
	K	3.54	0.00	0.00	0.00	0.00	0.00	3.54	4	2
	1	0.35	0.00	0.00	0.00	0.00	0.00	0.35	1	5
	2	6.07	0.00	0.00	0.00	0.00	0.00	6.07	6	4
	3	<u>2.11</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2.11</u>	<u>3</u>	<u>4</u>
	Total	14.89	0.00	0.00	0.00	0.00	0.00	14.89	17	15
MK-8	TK	1.64	0.00	0.00	0.00	0.00	0.00	1.64	2	2
	K	21.16	0.00	0.00	0.00	0.00	0.00	21.16	25	16
	1	12.76	0.00	0.69	0.00	0.00	0.00	13.45	15	18
	2	14.60	1.75	0.00	0.00	0.00	0.00	16.35	19	15
	3	14.27	0.88	0.00	0.00	0.00	0.00	15.15	17	25
	4	24.21	1.80	0.00	0.00	0.00	0.00	26.01	30	29
	5	26.44	0.78	0.00	0.00	0.00	0.00	27.22	32	27
	6	23.24	3.83	0.46	0.00	0.00	0.00	27.53	33	40
	7	34.61	1.81	0.00	0.00	0.00	0.00	36.42	42	30
	8	<u>27.82</u>	<u>2.64</u>	<u>0.87</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>31.33</u>	<u>35</u>	<u>26</u>
	Total	200.75	13.49	2.02	0.00	0.00	0.00	216.26	250	228
	9	27.59	4.62	0.00	0.00	0.00	0.00	32.21	35	48
	10	39.88	3.11	2.11	0.00	0.00	0.00	45.10	51	34
11	22.03	8.02	0.00	1.91	0.00	0.00	31.96	36	46	
12	<u>30.09</u>	<u>5.37</u>	<u>1.82</u>	<u>1.65</u>	<u>0.00</u>	<u>0.00</u>	<u>38.93</u>	<u>43</u>	<u>32</u>	
Total	119.59	21.12	3.93	3.56	0.00	0.00	148.20	165	160	
MAS (I.S.)	TK	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0
	K	1.00	0.00	0.00	0.00	0.00	0.00	1.00	1	0
	1	0.00	0.00	0.23	0.00	0.00	0.00	0.23	0	1
	2	0.80	0.00	0.00	0.00	0.00	0.00	0.80	1	3
	3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	3
	4	2.74	0.00	0.00	0.00	0.00	0.00	2.74	3	0
	5	0.74	0.00	0.00	0.00	0.00	0.00	0.74	1	1
	6	0.13	0.96	0.23	0.00	0.00	0.00	1.32	1	0
	7	0.40	0.00	0.00	0.00	0.00	0.00	0.40	0	4
	8	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	5
	9	0.93	0.00	0.00	0.00	0.00	0.00	0.93	1	2
	10	3.46	0.00	0.00	0.00	0.00	0.00	3.46	4	3
	11	1.00	0.15	0.00	0.00	0.00	0.00	1.15	1	1
12	<u>1.25</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.25</u>	<u>1</u>	<u>0</u>	
Total	12.45	1.11	0.46	0.00	0.00	0.00	14.02	14	23	
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	1
	11	2.50	0.53	0.00	0.00	0.00	0.00	3.02	4	5
	12	<u>1.07</u>	<u>0.00</u>	<u>0.84</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.90</u>	<u>3</u>	<u>3</u>
	Total	3.57	0.53	0.84	0.00	0.00	0.00	4.93	7	9
<b>TOTAL</b>		<b>359.28</b>	<b>36.25</b>	<b>7.25</b>	<b>3.56</b>	<b>0.00</b>	<b>0.00</b>	<b>406.33</b>	<b>462</b>	<b>449</b>

**2022-23 Year-To-Date ADA by District of Residence**

Month: 10

		MUSD	FB	PA	AV	Ukiah	Other	Totals	22/23 CBEDS (Oct.)	21/22 CBEDS (Oct.)
Albion	TK	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0
	K	1.85	0.00	0.00	0.00	0.00	0.00	1.85	2	4
	1	3.65	0.00	0.00	0.00	0.00	0.00	3.65	4	4
	2	1.67	0.00	0.00	0.00	0.00	0.00	1.67	2	1
	3	<u>0.93</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.93</u>	<u>1</u>	<u>5</u>
	Total	8.10	0.00	0.00	0.00	0.00	0.00	8.10	9	14
Comptche	TK	2.99	0.00	0.00	0.00	0.00	0.00	2.99	3	0
	K	3.59	0.00	0.00	0.00	0.00	0.00	3.59	4	2
	1	0.28	0.00	0.00	0.00	0.00	0.00	0.28	1	5
	2	6.32	0.00	0.00	0.00	0.00	0.00	6.32	6	4
	3	<u>2.05</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2.05</u>	<u>3</u>	<u>4</u>
	Total	15.23	0.00	0.00	0.00	0.00	0.00	15.23	17	15
MK-8	TK	1.68	0.00	0.00	0.00	0.00	0.00	1.68	2	2
	K	21.37	0.00	0.00	0.00	0.00	0.00	21.37	25	16
	1	12.98	0.00	0.74	0.00	0.00	0.00	13.72	15	18
	2	14.77	1.72	0.00	0.00	0.00	0.00	16.49	19	15
	3	14.51	0.90	0.00	0.00	0.00	0.00	15.41	17	25
	4	24.32	1.79	0.00	0.00	0.00	0.00	26.11	30	29
	5	26.85	0.80	0.00	0.00	0.00	0.00	27.65	32	27
	6	22.57	4.02	0.56	0.00	0.00	0.00	27.15	33	40
	7	34.54	1.90	0.00	0.00	0.00	0.00	36.44	42	30
	8	<u>27.62</u>	<u>2.62</u>	<u>0.87</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>31.11</u>	<u>35</u>	<u>26</u>
	Total	201.21	13.75	2.17	0.00	0.00	0.00	217.13	250	228
	9	27.51	4.59	0.00	0.00	0.00	0.00	32.10	35	48
	10	40.03	3.08	2.05	0.00	0.00	0.00	45.16	51	34
11	22.02	7.88	0.00	1.93	0.00	0.00	31.83	36	46	
12	<u>30.24</u>	<u>5.39</u>	<u>1.83</u>	<u>1.69</u>	<u>0.00</u>	<u>0.00</u>	<u>39.15</u>	<u>43</u>	<u>32</u>	
Total	119.80	20.94	3.88	3.62	0.00	0.00	148.24	165	160	
MAS (I.S.)	TK	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0
	K	1.00	0.00	0.00	0.00	0.00	0.00	1.00	1	0
	1	0.00	0.00	0.18	0.00	0.00	0.00	0.18	0	1
	2	0.84	0.00	0.00	0.00	0.00	0.00	0.84	1	3
	3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	3
	4	2.61	0.00	0.00	0.00	0.00	0.00	2.61	3	0
	5	0.61	0.00	0.00	0.00	0.00	0.00	0.61	1	1
	6	0.11	0.97	0.18	0.00	0.00	0.00	1.26	1	0
	7	0.48	0.00	0.00	0.00	0.00	0.00	0.48	0	4
	8	0.20	0.00	0.00	0.00	0.00	0.00	0.20	0	5
	9	0.94	0.00	0.00	0.00	0.00	0.00	0.94	1	2
	10	3.34	0.00	0.00	0.00	0.00	0.00	3.34	4	3
	11	1.00	0.12	0.00	0.00	0.00	0.00	1.12	1	1
12	<u>1.41</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.41</u>	<u>1</u>	<u>0</u>	
Total	12.54	1.09	0.36	0.00	0.00	0.00	13.99	14	23	
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	1
	11	2.36	0.44	0.00	0.00	0.00	0.00	2.80	4	5
	12	<u>0.93</u>	<u>0.00</u>	<u>0.81</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.74</u>	<u>3</u>	<u>3</u>
	Total	3.29	0.44	0.81	0.00	0.00	0.00	4.55	7	9
<b>TOTAL</b>		<b>360.17</b>	<b>36.22</b>	<b>7.22</b>	<b>3.62</b>	<b>0.00</b>	<b>0.00</b>	<b>407.24</b>	<b>462</b>	<b>449</b>

6/16/23  
ms

**2022-23 Total ADA by Attendance Month**  
**ADA for each attendance month**

		22-23				21-22		22-23				21-22		22-23			21-22	
		Mo. 1	Mo. 2	Mo. 3	Mo. 4	P-1	P-1	Mo. 5	Mo. 6	Mo. 7	Mo. 8	P-2	P-2	Mo. 9	Mo. 10	Mo. 11	Annual	Annual
Albion	TK	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	K	1.63	1.58	1.64	1.71	1.71		1.73	1.76	1.74	1.82	1.82		1.83	1.85	0.00	0.00	
	1	3.74	3.67	3.60	3.63	3.63		3.62	3.64	3.65	3.62	3.62		3.62	3.65	0.00	0.00	
	2	2.00	1.85	1.81	1.73	1.73		1.65	1.65	1.65	1.66	1.66		1.66	1.67	0.00	0.00	
	3	0.79	0.90	0.92	0.93	0.93		0.94	0.93	0.93	0.93	0.93		0.92	0.93	0.00	0.00	
	Total	8.16	8.00	7.97	8.00	8.00	12.91	7.94	7.98	7.97	8.03	8.03	12.32	8.03	8.10	0.00	0.00	0.00
Compiche	TK	2.42	2.59	2.60	2.58	2.58		2.54	2.57	2.68	2.82	2.82		2.91	2.99	0.00	0.00	
	K	3.84	3.77	3.61	3.48	3.48		3.35	3.42	3.48	3.54	3.54		3.54	3.59	0.00	0.00	
	1	0.84	0.87	0.81	0.64	0.64		0.58	0.47	0.41	0.35	0.35		0.32	0.28	0.00	0.00	
	2	5.74	5.67	5.55	5.33	5.33		5.31	5.63	5.82	6.07	6.07		6.19	6.32	0.00	0.00	
	3	2.95	2.87	2.59	2.37	2.37		2.28	2.19	2.16	2.11	2.11		2.07	2.05	0.00	0.00	
	Total	15.79	15.77	15.16	14.40	14.40	13.33	14.06	14.28	14.55	14.89	14.89	13.27	15.03	15.23	0.00	0.00	0.00
MK-8	TK	1.37	1.46	1.55	1.63	1.63		1.56	1.62	1.63	1.64	1.64		1.66	1.68	0.00	0.00	
	K	19.89	20.38	20.52	20.80	20.80		20.54	20.78	20.85	21.09	21.09		21.28	21.37	0.00	0.00	
	1	12.84	13.39	13.00	13.11	13.11		13.25	13.28	13.30	13.44	13.44		13.64	13.72	0.00	0.00	
	2	17.21	16.98	16.56	16.15	16.15		16.09	16.27	16.34	16.35	16.35		16.39	16.49	0.00	0.00	
	3	15.42	15.57	15.47	15.25	15.25		15.14	14.94	15.03	15.15	15.15		15.25	15.41	0.00	0.00	
	4	27.16	27.51	26.95	26.10	26.10		25.97	26.12	26.23	26.01	26.01		26.05	26.11	0.00	0.00	
	5	26.95	27.68	27.62	26.91	26.91		26.66	27.01	27.38	27.22	27.22		27.43	27.65	0.00	0.00	
	6	28.85	29.08	29.05	28.68	28.68		28.43	28.09	27.80	27.52	27.52		27.34	27.15	0.00	0.00	
	7	38.26	38.33	37.96	36.64	36.64		36.32	36.24	36.21	36.42	36.42		36.48	36.44	0.00	0.00	
	8	32.47	32.23	32.11	31.35	31.35		31.20	31.37	31.37	31.33	31.33		31.20	31.11	0.00	0.00	
Total	220.42	222.61	220.79	216.62	216.62	210.11	215.16	215.72	216.14	216.17	216.17	206.74	216.72	217.13	0.00	0.00	0.00	207.32
MHS	9	33.21	33.33	33.29	32.87	32.87		32.46	32.43	32.32	32.21	32.21		32.19	32.10	0.00	0.00	
	10	47.96	48.05	47.45	46.11	46.11		45.63	45.27	45.20	45.10	45.10		45.19	45.16	0.00	0.00	
	11	33.16	33.13	33.02	32.35	32.35		32.18	32.28	32.09	31.95	31.95		31.93	31.83	0.00	0.00	
	12	41.14	40.56	40.52	39.37	39.37		39.04	39.15	38.98	38.88	38.88		39.02	39.15	0.00	0.00	
	Total	155.47	155.07	154.28	150.70	150.70	149.04	149.31	149.13	148.59	148.14	148.14	148.63	148.33	148.24	0.00	0.00	0.00
MAS	TK	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	K	1.00	1.00	1.00	1.00	1.00		1.00	1.00	1.00	1.00	1.00		1.00	1.00	0.00	0.00	
	1	0.00	0.00	0.00	0.00	0.00		0.04	0.21	0.27	0.23	0.23		0.21	0.18	0.00	0.00	
	2	0.00	0.51	0.58	0.67	0.67		0.67	0.73	0.76	0.80	0.80		0.82	0.84	0.00	0.00	
	3	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	4	2.68	2.85	2.90	2.92	2.92		2.92	2.76	2.75	2.74	2.74		2.69	2.61	0.00	0.00	
	5	0.68	0.85	0.90	0.92	0.92		0.93	0.76	0.75	0.74	0.74		0.69	0.61	0.00	0.00	
	6	1.00	1.00	1.00	1.00	1.00		1.04	1.24	1.43	1.32	1.32		1.30	1.26	0.00	0.00	
	7	0.00	0.00	0.00	0.16	0.16		0.24	0.30	0.37	0.40	0.40		0.42	0.48	0.00	0.00	
	8	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.09	0.20	0.00	0.00	
	9	1.00	1.00	1.00	0.86	0.86		0.88	0.90	0.91	0.93	0.93		0.93	0.94	0.00	0.00	
	10	2.53	2.77	3.10	3.08	3.08		3.17	3.39	3.43	3.46	3.46		3.42	3.34	0.00	0.00	
	11	1.00	1.00	1.00	1.21	1.21		1.25	1.20	1.18	1.15	1.15		1.13	1.12	0.00	0.00	
12	0.53	0.76	0.76	0.81	0.81		0.83	1.00	1.11	1.25	1.25		1.34	1.41	0.00	0.00		
Total	10.42	11.74	12.24	12.63	12.63	21.81	12.97	13.49	13.96	14.02	14.02	21.36	14.04	13.99	0.00	0.00	0.00	20.31
SHS	9	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	10	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	11	3.49	3.50	3.41	3.29	3.29		3.31	3.26	3.18	3.02	3.02		2.90	2.80	0.00	0.00	
	12	2.74	2.39	2.25	2.16	2.16		2.17	2.08	2.03	1.90	1.90		1.82	1.74	0.00	0.00	
	Total	6.23	5.88	5.66	5.45	5.45	3.68	5.48	5.33	5.21	4.93	4.93	2.84	4.73	4.55	0.00	0.00	0.00
<b>TOTAL ADA</b>		<b>416.49</b>	<b>419.07</b>	<b>416.10</b>	<b>407.80</b>	<b>407.80</b>	<b>410.88</b>	<b>404.92</b>	<b>405.93</b>	<b>406.42</b>	<b>406.18</b>	<b>406.18</b>	<b>405.16</b>	<b>406.88</b>	<b>407.24</b>	<b>0.00</b>	<b>0.00</b>	<b>403.61</b>

# 2022-23 Enrollment by District of Residence

Month: 10

		MUSD	FB	PA	AV	Ukiah	Other	22-23 Totals To Date	22/23 CBEDS (Oct.)	21/22 CBEDS (Oct.)
Albion	TK	0	0	0	0	0	0	0	0	0
	K	2	0	0	0	0	0	2	2	4
	1	4	0	0	0	0	0	4	4	4
	2	2	0	0	0	0	0	2	2	1
	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>5</u>
	Total	9	0	0	0	0	0	9	9	14
Comptche	TK	4	0	0	0	0	0	4	3	0
	K	4	0	0	0	0	0	4	4	2
	1	0	0	0	0	0	0	0	1	5
	2	8	0	0	0	0	0	8	6	4
	3	<u>2</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2</u>	<u>3</u>	<u>4</u>
	Total	18	0	0	0	0	0	18	17	15
MK-8	TK	2	0	0	0	0	0	2	2	2
	K	25	0	0	0	0	0	25	25	16
	1	15	0	1	0	0	0	16	15	18
	2	17	2	0	0	0	0	19	19	15
	3	17	1	0	0	0	0	18	17	25
	4	27	2	0	0	0	0	29	30	29
	5	32	1	0	0	0	0	33	32	27
	6	22	5	1	0	0	0	28	33	40
	7	38	3	0	0	0	0	41	42	30
	8	<u>30</u>	<u>3</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>34</u>	<u>35</u>	<u>26</u>
Total	225	17	3	0	0	0	245	250	228	
MHS	9	29	5	0	0	0	0	34	35	48
	10	44	3	2	0	0	0	49	51	34
	11	24	8	0	2	0	0	34	36	46
	12	<u>33</u>	<u>6</u>	<u>2</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>43</u>	<u>43</u>	<u>32</u>
	Total	130	22	4	4	0	0	160	165	160
MAS (I.S.)	TK	0	0	0	0	0	0	0	0	0
	K	1	0	0	0	0	0	1	1	0
	1	0	0	0	0	0	0	0	0	1
	2	1	0	0	0	0	0	1	1	3
	3	0	0	0	0	0	0	0	0	3
	4	2	0	0	0	0	0	2	3	0
	5	0	0	0	0	0	0	0	1	1
	6	0	1	0	0	0	0	1	1	0
	7	1	0	0	0	0	0	1	0	4
	8	1	0	0	0	0	0	1	0	5
	9	1	0	0	0	0	0	1	1	2
	10	3	0	0	0	0	0	3	4	3
	11	1	0	0	0	0	0	1	1	1
12	<u>2</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2</u>	<u>1</u>	<u>0</u>	
Total	13	1	0	0	0	0	14	14	23	
SHS	9	0	0	0	0	0	0	0	0	0
	10	0	0	0	0	0	0	0	0	1
	11	5	1	0	0	0	0	6	4	5
	12	<u>2</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>3</u>	<u>3</u>	<u>3</u>
	Total	7	1	1	0	0	0	9	7	9
<b>TOTAL</b>		<b>402</b>	<b>41</b>	<b>8</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>455</b>	<b>462</b>	<b>449</b>

6/16/23  
ms

## 2022-23 Total Enrollment by Attendance Month

		22-23											
		Mo. 1	Mo. 2	Mo. 3	Mo. 4	Mo. 5	Mo. 6	Mo. 7	Mo. 8	Mo. 9	Mo. 10	Mo. 11	Annual Avg
Albion	TK	0	0	0	0	0	0	0	0	0	0	0	0
	K	2	2	2	2	2	2	2	2	2	2	0	2
	1	4	4	4	4	4	4	4	4	4	4	0	4
	2	2	2	2	2	2	2	2	2	2	2	0	2
	3	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>0</u>	<u>1</u>
	Total	9	9	9	9	9	9	9	9	9	9	0	9
Comptche	TK	3	3	3	3	3	4	4	4	4	4	0	4
	K	4	4	3	4	4	4	4	4	4	4	0	4
	1	1	1	0	0	0	0	0	0	0	0	0	0
	2	6	7	7	7	8	8	8	8	8	8	0	8
	3	<u>3</u>	<u>3</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>0</u>	<u>2</u>
	Total	17	18	15	16	17	18	18	18	18	18	0	17
MK-8	TK	2	2	2	2	2	2	2	2	1	2	0	2
	K	24	24	24	24	25	26	26	26	25	25	0	25
	1	15	14	15	15	15	15	16	16	16	16	0	15
	2	19	17	18	18	18	19	19	19	18	19	0	18
	3	17	17	17	17	17	17	17	17	17	18	0	17
	4	30	29	29	29	29	29	30	30	29	29	0	29
	5	30	30	31	31	31	32	33	32	33	33	0	32
	6	33	32	32	31	30	29	27	27	28	28	0	30
	7	42	42	42	41	41	42	42	42	41	41	0	42
	8	<u>35</u>	<u>35</u>	<u>35</u>	<u>35</u>	<u>35</u>	<u>34</u>	<u>35</u>	<u>35</u>	<u>34</u>	<u>34</u>	<u>0</u>	<u>35</u>
Total	247	242	245	243	243	245	247	246	242	245	0	245	
MHS	9	35	35	35	34	35	35	34	34	34	34	0	35
	10	51	51	49	49	49	47	48	48	49	49	0	49
	11	36	36	34	35	35	34	34	34	34	34	0	35
	12	<u>44</u>	<u>44</u>	<u>44</u>	<u>44</u>	<u>44</u>	<u>43</u>	<u>41</u>	<u>43</u>	<u>43</u>	<u>43</u>	<u>0</u>	<u>43</u>
	Total	166	166	162	162	163	159	157	159	160	160	0	161
MAS	TK	0	0	0	0	0	0	0	0	0	0	0	0
	K	1	1	1	1	1	1	1	1	1	1	0	1
	1	0	0	0	0	1	1	0	0	0	0	0	0
	2	0	1	1	1	1	1	1	1	1	1	0	1
	3	0	0	0	0	0	0	0	0	0	0	0	0
	4	3	3	3	3	3	3	3	3	2	2	0	3
	5	1	1	1	1	1	1	1	1	0	0	0	1
	6	1	1	1	1	2	3	2	2	1	1	0	2
	7	0	0	0	1	1	1	1	1	1	1	0	1
	8	0	0	0	0	0	0	0	0	1	1	0	0
	9	1	1	1	1	1	1	1	1	1	1	0	1
	10	4	4	4	4	4	5	4	4	3	3	0	4
	11	1	1	1	2	1	1	1	1	1	1	0	1
12	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>0</u>	<u>2</u>	
Total	13	14	14	16	17	20	17	17	14	14	0	16	
SHS	9	0	0	0	0	0	0	0	0	0	0	0	0
	10	0	0	0	0	0	0	0	0	0	0	0	0
	11	4	5	6	6	6	6	6	6	6	6	0	6
	12	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>0</u>	<u>3</u>
	Total	7	8	9	9	9	9	9	9	9	9	0	9
<b>TOTAL Enroll</b>		<b>459</b>	<b>457</b>	<b>454</b>	<b>455</b>	<b>458</b>	<b>460</b>	<b>457</b>	<b>458</b>	<b>452</b>	<b>455</b>	<b>0</b>	<b>457</b>

**2022-23 Year-To-Date ADA by District of Residence**

Month: 11

		MUSD	FB	PA	AV	Ukiah	Other	Totals	22/23 CBEDS (Oct.)	21/22 CBEDS (Oct.)
Albion	TK	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0
	K	1.85	0.00	0.00	0.00	0.00	0.00	1.85	2	4
	1	3.66	0.00	0.00	0.00	0.00	0.00	3.66	4	4
	2	1.66	0.00	0.00	0.00	0.00	0.00	1.66	2	1
	3	<u>0.92</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.92</u>	1	5
	Total	8.09	0.00	0.00	0.00	0.00	0.00	8.09	9	14
Comptche	TK	3.03	0.00	0.00	0.00	0.00	0.00	3.03	3	0
	K	3.61	0.00	0.00	0.00	0.00	0.00	3.61	4	2
	1	0.26	0.00	0.00	0.00	0.00	0.00	0.26	1	5
	2	6.40	0.00	0.00	0.00	0.00	0.00	6.40	6	4
	3	<u>2.05</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2.05</u>	3	4
	Total	15.35	0.00	0.00	0.00	0.00	0.00	15.35	17	15
MK-8	TK	1.69	0.00	0.00	0.00	0.00	0.00	1.69	2	2
	K	21.47	0.00	0.00	0.00	0.00	0.00	21.47	25	16
	1	13.07	0.00	0.74	0.00	0.00	0.00	13.81	15	18
	2	14.71	1.72	0.00	0.00	0.00	0.00	16.43	19	15
	3	14.59	0.91	0.00	0.00	0.00	0.00	15.50	17	25
	4	24.30	1.80	0.00	0.00	0.00	0.00	26.10	30	29
	5	26.88	0.77	0.00	0.00	0.00	0.00	27.65	32	27
	6	22.41	4.05	0.58	0.00	0.00	0.00	27.04	33	40
	7	34.30	1.95	0.00	0.00	0.00	0.00	36.25	42	30
	8	<u>27.33</u>	<u>2.59</u>	<u>0.86</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>30.78</u>	35	26
	Total	200.75	13.79	2.18	0.00	0.00	0.00	216.72	250	228
	9	27.57	4.62	0.00	0.00	0.00	0.00	32.19	35	48
	10	40.23	3.07	2.05	0.00	0.00	0.00	45.35	51	34
11	22.07	7.88	0.00	1.93	0.00	0.00	31.88	36	46	
12	<u>30.27</u>	<u>5.41</u>	<u>1.84</u>	<u>1.71</u>	<u>0.00</u>	<u>0.00</u>	<u>39.23</u>	43	32	
Total	120.14	20.98	3.89	3.64	0.00	0.00	148.65	165	160	
MAS (I.S.)	TK	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0
	K	1.00	0.00	0.00	0.00	0.00	0.00	1.00	1	0
	1	0.00	0.00	0.17	0.00	0.00	0.00	0.17	0	1
	2	0.84	0.00	0.00	0.00	0.00	0.00	0.84	1	3
	3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	3
	4	2.58	0.00	0.00	0.00	0.00	0.00	2.58	3	0
	5	0.57	0.00	0.00	0.00	0.00	0.00	0.57	1	1
	6	0.10	0.97	0.18	0.00	0.00	0.00	1.25	1	0
	7	0.51	0.00	0.00	0.00	0.00	0.00	0.51	0	4
	8	0.25	0.00	0.00	0.00	0.00	0.00	0.25	0	5
	9	0.94	0.00	0.00	0.00	0.00	0.00	0.94	1	2
	10	3.32	0.00	0.00	0.00	0.00	0.00	3.32	4	3
	11	1.00	0.11	0.00	0.00	0.00	0.00	1.11	1	1
12	<u>1.45</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.45</u>	1	0	
Total	12.56	1.08	0.35	0.00	0.00	0.00	13.99	14	23	
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	1
	11	2.33	0.43	0.00	0.00	0.00	0.00	2.76	4	5
	12	<u>0.92</u>	<u>0.00</u>	<u>0.78</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.70</u>	3	3
	Total	3.25	0.43	0.78	0.00	0.00	0.00	4.46	7	9
<b>TOTAL</b>		<b>360.14</b>	<b>36.28</b>	<b>7.20</b>	<b>3.64</b>	<b>0.00</b>	<b>0.00</b>	<b>407.26</b>	<b>462</b>	<b>449</b>

**2022-23 Total ADA by Attendance Month**  
**ADA for each attendance month**

		Mo. 1	Mo. 2	Mo. 3	Mo. 4	22-23 P-1	21-22 P-1	Mo. 5	Mo. 6	Mo. 7	Mo. 8	22-23 P-2	21-22 P-2	Mo. 9	Mo. 10	Mo. 11	22-23 Annual	21-22 Annual
Albion	TK	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	K	1.63	1.58	1.64	1.71	1.71		1.73	1.76	1.74	1.82	1.82		1.83	1.85	1.85	1.85	
	1	3.74	3.67	3.60	3.63	3.63		3.62	3.64	3.65	3.62	3.62		3.62	3.65	3.66	3.66	
	2	2.00	1.85	1.81	1.73	1.73		1.65	1.65	1.65	1.66	1.66		1.66	1.67	1.66	1.66	
	3	0.79	0.90	0.92	0.93	0.93		0.94	0.93	0.93	0.93	0.93		0.92	0.93	0.92	0.92	
	Total		8.16	8.00	7.97	8.00	8.00	12.91	7.94	7.98	7.97	8.03	8.03	12.32	8.03	8.10	8.09	8.09
Comptche	TK	2.42	2.59	2.60	2.58	2.58		2.54	2.57	2.68	2.82	2.82		2.91	2.99	3.03	3.03	
	K	3.84	3.77	3.61	3.48	3.48		3.35	3.42	3.48	3.54	3.54		3.54	3.59	3.61	3.61	
	1	0.84	0.87	0.81	0.64	0.64		0.58	0.47	0.41	0.35	0.35		0.32	0.28	0.26	0.26	
	2	5.74	5.67	5.55	5.33	5.33		5.31	5.63	5.82	6.07	6.07		6.19	6.32	6.40	6.40	
	3	2.95	2.87	2.59	2.37	2.37		2.28	2.19	2.16	2.11	2.11		2.07	2.05	2.05	2.05	
	Total		15.79	15.77	15.16	14.40	14.40	13.33	14.06	14.28	14.55	14.89	14.89	13.27	15.03	15.23	15.35	15.35
MK-8	TK	1.37	1.46	1.55	1.63	1.63		1.56	1.62	1.63	1.64	1.64		1.66	1.68	1.69	1.69	
	K	19.89	20.38	20.52	20.80	20.80		20.57	20.80	20.86	21.16	21.16		21.29	21.37	21.47	21.47	
	1	12.84	13.39	13.00	13.11	13.11		13.25	13.28	13.30	13.45	13.45		13.65	13.72	13.81	13.81	
	2	17.21	16.98	16.56	16.15	16.15		16.09	16.27	16.34	16.35	16.35		16.39	16.49	16.43	16.43	
	3	15.42	15.57	15.47	15.25	15.25		15.15	14.94	15.03	15.15	15.15		15.25	15.41	15.50	15.50	
	4	27.16	27.51	26.95	26.10	26.10		25.97	26.12	26.23	26.01	26.01		26.05	26.11	26.10	26.10	
	5	26.95	27.68	27.62	26.91	26.91		26.66	27.01	27.38	27.22	27.22		27.43	27.65	27.65	27.65	
	6	28.85	29.08	29.05	28.68	28.68		28.43	28.09	27.80	27.53	27.53		27.34	27.15	27.04	27.04	
	7	38.26	38.33	37.98	36.64	36.64		36.32	36.24	36.21	36.42	36.42		36.48	36.44	36.25	36.25	
	8	32.47	32.23	32.11	31.35	31.35		31.20	31.37	31.37	31.33	31.33		31.20	31.11	30.78	30.78	
Total		220.42	222.61	220.79	216.62	216.62	210.11	215.20	215.74	216.15	216.26	216.26	206.74	216.74	217.13	216.72	216.72	207.32
MHS	9	33.21	33.33	33.29	32.87	32.87		32.46	32.43	32.32	32.21	32.21		32.20	32.10	32.19	32.19	
	10	47.96	48.05	47.45	46.11	46.11		45.63	45.27	45.20	45.10	45.10		45.20	45.16	45.35	45.35	
	11	33.16	33.13	33.02	32.35	32.35		32.18	32.28	32.09	31.96	31.96		31.94	31.83	31.88	31.88	
	12	41.14	40.56	40.52	39.37	39.37		39.04	39.15	38.98	38.93	38.93		39.07	39.15	39.23	39.23	
	Total		155.47	155.07	154.28	150.70	150.70	149.04	149.31	149.13	148.59	148.20	148.20	148.63	148.37	148.24	148.65	148.65
MAS	TK	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	K	1.00	1.00	1.00	1.00	1.00		1.00	1.00	1.00	1.00	1.00		1.00	1.00	1.00	1.00	
	1	0.00	0.00	0.00	0.00	0.00		0.04	0.21	0.27	0.23	0.23		0.21	0.18	0.17	0.17	
	2	0.00	0.51	0.58	0.67	0.67		0.67	0.73	0.77	0.80	0.80		0.82	0.84	0.84	0.84	
	3	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	4	2.68	2.85	2.90	2.92	2.92		2.93	2.76	2.75	2.74	2.74		2.69	2.61	2.58	2.58	
	5	0.68	0.85	0.90	0.92	0.92		0.93	0.76	0.75	0.74	0.74		0.69	0.61	0.57	0.57	
	6	1.00	1.00	1.00	1.00	1.00		1.03	1.24	1.43	1.32	1.32		1.30	1.28	1.25	1.25	
	7	0.00	0.00	0.00	0.16	0.16		0.25	0.30	0.37	0.40	0.40		0.42	0.48	0.51	0.51	
	8	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.09	0.20	0.25	0.25	
	9	1.00	1.00	1.00	0.86	0.86		0.88	0.90	0.91	0.93	0.93		0.93	0.94	0.94	0.94	
	10	2.53	2.77	3.10	3.08	3.08		3.16	3.39	3.43	3.46	3.46		3.42	3.34	3.32	3.32	
	11	1.00	1.00	1.00	1.21	1.21		1.25	1.20	1.18	1.15	1.15		1.13	1.12	1.11	1.11	
12	0.53	0.76	0.76	0.81	0.81		0.82	1.00	1.11	1.25	1.25		1.34	1.41	1.45	1.45		
Total		10.42	11.74	12.24	12.63	12.63	21.81	12.96	13.49	13.97	14.02	14.02	21.36	14.04	13.99	13.99	13.99	20.31
SHS	9	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	10	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	
	11	3.49	3.50	3.41	3.29	3.29		1.39	3.26	3.18	3.02	3.02		2.90	2.80	2.76	2.76	
	12	2.74	2.39	2.25	2.16	2.16		0.85	2.08	2.03	1.90	1.90		1.62	1.74	1.70	1.70	
	Total		6.23	5.88	5.66	5.45	5.45	3.68	2.24	5.33	5.21	4.93	4.93	2.64	4.73	4.55	4.46	4.46
<b>TOTAL ADA</b>		<b>416.49</b>	<b>419.07</b>	<b>416.10</b>	<b>407.80</b>	<b>407.80</b>	<b>410.88</b>	<b>401.71</b>	<b>405.95</b>	<b>406.44</b>	<b>406.33</b>	<b>406.33</b>	<b>405.16</b>	<b>406.94</b>	<b>407.24</b>	<b>407.26</b>	<b>407.26</b>	<b>403.61</b>

**2022-23 Enrollment by District of Residence**

Month: 11

		MUSD	FB	PA	AV	Ukiah	Other	22-23 Totals To Date	22/23 CBEDS (Oct.)	21/22 CBEDS (Oct.)
Albion	TK	0	0	0	0	0	0	0	0	0
	K	2	0	0	0	0	0	2	2	4
	1	4	0	0	0	0	0	4	4	4
	2	2	0	0	0	0	0	2	2	1
	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>5</u>
	Total	9	0	0	0	0	0	9	9	14
Comptche	TK	4	0	0	0	0	0	4	3	0
	K	4	0	0	0	0	0	4	4	2
	1	0	0	0	0	0	0	0	1	5
	2	8	0	0	0	0	0	8	6	4
	3	<u>2</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2</u>	<u>3</u>	<u>4</u>
	Total	18	0	0	0	0	0	18	17	15
MK-8	TK	2	0	0	0	0	0	2	2	2
	K	25	0	0	0	0	0	25	25	16
	1	15	0	1	0	0	0	16	15	18
	2	17	2	0	0	0	0	19	19	15
	3	17	1	0	0	0	0	18	17	25
	4	27	2	0	0	0	0	29	30	29
	5	32	1	0	0	0	0	33	32	27
	6	22	5	1	0	0	0	28	33	40
	7	38	3	0	0	0	0	41	42	30
	8	<u>30</u>	<u>3</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>34</u>	<u>35</u>	<u>26</u>
Total	225	17	3	0	0	0	245	250	228	
MHS	9	29	5	0	0	0	0	34	35	48
	10	44	3	2	0	0	0	49	51	34
	11	24	8	0	2	0	0	34	36	46
	12	<u>33</u>	<u>6</u>	<u>2</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>43</u>	<u>43</u>	<u>32</u>
	Total	130	22	4	4	0	0	160	165	160
MAS (I.S.)	TK	0	0	0	0	0	0	0	0	0
	K	1	0	0	0	0	0	1	1	0
	1	0	0	0	0	0	0	0	0	1
	2	1	0	0	0	0	0	1	1	3
	3	0	0	0	0	0	0	0	0	3
	4	2	0	0	0	0	0	2	3	0
	5	0	0	0	0	0	0	0	1	1
	6	0	1	0	0	0	0	1	1	0
	7	1	0	0	0	0	0	1	0	4
	8	1	0	0	0	0	0	1	0	5
	9	1	0	0	0	0	0	1	1	2
	10	3	0	0	0	0	0	3	4	3
	11	1	0	0	0	0	0	1	1	1
12	<u>2</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2</u>	<u>1</u>	<u>0</u>	
Total	13	1	0	0	0	0	14	14	23	
SHS	9	0	0	0	0	0	0	0	0	0
	10	0	0	0	0	0	0	0	0	1
	11	5	1	0	0	0	0	6	4	5
	12	<u>2</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>3</u>	<u>3</u>	<u>3</u>
	Total	7	1	1	0	0	0	9	7	9
<b>TOTAL</b>		<b>402</b>	<b>41</b>	<b>8</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>455</b>	<b>462</b>	<b>449</b>

6/20/23  
ms



## 2022-23 Total Enrollment by Attendance Month

													22-23
		Mo. 1	Mo. 2	Mo. 3	Mo. 4	Mo. 5	Mo. 6	Mo. 7	Mo. 8	Mo. 9	Mo. 10	Mo. 11	Annual Avg
Albion	TK	0	0	0	0	0	0	0	0	0	0	0	0
	K	2	2	2	2	2	2	2	2	2	2	2	2
	1	4	4	4	4	4	4	4	4	4	4	4	4
	2	2	2	2	2	2	2	2	2	2	2	2	2
	3	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
	Total	9	9	9	9	9	9	9	9	9	9	9	8
Comptche	TK	3	3	3	3	3	4	4	4	4	4	4	3
	K	4	4	3	4	4	4	4	4	4	4	4	4
	1	1	1	0	0	0	0	0	0	0	0	0	0
	2	6	7	7	7	8	8	8	8	8	8	8	7
	3	<u>3</u>	<u>3</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>
	Total	17	18	15	16	17	18	18	18	18	18	18	16
MK-8	TK	2	2	2	2	2	2	2	2	1	2	2	2
	K	24	24	24	24	25	26	26	26	25	25	25	23
	1	15	14	15	15	15	15	16	16	16	16	16	14
	2	19	17	18	18	18	19	19	19	18	19	19	17
	3	17	17	17	17	17	17	17	17	17	18	18	16
	4	30	29	29	29	29	29	30	30	29	29	29	27
	5	30	30	31	31	31	32	33	32	33	33	33	29
	6	33	32	32	31	30	29	27	27	28	28	28	27
	7	42	42	42	41	41	42	42	42	41	41	41	38
	8	<u>35</u>	<u>35</u>	<u>35</u>	<u>35</u>	<u>35</u>	<u>34</u>	<u>35</u>	<u>35</u>	<u>34</u>	<u>34</u>	<u>34</u>	<u>32</u>
Total	247	242	245	243	243	245	247	246	242	245	245	222	
MHS	9	35	35	35	34	35	35	34	34	34	34	34	31
	10	51	51	49	49	49	47	48	48	49	49	49	45
	11	36	36	34	35	35	34	34	34	34	34	34	31
	12	<u>44</u>	<u>44</u>	<u>44</u>	<u>44</u>	<u>44</u>	<u>43</u>	<u>41</u>	<u>43</u>	<u>43</u>	<u>43</u>	<u>43</u>	<u>39</u>
	Total	166	166	162	162	163	159	157	159	160	160	160	147
MAS	TK	0	0	0	0	0	0	0	0	0	0	0	0
	K	1	1	1	1	1	1	1	1	1	1	1	1
	1	0	0	0	0	1	1	0	0	0	0	0	0
	2	0	1	1	1	1	1	1	1	1	1	1	1
	3	0	0	0	0	0	0	0	0	0	0	0	0
	4	3	3	3	3	3	3	3	3	2	2	2	3
	5	1	1	1	1	1	1	1	1	0	0	0	1
	6	1	1	1	1	2	3	2	2	1	1	1	1
	7	0	0	0	1	1	1	1	1	1	1	1	1
	8	0	0	0	0	0	0	0	0	1	1	1	0
	9	1	1	1	1	1	1	1	1	1	1	1	1
	10	4	4	4	4	4	5	4	4	3	3	3	4
	11	1	1	1	2	1	1	1	1	1	1	1	1
12	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>1</u>	
Total	13	14	14	16	17	20	17	17	14	14	14	14	
SHS	9	0	0	0	0	0	0	0	0	0	0	0	0
	10	0	0	0	0	0	0	0	0	0	0	0	0
	11	4	5	6	6	6	6	6	6	6	6	6	5
	12	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>
	Total	7	8	9	9	9	9	9	9	9	9	9	8
<b>TOTAL Enroll</b>		<b>459</b>	<b>457</b>	<b>454</b>	<b>455</b>	<b>458</b>	<b>460</b>	<b>457</b>	<b>458</b>	<b>452</b>	<b>455</b>	<b>455</b>	<b>415</b>

MENDOCINO GRAMMAR SCHOOL  
 STUDENT BODY ACCOUNT  
 2022-2023 MONTHLY SUMMARY  
 PERIOD: ~~MAY~~ 2023

*June*

	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 GRAMMAR SCHOOL  
 STUDENT BODY ACCOUNT  
 2022-2023 MONTHLY SUMMARY  
 PERIOD: JULY 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  
2022-23 MONTHLY SUMMARY  
PERIOD: JUNE 2023**

<b>DESCRIPTION</b>	<b>Beginning Balance</b>	<b>Income</b>	<b>Expenses</b>	<b>Ending Balance</b>
6-8 Art Field Trips	\$ 553.31			\$ 553.31
6-8 Boys Free Throw	\$ -			\$ -
6-8 Girls Free Throw	\$ -			\$ -
6th Grade Class	\$ -			\$ -
6th Grade Trips	\$ 1,258.82			\$ 1,258.82
6-8 Trips	\$ -			\$ -
7-8 Boy's BB	\$ 2,432.22			\$ 2,432.22
7-8 Girl's BB	\$ 1,459.94			\$ 1,459.94
7th Grade Class	\$ 2,508.95			\$ 2,508.95
8th Grade Class	\$ -			\$ -
8th Grade Trip	\$ 1,884.81			\$ 1,884.81
Art Fund	\$ 2.79			\$ 2.79
Athletics	\$ 1,186.20			\$ 1,186.20
AVID	\$ -			\$ -
Chess Club	\$ -			\$ -
Chorus	\$ -			\$ -
Cooking Club	\$ 262.90			\$ 262.90
Film Club	\$ 85.56			\$ 85.56
Grad Dance	\$ -			\$ -
Leadership	\$ 178.45			\$ 178.45
Maker Faire	\$ -			\$ -
Outdoor Survival	\$ -			\$ -
PE Fund	\$ -			\$ -
School Supplies	\$ 100.18			\$ 100.18
Science	\$ 296.30			\$ 296.30
Student Council	\$ 1,501.24	\$1.12		\$ 1,502.36
Volleyball	\$ 9,570.47			\$ 9,570.47
Yearbook	\$ 540.19	\$1,145.00		\$ 1,685.19
Yearend Activities	\$ -			\$ -
<b>TOTAL</b>	<b>\$ 23,822.33</b>	<b>\$1,146.12</b>	<b>\$0.00</b>	<b>\$ 24,968.45</b>



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

<b>DESCRIPTION</b>	<b>Beginning Balance</b>	<b>Income</b>	<b>Expenses</b>	<b>Ending Balance</b>
6-8 Art Field Trips	\$ 553.31			\$ 553.31
6-8 Boys Free Throw	\$ -			\$ -
6-8 Girls Free Throw	\$ -			\$ -
6th Grade Class	\$ -			\$ -
6th Grade Trips	\$ 1,258.82			\$ 1,258.82
6-8 Trips	\$ -			\$ -
7-8 Boy's BB	\$ 2,432.22			\$ 2,432.22
7-8 Girl's BB	\$ 1,459.94			\$ 1,459.94
7th Grade Class	\$ 2,508.95			\$ 2,508.95
8th Grade Class	\$ -			\$ -
8th Grade Trip	\$ 1,884.81			\$ 1,884.81
Art Fund	\$ 2.79			\$ 2.79
Athletics	\$ 1,186.20			\$ 1,186.20
AVID	\$ -			\$ -
Chess Club	\$ -			\$ -
Chorus	\$ -			\$ -
Cooking Club	\$ 262.90			\$ 262.90
Film Club	\$ 85.56			\$ 85.56
Grad Dance	\$ -			\$ -
Leadership	\$ 178.45			\$ 178.45
Maker Faire	\$ -			\$ -
Outdoor Survival	\$ -			\$ -
PE Fund	\$ -			\$ -
School Supplies	\$ 100.18			\$ 100.18
Science	\$ 296.30			\$ 296.30
Student Council	\$ 1,502.36	\$1.06		\$ 1,503.42
Volleyball	\$ 9,570.47			\$ 9,570.47
Yearbook	\$ 1,685.19			\$ 1,685.19
Yearend Activities	\$ -			\$ -
<b>TOTAL</b>	<b>\$ 24,968.45</b>	<b>\$1.06</b>	<b>\$0.00</b>	<b>\$ 24,969.51</b>



\$ 24,969.51

\$ - DIF

**MENDOCINO HIGH SCHOOL  
STUDENT BODY ACCOUNT  
2022-2023 MONTHLY SUMMARY  
PERIOD: JUNE 2023**

	DESCRIPTION	Begin Balance	Income	Expenses	Ending Balance
<b>GENERAL FUNDS</b>					
	Athletic Travel/Requests	1904.68			1904.68
	Athletics - Officials only	4292.80			4292.80
	CTE Art	1394.00			1394.00
	CTE Media	150.00			150.00
	CTE Woodshop	2419.83			2419.83
	Facilities (key dep)	3108.05			3108.05
	Library	96.20			96.20
	MCHS General	1267.78		564.94	702.84
	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)	331.54	3.14		334.68
	Sober Grad	2164.49			2164.49
	Skate Ramp Fund	500.87			500.87
	SONAR	4431.34		195.00	4236.34
	Store	160.33			160.33
	Student Council	345.40		483.78	-138.38
	Youth Prevention	92.50			92.50
<b>CLASSES</b>					
	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	1068.12		1068.12	0.00
	Class of 24	6632.87		500.00	6132.87
	Class of 25	1398.46			1398.46
	Class of 26	647.56	631.54		1279.10
<b>FALL SPORTS</b>					
	Boys Soccer	238.76			238.76
	Football	134.12			134.12
	Girls Soccer	25.00	110.00		135.00
	Volleyball	891.85			891.85
<b>WINTER SPORTS</b>					
	Boys Basketball	2257.23	95.00		2352.23
	Girls Basketball	3748.32			3748.32
<b>SPRING SPORTS</b>					
	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
<b>CLUB</b>					
	Amnesty	387.87			387.87
	Art Club	542.85			542.85
	Body Positive	0.00			0.00
	Chorus	152.21			152.21
	CSF	405.40	200.00	105.55	499.85
	Culinary	3367.62		88.75	3278.87
	Electronics	1141.69			1141.69
	Horticulture/Botany Club	2275.35			2275.35
	Improv club	1028.02			1028.02
	Interact Club-Activity	3976.41			3976.41
	Interact Club-Administrative	3093.10			3093.10
	Leadership	56.44			56.44
	Model U.N.	1707.91		205.67	1502.24
	Multi-Cultural Club	305.00			305.00
	Radio	2412.65	31.50	1853.18	590.97

Science Club	126.09			126.09
S.E.A. Club	30.00			30.00
Workability/Cardinal Express	146.41			146.41
Yearbook	-386.45	1890.00		1503.55
Yoga Club	0.00			0.00
A/E WEEK				
AE WEEK Art Center	25.00			25.00
AE WEEK Ashland	0.00			0.00
AE WEEK Biking	137.80			137.80
AE WEEK Celebration of Self	144.69			144.69
AE WEEK Coastal Adventures	-77.50			-77.50
AE WEEK College Tours	550.18			550.18
AE WEEK Com College/CTE	0.00			0.00
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	1234.17			1234.17
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	101.95	403.48		-301.53
AE WEEK Reserve	99.84			99.84
TO BE REFUNDED	0.00			0.00
TOTAL	73310.83	2961.18	5468.47	70803.54

70803.54

0.00

DIF

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

	DESCRIPTION	Begin Balance	Income	Expenses	Ending Balance
<b>GENERAL FUNDS</b>					
	Athletic Travel/Requests	1904.68			1904.68
	Athletics - Officials only	4292.80			4292.80
	CTE Art	1394.00			1394.00
	CTE Media	150.00			150.00
	CTE Woodshop	2419.83			2419.83
	Facilities (key dep)	3108.05			3108.05
	Library	96.20			96.20
	MCHS General	702.84			702.84
	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)	334.68	3.09		337.77
	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	-138.38			-138.38
	Youth Prevention	92.50			92.50
<b>CLASSES</b>					
	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	6132.87			6132.87
	Class of 25	1398.46			1398.46
	Class of 26	1279.10			1279.10
<b>FALL SPORTS</b>					
	Boys Soccer	238.76			238.76
	Football	134.12			134.12
	Girls Soccer	135.00			135.00
	Volleyball	891.85			891.85
<b>WINTER SPORTS</b>					
	Boys Basketball	2352.23			2352.23
	Girls Basketball	3748.32			3748.32
<b>SPRING SPORTS</b>					
	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
<b>CLUB</b>					
	Amnesty	387.87			387.87
	Art Club	542.85			542.85
	Body Positive	0.00			0.00
	Chorus	152.21			152.21

CSF	499.85			499.85
Culinary	3278.87			3278.87
Electronics	1141.69			1141.69
Horticulture/Botany Club	2275.35			2275.35
Improv club	1028.02			1028.02
Interact Club-Activity	3976.41			3976.41
Interact Club-Administrative	3093.10			3093.10
Leadership	56.44			56.44
Model U.N.	1502.24			1502.24
Multi-Cultural Club	305.00			305.00
Radio	590.97	26.46	40.00	577.43
Science Club	126.09			126.09
S.E.A. Club	30.00			30.00
Workability/Cardinal Express	146.41			146.41
Yearbook	1503.55			1503.55
Yoga Club	0.00			0.00
<b>A/E WEEK</b>				
AE WEEK Art Center	25.00			25.00
AE WEEK Ashland	0.00			0.00
AE WEEK Biking	137.80			137.80
AE WEEK Celebration of Self	144.69			144.69
AE WEEK Coastal Adventures	-77.50			-77.50
AE WEEK College Tours	550.18			550.18
AE WEEK Com College/CTE	0.00			0.00
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	1234.17			1234.17
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	-301.53			-301.53
AE WEEK Reserve	99.84			99.84
TO BE REFUNDED	0.00			0.00
<b>TOTAL</b>	<b>70803.54</b>	<b>29.55</b>	<b>40.00</b>	<b>70793.09</b>

**AGREEMENT**  
**For Fuel Pump Access**  
**Between Mendocino Unified School District**  
**And**  
**Mendocino Fire Protection District**

This revised Agreement (“the Agreement”) is made and entered into this 1st day of July, 2023 by and between the Mendocino Unified School District (“MUSD”) and the Mendocino Fire Protection District (“MFPD”).

**RECITALS**

A. MUSD owns fuel tanks and pumps (“the tanks and pumps”) suitable to dispense dyed diesel fuel and regular gasoline, and used to fuel school buses and other MUSD vehicles.

B. MFPD qualifies for use of dyed diesel fuel and is in need of access to such fuel and to regular gasoline for MFPD vehicles. MFPD can achieve financial savings of public funds if it can find a reliable alternative to purchasing such fuels at retail rates.

C. MUSD is willing to provide MFPD access the tanks and pumps to obtain dyed diesel fuel and regular gasoline under the terms and conditions of this Agreement and is able to do so without adversely affecting the fueling and operation of school buses and other MUSD vehicles.

Now therefore, based on the forgoing and the terms and conditions of this Agreement, MUSD and MFPD agree as follows:

1. Term

(a) This Agreement shall commence on the date first written above and shall continue in effect for one calendar year thereafter, unless earlier terminated in accordance with Section 1(b) or 1(c). Thereafter, the Agreement may be renewed upon such terms and conditions as the parties may mutually agree to in writing.

(b) This Agreement may be terminated by either party upon thirty days advance written notice to the other party.

(c) This Agreement may be terminated by MUSD upon one day advance written notice to MFPD if MUSD reasonably believes that it could be characterized as a “reseller” of dyed petroleum or gasoline by virtue of the Agreement.

2. Duties of MUSD



- (a) MUSD shall make best efforts to purchase dyed diesel fuel and regular gasoline for storage in the fuel tanks in sufficient quantities to service all school busses and MUSD vehicles, as well as MFPD's needs for its vehicles.
- (b) Within ten calendar days of the date that this Agreement is fully executed by the parties, and thereafter on as-needed basis as the parties may mutually agree, MUSD will provide training to MFPD personnel on use of the fuel pumps, spill protection equipment, and associated record keeping procedures.
- (c) MUSD shall allow MFPD access to the tanks and pumps for the purposes of fueling MFPD vehicles with dyed diesel fuel and regular gasoline.
- (d) MUSD shall make reasonable efforts to provide MFPD means sufficient to enable MFPD to account for the amounts of dyed diesel fuel and regular gasoline that it takes from the tanks and pumps.
- (e) MUSD shall maintain, repair and/or replace to the tanks and pumps as necessary in its sole discretion.
- (f) MUSD shall have no obligation under this Agreement that could cause it to be characterized as a "reseller" of dyed diesel fuel or gasoline. Should either party have reason to believe that there is a basis to characterize MUSD as a "reseller," it shall immediately notify the other party in writing.
- (g) In the event that an emergency is declared by the MUSD Board of Trustees or by any other duly constituted local, state or federal authority, MUSD shall have first use of all gasoline and dyed diesel fuel for the term of the declared emergency.
- (h) Should dyed diesel fuel or regular gasoline be unavailable to MUSD due to any condition not entirely within MUSD's control (including, but not limited to, restrictions or limitations in supplies imposed the Supplier or any other source), MUSD shall have no obligations under this Section 2, for the term of such unavailability.
- (i) MUSD shall promptly notify MFPD in writing of MFPD's share of the cost of gas invoiced by the Supplier by providing a copy of the Supplier's invoice and a detailed accounting of MFPD's share of the invoice (based on gallons pumped and accounted for by MFPD).
- (j) MUSD shall promptly notify MFPD in writing in the event that the Supplier changes. Such notice shall include the new supplier's address, telephone number and other reasonable and readily available contact information.

### 3. Duties of MFPD

- (a) Subject only to the provisions of Section 2(d), MFPD shall be solely responsible to account for all dyed diesel fuel and regular gasoline it draws from the tanks and pumps

and to provide a check to MUSD payable to the Supplier within ten days of receipt of notification described in Section 2(i). Unless the parties agree otherwise in writing, MFPD shall manually enter its accountings of diesel fuel and regular gasoline in record sheets provided for that purpose by MUSD.

(b) MFPD shall assure that all MFPD personnel fueling from the pumps and tanks are adequately trained in the use of the pumps, spill protection equipment and associated record-keeping procedures, whether such training is provided by MUSD or by another source.

(c) MFPD shall assure that all MFPD personnel fueling from the pumps and tanks shall leave pumps in a clean, safe and acceptable condition.

(d) MFPD shall pay MUSD *9.8% of the cost* of fuel pumped by MFPD as and for reimbursement of direct and indirect costs incurred by MUSD in performance of its obligations under this Agreement. MFPD agrees that this constitutes a fair and accurate measure of MUSD's direct *and indirect* costs. MUSD shall invoice MFPD quarterly, in writing. Each invoice shall include a detailed accounting of the gallons pumped by MFPD for that quarter.

(e) *For the 12-month period ending April 30, 2012, MFPD used 12% of all fuel pumped from the two tanks. Should the prorated share of fuel used by the MFPD change by more than 25% in any year (to less than 9% or more than 15% of all fuel pumped), the parties will meet to recalculate the percentage of cost to be paid by the MFPD for direct and indirect costs.*

(f) *Should MFPD install pumps for use by MFPD, MFPD shall pay all costs to install, maintain, and repair the pumps as necessary. In this event, MFPD will no longer use pumps owned by MUSD, except in case of emergency and with the permission of MUSD. Likewise, MUSD will not use pumps owned by MFPD except in case of emergency and with the permission of MFPD.*

(g) MFPD shall pay all other costs, including but not limited to any and all taxes, fees and assessments of any sort, associated with its purchase or use of dyed diesel fuel and/or gasoline provided to it pursuant to this Agreement.

#### 4. Hold Harmless/ Indemnification

(a) Neither MUSD nor any officer or employee thereof shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by MFPD under or in connection with any work, authority or jurisdiction delegated to MFPD under this agreement. It is expressly understood and agreed that MFPD shall defend, hold harmless, and indemnify MUSD and its officers, agents and employees from any and all claims, demands, losses, liability, suits or judgments arising out of, or alleged to arise out of, anything done or omitted to be done by MFPD or its officers, agents, or members, under or in connection with any work, authority or jurisdiction delegated to MFPD under



or by virtue of this agreement. This Section 4(a) shall include, but not be limited to, any claim made by the Supplier, as such is presently constituted or may be constituted hereafter, against MUSD for the failure to pay for any fuel dispensed to MFPD under this Agreement. This Section 4(a) shall include, but not be limited to, any claim made against MUSD in whole or in part based on an allegation that MUSD is a "reseller" of dyed diesel fuel or regular gasoline.

(b) Neither MFPD nor any officer or member thereof shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by MUSD under or in connection with any work, authority or jurisdiction delegated to MUSD under this agreement. It is expressly understood and agreed that MUSD shall defend, hold harmless, and indemnify MFPD and its officers, agents and members from any and all claims, demands, losses, liability, suits or judgments arising out of, or alleged to arise out of, anything done, or omitted to be done, by MUSD or its officers, agents, or employees, under or in connection with any work, authority or jurisdiction delegated to MUSD under or by virtue of this agreement.

#### 5. Dispute Resolution

Except as provided in Section 5(b), in the event of any dispute between MUSD and MFPD concerning any term or condition of this Agreement, the parties shall first promptly meet and negotiate in good faith to reach a compromise. Should such efforts fail, if the monetary amount is within the then-current jurisdictional amount of the Small Claims Court, either party shall then have the right to file an action in the Small Claims court as its sole remedy. Should such efforts fail, if the monetary amount is above the then-current jurisdictional amount of the Small Claims court either party shall have the right to demand and proceed to binding arbitrator before a single arbitrator chosen jointly by the parties.

#### 6. General Provisions

(a) Each party to this Agreement is an independent contractor and not an employee, agent, joint venturer or partner of the other party.

(b) Neither party shall assign its rights under this Agreement without the prior written approval of the other party, which approval shall not unreasonably be withheld.

(c) Any and all notices to be given by either party to the other shall be in writing, either by personal delivery or by mail postage prepaid. Mailed notices shall be addressed as follows: (i) To MUSD: Attn: Superintendent of Schools; (ii) To MFPD: Attn: President Mendocino Fire Protection District.

(d) Entire Agreement. This Agreement constitutes the final, complete and exclusive statement of the terms of the agreement between the parties pertaining to the subject matter of this Agreement and supersedes any and all other agreements, either oral or written, which may exist between the parties. Each party to this Agreement acknowledges that no

representations, inducements, promises or agreements which are not embodied herein have been made by any party and that no agreement, statement or promise not contained herein shall be binding on the parties.

(e) Waiver. No term or provision herein shall be deemed waived and no breach excused unless such waiver or consent shall be in writing and signed by the party claimed to have waived or consented. Any consent by a party to or waiver of a breach by the other, whether express or implied, shall not constitute a consent to, waiver of, or excuse for any other different or subsequent breach.

(f) Jurisdiction. This Agreement is hereby deemed to have been made and entered into by the parties at Mendocino, California and shall be construed according to the laws of the State of California.

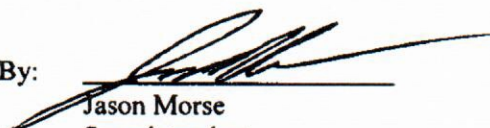
(g) Severability. If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will continue in full force and effect.

(h) Changes. No amendment, alteration or variation in the terms of this Agreement shall be valid unless made in writing and signed by both parties hereto.

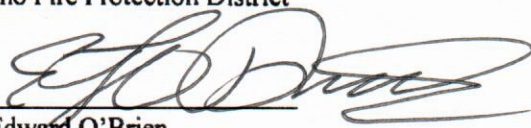
(i) Authority. Each party hereby represents and warrants that he/she/it had full power and authority to enter into and perform his/her/its obligations under this Agreement and that the person signing this Agreement has been properly authorized and empowered to enter into it. Each party acknowledges that he/she/it has read, understands and agrees to be bound by the Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first set forth above.

Mendocino Unified School District

By:   
Jason Morse  
Superintendent

Mendocino Fire Protection District

By:   
Edward O'Brien  
President



# **Classified Employees of Mendocino Unified Schools (CEMUS)**

## **Collective Bargaining Agreement**

**Effective School Year 2023-24  
(Approved 8/24/23)**



**Table of Contents**  
**CEMUS Contract Effective School Year 2023-24**  
**(8/24/23 Version)**

<b>Article 1 — Agreement</b> .....	<b>1</b>
<b>Article 2 — Recognition</b> .....	<b>2</b>
<b>Article 3 — Compensated Leaves</b> .....	<b>3</b>
3.1 Definitions .....	3
3.2 Sick Leave or Medical Appointments .....	3
3.3 Bereavement Leave of Absence .....	4
3.4 Personal Necessity Leave .....	5
3.5 Industrial Accident & Illness Leave .....	5
3.6 Legal Duty Leave.....	6
3.7 Catastrophic Leave Bank .....	6
3.8 Parental Leave for the Birth, Adoption, or Foster Care .....	7
Placement of a Child (2017)	
<b>Article 4: Uncompensated Leaves of Absence</b> .....	<b>9</b>
4.1 Definitions.....	9
4.2 General Provision.....	9
4.3 Association Leave .....	9
4.4 Maternity / Paternity Leave of Absence.....	10
4.5 Guidelines for Leave Requests .....	10
4.6 Family Care Leave .....	10
<b>Article 5 — Grievance</b> .....	<b>11</b>
5.1 Definitions.....	11
5.2 General Provisions .....	11
5.3 Informal Procedures: Level I .....	12
5.4 Formal Procedures: Level II.....	12
5.5 Formal Procedures: Level III .....	12
5.6 Grievance Hearing Panel: Level IV .....	12
<b>Article 6 — Employee Evaluation Procedures</b> .....	<b>14</b>
<b>Article 7 — Transfers</b> .....	<b>15</b>
7.1 Definition .....	15
7.2 Voluntary Transfer .....	15
7.3 Involuntary Transfer.....	15
<b>Article 8: Health and Welfare Benefits</b> .....	<b>16</b>
8.1 Eligibility .....	16
8.2 Medical Plan .....	16
8.3 Life Insurance Plan .....	16
8.4 Dental Plan.....	16
8.5 Benefits After Termination .....	17
8.6 Benefits While on Uncompensated Leave of Absence .....	17
8.7 Benefits When Retired.....	17
8.8 Part-Time Employees.....	17
8.9 District Health/Dental Committee .....	17

<b>Article 9 — Working Conditions.....</b>	<b>18</b>
9.1 Vacation Time .....	18
9.2 Overnight Weekend Trips, Emergency Coverage .....	18
9.3 Aides’ Assignments .....	18
9.4 Courteous Treatment .....	18
9.5 “Open Door” Committee .....	19
9.6 Playground Supervision.....	19
9.7 Lunch Supervision.....	19
9.8 Site Stewards .....	19
9.9 Right of Refusal.....	19
9.10 Unpaid Duty Free Lunch.....	19
9.11 Breaks .....	19
9.12 Safety .....	20
<b>Article 10 — Complaints Concerning Employees.....</b>	<b>21</b>
10.1 Receipt of Complaint .....	21
10.2 Notice to Employee.....	21
10.3 Representation.....	21
10.4 Personnel File.....	21
<b>Article 11 — Wages .....</b>	<b>22</b>
Salary Settlement Language and Salary Schedule are in Appendix A	
11.1 Temporary Assignment Pay .....	22
11.2 Job Classifications and Descriptions .....	22
11.3 Placement on Salary Schedule .....	22
11.4 Advancement on Salary Schedule.....	23
11.5 Overnight & Weekend Trips: Reimbursement/Compensation ..	23
11.6 Differential Pay .....	23
11.7 CEMUS/CTA/NEA Representation in Budget Process.....	23
11.8 Longevity Increment .....	23
11.9 Education Increment .....	24
11.10 Employees Present for Community Use of Facilities .....	24
11.11 Minimum Pay for Unscheduled Work .....	24
11.12 Compensatory time .....	24
11.13 Re-Classification.....	25
11.14 Job Consolidation, Combination & Newly Created Positions	25
11.15 Class Relationships .....	26
11.16 Mendocino Community Network Access .....	26
11.17 Layoffs .....	26
11.18 Regulation of Bus Driver Hours .....	26
11.19 Payroll Period.....	27
<b>Article 12 — Staff Development and Professional Growth .....</b>	<b>28</b>
12.1 Classified Staff Development Committee .....	28
12.2 Teacher Development Program .....	28
<b>Article 13: — Personnel Committee.....</b>	<b>30</b>
<b>Article 14: — Retirement Incentive Plan.....</b>	<b>31</b>
<b>Article 15: — Negotiations .....</b>	<b>33</b>

**Article 16: — Association/District Rights.....34**

**Appendices .....35**

Appendix A –Compensation language ..... 35

Appendix B – Classified Employee Absence Report ..... 39

Appendix C – Classes..... 40

Appendix D – Grievance Forms.....42

2020-21 Classified Salary Schedules..... 43

**ARTICLE 1 — AGREEMENT**


- 1.1. The Articles and provisions contained herein constitute a bilateral and binding agreement (“Agreement”) by and between the Governing Board of the Mendocino Unified School District (“Board”) and the Classified Employees of Mendocino Unified Schools (“CEMUS/CTA/ NEA”) and shall remain in effect from July 1, 2023 – June 30, 2024 with re-openers in school year 23/24, as specified in Article 15.3 of the current contract.
- 1.2. If any provision of this Agreement or any application thereof to any party is held by any court to be contrary to law, then such provisions or application will be deemed invalid to the extent required by such court decision, but all other provisions or applications shall continue in full force and effect for the duration of the Agreement.
- 1.3. If the District receives a negative cost of living adjustment (COLA) which may threaten District programs and positions, negotiations will be reopened.

**CLASSIFIED EMPLOYEES OF MENDOCINO UNIFIED SCHOOLS**

By:   
\_\_\_\_\_  
Christine Kenton

Date: 7-31-23

**MENDOCINO UNIFIED SCHOOL DISTRICT**

By:   
\_\_\_\_\_  
Jason Morse

Date: 8/9/23

## **ARTICLE 2 — RECOGNITION**

- 2.1. The Board recognizes CEMUS/CTA/NEA as the exclusive representative of all full-time and part-time regular classified employees. This recognition does not include those employees of the District who are designated as classified management.
- 2.2. “Regular” as used in the phrase “regular classified employee” or any similar phrase, refers to a classified employee who has probationary or permanent status.
- 2.3. The recognition extended by the Board is for the purposes of meeting and negotiating.



## ARTICLE 3 — COMPENSATED LEAVES

### 3.1 Definitions

3.1.1 “Immediate family” shall mean the spouse, domestic partner, mother, father, grandmother, grandfather, or grandchild of the employee or spouse of the employee, and the son, daughter, son-in-law, daughter-in-law, brother, brother-in-law, sister or sister-in-law of the employee or, any relative living in the immediate household of the employee, or any persons whom the employee can verify has filled one of the above roles.

“Maternity disability leave” shall mean leaves covered under Article 3.2 which includes a specified number of days charged to sick leave.

“Uncompensated Leave for maternity reasons” shall mean a leave of absence of up to one year.

### 3.2 Sick Leave or Medical Appointments

3.2.1. Leaves shall be granted to each classified employee of the Mendocino Unified School District, at the rate of one day for each month worked, for absence due to accident, illness, quarantine, medical appointments or physical disability connected with pregnancy, miscarriage, abortion, childbirth or recovery as verified by a physician.

3.2.1.1 Part-time employees shall be entitled to a prorated hourly portion of sick leave.

3.2.1.2 Accumulation of leave time is not limited.

3.2.2. Employee emergency medical appointments or medical appointments which cannot be scheduled outside the normal work day may be covered under sick leave.

3.2.3. The District may require a doctor’s certification or other proof before allowing pay for absence due to illness, accident, quarantine, or medical appointment.

3.2.3.1 Upon probable cause, the District reserves the right to require verification of illness.

3.2.4. When directed by the Superintendent, an employee shall undergo a medical examination by a doctor mutually selected by the Superintendent and the employee, and the cost for such examination shall be borne by the District.

3.2.4.1 If a doctor cannot be mutually agreed upon by the Superintendent and the employee, the Superintendent will obtain the names of three doctors recommended by the County Medical Association. The employee must then select from this list of three doctors.

3.2.4.2 The employee shall authorize the doctor to release the results of the examination to the District.

3.2.4.3 In the event of a concerted work stoppage, the District may require an affidavit under penalty of perjury as to the reason for the absence and may request medical verification prior to payment.

3.2.5. When an employee’s accumulated sick leave days have been exhausted and the illness, accident, or physical disablement, including pregnancy-related causes, requires continued absence from the job, as certified in writing by the employee’s physician, the absent employee shall receive the difference in his/her daily salary and that paid to a substitute employee hired to fill his/her position during his/her absence for a period not to exceed a total of five months of any school year.

3.2.5.1 Step “1” of the substitute employee’s classification will be used for this computation whether or not such substitute is actually employed. This differential pay privilege shall be non-accumulative.

3.2.5.2 The District Office will notify employees of pay differentials when applicable.

- 3.2.6. Any classified employee who has unused sick leave accumulated in another California school district at the time s/he is employed in the Mendocino Unified School District shall be credited in this District with the accumulated days.
- 3.2.6.1 The District Office accepts responsibility for notifying employees that accumulated sick leave in other California districts may be transferred to the District.
- 3.2.7. Permanent employees may draw in advance up to one year's allocation of unearned sick leave.
- 3.2.7.1 Probationary employees may draw up to six days in advance.
- 3.2.7.2 Should the employee resign or be terminated prior to earning any of these days, s/he shall repay the District.
- 3.2.8. In the case of absence due to illness or accident, employees shall notify their supervisor or designee as soon as possible.
- 3.2.8.1 If a substitute is required, the supervisor or designee shall be notified of intent to return to work no later than 3:00 p.m. on the day preceding the return. If such notification is not made, the supervisor will ask the substitute to report for work on the following day.
- 3.2.8.2 If, on the following day, both substitute and the regular classified employee report for duty, the regular classified employee shall be charged one more day of sick leave.
- 3.2.8.3 If the employee is absent on Friday, on the day before a holiday, or on the last day of any week, the substitute's service will be terminated without any notification from the regular classified employee.
- 3.2.8.4 Inability to return to work on the first day of the following week shall require the classified employee to report again to the supervisor his/her intended absence.
- 3.2.9. **Illness Preceding Death.** In the event of the death of an employee while s/he is absent because of illness, application for sick leave benefits may be made by his/her estate, heirs, or dependents by filing a properly executed certificate in the name of the estate, heirs, or dependents at any time within thirty days after death.
- NOTE: Only that period of illness immediately prior to and including the day of death of an employee is claimable as a sick leave benefit by the estate.

### **3.3 Bereavement Leave of Absence**

- 3.3.1. A regular, full-time employee will be granted a maximum of five days leave of absence, for the death of any member of his/her immediate family.
- 3.3.1.1 No deduction shall be made from the salary of such employee nor shall such leave be deducted from leave granted by other sections of this article.
- 3.3.1.2 Part-time employees shall be granted this leave on a proportionate pro rata basis.
- 3.3.2. A five day bereavement leave may be granted for each death described even though more than one death occurs simultaneously.
- 3.3.3. If the employee requests, s/he shall be granted up to an additional six days of leave for any one death for bereavement purposes which shall be charged to his/her accumulated sick leave.
- 3.3.4. Request for bereavement leave shall be made to the District Office through the immediate supervisor.

### **3.4 Personal Necessity Leave**

3.4.1 Up to 5 days annually of accumulated sick leave may be used for personal necessity for any purpose, except for activities for which the employee is being paid by a non-District source. An additional 5 days may be used for any purpose listed on the Classified Employee Absence Report form attached to the collective bargaining agreement as Appendix B.

### **3.5 Industrial Accident & Illness Leaves**

- 3.5.1. The Governing Board shall provide regulations governing industrial and illness leaves of absence for classified employees. Such regulations shall include:
- 3.1.5.1 Allowable leave shall be for sixty days during which the schools of the District are required to be in session or when the employee would otherwise have been performing work for the District in any one fiscal year for the same accident.
  - 3.1.5.2 Allowable leave shall not be accumulated from year to year.
  - 3.1.5.3 Industrial accident or illness leave shall commence on the first day of absence.
  - 3.1.5.4 When a classified employee is absent from his/her duties on account of an industrial accident or illness, s/he shall be paid not more than his/her full salary.
  - 3.1.5.5 The phrase "full salary" as utilized in this subdivision shall be computed so that it shall not be less than the employee's "average weekly earnings."
  - 3.1.5.6 Industrial accident or illness leave shall be reduced by one day for each day of authorized absence regardless of a temporary disability indemnity award.
  - 3.1.5.7 When an industrial accident or illness leave overlaps into the next fiscal year, the employee shall be entitled to only the amount of unused leave due him/her for the same illness or injury.
- 3.5.2. Upon termination of the industrial accident/illness leave, the employee shall be entitled to the benefits provided in Article 4, of this contract.
- 3.5.2.1 His/her absence shall be deemed to have commenced on the date of termination of the industrial accident or illness leave.
  - 3.5.2.2 If the employee continues to receive temporary disability indemnity, s/he may elect to take as much of his/her accumulated sick leave which, when added to his/her temporary disability indemnity, will result in a payment to him/her of not more than his/her full salary.
- 3.5.3. The Board may, by rule or regulation, provide for such additional leave of absence for industrial accident or illness as it deems appropriate.
- 3.5.4. During any paid leave of absence, the employee shall endorse to the District the temporary disability indemnity checks received on account of his/her industrial accident or illness.
- 3.5.4.1 The District, in turn, shall issue the employee appropriate salary warrants for payment of the employee's salary and shall deduct normal retirement, other authorized contributions, and the temporary disability indemnity, if any, actually paid to and retained by the employee for periods covered by such salary warrants.
- 3.5.5. Any employee receiving benefits as a result of this section shall, during periods of injury or illness, remain within the boundaries of the State of California unless the Governing Board authorizes travel outside the state.
- 3.5.6. The benefits provided in this section are in addition to sick leave benefits.
- 3.5.6.1 Accordingly, the Board shall not deduct accumulated sick leave from the sick leave allotment of an employee who is absent as a result of an industrial accident or illness

### **3.6 Legal Duty Leave**

3.6.1 Any classified employee may be absent from duty to serve as juror or court witness under official order without loss of pay. Fees paid the employee for such services, exclusive of allowed travel expense, shall be payable to the District.

### **3.7 Catastrophic Leave Bank**

3.7.1 All non-probationary classified staff (hereafter referred to in this section as a “member”), who suffer a catastrophic injury/ illness shall become eligible to use this catastrophic sick leave plan (“Bank”) subject to the conditions outlined as follows:

3.7.1.1 For purposes of this section, “catastrophic injury/illness” shall mean an illness or injury that is expected to incapacitate the employee for more than 10 work days, or that incapacitates a member of the employee’s immediate family (as defined in Section 4.1 of this contract) which incapacity requires the employee to take time off from work for more than 10 work days to care for that family member, and taking that time off work creates a financial hardship for the employee because he or she has exhausted all of his or her sick leave and other paid time off.

3.7.1.2 The member to receive donated sick leave must have exhausted all fully paid leave.

3.7.1.3 A member who has exhausted sick leave but still has a differential leave available is eligible for a withdrawal from the Bank. Use of the Bank is allowable only as a supplement to such differential leave. The District shall pay the member their regular pay and the Bank shall be charged with the appropriate fraction of a day to cover the cost of a substitute.

3.7.1.4 The member must be a permanent non-probationary employee of the district. A permanent non-probationary employee is defined as an employee who has completed a full year of service to the district and is in good standing (passed all evaluations) (BP 4216)

3.7.1.5 The use of this Bank shall only be available to those eligible bargaining unit members who have made a donation of one (1) day to the bank prior to their request with the commitment to donating one (1) day per year for five (5) years ( a total of five (5) days). The total five (5) days may be donated at any time in the first 5 years. For the purposes of this article only, “days” shall be defined as each individual employee’s regular contract hours at the time of donation to or withdrawal from, the Bank. Days shall be contributed to and withdrawn from the Bank without regard to the hourly rate of pay of the Bank participant.

3.7.2 Donations to the Bank are irrevocable. The member shall file an irrevocable “Classified Catastrophic Leave Bank Deposit Form” with the District office. A donation of a sick leave day to the Bank shall be a general donation from prior years’ accumulated sick leave and shall not be donated to a specific member for his/her exclusive use.

3.7.3 There is no limit to the number of accumulated sick leave days a member may donate to the Bank.

3.7.4 Members may join the Bank and designate number of days of donation during an open enrollment period from October 1 to October 31.

3.7.5 Any members who has exhausted their personal accumulated sick leave prior to the annual open enrollment period and therefore does not have any accumulated days to contribute, may apply to the Catastrophic Leave Bank Committee for a one time only waiver of the required minimum contribution to maintain membership.

3.7.6 The District will notify the Association, on request, of the balance available and the number of days used by eligible members. Should the Bank drop below 40 days, the Association will be allowed to solicit donations of days from bargaining members outside of the usual open enrollment period to replenish the bank.

- 3.7.7 Leave from the Bank may not be used for illness or disability that qualify the unit member for Workers' Compensation benefits unless he/she has exhausted all Workers' Compensation leave and his/her own fully paid leave.
- 3.7.8 When the member is eligible for disability retirement under PERS or, if applicable, Social Security, the member will no longer have access to the Catastrophic Leave Bank payments.
- 3.7.9 The Bank shall be administered by a three (3) member Catastrophic Leave Bank Committee appointed by CEMUS.
- 3.7.10 A member wishing to use this Bank shall submit a "Classified Catastrophic Leave Bank Request for Withdrawal Form" to the Catastrophic Leave Bank Committee. The request shall clearly state the details of the catastrophe and the amount of sick leave requested. Appropriate written verification of the catastrophic illness or injury must be included with the request.
- 3.7.11 The maximum number of days allowed to be utilized by a member for a single catastrophic injury/illness shall be thirty (30) days.
- 3.7.12 Any rejection of a request may be appealed de novo to the CEMUS Executive Board for final action and decision.

### **Article 3.8 Leave for Parents for the Birth, Adoption, or Foster Care Placement of a Child**

- 3.8.1 Parental Leave is a leave taken for either the:
- Birth of an employee's child
  - Adoption of child by employee or placement of foster child with the employee
- 3.8.2 Term of Leave: Maximum of 12-workweeks. Compensation is subject to employee's sick leave balance and eligibility for California Family Rights Act Leave (CFRA)
- 3.8.2 Parental Leave Eligibility Criteria: Must have worked with the District for at least 12-months. There are no minimum service hours required.
- 3.8.3 Applicable Rate of Pay during Parental Leave:
- (a) Full Pay for up to 12-workweeks if the employee has available sick leave (current year and accumulated sick leave)
  - (b) Partial Pay at the differential pay rate at no less than 50% of the employee's salary; after exhaustion of all available sick leave for the remainder of employee's 12 workweek period if the employee is eligible for CFRA.
- 3.8.4 Parents with the Same Employer:
- (a) Under CFRA parents with the same employer have a combined total of 12 workweeks within a 12-month period. Unmarried parents are not restricted to a combined total of 12-workweeks
- 3.8.3 Parental Leave Rights, Limits, and Relationship to Other Leaves
- (a) Parental Leave taken pursuant to the Education Code runs concurrently with CFRA Leave
  - (b) The aggregate amount of Parental Leave under the Education Code and CFRA is limited to 12-workweeks in a 12-month period.
  - (c) The employee does not have to provide a minimum of 1,250 service to qualify for Parental Leave under the Education Code.
  - (d) An eligible employee may elect to take unpaid leave and reserve his/her sick leave for later use, however:

The employee would not be entitled to partial pay under the Ed Code Parental Leave because partial pay eligibility is conditioned upon exhaustion of all sick leave and his/her entitlement to CFRA Leave would be reduced by the period of leave.

A timeline follows:

**Parental Leave under Ed Code**

12-Workweek Maximum is equal to Sick Leave plus Differential Pay if eligible for CFRA

-----|

Sick Leave + Vacation + Paid Time Off

-----|

+-----|

Full pay with benefits to extent employee has sick leave for up to 12-workweeks + Differential Pay\*\* for the remainder of 12-workweeks **if employee qualifies for CFRA Leave**

-----|

+ The employee **may elect** to use vacation and other PTO for the otherwise unpaid portion (50%) of CFRA

\*\*Differential Pay is the employee’s salary less the salary that is actually paid, or if no substitute is hired, the amount that would have been paid to a substitute. If the actual differential rate is lower than 50%, the employee must be paid no less than 50% of his/her regular rate.

3.8.6 Parental Leave and CFRA “Baby Bonding Leave” run concurrently for a maximum of 12 workweeks in any 12 month period.

## ARTICLE 4 — UNCOMPENSATED LEAVES OF ABSENCE

### 4.1 Definitions

- 4.1.1 “Immediate family” shall be as defined in Article 3 Section 1 of this contract.
- 4.1.2 “Maternity disability leave or paternity leave” shall mean leaves covered under Article 3.2 which includes a specified number of days charged to sick leave.
- 4.1.3 “Uncompensated Leave for maternity or paternity reasons” shall mean a leave of absence of up to one year

### 4.2 General Provisions

- 4.2.1. At the discretion of the Board, a limited number of uncompensated leaves of absence may be granted, provided that such leave does not inconvenience the District, as determined by the Governing Board.
- 4.2.2. Such leave shall be requested in writing by **February 15**, to the Superintendent, except in the case of uncompensated leave for maternity or paternity, and will be considered for up to a maximum of one full school year. In unusual or emergency situations, a request may be considered for up to the remainder of the school year.
- 4.2.3. Action on the leave request shall take place on or before **May 15**.
- 4.2.4. Sick leave and employee benefits will not be granted for periods of uncompensated leaves of absence.
  - 4.2.4.1 Any classified employee may continue at his/her own expense any or all benefit plans during his/her leave.
- 4.2.5. On or before **March 15** of the year in which an employee is on uncompensated leave of absence, a letter shall be submitted to the District Superintendent indicating the employee’s intention to the District for the following school year.
  - 4.2.5.1 Failure to declare his/her intention by that date shall be handled as a job abandonment, effective June 30<sup>th</sup> of that year.
  - 4.2.5.2 If an employee has submitted a letter of intention to return from leave and subsequently changes his/her mind, said employee is encouraged to notify the District by **June 30**.
- 4.2.6 Upon returning to the District, an employee’s assignment will reflect as closely as possible the compensation and responsibilities of the original position.

### 4.3 Association Leave

- 4.3.1. Leave shall be granted to representatives of the Association at the rate of no more than a total of ten days per school year, said days to be utilized for local, state, or national conferences or for conducting other business pertinent to Association affairs.
  - 4.3.1.1 This provision does not refer to at-the-table negotiating.
- 4.3.2. The Association shall reimburse the District at a substitute’s daily salary on which a substitute is hired for each day utilized under this provision.
  - 4.3.2.1 Such substitute may be hired while the regular employee is on duty in order to make more efficient use of substitute time in “catching up” on accumulated work.
- 4.3.3. The District is willing to provide for substitute time for at-the-table negotiations for CEMUS/CTA/NEA employees. Such time may be accumulated and utilized on future prearranged occasions. This may be hour-per-hour, if necessary.
  - 4.3.3.1 If a negotiation session is held outside of an employee’s regular duty hours, the employee will be compensated at their appropriate hourly rate.

#### **4.4 Maternity Leave of Absence**

- 4.4.1. The Board, upon written request of an employee, shall grant up to one year uncompensated leave for maternity.
- 4.4.2. Written requests for uncompensated maternity leave are encouraged within sixty days of the diagnosis of pregnancy.

#### **4.5 Guidelines for Leave Requests**

- 4.5.1. An employee shall have three years of service with the District.
- 4.5.2. An employee shall have received satisfactory evaluations during his/her period of service.
- 4.5.3. In the case of denial of the leave, a written explanation will be provided to the applicant detailing the reason for the denial.
- 4.5.4. In the event that the employee is dissatisfied with the denial, he/she may appeal this decision to the Board.
- 4.5.5. Uncompensated maternity/paternity leaves will fall under the above guidelines.

#### **4.6 Family Care Leave**

- 4.6.1. Any employee who has at least 12 months of service with the district, and who has at least 1250 hours of service with the district during the previous 12 month period prior to commencement of the leave, shall be eligible to take unpaid family care leave as outlined in Board Policy and Administrative Regulation 4161.8.



## ARTICLE 5 — GRIEVANCE

### 5.1 Definitions

- 5.1.1. Grievance: Any alleged violation of this Agreement which is known or should have been known to the employee.
- 5.1.2. Grievant: A District employee in the unit covered by this Agreement who is filing a grievance, or the Association when the alleged contract violation applies exclusively to the Association.
- 5.1.3. District Employee: A full-time or part-time classified person as defined in Article 2, Section 1.
- 5.1.4. Conferee: A person, not a party to a grievance, who is asked by either party to serve as the party's advisor.
- 5.1.5. Supervisor: The supervisor having immediate jurisdiction over the employee who is filing the grievance.
- 5.1.6. Grievance Hearing Panel: A three-person group responsible for reviewing appeals of grievance decisions.
  - The panel shall be composed of one individual selected by the Superintendent, one individual selected by the Association (neither of whom are parties-in-interest), and a third person appointed by the initial two members of the panel.
  - If no agreement can be reached, the American Arbitration Association shall be requested to supply a third person.
  - The third person shall serve as chairperson of the panel.
  - The decision of the panel shall be final and binding on all parties.
- 5.1.7. Day: Any day in which the District employee grievant is performing work for the District

### 5.2 General Provisions

- 5.2.1. Nothing contained herein will be construed as limiting the right of any employee having a grievance to discuss the matter informally with any appropriate member of the administration and to have the grievance adjusted without intervention by the Association, provided that the adjustment is not inconsistent with the terms of this Agreement.
- 5.2.2 The time limits may be extended only by mutual written agreement of the Superintendent and the President of the Association.
- 5.2.3. In the event a grievance is filed at such a time that it cannot be processed through all the steps in this grievance procedure by the end of the school year, the limits set forth herein may be reduced by mutual agreement so that the procedure may be exhausted prior to the end of the school year or as soon as is practicable.
- 5.2.4 Each level of this procedure which contains a five (5) day limitation to respond to or advance the grievance to the next level will be allowed a grace period of an additional five days to respond or advance the grievance. It is the intent of the parties that every effort should be made to respond or advance the grievance within the five (5) day limit.
- 5.2.5. Forms for processing grievances will be prepared by the Superintendent. The forms will be printed by the Board and given appropriate distribution so as to facilitate operation of the grievance procedure.
- 5.2.6. Parties to the Agreement shall not make public statements concerning the grievance prior to final resolution.

### **5.3 Informal procedures: Level I**

- 5.3.1. Before filing a formal grievance, the employee shall attempt to resolve the problem by conference with his/her immediate supervisor.
- 5.3.2. The employee shall, within twenty days after the employee knew or reasonably should have known of the occurrence of the act or omission giving rise to the grievance, request an informal conference to resolve the grievance.
- 5.3.3. If the grievance is not resolved at the informal conference, the grievant may declare that the grievance exists.
- 5.3.4. If the grievance is resolved at the informal conference, the grievant will receive written confirmation within 3 days.

### **5.4 Formal Procedures: Level II**

- 5.4.1. Within ten days of the informal conference if the grievance was not resolved at that level, the grievant must present his/her grievance, in writing on the appropriate District form, which should include the contract section allegedly violated and a statement of the resolution sought. The grievant shall meet with the supervisor and present the grievance.
- 5.4.2. The supervisor, after meeting with the grievant, shall communicate his/her decision in writing on the appropriate District form within five days after receiving the grievance.
- 5.4.3. Before the grievance is resolved at this level, the Association must be notified within five days and given an opportunity to respond.

### **5.5 Formal Procedures: Level III**

- 5.5.1. In the event the grievant is not satisfied with the decision at Level II, the grievant may appeal the decision in writing on the appropriate District form to the Superintendent. The appeal must be submitted within five days of receipt of the decision at Level II.
- 5.5.2. The Superintendent shall communicate his/her decision in writing within five days after receiving the appeal.
- 5.5.3. In the event the grievant is not satisfied with the decision of the Superintendent at Level III, or if no decision has been rendered, s/he may within five days after receiving the Superintendent's response appeal to the Grievance Hearing Panel.

### **5.6 Grievance Hearing Panel: Level IV**

- 5.6.1. If the grievant wishes to appeal the decision of the Superintendent to the Grievance Hearing Panel, s/he shall file his/her request in writing on the appropriate District form with the Superintendent within five days of receipt of the Superintendent's response, with a copy to the Association.
- 5.6.2. Upon verification of the Association, the impaneling of the Grievance Hearing Panel may begin.
- 5.6.3. The panel's hearing shall provide for written and/or oral testimony to be submitted by any person having pertinent information. Documents which the grievant submits to the panel shall include those previously filed.
- 5.6.4. All costs for the service of the third person/chairperson member of the panel, including but not limited to per diem expenses, his/her travel and subsistence expenses, and the cost of any hearing room will be borne equally by the Board and the Association. All other costs will be borne by the party incurring them.

- 5.6.5. The panel shall consider only those issues which have been properly carried through all prior steps of the grievance procedure.
- 5.6.6. The panel shall hold a hearing to determine whether or not there is a grievance, as defined in Section 1.
  - 5.6.6.1 If the panel determines that there is no valid grievance, the matter shall thereby be resolved and all parties-in-interest shall be so notified in writing.
  - 5.6.6.2 If the panel determines that there is, in fact, a grievance, it shall proceed as hereafter prescribed.
- 5.6.7. The jurisdiction of the panel shall be confined to a determination of the facts as they relate to the grievance.
- 5.6.8. The panel shall render a decision within fifteen days after the closing of the hearing. The decision shall be reduced to writing, recommending such remedies as it considers to be proper, and transmitted to the parties-in-interest. The recommendations from the hearing panel shall be the responsibility of the chairperson.
- 5.6.9. The decision of the panel shall be final.

## **ARTICLE 6— EVALUATION PROCEDURE**

All regular, non-certificated employees shall be evaluated by their supervisor or department head in accordance with the following schedule:

- 6.1. Probationary Employees — at the end of three months and five months of service. (Use Third Month [Form EB 4215] and Fifth Month [Form EC 4215] Evaluation Reports.)
- 6.2. Permanent Employees — at least once a year, in the spring. (Use Annual Evaluation Report [Form EA 4215].)
- 6.3. Unless a significant change in performance occurs between the fifth month evaluation and June 1, an annual evaluation will not be necessary for first-year employees.
- 6.4. For probationary employees, the supervisor or department head shall certify that three-month and five-month conferences have been held.
- 6.5. The supervisor shall prepare the Evaluation Report and discuss each entry with the employee. Where “Below Work Standards” is checked, specific recommendations for improvement shall be made.
- 6.6. A minimum of one-half hour release time shall be provided for each employee’s first three-month evaluation conference.
- 6.7. The Evaluation Report shall be signed by the employee and s/he shall be given a signed copy.
- 6.8. The Evaluation Report shall be filed in the employee’s personnel file.
- 6.9 Each site will be provided with a list of evaluation due dates by the District Office for all new employees.

## ARTICLE 7— TRANSFERS

### 7.1 Definitions

- 7.1.1. Transfer: A change from one District position to another District position.
- 7.1.2. Transfer of Assignment: Any change in assignment, including a change in the teacher/aide team.

### 7.2 Voluntary Transfers

- 7.2.1. A list of vacancies shall be posted in each school as they occur. The list shall contain a closing date for submitting a request for transfer. No transfer to fill the vacancy shall be made until after the closing date of said notice.
  - 7.2.1.1 Any employee who wishes to have vacancy notices sent to him/her may leave stamped, self-addressed envelopes with the District Office.
  - 7.2.1.2 Qualified applicants who are currently District employees will be given a priority for new job openings. No otherwise qualified applicant shall be denied a position solely because the position will qualify them for benefits.
- 7.2.2. A permanent classified employee may submit formal written request for transfer at any time with the knowledge but not necessarily the consent of his/her immediate supervisor. The transfer would be for the following year or as a vacancy occurs.
- 7.2.3. Positions which are held by permanent classified employees on compensated or uncompensated leave are not considered available to transfer into. For example, if an Instructional Assistant is on extended sick leave, that Instructional Assistant position will be filled by a substitute, it will not be filled by transfer.
- 7.2.4. The District desires to fill every position with the best qualified applicant. To this end, the District will give first consideration to any/all current, active employees of the district. Consideration of in-house applicants will be given prior to consideration of external applicants. In all cases, the best qualified applicant in the judgment of the District shall be selected.
- 7.2.5. Transfers shall not be denied capriciously or without basis in fact.
- 7.2.6. If a transfer is denied, the employee, upon request, will be given a written rationale for the denial. The employee who is denied a transfer and/or his/her representative may request and will be granted a meeting with the Superintendent to discuss the issue.

### 7.3 Involuntary Transfers

- 7.3.1. Notice of intention to assign an involuntary transfer shall be given to a Classified employee as soon as reasonably possible.
- 7.3.2. Involuntary transfers shall be based upon length of service, performance with the District, and other reasons which the employer judges to be consistent with the best interests of the employee and the District.
- 7.3.3. Involuntary transfers shall take place only after a meeting between the classified employee and his/her immediate supervisor. At that meeting, the employee shall be notified of the reason for the transfer. If a second meeting is requested by the employee, the employee and/or his/her representative may be present.

## **ARTICLE 8 — HEALTH AND WELFARE BENEFITS**

### **8.1 Eligibility**

8.1.1 Classified employees, employed for 20 hours/week or more, as recognized in Article II, Section 1, receive dental, vision, and life insurance plans within sixty days of employment if they are employed on a regular contract.

### **8.2 Medical Plan**

8.2.1 The medical insurance policy will be implemented based upon specifications set forth in the insurance provider's summary of benefits booklet. The plan will operate as set forth by the provider.

8.2.2 Beginning with the 2012-13 school year, the District shall contribute up to an annual maximum of \$11,798 for medical and \$1,072 for dental, vision, and life for each eligible unit employee toward District medical benefit insurance. Any cost in excess of the above annual maximum contribution shall be paid by the employee through payroll deduction.

8.2.3 A Section 125 plan (flexible spending) will be made available to employees by the District.

8.2.4 The medical insurance provider will not be changed except by agreement of both parties.

8.2.5 Two district employees who are domestic partners and/or married, after providing necessary documentation, will be charged as determined by the medical insurance provider.

8.2.6 If an employee's medical plan costs less than the capped medical benefit, the difference will be given to the employee, except in the case of employees who are domestic partners or married, who receive a reduction in expense due to the medical provider's guidelines.

8.2.7 In the case the district offers an opt out plan, the difference between the district contribution and the cost of the opt out plan will be given to the employee, except in the case of employees who are domestic partners or married who elect to receive a reduction in expense due to the medical provider's guidelines.

### **8.3 Life Insurance**

8.3.1 The Board agrees to a continuation of the life insurance plan as it is presently constituted.

### **8.4 Dental Plan**

8.4.1. The Board agrees to the continuation of dental benefits as they are presently constituted.

8.4.2. The Board will establish a Dental Plan Fund separate from the health plan.

8.4.3. Dental bills or receipts will be submitted to the Arrow Benefits Group.

8.4.4. Participants who are currently enrolled in the plan will remain at their current percentage of coverage of dental bills up to a maximum of \$1,000 per year per family member based upon the specifications set forth above.

8.4.5. Participants who enroll in the plan(s) after the date of contract ratification will receive percentage coverage according to the following schedule:

1 <sup>st</sup> year	70%
2 <sup>nd</sup> year	80%
3 <sup>rd</sup> year	90%
4 <sup>th</sup> year	100%

8.4.5.1 Children of current employees at age three will be enrolled for the first time at the rate of the employee.

- 8.4.6. An annual dental examination is required of all participants in the program. Failure of an employee to complete an annual examination within the fiscal year indicated shall lower the coverage by ten percentage points for up to three consecutive years. An employee may “earn back” lost coverage at the rate of ten percent per year by completing annual examinations. Children under the age of three shall be exempt from this requirement.
- 8.4.7. No “side fund” will be established for dental plan payments.
- 8.4.8. If, for any reason, the self-funding plan is discontinued, the District will guarantee each employee the same level of coverage s/he had at the time of discontinuance of the plan.
- 8.4.9. Employees hired after January 1 will be subject to a \$500 limitation for the remainder of the year.

## **8.5 Benefits after Termination**

8.5.1. For the duration of the Agreement, should an employee’s employment terminate during the school year, s/he shall be entitled to continue the coverage under the available health, dental, vision and life insurance plans for a period not to exceed eighteen months. Such employee shall pay the premium for the continued coverage on a month-to-month basis for this eighteen month period.

## **8.6 Benefits While on Uncompensated Leaves of Absence**

8.6.1 Employees on Board-approved leaves of absence without pay shall have the option to continue to receive employee benefit coverage for the period of the leave upon a month-to-month or quarterly reimbursement by the employee to the District at the group rate. The District will make no contribution towards employee health, dental, vision or life insurance programs for employees on Board-approved leaves of absence without pay.

## **8.7 Benefits When Retired**

8.7.1. Retired District employees may continue membership in any of the District’s group medical and related fringe benefit plans at the retiree’s expense. Payment shall be made to the District monthly, quarterly, or annually. All requests for continued coverage shall be submitted in writing thirty days prior to the end of the fiscal year.

## **8.8 Part-Time Employee Benefits**

- 8.8.1 Part-time employees who are employed between 20 and 30 hours per week will receive dental, vision, and life insurance coverage from the District.
- 8.8.2 Part time employees who are employed 30 hours or more per week will receive full benefits as outlined in this article.
- 8.8.3 Classified employees who were eligible for proportional benefits as of March 14<sup>th</sup> 2002 will retain that eligibility.
- 8.8.4 Classified employees who were eligible for full benefits as of March 14, 2002 will retain that eligibility unless their positions are reduced to 20 hour a week or less.
- 8.8.5 All regularly assigned hours worked for the District shall count toward eligibility for benefits.
- 8.8.6 If the cost of the fringe exceeds the proportionate share, the employee shall reimburse any remaining difference.

## **8.9 District Health/Dental Committee**

8.9.1 Problems which arise from any of these insurance plans will be submitted to the District Health/Dental Committee.

## **ARTICLE 9 — WORKING CONDITIONS**

### **9.1 Vacation Time**

9.1.1 Vacation time is earned at the rate of one day per month for each month of service. The vacation schedule will be:

- 1-5 years service —10 month = 10 days
  - 11 month = 11 days
  - 12 month = 12 days
- 6-10 years service —10 month = 12.5 days
  - 11 month = 13.75
  - 12 month = 15 days
- 11-15 years service —10 month = 15 days
  - 11 month = 16.5 days
  - 12 month = 18 days

9.1.2 Effective 7/1/07 the parties agree that for purposes of vacation and sick leave accrual, a 10 month position has from 180 to 199 actual work days; and 11 month position has from 200 to 219 actual work days; and a 12 month position has 220 actual work days or more. Actual work days do not include holidays and vacation days.

### **9.2 Overnight Weekend Trips, Emergency Coverage, and District Business**

9.2.1. In cases of overnight, and weekend trips, bus drivers must have sleeping quarters separate from students to ensure safety in the next day's driving performance.

9.2.2 Classified employees who are called in for "emergencies" will be paid \$50.00 for such calls or their actual wage at time and a half, whichever is more. Any staff that is required to be on call and available shall be paid @ \$2.00/hour for on call time.

9.2.3 Any employee required to travel on district business will be reimbursed for mileage at the IRS rate and compensated for their regular rate of pay for reasonable and necessary travel time.

### **9.3 Aides' Assignments**

9.3.1 When returning or continuing aides are assigned to teachers, the aides shall be notified of their assignments no later than two days before the beginning of the assignments.

Whenever possible, a new aide will be notified of his/her assignment no later than two days before the contract begins.

### **9.4 Courteous Treatment**

9.4.1 An employee has the right to expect (even in disciplinary situations) to be treated in a courteous and un-intimidating manner by supervisors and/or administrators.



## **9.5 “Open Door” Committee**

9.5.1. An “Open Door” committee is available for classified employees to meet with the Superintendent and two CEMUS/CTA/NEA members to discuss any particular problem the employee may have which s/he does not want to carry through the grievance procedure or which is not a contract violation.

## **9.6 Playground Supervision**

9.6.1. There shall be no fewer than two adults supervising on the playground during regularly scheduled recesses (breaks at K-8 school and High School not included).

## **9.7 Lunch Supervision**

9.7.1 There shall be no fewer than two adults supervising in the K-8 School Cafeteria during the first 15 minutes of the lunch period.

## **9.8 Site Stewards**

9.8.1. It is permissible for CEMUS/CTA/NEA to establish a system of site stewards to provide classified employees an informal counseling and problem-solving process and to improve morale and communications in the District.

## **9.9 Right of Refusal**

9.9.1 Any employee shall have the right of refusal, and cannot be forced to come in during off hours, except in case of extreme emergency.

## **9.10 Unpaid Duty Free Lunch**

9.10.1 All full-time employees shall have the option to take either a 30-minute or a 45-minute unpaid duty free lunch period. This must be agreed to and worked out with the employee’s direct supervisor. California law requires that a one-half hour unpaid meal period be provided for every five-hour work period, unless six hours of work will complete the day’s work and the employee voluntarily elects to forego the meal period.

## **9.11 Breaks**

9.11.1 Every employee who works between three and one-half and less than six hours per day should have a fifteen-minute rest period or portion thereof. Employees who work between six and ten hours per day should have two fifteen-minute breaks.

## **9.12 Safety**

9.12.1 The District shall conform to and comply with all health, safety, and sanitation requirements imposed by local, state, or federal law or regulations adopted under local state or federal law.

9.12.2 No classified employee shall be in any way discriminated against as a result of reporting any condition believed to be detrimental to the health and safety of any classified employee.

9.12.3 Classified employees shall not be required to work under unsafe or hazardous conditions or to perform tasks, which endanger their health, safety, or well-being.

9.12.4 Upon notification, the District shall eliminate or correct any unsafe, unhealthy, or hazardous condition.

9.12.5 The District agrees to furnish safety equipment, clothing, and devices required for health and safety reasons and to maintain a safe and healthy environment for classified employees and to comply with all local, state, and federal statutes regarding such safety and health matters.

9.12.6 The District shall provide training appropriate to the carrying out of their job duties, in order to ensure the safety of classified employees and others.

9.12.7 Classified employees shall be entitled to exercise reasonable force to restrain and/or subdue students to prevent them from injuring themselves or others.

9.12.8 The District shall provide appropriate training for classified employees on conflict intervention.

## **ARTICLE 10— COMPLAINTS CONCERNING EMPLOYEES**

### **10.1 Receipt of Complaint**

- 10.1.1. A parent or guardian of a pupil, or any person who makes a complaint to the District concerning an employee, shall be encouraged to meet with that employee. The site administrator will make this complaint known to the employee within one working day, and the name of the complainant shall be known to the employee.
- 10.1.2. If a meeting between the employee and the complainant is not feasible, the employee will meet with the site administrator to develop a plan to meet with the complainant.
- 10.1.3. If no plan can be developed, the complainant will meet with the site administrator, and the complaint will be put in writing by the complainant. A copy of the complaint is given to the employee who may respond in writing.
- 10.1.4. If the complaint is not resolved at the site administrator level, the complainant or the employee may go to the District Superintendent and repeat the procedure.
- 10.1.5. Any Board member or District staff member receiving a complaint will refer the complainant directly to the appropriate site administrator.
- 10.1.6. If the site administrator and/or the Superintendent supports the complaint and the employee believes the complaint is false, a grievance may be initiated to determine the validity of such complaint.

### **10.2 Notice to Employee**

- 10.2.1. Unless the charge is of a criminal nature, the employee shall be informed by the responsible administrator within one working day. The employee shall be given a copy of the writing prepared pursuant to Section 1.3 within one working day of its preparation.
- 10.2.2. If the nature of the charge is of a criminal nature which suggests that there should be some preliminary investigation before informing the employee, such investigation shall be done as quickly as possible.
- 10.2.3. If the nature of the charges is such that they warrant referral to an outside agency for investigation and consideration of criminal action, then any of the foregoing steps shall be waived or deferred upon request of the agency investigating for criminal prosecution.

### **10.3 Representation**

- 10.3.1 At any conference, in this process conducted by the employing agency, the employee, upon request, is entitled to be represented by someone of his/her choosing.

### **10.4 Personnel File**

If the foregoing steps do not affect a resolution of the complaint, then any documentation of the complaint shall be placed in the employee's personnel file after the employee has been given an opportunity to prepare and have attached a written rebuttal. If the complaint is withdrawn or shown to be false, or the above procedure is not followed, no written record will be placed in the employee's personnel file, or be maintained anywhere in the District or utilized in any evaluation or disciplinary action against the employee.

## ARTICLE 11 — WAGES

### SEE SPECIFIC LANGUAGE REGARDING SALARY SCHEDULE IN APPENDIX A

#### 11.1 Temporary Assignment Pay

11.1.1. When requested to temporarily fill a position which has a higher range or compensation than the employee's regular job classification range, or when temporarily assigned a substantial portion of the duties of such position, an employee shall be compensated in the following manner:

- 1) The first step of the range to which the employee is being temporarily assigned shall be the rate of pay, OR
- 2) Five percent (5%) increase in the hourly rate of pay shall be paid, whichever is greater.

#### 11.2 Job Classification and Descriptions

11.2.1 Classified employees shall not be required to perform duties which are not fixed and prescribed for the position, unless the duties reasonably relate to their job description, for any period of time which exceeds five working days within a 15-calendar-day period except as follows (as authorized in Education Code 45110):

11.2.2. An employee may be required to perform duties inconsistent with those assigned to the position for a period of more than five working days provided that his/her salary is adjusted upward for the entire period he/she is required to work out of classification and in such amounts as will reasonably reflect the duties required to be performed outside his/her normal assigned duties.

11.2.3 The District shall maintain and have readily available written job descriptions of all classified positions in the district and shall provide the Association with copies of current job descriptions on request. Any changes of job descriptions for existing employees will be bargained with the Association.

#### 11.3 Placement on Salary Schedule

11.3.1 When a person is hired in a regular probationary position, the employee shall be placed on the schedule within the first through third steps of the applicable range. In the event that the District intends to place the employee on a higher step, the District shall first consult with CEMUS.

11.3.1.1 If the person is already an employee of the District and the new position is not a promotion, the employee shall be placed on the step closest to their current highest salary not to exceed step 3 of the appropriate range for the new position.

11.3.2. If an employee is promoted to a position having a higher salary range, he/she shall receive a salary increase by being placed in the appropriate range and on whatever step constitutes no less than a 2% increase over his hourly rate of pay prior to the promotion. Promotion means a change in employment from one position in a specific class of positions to a higher position within the same class of positions (see appendix C).

11.3.3 If an employee voluntarily terminates their employment within the district, but returns as an employee to the same position within 14 months, they will be placed on the step they were previously on, or at the next step if they completed their last contract. This provision also applies to seniority.

#### **11.4 Advancement on Salary Schedule**

11.4.1. For purposes of annual increments, regular employees serving for one year will be credited with one year's service.

11.4.1.1 A classified employee who is hired before **March 1** of any year shall receive a step increase at the beginning of the following school year.

11.4.1.2 A classified employee who is hired after March 1 shall remain on Step 1 for the next succeeding school year.

11.4.2 Length of service shall be determined by the date of hire.

11.4.3 If an employee must move involuntarily to a lower range, it shall be the District's responsibility to inform the employee if s/he will receive less pay than previously and of all other available options.

#### **11.5 Overnight and Weekend Trips: Reimbursement/Compensation**

11.5.1. Bus drivers will be reimbursed for meals and lodging in amounts based on per diem rates established by Board policy for overnight and weekend trips. Receipts for meals and lodging must be provided before reimbursement is made.

11.5.1.1 Bus drivers will be paid a maximum of eight hours per day on overnight and weekend trips.

11.5.1.2 Where additional driving time is required, the driver and the supervisor may request additional compensation.

11.5.1.3 Bus drivers will be paid on a portal-to-portal basis for extended day trips. No reimbursement will be provided for meals.

#### **11.6 Differential Pay**

11.6.1. Differential pay in the amount of \$0.50 per hour shall be paid to employees who are assigned to a regular eight hour shift which extends past 6 o'clock p.m. This provision excludes recess days, vacation days, and holidays.

11.6.1.1 Persons substituting on aforementioned shifts on a day-to-day basis shall be paid at the regular substitute rate.

11.6.1.2 Persons substituting on aforementioned shifts after ten consecutive days will receive differential pay.

11.6.2. Regular classified employees whose scheduled hours of work change by 50% or more from one day to the next will be paid a 5%/hour differential. The differential will be paid for the total number of hours of the affected employee.

#### **11.7 CEMUS/CTA/NEA Representation in the Budget Process**

11.7.1. The CEMUS/CTA/NEA Organization will be represented in the budget process for the life of this agreement.

#### **11.8 Longevity Increment**

11.8.1 Effective, July 1, 2022, the Classified Hourly salary schedules were reworked to include the longevity increment in the salary schedule. Therefore, the 4% longevity increment of years past has been discontinued.

## **11.9 Educational Increment**

- 11.9.1. An employee may earn up to two professional development increments in the form of a 4% salary adjustment for each 110 hours of approved professional development work as outlined in Admin Regulation (AR) 4231.1.below:
  - 11.9.1.1 Classified employees may earn an educational increment in the form of a 4% salary adjustment for the first 110 hours of approved professional development work as outlined in AR 4231.1
  - 11.9.1.2 Classified employees may earn a second educational increment in the form of a 4% salary adjustment after completion of an additional 110 hours of professional development work as outlined in AR 4231.1.
- 11.9.2 An employee may advance one professional development increment and one longevity increment in the same year.
- 11.9.3 Upon employment, the district may authorize a Professional Development salary step increment increase provided the new employee provides appropriate documentation. The District shall notify CEMUS if a new employee qualifies for the increase.

## **11.10 Employees Present for Community Use of Facilities**

- 11.10.1. A minimum of one hour pay plus mileage will be given for classified employees asked to come in for security reasons relating to community use of facilities.

## **11.11 Minimum Pay for Unscheduled Work**

- 11.11.1 Any employee called in to work on a day when the employee is not previously scheduled to work, or called back to a work site after that employee has left for the day, shall receive a minimum of two (2) hours pay at the appropriate rate of pay.

## **11.12 Compensatory Time**

- 11.12.1. Employees shall obtain advance permission from their supervisors before working any time over that provided in their worksheets.
- 11.12.2. Such time shall be reimbursed at the appropriate rate, or may be credited as compensatory time, also at the appropriate rate (e.g. if the time is more than 8 hours in one day or more than 40 hours in one week, or is worked on a Saturday or Sunday, the pay will be at the rate of time and one half, or the compensatory time off will be credited at the rate of time and one half). Such earned compensatory time shall be granted the employee within the school year that it was earned.
- 11.12.3. Any compensatory time not used by the employee within the school year must be paid to that employee.
- 11.12.4. This provision will be effective for the school term beginning July 1, 2007.
- 11.12.5 Employees shall report compensatory time accrued each month to his/her immediate supervisor on the form provided. These forms shall be turned in monthly to the District Office.

### **11.13 Re-Classification**

#### 11.13.1 Reclassification Requests –

11.13.1.1 Definition of reclassification - Where as a result of the increase in the complexity of the duties being performed by an employee, and where the change in duties is of a permanent nature, the employee may submit a written request to have his/her classification reviewed.

11.13.1.2 The district may also have the opportunity to submit an application for reclassification for review.

11.13.1.3 The committee shall meet semi -annually in October and April, or less often if there is not a need, to review the requests.

#### 11.13.2 Classification Committee

11.13.2.1 A Classification Committee shall be established which shall include one member appointed by the District, one member appointed by the bargaining unit, and one member mutually agreed upon by both parties.

11.13.2.2 The sole purpose of the committee shall be to review requests for reclassification.

11.13.2.3 The requesting employee shall submit a written request along with the supporting documentation which shall include a revised job description along with salary schedule placement. The application must be submitted during the month of March (for the April review) or the month of September (for the October review). The District may, at the District's sole discretion, respond either orally and or in writing to the classification committee regarding the employee's request.

11.13.2.4 The committee shall make recommendations as to the appropriate job description, title and salary schedule range for any reclassified position. The recommendation of the classification committee shall be presented to the Superintendent for consideration by the Board.

11.13.2.5 The reclassification shall not be implemented without prior notification of the Association.

11.13.2.6 Upon each Board-approved change in classification, each affected unit member shall be notified in writing of the approval along with the approved job title and salary schedule placement adjustment if any.

#### 11.13.3 Salary Schedule Placement

11.13.3.1 When a position or class of positions is upgraded, the position or positions shall be placed on the salary schedule in a range which will result in at least a one (1) range increase above the salary of the existing position or positions.

11.13.3.2 In the case of lateral classification changes, the unit member shall remain at his/her current salary range.

11.13.3.3 In the event a position is downgraded, the unit member shall be Y-rated. Y-rating provides that when a position(s) is downgraded to a lower salary amount, the unit member(s) will continue at his/her former rate until future salary adjustments provide a salary increase to the level of the former salary.

### **11.14 Job Consolidation, Combination, and Newly Created Positions**

11.14.1. Process for Planning in April for the following school year: By April 1, the sites or the District will recommend to the Superintendent what, if any, positions they wish to consolidate or combine and the reductions they recommend to pay for the additional costs for the following school year. The District will meet with the CEMUS Personnel Committee by April 15 to review the

economic, personnel, and programmatic effects of the consolidated/combined positions. By May 15, the District will post a list of time positions within the same range and title that are consolidated into a 5 to 8 hour position, a consolidated, combined positions, or newly created positions. A consolidated position is made up of part combined position is made up of part time positions in different ranges and descriptions combined into a 5 to 8 hour position. Part time, qualified District employees will have priority consideration for the consolidated and combined positions or new positions. No one will be laid off as a result of the consolidation or combination of a position. Therefore, a consolidated or combined position will only be implemented when sufficient people have resigned or retired to allow for combination/consolidation of positions without lay-offs. If one resignation occurs in a situation when two resignations are needed for purposes of consolidation, that vacancy will be filled on a temporary basis as legally appropriate.

### **11.15 Class Relationships**

11.15.1 CEMUS and MUSD have reached an agreement regarding the definition of a “class” and class relationships, for example in promotions and layoffs. The “classes” as they have been defined, will be placed in the contract as Appendix C.

11.15.1.1 In the case of layoffs and bumping, a person subject to layoff can bump into a position for only the number of hours that they currently hold or fewer.

### **11.16 Mendocino Community Network Access**

11.16.1 As of July 1, 1998, classified employees will receive free dial up access to MCN as long as MCN is owned by the District.

### **11.17 Layoffs**

11.17.1 The parties agree that seniority in each position held by the employee is measured by the first day of paid service in the position plus any higher positions that they have held within the class.

11.17.2 The service of layoff notices will be by personal service or certified mail.

### **11.18 Regulation of Bus Driver Hours**

It is past practice of the District to keep the bus drivers at 6 hours/day, 5 days/week at the beginning of the school year. This is the number of hours in the MUSD Budget. Any time over 6 hours is kept by each individual bus driver and turned in on a time sheet for the first few weeks of school. As the first weeks of school progress, the need for additional hours may go up according to student needs, new routes, extension of routes, etc. In March, all employees who had this increase will be brought back to 6.0 hours through the layoff process for the following school year.

The bus driver contracts impacted will keep time sheets beginning with school in August and any extra hours will be paid on a time sheet. At that time, hours will be assessed and changed as needed beginning with the September paycheck.

2014-15 is the first year that the District implemented an 11 month payroll. All bus drivers who were on a 10 month payroll become 11 month employees effective with the 2014-15 school year. For the school year 2014-15, changed bus driver contracts will begin their altered contracts beginning September 1, 2014. Going forward beginning with school year 2014-15, the district will follow this process of allowing extensions to hours and then hours above 6 hours/day will be laid off in March for the following school year.



**11.19 Payroll Period**

The payroll period shall be defined as monthly, and staff will be paid on the last day of each month for the length of their annual contract. When the last day of the month falls on a Saturday or Sunday, payment will be made on the last Friday of the month. When the last day of the month falls on a Holiday, payment will be made on the previous business day.

## **ARTICLE 12 — STAFF DEVELOPMENT AND PROFESSIONAL GROWTH**

### **12.1 Classified Staff Development Committee**

12.1 A District Classified Staff Development Committee will be organized to fulfill the following functions:

12.1.1. To grant approval of courses for advancement on the Salary Schedule.

12.1.2. To make recommendations to the Board relating to the allocation of staff development funds. Recommendations would include sponsoring workshops, summer professional development proposals, District in-service programs, etc.

12.1.3 The Committee will be comprised of four members including one representative from clerical, one representative from instructional, and one representative from transportation/food services/maintenance/custodial, and Superintendent or designee.

12.1.4. No credit will be given on the salary schedule for District or County sponsored courses held during any of the employee's contracted hours. If the District pays for any part of an employee's attendance at a workshop or course any part of which is held during the contract hours, no credit on the salary schedule will be given.

12.1.4.1 If a class is held during one or more of the contract hours and the employee bears the responsibility of the cost of a substitute after receiving approval by his or her site administrator to attend the class, credit will be considered. The unit member may submit a request to the Classified Staff Development Committee for approval of credit.

12.1.4.2 A unit member's personal necessity leave may not be used for this purpose.

### **12.3 Teacher Development Program**

12.3.1 Classified Employees who have completed their initial probationary period with the District may make application for the Teacher Development Program for the purpose of obtaining a teaching credential to prepare them for teaching positions within the District, subject to the following:

12.3.1.1 Submission of a completed application form which indicates agreement to pursue an educational program to prepare for a career as a teacher in Mendocino Unified School District.

12.3.1.2 Submission of a description of the course(s) content and applicability to an approved program of studies leading to a California teaching credential.

12.3.2 A maximum of two (2) classified employees may participate per year. The District reserves the right to increase the number of participants in any one year.

12.3.3 Reimbursement of registration/tuition fees shall not exceed two thousand dollars (\$2000) per employee per year.

12.3.4 Admission to and reimbursement from the program shall be subject to the approval of the District based on the following:

12.3.4.1 Verification of the applicant's completion of an Associate of Arts degree or the equivalent;

12.3.4.2 The relevance of the course(s) to obtaining a California teaching credential;

12.3.4.3 The course load to be carried by the employee;

12.3.4.4 Recommendation of the applicant's immediate supervisor;

12.3.4.5 The needs of the District;

12.3.4.6 The applicant's suitability to enter the teaching profession;

- 12.3.4.7 Written agreement to complete the credential program within five (5) years.
- 12.3.4.8 The decision of the District shall be final and binding, and shall not be subject to the grievance procedure set forth in Article 19.
- 12.3.5 Continuance in the program is subject to an annual review by the District to establish satisfactory progress towards the credential.
- 12.3.6 After obtaining a California teaching credential, unit members participating in this “Teacher Development Program” shall submit to the District an application for employment as a teacher. If offered a teaching contract for at least half time, the unit member shall accept the employment offer.
- 12.3.7 Failure to enter into a teaching contract with MUSD, if offered, withdrawal from the program, or failure to complete credential requirements within five (5) years, shall result in payroll deductions of all tuition reimbursements under this program on a payment schedule to be mutually agreed with the employee. If mutual agreement is not reached, both parties reserve their legal rights and remedies.

### **ARTICLE 13— PERSONNEL COMMITTEE**

- 13.1 When reductions in staffing (positions or hours) are under consideration, the District will consult with said committee.
- 13.2 Suggestions and recommendations from the committee will be considered before the final decision is made.
- 13.3 In the case where a reduction is made, the CEMUS/CTA/ NEA Personnel Committee may make recommendations to the Superintendent regarding the possible payment of overtime and/or compensatory time for excess workloads caused by such reduction.
- 13.4 The existence of the Personnel Committee shall in no way diminish or replace bargaining rights provided for in the Education Code or the Rodda Act. The Personnel Committee shall be composed of the Superintendent and two to four CEMUS / CTA/NEA members.

## ARTICLE 14 – RETIREMENT INCENTIVE PLAN

14.1 Employees may choose one of the following retirement programs (Program A or B).

14.1.1 If the member is at least 60 years of age.

14.1.2 If the member has been an employee of the District for a period of at least fifteen (15) years with no break in service immediately prior to retirement. A Board approved leave for illness, maternity, family care or industrial accident leave does not constitute a break in service for this section (Ed Code 45308). Retirees may choose to convert accrued sick leave into years of service in calculating the five-year requirement.

14.1.3 Notification of the retirement shall be given to the District at least three (3) months prior to the effective retirement date. The District shall notify the CEMUS chapter president of any such notifications of retirement.

14.1.4 Should an employee receive a notice of layoff after **Feb 15<sup>th</sup>** but before **June 30<sup>th</sup>**, they may notify the District of their irrevocable intent to retire on or before June 30<sup>th</sup> of the same year and shall still be eligible to receive the retirement incentive.

14.1.5 Any employee who notifies the District by **June 1<sup>st</sup>** and prior to **August 30<sup>th</sup>** of that school year of their irrevocable intent to retire on or before **June 30<sup>th</sup>** of the following year will not have their hours of employment reduced for any part of their final school year with the District prior to retirement.

14.1.6 Payment will be made on or about the 10<sup>th</sup> of the second month following retirement or on a schedule mutually agreed upon by employee and district.

14.2 Retirement Program A: Medical Benefits for Retiree and Spouse, or Domestic Partner.

14.2.1 The District shall provide retirees and their spouse, or domestic partner, and eligible dependents or as defined by the insurance provider with the following health and welfare benefits: The “cap” on the District contribution toward medical benefit premiums for retirees is \$5,200 annually without a dependent; \$8,320.00 annually with a dependent until the retiree is 65. If Medicare eligibility is moved to 67, the District will pay the health benefits until the retiree is 67. The eligible dependent coverage rate shall be capped at the rate in effect on the first year of retirement.

And/Or:

14.2.2. Supplemental Income Retirement Plan: At age 65 or 67, the District will pay \$100 per month toward a medical supplement for Medicare for five years for the retiree only. If the retiree dies before the end of five years, the benefit will stop. A retiree must submit proof of having a supplemental plan for the fiscal year. Upon proof of coverage, the District will issue one check for \$100 for each month that the retiree was covered during the fiscal year.

14.2.2.1 They were a full-time classified employee of the District (6.5 hours/day or more) for the fifteen years immediately preceding his/her resignation and retirement.

14.2.2.2 They are at least sixty years of age.

14.2.2.3 The District shall pay to the retiree up to the maximum annual salary allowed by PERS.

14.2.2.4 The term of any agreement for special services and advice under this procedure may not exceed five years.

14.2.2.5 Retirement program A will have a total cost cap of \$20,000 at any given time. If the cost of program A exceeds \$20,000 at any time, the excess cost will be reduced from any wage increases negotiated for that year. This cap (item 14.2.2.5) will be removed from the contract after the 2025-26 school year.

#### 14.2.3 Retirement Program B: Lump Sum

14.2.3.1 A one-time per person retirement incentive payment will be made available to the classified employee eligible for retirement according to PERS guidelines and who elects to retire.

14.2.3.2 The retiree will then be given a lump sum equal to 20% of the last 12 months of salary.

14.2.3.3 Payment will be made on or about the 10<sup>th</sup> of the second month following retirement or on a schedule mutually agreed upon by employee and district.

## **ARTICLE 15 –NEGOTIATIONS**

- 15.1. CEMUS/CTA/NEA agrees that this Agreement is intended to cover all matters relating to wages, hours, and all other terms and conditions of employment, and during the term of the Agreement neither the District nor CEMUS/CTA/NEA will be required to meet and negotiate on any further matters affecting these or any other subjects not specifically set forth in the Agreement.
- 15.2. Recognizing that precedent is an important and valuable tool, the District may be guided by past practices or understandings but not necessarily bound by them unless such past practices or understandings are specifically stated in this Agreement.
- 15.3 During the life of this agreement, annual re-openers shall be limited to salary and benefits plus two (2) articles for each party.

## **ARTICLE 16 - ASSOCIATION/DISTRICT RIGHTS**

- 16.1 The Association shall have access at reasonable times to areas where employees work, to bulletin boards in the staff rooms, and to staff mailboxes.
- 16.2 The Association shall have the use of institutional facilities and equipment, at reasonable times and not interfering with the education program, for the purpose of conducting Association meetings or business. The Association shall reimburse the District for reasonable costs, if incurred.
- 16.3 A total of ten days leave shall be granted to the Association per school year to be used by its representatives, said days to be utilized for local, state, or national conferences or for conducting other business pertinent to Association affairs.
- 16.4 The Association shall reimburse the District at the substitute's daily rate of pay for each day utilized under this provision. This provision does not apply to collective bargaining agreement negotiations; the District will pay for substitutes for the CEMUS Negotiation Team in preparation for and during collective bargaining agreement negotiations.
- 16.5 A copy of the District Directory shall be provided to the Association when it is available.
- 16.6 Management Rights. It is understood and agreed that the powers and responsibilities to direct, manage, and control the operations and affairs of the District, are reserved exclusively to the District and the Governing Board, except as they are limited by this Agreement in the manner and to the extent authorized by law.



## Appendix A

**Compensation language adopted by CEMUS/MUSD - TA 2007-01** (salary schedule to be found in 2006-2009 version of the CEMUS contract):

It was agreed to eliminate step 1 on the classified salary schedule and move employees currently on step one to step two (which becomes the new step one) effective July 1, 2006.

The salary schedule was to be increased by 0.7% retroactive to 7/1/06 with the retroactive application of this increase applying to regular contract salaries and not to substitutes, overtime and extra duty. Range changes to some specific jobs were negotiated and are referenced in the tentative agreement 2007-01 dated January 30<sup>th</sup>, 2007.

Effective 7/1/2007 Step 14 will be deleted as it appears on the salary schedule and instead will be noted on the salary schedule as a 4% longevity increase applied as defined in Article 11.7.1 of this contract. After this change, and the one referenced above, the July 1, 2007 salary schedule will have only 12 steps.

**Compensation language adopted by CEMUS/MUSD - TA 2007-06** (salary schedule to be found in the 2006-2009 October version of the CEMUS contract):

Effective July 1, 2007 the current step 1 of the classified schedule shall be eliminated and all employees on the schedule shall be moved over by one step after any “natural” step movement caused by the passing of a year. No additional steps are added and therefore employees currently on step 12 shall not move and those currently on step 11 will only be moved one step in total. This change has an approximate cost of \$30,859 or the equivalent of 2.3 %. (also see Article 8 regarding benefit cap)

**Compensation language adopted by CEMUS/MUSD - dated 9/18/07** (salary schedule to be found in the 2006-2009 October version of the CEMUS contract):

Effective 7/1/2007 step 11 will be increased by 6%, and after this increase has been implemented, the entire salary schedule (steps 1-11 inclusive) will be increased by 1.8

**Compensation language adopted by CEMUS/MUSD (TA 2008/09 - 4)**

It is agreed that effective 7-1-08 the CEMUS contract will be increased by \$13,557 (including MCN employees). This increase will provide a .81 % increase at every step on the salary schedule as delineated in the attached classified salary schedule designated as Exhibit BB. It is agreed that this agreement, along with the other approved TA's (2008-01, 02, and 03) closes negotiations for 2008-09. This agreement is contingent upon the acceptance by the county of the disclosure form for collective bargaining. (also see Article 8 regarding benefit cap)

**Compensation language adopted by CEMUS/MUSD (TA 2009/10 – 01)**

CEMUS and the District agree to a 1.3% increase for CEMUS employees (including MCN employees) retroactive to 7-1-09. Both parties also agree to a 2% increase for CEMUS employees effective 7-1-10.

CEMUS also agreed that they would like to withdraw from Staywell and participate in SISC. CEMUS also agreed to meet with a sub-committee including Mark Morton and Catherine Stone to review necessary changes to contract language related to medical insurance and related side fund issues. This agreement is contingent upon the acceptance by the county of the disclosure form for collective bargaining. It was also agreed to eliminate ranges 15-19 given that no employees are hired at that range.

**Compensation language adopted by CEMUS/MUSD (TA 2009/10 – 02)**

An employee may earn up to two professional development increments in the form of a 4% salary adjustment for each 110 hours of approved professional development work. Classified employees may earn an educational increment in the form of a 4% salary adjustment for the first 110 hours of approved professional development work. Classified employees may earn an educational increment in the form of a 4% salary adjustment for the first 110 hours of approved professional development work. Classified employees may earn a second educational increment in the form of a 4% salary adjustment after completion of an additional 110 hours of professional development. Upon employment, the district may authorize a Professional Development salary step increment increase provided the new employee provides appropriate documentation. An employee may advance one professional development increment and one longevity increment in the same year. Upon employment, the district may authorize a Professional Development salary step increment increase.

**Compensation language adopted by CEMUS/MUSD (TA 2011/12 – 03)**

Beginning with the 2012-13 school year, the District shall contribute up to an annual maximum total contribution of \$11,162 for each eligible unit employee toward District medical benefit insurance. Any cost in excess of the above annual maximum contribution shall be paid by the employee through payroll deduction.

**Compensation language adopted by CEMUS/MUSD (TA 2013/14 – 01)**

It is hereby agreed that Article 11 and Appendix A of the 2013-14 CEMUS Contract approved by the Board on 6/20/13, will be replaced by the new CEMUS Salary Schedules for fiscal years 2014-15, 2015-16, and 2016-17. See attached salary schedules beginning on page 32 of this Contract..

- Compensation language adopted by MUSD/CEMUS will be effective July 1, 2014. It is agreed that salary and benefits cannot be opened for negotiations until the fall of 2017.
- Based on the 2013-14 classified salary schedule, the new salary schedules will be increased by 5.08% in 2014-15, 2.59% in 2015-16, and 1.92 % in 2016-17. The increases will be spread evenly across the cells in the salary schedules.

**Compensation language adopted by CEMUS/MUSD (TA 2013/14 – 02)**

- It is hereby agreed that effective July 1, 2014, Appendix A of the CEMUS Contract, the CEMUS Salary Schedule, will reflect a change in classification of positions as follows:
  - The Cook position at Range 21 will go to Range 23
  - The Accounts Payable position will go from Range 33 to Range 35
  - The High School Student Coordinator will go from Range 37 to Range 39
  - The Grounds Keeper position will go from Range 30 to Range 32
  - The Cook Manager position will go from Range 30 to Range 35
- Further, two new positions will be added to the CEMUS Salary Schedule effective July 1, 2014 as follows:
  - State Preschool Teacher will be Range 36
  - State Preschool Teacher Assistant will be Range 25

**There were no changes related to compensation for CEMUS negotiations for 2014-15.**

**There were no changes related to compensation for CEMUS negotiations in 2015-16.**

**Compensation language adopted by CEMUS/MUSD (TA 2017-18 – 01 & 02)**

It is hereby agreed that the attached salary schedules will replace all prior salary schedules effective July 1, 2018. The salary schedules will reflect a 1% retroactive raise for fiscal year 2017-18 to be paid out in May 2018. The pay increases for fiscal year 2018-19 will be 1.3% and increases for 2019-20 will be 3%. The salary schedules for 2017-18, 2018-19, and 2019-20 are attached and they reflect the changes agreed to in the paragraph above as well as CEMUS TA 2017-18-02: Change in Range of Pay for Bus Drivers/Updated Job Descriptions. It is also agreed that Ranges 20-22 on the CEMUS salary schedules will be eliminated as no one holds these positions and they are no longer used.

- Effective 7/1/07 an employee who has worked in the classified service of the District for a period of 14 years or more shall receive a longevity increment of 4% at the commencement of their 15<sup>th</sup> year.
- Per negotiated Agreement 2007-01 dated January 30<sup>th</sup>, 2007, the prior step 1 was removed. Step 13 (prior step 14) was also removed and a 4% longevity applied as noted above. When calculating longevity, step placement does not necessarily represent years of service with the district.
- Per negotiated Agreement and Board action June 28<sup>th</sup>, 2007, an old step 1 was eliminated and all employees moved up a step except for those on the “top” step.
- Per negotiated Agreement and Board action September 20<sup>th</sup>, 2007, Step 12 received a 6% increase and then all steps received a 1.8% increase.
- Per negotiated Agreement 2008/09 – 04 a .81% increase was applied to every step on the salary schedule
- Per MOU 2009-10-01 the Lead custodian position was moved to range 36 and the custodian position was moved to range 30 (job descriptions were amended accordingly)
- Per negotiated Agreement 2009/10-01 a 1.3% increase was applied to the salary schedule retroactive to 7/1/09. Also, a 2% increase was applied to the salary schedule effective 7/1/10. Both these salary adjustments applied to all CEMUS employees including MCN employee

**Compensation language adopted by CEMUS/MUSD effective July 1, 2018**

It is hereby agreed that the attached salary schedules will replace all prior salary schedules effective July 1, 2018. The salary schedules will reflect a 1% retroactive raise for fiscal year 2017-18 to be paid out in May 2018. The pay increases for fiscal year 2018-19 will be 1.3% and increases for 2019-20 will be 3%.

**Updated Salary Schedules adopted by CEMUS/MUSD effective July 1, 2018**

The salary schedules for 2017-18, 2018-19, and 2019-20 are attached and they reflect the changes agreed to in the paragraph above as well as CEMUS TA 2017-18-02: Change in Range of Pay for Bus Drivers/Updated Job Descriptions. It is also agreed that Ranges 20-22 on the CEMUS salary schedules will be eliminated as no one holds these positions and they are no longer used.

**Compensation language adopted by CEMUS/MUSD effective July 1, 2020:**

It is agreed that there will be no change in the salary schedule for the 2020-2021 school year. The District agrees to a one-time coverage of the health insurance increase costs for each employee receiving healthcare benefits for the 2020-2021 school year.

**Compensation language adopted by CEMUS/MUSD effective July 1, 2021:**

It is hereby agreed that the attached salary schedules will replace all prior salary schedules effective July 1, 2021. The salary schedules will reflect a 3% raise for fiscal year

2021-22. The MTA/CEMUS/MUSD agree to work collaboratively to address budgetary needs and shortfalls.

It is hereby agreed upon that the longevity column in the CEMUS regular and 4% increment wage schedule will be removed and replaced with a column 12 for 2021-22.

**Compensation language adopted by CEMUS/MUSD effective July 1, 2022:**

It is hereby agreed by the parties that there will be a 5% raise for the 2022/23 school year with the agreement that if there is no consensus on salary/benefits for the 23/24 school year by 2/15/22, it will result in an impasse re: 23/24 salary/benefits. Negotiations can continue as usual on other issues past this date. CEMUS and the administration will sunshine at the Board meeting in August 2022. This is a one-year pilot program for the 22/23 school year that could be adopted in future years if both parties find it beneficial.

It is also hereby agreed by the parties that the custodians will be moved from range 30 to 32. This increase will be completed above and beyond the 5% increase.

**Compensation language adopted by CEMUS/MUSD – TA 2022-23-01**

Effective July 1, 2022, it was agreed upon that the classified salary schedule was extended from its current 11 step, plus longevity step, to a 15-step salary schedule. Longevity to be removed and discontinued. Discontinue the separate 4% Education Increment salary schedule. The 4% Education Increment will continue, and will be paid “in addition” to the regular classified hourly salary schedule. These changes are in an effort to comply with PERS Retirement reporting.

**Compensation language adopted by CEMUS/MUSD effective July 1, 2023**

It is hereby agreed that CEMUS and the District agree to a 0% salary increase for the 2022-24 school year. Members enrolled in district health insurance will receive a one-time increase in the district-paid health insurance cap to cover the cost of the 2023-2024 health insurance increase (Including WABE, which will be paid to the employee). Part-time employees who do not receive district health insurance will receive a one-time taxable payment of \$1400 prorated by the percentage of their employment.

MUSD will add a line item of 2% annually in anticipation of salary negotiations during which the final amount will be set.

# Appendix B

## Mendocino Unified School District Classified Employee Absence Report

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

Date(s) that I (was) (request) to be absent (month/date/year): \_\_\_\_\_

Check the appropriate box, and note the number of days to be charged to each category for this absence:

- Jury duty: \_\_\_\_\_ days  
\_\_\_\_\_ days
- Bereavement: \_\_\_\_\_
- Compensatory time: \_\_\_\_\_ days  
\_\_\_\_\_ days
- Sick leave: \_\_\_\_\_
- Official school business: \_\_\_\_\_ days

Purpose: \_\_\_\_\_

- Vacation: \_\_\_\_\_ days (**this applies to 12 month employees only**)
- Personal necessity leave \_\_\_\_\_ days. (This is charged to sick leave – maximum of 10 days)

Up to five days sick leave may be used for the following four reasons:

- Accident or illness involving employee or a member of his/her immediate family.
- Personal property emergencies
- Personal legal matters which cannot be conducted after regular working hours or on non-school days.
- Personal business of a pressing nature to the employee which cannot be conducted after regular working hours or on non-school days.

Up to five days of the current year's sick leave may be used for the following reason

- Any purpose, other than for recreational purposes, vacation or pursuit of other employment.

Signature of employee: \_\_\_\_\_ Date: \_\_\_\_\_

Was a substitute used to fill your position during your absence?  no  yes.

Name of sub(s) \_\_\_\_\_

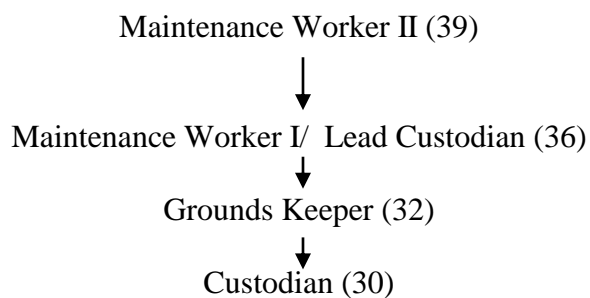
Funding Source for substitute:  SIP  Grant  District  Other \_\_\_\_\_

Approve  Disapprove \_\_\_\_\_ Date: \_\_\_\_\_  
Signature of administrator/supervisor

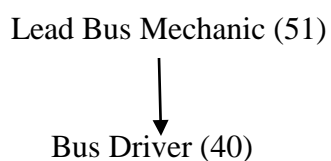
Approve  Disapprove \_\_\_\_\_ Date: \_\_\_\_\_  
Superintendent's signature

## Appendix C – Classes

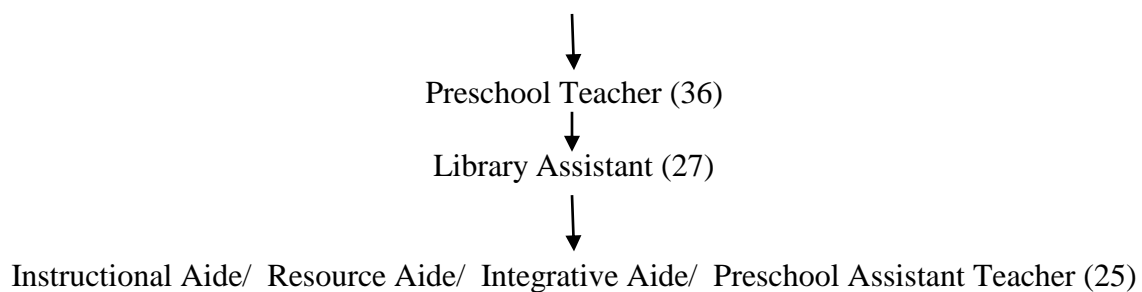
### Class I: Custodial / Maintenance



### Class II: Transportation



### Class III: Instructional



**Appendix C – classes (continued)**

**Class IV: Office/ Clerical**

High School Administrative Support (42)

Administrative Assistant (41)



Registrar/Accounts Payable (35)



Office Assistant (25)

**Class V: Food Service**

Manager Cook (35)



Cook (23)

**Class VI: MCN Technology**

MCN Senior Network Administrator (separate schedule)



MCN Junior Network Administrator (separate schedule)



MCN Operations Engineer (50)



MCN Inside + Outside Operations Manager (48)



MCN Operations Technician (43)

**Class VII: MCN Clerical**

MCN Inside Operations Agent (35)

## **APPENDIX D – GRIEVANCE FORMS**





# MENDOCINO UNIFIED SCHOOL DISTRICT

## CEMUS EMPLOYEE GRIEVANCE FORM LEVEL II

**Instructions:** Please submit this form to the supervisor of the person or program of your complaint.

The supervisor will tell the employee(s) involved that this complaint has been filed. The information you provide will be kept confidential except as necessary to investigate and resolve your complaint.

The District's complaint procedures are found in Board Policy 1312.1 and Administrative Regulation 1312.1 which are available through the District Office for your review. Please make sure to reference the appeal provisions and timelines involved.

Should you have any questions about the grievance policy or procedures, please contact the school site principal or superintendent.

### Complainant Information

### Grievance #:

Name \_\_\_\_\_

Date \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Phone \_\_\_\_\_

School \_\_\_\_\_

### Notice of Complaint

Date of events this complaint is based on: \_\_\_\_\_

This is a violation, misapplication or misinterpretation of the Collective Bargaining Agreement including, but not limited to Article \_\_\_\_\_ (list specific contract provisions if possible)

Please describe your complaint as specifically as possible, using date, times, names, locations or situations (use additional paper if necessary): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

With whom have you conferred to resolve your complaint?

Name(s) \_\_\_\_\_  
\_\_\_\_\_

Date \_\_\_\_\_  
\_\_\_\_\_

What action or remedy are you seeking to resolve this complaint? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Resolved:  Internally  Formal Response Needed

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

Signature \_\_\_\_\_

Date \_\_\_\_\_



# MENDOCINO UNIFIED SCHOOL DISTRICT

## CEMUS GRIEVANCE RESPONSE FORM LEVEL II

### Grievance #:

Date of Grievance Response: \_\_\_\_\_

To: \_\_\_\_\_  
(Grievant)

From: \_\_\_\_\_  
(Superintendent)

Response to Grievance Appeal: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Attach a copy of the Grievance Form Level I, Appeal Form Level I, and any supporting documents.

\_\_\_\_\_  
Superintendent Signature

\_\_\_\_\_  
Date



# MENDOCINO UNIFIED SCHOOL DISTRICT

## CEMUS GRIEVANCE APPEAL FORM LEVEL II TO LEVEL III

**Instructions:** If the grievant wishes to appeal the decision of the Superintendent OR Board to arbitration, s/he may, within five days of the conclusion of mediation, request in writing on the Contact Grievance Appeal Form Level III that the Association submit his/her grievance to arbitration, with a copy to the Superintendent or Board.

Should you have any questions about the grievance policy or procedures, please contact the school site principal or superintendent.

### Grievance #:

Date of Level III Appeal: \_\_\_\_\_

To: \_\_\_\_\_  
(Association President)

From: \_\_\_\_\_  
(Grievant)

I hereby file this form to appeal the District's decision at Level II received by me on \_\_\_\_\_  
(Date)

The Grievance is being appealed because: \_\_\_\_\_

---

---

---

---

---

---

---

---

---

---

Attach a copy of any supporting documents.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



# MENDOCINO UNIFIED SCHOOL DISTRICT

## CEMUS CONTRACT GRIEVANCE LEVEL III RESPONSE TO APPEAL FORM

**Grievance #:**

Date of Grievance Response: \_\_\_\_\_

To: \_\_\_\_\_  
(Grievant)

From: \_\_\_\_\_  
(MUSD Board President)

Response to Grievance Level II Appeal: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Attach a copy of all Grievance and Appeal Forms and any other supporting documents.

\_\_\_\_\_  
Superintendent Signature

\_\_\_\_\_  
Date



# MENDOCINO UNIFIED SCHOOL DISTRICT

## CEMUS GRIEVANCE APPEAL FORM LEVEL III GRIEVANCE HEARING PANEL (Level IV)

**Instructions:** Upon receipt of the Grievance Response Form Level II from the Superintendent, should the initial grievance still exist and the grievant still wish to pursue the grievance, s/he shall, within ten days upon the receipt of the Superintendent's response, appeal the decision to the BOARD using this Grievance Appeal Form Level III.

The District's complaint procedures are found in Board Policy 1312.1 and Administrative Regulation 1312.1 which are available through the District Office for your review. Please make sure to reference the appeal provisions and timelines involved.

### Grievance #:

Date of Level III Appeal: \_\_\_\_\_

To: \_\_\_\_\_  
(MUSD Board President)

From: \_\_\_\_\_  
(Grievant)

I hereby file this form to appeal the District's decision at Level II received by me on \_\_\_\_\_  
(Date)

The Grievance is being appealed because: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attach a copy of the Grievance Form Level I and any supporting documents.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# Classified Salary Schedules

2022-23

**Mendocino Unified School District  
CEMUS Hourly Salary Schedule 2023-24**

**Board Approved: June 13, 2023**

**Effective: July 1, 2023**

STEP	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
RANGE																
30	15.91	16.55	17.21	17.90	18.62	19.36	20.14	20.94	21.77	22.65	23.56	24.50	25.48	26.50	27.56	
31	16.22	16.87	17.55	18.25	18.97	19.73	20.52	21.34	22.20	23.08	24.00	24.96	25.96	27.00	28.08	
32	16.55	17.21	17.90	18.62	19.36	20.14	20.94	21.77	22.65	23.55	24.49	25.47	26.49	27.55	28.65	
33	16.88	17.56	18.26	18.99	19.75	20.54	21.36	22.22	23.10	24.02	24.98	25.98	27.02	28.10	29.22	
34	17.22	17.91	18.63	19.37	20.15	20.96	21.80	22.68	23.58	24.53	25.51	26.53	27.59	28.69	29.84	
35	17.57	18.27	19.01	19.76	20.55	21.37	22.23	23.11	24.03	24.99	25.99	27.03	28.11	29.23	30.40	
36	17.91	18.63	19.37	20.15	20.96	21.80	22.68	23.58	24.53	25.52	26.54	27.60	28.70	29.85	31.04	
37	18.27	19.01	19.76	20.55	21.37	22.23	23.11	24.03	24.99	25.99	27.03	28.11	29.23	30.40	31.62	
38	18.64	19.38	20.16	20.97	21.82	22.69	23.59	24.54	25.53	26.54	27.60	28.70	29.85	31.04	32.28	
39	19.01	19.76	20.55	21.37	22.23	23.11	24.03	24.99	25.99	27.03	28.11	29.23	30.40	31.62	32.88	
40	19.38	20.16	20.97	21.82	22.69	23.59	24.54	25.53	26.54	27.60	28.70	29.85	31.04	32.28	33.57	
41	19.77	20.56	21.38	22.24	23.12	24.06	25.01	26.02	27.06	28.14	29.27	30.44	31.66	32.93	34.25	
42	20.17	20.98	21.83	22.70	23.60	24.55	25.54	26.55	27.62	28.72	29.87	31.06	32.30	33.59	34.93	
43	20.57	21.39	22.25	23.13	24.07	25.02	26.03	27.07	28.15	29.27	30.44	31.66	32.93	34.25	35.62	
44	20.98	21.83	22.70	23.60	24.55	25.54	26.55	27.62	28.72	29.86	31.05	32.29	33.58	34.92	36.32	
45	21.40	22.26	23.14	24.08	25.03	26.04	27.08	28.16	29.28	30.45	31.67	32.94	34.26	35.63	37.06	
46	21.84	22.71	23.63	24.56	25.55	26.57	27.63	28.73	29.87	31.06	32.30	33.59	34.93	36.33	37.78	
47	22.27	23.15	24.09	25.04	26.05	27.09	28.17	29.30	30.47	31.69	32.96	34.28	35.65	37.08	38.56	
48	22.71	23.63	24.56	25.55	26.57	27.63	28.73	29.87	31.06	32.31	33.60	34.94	36.34	37.79	39.30	
49	23.16	24.10	25.06	26.06	27.10	28.18	29.31	30.48	31.70	32.96	34.28	35.65	37.08	38.56	40.10	
50	23.64	24.57	25.56	26.59	27.65	28.75	29.89	31.09	32.34	33.63	34.98	36.38	37.84	39.35	40.92	
formula	51	24.11	25.07	26.07	27.11	28.19	29.32	30.49	31.71	32.97	34.29	35.66	37.09	38.57	40.11	41.71
break	52	26.33	27.38	28.48	29.61	30.80	32.04	33.31	34.64	36.03	37.46	38.96	40.52	42.14	43.83	45.58

- Range 30: Instructional Aide, Office Assistant, Preschool Teacher, Cook, Library Assistant
- Range 32: Grounds Keeper, Custodian
- Range 35: Accounts Payable/Office Asst., Manager Cook, MCN Inside Operations Agent
- Range 36: Maintenance Worker I, Lead Custodian, Preschool Teacher
- Range 38: Integrative Aide
- Range 39: Maintenance Worker II, Chorus Accompanist
- Range 40: Bus Driver

- Range 41: Payroll/Accounting Technician, Administrative Assistant, Lead Technical Sales + Billing, Registrar
- Range 42: Administrative Support - H.S.
- Range 43: MCN Operations Technician
- Range 48: MCN Inside + Outside Operations Manager
- Range 50: MCN Operations Engineer
- Range 51: Lead Bus Mechanic
- Range 52: Computer Support Technician
- See separate schedule for Jr. + Sr. Network Administrators

Effective 07-01-2020 - 12 Month Employees will be contracted for 260 days per year

Per Section 11.9.1 of the CEMUS Collective Bargaining Unit Agreement, unit members may earn up to two (2) professional development increments; or a maximum of an 8% salary adjustment.

X \_\_\_\_\_  
Signature - Superintendent

Date \_\_\_\_\_

**Mendocino Unified School District  
 2023-24 Classified Management Salary Schedule  
 Effective Date: July 1, 2023  
 Board Approved: June 13, 2023**

<u><b>Business Manager - Annual</b></u>	step									
	1	2	3	4	5	6	7	8	9	10
MUSD Business Manager	88,573	91,673	94,881	98,201	101,639	105,196	108,879	112,689	116,633	120,717
MCN Business Manager	78,200	82,125	86,050	89,975	93,900	97,280	100,782			
MCN Assistant Business Manager	61,560	64,222	66,991							

<u><b>Supervisor - Hourly</b></u>	step																
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
Executive Asst to Superintendent																	
Maintenance Supervisor	27.41	28.46	29.56	30.69	31.88	33.11	34.39	35.72	37.10	38.54	40.04	41.60	43.22	44.90	46.65	48.48	50.37
Transportation Supervisor																	
Leade Aide																	
Preschool Site Supervisor	29.25	31.23	33.22	35.21	37.19	39.18	41.17	43.15	44.54	45.92	47.30						

Effective 07-01-2020 - 12 Month Employees will be contracted for 260 days per year

Per Sections 11.9.1 and 11.9.1.1 of the Classified Management Agreement, the Executive Assistant to the Superintendent, Maintenance Supervisor, Transportation Supervisor, and Lead Aide may earn one (1) professional development increment of 4% salary adjustment.

X \_\_\_\_\_  
 Signature - Superintendent

Date \_\_\_\_\_



**Mendocino Unified School District**  
**Mendocino Teachers' Association 185 days**  
**2023-24 Annual Salary Schedule**  
**Effective July 1, 2023**  
**Board Approved: June 13, 2023**

Years		0 A.B.	1 A.B.+30	2 A.B.+45	3 A.B.+60	4 A.B.+75	5 A.B.+90
1		\$43,695	\$51,525	\$52,516	\$53,504	\$54,495	\$55,482
2		\$45,001	\$53,122	\$54,137	\$55,150	\$56,167	\$57,182
3		\$46,423	\$54,760	\$55,800	\$56,842	\$57,883	\$58,926
4		\$47,884	\$56,438	\$57,507	\$58,577	\$59,646	\$60,715
5		\$49,385	\$58,163	\$59,261	\$60,357	\$61,454	\$62,552
6	MA	\$50,924	\$59,932	\$61,059	\$62,186	\$63,311	\$64,437
7	\$2,500	\$52,502	\$61,751	\$62,906	\$64,061	\$65,216	\$66,373
8		\$54,123	\$63,614	\$64,799	\$65,986	\$67,172	\$68,357
9	Ph.D.	\$55,789	\$65,525	\$66,743	\$67,961	\$69,179	\$70,396
10	\$2,600	\$55,789	\$65,525	\$68,740	\$69,988	\$71,237	\$72,488
11		\$55,789	\$65,525	\$70,337	\$71,476	\$72,615	\$73,755
12	Natnl.	\$55,789	\$65,525	\$71,441	\$72,598	\$73,755	\$74,911
13	\$2,500	\$55,789	\$65,525	\$72,560	\$73,736	\$74,911	\$76,086
14		\$55,789	\$65,525	\$72,560	\$74,892	\$76,086	\$77,280
15		\$55,789	\$65,525	\$72,560	\$76,068	\$77,280	\$78,492
16		\$55,789	\$65,525	\$72,560	\$77,260	\$78,492	\$79,721
17		\$55,789	\$65,525	\$72,560	\$78,471	\$79,720	\$80,970
18		\$55,789	\$65,525	\$72,560	\$78,471	\$80,969	\$82,238
19		\$55,789	\$65,525	\$72,560	\$78,471	\$82,238	\$83,528
20		\$55,789	\$65,525	\$72,560	\$78,471	\$83,528	\$84,837
21		\$55,789	\$65,525	\$72,560	\$78,471	\$84,837	\$86,164
22		\$55,789	\$65,525	\$72,560	\$78,471	\$86,164	\$87,516
23		\$55,789	\$65,525	\$72,560	\$78,471	\$87,515	\$88,887
24		\$55,789	\$65,525	\$72,560	\$78,471	\$88,886	\$90,277
25		\$55,789	\$65,525	\$72,560	\$78,471	\$90,276	\$91,690

\_\_\_\_\_  
 Superintendent Signature

\_\_\_\_\_  
 Date

MUSD offers three higher education stipends: Masters, Ph.D, National Teacher Credential. MTA members and Certificated staff are eligible to receive up to two of the three stipends offered.

**Mendocino Unified School District**  
**MTA Counselor Schedule 200 days**  
**2023-24 Annual Salary Schedule**  
**Effective July 1, 2023**  
**Board Approved: June 13, 2023**

Years		1	2	3	4	5
		A.B.+30	A.B.+45	A.B.+60	A.B.+75	A.B.+90
1		\$55,703	\$56,774	\$57,841	\$58,913	\$59,981
2		\$57,429	\$58,526	\$59,622	\$60,720	\$61,819
3		\$59,199	\$60,324	\$61,450	\$62,577	\$63,704
4		\$61,012	\$62,171	\$63,328	\$64,483	\$65,639
5		\$62,879	\$64,066	\$65,251	\$66,437	\$67,624
6	MA	\$64,791	\$66,009	\$67,228	\$68,444	\$69,662
7	\$2,500	\$66,757	\$68,005	\$69,255	\$70,503	\$71,754
8		\$68,772	\$70,053	\$71,337	\$72,618	\$73,900
9	Ph.D.	\$70,837	\$72,156	\$73,472	\$74,788	\$76,104
10	\$2,600	\$70,837	\$74,314	\$75,663	\$77,013	\$78,365
11		\$70,837	\$76,040	\$77,271	\$78,503	\$79,735
12	Natnl.	\$70,837	\$77,233	\$78,484	\$79,735	\$80,984
13	\$2,500	\$70,837	\$78,443	\$79,715	\$80,984	\$82,255
14		\$70,837	\$78,443	\$80,966	\$82,255	\$83,546
15		\$70,837	\$78,443	\$82,236	\$83,546	\$84,857
16		\$70,837	\$78,443	\$83,524	\$84,857	\$86,186
17		\$70,837	\$78,443	\$84,833	\$86,185	\$87,534
18		\$70,837	\$78,443	\$84,833	\$87,533	\$88,906
19		\$70,837	\$78,443	\$84,833	\$88,906	\$90,300
20		\$70,837	\$78,443	\$84,833	\$90,300	\$91,715
21		\$70,837	\$78,443	\$84,833	\$91,715	\$93,151
22		\$70,837	\$78,443	\$84,833	\$93,151	\$94,611
23		\$70,837	\$78,443	\$84,833	\$94,610	\$96,094
24		\$70,837	\$78,443	\$84,833	\$96,093	\$97,596
25		\$70,837	\$78,443	\$84,833	\$97,595	\$99,125

\_\_\_\_\_  
 Superintendent Signature

\_\_\_\_\_  
 Date

MUSD offers three higher education stipends: Masters, Ph.D, National Teacher Credential. MTA members and Certificated staff are eligible to receive up to two of the three stipends offered.

**Mendocino Unified School District**  
**MTA Head Teacher Schedule 190 days**  
**2023-24 Annual Salary Schedule**  
**Effective July 1, 2023**  
**Board Approved: June 13, 2023**

	1	2	3	4	5
Years	A.B.+30	A.B.+45	A.B.+60	A.B.+75	A.B.+90
1	\$52,918	\$53,934	\$54,950	\$55,968	\$56,982
2	\$54,557	\$55,600	\$56,640	\$57,685	\$58,728
3	\$56,239	\$57,308	\$58,377	\$59,448	\$60,519
4	\$57,962	\$59,061	\$60,161	\$61,258	\$62,356
5	\$59,736	\$60,862	\$61,989	\$63,116	\$64,242
6	<b>MA</b>	\$61,552	\$62,708	\$63,867	\$65,022
7	\$2,500	\$63,419	\$64,605	\$65,792	\$66,978
8		\$65,333	\$66,550	\$67,770	\$68,988
9	<b>Ph.D.</b>	\$67,296	\$68,547	\$69,798	\$71,049
10	\$2,600	\$67,296	\$70,598	\$71,880	\$73,162
11		\$67,296	\$72,239	\$73,407	\$74,578
12	<b>Natnl.</b>	\$67,296	\$73,371	\$74,559	\$75,748
13	\$2,500	\$67,296	\$74,521	\$75,730	\$76,936
14		\$67,296	\$74,521	\$76,918	\$78,142
15		\$67,296	\$74,521	\$78,124	\$79,368
16		\$67,296	\$74,521	\$79,349	\$80,614
17		\$67,296	\$74,521	\$80,592	\$81,875
18		\$67,296	\$74,521	\$80,592	\$83,157
19		\$67,296	\$74,521	\$80,592	\$84,461
20		\$67,296	\$74,521	\$80,592	\$85,785
21		\$67,296	\$74,521	\$80,592	\$87,130
22		\$67,296	\$74,521	\$80,592	\$88,493
23		\$67,296	\$74,521	\$80,592	\$89,881
24		\$67,296	\$74,521	\$80,592	\$91,288
25		\$67,296	\$74,521	\$80,592	\$92,717
		\$67,296	\$74,521	\$80,592	\$94,168

\_\_\_\_\_  
 Superintendent Signature

\_\_\_\_\_  
 Date

MUSD offers three higher education stipends: Masters, Ph.D, National Teacher Credential. MTA members and Certificated staff are eligible to receive up to two of the three stipends offered.

**Mendocino Unified School District**  
**MTA Head Teacher Schedule 200 days**  
**2023-24 Annual Salary Schedule**  
**Effective July 1, 2023**  
**Board Approved: June 13, 2023**

		1	2	3	4	5
Years		A.B.+30	A.B.+45	A.B.+60	A.B.+75	A.B.+90
1		\$55,703	\$56,774	\$57,841	\$58,913	\$59,981
2		\$57,429	\$58,526	\$59,622	\$60,720	\$61,819
3		\$59,199	\$60,324	\$61,450	\$62,577	\$63,704
4		\$61,012	\$62,171	\$63,328	\$64,483	\$65,639
5		\$62,879	\$64,066	\$65,251	\$66,437	\$67,624
6	MA	\$64,791	\$66,009	\$67,228	\$68,444	\$69,662
7	\$2,500	\$66,757	\$68,005	\$69,255	\$70,503	\$71,754
8		\$68,772	\$70,053	\$71,337	\$72,618	\$73,900
9	Ph.D.	\$70,837	\$72,156	\$73,472	\$74,788	\$76,104
10	\$2,600	\$70,837	\$74,314	\$75,663	\$77,013	\$78,365
11		\$70,837	\$76,040	\$77,271	\$78,503	\$79,735
12	Natnl.	\$70,837	\$77,233	\$78,484	\$79,735	\$80,984
13	\$2,500	\$70,837	\$78,443	\$79,715	\$80,984	\$82,255
14		\$70,837	\$78,443	\$80,966	\$82,255	\$83,546
15		\$70,837	\$78,443	\$82,236	\$83,546	\$84,857
16		\$70,837	\$78,443	\$83,524	\$84,857	\$86,186
17		\$70,837	\$78,443	\$84,833	\$86,185	\$87,534
18		\$70,837	\$78,443	\$84,833	\$87,533	\$88,906
19		\$70,837	\$78,443	\$84,833	\$88,906	\$90,300
20		\$70,837	\$78,443	\$84,833	\$90,300	\$91,715
21		\$70,837	\$78,443	\$84,833	\$91,715	\$93,151
22		\$70,837	\$78,443	\$84,833	\$93,151	\$94,611
23		\$70,837	\$78,443	\$84,833	\$94,610	\$96,094
24		\$70,837	\$78,443	\$84,833	\$96,093	\$97,596
25		\$70,837	\$78,443	\$84,833	\$97,595	\$99,125

\_\_\_\_\_  
 Superintendent Signature

\_\_\_\_\_  
 Date

MUSD offers three higher education stipends: Masters, Ph.D, National Teacher Credential. MTA members and Certificated staff are eligible to receive up to two of the three stipends offered.

**Mendocino Unified School District**  
**2023-24 Network Administrator Hourly Salary Schedule**  
**Effective: July 1, 2023**  
**Board Approved: June 13, 2023**  
 CEMUS Represented Positions

	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>
MCN Junior Network Admin.	29.01	30.16	31.37	32.64	33.93	35.29	36.72	38.19
MCN Senior Network Admin.	36.54	38.01	39.53	41.12	42.74	44.45	46.23	48.08

Effective 07-01-2020 - 12 Month Employees will be contracted for 260 days per year

Per Section 11.9.1 of the CEMUS Collective Bargaining Unit Agreement, unit members may earn up to two (2) professional development increments; or a maximum of an 8% salary adjustment.

\_\_\_\_\_  
 Signature - Superintendent

Date \_\_\_\_\_

**Mendocino Unified School District  
 2023-24 Principals and Certificated Management  
 Annual Salary Schedule  
 Effective Date: July 1, 2023  
 Board Approved: June 13, 2023**

	step	1	2	3	4	5	6	7	8	9	10	11	
HS Principal	\$	109,654	\$ 113,660	\$ 117,666	\$ 121,674	\$ 125,681							215 days
MS/GS Principal	\$	109,654	\$ 113,660	\$ 117,666	\$ 121,674	\$ 125,681							215 days
Special Education Director	\$	96,409	\$ 97,758	\$ 99,127	\$ 100,514	\$ 101,921	\$ 103,349	\$ 104,796	\$ 106,264	\$ 107,750	\$ 109,260	\$ 110,788	195 days
Lead Psychologist	\$	86,223	\$ 87,428	\$ 88,654	\$ 89,895	\$ 91,155	\$ 92,429	\$ 93,724	\$ 95,036	\$ 96,365	\$ 97,716	\$ 99,082	185 days
<u>Speech Language Pathologist (SLP)</u>													
- Intern/RPE year	\$	58,117											200 days
- Credential Only	\$	65,117	\$ 66,265	\$ 67,432	\$ 68,614	\$ 69,814	\$ 71,028	\$ 72,261	\$ 73,510	\$ 74,776	\$ 76,063		200 days
- Credential, State License, Nat'l Board Certified	\$	73,117	\$ 74,265	\$ 75,432	\$ 76,614	\$ 77,814	\$ 79,028	\$ 80,261	\$ 81,510	\$ 82,776	\$ 84,063	\$ 85,364	200 days

**SLP Credential/License/Certifications**

Intern	Credential Only	Credential, State License, Nat'l Board Certified
SLP without cleared license, credential or required professional experience year (RPE year)	SLP with Credential only	SLP with cleared credential, state license, and ASHA national board certification

X \_\_\_\_\_  
 Signature - Superintendent

Date \_\_\_\_\_

# Mendocino Teachers Association

July 1, 2023 – June 30, 2024  
(Approved 8/24/23)



**ARTICLE 1— AGREEMENT**

1.1 The Articles and provisions contained herein constitute a bilateral and binding agreement ("Agreement") by and between the Governing Board of the Mendocino Unified School District ("Board") and the Mendocino Teachers Association ("Association") and shall not be interpreted or applied in a manner which is arbitrary, capricious, or discriminatory.

Rules which are designed to implement this Agreement shall be uniform in application and effect.

1.2 This Agreement is entered into pursuant to current collective bargaining provisions.

1.3 This Agreement shall remain in full force and effect from July 1, 2023 until June 30, 2024. The current practice of developing side letters by mutual consent is allowable.

1.4 This Agreement shall be maintained until a successor agreement is negotiated. In intervening years, either side may open salary, stipends, benefits and up to three articles.

1.5 If any provision of this Agreement or any application thereof to any party is held by any Court to be contrary to law, then such provisions or applications will be deemed invalid to the extent required by such Court decision, but all other provisions or applications shall continue in full force and effect for the duration of the Agreement.

1.6. Permanent Status: If the State of California should do away with protections for teachers such as, but not limited to, due process, seniority, etc., the protection from the existing California Education Code provisions would remain in place until the Mendocino Teachers' Association and the Mendocino Unified School District can successfully negotiate an agreement.

MENDOCINO TEACHERS ASSOCIATION      Date:



8/9/23

Diana Dominguez, President

MENDOCINO UNIFIED SCHOOL DISTRICT      Date:



8/9/23

Jason Morse, Superintendent



## ARTICLE 2 – RECOGNITION

- 2.1 The Board recognizes the Association as the exclusive representative of all full-time and part-time teachers (but excluding substitute teachers) who are under contract with the District.
- 2.2 For the purpose of this Article, the term "teacher" is construed to mean those employees whose positions require certification and hold such job titles as "teacher, "reading specialist," "resource specialist," "counselor," "RtI teacher," "technology integration teacher," "head teacher," and "special day classes teacher," but does not include employees of the District who are "management," "confidential," and/or "supervisory."
- 2.3 The recognition extended by the Board is for the purposes of complying with current collective bargaining provisions.

## **ARTICLE 3 – HOURS OF EMPLOYMENT**

### **3.1 Teaching Days for Each School Year**

3.1.1 In 2019-23, teacher on-duty days will total 185 days, which includes 180 instructional days, 2 days of teacher preparation, and 4.5 days of staff development.

3.1.1.1 All provisions in article 4.4.1 apply to teacher preparation and staff development except for numbers 4.4.2.4 and 4.4.2.5.

