

Mendocino Unified School District



Agenda

Regular Board Meeting

AUGUST 28, 2025

**ALBION SCHOOL
30400 ALBION RIDGE ROAD
ALBION, CA 95410**

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 ALBION SCHOOL
& VIA TELECONFERENCE**

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/86878816945?pwd=Oo0km3qt0FSSG2YbQkVaisw10vQRjH.1>

Passcode: 534247

*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 MUSD website at <https://www.mendocinoused.org/District/3075-Untitled.html>. In compliance with Government Code section 54954.2(a) Mendocino Unified School District will, on request, make agendas available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability related modification or accommodation in order to participate in the meeting should contact, Erin Placido Exec. Assistant to the Superintendent, in writing at P.O. Box 1154, Mendocino, CA 95460 or via email at doerin@mcn.org.

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

1. 4:30 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/82087234638?pwd=IqM28HTCmEjZPSEbJogPWDndReff8.1>

Meeting ID: 820 8723 4638 Passcode: 780964

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
- 3.2. Employment/Personnel Changes

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. SWEARING IN OF NEW STUDENT TRUSTEE

6. RECOGNITION OF MUSE

Appreciation for special donations this last school year to Mendocino Unified School District for enrichment activities and supplies.

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.

- 7.1. Approval of Warrants
 - 7.1.1. 7/2/25, 7/9/25, 7/16/25, 7/23/25, 7/30/25, 8/6/25, 8/13/25, 8/20/24
- 7.2. Approval of Minutes
 - 7.2.1. Board Meeting Minutes: 6/10/25, 6/25/25
- 7.3. Approval of Employment/Personnel Changes
 - 7.3.1. Accept Resignation, Certificated Employee, 1.0 FTE, effective 6/13/25
 - 7.3.2. Accept Retirement, Classified Employee, 6.5 hrs/day, 10 mos/yr, effective 6/13/25
 - 7.3.3. Hire, Long-term Substitute, 1.0 FTE, effective 5/27/25 thru 6/13/25
 - 7.3.4. Hire, Classified Employee, 8 hrs/day, 11 mos/yr, effective 7/29/25

- 7.3.5. Hire, Classified Employee, 8 hrs/day, 11 mos/yr, training day, effective 6/16/25 thru 6/27/25
- 7.3.6. Approve, Column Move, Certificated Employee, 1.0 FTE, from Column 3 to Column 4, effective 7/1/25
- 7.3.7. Increase, Certificated Employee, currently working .80 FTE to 1.0 FTE, effective 7/1/25
- 7.3.8. Hire, Certificated Employee, 1.0 FTE, effective 8/14/25
- 7.3.9. Hire, Certificated Employee, 1.0 FTE, effective 8/14/25
- 7.3.10. Hire, Certificated Employee, 1.0 FTE, effective 8/14/25
- 7.3.11. Hire, Certificated Employee, 1.0 FTE, effective 8/14/25
- 7.3.12. Hire, Classified Employee, 6.5 hrs/day, 10 mos/yr, effective 8/20/25
- 7.3.13. Hire, Classified Coach, stipend position, effective 8/25/25
- 7.3.14. Hire, Classified Coach, stipend position, effective 8/25/25
- 7.3.15. Hire, Classified Coach, stipend position, effective 8/25/25
- 7.3.16. Hire, Classified Employee, 4.70 hrs/day, 10 mos/yr, effective 8/20/25
- 7.3.17. Increase, Certificated Employee, currently working .50 FTE to .60 FTE, effective 9/2/25
- 7.4. Approval of the Current Budget Change Report
- 7.5. Approval of Student Body Reports – June & July 2025
- 7.6. Approval of the MUSD Quarterly Investment Reports
- 7.7. Approval of the MUSD Compensation Time Report
- 7.8. Approval of the Memorandum of Understanding (MOU) between MUSD and Diana McElwain for CALPADS coordination
- 7.9. Approval of the Memorandum of Understanding (MOU) between MUSD and the Mendocino County Library regarding the Student Success Card Program
- 7.10. Approval of 2025-26 MTA Contract
- 7.11. Approval of 2025-26 CEMUS Contract
- 7.12. Approval of the Williams Settlement Report for 2024-25 Quarter 4
- 7.13. Final Approval of Board Policies, Bylaws and Administrative Regulations
 - 7.13.1. BP 5030: Student Wellness (students)
 - 7.13.2. BP/AR/E 1330: Use of School Facilities (community relations)

8. REPORTS

- 8.1. Student Trustee – Max Oatney
- 8.2. Administrative
 - 8.2.1. Principal – Kim Humrichouse
 - 8.2.2. Superintendent – Jason Morse
- 8.3. Bargaining Units
 - 8.3.1. Mendocino Unified Teachers Association (MUTA)

8.3.2. Classified Employees of Mendocino Unified Schools (CEMUS)

8.4. Board Trustee Reports

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

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

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

10. INFORMATION/DISCUSSION/POSSIBLE ACTION ITEMS

10.1. Greenwood Preschool Septic

The Board will discuss the ongoing issues and concerns relating to the septic system at Greenwood Preschool.

10.2. Water Project Update

Matt Kennedy from GHD will provide the board with an update on the district water project.

10.3. Mendocino High School Phase III

The Board will discuss the small construction projects included in Phase III of the High School Modernization Project.

10.4. Prop 98 Art & Music Annual Report 2024-25

Business Manager, Meg Kailikole, will provide the Board with the 2024-25 Prop 98 Annual Report as required by the CDE.

10.5. Proposal to Lease and Revitalize Friendship Park

The board will discuss and possibly consider the proposal from the Friendship Park Legacy Foundation to lease and restore Friendship Park.

10.6. Leave Request

The board will consider a temporary leave of absence request for a classified employee currently working 3 days/week, 2 hrs/day, effective 8/20/25 through 9/19/25.

10.7. Adoption of the Declaration of Need (DON) for Fully Qualified Educators (2025-26)

In order to be able to fill potential certificated openings in areas where the applicants are typically limited in numbers, the attached DON is required. This allows the District to fill these areas with teachers on emergency permits if needed.

10.8. Water Storage Project Walking Path

The Board will discuss the community concerns regarding the walking path through the water storage project location.

10.9. Board Policies, Bylaws and Administrative Regulations (first reading)

10.9.1. E 4131: Professional Development Credit (personnel)

11. FUTURE AGENDA ITEMS

LCAP, MCOE Review, Enrollment Report, NCLB Attestation, Gann Limit Resolution, Public Hearing Williams Settlement, Unaudited Actuals

12. ADJOURNMENT

The next regular Board meeting is scheduled for **September 11, 2025 at the Mendocino High School.**

Register 000379 - 07/02/2025

Bank Account COUNTY - AP Checks

Payment Id	Comment					
Check # 5032070	01	Check Amt	30.00	Status	Printed	Meghan Stevens (Meghan Stev - Payee)
DP25-00240	Finger print reimbursement			01- 0000- 0- 5814- 001- 0000- 7200- 0000		30.00
Check # 5032071	01	Check Amt	178.22	Status	Cleared	AUM, WINDSPIRIT (001450 - Emp)
JAN-JUNE 2025-3	Board Mileage			01- 0000- 0- 5200- 001- 0000- 7110- 0000		178.22
Check # 5032072	01	Check Amt	193.00	Status	Cleared	BARTY, TAIMI (001533 - Emp)
EP25-00276	Pizza for CTE Fair			01- 6387- 0- 4300- 150- 3800- 1000- 0000		193.00
Check # 5032073	01	Check Amt	235.20	Status	Cleared	BLOYD, MEA A (001637 - Emp)
JAN-JUNE 2025-4	Board Mileage			01- 0000- 0- 5200- 001- 0000- 7110- 0000		235.20
Check # 5032074	01	Check Amt	79.66	Status	Cleared	GRIFFEN, EMILY V (001493 - Emp)
JAN-JUNE 2025-5	Board Mileage			01- 0000- 0- 5200- 001- 0000- 7110- 0000		79.66
Check # 5032075	63	Check Amt	51.80	Status	Cleared	HIRATA, FRANK S (001614 - Emp)
EP25-00277	Dispatch mileage 6/13-6/24			63- 0000- 0- 5230- 001- 0000- 6000- 0000		51.80
Check # 5032076	01	Check Amt	120.68	Status	Cleared	MORTON, MARK D (000148 - Emp)
JAN-JUNE 2025 - 2	Board Mileage			01- 0000- 0- 5200- 001- 0000- 7110- 0000		120.68
Check # 5032077	63	Check Amt	606.20	Status	Cleared	RAMOS CORTES, MARCO A (001471 - Emp)
EP25-00282	disapatche mileage 3/6-6/25			63- 0000- 0- 5230- 001- 0000- 6000- 0000		606.20
Check # 5032078	01	Check Amt	252.14	Status	Cleared	SCHAEFFER, MICHAEL M (000190 - Emp)
JAN-JUNE 2025 -1	Board Mileage			01- 0000- 0- 5200- 001- 0000- 7110- 0000		252.14
Check # 5032079	01	Check Amt	18,350.67	Status	Cleared	AERIES SOFTWARE (AERIES/1)
REN-11087	FY2025-26 Aeries/Parent Square			01- 0000- 0- 5800- 001- 0000- 7200- 1078		18,350.67
Check # 5032080	01	Check Amt	101.00	Status	Cleared	ALPHA ANALYTICAL LABS INC (ALPHAA/1)
5067420-MENUSD	Open P.O. Water Testing			01- 8150- 0- 5800- 246- 0000- 8110- 2096		101.00
Check # 5032081	01	Check Amt	10,828.04	Status	Cleared	AMPLIFY (AMPFLY/1)
INV-361376	Literacy Screening PD & Curriculum			01- 6266- 0- 5200- 220- 1110- 1000- 0000		3,693.00
				01- 6300- 0- 4100- 220- 1110- 1000- 0000		338.05
				01- 6300- 0- 5800- 220- 1110- 1000- 0000		5,040.00
				01- 7810- 0- 5200- 220- 1110- 1000- 0000		1,756.99
Check # 5032082	01	Check Amt	1,175.91	Status	Cleared	AT&T CALNET 3 (AT&TC3/1)
23642281	Telephone Services			01- 0000- 0- 5903- 001- 0000- 7200- 0000		125.98
				01- 0000- 0- 5903- 150- 0000- 2700- 0000		249.60
				01- 0000- 0- 5903- 155- 3100- 2700- 0000		31.58
				01- 0000- 0- 5903- 220- 0000- 2700- 0000		363.41
				01- 0000- 0- 5903- 221- 0000- 2700- 0000		93.35
				01- 0000- 0- 5903- 246- 0000- 2700- 0000		122.69
				01- 0740- 0- 5903- 001- 0000- 3600- 0000		31.58
				12- 6105- 0- 5903- 222- 7110- 8200- 0000		94.04
Selection	Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 7/2/2025, Ending Check Date = 7/2/2025, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)					ERP for California

Register 000379 - 07/02/2025

Bank Account COUNTY - AP Checks

Payment Id	Comment				
Check # 5032082	01	Check Amt	1,175.91	Status Cleared	AT&T CALNET 3 (AT&TC3/1) - continued
23642619		Telephone Services		01- 0000- 0- 5903- 150- 0000- 2700- 0000	32.10
23642620		Telephone Services		01- 0000- 0- 5903- 220- 0000- 2700- 0000	31.58
Check # 5032083	01	Check Amt	77.00	Status Cleared	COLLEGE BOARD (COLLEG/3)
A26105765		balance for AP tests		01- 0795- 0- 5800- 150- 1110- 1000- 0000	77.00
Check # 5032084	01	Check Amt	9,071.00	Status Cleared	CSBA c/o West America Bank (00CSBA/2)
INV-76440-L6X3M5		Membership 7/1/25-6/30/26		01- 0000- 0- 5300- 001- 0000- 7110- 0000	7,296.00
INV-77492-G7D3T8		GAMUT POLICY 7/1/25-6/30/26		01- 0000- 0- 5800- 001- 0000- 7110- 0000	1,775.00
Check # 5032085	01	Check Amt	1,747.48	Status Cleared	DELL MARKETING LP (DELLMA/2)
10819202851		Cafeteria Laptops (2)		01- 0000- 0- 4400- 001- 0000- 3700- 9015	1,747.48
Check # 5032086	13	Check Amt	4,039.48	Status Cleared	EMS LINQ INC. (EMSLIN/1)
C-137163		Cafe - POS System Annual Renewal		13- 5310- 0- 5800- 001- 0000- 3700- 0000	4,039.48
Check # 5032087	21	Check Amt	4,676.99	Status Cleared	FORT BRAGG ELECTRIC INC (FBELEC/1)
W31788		Generator Servicing		01- 8150- 0- 5600- 246- 0000- 8110- 2090	534.68
W31789		Cafe Generator Servicing		13- 5310- 0- 5800- 001- 0000- 3700- 2090	59.09
W31805		Venting for Washing Machine/Dryer		21- 9013- 0- 6200- 150- 0000- 8500- 9917	3,580.00
W31875		Generator Servicing		01- 8150- 0- 5600- 221- 0000- 8110- 2090	503.22
Check # 5032088	01	Check Amt	5,390.00	Status Cleared	MATT ROWLAND EVENTS (MATTRO/1)
DP25-00241		Decoration for HS graduation		01- 0794- 0- 5800- 150- 1110- 1000- 0000	3,995.00
DP25-00242		Decoration for MCHS graduation		01- 0794- 0- 5800- 150- 1110- 1000- 0000	1,395.00
Check # 5032089	01	Check Amt	50.00	Status Cleared	MENDOCINO COAST CLINICS INC (MCOCLI/1)
6538 06232025		TB Tests - 2		01- 0000- 0- 5812- 001- 0000- 7200- 0000	50.00
Check # 5032090	01	Check Amt	1,437.66	Status Cleared	PG&E (00PG&E/1)
6905412483-4JUNE		Electricity for District		01- 0000- 0- 5510- 150- 0000- 8200- 0000	1,437.66
Check # 5032091	13	Check Amt	544.23	Status Cleared	SAFEWAY INC. (SAFEWA/2)
151360 MAYJUNE		Cafeteria Food		13- 5310- 0- 4700- 001- 0000- 3700- 0000	544.23
Check # 5032092	01	Check Amt	2,437.50	Status Cleared	SCHOOL SAFETY SOLUTIONS LLC (SCHSAF/1)
3032		Waste management training		01- 0000- 0- 5800- 001- 0000- 8100- 0000	2,437.50
Check # 5032093	01	Check Amt	1,000.00	Status Cleared	SCHOOLS FOR SOUND FINANCE /Attn: Tina Gerges (SCHFOR/3)
2025-06-46		2025-26 Annual Dues		01- 0000- 0- 5300- 001- 0000- 7110- 0000	1,000.00
Check # 5032094	01	Check Amt	779.03	Status Cleared	SUN LIFE FINANCIAL (SUNLIF/1)
JULY 2025		Employee Life Insurance		01- - - 9526- - - - -	779.03
Check # 5032095	01	Check Amt	646.33	Status Cleared	XEROX CORPORATION (XEROXC/2)
23828855		Copy Machine Rental		01- 0000- 0- 4300- 155- 0000- 2700- 1074	18.18
				01- 0000- 0- 5600- 155- 0000- 2700- 1074	114.94