3.1.1.2 Teachers will be paid at their daily rate of pay for all teacher on-duty days.

### **3.2 School Calendar**

3.2.1 The school calendar will be developed and approved by a calendar committee with representatives from MTA and administration with assistance from the Superintendent or designee which will submit it, through the Superintendent, to the Board for consideration. The committee will solicit community input as necessary. This process will begin no later than **February 15** of each year, except in the case where a multi-year calendar has been adopted.

3.2.2 Those elements which comprise the calendar are listed as follows:

3.2.2.1. Beginning and ending dates of the school year

3.2.2.2. Placement of in-service, minimum, staff development, and storm days

3.2.2.3. Placement of discretionary holidays or vacations

### **3.3 Master Calendar**

3.3.1 By September 15, the Superintendent or designee will send out a master calendar for the year which will list MTA meetings as well as all committee meetings, school site meetings, or events (e.g. music concerts) for the year.

3.3.2 Changes in meeting dates must be communicated to the District Office person responsible for maintaining an up-to-date Master Calendar in order to avoid scheduling conflict.

### **3.4 Duty-Free Lunch Period**

3.4.1 All full-time teachers of grades K-8 shall receive one forty-five minute, duty-free lunch period each day.

3.4.2 All full-time teachers of grades 9-12 shall receive one forty minute, duty-free lunch period each day.

3.4.3 The minimum lunch period shall not be less than forty consecutive minutes.

### **3.5 Teacher Work Day and Duties**

3.5.1 Full time teachers shall be required to work seven and one half hours per day, except on Fridays when teachers will be excused as soon as all regularly scheduled classes have been released at their site. The workday begins 15 minutes before the time prescribed for commencing the instructional day (The instructional day is defined as the time from the beginning of the first regular instructional period until the regular time of student dismissal).

3.5.1.1 Teachers shall be required to be present at their work site not less than fifteen minutes before the time prescribed for commencing the instructional day.

3.5.1.2 All teachers shall be in the classroom when classes are scheduled to begin.

3.5.1.3 The fifteen minutes of before-school time will be duty-free. However, a teacher may voluntarily substitute up to 15 minutes of before school duty in lieu of other supervisory duty during the instructional day. Before school duty time in excess of 15 minutes per day will count as compensatory time.

3.5.1.4 The weekly staff meeting may run up to 30 minutes beyond the 7.5 hour work day.

3.5.1.5 Staff who participate in more than 5 IEPs, SSTs, and 504 meetings in one school year, will be compensated with compensatory time for each IEP, SST, and 504 meeting after the fifth such meeting.

3.5.1.6 Teachers will not be required to be on duty at dances without a credentialed administrator or a teacher designee who is appointed “acting administrator in charge.” If the acting administrator in charge so requests, a security guard shall be present at the dance.

### 3.6 Adjunct Duties

3.6.1- Table below outlines adjunct duties, see appendix A for stipends.

Stipend	Comp time**	Required
~Leadership ~HS class advisor* ~Site Council ~District Committees more than 20 hours ~PTO ~MUSE  <i>See Appendix A for Tiers I-IV</i>  <i>*Required</i>	~SST, 504, IEP after 5th ~Dance chaperones ~Athletic event chaperone ~CTE events ~Dept. Meeting/events ~District Committees less 20 hours ~Admin. request/offer  <i>**Beyond required or stipend duties</i>	~Back to School Night ~Staff meetings ~SST, 504, IEP ~Open House ~Parent Conferences ~School wide events

### 3.7 Leaving Early

3.7.1 Employees may request permission from the site administrator to leave early for the following reasons:

3.7.1.1 Professional growth activities.

3.7.1.2 Emergency medical or dental appointments which cannot be arranged before or after the work day.

3.7.1.3 Emergency family responsibilities.

### 3.8 Preparation Time

3.8.1 Preparation time is to be used for activities which are necessary to enable the class, school, or school district to accomplish its objective. The schedule for these activities will be mutually agreed upon at each site by the teacher(s) and administrators.

3.8.2 Each full-time teacher, grades K-5, shall have the equivalent of 315 minutes per week for preparation and planning during the time of the 5<sup>th</sup> grade instructional day.

- 3.8.3 Each full time 6-12 teacher shall have no more than 4.5 assigned teaching periods during a 6-period day (Example: a teacher would teach 4 periods one semester and 5 periods the other semester).
- 3.8.4 Each full time 6 -12 teacher shall have no more than 5 assigned teaching periods during a 7-period day.
- 3.8.5 Any teacher working at both an elementary and a secondary site will receive two preparation periods, or a proportionate amount if that teacher is part-time.
- 3.8.6 Preparation time at the outlying sites will be provided in a manner mutually agreed upon by the K-8 administrator and outlying site teachers, at a cost proportionate to the K-5 program.
  - 3.8.6.1 Every attempt will be made to employ a preparation-time teacher at each outlying site.

### **3.9 Planning Time**

- 3.9.1 During planning and preparation days prior to the beginning of the school year, two days shall be reserved for teacher planning and preparation in their classroom. Teachers shall decide how to use the teacher planning days.
- 3.9.2 Planning for full-inclusion: The District will provide planning time for certificated staff who will be working with severely handicapped students who require full-time aide assistance. Teachers who are assigned severely handicapped students shall be provided additional training as necessary.
  - 3.9.2.1 During the summer prior to the school year when the student will be assigned, the District will provide up to five days (30 hours) of training for an individual teacher or a team of teachers who will be responsible for that student. The number of hours of training will be mutually agreed upon.
  - 3.9.2.2 In addition to the summer training hours, the District will provide the equivalent of three days (eighteen hours) of follow-up planning time during the first two months of the school year that the student is in the class.
  - 3.9.2.3 The District will provide appropriate consultants for the training and will compensate the teachers at the per hour rate specified in Article 13, Section 3.

## ARTICLE 4 - COMPENSATED LEAVES

### 4.1 Definitions

4.1.1 "Immediate Family" shall mean the spouse, mother, father, grandmother, grandfather, or grandchild of the employee or of the spouse of the employee, and the son, daughter, son-in-law, daughter-in-law, brother, sister, brother-in law, or sister-in-law of the employee, any relative living in the immediate household of the employee, or any person whom the employee can verify has filled one of the above roles.

### 4.2 Sick Leave or Medical Appointments

4.2.1 Leave shall be granted to each employee of the District at the rate of ten days per year for absence due to accident, illness, quarantine, or medical appointments. Part-time employees shall be entitled to that portion of leave as the assignment bears to a full-time position.

4.2.1.1. Employee emergency medical appointments or medical appointments which cannot be scheduled outside the normal teaching day may be covered under sick leave.

4.2.1.2. After three days, the District may require a doctor's certification or other proof before allowing pay for absence due to illness, accident, quarantine, or medical appointment.

4.2.2 Any certificated employee who has unused leave for illness or accident accumulated in another California school district at the time they are employed in the Mendocino Unified School District shall be credited in this District with the accumulated days in accordance with the law.

4.2.3 It is the employee's responsibility to notify the District Office in writing so that the necessary documents may be completed to accomplish the transfer of unused sick leave from the employee's immediate preceding California school district employer.

4.2.4 When an employee's accumulated sick leave days have been exhausted and the illness, accident, or physical disablement, including pregnancy-related causes, requires continued absence from the job, as certified in writing by the employee's physician, the absent employee shall receive, for a period not to exceed a total of 5 months of any single school year, the difference in his/her daily salary and that paid to a substitute employee hired to fill his/her position during his/her absence.

When an employee's accumulated sick leave days have been exhausted:

4.2.4.1. If a substitute is employed on a short-term basis, the short-term substitute rate will be used for the differential computation.

4.2.4.2. If a long-term substitute is used, the long-term substitute rate will be used for the differential computation.

4.2.4.3. If no substitute is used, the long-term substitute rate will be used for this computation.

4.2.5 Sick leave may be accumulated and counted toward retirement as allowed by law.

4.2.6 When directed by the Superintendent, an employee shall undergo a medical examination by a doctor mutually selected by the Superintendent and the employee, and the cost of such examination shall be borne by the District.

4.2.6.1. If a doctor cannot be mutually agreed upon by the Superintendent and the employee, the Superintendent will obtain the name of three doctors recommended by the

County Medical Association. The employee must then select from this list of three doctors.

4.2.6.2. The employee shall authorize the doctor to release the results of the examination to the District.

4.2.7 In the case of absence due to illness or non-work related accident, employees shall notify their site administrator or designee as soon as possible.

4.2.7.1. The site administrator or designee shall be notified of intent to return to work no later than 3:00 p.m. on the day preceding the return. If such notification is not made, the site administrator will ask the substitute to report for work on the following day.

4.2.7.1.1 If, on the following day, both substitute and regular teacher report for duty, the substitute and not the regular teacher shall be paid for service.

4.2.7.1.2. If the employee is absent on Friday, on the day before a holiday, or on the last school day of any week, the substitute's service will be terminated without any notification from the regular employee. Inability to return to work on the first day of the following week shall require the employee to report again to the site administrator his/her intended absence.

4.2.8 Each member of the bargaining unit shall be notified of his/her cumulative days of sick leave no later than September 30 of each year.

### **4.3 Bereavement Leave of Absence**

4.3.1 A regular, full-time employee will be granted a maximum of three days leave of absence, or five days leave of absence if out-of-state travel is required, for the death of any member of his/her immediate family.

4.3.1.1. No deduction shall be made from the salary of such employee nor shall such leave be deducted from leave granted by other sections of this Agreement.

4.3.1.2. Part-time employees shall be granted this leave on a proportionate pro rata basis.

4.3.2 A three day bereavement leave may be granted for each death described above if more than one death occurs simultaneously. Such leaves may be consecutive.

4.3.3 If the employee requests, s/he may be granted up to an additional six days leave in any one instance for bereavement purposes, which shall be charged to his/her accumulated sick leave. Request for bereavement leave shall be made to the District Office through the immediate supervisor.

### **4.4 Personal Necessity Leave**

4.4.1. Five days of personal necessity leave may be used for any purpose, except for activities for which the employee is being paid by a non-District source.

4.4.1.1 Prior approval shall be secured from the Site Administrator.

4.4.1.2 The Site Administrator may deny the leave based on school program or school needs.

4.4.1.3 The leave request does not have to include the reason for leave.

4.4.2 Sick leave may be used by the employee, at his/her election, for any of the following:

4.4.2.1. Accident or illness involving his/her person or the person of a member of his/her immediate family.

4.4.2.2. Personal property emergencies.

4.4.2.3. Personal legal matters which cannot be conducted after regular working hours or during vacation.

4.4.2.4. Personal business of a pressing nature to the employee, which cannot be conducted after regular working hours or during vacation.

- 4.4.3 Prior approval shall be secured for requests for leave under 4.4.2.4 and 4.4.2.5, and shall be made through the immediate supervisor to the District Office whenever possible at least three working days before the intended time of absence
- 4.4.4 In unusual circumstances, the District may opt to extend the number of personal necessity days which can be charged against accumulated sick leave.

## 4.5 Sabbaticals

- 4.5.1 Any permanent certificated employee of the District, having rendered at least seven consecutive years of service to the District immediately prior to applying for the sabbatical, shall be eligible to apply for sabbatical leave. A unit member may request one of the following:
- 4.5.1.1 A sabbatical leave of 1 year (defined as two consecutive semesters of a given academic year) at .5 salary and .5 benefits.
- 4.5.1.2 A half year (defined as one semester) at .5 salary and .5 benefits for that semester.
- 4.5.1.3 A period less than one semester at .5 salary and .5 benefits for that specific period of time.
- 4.5.2. Sabbatical leaves may be granted for the following purposes:
- 4.5.2.1 Professional study: the applicant shall submit evidence that the proposed professional study shall be designed to enlarge the applicant's understanding of educational psychology, to improve facility in teaching techniques, to broaden experience in special fields, or to do research.
- 4.5.2.2 Approved travel: applicants for sabbatical leave under this provision shall submit a brief statement of the proposed itinerary. Said itinerary must be planned as to evidence specific ways in which the trip will contribute to the improvement of the applicant's services with respect to the particular educational field in which they are engaged.
- 4.5.2.3 A combination of travel and study may be allowed.
- 4.5.3 Applications must have the approval of the site administrator. The site administrator may deny the request if the absence would be disruptive to the instructional program.
- 4.5.4 Applicants for sabbatical leave for 4.5.1.1 or 4.5.1.2 shall file with the District Office not later than **February 15**.
- 4.5.5 The application must be accompanied by a certificate of health signed by a physician indicating that the applicant is in satisfactory physical condition to undertake the study or travel proposal.
- 4.5.6 The application must be approved by the Professional Development Committee. When proposals are deemed comparable, the sabbatical shall be granted to the employee with the longest continuous term of teaching in the District.
- 4.5.7. An employee's past significant contribution to the District, health, personal reasons, or other pertinent factors may be considered.
- 4.5.8. Before the sabbatical leave begins, and after its completion, meetings will be held between the recipient and the Professional Development Committee to determine how the learning will be shared.
- 4.5.9. The employee must file with the Board a suitable bond indemnifying the District for any salary paid the employee during the sabbatical leave in the event said employee fails to return and to render two full years of service in the District following the termination of the sabbatical leave, or in the event said employee fails to carry out the program of study or the itinerary of the trip approved by the Board.
- 4.5.10 If the Board finds, and by resolution so declares, that the interests of the District will be protected by the written agreement of the employee to return to the service of the District and

render at least two years' service therein following their return from the leave, the Board, in its discretion, may waive the furnishing of the bond and pay the employee on leave in the same manner as though the bond is furnished.

- 4.5.11 Failure of an employee to return and render service or to complete the scheduled program of study or travel shall not result in a forfeiture of the bond when such failure is due to death, or certification by a physician that failure was due to physical or mental disability.
- 4.5.12 While on sabbatical leave, the salary paid the teacher shall be one-half (.5) of their current salary and benefits. The salary may be paid in the same manner and at the same time that the employee would normally be paid were they teaching in the District.
- 4.5.13 At the expiration of the sabbatical leave, the employee will be reinstated (whenever possible) in the position held at the time the leave was granted.
- 4.5.14 An employee returning from sabbatical leave will progress on the salary schedule as if ~~he~~ they remained in active service as per article 13.1.2.4
- 4.5.15 Sabbatical leave shall count toward retirement, and the retirement and annuity contributions for the half-year shall be deducted from warrants in the usual manner. At the option of the employee, they may pay the full remaining retirement share.
- 4.5.16 The number of employees on sabbatical leave during any one year shall not exceed one position affected by the provisions of the contract.
  - 4.5.16.1 The District guarantees funds sufficient to grant one sabbatical each year.
  - 4.5.16.2 Sabbatical leaves shall be granted when an applicant is recommended by the Professional Development Committee and approved by the Board.

#### **4.6 Industrial Accident & Illness Leaves**

- 4.6.1. The Board shall provide regulations governing industrial and illness leaves of absence for certificated employees. Such regulations shall include:
  - 4.6.1.1 Allowable leave shall be for sixty days during which the schools of the District are required to be in session or when the employee would otherwise have been performing work for the District in any one fiscal year for the same accident.
  - 4.6.1.2 Allowable leave shall not be accumulated from year to year.
  - 4.6.1.3 Industrial accident or illness leave shall commence on the first day of absence.
  - 4.6.1.4 When a certificated employee is absent from his/her duties on account of an industrial accident or illness, they shall be paid not more than his/her full salary.
    - 4.6.1.4.1 The phrase "full salary" as utilized in this subdivision shall be computed so that it shall not be less than the employee's "average weekly earnings."
  - 4.6.1.5 Industrial accident or illness leave shall be reduced by one day for each day of authorized absence regardless of a temporary disability indemnity award.
  - 4.6.1.6 When an industrial accident or illness leave overlaps into the next fiscal year, the employee shall be entitled to only the amount of unused leave due them for the same illness or injury.
- 4.6.2. Upon termination of the industrial accident/illness leave, the employee shall be entitled to the benefits provided in Article 4, Section 2 of this contract.
  - 4.6.2.1 Their absence shall be deemed to have commenced on the date of termination of the industrial accident or illness leave.
  - 4.6.2.2 If the employee continues to receive temporary disability indemnity, they may elect to take as much of their accumulated sick leave which, when added to their temporary disability indemnity, will result in a payment to him/her of not more than their full salary.
- 4.6.3. The Board may, by rule or regulation, provide for such additional leave of absence for industrial accident or illness as it deems appropriate.



4.6.4. During any paid leave of absence, the employee shall endorse to the District the temporary disability indemnity checks received on account of their industrial accident or illness.

4.6.4.1 The District, in turn, shall issue the employee appropriate salary warrants for payment of the employee's salary and shall deduct normal retirement, other authorized contributions, and the temporary disability indemnity, if any, actually paid to and retained by the employee for periods covered by such salary warrants.

4.6.5. Any employee receiving benefits as a result of this section shall, during periods of injury or illness, remain within the boundaries of the State of California unless the Board authorizes travel outside the state.

4.6.6. The benefits provided in this section are in addition to sick leave benefits.

4.6.7. Accordingly, the Board shall not deduct accumulated sick leave from the sick leave allotment of a teacher who is absent as a result of an industrial accident or illness.

#### **4.7 Legal Duty Leaves**

4.7.1 The unit members shall be entitled to a paid leave of absence for jury duty or when subpoenaed as a witness in any court or legal proceeding other than as a litigant or to respond to an official order from another governmental jurisdiction for reasons not brought about through the connivance or misconduct of the employee.

#### **4.8 Compensatory Time**

4.8.1. Compensatory time may be earned in the following ways:

4.8.1.1 Certificated staff may earn compensatory time by voluntarily substituting for one class period (including lunch period) at the request of the administration, or, with administrative approval, at the request of another teacher. A comp time period will equal 45-55 minutes. Comp time must be submitted within the month earned.

4.8.1.2 Designated Teacher in Charge:

4.8.1.2.1 When an administrator is absent the designated teacher-in-charge will receive two periods of compensatory time plus \$75/day.

4.8.1.2.2 When an administrator is absent from the District for part of a school day, and the Superintendent cannot serve as the site administrator, the designated teacher-in-charge will receive one compensatory period per four-hour period.

4.8.1.2.3 Long term (more than two weeks) situations will be negotiated on a case by case basis.

4.8.1.2.4 During the first two weeks of school, teachers may indicate their interest as serving as teacher in charge. Each site administrator will use criteria including experience, seniority, and schedule to make the determination of who can be designated as teacher-in-charge.

4.8.1.3 Teachers who write and receive a grant from any source outside the District, excluding MUSE or Booster Club grants, will receive compensatory day(s) based on the grant's value, unless their time for writing the grant was already compensated. It is mandatory all grants be pre-approved by the Board for this Article to apply. Such compensatory time granted is to be used by June 30<sup>th</sup> of the following year.

4.8.1.3.1 Grants of \$1,000 - \$5,000 will receive one compensatory day/per writer

4.8.1.3.2 Grants of \$5,001 - \$25,000 will receive two compensatory days/per writer

4.8.1.3.3 Grants of \$25,001 - \$50,000 will receive three compensatory days/per writer

4.8.1.3.4 Grants of \$50,001 - \$75,000 will receive four compensatory days/per writer

- 4.8.1.3.5 Grants of \$75,001 - \$100,000 will receive five compensatory days/per writer
- 4.8.1.3.6 Grants greater than \$100,001 will receive six compensatory days/per writer
- 4.8.2. Teachers earn compensatory time in period increments.
  - 4.8.2.1 Comp time may be used with approval of the site administrator.
  - 4.8.2.2 Six (6) periods are equivalent to a full day off; three (3) periods are considered a half day off.
  - 4.8.2.3 Comp time can be used in period increments.
  - 4.8.2.4 In lieu of a day off, a teacher may receive substitute pay at the regular daily substitute rate for each six (6) periods accrued.
    - 4.8.2.4.1 In the event of a half-day (.5) absence, the teacher must have accrued a minimum of three compensatory time increments.
  - 4.8.2.5 If pay is desired, it must be requested by the employee (in writing) no later than June 10th.
- 4.8.3 Use of compensatory time
  - 4.8.3.1 Compensatory time earned in one school year must be used by the end of the following school year or the employee will receive sub pay at the daily sub rate for each 6 periods accrued or portions thereof. (example: an employee earns 18 periods or 3 comp days over one school year. They must either use those days or they will be paid for them at the end of the following school year).

#### **4.9 Leave for Parents for the Birth, Adoption, or Foster Care Placement of a Child**

- 4.9.1 Parental Leave is a leave taken for either the: birth of an employee's child or adoption of a child by employee or placement of a foster child with the employee.
- 4.9.2 Term of Leave: Maximum of 12-workweeks; compensation is subject to the employee's sick leave balance and eligibility for California Family Rights Act Leave (CFRA)
  - 4.9.2.1 In accordance with AB375, Educational Code section 44977.5, twelve weeks of differential pay will be given to certificated employees who are absent due to new parent leave under the Family Rights Act.
- 4.9.3 Parental Leave Eligibility Criteria: Employee must have worked with the District for at least 12 months. There are no minimum service hours required.
- 4.9.4 Applicable Rate of Pay during Parental Leave:
  - (a) Full Pay for up to 12-workweeks if the employee has available sick leave (current year and accumulated sick leave)
  - (b) Partial Pay at the differential pay rate at no less than 50% of the employee's salary; after exhaustion of all available sick leave for the remainder of employee's 12-workweek period if the employee is eligible for CFRA
- 4.9.5 Parents with the Same Employer:
  - (a) Under CFRA, parents with the same employer have a combined total of 12- workweeks within a 12-month period. Unmarried parents are not restricted to a combined total of 12-workweeks
- 4.9.6 Parental Leave Rights, Limits, and Relationship to Other Leaves
  - (a) Leave is taken pursuant to the Education Code and runs concurrently with CFRA Leave.
  - (b) The aggregate amount of Parental Leave under the Education Code and CFRA is limited to 12-workweeks in a 12-month period.
  - (c) The employee does not have to provide a minimum of 1,250 service hours to qualify for Parental Leave under the Education Code.

(d) An eligible employee may elect to take unpaid leave and reserve their sick leave for later use, however:

The employee would not be entitled to partial pay under Ed Code Parental Leave because partial pay eligibility is conditioned upon exhaustion of all sick leave, and their entitlement to CFRA Leave would be reduced by the period of leave.

A timeline follows:

### Parental Leave under Ed Code and CFRA

12-Workweek Maximum is equal to Sick Leave plus Differential Pay if eligible for CFRA

-----  
--|

Sick Leave + other Paid Time Off

-----|  
+-----|

Full pay with benefits to extent employee has sick leave for up to 12-workweeks + Differential Pay\* for the remainder of 12-workweeks **if employee qualifies for CFRA Leave**

-----|  
+ The employee **may elect** to use other paid time off for the otherwise unpaid portion of CFRA

\*Differential Pay is the employee’s salary less the salary that is actually paid, or if no substitute is hired, the amount that would have been paid to a substitute. If the actual differential rate is lower than 50%, the employee must be paid no less than 50% of their regular rate.

4.9.7 Parental Leave and CFRA “Baby Bonding Leave” run concurrently for a maximum of 12 workweeks in any 12 month period.

## 4.10 MTA Sick Leave Bank

A sick leave bank will be established to help employees who are beset with a catastrophic illness or injury and who have exhausted all of their available sick leave.

### 4.10.1. Creation

4.10.1.1. Days in the Bank will accumulate from year to year.

4.10.1.2. Days will be contributed to the Bank and withdrawn from the Bank without regard to the rate of pay of the Bank participant.

4.10.1.3. A committee will be formed consisting of one administrator and two Association members. The purpose of the committee is to ensure the legitimacy and equity of each request while maintaining the solvency of the Bank. The committee will consider and have the power to approve or disapprove any request for withdrawal from the Bank.

#### 4.10.2. Eligibility and Contributions

4.10.2.1. All certificated employees on active duty with the District are eligible to contribute to the Bank.

4.10.2.2 Participation is voluntary, but requires contributions to the Bank.

4.10.2.3 Only contributors are eligible to withdraw from the Bank.

4.10.2.4 Employees who elect not to join the Bank upon first becoming eligible may join at the beginning of any school year.

4.10.2.5 Members who elect not to join the Bank upon first becoming eligible have a waiting period of 90 days after joining the bank before becoming eligible to withdraw from the Bank.

4.10.2.6 The contribution shall be authorized by the employee and continued until cancelled by the member. All transfers of eligible leave days shall be irrevocable.

4.10.2.7 Contributions shall be made by the August paycheck.

The minimum annual rate of contribution per Bank member for each school year will be one day. If the number of days in the Bank at the beginning of the school year exceeds 100, no contribution will be required of returning members. Those joining for the first time and those returning from leave will be required to contribute one day to the Bank. If the Bank drops below 30 days, the committee may open the bank for additional voluntary contributions.

#### 4.10.3. Withdraw from the Bank

4.10.3.1 Bank members may apply for withdrawal from the Bank after having exhausted their sick leave and compensatory leave.

4.10.3.2 Bank members must use all sick leave and compensatory time but not all differential leave available to them before becoming eligible for withdrawal from the Bank.

4.10.3.3 Withdrawals from the Bank will be granted in units of no more than 30 days. Members may submit requests for extensions of withdrawals as their prior grants expire. A member's withdrawal may not exceed the maximum period of sixty days per school year.

4.10.3.4 A member is eligible to draw on the bank if they have signed up for the current year. If that member draws from the bank, they must contribute a day the following year to be eligible to collect from the Bank should the circumstances arise.

4.10.3.5 The committee will not grant requests for withdrawal of days beyond the amount in the Bank. The District or the Committee is under no obligation to pay the participant any funds. If the committee denies any withdrawal requests, it will notify the member in writing. The decisions of the committee are final.

4.10.3.6 The decision to approve or deny requests from the Bank shall not be subject to the grievance procedures.

4.10.3.7 Neither the District nor the committee shall be held liable for refusal to grant requests.

4.10.3.8 Leave from the Bank may not be used for illness or disability that qualifies the employee for worker compensation benefits unless the employee has exhausted all worker compensation leave and his/her own sick leave.

4.10.4 If the Bank is terminated for any reason, the days remaining will be returned to the current members of the Bank in an equitable manner as decided by the committee.

## ARTICLE 5: UNCOMPENSATED LEAVES OF ABSENCE

### 5.1 Definitions

5.1 "Immediate Family" is defined in Article 4 Section 1 of this contract.

### 5.2 General Provisions

5.2.1. At the discretion of the Board, a limited number of uncompensated leaves of absence may be granted.

5.2.2 Such leave, except for new parent leave provisions, shall be requested in writing by **February 15** to the Superintendent.

5.2.3 At the discretion of the Board, a request may be considered after the **February 15** deadline.

5.2.4 Action on the leave request shall take place on or before **April 30**.

5.2.5 The individual employee and their representative shall have the opportunity to support their request for leave before the Board.

5.2.6 If an employee's request is denied they may request a written explanation.

5.2.7 Sick leave and employee benefits will not be granted for periods of uncompensated leaves of absence.

5.2.8 Any certificated employee may, at their own expense, continue any or all benefit plans for the period of their leave upon a month-to-month or quarterly reimbursement by the employee to the District at the group rate.

5.2.9 On or before **February 15** of the year in which an employee is on uncompensated leave of absence, they shall submit a letter to the District Superintendent indicating the employee's intention to return to the District for the following year.

5.2.10 Failure to declare their intention by that date shall be handled as a job abandonment, resignation, effective **June 30** of that year.

5.2.11 At the expiration of leave, the employee will be reinstated in a position determined by the District and for which the employee is credentialed.

### 5.3 Maternity Leave

5.3.1. The Board shall provide for leave of absence from duty for any certificated employee of the District who is required to be absent from duties because of pregnancy, miscarriage, childbirth, and recovery there from. The length of the leave of absence, including the date on which the leave shall commence and the date on which the employee shall resume duties, shall be mutually determined by the employee and the employee's physician.

5.3.2 Disabilities caused or contributed to by pregnancy, miscarriage, childbirth, and recovery there from, are, for all job-related purposes, temporary disabilities and shall be treated as such under any health or temporary disability insurance or sick leave plan available in connection with employment by the District.

5.3.3 Except as provided herein, pregnancy or childbirth shall be considered on the same terms and conditions which are applied to other temporary disabilities.

5.3.4 This section shall be construed as requiring the Board to grant leave with pay only when it is necessary to do so in order that leaves of absence for disabilities caused or contributed to by pregnancy, miscarriage, or childbirth be treated the same as leaves for illness, injury, or disability.

#### **5.4 Alternate Year Teaching Assignment**

5.4.1 A permanent or probationary employee who wishes to share a position on an alternate year basis must present his/her proposal to the site administrator by **February 15** for the following school year. The program should include:

5.4.1.1. A statement expressing why the employee believes an alternate year shared position would be desirable for the District.

5.4.1.2. A description of how the curriculum might be developed and shared over a two-year period.

5.4.1.3. A statement from the employee who is currently under contract requesting a leave of absence for the ensuing year.

5.4.2 The person selected to fill the alternate year assignment must be agreeable to both the employee requesting an alternate year assignment and the District.

5.4.3 The person selected to fill the alternate year assignment will be employed on a temporary contract.

5.4.4 In the event that the District employee who has initiated the request resigns from the District, the alternate year agreement becomes void. The position which exists (if any) will then be filled by following usual District procedures.

#### **5.5 Family Care and Medical Leave**

5.5 Any employee who has at least 12 months of service with the district, and who has at least 1,250 hours of service with the district during the previous 12-month period shall be eligible to take unpaid family care leave as outlined in Administrative Regulation 4161.8.

#### **5.6 Part-Time Teaching Assignments**

5.6 Permanent or probationary employees may request partial year leaves in order to work part-time.

## ARTICLE 6 – GRIEVANCE

### 6.1 Definitions

- 6.1.1 Grievance: Any alleged violation, misinterpretation, or misapplication of the terms and conditions of this Agreement.
  - 6.1.1.1 Grievant: A District employee in the unit covered by this Agreement who is filing a grievance, or the Association when the alleged contract violation applies exclusively to the Association.
  - 6.1.1.2 Conferee: A person who is not a party to a grievance who is asked by either party to serve as the party's advisor.
  - 6.1.1.3 Party-in-Interest: Any person who might be required to take action or against whom action might be taken in order to resolve the claim.
  - 6.1.1.4 Site Administrator: The administrator having immediate jurisdiction over the employee who is filing the grievance.
- 6.1.2 Day: Any day in which teachers are required to render service to the District.

### 6.2 General Provisions

- 6.2.1 Nothing contained herein will be construed as limiting the right of any employee having grievance to discuss the matter informally with any appropriate member of the administration.
- 6.2.2 Nothing contained in this article or elsewhere in the Agreement shall be construed to prevent any individual employee from presenting and processing a grievance and having it adjusted without intervention by the Association if the adjustment is consistent with the terms of the Agreement.
- 6.2.3 Only the Association has the right to take a grievance to mediation and arbitration.
- 6.2.4 The time limits may be extended only by mutual written agreement of the Superintendent and the President of the Association.
- 6.2.5 In the event a grievance is filed at such time that it cannot be processed through all the steps in this grievance procedure by the end of the school year, the limits set forth herein will be reduced so that the procedure may be exhausted prior to the end of the school year or as soon as practical.
- 6.2.6 Should time limits be exceeded by one party, the grievance shall be awarded to the other party.
- 6.2.7 All documents, communications, and records dealing with the processing of a grievance will be filed separately from the personnel files of the participants.
- 6.2.8 Forms for processing grievances will be prepared by the Superintendent and will be adopted upon approval of the Association.
- 6.2.9 The forms will be printed by the Board and given appropriate distribution so as to facilitate operation of the grievance procedure.
- 6.2.10 Prior to the time it is submitted to arbitration, parties to the Agreement shall not make public disposition of the grievance without the written agreement of all parties involved in the grievance.
- 6.2.11 It shall be the responsibility of all parties involved in a dispute to resolve such disputes at the lowest possible level.
- 6.2.12 Persons who are called upon to attend grievance meetings within the working day shall not lose pay because of such meetings.



6.2.13 A teacher, whether or not a member of the Association, may be represented at all stages of the grievance procedure, except at the mediation or arbitration level, by themselves or, at their option, by a representative selected by the Association.

### **6.3 Level I**

6.3.1 When an employee believes a grievance exists, they shall submit Grievance Form Level I requesting an informal conference with the person against whom the grievance is directed, i.e., principal, superintendent, or immediate supervisor, within **twenty days** after the occurrence of the incident or dispute.

6.3.2 The informal conference at Level I will occur within **ten days** of the filing of the grievance.

6.3.3 The employee shall have the right to select a third person to be present at the informal conference.

6.3.4 If the dispute is resolved informally, it shall be so recorded on the Grievance Form Level I and a copy shall be sent to the Superintendent and the President of the Association.

6.3.5 If the dispute is not resolved informally, and the employee wishes to pursue the matter, the employee shall request on Grievance Form Level I that the administrator make a formal response. Within **five days**, a copy of the response will be sent to the Superintendent and the President of the Association.

### **6.4 Level 2**

6.4.1 In the event the grievant is not satisfied with the decision at Level I, the grievant may appeal the decision, using the Grievance Appeal Form Level I, to the Superintendent within **five days** of the receipt of the decision of Level I.

6.4.2 The Superintendent shall communicate their decision, in writing, on the Grievance Response Form Level II, within **five days** of receipt of the appeal, with a copy to the President of the Association.

6.4.3 In the event that the initial dispute exists with the Superintendent, and if the grievant wishes to pursue the grievance, they shall, within **ten days** of receipt of the Superintendent's response, appeal the decision to the Board using Grievance Form Level I "Appeal to Level II."

6.4.4 In a Superintendent's Level Grievance, within **ten days** of appeal to Level II, the Board after conducting whatever additional investigation is deemed necessary, shall communicate its decision on Contract Grievance Level II Response to Appeal Form.

### **6.5 Level 3 Mediation**

6.5.1 If the grievant and/or the Association is not satisfied with the disposition of the grievance, or if no disposition has occurred pursuant to the provisions of Level Two, the grievance shall be referred to grievance mediation.

6.5.2 The Association shall request that a conciliator/mediator from the California State Mediation/Conciliation Service (CSMS), or from any other mutually agreeable recognized dispute resolution center, be assigned to assist the parties in the resolution of the grievance.

6.5.3 The mediator, within ten (10) days of the request shall meet with the grievant, the Association and the District for the purpose of resolving the grievance.

- 6.5.4 If an agreement is reached, the agreement shall be reduced to writing and shall be signed by the grievant, the Association and the District. This agreement shall be non-precedential and shall constitute a settlement of the grievance.
- 6.5.5 In the event that the grievant, the Association and the Superintendent or her/his designee have not resolved the grievance with the assistance of the conciliator/mediator within ten (10) days from the first meeting held by the conciliator/mediator, the Association may terminate Level Three and the grievance may proceed to Level Four.

## 6.6 Grievance Arbitration — Level 4

- 6.6.1 If the grievant wishes to appeal the decision of the Superintendent or Board to arbitration, they may, within **five days** of the conclusion of mediation, request in writing on the Contract Grievance Appeal Form Level III that the Association submit his/her grievance to arbitration, with a copy to the Superintendent or Board.
- 6.6.2 The Association, by written notice to the Superintendent or the Board within ten days after receipt of the request from the aggrieved employee, may submit the request to arbitration.
- 6.6.3 Within **3 working days** of the written request, the Superintendent shall request the California State Mediation/Conciliation Service to supply a panel of five names. A copy of this request shall be sent to the grievant and to the Association.
- 6.6.4 Within **3 days** of the receipt of the panel of five names, the Superintendent and the grievant shall either mutually agree upon an arbitrator or notify the California State Mediation/Conciliation Service to select an arbitrator in accordance with its rules.
- 6.6.5 The arbitrator shall be requested to schedule a hearing within **fifteen days** or as soon as possible after that and submit their findings and award in writing to the Board of Education, the grievant, and the Association.
- 6.6.6 The award of the arbitrator shall be binding on the grievant, the Association, and the District.
- 6.6.7 The arbitrator shall consider only those issues which have been properly carried through all prior steps of this procedure.
- 6.6.8 All costs for the service of the arbitrator, including but not limited to per diem expenses, his/her travel and subsistence expenses, and the cost of any hearing room, will be borne equally by the Board and the Association. All other costs will be borne by the party incurring them.

## ARTICLE 7 – CERTIFICATED EMPLOYEE EVALUATION PROCEDURE

**PREAMBLE:** The primary purpose of evaluation is to maintain and improve the quality of education in the District. A fundamental goal of the District is to conduct an evaluation program for teacher improvement based on mutual respect and confidence between evaluators and those evaluated.

7.1 Tenured employees shall be evaluated every third year on a rotating basis. Non-tenured employees and employees receiving a “standard not met” rating will be evaluated annually. All teachers will submit a written goal linked to one of the standards listed in Appendix D by October 15th annually. Teachers will submit a reflection on the goal by the last day of school.

7.1.1 The evaluation process is to be a systematic way to identify areas of growth for teachers to improve their effectiveness and impact within the learning community.

7.2 The following staff evaluation procedures will be implemented:

7.2.1 By October 15th, the site administrator will hold an initial conference with each person to be evaluated during that year. During the conference the administrator and teacher will mutually select one performance standard from Appendix D.

7.2.2 The discussion will include which elements of the standard will be reflected in the final summative report. (See Appendix D checklist for each standard.) The teacher and administrator will meet to develop and agree on a growth plan in the identified area.

7.2.3 Non-tenured teachers and teachers receiving an unsatisfactory evaluation will use method A below. Tenured teachers will meet with the administrator and mutually agree upon method A, B, or C listed below. If method B is chosen, the teacher will choose the evaluating colleague. If the method is not mutually agreed upon, both methods will be used.

A. To evaluate progress, the teacher will be observed and debriefed with written feedback by the administrator on two occasions, with at least one of them on a mutually agreed upon date. The debrief will be scheduled for within a week of the observation.

B. To evaluate progress, the teacher will be observed and debriefed with written feedback by a chosen colleague on two occasions, with at least one of them on a mutually agreed upon date. After debriefing the teacher, the colleague will then meet briefly with the administrator to sign off the observation.

C. Portfolio: Composition of portfolio will include a maximum of twelve pages, including a one-page description of the goals and the processes pursued. The teacher will gather evidence of work toward selected standard over the course of the year. Evidence may be included as part of the portfolio. The final page will be a reflection of the teacher’s process.

The administrator will evaluate the progress based on the goal using method A or B. Whenever possible the observation shall be done in separate quarters of the school year, as defined by the district calendar. The intent of this section is to spread the observations throughout the instructional year.

7.2.4 Evidence of a completed evaluation will be comprised of the Appendix D checklist of a chosen standard and include a narrative. In methods A and C, the narrative shall be written by the administrator. In method B, the narrative shall be written by the chosen colleague and the administrator will then sign off on this summative

form. The evaluator may cover areas other than the chosen standard in their narrative. May 15th is the final summative evaluation deadline.

- 7.2.5 In the event that an evaluation shows scores of 1 (standard not met) or 2 (working toward standard), the administrator's narrative in the final summative evaluation shall be specific in describing positive action to correct any cited deficiencies. The report shall include, but shall not be limited to, recommendations for improvement, and direct assistance for implementing such recommendations shall be offered. Such assistance may include continuing observations and conferences or release time for the employee to visit and observe other classrooms, schools, and workshops. The report shall be completed by the site administrator and given to the teacher at a conference with the site administrator, during which time they shall discuss and sign the report. The teacher's signature indicates receiving and reading the report and does not necessarily signify agreement. The report will then be submitted to the District Office for placement in the employee's personnel file.
- 7.2.6 If the teacher receives an unsatisfactory rating, a score of 1 or standard not met, the teacher shall be so informed in writing by the evaluator at the time of each conference. Said written comments shall include the identified, specific deficiencies, suggested remedies, and available administrative support and/or assistance. In addition, teachers receiving "standard not met" rating shall be re-evaluated the following year.
- 7.3 Complaints about certificated employees which are withdrawn, shown to be false, or are not sustained by the grievance procedure per article 9, shall not be utilized in any evaluation.
- 7.4 Results of instructional program (such as RtI, Bridges Math, etc.) evaluations shall not be used to evaluate a teacher unless mutually agreed upon by the teacher and the evaluator.
- 7.5 The contract grievance procedure may be utilized for processing any disputes which arise over evaluation procedures.
- 7.6 The employee shall have the right to initiate a written reaction or response to the evaluation, and the administrator's final summative review shall include space for this. Such response shall become a permanent attachment to the employee's personnel file.
- 7.7 Colleagues who participate in the peer evaluation process B, listed above may request compensation time of up to 6 hours to complete the requirements.

## **ARTICLE 8 – ASSIGNMENTS AND TRANSFERS**

### **8.1 Definitions**

8.1.1 An assignment shall be defined as the specific site, grade and classes within a subject area.

8.1.2 A transfer shall be defined as a change in a teacher's previous site, grade, course or subject area to a new site, grade, course or subject area within the district.

### **8.2 Notification of Assignment**

8.2.1 A list of vacancies and/or new positions shall be posted in each school for at least five days as they occur. The notice shall contain a closing date for submitting a request for transfer. The notice shall specify site, grade and classes within a subject area. No transfer to fill the vacancy shall be made until after the closing date of the notice.

8.2.2 Each certificated employee shall be given a written notice of their teaching assignment no later than August 1. The notice shall specify the specific site, grade, and classes within a subject area.

8.2.3 If a change in the number of pupils, elimination of program(s), and/or funding reductions or resignation of staff makes a reassignment from one site to another site necessary after August 1, then the transfer sections of the contract shall be applied.

8.2.4 When high school teachers have three or more course changes taught (e.g. if a teacher changes from Geometry to Algebra II), they shall receive up to two days compensatory time.

### **8.3 Voluntary Transfer**

8.3.1 A teacher may submit a formal request for transfer at any time. The transfer would be for the following year or as a vacancy occurs. The District will make the final decision to grant or not grant the transfer request. Seniority, credentials and a teacher's past District performance will be considered.

8.3.2 If a transfer is denied, the teacher, upon request, will be given a rationale for the denial. The teacher who is denied a transfer and/or his/her representative may request and will be granted a meeting with the superintendent and site administrator to discuss the issue.

### **8.4 Involuntary Transfer**

8.4.1 Notice of involuntary transfer shall be given to teachers at least two weeks in advance of the beginning date of the assignment. The District will consider seniority, credentials, and the teacher's past District performance in determining involuntary transfers.

8.4.2 Involuntary transfer shall take place only after a meeting between the teacher, their representative and their immediate administrator. At that meeting the teacher shall be notified of the reason for the transfer and the employee may request that reason in writing.

8.4.3 The teacher to be involuntarily transferred and/or their representative shall be granted a meeting with the site administrator and superintendent to discuss the reasons for the transfer.

8.4.4 If a teacher is involuntarily transferred by the district from one site to another after August 1<sup>st</sup>, the District will compensate the teacher for the additional mileage caused by the transfer for a maximum of one year at the maximum rate allowable by the IRS.

### **8.5 In-Year Transfers**

8.5.1 If a teacher is transferred after August 1, they shall be given 5 days of non-teaching duties to prepare curriculum for their new position. The manner in which the days shall be taken shall be agreed upon between the teacher and the site administrator. Said days must be used by the end of the transfer school year and may not be converted to comp days.

8.5.2 Partial in-year transfers shall be pro-rated as follows: each .2 FTE equals 1 comp day.

## ARTICLE 9 – COMPLAINTS CONCERNING EMPLOYEES

### 9.1 Procedure

- 9.1.1 In order to encourage the most direct communication possible, a parent or guardian of a pupil, or any person who is not a teacher, as defined in article 2.2, who makes a complaint to the District concerning an employee either verbally or in writing, shall be encouraged to meet privately with that employee at a time agreeable to both the complainant and employee. The site administrator will make this complaint known to the employee within one working day, and the name of complainant shall be known to the employee. If a meeting between the employee and the complainant is not feasible, the administrator who supervises the employee will investigate the complaint promptly and thoroughly by investigating separately with both the employee and the complainant. If the complaint was verbal, the complainant will put the complaint in writing. At least one working day before any follow-up meeting is scheduled, the results of this investigation shall be shared with the employee.
- 9.1.2 If the complaint is not resolved at the site administrator level, the complainant or the employee may go to the District Superintendent and repeat the procedure.
- 9.1.3 Any Board member or District staff member receiving a complaint will refer the complainant directly to the appropriate site administrator.
- 9.1.4 If the site administrator and/or the Superintendent supports the complaint and the employee believes the complaint is false, a grievance may be initiated to determine the validity of such complaint.

### 9.2 Notice to Employee

- 9.2.1 Unless the charge is of a criminal nature the employee shall be informed by the responsible administrator within **one working day**. The employee shall be given a copy of the complaint prepared pursuant to Section 9.1.2 within one working day of its submittal.
- 9.2.2 If the nature of the charge is of a criminal nature which suggests that there should be some preliminary investigation before informing the employee, such investigation shall be done as quickly as possible.
- 9.2.3 If the nature of the charges are such that they warrant referral to an outside agency for investigation and consideration of criminal action, then any of the foregoing steps shall be waived or deferred upon request of the agency investigating for criminal prosecution.

### 9.3 Representation

- 9.3.1 At any conference in this process conducted by the employing agency, the employee, upon request, is entitled to be represented by someone of his/her choosing.

### 9.4 Personnel File

- 9.4.1 If the foregoing steps do not effect a resolution of the complaint, then the writing developed through Section 9.1.2 shall be placed in the employee's personnel file after the employee has been given an opportunity to prepare and have attached a written rebuttal.

## **9.5 False or Withdrawn Complaints**

9.5.1 Complaints which are withdrawn, shown to be false, or are not sustained by the grievance procedure shall neither be placed in the employee's personnel file nor utilized in any evaluation, assignment, or disciplinary or dismissal action against the employee.

## **ARTICLE 10 – WORKING CONDITIONS**

### **10.1 Safety**

- 10.1.1 It is the responsibility of all District employees, including unit members and administrators, to be alert in observing conditions which they feel are unsafe, to make corrections within the scope of their authority, and to report un-remedied conditions in writing to their immediate supervisor. The Administration shall take reasonable steps necessary to correct such conditions in a timely manner and inform the affected teacher(s) of the unsafe condition and proposed remedy.
- 10.1.2 The Superintendent and/or designee shall maintain healthful and safe conditions in all classrooms. It is the Superintendent's and or designee's responsibility to determine what is an unsafe condition.

### **10.2 Preparation Area**

The District will provide, to the best degree possible, teacher preparation and rest areas.

### **10.3 Classroom Instructional Assistants**

- 10.3.1 Whenever possible teachers shall be consulted and may make recommendations regarding the assignment of classroom Instructional Assistants.
- 10.3.2 Teachers will assume a major role in the evaluation of Instructional Assistants and will make written evaluation summaries of the IA's performance to the building administrator.
- 10.3.3 In the event there is a serious problem in continuing the Instructional Assistant/teacher combination, an effort will be made to reassign the Instructional Assistant for the following year.

### **10.4 Student Teachers**

- 10.4.1 Student teachers will not be assigned without the approval of the Principal and the intended supervising teachers.
- 10.4.2 Any compensation which the District receives for assigning the student teacher shall be paid to the supervising teacher.

### **10.5 Staff Handbooks**

Staff Handbooks will be in agreement with the contract.

### **10.6 Class Size Recommendations**

- 10.6.1 In the event that student enrollment in a class exceeds the following numbers, a committee consisting of the site administrator and three teachers shall review the classroom situation to make one or more of the following recommendations:
  - 10.6.1.1 Recommend the hiring of an aide.
  - 10.6.1.2 Recommend the hiring of a new teacher.
  - 10.6.1.3 Recommend expenditures for classroom supplies above the lump sum amount.
  - 10.6.1.4 Recommend paying affected classroom teacher(s) a stipend of \$400 at the end of the school year for each student over the class size. This stipend shall be prorated over the five-period day for teachers, grades 6-12, and also shall be prorated according to the number of days of the year the class size is exceeded.



For example, a 6-12 teacher would receive \$80 if he/she had 29 students enrolled in a class over the course of the entire year; the amount would be \$40 if the student were enrolled for only one semester. A teacher would receive \$160 if he/she had 29 students enrolled in two classes over the course of the entire year.

10.6.1.5 Recommend an adjustment in adjunct duty for the affected teacher(s).

10.6.2 The committee's recommendation shall be presented to the Superintendent for consideration.

Class Size Numbers that Trigger 10.6.1.1-10.6.1.5 above.  
(These numbers are not a limit for class size enrollment.)

K-8	9-12	Other
K - 3 22 students 4 – 5 26 students 6 – 8 26 students in ELA, Social Studies, Math and Science	28 students for English, Social Studies, Math, Science, Language	Independent Study: 25 students Mutually agreed upon by the teacher and administration up to 30 students

**10.7 Visitors and Volunteer Aides**

10.7 Visitors and Volunteer Aides in Classrooms. Refer to Board Policy 1200, and Administrative Regulation 1200.

**10.8 Compensation for Moving Time**

10.8.1 If a teacher moves sites s/he shall receive 2 comp days, if a teacher moves rooms within the same site they shall receive 1 comp day.

10.8.2 The site administrator and teacher shall mutually agree upon the manner in which the days shall be taken. The teacher shall submit records of time to the site administrator.

**10.9 Multiple Room Assignments**

If multiple room assignments are unavoidable within a site, then the administrator shall attempt to rotate these assignments equitably from year to year within the constraints of schedule and program needs, and specialized room use (science, art, music, woodshop).

**10.10 Decision-Making for School Site Funds**

10.10.1 It is the intent of the School District that the teaching staff be significantly involved in the decision-making process for expenditure of all site funds.

10.10.2 The teaching staff in collaboration with the principal at each site, shall adopt a budget for use of those monies by the end of the first thirty days of school.

10.10.3 Any revisions to the budget are to be voted on by that site's teachers.

10.10.4 The teaching staff at each site will be given a detailed report of all actual expenditures credited to the site budget in January and June of each year.

## **10.11 Specialized Health Care Procedures**

10.11.1 Only people who are trained will provide and conduct necessary specialized health care procedures, including, but not limited to, catheterization, injections, ileostomies, gastrostomies, tracheotomy, suction, oxygen administration, gavage feeding, and draining.

10.11.2 Unit members shall not be responsible for performing the above special procedures.

10.11.3 The District is to defend and indemnify all unit members in accordance with Government Code Sections 825 and 995. Those provisions require all public agencies in California to provide for the defense and indemnification of all public employees who are sued over acts or omissions that occur within the course and scope of employment.

## ARTICLE 11 – ASSOCIATION/DISTRICT RIGHTS

- 11.1 The Association shall have access at reasonable times to areas where employees work, to bulletin boards, and to teacher mailboxes.
- 11.2 The Association shall have the use of institutional facilities and equipment, at reasonable times for the purpose of conducting Association meetings or business. The Association shall reimburse the District for reasonable costs, if incurred.
- 11.3 A total of ten days leave shall be granted to the Association per school year to be used by its representatives, said days to be utilized for local, state, or national conferences or for conducting other business pertinent to Association affairs.
- 11.4 The Association shall reimburse the District at the substitute's daily rate of pay for each day utilized under this provision. This provision does not apply to collective bargaining agreement negotiations; the District will pay for substitutes for the MTA Negotiation Team in preparation for and during collective bargaining agreement negotiations.
- 11.5 A copy of the District Directory shall be provided to the Association when it is available.
- 11.6 Management Rights. It is understood and agreed that the powers and responsibilities to direct, manage, and control the operations and affairs of the District, are reserved exclusively to the District and the Board, except as they are limited by this Agreement in the manner and to the extent authorized by law.
- 11.7 Within 30 days of hire, MUSD will provide the MTA with the name, job title, department, work location, work, home, and personal cellular telephone numbers, personal email addresses on file with MUSD, and home address of newly hired employees. In addition, MUSD will provide the MTA with at least 10 days advance notice of the orientation meeting for the new employee. MUSD will also provide the MTA with a list of contact information for all employees by October 1 of the new school year.

## **ARTICLE 12 – HEALTH AND WELFARE BENEFITS**

### **12.1 Eligibility**

Certificated employees, as recognized in Article 2, Section 1, are eligible to join dental, medical, and life insurance plans within sixty days of employment if they are employed on a regular contract.

12.1.1 Benefits related to part time employees are defined in Article 15.5

### **12.2 Medical Benefit Cap**

12.2.1 The District shall contribute up to an annual maximum total contribution of \$8,477.60 for each full-time eligible unit member toward District medical benefit insurance. Any cost in excess of the above annual maximum contribution shall be paid by the unit member through payroll deduction. The “cap” on the District contribution toward medical benefit premiums for retirees is \$5,200 annually without a dependent; \$8,320.00 annually with a dependent.

12.2.2 A Section 125 plan (flexible spending) will be made available to employees by the District.

### **12.3 The Medical Plan**

12.3.1 The medical insurance policy will be implemented based upon specifications set forth in the insurance provider’s summary of benefits booklet. The plan will operate as set forth by the provider.

12.3.2 The medical insurance provider will not be changed except by agreement of both parties.

12.3.3 Two district employees who are domestic partners and/or married, after providing necessary documentation, will be charged as determined by the medical insurance provider.

12.3.4 If an employee’s medical plan costs less than the capped medical benefit, the difference will be given to the employee, except in the case of employees who are domestic partners or married who receive a reduction in expense due to the medical provider’s guidelines.

12.3.5 In the case the district offers an opt out plan, the difference between the district contribution and the cost of the opt out plan will be given to the employee, except in the case of employees who are domestic partners or married who elect to receive a reduction in expense due to the medical provider’s guidelines. (Proposed)

### **12.4 Life Insurance Plan**

The Board agrees to a continuation of the life insurance plan as it is presently constituted.

### **12.5 Dental Plan**

12.5.1 The Board agrees to a continuation of dental benefits based upon the specifications set forth in the current agreement with the Arrow Benefit Group. Such specifications will be utilized to establish a self-funding plan. The Board will establish a Dental Plan Fund separate from the Health Plan.

12.5.2 Dental bills or receipts will be submitted to Arrow Benefit Group.

12.5.3 Participants who are currently enrolled in the plan will remain at their current percentage of coverage of dental bills up to a maximum of \$1,000 per year per family member based upon the specifications set forth above.

12.5.4 Participants who enroll in the plan(s) after the date of contract ratification will receive percentage coverage according to the below-listed schedule:

1st year	70%;
2nd year	80%;
3rd year	90%;
4th year	100%

12.5.5 Upon reaching the age of three years, children of current employees will be enrolled for the first time at the rate of the employee.

12.5.6 An annual service by a licensed dental provider is required of all participants in the program. Failure of an employee to complete an annual examination within the fiscal year indicated shall lower the coverage by ten percentage points for up to three consecutive years. An employee may "earn back" lost coverage at the rate of ten percent per year by completing an annual service by a licensed dental provider. Children under the age of three shall be exempt from this requirement.

12.5.7 No "side fund" will be established for dental plan payments.

12.5.8 If, for any reason, the self-funding plan is discontinued, the District will guarantee each employee the same level of coverage s/he had at the time of discontinuance of the plan.

12.5.9 Employees hired after January 1 will be subject to a \$500 limitation for the remainder of the year.

## **12.6 Coverage After Termination**

For the duration of the Agreement, should an employee's employment terminate during the school year, they shall be entitled to continue the coverage under the available health, and dental plans for a period not to exceed eighteen months. Such employee shall pay the premium for the continued coverage on a month-to-month basis for this eighteen month period.

## **12.7 Coverage After Resignation**

The District will pay the July and August premiums for the health, dental, vision, and life insurance plans for a certificated employee who submits a letter of resignation to the District by May 15 effective June 30 of that school year.

## **12.8 Retiree Benefits**

Retired District employees may continue membership in any of the District's group medical and related benefit plans at the retiree's expense unless provided for as part of a retirement benefit. Payments shall be made to the District monthly, quarterly, or yearly. All requests for continued coverage shall be submitted in writing thirty days prior to the end of the fiscal year.

## **12.9 District Health/Dental Committee**

Problems that arise from any of these insurance plans will be submitted to the District Health/Dental Committee. The District Health Committee, plus a representative from MTA, will study possible improvement to the District's vision plan, and options for supplemental health insurance.

## ARTICLE 13 – COMPENSATION

See specific language regarding salary schedule in Appendix C

### 13.1 Advancement on the Salary Schedule

#### 13.1.1 Initial Hire

- 13.1.1.1 The Superintendent or designee and an MTA representative will initially place a new hire on the salary schedule for previous teaching experience up to nine years.
- 13.1.1.2 Teachers shall be placed on the appropriate column of the salary schedule in accordance with the degrees and advanced preparation they have completed with Superintendent or designee and an MTA representative present.
  - 13.1.1.2.1 Column 1 is interpreted to mean a BA plus a credential (credential units over 30 will be counted toward advancement) or a CTE credential. Each column move beyond column 1 will require an additional 15 approved semester units.
  - 13.1.1.2.2: The “0” column pertains to those employees who have a BA but do not have a full credential at the time of employment (i.e. those with a staff permit, internship, etc.). Column 0 also includes uncredentialed CTE teachers prior to completion of their credential.
  - 13.1.1.2.3: CTE employees with credential will be initially placed in column 1.
- 13.1.1.3 Teaching experience for salary schedule placement purposes shall only include experience in positions requiring teacher certification.
- 13.1.1.4 Post credential courses will be considered for Column advancement at initial placement. Courses taken prior to credential will not be considered with the exception of those from a Master’s Degree program.
  - 13.1.1.4.1 Units earned through a Master’s Degree program earned before completion of a credential which is related to a member’s teaching assignment (as determined by the Professional Development Committee) will be used toward column advancement at initial hire.
  - 13.1.1.4.2 When a Master’s Degree is earned concurrently with a credential, units earned for both the Master’s Degree and the credential will be used toward column advancement at initial hire.

#### 13.1.2 Step Advancement

- 13.1.2.1 Advancement on the salary schedule for all permanent employees shall be at the rate of one step for each year of teaching experience, regardless of assignment (i.e. full time, part time all year or part time half year).
- 13.1.2.2 Temporary or Probationary teachers who work 75% of the contracted days (138 days of a 185 day school year) shall advance one step for each year of teaching experience
- 13.1.2.3 Temporary or Probationary teachers in their first year who work less than 75% of the contracted days (138 days of a 185 day school year) shall not advance a step the following year, but thereafter will continue to move a step every year as all other employees regardless of assignment.
- 13.1.2.4 An employee returning from sabbatical leave will progress on the salary schedule as if he/she remained in active service.
- 13.1.2.5 An employee receiving a full year’s uncompensated leave of absence will not progress on the salary schedule as if they had remained in active service.

### 13.1.3 Column Advancement

- 13.1.3.1 Reassignment to a higher classification or achievement of an advance degree shall become effective during the subsequent school year if written notification of this intention is submitted to the District Administration no later than May 1st of the preceding school year. For newly hired teachers, notification of intent to move over the following year must be given no later than two weeks from the date of notification of initial placement.
- 13.1.3.2 If notification is given after the deadline date the reassignment to a higher classification will be effective in the following year.
- 13.1.3.3 Once written evidence is submitted that a new classification requirement has been met, the teacher will advance on the salary schedule. It will be prorated to the date the evidence of completion is submitted and payment will begin the next payroll period.

## 13.2 Compensation for Advanced Degrees

- 13.2.1 Teachers who have completed graduate studies leading to an advanced degree shall receive additional compensation for a Master's Degree, Master's Degree equivalent, and a Doctorate Degree, as specified on the Salary Schedule.
- 13.2.2 The applicant's Master's, Master's Degree equivalent, or Doctorate Degree(s) must be related to their teaching assignment. The determination of this shall be submitted to, and evaluation and recommendation shall be completed by the Professional Development Committee.
- 13.2.3 Additional graduate degree requests and equivalent to a Masters, may be submitted to the Professional Development Committee for evaluation and recommendation to the Board for final approval (use appendix F).
- 13.2.4 The advanced degree stipends are \$2500 for a Master's Degree or equivalent, and \$2600 for Ph. D.
- 13.2.5 Once written evidence is provided in the form of an official document that a teacher has achieved a Master's Degree, Master's Degree equivalent, or Ph. D., the teacher will receive the full stipend. The full stipend will be given as long as the evidence of completion is submitted by May 31st of the current school year.

### 13.3 Compensation for Work Done Beyond the Workday and/or School Year

- 13.3.1 Teachers who are requested to perform duties exclusive of adjunct duties beyond the workday and/or the school year shall be paid at a rate of \$48 per hour.
- 13.3.2 The number of hours allotted to an assignment shall be established in advance of the assignment.
- 13.3.3 Whenever possible, such assignment shall be made on an equitable basis.
- 13.3.4 A maximum of eight hours per day shall be paid.

Conference Compensation Table

	Independent (no district involvement) A	Employee Request B	District Request C
District Pay 1	No District pay	District pays for attendance and compensates for agreed upon travel, lodging, food, and substitute. No pay for extra hours (per 13.3.4)	District pays for attendance and compensates for agreed upon travel, lodging, food, substitute, and non-contract hours (per 13.3.4)
Units 2	Credit considered if all costs of attendance fees and substitute paid by employee.	Credit considered if costs of conference fees, units, are paid by the employee.	Credit considered if costs of units are paid by the employee.

### 13.4 Separate Class of Certificated Employee

- 13.4.1 The following certificated classes have a separate salary schedule, different duties and a longer work year.
  - 13.4.1.1 Head Teachers in charge of Albion School, Comptche School, or Elk School: 190 days
  - 13.4.1.2 Head Teacher in charge of Mendocino Community School: 200 days
  - 13.4.1.4 High School Counselor: 200 days
  - 13.4.1.5 Technology Integration Teacher 190 days
- 13.4.2 As needed, the principal shall recommend to the Superintendent an individual to serve as head teacher.



### **13.5 Special Assignment Schedule**

- 13.5.1 The Special Assignment Salary Schedule is presented in Appendix A
- 13.5.2 If a program at any level is not being offered to students, no one will be paid for that assignment.
- 13.5.3 The superintendent and site administrators will select the stipend positions to be offered for the following year. They will be advertised via email.
- 13.5.4 Additional stipends may be added mid-year at the superintendent's or site administrator's discretion.

### **13.6 Payroll Period**

The payroll period shall be defined as monthly, and teachers will be paid on the last day of each month for eleven months. When the last day of the month falls on a Saturday or Sunday, payment will be made on the last Friday of the month. When the last day of the month falls on a Holiday, payment will be made on the previous business day.

### **13.7 Payments for Services in Addition to a Regular Assignment**

Salary payments for services in addition to the teacher's regular assignment shall be made according to the supplementary payroll schedule and reported to STRS as supplemental income as appropriate.

### **13.8 Automobile Expense Reimbursement**

Teachers requested to use their automobiles in the performance of their duties shall be reimbursed at the maximum rate allowable by the IRS.

### **13.9 Dual Enrollment Stipend**

- 13.9.1 The Dual-Enrollment Stipend will only be available when there is an MOU or contract with Mendocino College to offer Dual-Enrollment courses to be taught by MUSD certificated employees.
- 13.9.2 The Superintendent and site administrators will determine the teacher assignment appropriate for the Dual-Enrollment Course offerings in a particular year.
- 13.9.3 The teacher assigned to the Dual-Enrollment Course will receive a stipend equal to the per unit cost reimbursement determined by the MOU or contract with Mendocino College.

## ARTICLE 14 – RETIREMENT/EARLY RETIREMENT

### 14.1 General Provisions

- 14.1.1 On or before **January 1**, the Superintendent shall notify all certificated employees of the information within this provision.
- 14.1.2 Any certificated person who plans to retire at the close of the school year shall endeavor to notify the Superintendent on or before **February 15** of that year.
- 14.1.3 The agreement between the Board and the participating teacher shall be consummated on or before **May 30**. The teacher may be accompanied by an Association representative in any meeting they attends with the Board pursuant to this Article.
- 14.1.4 The District may in any year offer a retirement incentive program to the certificated staff.
- 14.1.5 The District will consider other STRS retiree programs presented by an employee as a retirement option.

### 14.2 Retirement

- 14.2.1 Employees may choose one of the following retirement programs (Program A or B).
  - 14.2.1.1 If the member is at least 55 years of age.
  - 14.2.1.2 If the member has been an employee of the District for a period of at least five (5) years immediately prior to retirement.
    - 14.2.2 Upon Mutual agreement, the following retirement options may be adjusted to individual needs as long as the economic impact to the District of an alternate option is no greater than any of the following individual options.
      - 14.2.2.1 Retirement Program A: Medical Benefits for Retiree and Spouse, or Domestic Partner.
        - 14.2.2.1.1 The District shall provide retirees and their spouse, or domestic partner, and eligible dependents or as defined by the insurance provider with all of the health and welfare benefit plans provided to unit members until the retiree is 65. If Medicare eligibility is moved to 67, the District will pay the health benefits until the retiree is 67. The eligible dependent coverage rate shall be capped at the rate in effect on the first year of retirement.
- And/Or:**
  - 14.2.2.1.2 Supplemental Income Retirement Plan: At age 65 or 67, the District will pay \$100 per month toward a medical supplement for Medicare for five years for the retiree only. If the retiree dies before the end of five years, the benefit will stop. A retiree must submit proof of having a supplemental plan for the fiscal year. Upon proof of coverage, the District will issue one check for \$100 for each month that the retiree was covered during the fiscal year.
  - 14.2.2.1.3 They were a full-time certificated employee of the District for the five years immediately preceding his/her resignation and retirement.
  - 14.2.2.1.4 They are at least fifty-five years of age or has completed thirty years of service and is fifty years of age or more.
  - 14.2.2.1.5 The District shall pay to the retiree up to the maximum annual salary allowed by STRS.
  - 14.2.2.1.6 The term of any agreement for special services and advice under this procedure may not exceed five years.

14.2.2.2 Retirement Program B: The Board may contract with retired certificated employees, within their first 180 days of retirement, to provide services to the District. Any person retained to furnish such services, hereinafter called “retiree,” shall meet the following requirements:

14.2.2.2.1 The retiree has reached normal retirement age (60 for CalSTRS 2% at 60 members, 62 for CalSTRS 2% at 62 members).

**And/or:**

14.2.2.2.2 The retiree’s appointment is necessary to fill a critically needed position.

14.2.2.2.3 The Board must approve the appointment by resolution at a public meeting.

14.2.2.2.4 The retiree did not receive any financial inducement to retire.

14.2.2.2.5 The retiree’s termination of service was not the cause of the need to acquire their services.

14.2.2.2.6 The District shall pay to the retiree up to the maximum annual salary allowed by STRS.

14.2.2.2.7 The term of any agreement for special services and advice under this procedure may not exceed five years.

14.2.3 All certificated retirees who have been employed by MUSD for the last 5 years prior to retiring will be provided the same MCN services as an active employee as long as MCN is owned by the District.

## ARTICLE 15 PART-TIME EMPLOYMENT

### 15.1 Definitions

- 15.1.1 Part-time employee refers to an employee who works less than full-time and who is paid a decimal fraction of a full-time employee's salary.
- 15.1.2 Part-time and shared-time employees may only be hired on .05 (1/20) increments.
- 15.1.3 Shared-time employees are part-time employees who share the full responsibility for one identifiable, full-time position. This normally requires ongoing shared planning for classroom activities.
- 15.1.4 "Teaching period" is defined as approximately forty-five (45) or fifty (50) minutes of student contact time for 180 days per school year.
- 15.1.5 Salary schedule advancement is delineated in Article 13.1.2

### 15.2 Hours of Employment

- 15.2.1 Regular, part-time teacher duty hours shall be determined by the site supervisor, using the time allocation set forth in (1) through (3), below. Part-time teachers' assignments will be proportional to the percentage of time they are employed.
  - 15.2.1.1 Part-time teachers will work a total number of minutes proportional to their teaching assignment.
  - 15.2.1.2 Part-time teachers shall receive preparation and planning time proportional to their teaching assignment. A teacher with a non-instructional assignment will not receive a preparation time for that proportion of their assignment.
  - 15.2.1.3 Part-time teachers shall have student contact (teaching) time proportionate to the number of minutes or periods taught at grades K-5, or the number of periods taught in grades 6-12. Part-time teachers who do not work every day will have total hours of work and total student contact (teaching) time averaged on a weekly basis.
  - 15.2.1.4 Part-time teachers shall have lunch and breaks in accordance to CA labor law
- 15.2.2 Non-consecutive working hour assignments must be mutually agreeable to the part-time employee and their immediate administrator.

### 15.3 Adjunct Duties

- 15.3.1 Adjunct duties (as defined in Article 3) will be carried out on a basis proportionate to the regular time worked. The decision as to type and time of these activities will be made by the employee's site administrator after consultation with the part-time employee.
- 15.3.2 Shared-time employees, between or among them, will carry out the same adjunct duties that their full-time position requires.

### 15.4 Benefits

- 15.4.1 Part-time employees who are employed at least half-time will be eligible to receive benefits on a pro rata basis. If the cost of the benefit exceeds the proportionate share, the employee shall reimburse any remaining difference.
- 15.4.2 Those employees employed for 75% or higher will be treated as full time employees with respect to fringe benefits.

## 15.5 Shared Time Assignments

- 15.5.1 Permanent or probationary employees who wish to initiate shared-time assignments will present their proposal to the appropriate site administrator by **February 15** for the following school year. The proposal should include:
- 15.5.1.1 a description of how the time is to be shared;
  - 15.5.1.2 a description of how the curriculum is to be shared; and
  - 15.5.1.3 a statement of how the team will be effective for the students and teachers involved.
- 15.5.2 Action on shared-time proposals shall take place on or before **April 15**. The employee shall have the opportunity to support his/her request before the decision-making body or person.
- 15.5.3 Part-time leaves may be granted for one year to employees who wish to participate in shared-time employment. In order to continue the shared-time employment beyond the one-year period, the District may require the employee to resign the leave portion of his/her assignment.
- 15.5.4 If one member of a shared-time assignment resigns, goes on leave, returns to full-time employment, or is terminated, the remaining employee(s) and the site administrator will attempt to find another teacher to share the assignment.
- 15.5.4.1 The person selected to fill the assignment must be agreeable to the remaining employee(s) and the District.
  - 15.5.4.2 If no acceptable person can be found, the District has the option of requiring the remaining member to work full-time.

## **ARTICLE 16 – PROFESSIONAL DUES OR FEES AND PAYROLL DEDUCTIONS**

16.1 Any certificated employee who is a member of the Mendocino Teachers Association/CTA/NEA, or who has applied for membership, may sign and deliver to the Association an assignment authorizing deduction of unified membership dues, initiation fees, and general assessments in the Association.

16.1.1 The Association will produce a list of new members who have authorized deduction of unified membership dues, initiation fees, and general assessments within 10 days of receiving the signed assignment of authorization.

16.2 Pursuant to notice of such authorization by the Association, the District shall deduct one eleventh (1/11th) of such dues from the regular salary check of the unit member each month for eleven months.

16.3 Deductions for unit members shall be proportionate to the percentage of contract employment.

16.4 Deductions for members who sign such authorization after the commencement of the school year shall be appropriately prorated.

16.5 Upon appropriate written authorization from the certificated employee, the District shall deduct from the salary of any unit member and make appropriate remittance for annuities, credit union, savings bonds, or any other plans or programs jointly approved by the Association and the District.

16.6 All requests for information regarding union membership shall be deferred to the Association.

16.7 With respect to all sums deducted by the District pursuant to sections above, for membership dues, the District agrees to remit such monies promptly to the Association accompanied by an alphabetical list of unit members for who such deductions have been made, and indicating any changes in personnel from the list previously furnished.

16.8 The Association and District agree to furnish to each other any information needed to fulfill the provisions of this Article.

16.9 The Association agrees to pay to the District reasonable legal fees and legal costs incurred in defending against any court action and/or administrative action challenging the legality or constitutionality of the agency fee provisions of this Agreement or their implementation. The Association shall have the exclusive right to decide and determine whether any such action or proceeding referred to above shall or shall not be compromised, resisted, defended, tried or appealed.

## ARTICLE 17 - PROFESSIONAL DEVELOPMENT

### 17.1 Professional Development Committee

- 17.1.1 A District certificated Professional Development Committee will be organized.
- 17.1.1.1 The committee will be comprised of members including: a representative from K-5, 6-8, 9-12, a representative of MTA; and two administrators.
- 17.1.1.2 The committee will be organized to fulfill the following:
- 17.1.2.1 To make recommendations to the Superintendent relating to the allocation of District funds designated for professional development and the content of professional development (examples of professional development funds, professional development block grant, Title I and EETT grant funds that are designated for professional development)
- 17.1.2.2 To review requests for Class II credit (course work, District credit or projects) towards advancement on the Salary Schedule (see Board Exhibit 4131);
- 17.1.2.3 To grant approval of Class II course work for advancement on the Salary Schedule;
- 17.1.2.4 To evaluate coursework and Master’s coursework as it relates to assignment as needed for initial placement
- 17.1.2.5 To evaluate additional graduate degree requests equivalent to a Master’s (Refer to 13.2)
- 17.1.2.6 The Committee will take responsibility for recommending to the Board, criteria for granting sabbatical and partial-sabbatical leaves.
- 17.1.2.6.1 The Committee will review and recommend applicants for sabbatical and partial-sabbatical leaves, as outlined in Article 4, Sabbatical Leave section.
- 17.1.2.7 Professional Development information will be disseminated at staff meetings by site representatives on the Committee.

### 17.2 Salary Schedule Credit for Professional Development for Class II Units

- 17.2.1 No class II credit will be given on the salary schedule for workshops or courses held during any of the 185 teacher contract days.
- 17.2.1.1. If the District pays for an employee’s units for a workshop or course, no credit on the salary schedule will be given.

**Conference Compensation Table**

	Independent (no district involvement) A	Employee Request  B	District Request  C
District Pay 1	No District pay	District pays for attendance and compensates for agreed upon travel, lodging, food, and substitute. No pay for extra hours (per 13.3.4)	District pays for attendance and compensates for agreed upon travel, lodging, food, substitute, and non-contract hours (per 13.3.4)
Units 2	Credit considered if all costs of attendance fees and	Credit considered if costs of conference fees and units are	Credit considered if costs of units are paid by the employee.

	substitute paid by employee.	paid by the employee.	
--	------------------------------	-----------------------	--

17.2.1.2 The unit member shall submit a request to the Professional Development Committee for approval of course credit.

17.2.1.3 In section 2A credit for units will be considered if the employee uses compensation time or pays for a substitute out-of-pocket. Personal necessity leave may not be used.

### **17.3 Professional Development Requests**

17.3.1 In conjunction with the Board's stated philosophy which encourages certificated staff to maintain professional growth, all certificated staff at all sites will be encouraged to attend professional growth activities related to their current teaching assignments.

17.3.2 A unit member must receive approval from their site administrator before attending professional growth activities during the workday. Administrator will respond in writing within 5 days or the request is automatically granted. This administrative approval does not constitute approval for professional growth units.

17.3.3 Unit members shall use the appropriate District form to request professional growth activities.



## **ARTICLE 18– PART-TIME EMPLOYMENT WITH FULL-TIME RETIREMENT CREDIT**

### **18.1 Part-time Employment with Full-time Retirement Credit**

18.1.1 In any year, the District may or may not offer part-time employment with full-time credit. If it does make this offer, it will do so on or **before November 15<sup>th</sup>**, with the application due by **February 1<sup>st</sup>**. Following are the guidelines and rules for the program:

18.1.1.2 Employees who are members of STRS may be granted permission by the Board to reduce their workload from full-time to a minimum of half-time, and maintain full-time status for retirement purposes if they meet the following requirements:

18.1.2 The employee must have reached the age of fifty-five prior to the reduction in workload.

18.1.3 The employee shall have been employed full-time to perform creditable service for a minimum of ten years including five years in the District immediately preceding the reduction in workload.

18.1.4 The employee must meet the qualifications as set forth by STRS.

### **18.2 Definition**

18.2.1 The reduced workload shall be equal to or greater than one-half of the full-time equivalent required by the employee's contract of employment during his/her final year of full-time employment. The days of service may be satisfied by working half-time, or any part greater than half-time, for a full year.

### **18.3 Participation**

18.3.1 Participation in this program does not preclude an employee from participating in the District's retirement program.

18.3.2 The option of part-time employment shall be exercised at the request of the employee and can be revoked only with the mutual consent of the employer and the employee.

### **18.4 Salary**

18.4.1 Salary: The employee shall be paid a salary which is the pro rata share of the salary s/he would be earning had s/he not elected to exercise the option of part-time employment.

### **18.5 Benefits**

18.5.1 Pursuant to Education Code Section 44922, the participating employee shall receive health benefits and retirement credit with STRS in the same manner as a full time employee. Such participating employee's entitlement to leaves and other benefits (except for those paid for by the employee) shall be pro-rated commensurate with their part-time status.

### **18.6 Retirement**

18.6.1 Retirement: Participating employees and the District shall contribute to STRS as if the employee were full-time.

## **18.7 Requirements**

18.7.1 The period of part-time shall include time up to 5 years for employees affected by Government Code 20815 and 10 years for employees affected by Education Code 22724.

18.7.2 It shall be the District responsibility to determine assignments relative to this article (18) and within the parameters of Article 8 Transfers.

18.7.3 The request for reduced workload under this article will be made using the District Reduced Workload Request Form.

## ARTICLE 19 – COMPLETION OF NEGOTIATIONS

- 19.1 The Association agrees that this Agreement is intended to cover all matters relating to wages, hours, and all other terms and conditions of employment, and during the term of the Agreement neither the Board nor the Association will be required to meet and negotiate on any further matters affecting these or any other subjects not specifically set forth in this Agreement.
- 19.2 The District and the Association agree that it is to their mutual benefit to encourage resolution of differences through the meet and negotiate process.
- 19.3 If any provision of this Agreement shall be found to be contrary to law, then such provision shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions shall continue in full force and effect.
- 19.4 This Agreement shall constitute the full and complete commitments between both parties and may be altered, changed, added to, deleted from, or modified only through the voluntary, mutual consent of the parties in a written and signed amendment to this Agreement.
- 19.5 The District Office shall make hard copies of the Agreement available upon request as well as a copy at each site. It will also provide the contract on the Mendocino Unified School District web site within thirty (30) days of final agreement of the final wording in the contract. Side letters and addendums shall be incorporated on a yearly basis and a yearly edited edition will be provided. Copying and paper costs will be shared equally by the District and the Association.

**Appendix A – Athletic Stipends and Special Assignment Salary Schedules  
Special Assignments**

Tier	Tier IV	Tier III	Tier II	Tier I
Proposed Stipend	\$ 3,000	\$1800	\$1200	\$600
Proposed hours of commitment beyond contract hours	3+ hours/wk (150+ hours)	2+ hours/wk (80 – 150+ hours)	1+ hour/wk (40 - 80 hours)	45 minutes - 1 hour/wk. (Hours less than 20 hours will be paid in comp time.) *

\*Administrators will advertise a list of available stipend positions at the beginning of the year on an annual basis and under which tier they will be paid. Additional stipend positions may be added during the year as needed.

\*\* Tier I assignments may require a time log. Logs are due Monthly.

**Athletics**

	Tier IV	Tier III	Tier II	Tier I
Proposed Stipend	\$2400	\$1800	\$1200	\$900
Proposed hours of commitment	200+ hours	100 – 200 hours		
	Football	Cross Country	High School Assistant Coaches	Middle School Assistant Coaches
	Soccer	Baseball		
	Volleyball	Golf		
	Basketball	Softball		
		Tennis		
		MS Volleyball		
		MS Basketball		
		MS Soccer		
		Track		
		Cheerleading		
		Swimming		
		JV Coaches		

## Appendix B – Conference Compensation Table

**Employee Name:**

---

**Name of conference:**

---

**Dates of Conference:**

---

	Independent (no district involvement) A	Employee Request B	District Request C
District Pay 1	<p>No District pay</p> <p>Teacher initials:</p> <hr/> <p>Admin initials:</p> <hr/>	<p>District pays for attendance and compensates for agreed upon travel, lodging, food, and substitute. No pay for extra hours (per 13.3.4)</p> <p>Teacher initials:</p> <hr/> <p>Admin initials:</p> <hr/>	<p>District pays for attendance and compensates for agreed upon travel, lodging, food, substitute, and non-contract hours (per 13.3.4)</p> <p>Teacher initials:</p> <hr/> <p>Admin initials:</p> <hr/>
Units 2	<p>Credit considered if all costs of attendance and fees paid by employee.</p> <p>Teacher initials:</p> <hr/> <p>Admin initials:</p> <hr/>	<p>Credit considered if costs of conference fees, units, are paid by the employee.</p> <p>Teacher initials:</p> <hr/> <p>Admin initials:</p> <hr/>	<p>Credit considered if costs of units are paid by the employee.</p> <p>Teacher initials:</p> <hr/> <p>Admin initials:</p> <hr/>

## **-Appendix C – Salary Compensation Language**

### **Compensation language adopted by MUSD/MTA effective July 1, 2009:**

An increase to the 2008-09 salary schedule of 1.3%

### **Compensation language adopted by MUSD/MTA effective July 1, 2010:**

A 2% increase to the 2008-09 overall salary schedule with the cells configured as shown in said salary schedule plus the increase above for 2009-10

### **Compensation language adopted by MUSD/MTA effective July 1, 2007:**

It was agreed to adopt the salary schedule referred to as option “E-2.” It was also agreed that it would be useful to limit the negotiations next year to compensation, retirement, and language conflicts in the contract. The teams will decide after the fall presentation on Prep time to the Board, whether this needs to be a part of negotiations as well.

### **Compensation language adopted by MUSD/MTA effective July 1, 2008:**

The MTA salary schedule will be increased by \$41,575, the amount required to cover the increase in the Staywell premium to the employee. Each cell will be increased by \$967.00. This equates to about 1.77% over all. It is agreed that this does not close negotiations for 2008-09.

### **Compensation language adopted by MUSD/MTA effective July 1, 2008:**

The MTA salary schedule will be increased by \$27,461 affecting the middle of the salary schedule and moving it towards the average of comparable districts. This increase is delineated in the attached certificated salary schedule designated as Exhibit C. This equates to about 1 % overall. It is agreed that this closes negotiations for 2008-09. This agreement is contingent upon the acceptance by the county of the disclosure form for collective bargaining.

### **Compensation language adopted by MUSD/MTA effective July 1, 2009:**

\$744 has been added to each cell of the salary schedule retroactively effective to July 1, 2009. On July 1, 2010 the total cost of the increase to the salary schedule is a 2% increase over the cost of the 2008-09 schedule plus the cost of the \$744 added to each cell in 2009-10.

### **Compensation language adopted by MUSD/MTA effective July 1, 2011:**

The cap for single retirees will be increased by \$1,487. This will make the retiree “out of pocket” medical benefit costs for the most “popular” SISC plan the same for retirees. Currently the “out of pocket” costs for retirees without a dependent is greater than the “out of pocket” costs for retirees with dependents. The result is the medical cap for retirees with a dependent is \$8,320.08 and \$3,713.16 for retirees with no dependents.

### **Compensation language adopted by MUSD/MTA effective July 1, 2011:**

The District will pay the “average” increase in the cost of medical benefits for qualified employees. The increase averaged \$31 per month for the nine months of October 2011 through June 2012 equaling \$279 per qualified employee.

**Compensation language adopted by MUSD/MTA effective July 1, 2011:**

A column for BA + 0 units was added (column 0) to the salary schedule for the placement of those employees who have a BA but do not have a full credential at the time of employment. Two current certificated employees will advance across columns due to this agreement.

**Compensation language adopted by MUSD/MTA effective July 1, 2012:**

Independent of any trigger reductions, the District will pay the “average” 2011-12 increase in the cost of medical benefits for qualified employees starting in 2012-13. The mode of the increase was \$31 per month equaling \$372 per qualified employee. The cap will be increased by \$372.00.

**Compensation language adopted by MUSD/MTA effective July 1, 2013:**

It is hereby agreed that Exhibit C (1) Mendocino Unified 2012-13 Certificated Salary Schedule approved by the Board on 2/16/12 will be replaced by the Salary Schedule named Exhibit C(2) Mendocino Unified 2013-14 Certificated Salary Schedule (attached below). Compensation language adopted by MUSD/MTA will be effective July 1, 2013:

Based on the 2012-13 certificated salary schedule, the MTA salary schedule costs will be increased by \$84,232 affecting the middle of the salary schedule and moving it towards the average for comparable districts. This increase equates to 3.85% overall, based on the 2012-13 salary schedule. In addition, salary schedule C(2) reflects the elimination of steps 26-30 (years of service), as well as column 6 (BA+105).

**Compensation language adopted by MUSD/MTA effective July 1, 2013:**

It was agreed to add an annual stipend of \$2500 for employees who hold National Board Certification.

**Compensation language adopted by MUSD/MTA effective July 1, 2013:**

The District will pay the “mode” of the 2012-2013 increase in the cost of medical benefits for qualified employees starting October 1, 2012. The mode of the increase was \$53 per month equaling \$477 per qualified employee. The cap will be increased by \$636.00 to \$8477.60

**Compensation language adopted by MUSD/MTA effective July 1, 2014:**

**It is hereby agreed that Exhibit C(2) Mendocino Unified 2013-14 Certificated Salary Schedule approved** by the Board on 6/20/13 will be replaced by the Salary Schedule named Exhibit C(2) Mendocino Unified 2014-15, 2015-16, 2016-17 Certificated Salary Schedules. Compensation language adopted by MUSD/MTA will be effective July 1, 2014. It is agreed that salary and benefits cannot be opened for negotiations until the fall of 2017.

Based on the 2013-14 certificated salary schedule, the total salary and statutory benefit costs will be increased by **\$163,348** mainly affecting the beginning and the middle of the salary schedule. This increase equates to **5.9%** overall, based on the 2013-14 salary schedule.

In addition, based on the 2014-15 certificated salary schedule, the 2015-2016 total costs will be increased by \$75,893, equating to a 2.59% overall increase. Finally, based on the 2015-16 certificated salary schedule, the 2016-2017 total costs will be increased by \$57,822, equating to a 1.92% overall increase.

MTA total cost over three years			<u>14-15</u>	<u>15-16</u>	<u>16-17</u>	<u>3 years</u>
			163,353	163,353	163,353	
				75,893	75,893	
					57,822	
			163,353	239,247	297,068	699,668

**Compensation language adopted by MUSD/MTA effective July 1, 2015**

- It was agreed to change the language of Article 13.1.1.2. which indicates that newly hired teachers will be placed at BA plus credential, and will not receive any additional educational credits which were part of their B.A.
- As per Article 13.3.4, when the District requests an employee attend training, they will be compensated for travel, lodging, food, substitutes, and non-contract hours.
- Appendix A has been changed so that stipend amounts are increased.
- Changes were made to Class Size Numbers which trigger stipends or other benefits.

**Compensation language adopted by MUSD/MTA effective July 1, 2016**

- The teacher in charge compensation applies to any teacher.
- A 190 day salary schedule was added for the Technology Integration Teacher.

**Compensation language adopted by MUSD/MTA effective July 1, 2018**

It is hereby agreed that the attached salary schedules will replace all prior salary schedules effective July 1, 2018. The salary schedules will reflect a 1% retroactive raise for fiscal year 2017-18 to be paid out in May 2018. The pay increases for fiscal year 2018-19 will be 2%, and increases for 2019-20 will be 4%.

**Compensation language adopted by MUSD/MTA effective July 1, 2019**

The pay increase for the fiscal year 2019-20 is 4%. Additionally we are offering employees a new opt-out health insurance option (WABE). This option will not change employee compensation.

**Compensation language adopted by MUSD/MTA effective July 1, 2020:**

It is agreed that there will be no change in the salary schedule for the 2020-2021 school year. The District agrees to a one-time coverage of the health insurance increase costs for each employee receiving healthcare benefits for the 2020-2021 school year.

**Compensation language adopted by MUSD/MTA effective July 1, 2021:**

It is hereby agreed that the attached salary schedules will replace all prior salary schedules effective July 1, 2021. The salary schedules will reflect a 3% raise for fiscal year 2021-22. The MTA and MUSD agree to work collaboratively to address budgetary changes.

**Compensation language adopted by MUSD/MTA effective July 1, 2022:**

It is hereby agreed by the parties that there will be a 5% raise for the 2022/23 school year with the agreement that if there is no consensus on salary/benefits for the 23/24 school year by 2/15/22, it will result in an impasse re: 23/24 salary/benefits. Negotiations can continue as usual on other issues past this date. MTA and the administration will sunshine at the Board meeting in August



2022. This is a one-year pilot program for the 22/23 school year that could be adopted in future years if both parties find it beneficial.

**Compensation language adopted by MUSD/MTA effective July 1, 2023:**

It is hereby agreed that MTA and the District agree to a 0% salary increase for the 2023-24 school year. Members enrolled in district health insurance will receive a one-time increase in the district-paid health insurance cap to cover the cost of the 2023-2024 health insurance increase (Including WABE, which will be paid to the employee). Part-time employees who do not receive district health insurance will receive a one-time taxable payment of \$1400 prorated by the percentage of their employment.

MUSD will add a line item of 2% annually in anticipation of salary negotiations during which the final amount will be set.

**Appendix D**  
Mendocino Unified School District  
Evaluation of Teaching Performance  
Revised 6/22/2017

Teacher \_\_\_\_\_  
\_\_\_\_\_

Date:

School: \_\_\_\_\_  
\_\_\_\_\_

Grade/Subject:

Years in the District: \_\_\_\_\_

Dates of Conferences: \_\_\_\_\_

Dates of Observations: \_\_\_\_\_

Status of Teacher:

Temporary

Probationary — 1<sup>st</sup> Year

Permanent

Probationary — 2<sup>nd</sup> Year

3 = Standards met

2 = Working towards standard

1 = Standard not met

<b>Standard One: Engaging and Supporting All Students in Learning</b>	<b>3</b>	<b>2</b>	<b>1</b>
1-1 Teacher uses knowledge of students to engage them in learning			
1-2 Teacher connects learning to students' prior knowledge, backgrounds, life experiences, and interests.			
1-3 Teacher connects subject matter to meaningful, real-life contexts.			
1-4 Teacher uses a variety of instructional strategies, resources, and technologies to meet students' diverse learning needs.			
1-5 Teacher promotes critical thinking through inquiry, problem solving, and reflection.			
1-6 Teacher monitors student learning and adjusts instruction while teaching.			
<b>Standard Two: Creating and Maintaining Effective Environments for Student Learning</b>	<b>3</b>	<b>2</b>	<b>1</b>
2-1 Teacher promotes social development and responsibility within a caring community where each student is treated fairly and respectfully			

<b>Standard Two, continued</b>	<b>3</b>	<b>2</b>	<b>1</b>
2-2 Teacher creates physical or virtual learning environments that promote student learning, reflect diversity, and encourage constructive and productive interactions among students.			
2-3 Teacher establishes and maintains learning environments that are physically, intellectually, and emotionally safe.			
2-4 Teacher creates a rigorous learning environment with high expectations and appropriate support for all students.			
2-5 Teacher develops, communicates, and maintains high standards for individual and group behavior.			
2-6 Teacher employs classroom routines, procedures, norms, and supports for positive behavior to ensure a climate in which all students can learn.			
2-7 Teacher uses instructional time to optimize learning.			
<b>Standard Three: Understanding and Organizing Subject Matter for Student Learning</b>	<b>3</b>	<b>2</b>	<b>1</b>
3-1 Teacher demonstrates knowledge of subject matter, academic content standards, and curriculum frameworks.			
3-2 Teacher applies knowledge of student development and proficiencies to ensure student understanding of subject matter.			
3-3 Teacher organizes curriculum to facilitate student understanding of the subject matter.			
3-4 Teacher utilizes instructional strategies that are appropriate to the subject matter.			
3-5 Teacher uses and adapts resources, technologies, and standards-aligned instructional materials including adopted materials, to make subject matter accessible to all students.			
3-6 Teacher addresses the needs of English learners and students with special needs to provide equitable access to the content.			
<b>Standard Four: Planning Instruction and Designing Learning Experiences for All Students</b>	<b>3</b>	<b>2</b>	<b>1</b>
4-1 Teacher uses knowledge of students' academic readiness, language proficiency, cultural background, and individual development to plan instruction.			
4-2 Teacher establishes and articulates goals for student learning.			
4-3 Teacher develops and sequences long-term and short-term instructional plans to support student learning.			

<b>Standard Four, continued.</b>	<b>3</b>	<b>2</b>	<b>1</b>
4-4 Teacher plans instruction that incorporates appropriate strategies to meet the learning needs of all students.			
4-5 Teacher adapts instructional plans and curricular materials to meet the assessed learning needs of all students.			
<b>Standard Five: Assessing Students for Learning</b>	<b>3</b>	<b>2</b>	<b>1</b>
5-1 Teacher applies knowledge of the purposes, characteristics, and uses of different types of assessments.			
5-2 Teacher collects and analyzes assessment data from a variety of sources to inform instruction.			
5-3 Teacher reviews data, both individually and with colleagues, to monitor student learning.			
5-4 Teacher uses assessment data to establish learning goals and to plan, differentiate, and modify instruction.			
5-5 Teacher involves all students in self-assessment, goal setting, and monitoring progress.			
5-6 Teacher uses available technologies to assist in assessment, analysis, and communication of student learning.			
5-7 Teacher uses assessment information to share timely and comprehensible feedback with students and their families.			
<b>Standard Six: Developing as a Professional Educator</b>	<b>3</b>	<b>2</b>	<b>1</b>
6-1 Teacher reflects on teaching practice in support of student learning.			
6-2 Teacher establishes professional goals and engages in continuous and purposeful professional growth and development.			
6-3 Teacher collaborates with colleagues and the broader professional community to support teacher and student learning.			
6-4 Teacher works with families to support student learning.			
6-5 Teacher engages local communities in support of the instructional program.			
6-6 Teacher manages professional responsibilities to maintain motivation and commitment to all students.			
6-7 Teacher demonstrates professional responsibility, integrity, and ethical conduct.			

**Signatures**

\_\_\_\_\_  
\_\_\_\_\_  
Evaluator's Signature

Date

\_\_\_\_\_  
\_\_\_\_\_  
Teacher's Signature

Date

**Administrative Summary** (See attached)

Employee response may be included.

**Appendix E**  
Mendocino Unified School District  
Grievance Forms



# MENDOCINO UNIFIED SCHOOL DISTRICT

## MTA GRIEVANCE APPEAL FORM LEVEL I

**Instructions: If you are not satisfied with the decision at Level I, please fill out and submit this form to the Superintendent within five (5) days of that Level I decision.**

The District's complaint procedures are found in Board Policy 1312.1 and Administrative Regulation 1312.1 which are available through the District Office for your review. Please make sure to reference the appeal provisions and timelines involved.

Should you have any questions about the grievance policy or procedures, please contact the school site principal or superintendent.

### Grievance #:

Date of Level I Appeal: \_\_\_\_\_

To: \_\_\_\_\_  
(Superintendent/Designee)

From: \_\_\_\_\_  
(Grievant)

I hereby file this form to appeal the District's decision at Level I received by me on \_\_\_\_\_  
(Date)

The Grievance is being appealed because: \_\_\_\_\_

---

---

---

---

---

---

---

---

---

---

Attach a copy of the Grievance Form Level I and any supporting documents.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



# MENDOCINO UNIFIED SCHOOL DISTRICT

## MTA GRIEVANCE RESPONSE FORM LEVEL II

**Grievance #:**

Date of Grievance Response: \_\_\_\_\_

To: \_\_\_\_\_  
(Grievant)

From: \_\_\_\_\_  
(Superintendent)

Response to Grievance Appeal: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Attach a copy of the Grievance Form Level I, Appeal Form Level I, and any supporting documents.

\_\_\_\_\_  
Superintendent Signature

\_\_\_\_\_  
Date





# MENDOCINO UNIFIED SCHOOL DISTRICT

## MTA GRIEVANCE APPEAL FORM LEVEL I—APPEAL TO LEVEL II

**Instructions:** Upon receipt of the Grievance Response Form Level II from the Superintendent, should the initial grievance still exist and the grievant still wish to pursue the grievance, s/he shall, within ten days upon the receipt of the Superintendent's response, appeal the decision to the BOARD using this Grievance Appeal Form Level I—Appeal to Level II.

The District's complaint procedures are found in Board Policy 1312.1 and Administrative Regulation 1312.1 which are available through the District Office for your review. Please make sure to reference the appeal provisions and timelines involved .

### Grievance #:

Date of Level II Appeal: \_\_\_\_\_

To: \_\_\_\_\_  
(MUSD Board President)

From: \_\_\_\_\_  
(Grievant)

I hereby file this form to appeal the District's decision at Level II received by me on \_\_\_\_\_  
(Date)

The Grievance is being appealed because: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attach a copy of the Grievance Form Level I and any supporting documents.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



# MENDOCINO UNIFIED SCHOOL DISTRICT

## MTA CONTRACT GRIEVANCE LEVEL II RESPONSE TO APPEAL FORM

**Grievance #:**

Date of Grievance Response: \_\_\_\_\_

To: \_\_\_\_\_  
(Grievant)

From: \_\_\_\_\_  
(MUSD Board President)

Response to Grievance Level II Appeal: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Attach a copy of all Grievance and Appeal Forms and any other supporting documents.

\_\_\_\_\_  
Superintendent Signature

\_\_\_\_\_  
Date



# MENDOCINO UNIFIED SCHOOL DISTRICT

## MTA GRIEVANCE APPEAL FORM LEVEL III

**Instructions:** If the grievant wishes to appeal the decision of the Superintendent OR Board to arbitration, s/he may, within five days of the conclusion of mediation, request in writing on the Contact Grievance Appeal Form Level III that the Association submit his/her grievance to arbitration, with a copy to the Superintendent or Board.

Should you have any questions about the grievance policy or procedures, please contact the school site principal or superintendent.

### Grievance #:

Date of Level III Appeal: \_\_\_\_\_

To: \_\_\_\_\_  
(Association President)

From: \_\_\_\_\_  
(Grievant)

I hereby file this form to appeal the District's decision at Level II received by me on \_\_\_\_\_  
(Date)

The Grievance is being appealed because: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attach a copy of any supporting documents.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



**Appendix F**  
**Mendocino Unified School District**  
**MUSD Request for Masters Equivalent Stipend (\$2500)**  
*To be submitted to Professional Development Committee by May 31st*

- Your name: \_\_\_\_\_
- Name of Degree/Certification: \_\_\_\_\_
- Awarding Institution or organization: \_\_\_\_\_

- How is this related to your position at MUSD?

---

---

---

---

---

---

---

---

---

---

- Date of Completion: \_\_\_\_\_
- Hours/Units completed: \_\_\_\_\_ Circle one: hours   semester units   quarter units
- Did MUSD pay for any of these units/hours?: \_\_\_\_\_
- Does this certification/degree need to be renewed? \_\_\_\_\_
- If yes, when is your next renewal date? \_\_\_\_\_
- Attach official transcript from institution to verify completion

Please write a brief description of the scope of your final project/thesis/capstone project: \_\_\_\_\_

---

---

---

---

**Exhibit C - Mendocino Unified  
Certificated Salary Schedules**

**2022-2023**

**Mendocino Unified School District**  
**Mendocino Teachers' Association 185 days**  
**2023-24 Annual Salary Schedule**  
**Effective July 1, 2023**  
**Board Approved: June 13, 2023**

Years		0 A.B.	1 A.B.+30	2 A.B.+45	3 A.B.+60	4 A.B.+75	5 A.B.+90
1		\$43,695	\$51,525	\$52,516	\$53,504	\$54,495	\$55,482
2		\$45,001	\$53,122	\$54,137	\$55,150	\$56,167	\$57,182
3		\$46,423	\$54,760	\$55,800	\$56,842	\$57,883	\$58,926
4		\$47,884	\$56,438	\$57,507	\$58,577	\$59,646	\$60,715
5		\$49,385	\$58,163	\$59,261	\$60,357	\$61,454	\$62,552
6	MA	\$50,924	\$59,932	\$61,059	\$62,186	\$63,311	\$64,437
7	\$2,500	\$52,502	\$61,751	\$62,906	\$64,061	\$65,216	\$66,373
8		\$54,123	\$63,614	\$64,799	\$65,986	\$67,172	\$68,357
9	Ph.D.	\$55,789	\$65,525	\$66,743	\$67,961	\$69,179	\$70,396
10	\$2,600	\$55,789	\$65,525	\$68,740	\$69,988	\$71,237	\$72,488
11		\$55,789	\$65,525	\$70,337	\$71,476	\$72,615	\$73,755
12	Natnl.	\$55,789	\$65,525	\$71,441	\$72,598	\$73,755	\$74,911
13	\$2,500	\$55,789	\$65,525	\$72,560	\$73,736	\$74,911	\$76,086
14		\$55,789	\$65,525	\$72,560	\$74,892	\$76,086	\$77,280
15		\$55,789	\$65,525	\$72,560	\$76,068	\$77,280	\$78,492
16		\$55,789	\$65,525	\$72,560	\$77,260	\$78,492	\$79,721
17		\$55,789	\$65,525	\$72,560	\$78,471	\$79,720	\$80,970
18		\$55,789	\$65,525	\$72,560	\$78,471	\$80,969	\$82,238
19		\$55,789	\$65,525	\$72,560	\$78,471	\$82,238	\$83,528
20		\$55,789	\$65,525	\$72,560	\$78,471	\$83,528	\$84,837
21		\$55,789	\$65,525	\$72,560	\$78,471	\$84,837	\$86,164
22		\$55,789	\$65,525	\$72,560	\$78,471	\$86,164	\$87,516
23		\$55,789	\$65,525	\$72,560	\$78,471	\$87,515	\$88,887
24		\$55,789	\$65,525	\$72,560	\$78,471	\$88,886	\$90,277
25		\$55,789	\$65,525	\$72,560	\$78,471	\$90,276	\$91,690

\_\_\_\_\_  
 Superintendent Signature

\_\_\_\_\_  
 Date

MUSD offers three higher education stipends: Masters, Ph.D, National Teacher Credential. MTA members and Certificated staff are eligible to receive up to two of the three stipends offered.

**Mendocino Unified School District**  
**MTA Head Teacher Schedule 190 days**  
**2023-24 Annual Salary Schedule**  
**Effective July 1, 2023**  
**Board Approved: June 13, 2023**

	1	2	3	4	5
Years	A.B.+30	A.B.+45	A.B.+60	A.B.+75	A.B.+90
1	\$52,918	\$53,934	\$54,950	\$55,968	\$56,982
2	\$54,557	\$55,600	\$56,640	\$57,685	\$58,728
3	\$56,239	\$57,308	\$58,377	\$59,448	\$60,519
4	\$57,962	\$59,061	\$60,161	\$61,258	\$62,356
5	\$59,736	\$60,862	\$61,989	\$63,116	\$64,242
6	<b>MA</b> \$61,552	\$62,708	\$63,867	\$65,022	\$66,179
7	<b>\$2,500</b>	\$63,419	\$64,605	\$65,792	\$66,978
8		\$65,333	\$66,550	\$67,770	\$68,988
9	<b>Ph.D.</b> \$67,296	\$68,547	\$69,798	\$71,049	\$72,299
10	<b>\$2,600</b>	\$67,296	\$70,598	\$71,880	\$73,162
11		\$67,296	\$72,239	\$73,407	\$74,578
12	<b>Natnl.</b> \$67,296	\$73,371	\$74,559	\$75,748	\$76,936
13	<b>\$2,500</b>	\$67,296	\$74,521	\$75,730	\$76,936
14		\$67,296	\$74,521	\$76,918	\$78,142
15		\$67,296	\$74,521	\$78,124	\$79,368
16		\$67,296	\$74,521	\$79,349	\$80,614
17		\$67,296	\$74,521	\$80,592	\$81,875
18		\$67,296	\$74,521	\$80,592	\$83,157
19		\$67,296	\$74,521	\$80,592	\$84,461
20		\$67,296	\$74,521	\$80,592	\$85,785
21		\$67,296	\$74,521	\$80,592	\$87,130
22		\$67,296	\$74,521	\$80,592	\$88,493
23		\$67,296	\$74,521	\$80,592	\$89,881
24		\$67,296	\$74,521	\$80,592	\$91,288
25		\$67,296	\$74,521	\$80,592	\$92,717
				\$88,493	\$89,881
				\$89,880	\$91,288
				\$91,287	\$92,717
				\$92,716	\$94,168

\_\_\_\_\_  
 Superintendent Signature

\_\_\_\_\_  
 Date

MUSD offers three higher education stipends: Masters, Ph.D, National Teacher Credential. MTA members and Certificated staff are eligible to receive up to two of the three stipends offered.



**Mendocino Unified School District**  
**MTA Head Teacher Schedule 200 days**  
**2023-24 Annual Salary Schedule**  
**Effective July 1, 2023**  
**Board Approved: June 13, 2023**

		1	2	3	4	5
Years		A.B.+30	A.B.+45	A.B.+60	A.B.+75	A.B.+90
1		\$55,703	\$56,774	\$57,841	\$58,913	\$59,981
2		\$57,429	\$58,526	\$59,622	\$60,720	\$61,819
3		\$59,199	\$60,324	\$61,450	\$62,577	\$63,704
4		\$61,012	\$62,171	\$63,328	\$64,483	\$65,639
5		\$62,879	\$64,066	\$65,251	\$66,437	\$67,624
6	MA	\$64,791	\$66,009	\$67,228	\$68,444	\$69,662
7	\$2,500	\$66,757	\$68,005	\$69,255	\$70,503	\$71,754
8		\$68,772	\$70,053	\$71,337	\$72,618	\$73,900
9	Ph.D.	\$70,837	\$72,156	\$73,472	\$74,788	\$76,104
10	\$2,600	\$70,837	\$74,314	\$75,663	\$77,013	\$78,365
11		\$70,837	\$76,040	\$77,271	\$78,503	\$79,735
12	Natnl.	\$70,837	\$77,233	\$78,484	\$79,735	\$80,984
13	\$2,500	\$70,837	\$78,443	\$79,715	\$80,984	\$82,255
14		\$70,837	\$78,443	\$80,966	\$82,255	\$83,546
15		\$70,837	\$78,443	\$82,236	\$83,546	\$84,857
16		\$70,837	\$78,443	\$83,524	\$84,857	\$86,186
17		\$70,837	\$78,443	\$84,833	\$86,185	\$87,534
18		\$70,837	\$78,443	\$84,833	\$87,533	\$88,906
19		\$70,837	\$78,443	\$84,833	\$88,906	\$90,300
20		\$70,837	\$78,443	\$84,833	\$90,300	\$91,715
21		\$70,837	\$78,443	\$84,833	\$91,715	\$93,151
22		\$70,837	\$78,443	\$84,833	\$93,151	\$94,611
23		\$70,837	\$78,443	\$84,833	\$94,610	\$96,094
24		\$70,837	\$78,443	\$84,833	\$96,093	\$97,596
25		\$70,837	\$78,443	\$84,833	\$97,595	\$99,125

\_\_\_\_\_  
 Superintendent Signature

\_\_\_\_\_  
 Date

MUSD offers three higher education stipends: Masters, Ph.D, National Teacher Credential. MTA members and Certificated staff are eligible to receive up to two of the three stipends offered.

**Mendocino Unified School District**  
**MTA Counselor Schedule 200 days**  
**2023-24 Annual Salary Schedule**  
**Effective July 1, 2023**  
**Board Approved: June 13, 2023**

	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
<b>Years</b>	<b>A.B.+30</b>	<b>A.B.+45</b>	<b>A.B.+60</b>	<b>A.B.+75</b>	<b>A.B.+90</b>
1	\$55,703	\$56,774	\$57,841	\$58,913	\$59,981
2	\$57,429	\$58,526	\$59,622	\$60,720	\$61,819
3	\$59,199	\$60,324	\$61,450	\$62,577	\$63,704
4	\$61,012	\$62,171	\$63,328	\$64,483	\$65,639
5	\$62,879	\$64,066	\$65,251	\$66,437	\$67,624
6	<b>MA</b>	\$64,791	\$66,009	\$67,228	\$68,444
7	<b>\$2,500</b>	\$66,757	\$68,005	\$69,255	\$70,503
8		\$68,772	\$70,053	\$71,337	\$72,618
9	<b>Ph.D.</b>	\$70,837	\$72,156	\$73,472	\$74,788
10	<b>\$2,600</b>	\$70,837	\$74,314	\$75,663	\$77,013
11		\$70,837	\$76,040	\$77,271	\$78,503
12	<b>Natnl.</b>	\$70,837	\$77,233	\$78,484	\$79,735
13	<b>\$2,500</b>	\$70,837	\$78,443	\$79,715	\$80,984
14		\$70,837	\$78,443	\$80,966	\$82,255
15		\$70,837	\$78,443	\$82,236	\$83,546
16		\$70,837	\$78,443	\$83,524	\$84,857
17		\$70,837	\$78,443	\$84,833	\$86,185
18		\$70,837	\$78,443	\$84,833	\$87,534
19		\$70,837	\$78,443	\$84,833	\$88,906
20		\$70,837	\$78,443	\$84,833	\$90,300
21		\$70,837	\$78,443	\$84,833	\$91,715
22		\$70,837	\$78,443	\$84,833	\$93,151
23		\$70,837	\$78,443	\$84,833	\$94,611
24		\$70,837	\$78,443	\$84,833	\$96,094
25		\$70,837	\$78,443	\$84,833	\$97,596
		\$70,837	\$78,443	\$84,833	\$99,125

\_\_\_\_\_  
 Superintendent Signature

\_\_\_\_\_  
 Date

MUSD offers three higher education stipends: Masters, Ph.D, National Teacher Credential. MTA members and Certificated staff are eligible to receive up to two of the three stipends offered.

**Mendocino Unified School District**  
**2023-24 Network Administrator Hourly Salary Schedule**  
**Effective: July 1, 2023**  
**Board Approved: June 13, 2023**  
 CEMUS Represented Positions

	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>
MCN Junior Network Admin.	29.01	30.16	31.37	32.64	33.93	35.29	36.72	38.19
MCN Senior Network Admin.	36.54	38.01	39.53	41.12	42.74	44.45	46.23	48.08

Effective 07-01-2020 - 12 Month Employees will be contracted for 260 days per year

Per Section 11.9.1 of the CEMUS Collective Bargaining Unit Agreement, unit members may earn up to two (2) professional development increments; or a maximum of an 8% salary adjustment.

\_\_\_\_\_  
 Signature - Superintendent

Date \_\_\_\_\_

**Mendocino Unified School District  
 2023-24 Principals and Certificated Management  
 Annual Salary Schedule  
 Effective Date: July 1, 2023  
 Board Approved: June 13, 2023**

	step	1	2	3	4	5	6	7	8	9	10	11	
HS Principal	\$	109,654	\$ 113,660	\$ 117,666	\$ 121,674	\$ 125,681							215 days
MS/GS Principal	\$	109,654	\$ 113,660	\$ 117,666	\$ 121,674	\$ 125,681							215 days
Special Education Director	\$	96,409	\$ 97,758	\$ 99,127	\$ 100,514	\$ 101,921	\$ 103,349	\$ 104,796	\$ 106,264	\$ 107,750	\$ 109,260	\$ 110,788	195 days
Lead Psychologist	\$	86,223	\$ 87,428	\$ 88,654	\$ 89,895	\$ 91,155	\$ 92,429	\$ 93,724	\$ 95,036	\$ 96,365	\$ 97,716	\$ 99,082	185 days
<u>Speech Language Pathologist (SLP)</u>													
- Intern/RPE year	\$	58,117											200 days
- Credential Only	\$	65,117	\$ 66,265	\$ 67,432	\$ 68,614	\$ 69,814	\$ 71,028	\$ 72,261	\$ 73,510	\$ 74,776	\$ 76,063		200 days
- Credential, State License, Nat'l Board Certified	\$	73,117	\$ 74,265	\$ 75,432	\$ 76,614	\$ 77,814	\$ 79,028	\$ 80,261	\$ 81,510	\$ 82,776	\$ 84,063	\$ 85,364	200 days

**SLP Credential/License/Certifications**

Intern	Credential Only	Credential, State License, Nat'l Board Certified
SLP without cleared license, credential or required professional experience year (RPE year)	SLP with Credential only	SLP with cleared credential, state license, and ASHA national board certification

X \_\_\_\_\_  
 Signature - Superintendent

Date \_\_\_\_\_

**Mendocino Unified School District  
CEMUS Hourly Salary Schedule 2023-24**

**Board Approved: June 13, 2023**

**Effective: July 1, 2023**

STEP	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
RANGE 30	15.91	16.55	17.21	17.90	18.62	19.36	20.14	20.94	21.77	22.65	23.56	24.50	25.48	26.50	27.56
31	16.22	16.87	17.55	18.25	18.97	19.73	20.52	21.34	22.20	23.08	24.00	24.96	25.96	27.00	28.08
32	16.55	17.21	17.90	18.62	19.36	20.14	20.94	21.77	22.65	23.55	24.49	25.47	26.49	27.55	28.65
33	16.88	17.56	18.26	18.99	19.75	20.54	21.36	22.22	23.10	24.02	24.98	25.98	27.02	28.10	29.22
34	17.22	17.91	18.63	19.37	20.15	20.96	21.80	22.68	23.58	24.53	25.51	26.53	27.59	28.69	29.84
35	17.57	18.27	19.01	19.76	20.55	21.37	22.23	23.11	24.03	24.99	25.99	27.03	28.11	29.23	30.40
36	17.91	18.63	19.37	20.15	20.96	21.80	22.68	23.58	24.53	25.52	26.54	27.60	28.70	29.85	31.04
37	18.27	19.01	19.76	20.55	21.37	22.23	23.11	24.03	24.99	25.99	27.03	28.11	29.23	30.40	31.62
38	18.64	19.38	20.16	20.97	21.82	22.69	23.59	24.54	25.53	26.54	27.60	28.70	29.85	31.04	32.28
39	19.01	19.76	20.55	21.37	22.23	23.11	24.03	24.99	25.99	27.03	28.11	29.23	30.40	31.62	32.88
40	19.38	20.16	20.97	21.82	22.69	23.59	24.54	25.53	26.54	27.60	28.70	29.85	31.04	32.28	33.57
41	19.77	20.56	21.38	22.24	23.12	24.06	25.01	26.02	27.06	28.14	29.27	30.44	31.66	32.93	34.25
42	20.17	20.98	21.83	22.70	23.60	24.55	25.54	26.55	27.62	28.72	29.87	31.06	32.30	33.59	34.93
43	20.57	21.39	22.25	23.13	24.07	25.02	26.03	27.07	28.15	29.27	30.44	31.66	32.93	34.25	35.62
44	20.98	21.83	22.70	23.60	24.55	25.54	26.55	27.62	28.72	29.86	31.05	32.29	33.58	34.92	36.32
45	21.40	22.26	23.14	24.08	25.03	26.04	27.08	28.16	29.28	30.45	31.67	32.94	34.26	35.63	37.06
46	21.84	22.71	23.63	24.56	25.55	26.57	27.63	28.73	29.87	31.06	32.30	33.59	34.93	36.33	37.78
47	22.27	23.15	24.09	25.04	26.05	27.09	28.17	29.30	30.47	31.69	32.96	34.28	35.65	37.08	38.56
48	22.71	23.63	24.56	25.55	26.57	27.63	28.73	29.87	31.06	32.31	33.60	34.94	36.34	37.79	39.30
49	23.16	24.10	25.06	26.06	27.10	28.18	29.31	30.48	31.70	32.96	34.28	35.65	37.08	38.56	40.10
50	23.64	24.57	25.56	26.59	27.65	28.75	29.89	31.09	32.34	33.63	34.98	36.38	37.84	39.35	40.92
formula 51	24.11	25.07	26.07	27.11	28.19	29.32	30.49	31.71	32.97	34.29	35.66	37.09	38.57	40.11	41.71
break 52	26.33	27.38	28.48	29.61	30.80	32.04	33.31	34.64	36.03	37.46	38.96	40.52	42.14	43.83	45.58

- Range 30: Instructional Aide, Office Assistant, Preschool Teacher, Cook, Library Assistant
- Range 32: Grounds Keeper, Custodian
- Range 35: Accounts Payable/Office Asst., Manager Cook, MCN Inside Operations Agent
- Range 36: Maintenance Worker I, Lead Custodian, Preschool Teacher
- Range 38: Integrative Aide
- Range 39: Maintenance Worker II, Chorus Accompanist
- Range 40: Bus Driver

- Range 41: Payroll/Accounting Technician, Administrative Assistant, Lead Technical Sales + Billing, Registrar
- Range 42: Administrative Support - H.S.
- Range 43: MCN Operations Technician
- Range 48: MCN Inside + Outside Operations Manager
- Range 50: MCN Operations Engineer
- Range 51: Lead Bus Mechanic
- Range 52: Computer Support Technician
- See separate schedule for Jr. + Sr. Network Administrators

Effective 07-01-2020 - 12 Month Employees will be contracted for 260 days per year

Per Section 11.9.1 of the CEMUS Collective Bargaining Unit Agreement, unit members may earn up to two (2) professional development increments; or a maximum of an 8% salary adjustment.

X \_\_\_\_\_  
Signature - Superintendent

Date \_\_\_\_\_

**Mendocino Unified School District**  
**2023-24 Classified Management Salary Schedule**  
**Effective Date: July 1, 2023**  
**Board Approved: June 13, 2023**

<u><b>Business Manager - Annual</b></u>	step									
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>
MUSD Business Manager	88,573	91,673	94,881	98,201	101,639	105,196	108,879	112,689	116,633	120,717
MCN Business Manager	78,200	82,125	86,050	89,975	93,900	97,280	100,782			
MCN Assistant Business Manager	61,560	64,222	66,991							

<u><b>Supervisor - Hourly</b></u>	step																
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>
Executive Asst to Superintendent																	
Maintenance Supervisor	27.41	28.46	29.56	30.69	31.88	33.11	34.39	35.72	37.10	38.54	40.04	41.60	43.22	44.90	46.65	48.48	50.37
Transportation Supervisor																	
Leade Aide																	
Preschool Site Supervisor	29.25	31.23	33.22	35.21	37.19	39.18	41.17	43.15	44.54	45.92	47.30						

Effective 07-01-2020 - 12 Month Employees will be contracted for 260 days per year

Per Sections 11.9.1 and 11.9.1.1 of the Classified Management Agreement, the Executive Assistant to the Superintendent, Maintenance Supervisor, Transportation Supervisor, and Lead Aide may earn one (1) professional development increment of 4% salary adjustment.

X \_\_\_\_\_  
 Signature - Superintendent

Date \_\_\_\_\_



**American  
Endowment  
Foundation**

5700 Darrow Road, Suite 118, Hudson, Ohio 44236

06/15/2023

H21250

Congratulations, the attached check represents a grant awarded to your organization from the Hurst Family Charitable Fund, an American Endowment Foundation Donor Advised Fund.

Please note the following details regarding this grant:

Donors: **Mr. and Mrs. Stephen L. Hurst**

Recipient: **Mendocino Unified School District**

Attention: **Dylan Laney Fundraiser**

Amount: **\$3,000.00**

Grant Number: **20778047**

Special Request of the Donor:

**Grant for construction of a playground slide at Comptche Community School**

Please do not send a tax receipt for this grant. Any letter of acknowledgement may be addressed to the Donor Advisor of the fund listed below.

**Mr. and Mrs. Stephen L. Hurst  
1325 Airmotive Way, Suite 175A  
Reno, NV 89502**

If you prefer grants from American Endowment Foundation to be sent via ACH or you have any questions concerning this grant, please contact the Grants Department at [grants@aefonline.org](mailto:grants@aefonline.org) or 888-440-4233.

Sincerely,

Stephen W. Jones  
Executive Vice President

**EMERSON COLLEGE**  
**CLINICAL AFFILIATION AGREEMENT**

This Clinical Affiliation Agreement (including all exhibits, attachments and appendices, the “Agreement”), effective as of August 24, 2023 (the “Effective Date”), is by and between Emerson College, a Massachusetts non-profit educational corporation and its agents, employees, affiliates, invitees, or representatives (collectively, “Emerson”) and Mendocino Unified School District a State of California Public School District, and its agents, employees, affiliates, invitees, or representatives (collectively, the “Affiliate”). Emerson and Affiliate referred herein individually as a “Party”; collectively, as the “Parties”.

**RECITALS**

**WHEREAS**, Emerson desires to engage Affiliate for the purpose of providing supervised, practical learning experiences in connection with a clinical program (the “Program”) to students of Emerson (each a “Student” and collectively, the “Students”); and

**WHEREAS**, Affiliate is willing to participate in the Program in accordance with the terms and conditions of this Agreement.

**NOW, THEREFORE**, in consideration of the premises and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

**1. Purpose.** Emerson hereby engages Affiliate, and Affiliate hereby accepts such engagement, to participate in the Program pursuant to the terms and conditions set forth herein. The objective of the Agreement is to help the Students learn about, and engage and exhibit as appropriate, the following:

- 1.1 Role and responsibilities of the Student within the practice setting.
- 1.2 Assessments (both formal and informal, direct and dynamic) specific to the populations in that practice setting.
- 1.3 Treatment approaches/techniques that are evidence-based and appropriate for the populations in that practice setting.
- 1.4 Patient/client/family centered education and counseling appropriate to and within that practice setting.
- 1.5 Related disciplines within the practice setting and working collaboratively with patients/families and other team members to ensure an optimal outcome for the client.
- 1.6 Clinical problem-solving across age span, disorder, and setting.
- 1.7 Professional and clinical oral and written communication skills appropriate to that practice setting.
- 1.8 Cultural competency when working with patients/clients/families in all practice settings.
- 1.9 Adherence to ASHA’s Code of Ethics and appropriate ethical behavior.



## **2. Program Structure; Telehealth Program Contingency.**

- 2.1. Emerson and Affiliate agree that in the normal course of business, the Program will be conducted on-site by the Student at the Affiliate location consistent with all ASHA guidelines.
- 2.2. In the event of (a) a declared emergency by the federal government or the state government in which either Emerson or Affiliate are located, (b) a continued emergency circumstance in the discretion of either Party, or (c) for the health and safety of the Student as determined by either Party (each, an “Emergency Circumstance”), Emerson or Affiliate may determine to restrict or prohibit on-site placement of the Student at Affiliate.
  - 2.2.1. If either Party decides to restrict or prohibit on-site placement of the Student in response to an Emergency Circumstance, Emerson may request that Affiliate permit the Student to engage in the Program remotely using telecommunication technologies (“Telehealth Program”).
  - 2.2.2. If Affiliate agrees to permit a Telehealth Program, the Telehealth Program will be subject to the following terms and conditions:
    - 2.2.2.1. The Telehealth Program will continue for the duration of the time that Emerson is prohibiting on-site placements or until Affiliate allows on-site placements, whichever is later;
    - 2.2.2.2. The Affiliate has or will establish telecommunication capabilities to facilitate telehealth services to its clients for which Students may engage in as part of the Telehealth Program;
    - 2.2.2.3. Any such Telehealth Program shall comply with state licensing and telehealth practice laws as well as ASHA rules (which include compliance with the Council on Academic Accreditation and Council for Clinical Certification), guidelines or recommendations for internship or clinical programs, as either may be modified from time to time in consideration of any Emergency Circumstance;
    - 2.2.2.4. Emerson shall instruct the Student to adhere to all Telehealth Program rules and procedures of the Affiliate made known to the Student, which are necessary for Affiliate to conduct telehealth services in accordance with any applicable laws or regulations; and
    - 2.2.2.5. Student will continue to be covered by Emerson’s professional liability insurance as set forth in this Agreement for the duration of such Telehealth Program.
- 2.3. If Affiliate permits a Telehealth Program in accordance with Section 2.2.2, the Parties will work cooperatively in close consultation to help facilitate the Telehealth Program for the Student. Accordingly, all references to “Program” in this Agreement will mean the “Telehealth Program” as herein defined and the terms of this Agreement will continue to apply in full force and effect to any such Telehealth Program as it would to the Program, provided such terms are not inconsistent with Section 2.2.
- 2.4. If Affiliate does not permit a Telehealth Program in accordance with Section 2.2.2 of this Agreement, either Party may terminate the Agreement immediately upon written notice to the other Party.
- 2.5. Affiliate recognizes that during the time of the COVID-19 pandemic or other Emergency Circumstance, there may be increased risk to a Student, employees of Affiliate, or individuals served by Affiliate as a result of or relating to the Student’s in-person placement. Nevertheless, if (i) the Parties do not restrict or prohibit on-site placement pursuant to Section 2.2.1, and (ii) Affiliate and Student agree to pursue the on-site placement, then Emerson and Student will execute appropriate waivers for the Student to participate in the on-site placement. Affiliate acknowledges that Emerson may restrict or prohibit such on-site placement and terminate the Agreement if the Student does not execute applicable waivers.

### **3. Responsibilities of Emerson.**

- 3.1. **Program.** Emerson shall be responsible for all academic and accreditation aspects of the Program. Emerson shall maintain custody and control of all educational records and reports relating to Students' clinical learning experience in the Program. Emerson may withdraw any Student from the Program and/or assignment with Affiliate in Emerson's sole discretion.
- 3.2. **Policies, Rules & Regulations of Affiliate.** Emerson shall instruct Students participating in the Program (and faculty members, if applicable) to abide by the applicable lawful policies, rules and regulations of Affiliate made known to them during the Program.
- 3.3. **Insurance.** Emerson shall ensure that it maintains the following insurance with an AM Best rating of A-VII or better: (a) professional liability insurance covering students, interns and professional staff members in the amount of two million dollars (\$2M USD) per claim and four million dollars (\$4M USD) in the aggregate, and (b) general commercial liability insurance covering personal or bodily injury and property damages in the amount of one million dollars (\$1M USD) per occurrence and three million dollars (\$3M USD) in the aggregate.
- 3.4. **Vaccinations.** If requested by Affiliate, Emerson shall advise Students of their obligation to provide at their own expense, evidence of vaccinations, as applicable.
- 3.5. **Background Checks.** If reasonably requested by Affiliate, Emerson shall ensure that a background investigation of Students is conducted prior to their assignment to Affiliate.
- 3.6. **Health Insurance.** If requested by Affiliate, Emerson shall ensure that each Student participating in the Program is covered by health insurance.

### **4. Responsibilities of Affiliate.**

- 4.1. **Program Opportunities and Activities.** Affiliate shall appoint an individual to supervise each Student (the "Student Supervisor"). Affiliate shall provide to Students opportunities for suitable clinical learning experiences and supervision consistent with the Program's curriculum and objectives, and shall complete such records and reports necessary for the conduct and evaluation of Student's participation in the Program. Upon request by the Student, Affiliate shall provide the Student with documentation or other information as required for the Student's submission to applicable licensing bodies or agencies.
- 4.2. **Emergency Care.** Affiliate acknowledges Emerson's interest in ensuring its Students receive medical care during an emergency at Affiliate, and Affiliate shall make emergency medical care available to Students at Student's expense in case of accident or illness and shall promptly notify Emerson of such medical care.
- 4.3. **Withdrawal.** Affiliate reserves the right to withdraw any Student or, if applicable, a faculty member of Emerson, from the Program with Affiliate if (i) the achievement, progress, adjustment, or health of such person does not warrant continuation in the Program; or (ii) the behavior of such person fails to conform to the applicable policies, rules or regulations of Affiliate. Except in unusual circumstances, Affiliate shall make reasonable efforts to consult with Emerson before withdrawing any Student.
- 4.4. **Insurance.** Affiliate shall ensure that it maintains (i) comprehensive commercial general liability insurance for personal or bodily injury and property damages of not less than one million dollars (\$1M USD) per occurrence and three million dollars (\$3M USD) in the aggregate and professional liability insurance in amounts, in each case, of not less than two million dollars (\$2M USD) per claim and four million dollars (\$4M USD) in the aggregate; or (ii) a program of self-insurance reasonably satisfactory to Emerson, in both cases covering the employees, officers, directors, agents and representatives of Affiliate. Evidence of such insurance or self-insurance reasonably satisfactory to Emerson shall be provided to Emerson upon request. Such insurance shall not be canceled without thirty (30) days' prior written notice to Emerson.

4.5. **Indemnification.** Affiliate agrees to defend, indemnify and hold harmless Emerson, its corporations, trustees, officers, employees, faculty, students, representatives and agents (collectively, the "Indemnitees") from and against any and all claims, demands, suits, settlements, damages, losses, obligations, liabilities, costs and expenses, including, without limitation, reasonable attorneys' fees and expenses (collectively, "Losses") of any kind or nature paid or incurred by, imposed on, or asserted against the Indemnitees relating to, arising out of, directly or indirectly, or in connection with Affiliate's breach of this Agreement, negligence, or willful misconduct related in any way to this this Agreement or the Program; provided that the maximum aggregate liability under this provision shall not exceed the applicable insurance coverage or benefits set forth in this Agreement.

**5. Term and Termination.**

5.1. The term of this Agreement ("Term") shall be one (1) year commencing on the Effective Date, and shall automatically renew for successive one (1) year terms unless earlier terminated as set forth herein.

5.2. This Agreement may be terminated at any time with or without cause by either Party upon sixty (60) days' written notice; *provided, however*, that such notice shall not impair the activities of the Students then at the Affiliate and participating in the Program.

5.3. In the event of a material breach of this Agreement by either Party, the other Party may terminate this Agreement immediately upon written notice.

5.4. Notwithstanding the on-going nature of this Agreement, Emerson is not obligated to place a Student with Affiliate, and Affiliate is not obligated to accept a placement of a Student. Both placement and acceptance are at the complete discretion of the respective Party. Each student placement will be memorialized by a Student-Supervisor Agreement signed by both the Student and the Affiliate's Student Supervisor.

**6. Education Records.** If Affiliate obtains student "education records" as defined by the Family Educational Rights and Privacy Act ("FERPA") (20 U.S.C § 1232g; 34 C.F.R. § 99.3), Affiliate acknowledges that Affiliate is receiving such education records as an agent of Emerson and agrees to comply with FERPA with respect to such records. This section shall survive any cancellation or termination of this Agreement.

**7. Confidentiality.** The Parties agree to keep all non-public information shared between them, including but not limited to personal information about Students (including background checks, if any) and FERPA "education records," strictly confidential. This section shall survive any cancellation or termination of this Agreement.

**8. Status of the Parties.** Each Party to this Agreement shall be considered an independent contractor and this Agreement shall not create a relationship of a joint venture, employer and employee, principal and agent and the like. In no case shall Students in the Program replace or be deemed to be employees of Affiliate. All Students participating in the Program shall be, at all times, unpaid externs of Affiliate without expectation of or entitlement to compensation or employment benefits from Affiliate, including, without limitation, workman's compensation insurance benefits.

**9. No Discrimination.** In connection with the Program, neither Party shall discriminate against any person on the basis of gender or sex (including pregnancy), gender identity or expression, race, color, religion or religious creed, sexual orientation, national origin, ancestry, disability or handicap, age, genetics, marital status, veteran status and any other category protected by federal or state law, including but not limited to Title IX of the Education Amendments Act of 1972.

**10. Compliance with Policies.** Affiliate understands that the Students in the Program are subject to and protected by Emerson policies on academics and conduct. Affiliate agrees to cooperate with Emerson's actions taken or inquiries made pursuant to policies.

**11. Use of Name; Public Disclosure.** Unless Emerson provides prior written approval, Affiliate may not use the name of “Emerson” or any Emerson logo or mark; disclose the terms of this Agreement externally; or communicate with members of the media or otherwise make any public announcement regarding the Program. Notwithstanding the foregoing, Affiliate may disclose the terms of this Agreement as required by law or to comply with a regulatory, accreditation, legal or financial reporting obligation. Affiliate may disclose the terms of this Agreement to legal, tax, or financial advisors. Nothing in this paragraph prevents Affiliate from stating that Students are enrolled in Emerson’s program or from publicizing Students’ placement if Students agree.

**12. Notices.** Any notices permitted or required by this Agreement shall be in writing and deemed made on the day such notices are sent via email, delivery receipt requested, to the other Party at the address set forth below or to such other persons and address as either Party may designate in writing:

If to the Affiliate: **Mendocino Unified School District  
44141 Little Lake Road, PO Box 1154  
Mendocino, CA 95460**

**Attn: Erin Placido  
DOErin@mcn.org**

If to Emerson: Emerson College  
  
120 Boylston St. Boston, MA 02116

Attn: Laura Glufling-Tham

Email: laura\_gluflingtham@emerson.edu

With a copy to: Emerson College’s Office of the General Counsel:  
Email: kenneth\_danton@emerson.edu

**13. Assignment.** The Parties bind themselves and their successors, assigns, and legal representatives to the other Party to the Agreement and to the successors and assigns of such other Party with respect to all covenants of the Agreement. Affiliate shall not assign or transfer any rights or obligations of Affiliate under this Agreement without the prior written consent of Emerson.

**14. Governing Law.** This Agreement shall be governed by and interpreted in accordance with the laws of the Commonwealth of Massachusetts, without regard to its conflict of law principles. The Parties agree that disputes pertaining to this Agreement must be brought in state and federal courts in the Commonwealth of Massachusetts and will not contest venue or jurisdiction in those courts.

**15. Entire Agreement; Amendment; Waiver.** This Agreement and the exhibits attached hereto in this Agreement set forth the entire understanding between the Parties hereto regarding the subject matter hereof and may not be amended except by an instrument in writing signed by both Parties. Neither the failure nor delay by either Party to exercise any right, remedy, power or privilege under this Agreement shall operate or be construed as a waiver thereof, nor shall any waiver with respect to any occurrence be construed as a waiver with respect to any other occurrence.

*<signature page to follow>*

**IN WITNESS WHEREOF**, the Parties hereto have caused this Agreement to be executed by their respective duly authorized representatives as of the Effective Date.

**EMERSON COLLEGE**

**MENDOCINO UNIFIED SCHOOL DISTRICT**

By: \_\_\_\_\_

By: \_\_\_\_\_

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

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

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

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



2240 Old River Road  
Ukiah, CA 95482-6156

Ph. (707) 467-5001  
Fax (707) 462-0379

MICHELLE HUTCHINS  
*Superintendent of Schools*

**SERVICE**

**EXCELLENCE**

**INNOVATION**

**TEAMWORK**

June 5, 2023

Members, Board of Trustees  
Mendocino Unified School District  
P.O. Box 1154  
Mendocino, California 95460

Dear President and Members of the Board:

Thank you for providing us with a copy of the public disclosure forms as required by AB 1200, AB 2756, and Government code 3547.5 relating to the proposed agreement with Mendocino Teachers Association (MTA), Classified Employees Mendocino Unified (CEMUS) and management members for the period July 1, 2023, through June 30, 2024. We have completed our review, in accordance with our fiscal oversight responsibilities, and are providing the following comments.

The district, Management, CEMUS, and MTA agree to a one-time increase to the district paid health insurance cap to cover costs of the 2023-24 health insurance increase. This is also to include WABE, that will be paid to employees. Part time employees who do not receive district health insurance will receive a one-time taxable payment of \$1,400 that will be prorated by the percentage of their employment. MUSD will not make the \$75,000 transfer to Deferred Maintenance and will use the funds to support the projected cost. The projected cost of this settlement will be \$81,886. MUSD will add a line item of 2% annually in anticipation of salary negotiations during which the final amount will be set in 24-25.

The district and MTA also agree that Article 13.3.1 will be updated to read: Teachers who are requested to perform duties exclusive of adjunct duties beyond the workday and/or school year shall be paid at a rate of \$48 per hour. The total ongoing annual cost of this change is \$13,720.

The proposed settlement provides us another opportunity to look at MUSD's multi-year projection (MYP) of the current plus two subsequent years. As presented, the MYP indicates the district is able to meet the state mandated 4% Reserve for Economic Uncertainty (REU) in all years. However, in the final year of the projection, MUSD meets the mandated requirement, but draws down the combined total of the General Fund Special Reserve Fund 17 from \$878,000 to (\$412,496), which means that the district plans to spend down most of its reserves to meet ongoing operations over the multi-year period.

As always, we recommend districts proceed with caution when considering the addition of ongoing expenditures to the annual budget. As you know, reserves provide a safety net that

allows a district to meet its obligations and acts as a buffer during economic downturns. Once used, reserves are only replaced by purposeful action of the district.

We value this opportunity to comment on your proposed agreements, and would like to thank your business office for preparing the document as required by law. If you have any questions, please feel free to call Michelle Ebert, Director of External Fiscal Services, at (707) 467-5043.

Sincerely,



Nicole H. Glentzer  
Superintendent of Schools

cc: Jason Morse, District Superintendent, MUSD  
Meg Kailikole, Business Manager, MUSD  
Kim Kern, Deputy Superintendent of Educational Services, MCOE  
Michelle Ebert, Director of External Fiscal Services, MCOE  
Melissa Dale, District Fiscal Management Advisor, MCOE





2240 Old River Road  
Ukiah, CA 95482-6156

Ph. (707) 467-5001  
Fax (707) 462-0379

NICOLE H. GLENTZER  
*Superintendent of Schools*

SERVICE

EXCELLENCE

INNOVATION

TEAMWORK

## MEMORANDUM

**TO:** District Superintendents  
**FROM:** Kristin Hills, Director of Early Learning and Care ([khills@mcoe.us](mailto:khills@mcoe.us))  
**DATE:** 7/28/23  
**SUBJECT:** 2023-24 California State Preschool Program (CSPP) MOUs

---

**The only change to the Memorandum of Understanding for the MCOE California State Preschool Program (CSPP) for the 2023-24 school year at this time is regarding district-paid time for coaching.** The number of hours provided for MCOE coaching has not changed, but we added “Embedded Instruction” as another program sites may receive coaching in.

**The Consortium District (MUSD) shall...**

- Provide paid time for Preschool staff to participate in Quality Counts California or *Embedded Instruction* continuous improvement grant programs (max of fifteen hours annually; may ask for more depending on site goals/chosen programs of improvement)

**Important things to note about CSPP funding for 2023-24:**

- Pre-Covid, the CSPP grant was earned by enrollment and attendance, and payments were made based on enrollment and attendance. Budget negotiations included striking the attendance requirement, allowing funds to be earned on enrollment. As trailer bill language is adopted, we will update the districts and business managers on allocations.
- Changes to the Regional Market Reimbursement Rates and the Standard Reimbursement Rates have not yet been finalized for early learning and care programs. They will be finalized with the budget “clean up” bill to be passed. We expect to receive an updated, increase rate and amended contract from CDE. Once received, we will send out an MOU amendment with updated, increased rates to districts.

**Thank you for your continued dedication to your State Preschool sites. Your staff are dedicated specialists in their field, and we appreciate the support the districts provide.**

As always, please feel free to reach out with any questions or concerns. We know there have been many personnel changes over the last few years and we want to ensure that district administrators are clear about the terms in this MOU. We are happy to provide additional site-specific and/or district-specific information by scheduling a meeting with Kristin Hills ([khills@mcoe.us](mailto:khills@mcoe.us)).



# Attachment A

---

## **Staffing Qualifications**

### **Site Supervisor Qualifications**

- A permit issued by the Commission on Teacher Credentialing authorizing supervision of a child care and development program operating in single site. This can be any of the following permits:
  - Child Development Site Supervisor Permit
  - Child Development Program Director Permit
  - Children's Center Supervision Permit

**OR**

- A current teaching credential issued by the Commission on Teacher Credentialing authorizing teaching service in elementary school with 12 units of ECD/CD, plus 3 units of Supervised Field Experience in ECE/CD setting

**OR**

- An Administrative Services Credential authorizing administration or supervision in public schools in California with 12 units of ECD/CD, plus 3 units of Supervised Field Experience in ECE/CD setting

---

### **Teacher Qualifications**

- A permit issued by the Commission on Teacher Credentialing authorizing service in the care, development, and instruction of children in a child care and development program. This can be either of the following permits:
  - Child Development Master Teacher Permit
  - Child Development Teacher Permit
  - Child Development Associate Teacher Permit (Note: This permit authorizes the holder to supervise Assistant Permit holders and an aide.)

**OR**

- A BA or higher (does not have to be in ECE/CD) with 12 units in ECE, plus 3 units of Supervised Field Experience in ECE/CD setting

---

## **Staffing Ratios** (*EC 8288, 5CCR 18290, 18291, and 18292*)

The following minimum ratios shall be maintained in all centers:

1:8 adult -child ratio.

1:24 teacher-child ratio.

Compliance with these ratios shall be determined based on actual attendance.



2240 Old River Road  
Ukiah, CA 95482-6156

Ph. (707) 467-5001  
Fax (707) 462-0379

NICOLE H. GLENTZER  
*Superintendent of Schools*

**SERVICE**

**EXCELLENCE**

**INNOVATION**

**TEAMWORK**

## **Memorandum of Understanding: Mendocino County Office of Education -State Preschool Consortium**

**July 1, 2023 - June 30, 2024**

**Mendocino Unified School District** agrees to enter into this Memorandum of Understanding with the **Mendocino County Office of Education** for participation in the **Mendocino County State Preschool Consortium**.

The purpose of this agreement is to outline the roles of **Mendocino Unified** School District (MUSD) and the Mendocino County Office of Education (MCOE). The services to be rendered and the terms and conditions of the Memorandum of Understanding are as follows:

### **The Mendocino County Office of Education shall:**

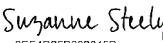
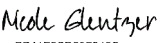
- Provide a CSPP Program Lead and program secretarial support
- Serve as Coordinator for Consortium districts
- Act as Lead Educational Agency (LEA), draft and submit mandated state reports
- Act as Community Care Licensing (CCL) Liaison and complete CCL applications
- Provide training, support, and technical assistance
- Plan, coordinate, and conduct in-service activities
- Provide information on relevant professional development opportunities
- Provide guidance for continuous program improvement to ensure objectives are met
- Participate on selection committees for Site Supervisor and Lead Teacher positions
- Provide input on Site Supervisor and Lead Teacher evaluations
- Provide joint fiscal monitoring
- Charge no more than 3% indirect costs to the State Preschool grant
- Maintain equipment inventory lists on all purchases made with allocation dollars that are over \$500 per item; these items belong to the State Preschool Consortium, as per State grant regulations
- Provide funds for the operations of the program as follows: MUSD will be reimbursed at the rate of **\$33.19** per child, per day of attendance up to full entitlement, not to exceed actual expenditures, subject to the final 2023/24 grant allocation.
- Provide technical assistance on grant participation in Quality Counts California, to district preschool staff and administrators.

### **The Consortium District (MUSD) shall:**

- Operate the State Preschool program according to California Department of Education, Early Education and Support Division (CDE/ELCD) guidelines for a minimum of 5 days per week, 175 days per school year, 3 hours per day
- Provide and maintain the preschool facility and make any required repairs

- Coordinate and provide support services/categorical services for students as needed (i.e.: food services, special education services, secretarial support, nursing services)
- Comply with CDE/EESD 23/24 Funding Terms and Conditions as found at <https://www.cde.ca.gov/fg/aa/cd/ctc2023.asp>.
- Meet Title 22 Division 12, Chapter 1 health and safety standards as found at <http://cclid.ca.gov/res/pdf/ChildCareCenters.pdf>
- Provide staffing for sites per CDE/ELCD requirements - Attachment A
- Provide staff supervision at sites, who will communicate with the CSPP Lead.
- Require Site Supervisors and Lead Teachers to attend scheduled monthly meetings which will include professional development activities.
- Provide paid time for Preschool staff to participate in Quality Counts California or Embedded Instruction continuous improvement grant programs (max of fifteen hours annually; may ask for more depending on site goals/chosen programs of improvement)
- Include the CSPP Lead in interviews and/or decisions for Site Supervisor and Lead Teacher positions, including hiring and employment separation
- Accept input from the CSPP Lead regarding evaluation and review of staff performance into district personnel files or for disciplinary measures
- Perform an annual performance evaluation on Site Supervisor and Teacher positions with input from MCOE CSPP Lead
- Comply with CDE Desired Results Program requirements: [www.desiredresults.us](http://www.desiredresults.us)
- Draft and submit mandated reports to MCOE by due dates
- Identify an individual responsible for data collection/reporting who will maintain a data collection system for monthly reporting to CDE for 801A reports and daily attendance
- Comply with fiscal monitoring guidelines for CSPP as outlined by CDE
- Provide joint fiscal accountability
- Charge no more than 5% indirect costs to the State Preschool grant
- Submit a detailed 2023-24 budget to the MCOE CSPP Lead or MCOE Business Manager upon request

**Signatures:**

<p>_____                  Jason Morse, Superintendent                  Mendocino Unified School District</p>	<p>_____                  Date</p>
<p><small>DocuSigned by:</small>    <small>BEE4D25B892045D...</small>                  Suzanne Steeley, Internal Business Services                  Mendocino County Office of Education</p>	<p>7/26/2023                  _____                  Date</p>
<p><small>DocuSigned by:</small>    <small>BD11F5CD99F345C...</small>                  Nicole Glentzer, Superintendent                  Mendocino County Office of Education</p>	<p>7/27/2023                  _____                  Date</p>

## CONSOLIDATED APPLICATION AND REPORTING SYSTEM (CARS)

Mendocino Unified (23 65581 000000)

[Home](#) | 
 [Data Entry Forms](#) | 
 [Certification Preview](#) | 
 [Certify Data](#) | 
 [Reports](#) | 
 [Users](#) | 
 [Contacts](#) | 
 [FAQs](#)

### Data Entry Forms

Data collection forms that are listed below are open for editing and certification, although their deadlines may have passed. All data collection forms, if applicable to your local educational agency (LEA), whether open or closed, certified or unsubmitted, can be viewed as uneditable reports under the Reports tab.

Filter by Fiscal Year:  By Program:  By Status:

10 Editable Data Collection(s) found.

Fiscal Year 2021-22	Deadline	Status
<a href="#">Title II, Part A Fiscal Year Expenditure Report, 24 Months</a>	August 31, 2023	<i>Certified</i> mkailikole, 7/26/2023 8:14 AM

Fiscal Year 2022-23	Deadline	Status
<a href="#">Title I, Part A Notification of Authorization of Schoolwide Program</a>	June 09, 2023	<i>Certified</i> mkailikole, 6/7/2023 9:32 AM
<a href="#">Title II, Part A Fiscal Year Expenditure Report, 12 Months</a>	August 31, 2023	<i>Certified</i> mkailikole, 7/26/2023 8:14 AM
<a href="#">Homeless Education Policy, Requirements, and Implementation</a>	August 31, 2023	<i>Certified</i> mkailikole, 7/26/2023 8:14 AM

Fiscal Year 2023-24	Deadline	Status
<a href="#">Certification of Assurances</a>	August 31, 2023	<i>Certified</i> mkailikole, 7/26/2023 8:14 AM
<a href="#">Protected Prayer Certification</a>	August 31, 2023	<i>Certified</i> mkailikole, 7/26/2023 8:14 AM
<a href="#">LCAP Federal Addendum Certification</a>	August 31, 2023	<i>Certified</i> mkailikole, 7/26/2023 8:14 AM
<a href="#">Application for Funding</a>	August 31, 2023	<i>Certified</i> mkailikole, 7/26/2023 8:18 AM
<a href="#">Nonprofit Private School Consultation</a>	August 31, 2023	<i>Certified</i> mkailikole, 7/26/2023 8:14 AM
<a href="#">Substitute System for Time Accounting</a>	August 31, 2023	<i>Certified</i> mkailikole, 7/26/2023 8:14 AM

General CARS Questions: [Consolidated Application Support Desk](#) | [conappsupport@cde.ca.gov](mailto:conappsupport@cde.ca.gov) | 916-319-0297

**2021–22 Title II, Part A Fiscal Year Expenditure Report, 24 Months**

A report of year-to-date expenditures by activity. Activity period covered is July 1, 2021 through June 30, 2023.

**CDE Program Contact:**

Alice Ng (Fiscal), Division Support Office, [ANg@cde.ca.gov](mailto:ANg@cde.ca.gov), 916-323-4636

Lisa Fassett (Program), Professional Learning Support & Monitoring Office, [LFassett@cde.ca.gov](mailto:LFassett@cde.ca.gov), 916-323-4963

2021–22 Title II, Part A allocation	\$12,940
Transferred–in amount	\$0
Transferred–out amount	\$0
2021–22 Total allocation	\$12,940

**Professional Development Expenditures**

Professional development for teachers	\$0
Professional development for administrators	\$0
Consulting/Professional services	\$0
Induction programs	\$0
Books and other supplies	\$0
Dues and membership	\$0
Travel and conferences	\$0

**Personnel and Other Authorized Activities**

Certificated personnel salaries	\$0
Classified personnel salaries	\$0
Employee benefits	\$0
Developing or improving an evaluation system	\$0
Recruitment activities	\$0
Retention activities	\$0
Class size reduction	\$12,940

**Program Expenditures**

Direct administrative costs	\$0
Indirect costs	\$0
Equitable services for nonprofit private schools	\$0
Total expenditures	\$12,940
2021–22 Unspent funds	\$0

**\*\*\*Warning\*\*\***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2022–23 Title I, Part A Notification of Authorization of Schoolwide Program

This report provides notification to the California Department of Education of a school's eligibility and local board approval to operate under and report as Schoolwide Program.

CDE Program Contact:

Rina DeRose, Title I Policy, Program, and Support Office, [RDeRose@cde.ca.gov](mailto:RDeRose@cde.ca.gov), 916-323-0472

School Name	School Code	Authorized SWP	Low Income %	Local Board Approval Date SWP Plan (MM/DD/YYYY)	Local Board Approval Date SWP Waiver (MM/DD/YYYY)
Albion Elementary	6116149	N			
Comptche Elementary	6025142	N			
Mendocino Alternative	2330306	N			
Mendocino High	2333185	N			
Mendocino K-8	6025167	N			
Mendocino Sunrise High	2330090	N			

\*\*\*Warning\*\*\*

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

**2022–23 Title II, Part A Fiscal Year Expenditure Report, 12 Months**

A report of year-to-date expenditures by activity. Activity period covered is July 1, 2022 through June 30, 2023.

**CDE Program Contact:**

Alice Ng (Fiscal), Division Support Office, [ANg@cde.ca.gov](mailto:ANg@cde.ca.gov), 916-323-4636

Lisa Fassett (Program), Professional Learning Support & Monitoring Office, [LFassett@cde.ca.gov](mailto:LFassett@cde.ca.gov), 916-323-4963

2022–23 Title II, Part A allocation	\$18,082
Transferred–in amount	\$0
Transferred–out amount	\$0
2022–23 Total allocation	\$18,082

**Professional Development Expenditures**

Professional development for teachers	\$0
Professional development for administrators	\$0
Consulting/Professional services	\$0
Induction programs	\$0
Books and other supplies	\$0
Dues and membership	\$0
Travel and conferences	\$0

**Personnel and Other Authorized Activities**

Certificated personnel salaries	\$0
Classified personnel salaries	\$0
Employee benefits	\$0
Developing or improving an evaluation system	\$0
Recruitment activities	\$0
Retention activities	\$0
Class size reduction	\$18,082

**Program Expenditures**

Direct administrative costs	\$0
Indirect costs	\$0
Equitable services for nonprofit private schools	\$0
Total expenditures	\$18,082
2022–23 Unspent funds	\$0

**\*\*\*Warning\*\*\***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

## 2022–23 Homeless Education Policy, Requirements, and Implementation

The purpose of this data collection is to meet federal requirements specified in 42 United States Code 11431 et seq. (Education for Homeless Children and Youths Act) and some federal requirements in Title I, Part A of the Elementary and Secondary Education Act (ESEA). This collection includes monitoring local educational agencies (LEAs) and their compliance with key provisions of the Education for Homeless Children and Youths Act including the collection of contact information for each required designated LEA’s homeless liaison.

### CDE Program Contact:

Leanne Wheeler, Integrated Student Support and Programs Office, [LWheeler@cde.ca.gov](mailto:LWheeler@cde.ca.gov), 916-319-0383  
 Karmina Barrales, Integrated Student Support and Programs Office, [KBarrales@cde.ca.gov](mailto:KBarrales@cde.ca.gov), 916-327-9692

## Homeless Education Certification

The LEA hereby assures that the LEA has met the following requirements:

1. Designated a staff person as the liaison for homeless children and youths;
2. Developed a written policy that supports the enrollment and retention of homeless children and youths in schools of the LEA which:
  - a) Includes policies and practices to ensure that homeless children and youths are not stigmatized or segregated on the basis of their status as homeless;
  - b) Includes a dispute resolution process;
  - c) Ensures that transportation is provided for a homeless child or youth to and from the school of origin if requested by the parent, guardian or homeless liaison;
3. Disseminated public notice of the educational rights of homeless children and youths where such children and youths receive services under the provisions of the Education for Homeless Children and Youths Act.

## Homeless Liaison Contact Information

Homeless liaison first name	Cecilia
Homeless liaison last name	Jimenez
Homeless liaison title	Social Worker
Homeless liaison email address (Format: abc@xyz.zyx)	cjimenez@mendocinoused.org
Homeless liaison telephone number (Format: 999-999-9999)	707-397-7656
Homeless liaison telephone extension	
Enter the full-time equivalent (FTE) for all personnel directly responsible for the implementation of homeless education (Format: 0.00)	1

## Homeless Liaison Training Information

**\*\*\*Warning\*\*\***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.



### 2022–23 Homeless Education Policy, Requirements, and Implementation

The purpose of this data collection is to meet federal requirements specified in 42 United States Code 11431 et seq. (Education for Homeless Children and Youths Act) and some federal requirements in Title I, Part A of the Elementary and Secondary Education Act (ESEA). This collection includes monitoring local educational agencies (LEAs) and their compliance with key provisions of the Education for Homeless Children and Youths Act including the collection of contact information for each required designated LEA’s homeless liaison.

**CDE Program Contact:**

Leanne Wheeler, Integrated Student Support and Programs Office, [LWheeler@cde.ca.gov](mailto:LWheeler@cde.ca.gov), 916-319-0383  
 Karmina Barrales, Integrated Student Support and Programs Office, [KBarrales@cde.ca.gov](mailto:KBarrales@cde.ca.gov), 916-327-9692

Has the homeless liaison attended and/or participated in a homeless education liaison training within the last two years	Yes
Has the homeless liaison provided training to the following personnel:	
Principals and other school leaders	Yes
Attendance officers and registrars	Yes
Teachers and instructional assistants	Yes
School counselors	Yes

#### Homeless Education Policy and Requirements

Does the LEA have a written homeless education policy	Yes
No policy comment	
Provide an explanation why the LEA does not have a homeless education policy. (Maximum 500 characters)	
Date LEA’s board approved the homeless education policy	09/12/2019
Does the LEA meet the above federal requirements	Yes
Compliance comment	
Provide an explanation why the LEA does not comply with federal requirements. (Maximum 500 characters)	

#### Housing Questionnaire Identifying Homeless Children

Does your LEA use a housing questionnaire to assist with the identification of homeless children and youth	Yes
Does the housing questionnaire include best practices, rights, and protections afforded to homeless children and youth	Yes
Is the housing questionnaire made available in paper form	Yes
Did your LEA administer the housing questionnaire to all student body during the school year	Yes

#### Title I, Part A Homeless Expenditures

2022–23 Title I, Part A LEA allocation	\$125,684
2022–23 Title I, Part A direct or indirect services to homeless children reservation	\$100

**\*\*\*Warning\*\*\***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

### 2022–23 Homeless Education Policy, Requirements, and Implementation

The purpose of this data collection is to meet federal requirements specified in 42 United States Code 11431 et seq. (Education for Homeless Children and Youths Act) and some federal requirements in Title I, Part A of the Elementary and Secondary Education Act (ESEA). This collection includes monitoring local educational agencies (LEAs) and their compliance with key provisions of the Education for Homeless Children and Youths Act including the collection of contact information for each required designated LEA's homeless liaison.

**CDE Program Contact:**

Leanne Wheeler, Integrated Student Support and Programs Office, [LWheeler@cde.ca.gov](mailto:LWheeler@cde.ca.gov), 916-319-0383  
 Karmina Barrales, Integrated Student Support and Programs Office, [KBarrales@cde.ca.gov](mailto:KBarrales@cde.ca.gov), 916-327-9692

Amount of 2022–23 Title I, Part A funds expended or encumbered for direct or indirect services for homeless children	\$0
Homeless services provided  (Maximum 500 characters)	MUSD employs a full-time Social Worker dedicated to providing outreach to students in need, including homeless students. In addition, our Social Worker leads the Family Resource Center where families can reach out directly for support.
No expenditures or encumbrances comment  Provide an explanation why there are no Title I, Part A expenditures or encumbrances for homeless services. (Maximum 500 characters)	Homeless services are written into our district LCAP and are provided for with Supplemental and Concentration dollars. Additionally, MUSD continues to receive local funding through donations from community organizations to provide additional support to homeless students.

**\*\*\*Warning\*\*\***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

**2023–24 Certification of Assurances**


Submission of Certification of Assurances is required every fiscal year. A complete list of legal and program assurances for the fiscal year can be found at <https://www.cde.ca.gov/fg/aa/co/ca21assurancetoc.asp>.

**CDE Program Contact:**

Consolidated Application Support Desk, Education Data Office, [ConAppSupport@cde.ca.gov](mailto:ConAppSupport@cde.ca.gov), 916-319-0297

**Consolidated Application Certification Statement**

I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to participate in the monitoring process regarding the use of these funds according to the standards and criteria set forth by the California Department of Education Federal Program Monitoring (FPM) Office. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this form are on file.

Authorized Representative's Full Name	Meg Kailikole
Authorized Representative's Signature	
Authorized Representative's Title	Business Manager
Authorized Representative's Signature Date	07/26/2023

**\*\*\*Warning\*\*\***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

**2023–24 Protected Prayer Certification**

Every Student Succeeds Act (ESSA) Section 8524 specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.


**CDE Program Contact:**

Miguel Cordova, Title I Policy, Program, and Support Office, [MCordova@cde.ca.gov](mailto:MCordova@cde.ca.gov), 916-319-0381

**Protected Prayer Certification Statement**

The local educational agency (LEA) hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

The authorized representative agrees to the above statement	Yes
Authorized Representative's Full Name	Jason Morse
Authorized Representative's Title	Superintendent
Authorized Representative's Signature Date	07/20/2023
Comment If the LEA is not able to certify at this time, then an explanation must be provided in the comment field. (Maximum 500 characters)	

**\*\*\*Warning\*\*\***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

## 2023–24 LCAP Federal Addendum Certification

**CDE Program Contact:**

Local Agency Systems Support Office, [LCAPAddendum@cde.ca.gov](mailto:LCAPAddendum@cde.ca.gov), 916-323-5233

**Initial Application**

To receive initial funding under the Every Student Succeeds Act (ESSA), a local educational agency (LEA) must have a plan approved by the State Educational Agency on file with the State. Within California, LEAs that apply for ESSA funds for the first time are required to complete the Local Control and Accountability Plan (LCAP), the LCAP Federal Addendum Template (Addendum), and the Consolidated Application (ConApp). The LCAP, in conjunction with the Addendum and the ConApp, serve to meet the requirements of the ESSA LEA Plan.

In order to initially apply for funds, the LEA must certify that the current LCAP has been approved by the local governing board or governing body of the LEA. As part of this certification, the LEA agrees to submit the LCAP Federal Addendum, that has been approved by the local governing board or governing body of the LEA, to the California Department of Education (CDE) and acknowledges that the LEA agrees to work with the CDE to ensure that the Addendum addresses all required provisions of the ESSA programs for which they are applying for federal education funds.

**Returning Application**

If the LEA certified a prior year LCAP Federal Addendum Certification data collection form in the Consolidated Application and Reporting System, then the LEA may use in this form the same original approval or adoption date used in the prior year form.

<b>County Office of Education (COE) or District</b> For a COE, enter the original approval date as the day the CDE approved the current LCAP. For a district, enter the original approval date as the day the COE approved the current LCAP	06/20/2019
<b>Direct Funded Charter</b> Enter the adoption date of the current LCAP	
Authorized Representative's Full Name	Meg Kailikole
Authorized Representative's Title	Business Manager

**\*\*\*Warning\*\*\***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

## 2023–24 Application for Funding

**CDE Program Contact:**

Consolidated Application Support Desk, Education Data Office, [ConAppSupport@cde.ca.gov](mailto:ConAppSupport@cde.ca.gov), 916-319-0297

**Local Governing Board Approval**

The local educational agency (LEA) is required to review and receive approval of their Application for Funding selections with their local governing board.

By checking this box the LEA certifies that the Local Board has approved the Application for Funding for the listed fiscal year	Yes
---	-----

**District English Learner Advisory Committee Review**

Per Title 5 of the California Code of Regulations Section 11308, if your LEA has more than 50 English learners, then the LEA must establish a District English Learner Advisory Committee (DELAC) which shall review and advise on the development of the application for funding programs that serve English learners.

By checking this box the LEA certifies that parent input has been received from the District English Learner Committee (if applicable) regarding the spending of Title III funds for the listed fiscal year	Yes
---	-----

**Application for Categorical Programs**

To receive specific categorical funds for a school year, the LEA must apply for the funds by selecting Yes below. Only the categorical funds that the LEA is eligible to receive are displayed.

<b>Title I, Part A (Basic Grant)</b> ESSA Sec. 1111 et seq. SACS 3010	Yes
<b>Title II, Part A (Supporting Effective Instruction)</b> ESEA Sec. 2104 SACS 4035	Yes
<b>Title II, Part A funds used through the Alternative Fund Use Authority (AFUA)</b> Section 5211 of ESEA	No
<b>Title III English Learner</b> ESEA Sec. 3102 SACS 4203	No
<b>Title III Immigrant</b> ESEA Sec. 3102 SACS 4201	No
<b>Title IV, Part A (Student and School Support)</b> ESSA Sec. 4101 SACS 4127	Yes
<b>Title IV, Part A funds used through the Alternative Fund Use Authority (AFUA)</b>	Yes

**\*\*\*Warning\*\*\***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

**2023–24 Application for Funding**

**CDE Program Contact:**

Consolidated Application Support Desk, Education Data Office, [ConAppSupport@cde.ca.gov](mailto:ConAppSupport@cde.ca.gov), 916-319-0297

Section 5211 of ESEA	
<b>Title V, Part B Subpart 1 Small, Rural School Achievement Grant</b> ESSA Sec. 5211 SACS 5810	Yes
<b>Title V, Part B Subpart 2 Rural and Low-Income Grant</b> ESSA Sec. 5221 SACS 4126	No

**\*\*\*Warning\*\*\***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2023–24 Nonprofit Private School Consultation

The local educational agency shall provide, on an equitable basis, special education services or other benefits to address the needs of eligible children and staff enrolled in nonprofit private elementary and secondary schools under the programs listed below.

CDE Program Contact:

Sylvia Hanna, Title I Policy, Program, and Support Office, [SHanna@cde.ca.gov](mailto:SHanna@cde.ca.gov), 916-319-0948  
Rina DeRose, Title I Policy, Program, and Support Office, [RDeRose@cde.ca.gov](mailto:RDeRose@cde.ca.gov), 916-323-0472

In accordance with the Every Student Succeeds Act (ESSA) sections 1117 and 8501, a local educational agency shall consult annually with appropriate private school officials and both shall have the goal of reaching agreement on how to provide equitable and effective programs for eligible private school children, teachers, and families. This applies to programs under Title I, Part A; Title I, Part C; Title II, Part A; Title III, Part A; Title IV, Part A; Title IV, Part B; and section 4631, with regard to the Project School Emergency Response to Violence Program (Project SERV).

The enrollment numbers are reported under penalty of perjury by each private school on its annual Private School Affidavit. The information in the Private School Affidavit is not verified, and the California Department of Education takes no position as to its accuracy. It is expected that districts engaged in private school consultation verify the accuracy of student enrollment data and the tax exempt status if it is being used for the purpose of providing equitable services.

Private School's Believed Results of Consultation Allowable Codes

Y1: meaningful consultation occurred  
Y2: timely and meaningful consultation did not occur  
Y3: the program design is not equitable with respect to eligible private school children

Y4: timely and meaningful consultation did not occur and the program design is not equitable with respect to eligible private school children

Add non-attendance area school(s) No

The local educational agency is electing to add nonprofit private schools outside of the district's attendance area.

\*\*\*Warning\*\*\*

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.



**2023–24 Nonprofit Private School Consultation**

The local educational agency shall provide, on an equitable basis, special education services or other benefits to address the needs of eligible children and staff enrolled in nonprofit private elementary and secondary schools under the programs listed below.

School Name	School Code	Enrollment	Consultation Occurred	Was Consultation Agreement Met	Signed Written Affirmation on File	Consultation Code	School Added
-------------	-------------	------------	-----------------------	--------------------------------	------------------------------------	-------------------	--------------

**\*\*\*Warning\*\*\***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

### 2023–24 Substitute System for Time Accounting

This certification may be used by auditors and by California Department of Education oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the local educational agency (LEA) submits and certifies this data collection.

**CDE Program Contact:**

Hilary Thomson, Fiscal Oversight and Support Office, [HThomson@cde.ca.gov](mailto:HThomson@cde.ca.gov), 916-323-0765

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate.

Detailed information on documenting salaries and wages, including both substitute systems of time accounting, are described in Procedure 905 of the California School Accounting Manual posted on the web at <https://www.cde.ca.gov/fg/ac/sa/>.

2022–23 Request for authorization	Yes
LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system (Maximum 500 characters)	No known deficiencies.

**\*\*\*Warning\*\*\***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

[Standards Alignment](#)[Our Complete System](#)[Our Impact](#)[Our Difference](#)[Explore Pathways](#)

# Awakening minds like no other science curriculum.

[FOSS](#) was designed from its roots to provide every child with the opportunity to develop their ability to think scientifically. The FOSS staff at Lawrence Hall of Science devised FOSS to fully integrate active investigation and multisensory learning, an approach proven effective for all learners, regardless of prior knowledge, language, or background. If you, too believe that every student can benefit in life from a solid scientific education and all that comes with it, your students deserve the advantages of FOSS.

## **Science and Engineering Practices**

Scientists and engineers use these cognitive tools to answer questions and design solutions. Through these same practices, FOSS students gather evidence to explain real-world phenomena.

## **Disciplinary Core Ideas**

FOSS students develop these grade-level appropriate building blocks throughout their investigations to make sense of their observations and solve problems.

## **Crosscutting Concepts**

These ideas tie together the varied concepts and disciplines of science. FOSS students apply them to different situations, making connections and building understanding.

Grade	Integrated Middle Grades				
8	Heredity & Adaptation* ES, LS	Electromagnetic Force* PS, ES, E	Gravity & Kinetic Energy* PS, E	Waves* PS, E	Planetary Science PS, ES
7	Chemical Interactions PS, ES, E		Earth History PS, ES, LS		Populations & Ecosystems ES, LS, E
6	Weather & Water PS, ES, E		Diversity of Life LS		Human Systems Interactions* LS

PS: Physical Science content, ES: Earth Science content, LS: Life Science content, E: Engineering content

\*Half-length courses

Grade	Physical Science	Earth Science	Life Science
5	Mixtures & Solutions	Earth & Sun	Living Systems
4	Energy	Soils, Rocks, and Landforms	Environments
3	Motion & Matter	Water & Climate	Structures of Life
2	Solids & Liquids	Pebbles, Sand & Silt	Insects & Plants
1	Sound & Light	Air & Weather	Plants & Animals
K	Materials & Motion	Trees & Weather	Animals Two by Two



# Elementary Social Studies Curriculum

Build a strong foundation for tomorrow's leaders with TCI's *Social Studies Alive!* elementary program.