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 7/2/2025,
Ending Check Date = 7/2/2025, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

Register 000379 - 07/02/2025

Bank Account COUNTY - AP Checks

Payment Id	Comment				
Check # 5032095	01	Check Amt	646.33	Status Cleared	XEROX CORPORATION (XEROXC/2) - continued
23828857		Copy Machine Rental		01- 0000- 0- 4300- 150- 0000- 2420- 1074	41.28
				01- 0000- 0- 5600- 150- 0000- 2420- 1074	123.96
23828859		Copy Machine Rental		01- 0000- 0- 4300- 150- 0000- 2700- 1074	222.65
				01- 0000- 0- 5600- 150- 0000- 2700- 1074	125.32
* Break in sequence					
Check # VCH-00000827	01	Check Amt	250.00	Status Printed	ANDERSEN, SAGE K (000229 - Emp)
EP26-00001		Science for All conference		01- 6266- 0- 5200- 220- 1110- 1000- 0000	250.00
Check # VCH-00000828	12	Check Amt	348.43	Status Printed	BALLARD, JESSICA C (000273 - Emp)
EP25-00275		Food for Art Education		12- 6770- 0- 4300- 222- 7110- 1000- 0000	348.43
Check # VCH-00000829	01	Check Amt	300.00	Status Printed	JIMENEZ, MARTHA C (001455 - Emp)
EP25-00278		Food cards for Families		01- 0001- 0- 4300- 001- 0000- 3130- 1137	300.00
Check # VCH-00000830	01	Check Amt	65.96	Status Printed	LUCIER, LAURA E (000022 - Emp)
EP25-00279		Snacks for Pro-Act Training		01- 6266- 0- 4300- 220- 5760- 1120- 0000	65.96
Check # VCH-00000831	01	Check Amt	108.92	Status Printed	MORSE, JASON J (000146 - Emp)
EP25-00280		mileage 6/2-6/13		01- 0000- 0- 5200- 001- 0000- 7150- 0000	93.80
				01- 8150- 0- 5200- 001- 0000- 8110- 0000	15.12
Check # VCH-00000832	01	Check Amt	50.00	Status Printed	PLACIDO, ERIN K (001459 - Emp)
EP25-00281		Notary/Shipping for Teacher Recruitment		01- 0000- 0- 5800- 001- 0000- 7200- 0013	50.00
Check # VCH-00000833	68	Check Amt	2,304.71	Status Printed	REDWOOD HEALTH SERVICES (RWHEAL/1)
DP25-00243		6/16-6/20 claim processing		68- 0000- 0- 5800- 000- 0000- 6000- 0000	2,304.71

Number of Items

33

67,527.24

Totals for Register 000379

2026 FUND-OBJ Expense Summary / Register 000379

01-5200	250.00	
01-5300	8,296.00	
01-5800	20,125.67	
01-9110*		55,899.26-
01-9500*	26,448.56	
01-9526	779.03	
Totals for Fund 01	55,899.26	55,899.26-
12-9110*		442.47-
12-9500*	442.47	
Totals for Fund 12	442.47	442.47-

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 7/2/2025,
Ending Check Date = 7/2/2025, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

Register 000379 - Fund/Obj Expense Summary

Bank Account COUNTY - AP Checks

2026 FUND-OBJ Expense Summary / Register 000379 (continued)

13-5800	4,039.48	
13-9110*		4,642.80-
13-9500*	603.32	
Totals for Fund 13	4,642.80	4,642.80-
21-9110*		3,580.00-
21-9500*	3,580.00	
Totals for Fund 21	3,580.00	3,580.00-
63-9110*		658.00-
63-9500*	658.00	
Totals for Fund 63	658.00	658.00-
68-9110*		2,304.71-
68-9500*	2,304.71	
Totals for Fund 68	2,304.71	2,304.71-
Totals for Register 000379	67,527.24	67,527.24-

2025 FUND-OBJ Summary / Register 000379

01-4100	338.05	
01-4300	841.07	
01-4400	1,747.48	
01-5200	6,424.81	
01-5510	1,437.66	
01-5600	1,402.12	
01-5800	13,095.50	
01-5812	50.00	
01-5814	30.00	
01-5903	1,081.87	
01-9502*		26,448.56-
Totals for Fund 01	26,448.56	26,448.56-
12-4300	348.43	
12-5903	94.04	
12-9502*		442.47-
Totals for Fund 12	442.47	442.47-
13-4700	544.23	

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 7/2/2025, Ending Check Date = 7/2/2025, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

Register 000379 - Fund/Obj Summary

Bank Account COUNTY - AP Checks

2025 FUND-OBJ Summary / Register 000379 (continued)

13-5800	59.09	
13-9502*		603.32-
Totals for Fund 13	603.32	603.32-
21-6200	3,580.00	
21-9502*		3,580.00-
Totals for Fund 21	3,580.00	3,580.00-
63-5230	658.00	
63-9502*		658.00-
Totals for Fund 63	658.00	658.00-
68-5800	2,304.71	
68-9502*		2,304.71-
Totals for Fund 68	2,304.71	2,304.71-
Total for Fiscal Year 2025	34,037.06	34,037.06-
01-5200	250.00	
01-5300	8,296.00	
01-5800	20,125.67	
01-9110*		55,899.26-
01-9500*	26,448.56	
01-9526	779.03	
Totals for Fund 01	55,899.26	55,899.26-
12-9110*		442.47-
12-9500*	442.47	
Totals for Fund 12	442.47	442.47-
13-5800	4,039.48	
13-9110*		4,642.80-
13-9500*	603.32	
Totals for Fund 13	4,642.80	4,642.80-
21-9110*		3,580.00-
21-9500*	3,580.00	
Totals for Fund 21	3,580.00	3,580.00-
63-9110*		658.00-
63-9500*	658.00	

Register 000379 - Fund/Obj Summary

Bank Account COUNTY - AP Checks

2026 FUND-OBJ Summary / Register 000379 (continued)

Totals for Fund 63	658.00	658.00-
68-9110*		2,304.71-
68-9500*	2,304.71	
Totals for Fund 68	2,304.71	2,304.71-
Total for Fiscal Year 2026	67,527.24	67,527.24-
Totals for Register 000379	101,564.30	101,564.30-

* denotes System Generated entry

Net change to Cash 9110 67,527.24- Credit

Register 000380 - 07/09/2025

Bank Account COUNTY - AP Checks

Payment Id	Comment				
Check # 5032417	01	Check Amt	24,000.00	Status Cleared	BRIDGES CONSTRUCTION (BRCON/1)
2506270850	Claim #250059 K8 Bldg			01- 0000- 0- 6200- 220- 0000- 8500- 9992	24,000.00
Check # 5032418	12	Check Amt	242.00	Status Cleared	DEPT OF SOCIAL SERVICES//MS 9- 3-67 (DEPTSS/2)
2526 ANNUAL FEE	25/26 Annual Fee Greenwood			12- 6105- 0- 5300- 222- 7110- 1000- 0000	242.00
Check # 5032419	01	Check Amt	34.19	Status Cleared	FEDERAL EXPRESS CORP. (FEDEXC/2)
8-907-57025	Teacher Recruitment			01- 0000- 0- 5904- 001- 0000- 7200- 0013	34.19
Check # 5032420	63	Check Amt	394.77	Status Cleared	FISHER WIRELESS SERVICES INC (FISHER/1)
819919	Bald Hill Rent June			63- 0000- 0- 5600- 001- 0000- 6000- 0000	394.77
Check # 5032421	01	Check Amt	5,833.81	Status Cleared	FLORENCE FILTER CORP (FLOREN/1)
SO-IN-2025-01433	Air Filters			01- 8150- 0- 4300- 001- 0000- 8110- 0000	5,191.22
SO-IN-2025-01434	Air Filters			01- 8150- 0- 4300- 001- 0000- 8110- 0000	642.59
Check # 5032422	01	Check Amt	288.42	Status Cleared	MENDO MILL (MENDOM/2)
131710	Building Supplies CCM			01- 8150- 0- 4300- 001- 0000- 8110- 0000	288.42
Check # 5032423	01	Check Amt	150.00	Status Cleared	MENDOCINO CHAMBER OF COMMERCE (MCHAMB/1)
3592	25/26 Dues			01- 0000- 0- 5300- 001- 0000- 7200- 0000	150.00
Check # 5032424	01	Check Amt	131,364.75	Status Cleared	NCSIG (0NCSIG/1)
2526 RENEWAL	25/26 Pemium			01- 0000- 0- 5450- 001- 0000- 7200- 0000	123,364.75
				01- 0000- 0- 5450- 001- 1110- 1000- 8323	2,000.00
				01- 0740- 0- 5450- 001- 0000- 3600- 0000	6,000.00
Check # 5032425	01	Check Amt	2,508.80	Status Cleared	REDWOOD WASTE SOLUTIONS INC (RWWAST/1)
176943120U041	June Greenwood			12- 6105- 0- 5540- 222- 7110- 8200- 0000	102.02
176981417U039	June K8			01- 0000- 0- 5540- 220- 0000- 8200- 0000	1,853.35
176981420U039	June Bus Barn			01- 0000- 0- 5540- 001- 0000- 8200- 0000	448.15
176981430U039	June Comptche			01- 0000- 0- 5540- 221- 0000- 8200- 0000	105.28
Check # 5032426	01	Check Amt	3,152.93	Status Cleared	SILKE COMMUNICATIONS (SILKEC/1)
INV-25001730	Radio Repair Math Peak			01- 0740- 0- 5600- 001- 0000- 3600- 0000	3,152.93
Check # 5032427	01	Check Amt	85,139.25	Status Cleared	SISC MEDICAL (SISCME/1)
JULY 25-26	Medical Insurance			01- - - 9514- - - - -	85,139.25
Check # 5032428	63	Check Amt	32.00	Status Cleared	WHISPERING PINES WATER (WHISPE/2)
20250630	Drinking Water			63- 0000- 0- 5500- 001- 0000- 6000- 0000	32.00
Check # 5032429	01	Check Amt	1,577.96	Status Cleared	XEROX CORPORATION (XEROXC/2)
023828860	Copier June			01- 0000- 0- 4300- 001- 0000- 7200- 1074	118.56
				01- 0000- 0- 5600- 001- 0000- 7200- 1074	125.33
023828862	Copier June			01- 0000- 0- 4300- 221- 0000- 2700- 1074	5.46
				01- 0000- 0- 5600- 221- 0000- 2700- 1074	23.46

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 7/9/2025, Ending Check Date = 7/9/2025, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

Register 000380 - 07/09/2025

Bank Account COUNTY - AP Checks

Payment Id		Comment					
Check #	5032429	01	Check Amt	1,577.96	Status	Cleared	XEROX CORPORATION (XEROXC/2) - continued
23828856		Copier June					01- 0000- 0- 4300- 220- 0000- 2420- 1074 63.62
							01- 0000- 0- 5600- 220- 0000- 2420- 1074 123.97
23828858		Copier June					01- 0000- 0- 4300- 220- 0000- 2700- 1074 921.21
							01- 0000- 0- 5600- 220- 0000- 2700- 1074 134.38
23828861		Copier June					01- 0000- 0- 4300- 246- 0000- 2700- 1074 9.13
							01- 0000- 0- 5600- 246- 0000- 2700- 1074 23.48
23828863		Copier June					12- 6105- 0- 4300- 222- 7110- 1000- 1074 5.90
							12- 6105- 0- 5600- 222- 7110- 1000- 1074 23.46
* Break in sequence							
Check #	VCH-00000834	13	Check Amt	13.31	Status	Printed	GARIBALDI, HAYLEY J (001601 - Emp)
HMKT6-4-25		EOY Cleaning Supplies					13- 5310- 0- 4300- 001- 0000- 3700- 0000 13.31
Check #	VCH-00000835	01	Check Amt	778.00	Status	Printed	LUCIER, LAURA E (000022 - Emp)
EP25-00283		Healthcare Pathway Development					01- 6266- 0- 5200- 150- 3800- 1000- 0000 778.00
Check #	VCH-00000836	01	Check Amt	15,428.55	Status	Printed	US BANK (AMAZON/3)
111-0083957-7633011		CPE-DV Equip					63- 0000- 0- 4300- 001- 0000- 6000- 0000 52.78
111-9457392-7693067		CPE (20.13) Office (27.78)					63- 0000- 0- 4300- 001- 0000- 6000- 0000 47.91
113-0093829-2674643		Open PO for Maintenance Items					01- 8150- 0- 4300- 001- 0000- 8110- 0000 466.61
							01- 8150- 0- 4300- 150- 0000- 8110- 0000 88.00
							01- 8150- 0- 4300- 220- 0000- 8110- 0000 88.00
113-0103634-4721030		Kitchen Equipment					01- 7032- 0- 4300- 001- 0000- 3700- 0000 48.53
113-0840989-0479422		Kitchen Equipment					01- 7032- 0- 4300- 001- 0000- 3700- 0000 147.79
113-1527785-3805818		Kitchen Equipment					01- 7032- 0- 4300- 001- 0000- 3700- 0000 60.75
113-1665388-0600205		Kitchen Equipment Chest Freezer					01- 7032- 0- 4400- 001- 0000- 3700- 0000 1,697.90
113-190873-9349059		Open PO for Maintenance Items					01- 8150- 0- 4300- 001- 0000- 8110- 0000 58.21
							01- 8150- 0- 4300- 150- 0000- 8110- 0000 10.98
							01- 8150- 0- 4300- 220- 0000- 8110- 0000 10.98
113-2286475-2736250		Kitchen Equipment					01- 7032- 0- 4300- 001- 0000- 3700- 0000 204.94
113-2615319-3668224		Open PO for Maintenance Items					01- 8150- 0- 4300- 001- 0000- 8110- 0000 245.80
							01- 8150- 0- 4300- 150- 0000- 8110- 0000 46.35
							01- 8150- 0- 4300- 220- 0000- 8110- 0000 46.35
113-3122462-7321063		Kitchen Equipment					01- 7032- 0- 4300- 001- 0000- 3700- 0000 136.08
113-3274256-1519436		Custodial - floor shine					01- 0000- 0- 4300- 001- 0000- 8200- 0000 846.25
113-3670362-44450051		Cafeteria Supplies					01- 7032- 0- 4300- 001- 0000- 3700- 0000 85.21
113-3670362-44450052		Cafeteria Supplies					01- 7032- 0- 4300- 001- 0000- 3700- 0000 2,200.54
113-3806988-1923454		Kitchen Equipment					01- 7032- 0- 4300- 001- 0000- 3700- 0000 121.56
113-3870236-0703415		Kitchen Equipment					01- 7032- 0- 4300- 001- 0000- 3700- 0000 84.46
113-4052292-2605005		Kitchen Equipment					01- 7032- 0- 4300- 001- 0000- 3700- 0000 65.18
113-4327133-1589823		Cafeteria Supplies					01- 7032- 0- 4300- 001- 0000- 3700- 0000 111.96
Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 7/9/2025, Ending Check Date = 7/9/2025, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)							

Register 000380 - 07/09/2025

Bank Account COUNTY - AP Checks

Payment Id		Comment					
Check #	VCH-00000836	01	Check Amt	15,428.55	Status	Printed	US BANK (AMAZON/3) - continued
113-4365401-78746663	Kitchen Equipment				01- 7032- 0- 4300- 001- 0000- 3700- 0000		75.88
113-4949452-1899464	Kitchen Equipment				01- 7032- 0- 4400- 001- 0000- 3700- 0000		5,392.67
113-4980976-1634665	Kitchen Equipment				01- 7032- 0- 4300- 001- 0000- 3700- 0000		67.92
113-5670876-0370652	Kitchen Equipment				01- 7032- 0- 4300- 001- 0000- 3700- 0000		287.06
113-6394144-5323449	Kitchen Equipment				01- 7032- 0- 4300- 001- 0000- 3700- 0000		355.48
113-7109185-6940245	Kitchen Equipment				01- 7032- 0- 4300- 001- 0000- 3700- 0000		36.14
113-8580185-4097803	Kitchen Equipment				01- 7032- 0- 4300- 001- 0000- 3700- 0000		253.88
113-8948869-79522271	Kitchen Equipment				01- 7032- 0- 4300- 001- 0000- 3700- 0000		203.21
113-8948869-79522273	Kitchen Equipment				01- 7032- 0- 4300- 001- 0000- 3700- 0000		92.76
113-8948869-79522274	Kitchen Equipment				01- 7032- 0- 4300- 001- 0000- 3700- 0000		1,696.68
113-894886979522272	Kitchen Equipment				01- 7032- 0- 4300- 001- 0000- 3700- 0000		129.83
CREDIT	Kitchen Equipment				01- 7032- 0- 4300- 001- 0000- 3700- 0000		136.08-
Check #	VCH-00000837	01	Check Amt	2,036.00	Status	Printed	DARK GULCH LLC (DARK/1)
1734MM	Water Monitoring				01- 8150- 0- 5800- 150- 0000- 8110- 2096		390.00
					01- 8150- 0- 5800- 155- 0000- 8110- 2096		390.00
					01- 8150- 0- 5800- 220- 0000- 8110- 2096		426.00
					01- 8150- 0- 5800- 221- 0000- 8110- 2096		495.00
					01- 8150- 0- 5800- 246- 0000- 8110- 2096		335.00
Check #	VCH-00000838	01	Check Amt	4,434.11	Status	Printed	NICK BARBIERI TRUCKING, LLC (RWCOAS/2)
1217620-IN	Heating Fuel K8				01- 1100- 0- 5520- 220- 0000- 8200- 0000		4,434.11
Check #	VCH-00000839	63	Check Amt	425.86	Status	Printed	US BANK (SSLSTO/2)
25-26 SUBSCRIPTION 1	SSL Thawte Annaul Subscription				63- 0000- 0- 5800- 001- 0000- 6000- 0000		212.93
25-26 SUBSCRIPTION 2	SSL Thawte Annual Subscription				63- 0000- 0- 5800- 001- 0000- 6000- 0000		212.93
Check #	VCH-00000840	63	Check Amt	375.92	Status	Printed	STREAKWAVE (STREAK/1)
SI5125435	CPE Supplies				63- 0000- 0- 4300- 001- 0000- 6000- 0000		375.92
					63- 0000- 0- 4300- 001- 0000- 6000- 0000		27.51
Check #	VCH-00000841	63	Check Amt	6,623.82	Status	Printed	US BANK CORPORATE PAYMENT SYS (USBANK/2)
000139	Cafe Beaujolais EOY Gathering				01- 0000- 0- 5800- 001- 0000- 7200- 0000		651.18
0626450-IN	Specialized Services				63- 0000- 0- 5811- 001- 0000- 6000- 0000		29.21
10001405017497	Quickbooks Montly Support				63- 0000- 0- 5800- 001- 0000- 6000- 0000		242.33
1158	NewMgmt Lock Blok				01- 8150- 0- 4300- 001- 0000- 8110- 0000		19.31
14030721749	Click2Mail LAFCO Notice				63- 0000- 0- 5904- 001- 0000- 6000- 0000		909.19
178	Staff Gathering				01- 0740- 0- 5800- 001- 0000- 3600- 0000		118.00
33450806	ULine HazWaste Supplies				01- 8150- 0- 4300- 001- 0000- 8110- 0000		709.68
515587253	Specialized Services				63- 0000- 0- 5800- 001- 0000- 6000- 0000		375.93
52025-61925	FAST TRACK Replenish				01- 0740- 0- 5800- 001- 0000- 3600- 0000		25.00
5259	SimNet OA x-Press				63- 0000- 0- 5800- 001- 0000- 6000- 0000		695.01
Selection	Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 7/9/2025, Ending Check Date = 7/9/2025, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)						ERP for California

Register 000380 - 07/09/2025

Bank Account COUNTY - AP Checks

Payment Id	Comment					
Check # VCH-00000841	63	Check Amt	6,623.82	Status	Printed	US BANK CORPORATE PAYMENT SYS (USBANK/2) - continued
6551878629-1	AllWays Outdoor Routers				63- 0000- 0- 4300- 001- 0000- 6000- 0000	704.52
					63- 0000- 0- 4300- 001- 0000- 6000- 0000	47.09
6551878629-2	AllWays 1yr License x 2				63- 0000- 0- 5800- 001- 0000- 6000- 0000	160.00
6GR2558547265483P	Akim Montly fee				63- 0000- 0- 5800- 001- 0000- 6000- 0000	38.00
73129595910661	Trainer Lodging 6-7-2025				01- 0740- 0- 5800- 001- 0000- 3600- 7233	210.63
ACOF8D67-0008	OpenAI Chat GPT June				63- 0000- 0- 5800- 001- 0000- 6000- 0000	20.00
B9O4	Board Food				01- 0000- 0- 4300- 001- 0000- 7110- 0000	106.20
D106	Board Food				01- 0000- 0- 4300- 001- 0000- 7110- 0000	87.30
INV308647599	Zoom Cloud Recording				01- 0000- 0- 5800- 001- 0000- 7110- 0000	40.00
MAY 2025	Google Ads May				63- 0000- 0- 5811- 001- 0000- 6000- 0000	6.68
P1-106139157	Quickbooks Annual				63- 0000- 0- 5800- 001- 0000- 6000- 0000	999.00
STP-24028172-15EG	Terraboost				63- 0000- 0- 5811- 001- 0000- 6000- 0000	358.00
WEB2706921998	GRAINGER				01- 8150- 0- 4300- 001- 0000- 8110- 0000	118.65
Check # VCH-00000842	63	Check Amt	428.72	Status	Printed	US BANK (VERIZO/2)
6114873650	Phone Services				63- 0000- 0- 5902- 001- 0000- 6000- 0000	428.72

Number of Items

22

285,263.17

Totals for Register 000380

2026 FUND-OBJ Expense Summary / Register 000380

01-5300	150.00	
01-5450	131,364.75	
01-6200	24,000.00	
01-9110*		278,580.65-
01-9500*	37,926.65	
01-9514	85,139.25	
Totals for Fund 01	278,580.65	278,580.65-
12-5300	242.00	
12-9110*		373.38-
12-9500*	131.38	
Totals for Fund 12	373.38	373.38-
13-9110*		13.31-
13-9500*	13.31	
Totals for Fund 13	13.31	13.31-
63-9110*		6,295.83-
63-9500*	6,295.83	

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 7/9/2025,
Ending Check Date = 7/9/2025, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

Register 000380 - Fund/Obj Expense Summary

Bank Account COUNTY - AP Checks

2026 FUND-OBJ Expense Summary / Register 000380 (continued)

Totals for Fund 63	6,295.83	6,295.83-
Totals for Register 000380	285,263.17	285,263.17-

2025 FUND-OBJ Summary / Register 000380

01-4300	16,518.64	
01-4400	7,090.57	
01-5200	778.00	
01-5520	4,434.11	
01-5540	2,406.78	
01-5600	3,583.55	
01-5800	3,080.81	
01-5904	34.19	
01-9502*		37,926.65-
Totals for Fund 01	37,926.65	37,926.65-
12-4300	5.90	
12-5540	102.02	
12-5600	23.46	
12-9502*		131.38-
Totals for Fund 12	131.38	131.38-
13-4300	13.31	
13-9502*		13.31-
Totals for Fund 13	13.31	13.31-
63-4300	1,255.73	
63-5500	32.00	
63-5600	394.77	
63-5800	2,956.13	
63-5811	393.89	
63-5902	428.72	
63-5904	909.19	
63-9502*		6,295.83-
63-9550*		74.60-
Totals for Fund 63	6,370.43	6,370.43-
Total for Fiscal Year 2025	44,441.77	44,441.77-

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 7/9/2025,
Ending Check Date = 7/9/2025, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

Register 000380 - Fund/Obj Summary

Bank Account COUNTY - AP Checks

2026 FUND-OBJ Summary / Register 000380 (continued)

01-5300	150.00	
01-5450	131,364.75	
01-6200	24,000.00	
01-9110*		278,580.65-
01-9500*	37,926.65	
01-9514	85,139.25	
Totals for Fund 01	278,580.65	278,580.65-
12-5300	242.00	
12-9110*		373.38-
12-9500*	131.38	
Totals for Fund 12	373.38	373.38-
13-9110*		13.31-
13-9500*	13.31	
Totals for Fund 13	13.31	13.31-
63-9110*		6,295.83-
63-9500*	6,295.83	
Totals for Fund 63	6,295.83	6,295.83-
Total for Fiscal Year 2026	285,263.17	285,263.17-
Totals for Register 000380	329,704.94	329,704.94-

* denotes System Generated entry

Net change to Cash 9110 285,263.17- Credit

Register 000381 - 07/09/2025

Bank Account COUNTY - AP Checks

Payment Id	Comment					
Check #	VCH-00000843	01	Check Amt	200.00	Status Printed	MIGRANT WORKERS OFFICE (MIGWRK/1)

070825FEES	Int'l Teacher Recruitment	01- 0000- 0- 5800- 001- 0000- 7200- 0013	200.00
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Number of Items	1	200.00	Totals for Register 000381
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2026 FUND-OBJ Expense Summary / Register 000381

01-5800	200.00	
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01-9110*		200.00-
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Totals for Register 000381	200.00	200.00-
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* denotes System Generated entry

Net change to Cash 9110	200.00- Credit
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Number of Items	23	285,463.17	Totals for Org 046 - Mendocino Unified School District
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Register 000382 - 07/16/2025

Bank Account COUNTY - AP Checks

Payment Id	Comment				
Check # 5032711	21	Check Amt	170.80	Status Cleared	VILLEGAS, RUBEN T (000214 - Emp)
EP25-00288	2 around trips to Home Depot in Ukiah				21- 9013- 0- 5200- 150- 0000- 8500- 9917 170.80
Check # 5032712	01	Check Amt	610.83	Status Cleared	ADVANCED SECURITY SYSTEMS (ADVSEC/1)
740526	Security and Monitoring				01- 8150- 0- 5800- 150- 0000- 8110- 2089 610.83
Check # 5032713	01	Check Amt	150.00	Status Cleared	ALPHA ANALYTICAL LABS INC (ALPHAA/1)
5074245-MENUSD	Open P.O. Water Testing				01- 8150- 0- 5800- 001- 0000- 8110- 2096 50.00
5074261-MENUSD	Open P.O. Water Testing				01- 8150- 0- 5800- 221- 0000- 8110- 2096 50.00
568446-MENUSD	Open P.O. Water Testing				01- 8150- 0- 5800- 246- 0000- 8110- 2096 50.00
Check # 5032714	01	Check Amt	113.00	Status Cleared	CA DEPT OF JUSTICE (STOFC2/1)
827767	Finger Prints X 3				01- 0000- 0- 5814- 001- 0000- 7200- 0000 113.00
Check # 5032715	12	Check Amt	237.23	Status Cleared	ELK CO. WATER DISTRICT (ELKCOW/1)
25885	Water Monitoring, Greenwood				12- 6105- 0- 5530- 222- 7110- 8200- 0000 237.23
Check # 5032716	01	Check Amt	3,315.19	Status Cleared	EUREKA OXYGEN COMPANY INC (EUREKA/1)
482629	Fire Extinguisher Maintenance				01- 8150- 0- 5800- 220- 0000- 8110- 0000 1,240.88
482630	Fire Extinguisher Maintenance				01- 8150- 0- 5800- 221- 0000- 8110- 0000 297.05
					01- 8150- 0- 5800- 246- 0000- 8110- 0000 297.04
482631	Fire Extinguisher Maintenance				01- 8150- 0- 5800- 001- 0000- 8110- 0000 462.46
482632	Fire Extinguisher Maintenance				01- 8150- 0- 5800- 150- 0000- 8110- 0000 1,017.76
Check # 5032717	01	Check Amt	993.40	Status Cleared	FERRELL GAS (FERREL/1)
1130777252	Heating Fuel, Multiple Sites + Propane for Bus				01- 0000- 0- 5520- 246- 0000- 8200- 0000 993.40
Check # 5032718	01	Check Amt	977.21	Status Cleared	CYPRESS HOLDINGS INC (HARVES/2)
49494-JUNE	Maintenance, Transportation, Cafeteria Supplies				01- 0000- 0- 4300- 001- 0000- 8200- 0000 28.14
					01- 8150- 0- 4300- 001- 0000- 8110- 0000 259.17
					01- 8150- 0- 4300- 150- 0000- 8110- 0000 111.24
					01- 8150- 0- 4300- 155- 0000- 8110- 0000 13.58
					01- 8150- 0- 4300- 220- 0000- 8110- 0000 309.32
					21- 9013- 0- 4300- 150- 0000- 8500- 9917 87.33
49495-JUNE	supplies for Culinary & CTE Fair				01- 6387- 0- 4300- 150- 3800- 1000- 0000 13.94
					01- 6387- 0- 4300- 150- 3800- 1000- 8171 154.49
Check # 5032719	21	Check Amt	311,916.49	Status Cleared	LATHROP CONSTRUCTION INC. (LATHRO/1)
13551	Phase 2 High School Construction				21- 9012- 0- 6200- 150- 0000- 8500- 9914 311,916.49
Check # 5032720	01	Check Amt	4,472.43	Status Cleared	MENDOCINO CITY COMM. SERV'S (MCITYC/1)
R17772	Sewer Service				01- 0000- 0- 5530- 001- 0000- 8200- 0000 449.92
R17773	Sewer Service				01- 0000- 0- 5530- 150- 0000- 8200- 0000 1,854.14
R17808	Sewer Service				01- 0000- 0- 5530- 150- 0000- 8200- 0000 172.73
R18040	Sewer Service				01- 0000- 0- 5530- 001- 0000- 8200- 0000 486.05
R18041	Sewer Service				63- 0000- 0- 5530- 001- 0000- 6000- 0000 220.51
Selection	Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 7/16/2025, Ending Check Date = 7/16/2025, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)				