TCI integrates engaging activities, aligned with state-specific standards into every unit.

**Hands-On Activities:** Get your students thinking, talking, moving, and asking big questions with TCI's unique, student-centered activities.

**Inquiry-Based Lessons:** Our Social Studies Alive! programs are designed to help students master essential skills and knowledge. Every unit includes primary sources and inquiry-based projects to help students develop critical-thinking skills.

**Flexible and Ready-to-Teach Lessons:** Whether you have 15 minutes or an hour, make every minute count with our ready-to-teach lessons and activities.

Our elementary social studies curriculum ensures that educators can focus on differentiating instruction and supporting students by providing everything teachers need for success.

- Digital Resources to Online Social Studies Curriculum
- Social Studies Textbook and Student Journals
- Audio and Digital Tutorials, Translations, and More
- Interactive Presentations and Videos
- Standards-Aligned Immersive Activities
- Customizable Assessments

### **3<sup>rd</sup> Grade: Our Community and Beyond**

[\*Our Community and Beyond\*](#) broadens students' awareness about the local and global communities in which they live. Students learn the fundamentals of geography and explore different cultures and public service roles.

### **4<sup>th</sup> Grade: Regions of Our Country**

[\*Regions of Our Country\*](#) presents five regions of the United States through the lens of our social sciences—economics, geography, political science, and history.

### **5<sup>th</sup> Grade: America's Past**

[\*America's Past\*](#) covers American history from the first migrations into the Americas through the 20<sup>th</sup> century. Intense interaction with personalities, places, and events that structured our nation guides students to be both keen observers of and informed participants in U.S. history.

**From:** [Erin Placido](#)  
**To:** "[Kim Humrichouse](#)"; "[Meg Kailikole](#)"  
**Subject:** RE: Chromebook purchase  
**Date:** Thursday, July 6, 2023 12:13:00 PM

---

Hi Kim,

We discussed this and the parent can have the damaged item that they paid for. The district will need to know the students name and the serial number on the item. The Board will then take action to surplus the item at the August Board meeting.

Going forward, the District will surplus all damaged Chromebooks at the end of each school year.

Thank you!

**Erin Placido**  
**Mendocino Unified School District**  
**Executive Assistant to the Superintendent**  
**Human Resources**

---

Phone: 707-937-5868  
Fax: 707-937-0714  
Address: 44141 Little Lake Road, P.O. Box 1154 Mendocino, CA 95460  
Website: <http://mendocinoused.org>

DISCLAIMER: This message, including any attachments, is intended solely for the use of the named recipient(s) and may contain confidential and/or privileged information. Any unauthorized review, use, disclosure or distribution of this communication(s) is expressly prohibited. If you are not the intended recipient, please contact the sender by reply e-mail and destroy any and all copies of the original message.

---

**From:** Kim Humrichouse <[khumrichouse@mendocinoused.org](mailto:khumrichouse@mendocinoused.org)>  
**Sent:** Wednesday, June 28, 2023 12:40 PM  
**To:** Erin Placido <[doerin@mcn.org](mailto:doerin@mcn.org)>; Meg Kailikole <[musdcbo@mcn.org](mailto:musdcbo@mcn.org)>  
**Subject:** Chromebook purchase

Hello Erin and Meg,

We have students and parents sign a contract in order for students to receive a school Chromebook. If a student damages a Chromebook and it is determined that it needs to be replaced, we charge the student for it. I have a parent who would like the damaged Chromebook that they are paying for.

I would like to say yes and give them the damaged Chromebook they are paying for.

Can we do that?

Thank you,

**Kim Humrichouse**  
**Principal, Mendocino K8 School**

---

**Phone:** 707-937-0515

**Address:** 44261 Little Lake Road, P.O. Box 226, Mendocino, CA 95460

**Website:** <https://www.mendocinoused.org/MES>



March 31, 2023



**Mendocino County Employees'  
Retirement Association**

**Investment Measurement Service  
Quarterly Review**

---

## Table of Contents

### March 31, 2023

---

#### Active Management Overview

Foreword	2
Domestic Equity Overview	3
International Equity Overview	4
Domestic Fixed-Income Overview	5

---

#### Asset Allocation and Performance

Foreword	7
Actual vs. Target Asset Allocation	8
Investment Manager Returns	10
Quarterly Total Fund Attribution	16
Total Fund Ranking	21
Total Fund vs. Callan Public Fund Sponsor Database	22

---

#### Domestic Equity

Domestic Equity Composite	26
Vanguard S&P 500 Index	30
Fidelity Low Priced Stock	33
Janus Enterprise	36
Prudential Small Cap Value	39
AB US Small Growth	42

---

#### International Equity

International Equity Composite	46
EuroPacific	51
Harbor International	55
Oakmark International	59
Mondrian International	63
T. Rowe Price Intl Small Cap	67
NinetyOne	71

---

#### Domestic Fixed Income

Domestic Fixed Income Composite	76
Dodge & Cox Income	79
PIMCO	82

---

#### Infrastructure

IFM Global Infrastructure	86
JP Morgan Infrastructure	87

---

## Table of Contents

### March 31, 2023

---

#### Real Estate

Real Estate Composite	89
RREEF Private	90
Barings Core Property Fund	91

---

<b>Capital Markets Review</b>	<b>92</b>
-------------------------------	-----------

---

<b>Callan Research/Education</b>	<b>108</b>
----------------------------------	------------

---

#### Definitions

General definitions	112
---------------------	-----

---

<b>Disclosures</b>	<b>118</b>
--------------------	------------

---



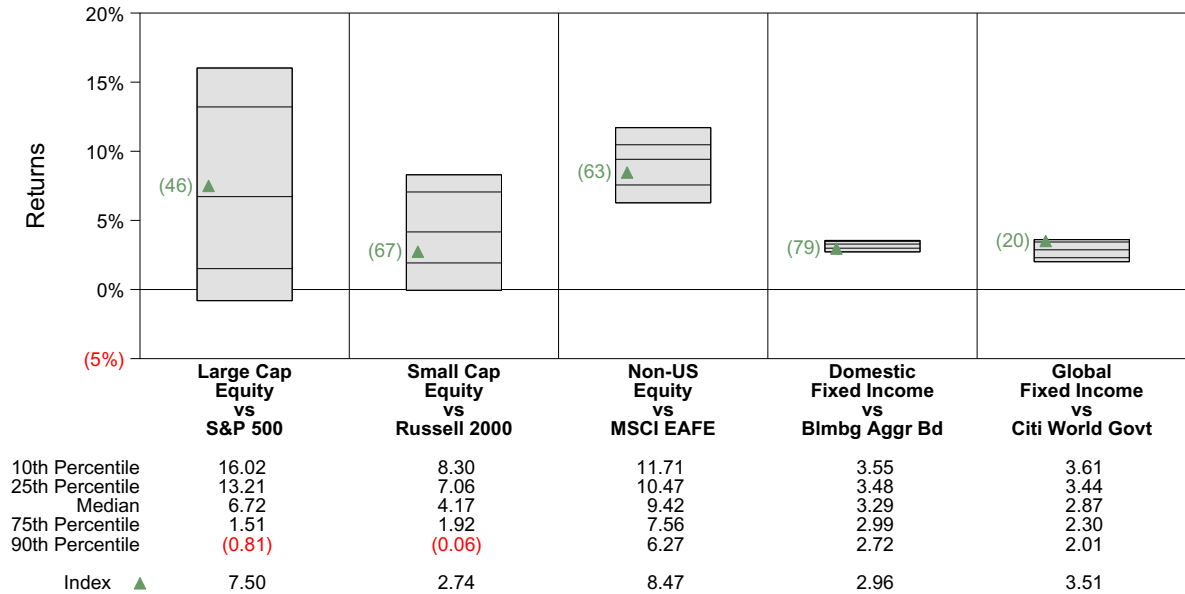
# Market Overview

## Active Management vs Index Returns

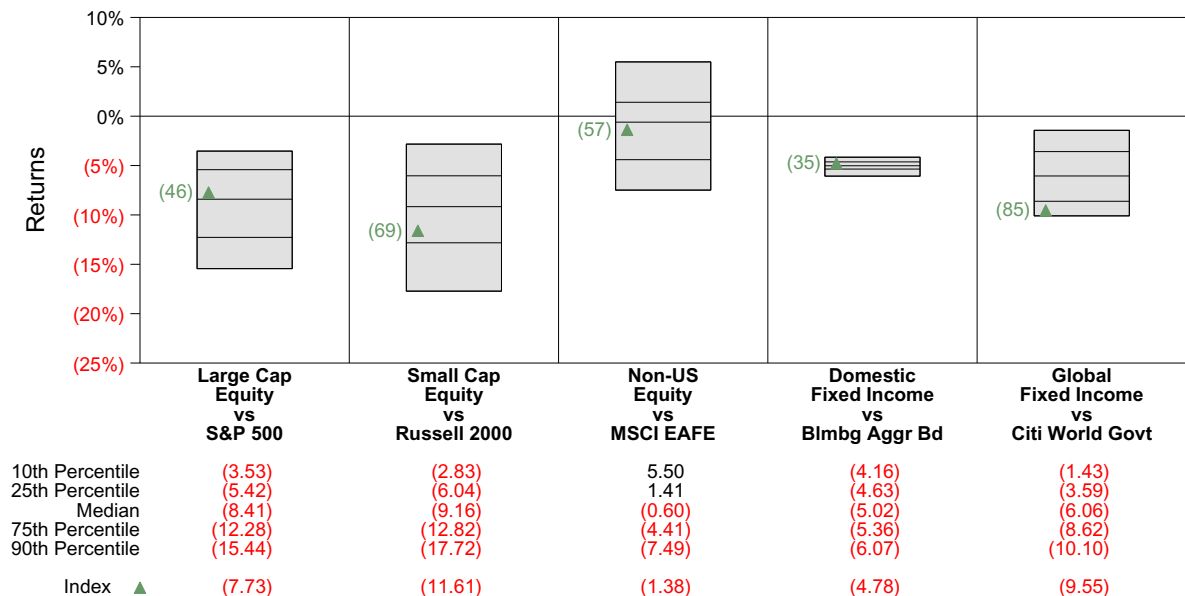
### Market Overview

The charts below illustrate the range of returns across managers in Callan's Mutual Fund database over the most recent one quarter and one year time periods. The database is broken down by asset class to illustrate the difference in returns across those asset classes. An appropriate index is also shown for each asset class for comparison purposes. As an example, the first bar in the upper chart illustrates the range of returns for domestic equity managers over the last quarter. The triangle represents the S&P 500 return. The number next to the triangle represents the ranking of the S&P 500 in the Large Cap Equity manager database.

### Range of Mutual Fund Returns by Asset Class One Quarter Ended March 31, 2023



### Range of Mutual Fund Returns by Asset Class One Year Ended March 31, 2023

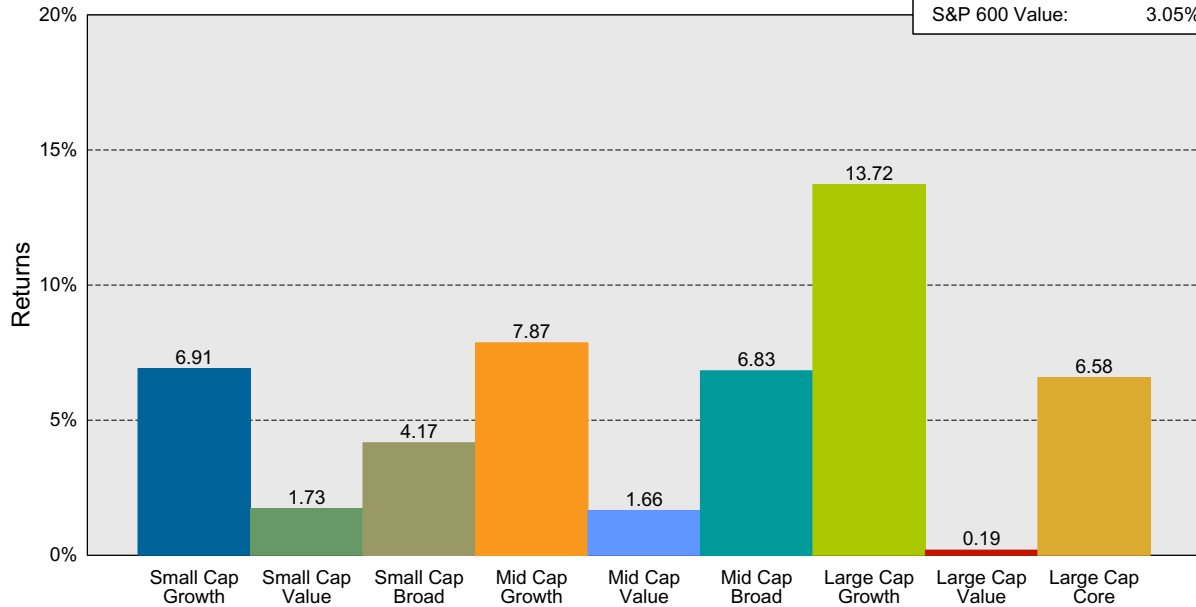


## Domestic Equity Active Management Overview

U.S. stock indices posted positive returns in 1Q but it was not smooth sailing; strong returns in January were followed by negative results in February and mixed performance across sectors and styles in March. The S&P 500 Index rose 7.5% for the quarter and the tech-heavy Nasdaq 100 soared 20.8%. Within the S&P 500, Technology (+22%), Communication Services (+21%), and Consumer Discretionary (+16%) rose sharply while Financials (-6%), Energy (-5%), Health Care (-4%), and Utilities (-3%) fell. Growth stocks trounced value for the quarter (Russell 1000 Growth: +14.4%; Russell 1000 Value: +1.0%) due largely to the sharp outperformance of Technology relative to Financials. Small value (Russell 2000 Value: -0.7%) was the one sector to post negative returns, hurt by its exposure to smaller banks. Small cap stocks underperformed mid and large (Russell 2000: +2.7%; Russell MidCap: +4.1%; Russell 1000: +7.5%) across the style spectrum.

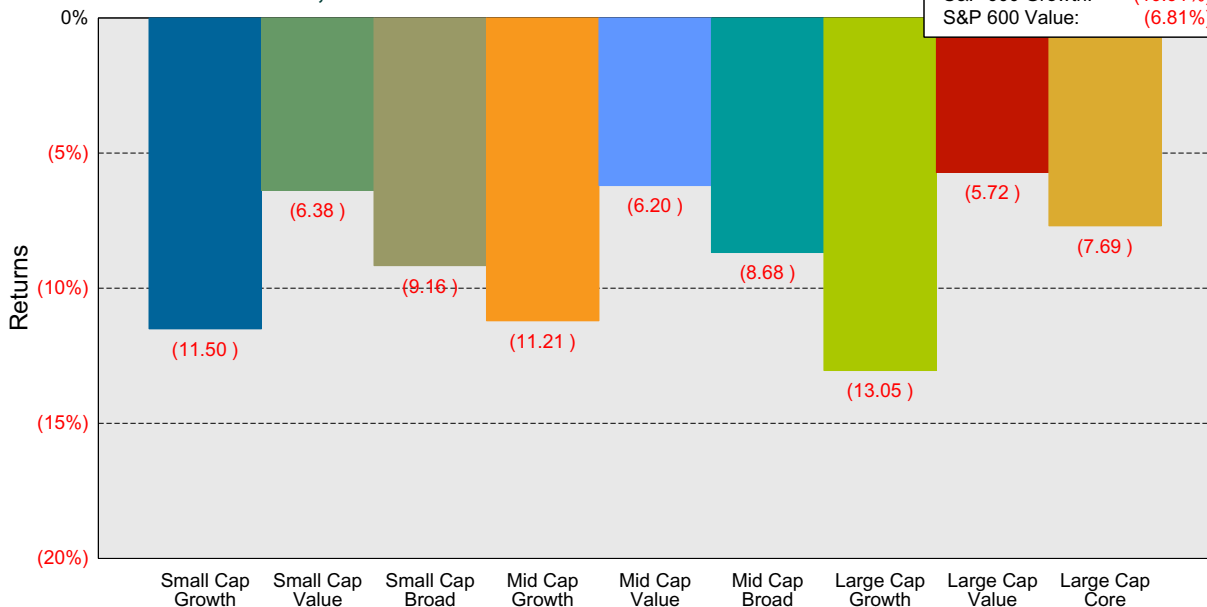
S&P 500:	7.50%
S&P 500 Growth:	9.63%
S&P 500 Value:	5.17%
S&P Mid Cap:	3.81%
S&P 600:	2.57%
S&P 600 Growth:	2.14%
S&P 600 Value:	3.05%

### Mutual Fund Style Group Median Returns for Quarter Ended March 31, 2023



S&P 500:	(7.73%)
S&P 500 Growth:	(15.33%)
S&P 500 Value:	(0.16%)
S&P Mid Cap:	(5.12%)
S&P 600:	(8.82%)
S&P 600 Growth:	(10.91%)
S&P 600 Value:	(6.81%)

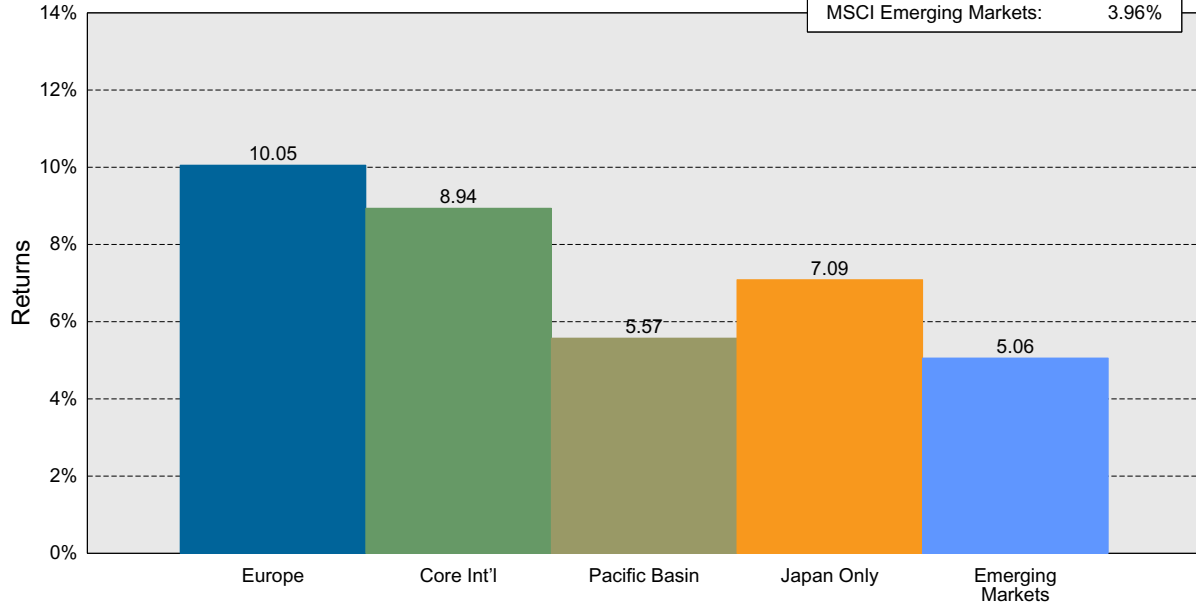
### Mutual Fund Style Group Median Returns for One Year Ended March 31, 2023



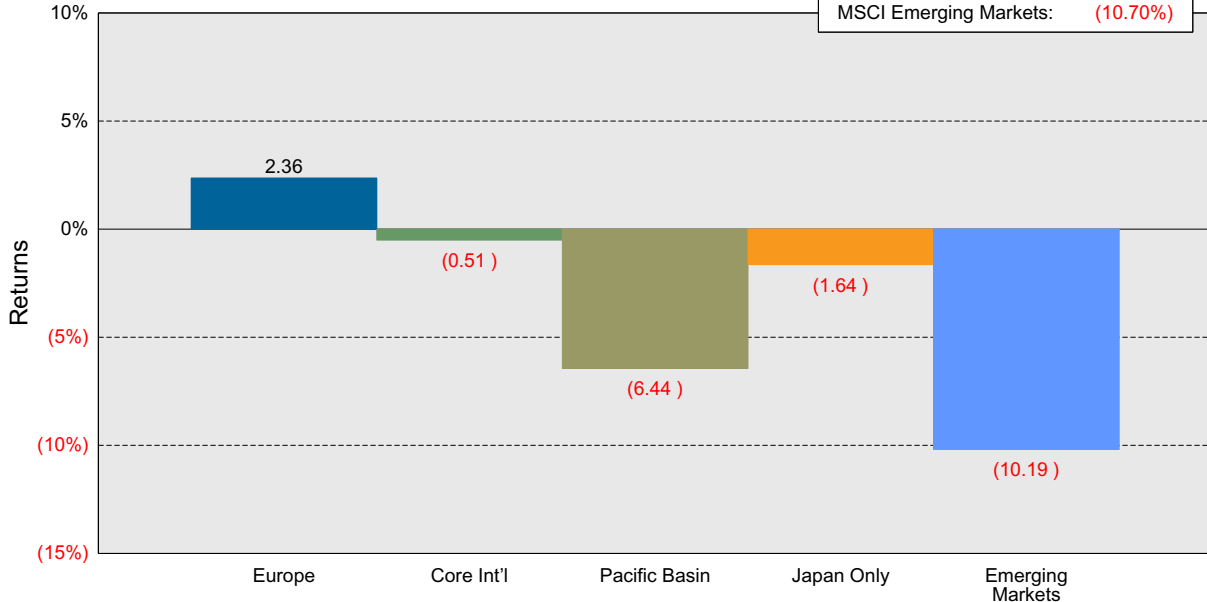
## International Equity Active Management Overview

Global ex-U.S. markets posted solid results for the quarter. The MSCI ACWI ex USA Index gained 6.9% (Local: +6.2%). Performance varied across developed market countries but most delivered positive returns. Europe ex-U.K. (+12%) outperformed Japan (+6%), the U.K. (+6%), and Canada (+4%). As in the U.S., growth outperformed value but by smaller margin (MSCI ACWI ex USA Value: +5.2%; MSCI ACWI ex USA Growth: +8.6%). Technology (+17%) was the best performing sector while Energy (-0.3%) was the only sector to post a negative return. Financials (+1%) also lagged. Emerging markets returns (MSCI Emerging Markets: +4.0) were mixed across countries. India (-6%) and Brazil (-3%) weighed on broad market returns while China (+5%) and Korea (+10%) outperformed. Quarterly returns were positive across regions: Latin America (+3.9%), Emerging Europe (+1.5%), and Emerging Asia (+4.8%).

### Mutual Fund Style Group Median Returns for Quarter Ended March 31, 2023



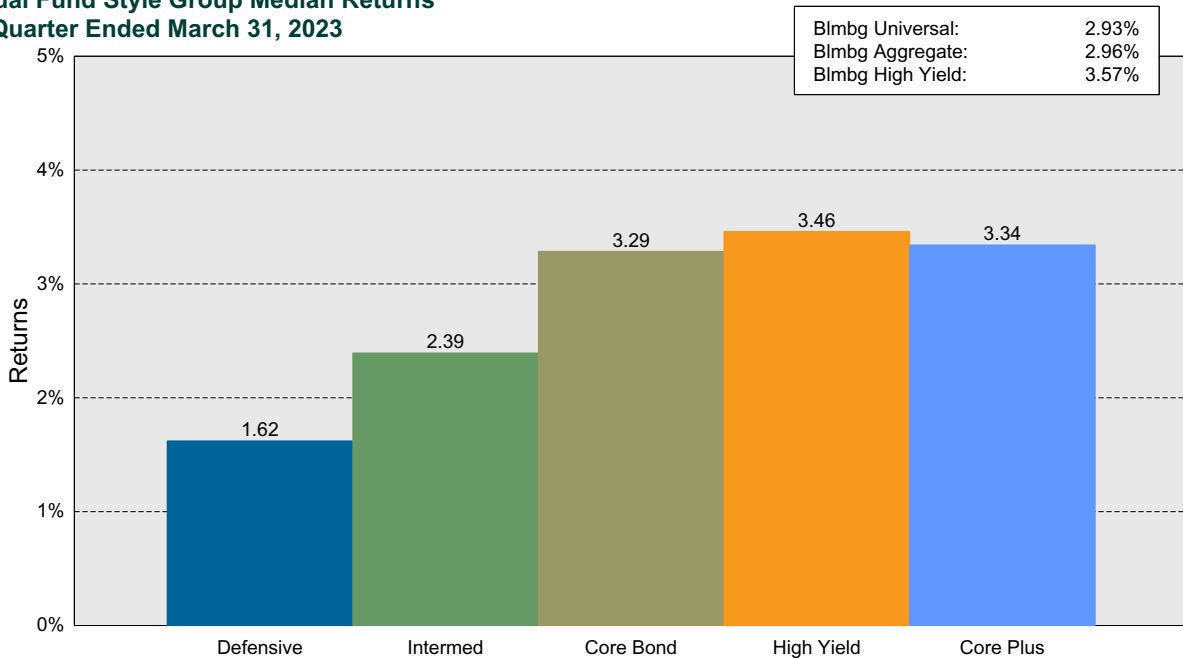
### Mutual Fund Style Group Median Returns for One Year Ended March 31, 2023



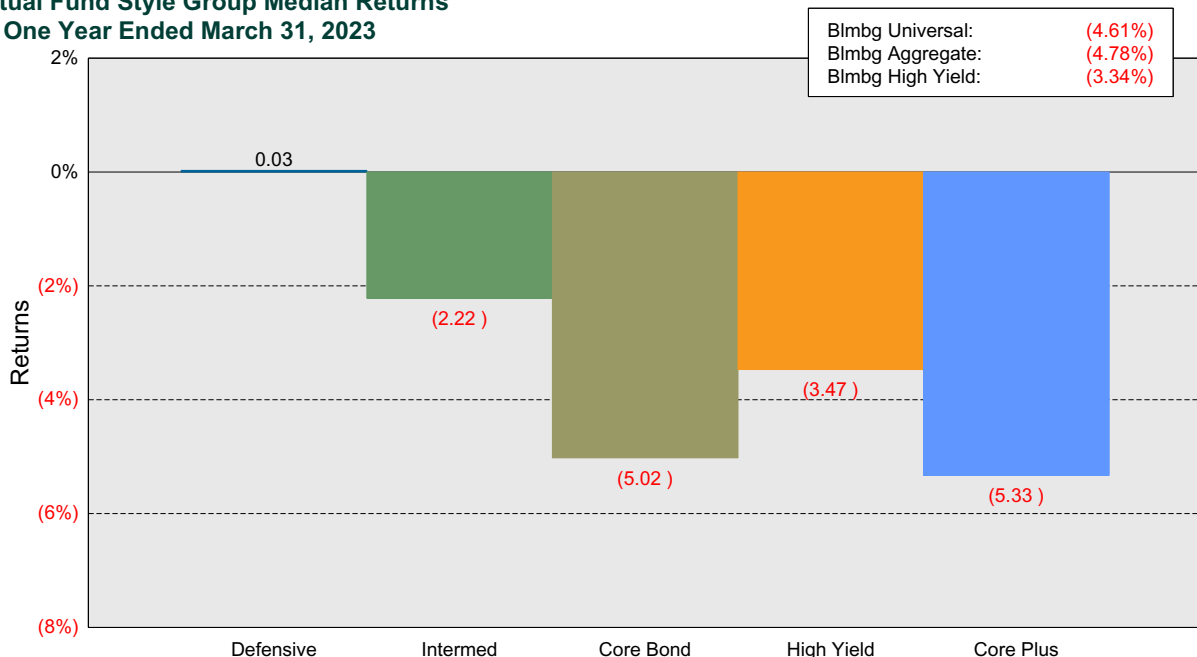
## Domestic Fixed Income Active Management Overview

The Bloomberg US Aggregate Bond Index rose 3.0% in 1Q. It was a bumpy ride with solid returns in January and March sandwiching a negative February. The yield curve remained inverted as of quarter-end by 58 bps for the 2-year/10-year and 116 bps for the 1-year/10-year. Sector performance was mixed over the quarter with residential and commercial mortgages underperforming U.S Treasuries and corporates outperforming (except Financials). TIPS (Bloomberg TIPS: +3.3%) also did well; 10-year breakeven spreads were 2.3% as of quarter-end. High yield (Bloomberg High Yield Index: +3.6%) outperformed but dispersion within the Index is meaningfully higher than it was two years ago.

### Mutual Fund Style Group Median Returns for Quarter Ended March 31, 2023



### Mutual Fund Style Group Median Returns for One Year Ended March 31, 2023







---

## ASSET ALLOCATION AND PERFORMANCE

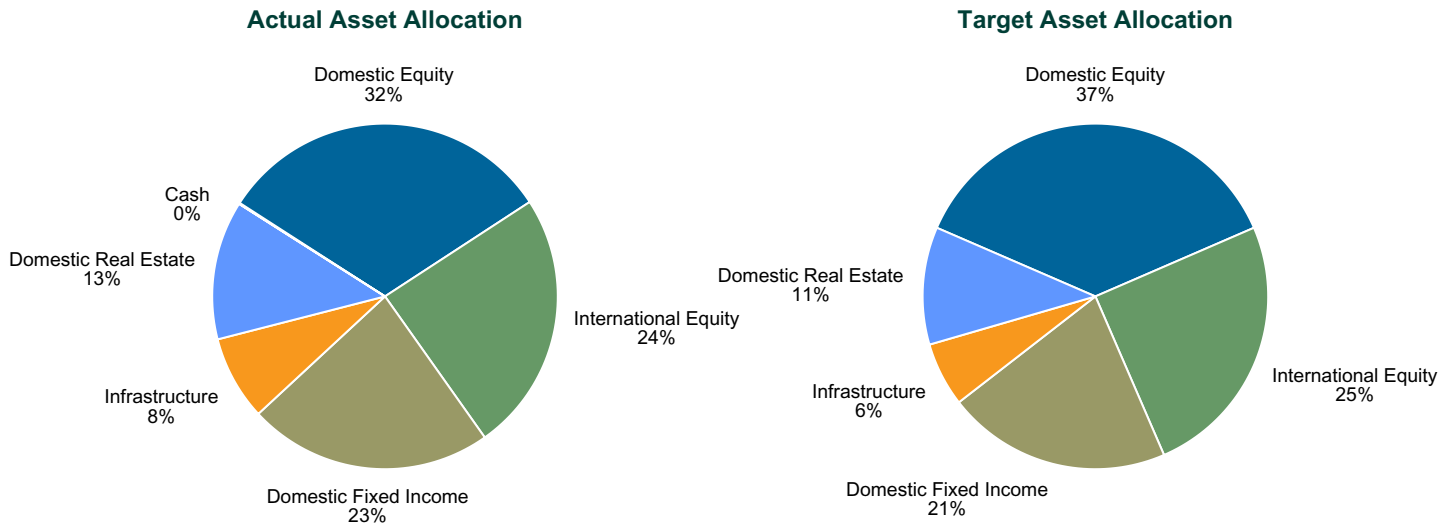
---

### **Asset Allocation and Performance**

This section begins with an overview of the fund's asset allocation at the broad asset class level. This is followed by a top down performance attribution analysis which analyzes the fund's performance relative to the performance of the fund's policy target asset allocation. The fund's historical performance is then examined relative to funds with similar objectives. Performance of each asset class is then shown relative to the asset class performance of other funds. Finally, a summary is presented of the holdings of the fund's investment managers, and the returns of those managers over various recent periods.

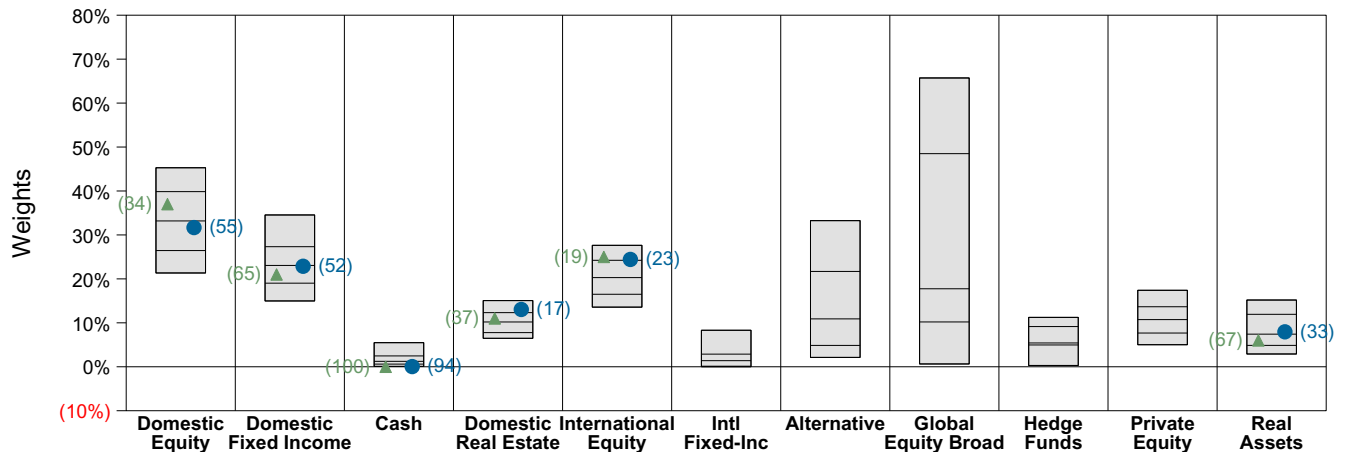
## Actual vs Target Asset Allocation As of March 31, 2023

The top left chart shows the Fund's asset allocation as of March 31, 2023. The top right chart shows the Fund's target asset allocation as outlined in the investment policy statement. The bottom chart ranks the fund's asset allocation and the target allocation versus the Callan Public Fund Sponsor Database.



Asset Class	\$000s Actual	Weight Actual	Target	Percent Difference	\$000s Difference
Domestic Equity	204,827	31.7%	37.0%	(5.3%)	(34,450)
International Equity	157,937	24.4%	25.0%	(0.6%)	(3,736)
Domestic Fixed Income	147,885	22.9%	21.0%	1.9%	12,079
Infrastructure	51,410	7.9%	6.0%	1.9%	12,609
Domestic Real Estate	84,340	13.0%	11.0%	2.0%	13,204
Cash	294	0.0%	0.0%	0.0%	294
<b>Total</b>	<b>646,694</b>	<b>100.0%</b>	<b>100.0%</b>		

### Asset Class Weights vs Callan Public Fund Sponsor Database



10th Percentile	45.29	34.54	5.49	15.06	27.64	8.31	33.25	65.71	11.24	17.40	15.19
25th Percentile	39.85	27.32	2.47	12.32	24.23	2.88	21.70	48.50	9.15	13.66	11.93
Median	33.18	23.06	1.24	10.20	20.29	1.39	10.90	17.75	5.42	10.73	7.42
75th Percentile	26.44	19.02	0.61	7.77	16.50	0.12	4.86	10.20	4.96	7.68	4.86
90th Percentile	21.34	14.98	0.09	6.48	13.57	0.02	2.13	0.64	0.30	5.02	2.91
<b>Fund</b>	● 31.67	22.87	0.05	13.04	24.42	-	-	-	-	-	7.95
<b>Target</b>	▲ 37.00	21.00	0.00	11.00	25.00	-	-	-	-	-	6.00
% Group Invested	97.62%	97.62%	80.95%	69.05%	95.24%	20.24%	53.57%	11.90%	20.24%	22.62%	20.24%

\* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS GD, 21.0% Blmbg Aggregate, 11.0% NCREIF NFI-ODCE Eq Wt Net and 6.0% NCREIF NFI-ODCE Eq Wt Net.

## Investment Manager Asset Allocation

The table below contrasts the distribution of assets across the Fund's investment managers as of March 31, 2023, with the distribution as of December 31, 2022. The change in asset distribution is broken down into the dollar change due to Net New Investment and the dollar change due to Investment Return.

### Asset Distribution Across Investment Managers

	March 31, 2023		Net New Inv.	Inv. Return	December 31, 2022	
	Market Value	Weight			Market Value	Weight
<b>Domestic Equities</b>	<b>\$204,826,752</b>	<b>31.67%</b>	<b>\$(22,500,000)</b>	<b>\$13,270,435</b>	<b>\$214,056,317</b>	<b>34.76%</b>
<b>Large Cap Equities</b>	<b>\$144,420,297</b>	<b>22.33%</b>	<b>\$(16,500,000)</b>	<b>\$10,605,347</b>	<b>\$150,314,951</b>	<b>24.41%</b>
Vanguard S&P 500 Index	144,420,297	22.33%	(16,500,000)	10,605,347	150,314,951	24.41%
<b>Mid Cap Equities</b>	<b>\$31,242,742</b>	<b>4.83%</b>	<b>\$(3,500,000)</b>	<b>\$1,601,165</b>	<b>\$33,141,577</b>	<b>5.38%</b>
Fidelity Low Price Stocks	16,474,766	2.55%	0	183,406	16,291,361	2.65%
Janus Enterprise	14,767,976	2.28%	(3,500,000)	1,417,760	16,850,216	2.74%
<b>Small Cap Equities</b>	<b>\$29,163,713</b>	<b>4.51%</b>	<b>\$(2,500,000)</b>	<b>\$1,063,923</b>	<b>\$30,599,790</b>	<b>4.97%</b>
Prudential Small Cap Value	13,472,106	2.08%	(2,500,000)	(348,757)	16,320,862	2.65%
AB Small Cap Growth	15,691,607	2.43%	0	1,412,679	14,278,928	2.32%
<b>International Equities</b>	<b>\$157,937,469</b>	<b>24.42%</b>	<b>\$(2,850,000)</b>	<b>\$13,234,905</b>	<b>\$147,552,564</b>	<b>23.96%</b>
Europacific	27,140,557	4.20%	(850,000)	2,501,544	25,489,013	4.14%
Harbor International	29,433,344	4.55%	(2,000,000)	2,155,272	29,278,072	4.75%
Oakmark International	33,538,248	5.19%	0	4,068,979	29,469,269	4.78%
Mondrian International	29,639,224	4.58%	0	2,442,798	27,196,426	4.42%
T. Rowe Price Intl Small Cap	24,065,452	3.72%	0	1,386,083	22,679,369	3.68%
NinetyOne	14,120,644	2.18%	0	680,229	13,440,416	2.18%
<b>Domestic Fixed Income</b>	<b>\$147,885,126</b>	<b>22.87%</b>	<b>\$24,000,000</b>	<b>\$4,074,639</b>	<b>\$119,810,487</b>	<b>19.45%</b>
Dodge & Cox Income	74,698,597	11.55%	12,000,000	2,108,372	60,590,225	9.84%
PIMCO	73,186,529	11.32%	12,000,000	1,966,268	59,220,261	9.62%
<b>Infrastructure</b>	<b>\$51,410,279</b>	<b>7.95%</b>	<b>\$5,786,355</b>	<b>\$1,275,818</b>	<b>\$44,348,106</b>	<b>7.20%</b>
IFM Global Infrastructure	25,348,017	3.92%	6,000,000	635,174	18,712,842	3.04%
JP Morgan Infrastructure	26,062,262	4.03%	(213,645)	640,644	25,635,263	4.16%
<b>Real Estate</b>	<b>\$84,340,369</b>	<b>13.04%</b>	<b>\$(622,912)</b>	<b>\$(4,143,233)</b>	<b>\$89,106,514</b>	<b>14.47%</b>
RREEF Private Fund	42,715,332	6.61%	(320,087)	(2,572,011)	45,607,429	7.41%
Barings Core Property Fund	39,875,037	6.17%	(281,991)	(1,592,058)	41,749,085	6.78%
625 Kings Court	1,750,000	0.27%	(20,835)	20,835	1,750,000	0.28%
<b>Cash</b>	<b>\$293,647</b>	<b>0.05%</b>	<b>\$(703,472)</b>	<b>\$0</b>	<b>\$997,119</b>	<b>0.16%</b>
<b>Total Fund</b>	<b>\$646,693,641</b>	<b>100.0%</b>	<b>\$3,109,970</b>	<b>\$27,712,564</b>	<b>\$615,871,107</b>	<b>100.0%</b>

## Investment Manager Returns

The table below details the rates of return for the Fund's investment managers over various time periods ended March 31, 2023. Negative returns are shown in red, positive returns in black. Returns for one year or greater are annualized. The first set of returns for each asset class represents the composite returns for all the fund's accounts for that asset class.

### Returns for Periods Ended March 31, 2023

	Last Quarter	Last Year	Last 3 Years	Last 5 Years	Last 7 Years
<b>Domestic Equities</b>	<b>6.37%</b>	<b>(7.83%)</b>	<b>20.82%</b>	<b>10.21%</b>	<b>12.56%</b>
Russell 3000 Index	7.18%	(8.58%)	18.48%	10.45%	11.99%
<b>Large Cap Equities</b>					
Vanguard S&P 500 Index	7.46%	(7.78%)	18.57%	11.16%	12.39%
S&P 500 Index	7.50%	(7.73%)	18.60%	11.19%	12.42%
<b>Mid Cap Equities</b>					
Fidelity Low Priced Stock	1.13%	(2.49%)	21.69%	8.01%	9.53%
Russell MidCap Value Idx	1.32%	(9.22%)	20.69%	6.54%	8.33%
Janus Enterprise (1)	8.52%	(2.01%)	19.33%	10.56%	13.29%
Russell MidCap Growth Idx	9.14%	(8.52%)	15.20%	9.07%	11.24%
<b>Small Cap Equities</b>					
Prudential Small Cap Value (2)	(3.77%)	(14.13%)	30.81%	3.27%	6.82%
MSCI US Small Cap Value Idx	(0.44%)	(8.93%)	23.70%	5.53%	8.06%
Russell 2000 Value Index	(0.66%)	(12.96%)	21.01%	4.55%	7.86%
AB US Small Growth (3)	9.89%	(15.14%)	12.00%	7.90%	13.40%
Russell 2000 Growth Index	6.07%	(10.60%)	13.36%	4.26%	8.74%

(1) Switched share class in July 2016.

(2) Switched share class in September 2015.

(3) Switched to a mutual fund in September 2015.

---

## Investment Manager Returns

---

The table below details the rates of return for the Fund's investment managers over various time periods ended March 31, 2023. Negative returns are shown in red, positive returns in black. Returns for one year or greater are annualized. The first set of returns for each asset class represents the composite returns for all the fund's accounts for that asset class.

### Returns for Periods Ended March 31, 2023

	<b>Last 10 Years</b>	<b>Last 15 Years</b>
<b>Domestic Equities</b>	<b>11.88%</b>	<b>10.14%</b>
Russell 3000 Index	11.73%	9.90%
<b>Mid Cap Equities</b>		
Fidelity Low Priced Stock	9.54%	9.25%
Russell MidCap Value Idx	8.80%	8.71%
Janus Enterprise (1)	13.06%	11.19%
Russell MidCap Growth Idx	11.17%	10.10%
<b>Small Cap Equities</b>		
AB US Small Growth (2)	11.15%	11.65%
Russell 2000 Growth Index	8.49%	8.67%

(1) Switched share class in July 2016.

(2) Switched to a mutual fund in September 2015.

## Investment Manager Returns

The table below details the rates of return for the Fund's investment managers over various time periods ended March 31, 2023. Negative returns are shown in red, positive returns in black. Returns for one year or greater are annualized. The first set of returns for each asset class represents the composite returns for all the fund's accounts for that asset class.

### Returns for Periods Ended March 31, 2023

	Last Quarter	Last Year	Last 3 Years	Last 5 Years	Last 7 Years
<b>International Equities</b>	<b>8.97%</b>	<b>(2.63%)</b>	<b>14.09%</b>	<b>2.18%</b>	<b>5.69%</b>
MSCI ACWI ex-US Index	7.00%	(4.57%)	12.32%	2.97%	6.37%
EuroPacific	9.87%	(3.26%)	12.13%	3.25%	7.02%
Harbor International (1)	7.53%	0.37%	14.58%	2.74%	4.89%
Oakmark International (2)	13.81%	4.35%	20.68%	1.75%	6.37%
Mondrian International	8.84%	(2.67%)	12.10%	1.31%	4.08%
MSCI EAFE Index	8.47%	(1.38%)	12.99%	3.52%	6.21%
MSCI ACWI ex-US Index	7.00%	(4.57%)	12.32%	2.97%	6.37%
T. Rowe Price Intl Small Cap	6.11%	(8.96%)	12.47%	2.55%	-
MSCI ACWI ex US Small Cap	4.70%	(10.37%)	15.04%	1.67%	5.66%
NinetyOne	4.86%	(14.46%)	7.87%	(1.08%)	-
MSCI Emerging Markets Index	3.96%	(10.70%)	7.83%	(0.91%)	4.92%
<b>Domestic Fixed Income</b>	<b>3.02%</b>	<b>(4.41%)</b>	<b>(1.06%)</b>	<b>1.41%</b>	<b>1.80%</b>
Blmbg Aggregate Index	2.96%	(4.78%)	(2.77%)	0.91%	0.88%
Dodge & Cox Income	3.13%	(3.04%)	0.13%	1.93%	2.32%
PIMCO	2.92%	(5.75%)	(2.25%)	0.86%	1.26%
Blmbg Aggregate Index	2.96%	(4.78%)	(2.77%)	0.91%	0.88%
<b>Infrastructure</b>	<b>2.54%</b>	<b>10.78%</b>	-	-	-
IFM Global Infrastructure	2.58%	9.63%	-	-	-
JP Morgan Infrastructure	2.50%	11.55%	-	-	-
NFI-ODCE Equal Weight Net	(3.50%)	(3.69%)	8.17%	7.13%	7.23%
<b>Real Estate</b>	<b>(4.65%)</b>	<b>(5.79%)</b>	<b>6.72%</b>	<b>6.52%</b>	<b>6.54%</b>
Real Estate Custom Benchmark (3)(4)	(3.50%)	(3.69%)	8.17%	7.13%	7.16%
RREEF Private	(5.64%)	(4.32%)	8.02%	7.30%	7.33%
Barings Core Property Fund	(3.81%)	(7.71%)	4.84%	5.29%	5.78%
NFI-ODCE Equal Weight Net	(3.50%)	(3.69%)	8.17%	7.13%	7.23%
625 Kings Court	1.19%	5.21%	17.14%	15.47%	15.97%
<b>Total Fund</b>	<b>4.47%</b>	<b>(4.47%)</b>	<b>13.25%</b>	<b>6.22%</b>	<b>8.05%</b>
Total Fund Benchmark*	4.43%	(5.32%)	11.63%	6.64%	7.95%

\* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS GD, 21.0% Blmbg Aggregate, 11.0% NCREIF NFI-ODCE Eq Wt Net and 6.0% NCREIF NFI-ODCE Eq Wt Net.

(1) Switched share class in June 2016.

(2) Switched to CIT in November 2015.

(3) Real Estate Custom Benchmark is 50% NAREIT Composite Index and 50% NFI-ODCE Equal Wt Net through 12/31/2011; 20% NAREIT Composite Index and 80% NFI-ODCE Equal Wt Net through 12/31/2016 and NFI-ODCE Equal Wt Net thereafter.

(4) 3Q benchmark performance has been carried over from 2Q 2020.

## Investment Manager Returns

The table below details the rates of return for the Fund's investment managers over various time periods ended March 31, 2023. Negative returns are shown in red, positive returns in black. Returns for one year or greater are annualized. The first set of returns for each asset class represents the composite returns for all the fund's accounts for that asset class.

### Returns for Periods Ended March 31, 2023

	<b>Last 10 Years</b>	<b>Last 15 Years</b>
<b>International Equities</b>	<b>4.30%</b>	<b>3.31%</b>
MSCI ACWI ex-US Index	4.65%	2.56%
EuroPacific	5.99%	4.35%
Harbor International (1)	3.71%	2.78%
Oakmark International (2)	5.26%	5.86%
Mondrian International	3.30%	-
MSCI EAFE Index	5.00%	3.00%
MSCI ACWI ex-US Index	4.65%	3.10%
<b>Domestic Fixed Income</b>	<b>1.85%</b>	<b>3.57%</b>
Blmbg Aggregate Index	1.36%	2.71%
Dodge & Cox Income	2.35%	4.01%
PIMCO	1.34%	-
Blmbg Aggregate Index	1.36%	2.71%
<b>Real Estate</b>	<b>8.19%</b>	<b>5.56%</b>
Real Estate Custom Benchmark (3)(4)	8.58%	6.66%
RREEF Private	9.21%	5.45%
Barings Core Property Fund	7.26%	-
NFI-ODCE Equal Weight Net	8.82%	5.05%
625 Kings Court	16.42%	10.61%
<b>Total Fund</b>	<b>7.44%</b>	<b>6.71%</b>
Total Fund Benchmark*	7.44%	6.55%

\* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS GD, 21.0% Blmbg Aggregate, 11.0% NCREIF NFI-ODCE Eq Wt Net and 6.0% NCREIF NFI-ODCE Eq Wt Net.

(1) Switched share class in June 2016.

(2) Switched to CIT in November 2015.

(3) Real Estate Custom Benchmark is 50% NAREIT Composite Index and 50% NFI-ODCE Equal Wt Net through 12/31/2011; 20% NAREIT Composite Index and 80% NFI-ODCE Equal Wt Net through 12/31/2016 and NFI-ODCE Equal Wt Net thereafter.

(4) 3Q benchmark performance has been carried over from 2Q 2020.



## Investment Manager Returns

The table below details the rates of return for the Fund's investment managers over various time periods. Negative returns are shown in red, positive returns in black. Returns for one year or greater are annualized. The first set of returns for each asset class represents the composite returns for all the fund's accounts for that asset class.

	12/2022- 3/2023	2022	2021	2020	2019
<b>Domestic Equities</b>	<b>6.37%</b>	<b>(18.04%)</b>	<b>27.45%</b>	<b>20.87%</b>	<b>29.71%</b>
Russell 3000 Index	7.18%	(19.21%)	25.66%	20.89%	31.02%
<b>Large Cap Equities</b>					
Vanguard S&P 500 Index	7.46%	(18.13%)	28.69%	18.39%	31.46%
S&P 500 Index	7.50%	(18.11%)	28.71%	18.40%	31.49%
<b>Mid Cap Equities</b>					
Fidelity Low Priced Stock	1.13%	(5.80%)	24.52%	9.32%	25.66%
Russell MidCap Value Idx	1.32%	(12.03%)	28.34%	4.96%	27.06%
Janus Enterprise (1)	8.52%	(15.94%)	17.50%	20.44%	35.40%
Russell MidCap Growth Idx	9.14%	(26.72%)	12.73%	35.59%	35.47%
<b>Small Cap Equities</b>					
Prudential Small Cap Value (2)	(3.77%)	(11.12%)	41.79%	(2.96%)	19.09%
MSCI US Small Cap Value Idx	(0.44%)	(9.64%)	30.61%	2.04%	22.29%
Russell 2000 Value Index	(0.66%)	(14.48%)	28.27%	4.63%	22.39%
AB US Small Growth (3)	9.89%	(38.85%)	9.72%	54.10%	36.26%
Russell 2000 Growth Index	6.07%	(26.36%)	2.83%	34.63%	28.48%

(1) Switched share class in July 2016.

(2) Switched share class in September 2015.

(3) Switched to a mutual fund in September 2015.

## Investment Manager Returns

The table below details the rates of return for the Fund's investment managers over various time periods. Negative returns are shown in red, positive returns in black. Returns for one year or greater are annualized. The first set of returns for each asset class represents the composite returns for all the fund's accounts for that asset class.

	12/2022- 3/2023	2022	2021	2020	2019
<b>International Equities</b>	<b>8.97%</b>	<b>(18.53%)</b>	<b>6.37%</b>	<b>15.49%</b>	<b>23.32%</b>
MSCI ACWI ex-US Index	7.00%	(15.57%)	8.29%	11.13%	22.13%
EuroPacific	9.87%	(22.73%)	2.84%	25.27%	27.40%
Harbor International (1)	7.53%	(13.71%)	9.60%	11.17%	22.63%
Oakmark International (2)	13.81%	(15.40%)	8.38%	7.03%	24.23%
Mondrian International	8.84%	(12.60%)	6.51%	0.36%	18.48%
MSCI EAFE Index	8.47%	(14.45%)	11.26%	7.82%	22.01%
MSCI ACWI ex-US Index	7.00%	(15.57%)	8.29%	11.13%	22.13%
T. Rowe Price Intl Small Cap	6.11%	(29.51%)	8.25%	38.67%	25.96%
MSCI ACWI ex US Small Cap	4.70%	(19.97%)	12.93%	14.24%	22.42%
NinetyOne	4.86%	(22.66%)	(0.28%)	16.41%	20.91%
MSCI Emerging Markets Index	3.96%	(20.09%)	(2.54%)	18.31%	18.44%
<b>Domestic Fixed Income</b>	<b>3.02%</b>	<b>(12.50%)</b>	<b>(0.88%)</b>	<b>9.27%</b>	<b>9.00%</b>
Blmbg Aggregate Index	2.96%	(13.01%)	(1.54%)	7.51%	8.72%
Dodge & Cox Income	3.13%	(10.88%)	(0.91%)	9.45%	9.73%
PIMCO	2.92%	(14.09%)	(0.84%)	8.88%	8.26%
Blmbg Aggregate Index	2.96%	(13.01%)	(1.54%)	7.51%	8.72%
<b>Infrastructure</b>	<b>2.54%</b>	<b>9.80%</b>	-	-	-
IFM Global Infrastructure	2.58%	8.17%	-	-	-
JP Morgan Infrastructure	2.50%	11.06%	-	-	-
<b>Real Estate</b>	<b>(4.65%)</b>	<b>4.98%</b>	<b>22.04%</b>	<b>0.54%</b>	<b>6.42%</b>
Real Estate Custom Benchmark (3)(4)	(3.50%)	7.56%	21.88%	0.75%	5.18%
RREEF Private	(5.64%)	7.65%	23.88%	1.12%	6.26%
Barings Core Property Fund	(3.81%)	2.21%	18.98%	(0.32%)	6.02%
NFI-ODCE Equal Weight Net	(3.50%)	7.56%	21.88%	0.75%	5.18%
625 Kings Court	1.19%	5.29%	44.26%	5.27%	20.04%
<b>Total Fund</b>	<b>4.47%</b>	<b>(12.78%)</b>	<b>14.54%</b>	<b>15.70%</b>	<b>20.48%</b>
Total Fund Benchmark*	4.43%	(12.25%)	14.32%	14.31%	20.50%

\* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS GD, 21.0% Blmbg Aggregate, 11.0% NCREIF NFI-ODCE Eq Wt Net and 6.0% NCREIF NFI-ODCE Eq Wt Net.

(1) Switched share class in June 2016.

(2) Switched to CIT in November 2015.

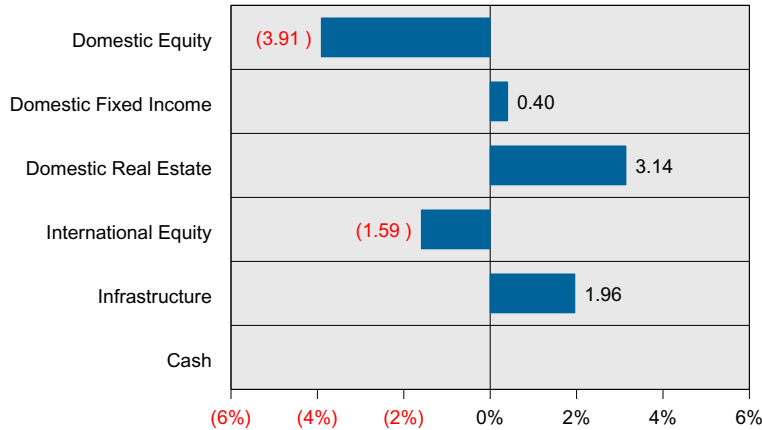
(3) Real Estate Custom Benchmark is 50% NAREIT Composite Index and 50% NFI-ODCE Equal Wt Net through 12/31/2011; 20% NAREIT Composite Index and 80% NFI-ODCE Equal Wt Net through 12/31/2016 and NFI-ODCE Equal Wt Net thereafter.

(4) 3Q benchmark performance has been carried over from 2Q 2020.

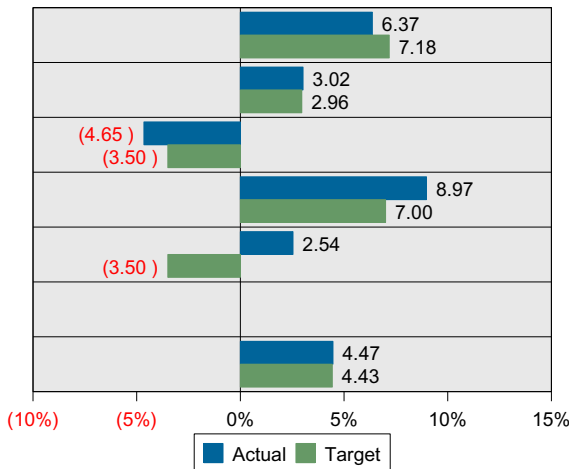
## Quarterly Total Fund Relative Attribution - March 31, 2023

The following analysis approaches Total Fund Attribution from the perspective of relative return. Relative return attribution separates and quantifies the sources of total fund excess return relative to its target. This excess return is separated into two relative attribution effects: Asset Allocation Effect and Manager Selection Effect. The Asset Allocation Effect represents the excess return due to the actual total fund asset allocation differing from the target asset allocation. Manager Selection Effect represents the total fund impact of the individual managers excess returns relative to their benchmarks.

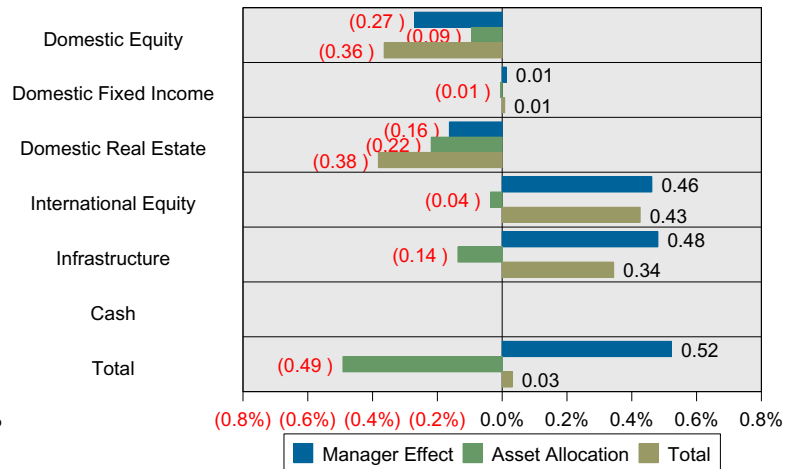
### Asset Class Under or Overweighting



### Actual vs Target Returns



### Relative Attribution by Asset Class



### Relative Attribution Effects for Quarter ended March 31, 2023

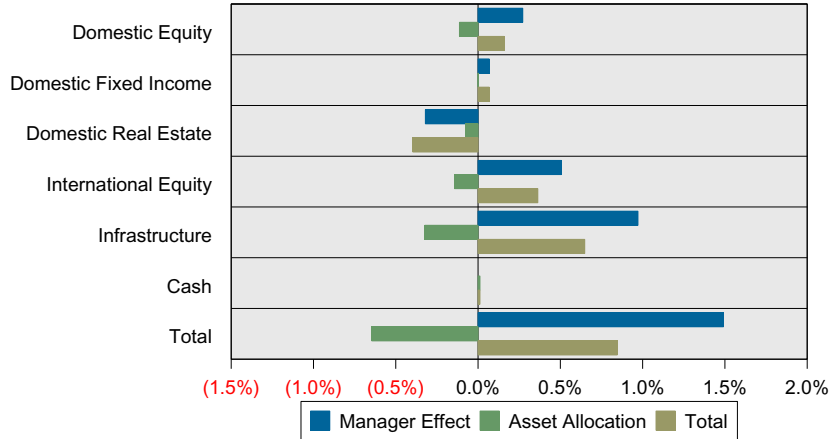
Asset Class	Effective Actual Weight	Effective Target Weight	Actual Return	Target Return	Manager Effect	Asset Allocation	Total Relative Return
Domestic Equity	33%	37%	6.37%	7.18%	(0.27%)	(0.09%)	(0.36%)
Domestic Fixed Income	21%	21%	3.02%	2.96%	0.01%	(0.01%)	0.01%
Domestic Real Estate	14%	11%	(4.65%)	(3.50%)	(0.16%)	(0.22%)	(0.38%)
International Equity	23%	25%	8.97%	7.00%	0.46%	(0.04%)	0.43%
Infrastructure	8%	6%	2.54%	(3.50%)	0.48%	(0.14%)	0.34%
Cash	0%	0%	0.00%	0.00%	0.00%	0.00%	0.00%
<b>Total</b>			<b>4.47%</b>	<b>4.43%</b>	<b>+ 0.52%</b>	<b>+ (0.49%)</b>	<b>0.03%</b>

\* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS GD, 21.0% Blmbg Aggregate, 11.0% NCREIF NFI-ODCE Eq Wt Net and 6.0% NCREIF NFI-ODCE Eq Wt Net.

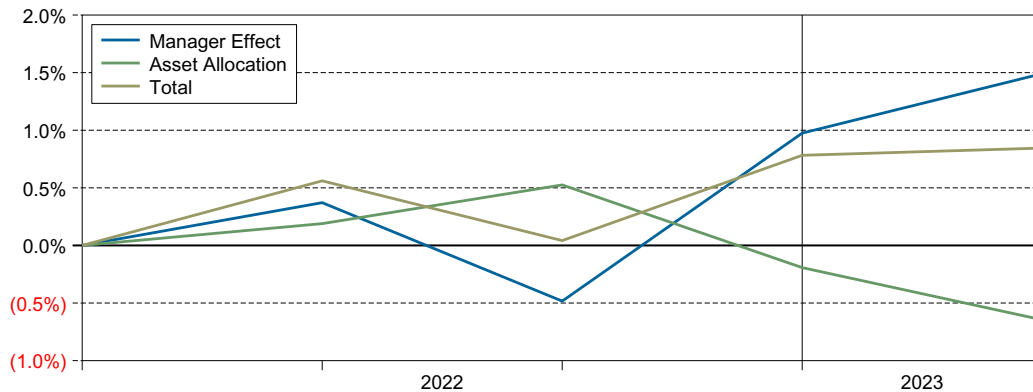
## Cumulative Total Fund Relative Attribution - March 31, 2023

The charts below accumulate the Total Fund Attribution Analysis (shown earlier) over multiple periods to examine the cumulative sources of excess total fund performance relative to target. These cumulative results quantify the longer-term sources of total fund excess return relative to target by asset class. These relative attribution effects separate the cumulative sources of total fund excess return into Asset Allocation Effect and Manager Selection Effect.

### One Year Relative Attribution Effects



### Cumulative Relative Attribution Effects



### One Year Relative Attribution Effects

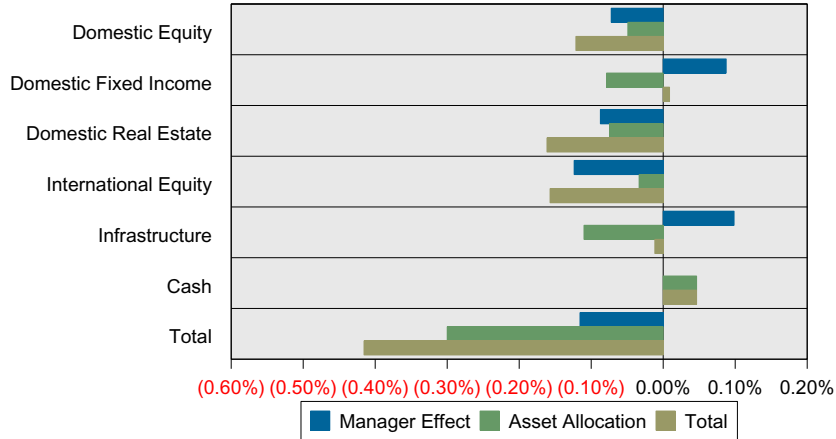
Asset Class	Effective Actual Weight	Effective Target Weight	Actual Return	Target Return	Manager Effect	Asset Allocation	Total Relative Return
Domestic Equity	35%	37%	(7.84%)	(8.58%)	0.27%	(0.11%)	0.16%
Domestic Fixed Income	21%	21%	(4.41%)	(4.78%)	0.07%	0.00%	0.07%
Domestic Real Estate	15%	11%	(5.79%)	(3.69%)	(0.32%)	(0.08%)	(0.40%)
International Equity	23%	25%	(2.63%)	(4.57%)	0.51%	(0.14%)	0.36%
Infrastructure	7%	6%	10.80%	(3.69%)	0.97%	(0.32%)	0.65%
Cash	0%	0%	0.00%	0.00%	0.00%	0.01%	0.01%
<b>Total</b>			<b>(4.48%)</b>	<b>(5.32%)</b>	<b>+ 1.49%</b>	<b>+ (0.65%)</b>	<b>0.85%</b>

\* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS GD, 21.0% Blmbg Aggregate, 11.0% NCREIF NFI-ODCE Eq Wt Net and 6.0% NCREIF NFI-ODCE Eq Wt Net.

## Cumulative Total Fund Relative Attribution - March 31, 2023

The charts below accumulate the Total Fund Attribution Analysis (shown earlier) over multiple periods to examine the cumulative sources of excess total fund performance relative to target. These cumulative results quantify the longer-term sources of total fund excess return relative to target by asset class. These relative attribution effects separate the cumulative sources of total fund excess return into Asset Allocation Effect and Manager Selection Effect.

### Five Year Annualized Relative Attribution Effects



### Cumulative Relative Attribution Effects



### Five Year Annualized Relative Attribution Effects

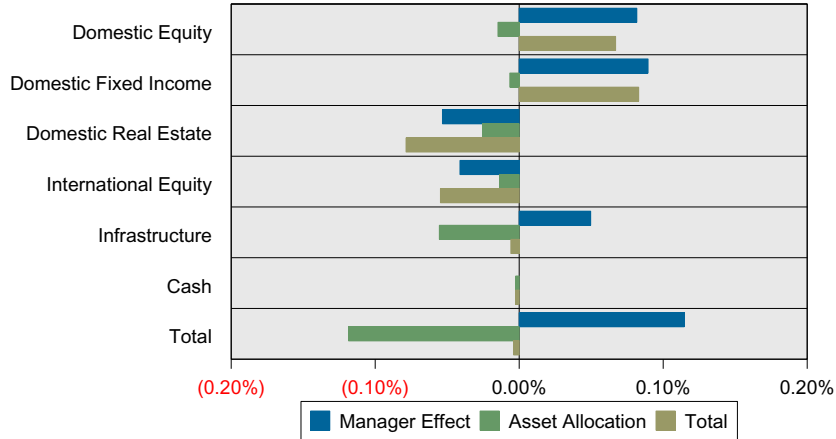
Asset Class	Effective Actual Weight	Effective Target Weight	Actual Return	Target Return	Manager Effect	Asset Allocation	Total Relative Return
Domestic Equity	38%	38%	10.20%	10.45%	(0.07%)	(0.05%)	(0.12%)
Domestic Fixed Income	21%	22%	1.41%	0.91%	0.09%	(0.08%)	0.01%
Domestic Real Estate	12%	11%	6.52%	7.13%	(0.09%)	(0.07%)	(0.16%)
International Equity	27%	28%	2.18%	2.97%	(0.12%)	(0.03%)	(0.16%)
Infrastructure	2%	2%	-	-	0.10%	(0.11%)	(0.01%)
Cash	0%	0%	(0.00%)	(0.00%)	0.00%	0.05%	0.05%
<b>Total</b>			<b>6.22%</b>	<b>6.64%</b>	<b>(0.12%)</b>	<b>(0.30%)</b>	<b>(0.42%)</b>

\* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS GD, 21.0% Blmbg Aggregate, 11.0% NCREIF NFI-ODCE Eq Wt Net and 6.0% NCREIF NFI-ODCE Eq Wt Net.

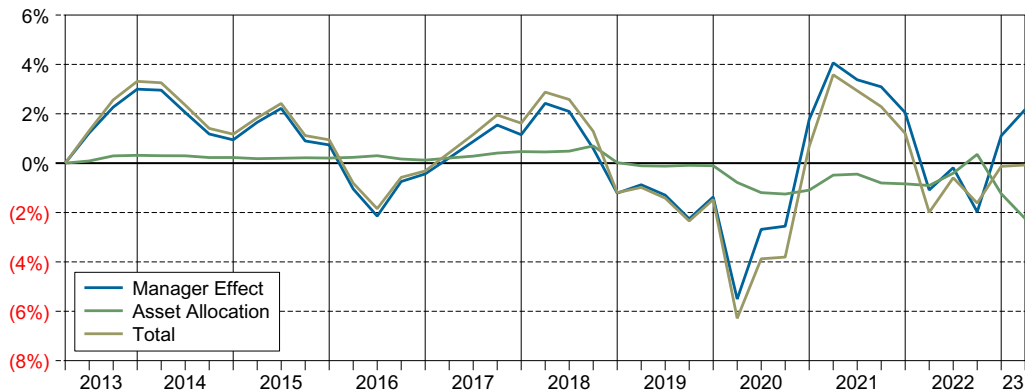
## Cumulative Total Fund Relative Attribution - March 31, 2023

The charts below accumulate the Total Fund Attribution Analysis (shown earlier) over multiple periods to examine the cumulative sources of excess total fund performance relative to target. These cumulative results quantify the longer-term sources of total fund excess return relative to target by asset class. These relative attribution effects separate the cumulative sources of total fund excess return into Asset Allocation Effect and Manager Selection Effect.

### Ten Year Annualized Relative Attribution Effects



### Cumulative Relative Attribution Effects



### Ten Year Annualized Relative Attribution Effects

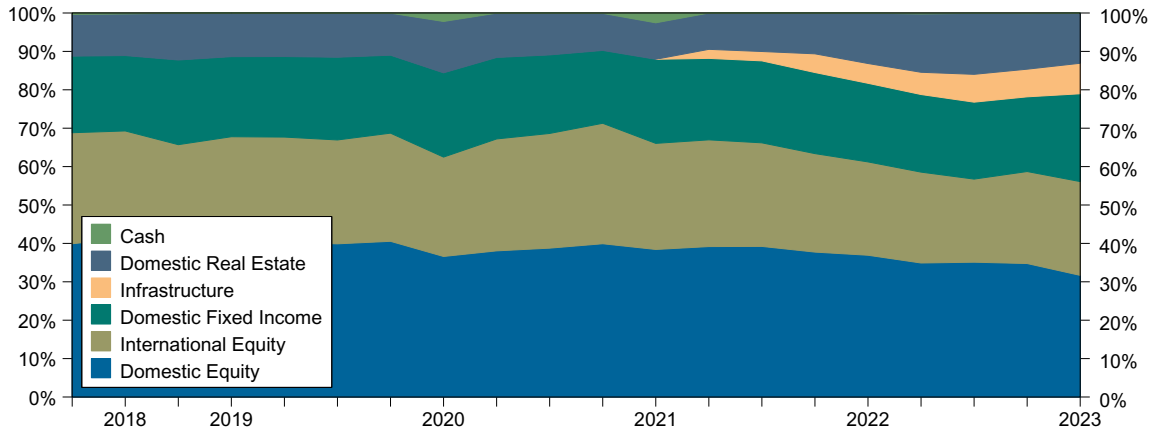
Asset Class	Effective Actual Weight	Effective Target Weight	Actual Return	Target Return	Manager Effect	Asset Allocation	Total Relative Return
Domestic Equity	39%	38%	11.88%	11.73%	0.08%	(0.01%)	0.07%
Domestic Fixed Income	23%	24%	1.85%	1.36%	0.09%	(0.01%)	0.08%
Domestic Real Estate	11%	10%	8.19%	8.58%	(0.05%)	(0.03%)	(0.08%)
International Equity	27%	27%	4.30%	4.65%	(0.04%)	(0.01%)	(0.05%)
Infrastructure	1%	1%	-	-	0.05%	(0.06%)	(0.01%)
Cash	0%	0%	0.00%	0.00%	0.00%	(0.00%)	(0.00%)
<b>Total</b>			<b>7.44%</b>	<b>= 7.44%</b>	<b>+ 0.11%</b>	<b>+ (0.12%)</b>	<b>(0.00%)</b>

\* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS GD, 21.0% Blmbg Aggregate, 11.0% NCREIF NFI-ODCE Eq Wt Net and 6.0% NCREIF NFI-ODCE Eq Wt Net.

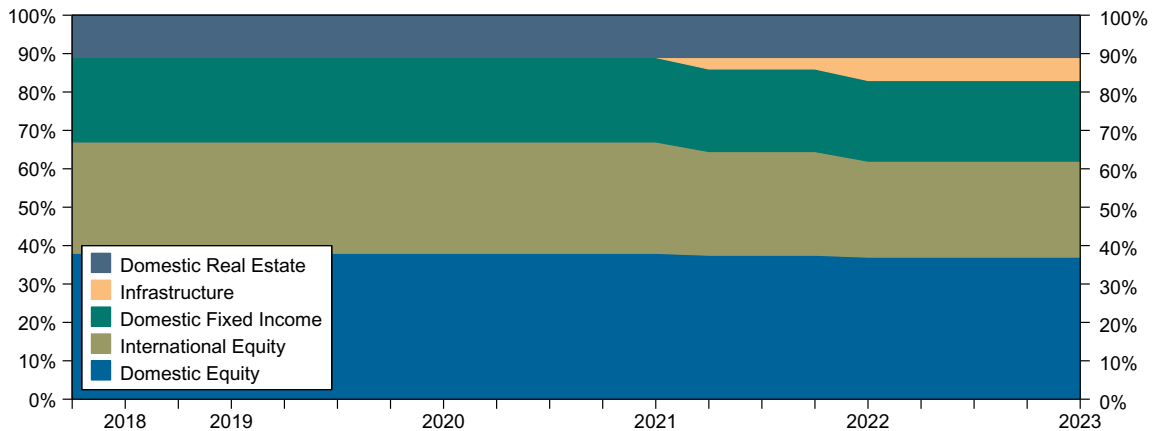
## Actual vs Target Historical Asset Allocation

The Historical asset allocation for a fund is by far the largest factor explaining its performance. The charts below show the fund's historical actual asset allocation, the fund's historical target asset allocation, and the historical asset allocation of the average fund in the Callan Public Fund Sponsor Database.

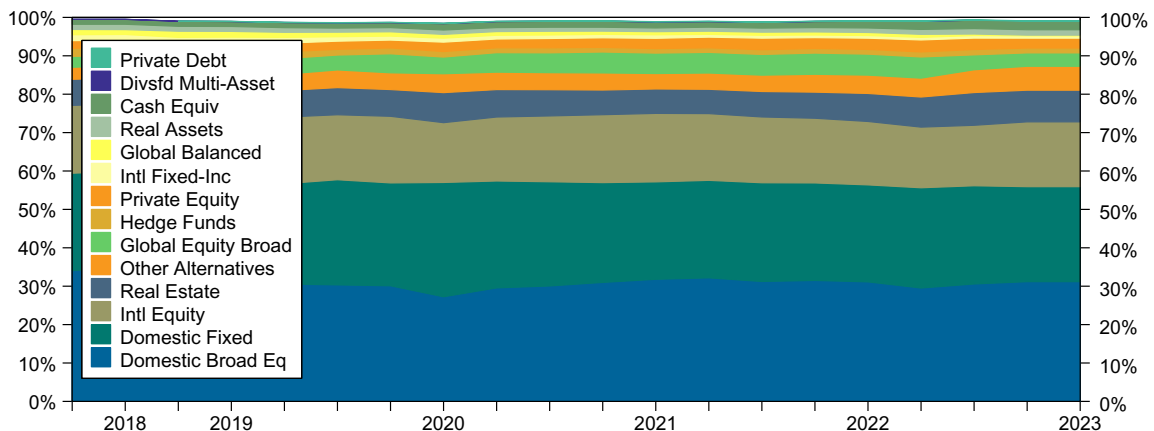
### Actual Historical Asset Allocation



### Target Historical Asset Allocation



### Average Callan Public Fund Sponsor Database Historical Asset Allocation

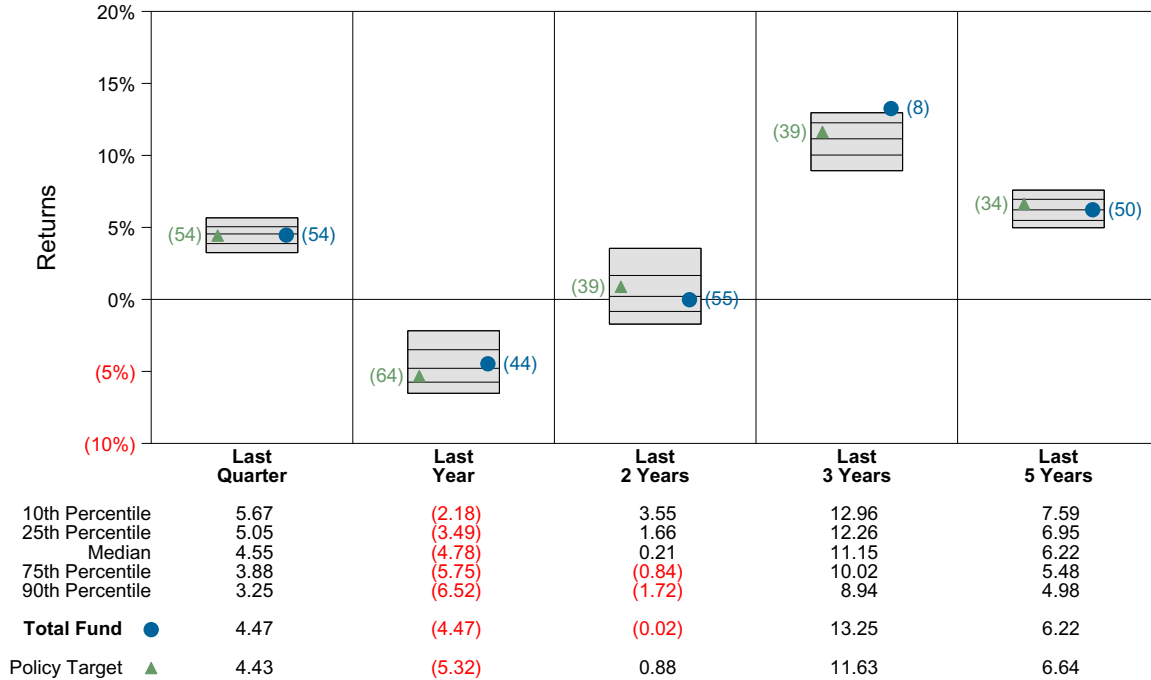


\* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS GD, 21.0% Blmbg Aggregate, 11.0% NCREIF NFI-ODCE Eq Wt Net and 6.0% NCREIF NFI-ODCE Eq Wt Net.

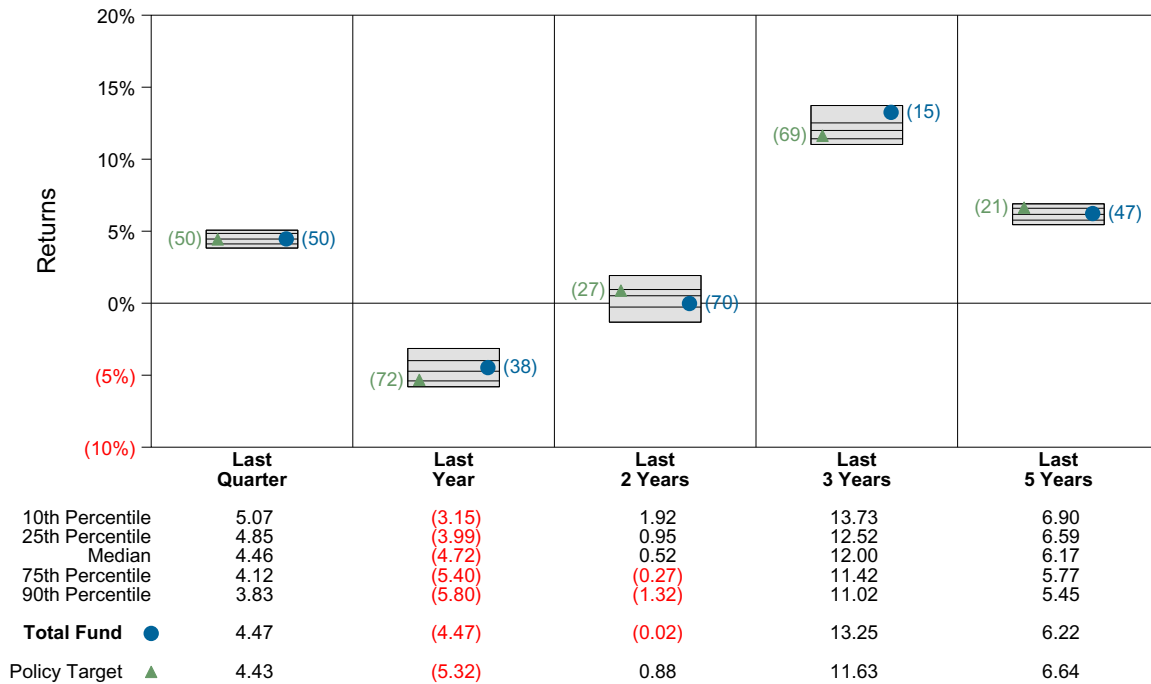
## Total Fund Ranking

The first two charts show the ranking of the Total Fund's performance relative to that of the Callan Public Fund Sponsor Database for periods ended March 31, 2023. The first chart is a standard unadjusted ranking. In the second chart each fund in the database is adjusted to have the same historical asset allocation as that of the Total Fund.

### Callan Public Fund Sponsor Database



### Asset Allocation Adjusted Ranking



\* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS GD, 21.0% Blmbg Aggregate, 11.0% NCREIF NFI-ODCE Eq Wt Net and 6.0% NCREIF NFI-ODCE Eq Wt Net.



# Total Fund

## Period Ended March 31, 2023

### Investment Philosophy

The Public Fund Sponsor Database consists of public employee pension total funds including both Callan LLC client and surveyed non-client funds.

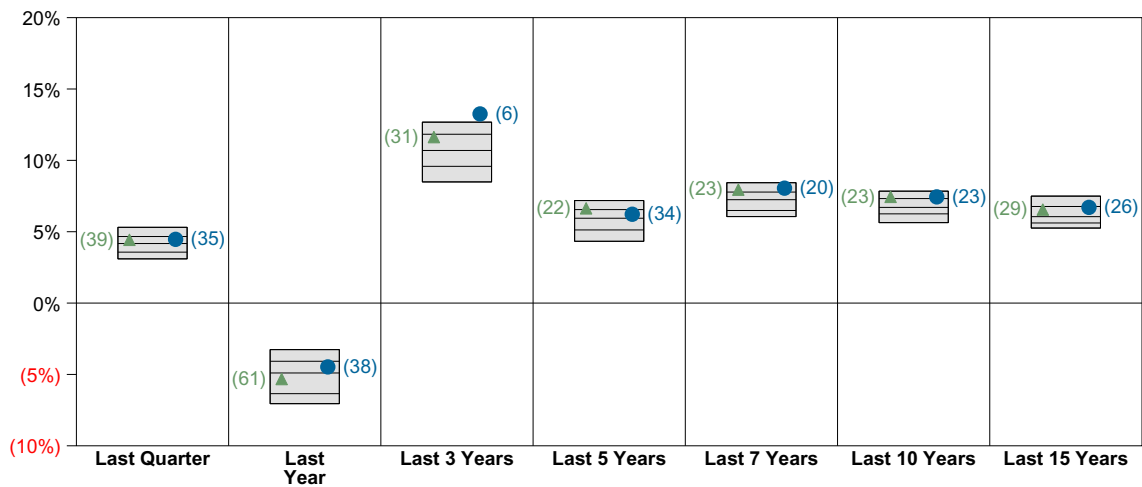
### Quarterly Summary and Highlights

- Total Fund's portfolio posted a 4.47% return for the quarter placing it in the 35th percentile of the Callan Public Fund Sponsor Database group for the quarter and in the 38th percentile for the last year.
- Total Fund's portfolio outperformed the Total Fund Benchmark by 0.03% for the quarter and outperformed the Total Fund Benchmark for the year by 0.85%.

### Quarterly Asset Growth

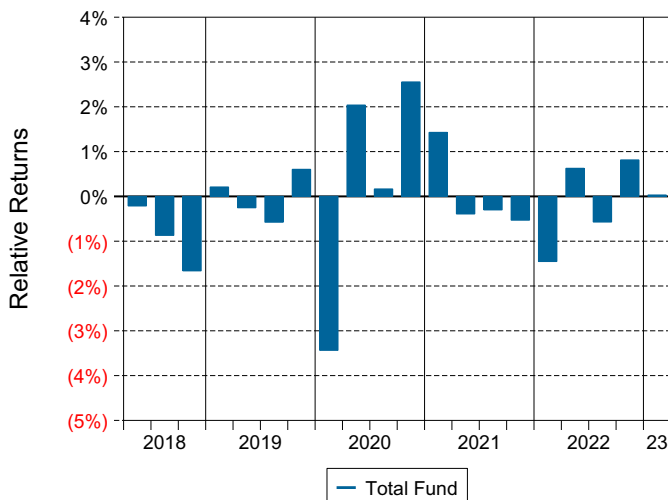
Beginning Market Value	\$615,871,107
Net New Investment	\$3,109,970
Investment Gains/(Losses)	\$27,712,564
Ending Market Value	\$646,693,641

### Performance vs Callan Public Fund Sponsor Database (Net)

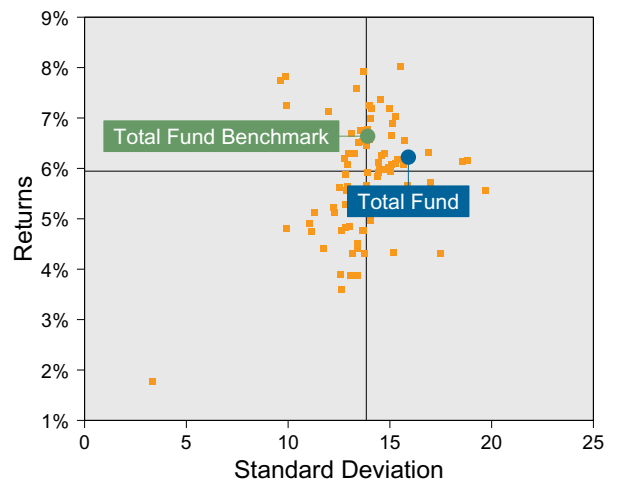


10th Percentile	5.31	(3.26)	12.68	7.18	8.43	7.84	7.49
25th Percentile	4.66	(4.08)	11.83	6.55	7.78	7.32	6.77
Median	4.17	(4.90)	10.69	5.94	7.24	6.70	6.06
75th Percentile	3.57	(6.35)	9.58	5.13	6.49	6.25	5.61
90th Percentile	3.10	(7.05)	8.49	4.33	6.06	5.64	5.26
<b>Total Fund</b> ●	4.47	(4.47)	13.25	6.22	8.05	7.44	6.71
Total Fund Benchmark ▲	4.43	(5.32)	11.63	6.64	7.95	7.44	6.55

### Relative Return vs Total Fund Benchmark



### Callan Public Fund Sponsor Database (Net) Annualized Five Year Risk vs Return

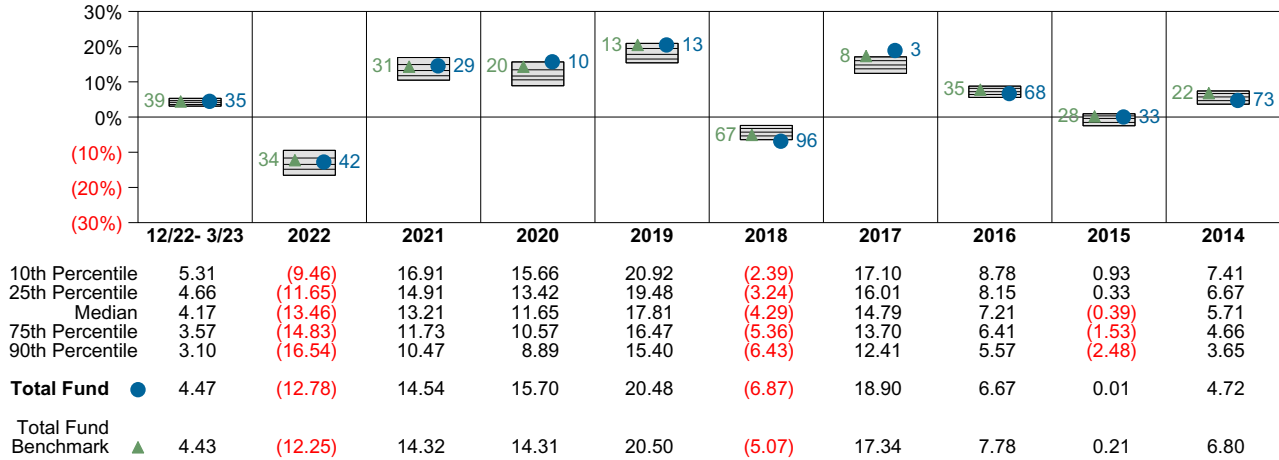


# Total Fund Return Analysis Summary

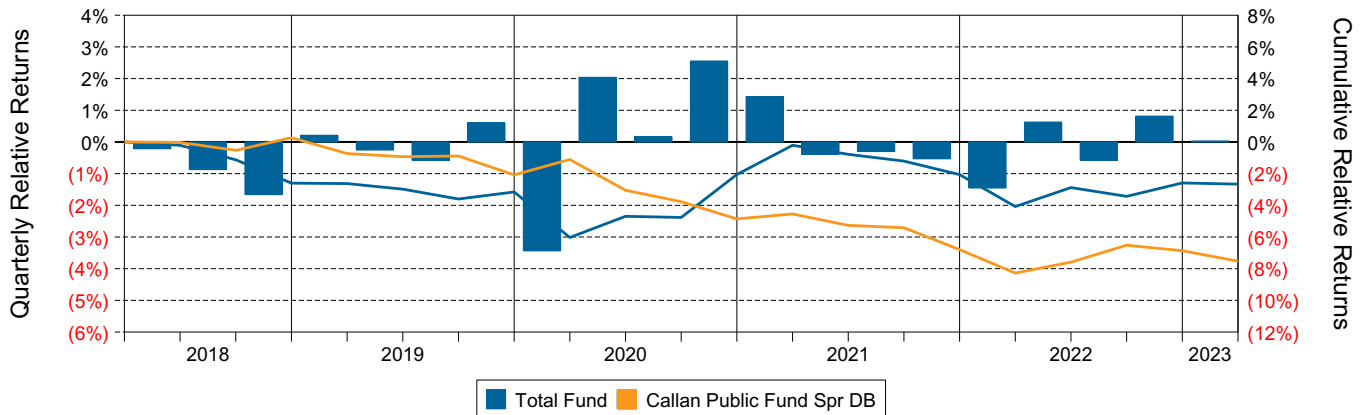
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

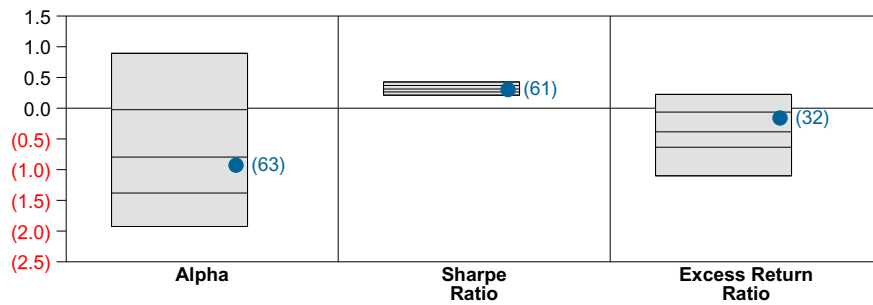
### Performance vs Callan Public Fund Sponsor Database (Net)



### Cumulative and Quarterly Relative Returns vs Total Fund Benchmark



### Risk Adjusted Return Measures vs Total Fund Benchmark Rankings Against Callan Public Fund Sponsor Database (Net) Five Years Ended March 31, 2023

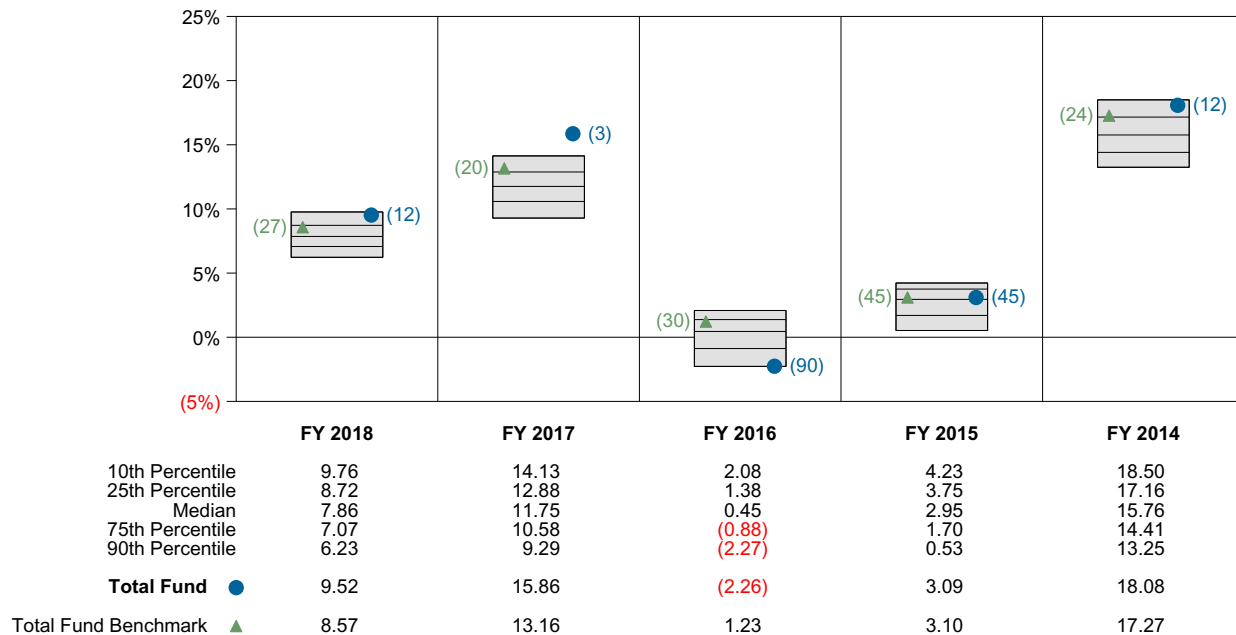
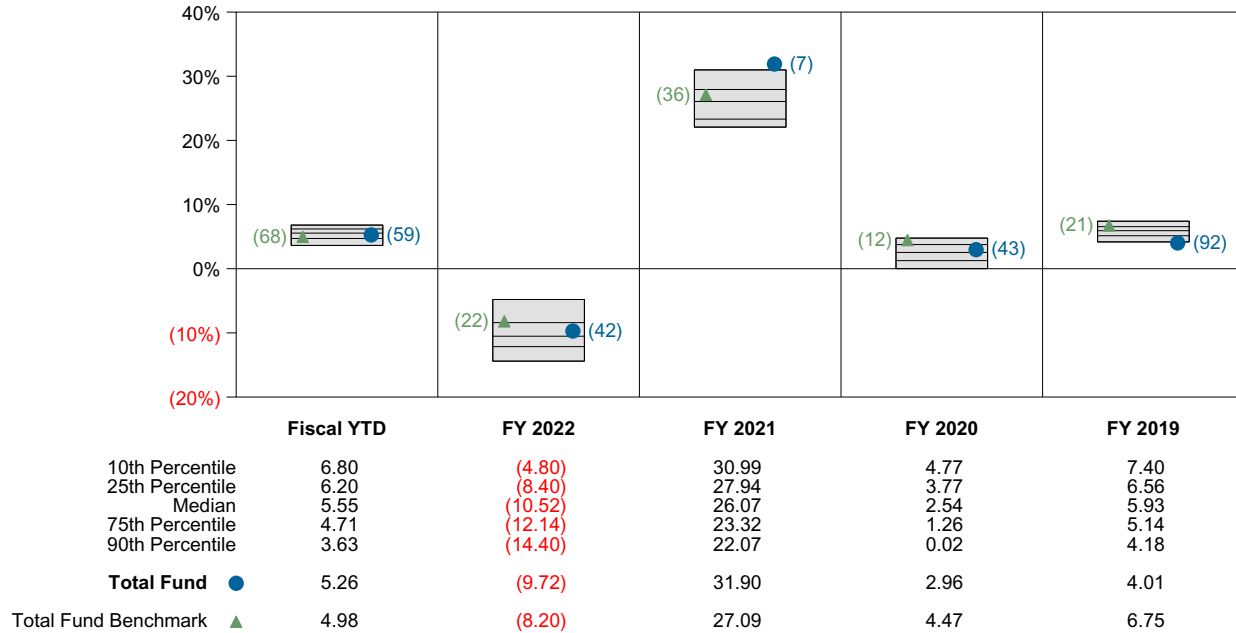


10th Percentile	0.89	0.43	0.22
25th Percentile	(0.02)	0.37	(0.06)
Median	(0.80)	0.31	(0.38)
75th Percentile	(1.38)	0.26	(0.64)
90th Percentile	(1.93)	0.21	(1.10)
<b>Total Fund</b>	● (0.93)	0.30	(0.16)

# Mendocino County Employees' Retirement Association Performance vs Callan Public Fund Sponsor Database Periods Ended March 31, 2023

## Return Ranking

The chart below illustrates fund rankings over various periods versus the Callan Public Fund Sponsor Database. The bars represent the range of returns from the 10th percentile to the 90th percentile for each period for all funds in the Callan Public Fund Sponsor Database. The numbers to the right of the bar represent the percentile rankings of the fund being analyzed. The table below the chart details the rates of return plotted in the graph above.



\* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS GD, 21.0% Blmbg Aggregate, 11.0% NCREIF NFI-ODCE Eq Wt Net and 6.0% NCREIF NFI-ODCE Eq Wt Net.



# Domestic Equity Composite Period Ended March 31, 2023

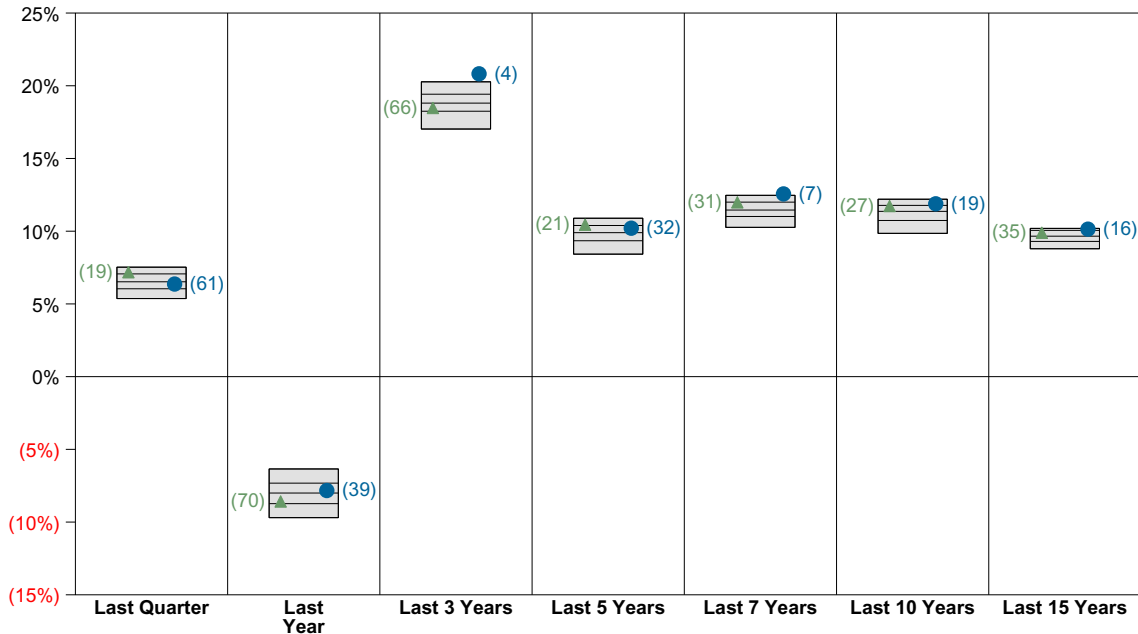
## Quarterly Summary and Highlights

- Domestic Equity Composite's portfolio posted a 6.37% return for the quarter placing it in the 61 percentile of the Public Fund - Domestic Equity group for the quarter and in the 39 percentile for the last year.
- Domestic Equity Composite's portfolio underperformed the Russell 3000 Index by 0.82% for the quarter and outperformed the Russell 3000 Index for the year by 0.75%.

## Quarterly Asset Growth

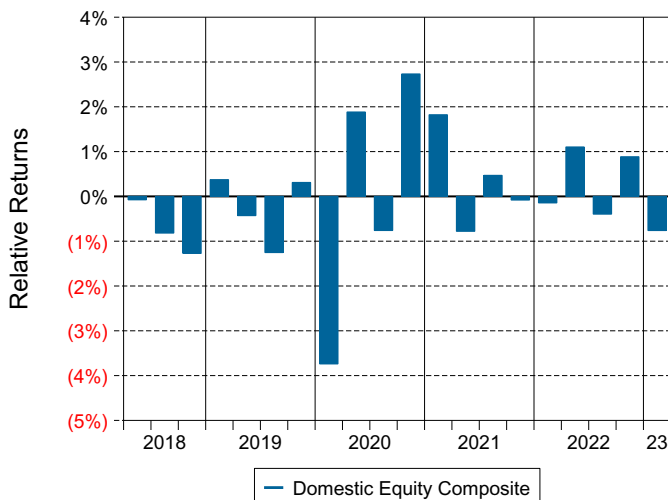
Beginning Market Value	\$214,056,317
Net New Investment	\$-22,500,000
Investment Gains/(Losses)	\$13,270,435
Ending Market Value	\$204,826,752

## Performance vs Public Fund - Domestic Equity (Net)

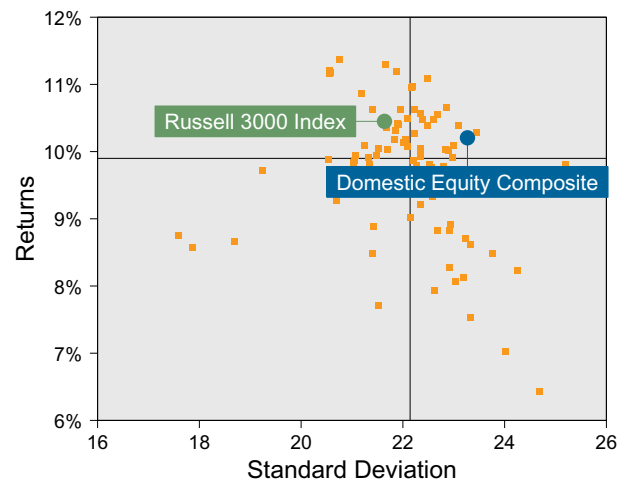


10th Percentile	7.53	(6.35)	20.27	10.89	12.47	12.20	10.19
25th Percentile	7.06	(7.32)	19.42	10.39	12.00	11.78	10.06
Median	6.52	(8.00)	18.81	9.90	11.45	11.36	9.66
75th Percentile	6.04	(8.73)	18.25	9.34	11.01	10.74	9.30
90th Percentile	5.37	(9.70)	17.02	8.42	10.26	9.85	8.79
<b>Domestic Equity Composite</b>	<b>6.37</b>	<b>(7.83)</b>	<b>20.82</b>	<b>10.21</b>	<b>12.56</b>	<b>11.88</b>	<b>10.14</b>
<b>Russell 3000 Index</b>	<b>7.18</b>	<b>(8.58)</b>	<b>18.48</b>	<b>10.45</b>	<b>11.99</b>	<b>11.73</b>	<b>9.90</b>

## Relative Return vs Russell 3000 Index



## Public Fund - Domestic Equity (Net) Annualized Five Year Risk vs Return

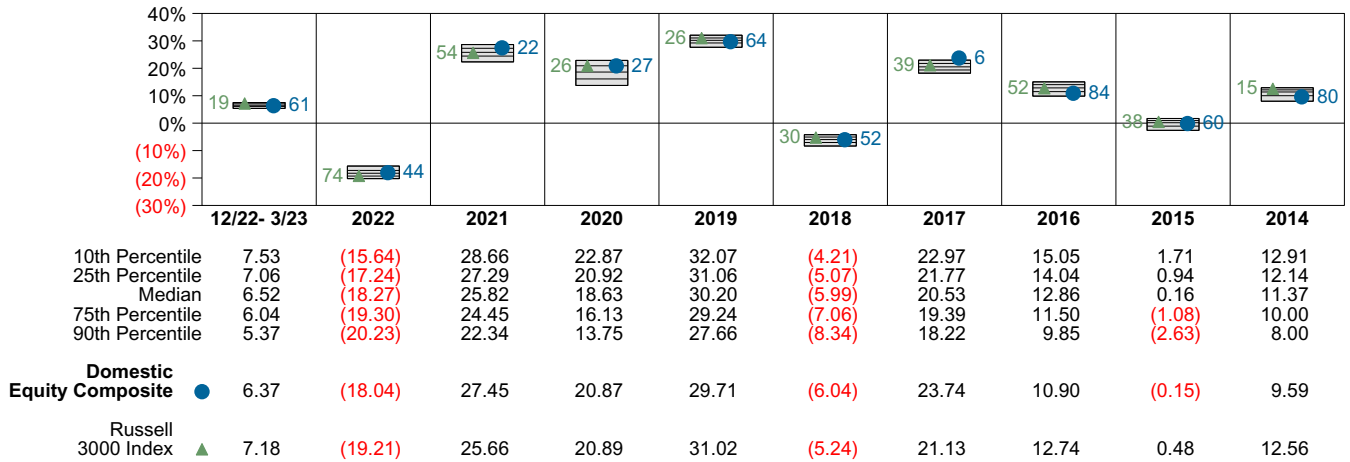


# Domestic Equity Composite Return Analysis Summary

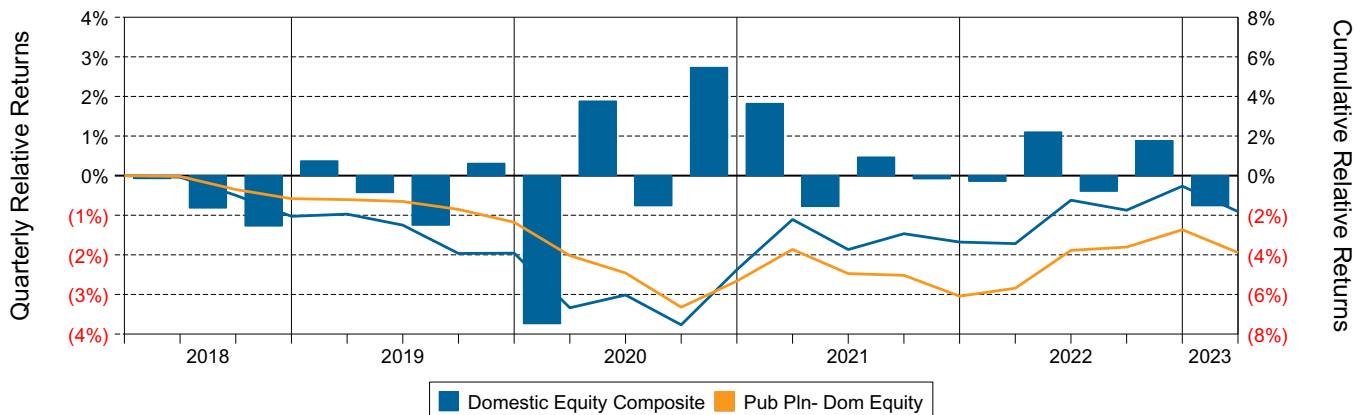
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

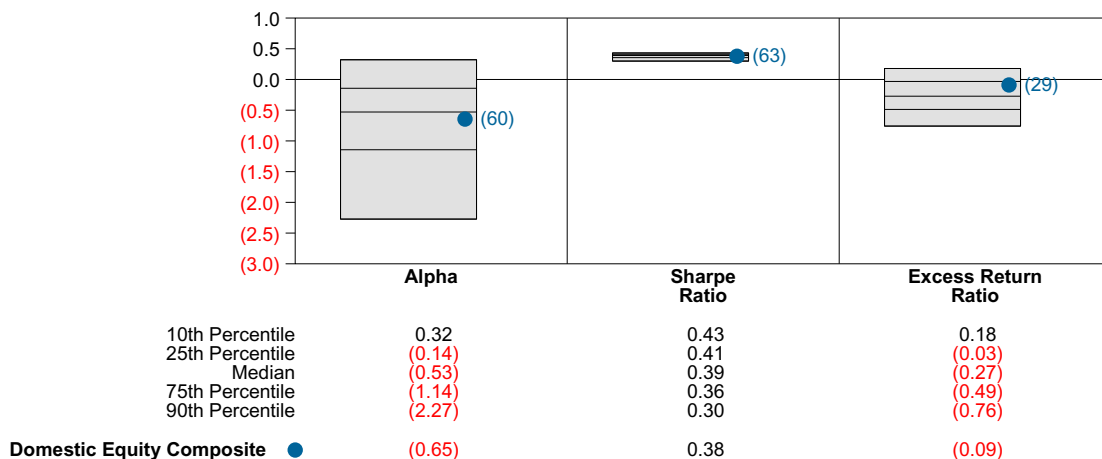
### Performance vs Public Fund - Domestic Equity (Net)



### Cumulative and Quarterly Relative Returns vs Russell 3000 Index



### Risk Adjusted Return Measures vs Russell 3000 Index Rankings Against Public Fund - Domestic Equity (Net) Five Years Ended March 31, 2023

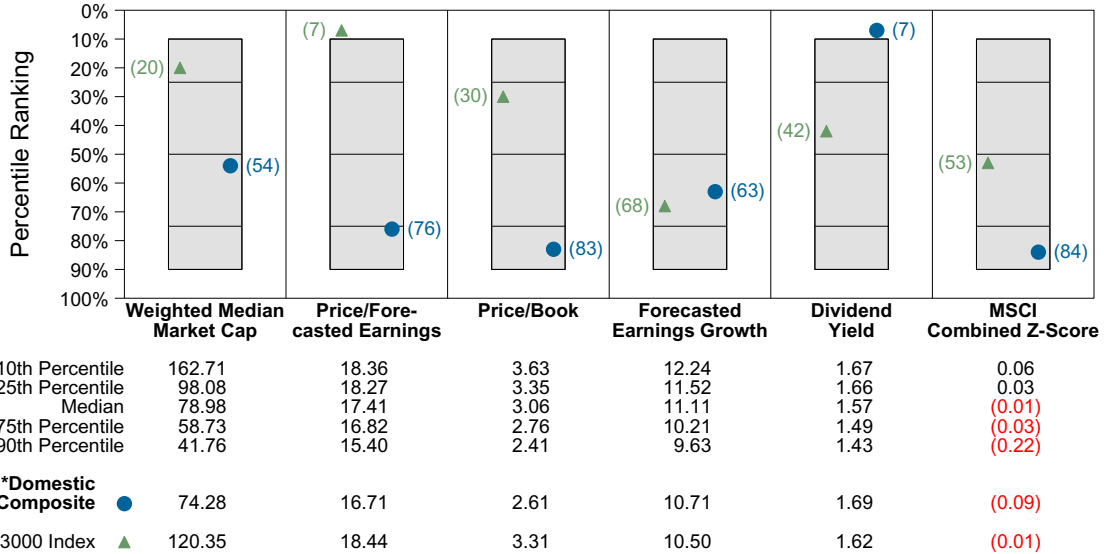


# Domestic Equity Composite Equity Characteristics Analysis Summary

## Portfolio Characteristics

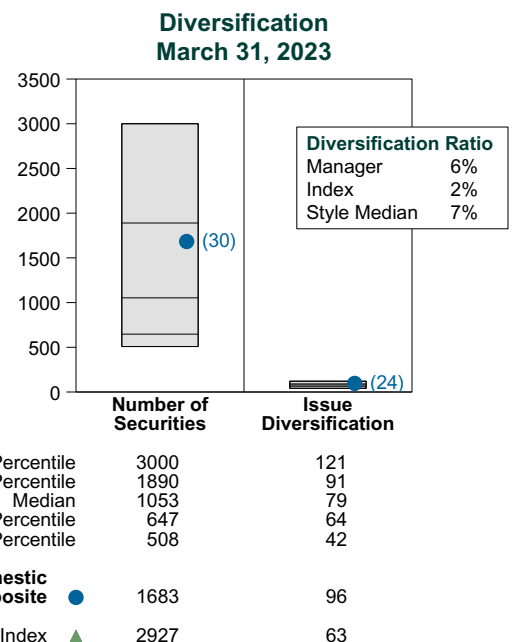
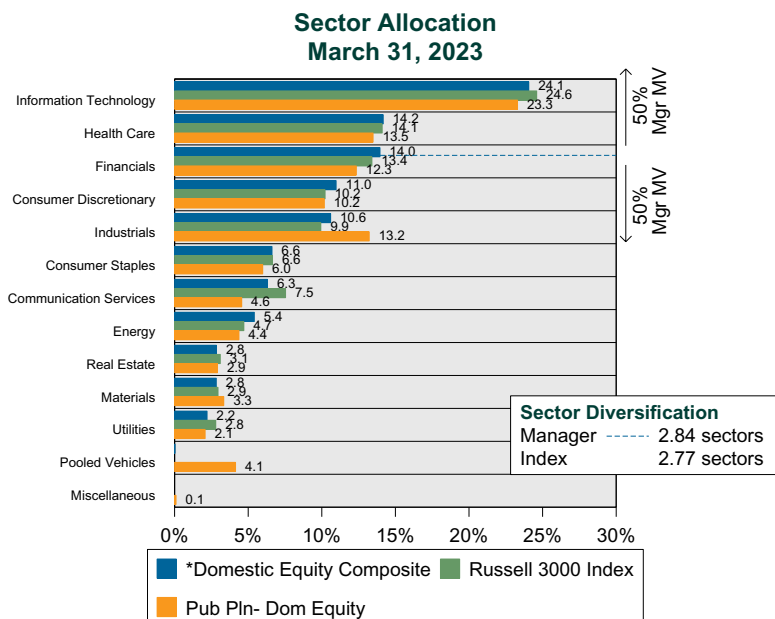
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

## Portfolio Characteristics Percentile Rankings Rankings Against Public Fund - Domestic Equity as of March 31, 2023



## Sector Weights

The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. Diversification by number and concentration of holdings are also compared to the benchmark and peer group. Issue Diversification represents by count, and Diversification Ratio by percent, the number of holdings that account for half of the portfolio's market value.

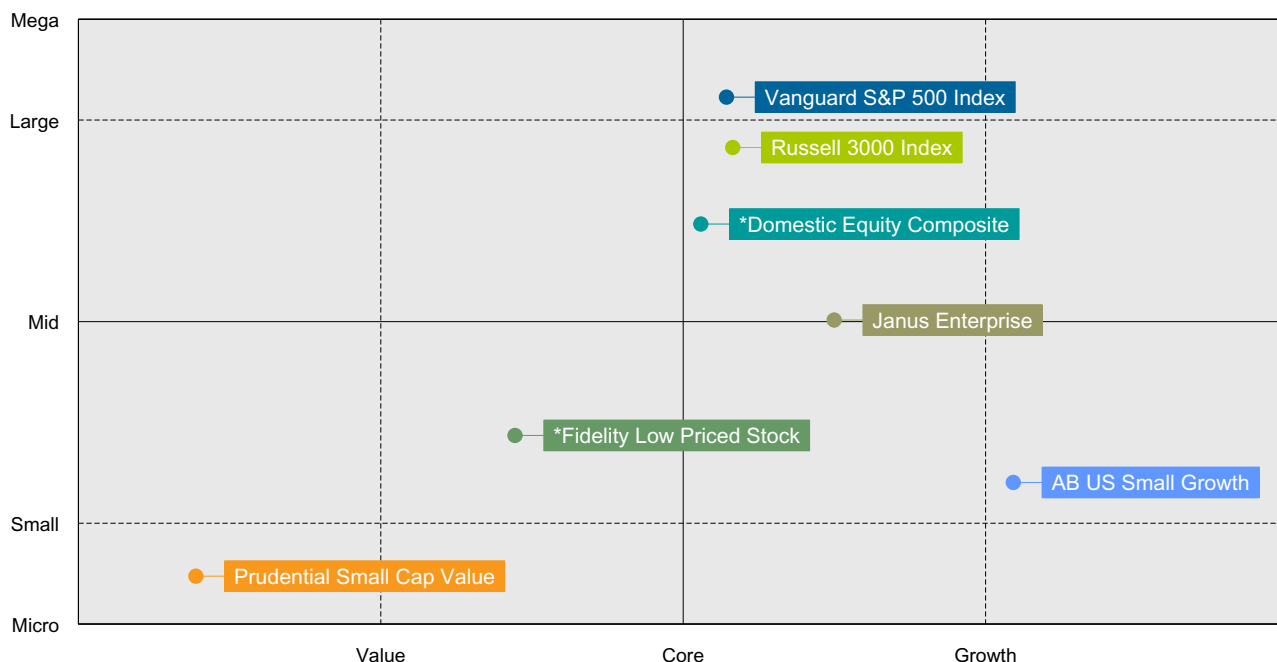


\*3/31/23 portfolio characteristics generated using most recently available holdings (1/31/23) modified based on a "buy-and-hold" assumption (repriced and adjusted for corporate actions). Analysis is then done using current market and company financial data.

## Holdings Based Style Analysis For One Quarter Ended March 31, 2023

This page analyzes and compares the investment styles of multiple portfolios using a detailed holdings-based style analysis methodology. The size component of style is measured by the weighted median market capitalization of the holdings. The value/core/growth style dimension is captured by the "Combined Z-Score" of the portfolio. This score is based on eight fundamental factors used in the MSCI stock style scoring system. The table below gives a more detailed breakdown of several relevant style metrics on the portfolios.

### Style Map Holdings for One Quarter Ended March 31, 2023



	Weight %	Wtd Median Mkt Cap	Combined Z-Score	Growth Z-Score	Value Z-Score	Number of Securities	Security Diversification
Vanguard S&P 500 Index	70.51%	162.84	(0.02)	(0.04)	(0.01)	504	41.57
*Fidelity Low Priced Stock	8.04%	8.17	(0.56)	(0.09)	0.47	851	40.11
Janus Enterprise	7.21%	16.47	0.23	(0.01)	(0.24)	75	19.34
Prudential Small Cap Value	6.58%	1.46	(1.38)	(0.30)	1.08	324	80.10
AB US Small Growth	7.66%	5.14	0.66	0.16	(0.50)	90	31.73
*Domestic Equity Composite	100.00%	74.28	(0.09)	(0.04)	0.04	1683	95.88
Russell 3000 Index	-	120.35	(0.01)	(0.03)	(0.02)	2927	62.74

\*3/31/23 portfolio characteristics generated using most recently available holdings (1/31/23) modified based on a "buy-and-hold" assumption (repriced and adjusted for corporate actions). Analysis is then done using current market and company financial data.



# Vanguard S&P 500 Index Period Ended March 31, 2023

## Investment Philosophy

Vanguard's Institutional Index Fund is passively administered using a "full replication" approach. Under this method, the fund holds all of the 500 underlying securities in proportion to their weighting in the index. The fund remains fully invested in equities at all times and does not make judgement calls on the direction of the S&P 500 Index. Portfolio was funded September 2013. Historical returns are that of the manager's composite.

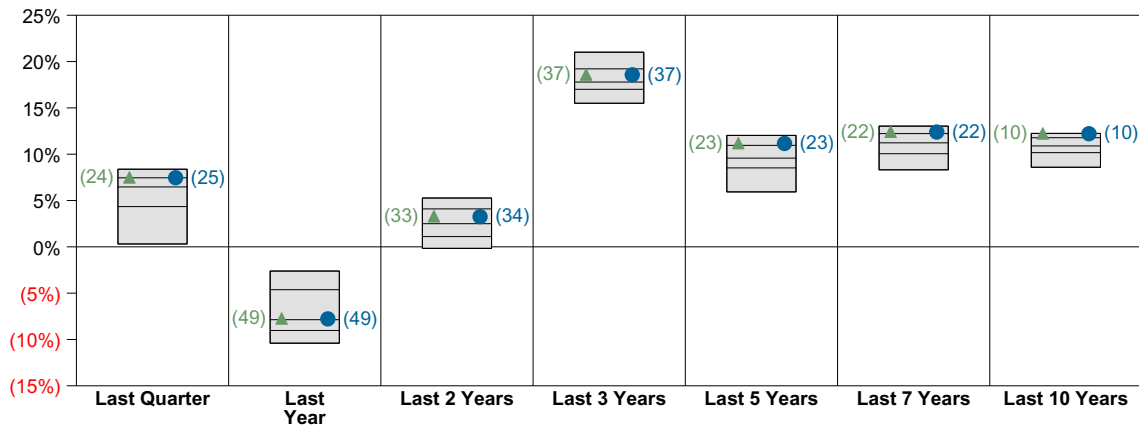
## Quarterly Summary and Highlights

- Vanguard S&P 500 Index's portfolio posted a 7.46% return for the quarter placing it in the 25 percentile of the Callan Large Cap Core Mutual Funds group for the quarter and in the 49 percentile for the last year.
- Vanguard S&P 500 Index's portfolio underperformed the S&P 500 Index by 0.04% for the quarter and underperformed the S&P 500 Index for the year by 0.05%.

## Quarterly Asset Growth

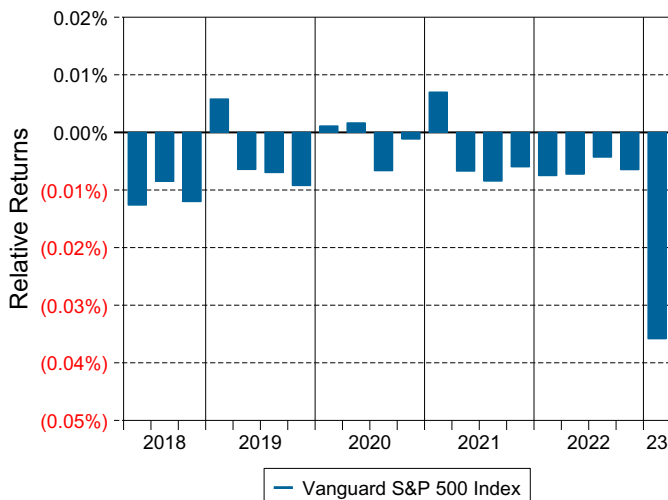
Beginning Market Value	\$150,314,951
Net New Investment	\$-16,500,000
Investment Gains/(Losses)	\$10,605,347
Ending Market Value	\$144,420,297

## Performance vs Callan Large Cap Core Mutual Funds (Net)

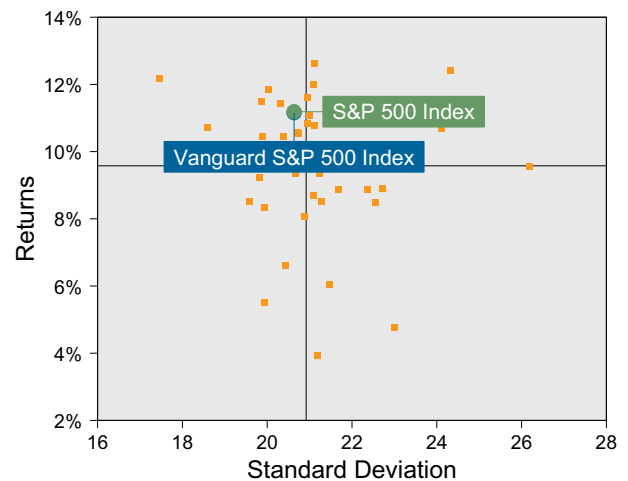


10th Percentile	8.38	(2.61)	5.27	21.01	12.03	13.03	12.24	
25th Percentile	7.45	(4.63)	4.10	19.21	10.95	12.22	11.78	
Median	6.47	(7.86)	2.50	17.79	9.58	11.23	10.89	
75th Percentile	4.34	(9.03)	1.11	17.01	8.52	10.05	10.17	
90th Percentile	0.31	(10.40)	(0.16)	15.50	5.93	8.31	8.59	
<b>Vanguard S&amp;P 500 Index</b>	<b>●</b>	<b>7.46</b>	<b>(7.78)</b>	<b>3.26</b>	<b>18.57</b>	<b>11.16</b>	<b>12.39</b>	<b>12.21</b>
S&P 500 Index	<b>▲</b>	<b>7.50</b>	<b>(7.73)</b>	<b>3.30</b>	<b>18.60</b>	<b>11.19</b>	<b>12.42</b>	<b>12.24</b>

## Relative Return vs S&P 500 Index



## Callan Large Cap Core Mutual Funds (Net) Annualized Five Year Risk vs Return

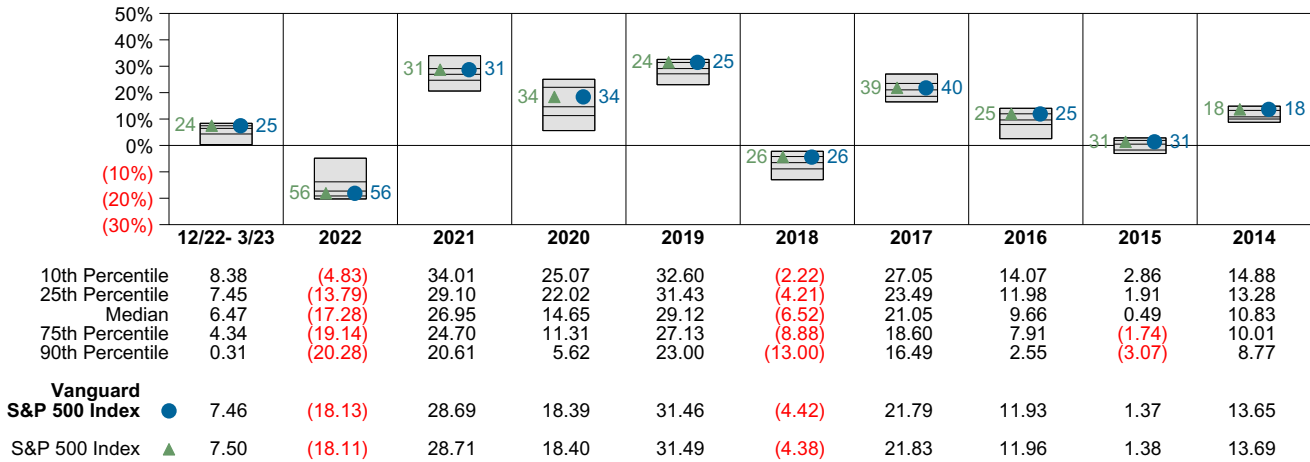


# Vanguard S&P 500 Index Return Analysis Summary

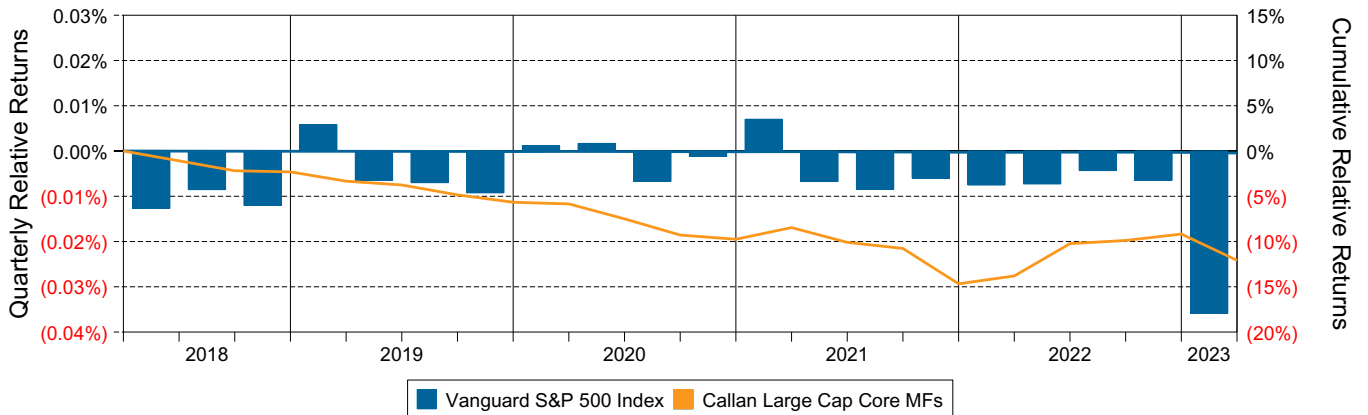
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

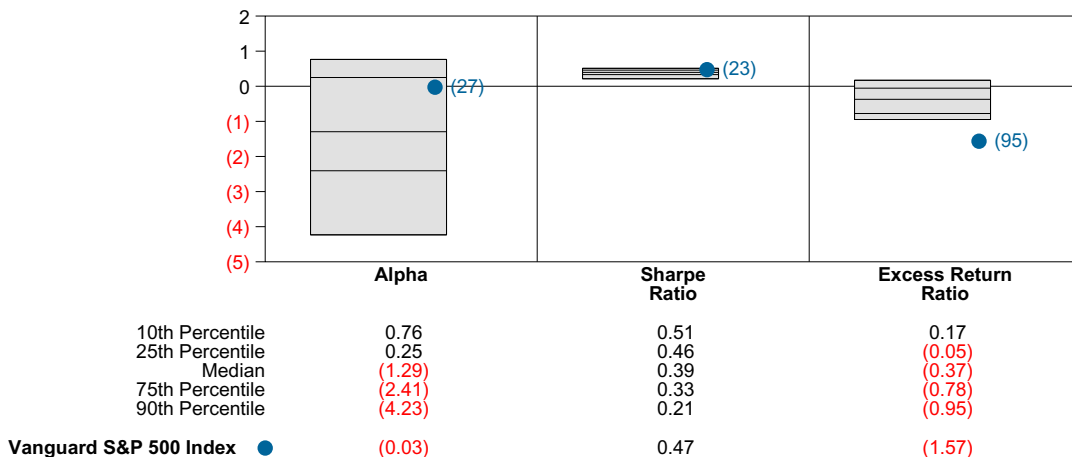
### Performance vs Callan Large Cap Core Mutual Funds (Net)



### Cumulative and Quarterly Relative Returns vs S&P 500 Index



### Risk Adjusted Return Measures vs S&P 500 Index Rankings Against Callan Large Cap Core Mutual Funds (Net) Five Years Ended March 31, 2023

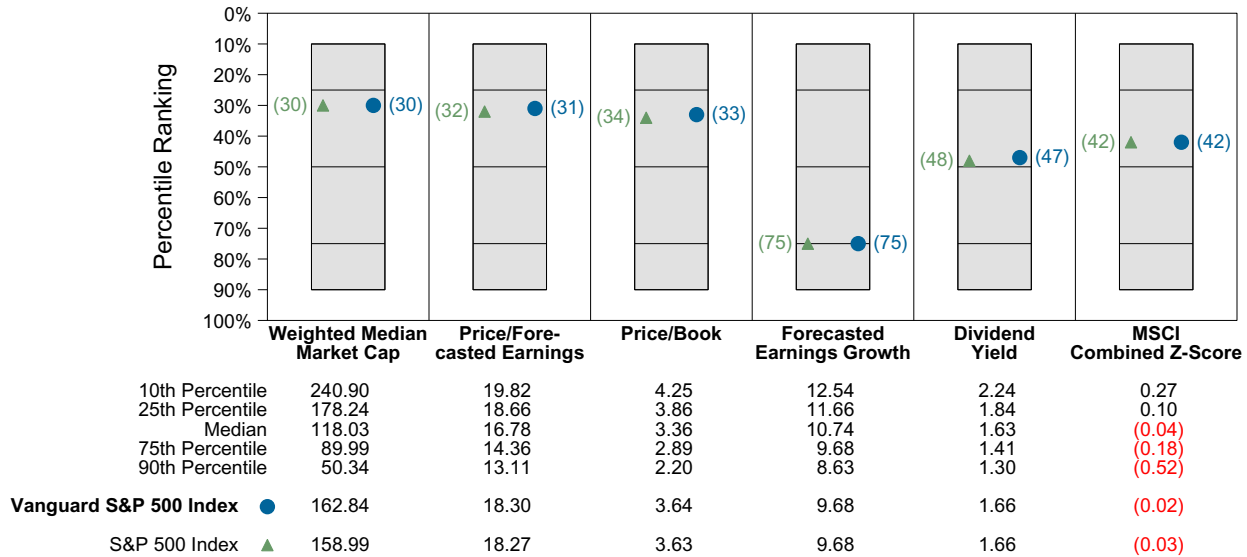


# Vanguard S&P 500 Index Equity Characteristics Analysis Summary

## Portfolio Characteristics

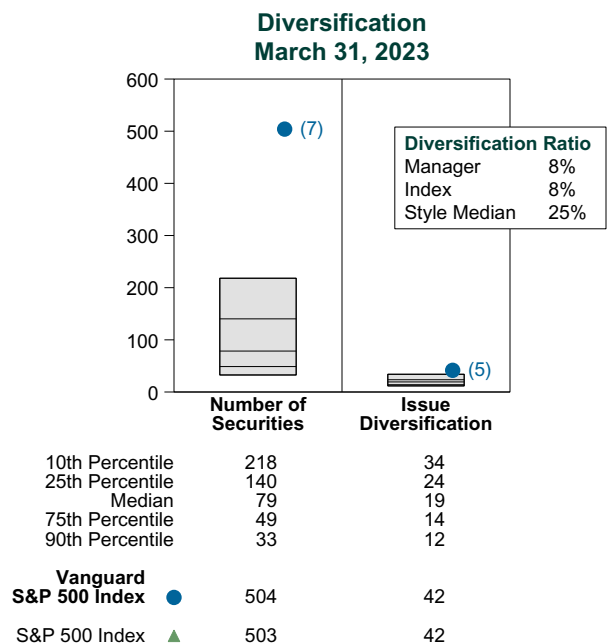
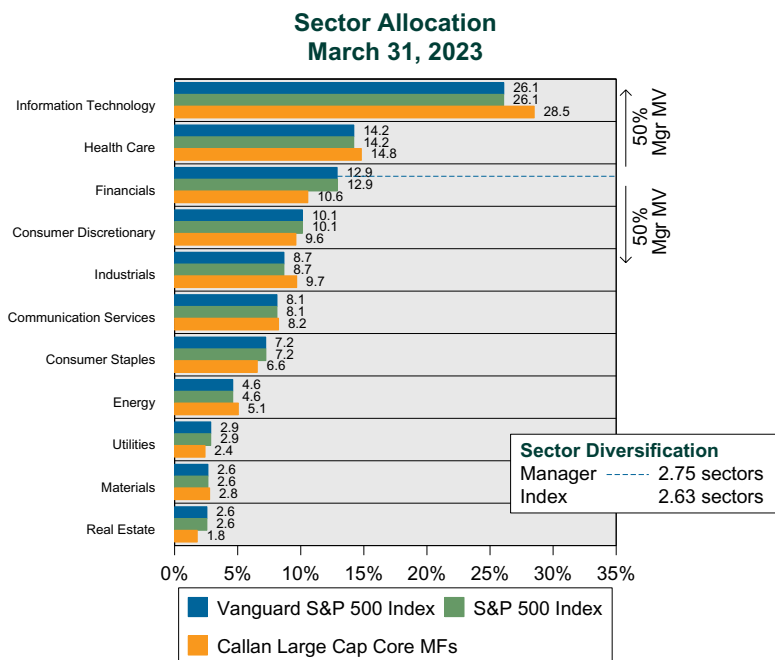
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

## Portfolio Characteristics Percentile Rankings Rankings Against Callan Large Cap Core Mutual Funds as of March 31, 2023



## Sector Weights

The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. Diversification by number and concentration of holdings are also compared to the benchmark and peer group. Issue Diversification represents by count, and Diversification Ratio by percent, the number of holdings that account for half of the portfolio's market value.



# Fidelity Low Priced Stock Period Ended March 31, 2023

## Investment Philosophy

Longtime portfolio manager Joel Tillinghast and a dedicated small cap team at Fidelity utilize a fundamental, bottom-up investment process to identify stocks priced at \$35 or less or with an earnings yield in excess of the Russell 2000 index at time of purchase. Candidates must also exhibit modest valuations, good return on capital, strong or improving cash flows, and improving business environments. The portfolio is well diversified and may invest in up to 35% outside the U.S. and is well diversified with between 600 and 1000 holdings.

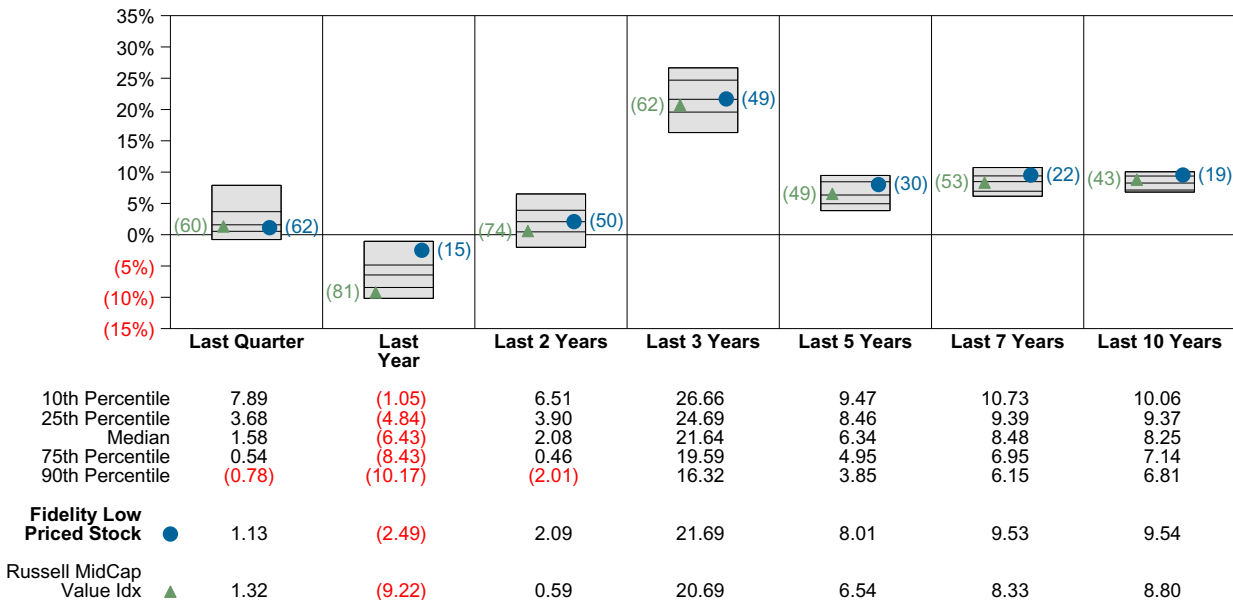
## Quarterly Summary and Highlights

- Fidelity Low Priced Stock's portfolio posted a 1.13% return for the quarter placing it in the 62 percentile of the Callan Mid Cap Value Mutual Funds group for the quarter and in the 15 percentile for the last year.
- Fidelity Low Priced Stock's portfolio underperformed the Russell MidCap Value Idx by 0.19% for the quarter and outperformed the Russell MidCap Value Idx for the year by 6.73%.

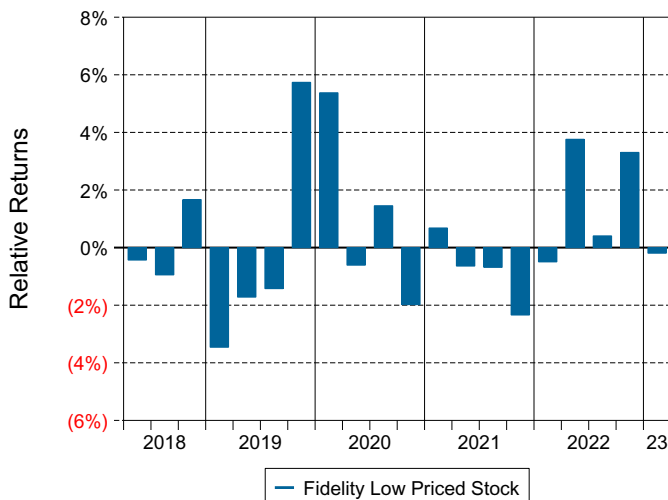
## Quarterly Asset Growth

Beginning Market Value	\$16,291,361
Net New Investment	\$0
Investment Gains/(Losses)	\$183,406
Ending Market Value	\$16,474,766

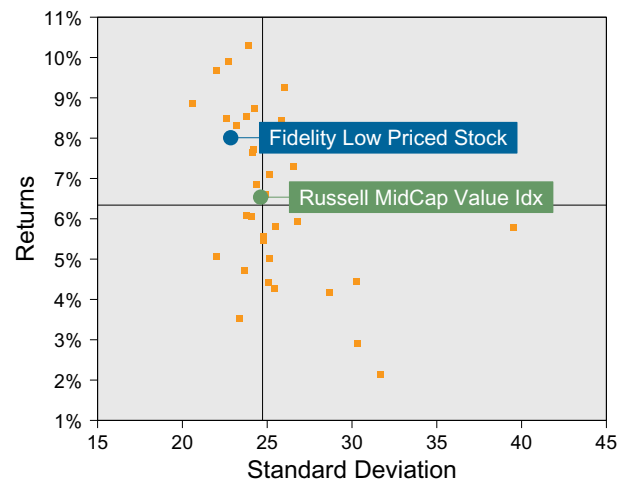
## Performance vs Callan Mid Cap Value Mutual Funds (Net)



## Relative Return vs Russell MidCap Value Idx



## Callan Mid Cap Value Mutual Funds (Net) Annualized Five Year Risk vs Return

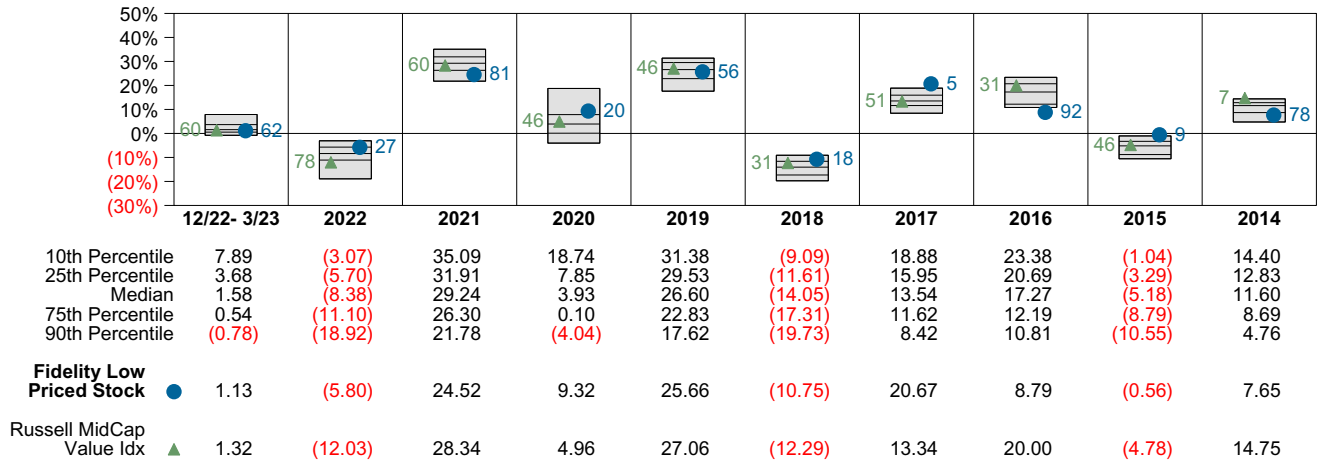


# Fidelity Low Priced Stock Return Analysis Summary

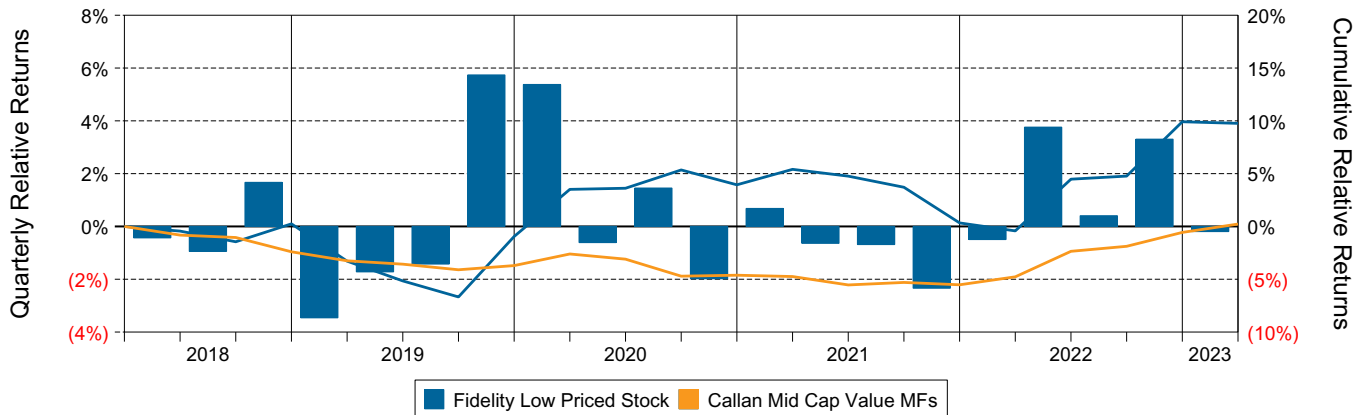
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

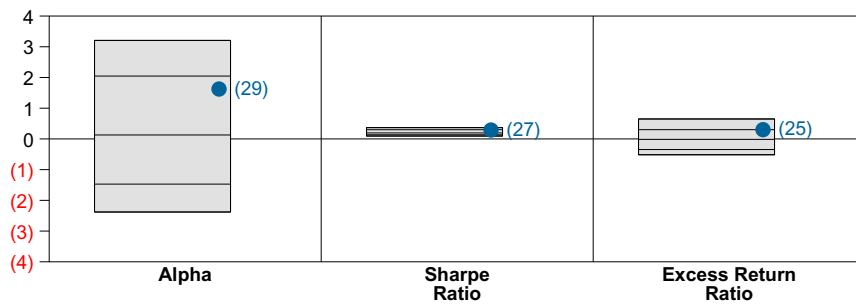
### Performance vs Callan Mid Cap Value Mutual Funds (Net)



### Cumulative and Quarterly Relative Returns vs Russell MidCap Value Idx



### Risk Adjusted Return Measures vs Russell MidCap Value Idx Rankings Against Callan Mid Cap Value Mutual Funds (Net) Five Years Ended March 31, 2023

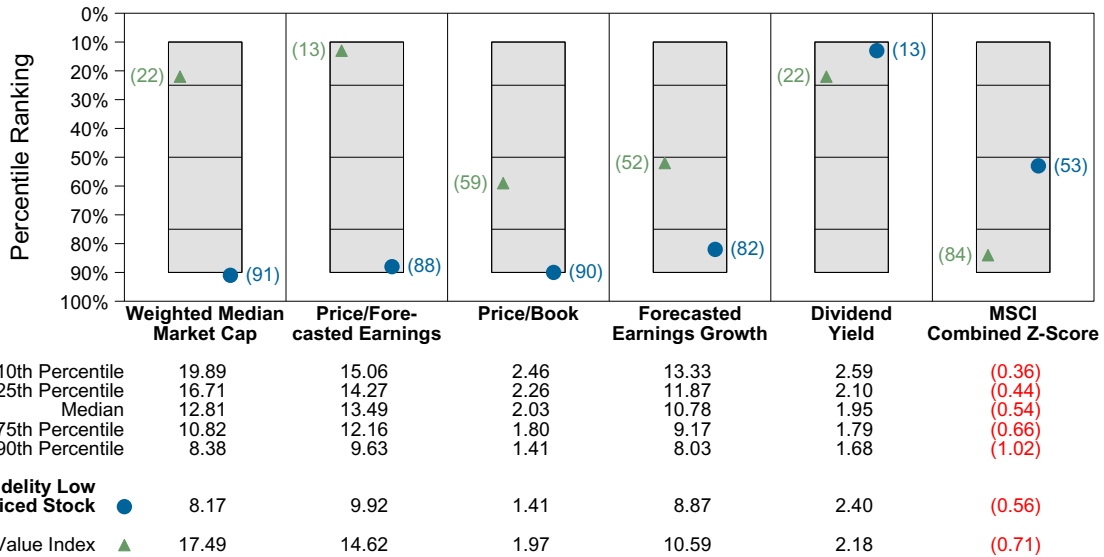


# Fidelity Low Priced Stock Equity Characteristics Analysis Summary

## Portfolio Characteristics

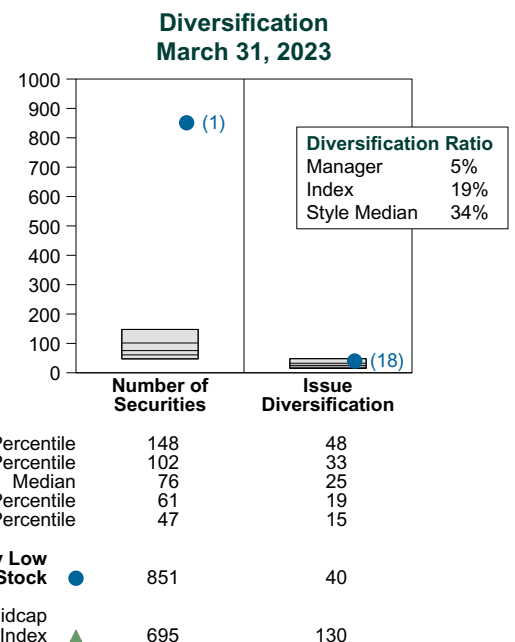
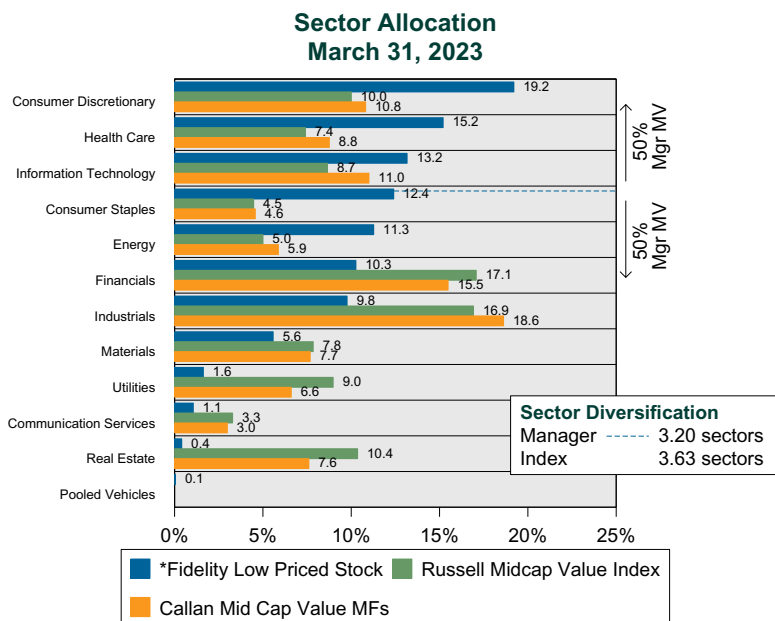
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

## Portfolio Characteristics Percentile Rankings Rankings Against Callan Mid Cap Value Mutual Funds as of March 31, 2023



## Sector Weights

The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. Diversification by number and concentration of holdings are also compared to the benchmark and peer group. Issue Diversification represents by count, and Diversification Ratio by percent, the number of holdings that account for half of the portfolio's market value.



\*3/31/23 portfolio characteristics generated using most recently available holdings (1/31/23) modified based on a "buy-and-hold" assumption (repriced and adjusted for corporate actions). Analysis is then done using current market and company financial data.

# Janus Enterprise Period Ended March 31, 2023

## Investment Philosophy

Janus believes that investing in companies with sustainable growth and high return on invested capital can drive consistent returns with moderate risk. The team seeks to identify mid cap companies with high quality management teams that wisely allocate capital to drive growth over time. Switched from Class T Shares to Class I Shares in December 2009 and Class N Shares in July 2016.

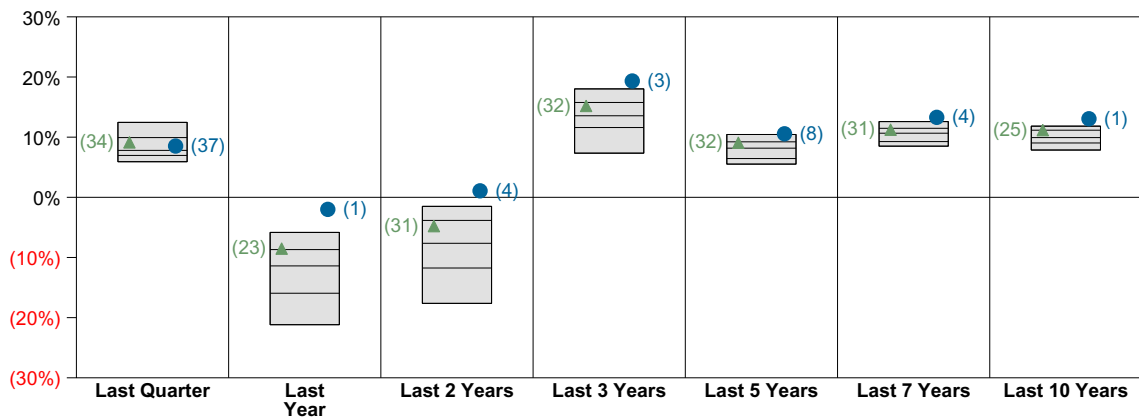
## Quarterly Summary and Highlights

- Janus Enterprise's portfolio posted a 8.52% return for the quarter placing it in the 37 percentile of the Callan Mid Cap Growth Mutual Funds group for the quarter and in the 1 percentile for the last year.
- Janus Enterprise's portfolio underperformed the Russell MidCap Growth Idx by 0.61% for the quarter and outperformed the Russell MidCap Growth Idx for the year by 6.51%.

## Quarterly Asset Growth

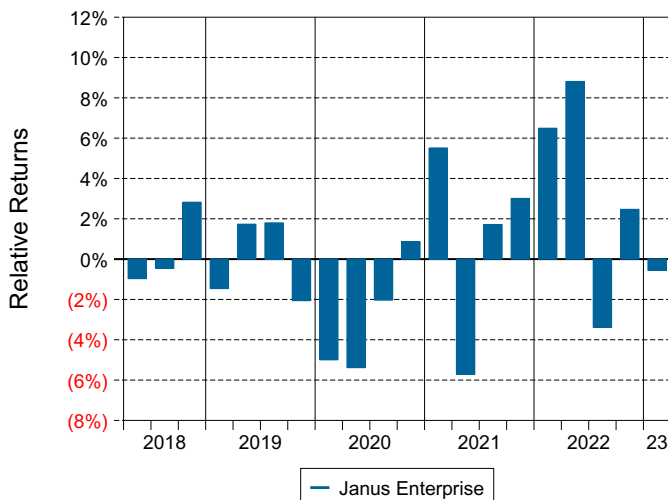
Beginning Market Value	\$16,850,216
Net New Investment	\$-3,500,000
Investment Gains/(Losses)	\$1,417,760
Ending Market Value	\$14,767,976

## Performance vs Callan Mid Cap Growth Mutual Funds (Net)

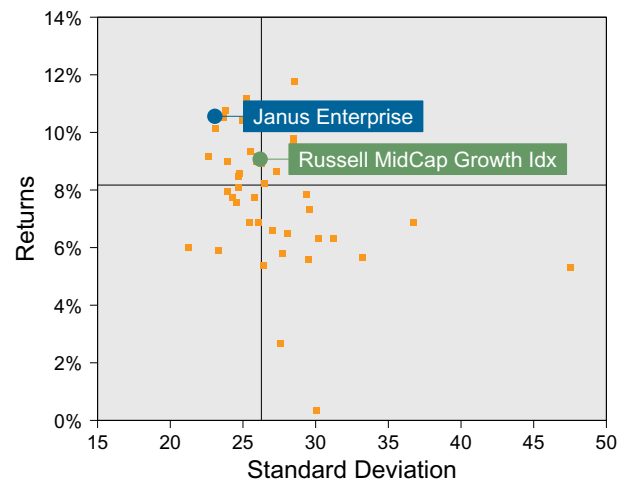


	Last Quarter	Last Year	Last 2 Years	Last 3 Years	Last 5 Years	Last 7 Years	Last 10 Years
10th Percentile	12.46	(5.83)	(1.50)	18.02	10.44	12.59	11.83
25th Percentile	9.93	(8.69)	(3.84)	15.77	9.23	11.47	11.16
Median	7.80	(11.40)	(7.64)	13.56	8.17	10.65	9.93
75th Percentile	6.96	(15.95)	(11.75)	11.60	6.45	9.27	9.03
90th Percentile	5.92	(21.18)	(17.63)	7.34	5.52	8.50	7.86
<b>Janus Enterprise</b> ●	8.52	(2.01)	1.08	19.33	10.56	13.29	13.06
Russell MidCap Growth Idx ▲	9.14	(8.52)	(4.78)	15.20	9.07	11.24	11.17

## Relative Return vs Russell MidCap Growth Idx



## Callan Mid Cap Growth Mutual Funds (Net) Annualized Five Year Risk vs Return

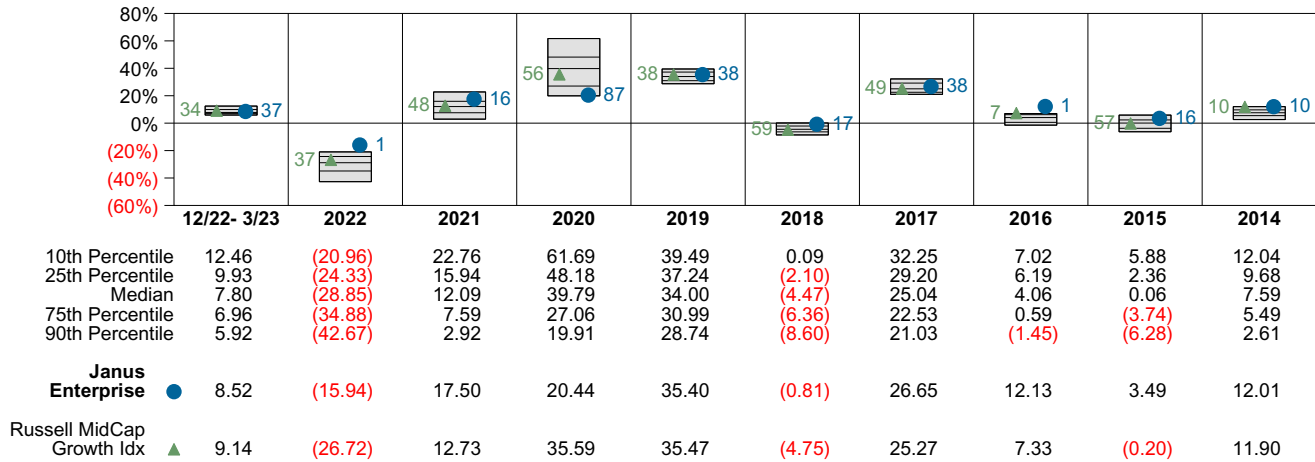


# Janus Enterprise Return Analysis Summary

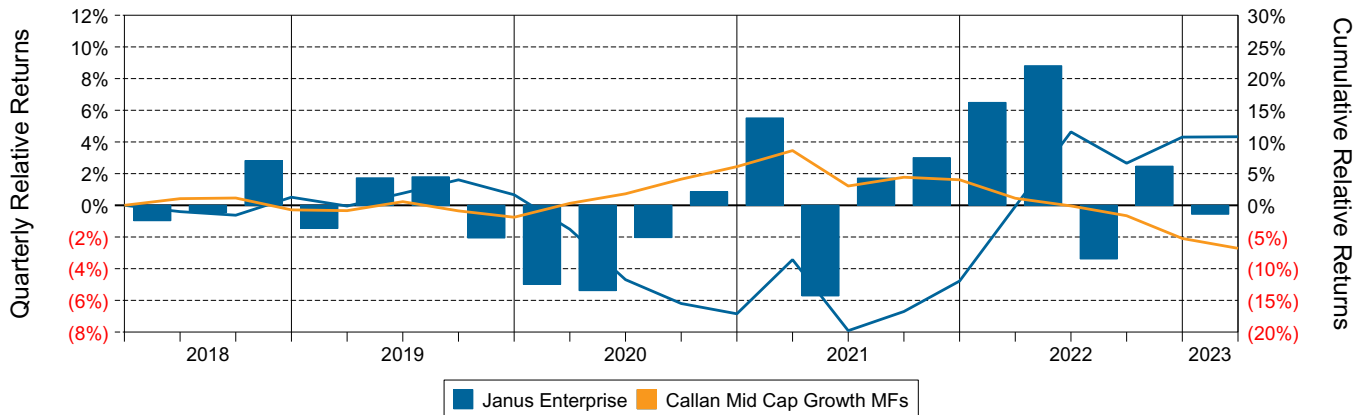
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

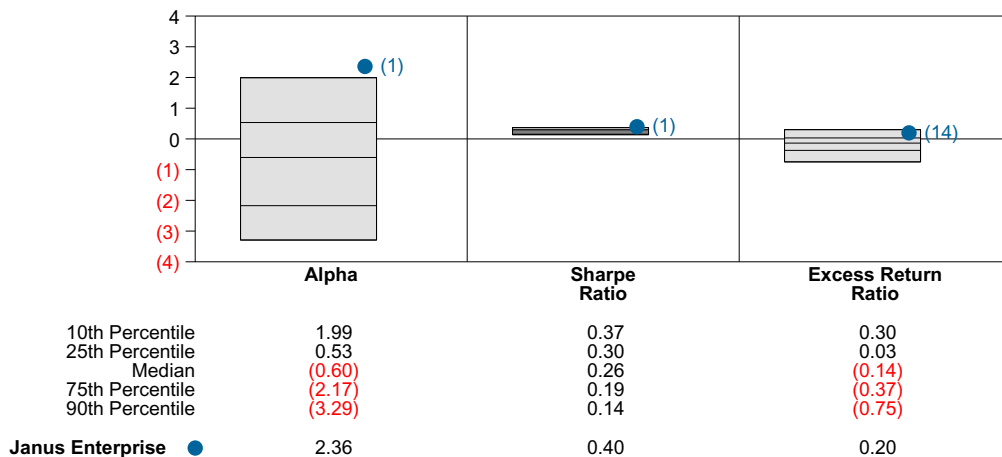
### Performance vs Callan Mid Cap Growth Mutual Funds (Net)



### Cumulative and Quarterly Relative Returns vs Russell MidCap Growth Idx



### Risk Adjusted Return Measures vs Russell MidCap Growth Idx Rankings Against Callan Mid Cap Growth Mutual Funds (Net) Five Years Ended March 31, 2023



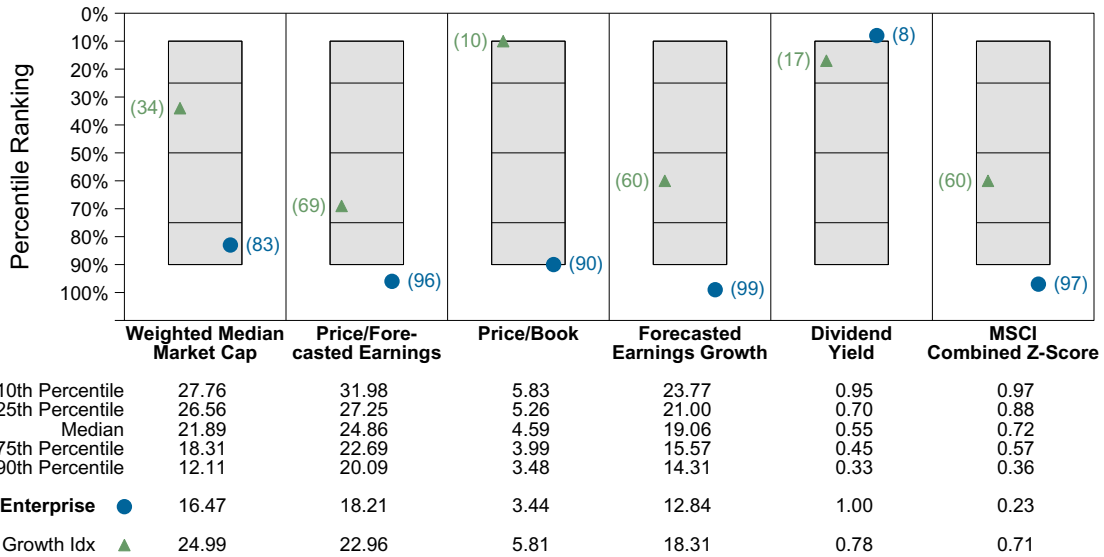


# Janus Enterprise Equity Characteristics Analysis Summary

## Portfolio Characteristics

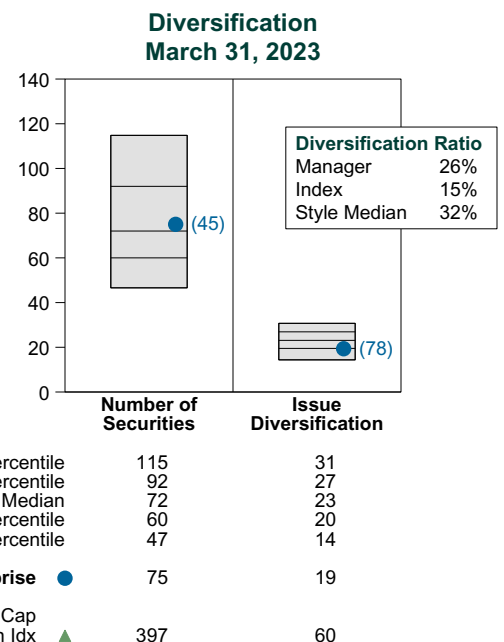
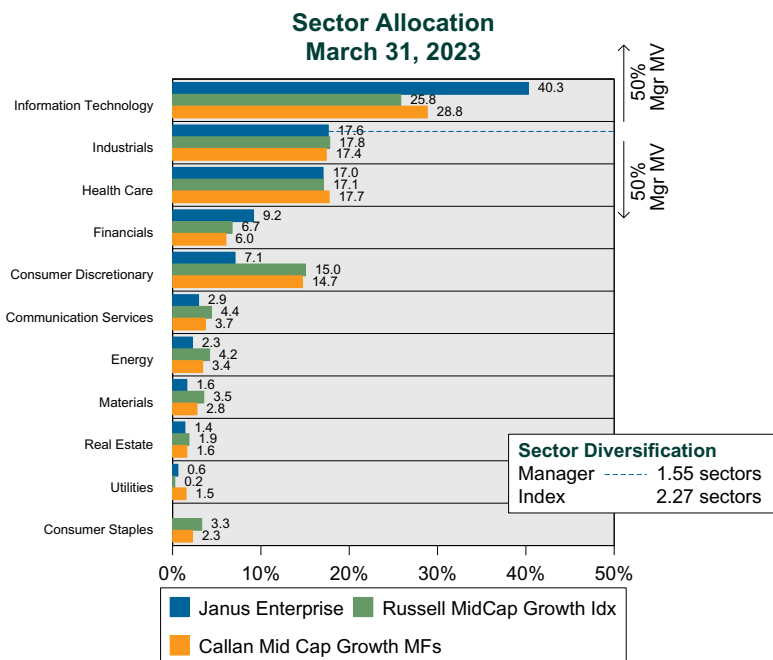
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

## Portfolio Characteristics Percentile Rankings Rankings Against Callan Mid Cap Growth Mutual Funds as of March 31, 2023



## Sector Weights

The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. Diversification by number and concentration of holdings are also compared to the benchmark and peer group. Issue Diversification represents by count, and Diversification Ratio by percent, the number of holdings that account for half of the portfolio's market value.