Register 000382 - 07/16/2025

Bank Account COUNTY - AP Checks

Payment Id	Comment					
Check # 5032720	01	Check Amt	4,472.43	Status	Cleared	MENDOCINO CITY COMM. SERV'S (MCITYC/1) - continued
R18042	Sewer Service			01- 0000- 0- 5530- 150- 0000- 8200- 0000		1,289.08
Check # 5032721	01	Check Amt	16,653.65	Status	Cleared	PG&E (00PG&E/1)
4668452137-3MAYJUNE	Electricity for District			01- 0000- 0- 5510- 001- 0000- 8200- 0000		1,414.02
				01- 0000- 0- 5510- 150- 0000- 8200- 0000		13,497.72
				01- 0000- 0- 5510- 220- 0000- 8200- 0000		18.47
				01- 0000- 0- 5510- 221- 0000- 8200- 0000		191.63
				01- 0000- 0- 5510- 223- 0000- 8200- 0000		30.19
				01- 0740- 0- 5510- 001- 0000- 8200- 0000		1,091.93
				12- 6105- 0- 5510- 222- 7110- 8200- 0000		409.69
Check # 5032722	01	Check Amt	2,267.02	Status	Cleared	REDWOOD WASTE SOLUTIONS INC (RWWAST/1)
176980807U039	Garbage Collection			01- 0000- 0- 5540- 246- 0000- 8200- 0000		125.70
176981418U039	Garbage Collection			01- 0000- 0- 5540- 150- 0000- 8200- 0000		448.15
176981419U039	Garbage Collection			01- 0000- 0- 5540- 150- 0000- 8200- 0000		1,693.17
Check # 5032723	01	Check Amt	108.83	Status	Cleared	ROSSI BUILDING MATERIALS (ROSSIB/1)
50320HS STAIRS	Maintenance Supplies			01- 8150- 0- 4300- 150- 0000- 8110- 0000		108.83
Check # 5032724	21	Check Amt	765.00	Status	Cleared	SCHOOL FACILITY CONSULTANTS (SCHFAC/1)
23271	HS modernization project			21- 9013- 0- 6200- 150- 0000- 8500- 1142		765.00
Check # 5032725	01	Check Amt	134.20	Status	Cleared	VERIZON WIRELESS (VERIZO/1)
5277851147	Cell Phone, Superintendent			01- 0000- 0- 5902- 001- 0000- 7150- 0000		134.20
Check # 5032726	01	Check Amt	18.50	Status	Cleared	WHISPERING PINES WATER (WHISPE/2)
20250630DO	Water X 2 bottle + serv charge			01- 0000- 0- 4300- 001- 0000- 7200- 0000		13.50
				01- 0000- 0- 5800- 001- 0000- 7200- 0000		5.00
Check # 5032727	01	Check Amt	77.65	Status	Cleared	WILLITS POWER (WILLIT/2)
991248	Maintenance Supplies			01- 8150- 0- 4300- 001- 0000- 8110- 0000		77.65
* Break in sequence						
Check # VCH-00000844	01	Check Amt	566.94	Status	Printed	BROWN, MARSHALL C (000028 - Emp)
EP25-00284	Uber X 5 to/from Hotel & Conference			01- 6266- 0- 5200- 150- 3800- 1000- 0000		87.36
EP25-00285	UberX1; Parking; Food X 3 for conference			01- 6266- 0- 5200- 150- 3800- 1000- 0000		281.82
EP25-00286	meals X 2 at conference			01- 6266- 0- 5200- 150- 3800- 1000- 0000		65.88
EP25-00287	mileage to airport for conference			01- 6266- 0- 5200- 150- 3800- 1000- 0000		65.94
EP26-00002	mileage fr om airport after conference			01- 6266- 0- 5200- 150- 3800- 1000- 0000		65.94
Check # VCH-00000845	63	Check Amt	7,488.00	Status	Printed	GOVCONNECTION INC (GOVCON/1)
DP25-00244	Year 1 payment 3-27-2025 to 3-26-2026			63- 0000- 0- 5800- 001- 0000- 6000- 0000		7,488.00
Check # VCH-00000846	01	Check Amt	975.69	Status	Printed	KONE INC (KONEIN/2)
871727774	Elevator Servicing			01- 8150- 0- 5800- 150- 0000- 8100- 2099		975.69
Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 7/16/2025, Ending Check Date = 7/16/2025, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)						

Register 000382 - 07/16/2025

Bank Account COUNTY - AP Checks

Payment Id	Comment					
Check # VCH-00000847	68	Check Amt	5,393.96	Status Printed	REDWOOD HEALTH SERVICES (RWHEAL/1)	
623 TO 627	Dental claims 6/23 - 6/27			68- 0000- 0- 5800- 000- 0000- 6000- 0000		2,755.24
630 TO 74	Dental claims 6/30 - 7/4			68- 0000- 0- 5800- 000- 0000- 6000- 0000		2,081.72
JULY 2025	Dental and Vision Admin Fees			01- 0000- 0- 9514- 000- 0000- 0000- 3498		415.00
				01- 0000- 0- 9514- 000- 0000- 0000- 3499		142.00
Check # VCH-00000848	01	Check Amt	62,429.38	Status Printed	SCHOOLS EXCESS LIABILITY FUND (SCHEXC/1)	
AB2182365581-A4	AB 218 assessment # 4			01- 0000- 0- 5450- 001- 0000- 7200- 0218		62,429.38

Number of Items

22

419,835.40

Totals for Register 000382

2026 FUND-OBJ Expense Summary / Register 000382

01-4300	108.83	
01-5200	65.94	
01-5450	62,429.38	
01-5800	4,290.88	
01-9110*		93,703.39-
01-9500*	26,251.36	
01-9514	557.00	
Totals for Fund 01	93,703.39	93,703.39-
12-9110*		646.92-
12-9500*	646.92	
Totals for Fund 12	646.92	646.92-
21-6200	311,916.49	
21-9110*		312,939.62-
21-9500*	1,023.13	
Totals for Fund 21	312,939.62	312,939.62-
63-9110*		7,708.51-
63-9500*	7,708.51	
Totals for Fund 63	7,708.51	7,708.51-
68-9110*		4,836.96-
68-9500*	4,836.96	
Totals for Fund 68	4,836.96	4,836.96-
Totals for Register 000382	419,835.40	419,835.40-

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 7/16/2025, Ending Check Date = 7/16/2025, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

Register 000382 - Fund/Obj Summary

Bank Account COUNTY - AP Checks

2025 FUND-OBJ Summary / Register 000382 (continued)

2025 FUND-OBJ Summary / Register 000382

01-4300	981.03	
01-5200	501.00	
01-5510	16,243.96	
01-5520	993.40	
01-5530	4,251.92	
01-5540	2,267.02	
01-5800	765.83	
01-5814	113.00	
01-5902	134.20	
01-9502*		26,251.36-
Totals for Fund 01	26,251.36	26,251.36-
12-5510	409.69	
12-5530	237.23	
12-9502*		646.92-
Totals for Fund 12	646.92	646.92-
21-4300	87.33	
21-5200	170.80	
21-6200	765.00	
21-9502*		1,023.13-
Totals for Fund 21	1,023.13	1,023.13-
63-5530	220.51	
63-5800	7,488.00	
63-9502*		7,708.51-
Totals for Fund 63	7,708.51	7,708.51-
68-5800	4,836.96	
68-9502*		4,836.96-
Totals for Fund 68	4,836.96	4,836.96-
Total for Fiscal Year 2025	40,466.88	40,466.88-
01-4300	108.83	
01-5200	65.94	
01-5450	62,429.38	

Register 000382 - Fund/Obj Summary

Bank Account COUNTY - AP Checks

2026 FUND-OBJ Summary / Register 000382 (continued)

01-5800	4,290.88	
01-9110*		93,703.39-
01-9500*	26,251.36	
01-9514	557.00	
Totals for Fund 01	93,703.39	93,703.39-
12-9110*		646.92-
12-9500*	646.92	
Totals for Fund 12	646.92	646.92-
21-6200	311,916.49	
21-9110*		312,939.62-
21-9500*	1,023.13	
Totals for Fund 21	312,939.62	312,939.62-
63-9110*		7,708.51-
63-9500*	7,708.51	
Totals for Fund 63	7,708.51	7,708.51-
68-9110*		4,836.96-
68-9500*	4,836.96	
Totals for Fund 68	4,836.96	4,836.96-
Total for Fiscal Year 2026	419,835.40	419,835.40-
Totals for Register 000382	460,302.28	460,302.28-

* denotes System Generated entry

Net change to Cash 9110 419,835.40- Credit

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Register 000383 - 07/23/2025

Bank Account COUNTY - AP Checks

Payment Id	Comment					
Check # 5033044	01	Check Amt	1,310.00	Status	Cleared	ALPHA ANALYTICAL LABS INC (ALPHAA/1)
5076327-MENUSD	Open P.O. Water Testing					01- 8150- 0- 5800- 001- 0000- 8110- 2096 1,310.00
Check # 5033045	63	Check Amt	4,541.57	Status	Cleared	AT&T (00AT&T/1)
6995424016	Telephone Services					63- 0000- 0- 5903- 001- 0000- 6000- 0000 4,541.57
Check # 5033046	63	Check Amt	592.37	Status	Cleared	AT&T MOBILITY (00AT&T/3)
25514439	Telephone Services					63- 0000- 0- 5903- 001- 0000- 6000- 0000 592.37
Check # 5033047	01	Check Amt	1,165.38	Status	Cleared	BUSWEST LLC (BUSWES/2)
XA410060000901	Seat covers for bus					01- 0740- 0- 4365- 001- 0000- 3600- 0000 1,165.38
Check # 5033048	01	Check Amt	800.00	Status	Cleared	San Joaquin COE (EDJOIN/2)
250124	25/26 annual fees					01- 0000- 0- 5811- 001- 0000- 7200- 0000 800.00
Check # 5033049	14	Check Amt	24,491.70	Status	Cleared	FAMILY TREE SERVICE INC (FAMILY/1)
INV 20240984	Tree Removal at PAC					14- 0000- 0- 5800- 150- 0000- 8100- 0000 24,491.70
Check # 5033050	01	Check Amt	241.53	Status	Cleared	FLINN SCIENTIFIC INC. (FLINNS/2)
3137924	May Martin Classroom Supplies					01- 0794- 0- 4300- 150- 1110- 1000- 0000 241.53
Check # 5033051	21	Check Amt	1,254.00	Status	Cleared	HARDWARE TECH INC (HARDWA/1)
81642	L9050 Case; parts; serv charge; installation					21- 9013- 0- 6200- 150- 0000- 8500- 9917 1,254.00
Check # 5033052	63	Check Amt	180.00	Status	Cleared	ANGELES ALCANTAR - MAGIC CLEAN (MAGICC/1)
016	Cleaning serv 6/6; 6/20; 6/27					63- 0000- 0- 5800- 001- 0000- 6000- 0000 180.00
Check # 5033053	21	Check Amt	165.36	Status	Cleared	MENDO MILL (MENDOM/2)
4686744	FJ Pri Advan/Bodyguard					21- 9013- 0- 6200- 150- 0000- 8500- 9917 165.36
Check # 5033054	01	Check Amt	388.00	Status	Cleared	MR. KLEAN (MKLEAN/1)
DP25-00245	Carpet cleaning at HS					01- 8150- 0- 5600- 150- 0000- 8110- 0000 388.00
Check # 5033055	01	Check Amt	115.00	Status	Cleared	NORTH COAST PLUMBING HEATING & (NCPLUM/1)
66574	Service call HS electric water heater					01- 8150- 0- 5600- 150- 0000- 8110- 0000 115.00
Check # 5033056	21	Check Amt	42,782.25	Status	Cleared	OLD GROWTH SPORT FLOORS (OLDGRO/1)
63	Gym Floor Refinish					21- 9013- 0- 6200- 150- 0000- 8500- 9917 42,782.25
Check # 5033057	01	Check Amt	61.89	Status	Cleared	PG&E (00PG&E/1)
SVC 6-5 TO 7-7	Electricity for District					01- 0000- 0- 5510- 246- 0000- 8200- 0000 61.89
Check # 5033058	21	Check Amt	4,941.04	Status	Cleared	ROSSI BUILDING MATERIALS (ROSSIB/1)
810661	Solar rollar shades; brackets					21- 9013- 0- 6200- 150- 0000- 8500- 9917 4,941.04
Check # 5033059	01	Check Amt	558.50	Status	Cleared	YORKE ENGINEERING LLC (YORKEE/1)
45067	SPCC and Storm Water Support					01- 8150- 0- 5800- 001- 0000- 8110- 0000 558.50
* Break in sequence						
Check # VCH-00000849	01	Check Amt	177.23	Status	Printed	PLACIDO, ERIN K (001459 - Emp)

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 7/23/2025, Ending Check Date = 7/23/2025, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

Register 000383 - 07/23/2025

Bank Account COUNTY - AP Checks

Payment Id	Comment
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* Break in sequence

Check #	VCH-00000849	01	Check Amt	177.23	Status	Printed	PLACIDO, ERIN K (001459 - Emp) - continued	
	EP26-00003		FedX fee for new hire forms				01- 0000- 0- 5904- 001- 0000- 7200- 0013	177.23
Check #	VCH-00000850	63	Check Amt	6,357.48	Status	Printed	BERKELEY COMMUNICATIONS (BERKEL/1)	
	1656		Supplies and Support				63- 0000- 0- 5800- 001- 0000- 6000- 0000	6,357.48
Check #	VCH-00000851	63	Check Amt	397.84	Status	Printed	CALL48 (CALL48/1)	
	21654		Telephone Services				63- 0000- 0- 5903- 001- 0000- 6000- 0000	397.84
Check #	VCH-00000852	01	Check Amt	240.00	Status	Printed	KONE INC (KONEIN/2)	
	871747499		Elevator Servicing				01- 8150- 0- 5800- 150- 0000- 8100- 2099	240.00
Check #	VCH-00000853	68	Check Amt	659.91	Status	Printed	REDWOOD HEALTH SERVICES (RWHEAL/1)	
	DP25-00246		dental claim process 7/7 - 7/11				68- 0000- 0- 5800- 000- 0000- 6000- 0000	438.00
	DP26-00001		Dental claims processed 7/7 - 7/11				68- 0000- 0- 5800- 000- 0000- 6000- 0000	221.91

Number of Items

21

91,421.05

Totals for Register 000383

2026 FUND-OBJ Expense Summary / Register 000383

01-5600	115.00	
01-5800	1,550.00	
01-5811	800.00	
01-5904	177.23	
01-9110*		5,057.53-
01-9500*	2,415.30	
Totals for Fund 01	5,057.53	5,057.53-
14-5800	24,491.70	
14-9110*		24,491.70-
Totals for Fund 14	24,491.70	24,491.70-
21-6200	6,360.40	
21-9110*		49,142.65-
21-9500*	42,782.25	
Totals for Fund 21	49,142.65	49,142.65-
63-9110*		12,069.26-
63-9500*	12,069.26	
Totals for Fund 63	12,069.26	12,069.26-
68-5800	221.91	

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 7/23/2025, Ending Check Date = 7/23/2025, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

Register 000383 - Fund/Obj Expense Summary

Bank Account COUNTY - AP Checks

2026 FUND-OBJ Expense Summary / Register 000383 (continued)

68-9110*		659.91-
68-9500*	438.00	
Totals for Fund 68	659.91	659.91-
Totals for Register 000383	91,421.05	91,421.05-

2025 FUND-OBJ Summary / Register 000383

01-4300	241.53	
01-4365	1,165.38	
01-5510	61.89	
01-5600	388.00	
01-5800	558.50	
01-9502*		2,415.30-
Totals for Fund 01	2,415.30	2,415.30-
21-6200	42,782.25	
21-9502*		42,782.25-
Totals for Fund 21	42,782.25	42,782.25-
63-5800	6,537.48	
63-5903	5,531.78	
63-9502*		12,069.26-
Totals for Fund 63	12,069.26	12,069.26-
68-5800	438.00	
68-9502*		438.00-
Totals for Fund 68	438.00	438.00-
Total for Fiscal Year 2025	57,704.81	57,704.81-
01-5600	115.00	
01-5800	1,550.00	
01-5811	800.00	
01-5904	177.23	
01-9110*		5,057.53-
01-9500*	2,415.30	
Totals for Fund 01	5,057.53	5,057.53-
14-5800	24,491.70	
14-9110*		24,491.70-

Register 000383 - Fund/Obj Summary

Bank Account COUNTY - AP Checks

2026 FUND-OBJ Summary / Register 000383 (continued)

Totals for Fund 14	24,491.70	24,491.70-
21-6200	6,360.40	
21-9110*		49,142.65-
21-9500*	42,782.25	
Totals for Fund 21	49,142.65	49,142.65-
63-9110*		12,069.26-
63-9500*	12,069.26	
Totals for Fund 63	12,069.26	12,069.26-
68-5800	221.91	
68-9110*		659.91-
68-9500*	438.00	
Totals for Fund 68	659.91	659.91-
Total for Fiscal Year 2026	91,421.05	91,421.05-
Totals for Register 000383	149,125.86	149,125.86-

* denotes System Generated entry

Net change to Cash 9110

91,421.05- Credit

Register 000384 - 07/30/2025

Bank Account COUNTY - AP Checks

Payment Id	Comment				
Check # 5033402	01	Check Amt	1,585.30	Status Cleared	APPLE INC (APPLEC/2)
MB83673263	Computer for Marci			01- 0000- 0- 4400- 150- 0000- 2700- 9015	1,585.30
Check # 5033403	01	Check Amt	1,175.43	Status Cleared	AT&T CALNET 3 (AT&TC3/1)
23789837	Telephone Services			01- 0000- 0- 5903- 001- 0000- 7200- 0000	125.98
				01- 0000- 0- 5903- 150- 0000- 2700- 0000	249.66
				01- 0000- 0- 5903- 155- 3100- 2700- 0000	31.59
				01- 0000- 0- 5903- 220- 0000- 2700- 0000	363.51
				01- 0000- 0- 5903- 221- 0000- 2700- 0000	93.25
				01- 0000- 0- 5903- 246- 0000- 2700- 0000	122.36
				01- 0740- 0- 5903- 001- 0000- 3600- 0000	31.58
				12- 6105- 0- 5903- 222- 7110- 8200- 0000	93.82
23790175	Telephone Services			01- 0000- 0- 5903- 150- 0000- 2700- 0000	32.10
23790176	Telephone Services			01- 0000- 0- 5903- 220- 0000- 2700- 0000	31.58
Check # 5033404	01	Check Amt	179.00	Status Printed	CMC (000CMC/1)
SPRING PLAYOFFS	Spring Playoffs fees			01- 0000- 0- 5800- 150- 1110- 4200- 0000	179.00
Check # 5033405	01	Check Amt	36.23	Status Cleared	MENDO MILL (MENDOM/2)
4696784	Maintenance Supplies			01- 8150- 0- 4300- 001- 0000- 8110- 0000	36.23
Check # 5033406	01	Check Amt	1,684.31	Status Cleared	PG&E (00PG&E/1)
6905412483-4JULY	Electricity for District			01- 0000- 0- 5510- 006- 0000- 8200- 0000	1,684.31
Check # 5033407	01	Check Amt	246.08	Status Cleared	ROSSI BUILDING MATERIALS (ROSSIB/1)
830711	Maintenance Supplies			01- 8150- 0- 4300- 150- 0000- 8110- 0000	246.08
Check # 5033408	01	Check Amt	99.20	Status Cleared	S&S WORLDWIDE (0S&SWW/1)
IN101616745	Lora Barnett Classroom Supplies			01- 0794- 0- 4300- 150- 1110- 1000- 0000	99.20
Check # 5033409	01	Check Amt	779.03	Status Cleared	SUN LIFE FINANCIAL (SUNLIF/1)
AUG 2025	Employee Life Insurance			01- - - 9526- - - - -	779.03
Check # 5033410	01	Check Amt	59.00	Status Cleared	WHISPERING PINES WATER (WHISPE/2)
20250630HS	Bottle water and serv charge			01- 0794- 0- 4300- 150- 0000- 2700- 0000	54.00
				01- 0794- 0- 5800- 150- 0000- 2700- 0000	5.00
* Break in sequence					
Check # VCH-00000854	01	Check Amt	240.00	Status Printed	MARTINEZ MUNOZ, VICTOR (001613 - Emp)
EP25-00289	24/25 cell phone reimbursement Jan-Jun			01- 0000- 0- 5903- 001- 0000- 8200- 0000	240.00
Check # VCH-00000855	13	Check Amt	1,485.00	Status Printed	HEARTLAND SCHOOL SOLUTIONS (HEARTL/2)
HSSRECC037641	Annual Software Subscription			13- 5310- 0- 5800- 001- 0000- 3700- 0000	1,485.00
Check # VCH-00000856	01	Check Amt	22,082.75	Status Printed	PROMEVO LLC (PROMEV/2)
265886	Chromebooks 50 HS, 20 K8			01- 0000- 0- 4400- 150- 1110- 2420- 1171	15,773.39
				01- 0000- 0- 4400- 220- 1110- 2420- 1171	6,309.36
Selection	Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 7/30/2025, Ending Check Date = 7/30/2025, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)				

Register 000384 - 07/30/2025

Bank Account COUNTY - AP Checks

Payment Id	Comment					
Check # VCH-00000857	68	Check Amt	6,029.14	Status Printed	REDWOOD HEALTH SERVICES (RWHEAL/1)	
72025 CLAIMS	Dental/Vision claims 7/14 -7/18			68- 0000- 0- 5800- 000- 0000- 6000- 0000		5,676.64
				69- 0000- 0- 5800- 000- 0000- 6000- 0000		117.50
CLAIMS 72025	Vision claim 7/14-7/18			69- 0000- 0- 5800- 000- 0000- 6000- 0000		235.00
Number of Items	13		35,680.47	Totals for Register 000384		

2026 FUND-OBJ Expense Summary / Register 000384

01-4300	381.51	
01-4400	23,668.05	
01-5510	1,684.31	
01-5903	1,081.61	
01-9110*		28,072.51-
01-9500*	478.00	
01-9526	779.03	
Totals for Fund 01	28,072.51	28,072.51-
12-5903	93.82	
12-9110*		93.82-
Totals for Fund 12	93.82	93.82-
13-5800	1,485.00	
13-9110*		1,485.00-
Totals for Fund 13	1,485.00	1,485.00-
68-5800	5,676.64	
68-9110*		5,676.64-
Totals for Fund 68	5,676.64	5,676.64-
69-5800	117.50	
69-9110*		352.50-
69-9500*	235.00	
Totals for Fund 69	352.50	352.50-
Totals for Register 000384	35,680.47	35,680.47-

2025 FUND-OBJ Summary / Register 000384

01-4300	54.00
01-5800	184.00

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 7/30/2025, Ending Check Date = 7/30/2025, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

Register 000384 - Fund/Obj Summary

Bank Account COUNTY - AP Checks

2025 FUND-OBJ Summary / Register 000384 (continued)

01-5903	240.00	
01-9502*		478.00-
Totals for Fund 01	478.00	478.00-
69-5800	235.00	
69-9502*		235.00-
Totals for Fund 69	235.00	235.00-
Total for Fiscal Year 2025	713.00	713.00-
01-4300	381.51	
01-4400	23,668.05	
01-5510	1,684.31	
01-5903	1,081.61	
01-9110*		28,072.51-
01-9500*	478.00	
01-9526	779.03	
Totals for Fund 01	28,072.51	28,072.51-
12-5903	93.82	
12-9110*		93.82-
Totals for Fund 12	93.82	93.82-
13-5800	1,485.00	
13-9110*		1,485.00-
Totals for Fund 13	1,485.00	1,485.00-
68-5800	5,676.64	
68-9110*		5,676.64-
Totals for Fund 68	5,676.64	5,676.64-
69-5800	117.50	
69-9110*		352.50-
69-9500*	235.00	
Totals for Fund 69	352.50	352.50-
Total for Fiscal Year 2026	35,680.47	35,680.47-
Totals for Register 000384	36,393.47	36,393.47-

Register 000384 - Fund/Obj Summary

Bank Account COUNTY - AP Checks

2026 FUND-OBJ Summary / Register 000384 (continued)

* denotes System Generated entry

Net change to Cash 9110

35,680.47- Credit

Register 000385 - 07/30/2025

Bank Account COUNTY - AP Checks

Payment Id	Comment				
Check # 5033411	01	Check Amt	24,000.00	Status Cleared	BRIDGES CONSTRUCTION (BRCON/1)
DP26-00002	Work Begin Payment #2			01- 0000- 0- 6200- 220- 0000- 8500- 9992	24,000.00

Number of Items

1

24,000.00

Totals for Register 000385

2026 FUND-OBJ Expense Summary / Register 000385

01-6200 24,000.00

01-9110* 24,000.00-

Totals for Register 000385	<u>24,000.00</u>	<u>24,000.00-</u>
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* denotes System Generated entry

Net change to Cash 9110

24,000.00- Credit

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Number of Items	14	59,680.47	Totals for Org 046 - Mendocino Unified School District
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Register 000386 - 08/06/2025

Bank Account COUNTY - AP Checks

Payment Id	Comment				
Check # 5033644	01	Check Amt	145.00	Status Cleared	HAHN, TOBIN C (000085 - Emp)
EP25-00290		returned calculator		01- 0001- 0- 8699- 150- 0000- 0000- 1085	145.00
Check # 5033645	01	Check Amt	50.00	Status Cleared	ALPHA ANALYTICAL LABS INC (ALPHAA/1)
5078840-MENUUSD		Open P.O. Water Testing		01- 8150- 0- 5800- 221- 0000- 8110- 2096	50.00
Check # 5033646	01	Check Amt	11,965.32	Status Printed	ANTHEM SPORTS (ANTH/1)
432818		HS Soccer Goals		01- 0001- 0- 4400- 150- 1110- 4200- 9049	11,965.32
Check # 5033647	01	Check Amt	148.53	Status Cleared	FERRELL GAS (FERREL/1)
1131049785		Heating Fuel, Generators, Multiple Sites		01- 0000- 0- 5520- 006- 0000- 8200- 0000	148.53
Check # 5033648	01	Check Amt	2,092.00	Status Cleared	HARDWARE TECH INC (HARDWA/1)
81710		HS Repair Lock system		01- 8150- 0- 5600- 150- 0000- 8110- 0000	1,016.00
81711		HS Lock Service & Install		01- 8150- 0- 5600- 150- 0000- 8110- 0000	1,076.00
Check # 5033649	01	Check Amt	1,830.00	Status Printed	MATHISON PEAK ENTERPRISES (MATHIS/1)
JULY - DEC 2025		Radio Antenna Space		01- 0740- 0- 5600- 001- 0000- 3600- 0000	1,830.00
Check # 5033650	21	Check Amt	216.23	Status Cleared	MENDO MILL (MENDOM/2)
4702074		Maintenance Supplies		01- 8150- 0- 4300- 001- 0000- 8110- 0000	13.10
4704034		Maintenance Supplies		21- 9013- 0- 6200- 150- 0000- 8500- 9917	163.84
4705654		Maintenance Supplies		01- 8150- 0- 4300- 001- 0000- 8110- 0000	39.29
Check # 5033651	01	Check Amt	85,139.25	Status Cleared	SISC MEDICAL (SISCME/1)
AUGUST 25-26		Medical Insurance		01- - - 9514- - - - -	85,139.25
Check # 5033652	01	Check Amt	178.49	Status Cleared	VERIZON WIRELESS (VERIZO/1)
5285607817		Cell Phone, Superintendent		01- 0000- 0- 5902- 001- 0000- 7150- 0000	178.49
Check # 5033653	01	Check Amt	183.68	Status Cleared	XEROX CORPORATION (XEROXC/2)
024019516		Copy Machine Rental		01- 0000- 0- 4300- 001- 0000- 7200- 1074	58.35
				01- 0000- 0- 5600- 001- 0000- 7200- 1074	125.33
* Break in sequence					
Check # VCH-00000858	01	Check Amt	5,048.67	Status Printed	US BANK (AMAZON/3)
2658661-1		Woodshop Supplies		01- 6387- 0- 4300- 150- 3800- 1000- 8168	1,820.04
2658661-2		Woodshop Supplies		01- 6387- 0- 4300- 150- 3800- 1000- 8168	2,290.88
6416200		Desk Chair		13- 5310- 0- 4300- 001- 0000- 3700- 0000	45.29
7064265		Tablet + HDMI		01- 0794- 0- 4300- 150- 0000- 2700- 0000	337.93
76866366		Tech Repair Stock Items		01- 0000- 0- 4300- 001- 0000- 2420- 9015	455.31
8244234		Tech Repari Stock Items		01- 0000- 0- 4300- 001- 0000- 2420- 9015	99.22
Check # VCH-00000859	01	Check Amt	2,036.00	Status Printed	DARK GULCH LLC (DARK/1)
1788MM		Water System Monitoring		01- 8150- 0- 5800- 001- 0000- 8110- 2096	36.00
				01- 8150- 0- 5800- 150- 0000- 8110- 2096	390.00
				01- 8150- 0- 5800- 155- 0000- 8110- 2096	390.00
Selection	Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 8/6/2025, Ending Check Date = 8/6/2025, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)				