# Prudential Small Cap Value Period Ended March 31, 2023

## Investment Philosophy

Quantitative Management Associates LLC (QMA) is an SEC-registered investment adviser and a limited liability company. QMA operated for many years as a unit within Prudential Financial's asset management business, known as Prudential Investment Management, Inc. (PIM). In July 2004, the quantitative management business of PIM was transferred to QMA. The QMA Small Cap Value strategy is a quantitatively based investment approach. The team believes a systematic approach that focuses on stocks with low valuations and confirming signals of attractiveness can outperform a small cap value benchmark. Its research shows that adapting to changing market conditions by dynamically shifting the weight on specific factors, while simultaneously maintaining a focus on value stocks, leads to better performance than using static factor exposures. It is a diversified portfolio typically holding between 250 to 350 securities with the Russell 2000 Value Index as the appropriate benchmark. Switched share class in September 2015.

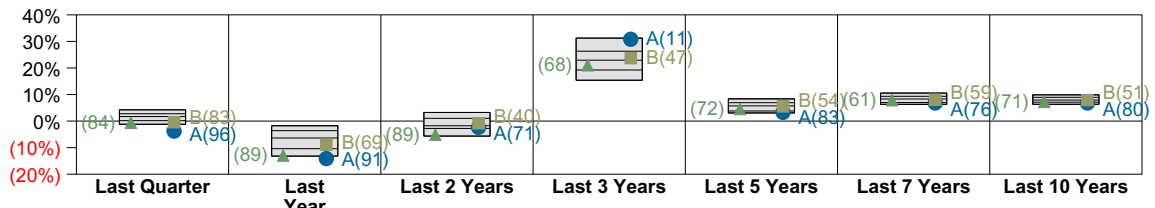
## Quarterly Summary and Highlights

- Prudential Small Cap Value's portfolio posted a (3.77)% return for the quarter placing it in the 96 percentile of the Callan Small Cap Value Mutual Funds group for the quarter and in the 91 percentile for the last year.
- Prudential Small Cap Value's portfolio underperformed the Russell 2000 Value Index by 3.12% for the quarter and underperformed the Russell 2000 Value Index for the year by 1.17%.

## Quarterly Asset Growth

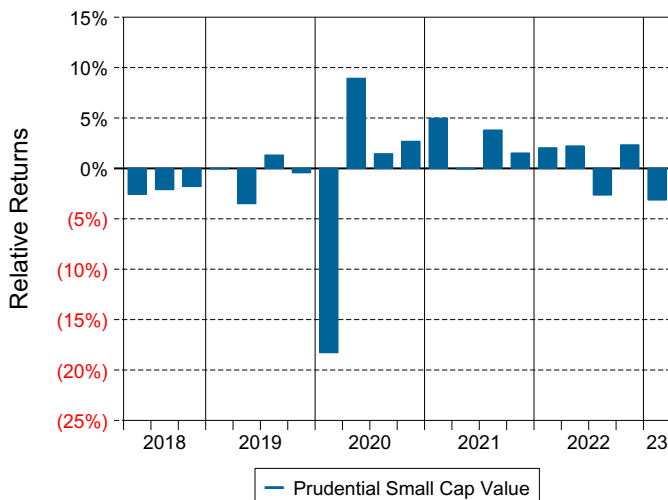
Beginning Market Value	\$16,320,862
Net New Investment	\$-2,500,000
Investment Gains/(Losses)	\$-348,757
Ending Market Value	\$13,472,106

## Performance vs Callan Small Cap Value Mutual Funds (Net)

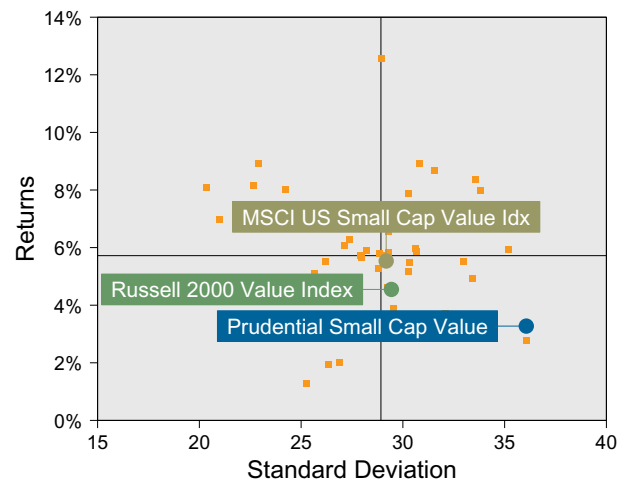


	Last Quarter	Last Year	Last 2 Years	Last 3 Years	Last 5 Years	Last 7 Years	Last 10 Years
10th Percentile	4.24	(1.75)	3.24	31.25	8.37	10.54	9.88
25th Percentile	2.76	(3.62)	1.04	26.30	6.92	9.33	8.95
Median	1.69	(6.38)	(1.76)	22.92	5.72	8.31	7.92
75th Percentile	0.16	(10.40)	(2.77)	19.23	3.81	6.99	7.11
90th Percentile	(1.20)	(13.19)	(5.65)	15.37	3.06	6.31	6.31
Prudential Small Cap Value	● A (3.77)	(14.13)	(2.36)	30.81	3.27	6.82	6.81
MSCI US Small Cap Value Idx	■ B (0.44)	(8.93)	(0.84)	23.70	5.53	8.06	7.90
Russell 2000 Value Index	▲ (0.66)	(12.96)	(5.17)	21.01	4.55	7.86	7.22

## Relative Return vs Russell 2000 Value Index



## Callan Small Cap Value Mutual Funds (Net) Annualized Five Year Risk vs Return

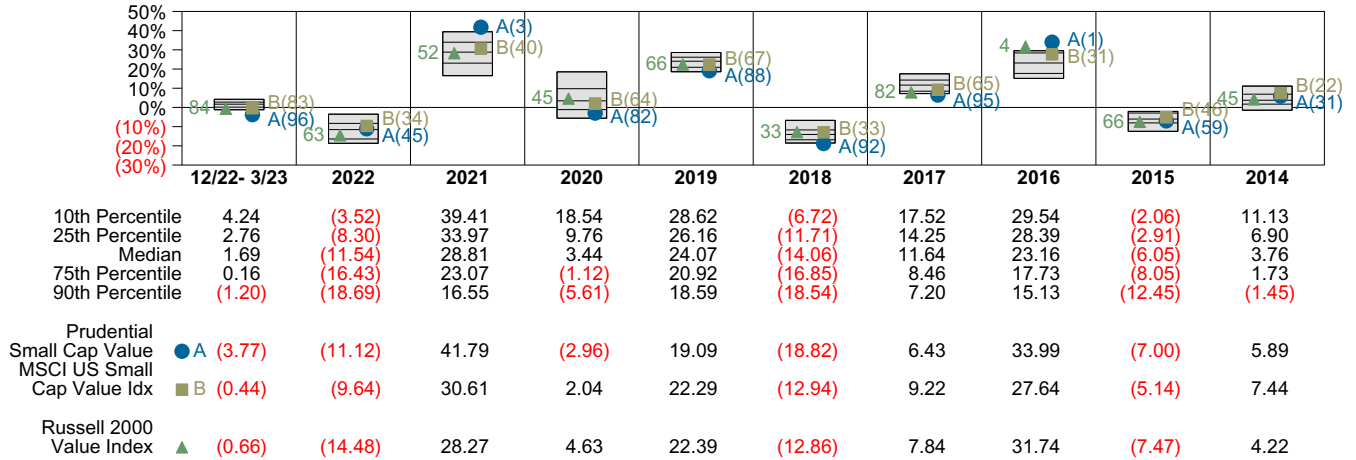


# Prudential Small Cap Value Return Analysis Summary

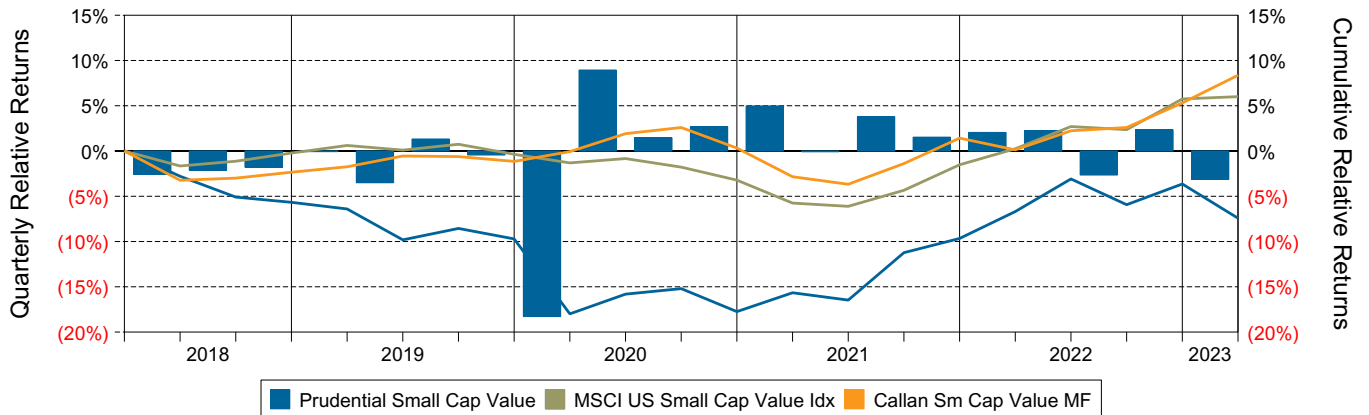
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

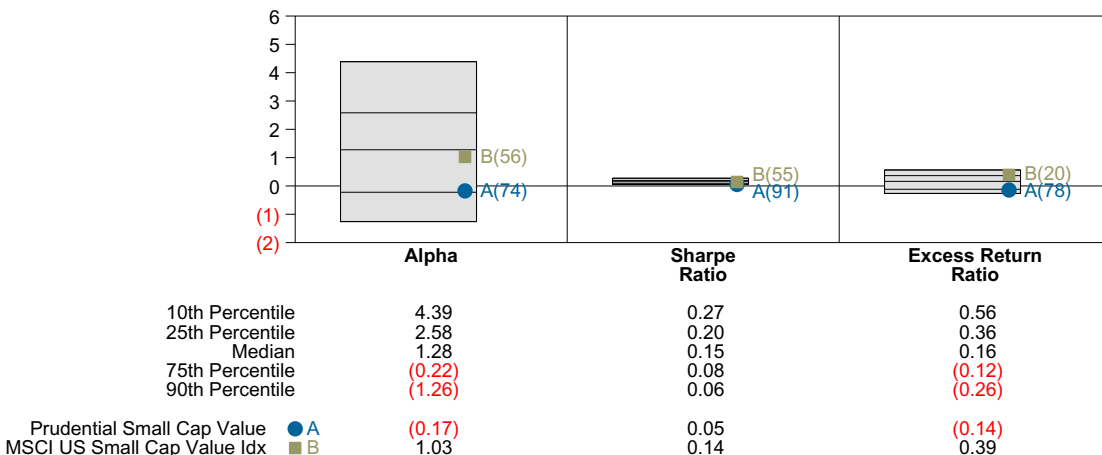
### Performance vs Callan Small Cap Value Mutual Funds (Net)



### Cumulative and Quarterly Relative Returns vs Russell 2000 Value Index



### Risk Adjusted Return Measures vs Russell 2000 Value Index Rankings Against Callan Small Cap Value Mutual Funds (Net) Five Years Ended March 31, 2023

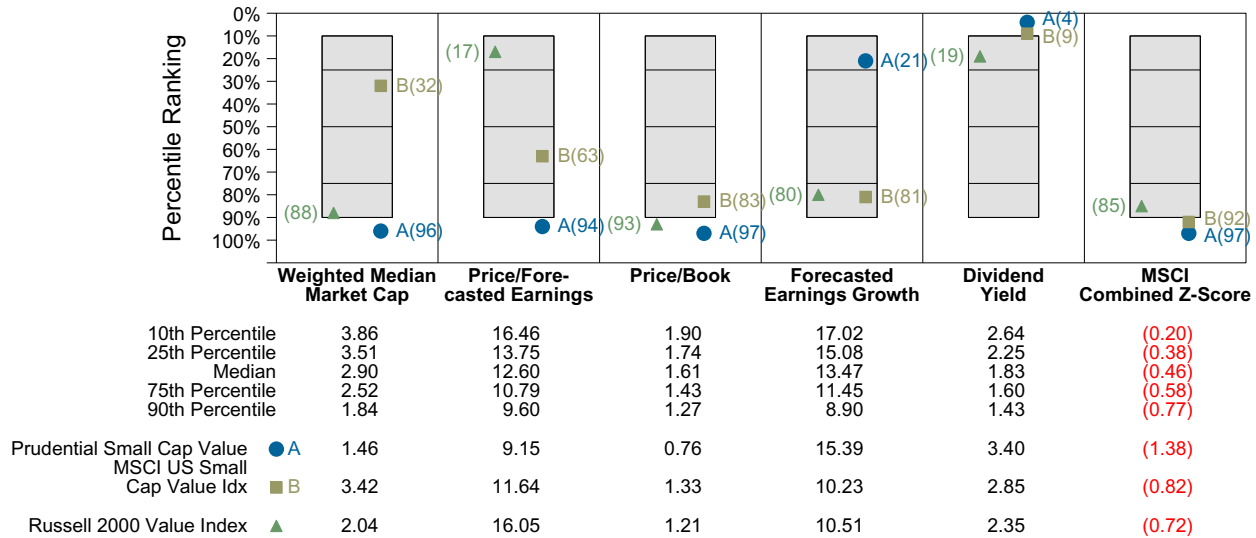


# Prudential Small Cap Value Equity Characteristics Analysis Summary

## Portfolio Characteristics

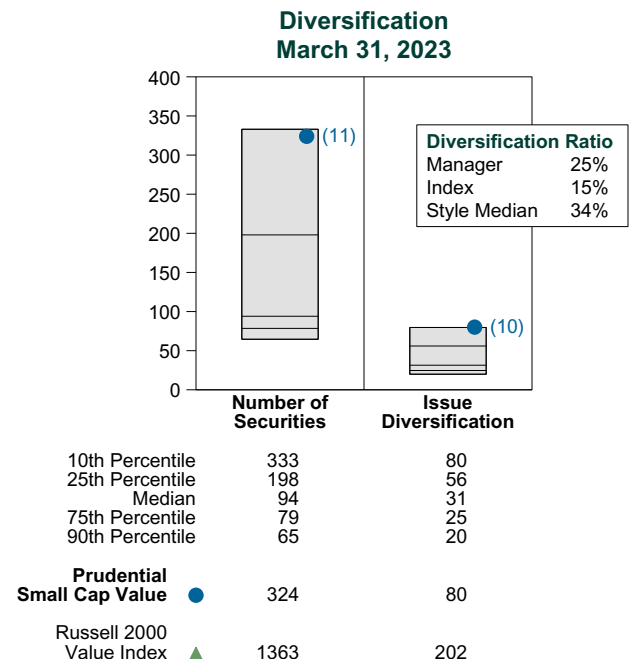
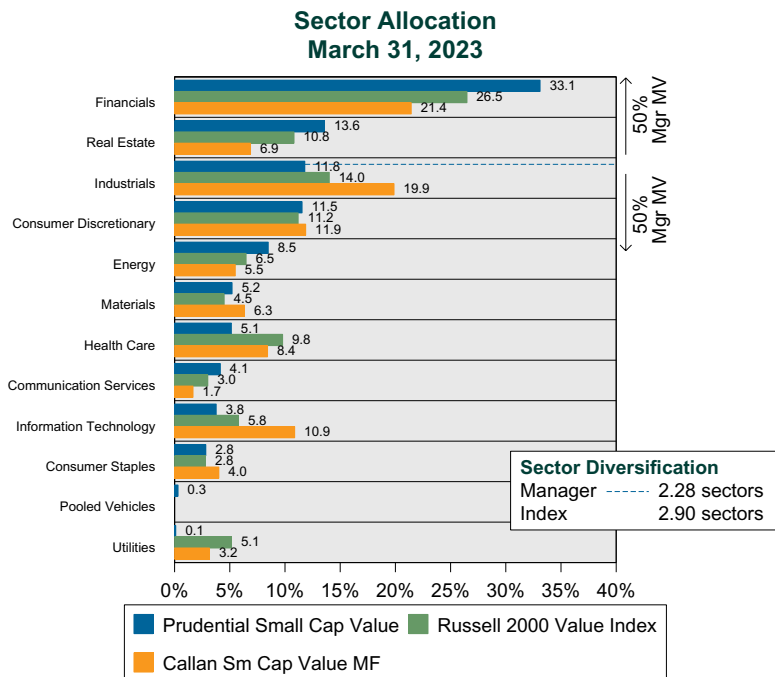
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

## Portfolio Characteristics Percentile Rankings Rankings Against Callan Small Cap Value Mutual Funds as of March 31, 2023



## Sector Weights

The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. Diversification by number and concentration of holdings are also compared to the benchmark and peer group. Issue Diversification represents by count, and Diversification Ratio by percent, the number of holdings that account for half of the portfolio's market value.



# AB US Small Growth Period Ended March 31, 2023

## Investment Philosophy

AB's small cap growth investment process emphasizes in-house fundamental research and direct management contact in order to identify rapidly growing companies with accelerating earnings power and reasonable valuations.

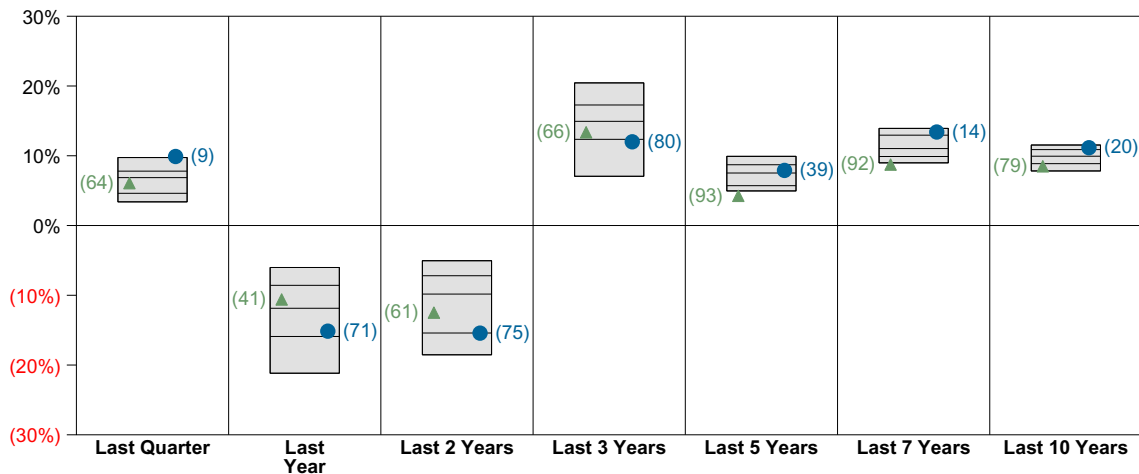
## Quarterly Summary and Highlights

- AB US Small Growth's portfolio posted a 9.89% return for the quarter placing it in the 9 percentile of the Callan Small Cap Growth Mutual Funds group for the quarter and in the 71 percentile for the last year.
- AB US Small Growth's portfolio outperformed the Russell 2000 Growth Index by 3.82% for the quarter and underperformed the Russell 2000 Growth Index for the year by 4.55%.

## Quarterly Asset Growth

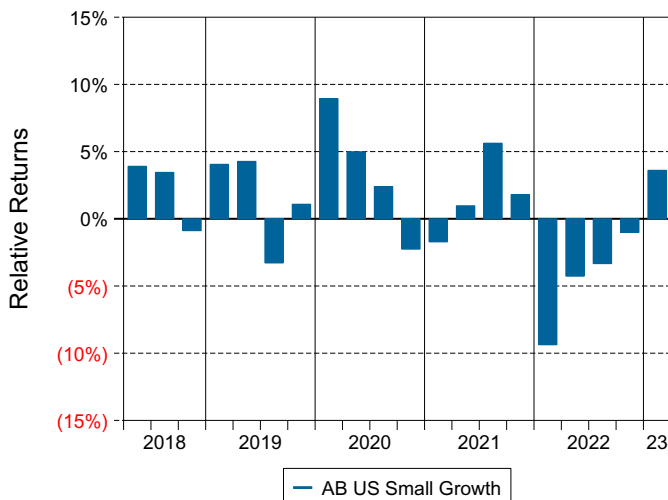
Beginning Market Value	\$14,278,928
Net New Investment	\$0
Investment Gains/(Losses)	\$1,412,679
Ending Market Value	\$15,691,607

## Performance vs Callan Small Cap Growth Mutual Funds (Net)

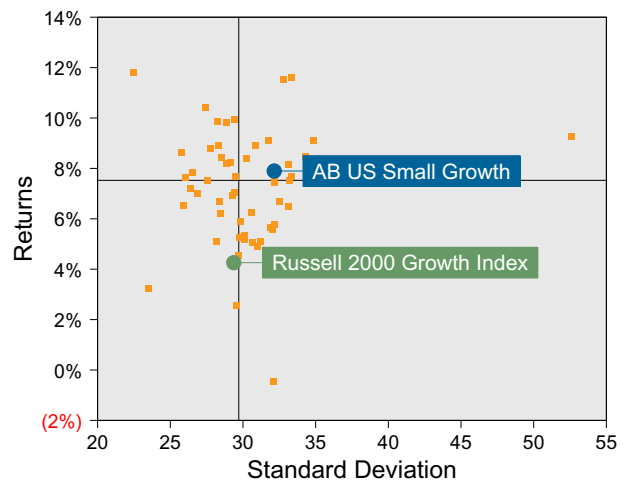


10th Percentile	9.74	(6.02)	(5.05)	20.45	9.91	13.92	11.54
25th Percentile	7.79	(8.57)	(7.20)	17.28	8.71	12.95	10.88
Median	6.87	(11.86)	(9.83)	14.93	7.53	11.03	9.93
75th Percentile	4.62	(15.91)	(15.41)	12.35	5.71	9.89	8.87
90th Percentile	3.39	(21.17)	(18.53)	7.06	4.96	8.98	7.82
<b>AB US Small Growth</b>	<b>9.89</b>	<b>(15.14)</b>	<b>(15.43)</b>	<b>12.00</b>	<b>7.90</b>	<b>13.40</b>	<b>11.15</b>
Russell 2000 Growth Index	6.07	(10.60)	(12.48)	13.36	4.26	8.74	8.49

## Relative Return vs Russell 2000 Growth Index



## Callan Small Cap Growth Mutual Funds (Net) Annualized Five Year Risk vs Return

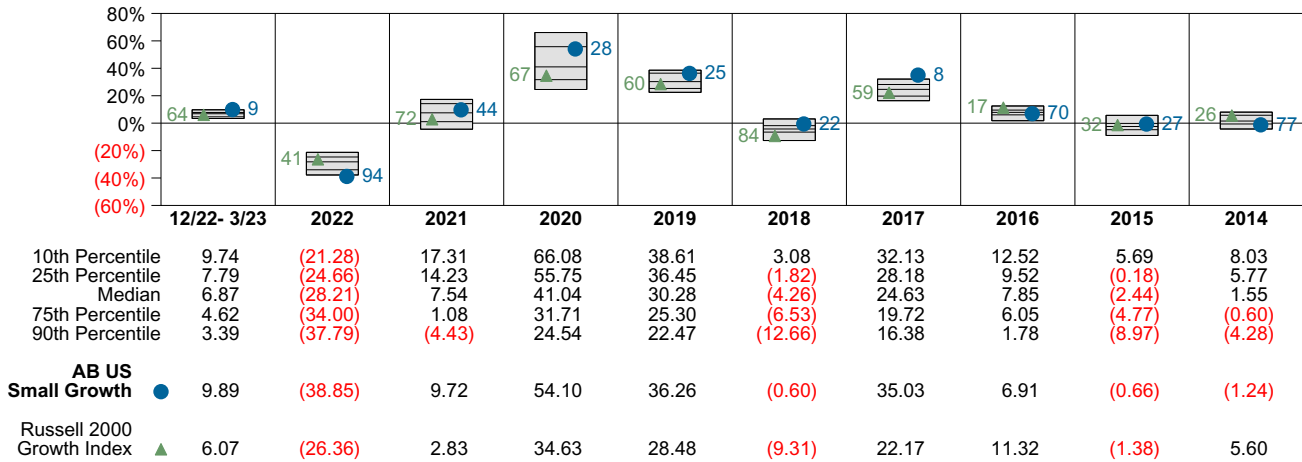


# AB US Small Growth Return Analysis Summary

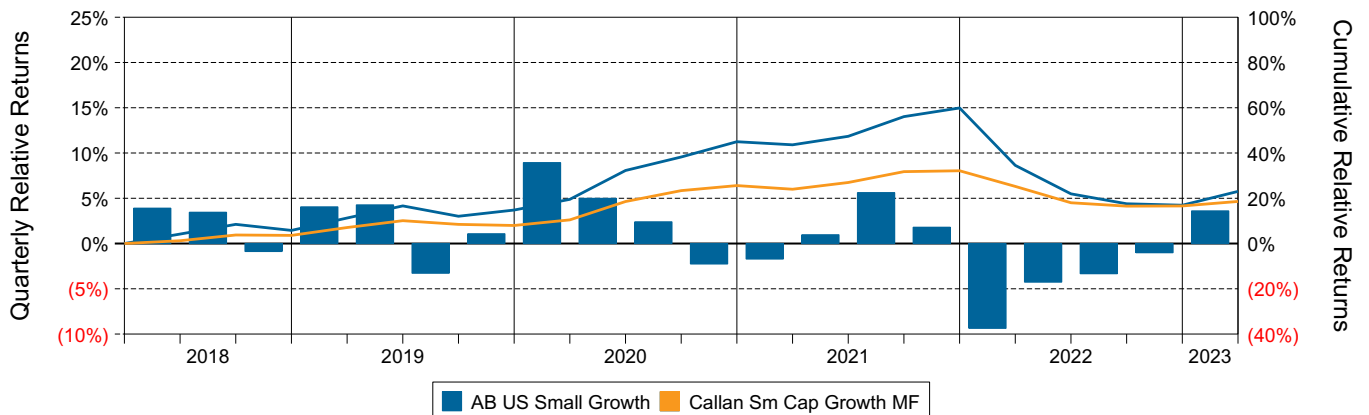
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

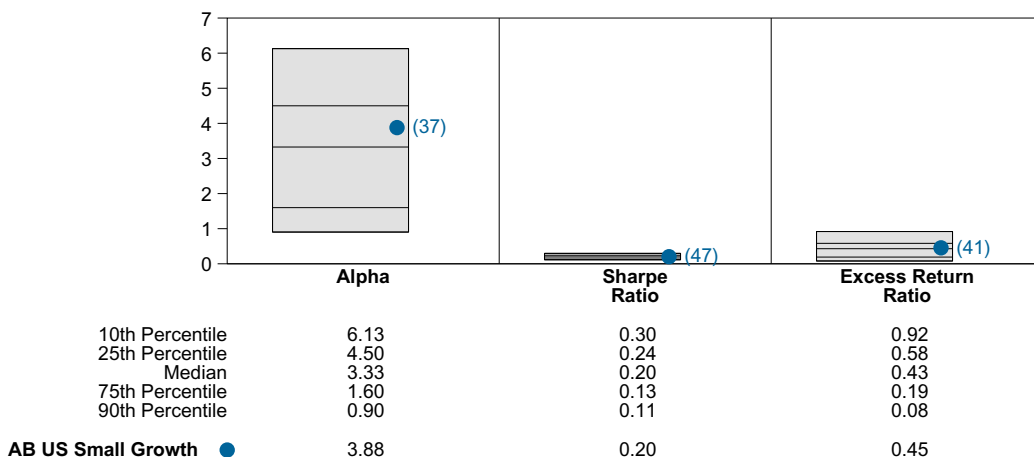
### Performance vs Callan Small Cap Growth Mutual Funds (Net)



### Cumulative and Quarterly Relative Returns vs Russell 2000 Growth Index



### Risk Adjusted Return Measures vs Russell 2000 Growth Index Rankings Against Callan Small Cap Growth Mutual Funds (Net) Five Years Ended March 31, 2023

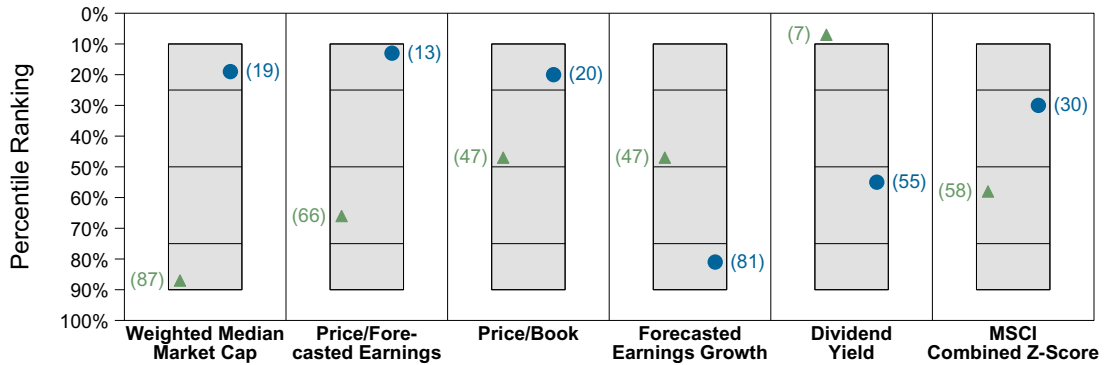


# AB US Small Growth Equity Characteristics Analysis Summary

## Portfolio Characteristics

This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

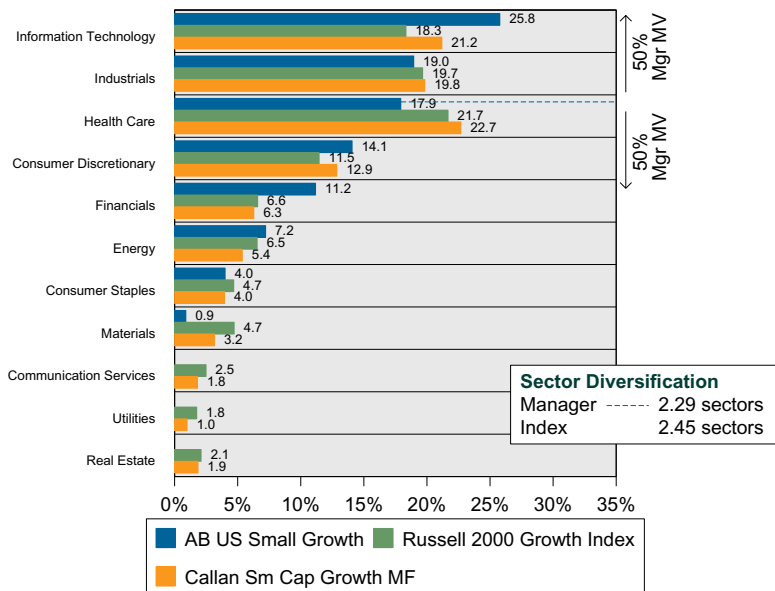
## Portfolio Characteristics Percentile Rankings Rankings Against Callan Small Cap Growth Mutual Funds as of March 31, 2023



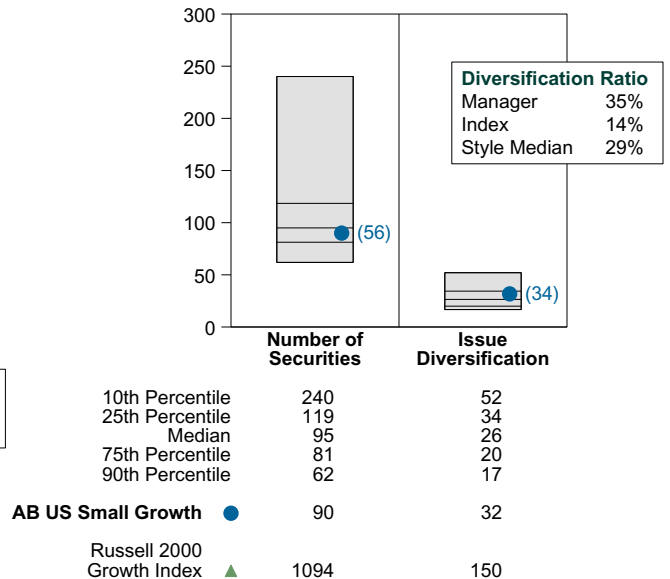
## Sector Weights

The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. Diversification by number and concentration of holdings are also compared to the benchmark and peer group. Issue Diversification represents by count, and Diversification Ratio by percent, the number of holdings that account for half of the portfolio's market value.

### Sector Allocation March 31, 2023



### Diversification March 31, 2023







# International Equity Composite Period Ended March 31, 2023

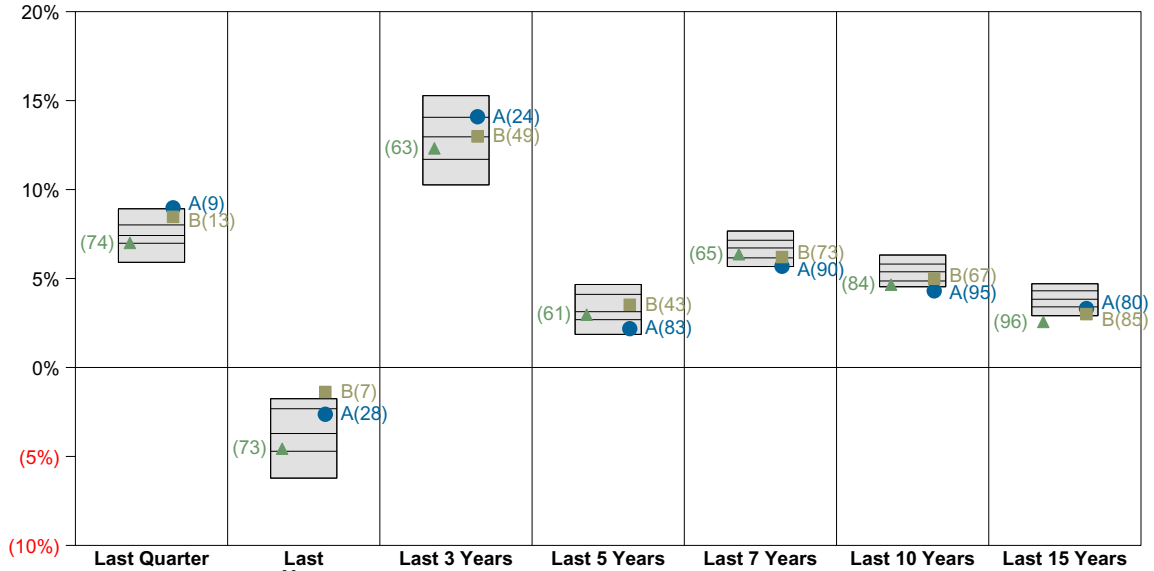
## Quarterly Summary and Highlights

- International Equity Composite's portfolio posted a 8.97% return for the quarter placing it in the 9 percentile of the Public Fund - International Equity group for the quarter and in the 28 percentile for the last year.
- International Equity Composite's portfolio outperformed the MSCI ACWI ex-US Index by 1.97% for the quarter and outperformed the MSCI ACWI ex-US Index for the year by 1.93%.

## Quarterly Asset Growth

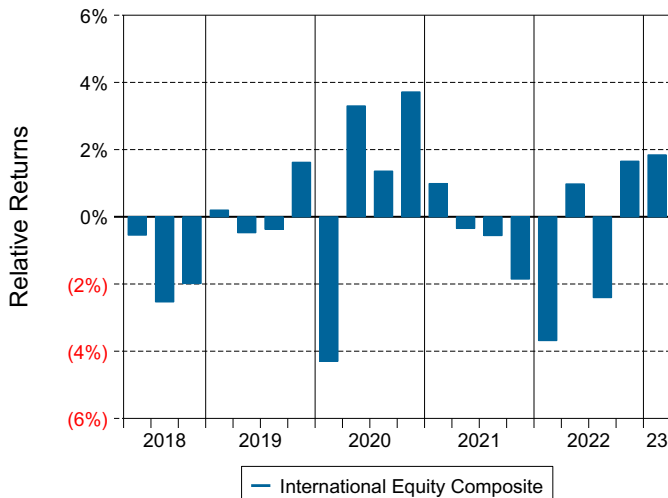
Beginning Market Value	\$147,552,564
Net New Investment	\$-2,850,000
Investment Gains/(Losses)	\$13,234,905
Ending Market Value	\$157,937,469

## Performance vs Public Fund - International Equity (Net)

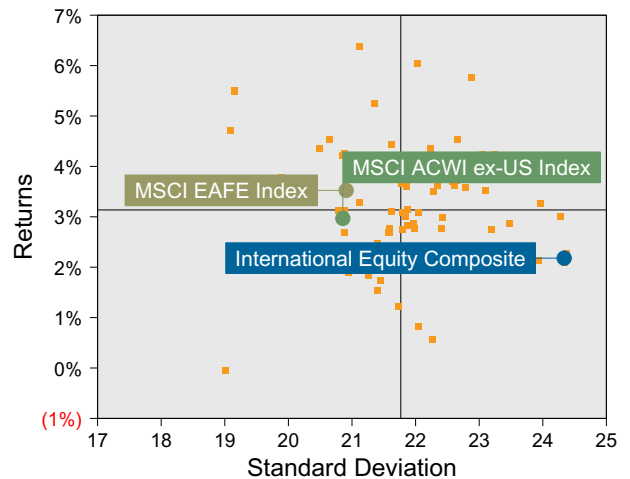


10th Percentile	8.92	(1.76)	15.28	4.66	7.67	6.32	4.71
25th Percentile	8.01	(2.32)	14.06	4.11	7.15	5.81	4.31
Median	7.42	(3.71)	12.96	3.14	6.72	5.38	3.84
75th Percentile	6.98	(4.71)	11.70	2.69	6.16	4.86	3.41
90th Percentile	5.91	(6.22)	10.26	1.86	5.67	4.54	2.91
International Equity Composite	● A 8.97	(2.63)	14.09	2.18	5.69	4.30	3.31
MSCI EAFE Index	■ B 8.47	(1.38)	12.99	3.52	6.21	5.00	3.00
MSCI ACWI ex-US Index	▲ 7.00	(4.57)	12.32	2.97	6.37	4.65	2.56

## Relative Return vs MSCI ACWI ex-US Index



## Public Fund - International Equity (Net) Annualized Five Year Risk vs Return

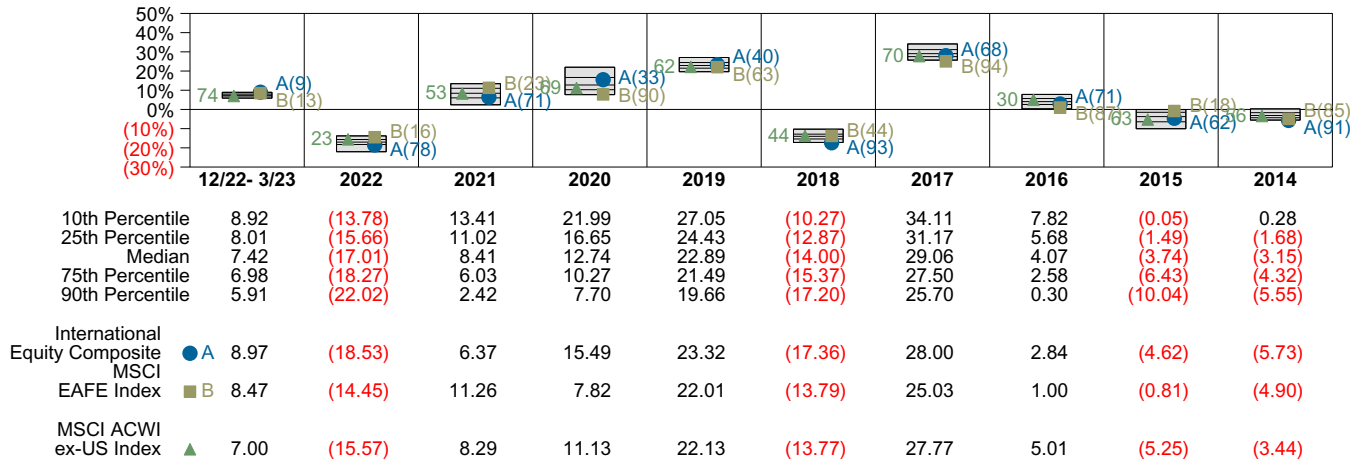


# International Equity Composite Return Analysis Summary

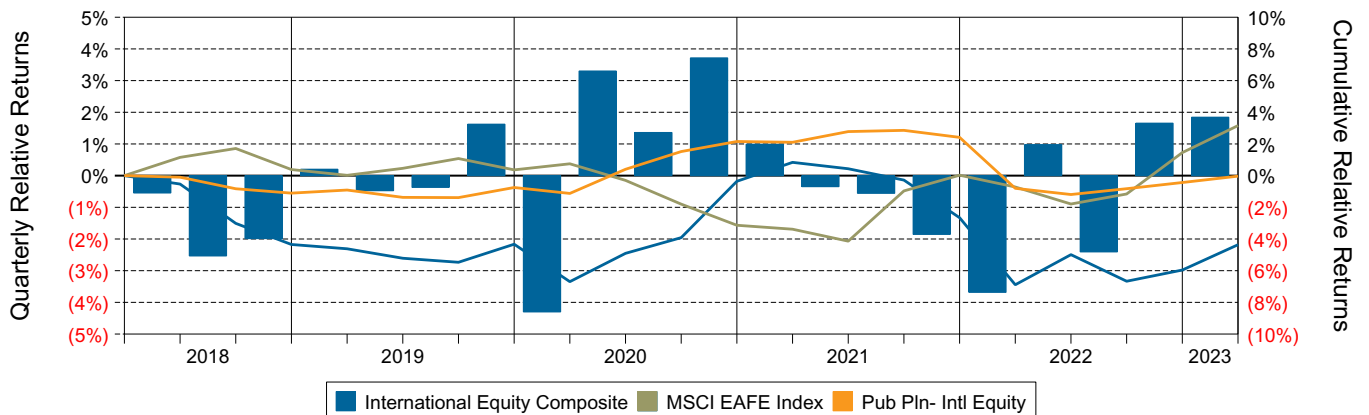
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

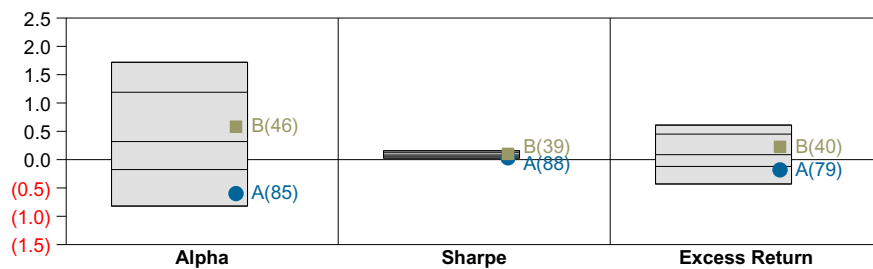
### Performance vs Public Fund - International Equity (Net)



### Cumulative and Quarterly Relative Returns vs MSCI ACWI ex-US Index



### Risk Adjusted Return Measures vs MSCI ACWI ex-US Index Rankings Against Public Fund - International Equity (Net) Five Years Ended March 31, 2023



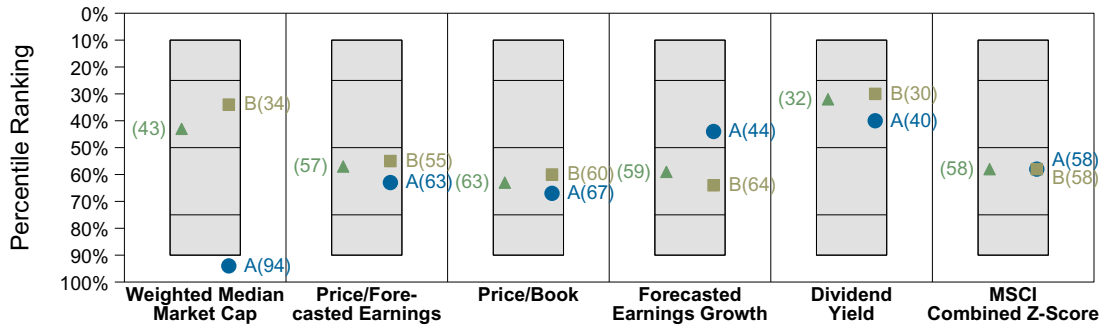
	Alpha	Sharpe Ratio	Excess Return Ratio
10th Percentile	1.72	0.16	0.61
25th Percentile	1.19	0.12	0.45
Median	0.32	0.08	0.09
75th Percentile	(0.18)	0.06	(0.12)
90th Percentile	(0.82)	0.03	(0.43)
International Equity Composite	● A (0.60)	0.03	(0.18)
MSCI EAFE Index	■ B 0.58	0.10	0.22

# International Equity Composite Equity Characteristics Analysis Summary

## Portfolio Characteristics

This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

## Portfolio Characteristics Percentile Rankings Rankings Against Callan Non-US Equity as of March 31, 2023

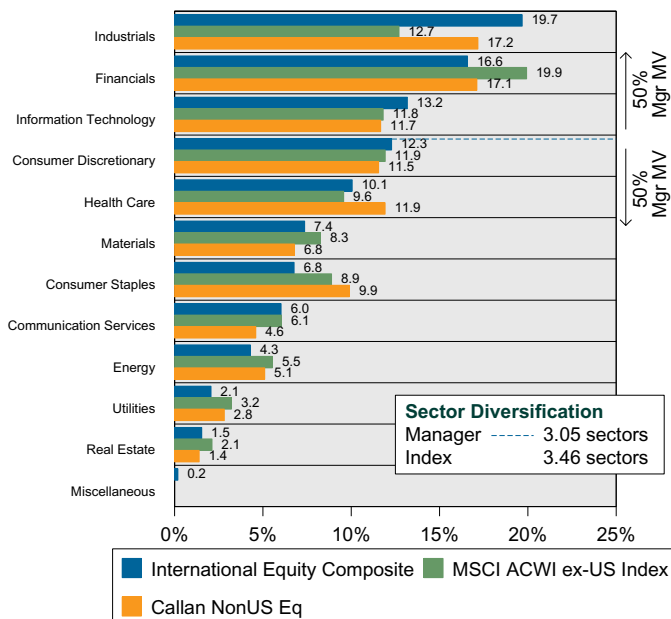


	Weighted Median Market Cap	Price/Forecasted Earnings	Price/Book	Forecasted Earnings Growth	Dividend Yield	MSCI Combined Z-Score
10th Percentile	66.78	20.70	3.49	14.59	4.01	0.85
25th Percentile	49.37	16.74	2.63	12.97	3.34	0.44
Median	37.11	13.75	2.07	10.70	2.49	0.16
75th Percentile	24.35	10.72	1.38	9.07	2.02	(0.27)
90th Percentile	15.00	9.32	1.10	7.60	1.56	(0.64)
International Equity Composite	● A 12.01	12.13	1.52	11.13	2.80	0.03
MSCI EAFE Index	■ B 44.60	13.11	1.72	9.93	3.13	(0.01)
MSCI ACWI ex-US Index	▲ 39.05	12.68	1.61	10.31	3.06	(0.01)

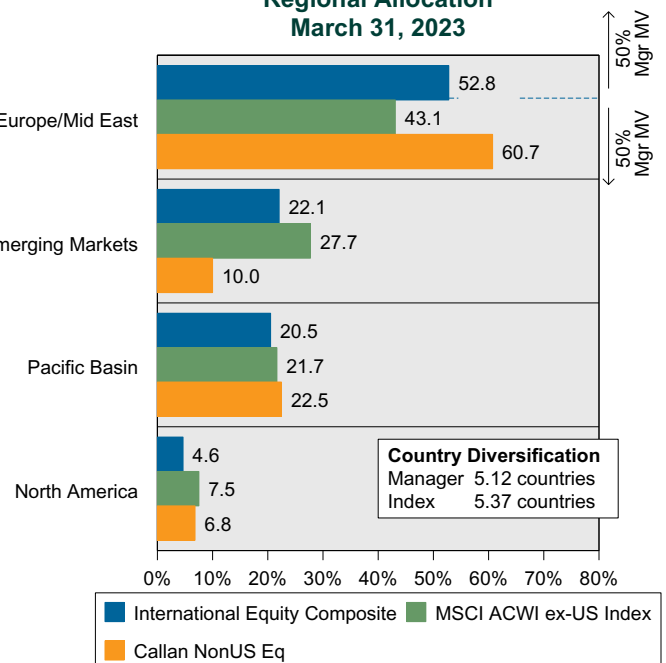
## Sector Weights

The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. The regional allocation chart compares the manager's geographical region weights with those of the benchmark as well as the median region weights of the peer group.

### Sector Allocation March 31, 2023



### Regional Allocation March 31, 2023



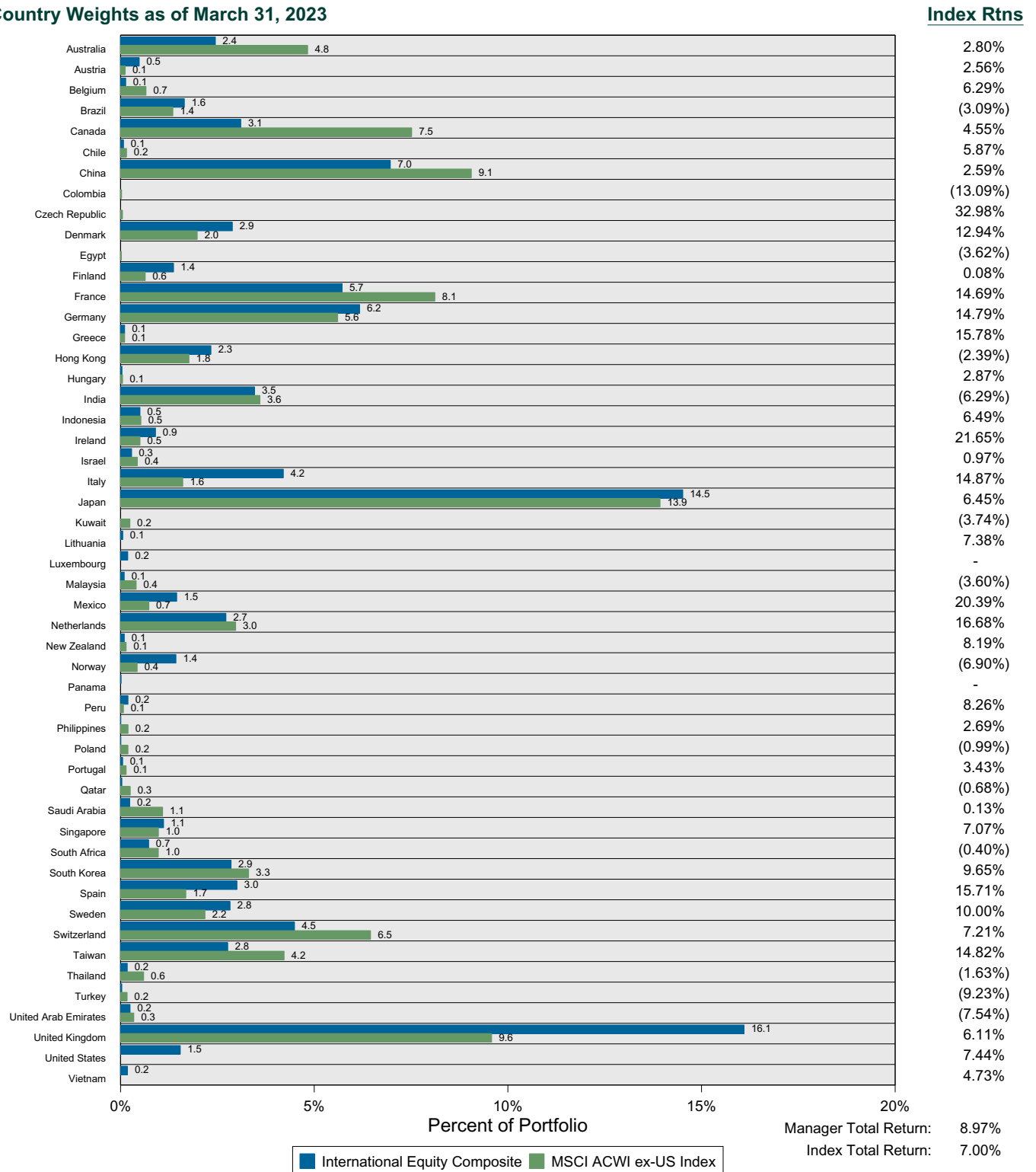
# Country Allocation

## International Equity Composite VS MSCI ACWI ex-US Index

### Country Allocation

The chart below contrasts the portfolio's country allocation with that of the index as of March 31, 2023. This chart is useful because large deviations in country allocation relative to the index are often good predictors of tracking error in the subsequent quarter. To the extent that the portfolio allocation is similar to the index, the portfolio should experience more "index-like" performance. In order to illustrate the performance effect on the portfolio and index of these country allocations, the individual index country returns are also shown.

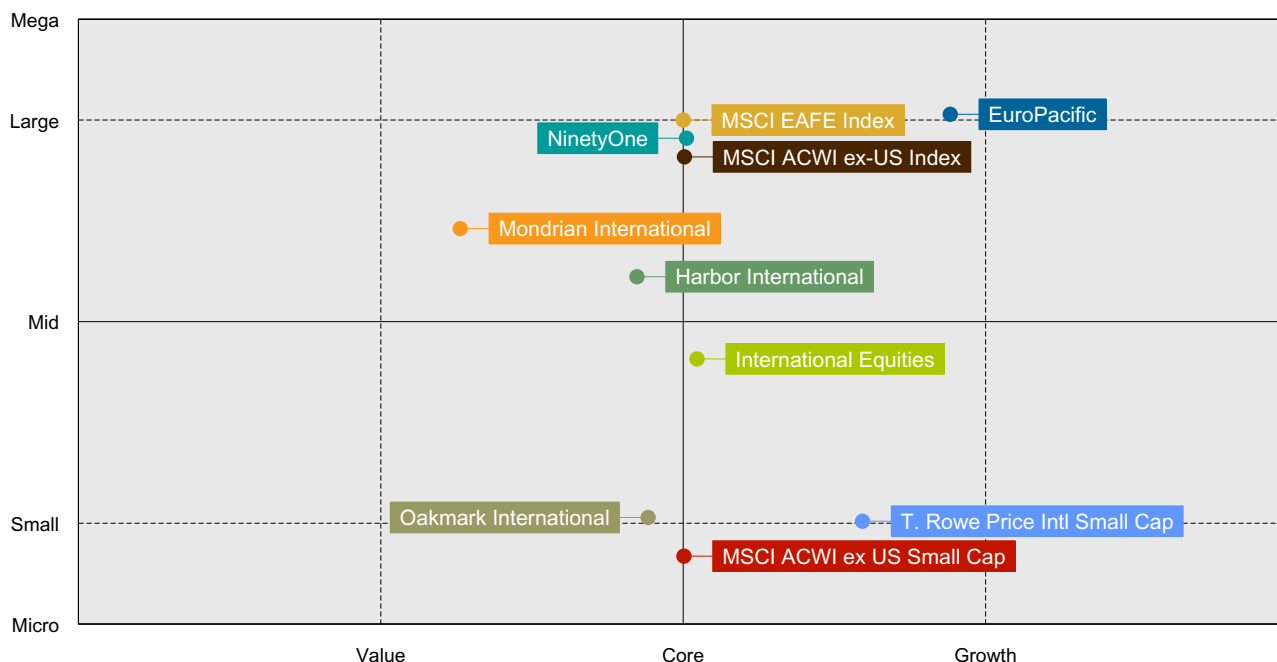
Country Weights as of March 31, 2023



## International Holdings Based Style Analysis For One Quarter Ended March 31, 2023

This page analyzes and compares the investment styles of multiple portfolios using a detailed holdings-based style analysis methodology. The size component of style is measured by the weighted median market capitalization of the holdings. The value/core/growth style dimension is captured by the "Combined Z-Score" of the portfolio. This score is based on eight fundamental factors used in the MSCI stock style scoring system. The table below gives a more detailed breakdown of several relevant style metrics on the portfolios.

### Style Map Holdings for One Quarter Ended March 31, 2023



	Weight %	Wtd Median Mkt Cap	Combined Z-Score	Growth Z-Score	Value Z-Score	Number of Securities	Security Diversification
EuroPacific	17.18%	51.10	0.74	0.24	(0.51)	353	31.98
Harbor International	18.64%	20.97	(0.15)	(0.12)	0.03	344	56.73
Oakmark International	21.24%	2.71	(0.12)	(0.01)	0.11	61	19.26
Mondrian International	18.77%	28.23	(0.67)	(0.26)	0.41	96	24.64
T. Rowe Price Intl Small Cap	15.24%	2.49	0.50	0.18	(0.31)	215	60.98
NinetyOne	8.94%	41.86	(0.00)	(0.07)	(0.07)	82	20.59
International Equities	100.00%	12.01	0.03	(0.01)	(0.04)	947	120.19
MSCI ACWI ex US Small Cap	-	1.98	(0.01)	(0.03)	(0.02)	4354	792.29
MSCI EAFE Index	-	44.60	(0.01)	(0.07)	(0.05)	795	90.88
MSCI ACWI ex-US Index	-	39.05	(0.01)	(0.07)	(0.06)	2260	160.07

# EuroPacific

## Period Ended March 31, 2023

### Investment Philosophy

The Fund is highly diversified and includes multiple autonomous investment sleeves. In eleven of the sleeves, the portfolio managers have full autonomy in selecting securities. In the two remaining sleeves, a group of senior research analysts are directly responsible for stock selection. While the sleeves range in style from value to growth, in aggregate the Fund has a significant growth bias. Over the last ten years, this bias has slowly become more pronounced but should not be considered a permanent attribute. Although we consider this Fund to be a core option, it is not benchmark-aware. It may have significant deviations from the benchmark from both a country and sector perspective and will typically have a significant exposure to emerging markets. Although this Fund could serve as a standalone option for smaller accounts, we would recommend clients utilize this Fund in a multi-manager non-US structure with diversifying strategies. Switched from Class R-5 Shares to Class R-6 Shares in December 2009.

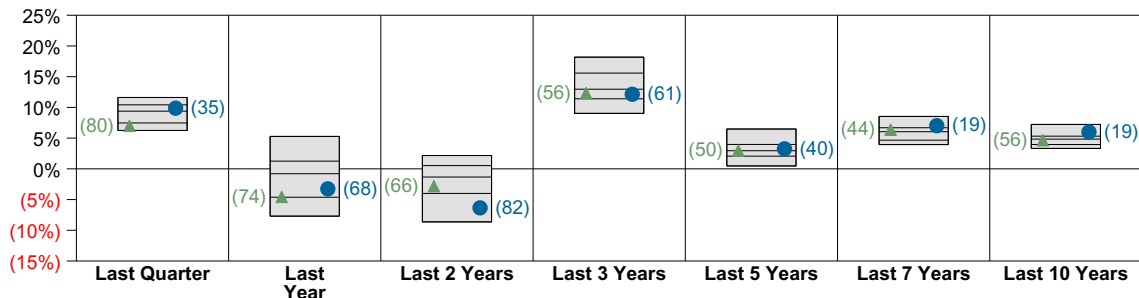
### Quarterly Summary and Highlights

- EuroPacific's portfolio posted a 9.87% return for the quarter placing it in the 35 percentile of the Callan Non US Equity Mutual Funds group for the quarter and in the 68 percentile for the last year.
- EuroPacific's portfolio outperformed the MSCI ACWI xUS GD by 2.87% for the quarter and outperformed the MSCI ACWI xUS GD for the year by 1.30%.

### Quarterly Asset Growth

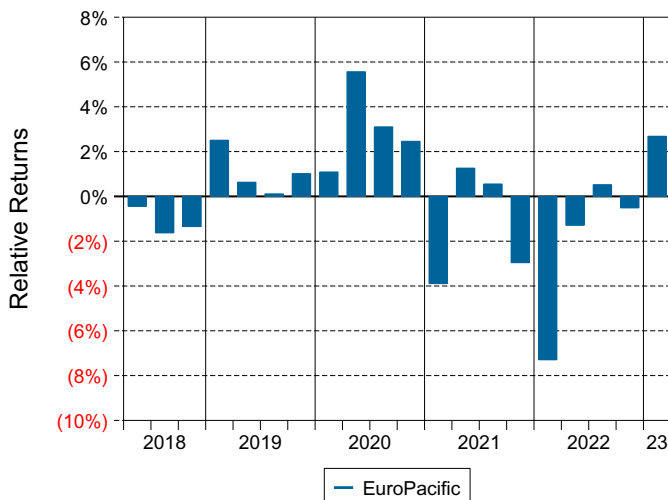
Beginning Market Value	\$25,489,013
Net New Investment	\$-850,000
Investment Gains/(Losses)	\$2,501,544
Ending Market Value	\$27,140,557

### Performance vs Callan Non US Equity Mutual Funds (Net)

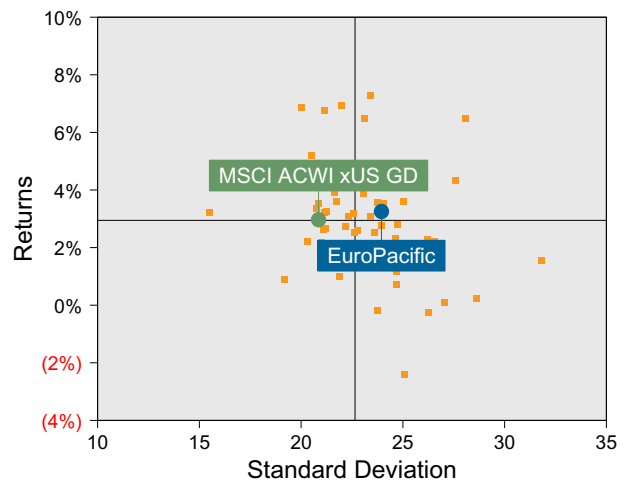


10th Percentile	11.61	5.28	2.17	18.18	6.48	8.53	7.22
25th Percentile	10.42	1.25	0.53	15.59	3.97	6.69	5.32
Median	9.39	(0.79)	(1.33)	12.96	2.94	6.04	4.84
75th Percentile	7.47	(4.62)	(4.00)	11.40	2.07	4.67	3.96
90th Percentile	6.24	(7.70)	(8.64)	9.03	0.47	3.95	3.32
<b>EuroPacific</b>	● 9.87	(3.26)	(6.36)	12.13	3.25	7.02	5.99
MSCI ACWI xUS GD	▲ 7.00	(4.57)	(2.82)	12.32	2.97	6.37	4.65

### Relative Return vs MSCI ACWI xUS GD



### Callan Non US Equity Mutual Funds (Net) Annualized Five Year Risk vs Return

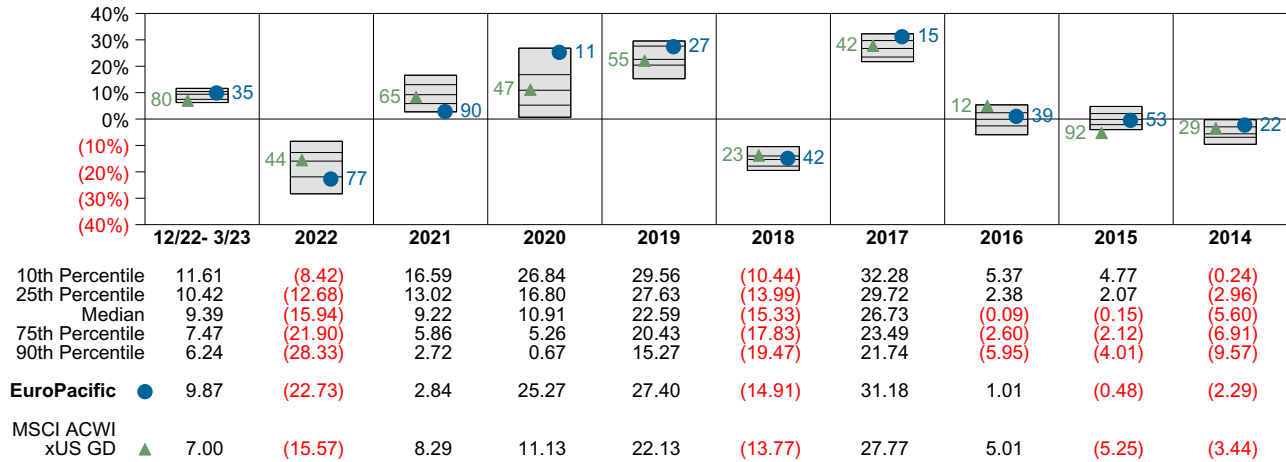


# EuroPacific Return Analysis Summary

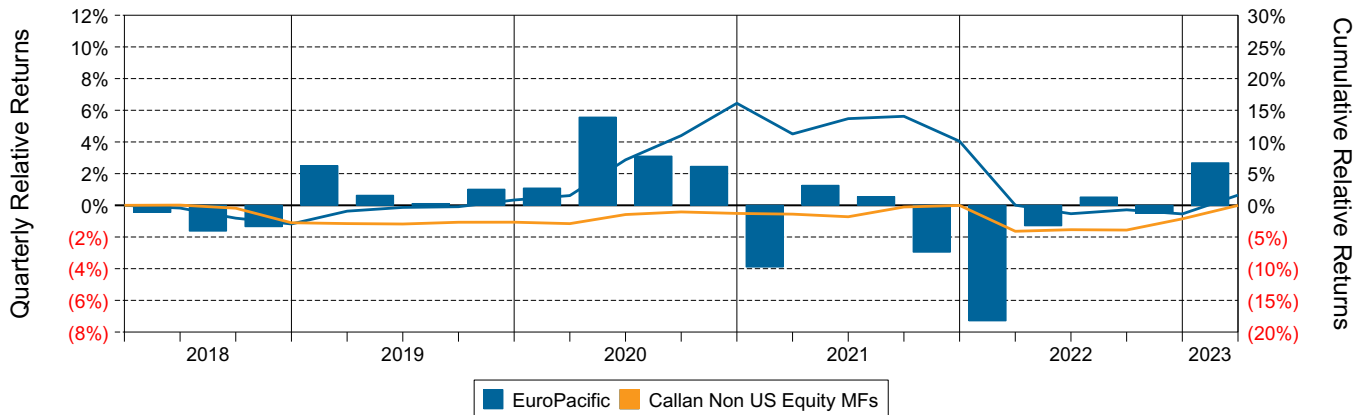
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

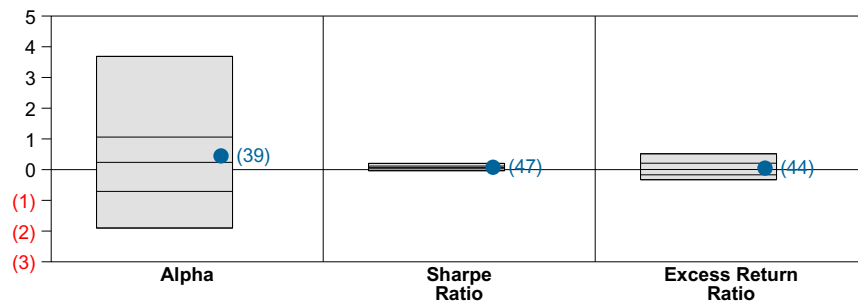
### Performance vs Callan Non US Equity Mutual Funds (Net)



### Cumulative and Quarterly Relative Returns vs MSCI ACWI xUS GD



### Risk Adjusted Return Measures vs MSCI ACWI xUS GD Rankings Against Callan Non US Equity Mutual Funds (Net) Five Years Ended March 31, 2023



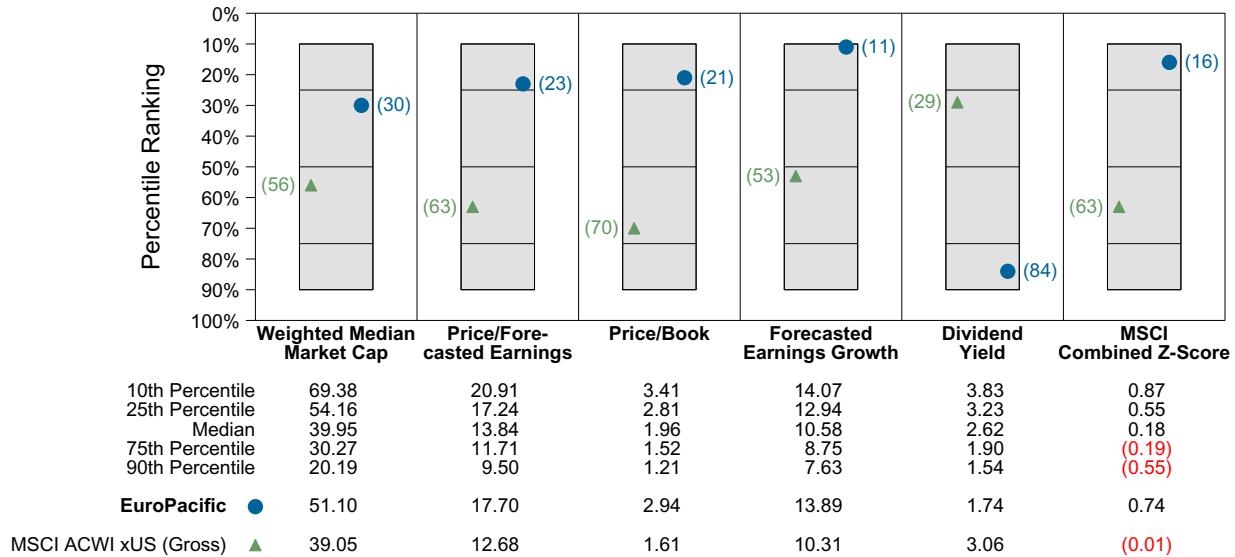
10th Percentile	3.69	0.20	0.52
25th Percentile	1.06	0.12	0.21
Median	0.24	0.07	0.00
75th Percentile	(0.71)	0.03	(0.17)
90th Percentile	(1.90)	(0.03)	(0.33)
<b>EuroPacific</b>	● 0.45	0.08	0.05

# EuroPacific Equity Characteristics Analysis Summary

## Portfolio Characteristics

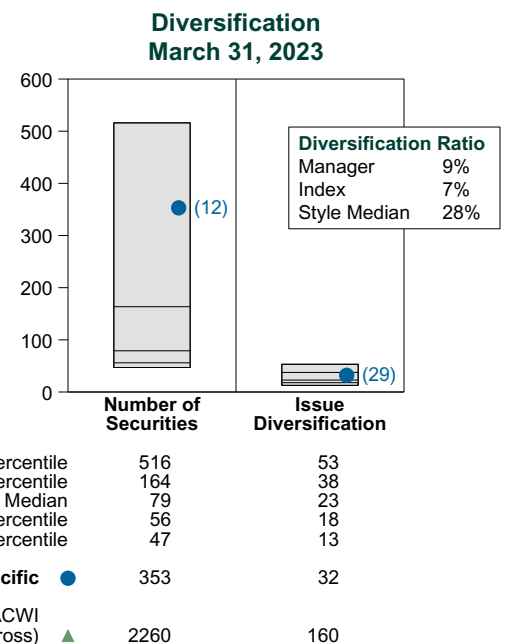
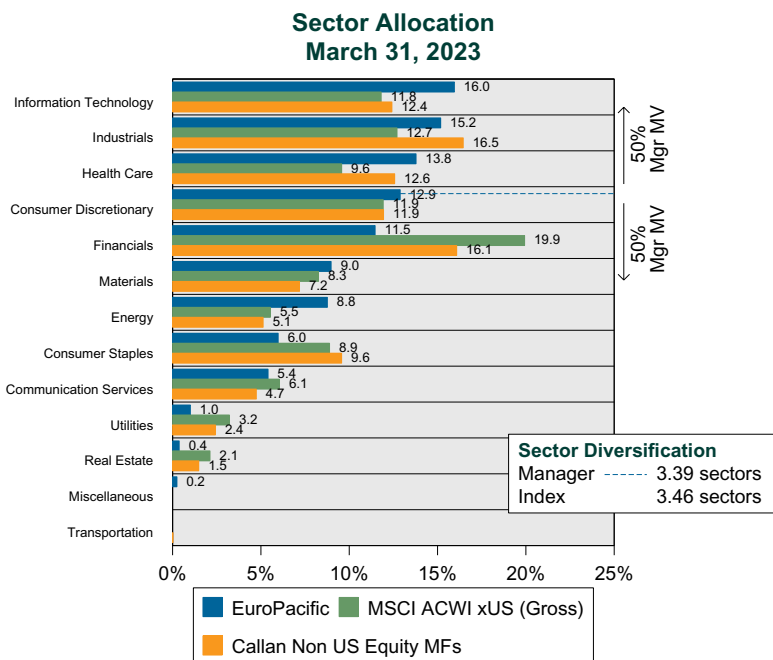
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

## Portfolio Characteristics Percentile Rankings Rankings Against Callan Non US Equity Mutual Funds as of March 31, 2023



## Sector Weights

The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. Diversification by number and concentration of holdings are also compared to the benchmark and peer group. Issue Diversification represents by count, and Diversification Ratio by percent, the number of holdings that account for half of the portfolio's market value.

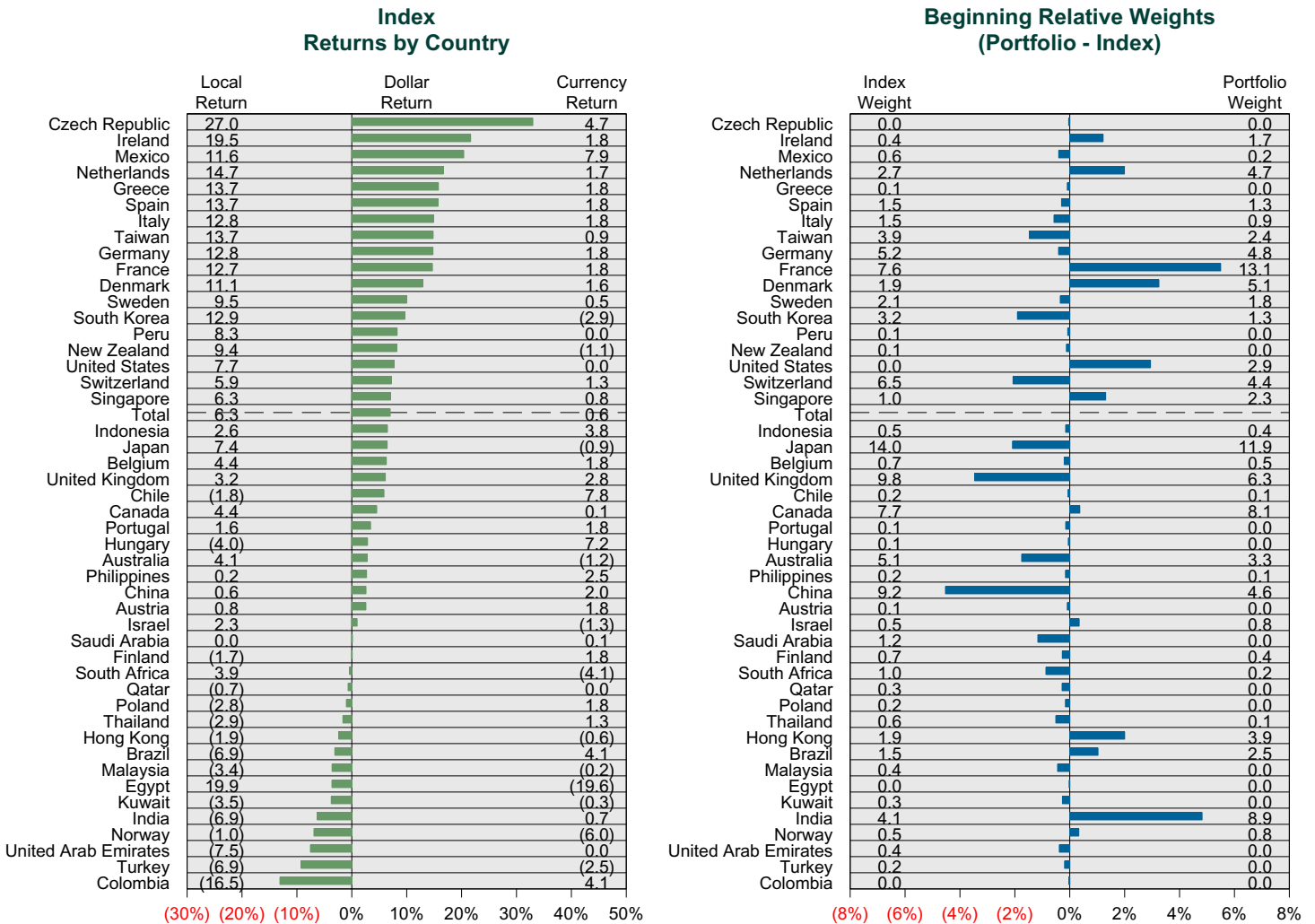




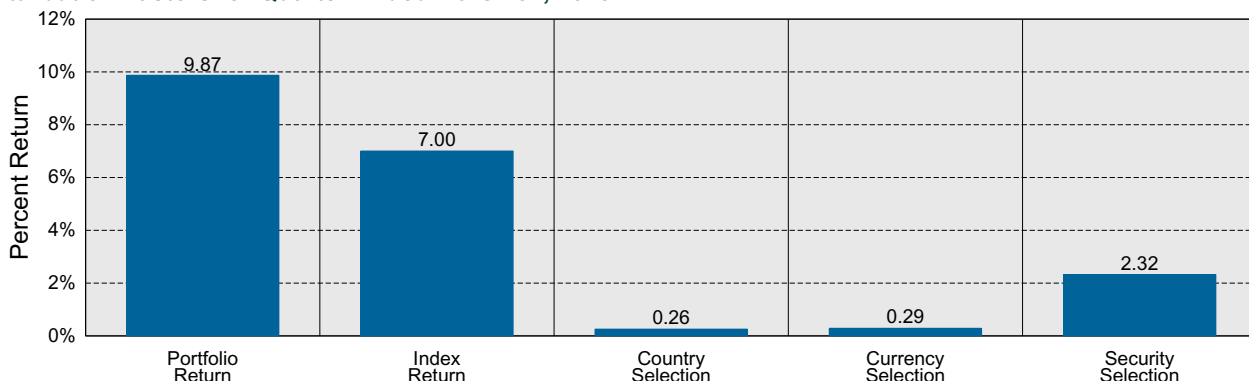
# EuroPacific vs MSCI ACWI xUS GD Attribution for Quarter Ended March 31, 2023

## International Attribution

The first chart below illustrates the return for each country in the index sorted from high to low. The total return for the index is highlighted with a dotted line. The second chart (countries presented in the same order) illustrates the manager's country allocation decisions relative to the index. To the extent that the manager over-weighted a country that had a higher return than the total return for the index (above the dotted line) it contributes positively to the manager's country (or currency) selection effect. The last chart details the manager return, the index return, and the attribution factors for the quarter.



## Attribution Factors for Quarter Ended March 31, 2023



# Harbor International

## Period Ended March 31, 2023

### Investment Philosophy

On August 22, 2018, Harbor Funds Board of Trustees appointed Marathon Asset Management LLP (Marathon London) to serve as sub-advisor to the Harbor International Fund, replacing Northern Cross, LLC, effective immediately.

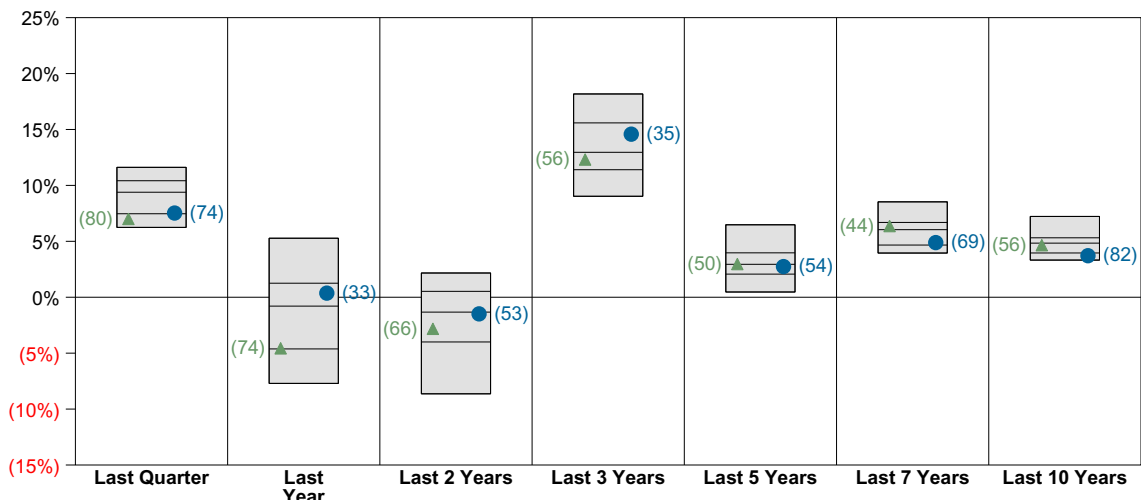
### Quarterly Summary and Highlights

- Harbor International's portfolio posted a 7.53% return for the quarter placing it in the 74 percentile of the Callan Non US Equity Mutual Funds group for the quarter and in the 33 percentile for the last year.
- Harbor International's portfolio outperformed the MSCI ACWI xUS GD by 0.52% for the quarter and outperformed the MSCI ACWI xUS GD for the year by 4.93%.

### Quarterly Asset Growth

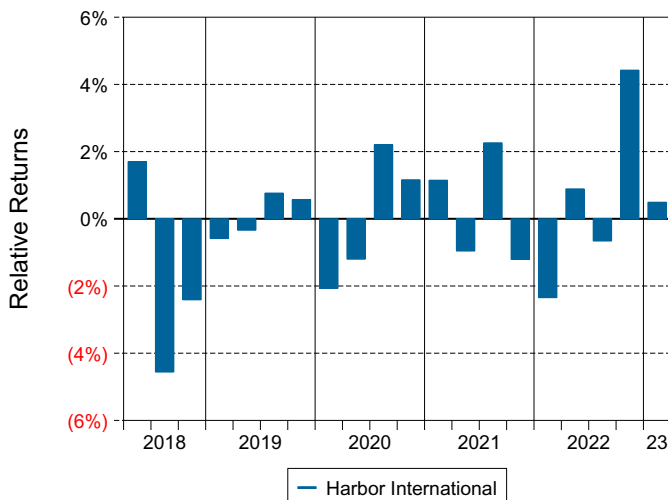
Beginning Market Value	\$29,278,072
Net New Investment	\$-2,000,000
Investment Gains/(Losses)	\$2,155,272
Ending Market Value	\$29,433,344

### Performance vs Callan Non US Equity Mutual Funds (Net)

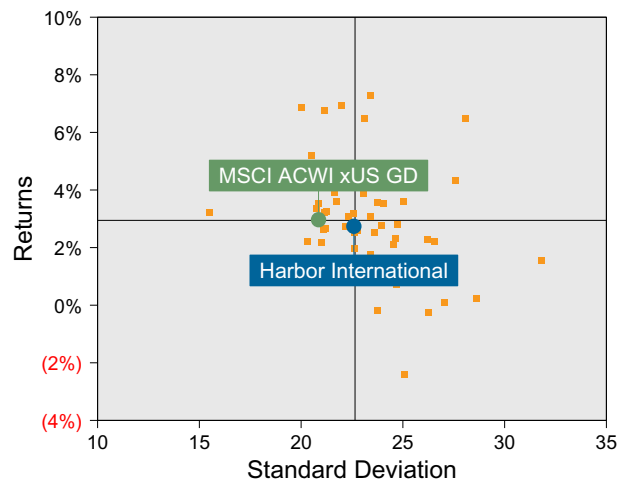


10th Percentile	11.61	5.28	2.17	18.18	6.48	8.53	7.22
25th Percentile	10.42	1.25	0.53	15.59	3.97	6.69	5.32
Median	9.39	(0.79)	(1.33)	12.96	2.94	6.04	4.84
75th Percentile	7.47	(4.62)	(4.00)	11.40	2.07	4.67	3.96
90th Percentile	6.24	(7.70)	(8.64)	9.03	0.47	3.95	3.32
<b>Harbor International</b> ●	7.53	0.37	(1.49)	14.58	2.74	4.89	3.71
<b>MSCI ACWI xUS GD</b> ▲	7.00	(4.57)	(2.82)	12.32	2.97	6.37	4.65

### Relative Return vs MSCI ACWI xUS GD



### Callan Non US Equity Mutual Funds (Net) Annualized Five Year Risk vs Return

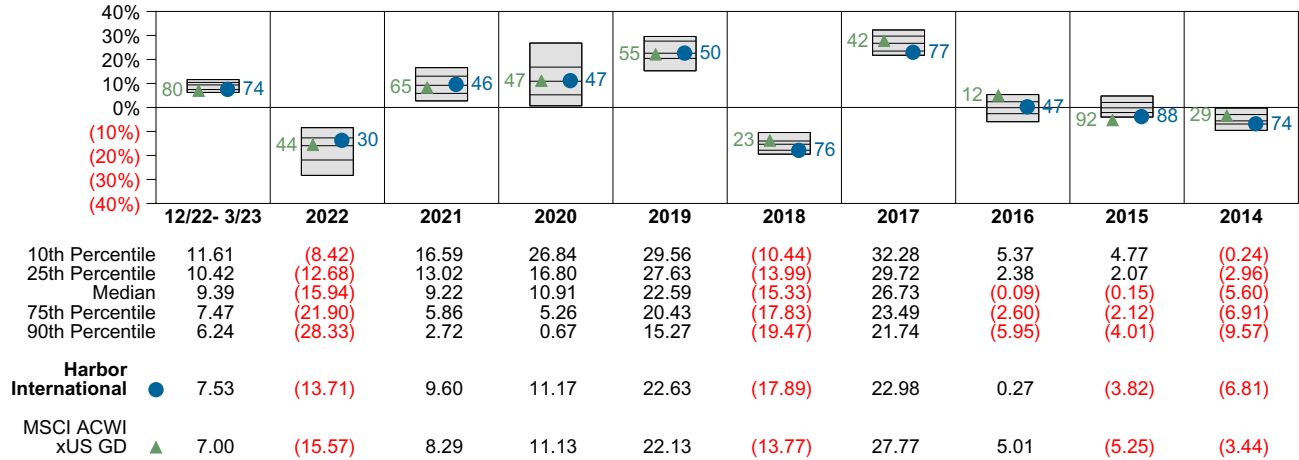


# Harbor International Return Analysis Summary

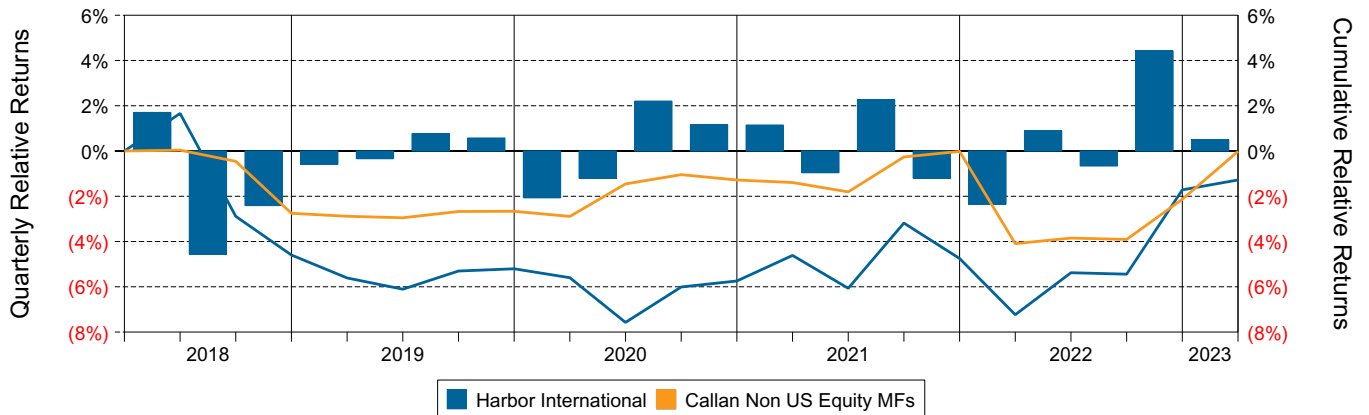
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

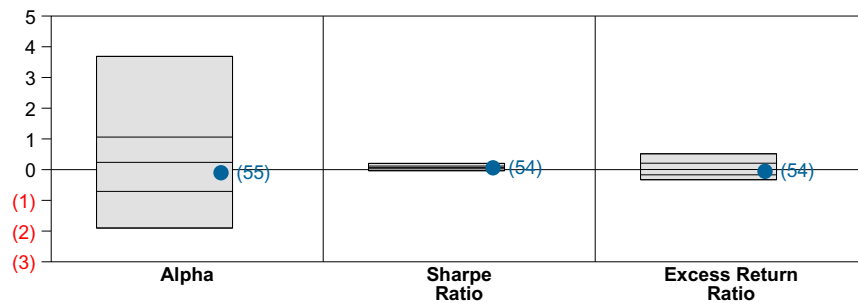
### Performance vs Callan Non US Equity Mutual Funds (Net)



### Cumulative and Quarterly Relative Returns vs MSCI ACWI xUS GD



### Risk Adjusted Return Measures vs MSCI ACWI xUS GD Rankings Against Callan Non US Equity Mutual Funds (Net) Five Years Ended March 31, 2023



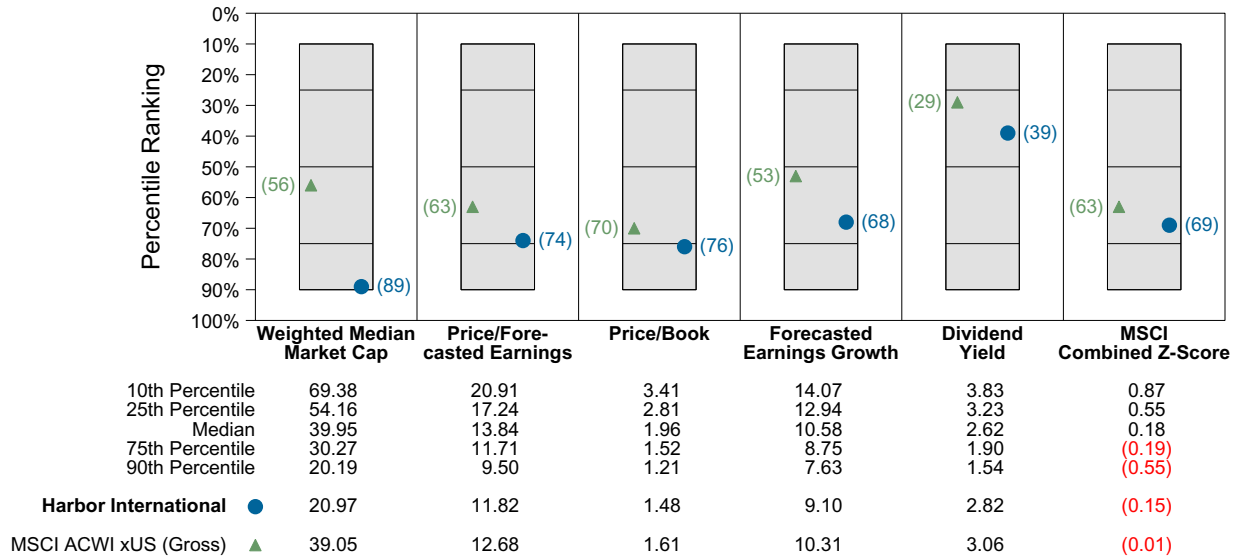
	Alpha	Sharpe Ratio	Excess Return Ratio
10th Percentile	3.69	0.20	0.52
25th Percentile	1.06	0.12	0.21
Median	0.24	0.07	0.00
75th Percentile	(0.71)	0.03	(0.17)
90th Percentile	(1.90)	(0.03)	(0.33)
<b>Harbor International</b>	● (0.10)	0.06	(0.05)

# Harbor International Equity Characteristics Analysis Summary

## Portfolio Characteristics

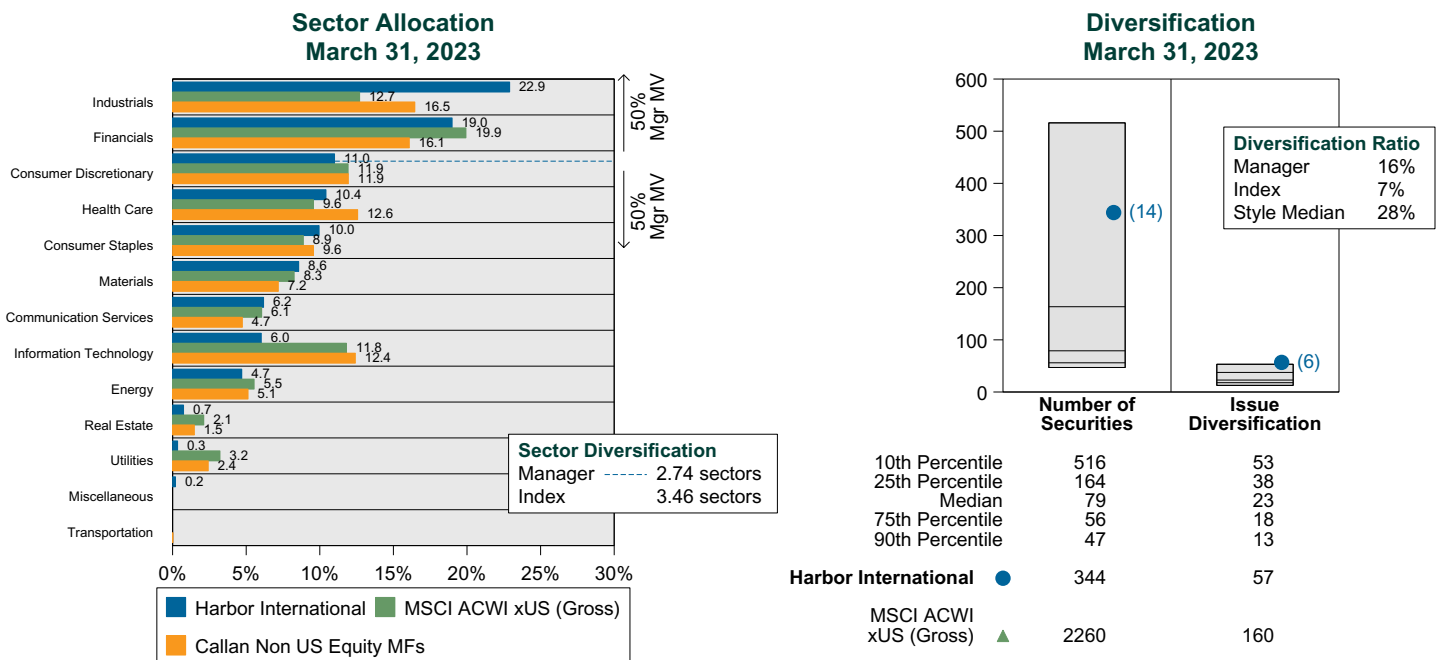
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

## Portfolio Characteristics Percentile Rankings Rankings Against Callan Non US Equity Mutual Funds as of March 31, 2023



## Sector Weights

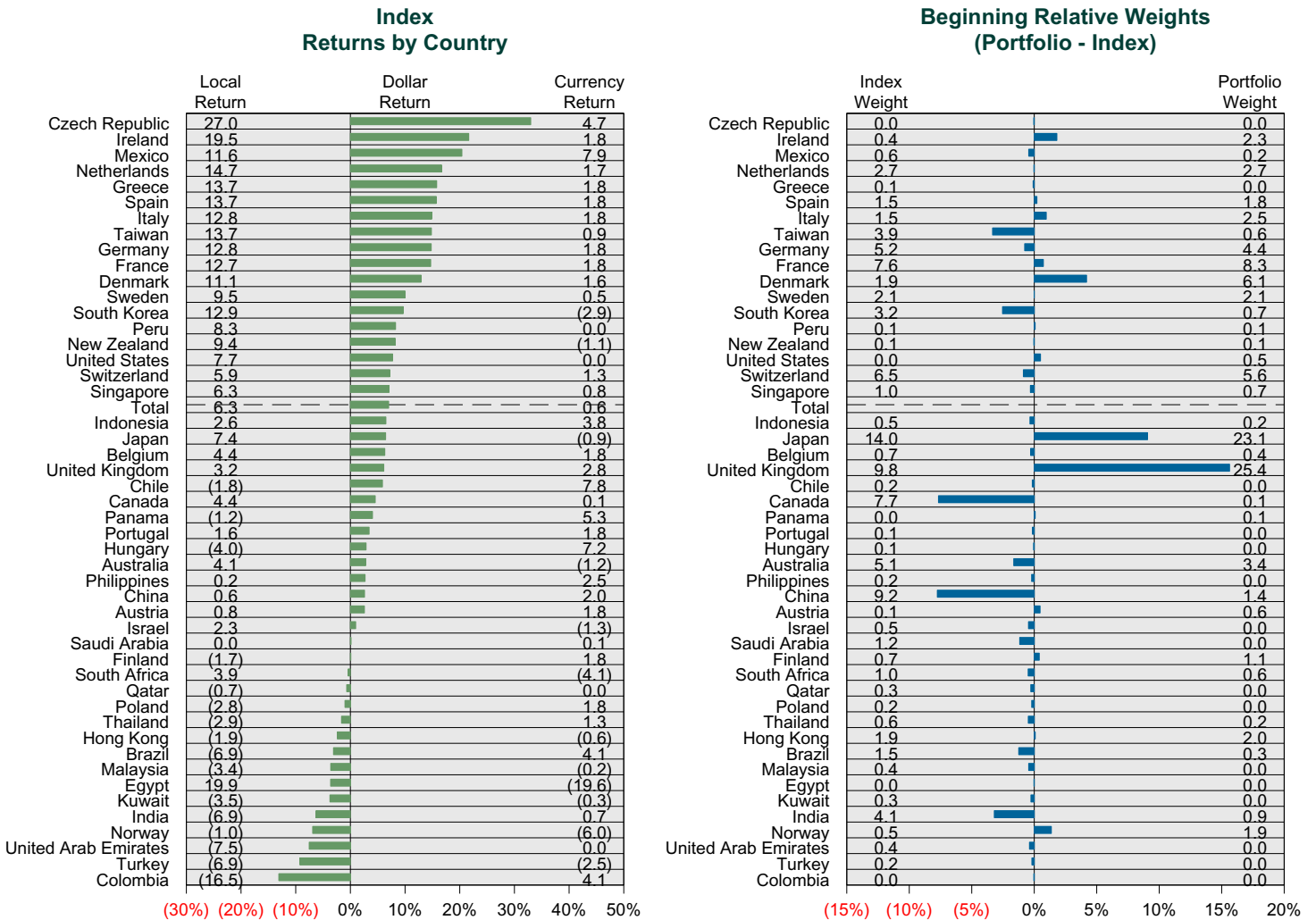
The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. Diversification by number and concentration of holdings are also compared to the benchmark and peer group. Issue Diversification represents by count, and Diversification Ratio by percent, the number of holdings that account for half of the portfolio's market value.



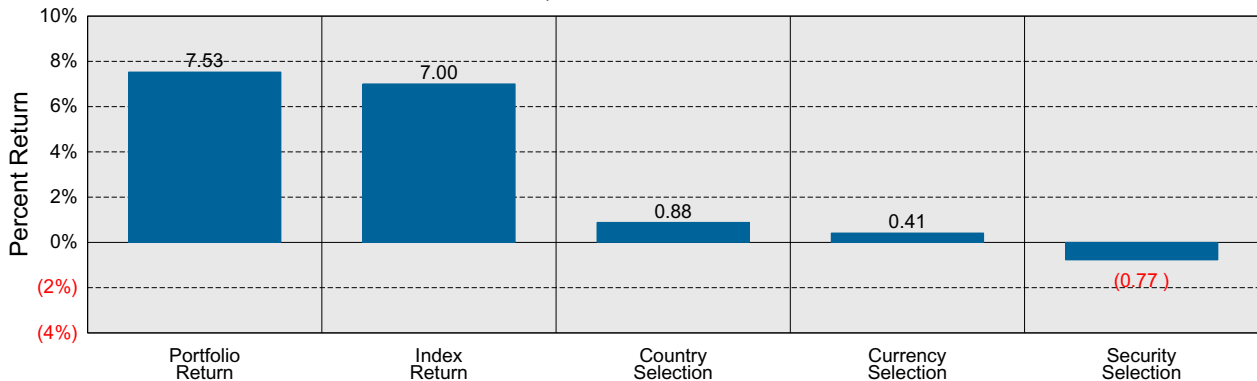
# Harbor International vs MSCI ACWI xUS GD Attribution for Quarter Ended March 31, 2023

## International Attribution

The first chart below illustrates the return for each country in the index sorted from high to low. The total return for the index is highlighted with a dotted line. The second chart (countries presented in the same order) illustrates the manager's country allocation decisions relative to the index. To the extent that the manager over-weighted a country that had a higher return than the total return for the index (above the dotted line) it contributes positively to the manager's country (or currency) selection effect. The last chart details the manager return, the index return, and the attribution factors for the quarter.



## Attribution Factors for Quarter Ended March 31, 2023



# Oakmark International

## Period Ended March 31, 2023

### Investment Philosophy

Harris International Equity is sub-advised by Oakmark. Oakmark employs a value approach to investing and relies on its in-house research capabilities to build focused portfolios. The investment team purchases international stocks in both established and emerging markets that are selling at a substantial discount to intrinsic value. Unlike some value managers, Oakmark places particular emphasis on a company's ability to generate free cash flow as well as the strength of company management. Stocks are also analyzed in terms of financial strength, the position of the company in its industry, and the attractiveness of the industry. The resulting portfolio is relatively concentrated with between 35-65 holdings (although typical number of holdings has been in the 50-55 range). The portfolio is highly benchmark agnostic and the portfolios risk guidelines are broad. The strategy's exposure to emerging markets varies but is limited to 20% of the portfolio. A company is typically purchased when its discount to intrinsic value is 30% or greater and sold when that discount nears 10% or less. Turnover has typically averaged less than 20% a year, reflecting the investment teams 3-5 year outlook on its holdings. \*This fund was converted into a CIT in November 2015.

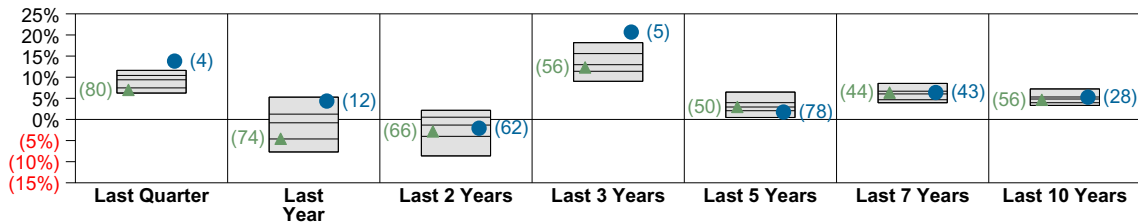
### Quarterly Summary and Highlights

- Oakmark International's portfolio posted a 13.81% return for the quarter placing it in the 4 percentile of the Callan Non US Equity Mutual Funds group for the quarter and in the 12 percentile for the last year.
- Oakmark International's portfolio outperformed the MSCI ACWI xUS GD by 6.80% for the quarter and outperformed the MSCI ACWI xUS GD for the year by 8.91%.

### Quarterly Asset Growth

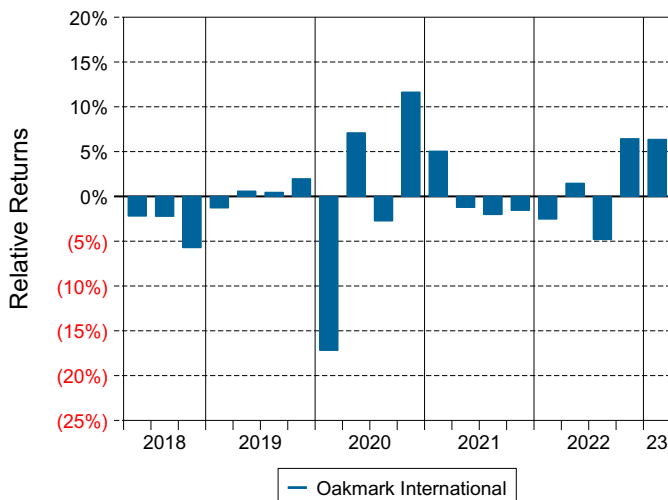
Beginning Market Value	\$29,469,269
Net New Investment	\$0
Investment Gains/(Losses)	\$4,068,979
Ending Market Value	\$33,538,248

### Performance vs Callan Non US Equity Mutual Funds (Net)

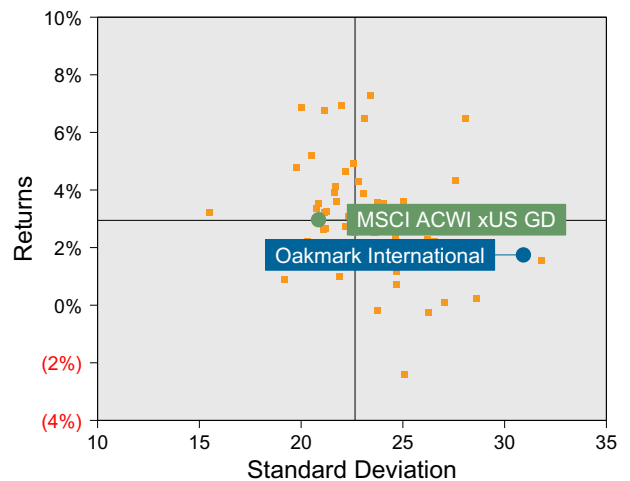


10th Percentile	11.61	5.28	2.17	18.18	6.48	8.53	7.22
25th Percentile	10.42	1.25	0.53	15.59	3.97	6.69	5.32
Median	9.39	(0.79)	(1.33)	12.96	2.94	6.04	4.84
75th Percentile	7.47	(4.62)	(4.00)	11.40	2.07	4.67	3.96
90th Percentile	6.24	(7.70)	(8.64)	9.03	0.47	3.95	3.32
<b>Oakmark International</b>	<b>● 13.81</b>	<b>4.35</b>	<b>(2.08)</b>	<b>20.68</b>	<b>1.75</b>	<b>6.37</b>	<b>5.26</b>
MSCI ACWI xUS GD	▲ 7.00	(4.57)	(2.82)	12.32	2.97	6.37	4.65

### Relative Return vs MSCI ACWI xUS GD



### Callan Non US Equity Mutual Funds (Net) Annualized Five Year Risk vs Return

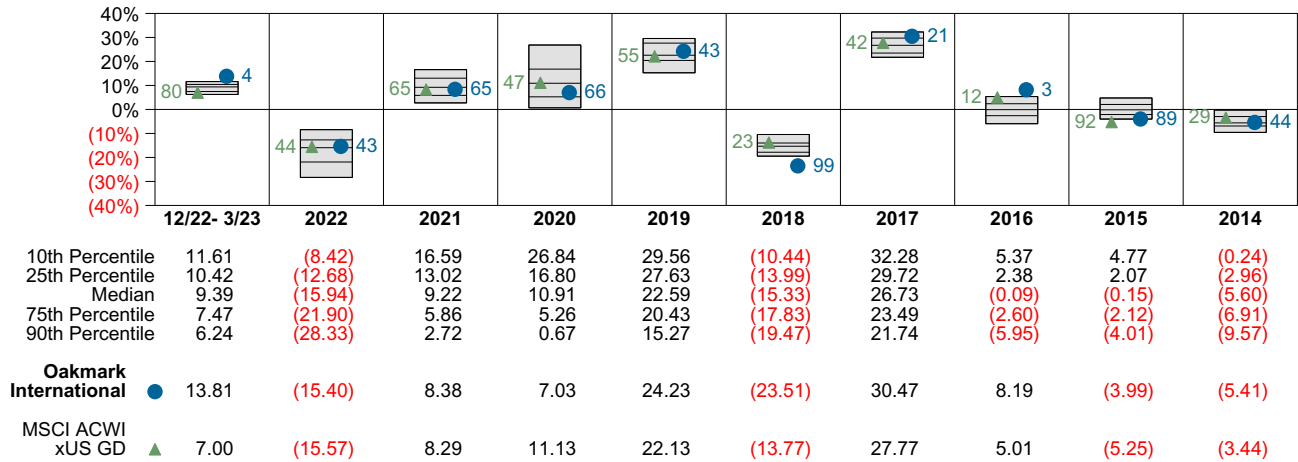


# Oakmark International Return Analysis Summary

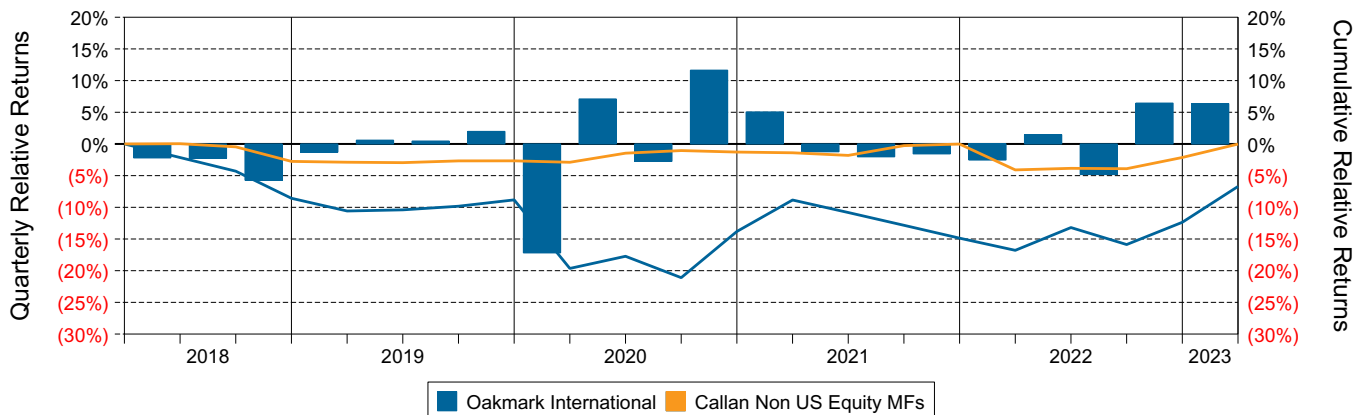
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

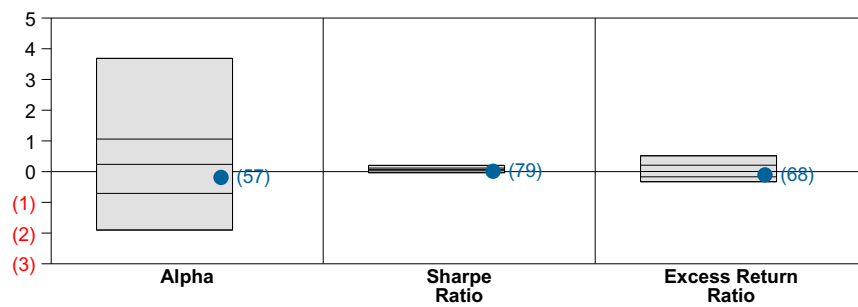
### Performance vs Callan Non US Equity Mutual Funds (Net)



### Cumulative and Quarterly Relative Returns vs MSCI ACWI xUS GD



### Risk Adjusted Return Measures vs MSCI ACWI xUS GD Rankings Against Callan Non US Equity Mutual Funds (Net) Five Years Ended March 31, 2023



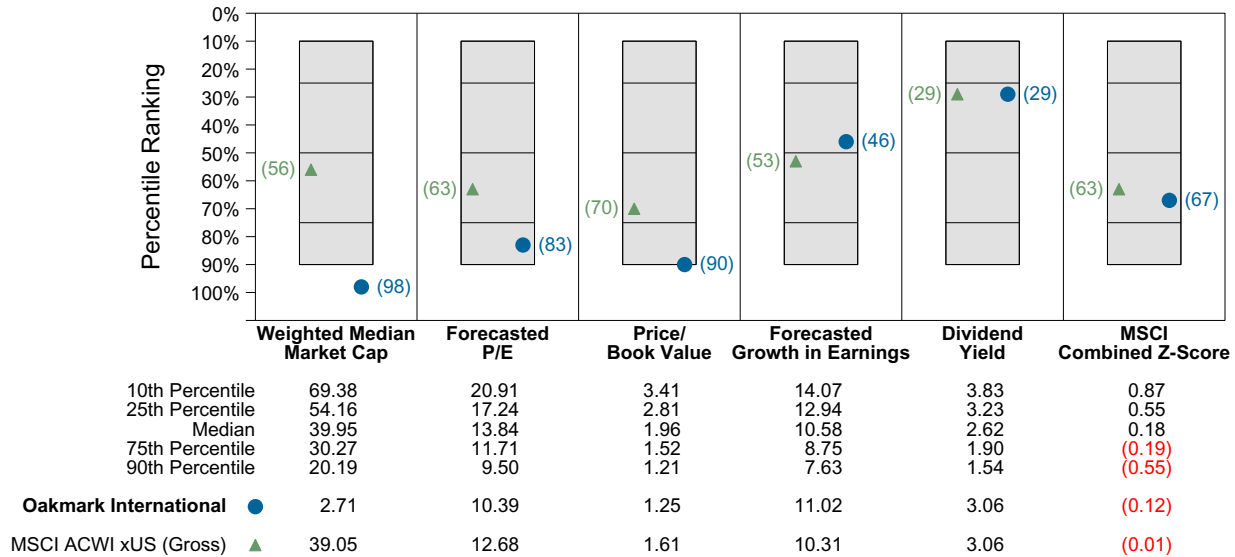
	Alpha	Sharpe Ratio	Excess Return Ratio
10th Percentile	3.69	0.20	0.52
25th Percentile	1.06	0.12	0.21
Median	0.24	0.07	0.00
75th Percentile	(0.71)	0.03	(0.17)
90th Percentile	(1.90)	(0.03)	(0.33)
<b>Oakmark International</b>	● (0.19)	0.01	(0.11)

# Oakmark International Equity Characteristics Analysis Summary

## Portfolio Characteristics

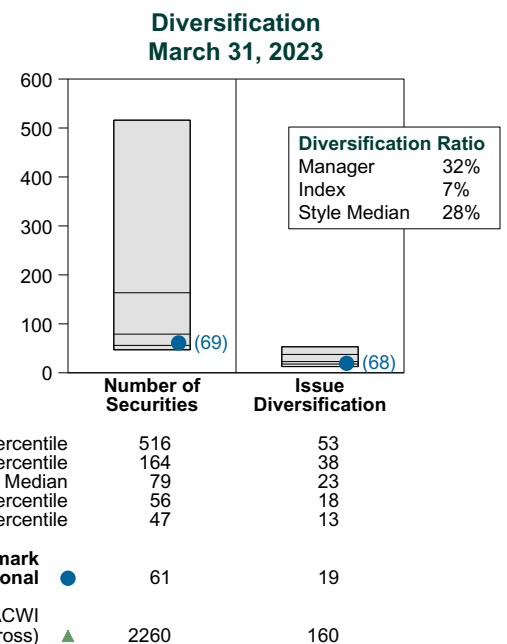
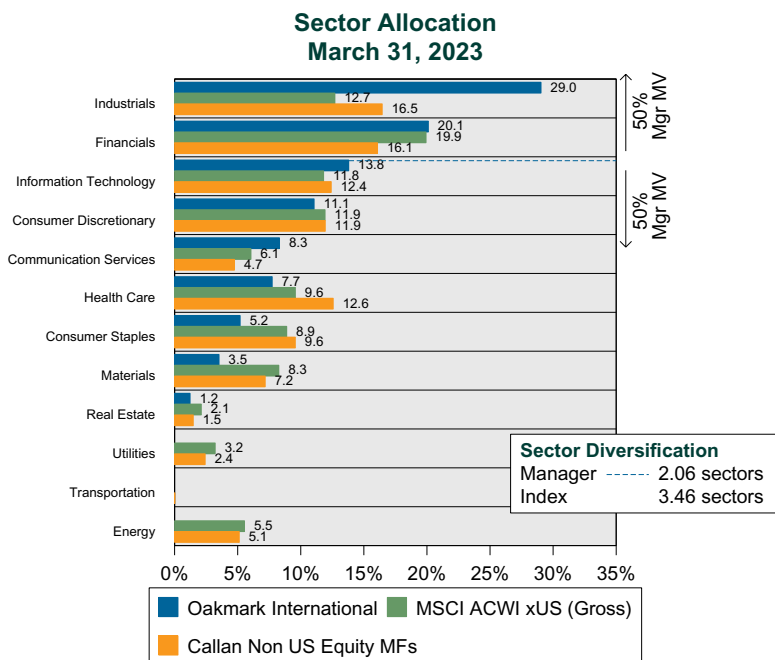
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

## Portfolio Characteristics Percentile Rankings Rankings Against Callan Non US Equity Mutual Funds as of March 31, 2023



## Sector Weights

The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. Diversification by number and concentration of holdings are also compared to the benchmark and peer group. Issue Diversification represents by count, and Diversification Ratio by percent, the number of holdings that account for half of the portfolio's market value.

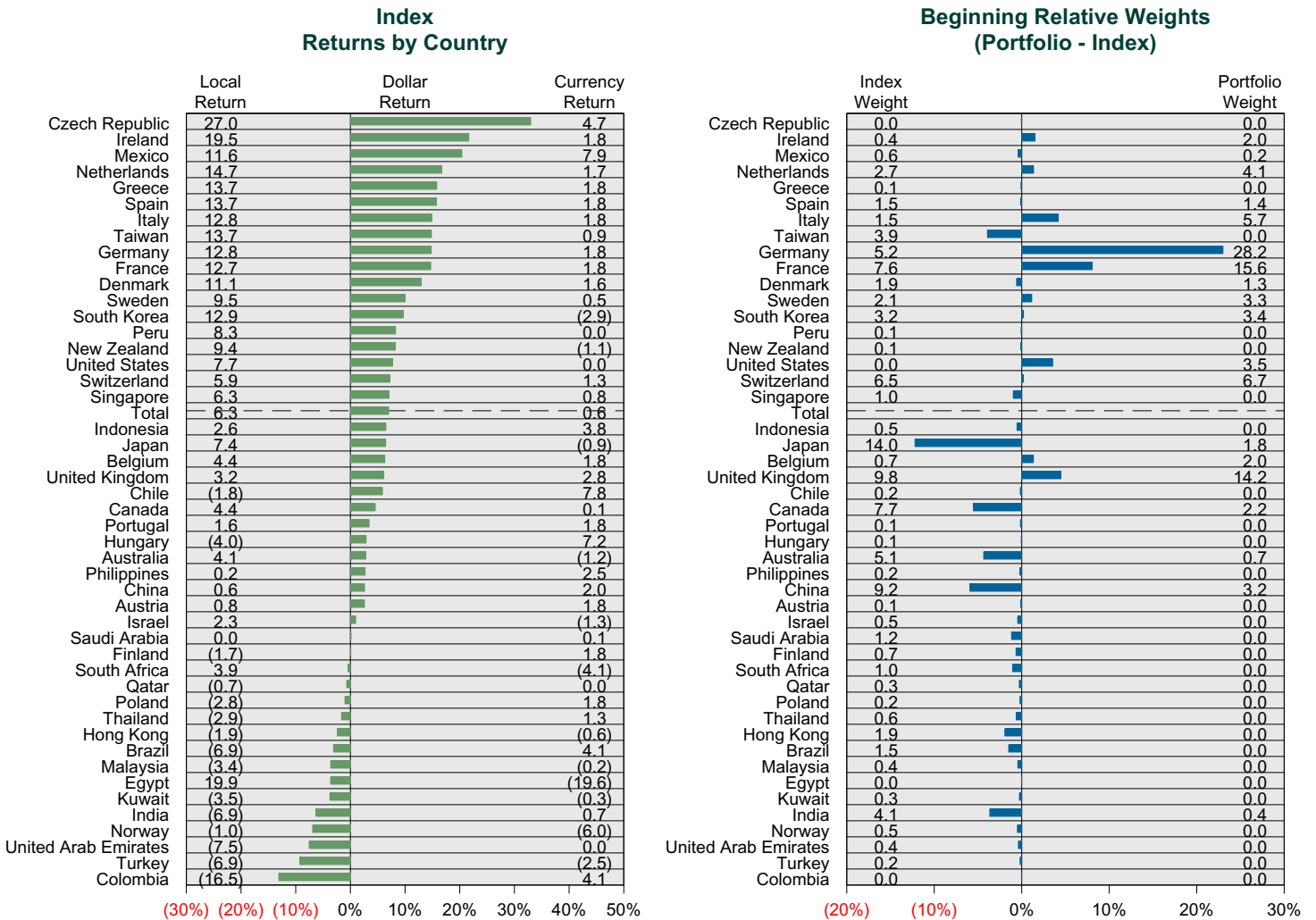




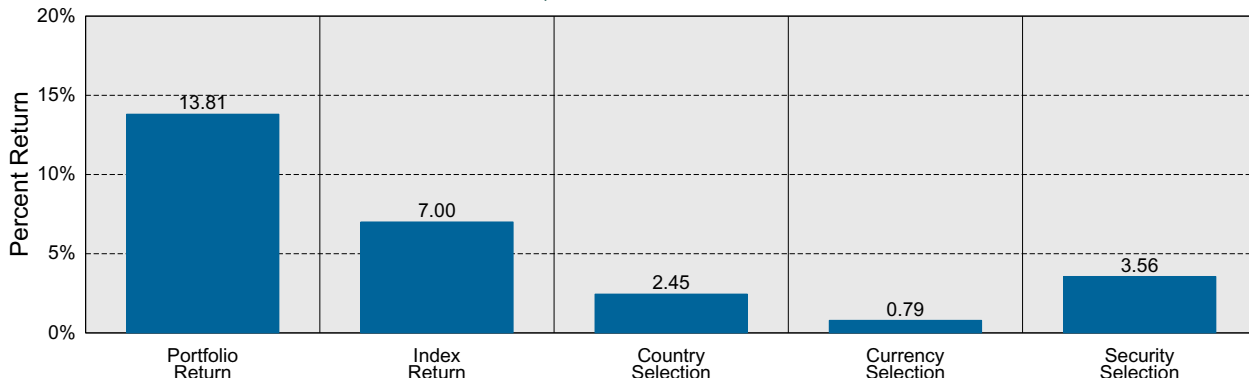
# Oakmark International vs MSCI ACWI xUS GD Attribution for Quarter Ended March 31, 2023

## International Attribution

The first chart below illustrates the return for each country in the index sorted from high to low. The total return for the index is highlighted with a dotted line. The second chart (countries presented in the same order) illustrates the manager's country allocation decisions relative to the index. To the extent that the manager over-weighted a country that had a higher return than the total return for the index (above the dotted line) it contributes positively to the manager's country (or currency) selection effect. The last chart details the manager return, the index return, and the attribution factors for the quarter.



## Attribution Factors for Quarter Ended March 31, 2023



# Mondrian International Period Ended March 31, 2023

## Investment Philosophy

Mondrian's value driven investment philosophy is based on the belief that investments need to be evaluated in terms of their fundamental long-term value. In the management of international equity assets, they invest in securities where rigorous dividend discount analysis identifies value in terms of the long term flow of income. Mondrian's management fee is 80 bps on all assets.

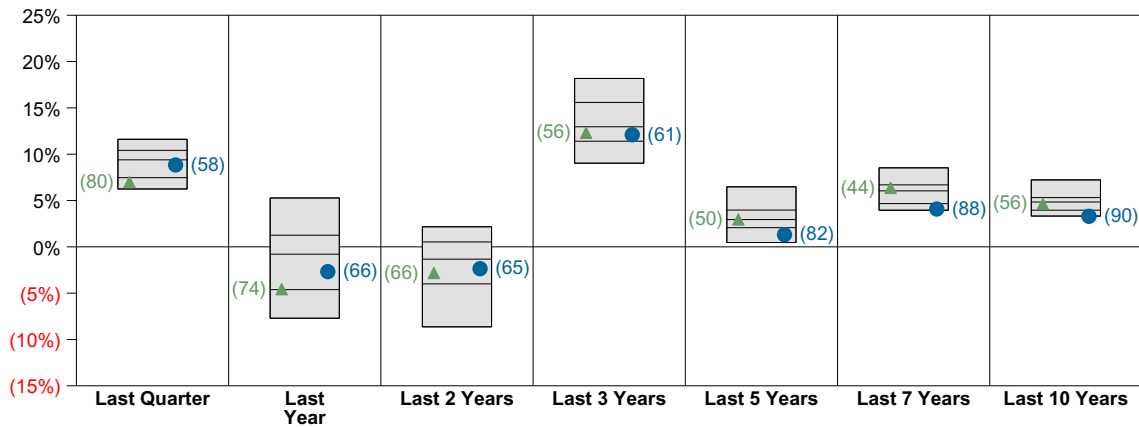
## Quarterly Summary and Highlights

- Mondrian International's portfolio posted a 8.84% return for the quarter placing it in the 58 percentile of the Callan Non US Equity Mutual Funds group for the quarter and in the 66 percentile for the last year.
- Mondrian International's portfolio outperformed the MSCI ACWI xUS GD by 1.84% for the quarter and outperformed the MSCI ACWI xUS GD for the year by 1.89%.

## Quarterly Asset Growth

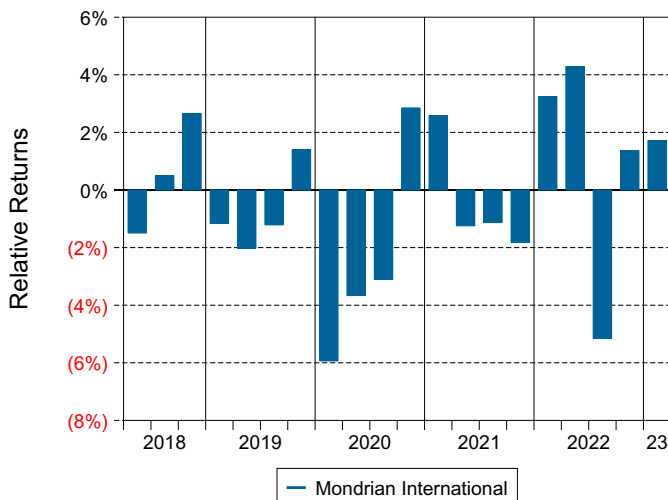
Beginning Market Value	\$27,196,426
Net New Investment	\$0
Investment Gains/(Losses)	\$2,442,798
Ending Market Value	\$29,639,224

## Performance vs Callan Non US Equity Mutual Funds (Net)

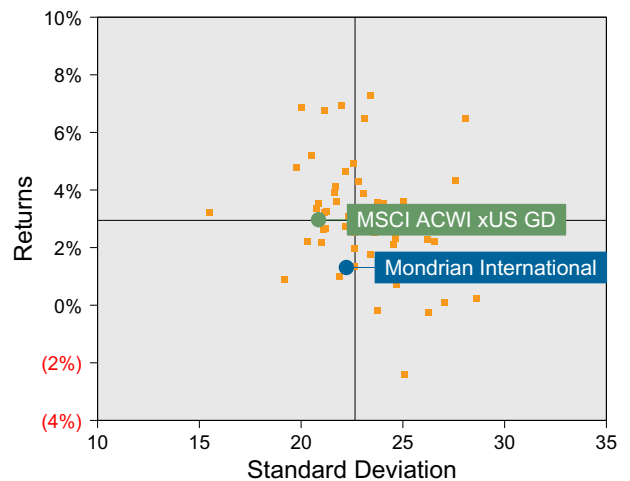


10th Percentile	11.61	5.28	2.17	18.18	6.48	8.53	7.22
25th Percentile	10.42	1.25	0.53	15.59	3.97	6.69	5.32
Median	9.39	(0.79)	(1.33)	12.96	2.94	6.04	4.84
75th Percentile	7.47	(4.62)	(4.00)	11.40	2.07	4.67	3.96
90th Percentile	6.24	(7.70)	(8.64)	9.03	0.47	3.95	3.32
<b>Mondrian International</b>	● 8.84	(2.67)	(2.36)	12.10	1.31	4.08	3.30
<b>MSCI ACWI xUS GD</b>	▲ 7.00	(4.57)	(2.82)	12.32	2.97	6.37	4.65

## Relative Return vs MSCI ACWI xUS GD



## Callan Non US Equity Mutual Funds (Net) Annualized Five Year Risk vs Return

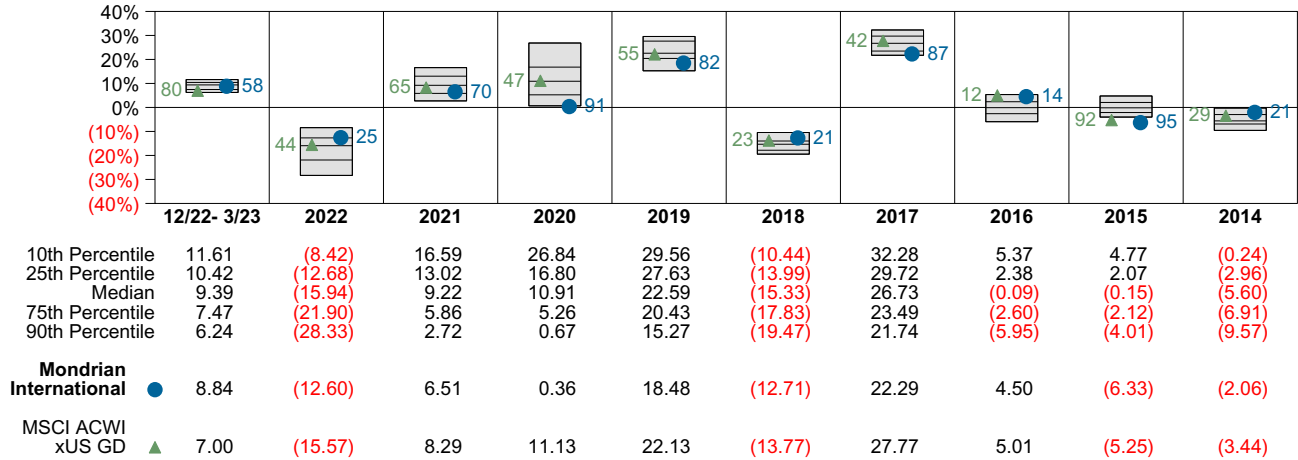


# Mondrian International Return Analysis Summary

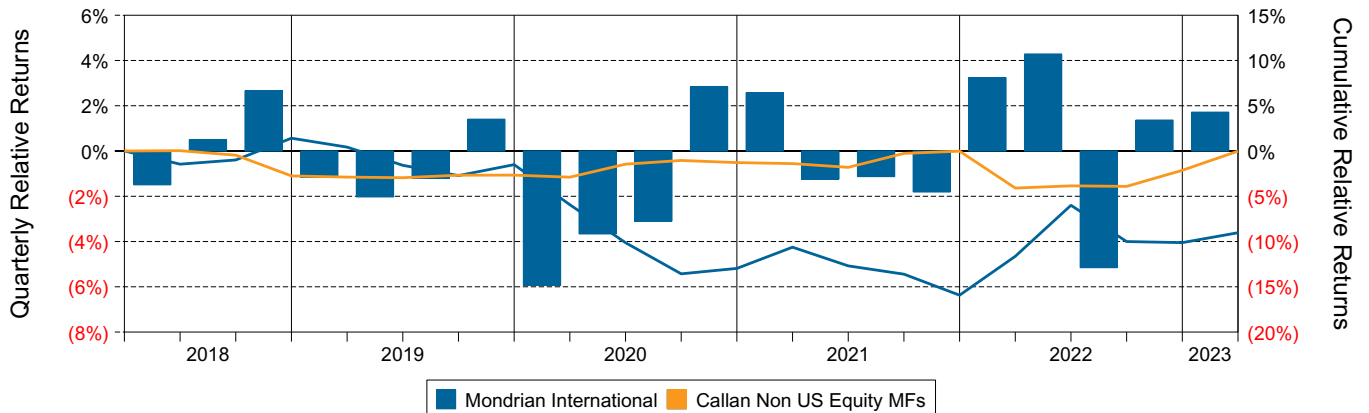
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

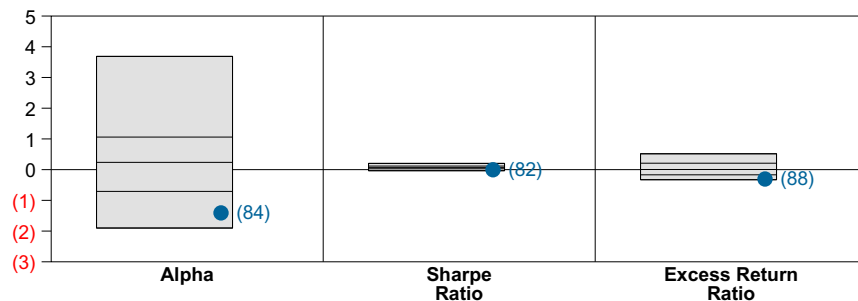
### Performance vs Callan Non US Equity Mutual Funds (Net)



### Cumulative and Quarterly Relative Returns vs MSCI ACWI xUS GD



### Risk Adjusted Return Measures vs MSCI ACWI xUS GD Rankings Against Callan Non US Equity Mutual Funds (Net) Five Years Ended March 31, 2023



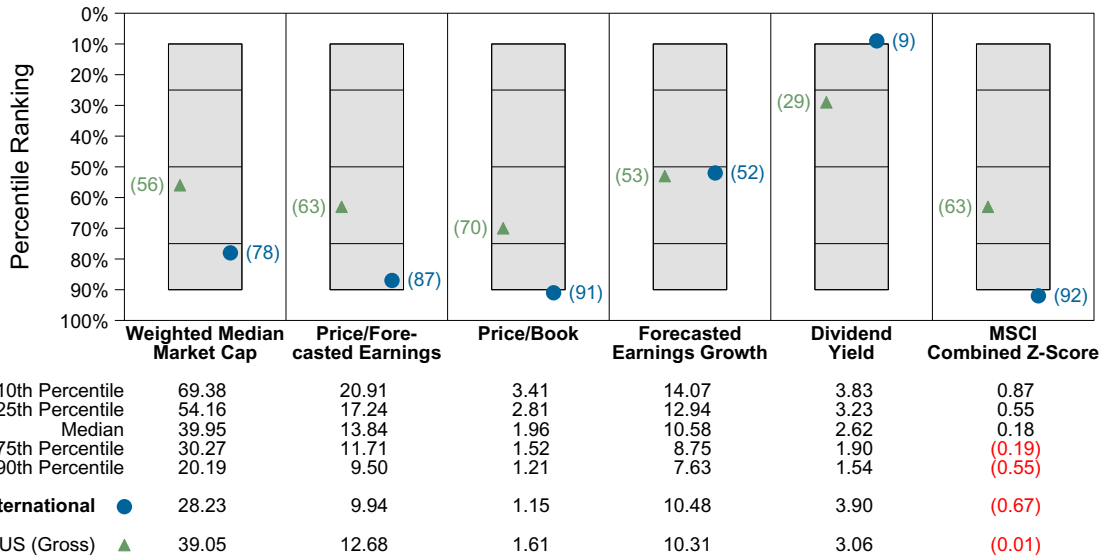
10th Percentile	3.69	0.20	0.52
25th Percentile	1.06	0.12	0.21
Median	0.24	0.07	0.00
75th Percentile	(0.71)	0.03	(0.17)
90th Percentile	(1.90)	(0.03)	(0.33)
<b>Mondrian International</b>	● (1.41)	(0.00)	(0.31)

# Mondrian International Equity Characteristics Analysis Summary

## Portfolio Characteristics

This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

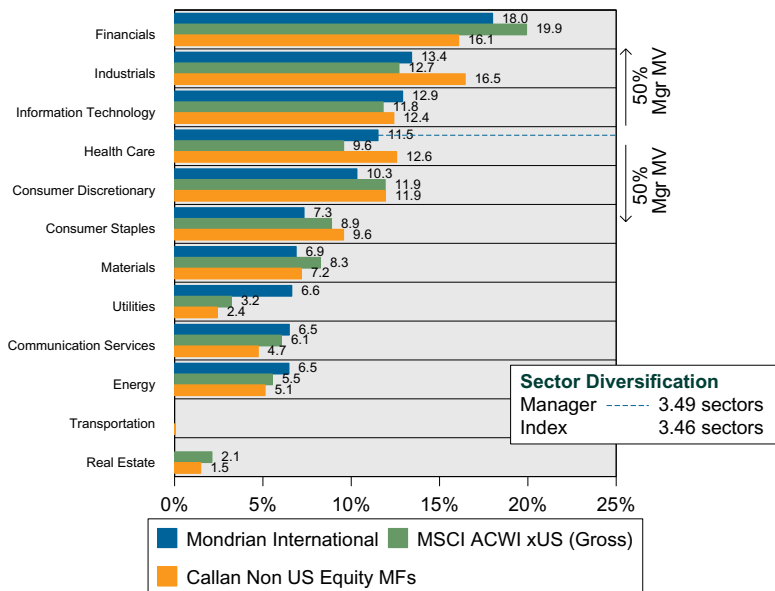
## Portfolio Characteristics Percentile Rankings Rankings Against Callan Non US Equity Mutual Funds as of March 31, 2023



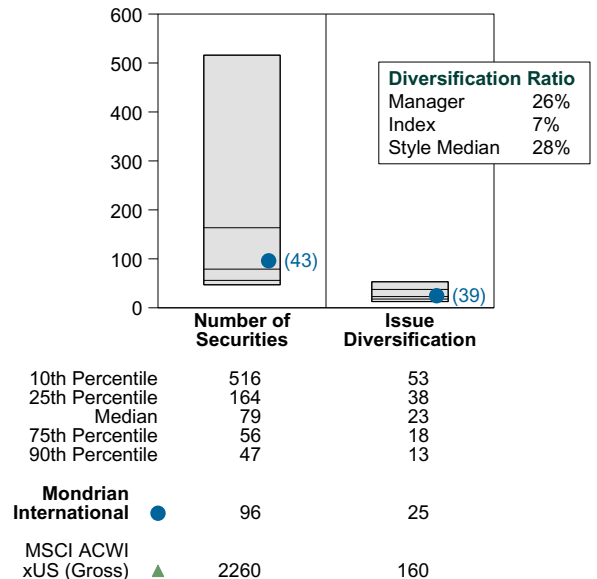
## Sector Weights

The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. Diversification by number and concentration of holdings are also compared to the benchmark and peer group. Issue Diversification represents by count, and Diversification Ratio by percent, the number of holdings that account for half of the portfolio's market value.

### Sector Allocation March 31, 2023



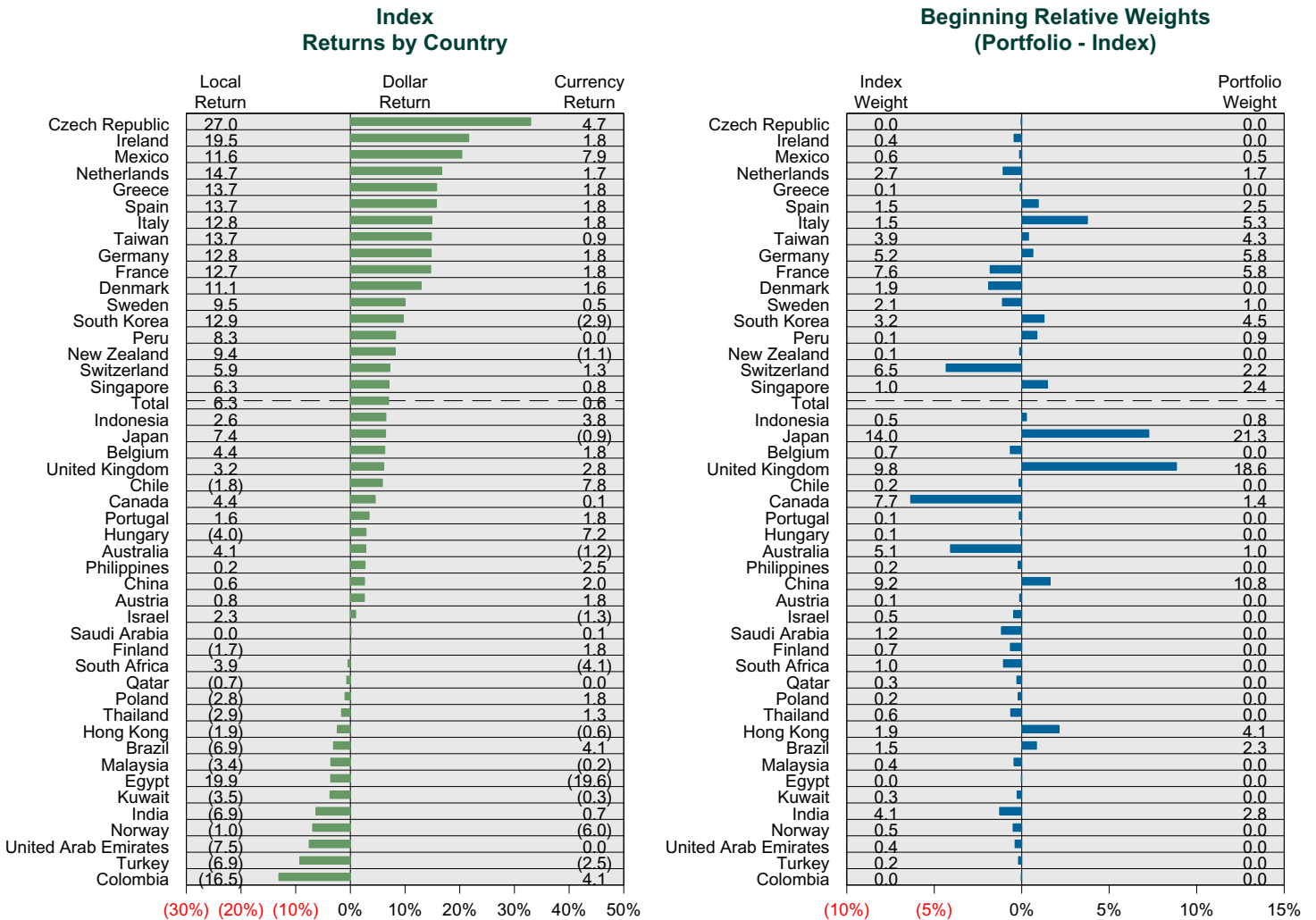
### Diversification March 31, 2023



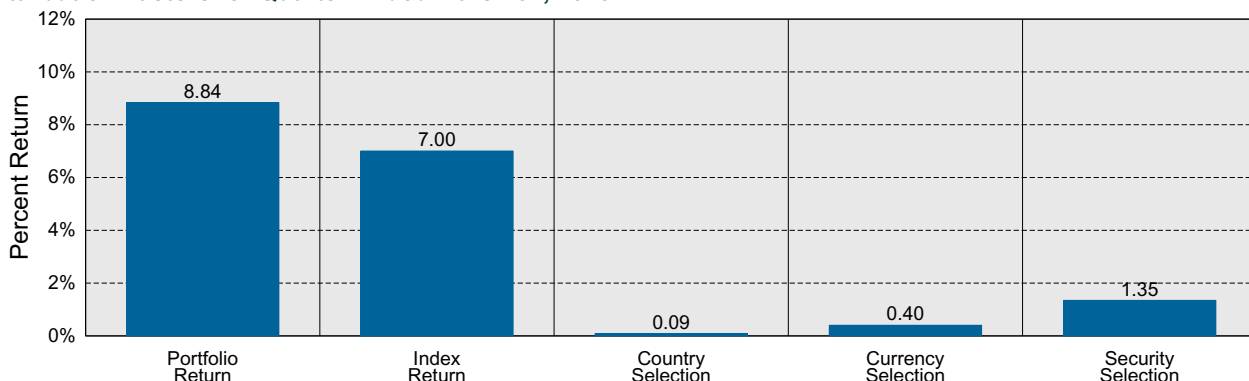
# Mondrian International vs MSCI ACWI xUS GD Attribution for Quarter Ended March 31, 2023

## International Attribution

The first chart below illustrates the return for each country in the index sorted from high to low. The total return for the index is highlighted with a dotted line. The second chart (countries presented in the same order) illustrates the manager's country allocation decisions relative to the index. To the extent that the manager over-weighted a country that had a higher return than the total return for the index (above the dotted line) it contributes positively to the manager's country (or currency) selection effect. The last chart details the manager return, the index return, and the attribution factors for the quarter.



## Attribution Factors for Quarter Ended March 31, 2023



# T. Rowe Price Intl Small Cap Period Ended March 31, 2023

## Investment Philosophy

T. Rowe's International Small Cap strategy has been managed within a multi-portfolio manager structure with regional responsibilities since inception. The group has been incredibly stable, however, in 2021 Ben Griffiths took on the leadership role of the team from previous portfolio manager, Justin Thomson, who was elevated to head of T. Rowe's International Equity division. Fortunately, Griffiths has been a member of the team since 2006 and well equipped to take over. The investment process focuses on finding high quality businesses that can generate performance beyond a business cycle. The team takes a long-term approach to identify 200 to 250 stocks for the portfolio, diversified across sectors and regions. Historical results are impressive as the portfolio's investments in compounding growth companies have done well, although the strategy may struggle in commodity-driven and/or cyclical regimes. Portfolio was funded September 2017. Historical returns are that of the manager's composite.

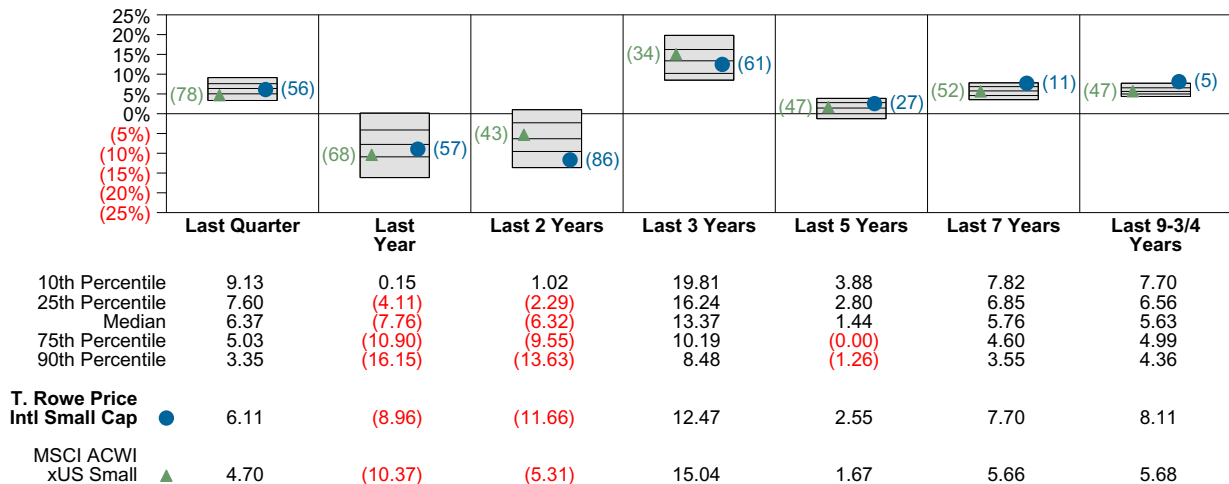
## Quarterly Summary and Highlights

- T. Rowe Price Intl Small Cap's portfolio posted a 6.11% return for the quarter placing it in the 56 percentile of the Callan International Small Cap Mut Funds group for the quarter and in the 57 percentile for the last year.
- T. Rowe Price Intl Small Cap's portfolio outperformed the MSCI ACWI xUS Small by 1.42% for the quarter and outperformed the MSCI ACWI xUS Small for the year by 1.41%.

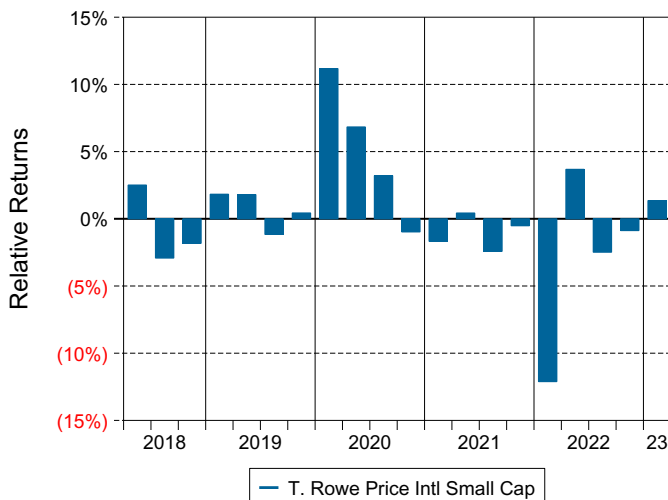
## Quarterly Asset Growth

Beginning Market Value	\$22,679,369
Net New Investment	\$0
Investment Gains/(Losses)	\$1,386,083
Ending Market Value	\$24,065,452

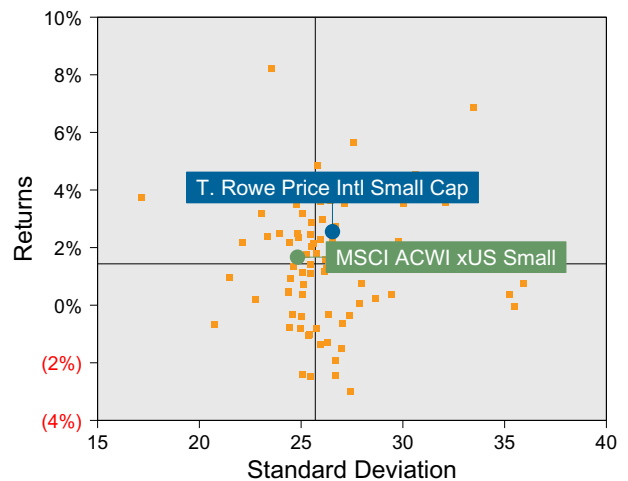
## Performance vs Callan International Small Cap Mut Funds (Net)



## Relative Return vs MSCI ACWI xUS Small



## Callan International Small Cap Mut Funds (Net) Annualized Five Year Risk vs Return

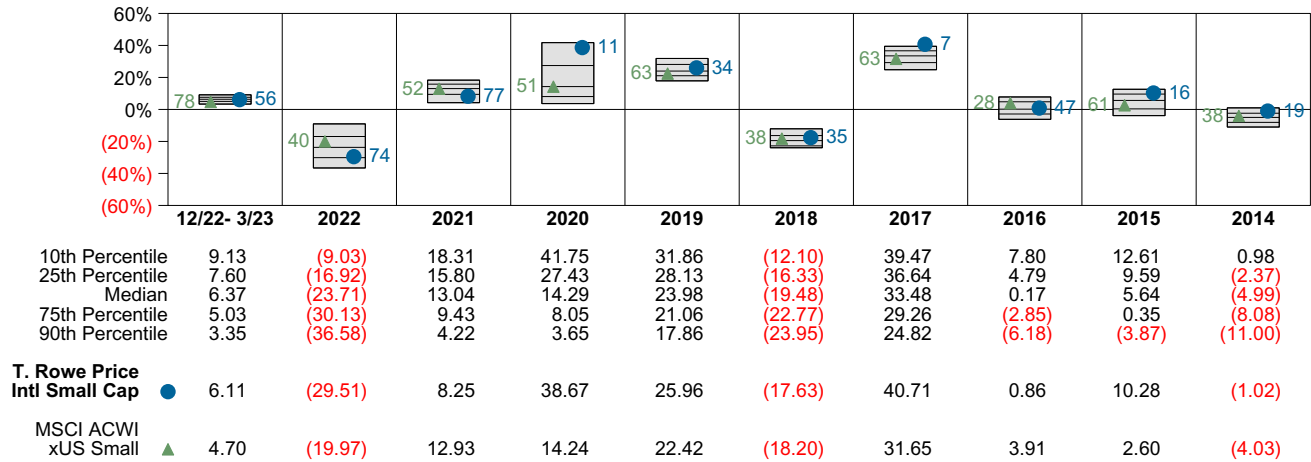


# T. Rowe Price Intl Small Cap Return Analysis Summary

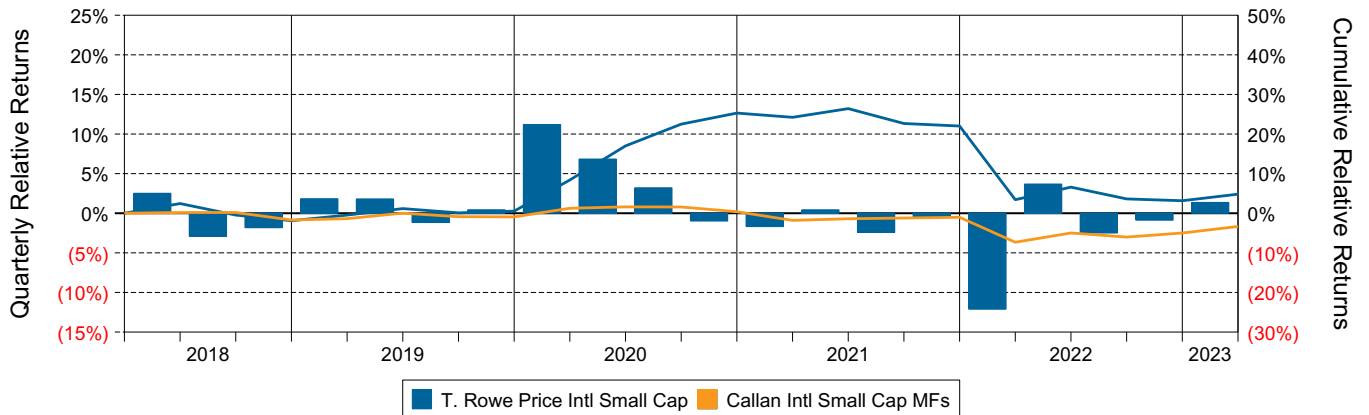
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

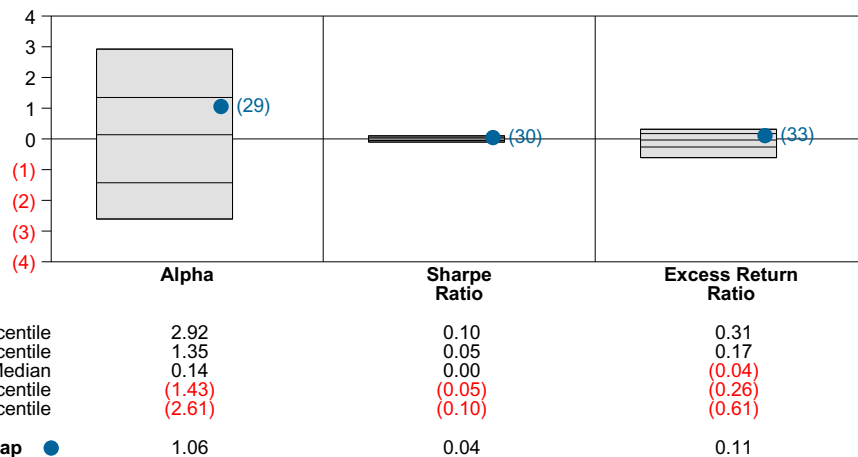
### Performance vs Callan International Small Cap Mut Funds (Net)



### Cumulative and Quarterly Relative Returns vs MSCI ACWI xUS Small



### Risk Adjusted Return Measures vs MSCI ACWI xUS Small Rankings Against Callan International Small Cap Mut Funds (Net) Five Years Ended March 31, 2023

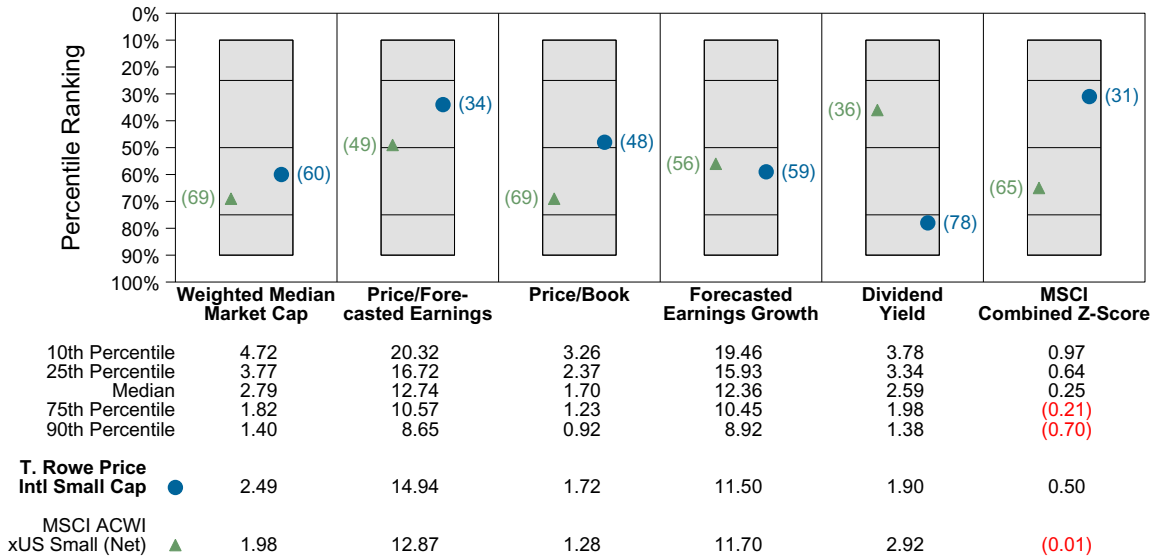


# T. Rowe Price Intl Small Cap Equity Characteristics Analysis Summary

## Portfolio Characteristics

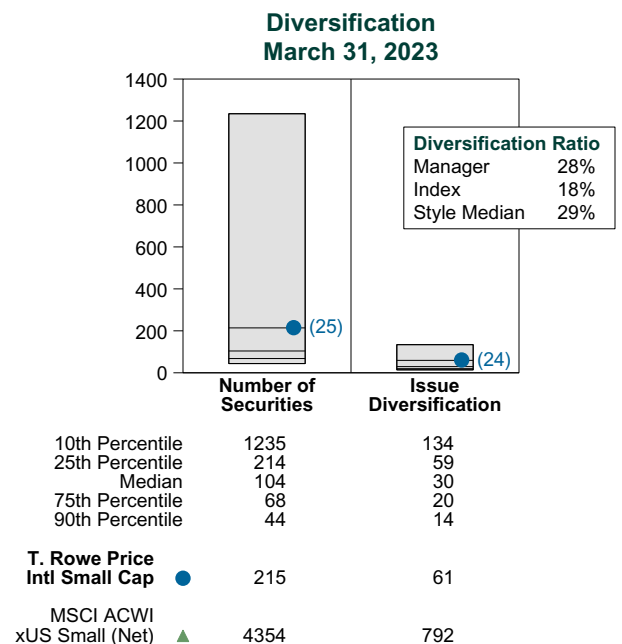
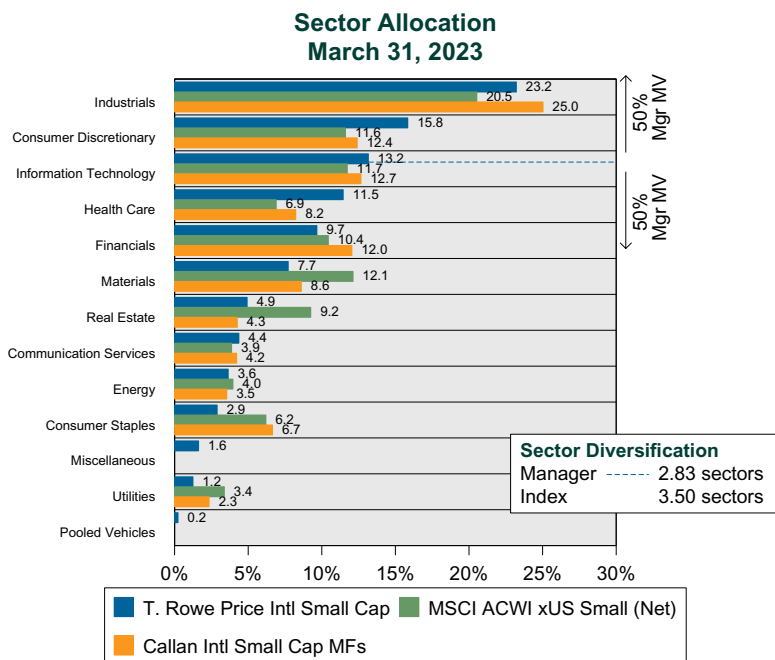
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

## Portfolio Characteristics Percentile Rankings Rankings Against Callan International Small Cap Mut Funds as of March 31, 2023



## Sector Weights

The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. Diversification by number and concentration of holdings are also compared to the benchmark and peer group. Issue Diversification represents by count, and Diversification Ratio by percent, the number of holdings that account for half of the portfolio's market value.

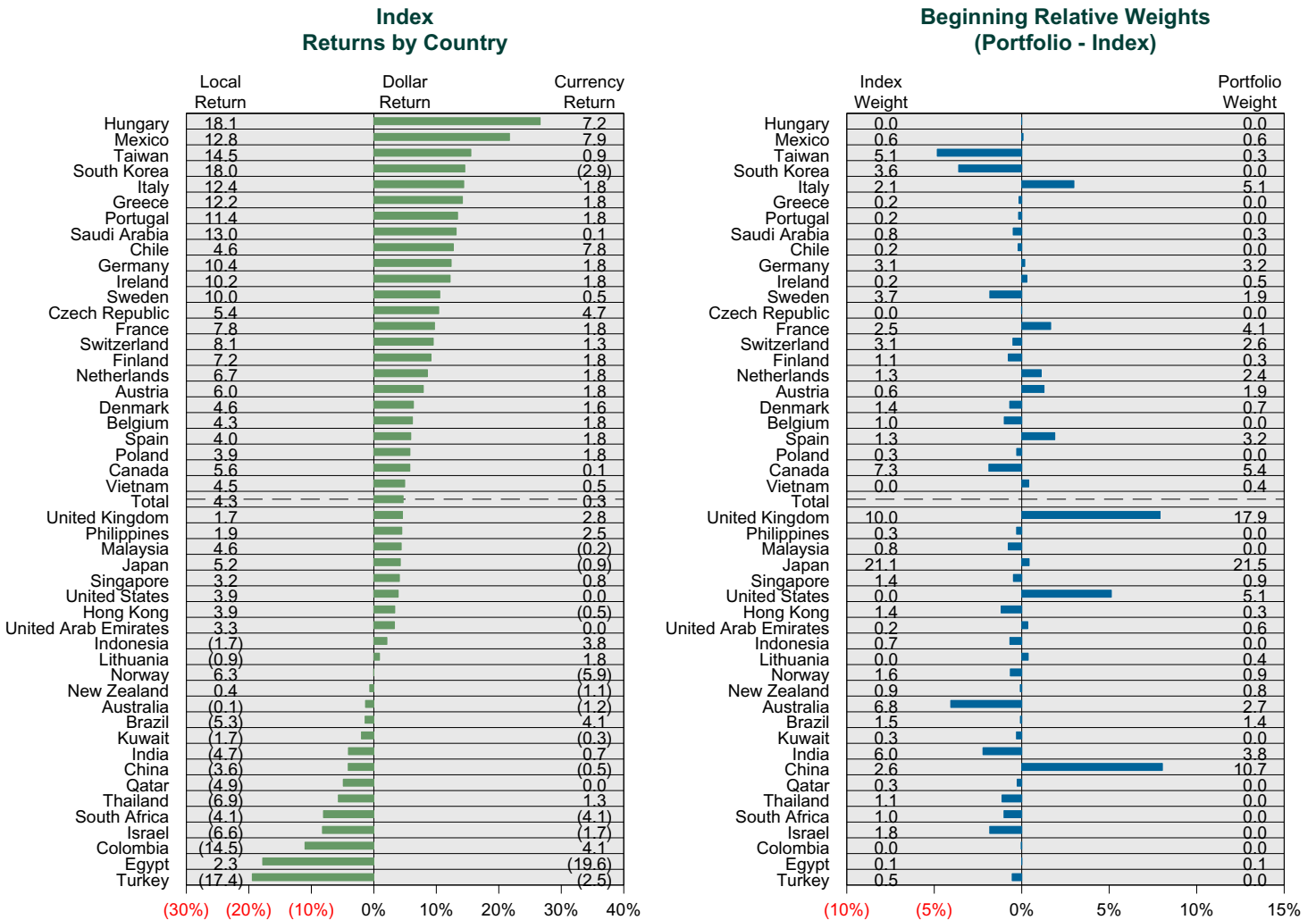




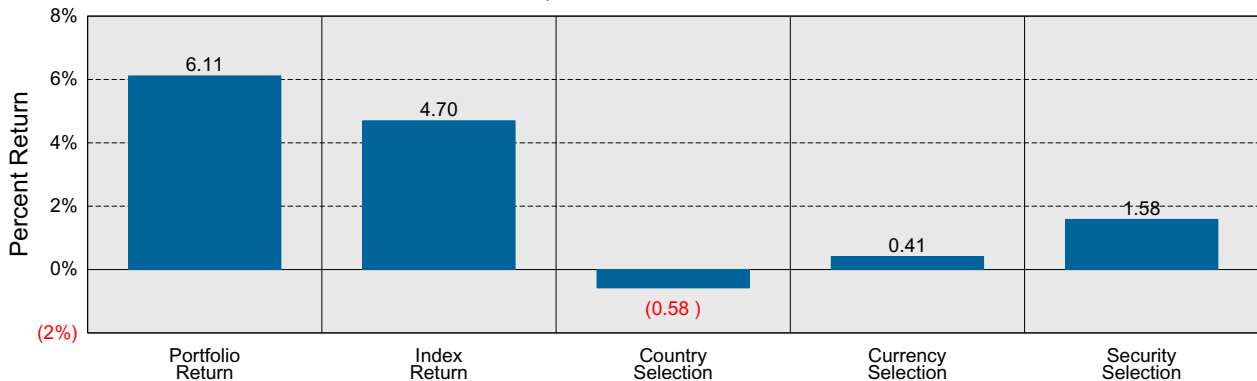
# T. Rowe Price Intl Small Cap vs MSCI ACWI xUS Small Attribution for Quarter Ended March 31, 2023

## International Attribution

The first chart below illustrates the return for each country in the index sorted from high to low. The total return for the index is highlighted with a dotted line. The second chart (countries presented in the same order) illustrates the manager's country allocation decisions relative to the index. To the extent that the manager over-weighted a country that had a higher return than the total return for the index (above the dotted line) it contributes positively to the manager's country (or currency) selection effect. The last chart details the manager return, the index return, and the attribution factors for the quarter.