Register 000386 - 08/06/2025

Bank Account COUNTY - AP Checks

Payment Id		Comment					
Check #	VCH-00000859	01	Check Amt	2,036.00	Status	Printed	DARK GULCH LLC (DARK/1) - continued
1788MM	Water System Monitoring				01- 8150- 0- 5800- 220- 0000- 8110- 2096		390.00
					01- 8150- 0- 5800- 221- 0000- 8110- 2096		495.00
					01- 8150- 0- 5800- 246- 0000- 8110- 2096		335.00
Check #	VCH-00000860	01	Check Amt	3,933.02	Status	Printed	NICK BARBIERI TRUCKING, LLC (RWCOAS/2)
1225206-IN	Diesel and Regular Fuel for Vehicles and Heating				01- 1100- 0- 5520- 220- 0000- 8200- 0000		3,933.02
Check #	VCH-00000861	68	Check Amt	465.14	Status	Printed	REDWOOD HEALTH SERVICES (RWHEAL/1)
DP25-00247	claims processed 7/14 - 7/18				68- 0000- 0- 5800- 000- 0000- 6000- 0000		204.00
DP26-00003	claims processed 7/14 - 7/18				68- 0000- 0- 5800- 000- 0000- 6000- 0000		261.14
Check #	VCH-00000862	63	Check Amt	8,969.22	Status	Printed	US BANK CORPORATE PAYMENT SYS (USBANK/2)
0626831-IN	Moving Targets July				63- 0000- 0- 5811- 001- 0000- 6000- 0000		35.56
0HSLKG7WKT6	Commio				63- 0000- 0- 5903- 001- 0000- 6000- 0000		617.70
10001412691450	Intuit QB Online August				63- 0000- 0- 5800- 001- 0000- 6000- 0000		159.00
111171403	VEX Robotics Kit				01- 0794- 0- 4300- 150- 3800- 1000- 8170		832.25
121085443059	CSU Counselor Conf Yanez				01- 6266- 0- 5200- 150- 0000- 3110- 0000		117.88
20250606620069729	TRACFONE Svcs				01- 6387- 0- 5800- 150- 3800- 1000- 8167		243.38
21762	Buyout Payment				01- 0000- 0- 5902- 001- 0000- 7150- 0000		184.92
4303481	USAC June 2025				63- 0000- 0- 5800- 001- 0000- 6000- 0000		2,026.76
518655365	Digital Ocean				63- 0000- 0- 5800- 001- 0000- 6000- 0000		375.93
5270-2425	SimNet Wireless				63- 0000- 0- 5800- 001- 0000- 6000- 0000		335.16
5270-2526	SimNet July Data				63- 0000- 0- 5800- 001- 0000- 6000- 0000		1,134.00
54054653	UC Counselor Conf Yanez				01- 6266- 0- 5200- 150- 0000- 3110- 0000		50.00
77V62433XC334441Y	Akmin				63- 0000- 0- 5800- 001- 0000- 6000- 0000		38.00
8000612	Shutterfly Notecards				01- 0794- 0- 4300- 150- 0000- 3110- 0000		92.54
80818330	Custom Ink CL2025 Hoodies				01- 0002- 0- 4300- 150- 1110- 1000- 0000		1,744.09
80818330-2	Custom Ink CL2025 credit				01- 0002- 0- 4300- 150- 1110- 1000- 0000		212.91-
83138960021-0625	TRS Fund				63- 0000- 0- 5800- 001- 0000- 6000- 0000		133.57
AC0F8D67-0009	Open AI Jul/Aug ChatGPT Subscription				63- 0000- 0- 5800- 001- 0000- 6000- 0000		20.00
CA311IN31925	Supe Cellphone				01- 0000- 0- 5902- 001- 0000- 7150- 0000		294.23
CR100011859536	Intuit Credit				63- 0000- 0- 5800- 001- 0000- 6000- 0000		83.34-
INV312649895	Zoom Cloud Recording				01- 0000- 0- 5800- 001- 0000- 7110- 0000		40.00
PSI TEST 11	PSI Student Exams				01- 0001- 0- 5800- 150- 1110- 1000- 1137		300.00
PSI TEST 12	PSI Student Exams				01- 0794- 0- 5800- 150- 1110- 1000- 0000		90.00
PSI TEST 21	PSI Student Exams				01- 0001- 0- 5800- 150- 1110- 1000- 1137		300.00
PSI TEST 22	PSI Student Exams				01- 0794- 0- 5800- 150- 1110- 1000- 0000		100.50
Number of Items		15	122,400.55		Totals for Register 000386		

2026 FUND-OBJ Expense Summary / Register 000386

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 8/6/2025, Ending Check Date = 8/6/2025, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

Register 000386 - Fund/Obj Expense Summary

Bank Account COUNTY - AP Checks

2026 FUND-OBJ Expense Summary / Register 000386 (continued)

01-4300	209.96	
01-4400	11,965.32	
01-5200	167.88	
01-5520	4,081.55	
01-5600	4,047.33	
01-5800	2,126.00	
01-5902	657.64	
01-9110*		116,933.94-
01-9500*	8,539.01	
01-9514	85,139.25	
Totals for Fund 01	116,933.94	116,933.94-
13-9110*		45.29-
13-9500*	45.29	
Totals for Fund 13	45.29	45.29-
21-6200	163.84	
21-9110*		163.84-
Totals for Fund 21	163.84	163.84-
63-5800	1,313.00	
63-5811	35.56	
63-9110*		4,792.34-
63-9500*	3,443.78	
Totals for Fund 63	4,792.34	4,792.34-
68-5800	261.14	
68-9110*		465.14-
68-9500*	204.00	
Totals for Fund 68	465.14	465.14-
Totals for Register 000386	122,400.55	122,400.55-

2025 FUND-OBJ Summary / Register 000386

01-4300	7,360.13	
01-5800	1,033.88	
01-8699	145.00	
01-9502*		8,539.01-

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 8/6/2025, Ending Check Date = 8/6/2025, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

Register 000386 - Fund/Obj Summary

Bank Account COUNTY - AP Checks

2025 FUND-OBJ Summary / Register 000386 (continued)

Totals for Fund 01	8,539.01	8,539.01-
13-4300	45.29	
13-9502*		45.29-
Totals for Fund 13	45.29	45.29-
63-5800	2,826.08	
63-5903	617.70	
63-9502*		3,443.78-
Totals for Fund 63	3,443.78	3,443.78-
68-5800	204.00	
68-9502*		204.00-
Totals for Fund 68	204.00	204.00-
Total for Fiscal Year 2025	12,232.08	12,232.08-
01-4300	209.96	
01-4400	11,965.32	
01-5200	167.88	
01-5520	4,081.55	
01-5600	4,047.33	
01-5800	2,126.00	
01-5902	657.64	
01-9110*		116,933.94-
01-9500*	8,539.01	
01-9514	85,139.25	
Totals for Fund 01	116,933.94	116,933.94-
13-9110*		45.29-
13-9500*	45.29	
Totals for Fund 13	45.29	45.29-
21-6200	163.84	
21-9110*		163.84-
Totals for Fund 21	163.84	163.84-
63-5800	1,313.00	
63-5811	35.56	
63-9110*		4,792.34-
63-9500*	3,443.78	

Register 000386 - Fund/Obj Summary

Bank Account COUNTY - AP Checks

2026 FUND-OBJ Summary / Register 000386 (continued)

Totals for Fund 63	4,792.34	4,792.34-
68-5800	261.14	
68-9110*		465.14-
68-9500*	204.00	
Totals for Fund 68	465.14	465.14-
Total for Fiscal Year 2026	122,400.55	122,400.55-
Totals for Register 000386	134,632.63	134,632.63-

* denotes System Generated entry

Net change to Cash 9110 122,400.55- Credit

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Register 000387 - 08/13/2025

Bank Account COUNTY - AP Checks

Payment Id	Comment					
Check # 5033938	01	Check Amt	86.80	Status	Printed	KAILIKOLE, MARGARET K (001532 - Emp)
EP26-00004	Mileage to MCOE for BM meeting			01- 0000- 0- 5200- 001- 0000- 7200- 0000		86.80
Check # 5033939	01	Check Amt	294.00	Status	Printed	MCDONELL, CECILIA (000138 - Emp)
EP26-00005	Travel to Sac for Testing w/CDE			01- 0740- 0- 5200- 001- 0000- 3600- 0000		294.00
Check # 5033940	01	Check Amt	7,939.59	Status	Printed	ACT ENVIRO (ACTENV/1)
646901	Haz Mat Svcs Proposal #49616-22-052025			01- 0000- 0- 5800- 001- 0000- 8100- 0000		7,939.59
Check # 5033941	01	Check Amt	100.00	Status	Printed	ALPHA ANALYTICAL LABS INC (ALPHAA/1)
5084346-MENUSD	Open P.O. Water Testing			01- 8150- 0- 5800- 246- 0000- 8110- 2096		50.00
5084350-MENUSD	Open P.O. Water Testing			01- 8150- 0- 5800- 001- 0000- 8110- 2096		50.00
Check # 5033942	21	Check Amt	6,890.00	Status	Cleared	AUM CONSTRUCTION INC (AUMCON/1)
103	Labor; supplies; hauling			21- 9013- 0- 6200- 150- 0000- 8500- 9917		6,890.00
Check # 5033943	01	Check Amt	40,500.00	Status	Cleared	CHAMPION COURTS, INC (CHAMP/1)
1111	Tennis Court Repair Resurface			01- 0001- 0- 6170- 150- 0000- 8500- 2097		18,500.00
				01- 9003- 0- 6170- 150- 0000- 8500- 2097		22,000.00
Check # 5033944	01	Check Amt	2,250.00	Status	Printed	DIANA MCELWAIN (DMCELW/1)
2526 MUSD20250803	Consultation 7/2/25-8/3/25			01- 0000- 0- 5800- 001- 0000- 2420- 1079		787.50
MUSD20250803	CalPads consult 4/3 - 6/29			01- 0000- 0- 5800- 001- 0000- 2420- 1079		1,462.50
Check # 5033945	12	Check Amt	238.93	Status	Printed	ELK CO. WATER DISTRICT (ELKCOW/1)
25978	Water Monitoring, Greenwood			12- 6105- 0- 5530- 222- 7110- 8200- 0000		238.93
Check # 5033946	14	Check Amt	4,016.34	Status	Printed	FAMILY TREE SERVICE INC (FAMILY/1)
20250281	Tree Work around Tennis Courts			01- 0001- 0- 6170- 150- 0000- 8500- 2097		1,500.00
				14- 0000- 0- 6170- 150- 0000- 8500- 2097		2,516.34
Check # 5033947	01	Check Amt	1,101.78	Status	Printed	CYPRESS HOLDINGS INC (HARVES/2)
JULY 2025	Maintenance, Transportation, Cafeteria Supplies			01- 0740- 0- 4365- 001- 0000- 3600- 0000		56.35
				01- 8150- 0- 4300- 001- 0000- 8110- 0000		375.17
				01- 8150- 0- 4300- 150- 0000- 8110- 0000		16.47
				01- 8150- 0- 4300- 155- 0000- 8110- 0000		64.91
				01- 8150- 0- 4300- 220- 0000- 8110- 0000		127.00
				01- 8150- 0- 4300- 221- 0000- 8110- 0000		72.00
				01- 8150- 0- 4300- 246- 0000- 8110- 0000		25.02
				21- 9013- 0- 4300- 150- 0000- 8500- 9917		364.86
Check # 5033948	01	Check Amt	125.00	Status	Cleared	HI STAR ELECTRIC LLC (HISTAR/1)
727	Confirm power off on K-8 solar panels			01- 8150- 0- 5800- 220- 0000- 8110- 9992		125.00
Check # 5033949	01	Check Amt	1,112.40	Status	Printed	MATH LEARNING CENTER (MATHLE/1)
INV71065	Bridges Student Books			01- 6300- 0- 4100- 220- 1110- 1000- 0000		370.80
INV71144	Bridges Student Books G3-5			01- 6300- 0- 4100- 220- 1110- 1000- 0000		741.60

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 8/13/2025, Ending Check Date = 8/13/2025, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

Register 000387 - 08/13/2025

Bank Account COUNTY - AP Checks

Payment Id	Comment					
Check # 5033950	21	Check Amt	380.24	Status	Printed	MENDO MILL (MENDOM/2)
4707784	Maintenance Supplies			01- 8150- 0- 4300- 001- 0000- 8110- 0000		19.65
4709434	Bond Project			21- 9013- 0- 6200- 150- 0000- 8500- 9917		360.59
Check # 5033951	01	Check Amt	2,100.00	Status	Printed	MENDOCINO MIDDLE SCHOOL (MMIDDL/1)
DP26-00004	Refund LCSSP Field Trip			01- 7085- 0- 9500- - - - -		2,100.00
Check # 5033952	01	Check Amt	160.00	Status	Cleared	MOUNTAIN FRESH SPRING WATER (MOUNTA/1)
2679028462	H/C cooler rental X 2 months			01- 0794- 0- 5600- 220- 1110- 1000- 0000		160.00
Check # 5033953	01	Check Amt	124.85	Status	Printed	NORVELL'S (NORVEL/1)
112997	Cover stain & white paint 1 gal each			01- 8150- 0- 4300- 150- 0000- 8110- 0000		124.85
Check # 5033954	01	Check Amt	4,775.82	Status	Printed	REDWOOD WASTE SOLUTIONS INC (RWWAST/1)
177004995U039	Garbage Collection			12- 6105- 0- 5540- 222- 7110- 8200- 0000		102.02
177036791U039	Garbage Collection			01- 0000- 0- 5540- 246- 0000- 8200- 0000		125.70
177037398U039	Garbage Collection			01- 0000- 0- 5540- 150- 0000- 8200- 0000		1,693.17
177037399U039	Garbage Collection			01- 0000- 0- 5540- 150- 0000- 8200- 0000		448.15
177037400U039	Garbage Collection			01- 0000- 0- 5540- 220- 0000- 8200- 0000		1,853.35
177037401U039	Garbage Collection			01- 0000- 0- 5540- 001- 0000- 8200- 0000		448.15
177037411U039	Garbage Collection			01- 0000- 0- 5540- 221- 0000- 8200- 0000		105.28
Check # 5033955	01	Check Amt	30.40	Status	Cleared	ROSSI BUILDING MATERIALS (ROSSIB/1)
861321	Maintenance Supplies			01- 8150- 0- 4300- 001- 0000- 8110- 0000		30.40
Check # 5033956	01	Check Amt	18.50	Status	Printed	WHISPERING PINES WATER (WHISPE/2)
20250731 DO	2 gal water + service charge			01- 0000- 0- 4300- 001- 0000- 7200- 0000		13.50
				01- 0000- 0- 5800- 001- 0000- 7200- 0000		5.00
Check # 5033957	01	Check Amt	448.04	Status	Printed	XEROX CORPORATION (XEROXC/2)
024019514	Copy Machine Rental			01- 0000- 0- 4300- 220- 0000- 2700- 1074		20.72
				01- 0000- 0- 5600- 220- 0000- 2700- 1074		134.37
024019517	Copy Machine Rental			01- 0000- 0- 4300- 246- 0000- 2700- 1074		.73
				01- 0000- 0- 5600- 246- 0000- 2700- 1074		23.48
024019518	Copy Machine Rental			01- 0000- 0- 4300- 221- 0000- 2700- 1074		.07
				01- 0000- 0- 5600- 221- 0000- 2700- 1074		23.46
024019519	Copy Machine Rental			12- 6105- 0- 4300- 222- 7110- 1000- 1074		.22
				12- 6105- 0- 5600- 222- 7110- 1000- 1074		23.46
024096195	Copy Machine Rental			01- 0000- 0- 4300- 220- 0000- 2420- 1074		97.57
				01- 0000- 0- 5600- 220- 0000- 2420- 1074		123.96
* Break in sequence						
Check # VCH-00000863	01	Check Amt	753.10	Status	Printed	US BANK (AMAZON/3)
2223468	MCHS Office Supplies			01- 0794- 0- 4300- 155- 0000- 2700- 0000		32.34
2409818	MCHS Office Supplies			01- 0794- 0- 4300- 155- 0000- 2700- 0000		29.11
Selection	Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 8/13/2025, Ending Check Date = 8/13/2025, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)					ERP for California

Register 000387 - 08/13/2025

Bank Account COUNTY - AP Checks

Payment Id	Comment				
Check # VCH-00000863	01	Check Amt	753.10	Status Printed	US BANK (AMAZON/3) - continued
2550658		MCHS Office Supplies		01- 0794- 0- 4300- 155- 0000- 2700- 0000	621.42
9529049-1		MHS Office Supplies		01- 0794- 0- 4300- 150- 0000- 2700- 0000	54.81
9529049-2		MHS Office Supplies		01- 0794- 0- 4300- 150- 0000- 2700- 0000	15.42
Check # VCH-00000864	01	Check Amt	6,809.43	Status Printed	NICK BARBIERI TRUCKING, LLC (RWCOAS/2)
1225935-IN		Diesel and Regular Fuel for Vehicles and Heating		01- 0740- 0- 4361- 001- 0000- 3600- 0000	6,809.43
Check # VCH-00000865	01	Check Amt	861.00	Status Printed	REDWOOD HEALTH SERVICES (RWHEAL/1)
AUG 2025 BILLING		Dental and Vision Admin Fees		01- 0000- 0- 9514- 000- 0000- 0000- 3498	415.00
				01- 0000- 0- 9514- 000- 0000- 0000- 3499	142.00
AUG 3 CLAIMS		claims processed 7/28 - 8/1		68- 0000- 0- 5800- 000- 0000- 6000- 0000	184.00
				69- 0000- 0- 5800- 000- 0000- 6000- 0000	120.00
Check # VCH-00000866	01	Check Amt	1,213.93	Status Printed	US BANK CORPORATE PAYMENT SYS (USBANK/2)
81897383		AME Conference 6/24-28		01- 6266- 0- 5200- 150- 3800- 1000- 0000	867.32
LZWYJJ		Air Conference Sept 10-12		01- 6266- 0- 5200- 150- 0000- 2700- 0000	346.61
Number of Items		24	82,330.15	Totals for Register 000387	

2026 FUND-OBJ Expense Summary / Register 000387

01-4100	1,112.40	
01-4300	988.06	
01-4361	6,809.43	
01-4365	56.35	
01-5200	727.41	
01-5540	4,673.80	
01-5600	465.27	
01-5800	1,017.50	
01-6170	42,000.00	
01-9110*		71,529.73-
01-9500	2,100.00	
01-9500*	11,022.51	
01-9514	557.00	
Totals for Fund 01	71,529.73	71,529.73-
12-4300	.22	
12-5530	238.93	
12-5540	102.02	
12-5600	23.46	

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 8/13/2025, Ending Check Date = 8/13/2025, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

Register 000387 - Fund/Obj Expense Summary

Bank Account COUNTY - AP Checks

2026 FUND-OBJ Expense Summary / Register 000387 (continued)

12-9110*		364.63-
Totals for Fund 12	364.63	364.63-
14-6170	2,516.34	
14-9110*		2,516.34-
Totals for Fund 14	2,516.34	2,516.34-
21-4300	364.86	
21-6200	360.59	
21-9110*		7,615.45-
21-9500*	6,890.00	
Totals for Fund 21	7,615.45	7,615.45-
68-5800	184.00	
68-9110*		184.00-
Totals for Fund 68	184.00	184.00-
69-5800	120.00	
69-9110*		120.00-
Totals for Fund 69	120.00	120.00-
Totals for Register 000387	82,330.15	82,330.15-

2025 FUND-OBJ Summary / Register 000387

01-4300	753.10	
01-5200	867.32	
01-5800	9,402.09	
01-9502*		11,022.51-
Totals for Fund 01	11,022.51	11,022.51-
21-6200	6,890.00	
21-9502*		6,890.00-
Totals for Fund 21	6,890.00	6,890.00-
Total for Fiscal Year 2025	17,912.51	17,912.51-
01-4100	1,112.40	
01-4300	988.06	
01-4361	6,809.43	
01-4365	56.35	

Register 000387 - Fund/Obj Summary

Bank Account COUNTY - AP Checks

2026 FUND-OBJ Summary / Register 000387 (continued)

01-5200	727.41	
01-5540	4,673.80	
01-5600	465.27	
01-5800	1,017.50	
01-6170	42,000.00	
01-9110*		71,529.73-
01-9500	2,100.00	
01-9500*	11,022.51	
01-9514	557.00	
Totals for Fund 01	71,529.73	71,529.73-
12-4300	.22	
12-5530	238.93	
12-5540	102.02	
12-5600	23.46	
12-9110*		364.63-
Totals for Fund 12	364.63	364.63-
14-6170	2,516.34	
14-9110*		2,516.34-
Totals for Fund 14	2,516.34	2,516.34-
21-4300	364.86	
21-6200	360.59	
21-9110*		7,615.45-
21-9500*	6,890.00	
Totals for Fund 21	7,615.45	7,615.45-
68-5800	184.00	
68-9110*		184.00-
Totals for Fund 68	184.00	184.00-
69-5800	120.00	
69-9110*		120.00-
Totals for Fund 69	120.00	120.00-
Total for Fiscal Year 2026	82,330.15	82,330.15-
Totals for Register 000387	100,242.66	100,242.66-

* denotes System Generated entry

Net change to Cash 9110

82,330.15- Credit

Register 000388 - 08/20/2025

Bank Account COUNTY - AP Checks

Payment Id	Comment					
Check # 5034448	01	Check Amt	30.00	Status	Printed	HOEPER, EDITH A (001640 - Emp)
EP26-00006	Finger printing			01- 0000- 0- 5814- 001- 0000- 7200- 0000		30.00
Check # 5034449	01	Check Amt	240.00	Status	Printed	MARTINEZ-FIGUEROA, FERNANDO (000132 - Emp)
EP25-00291	Cell phone reimbursement 6 months			01- 0000- 0- 5903- 001- 0000- 8200- 0000		240.00
Check # 5034450	01	Check Amt	18.88	Status	Printed	SHELDON, MICHELE E (000157 - Emp)
EP26-00008	postage reimbursement			01- 0000- 0- 5904- 001- 0000- 7200- 0000		18.88
Check # 5034451	21	Check Amt	700.00	Status	Printed	VILLEGAS, RUBEN T (000214 - Emp)
EP26-00009	Scrap countertop reimbursement			21- 9013- 0- 6200- 150- 0000- 8500- 9917		700.00
Check # 5034452	01	Check Amt	1,770.00	Status	Printed	ACCREDITING COMMISSION FOR SCH (ACCRED/1)
DP26-00005	Mid-Cycle Visit fee			01- 0000- 0- 5800- 150- 0000- 2700- 1076		500.00
DP26-00006	Annual Accreditation membership fee			01- 0000- 0- 5300- 150- 0000- 2700- 1076		1,270.00
Check # 5034453	01	Check Amt	3,108.30	Status	Printed	BSN SPORTS (BSNSPO/1)
929553581929991843	G.Soccer & WBB JV Uniforms			01- 0001- 0- 4300- 150- 1110- 4200- 9049		3,108.30
Check # 5034454	01	Check Amt	2,280.43	Status	Printed	FLORENCE FILTER CORP (FLOREN/1)
SO-IN-2025-01679	Filters			01- 8150- 0- 4300- 001- 0000- 8110- 0000		661.45
SO-IN-2025-01680	Filters			01- 8150- 0- 4300- 001- 0000- 8110- 0000		1,618.98
Check # 5034455	01	Check Amt	300.30	Status	Printed	FORT BRAGG ADVOCATE NEWS WILLITS NEWS (FBADVO/2)
ACCT2114505 AUG 2025	Open PO for Classified Advertising			01- 0000- 0- 5811- 001- 0000- 7200- 0000		300.30
Check # 5034456	01	Check Amt	371.03	Status	Printed	FP MAILING SOLUTIONS (FPMAIL/2)
RI106740621	Ink Cartridge X 2			01- 0000- 0- 4300- 001- 0000- 7200- 0000		371.03
Check # 5034457	01	Check Amt	766.00	Status	Printed	HARDWARE TECH INC (HARDWA/1)
81751	10 51 HS Keys; 2 primus cored keyed to 51 MH			01- 8150- 0- 4300- 150- 0000- 8110- 0000		766.00
Check # 5034458	01	Check Amt	1,346.29	Status	Printed	MCN (000MCN/1)
17059 JULY 2025	MCN Digital Phones Districtwide			01- 0000- 0- 5903- 001- 0000- 7200- 5903		648.79
2495570	MCN Digital Phones Districtwide			01- 0000- 0- 5903- 001- 0000- 7200- 5903		697.50
Check # 5034459	21	Check Amt	323.27	Status	Printed	MENDO MILL (MENDOM/2)
471708-4	Maintenance Supplies			01- 8150- 0- 4300- 001- 0000- 8110- 0000		147.47
				21- 9013- 0- 6200- 150- 0000- 8500- 9917		148.49
4718934	Maintenance Supplies			01- 8150- 0- 4300- 001- 0000- 8110- 0000		27.31
Check # 5034460	01	Check Amt	4,472.43	Status	Printed	MENDOCINO CITY COMM. SERV'S (MCITYC/1)
R18196	Sewer Service			01- 0000- 0- 5530- 001- 0000- 8200- 0000		449.92
R18197	Sewer Service			01- 0000- 0- 5530- 220- 0000- 8200- 0000		1,854.14
R18203	Sewer Service			01- 0000- 0- 5530- 150- 0000- 8200- 0000		172.73
R18264	Sewer Service			01- 0000- 0- 5530- 001- 0000- 8200- 0000		486.05
R18265	Sewer Service			01- 0000- 0- 5530- 006- 0000- 8200- 0000		220.51

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 8/20/2025, Ending Check Date = 8/20/2025, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

Register 000388 - 08/20/2025

Bank Account COUNTY - AP Checks

Payment Id	Comment					
Check # 5034460	01	Check Amt	4,472.43	Status	Printed	MENDOCINO CITY COMM. SERV'S (MCITYC/1) - continued
R18266	Sewer Service			01- 0000- 0- 5530- 150- 0000- 8200- 0000		1,289.08
Check # 5034461	01	Check Amt	32,263.94	Status	Printed	MENDOCINO COUNTY OFFICE OF ED (00MCOE/1)
INV25-00240	Student services			01- 0000- 0- 5800- 001- 0000- 3140- 0000		3,744.28
				01- 3327- 0- 5800- 001- 5760- 3120- 0000		6,592.00
				01- 6500- 0- 5800- 001- 5760- 3120- 0000		12,776.01
				01- 6546- 0- 5800- 001- 1110- 3120- 0000		9,151.65
Check # 5034462	13	Check Amt	1,506.32	Status	Printed	UKIAH PAPER SUPPLY INC (UKIAHP/1)
570798	Paper Products for Cafeteria			13- 5310- 0- 4300- 001- 0000- 3700- 0000		1,506.32
Check # 5034463	13	Check Amt	738.57	Status	Printed	US FOODS INC. SAN FRANCISCO (USFOOD/2)
5409768	Cafeteria Food and Snack			13- 5310- 0- 4700- 001- 0000- 3700- 0000		738.57
Check # 5034464	01	Check Amt	5.00	Status	Printed	WHISPERING PINES WATER (WHISPE/2)
20250731 HS	Service charge			01- 0794- 0- 5800- 150- 0000- 2700- 0000		5.00
Check # 5034465	01	Check Amt	376.93	Status	Printed	XEROX CORPORATION (XEROXC/2)
024019513	Copy Machine Rental			01- 0000- 0- 4300- 150- 0000- 2420- 1074		3.56
				01- 0000- 0- 5600- 150- 0000- 2420- 1074		123.96
024019515	Copy Machine Rental			01- 0000- 0- 4300- 150- 0000- 2700- 1074		8.39
				01- 0000- 0- 5600- 150- 0000- 2700- 1074		125.32
024044380	Copy Machine Rental			01- 0000- 0- 4300- 155- 0000- 2700- 1074		.76
				01- 0000- 0- 5600- 155- 0000- 2700- 1074		114.94
* Break in sequence						
Check # VCH-00000867	01	Check Amt	291.47	Status	Printed	1000 BULBS.COM (1000BU/1)
INV1006173	Light Bulbs			01- 8150- 0- 4300- 220- 0000- 8110- 0000		291.47
Check # VCH-00000868	01	Check Amt	148.82	Status	Printed	US BANK (AMAZON/3)
0089832	Prime Membership July			01- 0794- 0- 4300- 220- 0000- 2700- 0000		16.17
1577053	Avery Labels			01- 0794- 0- 4300- 220- 0000- 2700- 0000		116.48
8633828	Prime Membership June			01- 0794- 0- 5800- 220- 1110- 1000- 0000		16.17
Check # VCH-00000869	01	Check Amt	1,375.68	Status	Printed	FOLLETT SOFTWARE COMPANY (FOLSOF/2)
1582892	MS Library Software Renewal			01- 6300- 0- 5800- 220- 0000- 2420- 0000		1,375.68
Check # VCH-00000870	01	Check Amt	2,500.00	Status	Printed	GENESIS TECHNOLOGIES (GENESI/1)
3023914	Adobe Creative Cloud Apps			01- 0000- 0- 5800- 001- 0000- 2420- 1171		2,500.00
Check # VCH-00000871	01	Check Amt	685.96	Status	Printed	PEARSON (PEARSO/1)
29130796	Assessment Tools			01- 0811- 0- 4300- 001- 5760- 1120- 0000		685.96
Check # VCH-00000872	68	Check Amt	1,918.69	Status	Printed	REDWOOD HEALTH SERVICES (RWHEAL/1)
CLAIMS 81025	Dental claim 8/4-8/8			68- 0000- 0- 5800- 000- 0000- 6000- 0000		1,918.69

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 8/20/2025, Ending Check Date = 8/20/2025, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

Register 000388 - 08/20/2025

Bank Account COUNTY - AP Checks

Payment Id	Comment					
Check # VCH-00000873 01	Check Amt	253.73	Status Printed	US BANK CORPORATE PAYMENT SYS (USBANK/2)		
255760966	XEROX Translate 1 yr		01- 0794- 0- 5800- 220- 0000- 2700- 0000			55.00
38	Vinny's Pizza Party		01- 0795- 0- 4300- 220- 1110- 1000- 0000			198.73

Number of Items 25 57,792.04 Totals for Register 000388

2026 FUND-OBJ Expense Summary / Register 000388

01-4300	4,307.08	
01-5300	1,270.00	
01-5530	4,472.43	
01-5600	364.22	
01-5800	4,380.68	
01-5811	300.30	
01-5814	30.00	
01-5903	1,346.29	
01-5904	18.88	
01-9110*		52,779.97-
01-9500*	36,290.09	
Totals for Fund 01	52,779.97	52,779.97-
13-4300	1,506.32	
13-4700	738.57	
13-9110*		2,244.89-
Totals for Fund 13	2,244.89	2,244.89-
21-6200	848.49	
21-9110*		848.49-
Totals for Fund 21	848.49	848.49-
68-5800	1,918.69	
68-9110*		1,918.69-
Totals for Fund 68	1,918.69	1,918.69-
Totals for Register 000388	57,792.04	57,792.04-

2025 FUND-OBJ Summary / Register 000388

01-4300	3,714.98
01-5800	32,335.11

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 8/20/2025, Ending Check Date = 8/20/2025, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

Register 000388 - Fund/Obj Summary

Bank Account COUNTY - AP Checks

2025 FUND-OBJ Summary / Register 000388 (continued)

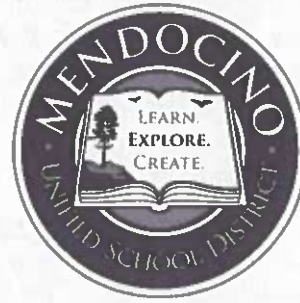
01-5903	240.00	
01-9502*		36,290.09-
Total for Fiscal Year 2025 and Fund 01	36,290.09	36,290.09-
01-4300	4,307.08	
01-5300	1,270.00	
01-5530	4,472.43	
01-5600	364.22	
01-5800	4,380.68	
01-5811	300.30	
01-5814	30.00	
01-5903	1,346.29	
01-5904	18.88	
01-9110*		52,779.97-
01-9500*	36,290.09	
Totals for Fund 01	52,779.97	52,779.97-
13-4300	1,506.32	
13-4700	738.57	
13-9110*		2,244.89-
Totals for Fund 13	2,244.89	2,244.89-
21-6200	848.49	
21-9110*		848.49-
Totals for Fund 21	848.49	848.49-
68-5800	1,918.69	
68-9110*		1,918.69-
Totals for Fund 68	1,918.69	1,918.69-
Total for Fiscal Year 2026	57,792.04	57,792.04-
Totals for Register 000388	94,082.13	94,082.13-

* denotes System Generated entry

Net change to Cash 9110

57,792.04- Credit

Mendocino Unified School District



MINUTES

Regular Board Meeting

JUNE 10, 2025

**MENDOCINO HIGH SCHOOL
10700 FORD STREET
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 HIGH SCHOOL
& VIA TELECONFERENCE**

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84387112417?pwd=a8lZ3g91qOdoYfRcc0lORUtlCjJP9L.1>

Passcode: 051400

***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 MUSD website at <https://www.mendocinoused.org/District/3075-Untitled.html>. In compliance with Government Code section 54954.2(a) Mendocino Unified School District will, on request, make agendas available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability related modification or accommodation in order to participate in the meeting should contact, Erin Placido Exec. Assistant to the Superintendent, in writing at P.O. Box 1154, Mendocino, CA 95460 or via email at doerin@mcn.org.