## Attribution Factors for Quarter Ended March 31, 2023



# NinetyOne

## Period Ended March 31, 2023

### Investment Philosophy

Ninety One North America's 4Factor Equity team believes that share prices are driven by four key attributes over time and investing in companies that display these characteristics will drive long-term performance. They look to invest in high quality, attractively valued companies, which are improving operating performance and receiving increasing investor attention. These four factors (i.e., Strategy, Value, Earnings, and Technicals) are confirmed as performance drivers by academic research, empirical testing and intuitive reasoning. They believe that each factor can be a source of outperformance but in combination they are intended to produce more stable returns over the market cycle. Ninety One North America's management fee is 80 bps on all assets. The portfolio was funded June 2017. Historical returns are that of the manager's composite.

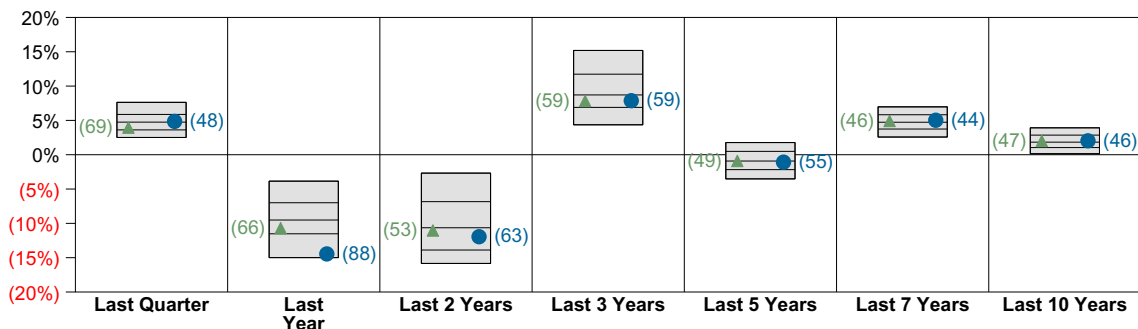
### Quarterly Summary and Highlights

- NinetyOne's portfolio posted a 4.86% return for the quarter placing it in the 48 percentile of the Morningstar Diversified Emg Mkts Fds group for the quarter and in the 88 percentile for the last year.
- NinetyOne's portfolio outperformed the MSCI EM by 0.90% for the quarter and underperformed the MSCI EM for the year by 3.76%.

### Quarterly Asset Growth

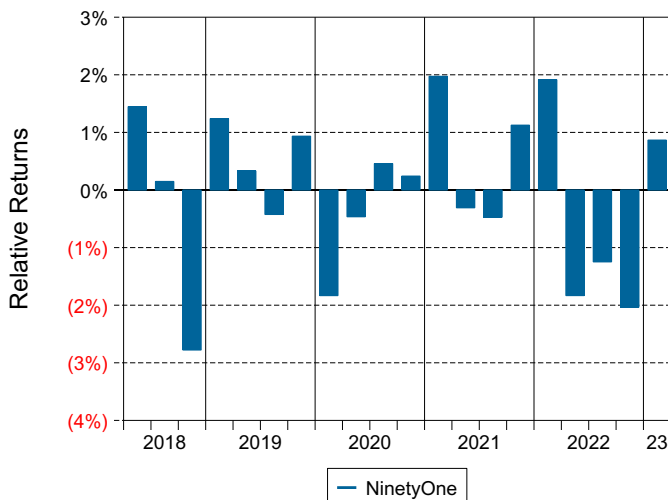
Beginning Market Value	\$13,440,416
Net New Investment	\$0
Investment Gains/(Losses)	\$680,229
Ending Market Value	\$14,120,644

### Performance vs Morningstar Diversified Emg Mkts Fds (Net)

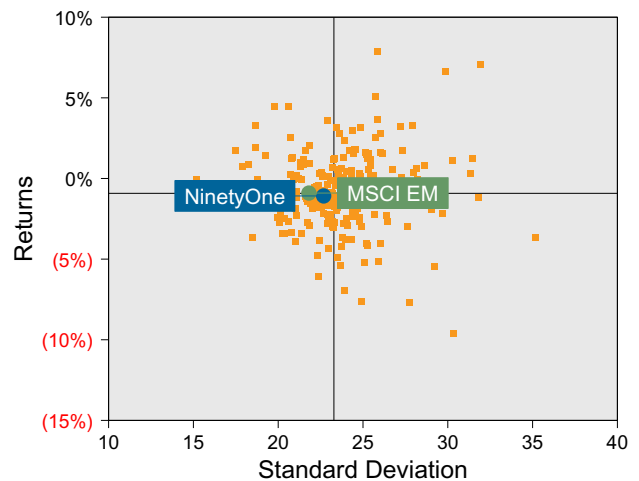


	Last Quarter	Last Year	Last 2 Years	Last 3 Years	Last 5 Years	Last 7 Years	Last 10 Years
10th Percentile	7.63	(3.85)	(2.68)	15.19	1.77	6.98	3.92
25th Percentile	5.87	(7.00)	(6.84)	11.73	0.49	5.82	2.86
Median	4.75	(9.52)	(10.64)	8.71	(0.92)	4.73	1.83
75th Percentile	3.62	(11.52)	(13.88)	6.90	(2.17)	3.74	1.04
90th Percentile	2.51	(14.99)	(15.84)	4.36	(3.52)	2.58	0.14
<b>NinetyOne</b> ●	4.86	(14.46)	(11.95)	7.87	(1.08)	5.02	2.03
MSCI EM ▲	3.96	(10.70)	(11.03)	7.83	(0.91)	4.92	2.00

### Relative Return vs MSCI EM



### Morningstar Diversified Emg Mkts Fds (Net) Annualized Five Year Risk vs Return

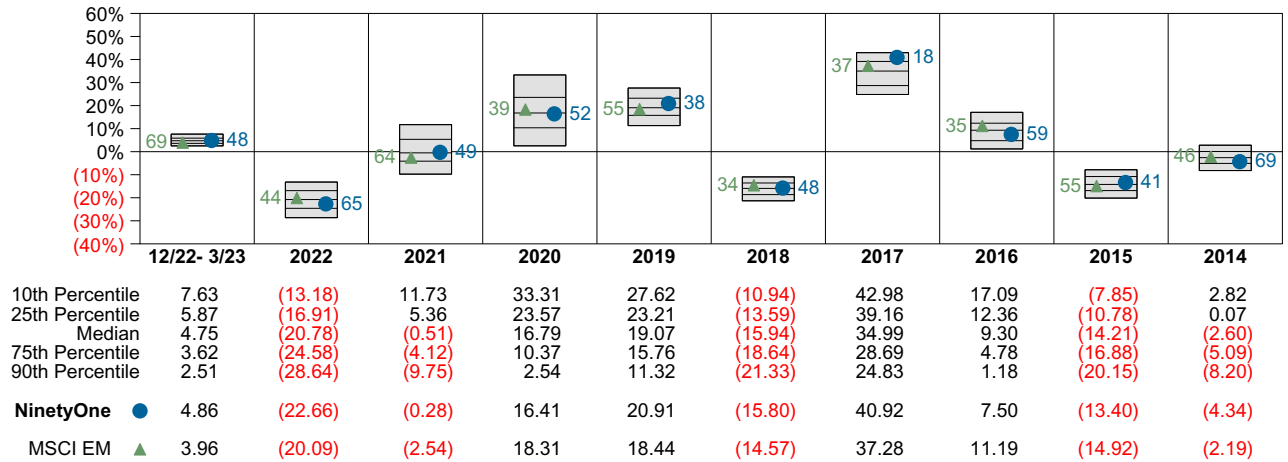


# NinetyOne Return Analysis Summary

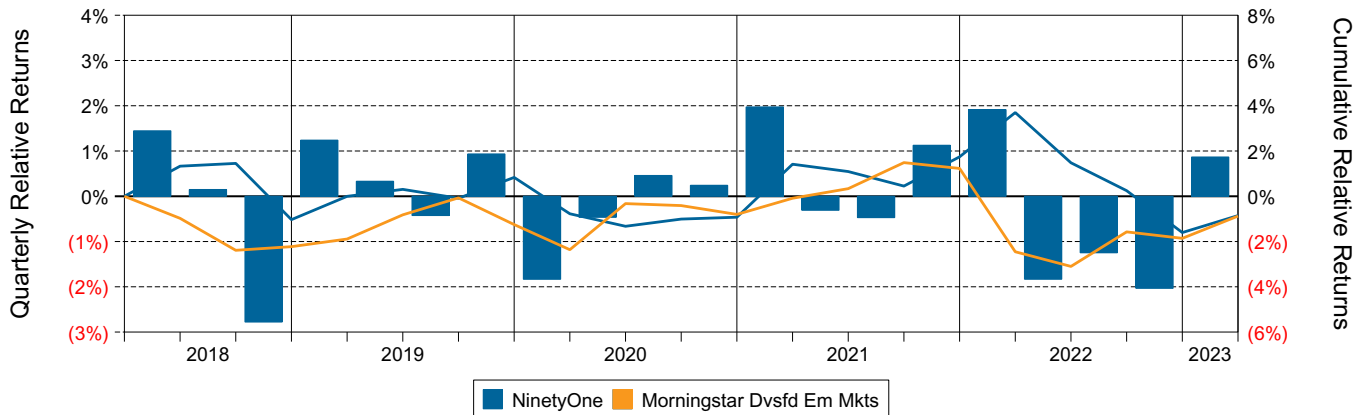
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

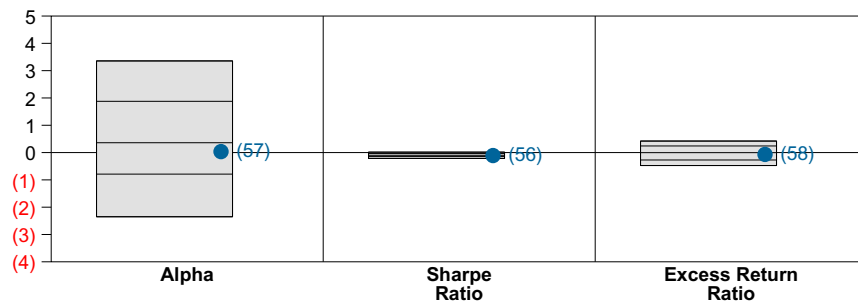
### Performance vs Morningstar Diversified Emg Mkts Fds (Net)



### Cumulative and Quarterly Relative Returns vs MSCI EM



### Risk Adjusted Return Measures vs MSCI EM Rankings Against Morningstar Diversified Emg Mkts Fds (Net) Five Years Ended March 31, 2023



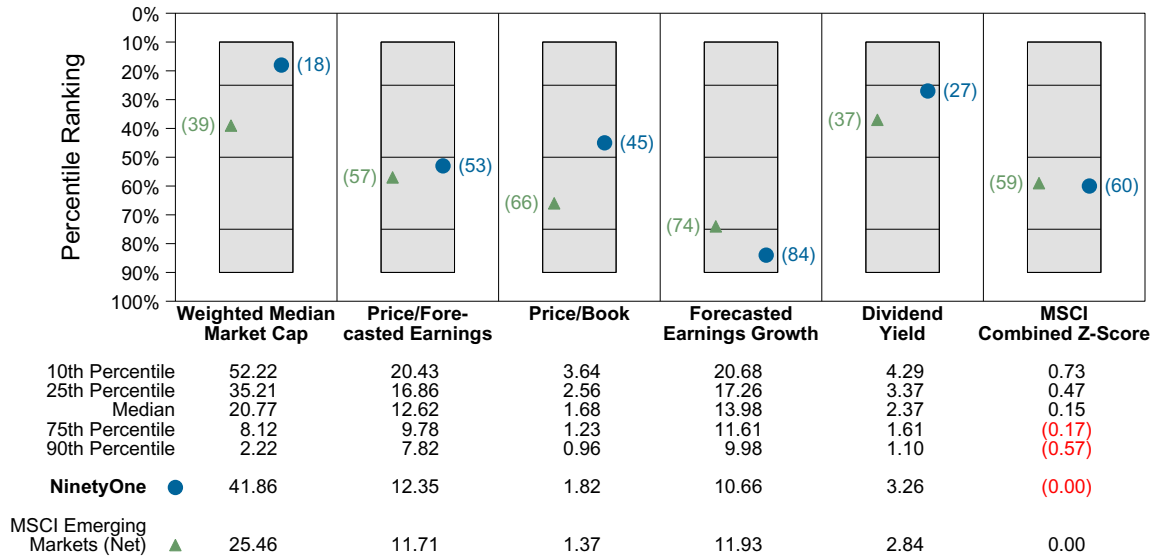
10th Percentile	3.36	0.02	0.42
25th Percentile	1.88	(0.04)	0.24
Median	0.36	(0.10)	(0.00)
75th Percentile	(0.79)	(0.15)	(0.27)
90th Percentile	(2.35)	(0.21)	(0.48)
<b>NinetyOne</b> ●	0.04	(0.11)	(0.07)

# NinetyOne Equity Characteristics Analysis Summary

## Portfolio Characteristics

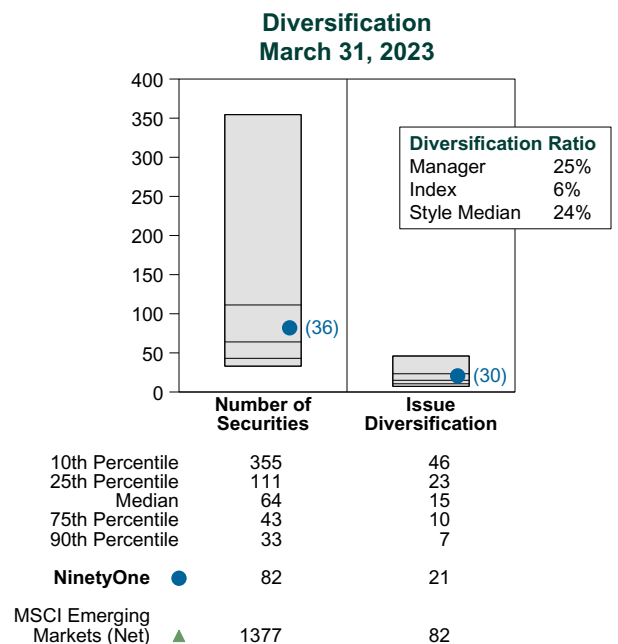
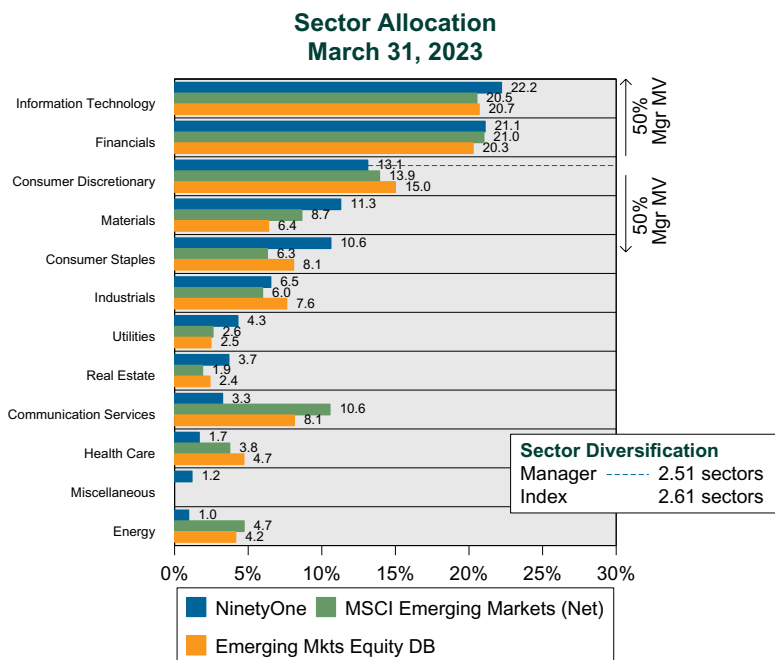
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

## Portfolio Characteristics Percentile Rankings Rankings Against Emerging Markets Equity DB as of March 31, 2023



## Sector Weights

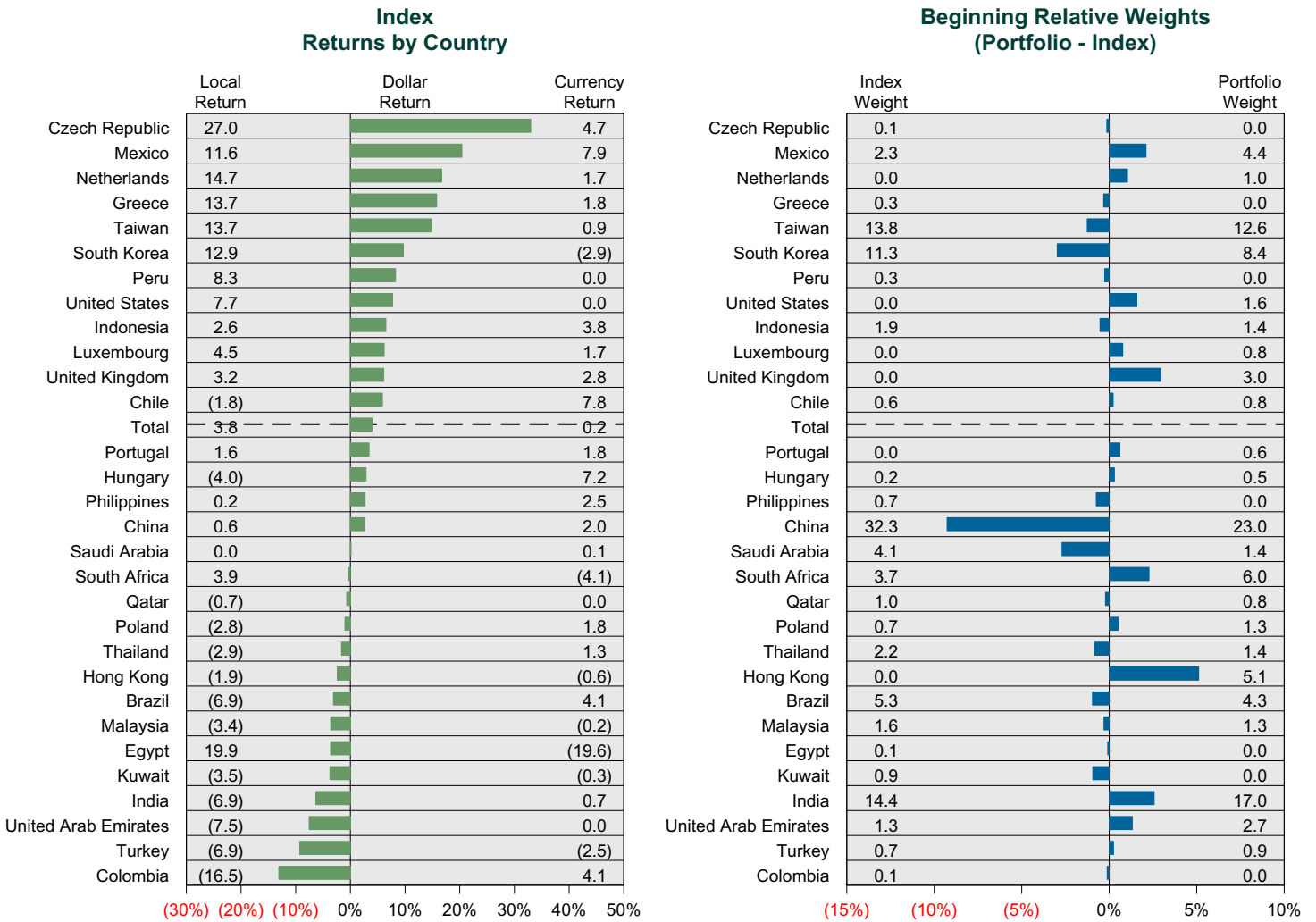
The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. Diversification by number and concentration of holdings are also compared to the benchmark and peer group. Issue Diversification represents by count, and Diversification Ratio by percent, the number of holdings that account for half of the portfolio's market value.



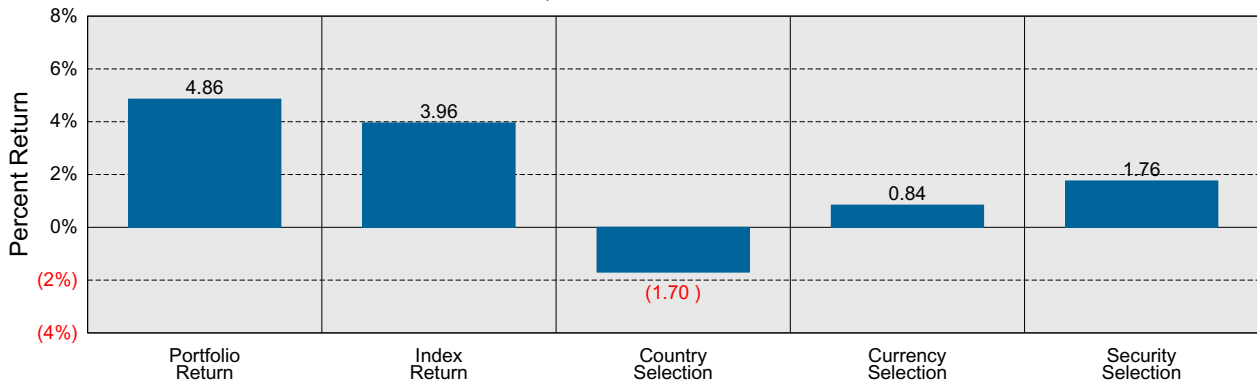
# NinetyOne vs MSCI EM Attribution for Quarter Ended March 31, 2023

## International Attribution

The first chart below illustrates the return for each country in the index sorted from high to low. The total return for the index is highlighted with a dotted line. The second chart (countries presented in the same order) illustrates the manager's country allocation decisions relative to the index. To the extent that the manager over-weighted a country that had a higher return than the total return for the index (above the dotted line) it contributes positively to the manager's country (or currency) selection effect. The last chart details the manager return, the index return, and the attribution factors for the quarter.



## Attribution Factors for Quarter Ended March 31, 2023





# Domestic Fixed Income Composite Period Ended March 31, 2023

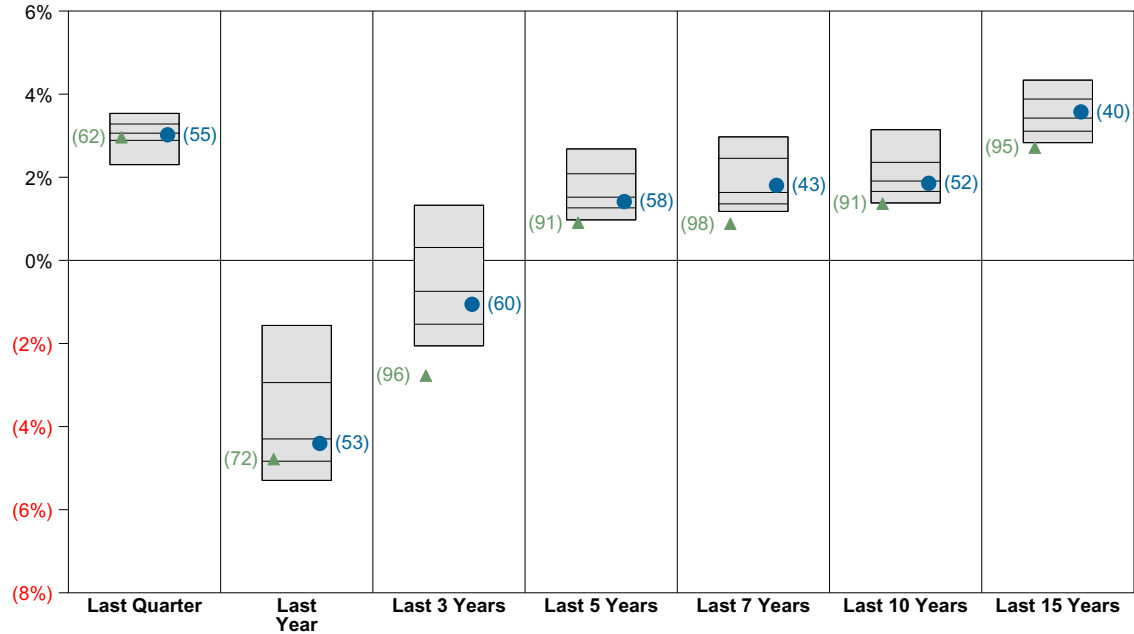
## Quarterly Summary and Highlights

- Domestic Fixed Income Composite's portfolio posted a 3.02% return for the quarter placing it in the 55 percentile of the Public Fund - Domestic Fixed group for the quarter and in the 53 percentile for the last year.
- Domestic Fixed Income Composite's portfolio outperformed the Blmbg Aggregate by 0.06% for the quarter and outperformed the Blmbg Aggregate for the year by 0.38%.

## Quarterly Asset Growth

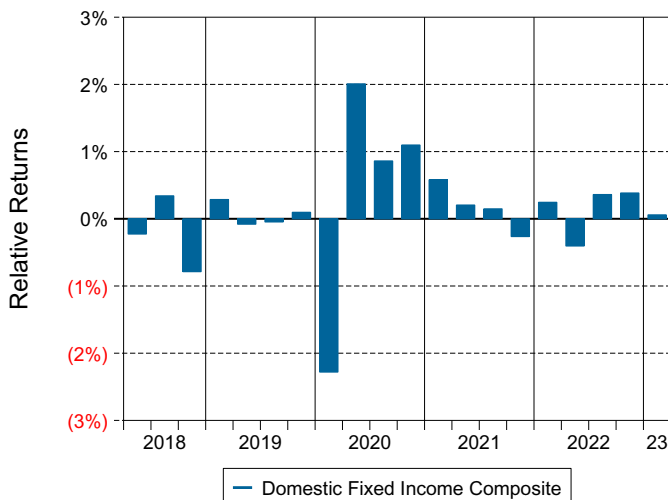
Beginning Market Value	\$119,810,487
Net New Investment	\$24,000,000
Investment Gains/(Losses)	\$4,074,639
Ending Market Value	\$147,885,126

## Performance vs Public Fund - Domestic Fixed (Net)

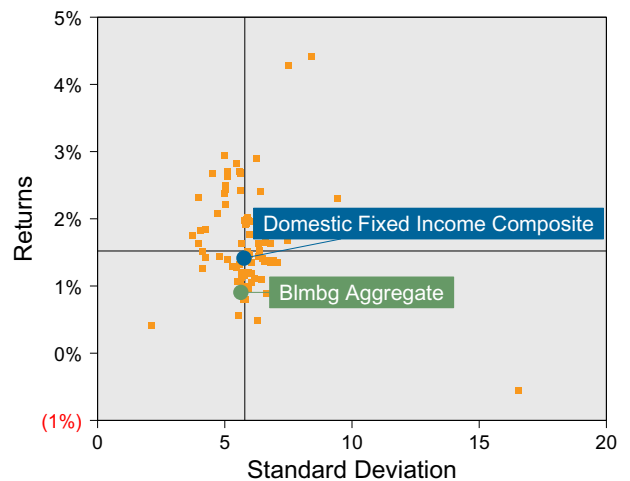


10th Percentile	3.54	(1.57)	1.33	2.68	2.97	3.14	4.34
25th Percentile	3.28	(2.94)	0.31	2.08	2.46	2.36	3.88
Median	3.06	(4.30)	(0.74)	1.52	1.63	1.91	3.42
75th Percentile	2.89	(4.83)	(1.54)	1.26	1.36	1.66	3.11
90th Percentile	2.30	(5.29)	(2.06)	0.97	1.18	1.38	2.83
<b>Domestic Fixed Income Composite</b>	<b>3.02</b>	<b>(4.41)</b>	<b>(1.06)</b>	<b>1.41</b>	<b>1.80</b>	<b>1.85</b>	<b>3.57</b>
Blmbg Aggregate	2.96	(4.78)	(2.77)	0.91	0.88	1.36	2.71

## Relative Return vs Blmbg Aggregate



## Public Fund - Domestic Fixed (Net) Annualized Five Year Risk vs Return

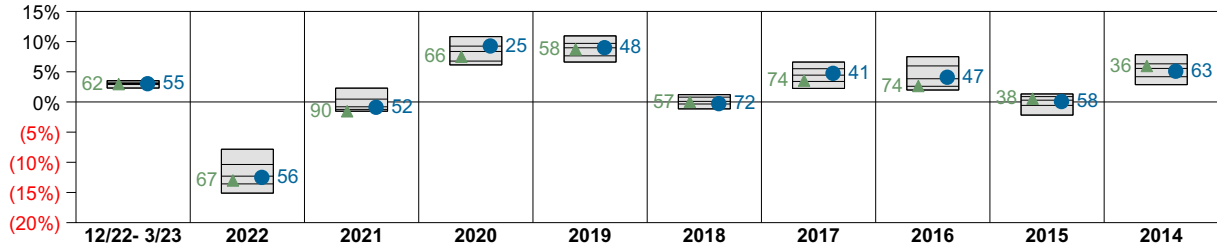


# Domestic Fixed Income Composite Return Analysis Summary

## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

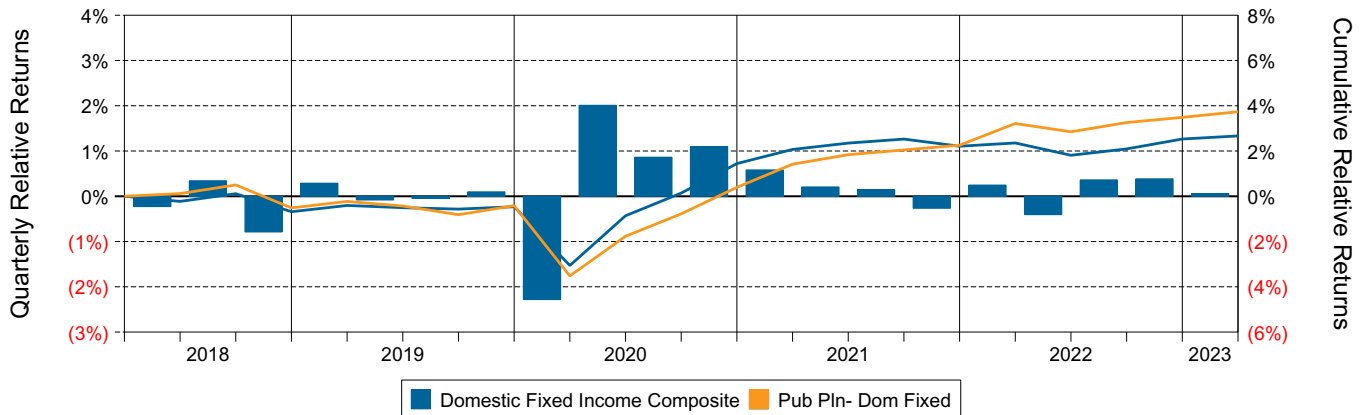
### Performance vs Public Fund - Domestic Fixed (Net)



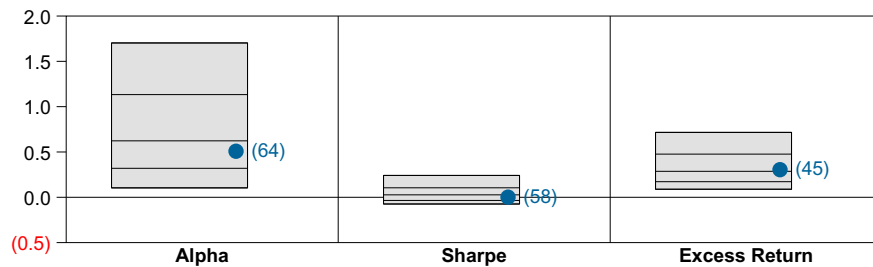
	12/22- 3/23	2022	2021	2020	2019	2018	2017	2016	2015	2014
10th Percentile	3.54	(7.84)	2.29	10.83	10.95	1.21	6.61	7.50	1.33	7.83
25th Percentile	3.28	(10.36)	0.47	9.25	9.70	0.80	5.51	5.97	0.88	6.31
Median	3.06	(12.30)	(0.80)	8.37	8.98	0.10	4.44	3.85	0.29	5.56
75th Percentile	2.89	(13.58)	(1.23)	6.77	7.64	(0.34)	3.40	2.59	(0.57)	4.18
90th Percentile	2.30	(15.11)	(1.53)	6.14	6.61	(1.15)	2.25	1.98	(2.18)	2.87

	12/22- 3/23	2022	2021	2020	2019	2018	2017	2016	2015	2014
<b>Domestic Fixed Income Composite</b> ●	3.02	(12.50)	(0.88)	9.27	9.00	(0.28)	4.74	4.10	0.07	5.09
Blmbg Aggregate ▲	2.96	(13.01)	(1.54)	7.51	8.72	0.01	3.54	2.65	0.55	5.97

### Cumulative and Quarterly Relative Returns vs Blmbg Aggregate



### Risk Adjusted Return Measures vs Blmbg Aggregate Rankings Against Public Fund - Domestic Fixed (Net) Five Years Ended March 31, 2023



	Alpha	Sharpe Ratio	Excess Return Ratio
10th Percentile	1.70	0.24	0.72
25th Percentile	1.13	0.10	0.48
Median	0.62	0.03	0.29
75th Percentile	0.32	(0.03)	0.17
90th Percentile	0.10	(0.07)	0.09
<b>Domestic Fixed Income Composite</b> ●	0.51	0.00	0.30

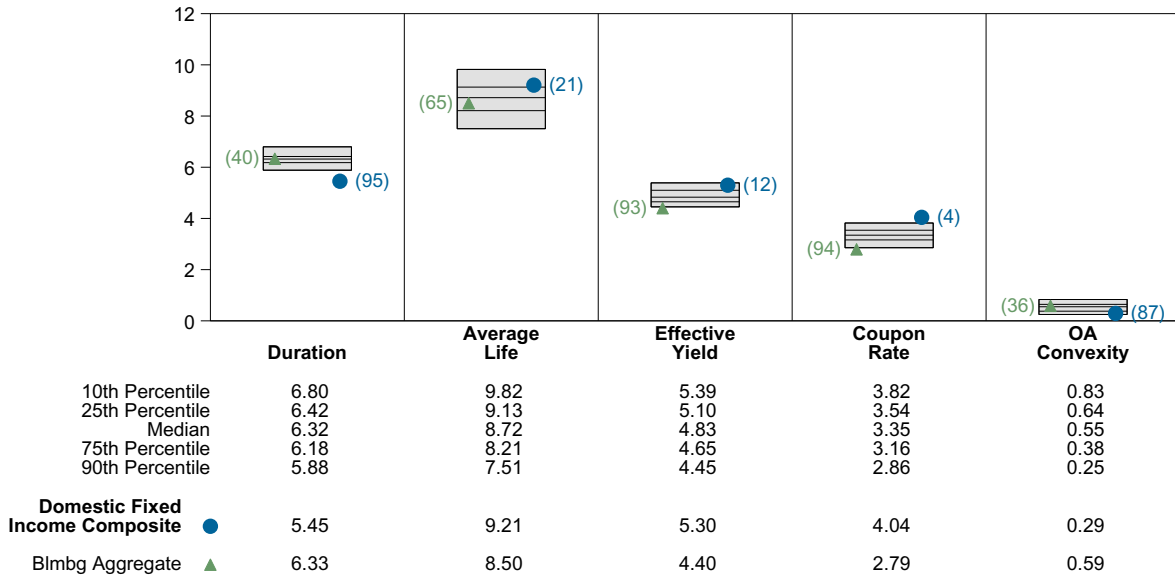


# Domestic Fixed Income Composite Bond Characteristics Analysis Summary

## Portfolio Characteristics

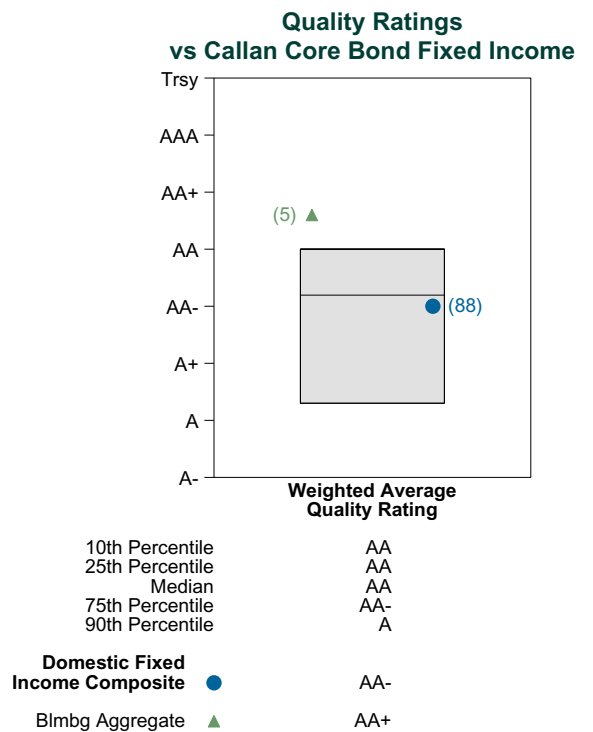
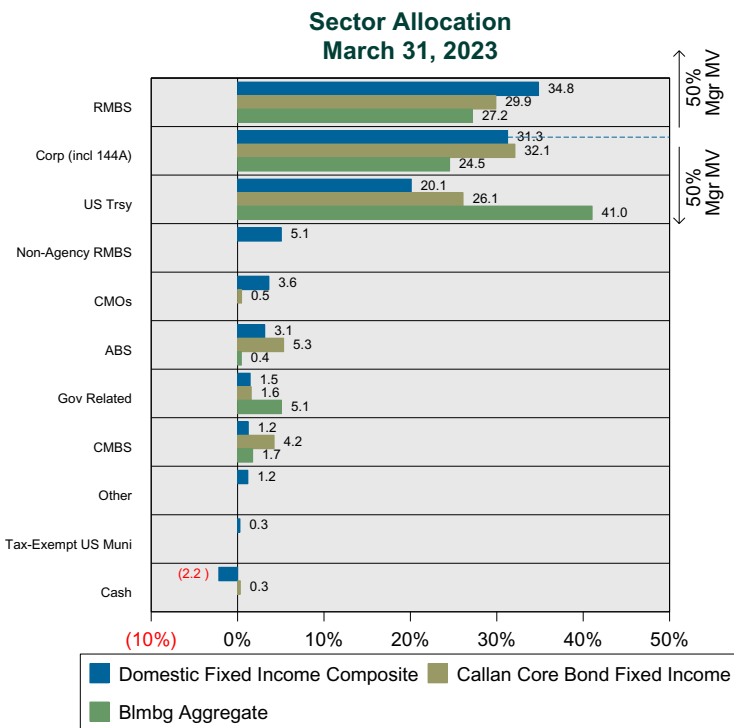
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

## Fixed Income Portfolio Characteristics Rankings Against Callan Core Bond Fixed Income as of March 31, 2023



## Sector Allocation and Quality Ratings

The first graph compares the manager's sector allocation with the average allocation across all the members of the manager's style. The second graph compares the manager's weighted average quality rating with the range of quality ratings for the style.



# Dodge & Cox Income Period Ended March 31, 2023

## Investment Philosophy

Dodge & Cox employs a bottom-up, value-oriented approach to construct portfolios. In-depth fundamental research is a hallmark of the process. The Fund can be expected to have an underweight in US Treasuries, an overweight in corporate credit and a higher yield than the benchmark. Turnover is low and the investors should have a long-term investment horizon. A maximum of 20% may be invested in securities rated below investment grade, but historically the amount has been less.

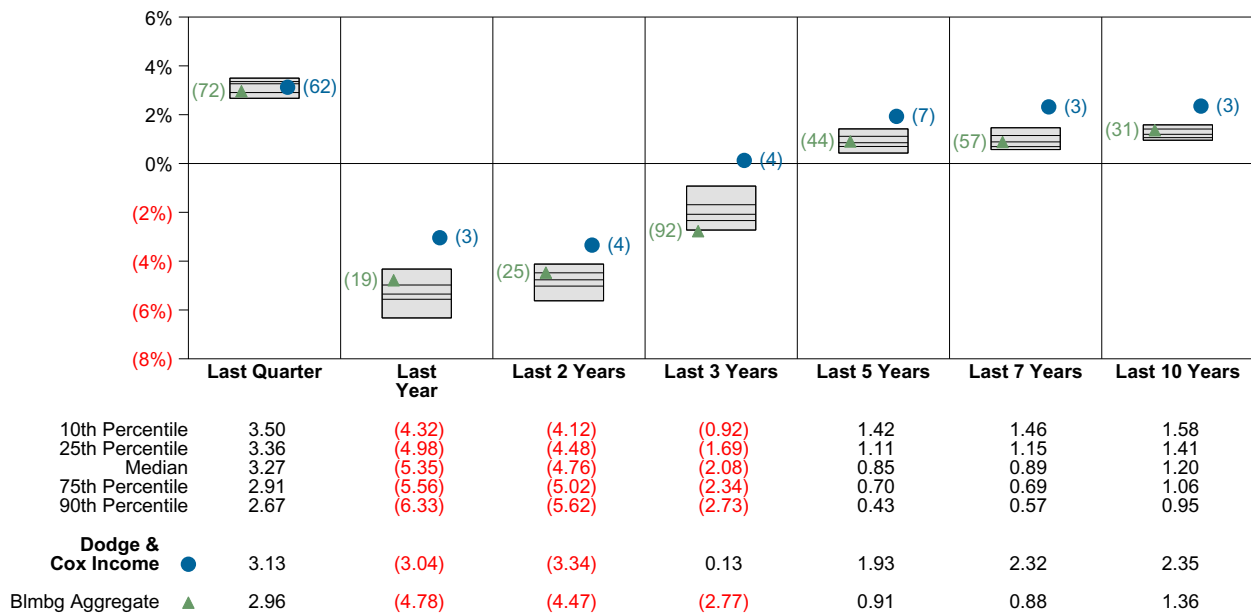
## Quarterly Summary and Highlights

- Dodge & Cox Income's portfolio posted a 3.13% return for the quarter placing it in the 62 percentile of the Callan Core Bond Mutual Funds group for the quarter and in the 3 percentile for the last year.
- Dodge & Cox Income's portfolio outperformed the Blmbg Aggregate by 0.16% for the quarter and outperformed the Blmbg Aggregate for the year by 1.74%.

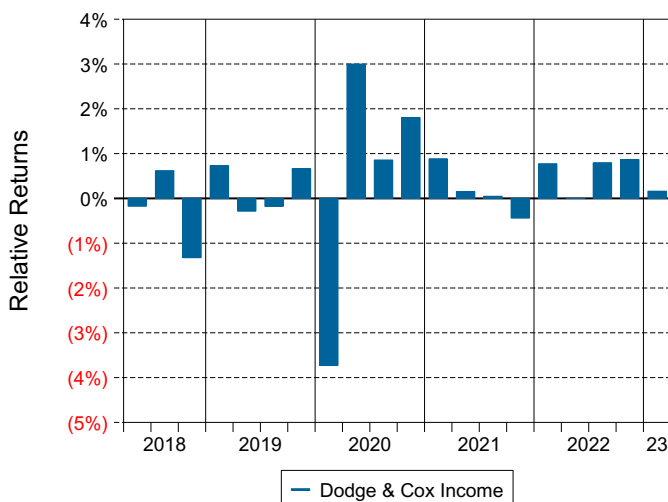
## Quarterly Asset Growth

Beginning Market Value	\$60,590,225
Net New Investment	\$12,000,000
Investment Gains/(Losses)	\$2,108,372
Ending Market Value	\$74,698,597

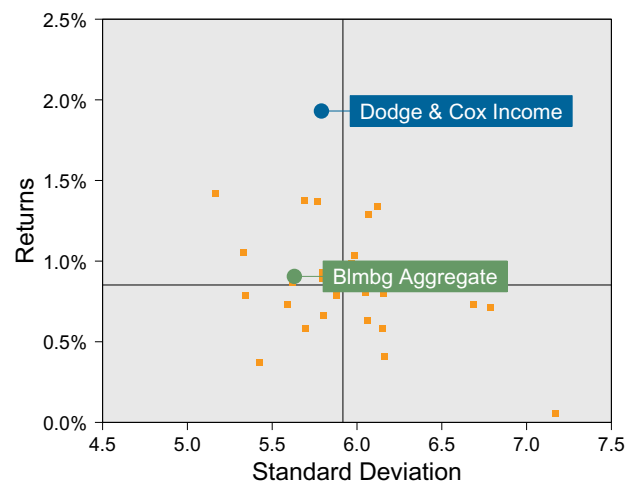
## Performance vs Callan Core Bond Mutual Funds (Net)



## Relative Return vs Blmbg Aggregate



## Callan Core Bond Mutual Funds (Net) Annualized Five Year Risk vs Return

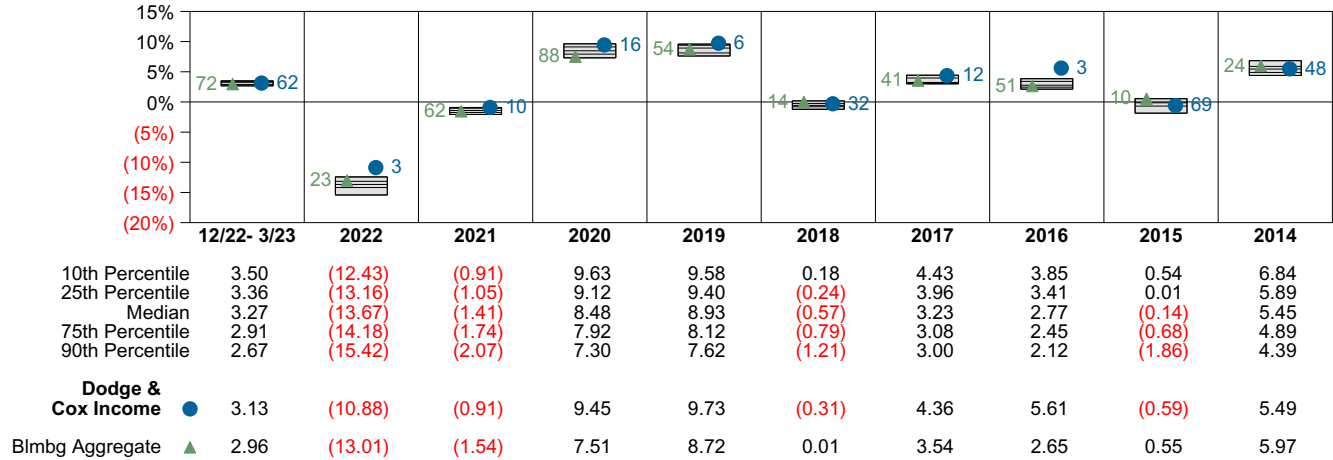


# Dodge & Cox Income Return Analysis Summary

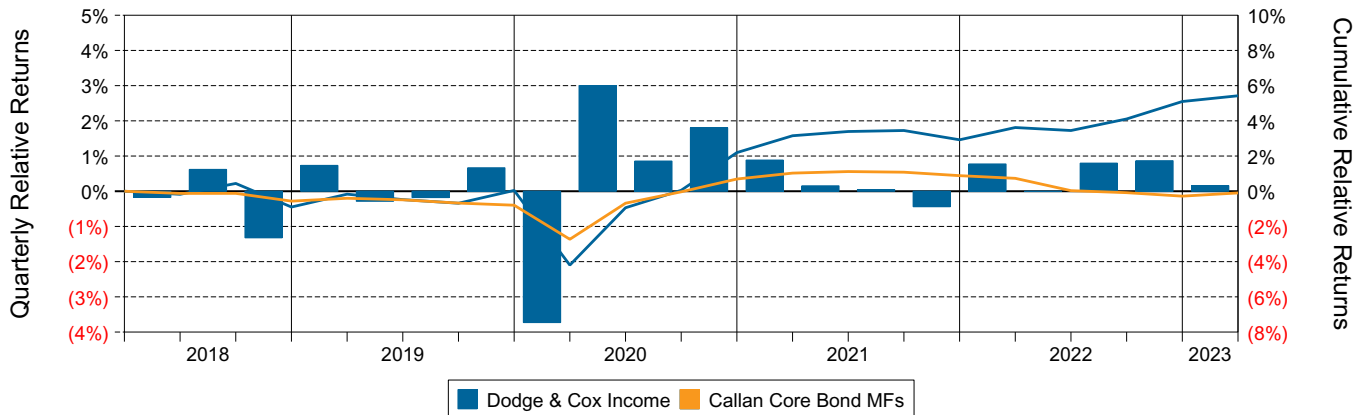
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

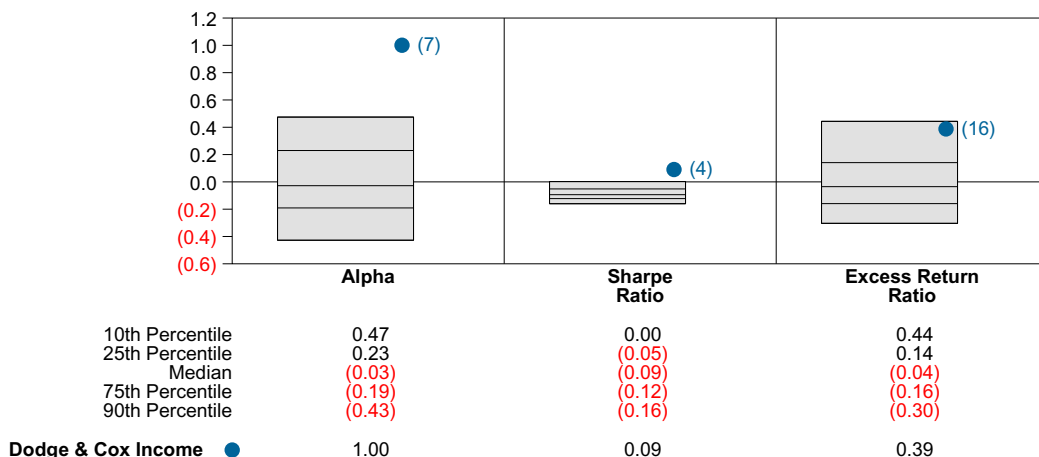
### Performance vs Callan Core Bond Mutual Funds (Net)



### Cumulative and Quarterly Relative Returns vs Blmbg Aggregate



### Risk Adjusted Return Measures vs Blmbg Aggregate Rankings Against Callan Core Bond Mutual Funds (Net) Five Years Ended March 31, 2023

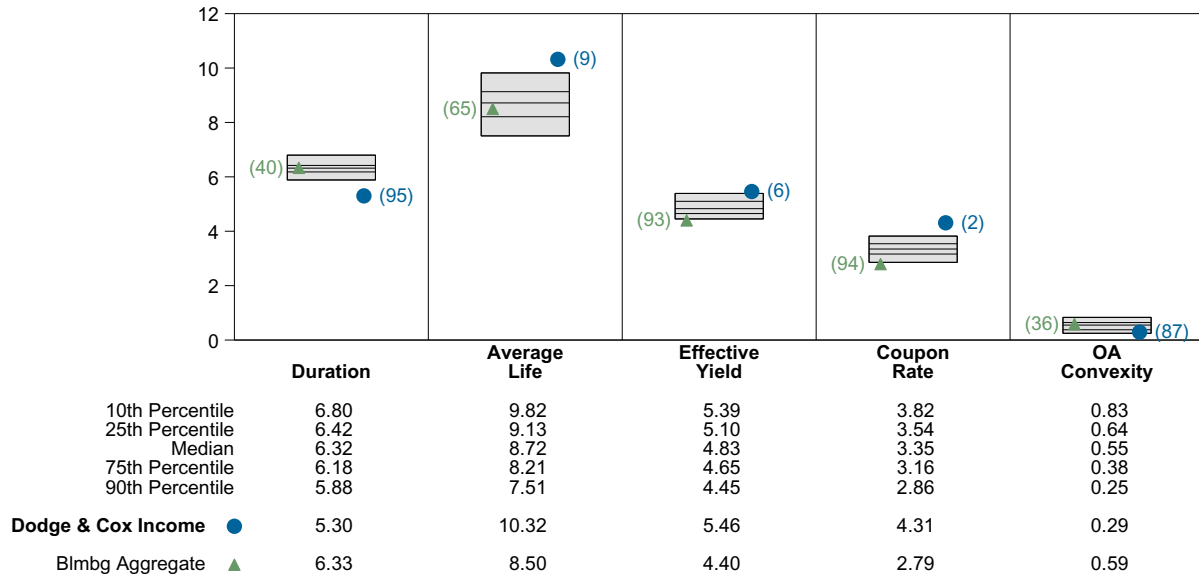


# Dodge & Cox Income Bond Characteristics Analysis Summary

## Portfolio Characteristics

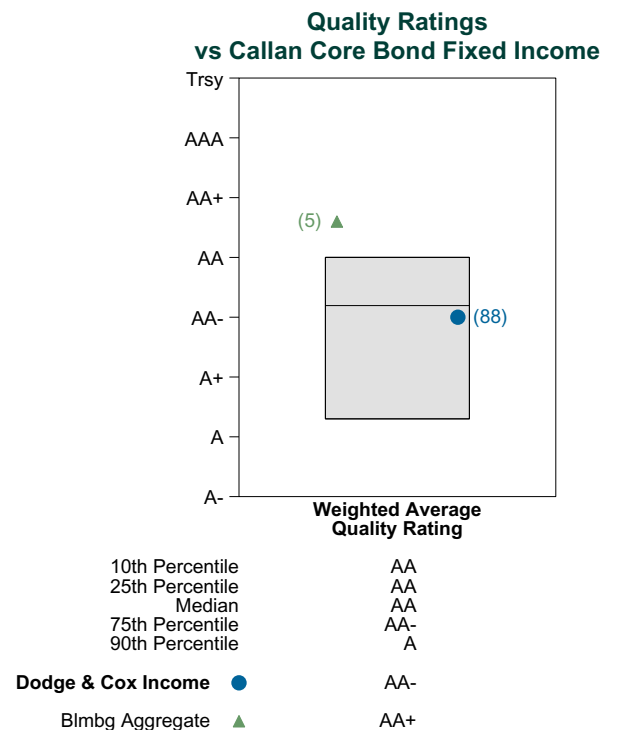
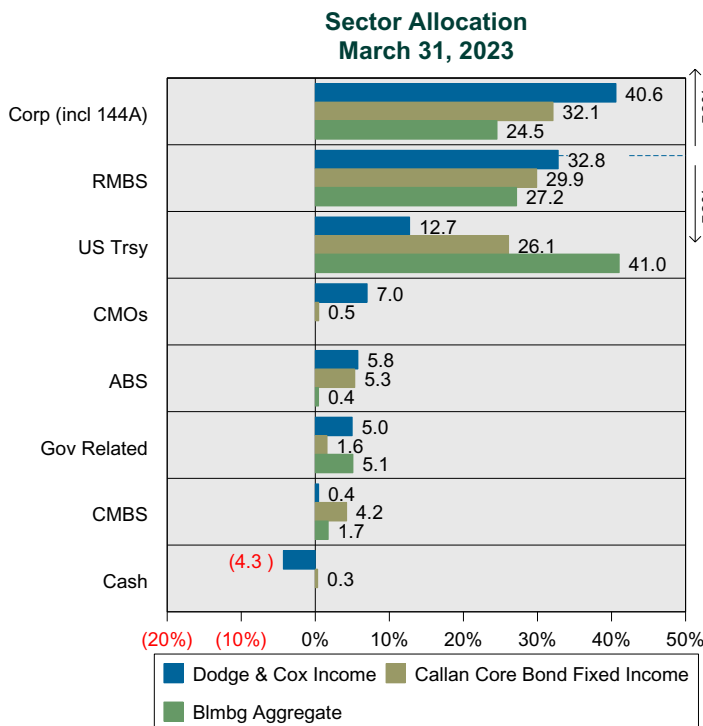
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

## Fixed Income Portfolio Characteristics Rankings Against Callan Core Bond Fixed Income as of March 31, 2023



## Sector Allocation and Quality Ratings

The first graph compares the manager's sector allocation with the average allocation across all the members of the manager's style. The second graph compares the manager's weighted average quality rating with the range of quality ratings for the style.



# PIMCO

## Period Ended March 31, 2023

### Investment Philosophy

The Total Return fund is a core plus strategy managed by a team of PIMCO's senior investment professionals. PIMCO is well known for its macroeconomic forecasts, which contribute to the top-down elements of its investment process while sector teams and traders drive the bottom-up security selection choices. The strategy is benchmarked to the Bloomberg U.S. Aggregate Index and invests in a broad set of fixed income sectors. Duration is generally within two years of the benchmark. The Fund allows up to 20% in high yield and 20% in foreign currency exposure.

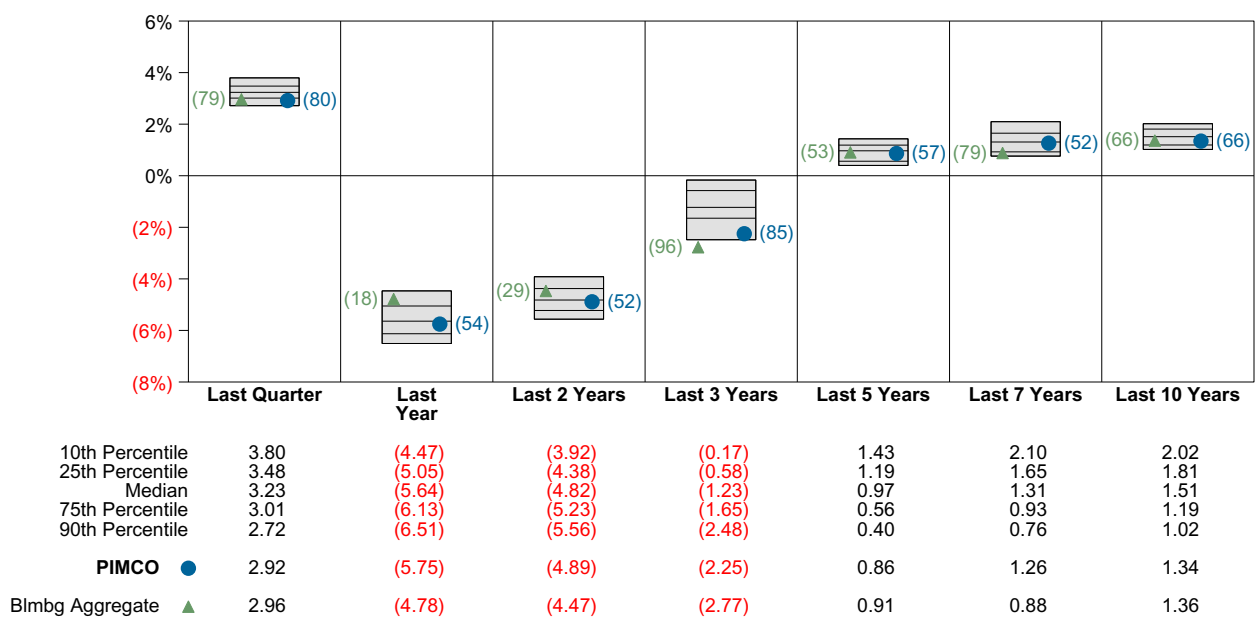
### Quarterly Summary and Highlights

- PIMCO's portfolio posted a 2.92% return for the quarter placing it in the 80 percentile of the Callan Core Plus Mutual Funds group for the quarter and in the 54 percentile for the last year.
- PIMCO's portfolio underperformed the Blmbg Aggregate by 0.05% for the quarter and underperformed the Blmbg Aggregate for the year by 0.97%.

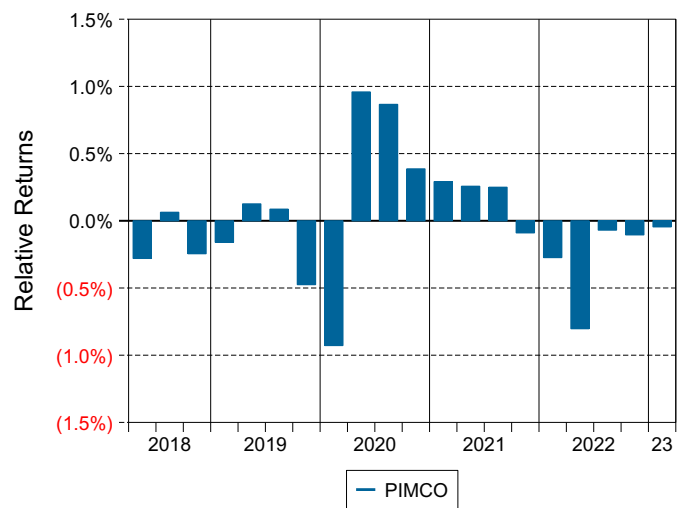
### Quarterly Asset Growth

Beginning Market Value	\$59,220,261
Net New Investment	\$12,000,000
Investment Gains/(Losses)	\$1,966,268
Ending Market Value	\$73,186,529

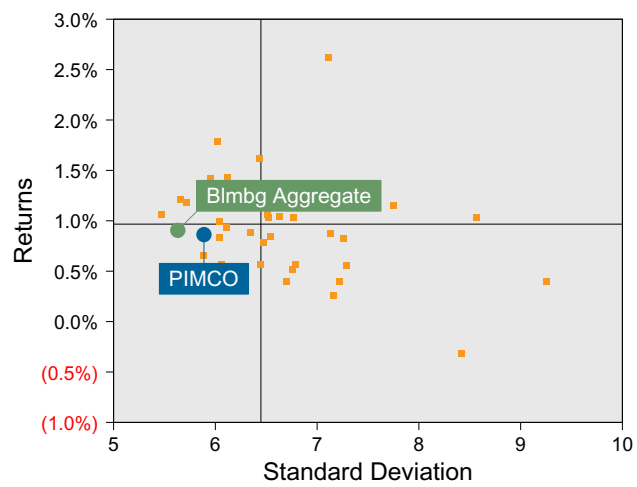
### Performance vs Callan Core Plus Mutual Funds (Net)



### Relative Return vs Blmbg Aggregate



### Callan Core Plus Mutual Funds (Net) Annualized Five Year Risk vs Return

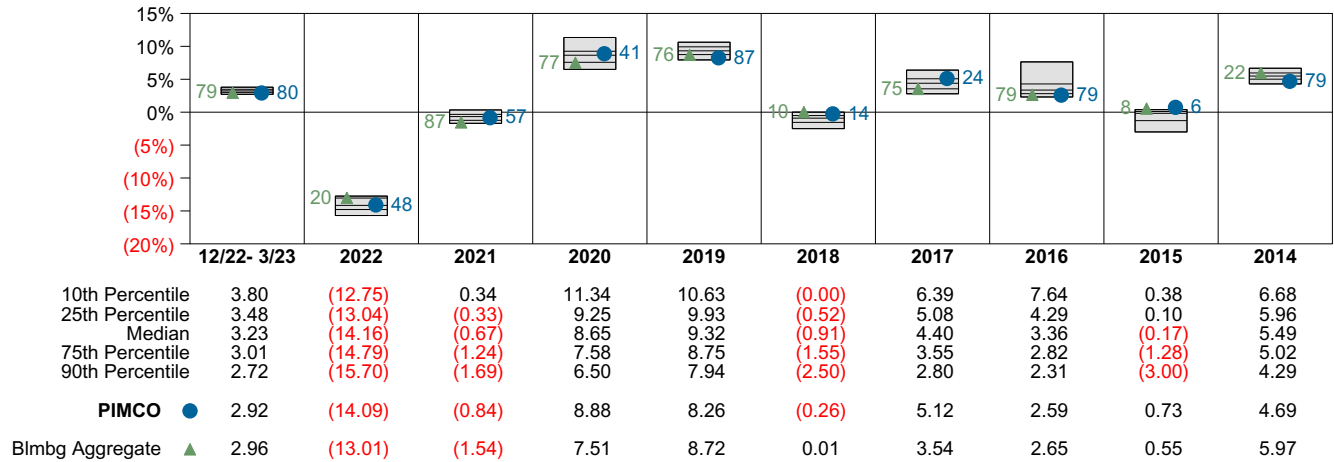


# PIMCO Return Analysis Summary

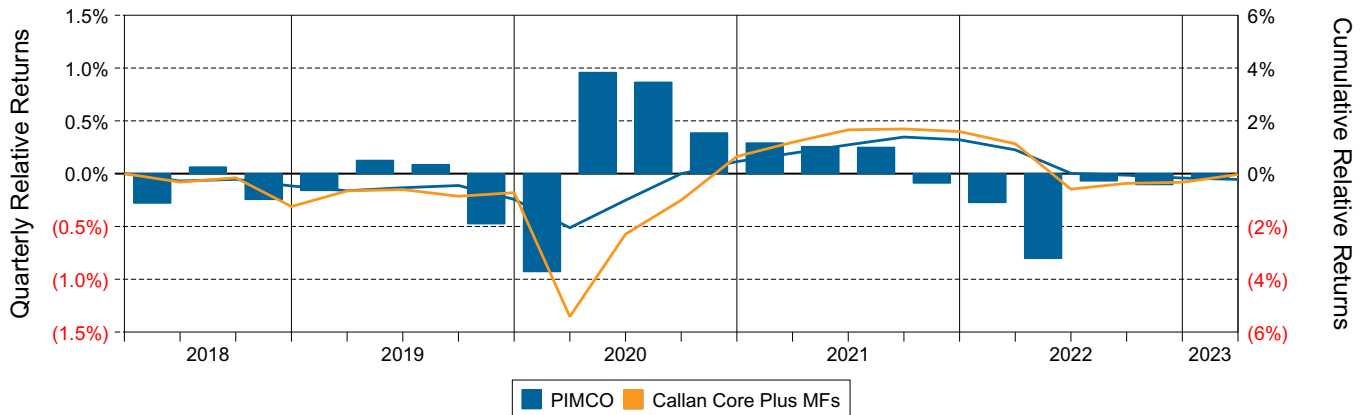
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

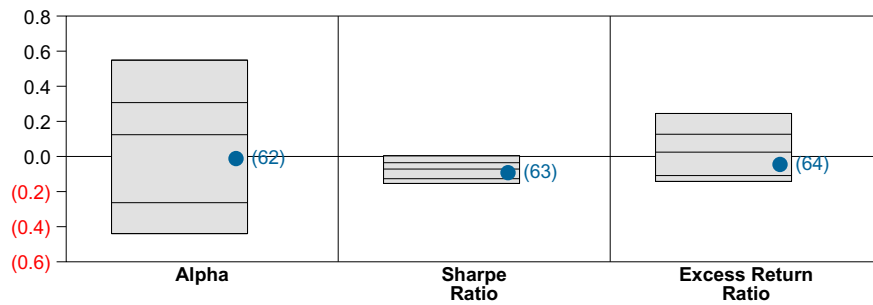
### Performance vs Callan Core Plus Mutual Funds (Net)



### Cumulative and Quarterly Relative Returns vs Blmbg Aggregate



### Risk Adjusted Return Measures vs Blmbg Aggregate Rankings Against Callan Core Plus Mutual Funds (Net) Five Years Ended March 31, 2023



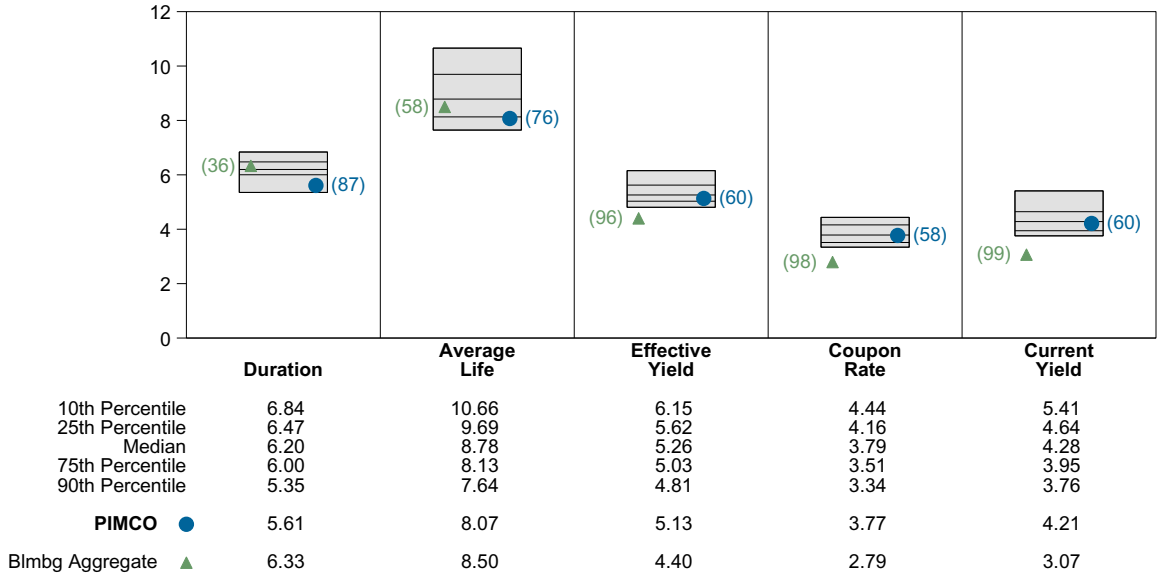
	Alpha	Sharpe Ratio	Excess Return Ratio
10th Percentile	0.55	0.00	0.24
25th Percentile	0.31	(0.04)	0.13
Median	0.12	(0.07)	0.02
75th Percentile	(0.26)	(0.13)	(0.11)
90th Percentile	(0.44)	(0.15)	(0.14)
<b>PIMCO</b>	● (0.01)	(0.09)	(0.05)

# PIMCO Bond Characteristics Analysis Summary

## Portfolio Characteristics

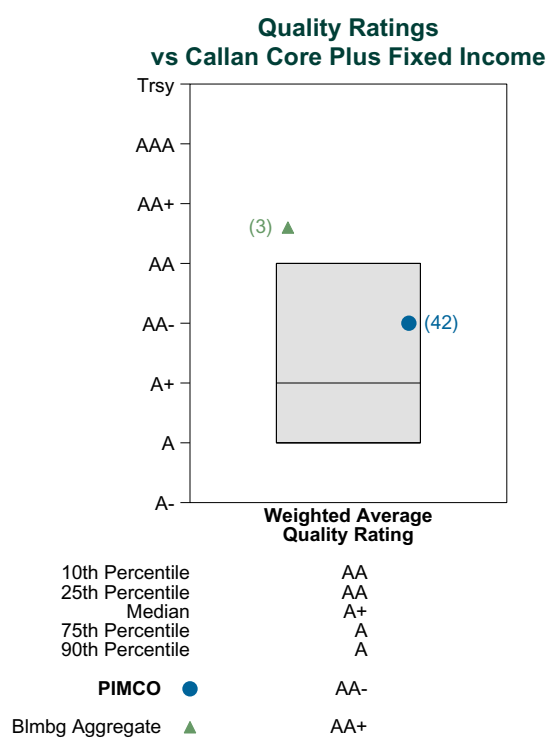
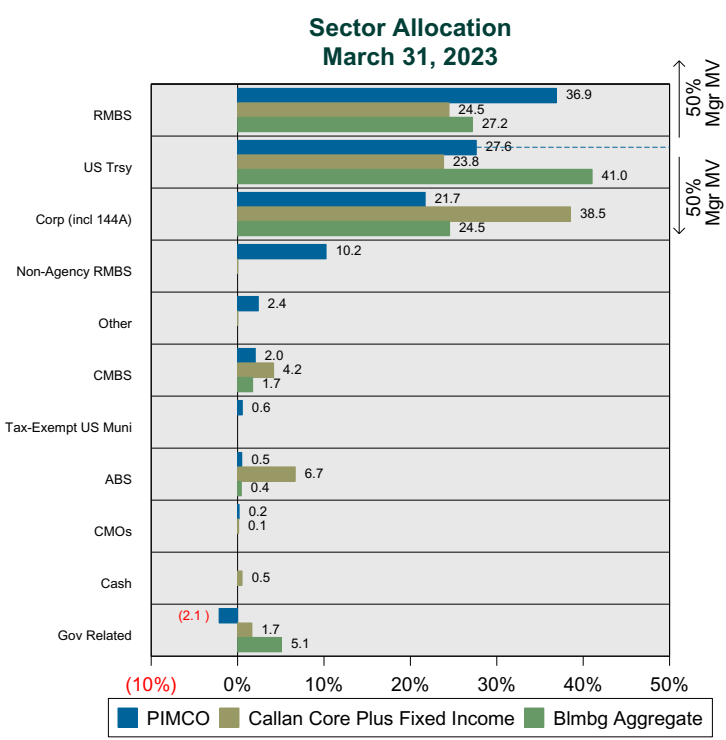
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

## Fixed Income Portfolio Characteristics Rankings Against Callan Core Plus Fixed Income as of March 31, 2023



## Sector Allocation and Quality Ratings

The first graph compares the manager's sector allocation with the average allocation across all the members of the manager's style. The second graph compares the manager's weighted average quality rating with the range of quality ratings for the style.







# IFM Global Infrastructure Period Ended March 31, 2023

## Investment Philosophy

IFM Investors believes a professionally managed portfolio of infrastructure assets can provide long-term institutional investors with significant benefits: diversification, earnings stability, participation in economic growth, protection from inflation and portfolio risk management. Infrastructure assets also allow investors to match their long-term liabilities with long-term investments.

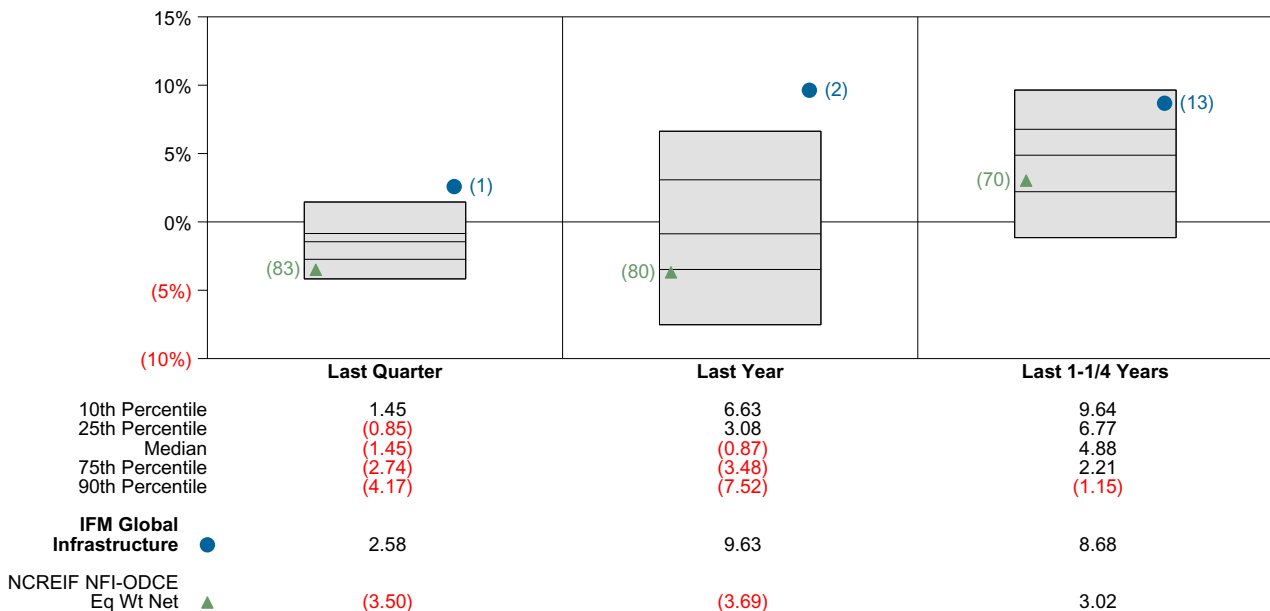
## Quarterly Summary and Highlights

- IFM Global Infrastructure's portfolio posted a 2.58% return for the quarter placing it in the 1 percentile of the Callan Open End Core Cmmingled Real Est group for the quarter and in the 2 percentile for the last year.
- IFM Global Infrastructure's portfolio outperformed the NCREIF NFI-ODCE Eq Wt Net by 6.08% for the quarter and outperformed the NCREIF NFI-ODCE Eq Wt Net for the year by 13.32%.

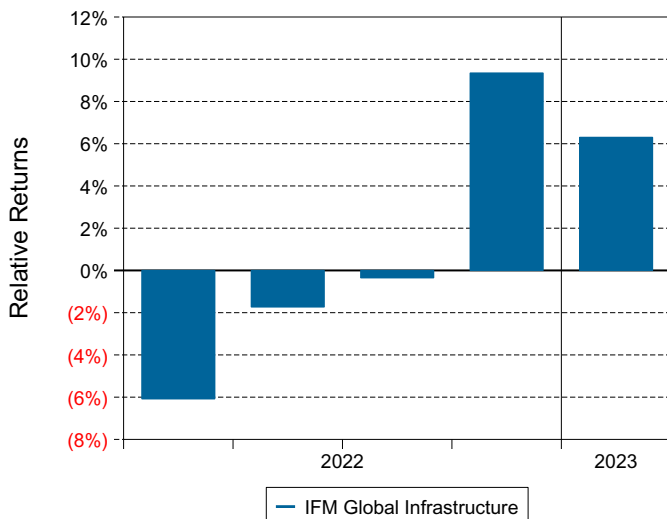
## Quarterly Asset Growth

Beginning Market Value	\$18,712,842
Net New Investment	\$6,000,000
Investment Gains/(Losses)	\$635,174
Ending Market Value	\$25,348,017

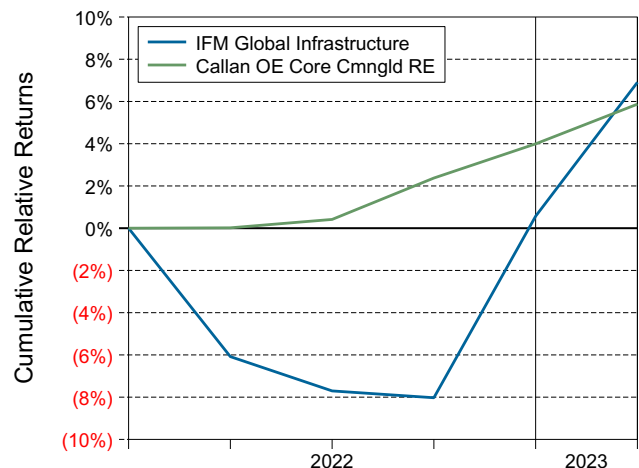
## Performance vs Callan Open End Core Cmmingled Real Est (Net)



## Relative Returns vs NCREIF NFI-ODCE Eq Wt Net



## Cumulative Returns vs NCREIF NFI-ODCE Eq Wt Net



# JP Morgan Infrastructure Period Ended March 31, 2023

## Investment Philosophy

The JPMorgan Infrastructure Investments Fund ("IIF") looks to add value through its ability to build upon existing investments and de-risk future investments without the constraint of multiple fund vintage conflicts. In addition, as an open-end fund, IIF focuses on driving sustained operational improvements and efficiencies as well as long-term value. Short-term improvements and exit timing largely dependent upon market conditions, are not priorities.

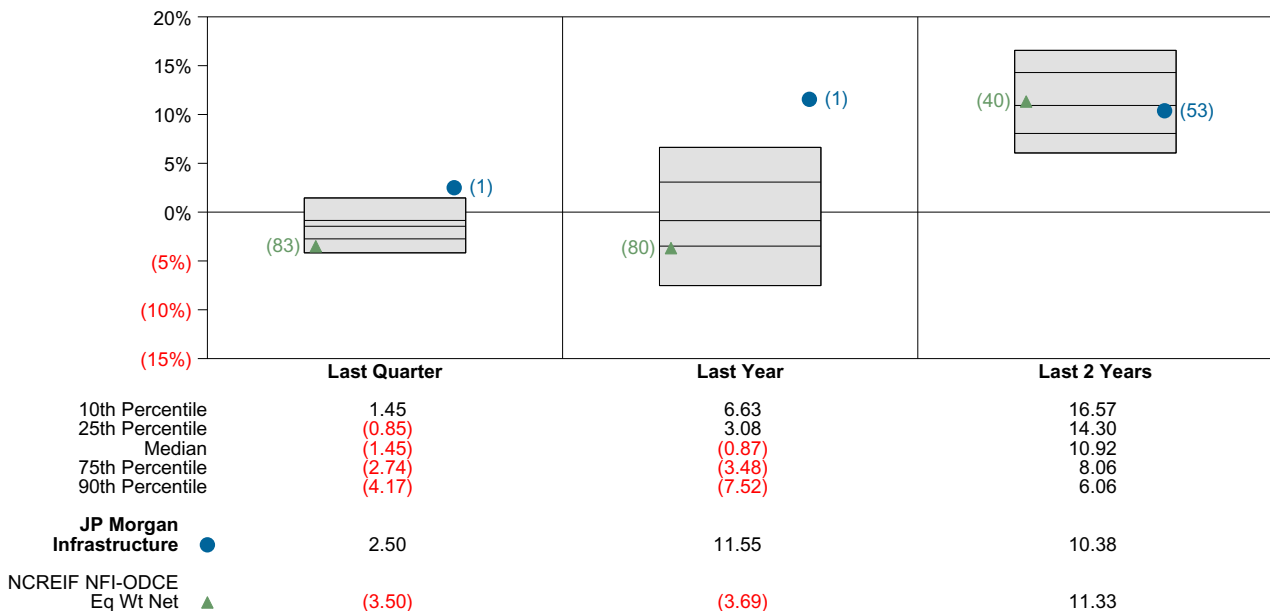
## Quarterly Summary and Highlights

- JP Morgan Infrastructure's portfolio posted a 2.50% return for the quarter placing it in the 1 percentile of the Callan Open End Core Cmmingled Real Est group for the quarter and in the 1 percentile for the last year.
- JP Morgan Infrastructure's portfolio outperformed the NCREIF NFI-ODCE Eq Wt Net by 6.00% for the quarter and outperformed the NCREIF NFI-ODCE Eq Wt Net for the year by 15.24%.

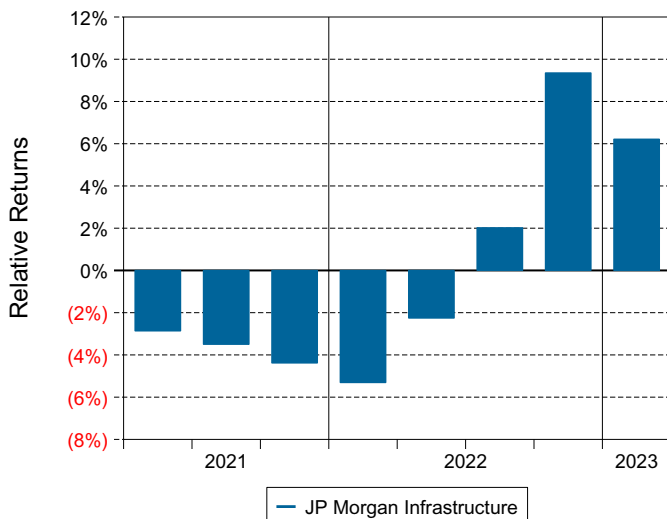
## Quarterly Asset Growth

Beginning Market Value	\$25,635,263
Net New Investment	\$-213,645
Investment Gains/(Losses)	\$640,644
Ending Market Value	\$26,062,262

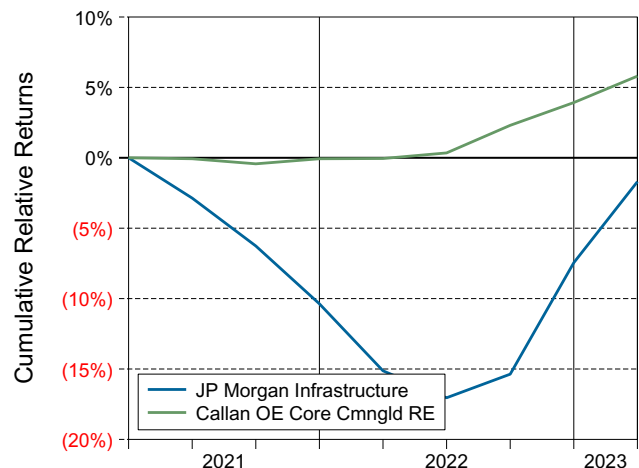
## Performance vs Callan Open End Core Cmmingled Real Est (Net)



## Relative Returns vs NCREIF NFI-ODCE Eq Wt Net



## Cumulative Returns vs NCREIF NFI-ODCE Eq Wt Net





# Real Estate Composite Period Ended March 31, 2023

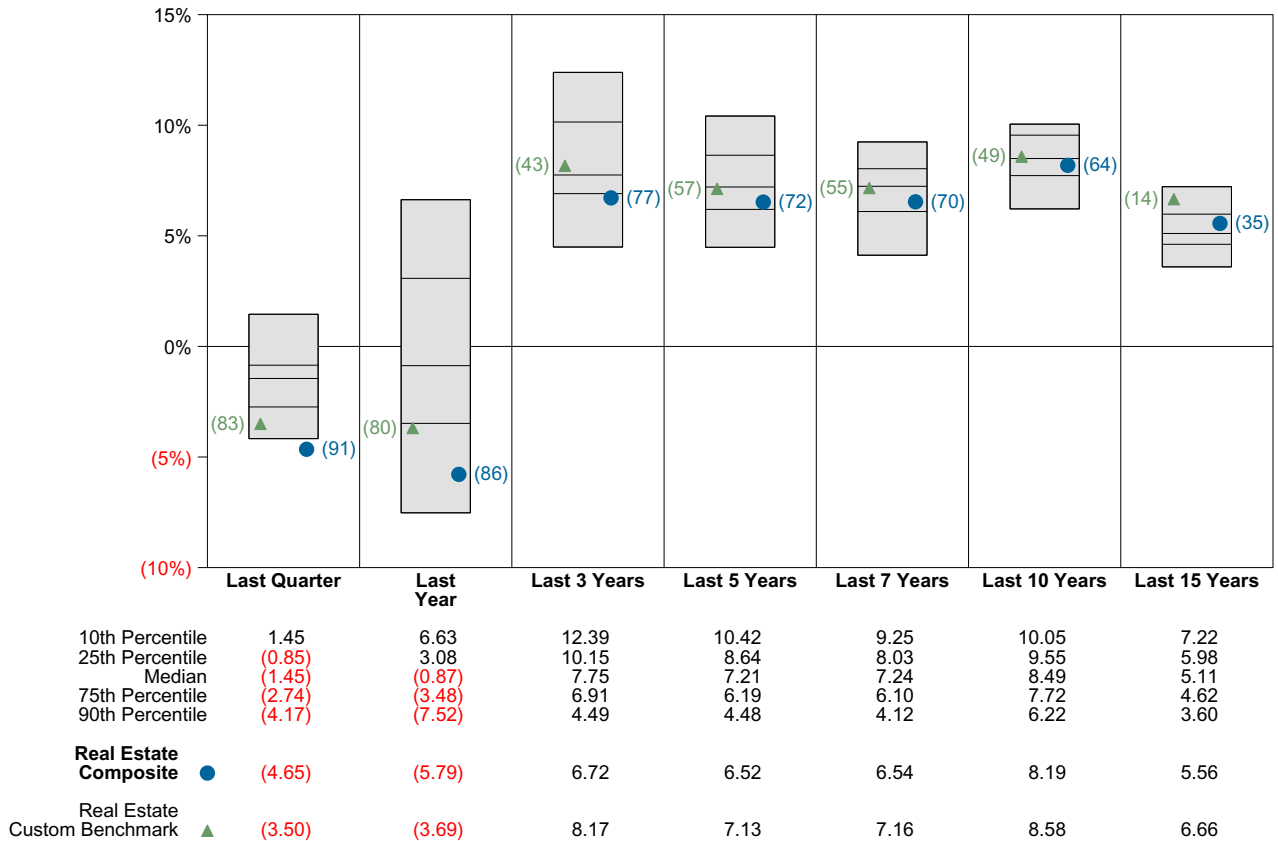
## Quarterly Summary and Highlights

- Real Estate Composite's portfolio posted a (4.65)% return for the quarter placing it in the 91 percentile of the Callan Open End Core Cmmingled Real Est group for the quarter and in the 86 percentile for the last year.
- Real Estate Composite's portfolio underperformed the Real Estate Custom Benchmark by 1.15% for the quarter and underperformed the Real Estate Custom Benchmark for the year by 2.10%.

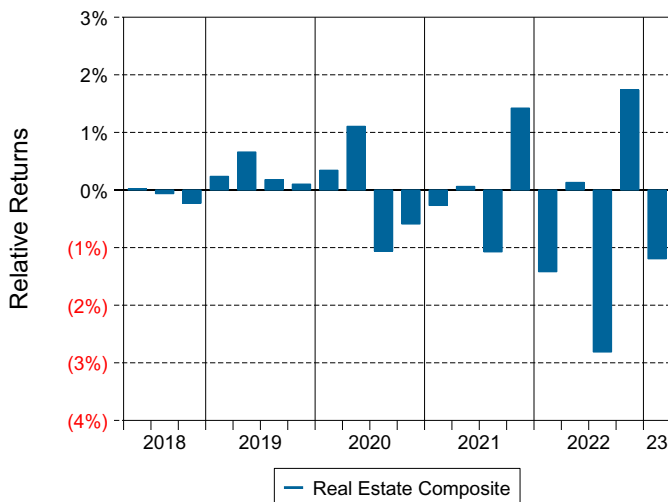
## Quarterly Asset Growth

Beginning Market Value	\$89,106,514
Net New Investment	\$-622,912
Investment Gains/(Losses)	\$-4,143,233
Ending Market Value	\$84,340,369

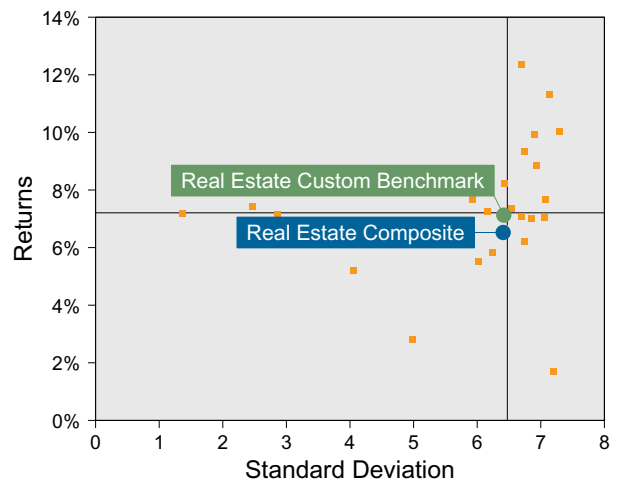
## Performance vs Callan Open End Core Cmmingled Real Est (Net)



## Relative Returns vs Real Estate Custom Benchmark



## Callan Open End Core Cmmingled Real Est (Net) Annualized Five Year Risk vs Return



# RREEF Private

## Period Ended March 31, 2023

### Investment Philosophy

RREEF America II acquires 100 percent equity interests in small- to medium-sized (\$10 million to \$70 million) apartment, industrial, retail and office properties in targeted metropolitan areas within the continental United States. The fund capitalizes on RREEF's national research capabilities and market presence to identify superior investment opportunities in major metropolitan areas across the United States.

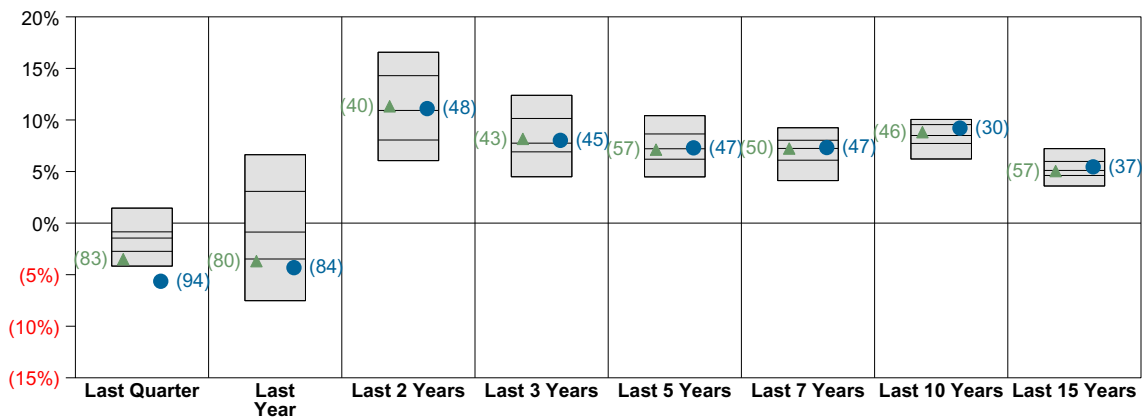
### Quarterly Summary and Highlights

- RREEF Private's portfolio posted a (5.64)% return for the quarter placing it in the 94 percentile of the Callan Open End Core Cmmingled Real Est group for the quarter and in the 84 percentile for the last year.
- RREEF Private's portfolio underperformed the NCREIF NFI-ODCE Eq Wt Net by 2.14% for the quarter and underperformed the NCREIF NFI-ODCE Eq Wt Net for the year by 0.63%.

### Quarterly Asset Growth

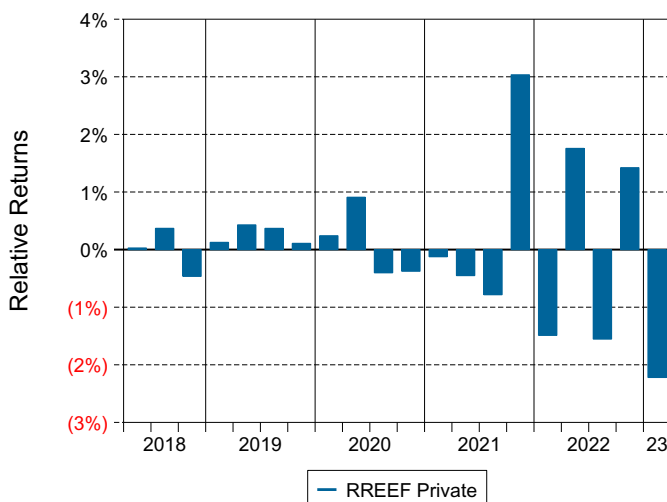
Beginning Market Value	\$45,607,429
Net New Investment	\$-320,087
Investment Gains/(Losses)	\$-2,572,011
Ending Market Value	\$42,715,332

### Performance vs Callan Open End Core Cmmingled Real Est (Net)

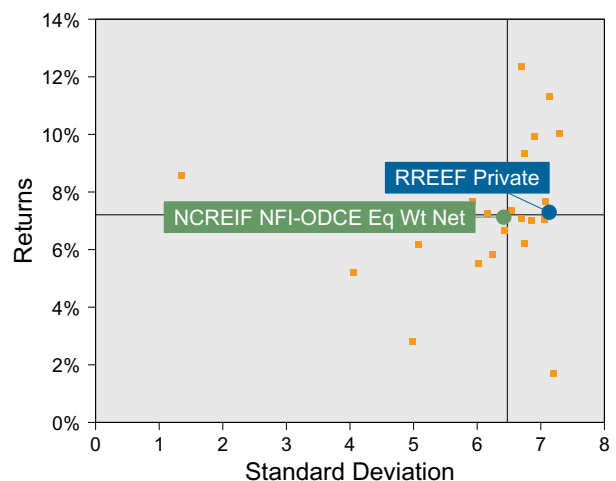


10th Percentile	1.45	6.63	16.57	12.39	10.42	9.25	10.05	7.22
25th Percentile	(0.85)	3.08	14.30	10.15	8.64	8.03	9.55	5.98
Median	(1.45)	(0.87)	10.92	7.75	7.21	7.24	8.49	5.11
75th Percentile	(2.74)	(3.48)	8.06	6.91	6.19	6.10	7.72	4.62
90th Percentile	(4.17)	(7.52)	6.06	4.49	4.48	4.12	6.22	3.60
<b>RREEF Private</b>	<b>● (5.64)</b>	<b>(4.32)</b>	11.10	8.02	7.30	7.33	9.21	5.45
<b>NCREIF NFI-ODCE Eq Wt Net</b>	<b>▲ (3.50)</b>	<b>(3.69)</b>	11.33	8.17	7.13	7.23	8.82	5.05

### Relative Returns vs NCREIF NFI-ODCE Eq Wt Net



### Callan Open End Core Cmmingled Real Est (Net) Annualized Five Year Risk vs Return



# Barings Core Property Fund Period Ended March 31, 2023

## Investment Philosophy

Barings believes that the investment strategy for the Core Property Fund is unique with the goal of achieving returns in excess of the benchmark index, the NFI-ODCE Index, with a level of risk associated with a core fund. The construct of the Fund relies heavily on input from Barings Research, which provided the fundamentals for the investment strategy. Strategic targets and fund exposure which differentiate the Fund from its competitors with respect to both its geographic and property type weightings, and we believe will result in performance in excess of industry benchmarks over the long-term.

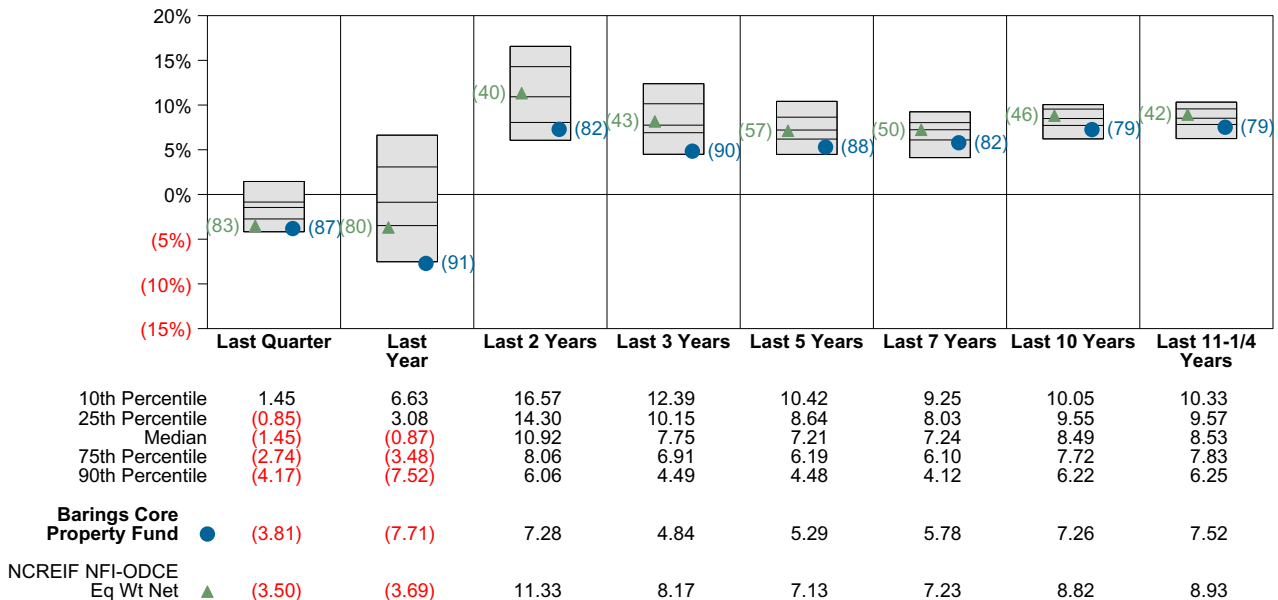
## Quarterly Summary and Highlights

- Barings Core Property Fund's portfolio posted a (3.81)% return for the quarter placing it in the 87 percentile of the Callan Open End Core Cmmingled Real Est group for the quarter and in the 91 percentile for the last year.
- Barings Core Property Fund's portfolio underperformed the NCREIF NFI-ODCE Eq Wt Net by 0.32% for the quarter and underperformed the NCREIF NFI-ODCE Eq Wt Net for the year by 4.02%.

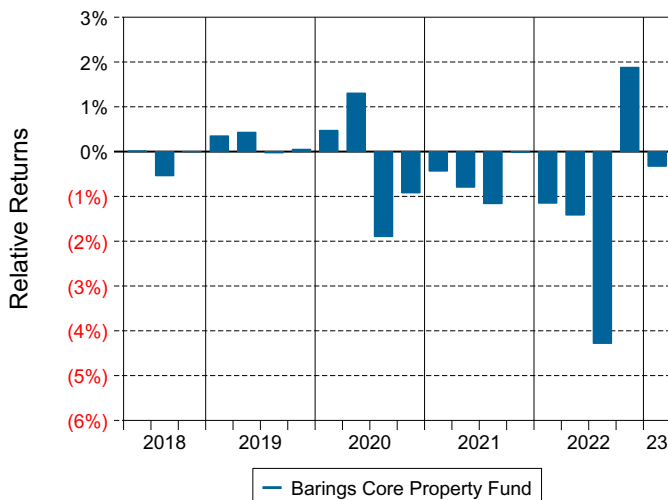
## Quarterly Asset Growth

Beginning Market Value	\$41,749,085
Net New Investment	\$-281,991
Investment Gains/(Losses)	\$-1,592,058
Ending Market Value	\$39,875,037

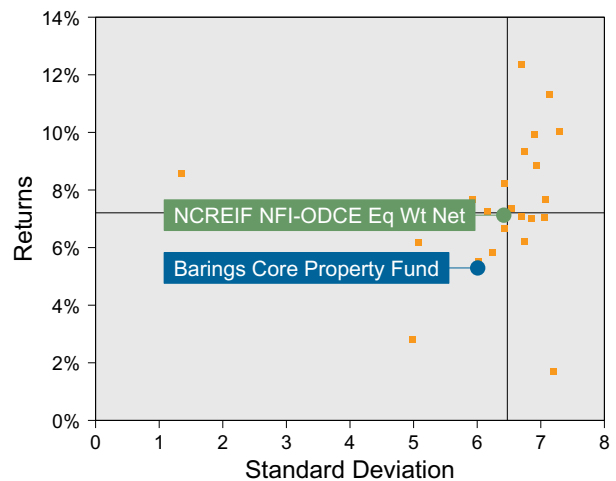
## Performance vs Callan Open End Core Cmmingled Real Est (Net)



## Relative Returns vs NCREIF NFI-ODCE Eq Wt Net



## Callan Open End Core Cmmingled Real Est (Net) Annualized Five Year Risk vs Return





**U.S. EQUITY**

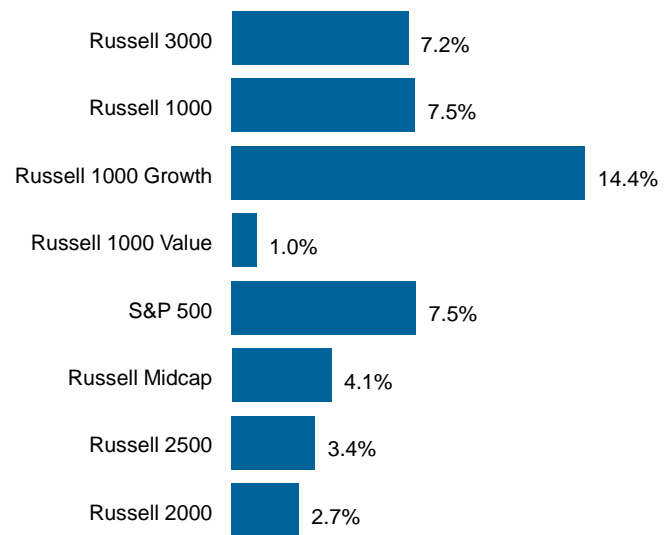
**Markets gain, with exception of small cap value**

- The S&P 500 posted a second straight quarter of positive performance, gaining 7.5% in 1Q23; large cap growth led all style and cap indices higher, advancing 14.4%.
- Russell 2000 Value was a notable exception and experienced a slight decline of 0.7% due to greater exposure to Financials, specifically banks.
- During the quarter, three sectors comprising 44% of the S&P 500 (and 63% of the Russell 1000 Growth Index) drove performance: Technology (+21.8%), Communication Services (+20.5%), and Consumer Discretionary (+16.1%).
- Financials, Energy, and Health Care posted negative returns for the quarter but had only a modest impact on total returns given smaller weights in respective benchmarks.
- Small caps (Russell 2000) underperformed large caps (Russell 1000) and growth outperformed value during the quarter, a reversal from 2022. Greater exposure to banks in Russell 2000 (8.3%) versus Russell 1000 (3.3%) was one differentiator for returns; strong returns for mega-cap Technology also increased divergence.

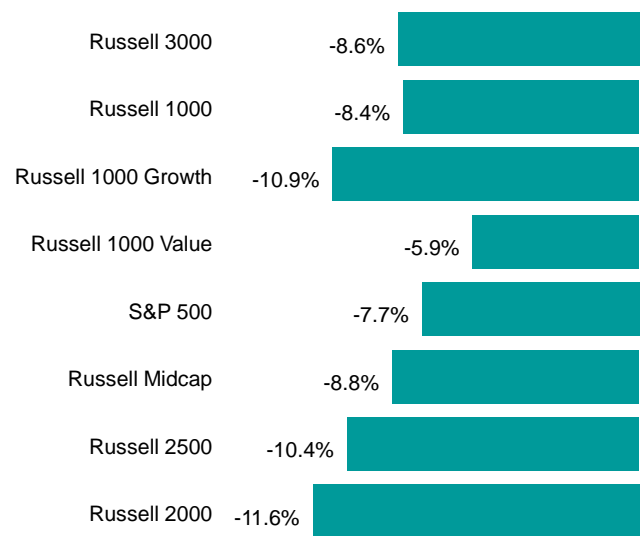
**Large cap growth outperformance drivers**

- The large cap growth outperformance was driven by increased valuations as interest rates declined and expectations of a more dovish Fed emerged.
- Asset managers may take a more cautious approach in equity markets into coming quarters as earnings estimates decline; expect a focus on quality, cash flow, defensive value names, and profitable growth stocks.
- Price multiples continue to be important as elevated valuations may compress if markets anticipate that monetary easing is not on the near-term horizon.
- Analyst estimates for future earnings are diverging, typically a sign of elevated economic turbulence.
- Investors “bought the dip” as stock performance reversed from the prior year; the worst-performing stocks for 2022 became best-performing stocks during 1Q23.

**U.S. Equity: Quarterly Returns**

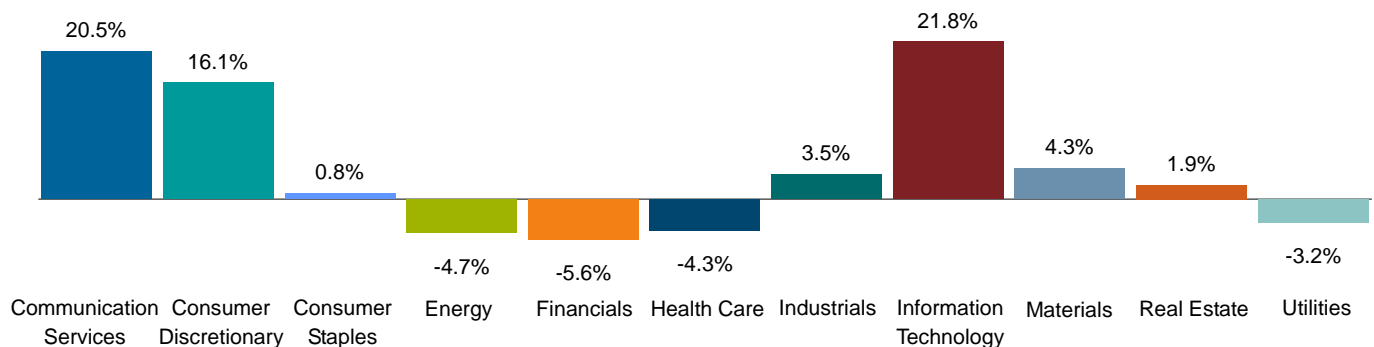


**U.S. Equity: One-Year Returns**



Sources: FTSE Russell, S&P Dow Jones Indices

**S&P Sector Returns, Quarter Ended 3/31/23**



Source: S&P Dow Jones Indices



**GLOBAL EQUITY**

**1Q23 brought global equity markets back to black**

- Positive results despite hiccups
- 1Q23 was marked by the collapse of Silicon Valley Bank and Credit Suisse, which sent fears of a banking crisis across global markets.
- Despite a Fed hike during the period, investors began to price in lower rate expectations.
- Europe outperformed other regions, making up ground lost in 2022 as inflation eased and recession fears lessened.

**Growth vs. value**

- Growth outpaced value across developed and emerging markets.
- In a reversal from 2022, investors preferred growth alongside a drawdown in banks; Information Technology was the largest outperformer.

**U.S. dollar vs. other currencies**

- After some strength early in the quarter, the U.S. dollar declined 1% as interest rate differentials narrowed globally.

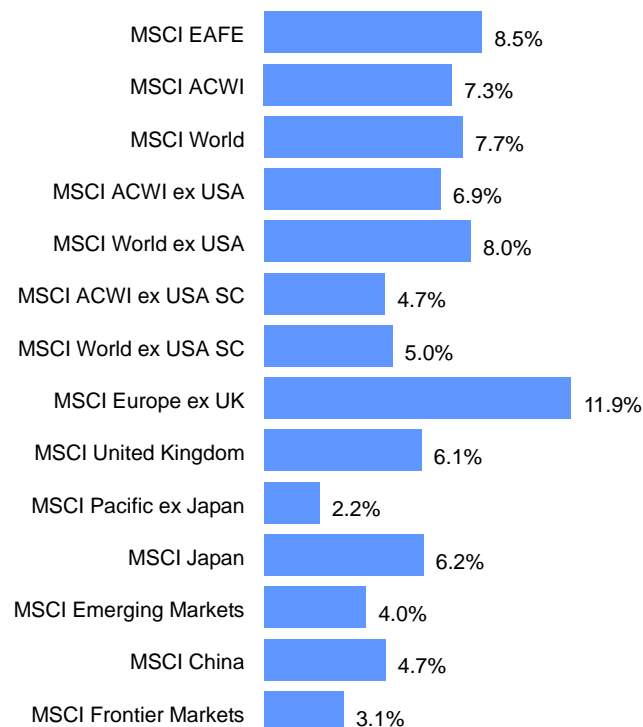
**Developed markets outpace U.S.**

- Outperformance of developed markets over the past year has been driven by Europe.
- Europe beat U.S. as the worst fears in the wake of the Russia-Ukraine War were not realized.
- Europe benefited from falling gas prices and China reopening.
- Value-growth dispersion was impacted less in developed markets relative to U.S. given the composition of the markets.
- EAFE Value outperformed Growth by 2.5 percentage points.
- S&P 500 Value outperformed Growth by 15.2 percentage points.
- Weak dollar in recent quarters helped global ex-U.S. equities.
- Since DXY Index reached a 20-year high in September 2022, it has fallen by 10%.

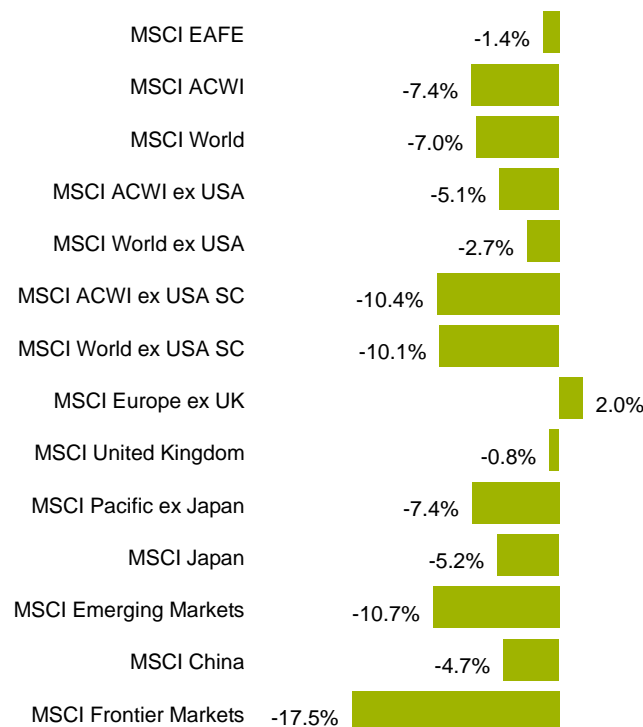
**Will Europe continue to be a source of return?**

- EPS growth expectations have fallen for both S&P 500 (-7%) and Europe (-9%).
- However, euro zone provides valuation support relative to the U.S.
- Euro zone trades at a 30% discount vs. the U.S.

**Global Equity: Quarterly Returns**



**Global Equity: One-Year Returns**



Source: MSCI

**U.S. FIXED INCOME**

**Bloomberg Aggregate was positive in 1Q but mixed**

- January: +3.1%
- February: -2.6%
- March: +2.5%

**U.S. Treasury volatility was pronounced**

- 2-year U.S. Treasury yield high was 5.08% on 3/8 and low was 3.77% on 3/24
- MOVE Index highest since 2008

**Yield curve remained inverted but also volatile**

- 2yr/10yr | 3/31: -58 bps; max 3/8: -109; min 3/23: -38
- 1yr/10yr | 3/31: -116 bps

**Fed raised rates, bringing target to 4.75%–5.00%**

- Median expectation from Fed is 5.1% for year-end 2023; market pricing in Fed cuts by year-end
- Inflation moderated but still high and job market tight

**Sector performance mixed**

- Corporate Industrials excess return: +58 bps
- Corporate Financials excess return: -39 bps
- RMBS excess return: -50 bps
- CMBS excess return: -74 bps
- High yield excess return: +123 bps

**Valuations fair**

- Credit spreads have not widened materially and are close to historical averages

**MUNICIPAL BONDS**

**Indices gained in 1Q23**

- Lower quality outperformed (AAA: +2.5%; AA: +2.7%; A: +3.0%; BBB: +3.7%)

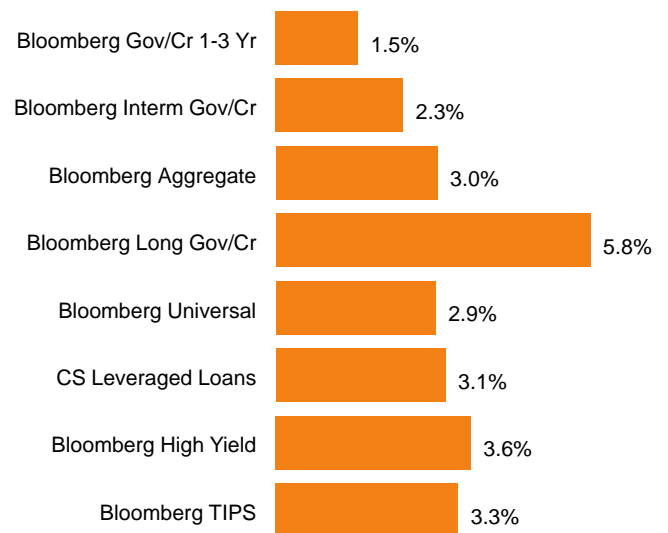
**Muni curve inverted but less so than U.S. Treasuries**

- 2-year AAA yield: 2.41%; 10-year AAA yield: 2.28%

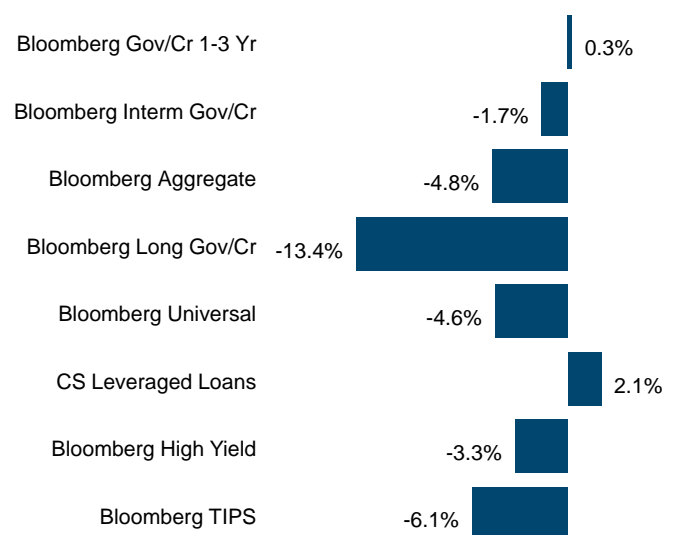
**Valuations relative to U.S. Treasuries are rich**

- 10-year AAA Muni/10-year U.S. Treasury yield ratio 65%; below 10-year average of 88%
- Over the last 10 years, 10-year ratio was richer 4% of the time
- After-tax yield of Muni Bond Index = 5.5%; Bloomberg IG Corporate = 5.2% (Source: Eaton Vance)

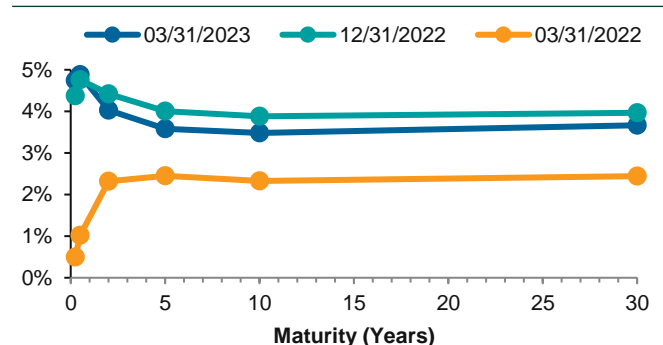
**U.S. Fixed Income: Quarterly Returns**



**U.S. Fixed Income: One-Year Returns**



**U.S. Treasury Yield Curves**



Sources: Bloomberg, Credit Suisse

**MUNICIPAL BONDS (continued)**

**Supply/demand**

- Outflows nearly \$2 billion but lower than the \$22 billion in 1Q22
- Supply about 25% lower year-over-year
- Munis not immune to turmoil in banking, but fundamentals remain sound
- Banks are third largest holder of munis (about 15%) but thus far have not been sellers
- Municipals could be affected by tighter lending standards but likely result would be more public issuance
- “Rainy Day” fund balances and state tax revenues robust

**GLOBAL FIXED INCOME**

**Global Aggregate was positive in 1Q but mixed**

- January: +3.3%
- February: -3.3%
- March: +3.2%
- ECB and UK hiked rates; Japan held steady

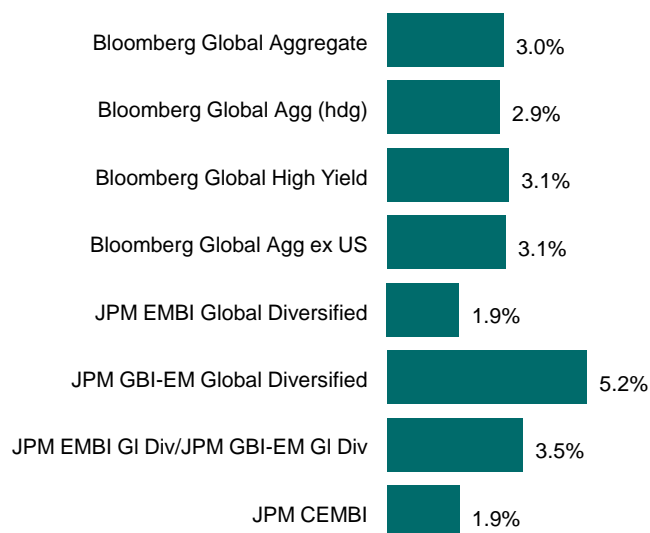
**U.S. dollar was mixed but mostly lower**

- Euro: +2% vs dollar
- British pound: +3% vs dollar
- Japanese yen: -1% vs dollar
- Australian dollar: -1% vs dollar
- Mexican peso: +8% vs dollar
- Brazilian real: +4% vs dollar

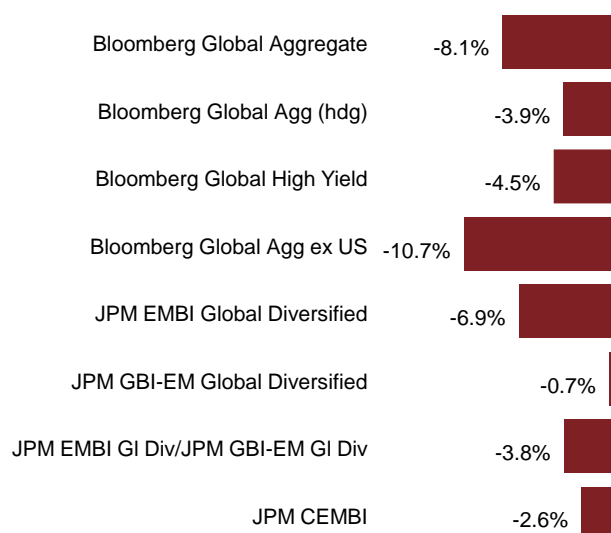
**Emerging market debt delivered solid results**

- EM currencies did well versus U.S. dollar, especially in Latin America; Latin America local currency return: +4.1%; unhedged in \$US: +9.8%

**Global Fixed Income: Quarterly Returns**

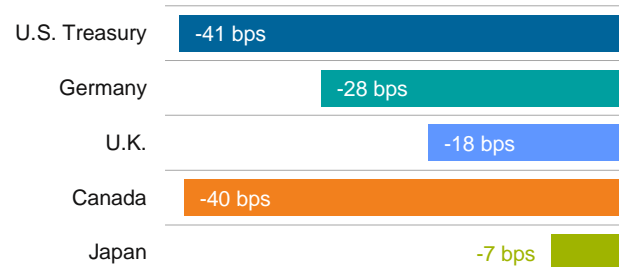


**Global Fixed Income: One-Year Returns**



**Change in 10-Year Global Government Bond Yields**

**4Q22 to 1Q23**



Sources: Bloomberg, JP Morgan



## Quarterly Highlights

The Callan Institute provides research to update clients on the latest industry trends and carefully structured educational programs to enhance the knowledge of industry professionals. Visit [www.callan.com/research-library](http://www.callan.com/research-library) to see all of our publications, and [www.callan.com/blog](http://www.callan.com/blog) to view our blog. For more information contact Barb Gerraty at 415-274-3093 / [institute@callan.com](mailto:institute@callan.com).

## New Research from Callan's Experts

**[2023 DC Trends Survey](#)** | Callan's 16th annual DC Trends Survey now covers SECURE 2.0 (pre-passage) and diversity topics, along with the key tenets of DC plan management, governance, and financial wellness.

**[2023-2032 Capital Markets Assumptions](#)** | A white paper detailing the process involved in creating our 2023-2032 capital markets assumptions and the reasoning behind them.

**[1Q23 Real Assets Reporter: Energy Transition](#)** | Jan Mende describes energy-transition investments and the role they can play in institutional portfolios.

**[The Periodic Table of Investment Returns](#)** | A visual representation of annual returns for key asset classes, ranked from best to worst performance for each calendar year.

## Blog Highlights

**[The PRT Decision: What Plan Sponsors Need to Know](#)** | Despite the turbulence of 2022, many corporate defined benefit (DB) plan sponsors are considering pension risk transfers (PRTs).

**[Can Institutional Investors Target 'Food Deserts' for Investment?](#)** | While food desert investments have not been prevalent in institutional real estate portfolios, increasing government incentives and additional sources of financing may help support these opportunities in the future.

**[Putting 2022 Public DB Plan Performance into Perspective](#)** | While 2022 was indeed challenging, viewing plan returns over the long-term shows results that are favorable when stacked up against actuarial discount rates.

## Webinar Replays

**[Callan's 2023 DC Survey Results Webinar](#)** | This webinar focuses on the results of Callan's 2023 DC Trends Survey, including fiduciary positioning, investments, retirement solutions, fees, and more.

**[Research Cafe: ESG Interview Series](#)** | During this interview, Tom Shingler of Callan discusses with Richard Ashley, partner and co-chair of US Employee Benefits and Executive Compensation practice at DLA Piper, key features of the new ESG and proxy voting rule.

## Quarterly Periodicals

**[Private Equity Update, 4Q22](#)** | A high-level summary of private equity activity in the quarter through all the investment stages

**[Active vs. Passive Charts, 4Q22](#)** | A comparison of active managers alongside relevant benchmarks over the long term

**[Market Pulse, 4Q22](#)** | A quarterly market reference guide covering trends in the U.S. economy, developments for institutional investors, and the latest data on the capital markets

**[Capital Markets Review, 4Q22](#)** | Analysis and a broad overview of the economy and public and private markets activity each quarter across a wide range of asset classes

**[Hedge Fund Update, 4Q22](#)** | Commentary on developments for hedge funds and multi-asset class (MAC) strategies

**[Real Assets Update, 4Q22](#)** | A summary of market activity for real assets and private real estate during the quarter

**[Private Credit Update, 4Q22](#)** | A review of performance and fundraising activity for private credit during the quarter

## Events

---

A complete list of all upcoming events can be found on our website: [callan.com/events-education](http://callan.com/events-education).

*Please mark your calendar and look forward to upcoming invitations:*

### 2023 June Workshops

June 27, 2023 – New York

June 29, 2023 – Chicago

For more information about events, please contact Barb Gerraty: 415-274-3093 / [gerraty@callan.com](mailto:gerraty@callan.com)

## Education: By the Numbers

---

**50+**

Unique pieces of research the Institute generates each year

**525**

Attendees (on average) of the Institute's annual National Conference

**3,700**

Total attendees of the "Callan College" since 1994

---

## Education

---

Founded in 1994, the "Callan College" offers educational sessions for industry professionals involved in the investment decision-making process.

### Introduction to Investments

**May 23-25 – Virtual**

This program familiarizes institutional investor trustees and staff and asset management advisers with basic investment theory, terminology, and practices. Our virtual session is held over three days with virtual modules of 2.5-3 hours, while the in-person session lasts one-and-a-half days. This course is designed for individuals with less than two years of experience with asset-management oversight and/or support responsibilities. Virtual tuition is \$950 per person and includes instruction and digital materials. In-person tuition is \$2,350 per person and includes instruction, all materials, breakfast and lunch on each day, and dinner on the first evening with the instructors.

Additional information including registration can be found at: [callan.com/events-education](http://callan.com/events-education)



**"Research is the foundation of all we do at Callan, and sharing our best thinking with the investment community is our way of helping to foster dialogue to raise the bar across the industry."**

Greg Allen, CEO and Chief Research Officer



---

## Equity Market Indicators

The market indicators included in this report are regarded as measures of equity or fixed income performance results. The returns shown reflect both income and capital appreciation.

**Russell 2000 Growth** contains those Russell 2000 securities with a greater than average growth orientation. Securities in this index tend to exhibit higher price-to-book and price-earning ratios, lower dividend yields and higher forecasted growth values than the Value universe.

**Russell 2000 Value** contains those Russell 2000 securities with a less than average growth orientation. Securities in this index tend to exhibit lower price-to-book and price-earning ratios, higher dividend yields and lower forecasted growth values than the Growth universe.

**Russell 3000 Index** is a composite of 3,000 of the largest U.S. companies by market capitalization. The smallest company's market capitalization is roughly \$20 million and the largest is \$72.5 billion. The index is capitalization-weighted.

**Russell Mid Cap Growth** measures the performance of those Russell Mid Cap Companies with higher price-to-book ratios and higher forecasted growth values. The stocks are also members of the Russell 1000 Growth Index.

**Russell MidCap Value Index** The Russell MidCap Value index contains those Russell MidCap securities with a less than average growth orientation. Securities in this index tend to exhibit lower price-to-book and price-earnings ratio, higher dividend yields and lower forecasted growth values than the Growth universe.

**Standard & Poor's 500 Index** is designed to measure performance of the broad domestic economy through changes in the aggregate market value of 500 stocks representing all major industries. The index is capitalization-weighted, with each stock weighted by its proportion of the total market value of all 500 issues. Thus, larger companies have a greater effect on the index.



---

## Fixed Income Market Indicators

**Bloomberg Aggregate** is a combination of the Mortgage Backed Securities Index and the intermediate and long-term components of the Government/Credit Bond Index.

---

## International Equity Market Indicators

**MSCI ACWI ex US Index** The MSCI ACWI ex US(All Country World Index) Index is a free float-adjusted market capitalization weighted index that is designed to measure the equity market performance of developed and emerging markets, excluding the US. As of May 27, 2010 the MSCI ACWI consisted of 45 country indices comprising 24 developed and 21 emerging market country indices. The developed market country indices included are: Australia, Austria, Belgium, Canada, Denmark, Finland, France, Germany, Greece, Hong Kong, Ireland, Israel, Italy, Japan, Netherlands, New Zealand, Norway, Portugal, Singapore, Spain, Sweden, Switzerland, and the United Kingdom. The emerging market country indices included are: Brazil, Chile, China, Colombia, Czech Republic, Egypt, Hungary, India, Indonesia, Korea, Malaysia, Mexico, Morocco, Peru, Philippines, Poland, Russia, South Africa, Taiwan, Thailand, and Turkey.

**Morgan Stanley Capital International (MSCI) EAFE Index** is composed of approximately 1000 equity securities representing the stock exchanges of Europe, Australia, New Zealand and the Far East. The index is capitalization-weighted and is expressed in terms of U.S. dollars.

---

## Real Estate Market Indicators

**NCREIF Open Ended Diversified Core Equity** The NFI-ODCE is an equally-weighted, net of fee, time-weighted return index with an inception date of December 31, 1977. Equally-weighting the funds shows what the results would be if all funds were treated equally, regardless of size. Open-end Funds are generally defined as infinite-life vehicles consisting of multiple investors who have the ability to enter or exit the fund on a periodic basis, subject to contribution and/or redemption requests, thereby providing a degree of potential investment liquidity. The term Diversified Core Equity style typically reflects lower risk investment strategies utilizing low leverage and generally represented by equity ownership positions in stable U.S. operating properties.

---

## Callan Databases

In order to provide comparative investment results for use in evaluating a fund's performance, Callan gathers rate of return data from investment managers. These data are then grouped by type of assets managed and by the type of investment manager. Except for mutual funds, the results are for tax-exempt fund assets. The databases, excluding mutual funds, represent investment managers who handle over 80% of all tax-exempt fund assets.

### Equity Funds

Equity funds concentrate their investments in common stocks and convertible securities. The funds included maintain well-diversified portfolios.

**Core Equity** - Mutual funds whose portfolio holdings and characteristics are similar to that of the broader market as represented by the Standard & Poor's 500 Index, with the objective of adding value over and above the index, typically from sector or issue selection. The core portfolio exhibits similar risk characteristics to the broad market as measured by low residual risk with Beta and R-Squared close to 1.00.

**International Emerging Markets Equity** - The International Emerging Market Equity Database consists of all separate account international equity products that concentrate on newly emerging second and third world countries in the regions of the Far East, Africa, Europe, and Central and South America.

**Non-U.S. Equity** A broad array of active managers who employ various strategies to invest assets in a well-diversified portfolio of non-U.S. equity securities. This group consists of all Core, Core Plus, Growth, and Value international products, as well as products using various mixtures of these strategies. Region-specific, index, emerging market, or small cap products are excluded.

**Non-U.S. Equity Style Mutual Funds** - Mutual funds that invest their assets only in non-U.S. equity securities but exclude regional and index funds.

**Small Capitalization (Growth)** - Mutual funds that invest in small capitalization companies that are expected to have above average prospects for long-term growth in earnings and profitability. Future growth prospects take precedence over valuation levels in the stock selection process. Invests in companies with P/E ratios, Price-to-Book values, and Growth-in-Earnings values above the broader market as well as the small capitalization market segment. The companies typically have zero dividends or dividend yields below the broader market. The securities exhibit greater volatility than the broader market as well as the small capitalization market segment as measured by the risk statistics beta and standard deviation.

**Small Capitalization (Value)** - Mutual funds that invest in small capitalization companies that are believed to be currently undervalued in the general market. Valuation issues take precedence over near-term earnings prospects in the stock selection process. The companies are expected to have a near-term earnings rebound and eventual realization of expected value. Invests in companies with P/E ratios, Return-on-Equity values, and Price-to-Book values below the broader market as well as the small capitalization market segment. The companies typically have dividend yields in the high range for the small capitalization market. Invests in securities with risk/reward profiles in the lower risk range of the small capitalization market.

---

## Callan Databases

### Fixed Income Funds

Fixed Income funds concentrate their investments in bonds, preferred stocks, and money market securities. The funds included maintain well-diversified portfolios.

**Core Bond** - Mutual Funds that construct portfolios to approximate the investment results of the Bloomberg Barclays Capital Government/Credit Bond Index or the Bloomberg Barclays Capital Aggregate Bond Index with a modest amount of variability in duration around the index. The objective is to achieve value added from sector and/or issue selection.

**Core Bond** - Managers who construct portfolios to approximate the investment results of the Bloomberg Barclays Capital Government/Credit Bond Index or the Bloomberg Barclays Capital Aggregate Bond Index with a modest amount of variability in duration around the index. The objective is to achieve value added from sector and/or issue selection.

**Core Plus Bond** - Active managers whose objective is to add value by tactically allocating significant portions of their portfolios among non-benchmark sectors (e.g. high yield corporate, non-US\$ bonds, etc.) while maintaining majority exposure similar to the broad market.

### Real Estate Funds

Real estate funds consist of open or closed-end commingled funds. The returns are net of fees and represent the overall performance of commingled institutional capital invested in real estate properties.

**Real Estate Open-End Commingled Funds** - The Open-End Funds Database consists of all open-end commingled real estate funds.

### Other Funds

**Public - Total** - consists of return and asset allocation information for public pension funds at the city, county and state level. The database is made up of Callan clients and non-clients.



## List of Callan's Investment Manager Clients

Confidential – For Callan Client Use Only

Callan takes its fiduciary and disclosure responsibilities to clients very seriously. We recognize that there are numerous potential conflicts of interest encountered in the investment consulting industry, and that it is our responsibility to manage those conflicts effectively and in the best interest of our clients. At Callan, we employ a robust process to identify, manage, monitor, and disclose potential conflicts on an ongoing basis.

The list below is an important component of our conflicts management and disclosure process. It identifies those investment managers that pay Callan fees for educational, consulting, software, database, or reporting products and services. We update the list quarterly because we believe that our fund sponsor clients should know the investment managers that do business with Callan, particularly those investment manager clients that the fund sponsor clients may be using or considering using. Please note that if an investment manager receives a product or service on a complimentary basis (e.g., attending an educational event), they are not included in the list below. Callan is committed to ensuring that we do not consider an investment manager's business relationship with Callan, or lack thereof, in performing evaluations for or making suggestions or recommendations to its other clients. Please refer to Callan's ADV Part 2A for a more detailed description of the services and products that Callan makes available to investment manager clients through our Institutional Consulting Group, Independent Adviser Group, and Fund Sponsor Consulting Group. Due to the complex corporate and organizational ownership structures of many investment management firms, parent and affiliate firm relationships are not indicated on our list.

Fund sponsor clients may request a copy of the most currently available list at any time. Fund sponsor clients may also request specific information regarding the fees paid to Callan by particular fund manager clients. Per company policy, information requests regarding fees are handled exclusively by Callan's Compliance department.

### Manager Name

abrdrn (Aberdeen Standard Investments)

ABS Global Investments

Acadian Asset Management LLC

Adams Street Partners, LLC

AEGON USA Investment Management Inc.

AllianceBernstein

Allspring Global Investments, LLC

Altrinsic Global Advisors, LC

American Century Investments

Amundi US, Inc.

Antares Capital LP

Apollo Global Management, Inc.

AQR Capital Management

Ares Management LLC

Ariel Investments, LLC

Aristotle Capital Management, LLC

Atlanta Capital Management Co., LLC

AXA Investment Managers

### Manager Name

Axiom Investors LLC

Baillie Gifford International, LLC

Baird Advisors

Barings LLC

Baron Capital Management, Inc.

Barrow, Hanley, Mewhinney & Strauss, LLC

Belle Haven Investments

BentallGreenOak

Beutel, Goodman & Company Ltd.

BlackRock

Blackstone Group (The)

Blue Owl Capital, Inc.

BNY Mellon Asset Management

Boston Partners

Brandes Investment Partners, L.P.

Brandywine Global Investment Management, LLC

Brookfield Asset Management Inc.

Brookfield Public Securities Group

**Manager Name**

Brown Brothers Harriman & Company  
Burgundy Asset Management Ltd.  
Capital Group  
CastleArk Management, LLC  
CIBC Asset Management Inc.  
ClearBridge Investments, LLC  
Cohen & Steers Capital Management, Inc.  
Columbia Threadneedle Investments North America  
Comvest Partners  
CQS  
Credit Suisse Asset Management, LLC  
D.E. Shaw Investment Management, LLC  
DePrince, Race & Zollo, Inc.  
Dimensional Fund Advisors L.P.  
Doubleline  
DWS  
EARNEST Partners, LLC  
Epoch Investment Partners, Inc.  
Fayez Sarofim & Company  
Federated Hermes, Inc.  
Fidelity Institutional Asset Management  
Fiera Capital Corporation  
First Hawaiian Bank Wealth Management Division  
First Eagle Investment Management, LLC  
First Sentier Investors  
Fisher Investments  
Franklin Templeton  
Fred Alger Management, LLC  
GAM (USA) Inc.  
GlobeFlex Capital, L.P.  
GoldenTree Asset Management, LP  
Goldman Sachs  
Golub Capital  
Guggenheim Investments  
GW&K Investment Management  
Harbor Capital Advisors  
Harding Loevner LP  
Hardman Johnston Global Advisors LLC  
Heitman LLC  
Hotchkis & Wiley Capital Management, LLC

**Manager Name**

Impax Asset Management LLC  
Income Research + Management  
Insight Investment  
Intech Investment Management LLC  
Intercontinental Real Estate Corporation  
Invesco  
J.P. Morgan  
Janus  
Jennison Associates LLC  
Jobs Peak Advisors  
Kayne Anderson Rudnick Investment Management, LLC  
KeyCorp  
Kohlberg Kravis Roberts & Co. (KKR)  
Lazard Asset Management  
LGIM America  
Lincoln National Corporation  
Longview Partners  
Loomis, Sayles & Company, L.P.  
Lord Abbett & Company  
LSV Asset Management  
MacKay Shields LLC  
Macquarie Asset Management (MAM)  
Manulife Investment Management  
Marathon Asset Management, L.P.  
MetLife Investment Management  
MFS Investment Management  
MidFirst Bank  
Mondrian Investment Partners Limited  
Montag & Caldwell, LLC  
Morgan Stanley Investment Management  
MUFG Union Bank, N.A.  
Natixis Investment Managers  
Neuberger Berman  
Newton Investment Management  
Northern Trust Asset Management  
Nuveen  
Oaktree Capital Management, L.P.  
P/E Investments  
Pacific Investment Management Company  
Pantheon Ventures



**Manager Name**

Parametric Portfolio Associates LLC

Partners Group (USA) Inc.

Pathway Capital Management, LP

PFM Asset Management LLC

PGIM DC Solutions

PGIM Fixed Income

PGIM Quantitative Solutions LLC

Pictet Asset Management

PineBridge Investments

Polen Capital Management, LLC

Pretium Partners, LLC

Principal Asset Management

Putnam Investments, LLC

Raymond James Investment Management

RBC Global Asset Management

Regions Financial Corporation

Riverbridge Partners LLC

Robeco Institutional Asset Management, US Inc.

S&amp;P Dow Jones Indices

Sands Capital Management

Schroder Investment Management North America Inc.

Segall Bryant &amp; Hamill

**Manager Name**

SLC Management

Smith Graham &amp; Co. Investment Advisors, L.P.

State Street Global Advisors

Strategic Global Advisors, LLC

T. Rowe Price Associates, Inc.

The TCW Group, Inc.

Thompson, Siegel &amp; Walmsley LLC

Tri-Star Trust Bank

UBS Asset Management

VanEck

Versus Capital Group

Victory Capital Management Inc.

Virtus Investment Partners, Inc.

Vontobel Asset Management

Voya

Walter Scott &amp; Partners Limited

WCM Investment Management

Wellington Management Company, LLP

Western Asset Management Company LLC

Westfield Capital Management Company, LP

William Blair &amp; Company LLC

Xponance, Inc.

## Important Disclosures

Information contained in this document may include confidential, trade secret and/or proprietary information of Callan and the client. It is incumbent upon the user to maintain such information in strict confidence. Neither this document nor any specific information contained herein is to be used other than by the intended recipient for its intended purpose.

The content of this document is particular to the client and should not be relied upon by any other individual or entity. There can be no assurance that the performance of any account or investment will be comparable to the performance information presented in this document.

Certain information herein has been compiled by Callan from a variety of sources believed to be reliable but for which Callan has not necessarily verified for accuracy or completeness. Information contained herein may not be current. Callan has no obligation to bring current the information contained herein. This content of this document may consist of statements of opinion, which are made as of the date they are expressed and are not statements of fact. The opinions expressed herein may change based upon changes in economic, market, financial and political conditions and other factors. Callan has no obligation to bring current the opinions expressed herein.

The statements made herein may include forward-looking statement regarding future results. The forward-looking statement herein: (i) are best estimations consistent with the information available as of the date hereof and (ii) involve known and unknown risks and uncertainties. Actual results may vary, perhaps materially, from the future result projected in this document. Undue reliance should not be placed on forward-looking statements.

Callan disclaims any responsibility for reviewing the risks of individual securities or the compliance/non-compliance of individual security holdings with a client's investment policy guidelines.

This document should not be construed as legal or tax advice on any matter. You should consult with legal and tax advisers before applying any of this information to your particular situation.

Reference to, or inclusion in this document of, any product, service or entity should not necessarily be construed as recommendation, approval, or endorsement or such product, service or entity by Callan. This document is provided in connection with Callan's consulting services and should not be viewed as an advertisement of Callan, or of the strategies or products discussed or referenced herein.

The issues considered and risks highlighted herein are not comprehensive and other risks may exist that the user of this document may deem material regarding the enclosed information. Any decision you make on the basis of this document is sole responsibility of the client, as the intended recipient, and it is incumbent upon you to make an independent determination of the suitability and consequences of such a decision.

Callan undertakes no obligation to update the information contained herein except as specifically requested by the client.

Past performance is no guarantee of future results.

June 30, 2023



**Mendocino County Employees'  
Retirement Association**

**Investment Measurement Service  
Quarterly Review**

---

## Table of Contents

### June 30, 2023

---

#### Active Management Overview

Foreword	2
Domestic Equity Overview	3
International Equity Overview	4
Domestic Fixed-Income Overview	5

---

#### Asset Allocation and Performance

Foreword	7
Actual vs. Target Asset Allocation	8
Investment Manager Returns	10
Quarterly Total Fund Attribution	16
Total Fund Ranking	21
Total Fund vs. Callan Public Fund Sponsor Database	22

---

#### Domestic Equity

Domestic Equity Composite	26
Vanguard S&P 500 Index	30
Fidelity Low Priced Stock	33
Janus Enterprise	36
Prudential Small Cap Value	39
AB US Small Growth	42

---

#### International Equity

International Equity Composite	46
EuroPacific	51
Harbor International	55
Oakmark International	59
Mondrian International	63
T. Rowe Price Intl Small Cap	67
NinetyOne	71

---

#### Domestic Fixed Income

Domestic Fixed Income Composite	76
Dodge & Cox Income	79
PIMCO	82

---

#### Infrastructure

IFM Global Infrastructure	86
JP Morgan Infrastructure	87

---

## Table of Contents

### June 30, 2023

---

#### Real Estate

Real Estate Composite	89
RREEF Private	90
Barings Core Property Fund	91

---

<b>Capital Markets Review</b>	<b>92</b>
-------------------------------	-----------

---

<b>Callan Research/Education</b>	<b>108</b>
----------------------------------	------------

---

#### Definitions

General definitions	112
---------------------	-----

---

<b>Disclosures</b>	<b>118</b>
--------------------	------------

---



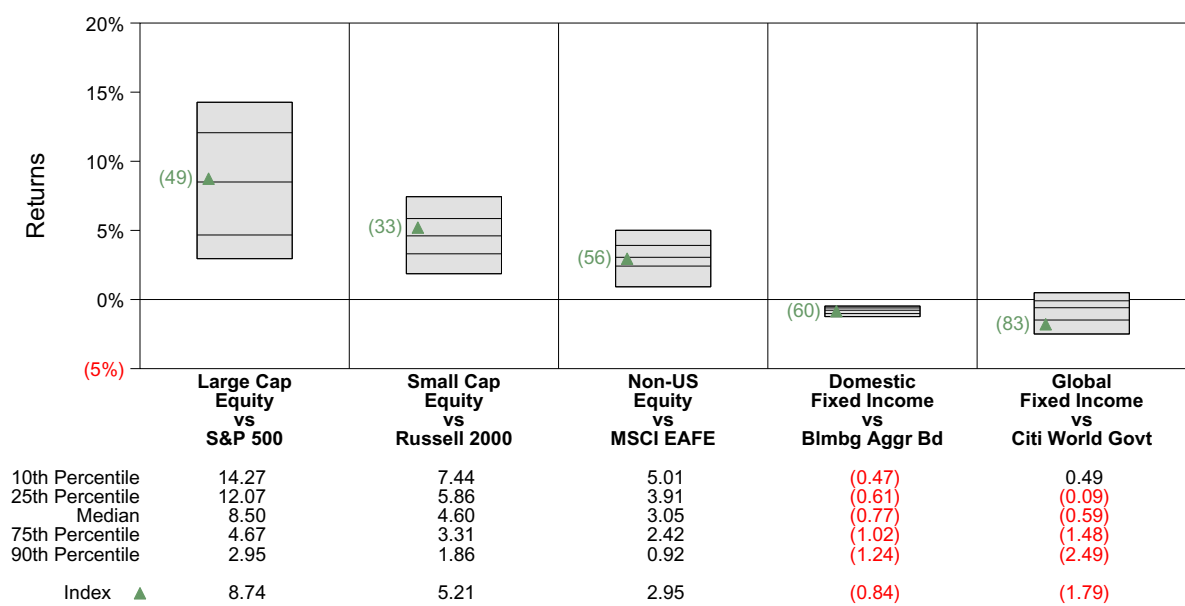
# Market Overview

## Active Management vs Index Returns

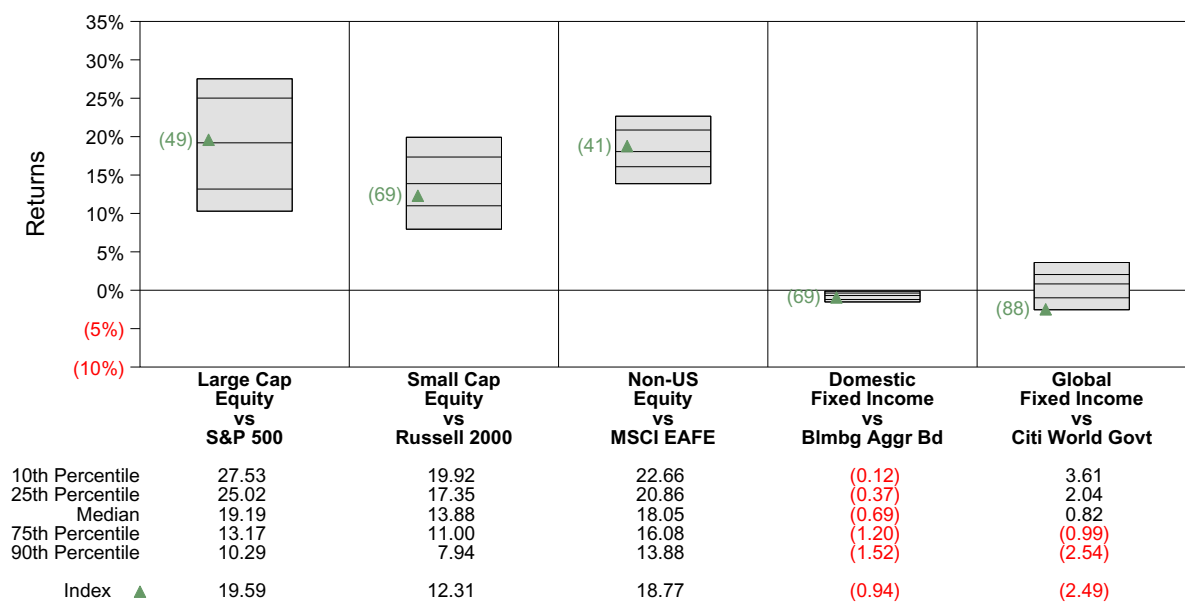
### Market Overview

The charts below illustrate the range of returns across managers in Callan's Mutual Fund database over the most recent one quarter and one year time periods. The database is broken down by asset class to illustrate the difference in returns across those asset classes. An appropriate index is also shown for each asset class for comparison purposes. As an example, the first bar in the upper chart illustrates the range of returns for domestic equity managers over the last quarter. The triangle represents the S&P 500 return. The number next to the triangle represents the ranking of the S&P 500 in the Large Cap Equity manager database.

### Range of Mutual Fund Returns by Asset Class One Quarter Ended June 30, 2023



### Range of Mutual Fund Returns by Asset Class One Year Ended June 30, 2023

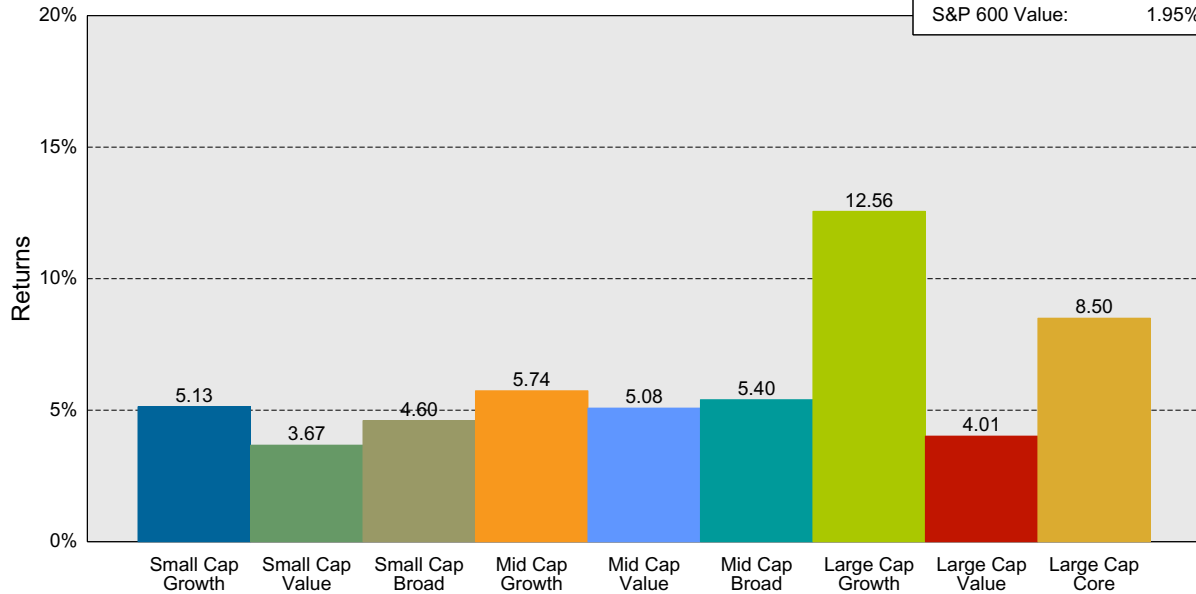


## Domestic Equity Active Management Overview

U.S. stock indices posted positive returns in 2Q with performance dominated by large cap technology stocks. The S&P 500 Index rose 8.7% while the tech-heavy Nasdaq Composite returned +13.1%. Within the S&P 500, Technology (+17.2%), Communication Services (+13.1%), and Consumer Discretionary (+14.6%) rose sharply while Energy (-0.9%) and Utilities (-2.5%) fell. Growth stocks trounced value for the quarter (Russell 1000 Growth: +12.8%; Russell 1000 Value: +4.1%) due largely to the sharp outperformance of Technology relative to Health Care, Energy, and Financials. Small cap stocks underperformed large (Russell 2000: +5.2%; Russell 1000: +8.6%) across the style spectrum. Index concentration continued to have a significant impact on returns in 2Q. The aptly named Magnificent Seven (Nvidia, Meta Platforms, Amazon, Tesla, Apple, Microsoft, Alphabet) comprise roughly 25% of the S&P 500 and have accounted for the vast majority of S&P 500 gains in 2023 (Mag 7 up 64% versus 3% for the rest of the Index).

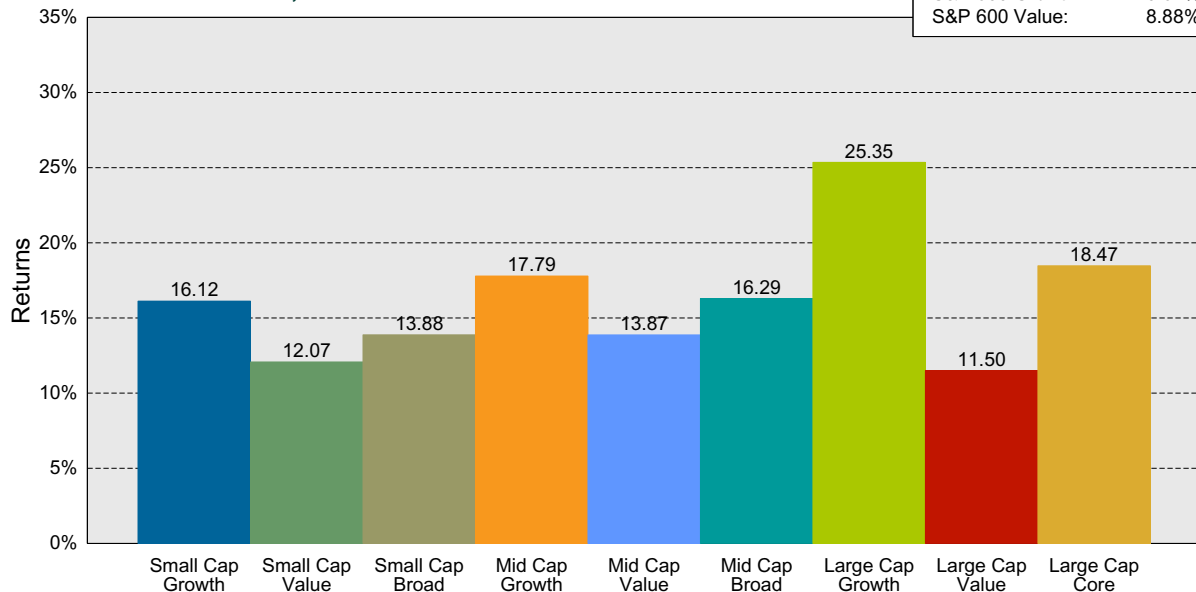
S&P 500:	8.74%
S&P 500 Growth:	10.59%
S&P 500 Value:	6.64%
S&P Mid Cap:	4.85%
S&P 600:	3.38%
S&P 600 Growth:	4.78%
S&P 600 Value:	1.95%

**Mutual Fund Style Group Median Returns  
for Quarter Ended June 30, 2023**



S&P 500:	19.59%
S&P 500 Growth:	18.25%
S&P 500 Value:	19.99%
S&P Mid Cap:	17.61%
S&P 600:	9.75%
S&P 600 Growth:	10.62%
S&P 600 Value:	8.88%

**Mutual Fund Style Group Median Returns  
for One Year Ended June 30, 2023**

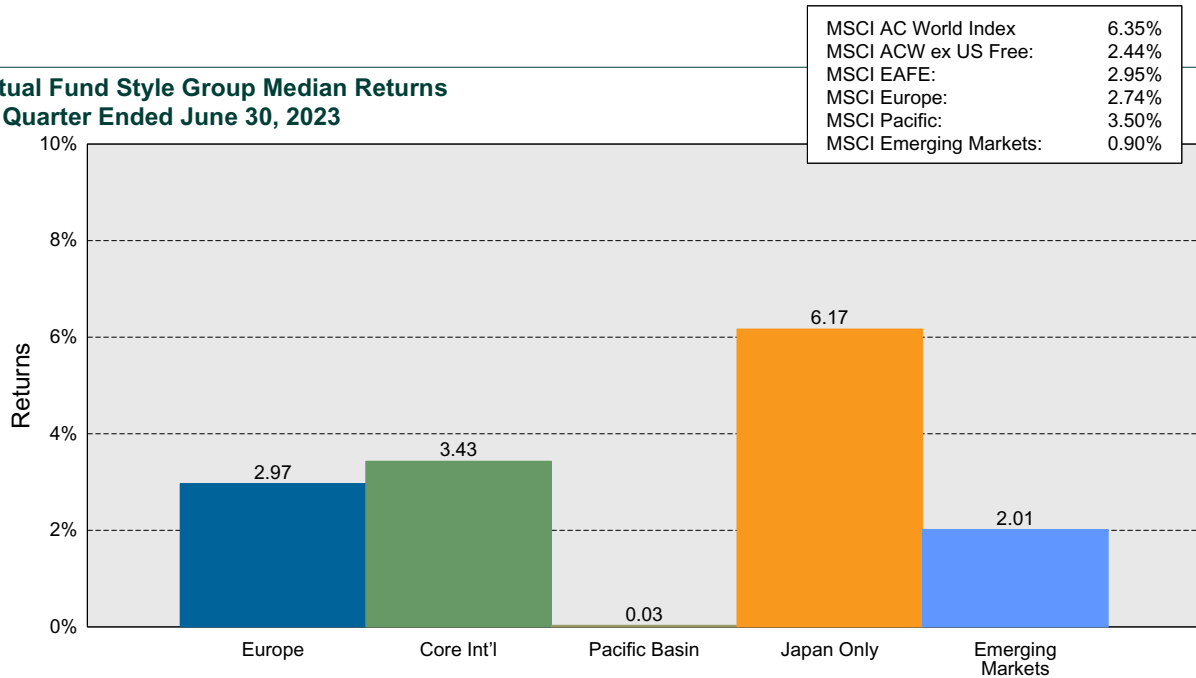




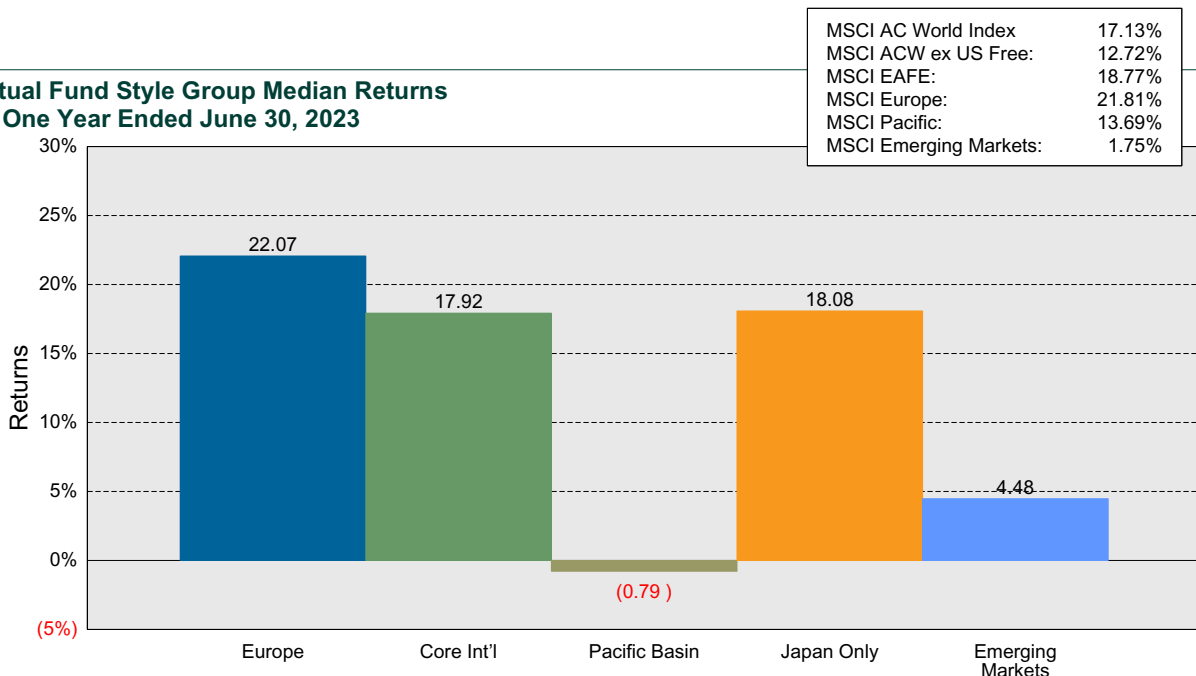
## International Equity Active Management Overview

Global ex-U.S. equity markets trailed U.S. equity markets given lower technology exposure. Lacking the U.S. markets exuberance for any company associated with Artificial Intelligence, style impacts in developed ex-U.S. equity were more muted with value (MSCI World ex USA Value: +3.1%) in line with growth (MSCI World ex USA Growth: +3.0%). Illustratively, Industrials (EAFE Industrials: +6.4%) outperformed Technology (EAFE Technology: +5.9%). Japan (+6.4%) was a top performer and the Nikkei 225 Index hit its highest level since 1990. Japan benefited from strong inflows from foreign investors, expectations for corporate governance reform and an improved outlook for the Japanese economy. The yen sank 8% versus the U.S. dollar as monetary policy was kept ultra-loose, but the dollar fell versus the British pound (+2.8%) and the euro (+0.4%). Emerging market equity underperformed developed market equity, but results varied widely. Emerging Europe (+11.2%) and Latin America (+14.0%) posted double-digit results while Emerging Asia (-0.8%) was hurt by poor performance from China (-9.7%) offsetting results from India (+12.2%). Poland (+24.5%) boosted the performance of Emerging Europe while Turkey (-10.7%) weighed on the regions results. In Latin America, Brazil (+20.7%) and Colombia (+11.7%) were top performers.

### Mutual Fund Style Group Median Returns for Quarter Ended June 30, 2023



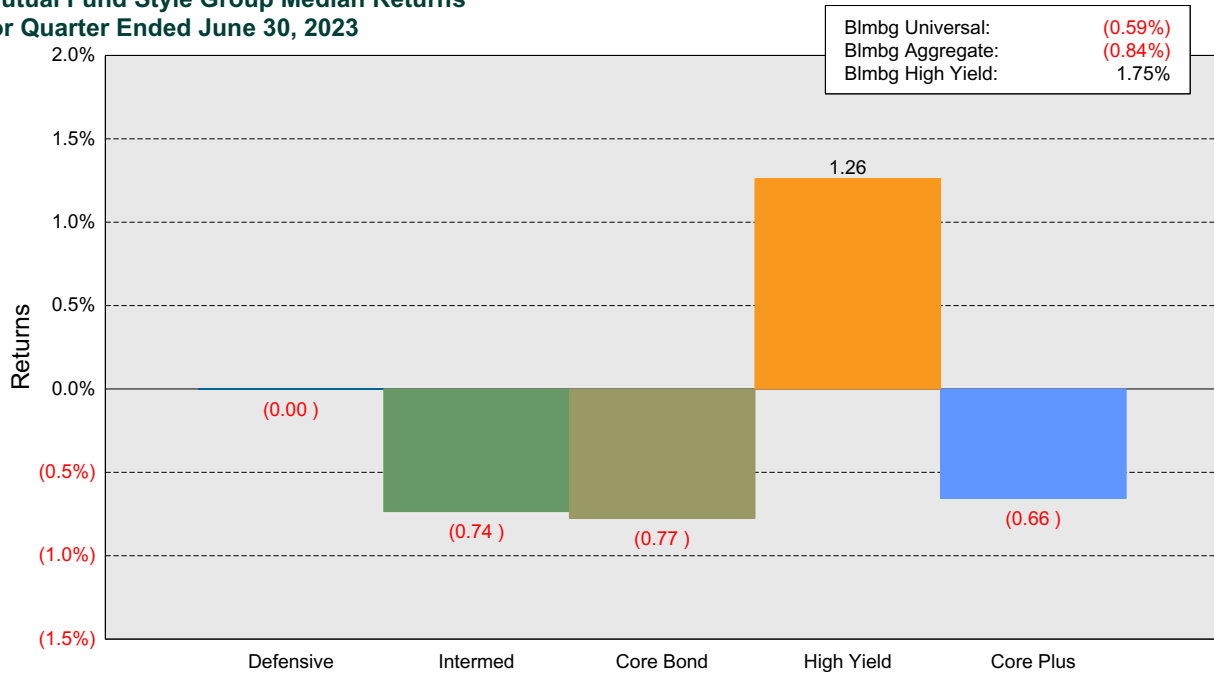
### Mutual Fund Style Group Median Returns for One Year Ended June 30, 2023



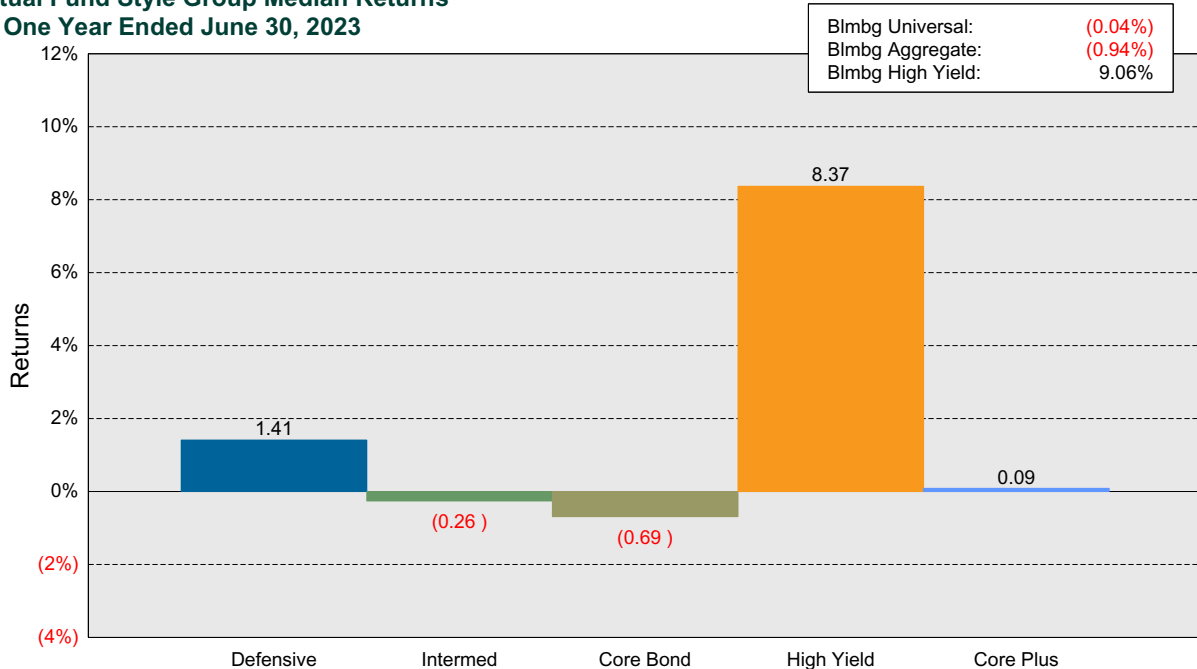
## Domestic Fixed Income Active Management Overview

The Bloomberg US Aggregate Bond Index fell 0.8% in 2Q as interest rates rose. A risk-on environment bolstered returns for credit and securitized sectors, both of which outperformed U.S. Treasuries on a duration-adjusted basis. The 10-year U.S. Treasury yield was 3.81% as of quarter-end, up from 3.48% as of 3/31. The yield curve was sharply inverted at quarter-end with the 2-year U.S. Treasury yielding 4.87%. High yield (Bloomberg High Yield Index: +1.8%) performed well amid robust risk appetite, muted issuance, and promising economic news.

**Mutual Fund Style Group Median Returns  
for Quarter Ended June 30, 2023**



**Mutual Fund Style Group Median Returns  
for One Year Ended June 30, 2023**





---

## ASSET ALLOCATION AND PERFORMANCE

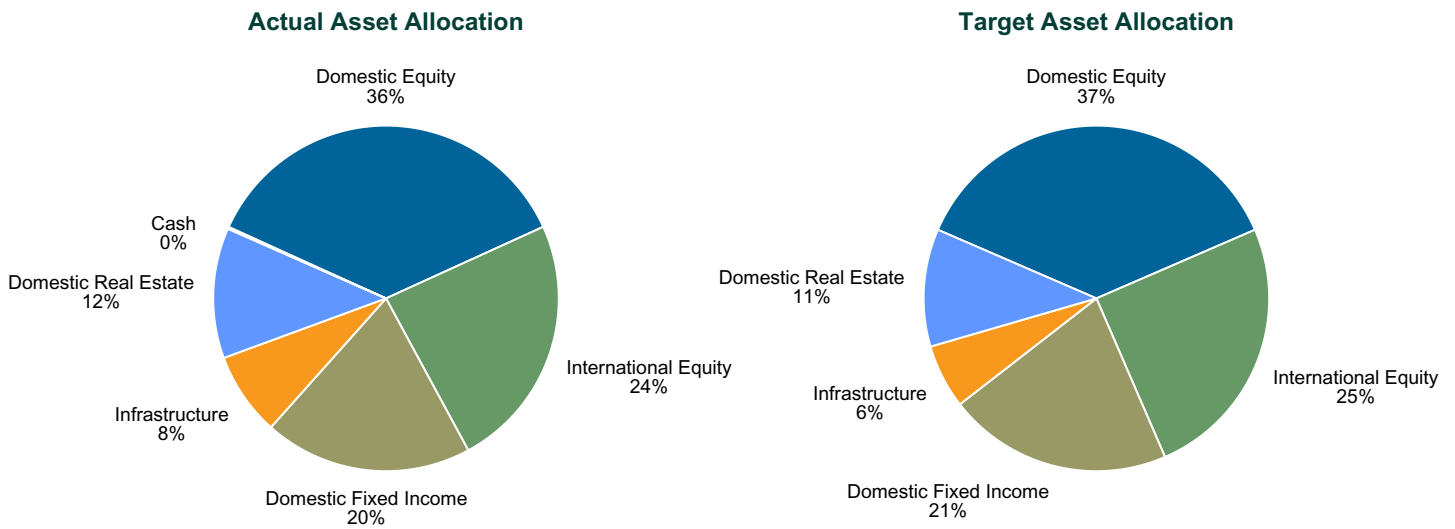
---

### **Asset Allocation and Performance**

This section begins with an overview of the fund's asset allocation at the broad asset class level. This is followed by a top down performance attribution analysis which analyzes the fund's performance relative to the performance of the fund's policy target asset allocation. The fund's historical performance is then examined relative to funds with similar objectives. Performance of each asset class is then shown relative to the asset class performance of other funds. Finally, a summary is presented of the holdings of the fund's investment managers, and the returns of those managers over various recent periods.

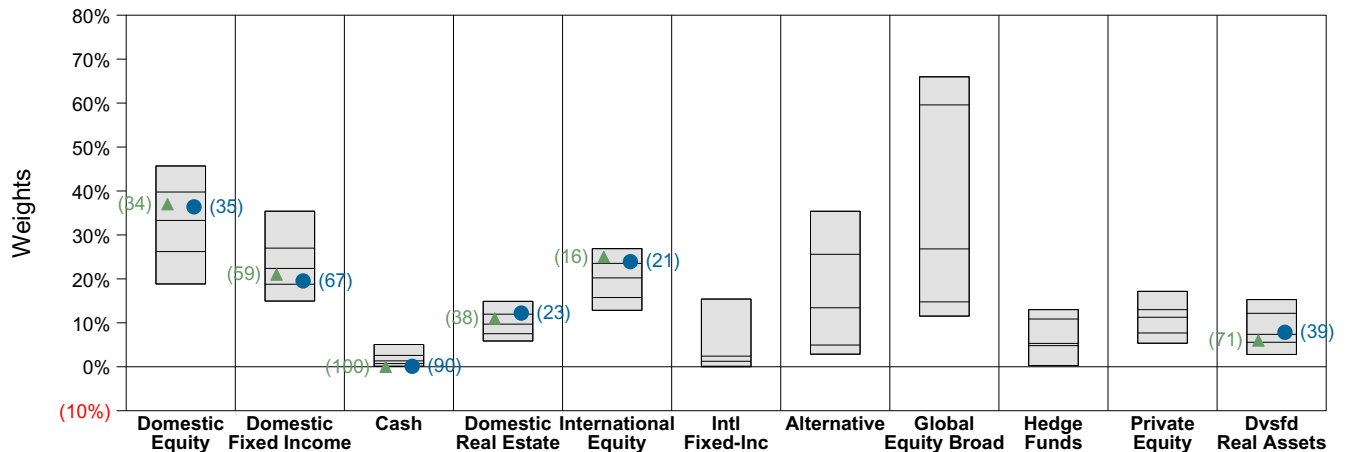
## Actual vs Target Asset Allocation As of June 30, 2023

The top left chart shows the Fund's asset allocation as of June 30, 2023. The top right chart shows the Fund's target asset allocation as outlined in the investment policy statement. The bottom chart ranks the fund's asset allocation and the target allocation versus the Callan Public Fund Sponsor Database.



Asset Class	\$000s Actual	Weight Actual	Target	Percent Difference	\$000s Difference
Domestic Equity	241,563	36.4%	37.0%	(0.6%)	(4,069)
International Equity	158,805	23.9%	25.0%	(1.1%)	(7,162)
Domestic Fixed Income	129,681	19.5%	21.0%	(1.5%)	(9,732)
Infrastructure	52,050	7.8%	6.0%	1.8%	12,218
Domestic Real Estate	81,097	12.2%	11.0%	1.2%	8,072
Cash	673	0.1%	0.0%	0.1%	673
<b>Total</b>	<b>663,870</b>	<b>100.0%</b>	<b>100.0%</b>		

### Asset Class Weights vs Callan Public Fund Sponsor Database



	Domestic Equity	Domestic Fixed Income	Cash	Domestic Real Estate	International Equity	Intl Fixed-Inc	Alternative	Global Equity Broad	Hedge Funds	Private Equity	Dvsfd Real Assets
10th Percentile	45.69	35.40	5.07	14.88	26.88	15.41	35.38	65.99	13.01	17.16	15.29
25th Percentile	39.77	26.99	2.58	11.96	23.53	2.42	25.60	59.59	10.87	13.00	12.16
Median	33.30	22.38	1.34	9.70	20.23	1.25	13.43	26.82	5.31	11.27	7.38
75th Percentile	26.21	18.78	0.73	7.53	15.76	0.13	4.95	14.77	4.81	7.69	5.58
90th Percentile	18.84	14.95	0.11	5.86	12.84	0.02	2.87	11.53	0.27	5.35	2.80
<b>Fund</b> ●	36.39	19.53	0.10	12.22	23.92	-	-	-	-	-	7.84
<b>Target</b> ▲	37.00	21.00	0.00	11.00	25.00	-	-	-	-	-	6.00
% Group Invested	97.62%	96.43%	84.52%	72.62%	95.24%	22.62%	53.57%	9.52%	19.05%	20.24%	19.05%

\* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS GD, 21.0% Blmbg:Aggregate, 11.0% NCREIF NFI-ODCE Eq Wt Net and 6.0% NCREIF NFI-ODCE Eq Wt Net.

## Investment Manager Asset Allocation

The table below contrasts the distribution of assets across the Fund's investment managers as of June 30, 2023, with the distribution as of March 31, 2023. The change in asset distribution is broken down into the dollar change due to Net New Investment and the dollar change due to Investment Return.

### Asset Distribution Across Investment Managers

	June 30, 2023		Net New Inv.	Inv. Return	March 31, 2023	
	Market Value	Weight			Market Value	Weight
<b>Domestic Equities</b>	<b>\$241,562,877</b>	<b>36.39%</b>	<b>\$19,650,000</b>	<b>\$17,086,125</b>	<b>\$204,826,752</b>	<b>31.67%</b>
<b>Large Cap Equities</b>	<b>\$166,967,588</b>	<b>25.15%</b>	<b>\$8,950,000</b>	<b>\$13,597,291</b>	<b>\$144,420,297</b>	<b>22.33%</b>
Vanguard S&P 500 Index	166,967,588	25.15%	8,950,000	13,597,291	144,420,297	22.33%
<b>Mid Cap Equities</b>	<b>\$36,465,585</b>	<b>5.49%</b>	<b>\$3,800,000</b>	<b>\$1,422,843</b>	<b>\$31,242,742</b>	<b>4.83%</b>
Fidelity Low Price Stocks	16,957,970	2.55%	0	483,203	16,474,766	2.55%
Janus Enterprise	19,507,615	2.94%	3,800,000	939,639	14,767,976	2.28%
<b>Small Cap Equities</b>	<b>\$38,129,704</b>	<b>5.74%</b>	<b>\$6,900,000</b>	<b>\$2,065,991</b>	<b>\$29,163,713</b>	<b>4.51%</b>
Prudential Small Cap Value	18,399,686	2.77%	4,000,000	927,580	13,472,106	2.08%
AB Small Cap Growth	19,730,018	2.97%	2,900,000	1,138,411	15,691,607	2.43%
<b>International Equities</b>	<b>\$158,805,423</b>	<b>23.92%</b>	<b>\$(2,900,000)</b>	<b>\$3,767,954</b>	<b>\$157,937,469</b>	<b>24.42%</b>
Europacific	27,728,072	4.18%	0	587,515	27,140,557	4.20%
Harbor International	31,358,416	4.72%	1,000,000	925,072	29,433,344	4.55%
Oakmark International	31,523,590	4.75%	(2,900,000)	885,343	33,538,248	5.19%
Mondrian International	29,600,239	4.46%	(1,000,000)	961,015	29,639,224	4.58%
T. Rowe Price Intl Small Cap	24,392,873	3.67%	0	327,421	24,065,452	3.72%
NinetyOne	14,202,233	2.14%	0	81,588	14,120,644	2.18%
<b>Domestic Fixed Income</b>	<b>\$129,681,010</b>	<b>19.53%</b>	<b>\$(18,000,000)</b>	<b>\$(204,116)</b>	<b>\$147,885,126</b>	<b>22.87%</b>
Dodge & Cox Income	64,829,699	9.77%	(10,000,000)	131,102	74,698,597	11.55%
PIMCO	64,851,311	9.77%	(8,000,000)	(335,218)	73,186,529	11.32%
<b>Infrastructure</b>	<b>\$52,050,475</b>	<b>7.84%</b>	<b>\$0</b>	<b>\$640,196</b>	<b>\$51,410,279</b>	<b>7.95%</b>
IFM Global Infrastructure	25,988,213	3.91%	0	640,196	25,348,017	3.92%
JP Morgan Infrastructure	26,062,262	3.93%	0	0	26,062,262	4.03%
<b>Real Estate</b>	<b>\$81,097,431</b>	<b>12.22%</b>	<b>\$(605,232)</b>	<b>\$(2,637,705)</b>	<b>\$84,340,369</b>	<b>13.04%</b>
RREEF Private Fund	41,511,005	6.25%	(319,976)	(884,350)	42,715,332	6.61%
Barings Core Property Fund	37,836,426	5.70%	(285,256)	(1,753,355)	39,875,037	6.17%
625 Kings Court	1,750,000	0.26%	0	0	1,750,000	0.27%
<b>Cash</b>	<b>\$673,217</b>	<b>0.10%</b>	<b>\$379,570</b>	<b>\$0</b>	<b>\$293,647</b>	<b>0.05%</b>
<b>Total Fund</b>	<b>\$663,870,432</b>	<b>100.0%</b>	<b>\$(1,475,662)</b>	<b>\$18,652,453</b>	<b>\$646,693,641</b>	<b>100.0%</b>

## Investment Manager Returns

The table below details the rates of return for the Fund's investment managers over various time periods ended June 30, 2023. Negative returns are shown in red, positive returns in black. Returns for one year or greater are annualized. The first set of returns for each asset class represents the composite returns for all the fund's accounts for that asset class.

### Returns for Periods Ended June 30, 2023

	Last Quarter	Last Year	Last 3 Years	Last 5 Years	Last 7 Years
<b>Domestic Equities</b>	<b>7.47%</b>	<b>17.62%</b>	<b>15.09%</b>	<b>10.97%</b>	<b>13.48%</b>
Russell 3000 Index	8.39%	18.95%	13.89%	11.39%	12.86%
<b>Large Cap Equities</b>					
Vanguard S&P 500 Index	8.77%	19.57%	14.58%	12.29%	13.36%
S&P 500 Index	8.74%	19.59%	14.60%	12.31%	13.38%
<b>Mid Cap Equities</b>					
Fidelity Low Priced Stock	2.93%	13.37%	15.88%	8.21%	10.08%
Russell MidCap Value Idx	3.86%	10.50%	15.04%	6.84%	8.20%
Janus Enterprise (1)	4.13%	18.81%	12.81%	10.98%	13.51%
Russell MidCap Growth Idx	6.23%	23.13%	7.63%	9.71%	11.96%
<b>Small Cap Equities</b>					
Prudential Small Cap Value (2)	3.98%	3.10%	21.57%	2.97%	7.02%
MSCI US Small Cap Value Idx	3.55%	9.08%	17.78%	4.91%	8.07%
Russell 2000 Value Index	3.18%	6.01%	15.43%	3.54%	7.70%
AB US Small Growth (3)	5.91%	16.26%	2.77%	6.81%	13.54%
Russell 2000 Growth Index	7.05%	18.53%	6.10%	4.22%	9.31%

(1) Switched share class in July 2016.

(2) Switched share class in September 2015.

(3) Switched to a mutual fund in September 2015.

---

## Investment Manager Returns

---

The table below details the rates of return for the Fund's investment managers over various time periods ended June 30, 2023. Negative returns are shown in red, positive returns in black. Returns for one year or greater are annualized. The first set of returns for each asset class represents the composite returns for all the fund's accounts for that asset class.

### Returns for Periods Ended June 30, 2023

	<b>Last 10 Years</b>	<b>Last 15 Years</b>
<b>Domestic Equities</b>	<b>12.23%</b>	<b>10.70%</b>
Russell 3000 Index	12.34%	10.61%
<b>Mid Cap Equities</b>		
Fidelity Low Priced Stock	9.38%	9.52%
Russell MidCap Value Idx	9.03%	8.98%
Janus Enterprise (1)	13.22%	11.15%
Russell MidCap Growth Idx	11.53%	10.21%
<b>Small Cap Equities</b>		
AB US Small Growth (2)	11.20%	11.69%
Russell 2000 Growth Index	8.83%	8.85%

(1) Switched share class in July 2016.

(2) Switched to a mutual fund in September 2015.



## Investment Manager Returns

The table below details the rates of return for the Fund's investment managers over various time periods ended June 30, 2023. Negative returns are shown in red, positive returns in black. Returns for one year or greater are annualized. The first set of returns for each asset class represents the composite returns for all the fund's accounts for that asset class.

### Returns for Periods Ended June 30, 2023

	Last Quarter	Last Year	Last 3 Years	Last 5 Years	Last 7 Years
<b>International Equities</b>	<b>2.36%</b>	<b>14.15%</b>	<b>8.15%</b>	<b>3.26%</b>	<b>6.39%</b>
MSCI ACWI ex-US Index	2.67%	13.33%	7.75%	4.01%	6.83%
EuroPacific	2.16%	15.80%	5.47%	4.29%	7.40%
Harbor International (1)	3.06%	18.59%	10.50%	3.51%	5.59%
Oakmark International (2)	2.75%	22.22%	13.18%	3.25%	8.11%
Mondrian International	3.20%	11.33%	9.03%	2.73%	4.51%
MSCI EAFE Index	2.95%	18.77%	8.93%	4.39%	6.88%
MSCI ACWI ex-US Index	2.67%	13.33%	7.75%	4.01%	6.83%
T. Rowe Price Intl Small Cap	1.36%	7.95%	3.19%	2.86%	-
MSCI ACWI ex US Small Cap	2.05%	10.93%	8.15%	2.62%	6.10%
NinetyOne	0.38%	(1.22%)	2.34%	0.36%	-
MSCI Emerging Markets Index	0.90%	1.75%	2.32%	0.93%	4.95%
<b>Domestic Fixed Income</b>	<b>(0.27%)</b>	<b>0.44%</b>	<b>(2.73%)</b>	<b>1.44%</b>	<b>1.43%</b>
Blmbg Aggregate Index	(0.84%)	(0.94%)	(3.96%)	0.77%	0.44%
Dodge & Cox Income	0.08%	1.82%	(1.77%)	2.01%	1.95%
PIMCO	(0.64%)	(0.95%)	(3.69%)	0.82%	0.88%
Blmbg Aggregate Index	(0.84%)	(0.94%)	(3.96%)	0.77%	0.44%
<b>Infrastructure</b>	<b>1.25%</b>	<b>9.67%</b>	-	-	-
IFM Global Infrastructure	2.53%	9.61%	-	-	-
JP Morgan Infrastructure	0.00%	9.38%	-	-	-
NFI-ODCE Equal Weight Net	(3.05%)	(10.51%)	7.59%	6.07%	6.46%
<b>Real Estate</b>	<b>(3.13%)</b>	<b>(12.65%)</b>	<b>5.73%</b>	<b>5.45%</b>	<b>5.71%</b>
Real Estate Custom Benchmark (3)(4)	(3.05%)	(10.51%)	7.59%	6.07%	6.23%
RREEF Private	(2.07%)	(11.75%)	7.48%	6.44%	6.71%
Barings Core Property Fund	(4.40%)	(14.23%)	3.34%	3.96%	4.89%
NFI-ODCE Equal Weight Net	(3.05%)	(10.51%)	7.59%	6.07%	6.46%
625 Kings Court	0.00%	3.75%	17.14%	15.07%	15.62%
<b>Total Fund</b>	<b>2.88%</b>	<b>8.29%</b>	<b>8.84%</b>	<b>6.67%</b>	<b>8.34%</b>
Total Fund Benchmark*	3.08%	8.21%	8.08%	7.08%	8.14%

\* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS GD, 21.0% Blmbg:Aggregate, 11.0% NCREIF NFI-ODCE Eq Wt Net and 6.0% NCREIF NFI-ODCE Eq Wt Net.

(1) Switched share class in June 2016.

(2) Switched to CIT in November 2015.

(3) Real Estate Custom Benchmark is 50% NAREIT Composite Index and 50% NFI-ODCE Equal Wt Net through 12/31/2011; 20% NAREIT Composite Index and 80% NFI-ODCE Equal Wt Net through 12/31/2016 and NFI-ODCE Equal Wt Net thereafter.

(4) 3Q benchmark performance has been carried over from 2Q 2020.

## Investment Manager Returns

The table below details the rates of return for the Fund's investment managers over various time periods ended June 30, 2023. Negative returns are shown in red, positive returns in black. Returns for one year or greater are annualized. The first set of returns for each asset class represents the composite returns for all the fund's accounts for that asset class.

### Returns for Periods Ended June 30, 2023

	<b>Last 10 Years</b>	<b>Last 15 Years</b>
<b>International Equities</b>	<b>4.59%</b>	<b>3.69%</b>
MSCI ACWI ex-US Index	5.24%	2.90%
EuroPacific	6.30%	4.66%
Harbor International (1)	4.20%	3.02%
Oakmark International (2)	5.16%	6.72%
Mondrian International	3.72%	-
MSCI EAFE Index	5.41%	3.36%
MSCI ACWI ex-US Index	5.24%	3.34%
<b>Domestic Fixed Income</b>	<b>2.11%</b>	<b>3.58%</b>
Blmbg Aggregate Index	1.52%	2.73%
Dodge & Cox Income	2.55%	4.04%
PIMCO	1.65%	-
Blmbg Aggregate Index	1.52%	2.73%
<b>Real Estate</b>	<b>7.52%</b>	<b>5.49%</b>
Real Estate Custom Benchmark (3)(4)	8.03%	6.60%
RREEF Private	8.59%	5.31%
Barings Core Property Fund	6.39%	-
NFI-ODCE Equal Weight Net	8.12%	4.80%
625 Kings Court	14.14%	10.61%
<b>Total Fund</b>	<b>7.62%</b>	<b>6.98%</b>
Total Fund Benchmark*	7.79%	6.89%

\* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS GD, 21.0% Blmbg:Aggregate, 11.0% NCREIF NFI-ODCE Eq Wt Net and 6.0% NCREIF NFI-ODCE Eq Wt Net.

(1) Switched share class in June 2016.

(2) Switched to CIT in November 2015.

(3) Real Estate Custom Benchmark is 50% NAREIT Composite Index and 50% NFI-ODCE Equal Wt Net through 12/31/2011; 20% NAREIT Composite Index and 80% NFI-ODCE Equal Wt Net through 12/31/2016 and NFI-ODCE Equal Wt Net thereafter.

(4) 3Q benchmark performance has been carried over from 2Q 2020.

## Investment Manager Returns

The table below details the rates of return for the Fund's investment managers over various time periods. Negative returns are shown in red, positive returns in black. Returns for one year or greater are annualized. The first set of returns for each asset class represents the composite returns for all the fund's accounts for that asset class.

	12/2022- 6/2023	2022	2021	2020	2019
<b>Domestic Equities</b>	<b>14.31%</b>	<b>(18.04%)</b>	<b>27.45%</b>	<b>20.87%</b>	<b>29.71%</b>
Russell 3000 Index	16.17%	(19.21%)	25.66%	20.89%	31.02%
<b>Large Cap Equities</b>					
Vanguard S&P 500 Index	16.88%	(18.13%)	28.69%	18.39%	31.46%
S&P 500 Index	16.89%	(18.11%)	28.71%	18.40%	31.49%
<b>Mid Cap Equities</b>					
Fidelity Low Priced Stock	4.09%	(5.80%)	24.52%	9.32%	25.66%
Russell MidCap Value Idx	5.23%	(12.03%)	28.34%	4.96%	27.06%
Janus Enterprise (1)	13.01%	(15.94%)	17.50%	20.44%	35.40%
Russell MidCap Growth Idx	15.94%	(26.72%)	12.73%	35.59%	35.47%
<b>Small Cap Equities</b>					
Prudential Small Cap Value (2)	0.06%	(11.12%)	41.79%	(2.96%)	19.09%
MSCI US Small Cap Value Idx	3.10%	(9.64%)	30.61%	2.04%	22.29%
Russell 2000 Value Index	2.50%	(14.48%)	28.27%	4.63%	22.39%
AB US Small Growth (3)	16.39%	(38.85%)	9.72%	54.10%	36.26%
Russell 2000 Growth Index	13.55%	(26.36%)	2.83%	34.63%	28.48%

(1) Switched share class in July 2016.

(2) Switched share class in September 2015.

(3) Switched to a mutual fund in September 2015.

## Investment Manager Returns

The table below details the rates of return for the Fund's investment managers over various time periods. Negative returns are shown in red, positive returns in black. Returns for one year or greater are annualized. The first set of returns for each asset class represents the composite returns for all the fund's accounts for that asset class.

	12/2022- 6/2023	2022	2021	2020	2019
<b>International Equities</b>	<b>11.54%</b>	<b>(18.55%)</b>	<b>6.37%</b>	<b>15.49%</b>	<b>23.32%</b>
MSCI ACWI ex-US Index	9.86%	(15.57%)	8.29%	11.13%	22.13%
EuroPacific	12.25%	(22.73%)	2.84%	25.27%	27.40%
Harbor International (1)	10.82%	(13.71%)	9.60%	11.17%	22.63%
Oakmark International (2)	16.94%	(15.40%)	8.38%	7.03%	24.23%
Mondrian International	12.25%	(12.66%)	6.51%	0.36%	18.48%
MSCI EAFE Index	11.67%	(14.45%)	11.26%	7.82%	22.01%
MSCI ACWI ex-US Index	9.86%	(15.57%)	8.29%	11.13%	22.13%
T. Rowe Price Intl Small Cap	7.56%	(29.51%)	8.25%	38.67%	25.96%
MSCI ACWI ex US Small Cap	6.84%	(19.97%)	12.93%	14.24%	22.42%
NinetyOne	5.25%	(22.66%)	(0.28%)	16.41%	20.91%
MSCI Emerging Markets Index	4.89%	(20.09%)	(2.54%)	18.31%	18.44%
<b>Domestic Fixed Income</b>	<b>2.75%</b>	<b>(12.50%)</b>	<b>(0.88%)</b>	<b>9.27%</b>	<b>9.00%</b>
Blmbg Aggregate Index	2.09%	(13.01%)	(1.54%)	7.51%	8.72%
Dodge & Cox Income	3.21%	(10.88%)	(0.91%)	9.45%	9.73%
PIMCO	2.26%	(14.09%)	(0.84%)	8.88%	8.26%
Blmbg Aggregate Index	2.09%	(13.01%)	(1.54%)	7.51%	8.72%
<b>Infrastructure</b>	<b>3.81%</b>	<b>9.80%</b>	-	-	-
IFM Global Infrastructure	5.17%	8.17%	-	-	-
JP Morgan Infrastructure	2.50%	11.06%	-	-	-
<b>Real Estate</b>	<b>(7.63%)</b>	<b>4.98%</b>	<b>22.04%</b>	<b>0.54%</b>	<b>6.42%</b>
Real Estate Custom Benchmark (3)(4)	(6.44%)	7.56%	21.88%	0.75%	5.18%
RREEF Private	(7.59%)	7.65%	23.88%	1.12%	6.26%
Barings Core Property Fund	(8.04%)	2.21%	18.98%	(0.32%)	6.02%
NFI-ODCE Equal Weight Net	(6.44%)	7.56%	21.88%	0.75%	5.18%
625 Kings Court	1.19%	5.29%	44.26%	5.27%	20.04%
<b>Total Fund</b>	<b>7.47%</b>	<b>(12.78%)</b>	<b>14.54%</b>	<b>15.70%</b>	<b>20.48%</b>
Total Fund Benchmark*	7.65%	(12.25%)	14.32%	14.31%	20.50%

\* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS GD, 21.0% Blmbg:Aggregate, 11.0% NCREIF NFI-ODCE Eq Wt Net and 6.0% NCREIF NFI-ODCE Eq Wt Net.

(1) Switched share class in June 2016.

(2) Switched to CIT in November 2015.

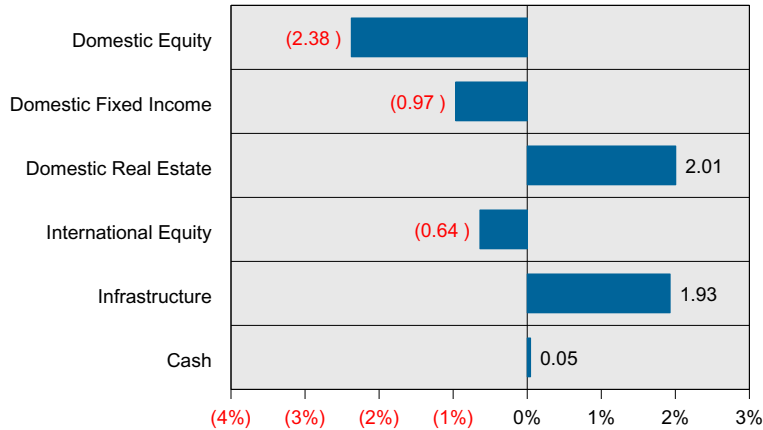
(3) Real Estate Custom Benchmark is 50% NAREIT Composite Index and 50% NFI-ODCE Equal Wt Net through 12/31/2011; 20% NAREIT Composite Index and 80% NFI-ODCE Equal Wt Net through 12/31/2016 and NFI-ODCE Equal Wt Net thereafter.

(4) 3Q benchmark performance has been carried over from 2Q 2020.

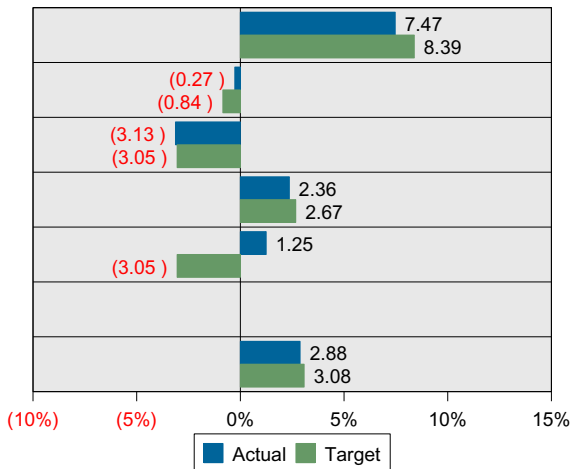
## Quarterly Total Fund Relative Attribution - June 30, 2023

The following analysis approaches Total Fund Attribution from the perspective of relative return. Relative return attribution separates and quantifies the sources of total fund excess return relative to its target. This excess return is separated into two relative attribution effects: Asset Allocation Effect and Manager Selection Effect. The Asset Allocation Effect represents the excess return due to the actual total fund asset allocation differing from the target asset allocation. Manager Selection Effect represents the total fund impact of the individual managers excess returns relative to their benchmarks.

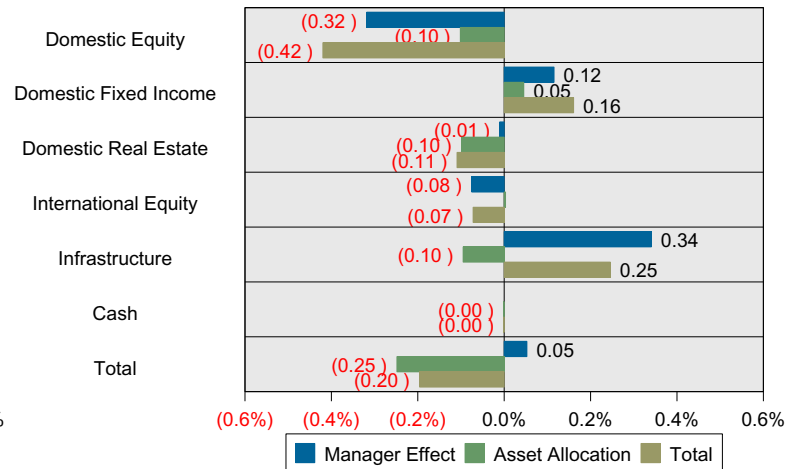
### Asset Class Under or Overweighting



### Actual vs Target Returns



### Relative Attribution by Asset Class



### Relative Attribution Effects for Quarter ended June 30, 2023

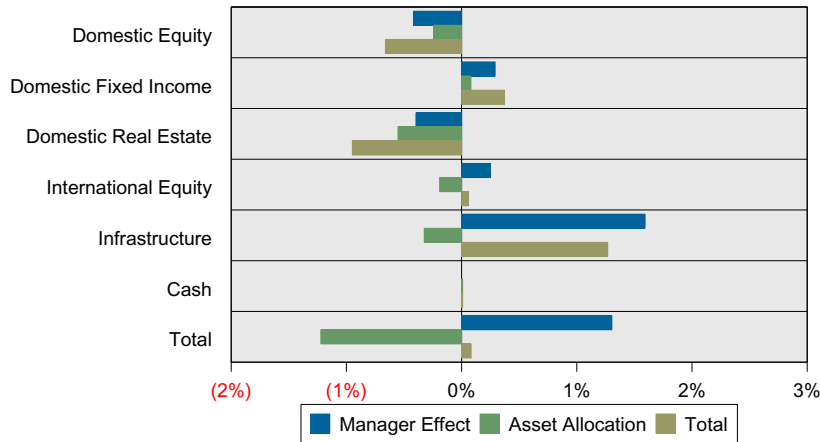
Asset Class	Effective Actual Weight	Effective Target Weight	Actual Return	Target Return	Manager Effect	Asset Allocation	Total Relative Return
Domestic Equity	35%	37%	7.47%	8.39%	(0.32%)	(0.10%)	(0.42%)
Domestic Fixed Income	20%	21%	(0.27%)	(0.84%)	0.12%	0.05%	0.16%
Domestic Real Estate	13%	11%	(3.13%)	(3.05%)	(0.01%)	(0.10%)	(0.11%)
International Equity	24%	25%	2.36%	2.67%	(0.08%)	0.00%	(0.07%)
Infrastructure	8%	6%	1.25%	(3.05%)	0.34%	(0.10%)	0.25%
Cash	0%	0%	0.00%	0.00%	0.00%	(0.00%)	(0.00%)
<b>Total</b>			<b>2.88%</b>	<b>3.08%</b>	<b>+ 0.05%</b>	<b>+ (0.25%)</b>	<b>(0.20%)</b>

\* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS GD, 21.0% Blmbg:Aggregate, 11.0% NCREIF NFI-ODCE Eq Wt Net and 6.0% NCREIF NFI-ODCE Eq Wt Net.

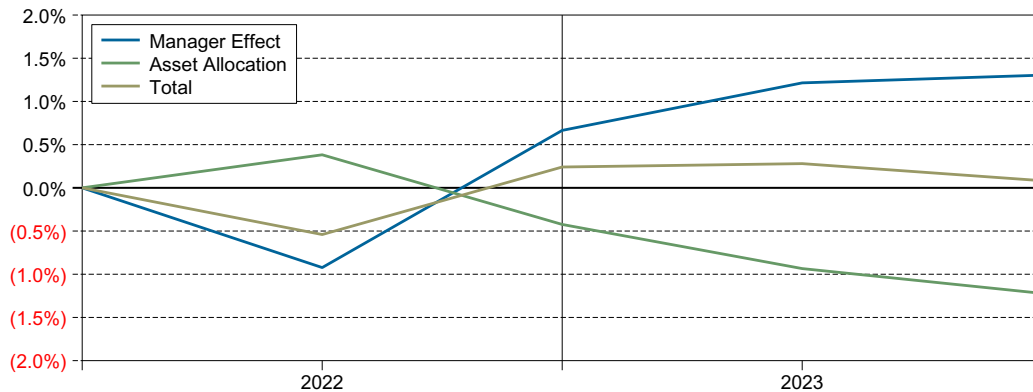
## Cumulative Total Fund Relative Attribution - June 30, 2023

The charts below accumulate the Total Fund Attribution Analysis (shown earlier) over multiple periods to examine the cumulative sources of excess total fund performance relative to target. These cumulative results quantify the longer-term sources of total fund excess return relative to target by asset class. These relative attribution effects separate the cumulative sources of total fund excess return into Asset Allocation Effect and Manager Selection Effect.

### One Year Relative Attribution Effects



### Cumulative Relative Attribution Effects



### One Year Relative Attribution Effects

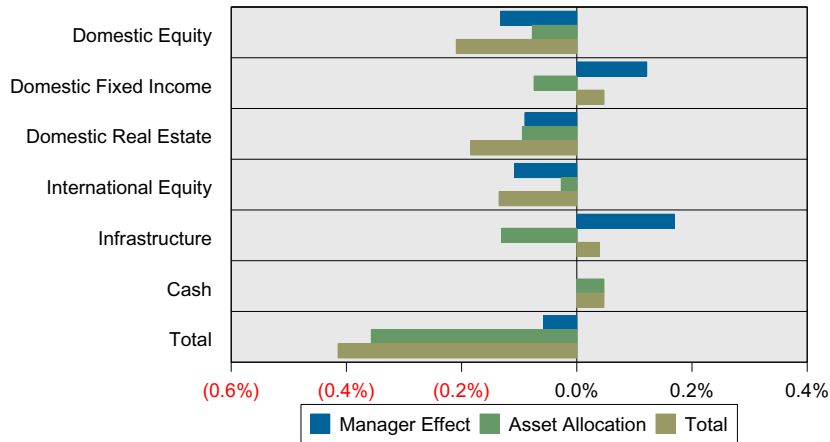
Asset Class	Effective Actual Weight	Effective Target Weight	Actual Return	Target Return	Manager Effect	Asset Allocation	Total Relative Return
Domestic Equity	34%	37%	17.62%	18.95%	(0.42%)	(0.24%)	(0.66%)
Domestic Fixed Income	20%	21%	0.44%	(0.94%)	0.29%	0.08%	0.37%
Domestic Real Estate	15%	11%	(12.65%)	(10.51%)	(0.40%)	(0.55%)	(0.95%)
International Equity	23%	25%	14.15%	13.33%	0.25%	(0.19%)	0.06%
Infrastructure	7%	6%	9.70%	(10.51%)	1.59%	(0.32%)	1.27%
Cash	0%	0%	0.00%	0.00%	0.00%	0.01%	0.01%
<b>Total</b>			<b>8.29%</b>	<b>8.21%</b>	<b>+ 1.30%</b>	<b>+ (1.22%)</b>	<b>0.08%</b>

\* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS GD, 21.0% Blmbg:Aggregate, 11.0% NCREIF NFI-ODCE Eq Wt Net and 6.0% NCREIF NFI-ODCE Eq Wt Net.

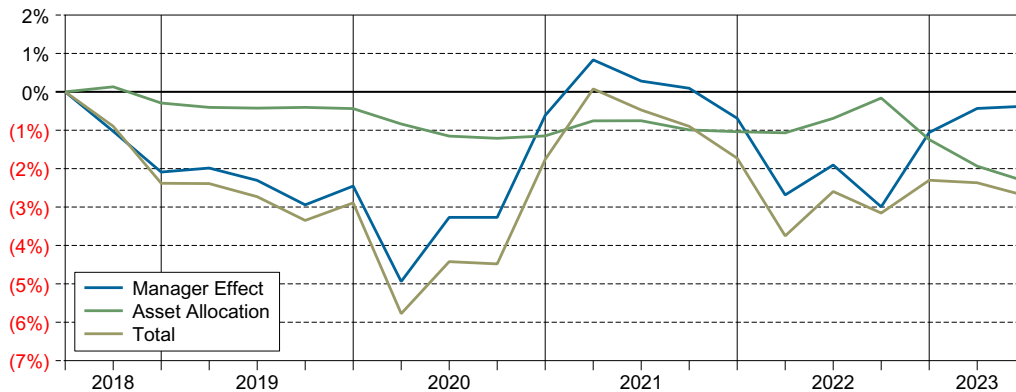
## Cumulative Total Fund Relative Attribution - June 30, 2023

The charts below accumulate the Total Fund Attribution Analysis (shown earlier) over multiple periods to examine the cumulative sources of excess total fund performance relative to target. These cumulative results quantify the longer-term sources of total fund excess return relative to target by asset class. These relative attribution effects separate the cumulative sources of total fund excess return into Asset Allocation Effect and Manager Selection Effect.

### Five Year Annualized Relative Attribution Effects



### Cumulative Relative Attribution Effects



### Five Year Annualized Relative Attribution Effects

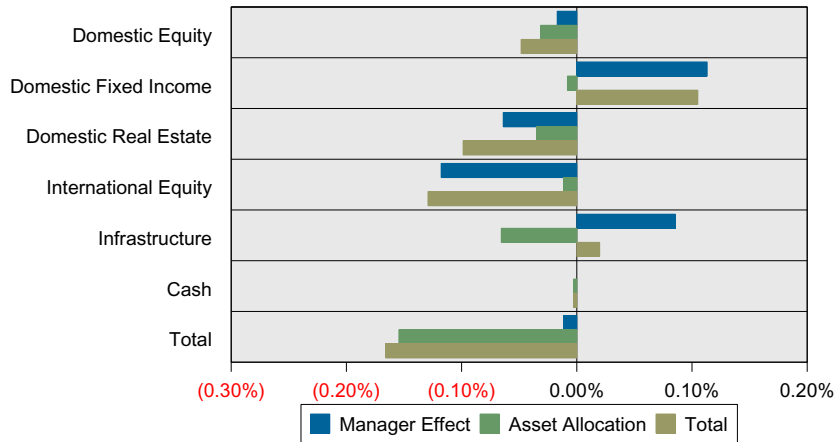
Asset Class	Effective Actual Weight	Effective Target Weight	Actual Return	Target Return	Manager Effect	Asset Allocation	Total Relative Return
Domestic Equity	38%	38%	10.97%	11.39%	(0.13%)	(0.08%)	(0.21%)
Domestic Fixed Income	21%	22%	1.44%	0.77%	0.12%	(0.07%)	0.05%
Domestic Real Estate	12%	11%	5.45%	6.07%	(0.09%)	(0.09%)	(0.18%)
International Equity	27%	27%	3.26%	4.01%	(0.11%)	(0.03%)	(0.13%)
Infrastructure	2%	2%	-	-	0.17%	(0.13%)	0.04%
Cash	0%	0%	(0.00%)	(0.00%)	0.00%	0.05%	0.05%
<b>Total</b>			<b>6.67%</b>	<b>7.08%</b>	<b>+(0.06%)</b>	<b>+(0.36%)</b>	<b>(0.41%)</b>

\* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS GD, 21.0% Blmbg:Aggregate, 11.0% NCREIF NFI-ODCE Eq Wt Net and 6.0% NCREIF NFI-ODCE Eq Wt Net.

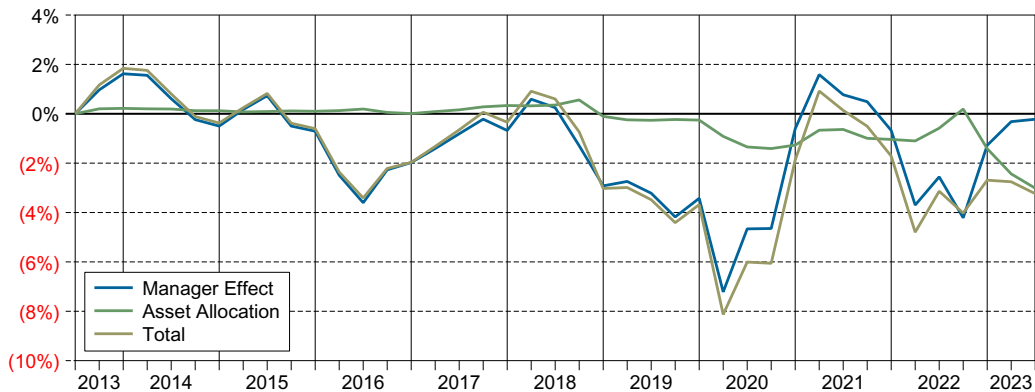
## Cumulative Total Fund Relative Attribution - June 30, 2023

The charts below accumulate the Total Fund Attribution Analysis (shown earlier) over multiple periods to examine the cumulative sources of excess total fund performance relative to target. These cumulative results quantify the longer-term sources of total fund excess return relative to target by asset class. These relative attribution effects separate the cumulative sources of total fund excess return into Asset Allocation Effect and Manager Selection Effect.

### Ten Year Annualized Relative Attribution Effects



### Cumulative Relative Attribution Effects



### Ten Year Annualized Relative Attribution Effects

Asset Class	Effective Actual Weight	Effective Target Weight	Actual Return	Target Return	Manager Effect	Asset Allocation	Total Relative Return
Domestic Equity	38%	38%	12.23%	12.34%	(0.02%)	(0.03%)	(0.05%)
Domestic Fixed Income	23%	24%	2.11%	1.52%	0.11%	(0.01%)	0.11%
Domestic Real Estate	11%	10%	7.52%	8.03%	(0.06%)	(0.03%)	(0.10%)
International Equity	27%	27%	4.59%	5.24%	(0.12%)	(0.01%)	(0.13%)
Infrastructure	1%	1%	-	-	0.09%	(0.07%)	0.02%
Cash	0%	0%	0.00%	0.00%	0.00%	(0.00%)	(0.00%)
<b>Total</b>			<b>7.62%</b>	<b>7.79%</b>	<b>+(0.01%)</b>	<b>+(0.15%)</b>	<b>(0.17%)</b>

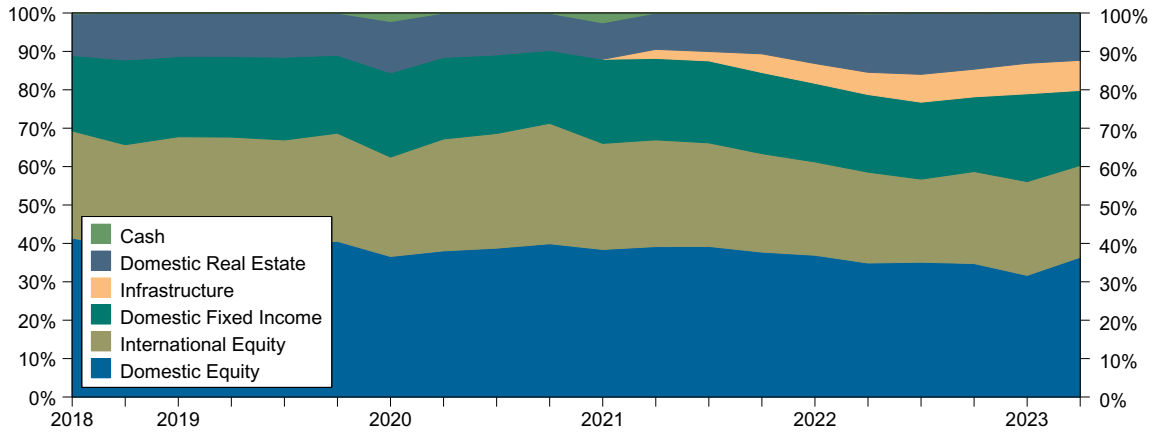
\* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS GD, 21.0% Blmbg:Aggregate, 11.0% NCREIF NFI-ODCE Eq Wt Net and 6.0% NCREIF NFI-ODCE Eq Wt Net.



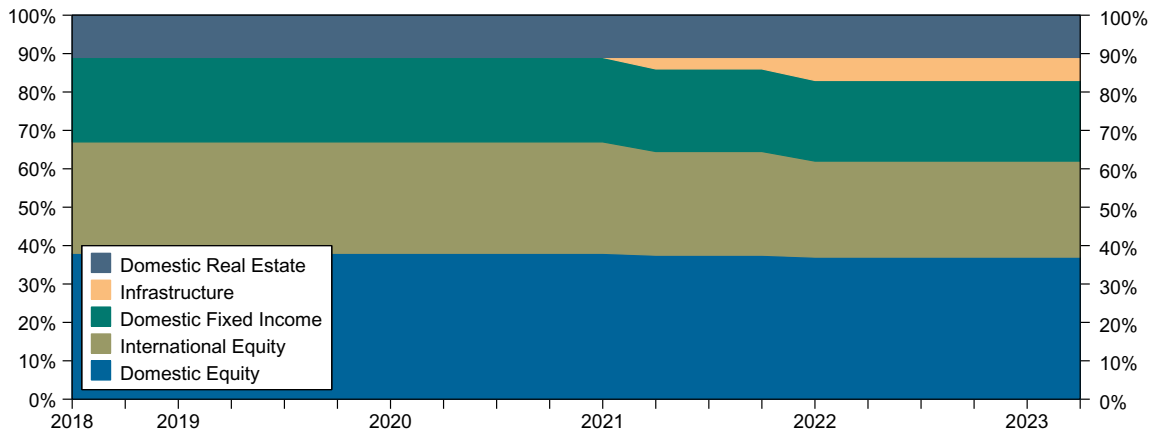
## Actual vs Target Historical Asset Allocation

The Historical asset allocation for a fund is by far the largest factor explaining its performance. The charts below show the fund's historical actual asset allocation, the fund's historical target asset allocation, and the historical asset allocation of the average fund in the Callan Public Fund Sponsor Database.

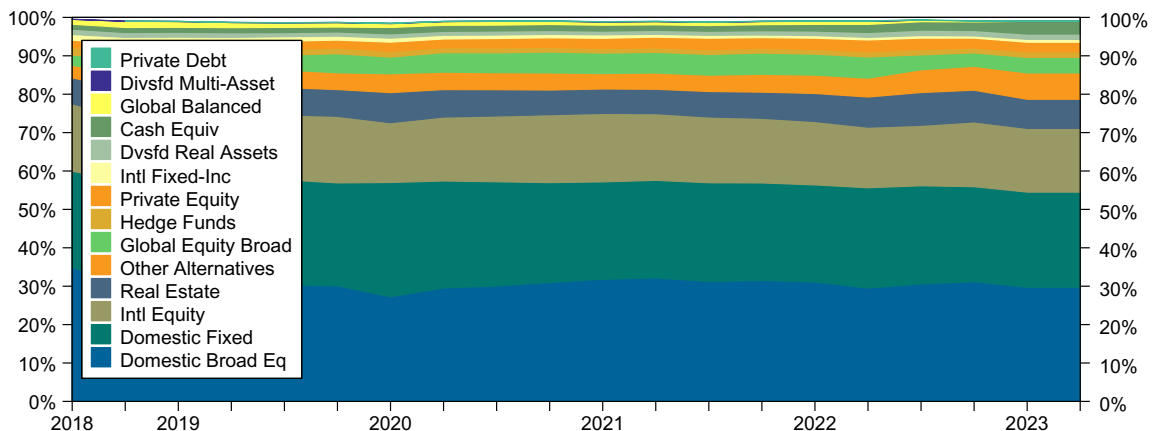
### Actual Historical Asset Allocation



### Target Historical Asset Allocation



### Average Callan Public Fund Sponsor Database Historical Asset Allocation

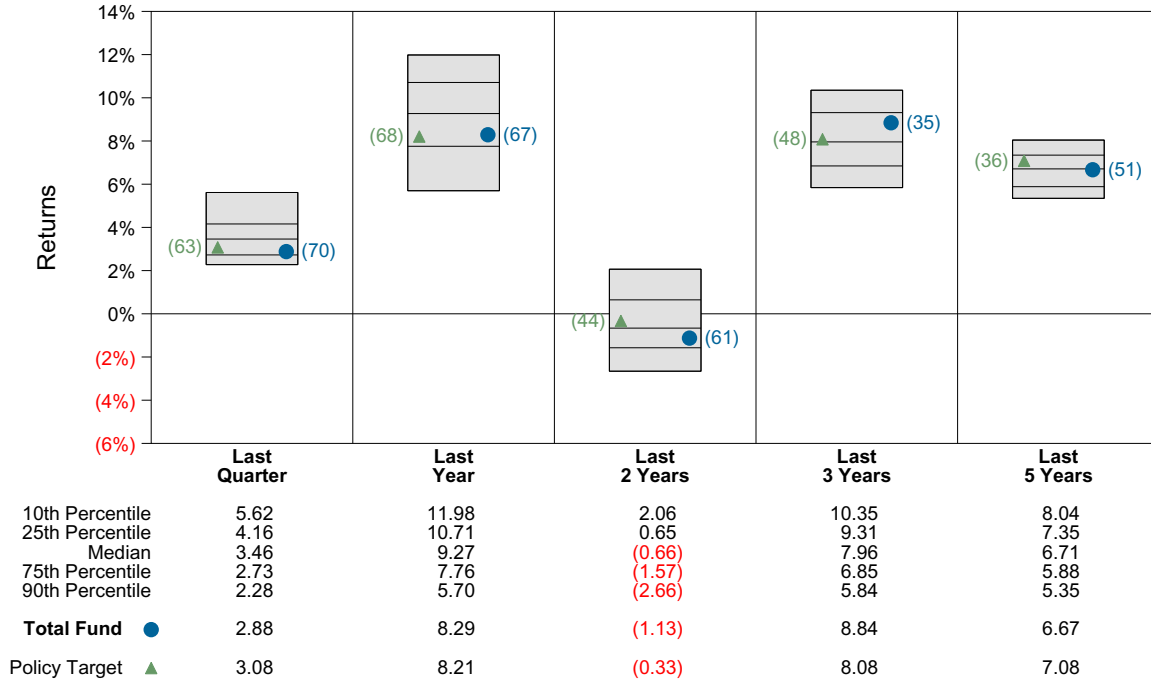


\* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS GD, 21.0% Blmbg:Aggregate, 11.0% NCREIF NFI-ODCE Eq Wt Net and 6.0% NCREIF NFI-ODCE Eq Wt Net.

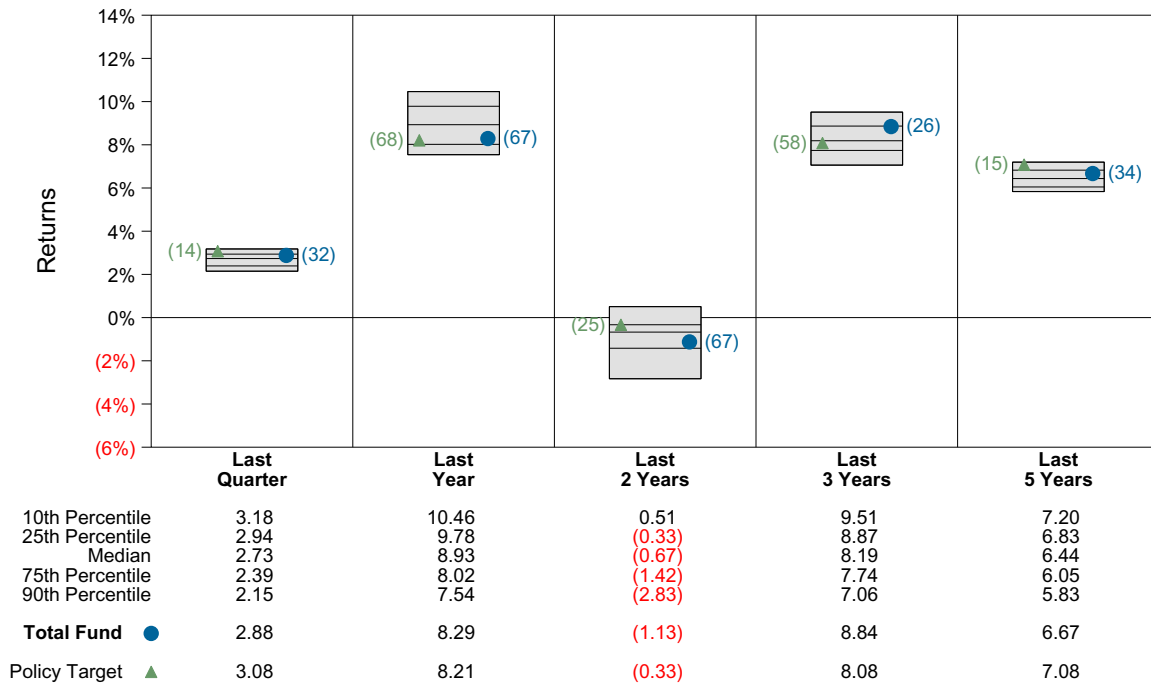
## Total Fund Ranking

The first two charts show the ranking of the Total Fund's performance relative to that of the Callan Public Fund Sponsor Database for periods ended June 30, 2023. The first chart is a standard unadjusted ranking. In the second chart each fund in the database is adjusted to have the same historical asset allocation as that of the Total Fund.

### Callan Public Fund Sponsor Database



### Asset Allocation Adjusted Ranking



\* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS GD, 21.0% Blmbg:Aggregate, 11.0% NCREIF NFI-ODCE Eq Wt Net and 6.0% NCREIF NFI-ODCE Eq Wt Net.

# Total Fund

## Period Ended June 30, 2023

### Investment Philosophy

The Public Fund Sponsor Database consists of public employee pension total funds including both Callan LLC client and surveyed non-client funds.

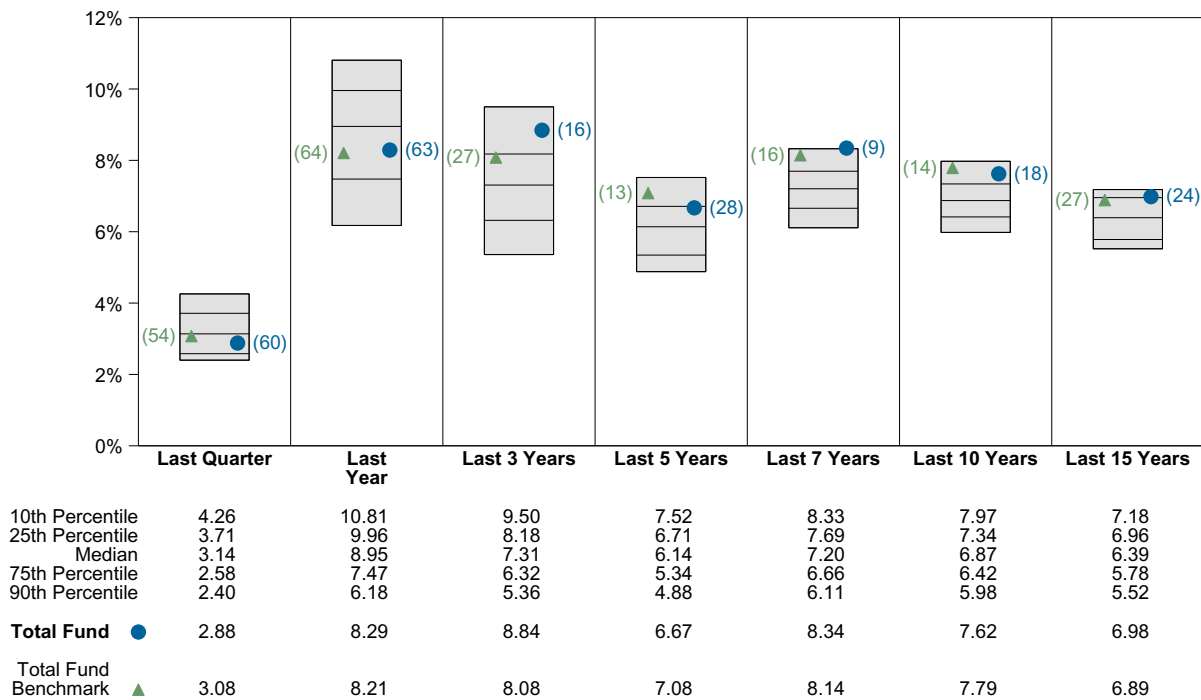
### Quarterly Summary and Highlights

- Total Fund's portfolio posted a 2.88% return for the quarter placing it in the 60 percentile of the Callan Public Fund Sponsor Database group for the quarter and in the 63 percentile for the last year.
- Total Fund's portfolio underperformed the Total Fund Benchmark by 0.20% for the quarter and outperformed the Total Fund Benchmark for the year by 0.08%.

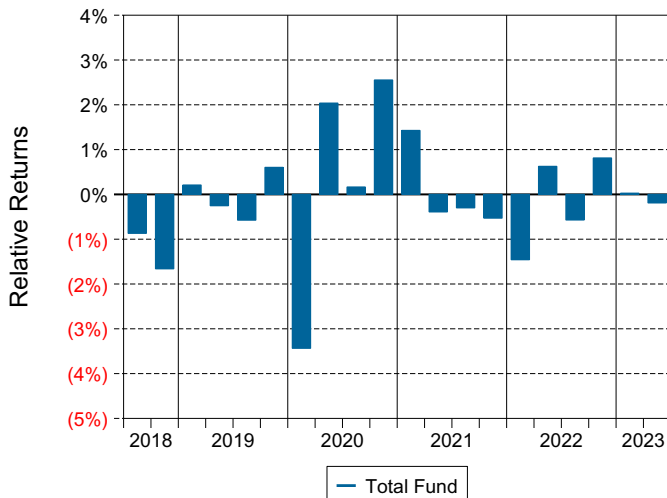
### Quarterly Asset Growth

Beginning Market Value	\$646,693,641
Net New Investment	\$-1,475,662
Investment Gains/(Losses)	\$18,652,453
Ending Market Value	\$663,870,432

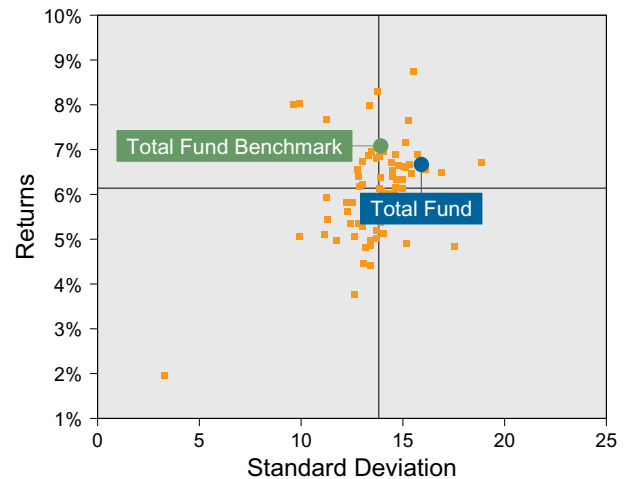
### Performance vs Callan Public Fund Sponsor Database (Net)



### Relative Return vs Total Fund Benchmark



### Callan Public Fund Sponsor Database (Net) Annualized Five Year Risk vs Return

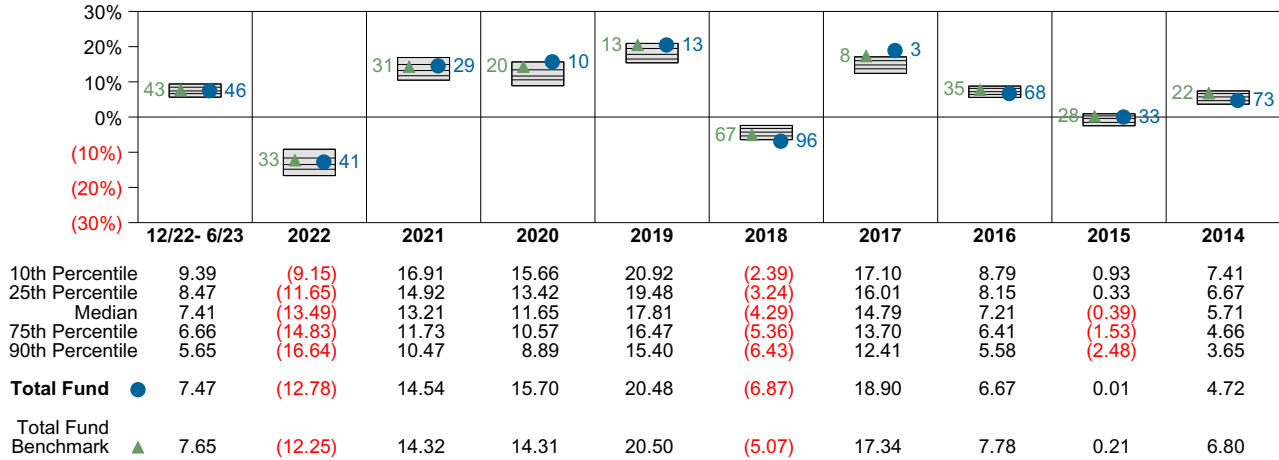


# Total Fund Return Analysis Summary

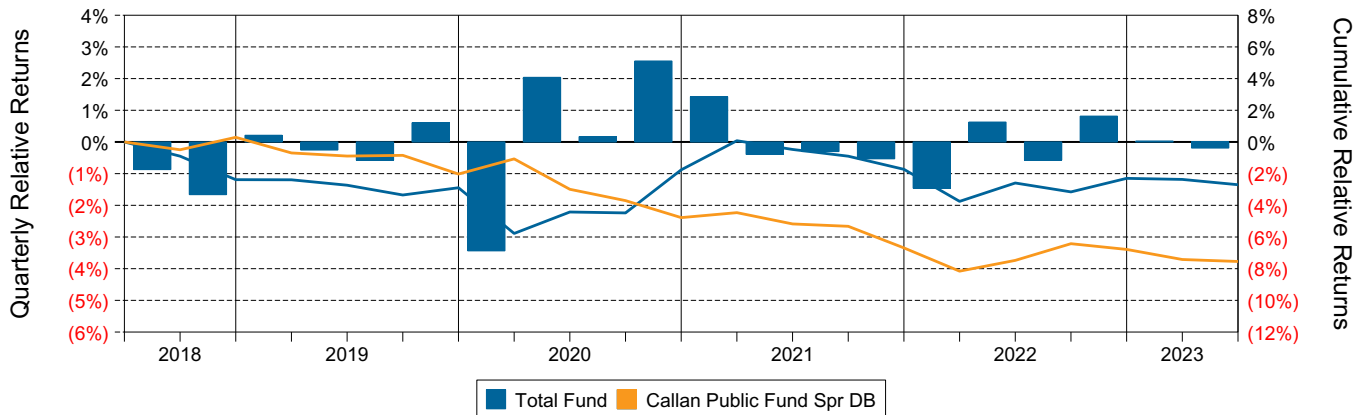
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

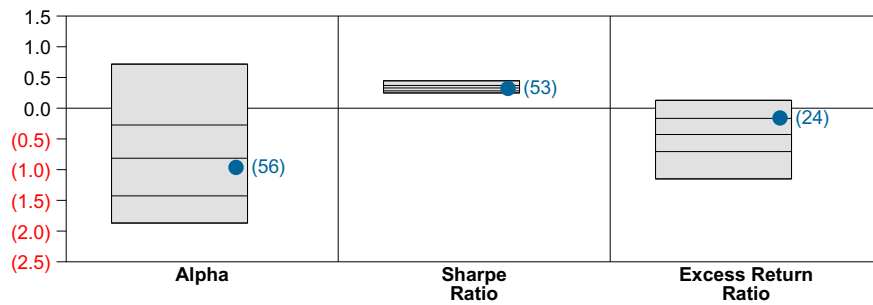
### Performance vs Callan Public Fund Sponsor Database (Net)



### Cumulative and Quarterly Relative Returns vs Total Fund Benchmark



### Risk Adjusted Return Measures vs Total Fund Benchmark Rankings Against Callan Public Fund Sponsor Database (Net) Five Years Ended June 30, 2023

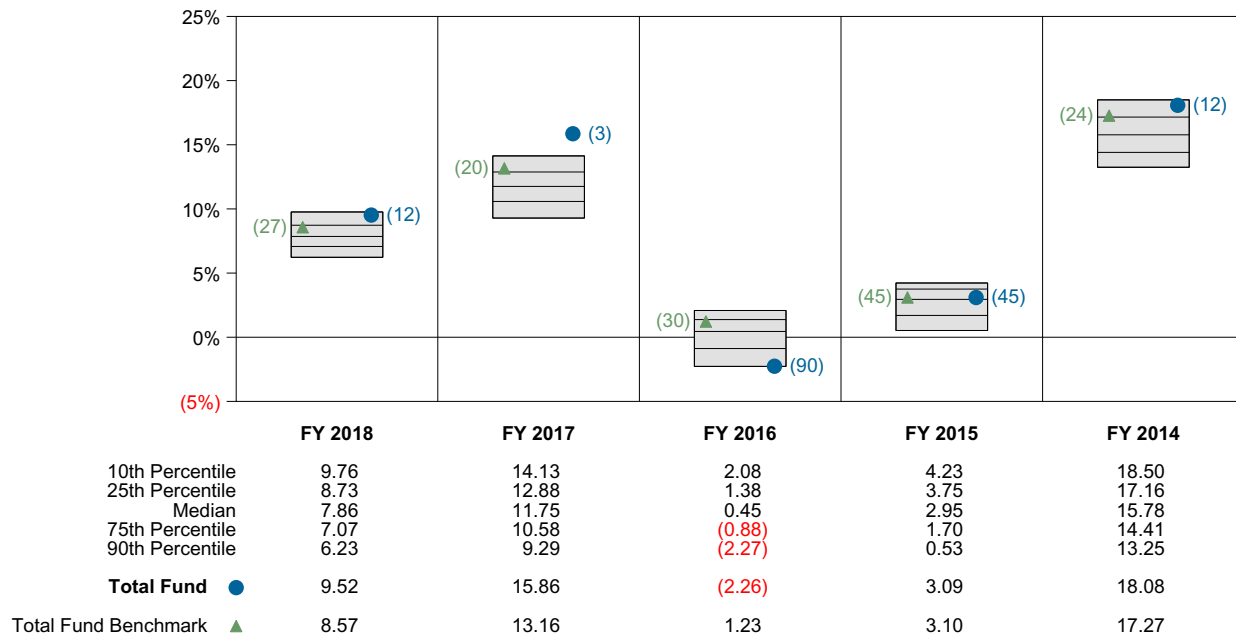
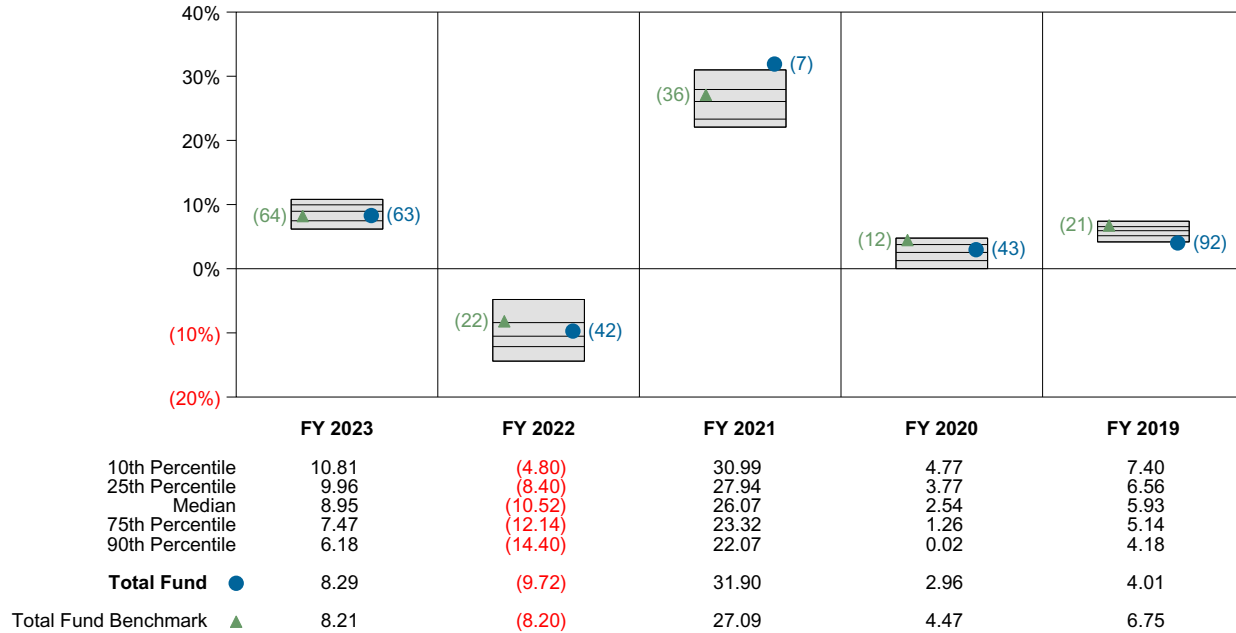


10th Percentile	0.72	0.45	0.13
25th Percentile	(0.27)	0.37	(0.17)
Median	(0.81)	0.33	(0.43)
75th Percentile	(1.43)	0.28	(0.71)
90th Percentile	(1.87)	0.25	(1.15)
<b>Total Fund</b>	● (0.96)	0.32	(0.16)

# Mendocino County Employees' Retirement Association Performance vs Callan Public Fund Sponsor Database Periods Ended June 30, 2023

## Return Ranking

The chart below illustrates fund rankings over various periods versus the Callan Public Fund Sponsor Database. The bars represent the range of returns from the 10th percentile to the 90th percentile for each period for all funds in the Callan Public Fund Sponsor Database. The numbers to the right of the bar represent the percentile rankings of the fund being analyzed. The table below the chart details the rates of return plotted in the graph above.



\* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS GD, 21.0% Blmbg:Aggregate, 11.0% NCREIF NFI-ODCE Eq Wt Net and 6.0% NCREIF NFI-ODCE Eq Wt Net.



# Domestic Equity Composite Period Ended June 30, 2023

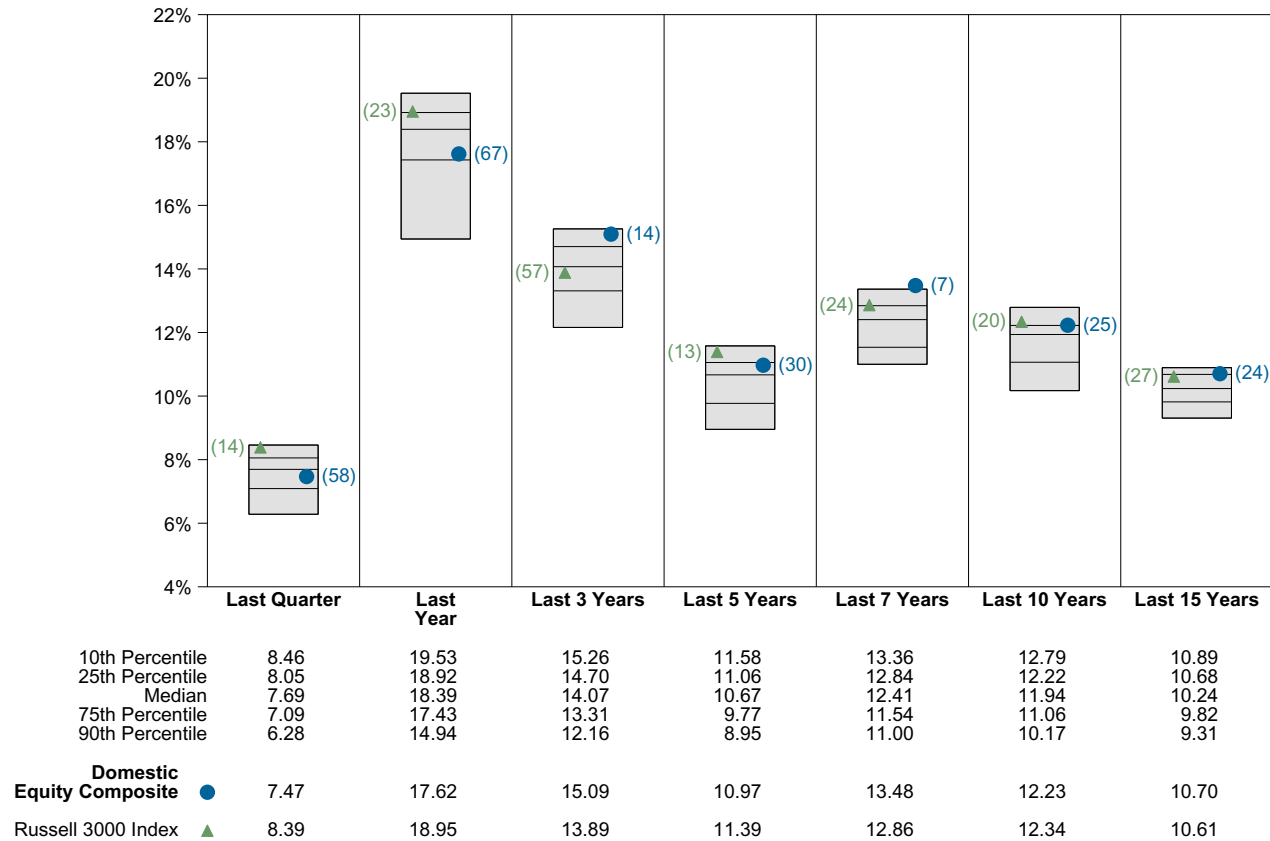
## Quarterly Summary and Highlights

- Domestic Equity Composite's portfolio posted a 7.47% return for the quarter placing it in the 58 percentile of the Public Fund - Domestic Equity group for the quarter and in the 67 percentile for the last year.
- Domestic Equity Composite's portfolio underperformed the Russell 3000 Index by 0.92% for the quarter and underperformed the Russell 3000 Index for the year by 1.34%.

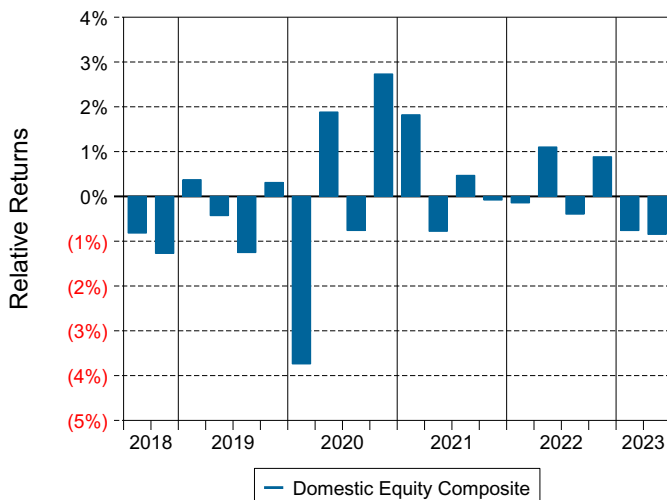
## Quarterly Asset Growth

Beginning Market Value	\$204,826,752
Net New Investment	\$19,650,000
Investment Gains/(Losses)	\$17,086,125
Ending Market Value	\$241,562,877

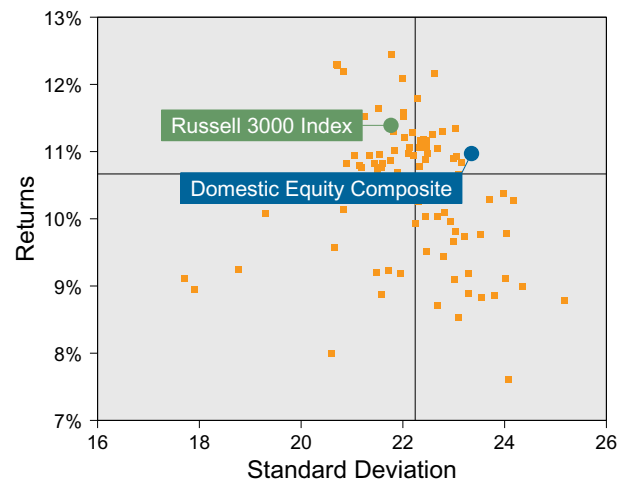
## Performance vs Public Fund - Domestic Equity (Net)



## Relative Return vs Russell 3000 Index



## Public Fund - Domestic Equity (Net) Annualized Five Year Risk vs Return

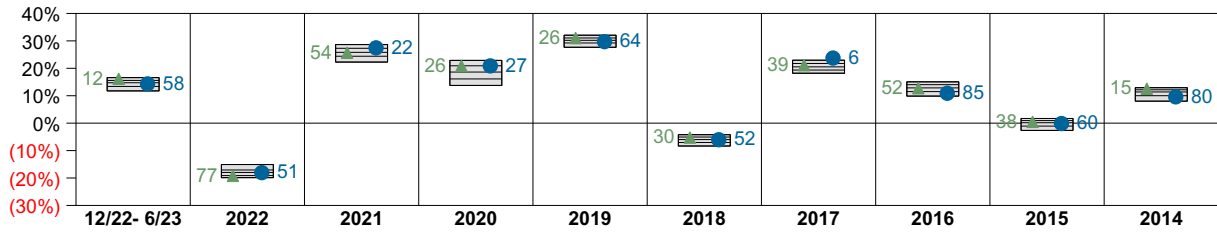


# Domestic Equity Composite Return Analysis Summary

## Return Analysis

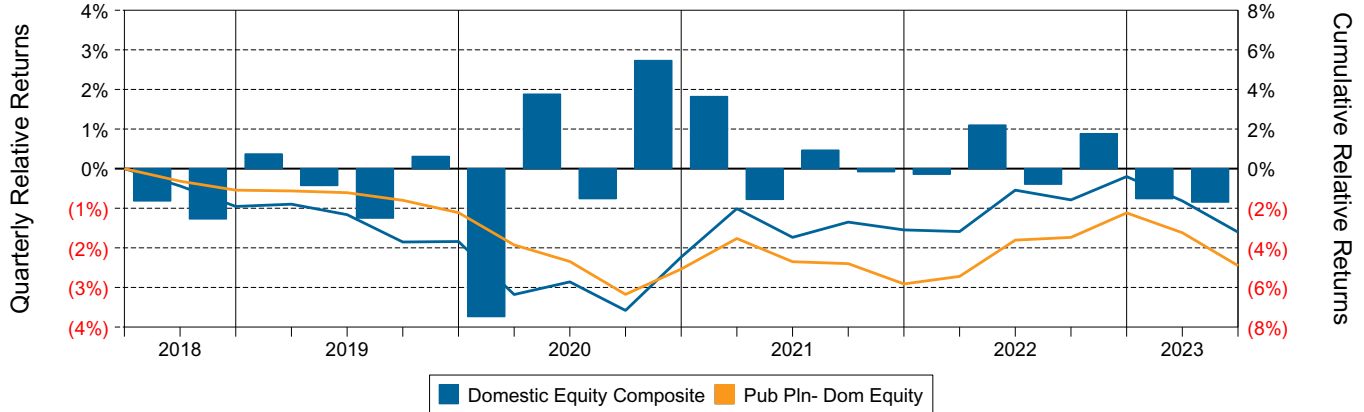
The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

### Performance vs Public Fund - Domestic Equity (Net)

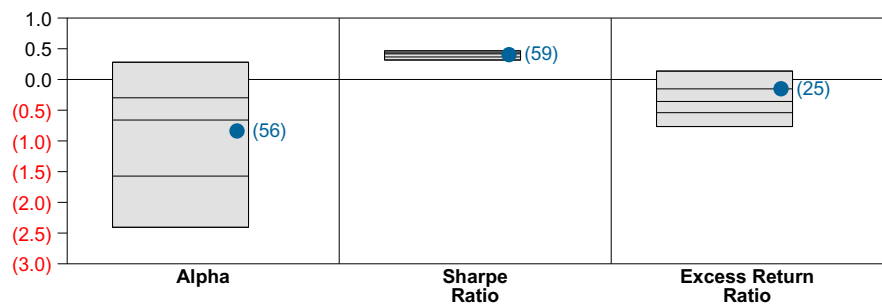


	12/22- 6/23	2022	2021	2020	2019	2018	2017	2016	2015	2014
10th Percentile	16.61	(15.09)	28.66	22.87	32.07	(4.21)	22.94	15.06	1.71	12.92
25th Percentile	15.58	(17.07)	27.29	20.92	31.06	(5.07)	21.76	14.03	0.94	12.17
Median	14.74	(17.97)	25.82	18.63	30.20	(5.99)	20.52	12.86	0.16	11.38
75th Percentile	13.39	(19.11)	24.39	16.13	29.24	(7.06)	19.36	11.51	(1.08)	10.01
90th Percentile	11.75	(19.87)	22.27	13.75	27.66	(8.34)	18.21	9.86	(2.66)	8.01
<b>Domestic Equity Composite</b>	● 14.31	(18.04)	27.45	20.87	29.71	(6.04)	23.74	10.90	(0.15)	9.59
Russell 3000 Index	▲ 16.17	(19.21)	25.66	20.89	31.02	(5.24)	21.13	12.74	0.48	12.56

### Cumulative and Quarterly Relative Returns vs Russell 3000 Index



### Risk Adjusted Return Measures vs Russell 3000 Index Rankings Against Public Fund - Domestic Equity (Net) Five Years Ended June 30, 2023



	Alpha	Sharpe Ratio	Excess Return Ratio
10th Percentile	0.28	0.47	0.14
25th Percentile	(0.30)	0.43	(0.15)
Median	(0.66)	0.42	(0.36)
75th Percentile	(1.57)	0.37	(0.54)
90th Percentile	(2.41)	0.32	(0.77)
<b>Domestic Equity Composite</b>	● (0.84)	0.40	(0.15)

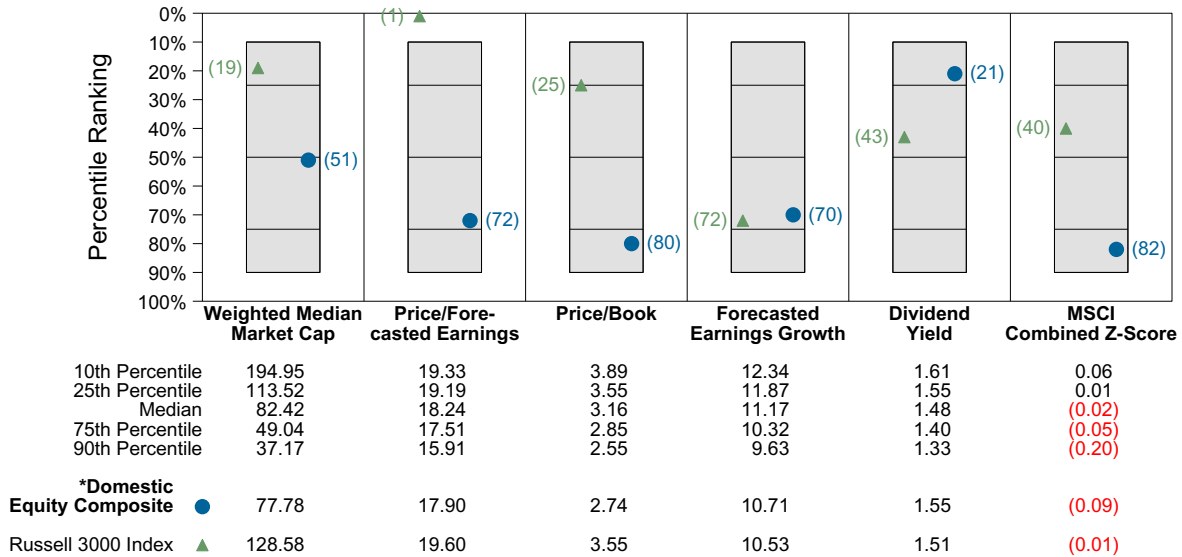


# Domestic Equity Composite Equity Characteristics Analysis Summary

## Portfolio Characteristics

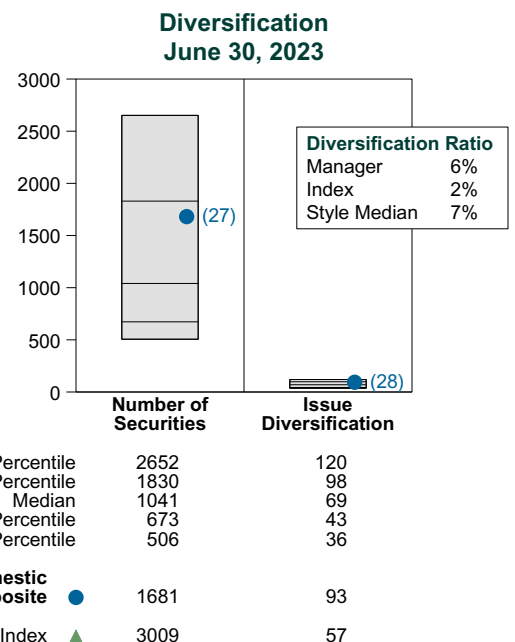
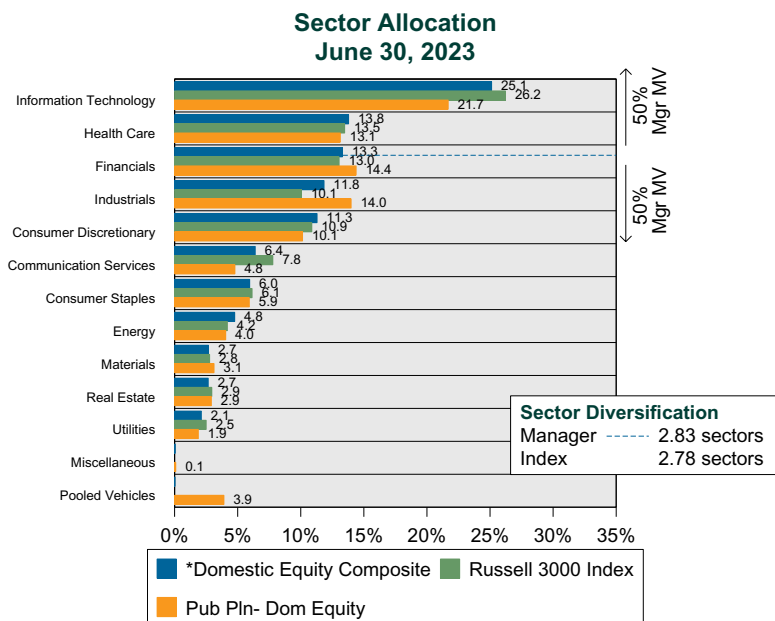
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

## Portfolio Characteristics Percentile Rankings Rankings Against Public Fund - Domestic Equity as of June 30, 2023



## Sector Weights

The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. Diversification by number and concentration of holdings are also compared to the benchmark and peer group. Issue Diversification represents by count, and Diversification Ratio by percent, the number of holdings that account for half of the portfolio's market value.

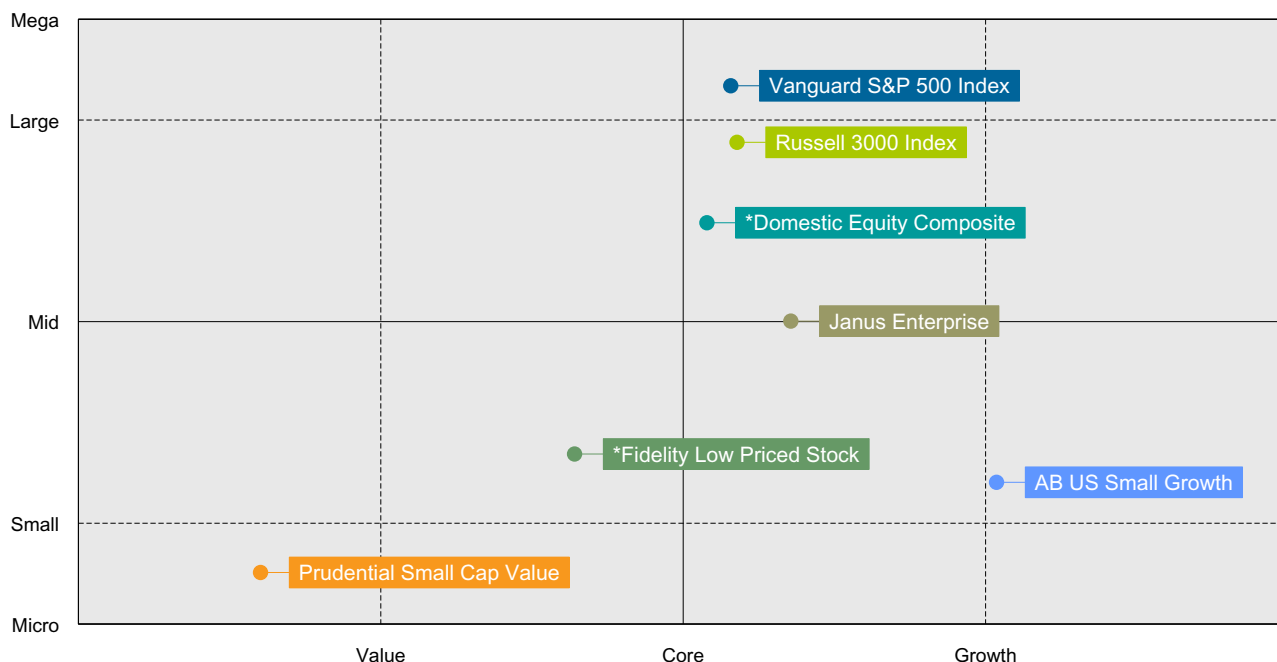


\*6/30/23 portfolio characteristics generated using most recently available holdings (4/30/23) modified based on a "buy-and-hold" assumption (repriced and adjusted for corporate actions). Analysis is then done using current market and company financial data.

## Holdings Based Style Analysis For One Quarter Ended June 30, 2023

This page analyzes and compares the investment styles of multiple portfolios using a detailed holdings-based style analysis methodology. The size component of style is measured by the weighted median market capitalization of the holdings. The value/core/growth style dimension is captured by the "Combined Z-Score" of the portfolio. This score is based on eight fundamental factors used in the MSCI stock style scoring system. The table below gives a more detailed breakdown of several relevant style metrics on the portfolios.

### Style Map Holdings for One Quarter Ended June 30, 2023



	Weight %	Wtd Median Mkt Cap	Combined Z-Score	Growth Z-Score	Value Z-Score	Number of Securities	Security Diversification
Vanguard S&P 500 Index	69.12%	194.60	(0.03)	(0.04)	(0.01)	503	36.17
*Fidelity Low Priced Stock	7.02%	6.90	(0.45)	(0.09)	0.36	820	42.84
Janus Enterprise	8.08%	15.70	0.13	(0.07)	(0.20)	75	19.88
Prudential Small Cap Value	7.62%	1.52	(1.32)	(0.28)	1.04	335	80.87
AB US Small Growth	8.17%	5.10	0.67	0.13	(0.54)	98	34.04
*Domestic Equity Composite	100.00%	77.78	(0.09)	(0.05)	0.04	1681	93.25
Russell 3000 Index	-	128.58	(0.01)	(0.03)	(0.02)	3009	56.83

\*6/30/23 portfolio characteristics generated using most recently available holdings (4/30/23) modified based on a "buy-and-hold" assumption (repriced and adjusted for corporate actions). Analysis is then done using current market and company financial data.

# Vanguard S&P 500 Index Period Ended June 30, 2023

## Investment Philosophy

Vanguard's Institutional Index Fund is passively administered using a "full replication" approach. Under this method, the fund holds all of the 500 underlying securities in proportion to their weighting in the index. The fund remains fully invested in equities at all times and does not make judgement calls on the direction of the S&P 500 Index. Portfolio was funded September 2013. Historical returns are that of the manager's composite.

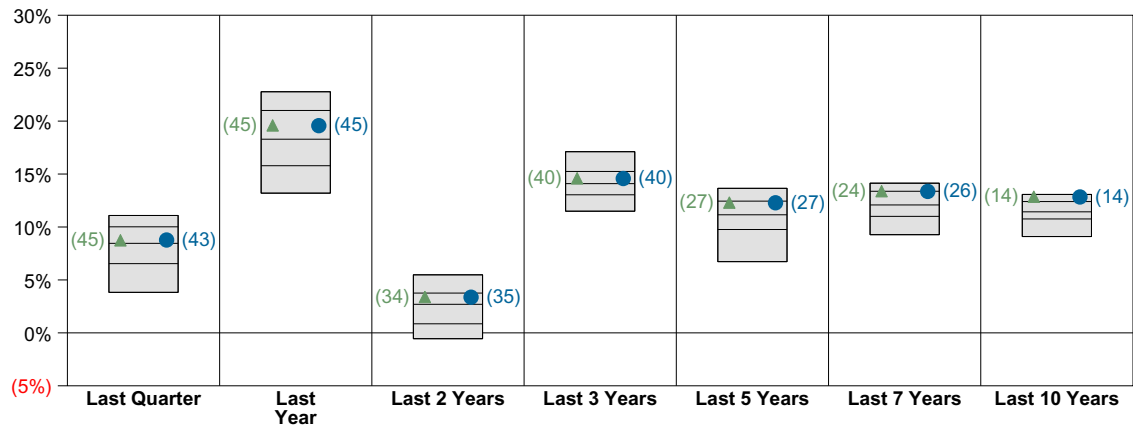
## Quarterly Summary and Highlights

- Vanguard S&P 500 Index's portfolio posted a 8.77% return for the quarter placing it in the 43 percentile of the Callan Large Cap Core Mutual Funds group for the quarter and in the 45 percentile for the last year.
- Vanguard S&P 500 Index's portfolio outperformed the S&P 500 Index by 0.03% for the quarter and underperformed the S&P 500 Index for the year by 0.02%.

## Quarterly Asset Growth

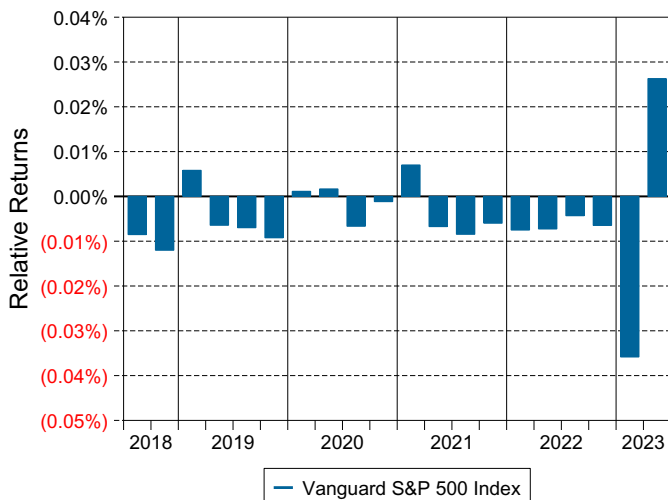
Beginning Market Value	\$144,420,297
Net New Investment	\$8,950,000
Investment Gains/(Losses)	\$13,597,291
Ending Market Value	\$166,967,588

## Performance vs Callan Large Cap Core Mutual Funds (Net)

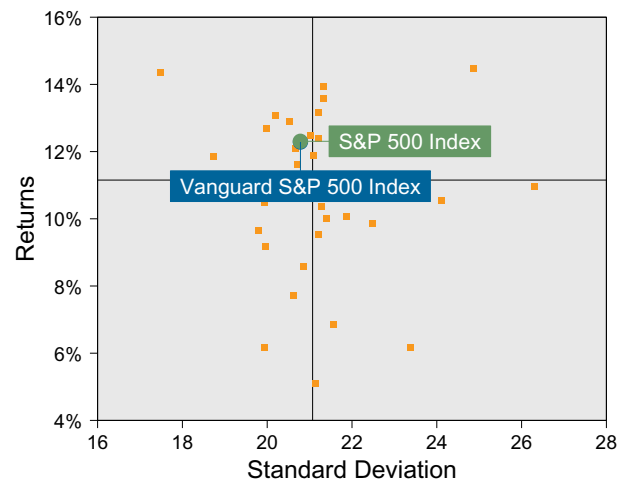


10th Percentile	11.09	22.77	5.48	17.11	13.65	14.14	13.07
25th Percentile	10.02	21.01	3.76	15.24	12.44	13.37	12.40
Median	8.46	18.29	2.70	14.09	11.15	12.08	11.43
75th Percentile	6.54	15.79	0.86	13.04	9.76	11.00	10.76
90th Percentile	3.82	13.20	(0.55)	11.49	6.73	9.27	9.10
<b>Vanguard S&amp;P 500 Index</b>	● 8.77	19.57	3.37	14.58	12.29	13.36	12.84
S&P 500 Index	▲ 8.74	19.59	3.39	14.60	12.31	13.38	12.86

## Relative Return vs S&P 500 Index



## Callan Large Cap Core Mutual Funds (Net) Annualized Five Year Risk vs Return

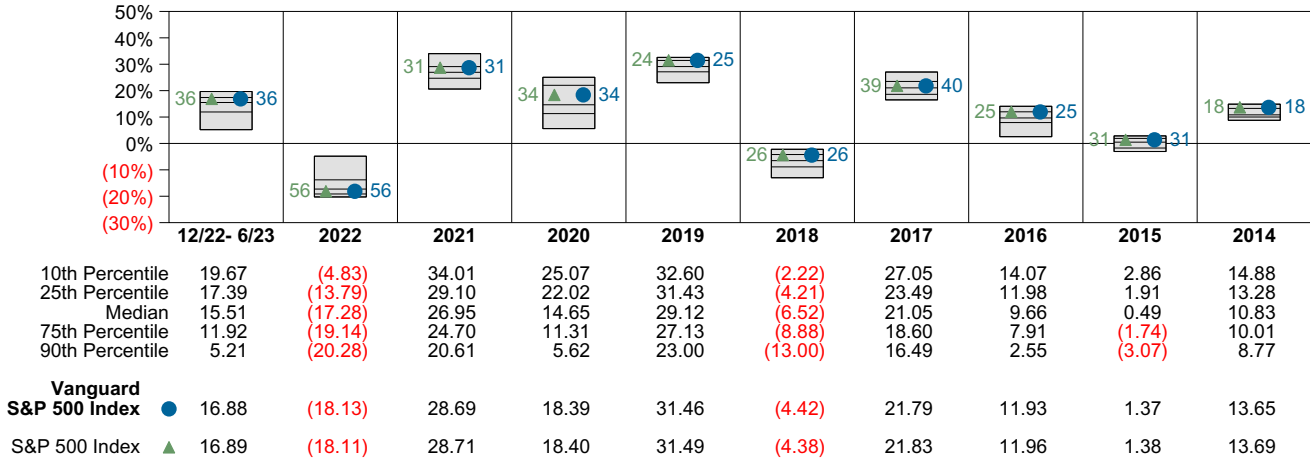


# Vanguard S&P 500 Index Return Analysis Summary

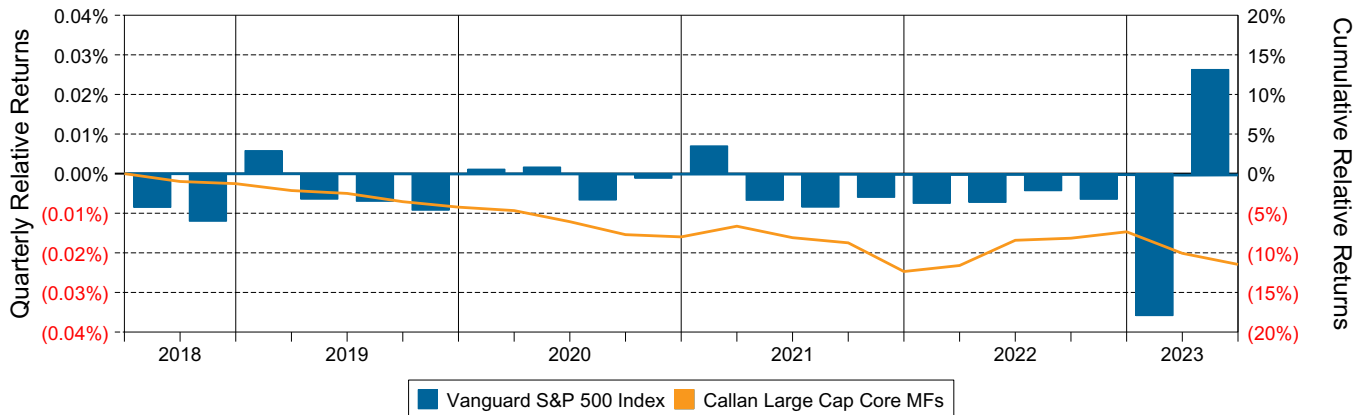
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

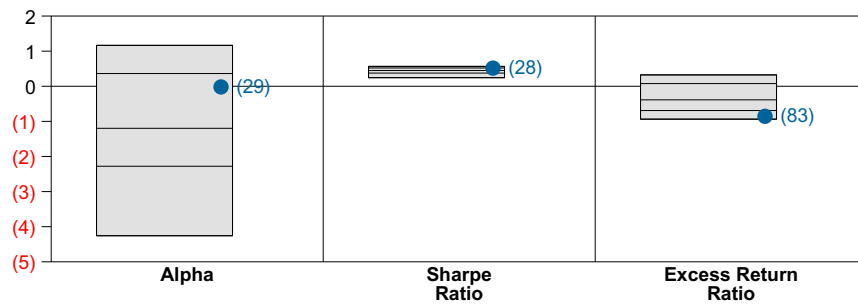
### Performance vs Callan Large Cap Core Mutual Funds (Net)



### Cumulative and Quarterly Relative Returns vs S&P 500 Index



### Risk Adjusted Return Measures vs S&P 500 Index Rankings Against Callan Large Cap Core Mutual Funds (Net) Five Years Ended June 30, 2023



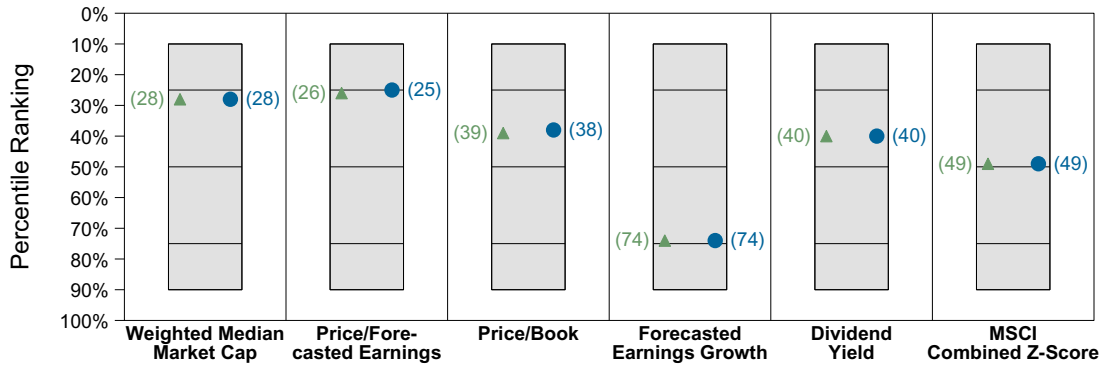
	Alpha	Sharpe Ratio	Excess Return Ratio
10th Percentile	1.17	0.57	0.32
25th Percentile	0.36	0.52	0.08
Median	(1.20)	0.45	(0.39)
75th Percentile	(2.28)	0.38	(0.69)
90th Percentile	(4.26)	0.24	(0.94)
<b>Vanguard S&amp;P 500 Index</b>	<b>(0.02)</b>	<b>0.52</b>	<b>(0.86)</b>

# Vanguard S&P 500 Index Equity Characteristics Analysis Summary

## Portfolio Characteristics

This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

## Portfolio Characteristics Percentile Rankings Rankings Against Callan Large Cap Core Mutual Funds as of June 30, 2023

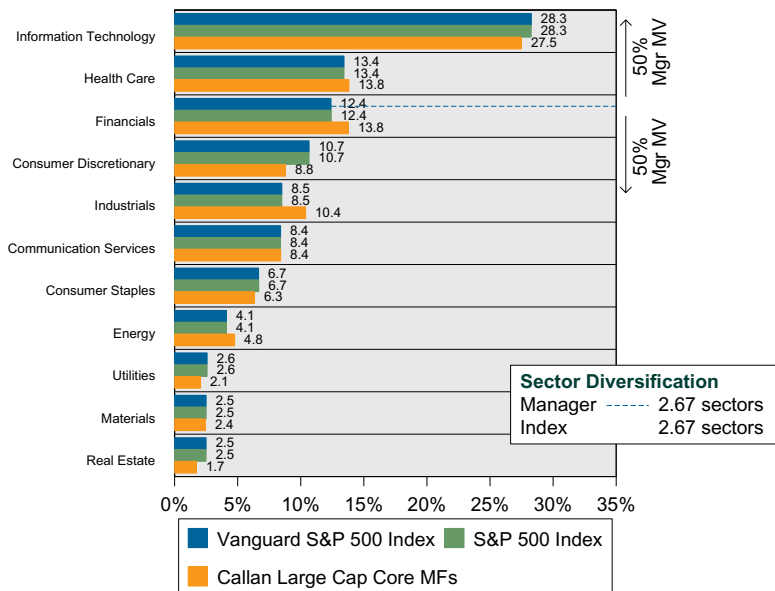


	Weighted Median Market Cap	Price/Forecasted Earnings	Price/Book	Forecasted Earnings Growth	Dividend Yield	MSCI Combined Z-Score
10th Percentile	298.58	21.31	4.54	12.35	2.19	0.29
25th Percentile	205.66	19.49	4.22	11.28	1.72	0.07
Median	132.65	17.90	3.72	10.46	1.48	(0.04)
75th Percentile	99.51	15.18	2.97	9.61	1.31	(0.21)
90th Percentile	60.97	13.56	2.15	8.27	1.22	(0.62)
<b>Vanguard S&amp;P 500 Index</b>	<b>194.60</b>	<b>19.41</b>	<b>3.91</b>	<b>9.70</b>	<b>1.55</b>	<b>(0.03)</b>
S&P 500 Index	194.33	19.38	3.90	9.69	1.54	(0.03)

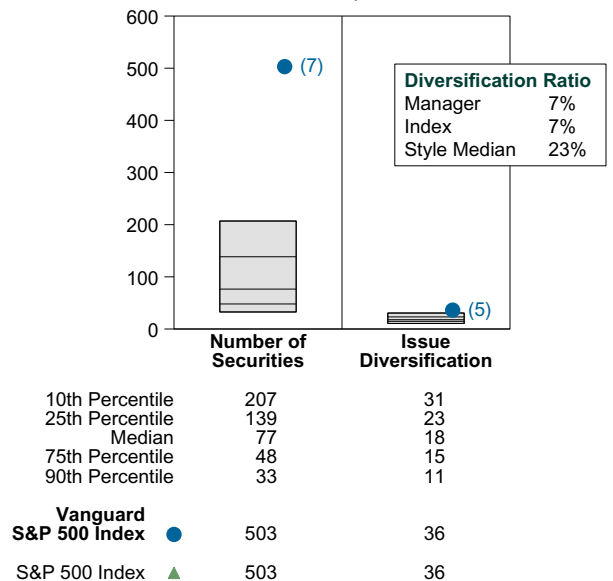
## Sector Weights

The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. Diversification by number and concentration of holdings are also compared to the benchmark and peer group. Issue Diversification represents by count, and Diversification Ratio by percent, the number of holdings that account for half of the portfolio's market value.

### Sector Allocation June 30, 2023



### Diversification June 30, 2023



# Fidelity Low Priced Stock Period Ended June 30, 2023

## Investment Philosophy

Longtime portfolio manager Joel Tillinghast and a dedicated small cap team at Fidelity utilize a fundamental, bottom-up investment process to identify stocks priced at \$35 or less or with an earnings yield in excess of the Russell 2000 index at time of purchase. Candidates must also exhibit modest valuations, good return on capital, strong or improving cash flows, and improving business environments. The portfolio is well diversified and may invest in up to 35% outside the U.S. and is well diversified with between 600 and 1000 holdings.

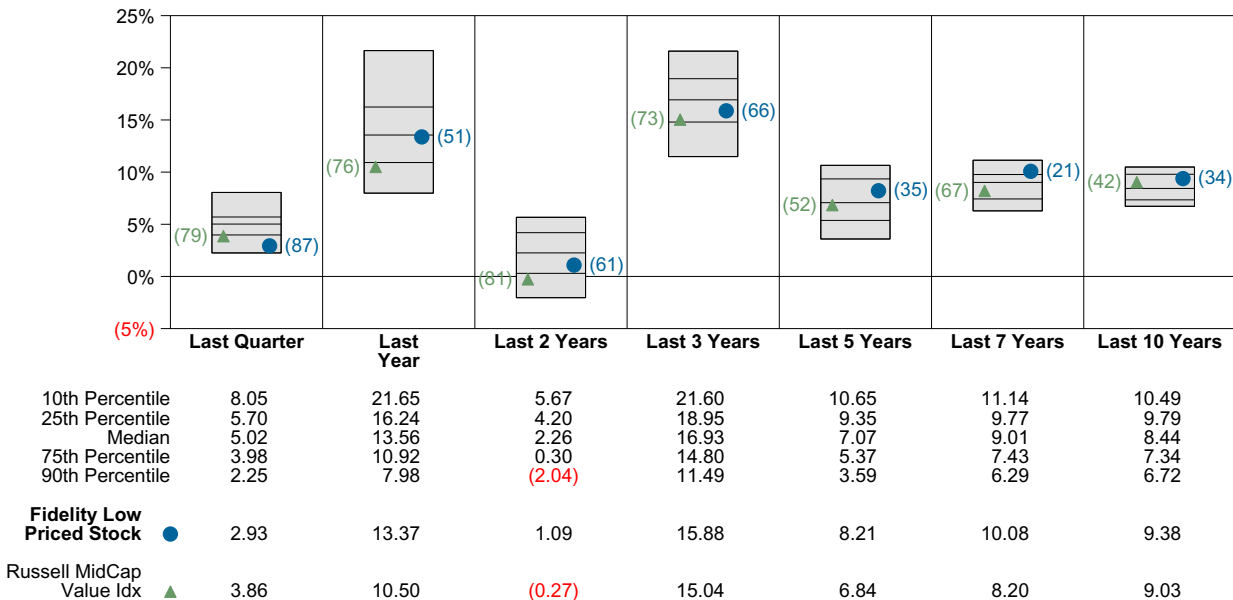
## Quarterly Summary and Highlights

- Fidelity Low Priced Stock's portfolio posted a 2.93% return for the quarter placing it in the 87 percentile of the Callan Mid Cap Value Mutual Funds group for the quarter and in the 51 percentile for the last year.
- Fidelity Low Priced Stock's portfolio underperformed the Russell MidCap Value Idx by 0.93% for the quarter and outperformed the Russell MidCap Value Idx for the year by 2.87%.

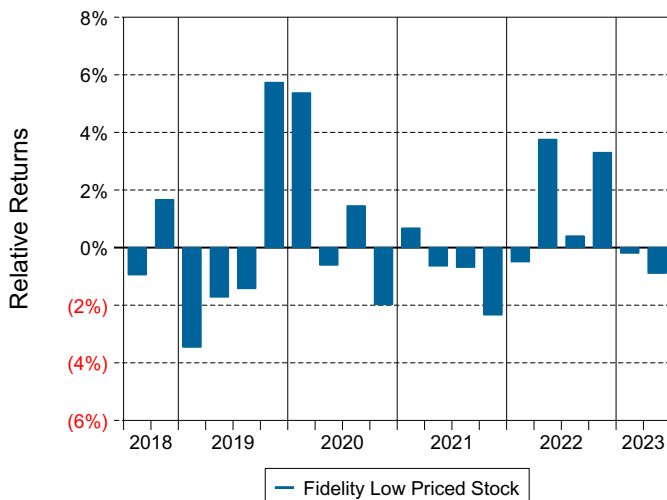
## Quarterly Asset Growth

Beginning Market Value	\$16,474,766
Net New Investment	\$0
Investment Gains/(Losses)	\$483,203
Ending Market Value	\$16,957,970

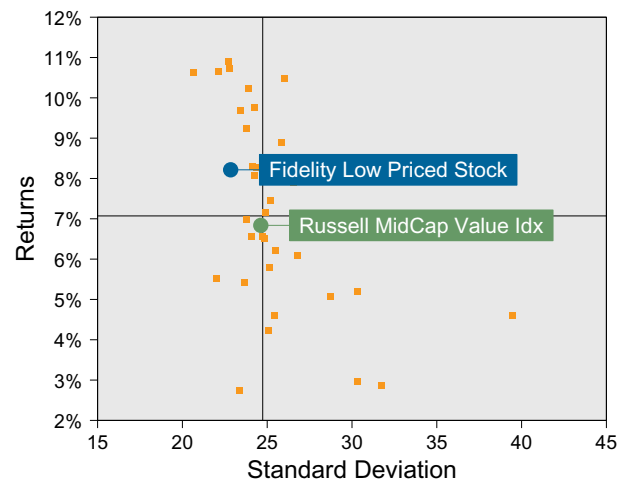
## Performance vs Callan Mid Cap Value Mutual Funds (Net)



## Relative Return vs Russell MidCap Value Idx



## Callan Mid Cap Value Mutual Funds (Net) Annualized Five Year Risk vs Return

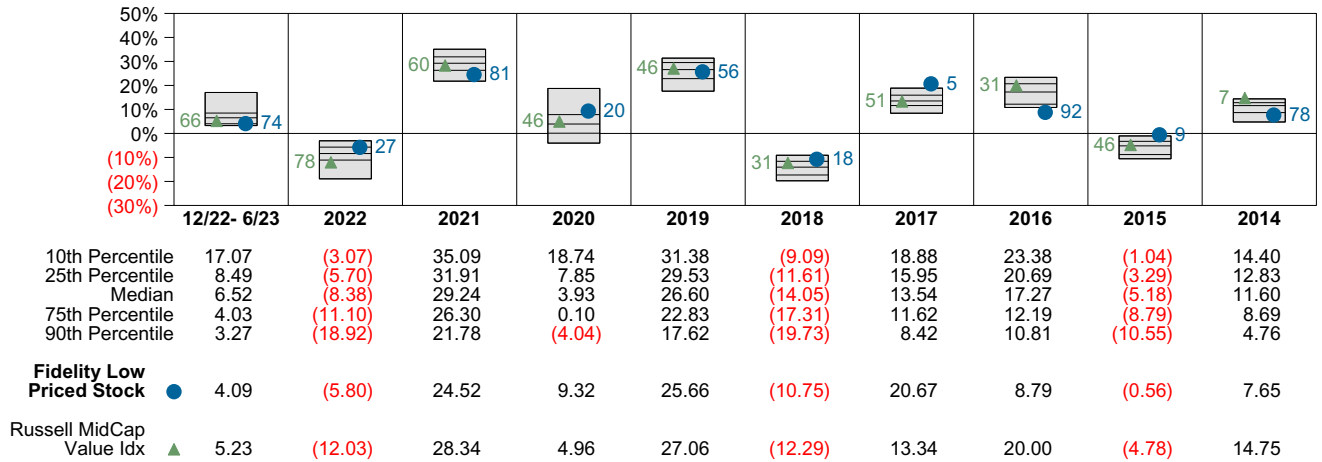


# Fidelity Low Priced Stock Return Analysis Summary

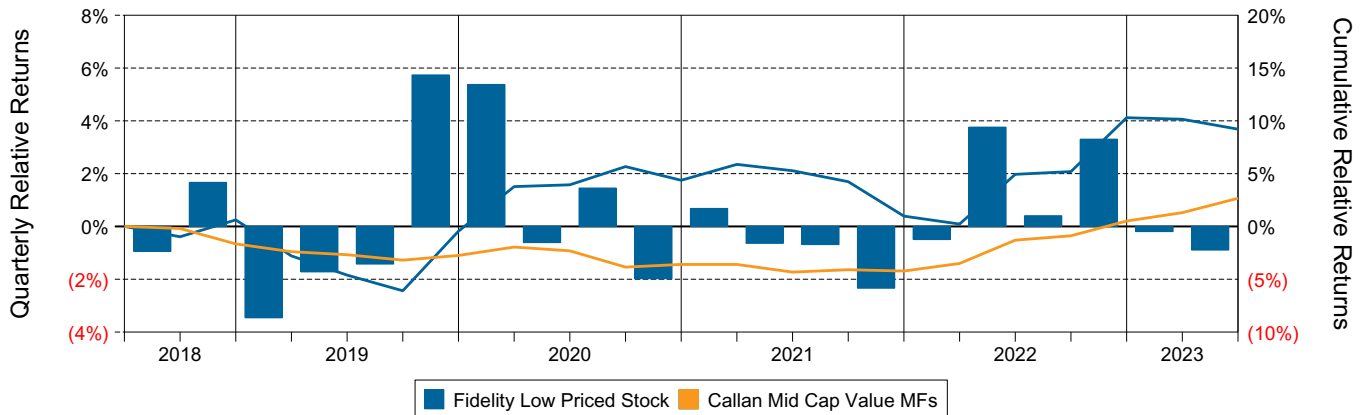
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

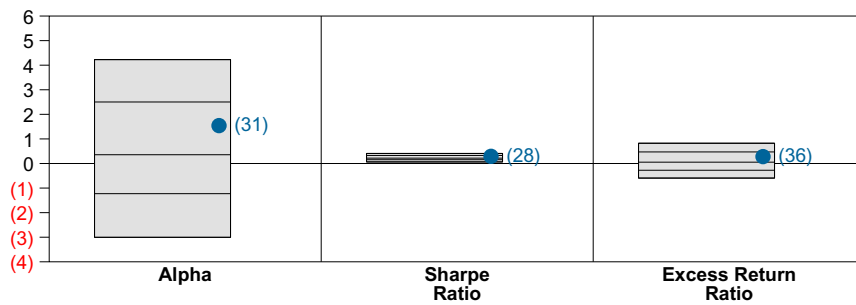
### Performance vs Callan Mid Cap Value Mutual Funds (Net)



### Cumulative and Quarterly Relative Returns vs Russell MidCap Value Idx



### Risk Adjusted Return Measures vs Russell MidCap Value Idx Rankings Against Callan Mid Cap Value Mutual Funds (Net) Five Years Ended June 30, 2023

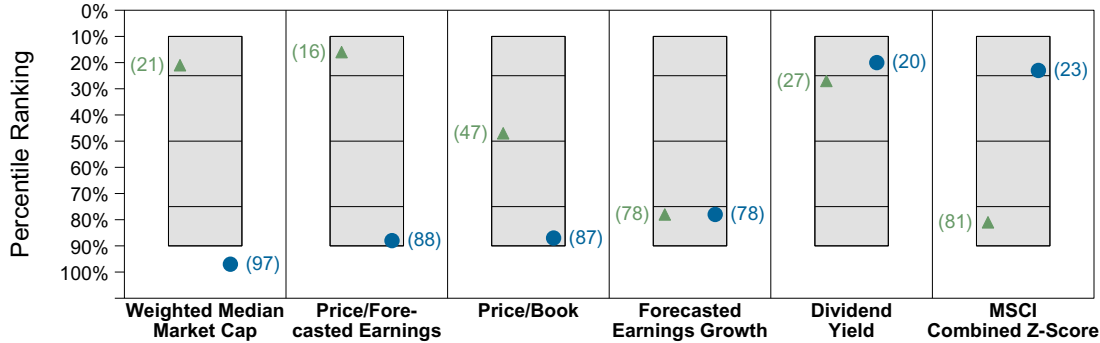


# Fidelity Low Priced Stock Equity Characteristics Analysis Summary

## Portfolio Characteristics

This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

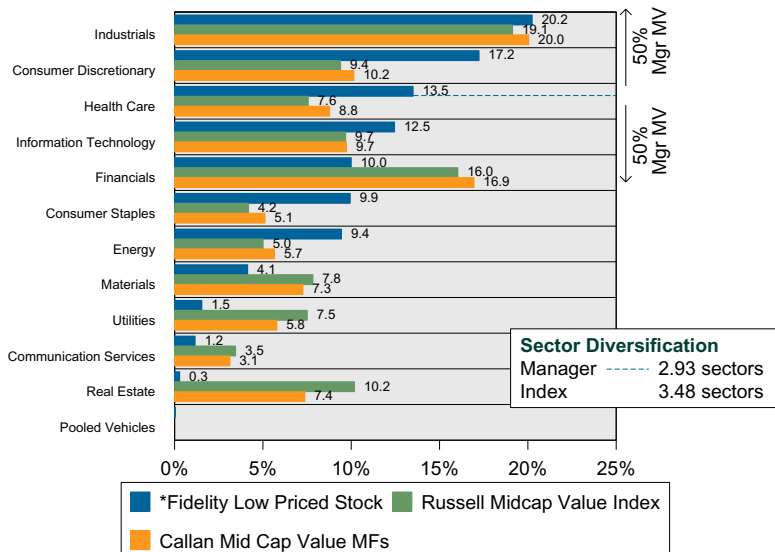
## Portfolio Characteristics Percentile Rankings Rankings Against Callan Mid Cap Value Mutual Funds as of June 30, 2023



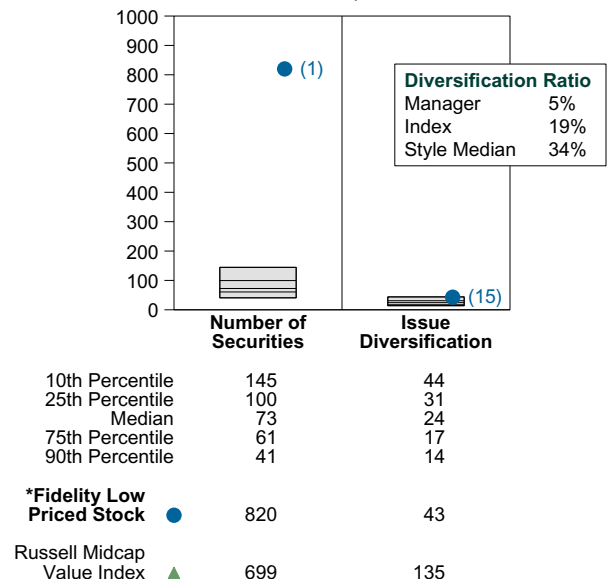
## Sector Weights

The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. Diversification by number and concentration of holdings are also compared to the benchmark and peer group. Issue Diversification represents by count, and Diversification Ratio by percent, the number of holdings that account for half of the portfolio's market value.

### Sector Allocation June 30, 2023



### Diversification June 30, 2023



\*6/30/23 portfolio characteristics generated using most recently available holdings (4/30/23) modified based on a "buy-and-hold" assumption (repriced and adjusted for corporate actions). Analysis is then done using current market and company financial data.



# Janus Enterprise

## Period Ended June 30, 2023

### Investment Philosophy

Janus believes that investing in companies with sustainable growth and high return on invested capital can drive consistent returns with moderate risk. The team seeks to identify mid cap companies with high quality management teams that wisely allocate capital to drive growth over time. Switched from Class T Shares to Class I Shares in December 2009 and Class N Shares in July 2016.

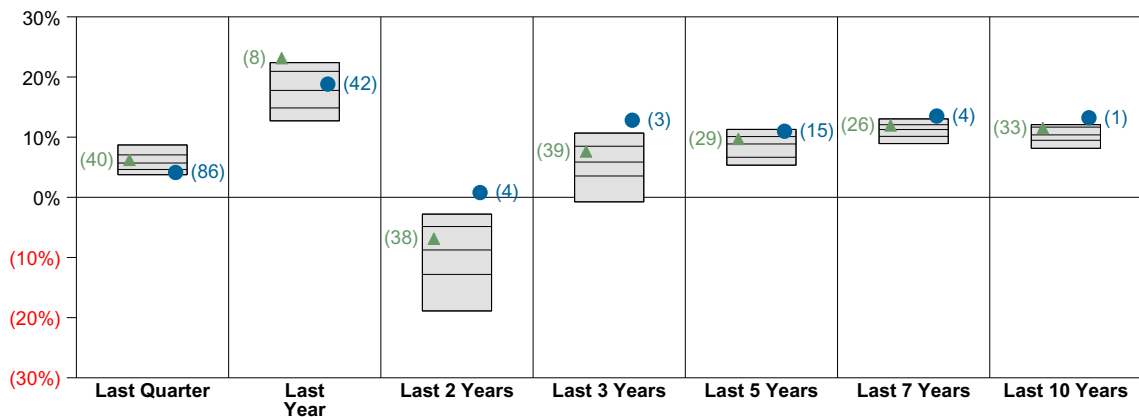
### Quarterly Summary and Highlights

- Janus Enterprise's portfolio posted a 4.13% return for the quarter placing it in the 86 percentile of the Callan Mid Cap Growth Mutual Funds group for the quarter and in the 42 percentile for the last year.
- Janus Enterprise's portfolio underperformed the Russell MidCap Growth Idx by 2.11% for the quarter and underperformed the Russell MidCap Growth Idx for the year by 4.32%.

### Quarterly Asset Growth

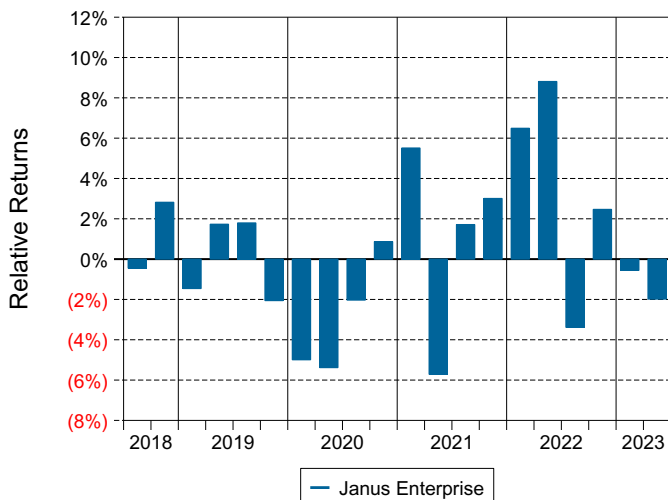
Beginning Market Value	\$14,767,976
Net New Investment	\$3,800,000
Investment Gains/(Losses)	\$939,639
Ending Market Value	\$19,507,615

### Performance vs Callan Mid Cap Growth Mutual Funds (Net)

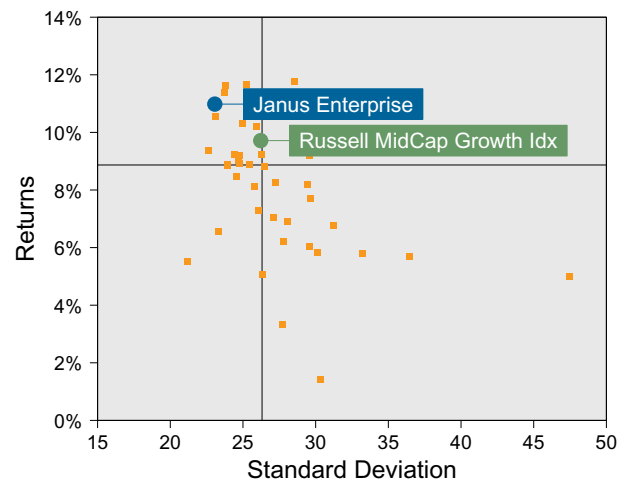


10th Percentile	8.71	22.39	(2.79)	10.68	11.29	13.03	12.08
25th Percentile	7.05	20.94	(4.86)	8.49	10.10	12.07	11.67
Median	5.70	17.77	(8.75)	5.86	8.87	11.27	10.38
75th Percentile	4.63	14.86	(12.81)	3.54	6.66	10.13	9.48
90th Percentile	3.76	12.71	(18.89)	(0.75)	5.34	8.93	8.14
<b>Janus Enterprise</b> ●	4.13	18.81	0.79	12.81	10.98	13.51	13.22
Russell MidCap Growth Idx ▲	6.23	23.13	(6.88)	7.63	9.71	11.96	11.53

### Relative Return vs Russell MidCap Growth Idx



### Callan Mid Cap Growth Mutual Funds (Net) Annualized Five Year Risk vs Return

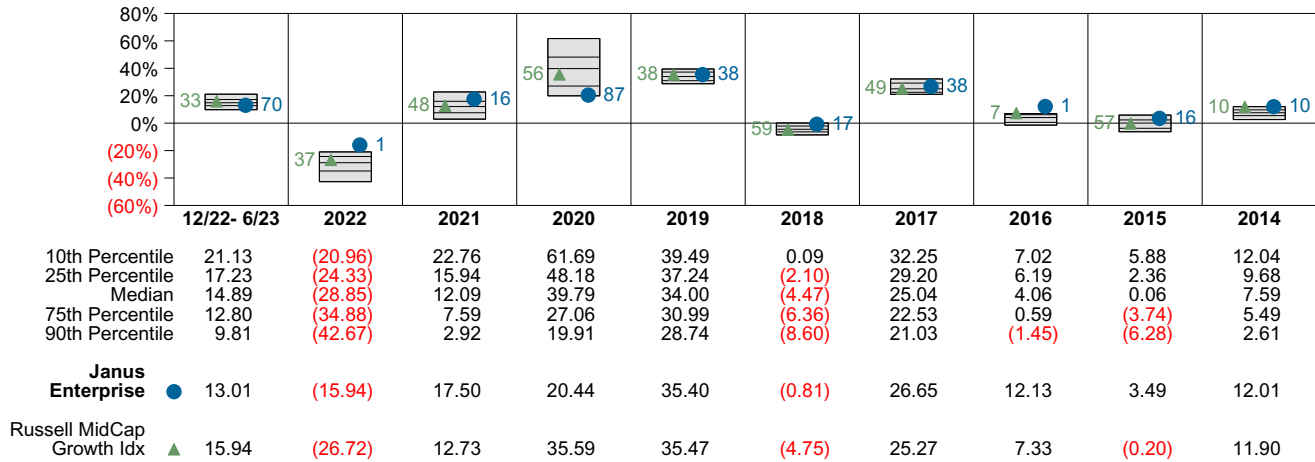


# Janus Enterprise Return Analysis Summary

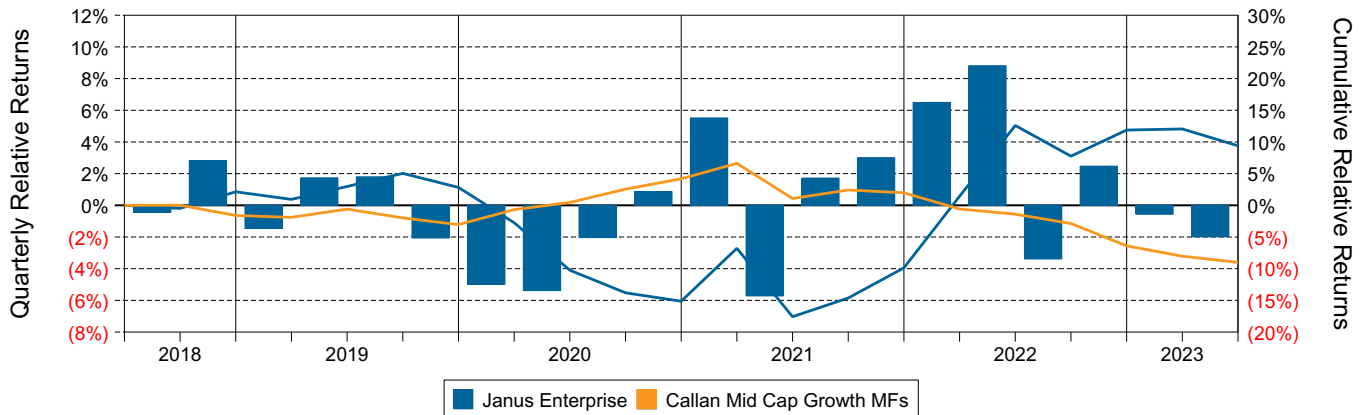
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

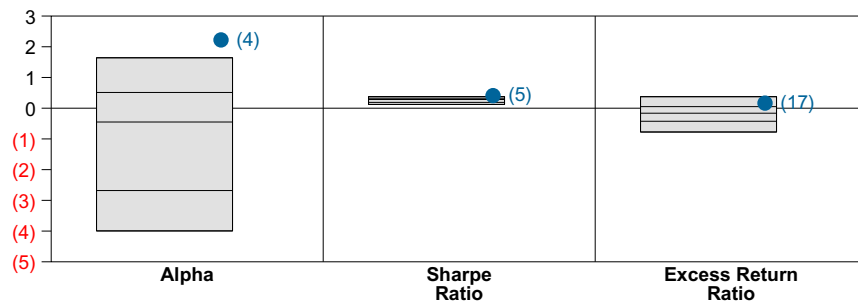
### Performance vs Callan Mid Cap Growth Mutual Funds (Net)



### Cumulative and Quarterly Relative Returns vs Russell MidCap Growth Idx



### Risk Adjusted Return Measures vs Russell MidCap Growth Idx Rankings Against Callan Mid Cap Growth Mutual Funds (Net) Five Years Ended June 30, 2023



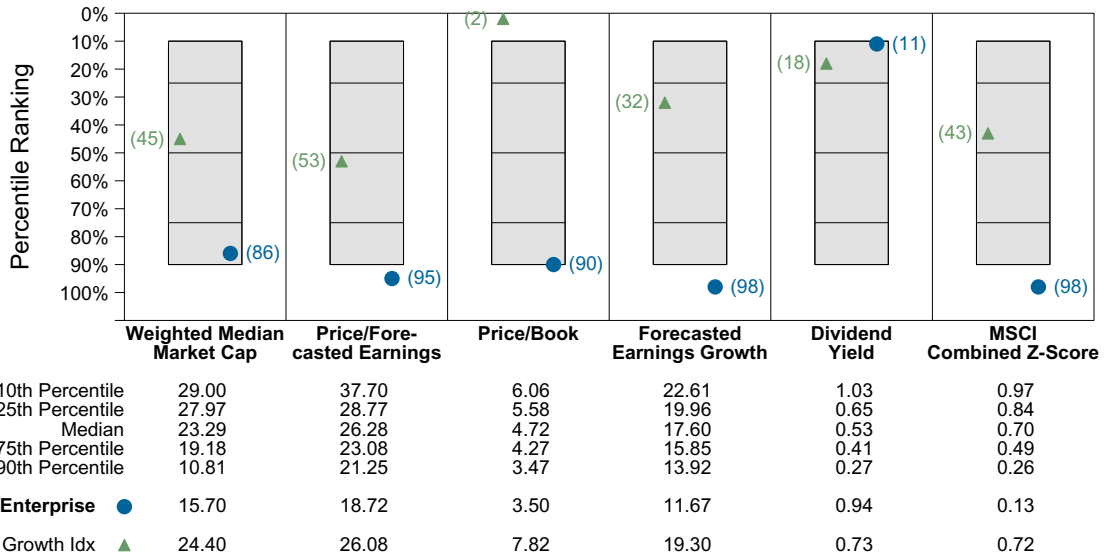
	Alpha	Sharpe Ratio	Excess Return Ratio
10th Percentile	1.64	0.38	0.38
25th Percentile	0.51	0.32	0.05
Median	(0.45)	0.28	(0.16)
75th Percentile	(2.68)	0.19	(0.43)
90th Percentile	(4.00)	0.12	(0.77)
<b>Janus Enterprise</b>	● 2.22	0.41	0.17

# Janus Enterprise Equity Characteristics Analysis Summary

## Portfolio Characteristics

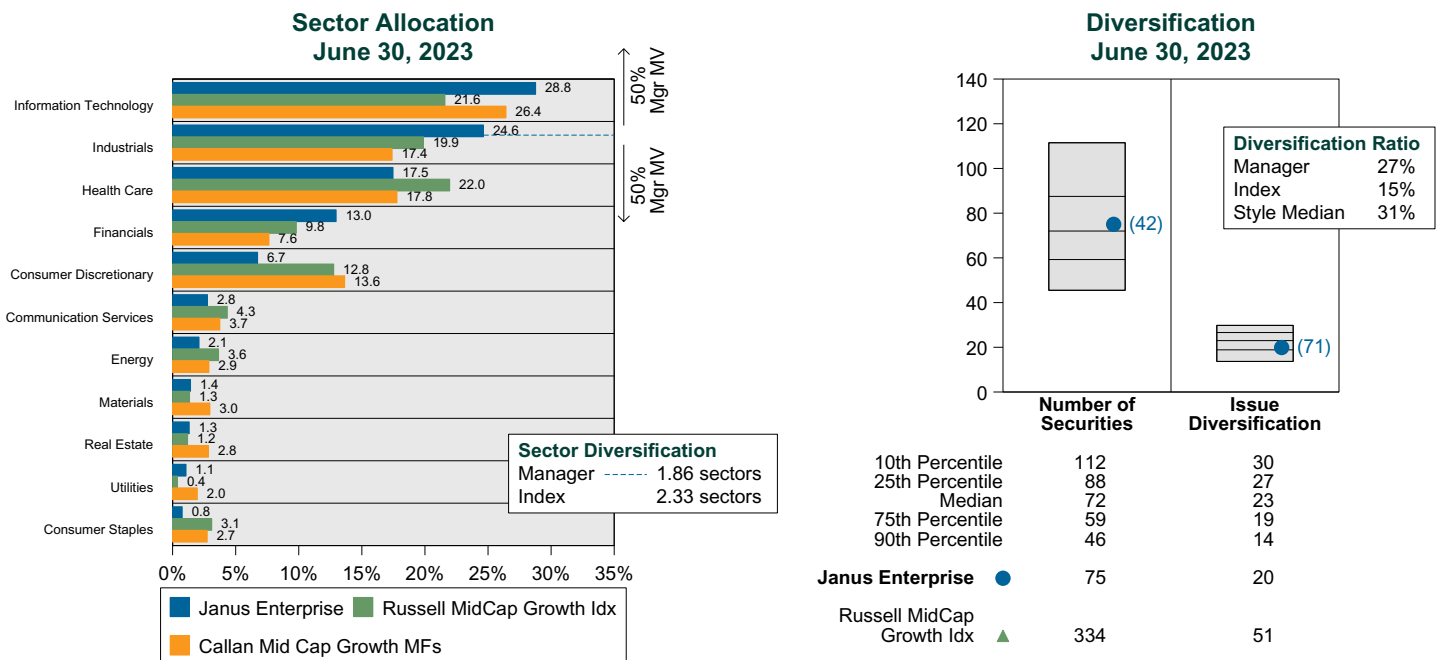
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

## Portfolio Characteristics Percentile Rankings Rankings Against Callan Mid Cap Growth Mutual Funds as of June 30, 2023



## Sector Weights

The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. Diversification by number and concentration of holdings are also compared to the benchmark and peer group. Issue Diversification represents by count, and Diversification Ratio by percent, the number of holdings that account for half of the portfolio's market value.



# Prudential Small Cap Value Period Ended June 30, 2023

## Investment Philosophy

Quantitative Management Associates LLC (QMA) is an SEC-registered investment adviser and a limited liability company. QMA operated for many years as a unit within Prudential Financial's asset management business, known as Prudential Investment Management, Inc. (PIM). In July 2004, the quantitative management business of PIM was transferred to QMA. The QMA Small Cap Value strategy is a quantitatively based investment approach. The team believes a systematic approach that focuses on stocks with low valuations and confirming signals of attractiveness can outperform a small cap value benchmark. Its research shows that adapting to changing market conditions by dynamically shifting the weight on specific factors, while simultaneously maintaining a focus on value stocks, leads to better performance than using static factor exposures. It is a diversified portfolio typically holding between 250 to 350 securities with the Russell 2000 Value Index as the appropriate benchmark. Switched share class in September 2015.

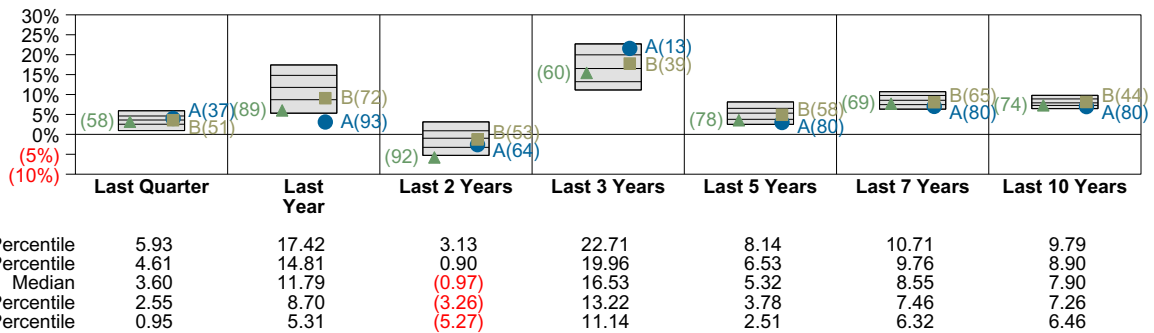
## Quarterly Summary and Highlights

- Prudential Small Cap Value's portfolio posted a 3.98% return for the quarter placing it in the 37th percentile of the Callan Small Cap Value Mutual Funds group for the quarter and in the 93rd percentile for the last year.
- Prudential Small Cap Value's portfolio outperformed the Russell 2000 Value Index by 0.80% for the quarter and underperformed the Russell 2000 Value Index for the year by 2.91%.

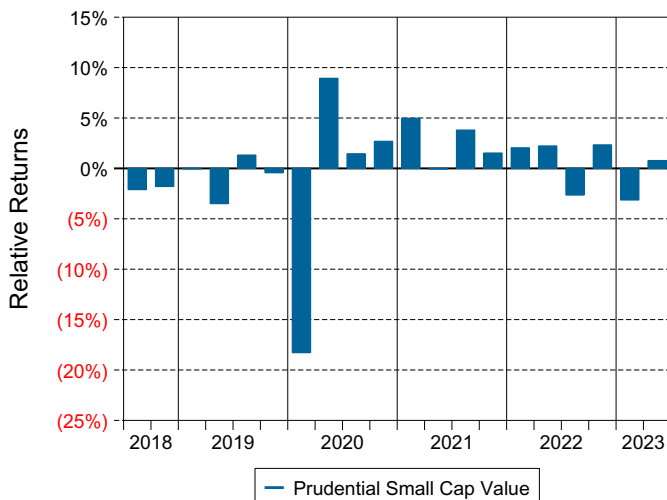
## Quarterly Asset Growth

Beginning Market Value	\$13,472,106
Net New Investment	\$4,000,000
Investment Gains/(Losses)	\$927,580
Ending Market Value	\$18,399,686

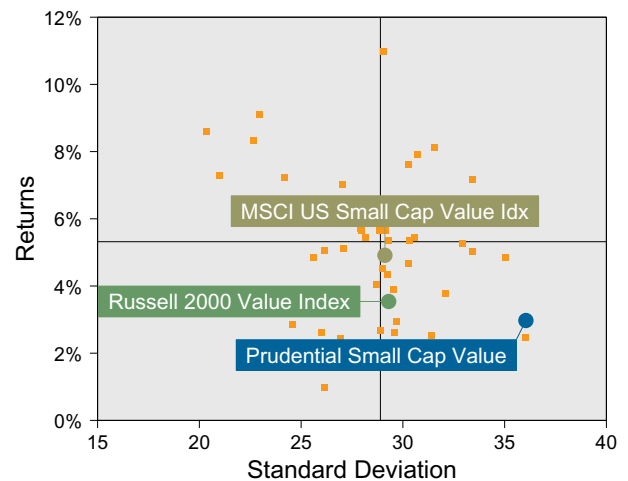
## Performance vs Callan Small Cap Value Mutual Funds (Net)



## Relative Return vs Russell 2000 Value Index



## Callan Small Cap Value Mutual Funds (Net) Annualized Five Year Risk vs Return

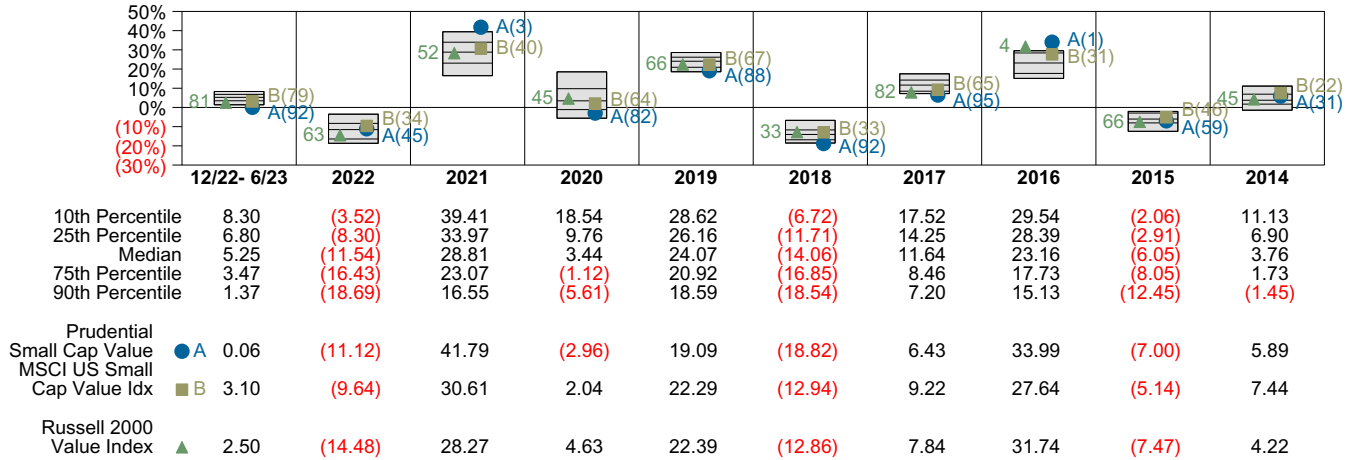


# Prudential Small Cap Value Return Analysis Summary

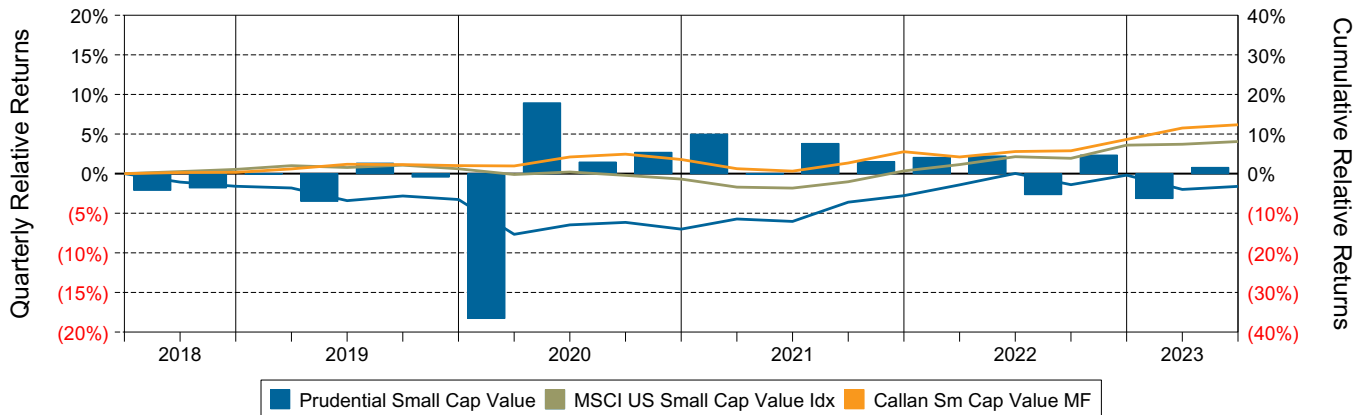
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

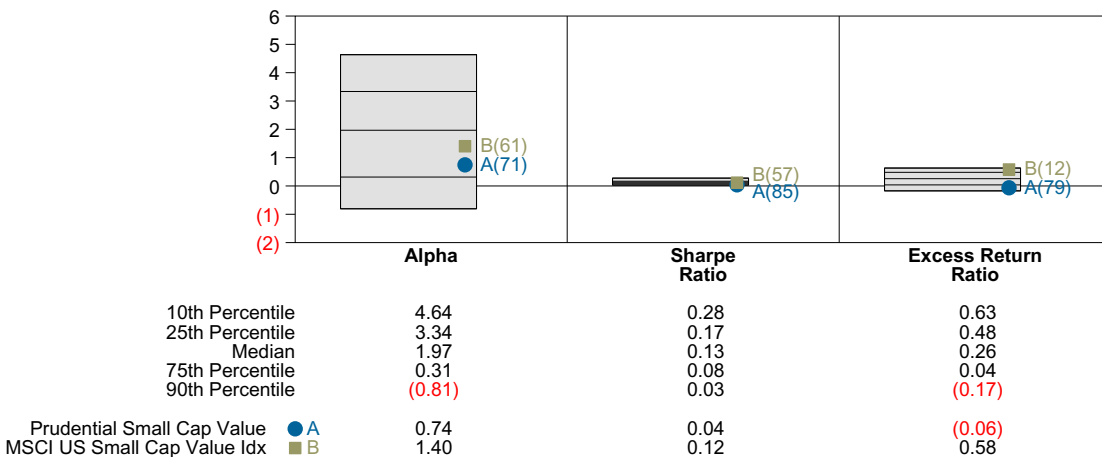
### Performance vs Callan Small Cap Value Mutual Funds (Net)



### Cumulative and Quarterly Relative Returns vs Russell 2000 Value Index



### Risk Adjusted Return Measures vs Russell 2000 Value Index Rankings Against Callan Small Cap Value Mutual Funds (Net) Five Years Ended June 30, 2023

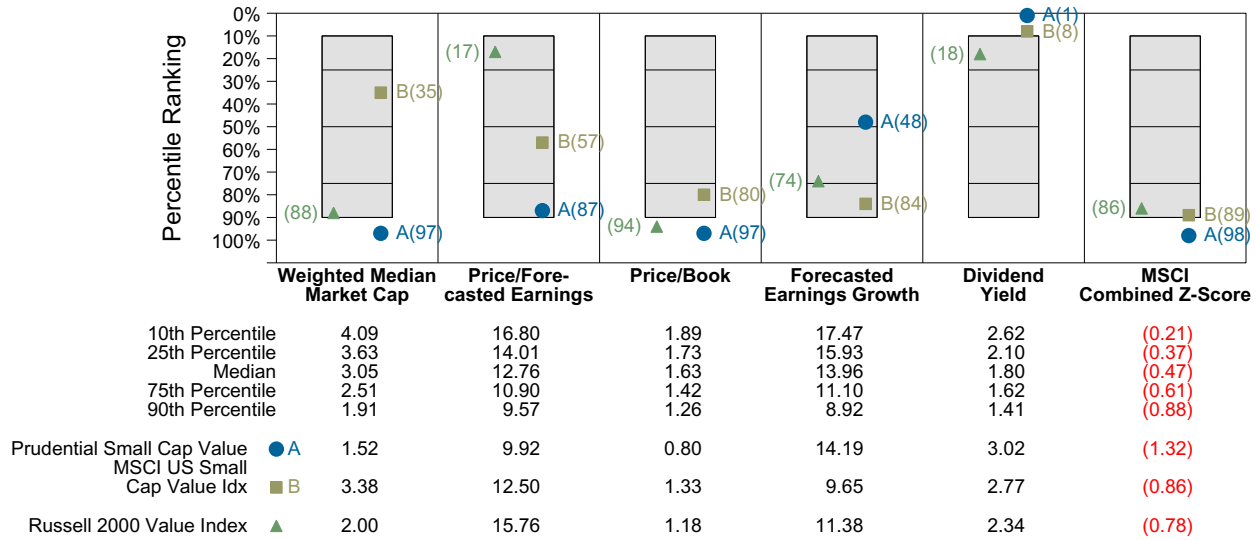


# Prudential Small Cap Value Equity Characteristics Analysis Summary

## Portfolio Characteristics

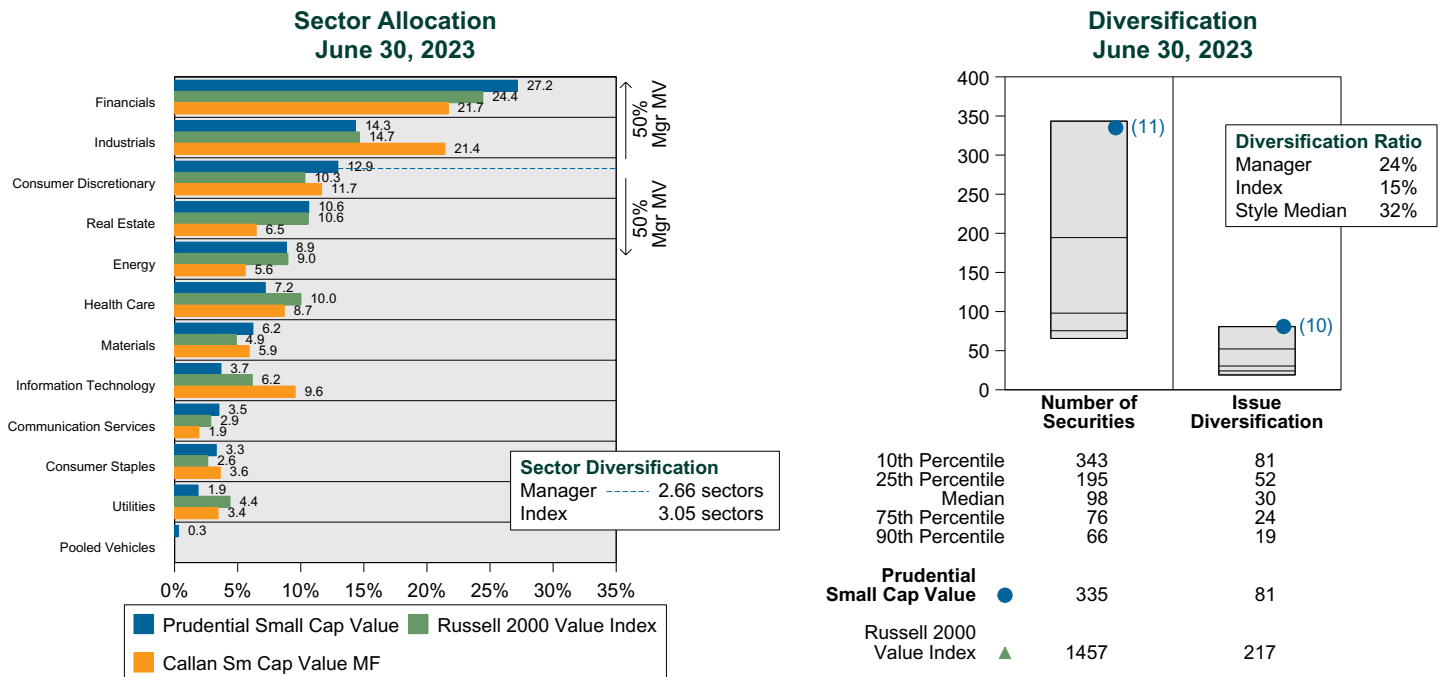
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

## Portfolio Characteristics Percentile Rankings Rankings Against Callan Small Cap Value Mutual Funds as of June 30, 2023



## Sector Weights

The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. Diversification by number and concentration of holdings are also compared to the benchmark and peer group. Issue Diversification represents by count, and Diversification Ratio by percent, the number of holdings that account for half of the portfolio's market value.



# AB US Small Growth Period Ended June 30, 2023

## Investment Philosophy

AB's small cap growth investment process emphasizes in-house fundamental research and direct management contact in order to identify rapidly growing companies with accelerating earnings power and reasonable valuations.

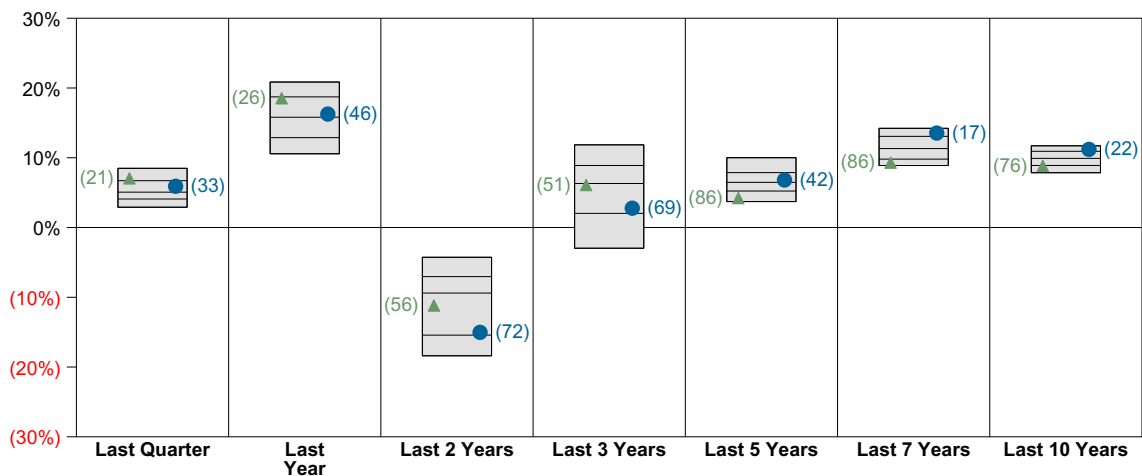
## Quarterly Summary and Highlights

- AB US Small Growth's portfolio posted a 5.91% return for the quarter placing it in the 33 percentile of the Callan Small Cap Growth Mutual Funds group for the quarter and in the 46 percentile for the last year.
- AB US Small Growth's portfolio underperformed the Russell 2000 Growth Index by 1.14% for the quarter and underperformed the Russell 2000 Growth Index for the year by 2.27%.

## Quarterly Asset Growth

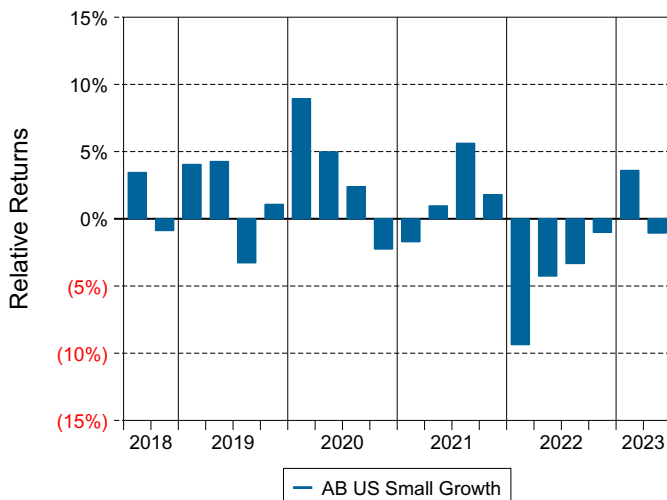
Beginning Market Value	\$15,691,607
Net New Investment	\$2,900,000
Investment Gains/(Losses)	\$1,138,411
Ending Market Value	\$19,730,018

## Performance vs Callan Small Cap Growth Mutual Funds (Net)

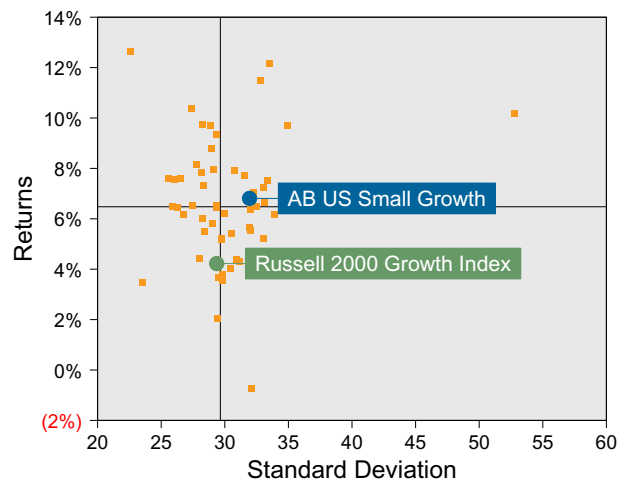


10th Percentile	8.49	20.86	(4.27)	11.85	10.01	14.22	11.72
25th Percentile	6.71	18.73	(7.04)	8.89	7.87	13.07	10.92
Median	5.07	15.81	(9.40)	6.31	6.48	11.32	9.91
75th Percentile	4.09	12.88	(15.43)	2.03	5.23	9.80	8.89
90th Percentile	2.91	10.57	(18.39)	(2.97)	3.72	8.89	7.85
<b>AB US Small Growth</b>	● 5.91	16.26	(15.03)	2.77	6.81	13.54	11.20
Russell 2000 Growth Index	▲ 7.05	18.53	(11.17)	6.10	4.22	9.31	8.83

## Relative Return vs Russell 2000 Growth Index



## Callan Small Cap Growth Mutual Funds (Net) Annualized Five Year Risk vs Return

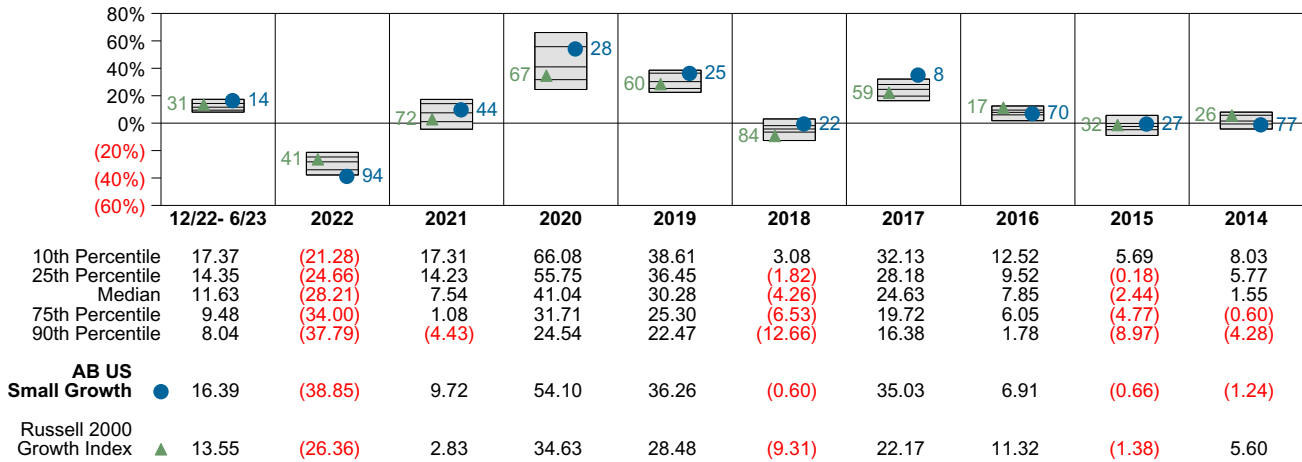


# AB US Small Growth Return Analysis Summary

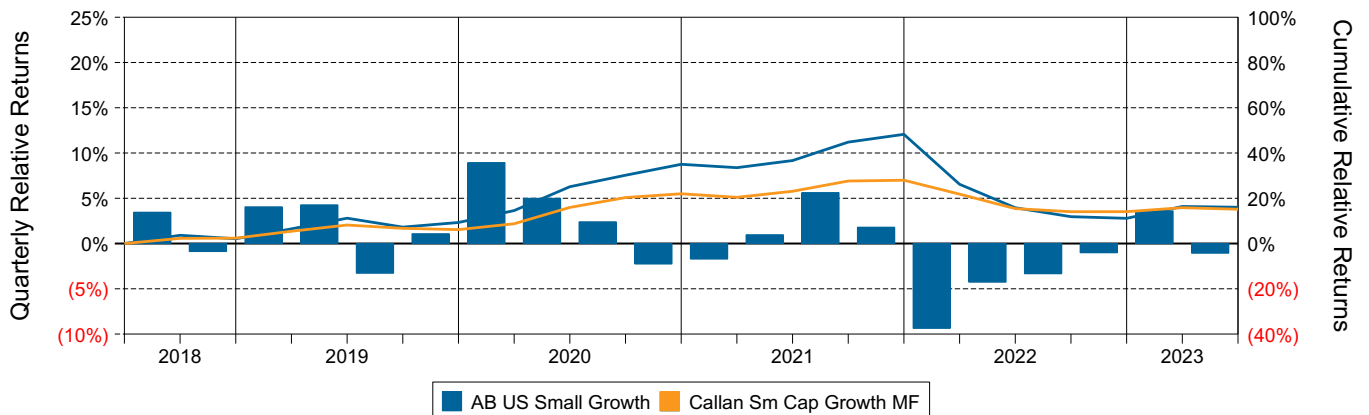
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

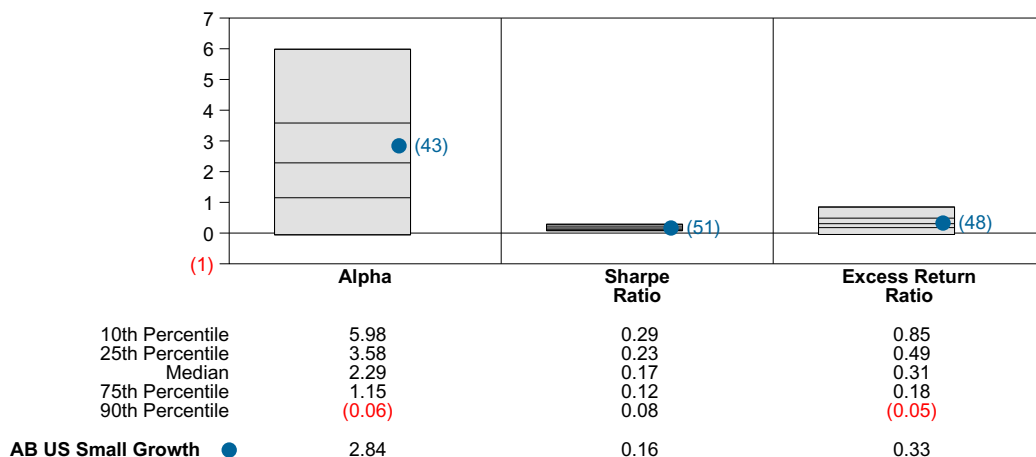
### Performance vs Callan Small Cap Growth Mutual Funds (Net)



### Cumulative and Quarterly Relative Returns vs Russell 2000 Growth Index



### Risk Adjusted Return Measures vs Russell 2000 Growth Index Rankings Against Callan Small Cap Growth Mutual Funds (Net) Five Years Ended June 30, 2023



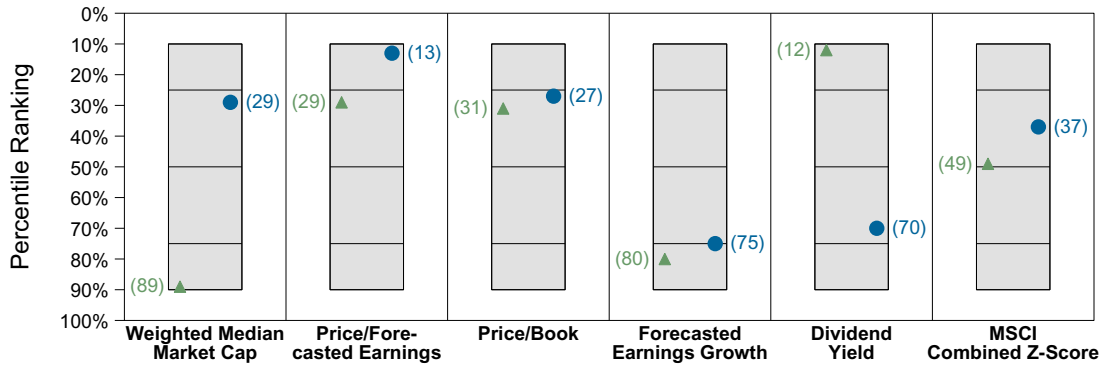


# AB US Small Growth Equity Characteristics Analysis Summary

## Portfolio Characteristics

This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

## Portfolio Characteristics Percentile Rankings Rankings Against Callan Small Cap Growth Mutual Funds as of June 30, 2023

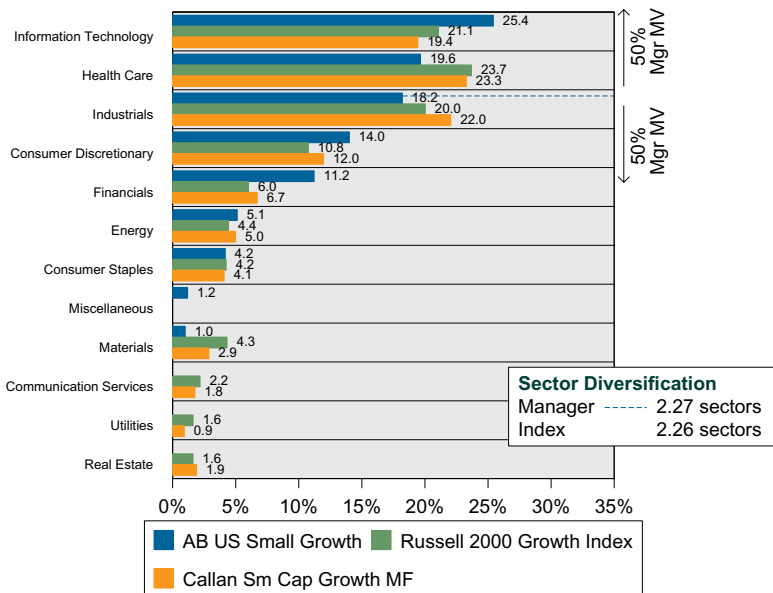


	Weighted Median Market Cap	Price/Forecasted Earnings	Price/Book	Forecasted Earnings Growth	Dividend Yield	MSCI Combined Z-Score
10th Percentile	5.86	57.30	4.82	27.61	0.68	0.87
25th Percentile	5.32	37.23	4.12	22.98	0.51	0.72
Median	4.74	28.39	3.50	20.20	0.42	0.58
75th Percentile	3.88	24.36	3.07	17.96	0.29	0.52
90th Percentile	2.90	21.01	2.66	14.36	0.17	0.44
<b>AB US Small Growth</b> ●	5.10	45.70	4.08	17.98	0.32	0.67
Russell 2000 Growth Index ▲	2.96	36.17	3.92	17.69	0.61	0.59

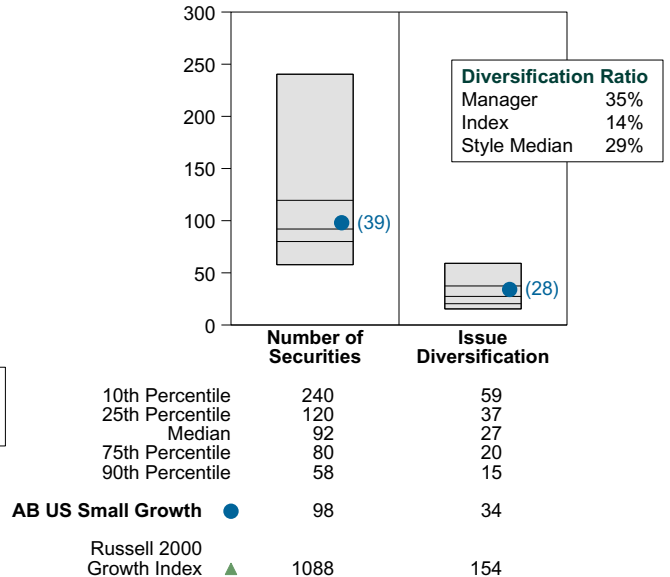
## Sector Weights

The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. Diversification by number and concentration of holdings are also compared to the benchmark and peer group. Issue Diversification represents by count, and Diversification Ratio by percent, the number of holdings that account for half of the portfolio's market value.

### Sector Allocation June 30, 2023



### Diversification June 30, 2023





# International Equity Composite Period Ended June 30, 2023

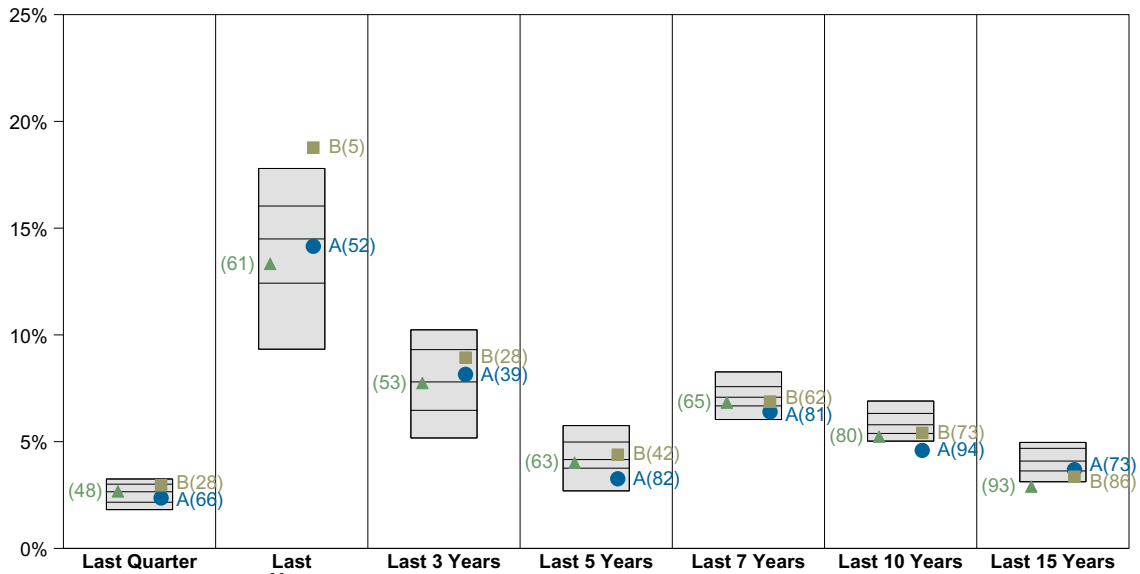
## Quarterly Summary and Highlights

- International Equity Composite's portfolio posted a 2.36% return for the quarter placing it in the 66 percentile of the Public Fund - International Equity group for the quarter and in the 52 percentile for the last year.
- International Equity Composite's portfolio underperformed the MSCI ACWI ex-US Index by 0.31% for the quarter and outperformed the MSCI ACWI ex-US Index for the year by 0.82%.

## Quarterly Asset Growth

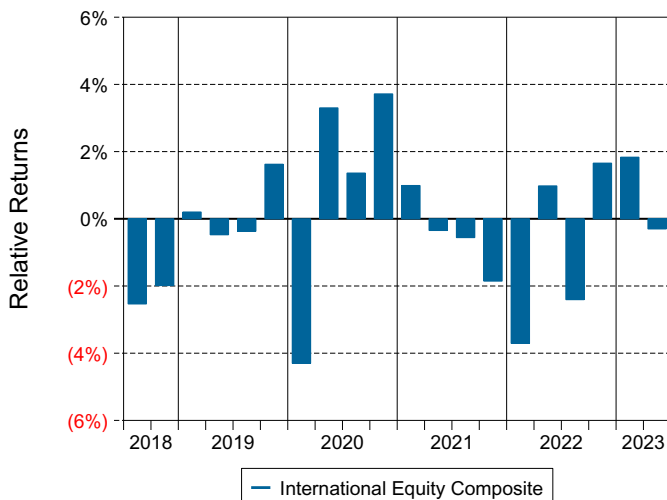
Beginning Market Value	\$157,937,469
Net New Investment	-\$2,900,000
Investment Gains/(Losses)	\$3,767,954
Ending Market Value	\$158,805,423

## Performance vs Public Fund - International Equity (Net)

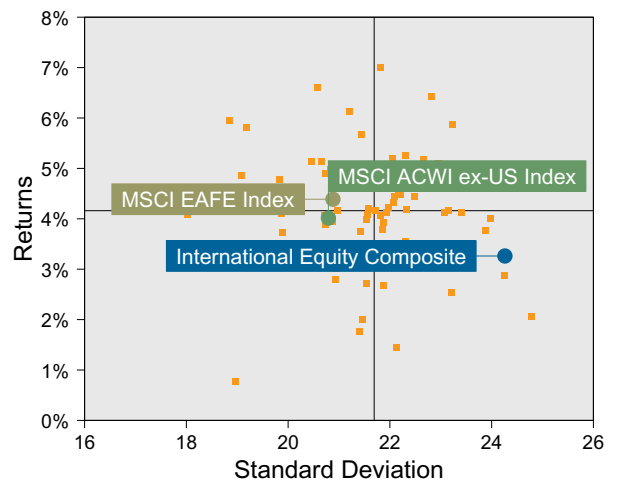


	Last Quarter	Last Year	Last 3 Years	Last 5 Years	Last 7 Years	Last 10 Years	Last 15 Years
10th Percentile	3.25	17.79	10.24	5.75	8.27	6.90	4.96
25th Percentile	3.01	16.04	9.31	4.98	7.57	6.32	4.69
Median	2.65	14.50	7.80	4.16	7.08	5.79	4.09
75th Percentile	2.16	12.42	6.47	3.76	6.67	5.38	3.63
90th Percentile	1.82	9.33	5.17	2.69	6.04	5.02	3.12
International Equity Composite	● A 2.36	14.15	8.15	3.26	6.39	4.59	3.69
MSCI EAFE Index	■ B 2.95	18.77	8.93	4.39	6.88	5.41	3.36
MSCI ACWI ex-US Index	▲ 2.67	13.33	7.75	4.01	6.83	5.24	2.90

## Relative Return vs MSCI ACWI ex-US Index



## Public Fund - International Equity (Net) Annualized Five Year Risk vs Return

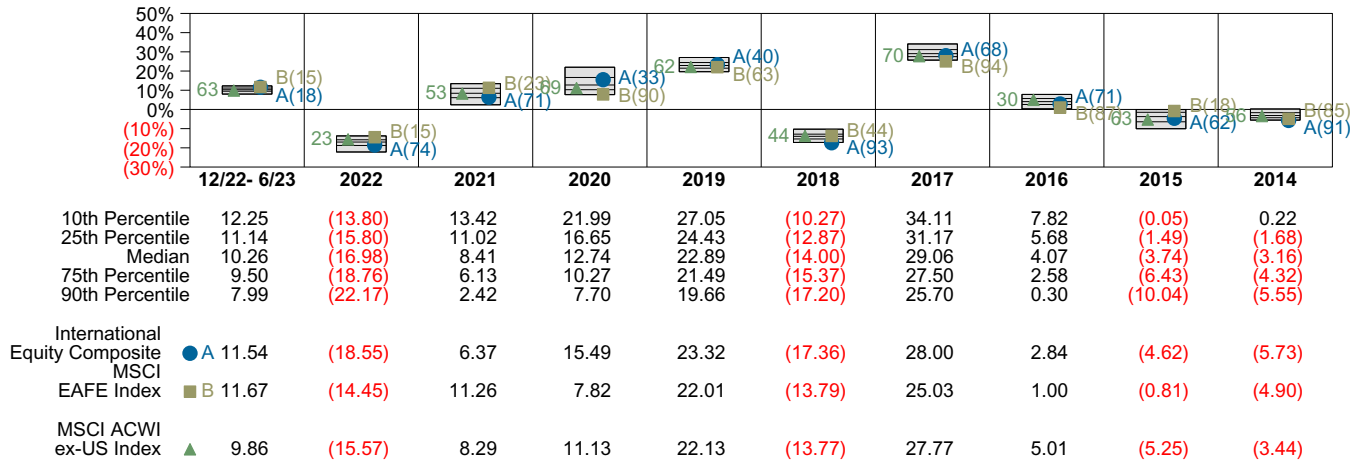


# International Equity Composite Return Analysis Summary

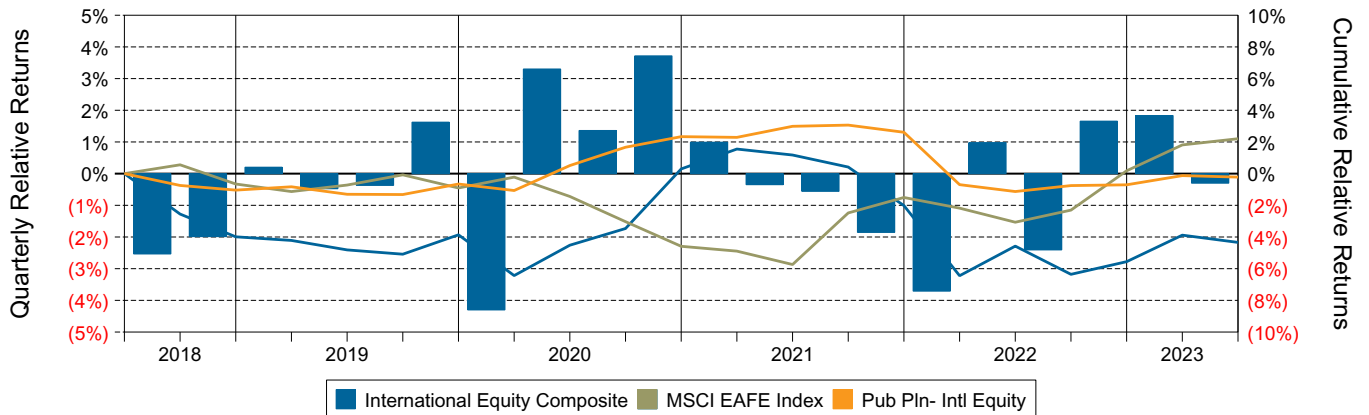
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

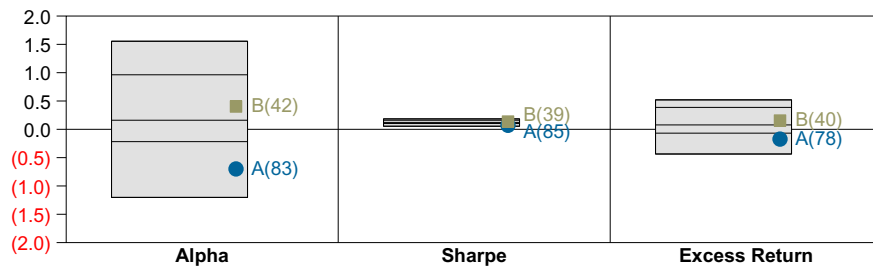
### Performance vs Public Fund - International Equity (Net)



### Cumulative and Quarterly Relative Returns vs MSCI ACWI ex-US Index



### Risk Adjusted Return Measures vs MSCI ACWI ex-US Index Rankings Against Public Fund - International Equity (Net) Five Years Ended June 30, 2023



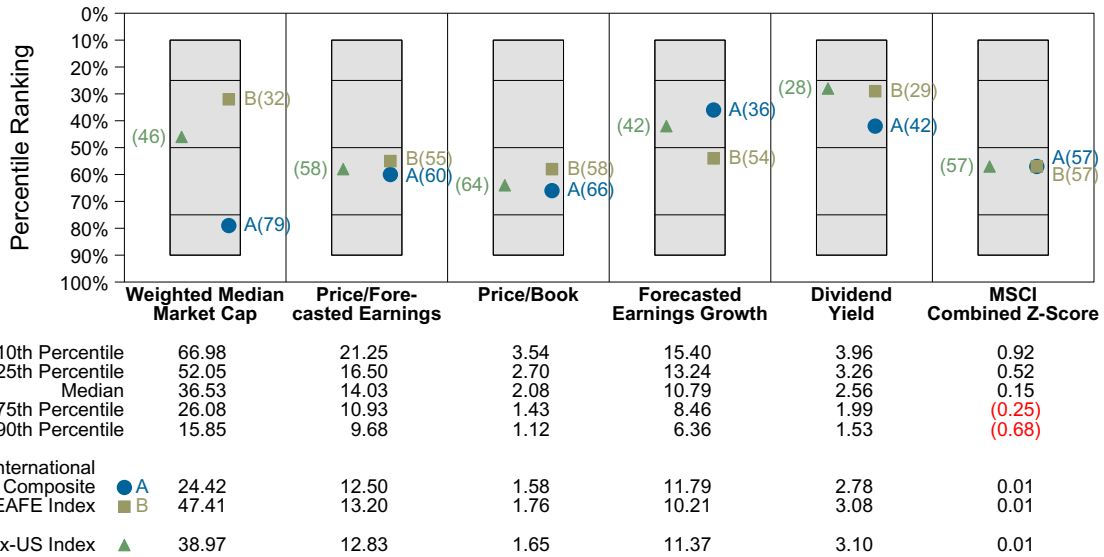
	Alpha	Sharpe Ratio	Excess Return Ratio
10th Percentile	1.55	0.18	0.52
25th Percentile	0.96	0.16	0.39
Median	0.16	0.12	0.08
75th Percentile	(0.22)	0.10	(0.07)
90th Percentile	(1.20)	0.05	(0.44)
International Equity Composite	● A (0.70)	0.07	(0.17)
MSCI EAFE Index	■ B 0.40	0.14	0.15

# International Equity Composite Equity Characteristics Analysis Summary

## Portfolio Characteristics

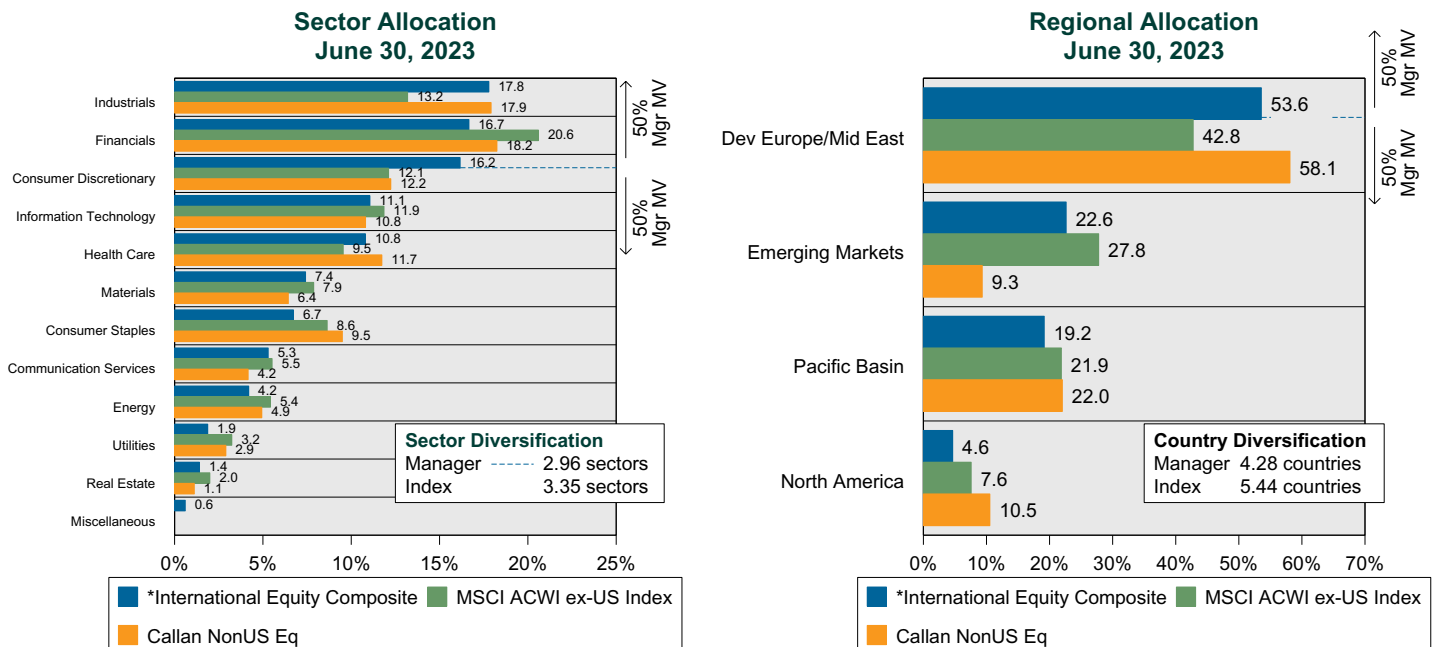
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

## Portfolio Characteristics Percentile Rankings Rankings Against Callan Non-US Equity as of June 30, 2023



## Sector Weights

The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. The regional allocation chart compares the manager's geographical region weights with those of the benchmark as well as the median region weights of the peer group.



\*6/30/23 portfolio characteristics generated using most recently available holdings (3/31/23) modified based on a "buy-and-hold" assumption (repriced and adjusted for corporate actions). Analysis is then done using current market and company financial data.

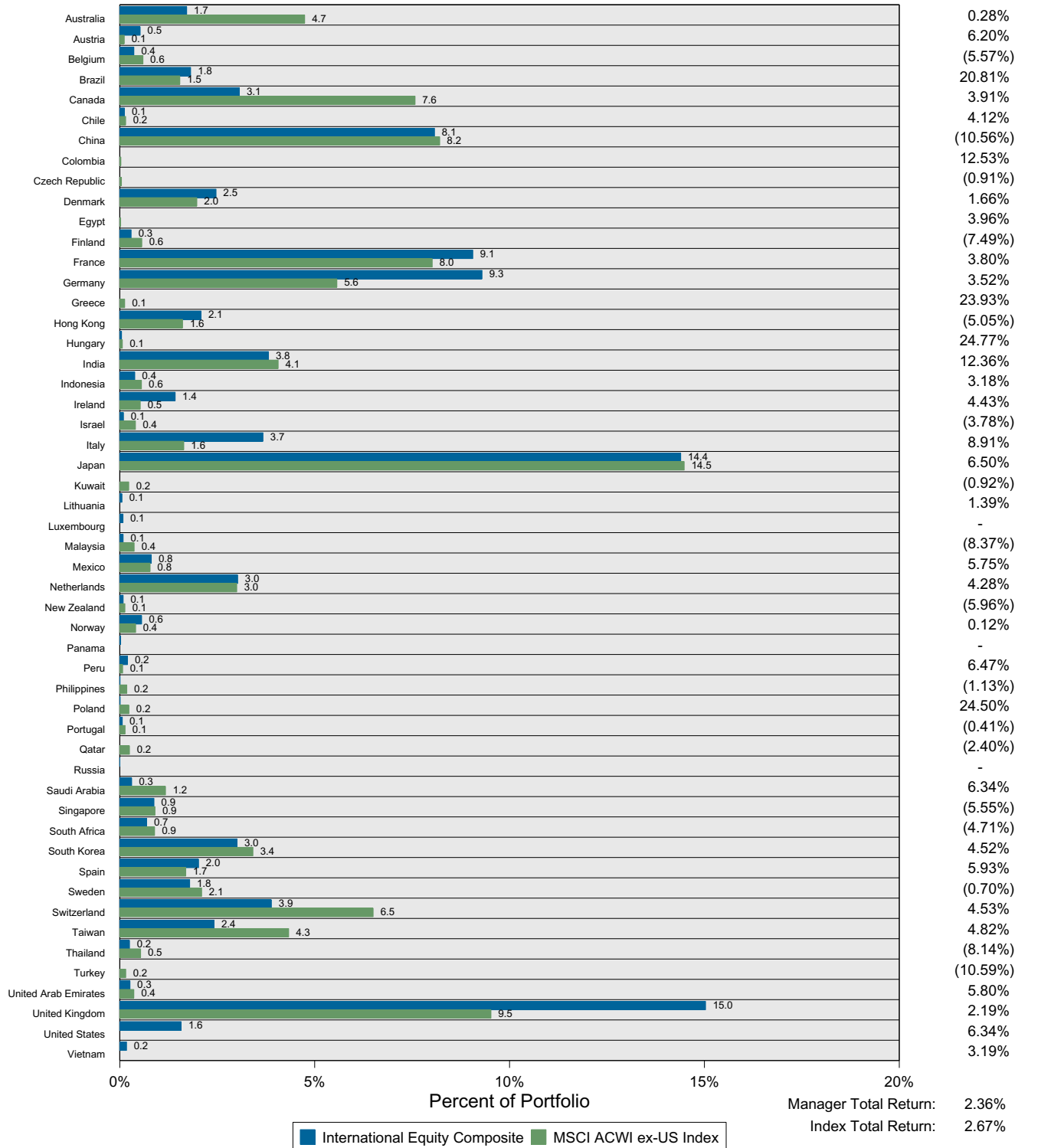
# Country Allocation

## International Equity Composite VS MSCI ACWI ex-US Index

### Country Allocation

The chart below contrasts the portfolio's country allocation with that of the index as of June 30, 2023. This chart is useful because large deviations in country allocation relative to the index are often good predictors of tracking error in the subsequent quarter. To the extent that the portfolio allocation is similar to the index, the portfolio should experience more "index-like" performance. In order to illustrate the performance effect on the portfolio and index of these country allocations, the individual index country returns are also shown.

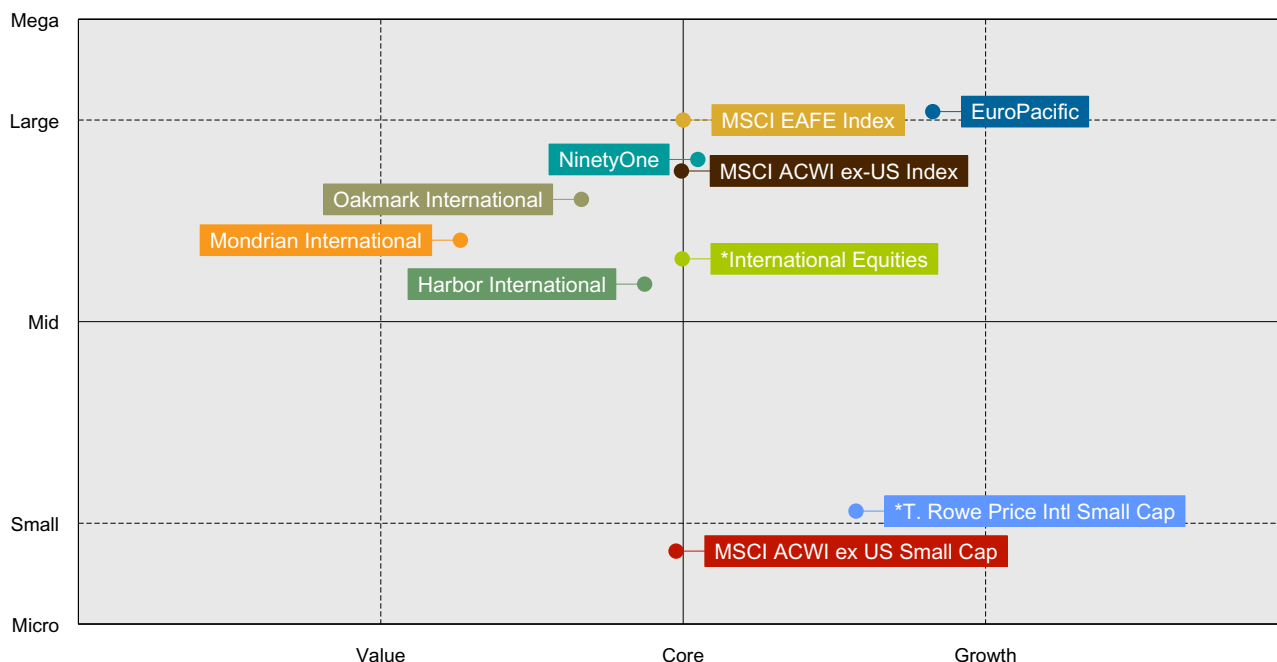
Country Weights as of June 30, 2023



## International Holdings Based Style Analysis For One Quarter Ended June 30, 2023

This page analyzes and compares the investment styles of multiple portfolios using a detailed holdings-based style analysis methodology. The size component of style is measured by the weighted median market capitalization of the holdings. The value/core/growth style dimension is captured by the "Combined Z-Score" of the portfolio. This score is based on eight fundamental factors used in the MSCI stock style scoring system. The table below gives a more detailed breakdown of several relevant style metrics on the portfolios.

### Style Map Holdings for One Quarter Ended June 30, 2023



	Weight %	Wtd Median Mkt Cap	Combined Z-Score	Growth Z-Score	Value Z-Score	Number of Securities	Security Diversification
EuroPacific	17.46%	59.68	0.74	0.26	(0.48)	350	34.29
Harbor International	19.75%	20.24	(0.11)	(0.07)	0.03	313	53.26
Oakmark International	19.85%	34.27	(0.30)	(0.12)	0.19	65	21.04
Mondrian International	18.64%	27.51	(0.67)	(0.25)	0.42	97	24.66
*T. Rowe Price Intl Small Cap	15.36%	3.04	0.52	0.19	(0.33)	214	54.77
NinetyOne	8.94%	40.89	0.06	(0.04)	(0.09)	80	20.33
*International Equities	100.00%	24.42	0.01	(0.01)	(0.02)	894	102.57
MSCI ACWI ex US Small Cap	-	2.01	(0.01)	(0.03)	(0.02)	4396	796.79
MSCI EAFE Index	-	47.41	0.01	(0.04)	(0.05)	798	90.30
MSCI ACWI ex-US Index	-	38.97	0.01	(0.05)	(0.05)	2304	160.28

\*6/30/23 portfolio characteristics generated using most recently available holdings (3/31/23) modified based on a "buy-and-hold" assumption (repriced and adjusted for corporate actions). Analysis is then done using current market and company financial data.

# EuroPacific

## Period Ended June 30, 2023

### Investment Philosophy

The Fund is highly diversified and includes multiple autonomous investment sleeves. In eleven of the sleeves, the portfolio managers have full autonomy in selecting securities. In the two remaining sleeves, a group of senior research analysts are directly responsible for stock selection. While the sleeves range in style from value to growth, in aggregate the Fund has a significant growth bias. Over the last ten years, this bias has slowly become more pronounced but should not be considered a permanent attribute. Although we consider this Fund to be a core option, it is not benchmark-aware. It may have significant deviations from the benchmark from both a country and sector perspective and will typically have a significant exposure to emerging markets. Although this Fund could serve as a standalone option for smaller accounts, we would recommend clients utilize this Fund in a multi-manager non-US structure with diversifying strategies. Switched from Class R-5 Shares to Class R-6 Shares in December 2009.

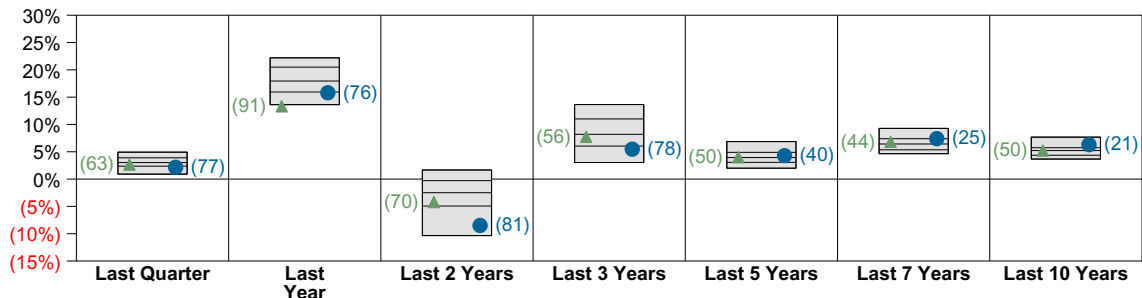
### Quarterly Summary and Highlights

- EuroPacific's portfolio posted a 2.16% return for the quarter placing it in the 77 percentile of the Callan Non US Equity Mutual Funds group for the quarter and in the 76 percentile for the last year.
- EuroPacific's portfolio underperformed the MSCI ACWI xUS GD by 0.51% for the quarter and outperformed the MSCI ACWI xUS GD for the year by 2.47%.

### Quarterly Asset Growth

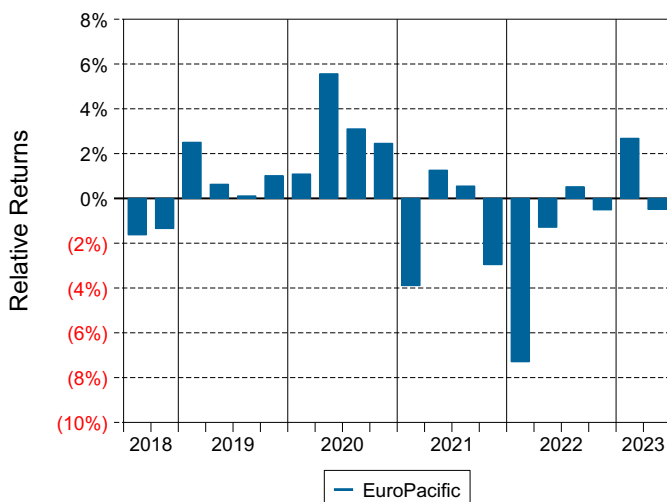
Beginning Market Value	\$27,140,557
Net New Investment	\$0
Investment Gains/(Losses)	\$587,515
Ending Market Value	\$27,728,072

### Performance vs Callan Non US Equity Mutual Funds (Net)

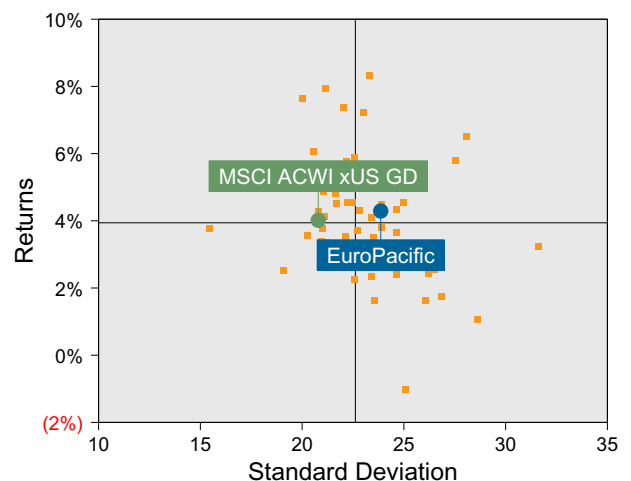


10th Percentile	4.93	22.20	1.67	13.65	6.87	9.28	7.68
25th Percentile	3.89	20.49	(0.28)	11.01	4.90	7.39	5.74
Median	3.02	17.95	(2.50)	8.20	3.94	6.43	5.22
75th Percentile	2.37	15.95	(4.94)	6.04	3.07	5.36	4.37
90th Percentile	0.90	13.63	(10.35)	3.04	1.99	4.65	3.66
<b>EuroPacific</b> ●	2.16	15.80	(8.48)	5.47	4.29	7.40	6.30
MSCI ACWI xUS GD ▲	2.67	13.33	(4.20)	7.75	4.01	6.83	5.24

### Relative Return vs MSCI ACWI xUS GD



### Callan Non US Equity Mutual Funds (Net) Annualized Five Year Risk vs Return



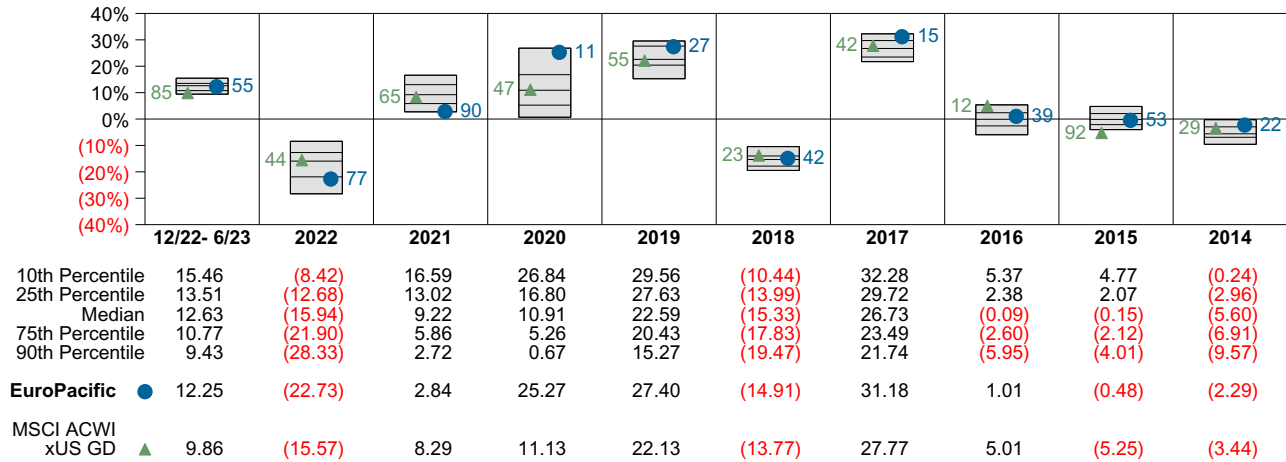


# EuroPacific Return Analysis Summary

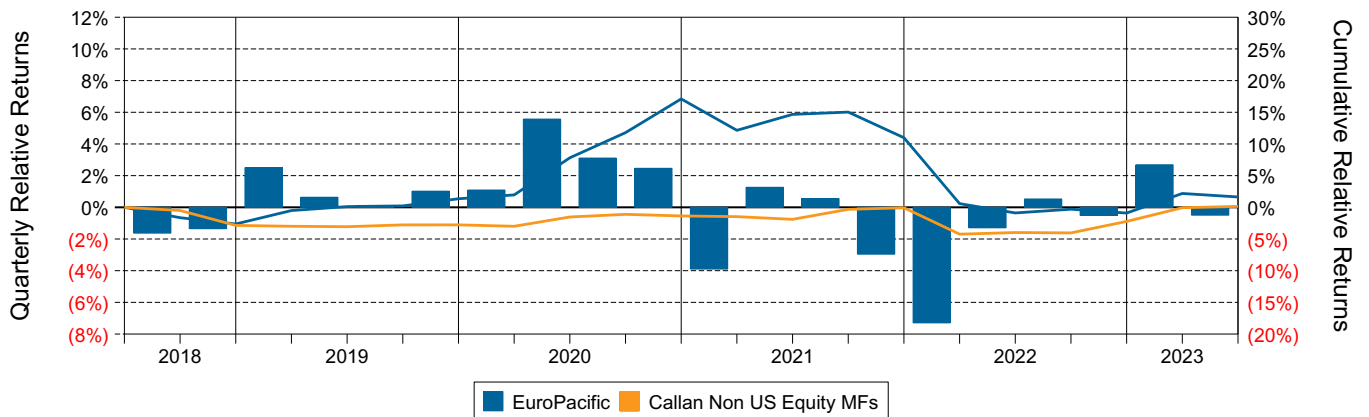
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

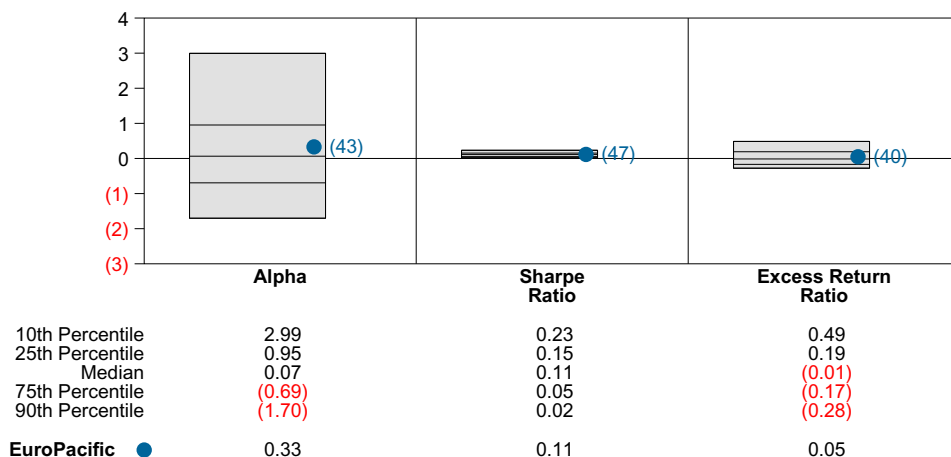
### Performance vs Callan Non US Equity Mutual Funds (Net)



### Cumulative and Quarterly Relative Returns vs MSCI ACWI xUS GD



### Risk Adjusted Return Measures vs MSCI ACWI xUS GD Rankings Against Callan Non US Equity Mutual Funds (Net) Five Years Ended June 30, 2023

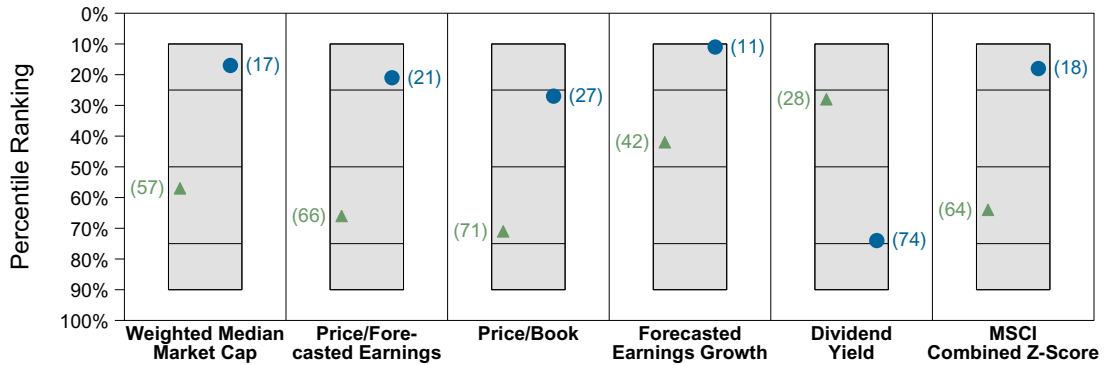


# EuroPacific Equity Characteristics Analysis Summary

## Portfolio Characteristics

This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

## Portfolio Characteristics Percentile Rankings Rankings Against Callan Non US Equity Mutual Funds as of June 30, 2023

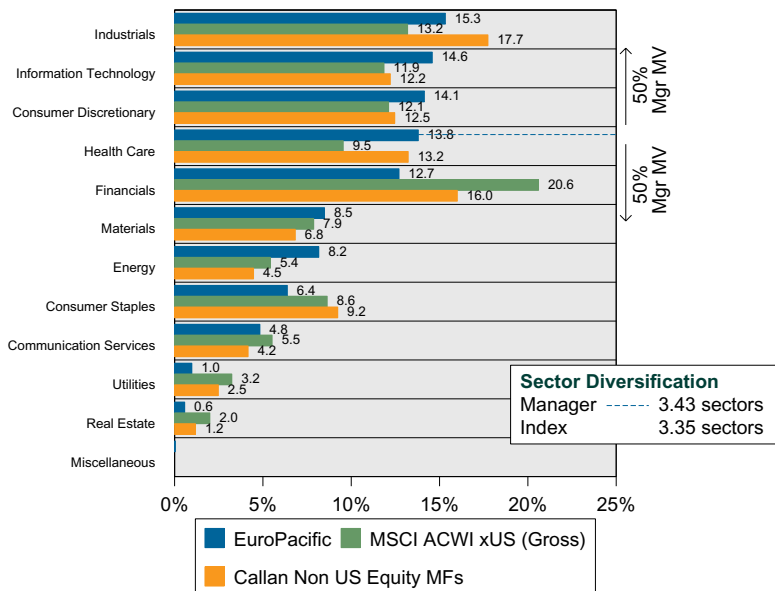


	Weighted Median Market Cap	Price/Forecasted Earnings	Price/Book	Forecasted Earnings Growth	Dividend Yield	MSCI Combined Z-Score
10th Percentile	77.79	21.77	3.62	16.51	3.75	0.89
25th Percentile	54.00	17.56	2.88	13.45	3.16	0.62
Median	43.84	14.43	2.06	10.34	2.53	0.22
75th Percentile	31.90	12.05	1.58	8.84	1.88	(0.14)
90th Percentile	21.61	9.32	1.25	5.94	1.44	(0.60)
<b>EuroPacific</b> ●	59.68	17.81	2.84	16.00	1.92	0.74
MSCI ACWI xUS (Gross) ▲	38.97	12.83	1.65	11.37	3.10	0.01

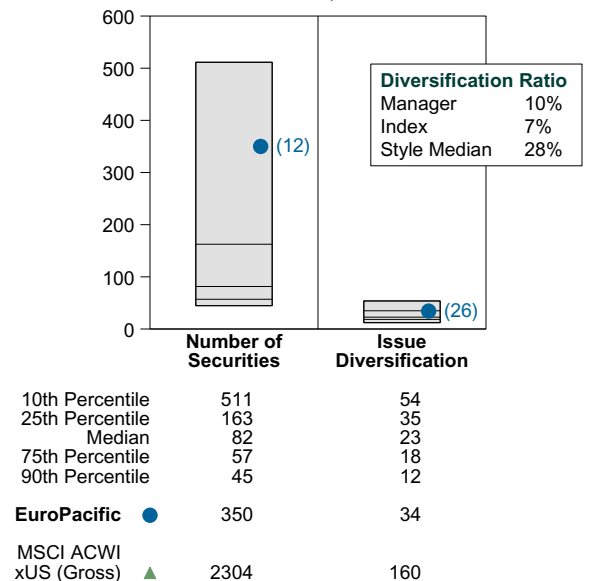
## Sector Weights

The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. Diversification by number and concentration of holdings are also compared to the benchmark and peer group. Issue Diversification represents by count, and Diversification Ratio by percent, the number of holdings that account for half of the portfolio's market value.

### Sector Allocation June 30, 2023



### Diversification June 30, 2023

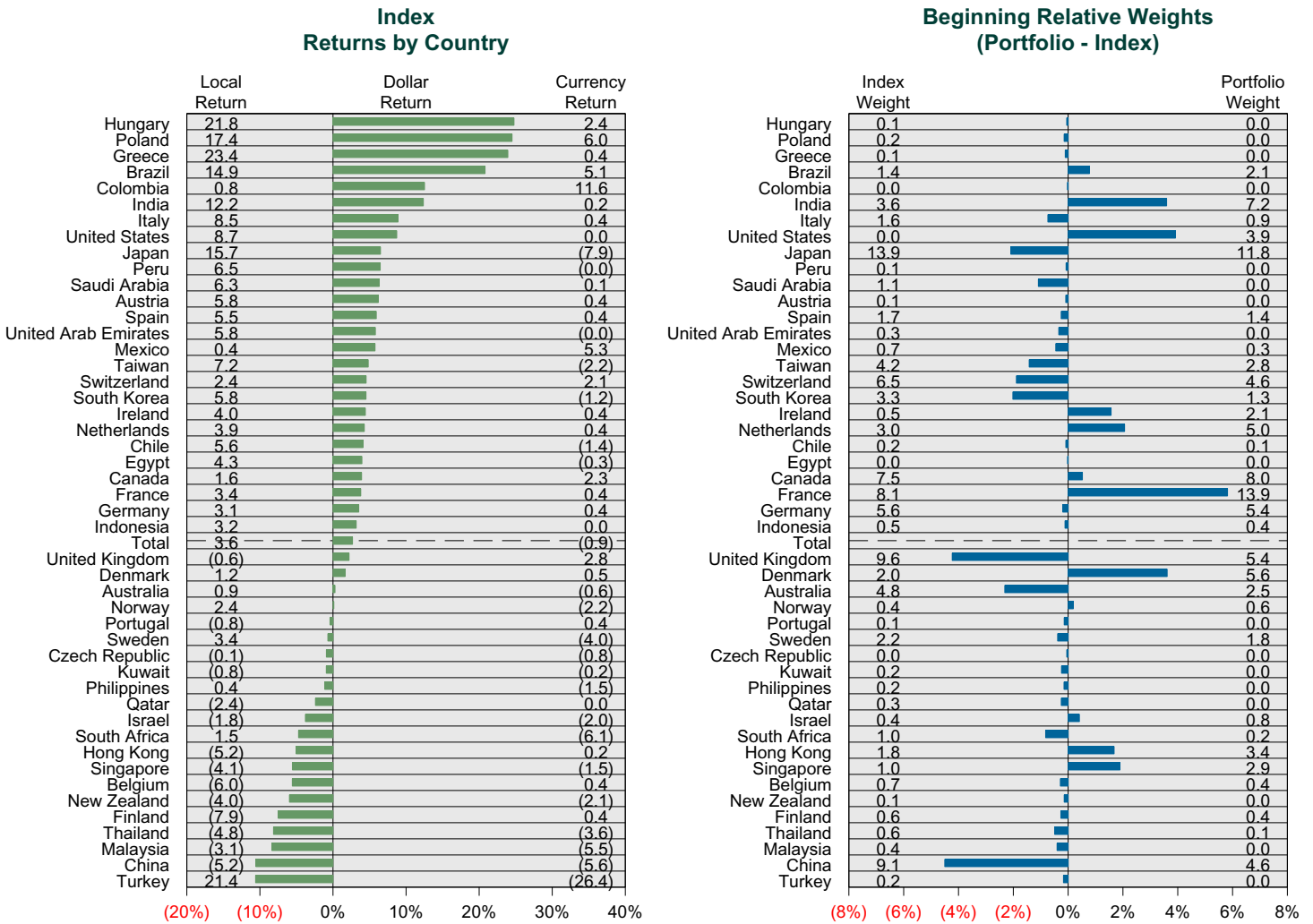


# EuroPacific vs MSCI ACWI xUS GD

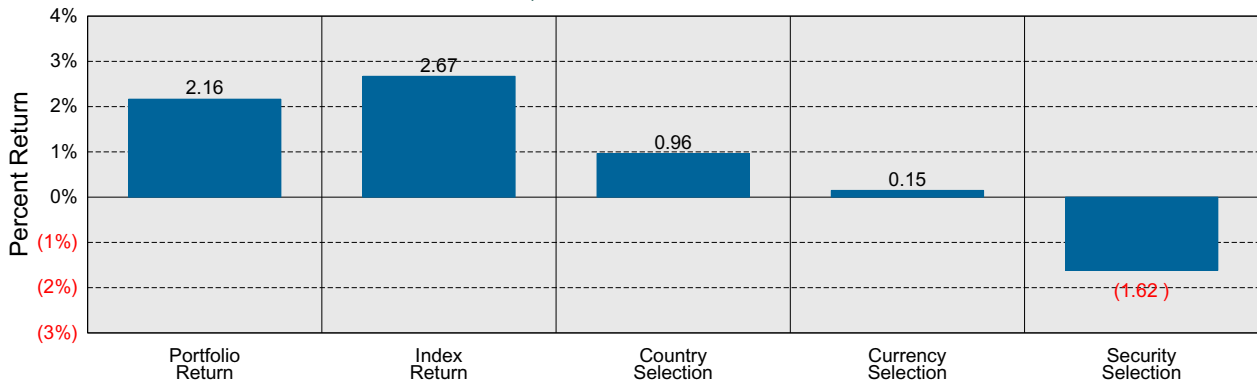
## Attribution for Quarter Ended June 30, 2023

### International Attribution

The first chart below illustrates the return for each country in the index sorted from high to low. The total return for the index is highlighted with a dotted line. The second chart (countries presented in the same order) illustrates the manager's country allocation decisions relative to the index. To the extent that the manager over-weighted a country that had a higher return than the total return for the index (above the dotted line) it contributes positively to the manager's country (or currency) selection effect. The last chart details the manager return, the index return, and the attribution factors for the quarter.



### Attribution Factors for Quarter Ended June 30, 2023



# Harbor International Period Ended June 30, 2023

## Investment Philosophy

On August 22, 2018, Harbor Funds Board of Trustees appointed Marathon Asset Management LLP (Marathon London) to serve as sub-advisor to the Harbor International Fund, replacing Northern Cross, LLC, effective immediately.

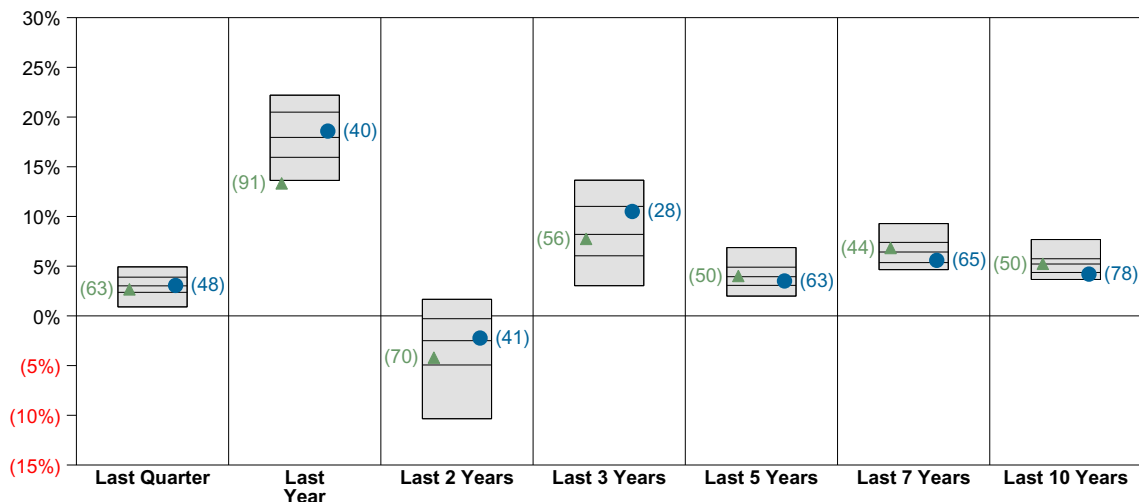
## Quarterly Summary and Highlights

- Harbor International's portfolio posted a 3.06% return for the quarter placing it in the 48 percentile of the Callan Non US Equity Mutual Funds group for the quarter and in the 40 percentile for the last year.
- Harbor International's portfolio outperformed the MSCI ACWI xUS GD by 0.39% for the quarter and outperformed the MSCI ACWI xUS GD for the year by 5.26%.

## Quarterly Asset Growth

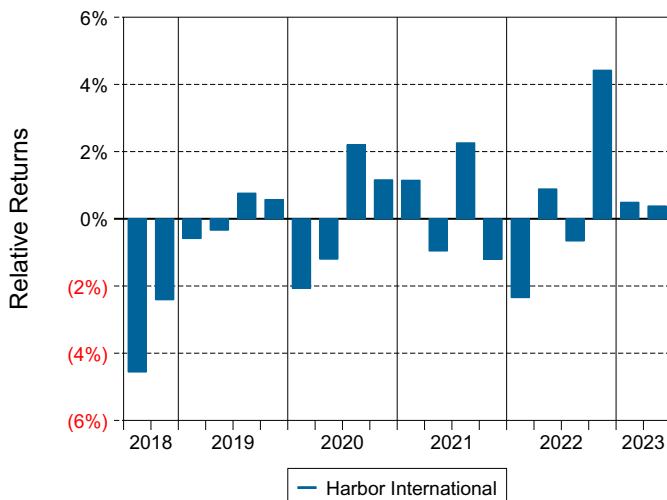
Beginning Market Value	\$29,433,344
Net New Investment	\$1,000,000
Investment Gains/(Losses)	\$925,072
Ending Market Value	\$31,358,416

## Performance vs Callan Non US Equity Mutual Funds (Net)

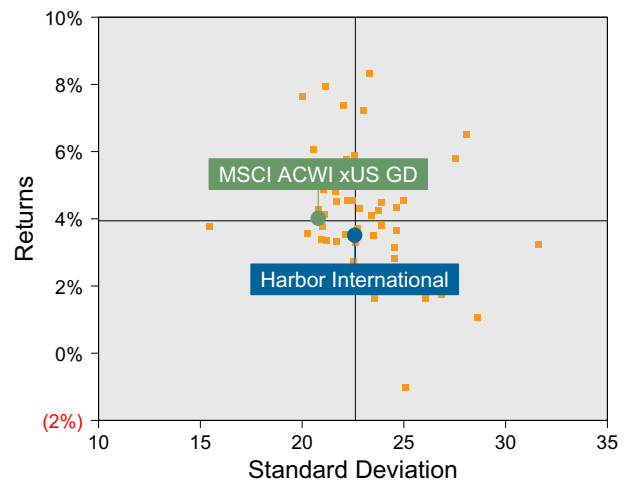


10th Percentile	4.93	22.20	1.67	13.65	6.87	9.28	7.68
25th Percentile	3.89	20.49	(0.28)	11.01	4.90	7.39	5.74
Median	3.02	17.95	(2.50)	8.20	3.94	6.43	5.22
75th Percentile	2.37	15.95	(4.94)	6.04	3.07	5.36	4.37
90th Percentile	0.90	13.63	(10.35)	3.04	1.99	4.65	3.66
<b>Harbor International</b>	● 3.06	18.59	(2.23)	10.50	3.51	5.59	4.20
<b>MSCI ACWI xUS GD</b>	▲ 2.67	13.33	(4.20)	7.75	4.01	6.83	5.24

## Relative Return vs MSCI ACWI xUS GD



## Callan Non US Equity Mutual Funds (Net) Annualized Five Year Risk vs Return

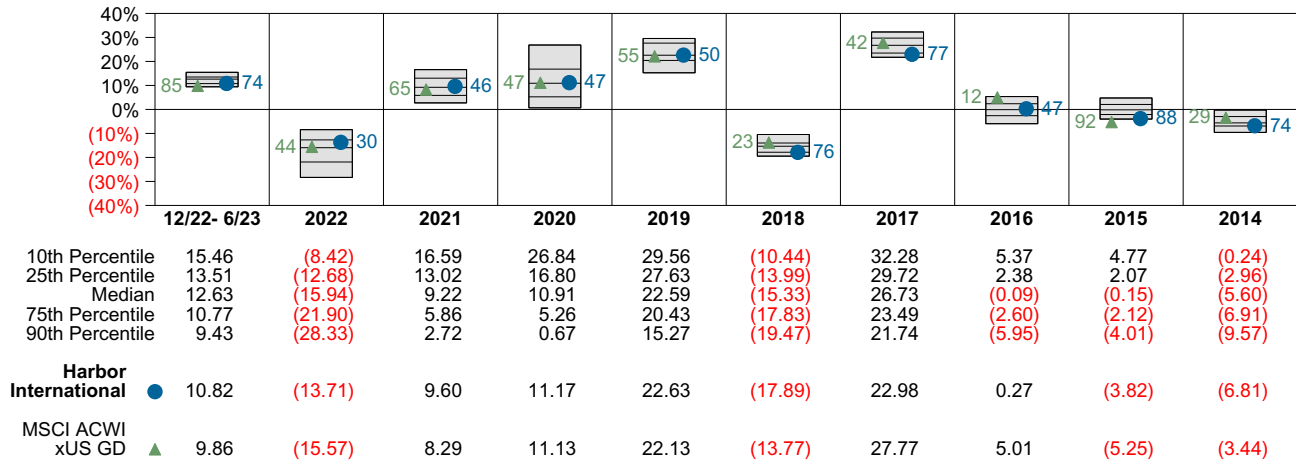


# Harbor International Return Analysis Summary

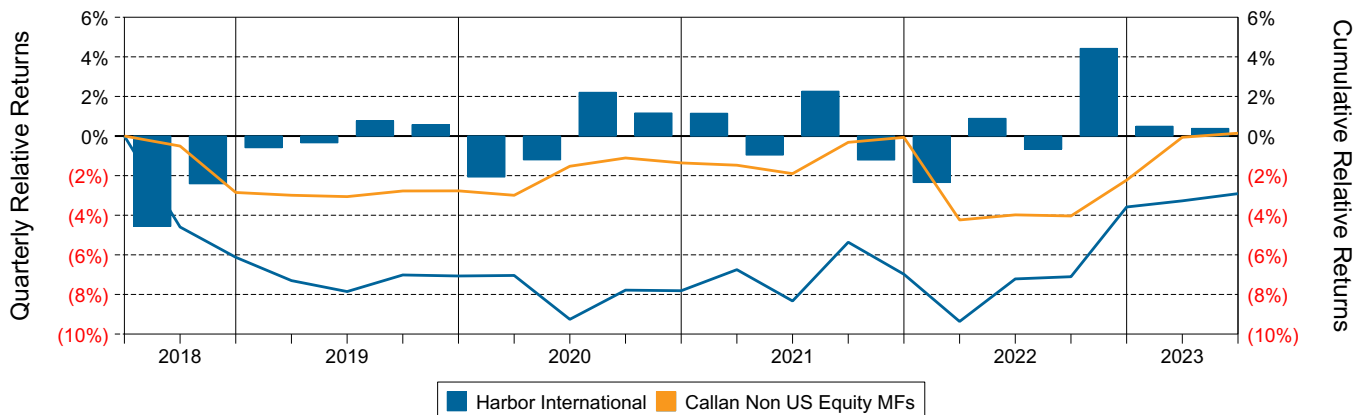
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

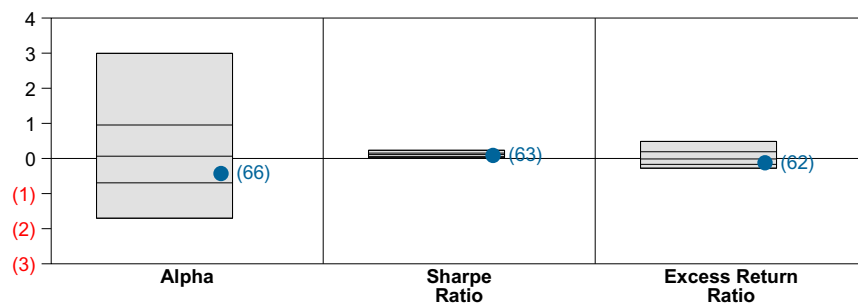
### Performance vs Callan Non US Equity Mutual Funds (Net)



### Cumulative and Quarterly Relative Returns vs MSCI ACWI xUS GD



### Risk Adjusted Return Measures vs MSCI ACWI xUS GD Rankings Against Callan Non US Equity Mutual Funds (Net) Five Years Ended June 30, 2023



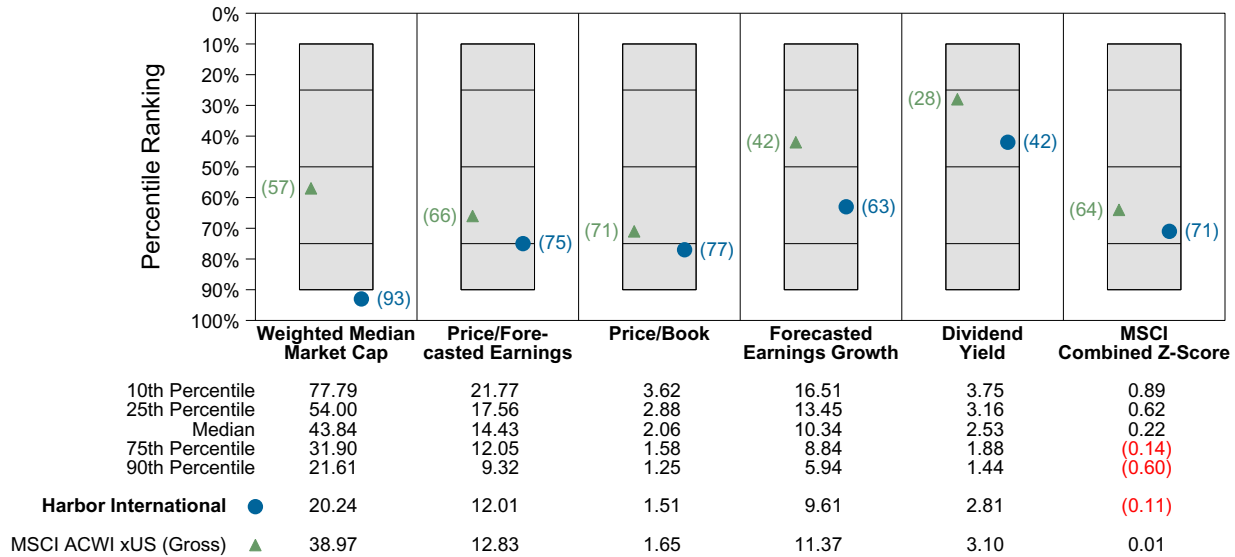
	Alpha	Sharpe Ratio	Excess Return Ratio
10th Percentile	2.99	0.23	0.49
25th Percentile	0.95	0.15	0.19
Median	0.07	0.11	(0.01)
75th Percentile	(0.69)	0.05	(0.17)
90th Percentile	(1.70)	0.02	(0.28)
<b>Harbor International</b>	● (0.43)	0.09	(0.12)

# Harbor International Equity Characteristics Analysis Summary

## Portfolio Characteristics

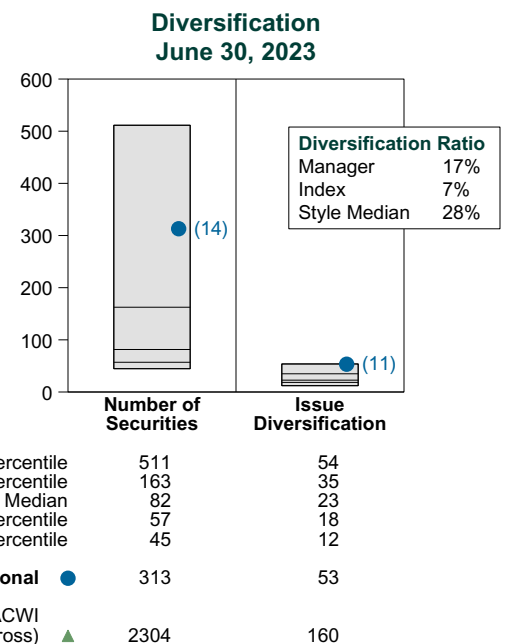
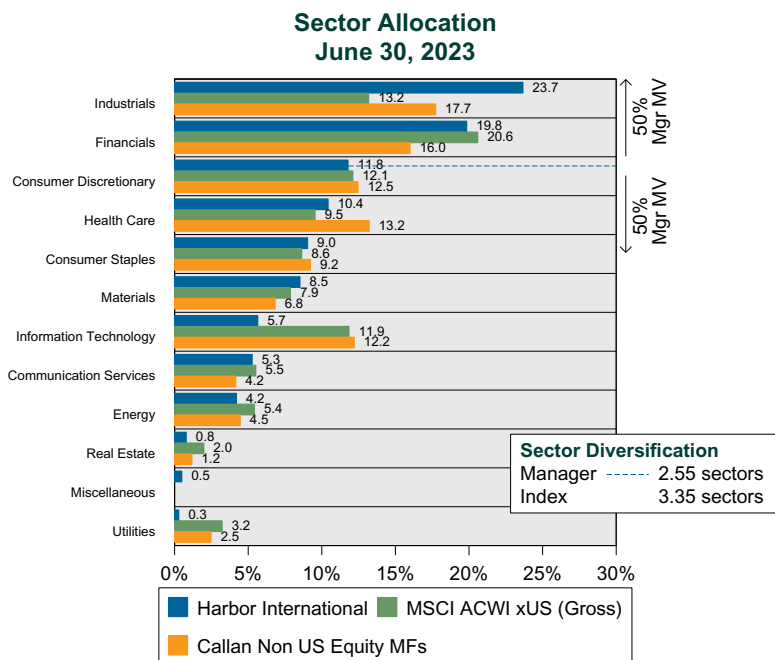
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

## Portfolio Characteristics Percentile Rankings Rankings Against Callan Non US Equity Mutual Funds as of June 30, 2023



## Sector Weights

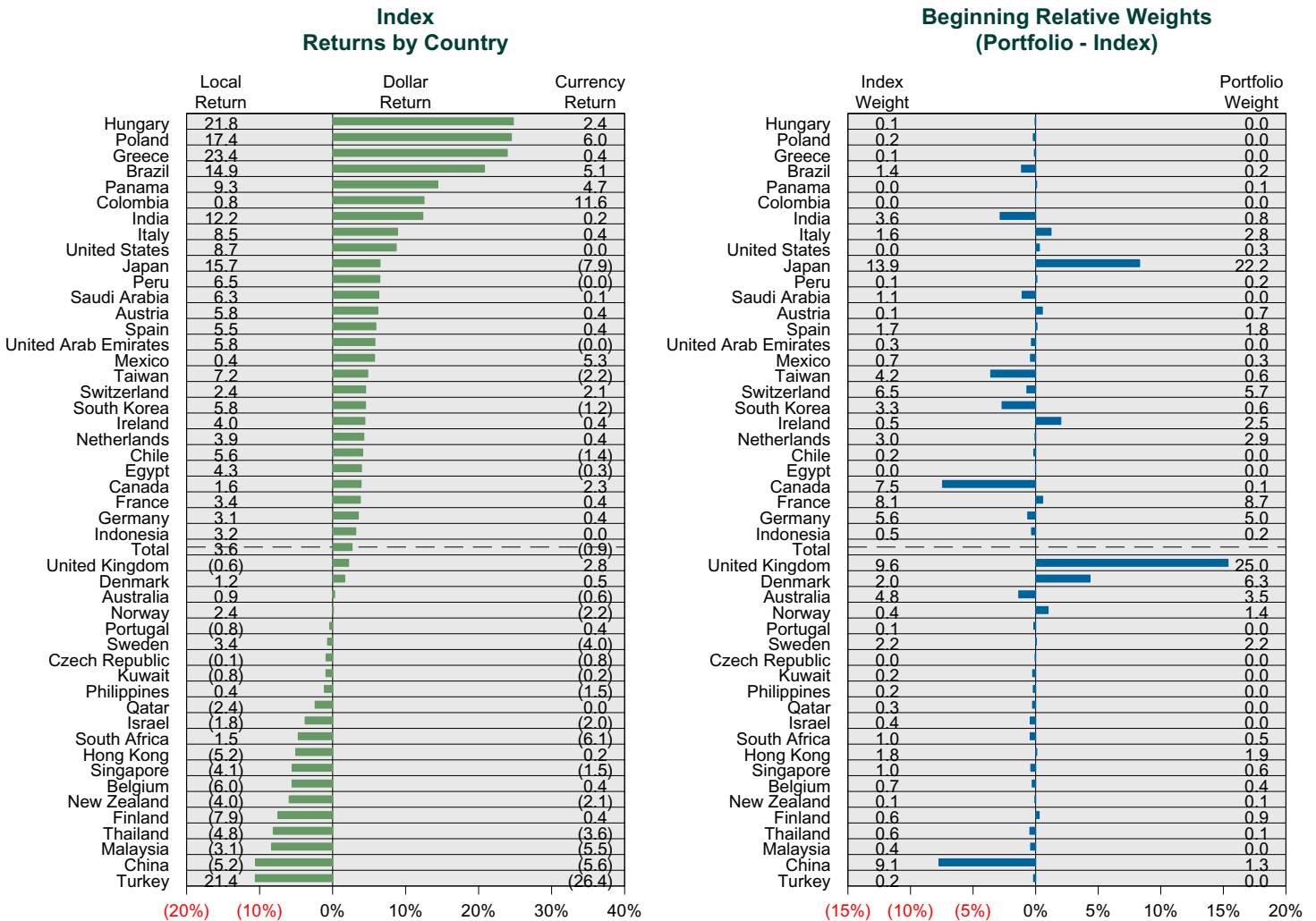
The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. Diversification by number and concentration of holdings are also compared to the benchmark and peer group. Issue Diversification represents by count, and Diversification Ratio by percent, the number of holdings that account for half of the portfolio's market value.



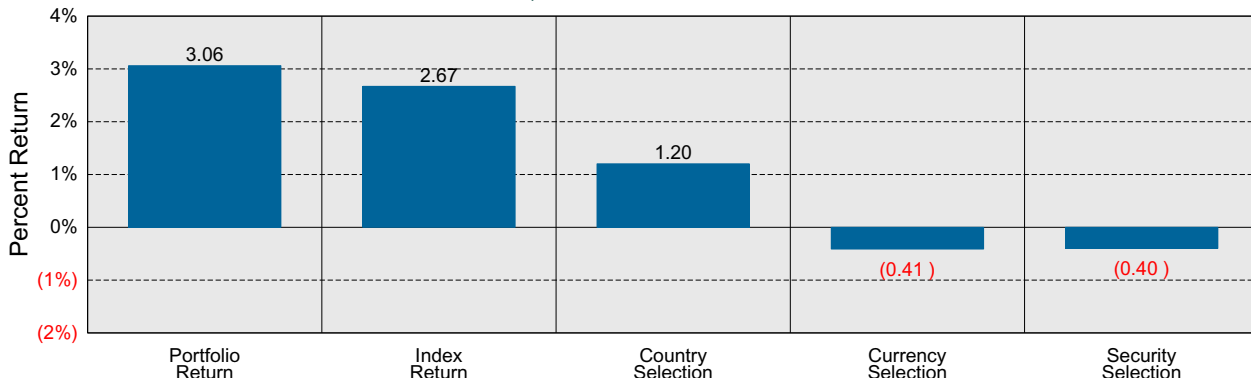
# Harbor International vs MSCI ACWI xUS GD Attribution for Quarter Ended June 30, 2023

## International Attribution

The first chart below illustrates the return for each country in the index sorted from high to low. The total return for the index is highlighted with a dotted line. The second chart (countries presented in the same order) illustrates the manager's country allocation decisions relative to the index. To the extent that the manager over-weighted a country that had a higher return than the total return for the index (above the dotted line) it contributes positively to the manager's country (or currency) selection effect. The last chart details the manager return, the index return, and the attribution factors for the quarter.



## Attribution Factors for Quarter Ended June 30, 2023



# Oakmark International

## Period Ended June 30, 2023

### Investment Philosophy

Harris International Equity is sub-advised by Oakmark. Oakmark employs a value approach to investing and relies on its in-house research capabilities to build focused portfolios. The investment team purchases international stocks in both established and emerging markets that are selling at a substantial discount to intrinsic value. Unlike some value managers, Oakmark places particular emphasis on a company's ability to generate free cash flow as well as the strength of company management. Stocks are also analyzed in terms of financial strength, the position of the company in its industry, and the attractiveness of the industry. The resulting portfolio is relatively concentrated with between 35-65 holdings (although typical number of holdings has been in the 50-55 range). The portfolio is highly benchmark agnostic and the portfolios risk guidelines are broad. The strategy's exposure to emerging markets varies but is limited to 20% of the portfolio. A company is typically purchased when its discount to intrinsic value is 30% or greater and sold when that discount nears 10% or less. Turnover has typically averaged less than 20% a year, reflecting the investment teams 3-5 year outlook on its holdings. \*This fund was converted into a CIT in November 2015.

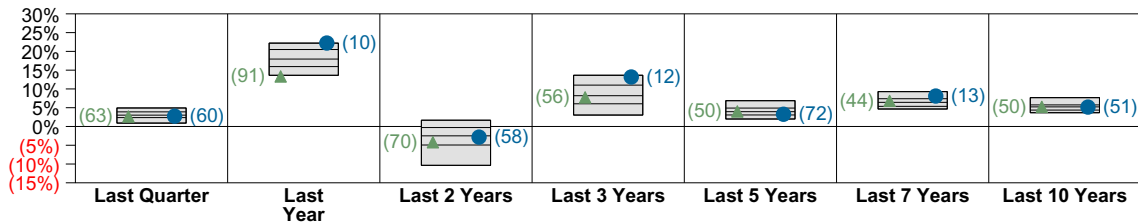
### Quarterly Summary and Highlights

- Oakmark International's portfolio posted a 2.75% return for the quarter placing it in the 60 percentile of the Callan Non US Equity Mutual Funds group for the quarter and in the 10 percentile for the last year.
- Oakmark International's portfolio outperformed the MSCI ACWI xUS GD by 0.08% for the quarter and outperformed the MSCI ACWI xUS GD for the year by 8.89%.

### Quarterly Asset Growth

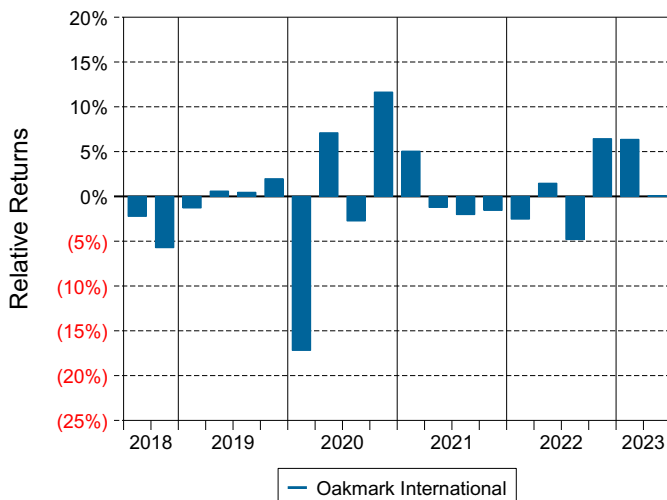
Beginning Market Value	\$33,538,248
Net New Investment	-\$2,900,000
Investment Gains/(Losses)	\$885,343
Ending Market Value	\$31,523,590

### Performance vs Callan Non US Equity Mutual Funds (Net)

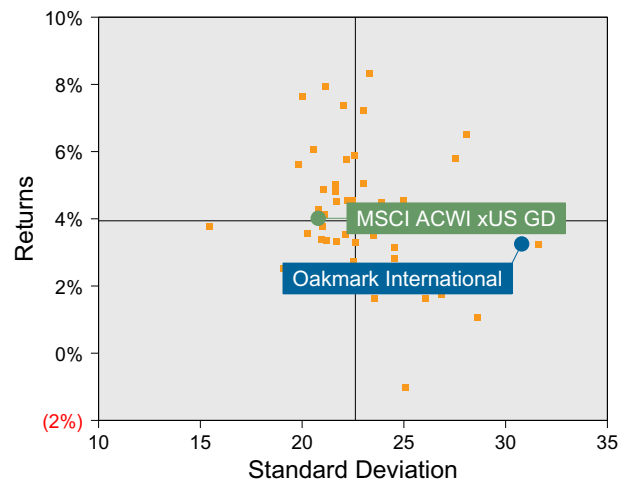


10th Percentile	4.93	22.20	1.67	13.65	6.87	9.28	7.68
25th Percentile	3.89	20.49	(0.28)	11.01	4.90	7.39	5.74
Median	3.02	17.95	(2.50)	8.20	3.94	6.43	5.22
75th Percentile	2.37	15.95	(4.94)	6.04	3.07	5.36	4.37
90th Percentile	0.90	13.63	(10.35)	3.04	1.99	4.65	3.66
<b>Oakmark International</b>	<b>● 2.75</b>	<b>22.22</b>	<b>(2.83)</b>	<b>13.18</b>	<b>3.25</b>	<b>8.11</b>	<b>5.16</b>
MSCI ACWI xUS GD	▲ 2.67	13.33	(4.20)	7.75	4.01	6.83	5.24

### Relative Return vs MSCI ACWI xUS GD



### Callan Non US Equity Mutual Funds (Net) Annualized Five Year Risk vs Return



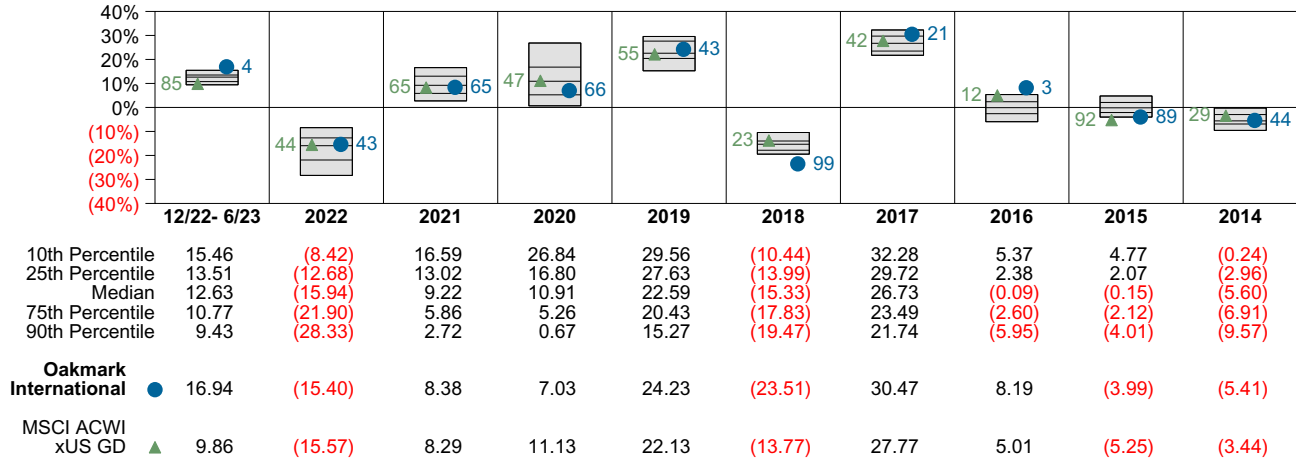


# Oakmark International Return Analysis Summary

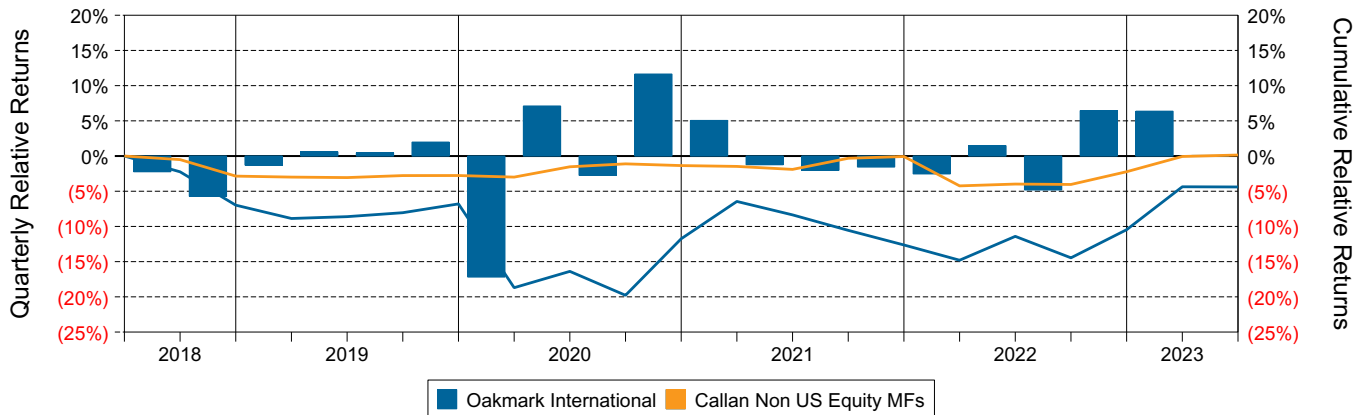
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

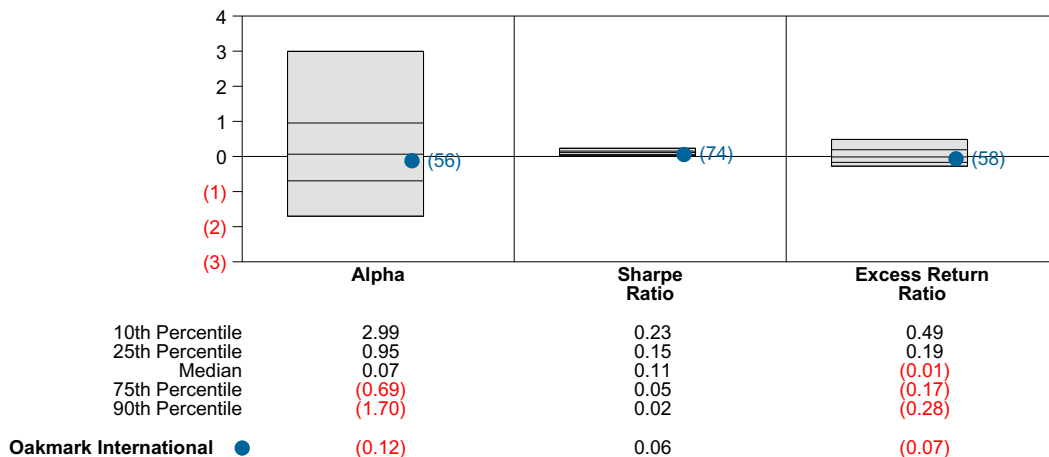
### Performance vs Callan Non US Equity Mutual Funds (Net)



### Cumulative and Quarterly Relative Returns vs MSCI ACWI xUS GD



### Risk Adjusted Return Measures vs MSCI ACWI xUS GD Rankings Against Callan Non US Equity Mutual Funds (Net) Five Years Ended June 30, 2023

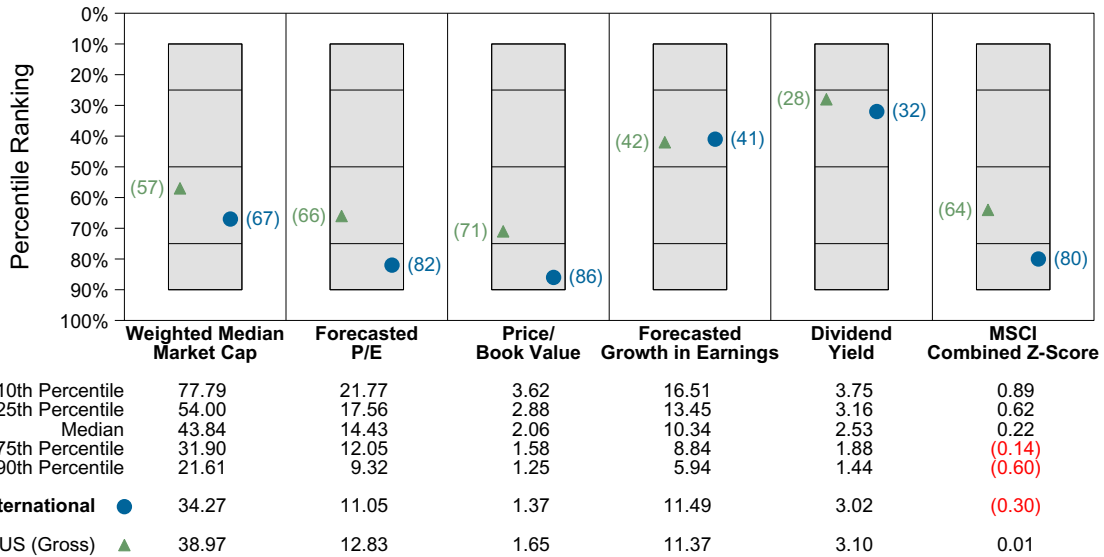


# Oakmark International Equity Characteristics Analysis Summary

## Portfolio Characteristics

This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

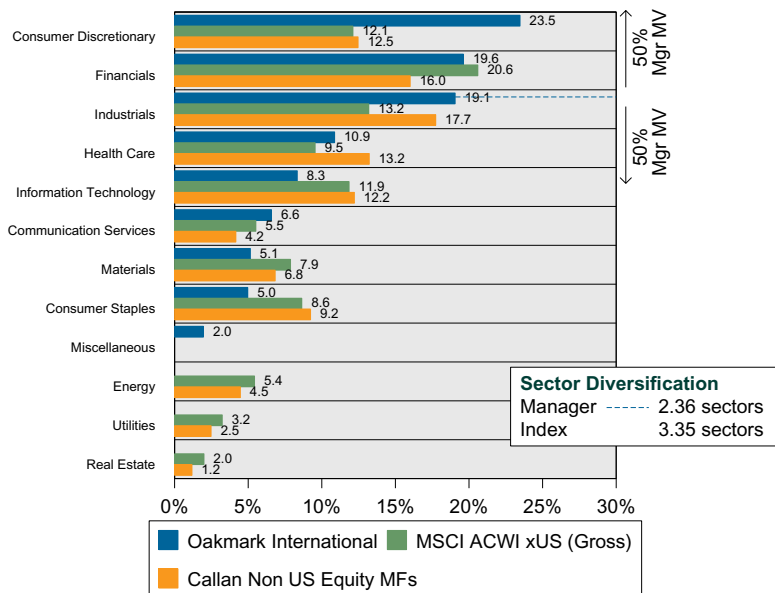
## Portfolio Characteristics Percentile Rankings Rankings Against Callan Non US Equity Mutual Funds as of June 30, 2023



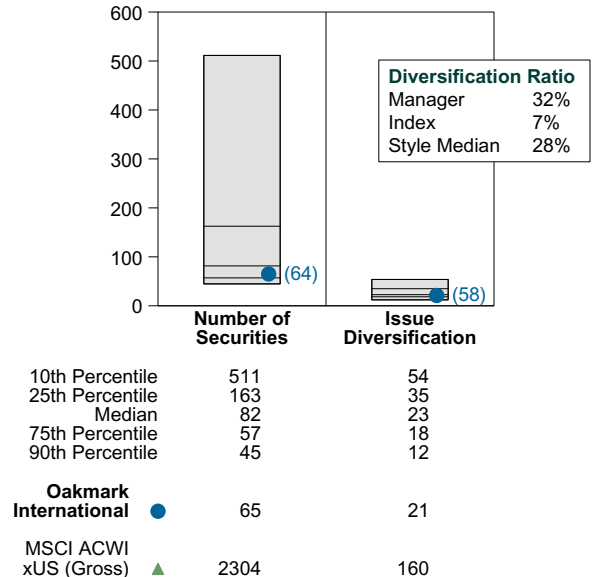
## Sector Weights

The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. Diversification by number and concentration of holdings are also compared to the benchmark and peer group. Issue Diversification represents by count, and Diversification Ratio by percent, the number of holdings that account for half of the portfolio's market value.

### Sector Allocation June 30, 2023



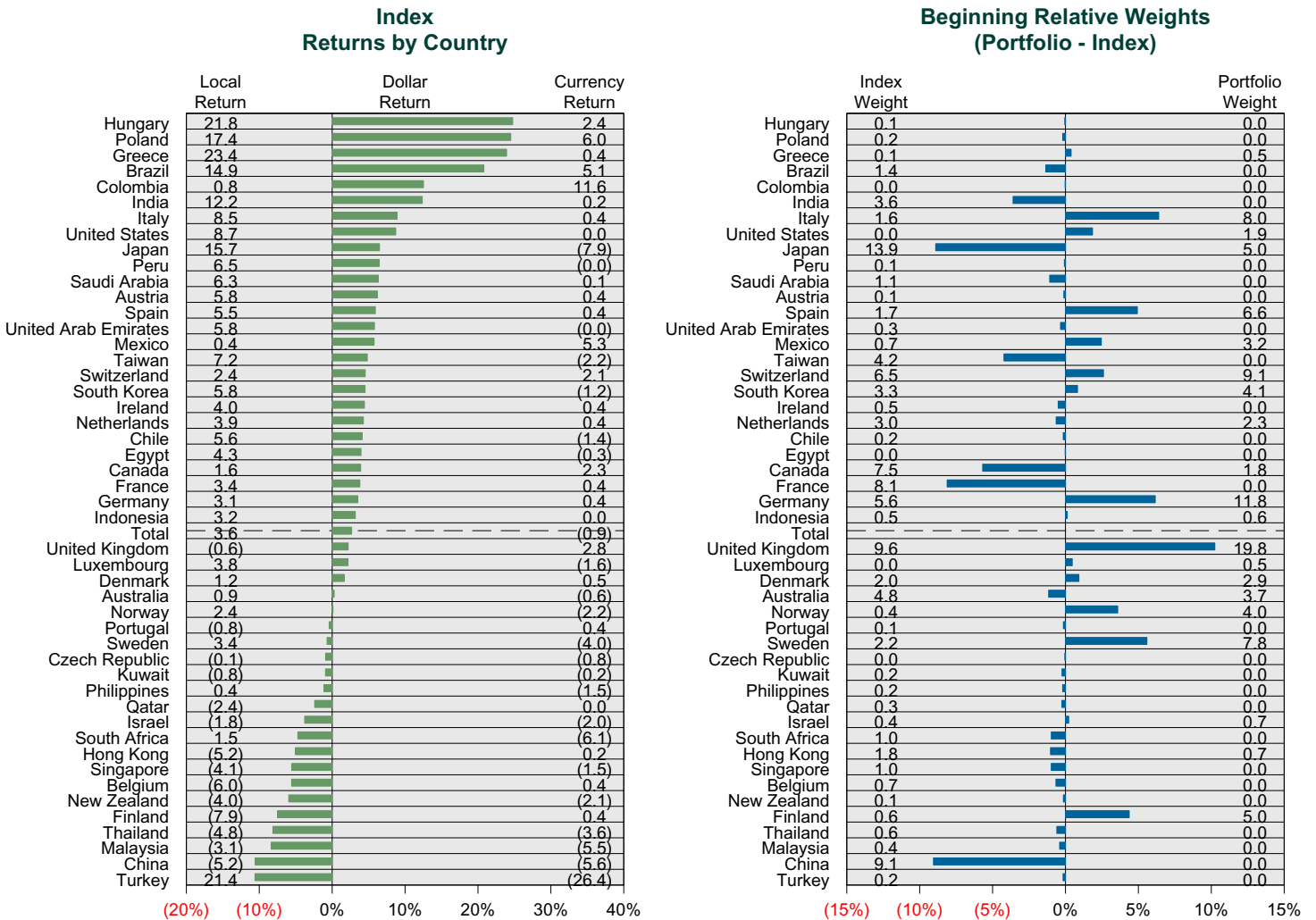
### Diversification June 30, 2023



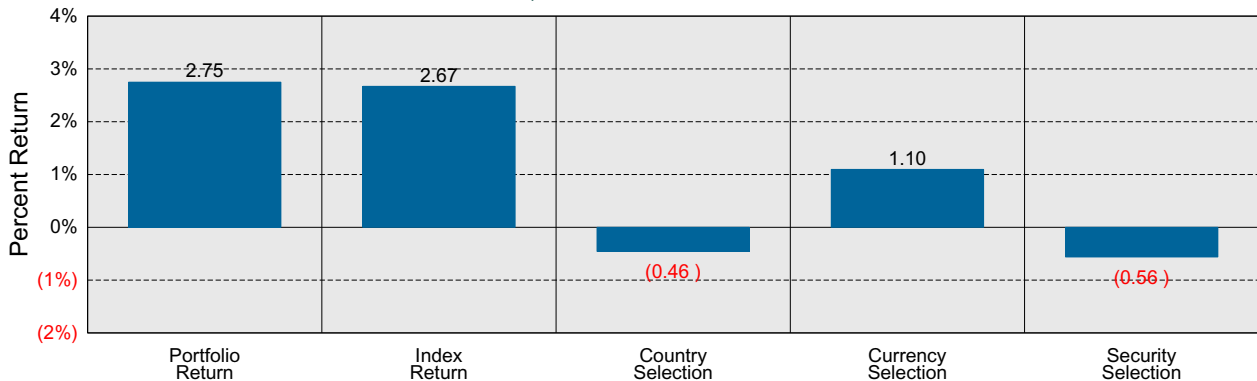
# Oakmark International vs MSCI ACWI xUS GD Attribution for Quarter Ended June 30, 2023

## International Attribution

The first chart below illustrates the return for each country in the index sorted from high to low. The total return for the index is highlighted with a dotted line. The second chart (countries presented in the same order) illustrates the manager's country allocation decisions relative to the index. To the extent that the manager over-weighted a country that had a higher return than the total return for the index (above the dotted line) it contributes positively to the manager's country (or currency) selection effect. The last chart details the manager return, the index return, and the attribution factors for the quarter.



## Attribution Factors for Quarter Ended June 30, 2023



# Mondrian International Period Ended June 30, 2023

## Investment Philosophy

Mondrian's value driven investment philosophy is based on the belief that investments need to be evaluated in terms of their fundamental long-term value. In the management of international equity assets, they invest in securities where rigorous dividend discount analysis identifies value in terms of the long term flow of income. Mondrian's management fee is 80 bps on all assets.

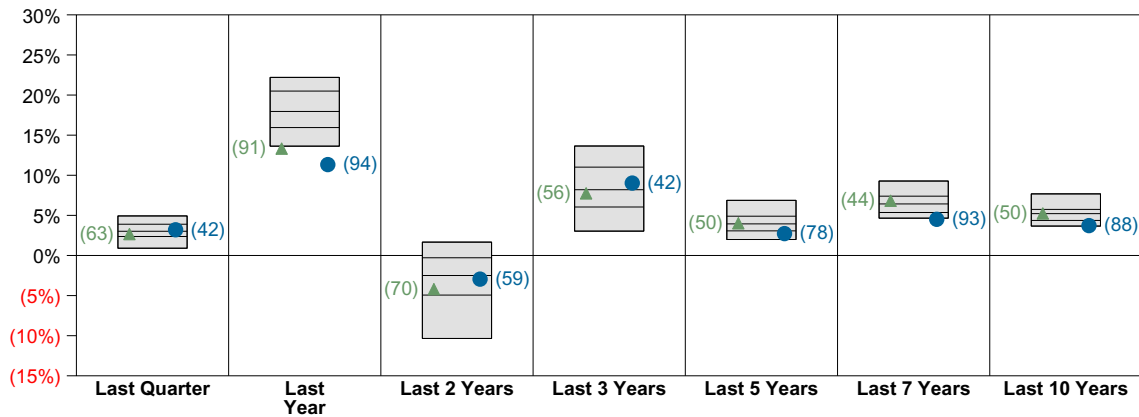
## Quarterly Summary and Highlights

- Mondrian International's portfolio posted a 3.20% return for the quarter placing it in the 42 percentile of the Callan Non US Equity Mutual Funds group for the quarter and in the 94 percentile for the last year.
- Mondrian International's portfolio outperformed the MSCI ACWI xUS GD by 0.53% for the quarter and underperformed the MSCI ACWI xUS GD for the year by 2.00%.

## Quarterly Asset Growth

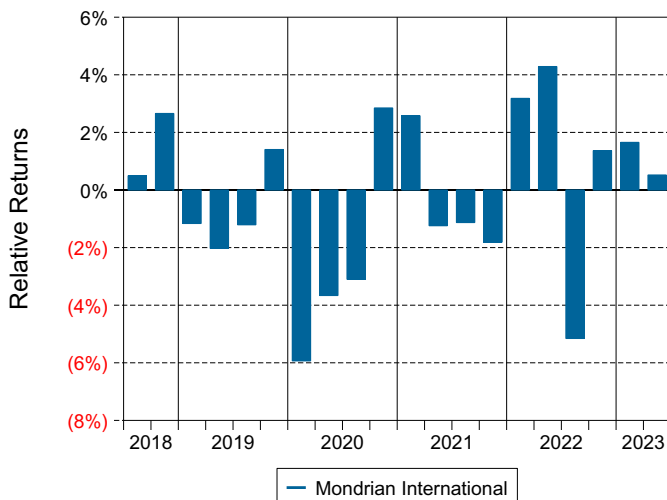
Beginning Market Value	\$29,639,224
Net New Investment	\$-1,000,000
Investment Gains/(Losses)	\$961,015
Ending Market Value	\$29,600,239

## Performance vs Callan Non US Equity Mutual Funds (Net)

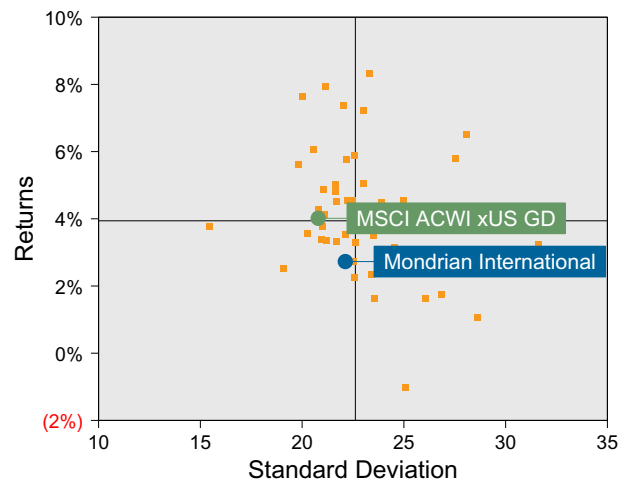


10th Percentile	4.93	22.20	1.67	13.65	6.87	9.28	7.68
25th Percentile	3.89	20.49	(0.28)	11.01	4.90	7.39	5.74
Median	3.02	17.95	(2.50)	8.20	3.94	6.43	5.22
75th Percentile	2.37	15.95	(4.94)	6.04	3.07	5.36	4.37
90th Percentile	0.90	13.63	(10.35)	3.04	1.99	4.65	3.66
<b>Mondrian International</b>	● 3.20	11.33	(2.95)	9.03	2.73	4.51	3.72
<b>MSCI ACWI xUS GD</b>	▲ 2.67	13.33	(4.20)	7.75	4.01	6.83	5.24

## Relative Return vs MSCI ACWI xUS GD



## Callan Non US Equity Mutual Funds (Net) Annualized Five Year Risk vs Return

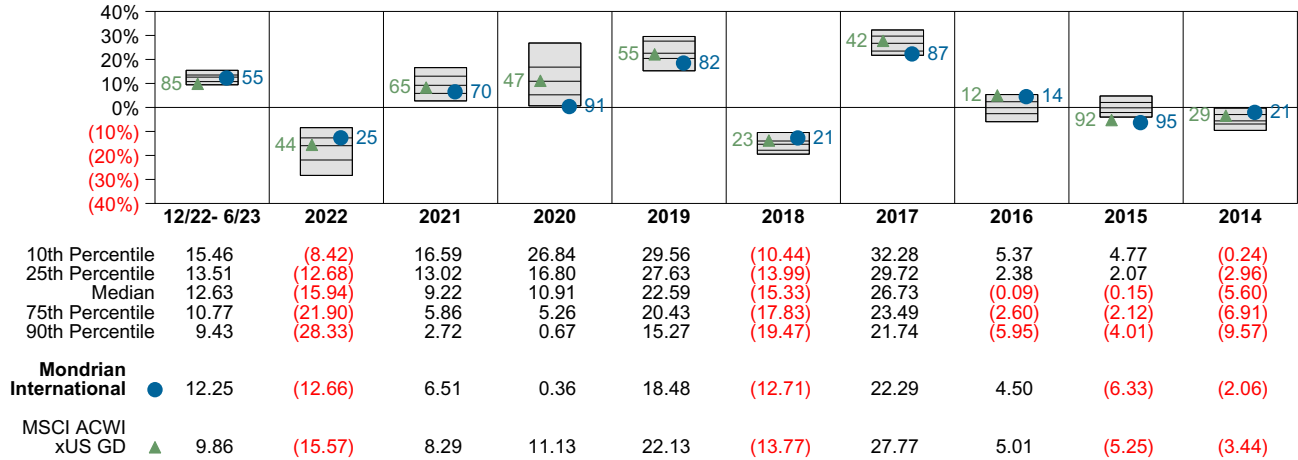


# Mondrian International Return Analysis Summary

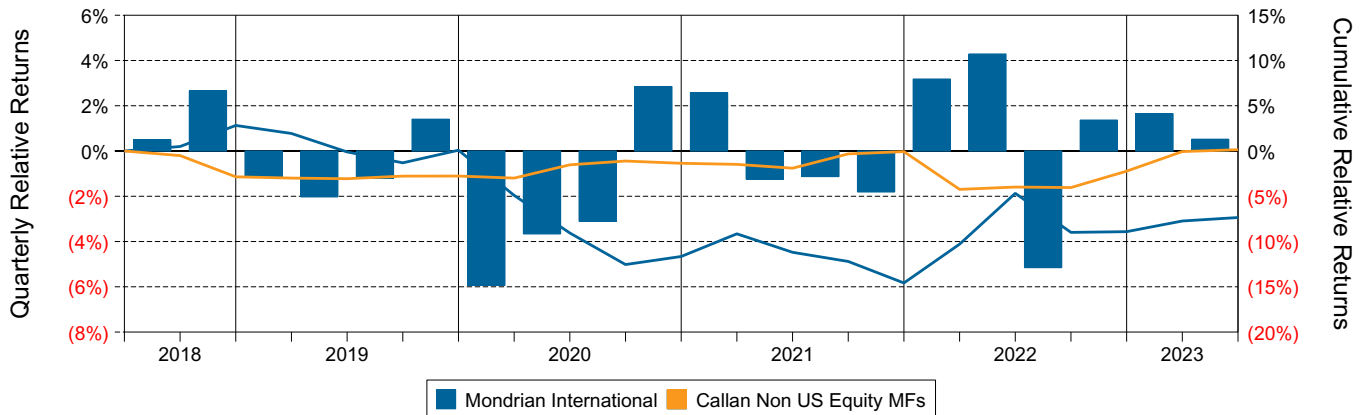
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

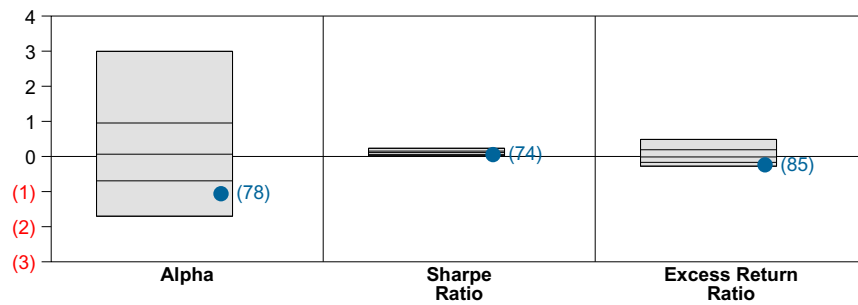
### Performance vs Callan Non US Equity Mutual Funds (Net)



### Cumulative and Quarterly Relative Returns vs MSCI ACWI xUS GD



### Risk Adjusted Return Measures vs MSCI ACWI xUS GD Rankings Against Callan Non US Equity Mutual Funds (Net) Five Years Ended June 30, 2023

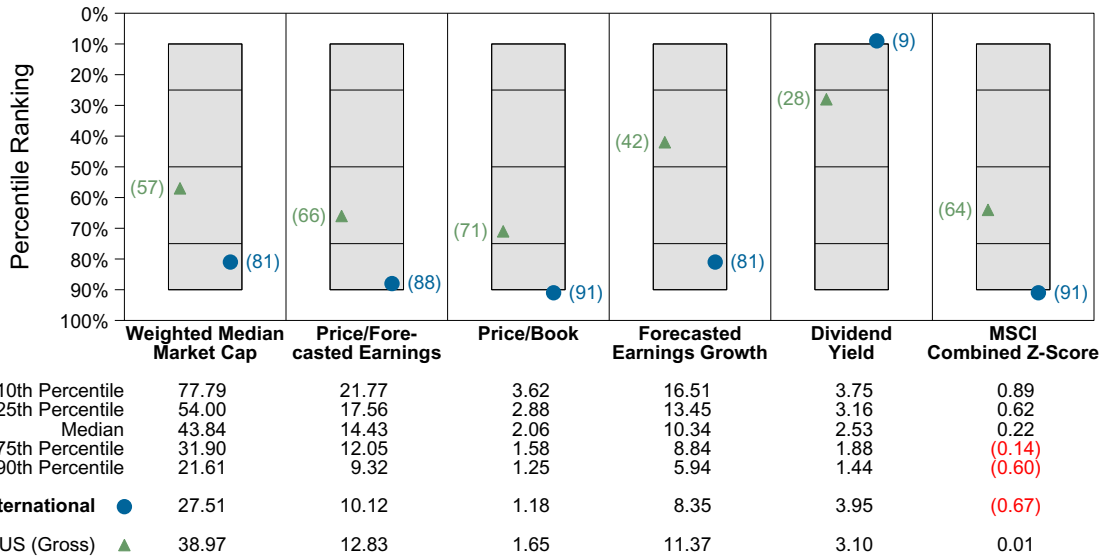


# Mondrian International Equity Characteristics Analysis Summary

## Portfolio Characteristics

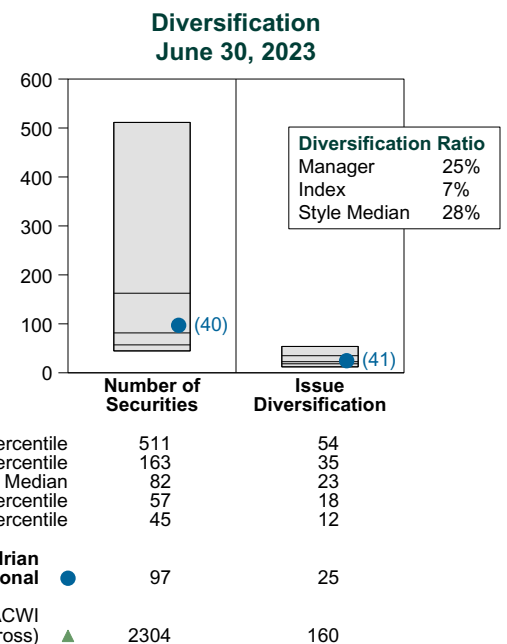
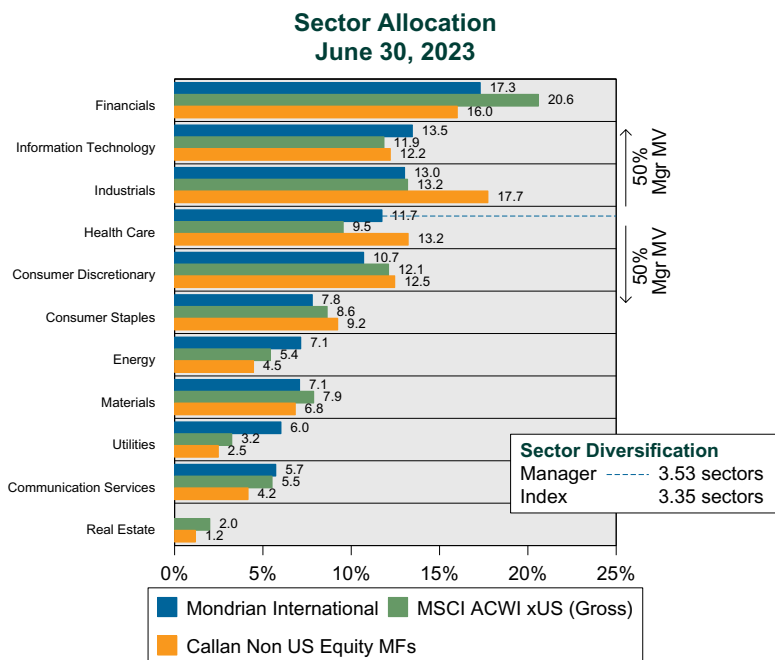
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

## Portfolio Characteristics Percentile Rankings Rankings Against Callan Non US Equity Mutual Funds as of June 30, 2023



## Sector Weights

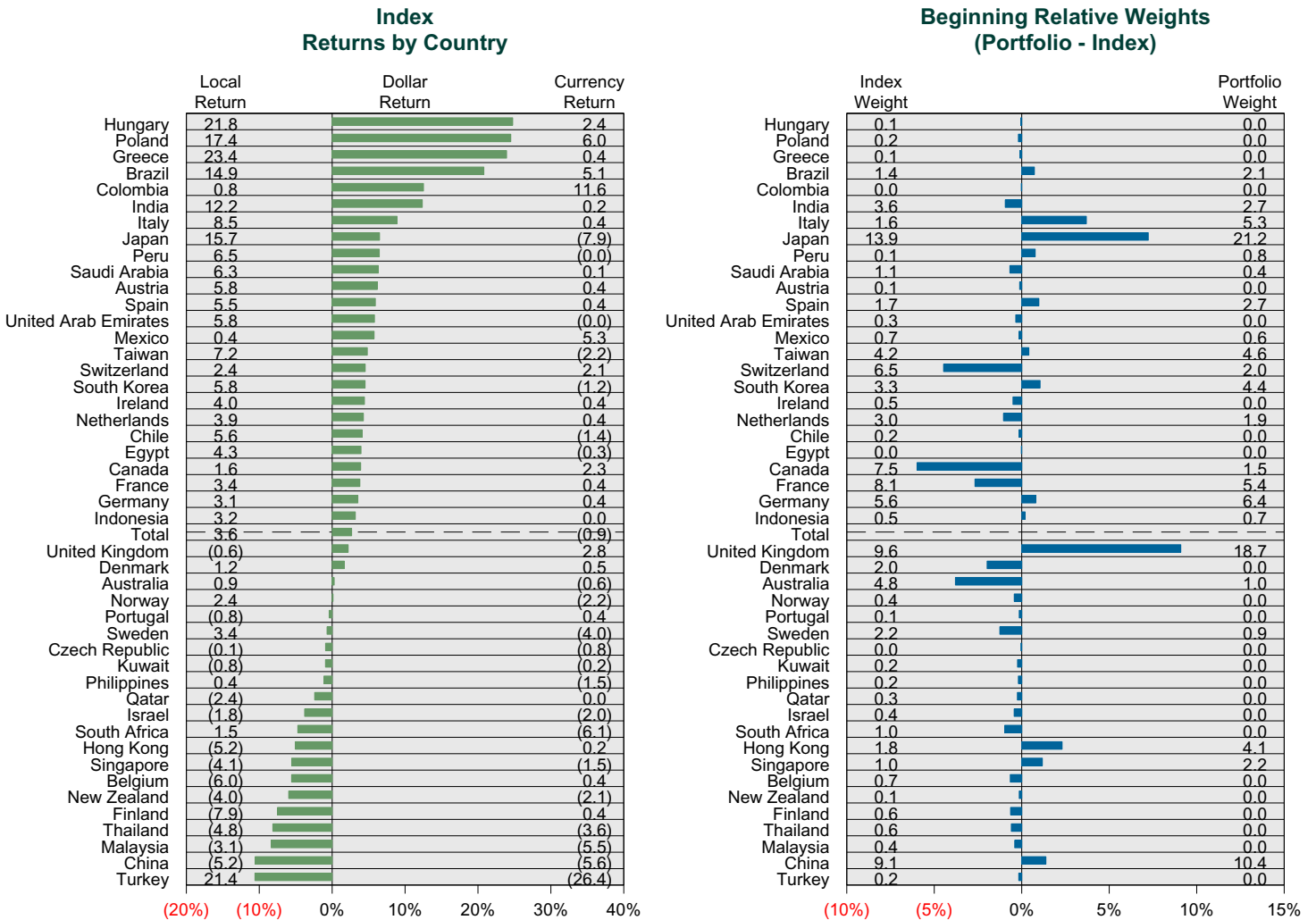
The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. Diversification by number and concentration of holdings are also compared to the benchmark and peer group. Issue Diversification represents by count, and Diversification Ratio by percent, the number of holdings that account for half of the portfolio's market value.



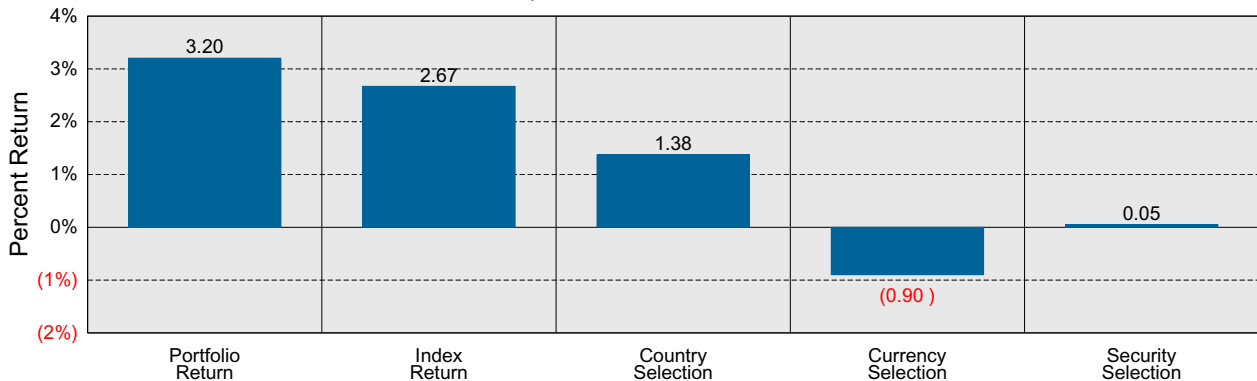
# Mondrian International vs MSCI ACWI xUS GD Attribution for Quarter Ended June 30, 2023

## International Attribution

The first chart below illustrates the return for each country in the index sorted from high to low. The total return for the index is highlighted with a dotted line. The second chart (countries presented in the same order) illustrates the manager's country allocation decisions relative to the index. To the extent that the manager over-weighted a country that had a higher return than the total return for the index (above the dotted line) it contributes positively to the manager's country (or currency) selection effect. The last chart details the manager return, the index return, and the attribution factors for the quarter.



## Attribution Factors for Quarter Ended June 30, 2023



# T. Rowe Price Intl Small Cap Period Ended June 30, 2023

## Investment Philosophy

T. Rowe's International Small Cap strategy has been managed within a multi-portfolio manager structure with regional responsibilities since inception. The group has been incredibly stable, however, in 2021 Ben Griffiths took on the leadership role of the team from previous portfolio manager, Justin Thomson, who was elevated to head of T. Rowe's International Equity division. Fortunately, Griffiths has been a member of the team since 2006 and well equipped to take over. The investment process focuses on finding high quality businesses that can generate performance beyond a business cycle. The team takes a long-term approach to identify 200 to 250 stocks for the portfolio, diversified across sectors and regions. Historical results are impressive as the portfolio's investments in compounding growth companies have done well, although the strategy may struggle in commodity-driven and/or cyclical regimes. Portfolio was funded September 2017. Historical returns are that of the manager's composite.

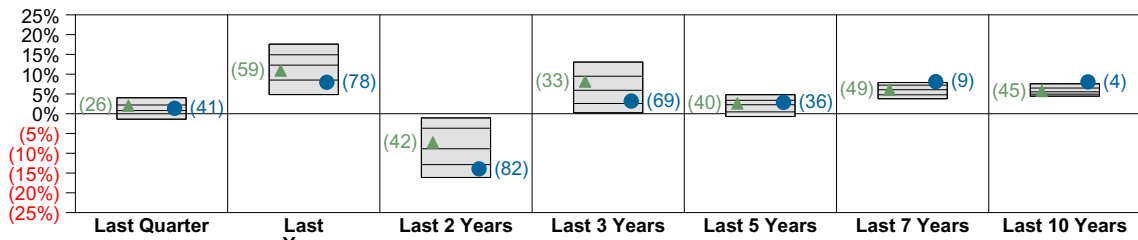
## Quarterly Summary and Highlights

- T. Rowe Price Intl Small Cap's portfolio posted a 1.36% return for the quarter placing it in the 41 percentile of the Callan International Small Cap Mut Funds group for the quarter and in the 78 percentile for the last year.
- T. Rowe Price Intl Small Cap's portfolio underperformed the MSCI ACWI xUS Small by 0.69% for the quarter and underperformed the MSCI ACWI xUS Small for the year by 2.98%.

## Quarterly Asset Growth

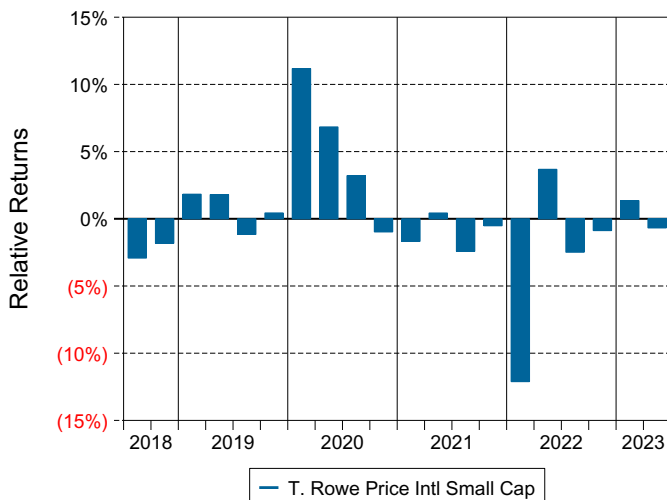
Beginning Market Value	\$24,065,452
Net New Investment	\$0
Investment Gains/(Losses)	\$327,421
Ending Market Value	\$24,392,873

## Performance vs Callan International Small Cap Mut Funds (Net)

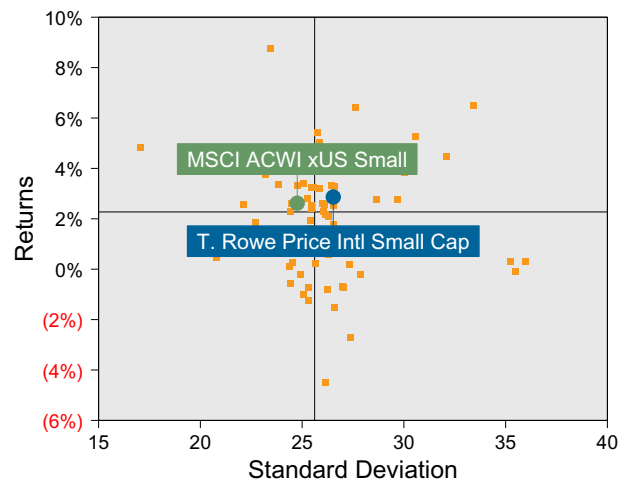


	Last Quarter	Last Year	Last 2 Years	Last 3 Years	Last 5 Years	Last 7 Years	Last 10 Years
10th Percentile	4.03	17.59	(1.05)	13.06	4.82	7.89	7.56
25th Percentile	2.21	14.90	(3.67)	9.48	3.39	7.22	6.49
Median	0.81	12.28	(8.86)	5.92	2.27	6.07	5.54
75th Percentile	(0.01)	8.51	(12.86)	2.59	0.47	4.79	4.95
90th Percentile	(1.39)	4.84	(16.12)	0.22	(0.72)	3.79	4.44
<b>T. Rowe Price Intl Small Cap</b>	<b>1.36</b>	<b>7.95</b>	<b>(13.95)</b>	<b>3.19</b>	<b>2.86</b>	<b>8.11</b>	<b>8.05</b>
MSCI ACWI xUS Small	2.05	10.93	(7.25)	8.15	2.62	6.10	5.75

## Relative Return vs MSCI ACWI xUS Small



## Callan International Small Cap Mut Funds (Net) Annualized Five Year Risk vs Return



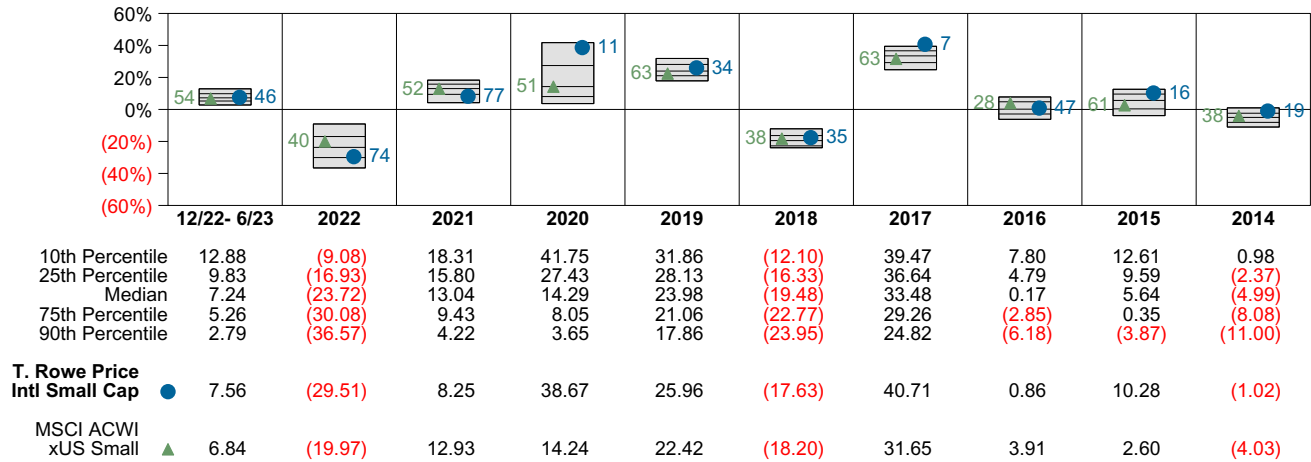


# T. Rowe Price Intl Small Cap Return Analysis Summary

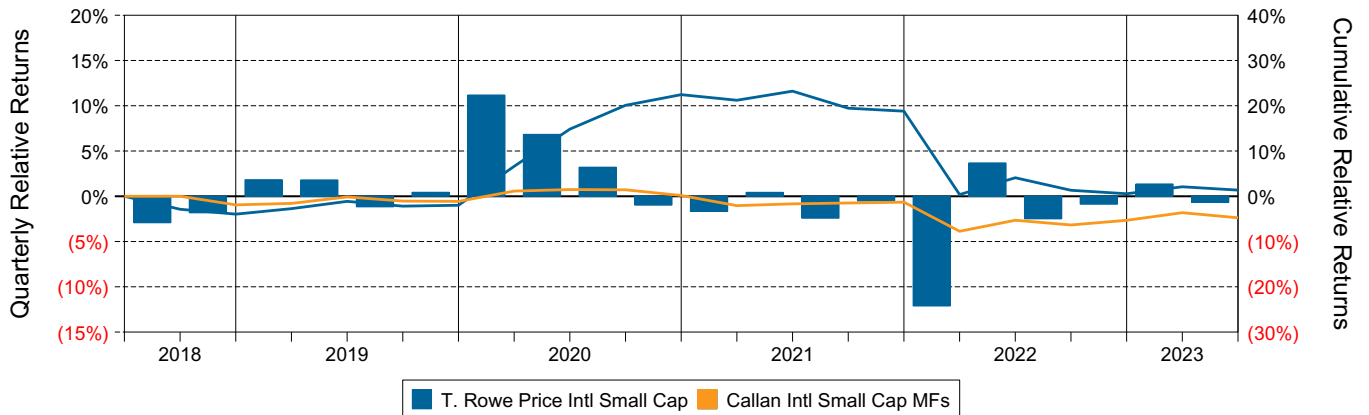
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

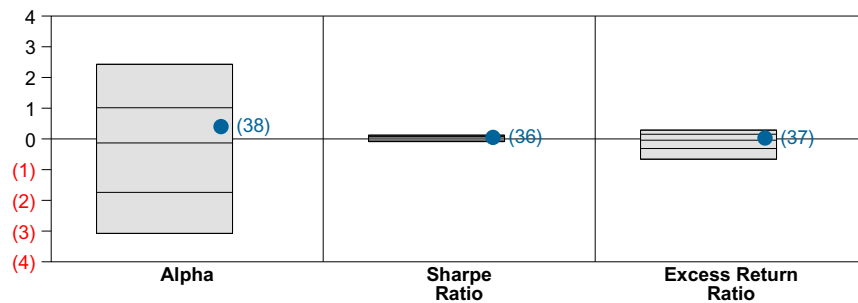
### Performance vs Callan International Small Cap Mut Funds (Net)



### Cumulative and Quarterly Relative Returns vs MSCI ACWI xUS Small



### Risk Adjusted Return Measures vs MSCI ACWI xUS Small Rankings Against Callan International Small Cap Mut Funds (Net) Five Years Ended June 30, 2023



# T. Rowe Price Intl Small Cap Equity Characteristics Analysis Summary

## Portfolio Characteristics

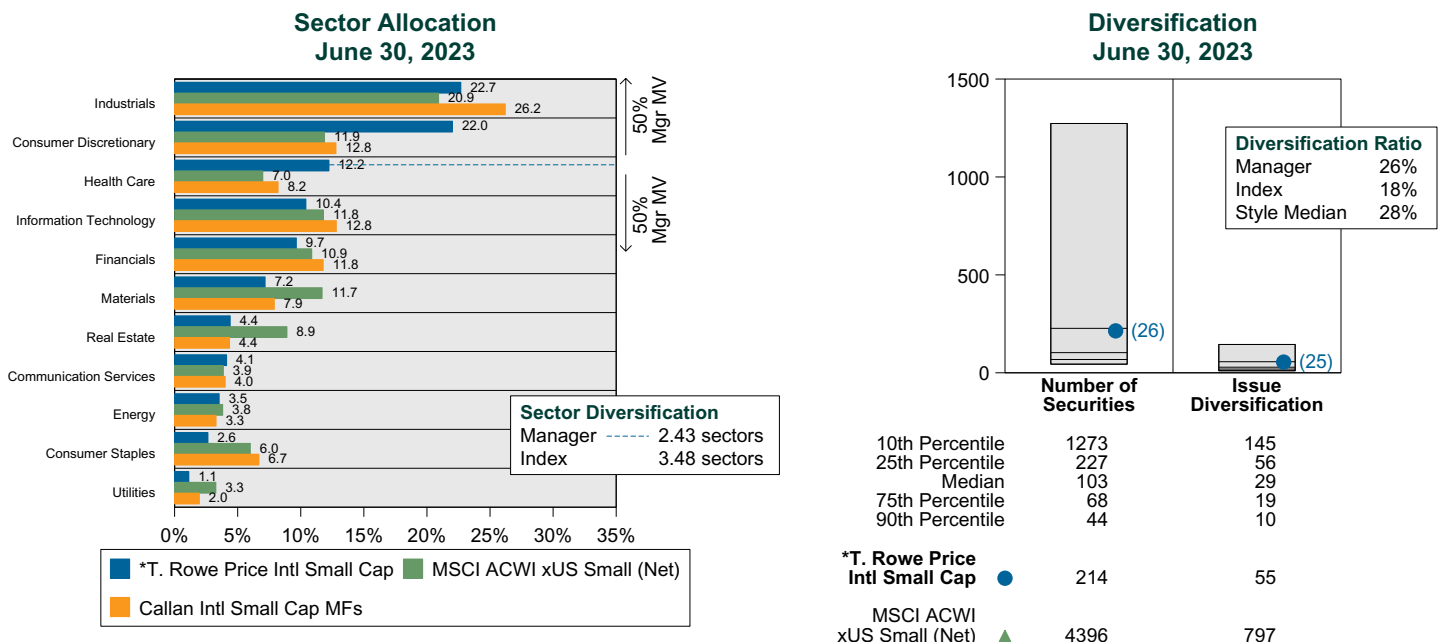
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

## Portfolio Characteristics Percentile Rankings Rankings Against Callan International Small Cap Mut Funds as of June 30, 2023



## Sector Weights

The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. Diversification by number and concentration of holdings are also compared to the benchmark and peer group. Issue Diversification represents by count, and Diversification Ratio by percent, the number of holdings that account for half of the portfolio's market value.

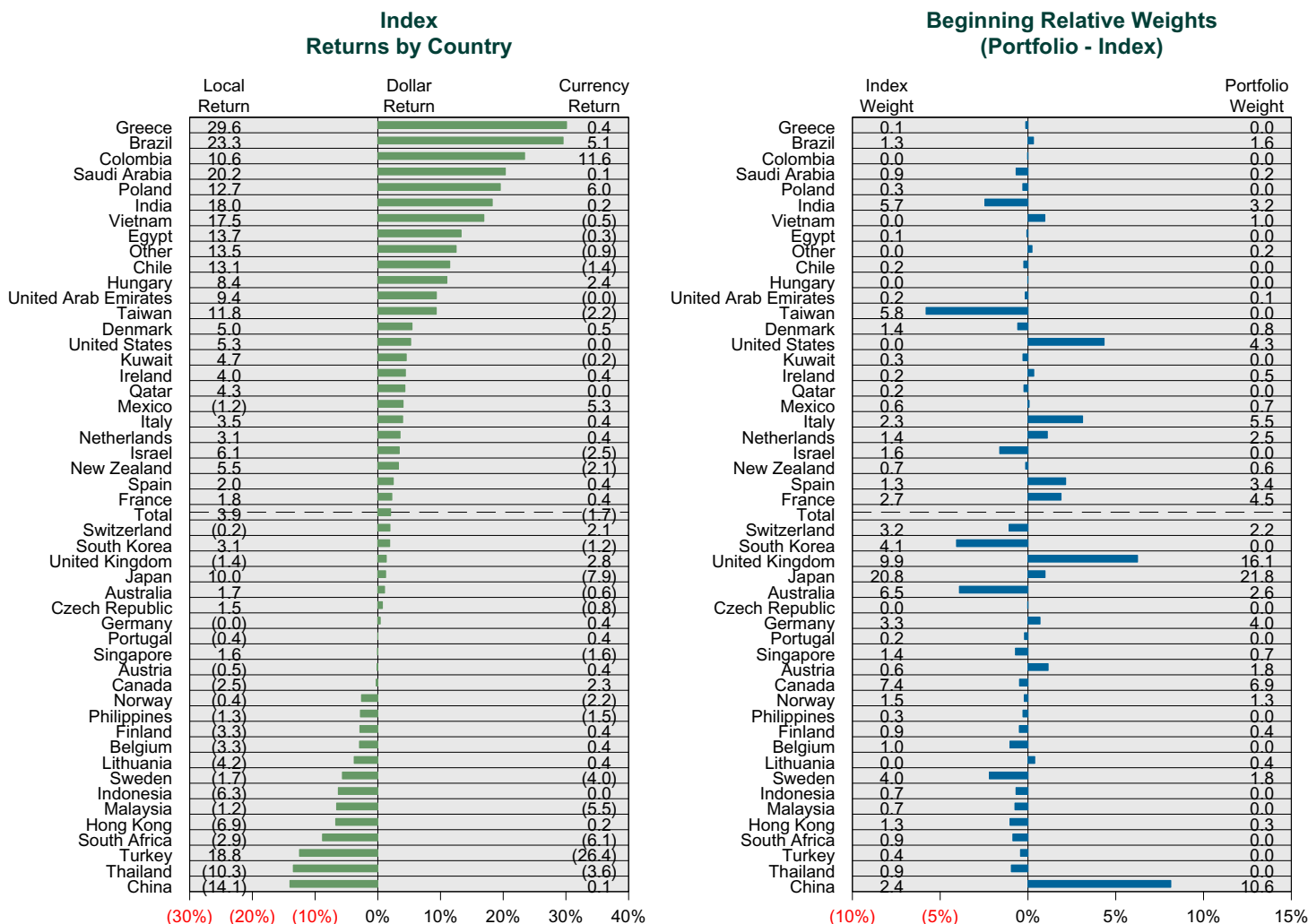


\*6/30/23 portfolio characteristics generated using most recently available holdings (3/31/23) modified based on a "buy-and-hold" assumption (repriced and adjusted for corporate actions). Analysis is then done using current market and company financial data.

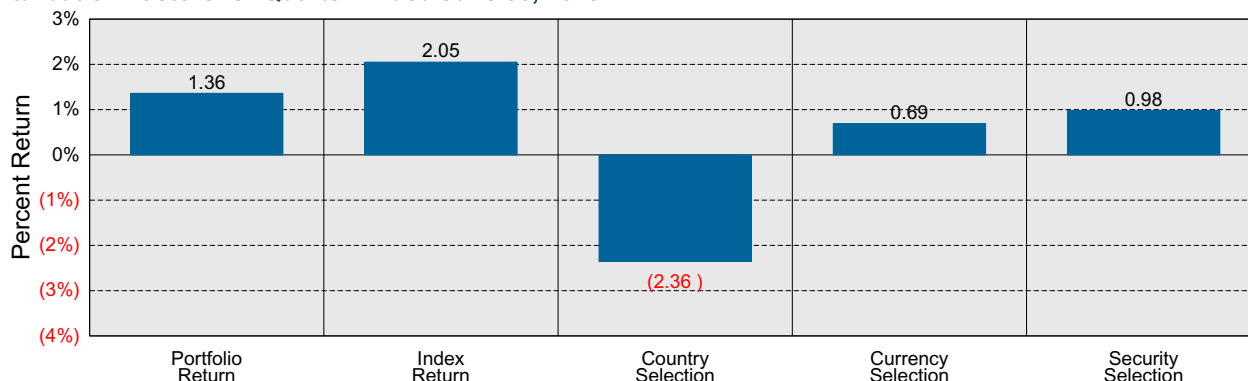
# T. Rowe Price Intl Small Cap vs MSCI ACWI xUS Small Attribution for Quarter Ended June 30, 2023

## International Attribution

The first chart below illustrates the return for each country in the index sorted from high to low. The total return for the index is highlighted with a dotted line. The second chart (countries presented in the same order) illustrates the manager's country allocation decisions relative to the index. To the extent that the manager over-weighted a country that had a higher return than the total return for the index (above the dotted line) it contributes positively to the manager's country (or currency) selection effect. The last chart details the manager return, the index return, and the attribution factors for the quarter.



## Attribution Factors for Quarter Ended June 30, 2023



# NinetyOne

## Period Ended June 30, 2023

### Investment Philosophy

Ninety One North America's 4Factor Equity team believes that share prices are driven by four key attributes over time and investing in companies that display these characteristics will drive long-term performance. They look to invest in high quality, attractively valued companies, which are improving operating performance and receiving increasing investor attention. These four factors (i.e., Strategy, Value, Earnings, and Technicals) are confirmed as performance drivers by academic research, empirical testing and intuitive reasoning. They believe that each factor can be a source of outperformance but in combination they are intended to produce more stable returns over the market cycle. Ninety One North America's management fee is 80 bps on all assets. The portfolio was funded June 2017. Historical returns are that of the manager's composite.

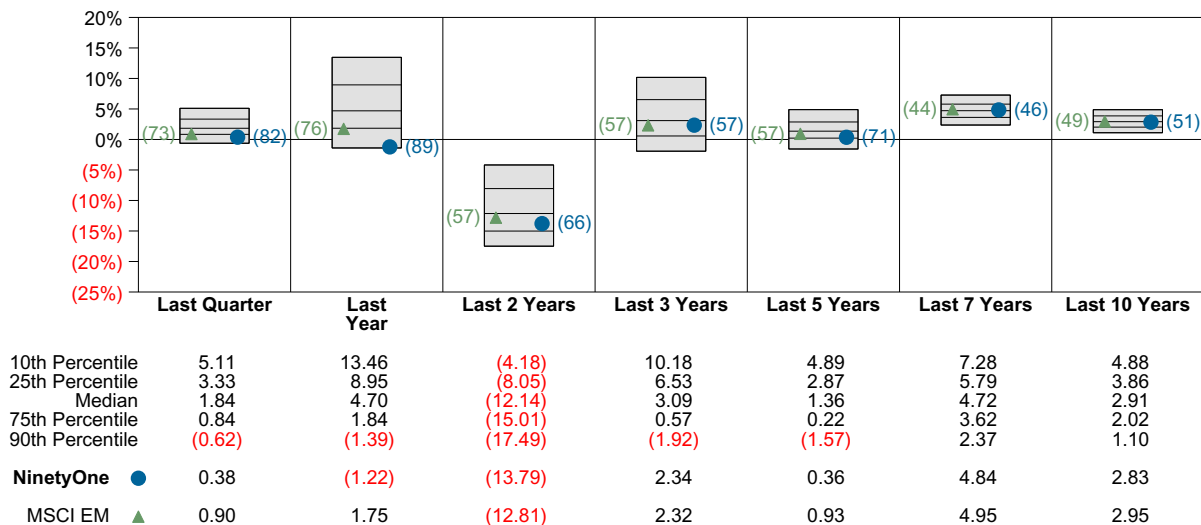
### Quarterly Summary and Highlights

- NinetyOne's portfolio posted a 0.38% return for the quarter placing it in the 82 percentile of the Morningstar Diversified Emg Mkts Fds group for the quarter and in the 89 percentile for the last year.
- NinetyOne's portfolio underperformed the MSCI EM by 0.52% for the quarter and underperformed the MSCI EM for the year by 2.97%.

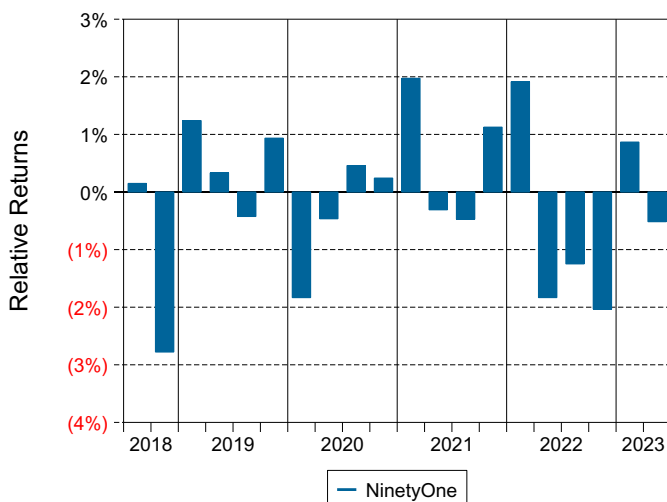
### Quarterly Asset Growth

Beginning Market Value	\$14,120,644
Net New Investment	\$0
Investment Gains/(Losses)	\$81,588
Ending Market Value	\$14,202,233

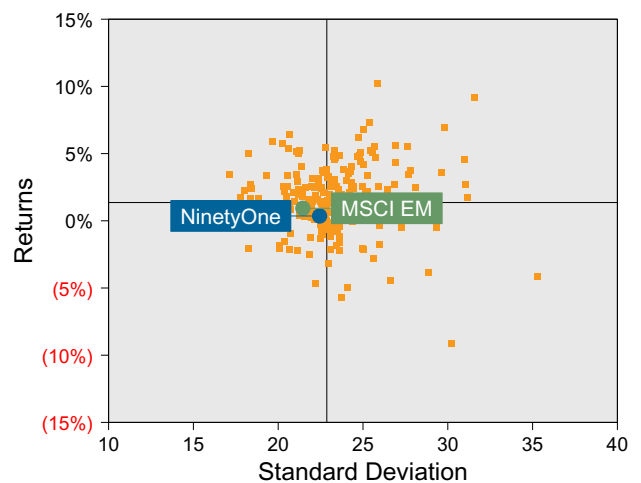
### Performance vs Morningstar Diversified Emg Mkts Fds (Net)



### Relative Return vs MSCI EM



### Morningstar Diversified Emg Mkts Fds (Net) Annualized Five Year Risk vs Return

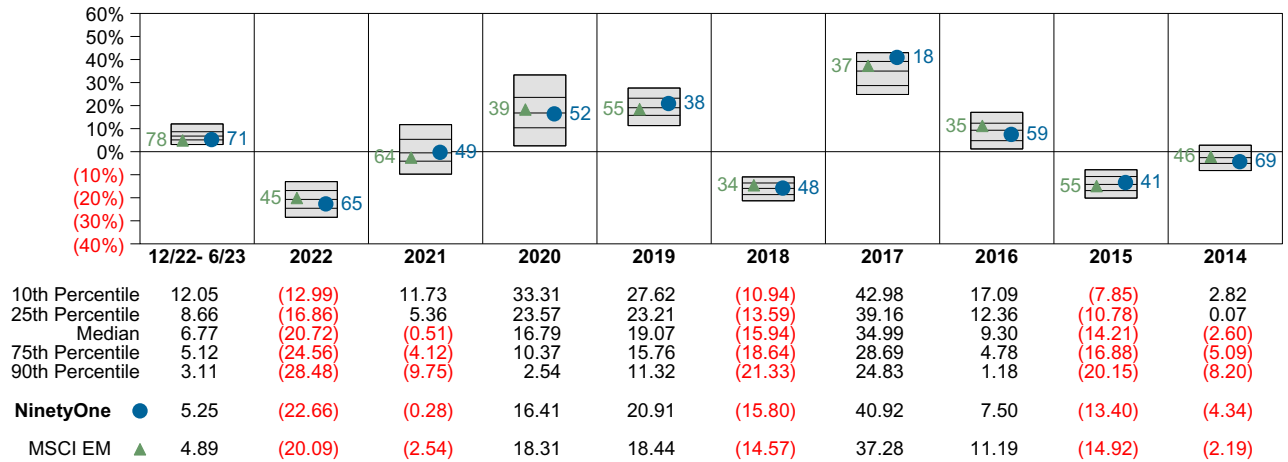


# NinetyOne Return Analysis Summary

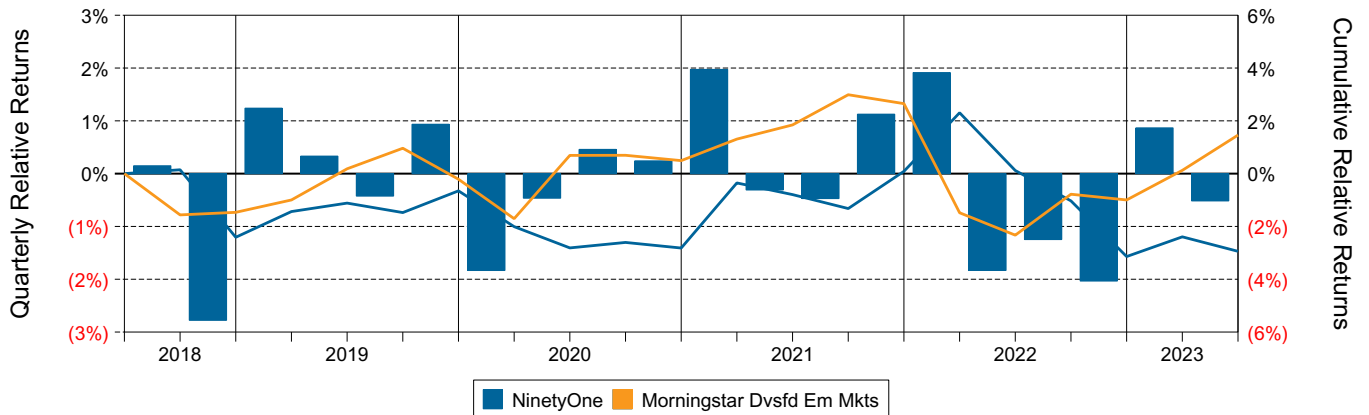
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

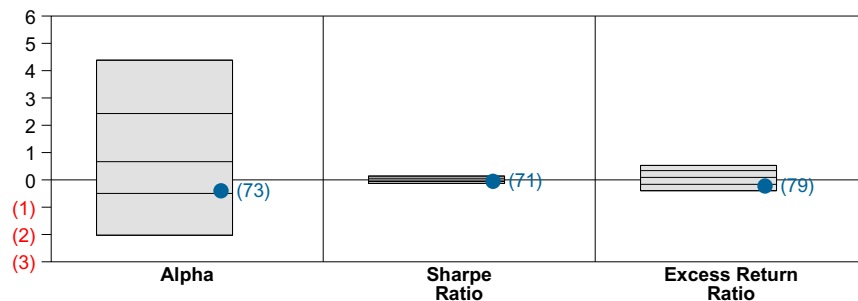
### Performance vs Morningstar Diversified Emg Mkts Fds (Net)



### Cumulative and Quarterly Relative Returns vs MSCI EM



### Risk Adjusted Return Measures vs MSCI EM Rankings Against Morningstar Diversified Emg Mkts Fds (Net) Five Years Ended June 30, 2023



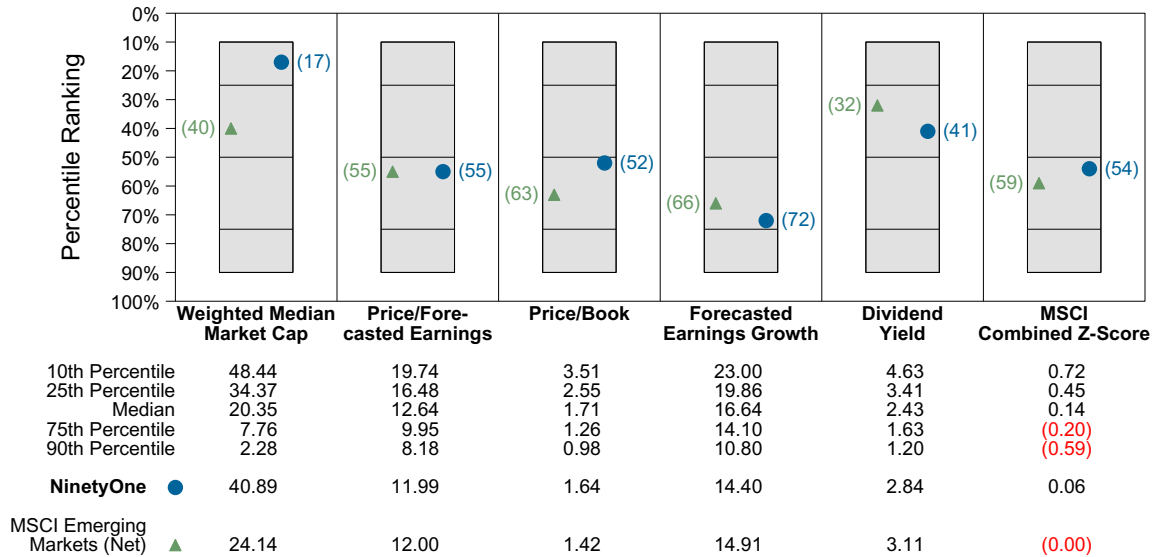
10th Percentile	4.38	0.14	0.53
25th Percentile	2.43	0.06	0.34
Median	0.67	(0.01)	0.09
75th Percentile	(0.50)	(0.06)	(0.16)
90th Percentile	(2.03)	(0.13)	(0.40)
<b>NinetyOne</b>	● (0.40)	(0.05)	(0.22)

# NinetyOne Equity Characteristics Analysis Summary

## Portfolio Characteristics

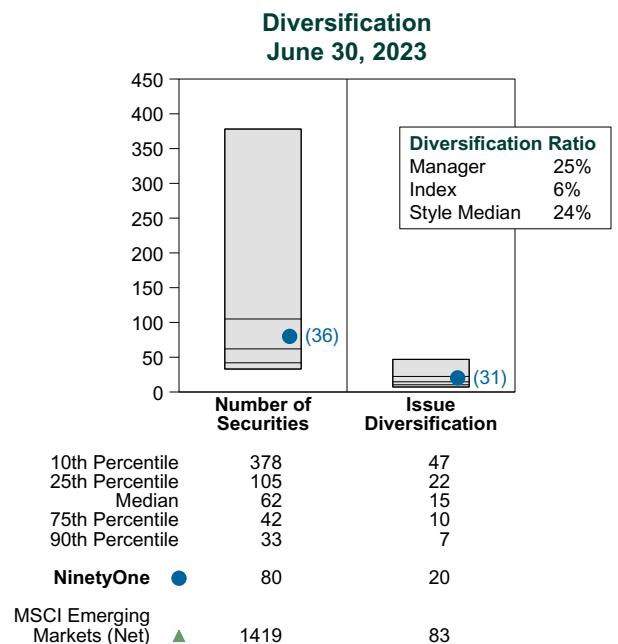
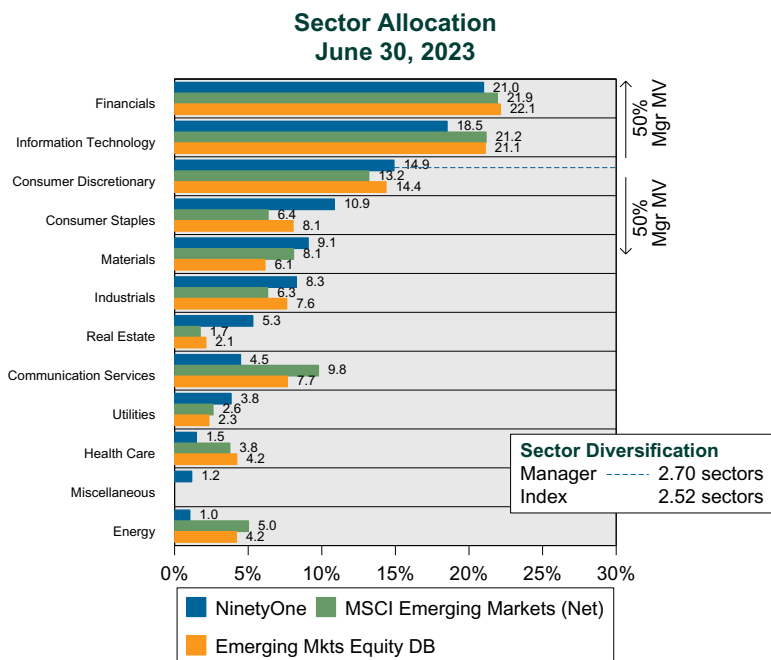
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

## Portfolio Characteristics Percentile Rankings Rankings Against Emerging Markets Equity DB as of June 30, 2023



## Sector Weights

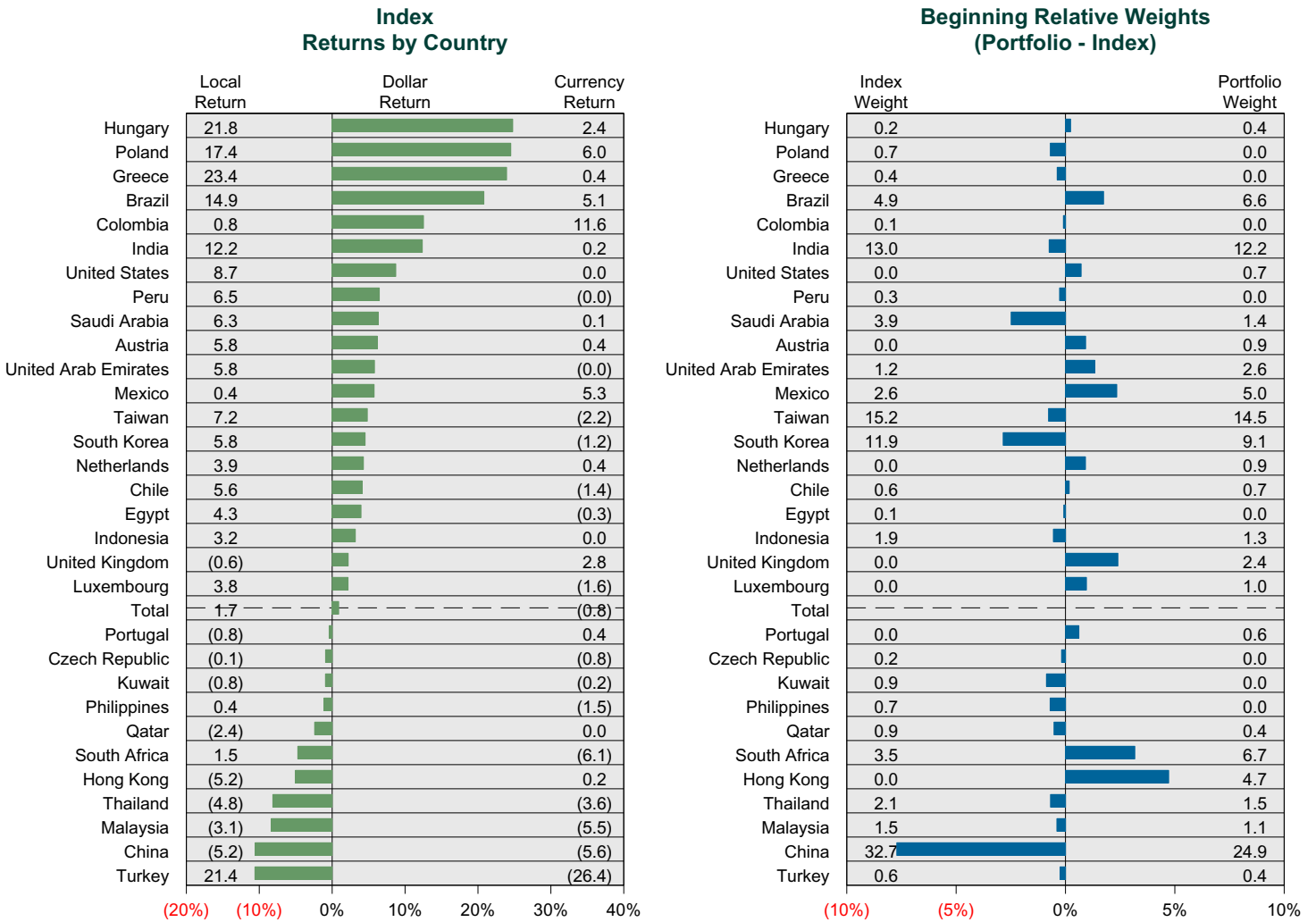
The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. Diversification by number and concentration of holdings are also compared to the benchmark and peer group. Issue Diversification represents by count, and Diversification Ratio by percent, the number of holdings that account for half of the portfolio's market value.



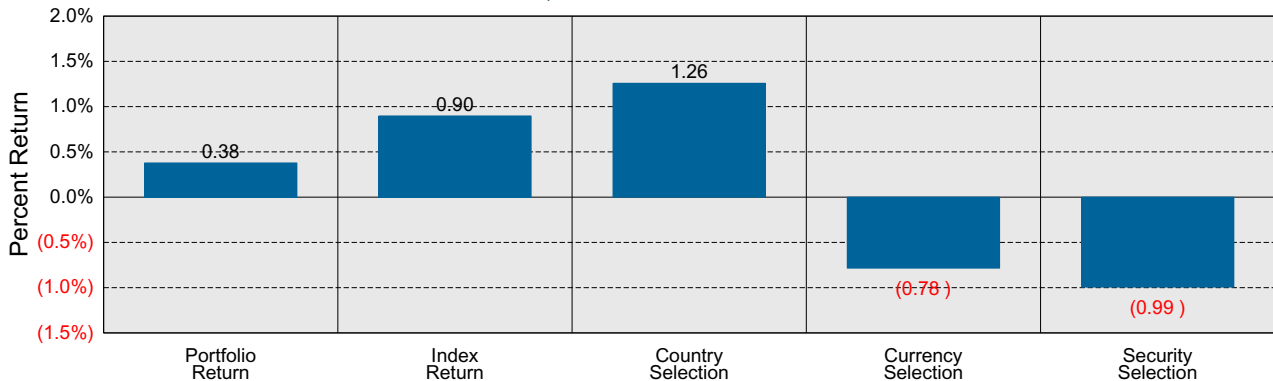
# NinetyOne vs MSCI EM Attribution for Quarter Ended June 30, 2023

## International Attribution

The first chart below illustrates the return for each country in the index sorted from high to low. The total return for the index is highlighted with a dotted line. The second chart (countries presented in the same order) illustrates the manager's country allocation decisions relative to the index. To the extent that the manager over-weighted a country that had a higher return than the total return for the index (above the dotted line) it contributes positively to the manager's country (or currency) selection effect. The last chart details the manager return, the index return, and the attribution factors for the quarter.



## Attribution Factors for Quarter Ended June 30, 2023







# Domestic Fixed Income Composite Period Ended June 30, 2023

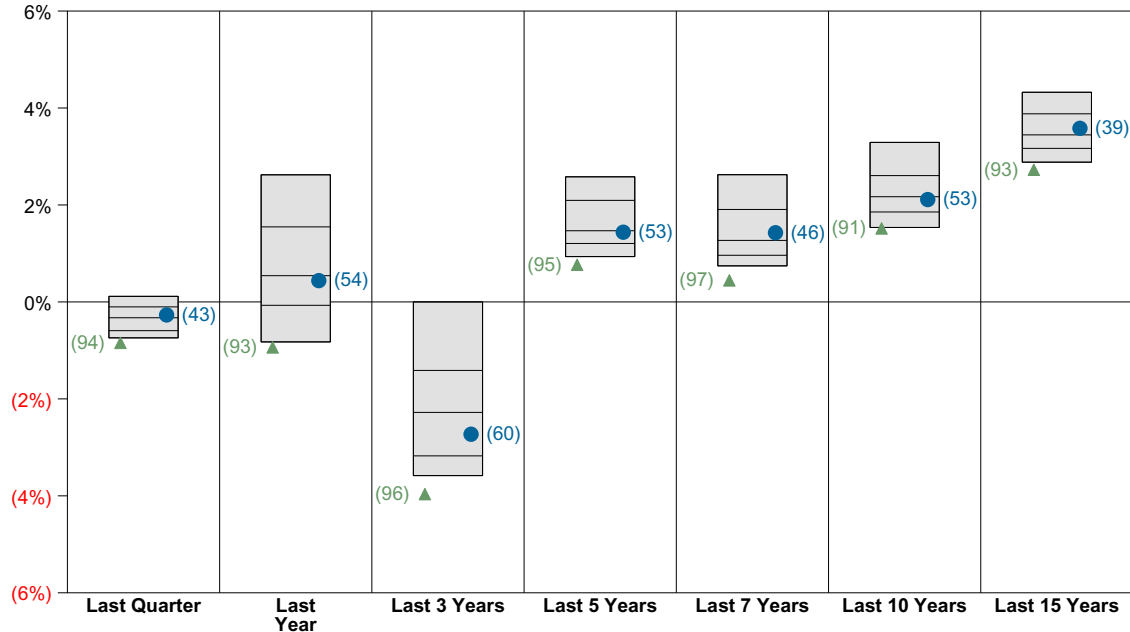
## Quarterly Summary and Highlights

- Domestic Fixed Income Composite's portfolio posted a (0.27)% return for the quarter placing it in the 43 percentile of the Public Fund - Domestic Fixed group for the quarter and in the 54 percentile for the last year.
- Domestic Fixed Income Composite's portfolio outperformed the Blmbg:Aggregate by 0.58% for the quarter and outperformed the Blmbg:Aggregate for the year by 1.38%.

## Quarterly Asset Growth

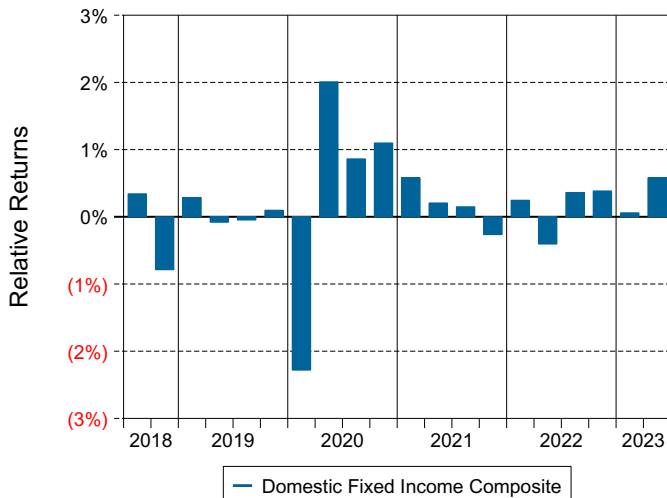
Beginning Market Value	\$147,885,126
Net New Investment	\$-18,000,000
Investment Gains/(Losses)	\$-204,116
Ending Market Value	\$129,681,010

## Performance vs Public Fund - Domestic Fixed (Net)

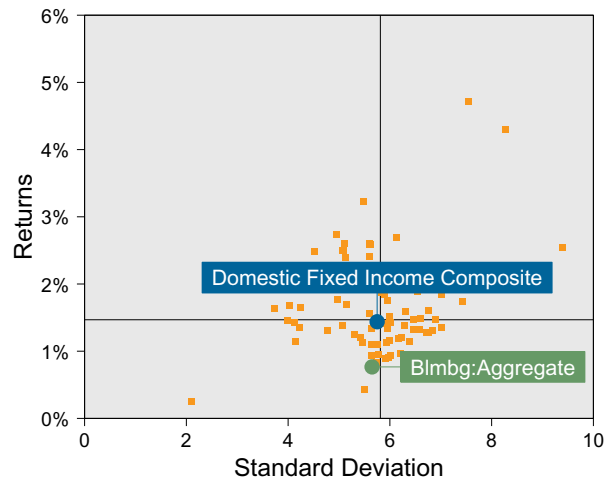


10th Percentile	0.12	2.62	(0.00)	2.58	2.62	3.29	4.32
25th Percentile	(0.10)	1.55	(1.41)	2.09	1.91	2.61	3.88
Median	(0.33)	0.54	(2.28)	1.47	1.27	2.17	3.45
75th Percentile	(0.59)	(0.07)	(3.18)	1.21	0.96	1.86	3.17
90th Percentile	(0.74)	(0.83)	(3.58)	0.94	0.74	1.54	2.88
<b>Domestic Fixed Income Composite</b>	<b>● (0.27)</b>	<b>0.44</b>	<b>(2.73)</b>	<b>1.44</b>	<b>1.43</b>	<b>2.11</b>	<b>3.58</b>
Blmbg:Aggregate	▲ (0.84)	(0.94)	(3.96)	0.77	0.44	1.52	2.73

## Relative Return vs Blmbg:Aggregate



## Public Fund - Domestic Fixed (Net) Annualized Five Year Risk vs Return

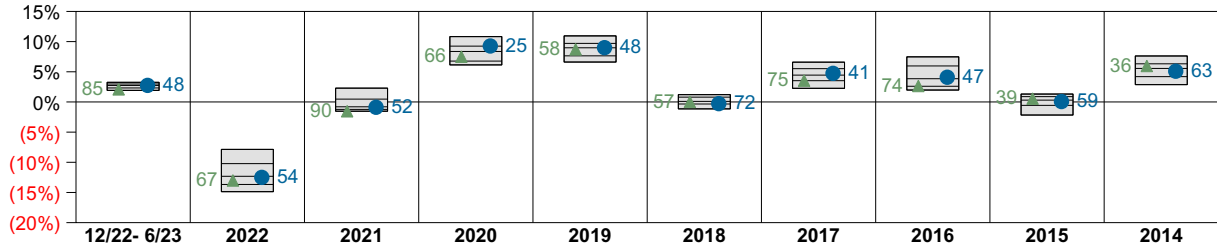


# Domestic Fixed Income Composite Return Analysis Summary

## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

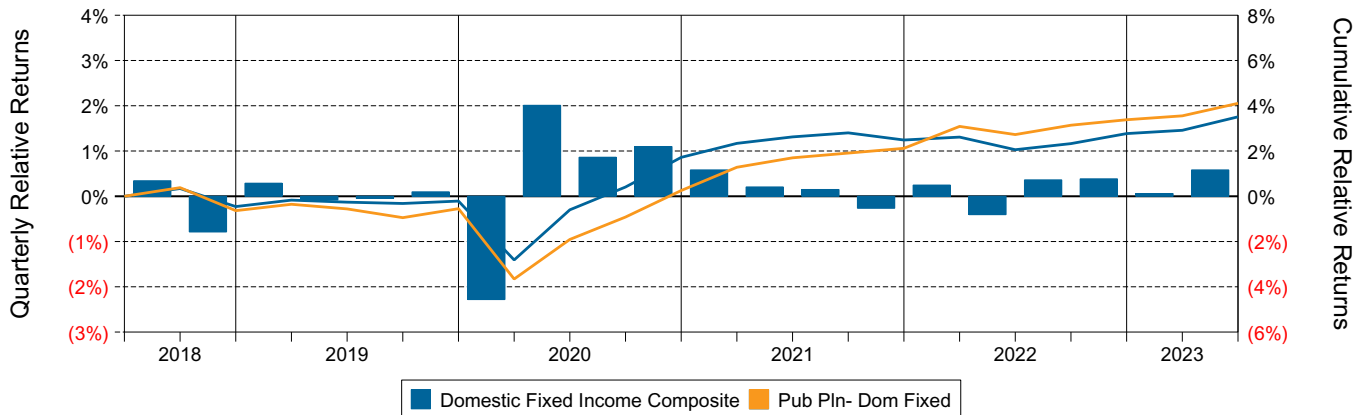
### Performance vs Public Fund - Domestic Fixed (Net)



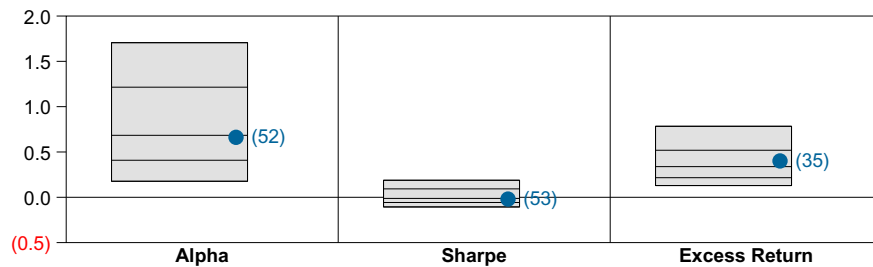
10th Percentile	3.25	(7.86)	2.29	10.83	10.95	1.21	6.60	7.47	1.31	7.62
25th Percentile	2.97	(10.22)	0.47	9.25	9.70	0.80	5.52	5.97	0.88	6.32
Median	2.74	(12.32)	(0.80)	8.37	8.98	0.10	4.45	3.85	0.30	5.56
75th Percentile	2.32	(13.67)	(1.23)	6.77	7.64	(0.34)	3.52	2.60	(0.57)	4.19
90th Percentile	1.92	(14.87)	(1.53)	6.14	6.61	(1.15)	2.26	1.97	(2.17)	2.87

	Domestic Fixed Income Composite	Blmbg:Aggregate
Domestic Fixed Income Composite	2.75	(12.50)
Blmbg:Aggregate	2.09	(13.01)

### Cumulative and Quarterly Relative Returns vs Blmbg:Aggregate



### Risk Adjusted Return Measures vs Blmbg:Aggregate Rankings Against Public Fund - Domestic Fixed (Net) Five Years Ended June 30, 2023



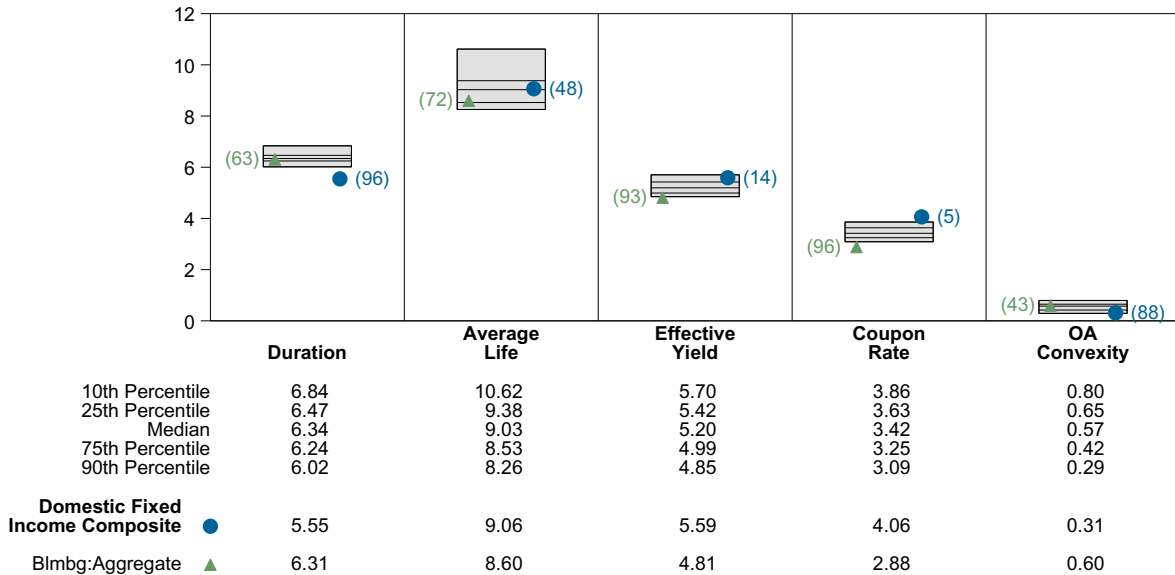
10th Percentile	1.71	0.19	0.78
25th Percentile	1.21	0.09	0.52
Median	0.68	(0.01)	0.34
75th Percentile	0.41	(0.06)	0.22
90th Percentile	0.18	(0.11)	0.13
Domestic Fixed Income Composite	0.66	(0.02)	0.40

# Domestic Fixed Income Composite Bond Characteristics Analysis Summary

## Portfolio Characteristics

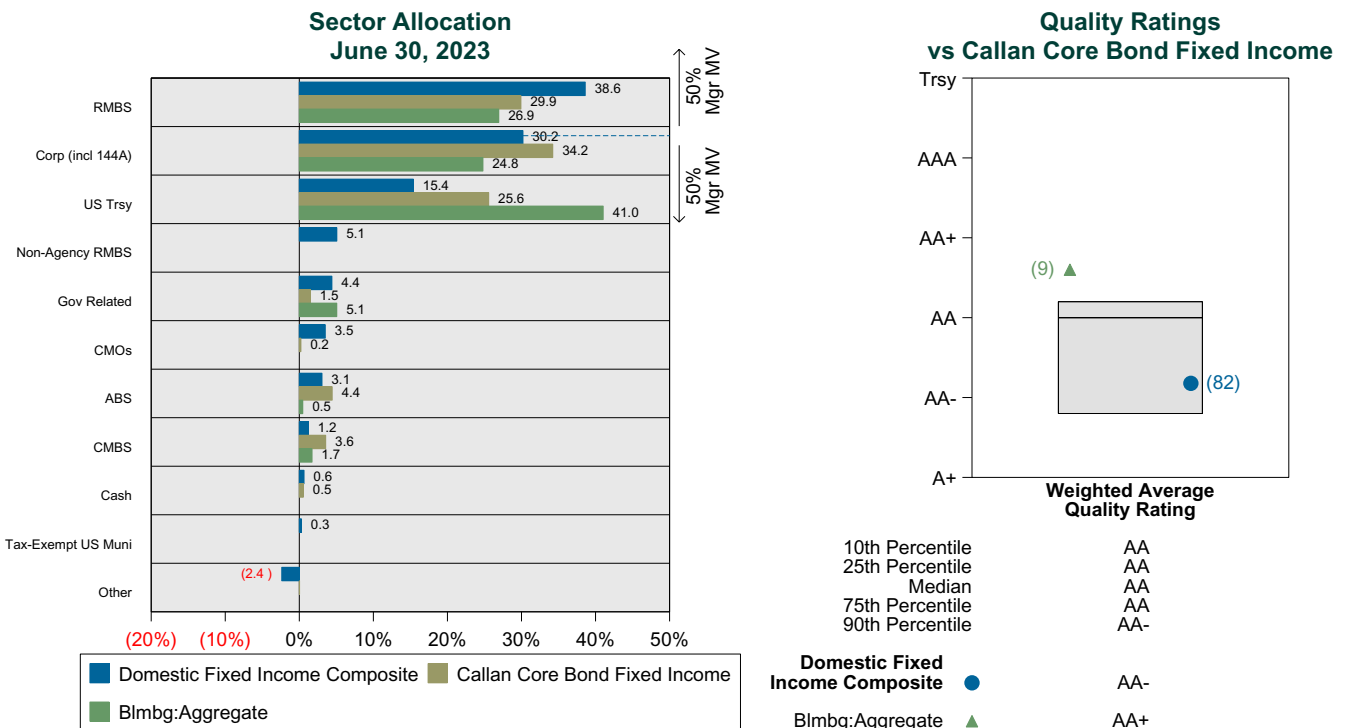
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

## Fixed Income Portfolio Characteristics Rankings Against Callan Core Bond Fixed Income as of June 30, 2023



## Sector Allocation and Quality Ratings

The first graph compares the manager's sector allocation with the average allocation across all the members of the manager's style. The second graph compares the manager's weighted average quality rating with the range of quality ratings for the style.



# Dodge & Cox Income Period Ended June 30, 2023

## Investment Philosophy

Dodge & Cox employs a bottom-up, value-oriented approach to construct portfolios. In-depth fundamental research is a hallmark of the process. The Fund can be expected to have an underweight in US Treasuries, an overweight in corporate credit and a higher yield than the benchmark. Turnover is low and the investors should have a long-term investment horizon. A maximum of 20% may be invested in securities rated below investment grade, but historically the amount has been less.

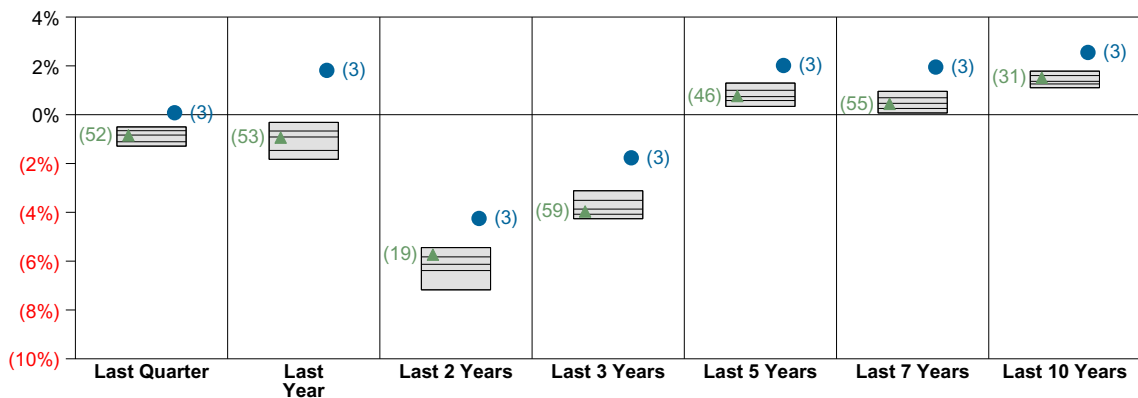
## Quarterly Summary and Highlights

- Dodge & Cox Income's portfolio posted a 0.08% return for the quarter placing it in the 3 percentile of the Callan Core Bond Mutual Funds group for the quarter and in the 3 percentile for the last year.
- Dodge & Cox Income's portfolio outperformed the Blmbg:Aggregate by 0.92% for the quarter and outperformed the Blmbg:Aggregate for the year by 2.75%.

## Quarterly Asset Growth

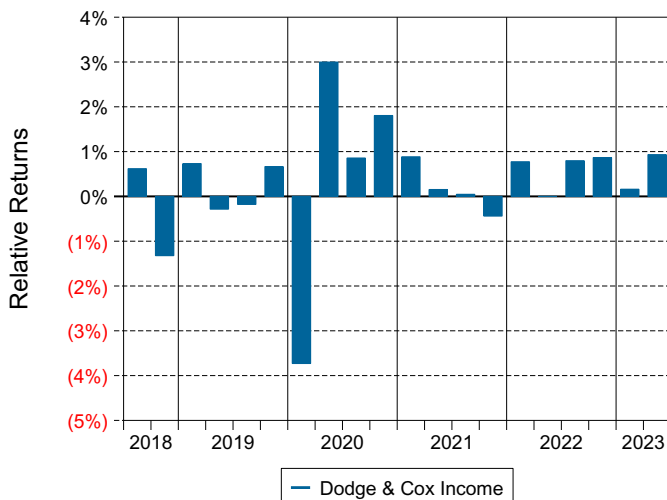
Beginning Market Value	\$74,698,597
Net New Investment	\$-10,000,000
Investment Gains/(Losses)	\$131,102
Ending Market Value	\$64,829,699

## Performance vs Callan Core Bond Mutual Funds (Net)

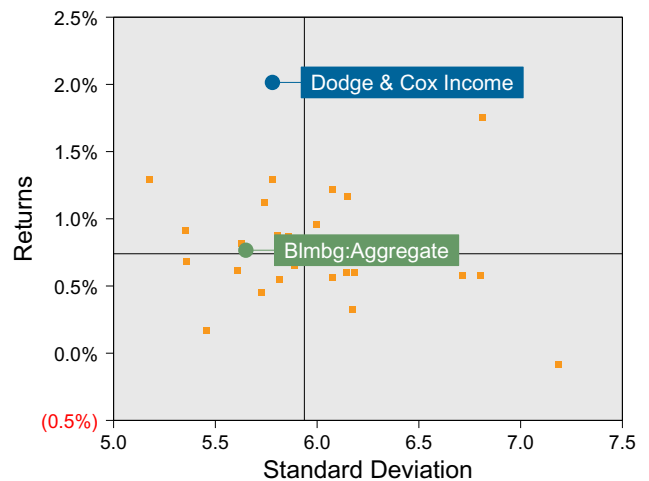


10th Percentile	(0.50)	(0.31)	(5.45)	(3.12)	1.30	0.96	1.78
25th Percentile	(0.66)	(0.67)	(5.82)	(3.51)	1.00	0.69	1.60
Median	(0.83)	(0.91)	(6.13)	(3.87)	0.74	0.47	1.37
75th Percentile	(1.11)	(1.46)	(6.39)	(4.08)	0.58	0.25	1.26
90th Percentile	(1.29)	(1.83)	(7.17)	(4.26)	0.34	0.07	1.10

## Relative Return vs Blmbg:Aggregate



## Callan Core Bond Mutual Funds (Net) Annualized Five Year Risk vs Return

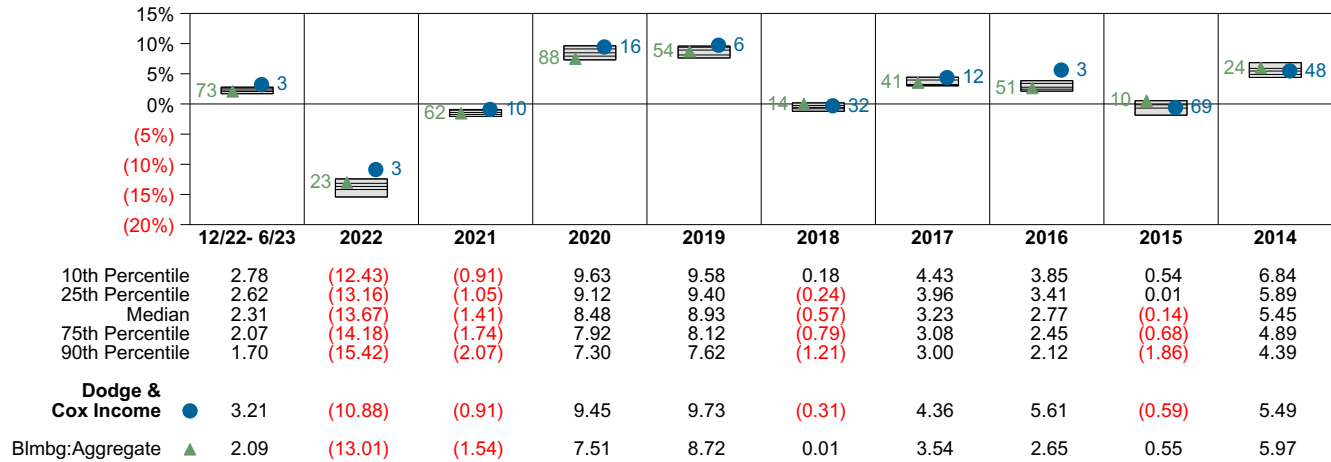


# Dodge & Cox Income Return Analysis Summary

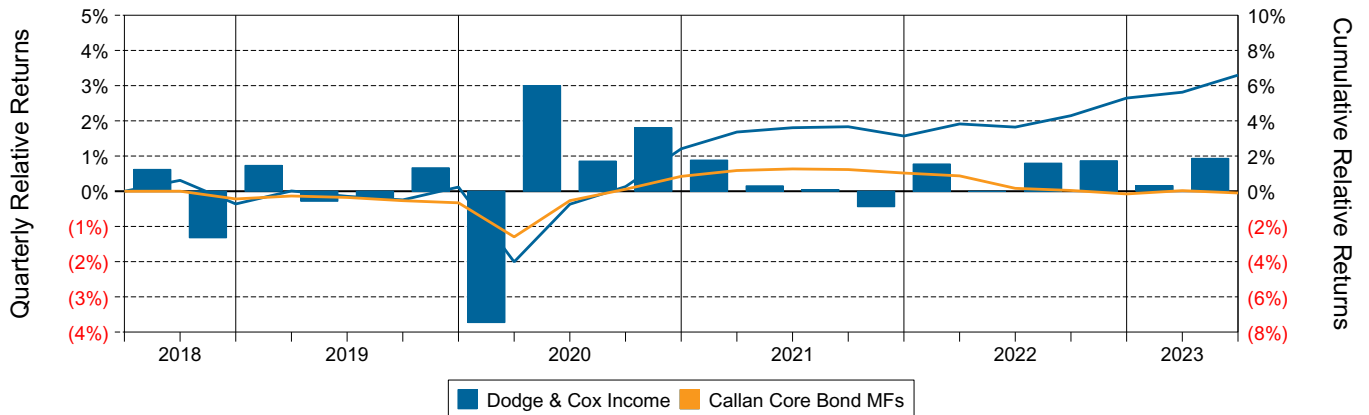
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

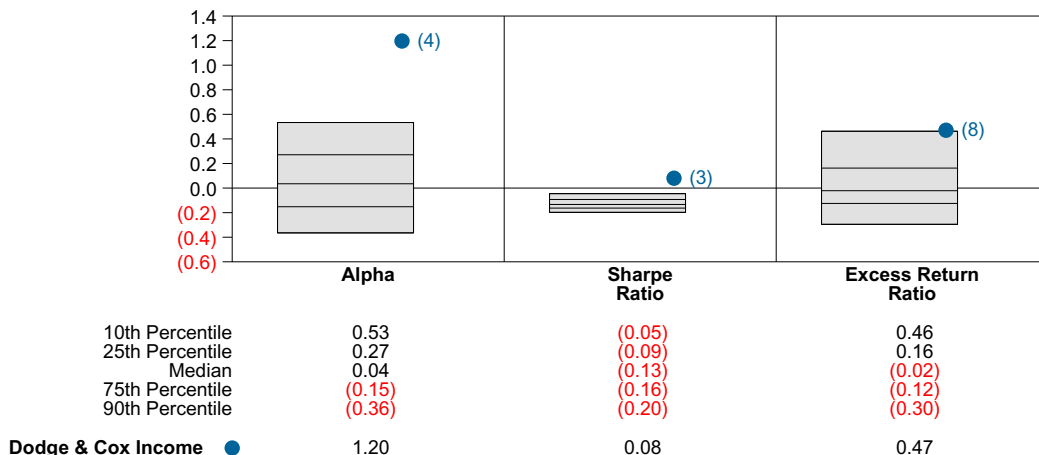
### Performance vs Callan Core Bond Mutual Funds (Net)



### Cumulative and Quarterly Relative Returns vs Blmbg:Aggregate



### Risk Adjusted Return Measures vs Blmbg:Aggregate Rankings Against Callan Core Bond Mutual Funds (Net) Five Years Ended June 30, 2023

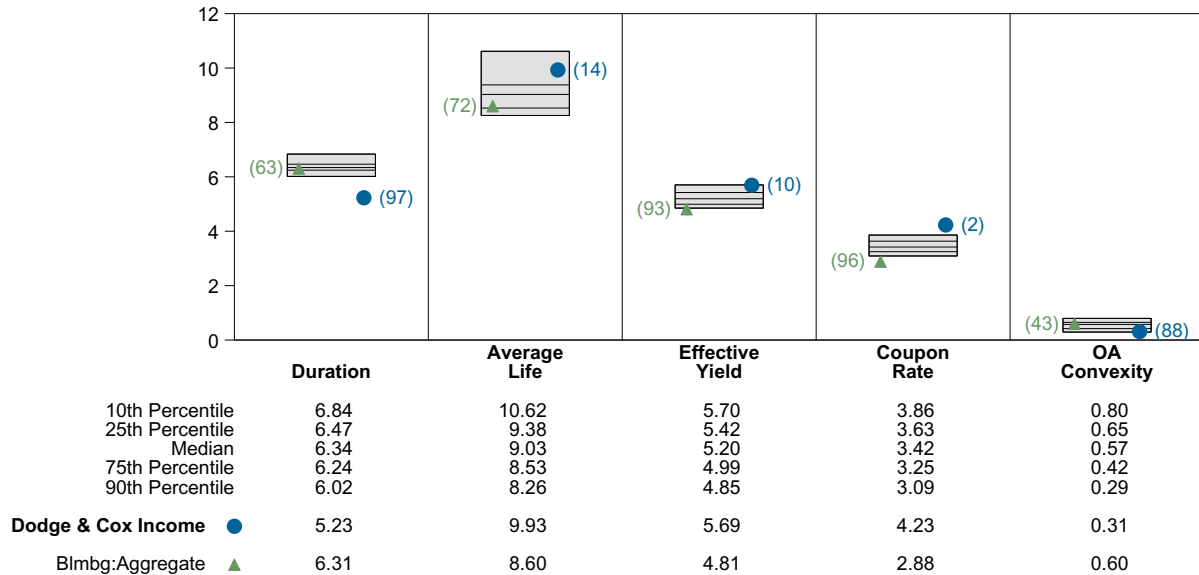


# Dodge & Cox Income Bond Characteristics Analysis Summary

## Portfolio Characteristics

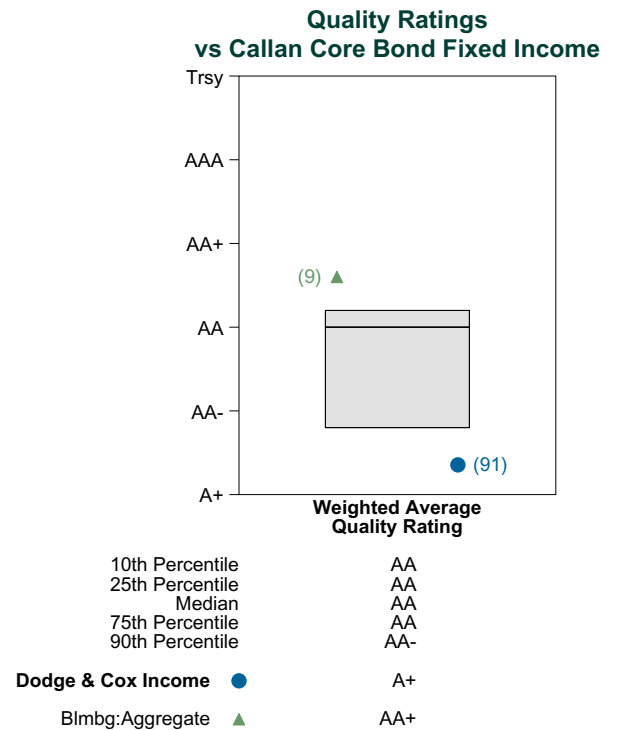
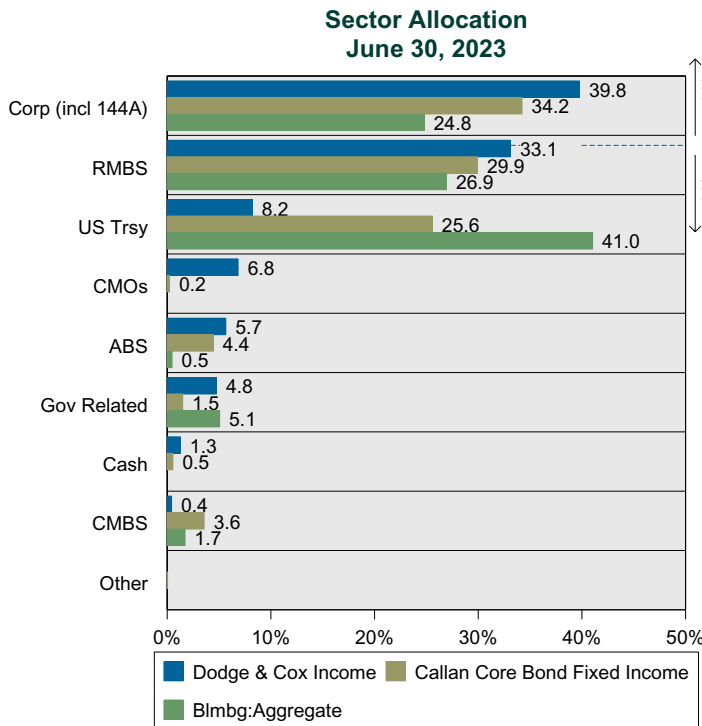
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

## Fixed Income Portfolio Characteristics Rankings Against Callan Core Bond Fixed Income as of June 30, 2023



## Sector Allocation and Quality Ratings

The first graph compares the manager's sector allocation with the average allocation across all the members of the manager's style. The second graph compares the manager's weighted average quality rating with the range of quality ratings for the style.



# PIMCO

## Period Ended June 30, 2023

### Investment Philosophy

The Total Return fund is a core plus strategy managed by a team of PIMCO's senior investment professionals. PIMCO is well known for its macroeconomic forecasts, which contribute to the top-down elements of its investment process while sector teams and traders drive the bottom-up security selection choices. The strategy is benchmarked to the Bloomberg U.S. Aggregate Index and invests in a broad set of fixed income sectors. Duration is generally within two years of the benchmark. The Fund allows up to 20% in high yield and 20% in foreign currency exposure.

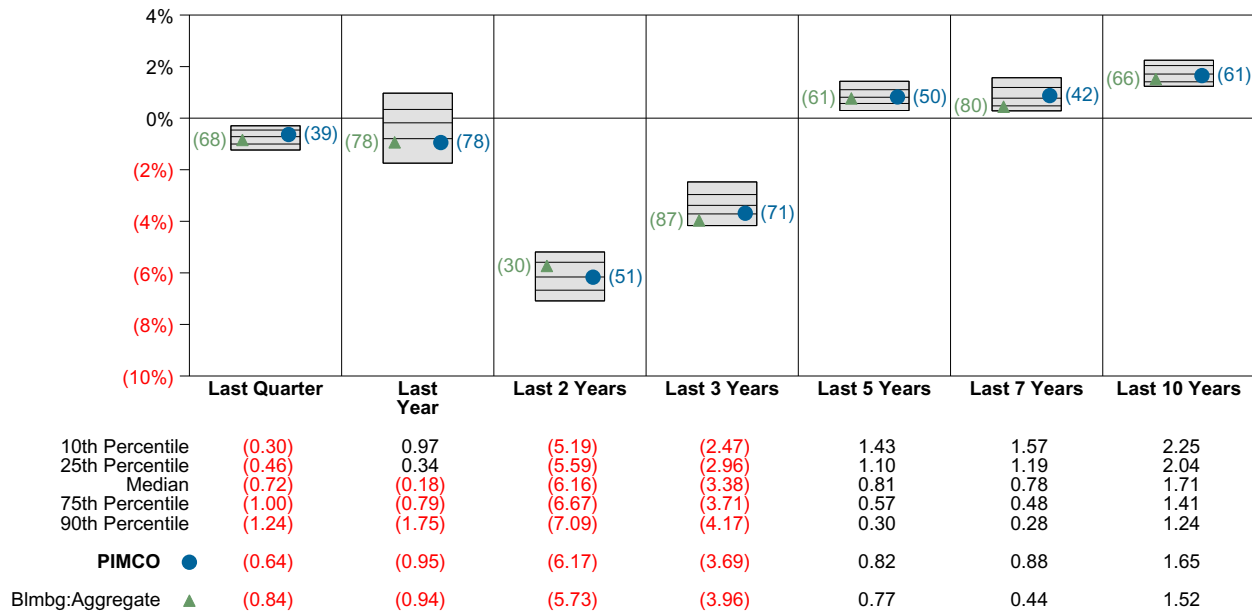
### Quarterly Summary and Highlights

- PIMCO's portfolio posted a (0.64)% return for the quarter placing it in the 39 percentile of the Callan Core Plus Mutual Funds group for the quarter and in the 78 percentile for the last year.
- PIMCO's portfolio outperformed the Blmbg:Aggregate by 0.21% for the quarter and underperformed the Blmbg:Aggregate for the year by 0.01%.

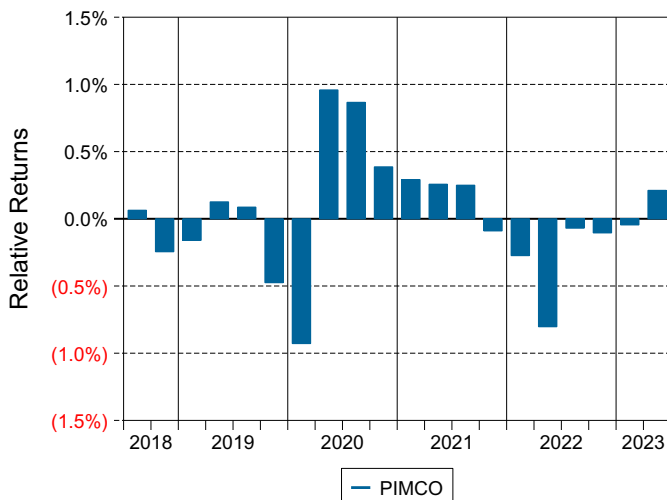
### Quarterly Asset Growth

Beginning Market Value	\$73,186,529
Net New Investment	\$-8,000,000
Investment Gains/(Losses)	\$-335,218
Ending Market Value	\$64,851,311

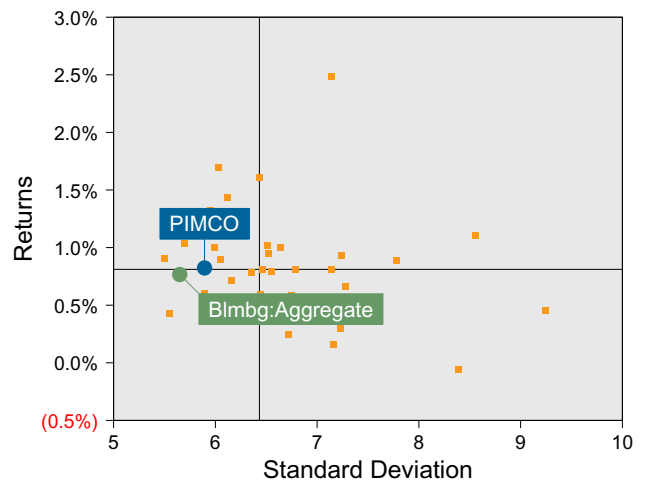
### Performance vs Callan Core Plus Mutual Funds (Net)



### Relative Return vs Blmbg:Aggregate



### Callan Core Plus Mutual Funds (Net) Annualized Five Year Risk vs Return

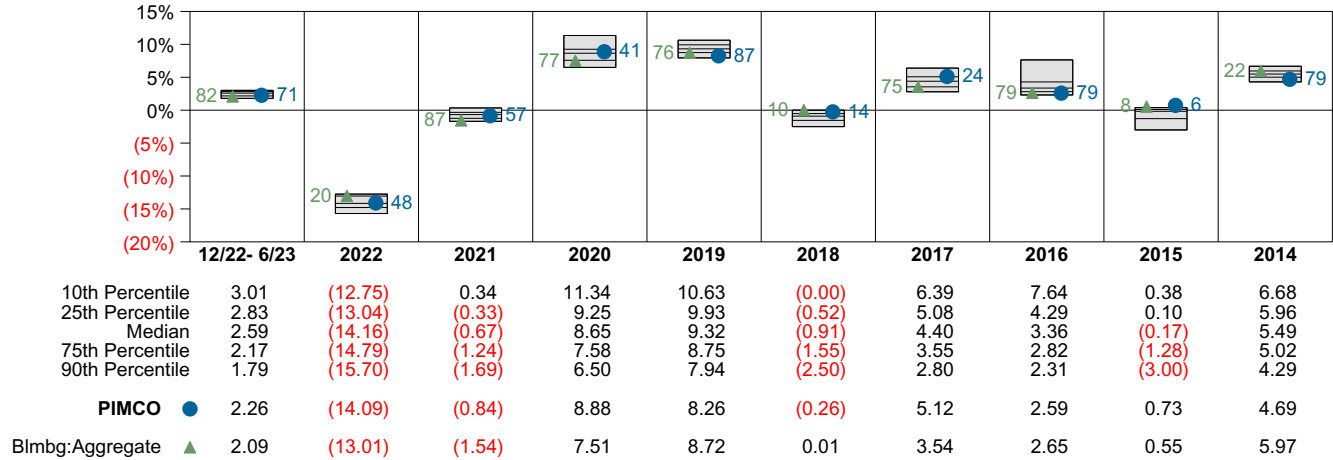


# PIMCO Return Analysis Summary

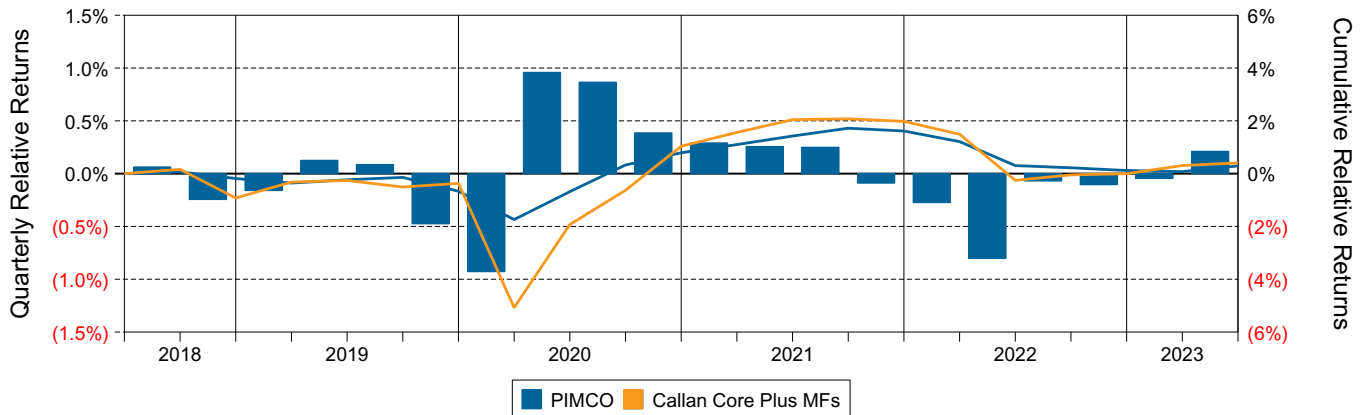
## Return Analysis

The graphs below analyze the manager's return on both a risk-adjusted and unadjusted basis. The first chart illustrates the manager's ranking over different periods versus the appropriate style group. The second chart shows the historical quarterly and cumulative manager returns versus the appropriate market benchmark. The last chart illustrates the manager's ranking relative to their style using various risk-adjusted return measures.

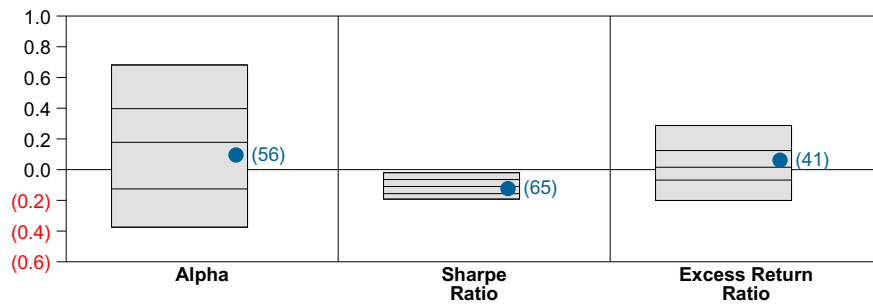
### Performance vs Callan Core Plus Mutual Funds (Net)



### Cumulative and Quarterly Relative Returns vs Blmbg:Aggregate



### Risk Adjusted Return Measures vs Blmbg:Aggregate Rankings Against Callan Core Plus Mutual Funds (Net) Five Years Ended June 30, 2023



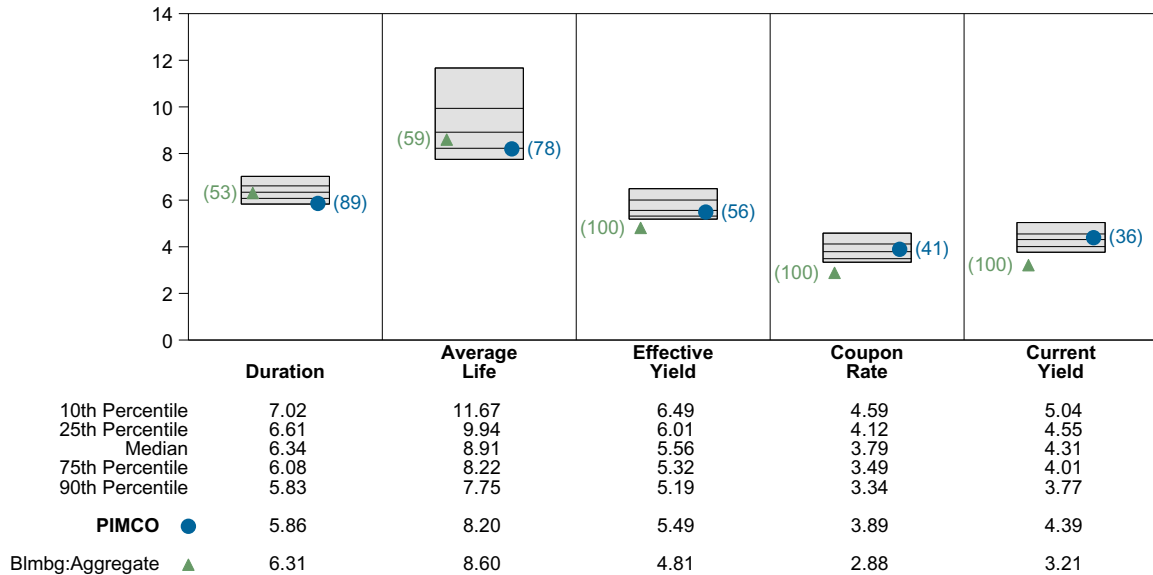


# PIMCO Bond Characteristics Analysis Summary

## Portfolio Characteristics

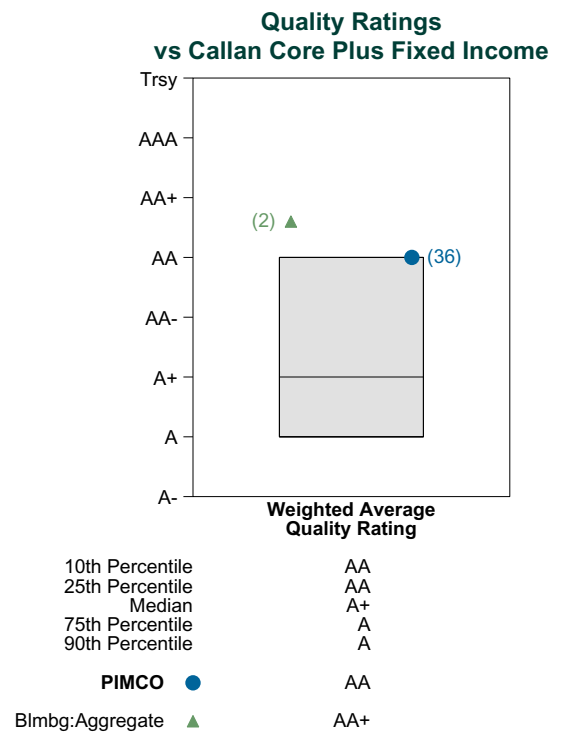
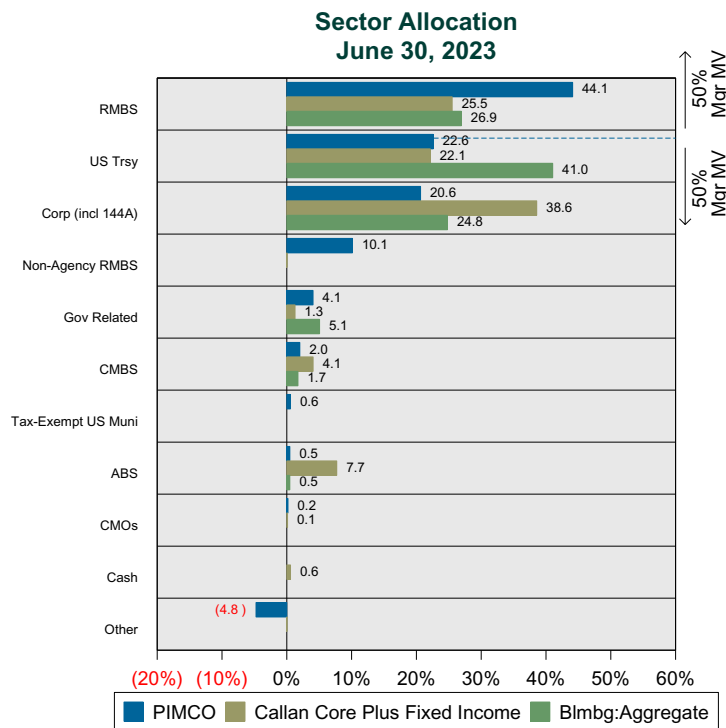
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

## Fixed Income Portfolio Characteristics Rankings Against Callan Core Plus Fixed Income as of June 30, 2023



## Sector Allocation and Quality Ratings

The first graph compares the manager's sector allocation with the average allocation across all the members of the manager's style. The second graph compares the manager's weighted average quality rating with the range of quality ratings for the style.





# IFM Global Infrastructure Period Ended June 30, 2023

## Investment Philosophy

IFM Investors believes a professionally managed portfolio of infrastructure assets can provide long-term institutional investors with significant benefits: diversification, earnings stability, participation in economic growth, protection from inflation and portfolio risk management. Infrastructure assets also allow investors to match their long-term liabilities with long-term investments.

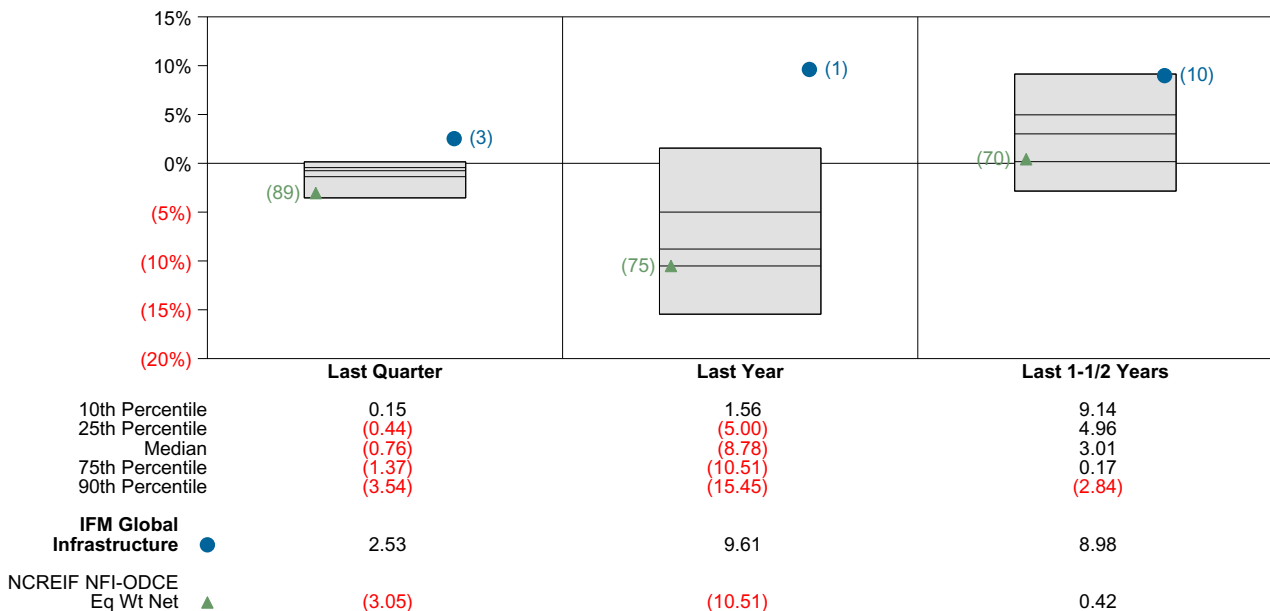
## Quarterly Summary and Highlights

- IFM Global Infrastructure's portfolio posted a 2.53% return for the quarter placing it in the 3 percentile of the Callan Open End Core Cmmingled Real Est group for the quarter and in the 1 percentile for the last year.
- IFM Global Infrastructure's portfolio outperformed the NCREIF NFI-ODCE Eq Wt Net by 5.57% for the quarter and outperformed the NCREIF NFI-ODCE Eq Wt Net for the year by 20.13%.

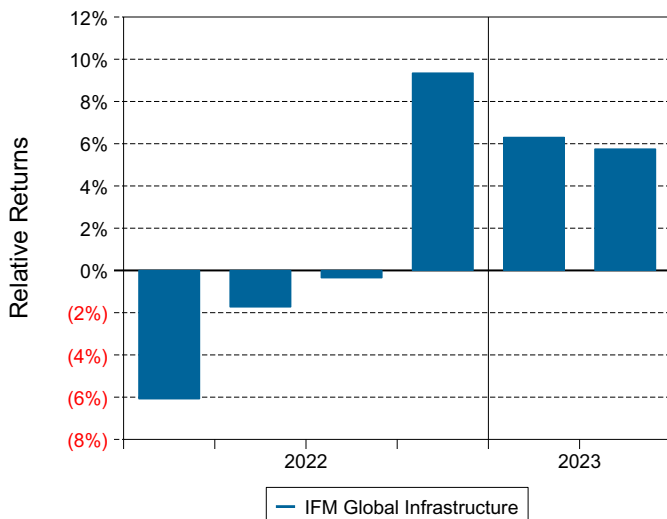
## Quarterly Asset Growth

Beginning Market Value	\$25,348,017
Net New Investment	\$0
Investment Gains/(Losses)	\$640,196
Ending Market Value	\$25,988,213

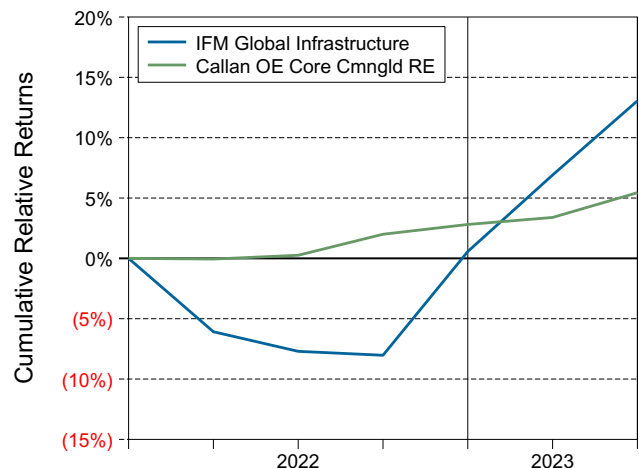
## Performance vs Callan Open End Core Cmmingled Real Est (Net)



## Relative Returns vs NCREIF NFI-ODCE Eq Wt Net



## Cumulative Returns vs NCREIF NFI-ODCE Eq Wt Net



# JP Morgan Infrastructure Period Ended June 30, 2023

## Investment Philosophy

The JPMorgan Infrastructure Investments Fund ("IIF") looks to add value through its ability to build upon existing investments and de-risk future investments without the constraint of multiple fund vintage conflicts. In addition, as an open-end fund, IIF focuses on driving sustained operational improvements and efficiencies as well as long-term value. Short-term improvements and exit timing largely dependent upon market conditions, are not priorities.

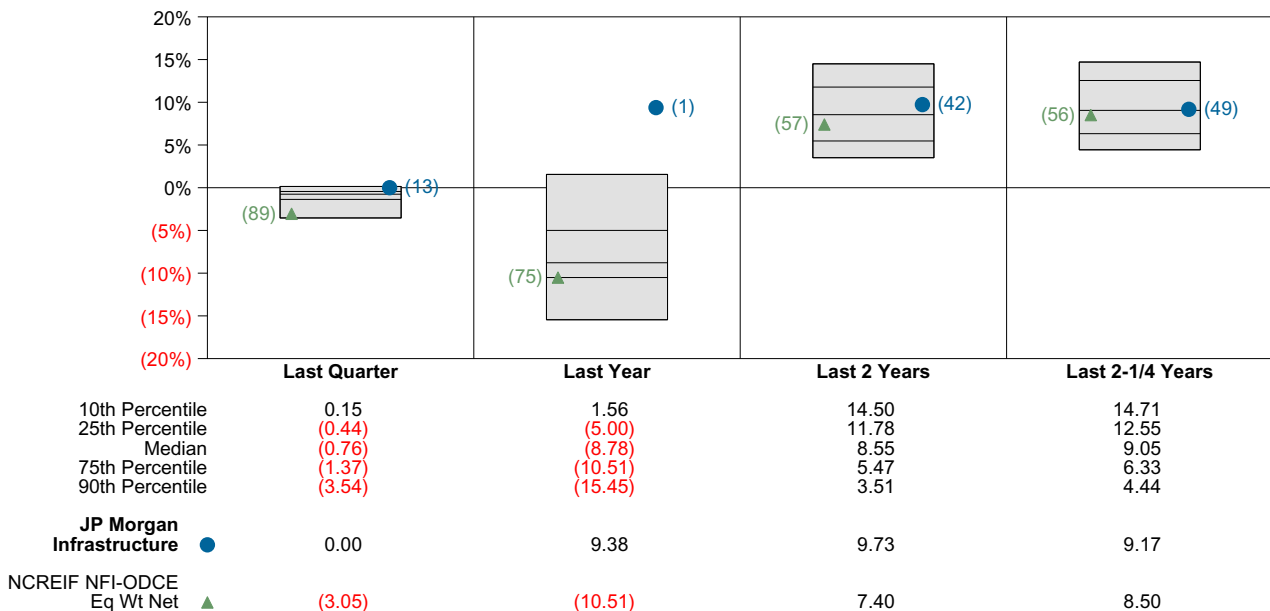
## Quarterly Summary and Highlights

- JP Morgan Infrastructure's portfolio posted a 0.00% return for the quarter placing it in the 13 percentile of the Callan Open End Core Cmmingled Real Est group for the quarter and in the 1 percentile for the last year.
- JP Morgan Infrastructure's portfolio outperformed the NCREIF NFI-ODCE Eq Wt Net by 3.05% for the quarter and outperformed the NCREIF NFI-ODCE Eq Wt Net for the year by 19.89%.

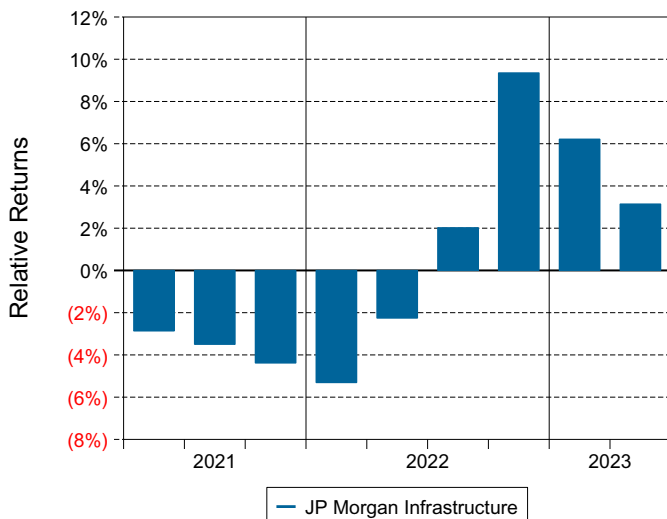
## Quarterly Asset Growth

Beginning Market Value	\$26,062,262
Net New Investment	\$0
Investment Gains/(Losses)	\$0
Ending Market Value	\$26,062,262

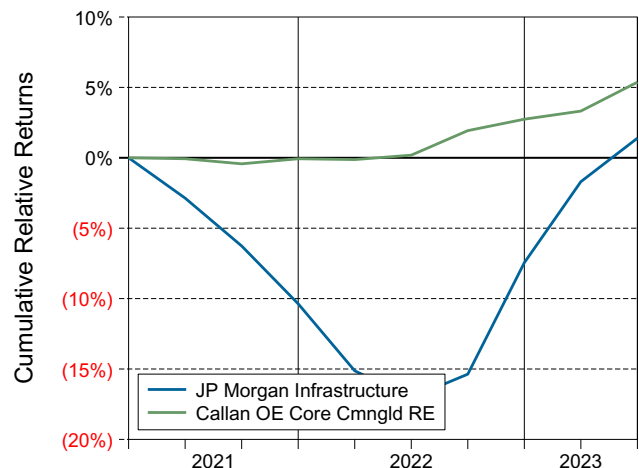
## Performance vs Callan Open End Core Cmmingled Real Est (Net)



## Relative Returns vs NCREIF NFI-ODCE Eq Wt Net



## Cumulative Returns vs NCREIF NFI-ODCE Eq Wt Net





# Real Estate Composite Period Ended June 30, 2023

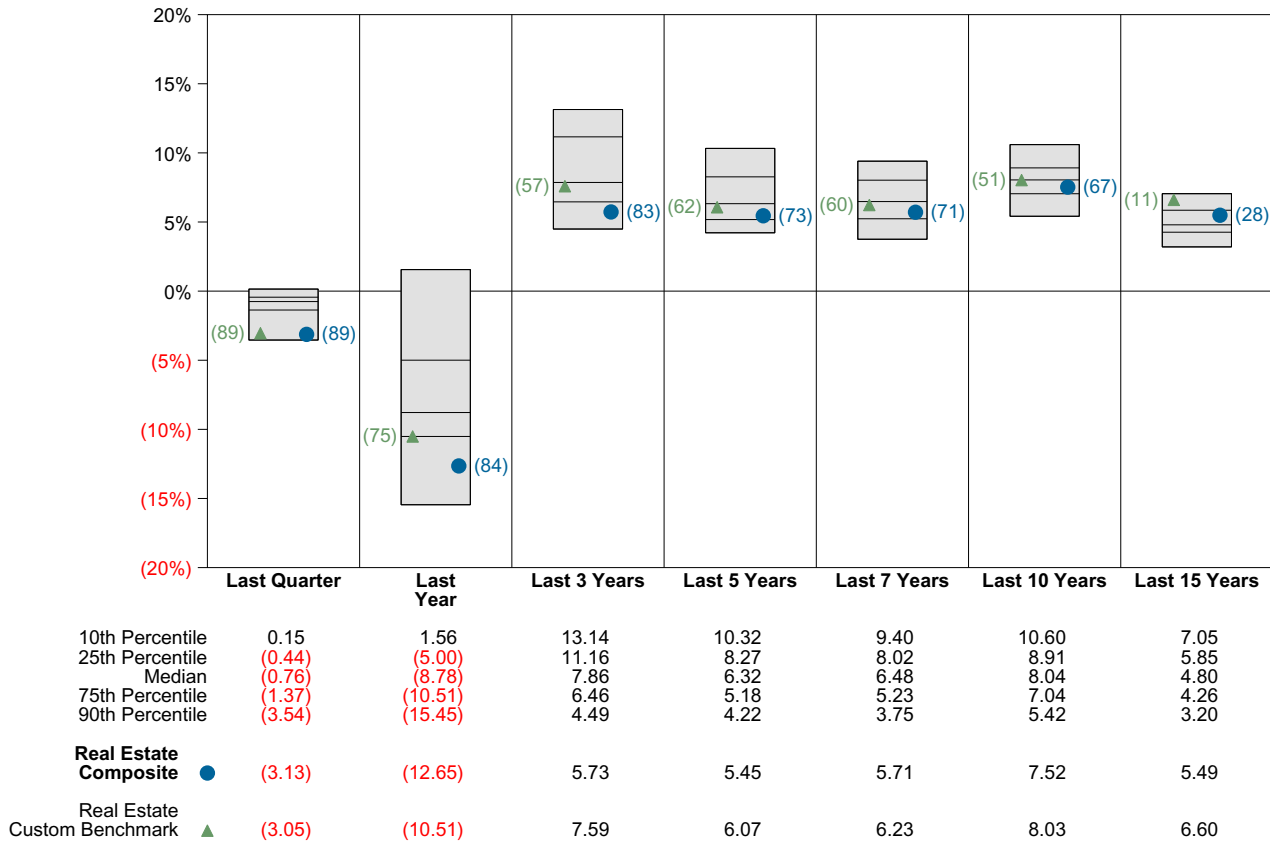
## Quarterly Summary and Highlights

- Real Estate Composite's portfolio posted a (3.13)% return for the quarter placing it in the 89 percentile of the Callan Open End Core Cmmingled Real Est group for the quarter and in the 84 percentile for the last year.
- Real Estate Composite's portfolio underperformed the Real Estate Custom Benchmark by 0.08% for the quarter and underperformed the Real Estate Custom Benchmark for the year by 2.13%.

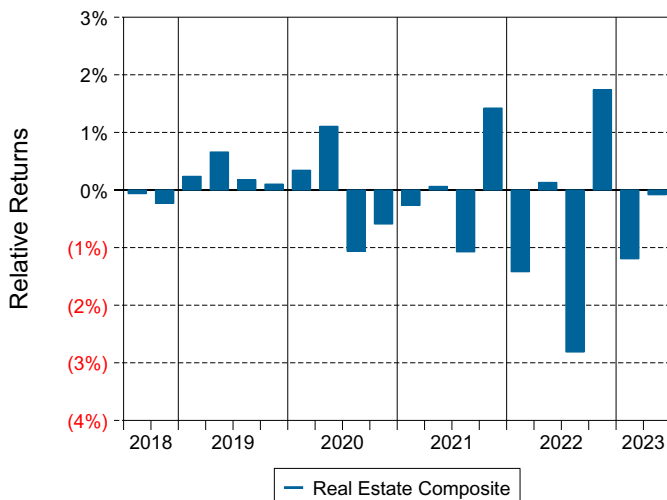
## Quarterly Asset Growth

Beginning Market Value	\$84,340,369
Net New Investment	\$-605,232
Investment Gains/(Losses)	\$-2,637,705
Ending Market Value	\$81,097,431

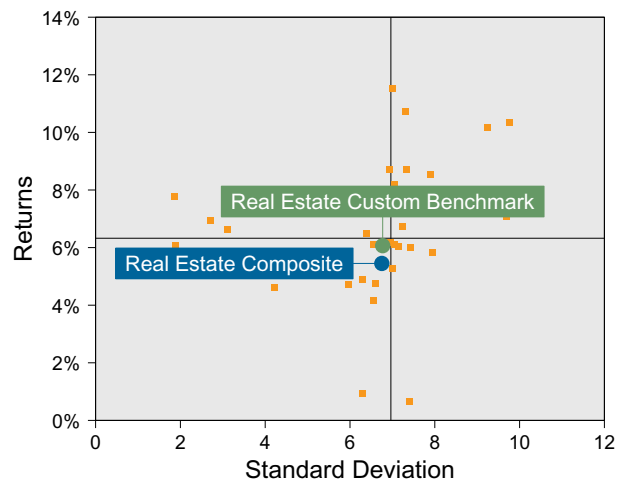
## Performance vs Callan Open End Core Cmmingled Real Est (Net)



## Relative Returns vs Real Estate Custom Benchmark



## Callan Open End Core Cmmingled Real Est (Net) Annualized Five Year Risk vs Return



# RREEF Private

## Period Ended June 30, 2023

### Investment Philosophy

RREEF America II acquires 100 percent equity interests in small- to medium-sized (\$10 million to \$70 million) apartment, industrial, retail and office properties in targeted metropolitan areas within the continental United States. The fund capitalizes on RREEF's national research capabilities and market presence to identify superior investment opportunities in major metropolitan areas across the United States.

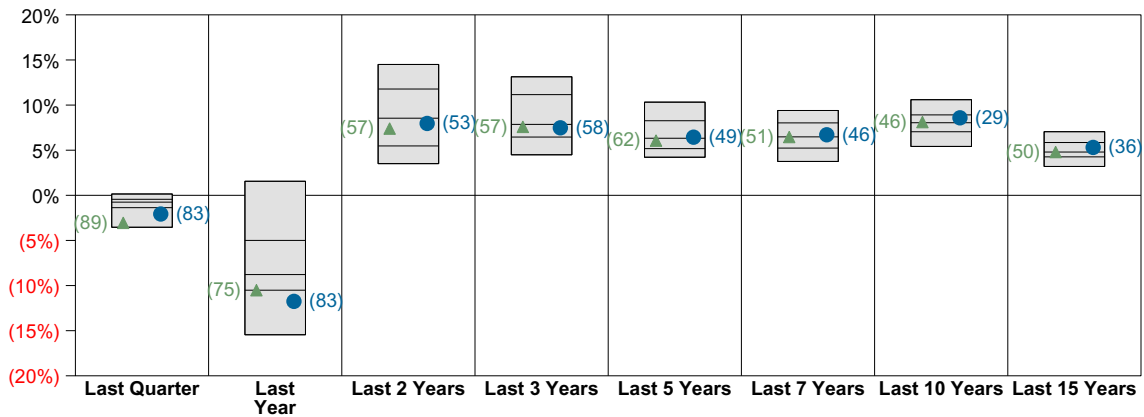
### Quarterly Summary and Highlights

- RREEF Private's portfolio posted a (2.07)% return for the quarter placing it in the 83 percentile of the Callan Open End Core Cmmingled Real Est group for the quarter and in the 83 percentile for the last year.
- RREEF Private's portfolio outperformed the NCREIF NFI-ODCE Eq Wt Net by 0.98% for the quarter and underperformed the NCREIF NFI-ODCE Eq Wt Net for the year by 1.24%.

### Quarterly Asset Growth

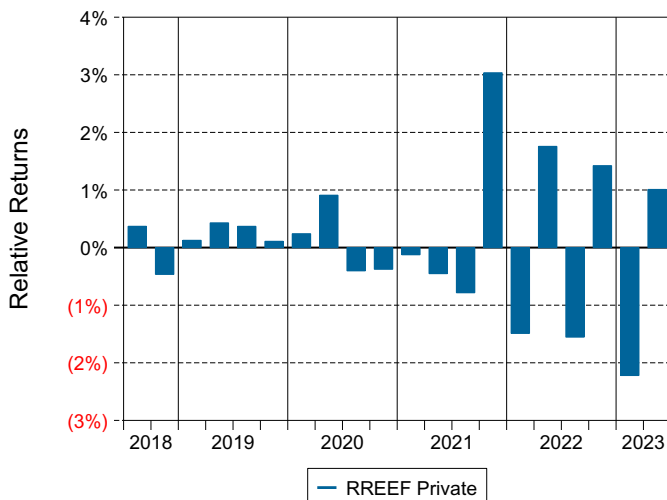
Beginning Market Value	\$42,715,332
Net New Investment	\$-319,976
Investment Gains/(Losses)	\$-884,350
Ending Market Value	\$41,511,005

### Performance vs Callan Open End Core Cmmingled Real Est (Net)

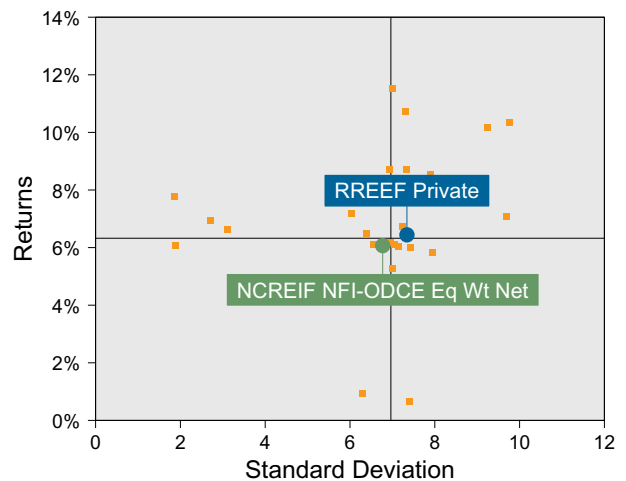


10th Percentile	0.15	1.56	14.50	13.14	10.32	9.40	10.60	7.05
25th Percentile	(0.44)	(5.00)	11.78	11.16	8.27	8.02	8.91	5.85
Median	(0.76)	(8.78)	8.55	7.86	6.32	6.48	8.04	4.80
75th Percentile	(1.37)	(10.51)	5.47	6.46	5.18	5.23	7.04	4.26
90th Percentile	(3.54)	(15.45)	3.51	4.49	4.22	3.75	5.42	3.20
<b>RREEF Private</b>	<b>● (2.07)</b>	<b>(11.75)</b>	7.96	7.48	6.44	6.71	8.59	5.31
<b>NCREIF NFI-ODCE Eq Wt Net</b>	<b>▲ (3.05)</b>	<b>(10.51)</b>	7.40	7.59	6.07	6.46	8.12	4.80

### Relative Returns vs NCREIF NFI-ODCE Eq Wt Net



### Callan Open End Core Cmmingled Real Est (Net) Annualized Five Year Risk vs Return



# Barings Core Property Fund Period Ended June 30, 2023

## Investment Philosophy

Barings believes that the investment strategy for the Core Property Fund is unique with the goal of achieving returns in excess of the benchmark index, the NFI-ODCE Index, with a level of risk associated with a core fund. The construct of the Fund relies heavily on input from Barings Research, which provided the fundamentals for the investment strategy. Strategic targets and fund exposure which differentiate the Fund from its competitors with respect to both its geographic and property type weightings, and we believe will result in performance in excess of industry benchmarks over the long-term.

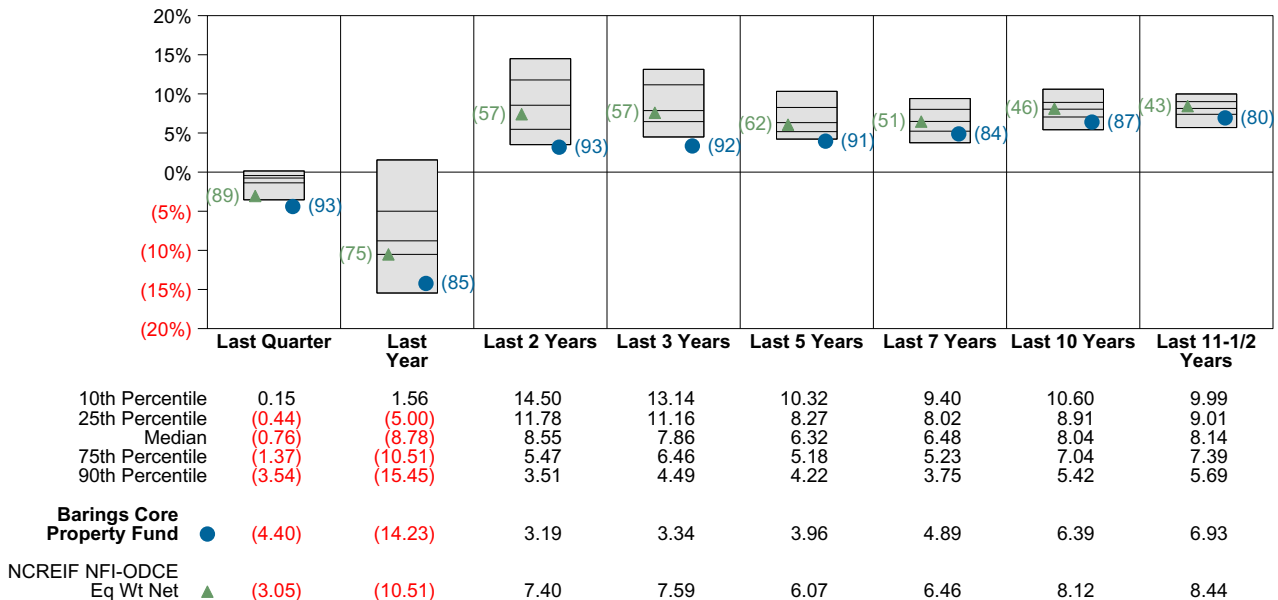
## Quarterly Summary and Highlights

- Barings Core Property Fund's portfolio posted a (4.40)% return for the quarter placing it in the 93 percentile of the Callan Open End Core Cmmingled Real Est group for the quarter and in the 85 percentile for the last year.
- Barings Core Property Fund's portfolio underperformed the NCREIF NFI-ODCE Eq Wt Net by 1.35% for the quarter and underperformed the NCREIF NFI-ODCE Eq Wt Net for the year by 3.72%.

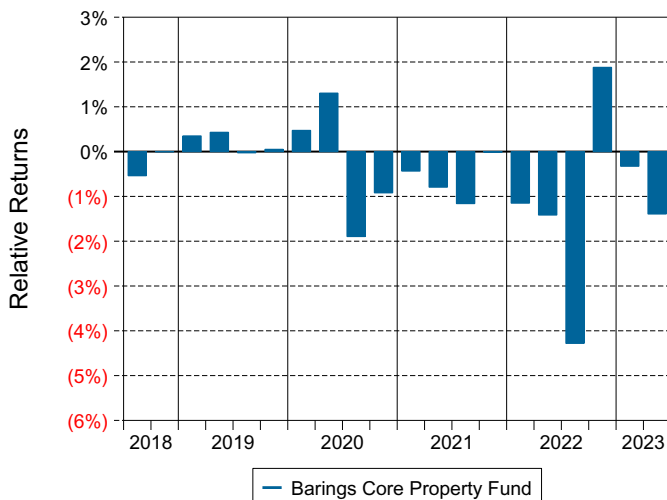
## Quarterly Asset Growth

Beginning Market Value	\$39,875,037
Net New Investment	\$-285,256
Investment Gains/(Losses)	\$-1,753,355
Ending Market Value	\$37,836,426

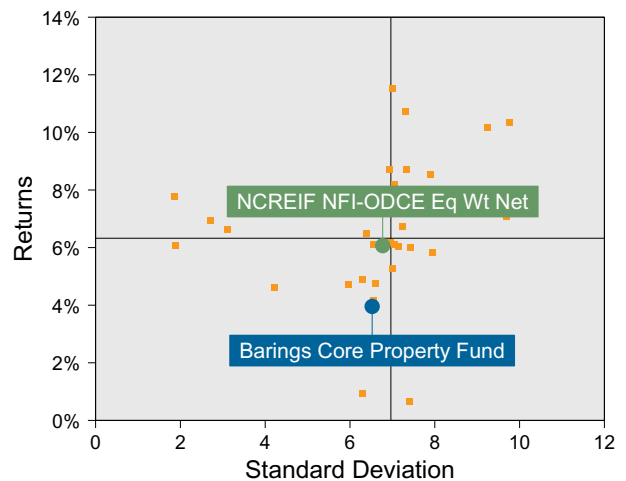
## Performance vs Callan Open End Core Cmmingled Real Est (Net)



## Relative Returns vs NCREIF NFI-ODCE Eq Wt Net



## Callan Open End Core Cmmingled Real Est (Net) Annualized Five Year Risk vs Return







**U.S. EQUITY**

**Large cap growth stocks lead broad indices higher**

- The S&P 500 posted a second straight quarter of positive performance, gaining 8.7%; large cap growth led all styles, advancing 12.8%.
- All U.S. equity indices produced positive returns; small value and low volatility produced the lowest 2Q returns.
- Nine of the 11 S&P Index sectors produced a positive 2Q23 return.
- Similar to 1Q23, small caps (Russell 2000) underperformed large caps (Russell 1000) and growth outperformed value during the quarter, a reversal of trend from 2022.
- Financials (-1.1%) detracted from returns for the Russell 2000 (+5.2%) while Health Care was the only small cap sector to produce double-digit returns (+11.2%).

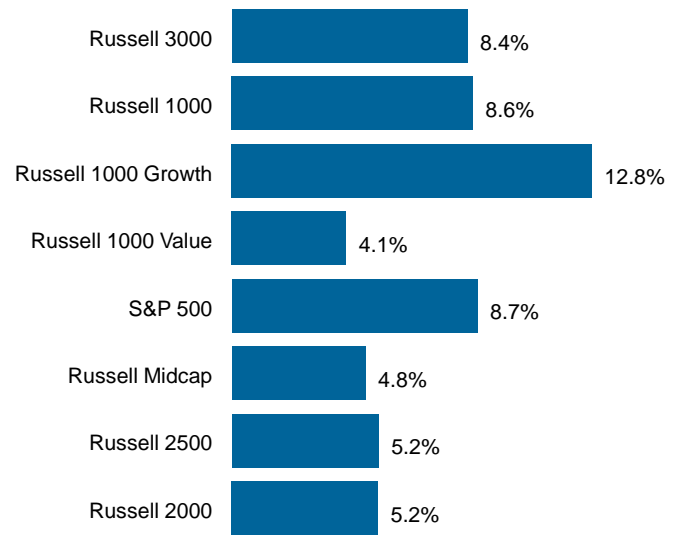
**Index concentration is a significant 2Q theme**

- 10 stocks within the S&P 500 Index contributed 80% of the 16.9% return YTD through 6/30; average appreciation is 82%, and these stocks had an average forward price/earnings ratio of 36x.
- 2Q return for the S&P 500 Index was 8.7%; the equal weight S&P 500 Index returned 4%.
- The YTD return difference is nearly 10 percentage points; if this gap holds through year-end, it would be the largest since 1998.

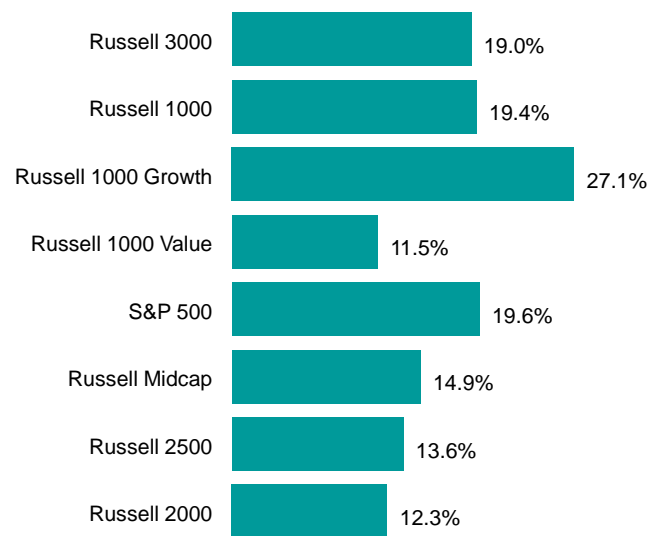
**Small cap valuations point to potential opportunity**

- Small cap continues to trade at a meaningful discount to its historical valuations; large cap (particularly growth) continues to trade at a premium to its historical valuations.
- Favorable developments in the inflation data could give the small cap market a boost in performance.
- One recent issue that caused this relative valuation gap is debt; on average, small cap companies have a higher exposure to variable rate debt than large cap counterparts.

**U.S. Equity: Quarterly Returns**

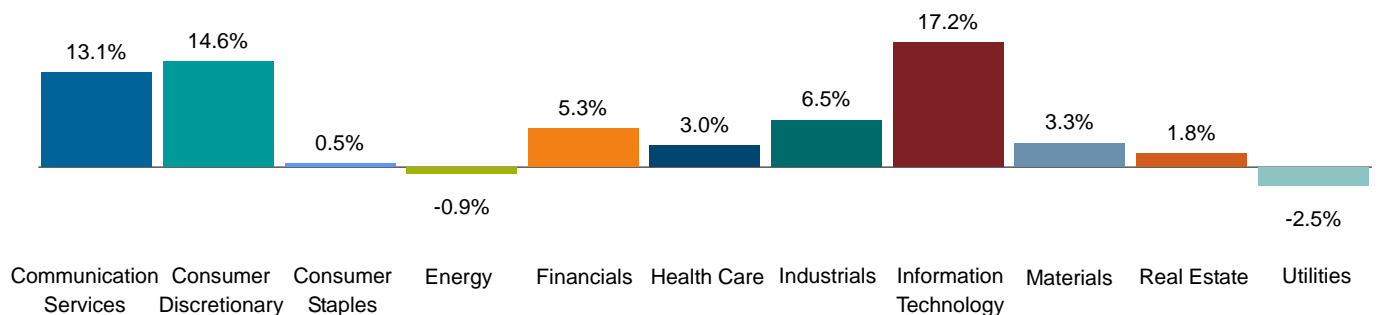


**U.S. Equity: One-Year Returns**



Sources: FTSE Russell, S&P Dow Jones Indices

**S&P Sector Returns, Quarter Ended 6/30/23**



Source: S&P Dow Jones Indices

**GLOBAL EQUITY**

2Q23 continued global and global ex-U.S. equity markets' positive performance from the prior quarter.

**Technology stocks lead markets higher**

- 2Q23 saw global markets led higher by mega cap technology stocks, in part due to increased optimism around artificial intelligence advancements.
- Market expectations of a recession decreased as inflation showed signs of abating while the Fed kept rates unchanged in June.
- Japan outperformed other regions in local currency as valuations continued to be attractive alongside the Bank of Japan's easy monetary policy.

**Developed vs. emerging markets**

- Developed markets outperformed emerging markets as China weighed on EM indices.

**Growth vs. value**

- Mega cap technology companies, which are primarily U.S.-based, led markets higher and resulted in large dispersions between U.S. growth and value indices. However, outside of the U.S., growth and value index returns were relatively balanced.

**Japan's turn**

- Valuation below historical levels
- Economic recovery; in 1Q Japan transitioned out of a recession as GDP grew 2.7%.
- Next 12 months consensus earnings estimates show Japan outpacing China, EM, and Europe, and only trailing the U.S.

**India vs. China**

**Economics**

- Chinese geopolitical tensions have, in part, driven outside investment elsewhere compared to India, with Prime Minister Modi's visit to the U.S. highlighting its place in the world economy.
- China's New Espionage Law (effective July 2023) likely contributing to less foreign investment; \$20 billion ended 1Q23 versus \$100 billion ended 1Q22.

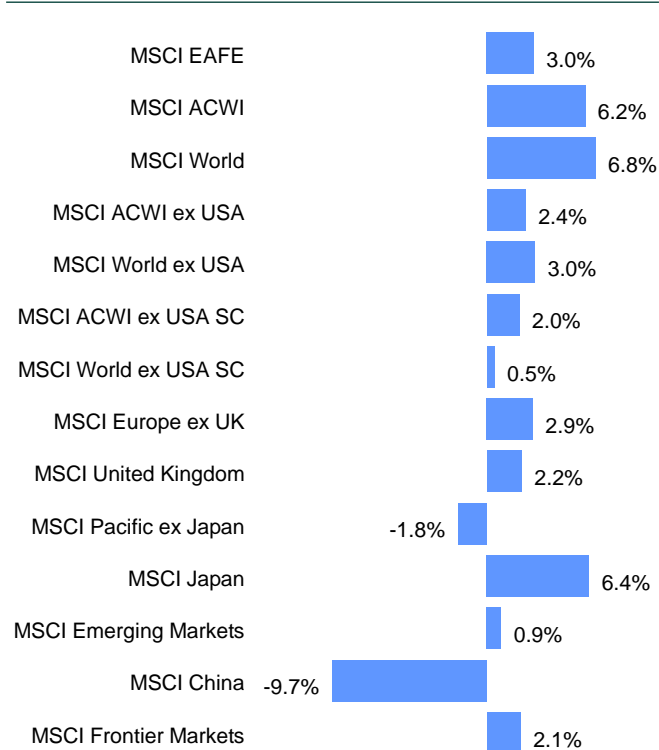
**Asset flows**

- India's equity market has more than doubled since 2010.

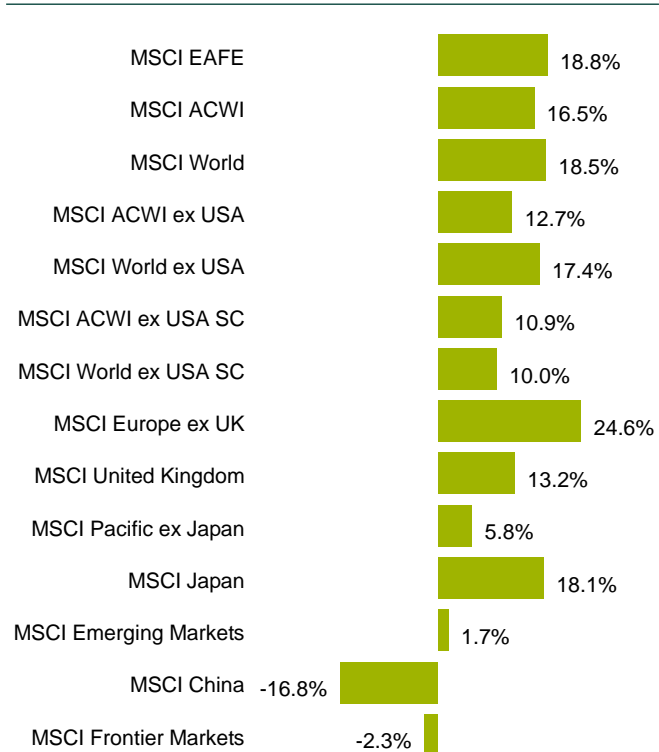
**Growth**

- India surpassing China with % of population in the middle class in 2030, and from 2023 to 2030 will contribute twice as much growth from this group than China in the Asia Pacific region.

**Global Equity: Quarterly Returns**



**Global Equity: One-Year Returns**



Source: MSCI

**U.S. FIXED INCOME**

**Bloomberg Aggregate down as rates rose**

Risk appetite and solid economic news spurred returns for spread sectors and lower quality.

- Corporate excess return: +131 bps
- Mortgage excess return: +76 bps
- High yield corporates excess return: +279 bps
- AA excess return: +84 bps
- BBB excess return: +157 bps

**Yield curve inversion steepened**

- 2- year U.S. Treasury: 4.87%; 10-year: 3.81%

**TIPS performed in line with nominal U.S. Treasuries**

- Five-year breakeven spreads narrowed to 2.18% from 2.40% on 3/31
- Fed and markets expect inflation to trend down over longer periods

**Fed Funds target raised to 5.00% - 5.25%**

- Paused at June meeting but suggested that further hikes are likely
- Median expectation from Fed: 5.6% for year-end 2023
- Market expectations are similar at 5.4%; up sharply from expectations for cuts at the end of 1Q.

**Valuations fair**

- Credit spreads have not widened materially and are close to historical averages.
- Demand has remained robust with muted issuance.

**MUNICIPAL BONDS**

Municipal bonds outperformed U.S. Treasuries in 2Q

- Bloomberg Municipal Bond Index: -0.1%; Bloomberg U.S. Treasury Index: -1.4%
- Lower quality munis outperformed (AAA: -0.4%; AA: -0.2%; A: +0.2%; BBB: +0.7%)

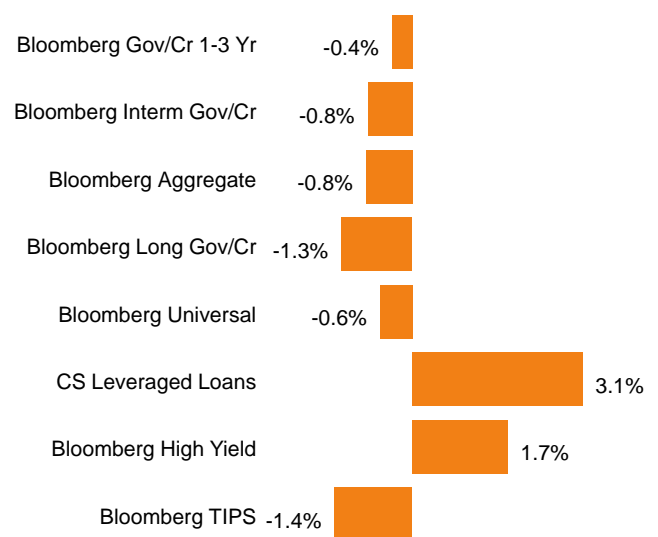
**Muni curve inverted; less so than U.S. Treasury curve**

- 2-year AAA Muni yield: 2.93%; 10-year AAA Muni yield: 2.56%

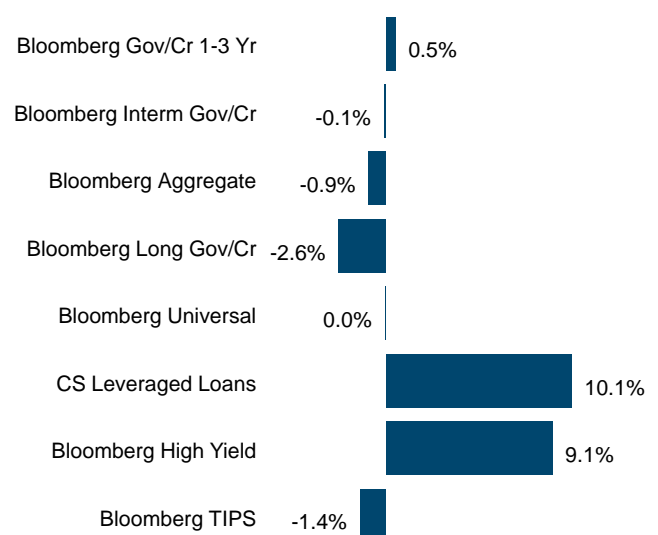
**Valuations relative to U.S. Treasuries remain rich**

- 10-year AAA Muni/10-year U.S. Treasury yield ratio 67%; below 10-year median of 87%
- After-tax yield 5.95% (Bloomberg Municipal Bond Index)

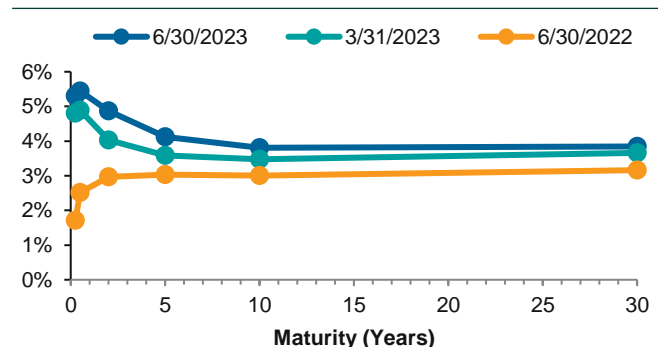
**U.S. Fixed Income: Quarterly Returns**



**U.S. Fixed Income: One-Year Returns**



**U.S. Treasury Yield Curves**



Sources: Bloomberg, Credit Suisse

**MUNICIPAL BONDS (continued)**

**Supply/demand**

- Outflows of roughly \$8 billion YTD, mostly from short-term bond funds (record was \$122 billion in 2022)
- Supply remained muted; YTD about 25% below 2022

**Fundamentals remain sound**

- “Rainy Day” fund balances and state tax revenues continued to be robust
- Upgrades continued to significantly outpace downgrades in 1Q

Source: Eaton Vance

**GLOBAL FIXED INCOME**

**Global Aggregate down unhedged but up hedged**

- Rates mixed; up in the U.S., Great Britain, and Australia and flat to slightly down across other developed markets
- Japan (-8%) worst performer on sharp yen depreciation
- Bank of England surprised markets with 50 bp increase to combat sticky inflation.

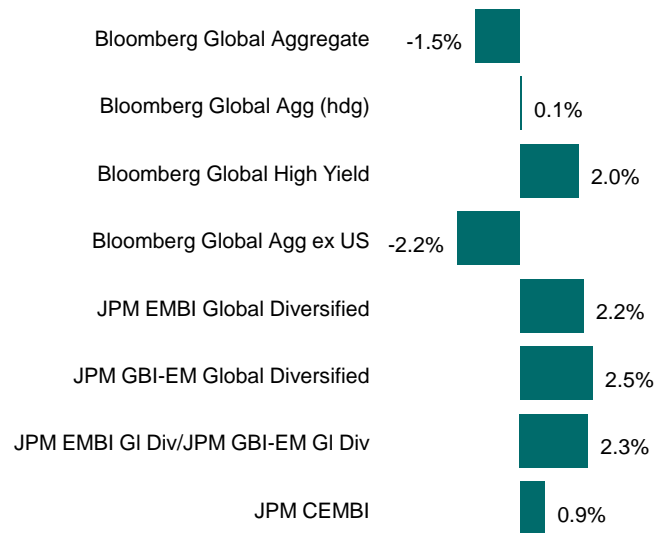
**U.S. dollar mixed**

- Euro: +0.4% vs dollar
- British pound: +2.8% vs dollar
- Canadian dollar: +2.3% vs dollar
- Japanese yen: -7.9% vs dollar
- Australian dollar: -0.6% vs dollar
- Chinese yuan: -5.4% vs dollar
- Mexican peso: +5.3% vs dollar
- Brazilian real: +5.1% vs dollar

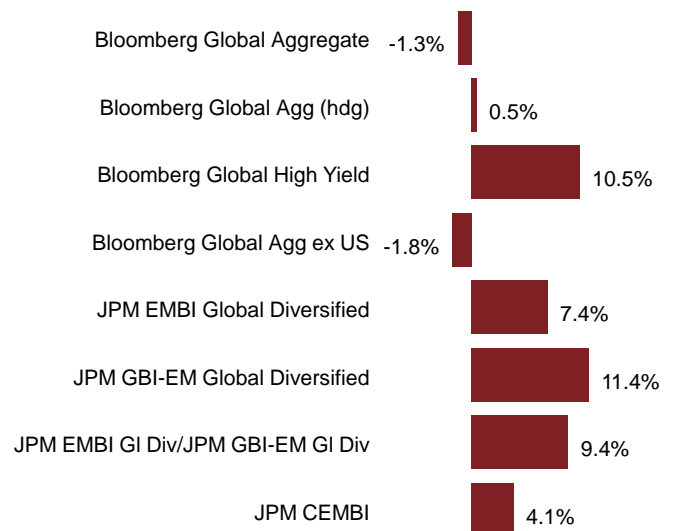
**Emerging market debt delivered solid results**

- Growth differentials have improved as inflation has peaked in many markets

**Global Fixed Income: Quarterly Returns**

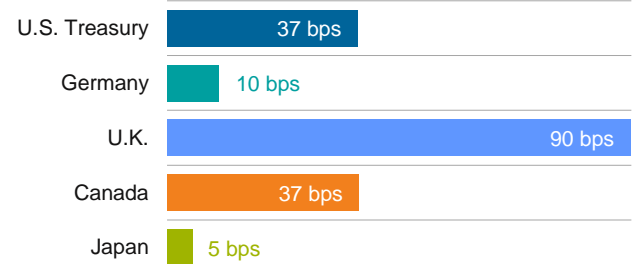


**Global Fixed Income: One-Year Returns**



**Change in 10-Year Global Government Bond Yields**

**1Q23 to 2Q23**



Sources: Bloomberg, JP Morgan



## Quarterly Highlights

The Callan Institute provides research to update clients on the latest industry trends and carefully structured educational programs to enhance the knowledge of industry professionals. Visit [www.callan.com/research-library](http://www.callan.com/research-library) to see all of our publications, and [www.callan.com/blog](http://www.callan.com/blog) to view our blog. For more information contact Barb Gerraty at 415-274-3093 / [institute@callan.com](mailto:institute@callan.com).

## New Research from Callan's Experts

**[2023 Private Credit Fees and Terms Study](#)** | Catherine Beard and Jared Ungar assess private credit partnerships in our first fees and terms study for this asset class.

**[2Q23 Real Assets Reporter: Life Sciences Investments](#)** | Christine Mays describes life sciences investments and the role they can play in institutional portfolios.

**[The Critical Underlying Technology Behind Digital Assets: A Primer for Institutional Investors](#)** | This paper provides background on key concepts around digital assets: blockchains and distributed ledgers; cryptography; validation protocols; smart contracts; and tokenization.

## Blog Highlights

**[Biodiversity: A Relatively New Theme for ESG-Focused Investors](#)** | Biodiversity investments include companies that support the sustainable use of natural resources and ecosystem services or technologies, or products or services that reduce biodiversity threats or restore natural habitats.

**[Higher Interest Rates Meet Lower Valuations: Implications for the CRE Industry](#)** | The commercial real estate (CRE) industry, already facing challenges with economic uncertainty, the shift to remote work, and recent layoffs by many major office tenants, now confronts higher interest rates and plummeting pricing.

**[How to Improve DC Plans with DEI](#)** | For defined contribution (DC) plan sponsors, understanding the diversity within the employee population supports inclusiveness and equality in access and opportunities.

## Webinar Replays

**[Research Cafe: ESG Interview Series](#)** | During this interview, Aaron Quach, Callan ESG team member, interviews Jan Mende, Callan real assets specialist and author of our white paper on energy transition. They will discuss the growing opportunities for investment within the energy transition space and how they can be incorporated into the portfolios of institutional investors.

## Quarterly Periodicals

**[Private Equity Update, 1Q23](#)** | A high-level summary of private equity activity in the quarter through all the investment stages

**[Active vs. Passive Charts, 1Q23](#)** | A comparison of active managers alongside relevant benchmarks over the long term

**[Market Pulse, 1Q23](#)** | A quarterly market reference guide covering trends in the U.S. economy, developments for institutional investors, and the latest data on the capital markets

**[Capital Markets Review, 1Q23](#)** | Analysis and a broad overview of the economy and public and private markets activity each quarter across a wide range of asset classes

**[Hedge Fund Update, 1Q23](#)** | Commentary on developments for hedge funds and multi-asset class (MAC) strategies

**[Real Assets Update, 1Q23](#)** | A summary of market activity for real assets and private real estate during the quarter

**[Private Credit Update, 1Q23](#)** | A review of performance and fundraising activity for private credit during the quarter

## Events

A complete list of all upcoming events can be found on our website: [callan.com/events-education](https://callan.com/events-education).

Please mark your calendar and look forward to upcoming invitations:

**Webinar: The End of the Low-Yield Environment**  
Aug 9, 2023 – Virtual

**2023 October Workshops**  
Oct. 24, 2023 – New York  
Oct. 26, 2023 – Chicago

**2024 National Conference**  
April 8-10, 2024 – San Francisco

For more information about events, please contact Barb Gerraty: 415-274-3093 / [gerraty@callan.com](mailto:gerraty@callan.com)

## Education: By the Numbers

**50+**

Unique pieces of research the Institute generates each year

**525**

Attendees (on average) of the Institute's annual National Conference

**3,700**

Total attendees of the "Callan College" since 1994

## Education

Founded in 1994, the "Callan College" offers educational sessions for industry professionals involved in the investment decision-making process.

### Introduction to Investments

**Sept. 26-28 – Virtual**

This program familiarizes institutional investor trustees and staff and asset management advisers with basic investment theory, terminology, and practices. This course is designed for individuals with less than two years of experience with asset-management oversight and/or support responsibilities.

### Alternative Investments

**Aug. 23-24 – Virtual**

Alternative investments like private equity, hedge funds, and real estate can play a key role in any portfolio. In our "Callan College" on Alternatives, you will learn about the importance of allocations to alternatives, and how to consider integrating, evaluating, and monitoring them.

Our virtual sessions are held over two to three days with virtual modules of 2.5-3 hours, while in-person sessions run either a full day or one-and-a-half days. Virtual tuition is \$950 per person and includes instruction and digital materials. In-person tuition is \$2,350 per person and includes instruction, all materials, breakfast and lunch on each day, and dinner on the first evening with the instructors.

Additional information including registration can be found at: [callan.com/events-education](https://callan.com/events-education)



"Research is the foundation of all we do at Callan, and sharing our best thinking with the investment community is our way of helping to foster dialogue to raise the bar across the industry."

Greg Allen, CEO and Chief Research Officer





---

## Equity Market Indicators

The market indicators included in this report are regarded as measures of equity or fixed income performance results. The returns shown reflect both income and capital appreciation.

**Russell 2000 Growth** contains those Russell 2000 securities with a greater than average growth orientation. Securities in this index tend to exhibit higher price-to-book and price-earning ratios, lower dividend yields and higher forecasted growth values than the Value universe.

**Russell 2000 Value** contains those Russell 2000 securities with a less than average growth orientation. Securities in this index tend to exhibit lower price-to-book and price-earning ratios, higher dividend yields and lower forecasted growth values than the Growth universe.

**Russell 3000 Index** is a composite of 3,000 of the largest U.S. companies by market capitalization. The smallest company's market capitalization is roughly \$20 million and the largest is \$72.5 billion. The index is capitalization-weighted.

**Russell Mid Cap Growth** measures the performance of those Russell Mid Cap Companies with higher price-to-book ratios and higher forecasted growth values. The stocks are also members of the Russell 1000 Growth Index.

**Russell MidCap Value Index** The Russell MidCap Value index contains those Russell MidCap securities with a less than average growth orientation. Securities in this index tend to exhibit lower price-to-book and price-earnings ratio, higher dividend yields and lower forecasted growth values than the Growth universe.

**Standard & Poor's 500 Index** is designed to measure performance of the broad domestic economy through changes in the aggregate market value of 500 stocks representing all major industries. The index is capitalization-weighted, with each stock weighted by its proportion of the total market value of all 500 issues. Thus, larger companies have a greater effect on the index.

---

## Fixed Income Market Indicators

**Bloomberg Aggregate** is a combination of the Mortgage Backed Securities Index and the intermediate and long-term components of the Government/Credit Bond Index.

---

## International Equity Market Indicators

**MSCI ACWI ex US Index** The MSCI ACWI ex US(All Country World Index) Index is a free float-adjusted market capitalization weighted index that is designed to measure the equity market performance of developed and emerging markets, excluding the US. As of May 27, 2010 the MSCI ACWI consisted of 45 country indices comprising 24 developed and 21 emerging market country indices. The developed market country indices included are: Australia, Austria, Belgium, Canada, Denmark, Finland, France, Germany, Greece, Hong Kong, Ireland, Israel, Italy, Japan, Netherlands, New Zealand, Norway, Portugal, Singapore, Spain, Sweden, Switzerland, and the United Kingdom. The emerging market country indices included are: Brazil, Chile, China, Colombia, Czech Republic, Egypt, Hungary, India, Indonesia, Korea, Malaysia, Mexico, Morocco, Peru, Philippines, Poland, Russia, South Africa, Taiwan, Thailand, and Turkey.

**Morgan Stanley Capital International (MSCI) EAFE Index** is composed of approximately 1000 equity securities representing the stock exchanges of Europe, Australia, New Zealand and the Far East. The index is capitalization-weighted and is expressed in terms of U.S. dollars.

---

## Real Estate Market Indicators

**NCREIF Open Ended Diversified Core Equity** The NFI-ODCE is an equally-weighted, net of fee, time-weighted return index with an inception date of December 31, 1977. Equally-weighting the funds shows what the results would be if all funds were treated equally, regardless of size. Open-end Funds are generally defined as infinite-life vehicles consisting of multiple investors who have the ability to enter or exit the fund on a periodic basis, subject to contribution and/or redemption requests, thereby providing a degree of potential investment liquidity. The term Diversified Core Equity style typically reflects lower risk investment strategies utilizing low leverage and generally represented by equity ownership positions in stable U.S. operating properties.

---

## Callan Databases

In order to provide comparative investment results for use in evaluating a fund's performance, Callan gathers rate of return data from investment managers. These data are then grouped by type of assets managed and by the type of investment manager. Except for mutual funds, the results are for tax-exempt fund assets. The databases, excluding mutual funds, represent investment managers who handle over 80% of all tax-exempt fund assets.

### Equity Funds

Equity funds concentrate their investments in common stocks and convertible securities. The funds included maintain well-diversified portfolios.

**Core Equity** - Mutual funds whose portfolio holdings and characteristics are similar to that of the broader market as represented by the Standard & Poor's 500 Index, with the objective of adding value over and above the index, typically from sector or issue selection. The core portfolio exhibits similar risk characteristics to the broad market as measured by low residual risk with Beta and R-Squared close to 1.00.

**International Emerging Markets Equity** - The International Emerging Market Equity Database consists of all separate account international equity products that concentrate on newly emerging second and third world countries in the regions of the Far East, Africa, Europe, and Central and South America.

**Non-U.S. Equity** A broad array of active managers who employ various strategies to invest assets in a well-diversified portfolio of non-U.S. equity securities. This group consists of all Core, Core Plus, Growth, and Value international products, as well as products using various mixtures of these strategies. Region-specific, index, emerging market, or small cap products are excluded.

**Non-U.S. Equity Style Mutual Funds** - Mutual funds that invest their assets only in non-U.S. equity securities but exclude regional and index funds.

**Small Capitalization (Growth)** - Mutual funds that invest in small capitalization companies that are expected to have above average prospects for long-term growth in earnings and profitability. Future growth prospects take precedence over valuation levels in the stock selection process. Invests in companies with P/E ratios, Price-to-Book values, and Growth-in-Earnings values above the broader market as well as the small capitalization market segment. The companies typically have zero dividends or dividend yields below the broader market. The securities exhibit greater volatility than the broader market as well as the small capitalization market segment as measured by the risk statistics beta and standard deviation.

**Small Capitalization (Value)** - Mutual funds that invest in small capitalization companies that are believed to be currently undervalued in the general market. Valuation issues take precedence over near-term earnings prospects in the stock selection process. The companies are expected to have a near-term earnings rebound and eventual realization of expected value. Invests in companies with P/E ratios, Return-on-Equity values, and Price-to-Book values below the broader market as well as the small capitalization market segment. The companies typically have dividend yields in the high range for the small capitalization market. Invests in securities with risk/reward profiles in the lower risk range of the small capitalization market.

---

## Callan Databases

### Fixed Income Funds

Fixed Income funds concentrate their investments in bonds, preferred stocks, and money market securities. The funds included maintain well-diversified portfolios.

**Core Bond** - Mutual Funds that construct portfolios to approximate the investment results of the Bloomberg Barclays Capital Government/Credit Bond Index or the Bloomberg Barclays Capital Aggregate Bond Index with a modest amount of variability in duration around the index. The objective is to achieve value added from sector and/or issue selection.

**Core Bond** - Managers who construct portfolios to approximate the investment results of the Bloomberg Barclays Capital Government/Credit Bond Index or the Bloomberg Barclays Capital Aggregate Bond Index with a modest amount of variability in duration around the index. The objective is to achieve value added from sector and/or issue selection.

**Core Plus Bond** - Active managers whose objective is to add value by tactically allocating significant portions of their portfolios among non-benchmark sectors (e.g. high yield corporate, non-US\$ bonds, etc.) while maintaining majority exposure similar to the broad market.

### Real Estate Funds

Real estate funds consist of open or closed-end commingled funds. The returns are net of fees and represent the overall performance of commingled institutional capital invested in real estate properties.

**Real Estate Open-End Commingled Funds** - The Open-End Funds Database consists of all open-end commingled real estate funds.

### Other Funds

**Public - Total** - consists of return and asset allocation information for public pension funds at the city, county and state level. The database is made up of Callan clients and non-clients.





## List of Callan's Investment Manager Clients

Confidential – For Callan Client Use Only

Callan takes its fiduciary and disclosure responsibilities to clients very seriously. We recognize that there are numerous potential conflicts of interest encountered in the investment consulting industry, and that it is our responsibility to manage those conflicts effectively and in the best interest of our clients. At Callan, we employ a robust process to identify, manage, monitor, and disclose potential conflicts on an ongoing basis.

The list below is an important component of our conflicts management and disclosure process. It identifies those investment managers that pay Callan fees for educational, consulting, software, database, or reporting products and services. We update the list quarterly because we believe that our fund sponsor clients should know the investment managers that do business with Callan, particularly those investment manager clients that the fund sponsor clients may be using or considering using. Please note that if an investment manager receives a product or service on a complimentary basis (e.g., attending an educational event), they are not included in the list below. Callan is committed to ensuring that we do not consider an investment manager's business relationship with Callan, or lack thereof, in performing evaluations for or making suggestions or recommendations to its other clients. Please refer to Callan's ADV Part 2A for a more detailed description of the services and products that Callan makes available to investment manager clients through our Institutional Consulting Group, Independent Adviser Group, and Fund Sponsor Consulting Group. Due to the complex corporate and organizational ownership structures of many investment management firms, parent and affiliate firm relationships are not indicated on our list.

Fund sponsor clients may request a copy of the most currently available list at any time. Fund sponsor clients may also request specific information regarding the fees paid to Callan by particular fund manager clients. Per company policy, information requests regarding fees are handled exclusively by Callan's Compliance department.

### Manager Name

abrdrn (Aberdeen Standard Investments)

ABS Global Investments

Acadian Asset Management LLC

Adams Street Partners, LLC

Aegon Asset Management

AllianceBernstein

Allspring Global Investments, LLC

AlphaSimplex Group, LLC

Altrinsic Global Advisors, LC

American Capital Management, Inc.

American Century Investments

Amundi US, Inc.

Antares Capital LP

Apollo Global Management, Inc.

AQR Capital Management

Ares Management LLC

Ariel Investments, LLC

Aristotle Capital Management, LLC

### Manager Name

Atlanta Capital Management Co., LLC

AXA Investment Managers

Baillie Gifford International, LLC

Baird Advisors

Barings LLC

Baron Capital Management, Inc.

Barrow, Hanley, Mewhinney & Strauss, LLC

BentallGreenOak

Beutel, Goodman & Company Ltd.

Bissell Ballantyne LLC

BlackRock

Blackstone Group (The)

Blue Owl Capital, Inc.

BNY Mellon Asset Management

Boston Partners

Brandes Investment Partners, L.P.

Brandywine Global Investment Management, LLC

Brightwood Capital Advisors, LLC

**Manager Name**

Brookfield Asset Management Inc.

Brown Brothers Harriman &amp; Company

Capital Group

Cardinal Capital, LLC

CastleArk Management, LLC

CIBC Asset Management Inc.

ClearBridge Investments, LLC

Cohen &amp; Steers Capital Management, Inc.

Columbia Threadneedle Investments North America

Comvest Partners

CQS

Credit Suisse Asset Management, LLC

D.E. Shaw Investment Management, LLC

DePrince, Race &amp; Zollo, Inc.

Diamond Hill Capital, Inc.

Dimensional Fund Advisors L.P.

Doubleline

DWS

EARNEST Partners, LLC

Epoch Investment Partners , Inc. \* (See new name)

Fayez Sarofim &amp; Company

Federated Hermes, Inc.

Fidelity Institutional Asset Management

Fiera Capital Corporation

First Eagle Investment Management, LLC

First Hawaiian Bank Wealth Management Division

First Sentier Investors

Fisher Investments

Franklin Templeton

Fred Alger Management, LLC

GAM (USA) Inc.

Glenmede Investment Management, LP

GlobeFlex Capital, L.P.

GoldenTree Asset Management, LP

Goldman Sachs

Golub Capital

Great Lakes Advisors, LLC

Guggenheim Investments

GW&amp;K Investment Management

Harbor Capital Advisors

**Manager Name**

Hardman Johnston Global Advisors LLC

Heitman LLC

Hotchkis &amp; Wiley Capital Management, LLC

Impax Asset Management LLC

Income Research + Management

Insight Investment

Intech Investment Management LLC

Intercontinental Real Estate Corporation

Invesco

J.P. Morgan

Janus

Jarislowsky Fraser Global Investment Management

Jennison Associates LLC

Jobs Peak Advisors

KeyCorp

Kohlberg Kravis Roberts &amp; Co. (KKR)

Lazard Asset Management

LGIM America

Lincoln National Corporation

Longview Partners

Loomis, Sayles &amp; Company, L.P.

Lord, Abbett &amp; Company

LSV Asset Management

MacKay Shields LLC

Macquarie Asset Management (MAM)

Manulife Investment Management

Marathon Asset Management, L.P.

MetLife Investment Management

MFS Investment Management

MidFirst Bank

Mondrian Investment Partners Limited

Montag &amp; Caldwell, LLC

Morgan Stanley Investment Management

MUFG Union Bank, N.A.

Natixis Investment Managers

Neuberger Berman

Newton Investment Management

Northern Trust Asset Management

Nuveen

Oaktree Capital Management, L.P.

**Manager Name**

P/E Investments

Pacific Investment Management Company

Pacific Ridge Capital Partners, LLC

Pantheon Ventures

Parametric Portfolio Associates LLC

Partners Group (USA) Inc.

Pathway Capital Management, LP

PFM Asset Management LLC

PGIM

PGIM DC Solutions

PGIM Fixed Income

PGIM Quantitative Solutions LLC

Pictet Asset Management

PineBridge Investments

Polen Capital Management, LLC

Pretium Partners, LLC

Principal Asset Management

Putnam Investments, LLC

Raymond James Investment Management

RBC Global Asset Management

Regions Financial Corporation

Robeco Institutional Asset Management, US Inc.

S&amp;P Dow Jones Indices

Sands Capital Management

Schroder Investment Management North America Inc.

Segall Bryant &amp; Hamill

**Manager Name**

Silvercrest Asset Management Group

SLC Management

Smith Graham &amp; Co. Investment Advisors, L.P.

Sprucegrove Investment Management Ltd

State Street Global Advisors

Strategic Global Advisors, LLC

\*TD Global Investment Solutions – TD Epoch

T. Rowe Price Associates, Inc.

The TCW Group, Inc.

Thompson, Siegel &amp; Walmsley LLC

Tri-Star Trust Bank

UBS Asset Management

VanEck

Vanguard Group, Inc. (The)

Versus Capital Group

Victory Capital Management Inc.

Virtus Investment Partners, Inc.

Vontobel Asset Management

Voya

Walter Scott &amp; Partners Limited

WCM Investment Management

Wellington Management Company, LLP

Western Asset Management Company LLC

Westfield Capital Management Company, LP

William Blair &amp; Company LLC

Xponance, Inc.

## Important Disclosures

Information contained in this document may include confidential, trade secret and/or proprietary information of Callan and the client. It is incumbent upon the user to maintain such information in strict confidence. Neither this document nor any specific information contained herein is to be used other than by the intended recipient for its intended purpose.

The content of this document is particular to the client and should not be relied upon by any other individual or entity. There can be no assurance that the performance of any account or investment will be comparable to the performance information presented in this document.

Certain information herein has been compiled by Callan from a variety of sources believed to be reliable but for which Callan has not necessarily verified for accuracy or completeness. Information contained herein may not be current. Callan has no obligation to bring current the information contained herein. This content of this document may consist of statements of opinion, which are made as of the date they are expressed and are not statements of fact. The opinions expressed herein may change based upon changes in economic, market, financial and political conditions and other factors. Callan has no obligation to bring current the opinions expressed herein.

The statements made herein may include forward-looking statement regarding future results. The forward-looking statement herein: (i) are best estimations consistent with the information available as of the date hereof and (ii) involve known and unknown risks and uncertainties. Actual results may vary, perhaps materially, from the future result projected in this document. Undue reliance should not be placed on forward-looking statements.

Callan disclaims any responsibility for reviewing the risks of individual securities or the compliance/non-compliance of individual security holdings with a client's investment policy guidelines.

This document should not be construed as legal or tax advice on any matter. You should consult with legal and tax advisers before applying any of this information to your particular situation.

Reference to, or inclusion in this document of, any product, service or entity should not necessarily be construed as recommendation, approval, or endorsement or such product, service or entity by Callan. This document is provided in connection with Callan's consulting services and should not be viewed as an advertisement of Callan, or of the strategies or products discussed or referenced herein.

The issues considered and risks highlighted herein are not comprehensive and other risks may exist that the user of this document may deem material regarding the enclosed information. Any decision you make on the basis of this document is sole responsibility of the client, as the intended recipient, and it is incumbent upon you to make an independent determination of the suitability and consequences of such a decision.

Callan undertakes no obligation to update the information contained herein except as specifically requested by the client.

Past performance is no guarantee of future results.

Comp Time  
Pay out  
21-22

ID	LN	Per	PD @	amount	code	percentage
1425	Barrett	13	\$30.83	\$400.79	01-6387-0-1150-150-3800-1000-9993	100%
1494	Benson-Martin	38	\$30.83	\$1,171.54	01-0000-0-1150-150-1110-1000-9993	100%
1533	Barty	57	\$30.83	\$1,757.31	01-0635-0-1150-150-3800-1000-9993	100%
28	Brown	10	\$30.83	\$308.30	01-0000-0-1150-150-1110-1000-9993	70%
					01-6387-0-1150-150-3800-1000-9993	30%
1449	Channel	30	\$30.83	\$924.90	01-7435-0-1150-220-1110-1000-9993	100%
1395	Dominguez	15	\$30.83	\$462.45	01-0000-0-1150-150-1110-1000-9993	100%
62	Duncan	20	\$30.83	\$616.60	01-0000-0-1150-150-1110-1000-9993	100%
1426	Eastman	3	\$30.83	\$92.49	01-0000-0-1150-150-1110-1000-9993	100%
71	Fosse	33	\$30.83	\$1,017.39	01-0000-0-1150-150-1110-1000-9993	100%
1528	Frederick,M	17	\$30.83	\$524.11	01-0635-0-1150-150-3800-1000-9993	100%
72	Freeling	7	\$30.83	\$215.81	01-0079-0-1150-001-1110-1000-9993	50%
					01-7425-0-1150-001-1110-1000-9993	50%
1501	Fries	57	\$30.83	\$1,757.31	01-0000-0-1150-220-1110-1000-9993	100%
7	Haas	205	\$30.83	\$6,320.15	01-6500-0-1150-150-5760-1120-9993	100%
1455	Jimenez	67	\$30.83	\$2,065.61	01-0079-0-1250-001-0000-3130-9993	100%
277	Levy	47	\$30.83	\$1,449.01	01-6500-0-1250-001-5760-3120-9993	50%
					01-0079-0-1250-001-5760-3120-9993	50%
22	Lucier	113	\$30.83	\$3,483.79	01-0000-0-1150-220-1110-1000-9993	100%
130	Martin	58	\$30.83	\$1,788.14	01-0000-0-1150-246-1110-1000-9993	100%
1526	Meuschke,J	53	\$30.83	\$1,633.99	01-0000-0-1150-220-1110-1000-9993	100%
160	Olson	1	\$30.83	\$30.83	01-0000-0-1150-199-3200-1000-9993	100%
168	Plocher	5	\$30.83	\$154.15	01-0000-0-1150-220-1110-1000-9993	100%
1465	Potter	231	\$30.83	\$7,121.73	01-6500-0-1150-220-5760-1120-9993	100%
1453	Rain	42	\$30.83	\$1,294.86	01-0000-0-1150-150-1110-1000-9993	80%
					01-0635-0-1150-150-3800-1000-9993	20%
245	Renslow	20	\$30.83	\$616.60	01-0000-0-1150-220-1110-1000-9993	100%
198	Sosnovec	30	\$30.83	\$924.90	01-0000-0-1150-150-1110-1000-9993	100%
1454	Stump	18	\$30.83	\$554.94	01-0000-0-1150-150-1110-1000-9993	100%
1561	Thomas	80	\$30.83	\$2,466.40	01-0000-0-1150-220-1110-1000-9993	100%
1482	West	94	\$30.83	\$2,898.02	01-0000-0-1150-220-1110-1000-9993	100%
1530	Yanez	3	\$30.83	\$92.49	01-6500-0-1250-001-5760-3120-9993	100%

1367 Periods \$42,052.12

LN	Hours	\$ Per hr	amount	code	percentage	
78	No Gold	97.5	\$33.59	\$3,275.03	01-0000-0-2250-150-0000-3110-9993	100%
292	Mize	4.25	\$21.77	\$92.52	01-0000-0-2150-200-1100-1000-9993	100%
144	Moore	16	\$48.08	\$769.28	63-0000-0-2450-001-0000-6000-9993	100%
1557	Ohayon	15	\$18.27	\$274.05	63-0000-0-2450-001-0000-6000-9993	100%
173	Price, D	57.63	\$29.23	\$1,684.52	13-5310-0-2250-001-0000-3700-9993	100%
1471	Ramox	18	\$24.07	\$433.26	63-0000-0-2450-001-0000-6000-9993	100%
188	Salo	25	\$26.50	\$662.50	01-0000-0-2250-220-0000-2420-9993	100%
1214	Starkeweather	12	\$28.74	\$344.88	63-0000-0-2450-001-0000-6000-9993	100%
1538	White	9	\$24.53	\$220.77	01-6500-0-2150-150-5760-1120-9993	100%

254.38 hours \$7,756.81

Gross \$49,808.93



**SERVICE EXCELLENCE INNOVATION TEAMWORK**

**Williams Settlement Legislation  
Quarterly Uniform Complaints Procedure Reporting Form  
2022-23**

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, 2022 - September 30, 2022	October 14, 2022
<input type="checkbox"/> Quarter #2	October 1, 2022 - December 31, 2022	January 13, 2023
<input type="checkbox"/> Quarter #3	January 1, 2023 - March 31, 2023	April 14, 2023
<input checked="" type="checkbox"/> Quarter #4	April 1, 2023 - June 30, 2023	July 14, 2023

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		
<b>TOTALS:</b>	0		

Superintendent's Name: Jason Morse

Superintendents 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  
August 2023**

Prepared By

Alameida  
Architecture

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

## **Team Members**

### **Mendocino Unified School Board of Trustees**

Windspirit Aum, Board President, Albion

Michael Schaeffer, Board Clerk, Comptche

Jim Gay, Board Member, Elk

Jessica Grinberg, Board Member, Mendocino

Mark Morton, Board Member, Caspar

### **Superintendent**

Jason Morse

### **District Architect**

Quattrocchi & Kwok Architects

### **General Contractor**

Lathrop Construction Associates Inc.

### **District Construction Manager**

Donald Alameida, Alameida Architecture



# Table of Contents

Table of Contents	
Team Members	1
Phase One Progress Summary	2
Phase Two Progress Summary	3
Schedule Bond Sales	4
Construction Cost Changes Summary	5
Schedule Update	7
<b>Detailed Project Budgets</b>	
Phase 1 Detailed Budget	10
Phase 2 Detailed Budget	12

# Budget

## M.U.S.D. PHASE ONE PROJECT

### Source of Funds:

<b>Source Code:</b>	Series A Bond (less issuance cost)	Available 18,884,464
	Series B Bond	13,847,127
	Interest to date	119,912
	Issuance cost and Interest paid	(2,023,645)
	State Bonds	-
		<hr/>
		30,827,859

Description	Budget	Expended To Date	Remaining Balance	Forecast	Surplus (Shortfall)
Design and Planning	2,343,405	1,773,021	569,567	2,349,739	-6,334
Bidding, Permitting, Misc.	140,000	193,034	-53,034	223,103	-83,103
Construction	14,846,602	15,183,901	-337,299	15,301,054	-454,452
8% Owners Contingency	1,366,140	388,184	977,956	565,820	800,320
Construction Support	441,774	647,566	-205,792	627,986	-186,212
Fixtures & furniture	250,000	186,568	63,432	250,000	0
Reserve	0	0	0	0	0
<b>Totals</b>	<b>19,387,921</b>	<b>18,372,274</b>	<b>1,014,830</b>	<b>19,317,701</b>	<b>70,220</b>
<b>Available vs. budgeted</b>	<b>11,439,938</b>	<i>assumes 100% contingency expended</i>			
<i>soft cost vs. hard cost</i>	<i>28.90%</i>				

### Funding Status

AVAILABLE FUNDS	PROJECTED FUND BALANCE @ % CONTINGENCY EXPENDED				
	0%	1%	5%	8%	
Series A bonds	30,827,859	12,806,078	12,657,612	12,063,747	11,439,938

### Schedule

	Planned	Actual	Schedule Status
Design and Planning	Nov. 2019 - Sept 2021	Sept. 2021	On schedule
Permitting and PH-1 GMP	September 2021	Nov. 15, 2021	Delayed but completed
Construction	Oct. 2021 - Dec. 2022		Weather and Procurement latest delays
Completion	December 16, 2022		<b>Jun-23</b>

### Overall Project Status

District Cleaning and Maintenance staff on site preparing for start of school.

Some closeout items such as replacing window balancers for easier operation, some door closers to meet ADA tight tolerances and picture frame installation continue.

District may move in at its discretion.

### Potential Issues:

Health Department takes exception to grease trap being in the kitchen, although approved indicated on approved drawings. Initialing gave us a year to relocate to exterior but determined that a grease trap may be able to be eliminated depending on menu and use of servery. Working on a resolution.

### Next Steps ....

Complete shaking out issues arising with move-in and close out the project.

# Budget

## M.U.S.D. PHASE TWO PROJECT

### Source of Funds:

<b>Source Code:</b>	Series A Bond (less issuance cost)	Available	-
	Series B Bond		11,510,158
	Developer Fees		-
	State Bonds		-
			11,510,158

Description	Budget	Expended To Date	Remaining Balance	Forecast	Surplus (Shortfall)
Design and Planning	1,093,536	862,558	147,769	1,013,945	-3,618
Bidding, Permitting, Misc.	70,000	66,344	3,656	72,044	-2,044
Construction	8,641,825	0	8,641,825	8,641,825	0
Owners Contingency	697,428	0	697,428	697,428	0
Construction Support	500,000	56,816	423,200	500,000	0
Fixtures & furniture	0	0	0	0	0
Reserve	0	0	0	0	0
<b>Totals</b>	<b>11,002,789</b>	<b>985,718</b>	<b>9,913,879</b>	<b>10,925,241</b>	<b>-5,661</b>

**Available vs. budgeted** **507,369** *assumes 100% contingency expended*  
*soft cost vs. hard cost* **27.32%**

### Funding Status

AVAILABLE FUNDS	PROJECTED FUND BALANCE @ % CONTINGENCY EXPENDED				
	0%	1%	5%	8%	
Series A bonds	11,510,158	1,204,797	1,118,378	772,705	507,369

### 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

GMP approved in special Board meeting and Lathrop mobilizing on site week of the 21st.

In the meantime working with site personel on addiitions/modifications to electrical requirements relative to Audio Visual and radio/communications studios.

### Potential Issues:

Coordinating how to accomplish some site work with minimal disruption given we lost the opportunity to complete the work over the summer.

### Next Steps ....

Lathrop to continue with selective demolition and finalize a master schedule.

# **PHASE TWO - CONCEPTUAL SCHEDULE**

*Lathrop developing a Master Schedule*

Conceptual Schedule

Start Construction (Selective Demolition)  
**Week of August 21st, 2023**

Construction Duration Seven Months  
(excluding Emergency Generator)

Construction Completion: **April 2024**

Delivery of Generator (assume 12 months) **August 2024**

Complete installation of Generator **September 2024**

# **DETAILED BUDGET**

# 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		
	<b>30,827,859</b>	<b>-</b>

Description	Original Budget	Expended To Date	Remaining Balance	Forecast	Surplus (Shortfall)
*Construction Total (LLB GMP)w/ allowance ( *less unused allowances)	14,145,498	14,500,481	(354,983)	14,500,481	(354,983)
*Construction Contingency (per GMP)	1,366,140	388,184	977,956	565,820	800,320
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	<i>70,000</i>	-
Temp Construction Utility	<i>45,000</i>	<i>15,708</i>	<i>29,292</i>	<i>45,000</i>	-
Lathrop LLB Preconstruction Fee*	20,240	20,240	-	20,240	-
Fixtures and Furniture	<i>250,000</i>	<i>186,568</i>	<i>63,432</i>	<i>250,000</i>	-
California Dept of Education	<i>10,000</i>	-	<i>10,000</i>	<i>10,000</i>	-
C.D.E. Funding Consultant	<i>6,000</i>	<i>11,329</i>	<i>(5,329)</i>	<i>11,329</i>	(5,329)
DSA Permit Fees	<i>125,000</i>	<i>94,931</i>	<i>30,069</i>	<i>125,000</i>	-
County of Mendocino Fees	10,000	11,504	(1,504)	11,504	(1,504)
Facility Master Plan (QKA)	34,500	9,240	25,260	34,500	-
A / E Basic Services (QKA) rev.6/30/23	1,760,440	1,347,726	412,714	1,760,440	-
A / E Add Fire Sprinkler Engineer (QKA)	33,000	<i>19,787</i>	<i>13,213</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	(1,005)
A / E Zero Net Energy/ Reclaim H2O (QKA)	101,400	<i>83,215</i>	<i>18,185</i>	101,400	-
A / E Temporary Classrooms design (QKA)	89,300	<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		
	<b>30,827,859</b>	<b>-</b>

Description	Original Budget	Expended To Date	Remaining Balance	Forecast	Surplus (Shortfall)
A / E reimbursables, Blueprinting (QKA)	25,000	22,644	2,356	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	211,300	(11,500)	199,800	-
Materials Testing and Inspection (Laco)	38,000	83,549	(45,549)	83,549	(45,549)
Survey, boundary (SHN)	18,000	23,565	(5,565)	18,000	-
Sewer line Inspection (Subtronic Corp.)	20,000	19,183		20,000	-
Geotechnical investigation (Brunsing)	14,800	50,745	(35,945)	50,745	(35,945)
CEQA Environmental Consultant (Rincon) & Archiological monitor	31,174	142,833	(111,659)	<i>141,517</i>	(110,343)
Haz. Mat. Abatement (with construction)	-	-	-	-	-
Haz. Mat.Oversight	<i>15,000</i>	5,274	9,726	<i>5,274</i>	9,726
Containers and Debris Boxes	5,000	6,200	(1,200)	5,000	-
Misc. legal notices etc.	<i>5,000</i>	86,599	(81,599)	<i>86,599</i>	(81,599)
Project Reserve	-			-	-
	19,387,921	18,372,274	1,014,830	19,317,701	70,220

*\*GMP allownaces added to original budget and Contingency reconciled*

*Continued rental for Phase 2 of Temporary Classroom added to expenditures*

# M.U.S.D. PHASE TWO PROJECT

## Schematic Design w/ GMP 8/1/23

	Available	Elgible
Series A Bond (less issuance cost)	-	
Series B Bond	11,510,158	
Developer Fees		
State Bonds	11,510,158	-

Description	Revised Budget	Expended To Date	Remaining Balance	Forecast	Surplus (Shortfall)
Gymnasium & Tech Ctr. Construction	8,344,102	-	8,344,102	8,344,102	-
Allowances (all categories)	192,500			192,500	
Alternate 1 - Exterior Windows Gym	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		697,428	697,428	-
PG&E Electric	-	-	-	-	-
Education and Telecommunications Technology	-	-	-	-	-
Fixtures and Furniture	-	-	-	-	-
California Dept of Education	-	-	-	-	-
C.D.E. Funding Consultant	-	-	-	-	-
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	829,978	125,549	955,527	-
A / E Basic Services Industrial Arts (QKA) (schematic design only)	36,105				
A / E Basic Services Community School (QKA) (schematic design only)	47,104				
A / E Add Fire Sprinkler Engineer (QKA)		-	-	-	-



# M.U.S.D. PHASE TWO PROJECT

## Schematic Design w/ GMP 8/1/23

	Available	Elgible
Series A Bond (less issuance cost)	-	
Series B Bond	11,510,158	
Developer Fees		
State Bonds		
	<b>11,510,158</b>	<b>-</b>

Description	Revised Budget	Expended To Date	Remaining Balance	Forecast	Surplus (Shortfall)
A / E Add Kitchen Consultant (QKA)	7,050	-	7,050	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)		3,618	(3,618)	3,618	(3,618)
Energy Consultant (Sage)		-	-		-
Project/Construction Management (A Arc)	120,000	56,800	63,200	120,000	-
C M reimbursement (A Arc)	20,000	16		20,000	-
Construction Inspector of Record (to be determined)	200,000	-	200,000	200,000	-
Materials Testing and Inspection (Laco)	90,000	-	90,000	90,000	-
Geotechnical investigation (Brunsing)		-	-	-	-
CEQA Environmental Consultant (Rincon)	70,000	-	70,000	70,000	-
Haz. Mat. Abatement (with construction)		-	-	-	-
Haz. Mat. Oversight		-	-		-
Containers and Debris Boxes			-		-
Misc. legal notices etc.		2,044	(2,044)	2,044	(2,044)
Project Reserve	-			-	-
	12,036,764	985,718	9,913,879	11,257,090	(5,661)

*\* Alternates include 10 % contingency*

*Projected Balance of funds on hand*                      253,067



State of California  
 Commission on Teacher Credentialing  
 Certification Division  
 1900 Capitol Avenue  
 Sacramento, CA 95811-4213

Email: [credentials@ctc.ca.gov](mailto:credentials@ctc.ca.gov)  
 Website: [www.ctc.ca.gov](http://www.ctc.ca.gov)

## DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 2023  
 Revised Declaration of Need for year: \_\_\_\_\_

### FOR SERVICE IN A SCHOOL DISTRICT OR DISTRICT/COUNTY AUTHORIZED CHARTER SCHOOL

Name of District or Charter: Mendocino Unified School District District CDS Code: 65581  
 Name of County: Mendocino County County CDS Code: 23

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board/body of the school district or charter school specified above adopted a declaration at a regularly scheduled public meeting held on 8/24/23 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2024.

Submitted by (Superintendent, Board Secretary, or Designee):

Jason Morse		Superintendent
<i>Name</i>	<i>Signature</i>	<i>Title</i>
707-937-0714	707-937-5868	
<i>Fax Number</i>	<i>Telephone Number</i>	<i>Date</i>

PO Box 1154, Mendocino, CA 95460

*Mailing Address*

JMorse@mcn.org

*Email Address*

### FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL AGENCY

Name of County \_\_\_\_\_ County CDS Code \_\_\_\_\_  
 Name of State Agency \_\_\_\_\_  
 Name of NPS/NPA \_\_\_\_\_ County of Location \_\_\_\_\_

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on \_\_\_/\_\_\_/\_\_\_, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, \_\_\_\_\_.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

Name	Signature	Title
Fax Number	Telephone Number	Date
Mailing Address		
EMail Address		

► *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

**AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS**

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subject(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
CLAD/English Learner Authorization (applicant already holds teaching credential)	1
Bilingual Authorization (applicant already holds teaching credential)	0
List target language(s) for bilingual authorization: _____	
Resource Specialist	0
Teacher Librarian Services	0
Emergency Transitional Kindergarten (ETK)	0

**LIMITED ASSIGNMENT PERMITS**

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas. Additionally, for the Single Subject Limited Assignment Permits estimated, please include the authorization(s) which will be requested:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	10
Single Subject	4
Special Education	0
TOTAL	14

**Authorizations for Single Subject Limited Assignment Permits**

SUBJECT	ESTIMATED NUMBER NEEDED	SUBJECT	ESTIMATED NUMBER NEEDED
Agriculture		Mathematics	
Art		Music	
Business		Physical Education	
Dance		Science: Biological Sciences	
English	1	Science: Chemistry	1
Foundational-Level Math		Science: Geoscience	
Foundational-Level Science		Science: Physics	
Health	1	Social Science	
Home Economics		Theater	1
Industrial & Technology Education	1	World Languages (specify)	

**EFFORTS TO RECRUIT CERTIFIED PERSONNEL**

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to [www.cde.ca.gov](http://www.cde.ca.gov) for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

**EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL**

Has your agency established a District Intern program?  Yes  No

If no, explain. \_\_\_\_\_

Does your agency participate in a Commission-approved college or university internship program?  Yes  No

If yes, how many interns do you expect to have this year? 1

If yes, list each college or university with which you participate in an internship program.  
Sonoma State University, Dominican University, San Francisco State University, Humboldt State University

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

If no, explain why you do not participate in an internship program.  
\_\_\_\_\_  
\_\_\_\_\_

**Mendocino Unified School District Spending Plan 2022-2026  
Arts, Music, and Instructional Materials Discretionary Block Grant**

Revised Award - May 2023: \$ 134,894  
Initial Award - October 2022: \$ 269,787

**Revised Award - \$134,894**

Planned Expenditure	2022-23	2023-24	2024-25	2025-26	Total
Maintain elementary art instruction	\$ -	\$ 113,720	\$ 21,174	\$ -	\$ 134,894

The Arts, Music, and Instructional Materials Discretionary Block Grant is a result of AB181, sec 134. The grant allows spending for arts and music programs.

As originally funded for the 2022-23 state budget year, Mendocino Unified was scheduled to receive an award of \$269,787.

As revised during the May Revision for the 2023-24 state budget year, Mendocino Unified's award was reduced to \$134,894.

Board Approved: \_\_\_\_\_ date \_\_\_\_\_

**REQUEST FOR ALLOWANCE OF ATTENDANCE  
DUE TO EMERGENCY CONDITIONS**

**Form J-13A**

(Revised December 2017)

**California Department of Education**

School Fiscal Services Division

Website: <https://www.cde.ca.gov/fg/>

Telephone: 916-324-4541

Email: [attendanceaccounting@cde.ca.gov](mailto:attendanceaccounting@cde.ca.gov)

# Form J-13A Instructions

## Why file:

The Request for Allowance of Attendance Due to Emergency Conditions, Form J-13A is used to obtain approval of attendance and instructional time credit under one or more of the following conditions:

- When one or more schools were closed because of conditions described in *Education Code (EC) Section 41422*.
- When one or more schools were kept open but experienced a material decrease in attendance pursuant to *EC Section 46392* and *California Code of Regulations (CCR)*, Title 5, Section 428.
- When attendance records have been lost or destroyed as described in *EC Section 46391*.

The California Department of Education's (CDE) approval of the J-13A, combined with other attendance records, serve to document the local educational agency's (LEA) compliance with instructional time laws and provide authority to maintain school for less than the required instructional days and minutes without incurring a fiscal penalty to the LEA's Local Control Funding Formula (LCFF) funding.

## How to file:

The Form J-13A is available at <https://www.cde.ca.gov/fg/aa/pa/j13a.asp>. Also available on the J-13A Web page are FAQs and supplemental pages for sections B and C in Excel format. All affidavits must have original signatures.

Charter schools must file separately from the authorizing school district or county office of education (COE).

The LEA governing board must approve each request by completing Section E, Affidavit of School District, County Office of Education, or Charter School Governing Board Members. Once the majority of the governing board members have approved the request, the LEA should keep a copy of the request and then submit the original to the county superintendent who must approve the request before it can be submitted to the State Superintendent of Public Instruction, CDE. Charter schools must submit the request to their authorizing LEA for approval, who will then forward to the county superintendent for approval.

The following summarizes the J-13A submittal and CDE review process:

- The county superintendent executes the Affidavit of County Superintendent of Schools, certifying the approval.
- The COE should keep a copy of the request and mail the original request to the listed CDE address.
- Once CDE has received the Form J-13A, the request will go through a review process. If the request is approved, CDE will e-mail the approval letter and a copy of the request to all contacts listed on the form. CDE will also mail a hardcopy of the approval letter. If the request is denied, CDE will e-mail the denial letter and a copy of the request to all contacts listed on the form. CDE will also mail a hardcopy of the denial letter.

## Where to file:

Mail the entire original Form J-13A to:  
School Fiscal Services Division  
California Department of Education  
1430 N Street, Suite 3800  
Sacramento, CA 95814

## General Instructions:

- Multiple emergency events and schools may be included on one Form J-13A. Be sure to include specific detailed information and supporting documents for each event and school.
- If the emergency event resulted in a closure and material decrease, complete sections B and C.
- Supplemental pages for sections B and C are available in Excel format for a request that requires more lines than allocated on Form J-13A.
- Attach supporting documentation. Redact any personally identifiable information. Examples of required supporting documentation:
  - Declaration of a State of Emergency
  - News articles
  - E-mails
  - Invoices



# Form J-13A Instructions

- A local safety officer letter for any incident involving police activity, threats, cyber threats, etc.
- A county public health officer letter for any incident involving epidemic-type illness. The letter is to specify that the illness was an epidemic or that there was an increase in the number of cases of a disease above what is normally expected of the population in that area.

## SECTION A: REQUEST INFORMATION

Refer to the California School Directory at <https://www.cde.ca.gov/schooldirectory/> for information needed to complete this section.

### PART I: LOCAL EDUCATIONAL AGENCY (LEA)

- LEA Name – Enter the name of the school district, COE, or charter school submitting the Form J-13A.
- County Code – Enter the two-digit county code associated with this entity.
- District Code – Enter the five-digit district code associated with this entity.
- Charter Number – If this request is for a charter school, enter the charter number associated with this entity.
- LEA Superintendent or Administrator Name – Enter the name of the superintendent or administrator associated with this entity.
- Fiscal Year – Enter the fiscal year of the requested emergency closure, material decrease and/or lost or destroyed attendance records.
- Address – Enter the LEA's full address including:
  - Number and street
  - County name
  - City
  - State
  - Zip code
- Contact Information – Enter a contact person for this request. Include the following:
  - Name
  - Title
  - Phone number
  - E-mail address

### PART II: LEA TYPE AND SCHOOL SITE INFORMATION APPLICABLE TO THIS REQUEST

Select the LEA type associated with the request and, for a school district or COE request, if all or select school sites are included in the request. Only one LEA type may be selected.

### PART III: CONDITION(S) APPLICABLE TO THIS REQUEST

Read each condition carefully and select one or more that apply to this request. In addition, indicate if the request is associated with a Declaration of a State of Emergency by the Governor of California.

## SECTION B: SCHOOL CLOSURE

This section is used for closures pursuant to *EC* Section 41422. If the request does not include any school closures, select the "Not Applicable" box on the top right corner and proceed to Section C.

### PART I: NATURE OF EMERGENCY

Use this field to describe in detail the nature of the emergency(s) that caused the school closure.

### PART II: SCHOOL INFORMATION

The fields below correspond to the columns on Form J-13A.

- A. School Name – Enter the school name of each school closed on a separate line. Use the supplemental Excel form at <https://www.cde.ca.gov/fg/aa/pa/j13a.asp> if more than 10 lines are needed for this request and select the "Supplemental Page(s) Attached" box on the top right corner.
- B. School Code – Enter the seven-digit school code associated with the school listed in Column A. Use the California School Directory at <https://www.cde.ca.gov/schooldirectory/> to locate the school code.
- C. Site Type – Enter the site type associated with the school listed in Column A. This site information is need for CDE to determine the specific instructional time requirements for the listed school. Choose one of the following site type options:
  - Charter School
  - Community Day
  - Continuation School
  - County Community
  - Juvenile Court School

# Form J-13A Instructions

- Opportunity School
- Special Education
- Traditional

- D. Days in School Calendar – Provide the number of days in the school calendar. Attach a copy of the school calendar to the request. If the request includes multiple schools, attach a copy of each different school calendar and clearly identify which schools follow each calendar. If all schools have the same school calendar, note “all schools” at the top of the calendar.
- E. Emergency Days Built In – Provide the number of additional days the school has built in to the school calendar to use as make-up days for emergency closures.
- F. Built In Emergency Days Used – Provide the number of built in emergency days the school has used so far in the school year.
- G. Date(s) of Emergency Closure – Enter the date(s) closed for the emergency in the current request.
- H. Closure Dates Requested – Of the dates provided in Column G, enter the dates the school will not be able to make-up, and is requesting as part of the Form J-13A.
- I. Total Number of Days Requested – Enter the total number of days for the dates requested in Column H.

Applicable” box on the top right corner and proceed to Section D.

If the attendance of an LEA or a school is less than or equal to 90 percent of "normal" attendance for a reasonable time during or after an emergency event, the LEA may assume that a case exists for claiming emergency attendance credit for the "material decrease" of attendance. According to CCR, Title 5, Section 428, “normal” attendance is the average daily attendance (ADA) for the month of either October or May of the same school year. If the emergency occurred between July and September of the current year, the LEA must wait to submit the request until after October ADA of the current year can be calculated. The October or May ADA is used as a proxy for a normal day of attendance for the emergency day. However, if an emergency occurs in October or May, the LEA may request to use a different month as a proxy for a normal day of attendance for the emergency day.

Pursuant to EC Section 46392, the 90 percent threshold may be waived when the Governor has declared a “State of Emergency.” A copy of the Governor’s declaration should be included in the submittal. Any reduction of attendance in a necessary small school (NSS), even if less than 10 percent, may be considered material.

Attendance must be provided at the school site level. Approval of a districtwide material decrease is contingent upon the inclusion of all district sites, and a districtwide percentage of 90 percent or less on each emergency day. For non-districtwide emergencies, each school must meet the 90 percent threshold on each emergency day for approval of attendance credit.

### PART III: CLOSURE HISTORY

In this section, provide the closure history for the current and five prior fiscal years for all schools included in the request, regardless if a J-13A request was submitted. For example, if a school had multiple closures in one year, group the closures by fiscal year and nature.

School Name	School Code	Fiscal Year	Closure Dates	Nature	Weather Related Yes/No
School #1	0123456	2016-17	12/5, 2/10	Flooding	Yes
School #1	0123456	2016-17	4/17-4/18	Power Outage	No
School #1	0123456	2015-16	12/15-12/6	Road Closures	Yes

### PART I: NATURE OF EMERGENCY

Use this field to describe in detail the nature of the emergency(s) that caused the material decrease in attendance. Provide a detailed explanation for any gap in between emergencies. Request should be accompanied by supporting documents, if applicable.

### PART II: MATERIAL DECREASE CALCULATION

The information provided in Parts II and III will be used to determine if the loss of attendance meets the 90 percent threshold for attendance credit approval (except when the governor declares a state of emergency or in the case of a NSS site), and to calculate the estimated attendance credit

### SECTION C: MATERIAL DECREASE

This section is used to claim attendance for material decreases pursuant to EC Section 46392. If the request does not include any credits for a material decrease in attendance, select the “Not

## Form J-13A Instructions

amount. The fields below correspond to the columns on Form J-13A.

- A. School Name – Enter the school name of each school requesting attendance credit on a separate line. Use the supplemental Excel form at <https://www.cde.ca.gov/fg/aa/pa/j13a.asp> if more than 10 lines are needed for this request and select the “Supplemental Page(s) Attached” box on the top right corner.
- B. School Code – Enter the seven-digit school code associated with the school listed in Column A. Use the California School Directory at <https://www.cde.ca.gov/schooldirectory/> to locate the school code
- C. “Normal” Attendance – Provide the ADA for the school month of October or May of the same school year.

A school month is 20 days, or four weeks of five days each, including legal holidays but excluding weekend makeup classes (*EC* Section 37201). The school calendar begins on the first Monday of the week that includes July 1 or the Monday of the first week of school. As a result, school months can be split between September and October; October and November; April and May; May and June. Therefore, the CDE advises LEAs to use the school month that has the most school days in either October or May.

- D. Dates Used for Determining “Normal” Attendance – Enter the date range of the school month used to provide the ADA in Column C.
- E. Date of Emergency – Enter the date of the emergency. **If the emergency lasted for more than one day, use a separate line for each date.**
- F. Actual Attendance – Provide the actual attendance for the school site on the date of emergency listed in Column E.
- G. Qualifier: 90 Percent or Less (F/C) – Calculated field. If the nature of emergency is consistent with *EC* Section 46392, the school may qualify for an attendance

adjustment when the Actual Attendance (Column F) divided by the “Normal” Attendance (Column C) yields a percentage of 90 percent or less. Exclude any emergency day that yields a percentage of more than 90 percent except when the governor declares a state of emergency or in a case of a NSS site.

- H. Net Increase of Apportionment Days (C-F) – Calculated field. The Actual Attendance (Column F) is subtracted from the “Normal” Attendance (Column C) to determine the Net Increase of Apportionment Days (Column H). When attendance on the date of emergency is greater than the “normal” attendance, this field will yield zero and should be removed from the material decrease calculation table.

**If the request is approved, CDE’s approval letter will include the total net increase of apportionment days, which may differ from the amount shown.** The LEA will then divide this number by the days in the applicable P-1, P-2, or Annual reporting period to determine the ADA increase.

### PART III: MATERIAL DECREASE CALCULATION FOR CONTINUATION HIGH SCHOOLS

Continuation education is an hourly program, therefore the attendance must be provided in hours for continuation schools. Three hours equals one apportionment day. The fields below correspond to the columns on Form J-13A.

- A. School Name – Enter the school name of each continuation school requesting attendance credit on a separate line. Use the supplemental Excel file at <https://www.cde.ca.gov/fg/aa/pa/j13a.asp> if more than five lines are needed for this request and select the “Supplemental Page(s) Attached” box on the top right corner.
- B. School Code – Enter the seven-digit school code associated with the school listed in Column A. Use the California School Directory at <https://www.cde.ca.gov/schooldirectory/> to locate the school code.

## Form J-13A Instructions

- C. "Normal" Attendance Hours – Provide the attendance hours for the continuation school on the same day of the week prior to, or the week following the emergency.

Example: If the emergency day is on a Tuesday, provide the attendance hours on the Tuesday of the week prior to or following the emergency.

- D. Date Used for Determining "Normal" Attendance – Enter the date of the school day used to provide the attendance hours in Column C.
- E. Date of Emergency – Enter the date of the emergency. **If the emergency lasted for more than one day, use a separate line for each date.**
- F. Actual Attendance Hours – Provide the actual attendance hours for the continuation school on the date of emergency.
- G. Qualifier: 90 Percent or Less (F/C) – Calculated field. If the nature of emergency is consistent with *EC* Section 46392, the school may qualify for an attendance adjustment when the Actual Attendance Hours (Column F) divided by the "Normal" Attendance Hours (Column C) yields a percentage of 90 percent or less. Exclude any emergency day that yields a percentage of more than 90 percent except when the governor declares a state of emergency or in a case of a NSS site.
- H. Net Increase of Hours (C-F) – Calculated field. The Actual Attendance Hours (Column F) is subtracted from the "Normal" Attendance Hours (Column C) to determine the Net Increase of Hours (Column H). When attendance on the date of emergency is greater than the "normal" attendance, this field will yield zero and should be removed from the material decrease calculation table.

**If the request is approved, the approval letter will include the total net increase of hours for all continuation schools on the form, which may differ from the amount shown.** The LEA will then convert the hours to apportionment days and divide this number by the days in the applicable P-1,

P-2, or Annual reporting period to determine the ADA increase.

### SECTION D: LOST OR DESTROYED ATTENDANCE RECORDS

If this request does not include any lost or destroyed attendance records, select the "Not Applicable" box on the top right corner and proceed to Section E.

#### PART I: PERIOD OF REQUEST

Enter the dates of the records that were lost or destroyed.

#### PART II: CIRCUMSTANCES

Provide a detailed explanation on the emergency condition(s) and the extent of the lost or destroyed records.

#### PART III: PROPOSAL

Provide a detailed proposal or estimation in the allotted space.

### SECTION E: AFFIDAVIT

A completed affidavit is required before submitting the entire Form J-13A request to CDE.

#### PART I: AFFIDAVIT OF SCHOOL DISTRICT, COUNTY OFFICE OF EDUCATION, OR CHARTER SCHOOL GOVERNING BOARD MEMBERS

- Enter the name of the school district, COE, or charter school.
- Enter the names of the all the board members.
- At least a majority of the board members must sign this affidavit.
- The governing board signatures must be witnessed. The witness person must complete the following fields:
  - Witnessed date
  - Name
  - Signature
  - Title
  - County name

#### PART II: APPROVAL BY SUPERINTENDENT OF CHARTER SCHOOL AUTHORIZER

Only complete for a charter school request. Once the governing board members and witness fields have been completed, this request will be submitted to the charter school's authorizer for approval. An authorizer for a charter school may be

## Form J-13A Instructions

---

a school district, COE or State Board of Education.

If approved, the superintendent of the charter school's authorizer will complete the following fields:

- Name
- Signature
- Authorizing LEA Name

### **PART III: AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS**

All requests must go to the COE for approval. If approved, the COE will complete Part III of the affidavit. The county superintendent's signature must be witnessed.

- Name of the County Superintendent of Schools (or designee)
- Signature of the County Superintendent of Schools (or designee)
- Witnessed date
- Witness name
- Witness signature
- Witness title
- County name
- Contact person/individual responsible for completing the county affidavit. Include the contact person's name, title, phone number and e-mail address.

CALIFORNIA DEPARTMENT OF EDUCATION  
**REQUEST FOR ALLOWANCE OF ATTENDANCE DUE TO EMERGENCY CONDITIONS**  
 FORM J-13A, REVISED DECEMBER 2017

**SECTION A: REQUEST INFORMATION**

- This form is used to obtain approval of attendance and instructional time credit pursuant to *Education Code (EC)* sections 41422, 46200, 46391, 46392 and *California Code of Regulations (CCR)*, Title 5, Section 428.
- Only schools that report Principal Apportionment average daily attendance (ADA) for the purpose of calculating a K–12 Local Control Funding Formula (LCFF) entitlement should submit this form.
- Refer to the instructions and frequently asked questions at <https://www.cde.ca.gov/fq/aa/pa/j13a.asp> for information regarding the completion of this form.

**PART I: LOCAL EDUCATIONAL AGENCY (LEA)**

LEA NAME:		COUNTY CODE:	DISTRICT CODE:	CHARTER NUMBER (IF APPLICABLE):
LEA SUPERINTENDENT OR ADMINISTRATOR NAME:				FISCAL YEAR:
ADDRESS:			COUNTY NAME:	
CITY:		STATE:	ZIP CODE:	
CONTACT NAME:	TITLE:	PHONE:	E-MAIL:	

**PART II: LEA TYPE AND SCHOOL SITE INFORMATION APPLICABLE TO THIS REQUEST (Choose only one LEA type):**

<input type="checkbox"/> <b>SCHOOL DISTRICT</b> Choose one of the following: <input type="checkbox"/> All district school sites <input type="checkbox"/> Select district school sites	<input type="checkbox"/> <b>COUNTY OFFICE OF EDUCATION (COE)</b> Choose one of the following: <input type="checkbox"/> All COE school sites <input type="checkbox"/> Select COE school sites	<input type="checkbox"/> <b>CHARTER SCHOOL</b>
--	---	--

**PART III: CONDITION(S) APPLICABLE TO THIS REQUEST:**

<input type="checkbox"/> <b>SCHOOL CLOSURE:</b> When one or more schools were closed because of conditions described in <i>EC</i> Section 41422. LCFF apportionments should be maintained and instructional time credited in Section B for the school(s) without regard to the fact that the school(s) were closed on the dates listed, due to the nature of the emergency. Approval of this request authorizes the LEA to disregard these days in the computation of ADA (per <i>EC</i> Section 41422) without applicable penalty and obtain credit for instructional time for the days and the instructional minutes that would have been regularly offered on those days pursuant to <i>EC</i> Section 46200, et seq. <input type="checkbox"/> There was a Declaration of a State of Emergency by the Governor of California during the dates associated with this request.
<input type="checkbox"/> <b>MATERIAL DECREASE:</b> When one or more schools were kept open but experienced a material decrease in attendance pursuant to <i>EC</i> Section 46392 and <i>CCR</i> , Title 5, Section 428. Material decrease requests that include all school sites within the school district must demonstrate that the school district as a whole experienced a material decrease in attendance. Material decrease requests for one or more but not all sites within the school district must show that each site included in the request experienced a material decrease in attendance pursuant to <i>EC</i> Section 46392 and <i>CCR</i> , Title 5, Section 428. The request for substitution of estimated days of attendance for actual days of attendance is in accordance with the provisions of <i>EC</i> Section 46392. Approval of this request will authorize use of the estimated days of attendance in the computation of LCFF apportionments for the described school(s) and dates in Section C during which school attendance was materially decreased due to the nature of the emergency. <input type="checkbox"/> There was a Declaration of a State of Emergency by the Governor of California during the dates associated with this request.
<input type="checkbox"/> <b>LOST OR DESTROYED ATTENDANCE RECORDS:</b> When attendance records have been lost or destroyed as described in <i>EC</i> Section 46391. Requesting the use of estimated attendance in lieu of attendance that cannot be verified due to the loss or destruction of attendance records. This request is made pursuant to <i>EC</i> Section 46391: <i>"Whenever any attendance records of any district have been lost or destroyed, making it impossible for an accurate report on average daily attendance for the district for any fiscal year to be rendered, which fact shall be shown to the satisfaction of the Superintendent of Public Instruction by the affidavits of the members of the governing board of the district and the county superintendent of schools, the Superintendent of Public Instruction shall estimate the average daily attendance of such district. The estimated average daily attendance shall be deemed to be the actual average daily attendance for that fiscal year for the making of apportionments to the school district from the State School Fund."</i>



**SECTION C: MATERIAL DECREASE**

- Not Applicable (Proceed to Section D)  
 Supplemental Page(s) Attached

**PART I: NATURE OF EMERGENCY** (Describe in detail.)

**PART II: MATERIAL DECREASE CALCULATION** (Use the supplemental Excel file at <https://www.cde.ca.gov/fq/aa/pa/j13a.asp> if more than 10 lines are needed for this request. Refer to the instructions for information on completing the form including the definition of "normal" attendance.)

A	B	C	D	E	F	G*	H
School Name	School Code	"Normal" Attendance (October/May)	Dates Used for Determining "Normal" Attendance	Date of Emergency	Actual Attendance	Qualifier: 90% or Less (F/C)	Net Increase of Apportionment Days (C-F)
			-				
			-				
			-				
			-				
			-				
			-				
			-				
			-				
			-				
			-				
		Total:					

**PART III: MATERIAL DECREASE CALCULATION FOR CONTINUATION HIGH SCHOOLS** (Provide the attendance in hours. Use the supplemental Excel file at <https://www.cde.ca.gov/fq/aa/pa/j13a.asp> if more than 5 lines are needed for this request. Refer to the instructions for information on completing the form including the definition of "normal" attendance.)

A	B	C	D	E	F	G*	H
School Name	School Code	"Normal" Attendance Hours	Date Used for Determining "Normal" Attendance	Date of Emergency	Actual Attendance Hours	Qualifier: 90% or Less (F/C)	Net Increase of Hours (C-F)
		Total:					

\*Qualifier should be 90% or less except when the governor declares a state of emergency or in the case of a Necessary Small School (NSS) site.



**SECTION D: LOST OR DESTROYED ATTENDANCE RECORDS**

Not Applicable (Proceed to Section E)

**PART I: PERIOD OF REQUEST** The entire period covered by the lost or destroyed records commences with \_\_\_\_\_ up to and including \_\_\_\_\_.

**PART II: CIRCUMSTANCES** (Describe below circumstances and extent of records lost or destroyed.)

**PART III: PROPOSAL** (Describe below the proposal to reconstruct attendance records or estimate attendance in the absence of records.)

**SECTION E: AFFIDAVIT**

**PART I: AFFIDAVIT OF SCHOOL DISTRICT, COUNTY OFFICE OF EDUCATION, OR CHARTER SCHOOL GOVERNING BOARD MEMBERS** – All applicable sections below must be completed to process this J-13A request.

We, members constituting a majority of the governing board of \_\_\_\_\_, hereby swear (or affirm) that the foregoing statements are true and are based on official records.

Board Members Names

Board Members Signatures

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

At least a majority of the members of the governing board shall execute this affidavit.

Subscribed and sworn (or affirmed) before me, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Witness: \_\_\_\_\_ Title: \_\_\_\_\_ of \_\_\_\_\_ County, California  
(Name) (Signature)

---

**PART II: APPROVAL BY SUPERINTENDENT OF CHARTER SCHOOL AUTHORIZER** (Only applicable to charter school requests)

Superintendent (or designee): \_\_\_\_\_ Authorizing LEA Name: \_\_\_\_\_  
(Name) (Signature)

---

**PART III: AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS**

The information and statements contained in the foregoing request are true and correct to the best of my knowledge and belief.

County Superintendent of Schools (or designee): \_\_\_\_\_  
(Name) (Signature)

Subscribed and sworn (or affirmed) before me, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Witness: \_\_\_\_\_ Title: \_\_\_\_\_ of \_\_\_\_\_ County, California  
(Name) (Signature)

COE contact/individual responsible for completing this section:

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

# Mendocino Unified School District

## COVID-19 Safety Plan

This CPP is designed to control exposures to the SARS-CoV-2 virus that may occur in our workplace.

Date: August 24<sup>th</sup>, 2023

### Authority and Responsibility

Jason Morse has overall authority and responsibility for implementing the provisions of this CPP in our workplace. In addition, all managers and supervisors are responsible for implementing and maintaining the CPP in their assigned work areas and for ensuring employees receive answers to questions about the program in a language they understand.

All employees are responsible for using safe work practices, following all directives, policies and procedures, and assisting in maintaining a safe work environment.

### Introduction

The MUSD COVID-19 Safety Plan addresses both the Cal/OSHA COVID-19 Prevention Program requirements and the COVID-19 School Guidance Checklist requirements.

Schools will implement strategies to encourage behaviors that reduce the spread of COVID-19. Each school site will have a **COVID-19 School Site-Specific Protection Plan (SSPP)** outlining safety protocols and procedures that follow guidelines presented in this document.

This COVID-19 Safety Plan is in line with the new CDPH guidance, Cal/OSHA, and local health orders and mandates. Additionally, it includes the necessary components of a COVID-19 Prevention Program (Cal/OSHA). This plan will be updated as needed when state and local requirements change.

### Identification and Evaluation of COVID-19 Hazards

We will implement the following in our workplace:

- Review applicable orders and general and industry-specific guidance from the State of California, Cal/OSHA, and the local health department related to COVID-19 hazards and prevention.
- Evaluate existing COVID-19 prevention controls in our workplace and the need for different or additional controls.

### Employee Participation

Employees and their authorized employees' representatives are encouraged to participate in the identification and evaluation of COVID-19 hazards.

MUSD has a designated COVID-19 Liaison for each campus. The COVID-19 Liaisons are listed below:

- MUSD – Jason Morse (707) 937-5868 [jmorse@mcn.org](mailto:jmorse@mcn.org)
  - MHS, MAS, and MCHS – Tobin Hahn (707) 937-5871 [thahn@mendocinoused.org](mailto:thahn@mendocinoused.org)
  - K-8, Albion, and Comptche Schools – Kim Humrichouse (707) 937-0515 [khumrichouse@mcn.org](mailto:khumrichouse@mcn.org)
  - Greenwood Preschool – Jessica Ballard (707) 877-3361 [jessiballa7@aol.com](mailto:jessiballa7@aol.com)

Any employee, community member, parent, guardian or student may call or email the site COVID-19 Liaison to report any COVID-19 related issues.

### **General Guidelines in Working with COVID-19**

COVID-19 is mostly spread by respiratory droplets released when people talk, cough, or sneeze. It is thought that the virus may spread to hands from a contaminated surface and then to the nose, eyes, or mouth, causing infection. Therefore, personal prevention practices (such as handwashing, staying home when sick) and environmental cleaning and disinfection are important principles that are covered in this document. Fortunately, there are a number of actions schools can take to help reduce the risk of COVID-19 exposure and spread during school sessions and activities.

**Supplies for School Sites and Classrooms** to maintain an environment that is as safe as possible and mitigates various risks of transmission. (Cal/OSHA)

1. **Barriers** which include: Gloves, face masks, face shields, goggles, plastic/plexi-glass barriers.
2. **Cleaning Supplies** which include: Soap, hand sanitizer with at least 60 percent alcohol (for staff and older children who can safely use hand sanitizer), paper towels, tissues, disinfectant wipes, and various custodial cleaning products.

## **Strategies to Prevent the Spread of COVID-19 - Infection Mitigation Strategies**

### **1. Face Coverings and Personal Protective Equipment and Supplies (Cal/OSHA)**

Unless otherwise directed by local health departments or Mendocino Unified, staff should follow CDPH masking guidance for the general public, as well as masking guidance for specific situations such as when having symptoms, being infected, or exposed. The District will communicate changes in local or CDPH guidance on masks.

The District will provide schools a supply of face coverings for students or staff who forget to bring a face covering to school. Staff will also be provided with disposable 3-ply surgical masks, N95 masks and face shields upon request.

The District will provide adequate supplies including soap, hand sanitizer with at least 60 percent alcohol (children under 6 years old should use hand sanitizer under adult supervision), paper towels, tissues, disinfectant wipes, gloves, face coverings, or shields.

The District will continue to monitor and evaluate the need for PPE as required by CCR Title I, section 3380, and CCR Title 8, section 5144. The District will provide such PPE as needed.

### **2. Optimizing Indoor Air Quality (Cal/OSHA)**

The risk of getting COVID-19 is greater in indoor settings with poor air quality. Effective ventilation and filtration can curb the spread of COVID-19 and other infectious diseases. It may also protect students and staff from exposure to wildfire smoke and other airborne allergens and pollutants.

Outdoor activities, including snacks/meals, active exercise, and instruction, will be encouraged. Students should come prepared for increased outdoor activities. They should wear layers of clothing or bring additional clothing.

Ventilation systems are continually monitored for proper operation. Heating, Ventilation & Air Conditioning (HVAC) Merv 8 and 10 filters are replaced on a scheduled replacement cycle. The district uses filters above industry standard at all of our school sites. Replacement cycles will be adjusted accordingly based on guidance or need. In addition to HVAC, when practicable classroom and office ventilation are to have windows and doors open to allow air flow to provide as much fresh air as possible.

Measures will be implemented to reduce risk on the school bus. Masks or face coverings are highly recommended while on a bus but not required. Bus windows shall be kept open whenever possible to maximize ventilation. A minimum of at least two windows on a bus should be opened fully. Each bus will be equipped with extra unused face coverings for students who may have inadvertently failed to bring one.

### **3. Maintaining Clean Hands (Cal/OSHA)**

Hand hygiene can prevent the spread of infectious diseases, including COVID-19.

Schools will teach and reinforce proper handwashing to lower the risk of spreading viruses, including the virus that causes COVID-19.

Schools should ensure adequate supplies to support hand hygiene behaviors, including soap, tissues, no-touch trash cans, and hand sanitizers with at least 60 percent alcohol for staff and children who can safely use hand sanitizer. Hand sanitizers should be stored up, away, and out of sight of younger children and should be used only with adult supervision for children under 6 years of age.

Schools should teach and reinforce covering coughs and sneezes to help keep individuals from getting and spreading infectious diseases, including COVID-19.

### **4. Getting Tested for COVID-19**

Testing remains a key mitigation layer to detect and curb transmission of COVID-19. Schools are encouraged to ensure access to COVID-19 testing for students and staff. Antigen tests are the primary option for detecting COVID-19.

Schools may allow visitors, volunteers, and activities involving external groups or organizations if they are fully vaccinated or agree to weekly Antigen testing. At home over-the-counter tests are accepted with submission of a photo of the negative test with the volunteer's name, date test was taken and test result written on the test and submitted to the office as part of the volunteer approval process.

Due to the increased travel and social interactions that often occur during school breaks, it is recommended that students and staff get tested for COVID-19 prior to returning to school following major breaks (e.g., summer, winter, spring).

## **5. Staying Up-To-Date on Vaccinations**

Vaccinations prevent illness by working with the body's natural defenses to help safely develop immunity to disease. Not only do vaccinations provide individual-level protection, but high vaccination coverage reduces the burden of disease in schools and communities and may help protect individuals who are not vaccinated or those who may not develop a strong immune response from vaccination.

California strongly recommends that all eligible individuals get vaccinated against COVID-19 and remain up-to-date to protect oneself and reduce transmission of the virus.

## **6. Checking for Signs, Symptoms and Exposures (Cal/OSHA)**

Staying home when sick can lower the risk of spreading infectious diseases, including COVID-19, to other people.

In most situations, any student who develops new, unexplained symptoms should not return to campus until it is clear that symptoms are mild and improving or are due to a non-infectious cause (e.g., allergies). This includes waiting until 24 hours have passed since resolution of fever without the use of fever-reducing medications.

Additionally, if symptoms are concerning for COVID-19, it is strongly recommended that students wear a mask and get tested immediately. Students should also follow CDPH recommendations for retesting and/or isolating if results are positive.

Students and staff will continue to notify the District and/or school site when they need to stay home.

- For staff members, please contact the Human Resources Department if you need to stay home due to a COVID-19 exposure, are experiencing COVID-19 symptoms, or have been diagnosed with COVID-19.

## **7. Managing Students Exposed to COVID-19**

Families will notify schools if their child has COVID-19 and was on school grounds during their infectious period.

Schools will provide a general notification to the entire school community during times of elevated community transmission of COVID-19. This communication will alert all to the increased potential of being exposed to COVID-19 due to a rise in cases among school and community members, and remind all to monitor for symptoms and get tested.

## **8. Reporting COVID-19 to Public Health**

Notifying local health authorities of the disease burden in schools can help gain additional resources to manage illness and contain transmission and outbreaks.

Schools will report to Mendocino County Public Health and Yuba County Public Health of escalating COVID-19 situations/outbreaks, including when there are 3 or more positive COVID cases over a two-week span among students and staff who share the same indoor airspace for 15 minutes or more over a 24-hour period.

## **9. Managing COVID-19 Outbreaks**

Broad disruptions to in-person learning, such as temporary school or classroom closures, due to COVID-19 should remain a last resort and considered only after all available resources have been exhausted, and only after conferring with local health officials.

## **10. Staff Training (Cal/OSHA)**

Staff will receive training in:

- o Proper use of face coverings
- o COVID-19 specific symptom identification
- o How COVID-19 is spread
- o The importance of staff and students not coming to work they have symptoms
- o The employer's plan and procedures to follow when staff or students become sick at school
- o The employer's plan and procedures to protect staff from COVID-19 illness

## **11. Maintain Healthy Operations (Cal/OSHA)**

COVID safety concerns should be directed to the site principal or appropriate administrator who will ensure that all possible exposures to COVID-19 are documented and tracked in order to notify local health officials, staff, and families in a prompt and responsible manner.

Employees should report COVID-19 related concerns to their supervisor without fear of reprisal.

In the event that staff has been exposed to an individual who has tested positive for COVID-19, those who have had contact with the individual will be contacted as soon as is practicable.

In general, routine cleaning is enough to sufficiently remove the virus that causes COVID-19 from surfaces. If disinfectants are used, use asthma-safer products.

Staff members requesting accommodations related to COVID-19 shall notify their immediate supervisor and contact the Human Resources Department.

## **12. Confirmed COVID-19 Case (Cal/OSHA)**

Parents are asked to notify the school site office if their student tests positive for COVID-19. Staff members who become aware of a student who has tested positive for COVID-19 are to contact their school site office immediately. Each site will appoint a person to work as the COVID-19 Liaison with Public Health and the District.

Staff members who test positive for COVID-19 are to contact the Human Resources Department and site administrator immediately.

The District will report immediately to Cal/OSHA any COVID-19-related serious illness or death related to COVID-19. The steps taken to implement the COVID Safety Plan will be maintained and the plan is available on the District website and at the worksites. Records of employees who test positive for COVID-19 will be maintained by the Human Resources Department.

### **13. School Events and Activities**

School dances, large assemblies, and other school-based crowded events, all have the potential to cause substantial spread of COVID-19 within and beyond the school community. Therefore, schools are encouraged to:

- Host such events outdoors whenever possible.
- Separate the event into smaller cohorts (by grade, for example) whenever possible.
- Promote vaccines for all eligible attendees (students and adults). Consider pre-entry testing for all unvaccinated attendees at or just prior to the event.
- Plan in advance how to identify close contacts or exposed groups if it is later discovered that someone with COVID-19 attended the event.
- Consider requiring the use of masks at school-based large, crowded indoor events.
- If food or drinks are to be served, serve them outdoors whenever possible and/or place them away from other areas to clearly designate spaces where masks should be worn.

### **Correction of COVID-19 Hazards**

Unsafe or unhealthy work conditions, practices or procedures will be documented on the MUSD COVID-19 Self Reporting form that may be accessed from any MUSD school or district website. ([www.mendocinoused.org](http://www.mendocinoused.org)) All safety hazards will be addressed within 24 hours. If a specific concern is not able to be mitigated within this time frame, the administration will provide an alternative to temporarily address the concern.