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

1. 4:30 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 4:31 PM. Present were trustees Bloyd, Griffen, Morton, Schaeffer. Absent was trustee 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/88066113628?pwd=8HfNWOId4N2xAcHJlUjUa1PtR2s5.1>

Meeting ID: 880 6611 3628 Passcode: 809293

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
- 3.2. Conference with labor negotiators (Govt. Code § 54954.5) Agency Representative: None
Unrepresented Employee: District Superintendent
- 3.3. 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 5:00 PM. Present were trustees Bloyd, Griffen, Morton, Schaeffer. Absent was trustee Aum.

- 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 Schaeffer/Griffen (4/0) to approve the agenda as presented.

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 5:05 PM and closed at 5:06 PM. There were no public comments.

- 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 2025-26. The Board requests public input at this time before the plan is adopted later in the agenda.

The Public Hearing was opened at 5:06 PM and closed at 5:07 PM. There were no public comments.

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. 5/1/25, 5/8/25, 5/15/25, 5/22/25, 5/28/25
- 6.2. Approval of Minutes
 - 6.2.1. Board Meeting Minutes: 4/15/25, 5/5/25
- 6.3. Approval of Employment/Personnel Changes
 - 6.3.1. Accept Resignation, Classified Employee, 5.0 hrs/day, effective 5/30/25
 - 6.3.2. Acknowledge, Return from Temporary Leave of Absence, Classified Employee, 5.75 hrs/day, effective 5/8/25
 - 6.3.3. Hire, Certificated Employee, 1.0 FTE, effective 8/14/25
 - 6.3.4. Hire, Certificated Employee, 1.0 FTE, effective 8/14/25
 - 6.3.5. Hire, Certificated Employee, 1.0 FTE, effective 8/14/25
 - 6.3.6. Hire, Classified Employee, 6.0 hrs/day, 10 mos/yr, effective 8/20/25
 - 6.3.7. Move, Classified Employee, 8.0 hrs/day, 12 mos/yr, from Level I to Level II, effective 7/1/25
 - 6.3.8. Hire, Temporary ESY Teacher, 3 hrs/day, 18 days, effective 6/23/25 – 7/18/25
 - 6.3.9. Hire, Temporary ESY SLP, 3 hrs/day, 18 days, effective 6/23/25 – 7/18/25
 - 6.3.10. Hire, Temporary ESY Aide, 2 hrs/day, 18 days, effective 6/23/25 – 7/18/25
 - 6.3.11. Hire, Temporary Van Driver, 3 hrs/day, 18 days, effective 6/23/25 – 7/18/25
 - 6.3.12. Hire, Temporary Van D
 - 6.3.13. driver, up to 4 hrs/day, 18 days, effective 6/16/25 – 7/17/25
- 6.4. Approval of the Current Budget Change Report
- 6.5. Approval of Student Body Reports – May 2025
- 6.6. Recognition of scholarships received by the MUSD 2025 graduation class totaling \$186,550
- 6.7. Approval of the revised 2025-26 Instructional Calendar
- 6.8. Approval of the 2026-27 Instructional Calendar
- 6.9. Approval of the 2027-28 Instructional Calendar
- 6.10. Approval of the Memorandum of Understanding (MOU) between MUSD and the Community Center of Mendocino regarding the Expanded Learning Opportunities Program (ELOP)
- 6.11. Approval of Title IX for website
- 6.12. Approval of the Spring Consolidated Application 2024-25
- 6.13. Approval of the 2025-26 CEMUS, MTA and Management Salary Schedules

6.14. Approval of the MTA Tentative Agreement 2024-25-01 regarding Compensation Language

6.15. Approval of the CEMUS Tentative Agreement 2024-25-02 regarding Compensation Language

MSA Griffen/Bloyd to approve the consent agenda.

7. REPORTS

7.1. Student Trustee – Knute Kvinsland

Student Trustee Kvinsland reported that this is the last report! A poll of students revealed that 75% of students are planning to attend graduation ceremonies. Students provided "shout outs" to teachers thanking them for their support and guidance. An assembly was held this week for the distribution of the Civic Seal Chord honorees.

7.2. Administrative

7.2.1. Principal – Tobin Hahn

Principal Hahn gave the attached presentation.

7.2.2. Superintendent – Jason Morse

Superintendent Morse acknowledged those staff who are retiring as well as those who have resigned. The documents regarding the sale of MCN have been signed.

7.3. Bargaining Units

7.3.1. Mendocino Unified Teachers Association (MUTA)

Interim President Josh Potter reported that MUTA and the District are moving on with negotiations regarding a salary increase. Thank you to the bargaining units.

7.3.2. Classified Employees of Mendocino Unified Schools (CEMUS)

There was no update from CEMUS.

7.4. Board Trustee Reports

Trustee Griffen thanks Student Trustee Kvinsland for his service to the Board.

Trustee Schaeffer thanks everyone for their hard work this year.

Trustee Morton acknowledged the 31 years MCN has been apart of the district.

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

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

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

Community member Lee Let addressed concerns about the City of Fort Bragg and City Council and their effect on MCN.

9. INFORMATION/DISCUSSION/POSSIBLE ACTION ITEMS

9.1. Mendocino High School Phase III

The Board will discuss the small construction projects included in Phase III of the High School Modernization Project.

Spending has stopped and therefore there is nothing to report. A proposal may be forthcoming regarding funds to repair the tennis courts.

- 9.2. Citizen's Oversight Committee Annual Report
Superintendent, Jason Morse, will present the Citizen's Oversight Committee Annual Report regarding Measure H bond proceeds.

MSA Griffen/Bloyd (4/0) to approve the Citizen's Oversight Annual Report.

- 9.3. 2025-26 Board Calendar

The Board will review and possibly approve the board calendar for the 2025-26 fiscal year.

MSA Schaeffer/Griffen (4/0) to approve the board calendar with an amendment of having the Board Workshop be on January 21st rather than January 7th.

- 9.4. Approval of the Instructional Continuity Plan

MSA Griffen/Bloyd (4/0) to approve the Instructional Continuity Plan.

- 9.5. Adoption of the 2025-26 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 6/5/25 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

MSA Schaeffer/Griffen (4/0) to adopt the 2025-26 LCAP.

- 9.6. Approval of the 2025 Local Performance Indicators Self Reflection

Superintendent, Jason Morse, will present the 2025 Performance Indicators Self Reflection.

MSA Griffen/Bloyd (4/0) to approve the 2025 Local Performance Indicators Self Reflection.

- 9.7. Adoption of the 2025-26 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 6/5/25 Board meeting. As required by E.C. 42127, school districts are to adopt a budget on or before July 1 of each year.

MSA Griffen/Schaeffer (4/0) to adopt the 2025-26 MUSD Budget.

- 9.8. Consideration of Resolution 2025-09: 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 2024-25. The attached resolution is required in order to continue the implementation of fees within the MAD.

MSA Schaeffer/Griffen (4/0) to approve Resolution 2025-09.

- 9.9. Consideration of Resolution 2025-10: 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.

MSA Schaeffer/Bloyd (4/0) to approve Resolution 2025-10.

- 9.10. Consideration of Resolution 2025-11: In the Matter of the Delegation of Authority to Purchase Supplies, Equipment and Services.

MSA Griffen/Bloyd (4/0) to approve Resolution 2025-11.

- 9.11. Consideration of Resolution 2025-12: Regarding the authorization for 2025-26 Inter-Fund Transfer.

MSA Schaeffer/Griffen (4/0) to approve Resolution 2025-12.

- 9.12. Consideration of Resolution 2025-13: 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.

MSA Griffen/Schaeffer (4/0) to approve Resolution 2025-13.

- 9.13. Discussion and Possible Action to Amend Superintendent's Employment Contract
The Board will consider and may take action to amend the employment contract of the District Superintendent. The proposed amendment may include an increase in the Superintendent's annual base salary and may also include adjustments to other compensation terms and benefits. Any final action taken will be reported in open session, including a summary of the salary and/or compensation changes in compliance with Government Code § 54953, subd. (c)(3)

MSA Schaeffer/Griffen (4/0) to approve the amended Superintendent's contract.

- 9.14. Board Policies, Bylaws and Administrative Regulations (first reading)

9.14.1. BP 5030: Student Wellness (students)

9.14.2. BP/AR/E 1330: Use of School Facilities (community relations)

MSA Schaeffer/Griffen (4/0) to move these to final reading in August.

- 9.15. Board Policies, Bylaws and Administrative Regulations (information only)

9.15.1. E 4131: Professional Development Credit (personnel)

The board will hear this policy as a first reading in August.

10. FUTURE AGENDA ITEMS

Comp Time Report, Facility or Equipment Leases, MFPD Fuel Use Agreement, Chromebook/Assets, Quarterly Investment Reports, Williams Settlement Report, Declaration of Need.

11. ADJOURNMENT

The next regular Board meeting is scheduled for **August 28, 2025 at Albion School.**

The meeting was adjourned at 6:11 PM.



Mendocino High Schools

Board Report 6/10/2025



Diane Price
Cafeteria
37 years

Trisha Evans
Cafeteria
27 years

Barbara Mueller
Custodial
26 years



Kathy O'Grady
Integrative Aide
16 years

Retirements



May Martin
Science Teacher
6 years



Liz Newkirk
Counselor, Registrar
16 years

Moving On From MUSD



CTE Spring Showcase

44 students

80% CTE Completers

171 College Courses (538 units)

68% A-G Prepared

40% had above a 4.0 weighted GPA

\$186,550 in Scholarships

Highest Math/ELA scores in county

2 Coast Cup victories

Class of 2025



Graduations Community School - Thursday 4 PM
High School - Friday 4 PM

ASB Board Rep

Good luck at USC!



Thank you to Knute!

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.



Learner Outcomes / Expectations

Mendocino Unified School District



MINUTES

SPECIAL BOARD MEETING

THURSDAY, JUNE 26, 2025

**MENDOCINO HIGH SCHOOL – STUDENT UNION
10700 FORD STREET
MENDOCINO, CA 95460**

**4:00 P.M. - OPEN SESSION – IN PERSON at MENDOCINO HIGH SCHOOL
& VIA TELECONFERENCE**

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/81043352723?pwd=8NS0hSdLcH2tDntHmQCmIOyVbkQxWz.1>

Passcode: 933817

***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@mcsd.org.

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

1. 4:00 P.M. OPEN MEETING, CALL TO ORDER AND ROLL CALL

- 1.1. Call to order and roll call

The meeting was called to order at 4:00PM. Present were Trustees Bloyd, Morton, Schaeffer, Aum.

- 1.2. Approval of agenda

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

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

2. TIMED ITEM 4:05 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 were no parent/community comments.

3. CONSENT AGENDA

- 3.1. Approval of the Principles and Certificated Management Salary Schedule for the 2025-26 school year.
3.2. Approval of the Classified Management Salary Schedule for the 2025-26 school year.
3.3. Approval of the MTA Salary Schedule for the 2025-26 school year.
3.4. Approval of the CEMUS salary Schedule for the 2025-26 school year

MSA Morton/Schaeffer (4/0) to approve the Consent Agenda.

4. INFORMATION/DISCUSSION/POSSIBLE ACTION

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

- 4.1.1. Approval of the Disclosure of Collective Bargaining Unit Agreement between the district and CEMUS, MUTA and Unrepresented units.

MSA Schaeffer/Bloyd (4/0) to approve the Public Disclosure as presented.

- 4.2. Consideration and possible approval of MOU with MCRPD

The Board will consider and MOU for facility use with MCRPD.

MSA Morton/Bloyd (4/0) to approve the MOU with MCRPD.

5. ADJOURNMENT

The next regular Board meeting is scheduled for **August 28, 2025 at the Albion School.**

The meeting was adjourned at 4:14 PM.

Mendocino Unified School District
2025-26 Combined General Fund Budget Change Report
August 2025

		June Adoption	August	Change
		<u>View</u>	<u>View</u>	
REVENUES:		6/10/2025	8/20/2025	
data as of:				
REVENUE LIMIT SOURCES				
8011	State Aid - Current Year	1,647,831	1,647,831	-
8012	Education Protection Account	78,974	78,974	-
8019	EPA Prior Year Adjustment	-	-	-
8021	Homeowners' Exemptions Tax	35,652	35,652	-
8022	Timber Yield Tax	120,000	120,000	-
8029	Other Subventions/In-Lieu Taxes	-	-	-
8041	Secured Roll Taxes	6,722,365	6,722,365	-
8042	Unsecured Taxes	165,000	165,000	-
8043	Prior Years' Taxes	5,000	5,000	-
8044	Supplemental Taxes	-	-	-
8091	Revenue Limit Transfers (Def Maint Trf)	(50,000)	(50,000)	-
Total Revenue Limit Sources		8,724,822	8,724,822	-
				-
FEDERAL REVENUES				-
8181	Special Education Entitlement	96,632	96,632	-
8182	Discretionary Grants	7,284	7,284	-
8285	Interagency Contracts between LEAs	-	-	-
8290	All other Federal Revenue	303,862	303,862	-
Total Federal Revenues		407,778	407,778	-
				-
OTHER STATE REVENUES				-
8311	Other St. Apportionments Current Yr.	-	-	-
8520	State Nutrition KIT Grant	-	-	-
8550	Mandated Cost Reimbursements	18,400	18,400	-
8560	State Lottery Revenue	108,108	108,108	-
8590	All Other State Revenue	690,496	690,496	-
Total Other State Revenues		817,004	817,004	-
				-
OTHER LOCAL REVENUES				-
8622	Non-Ad Valorem Taxes	91,350	91,350	-
8631	Sale of Equipment & Supplies	-	-	-
8650	Leases and Rentals	11,900	11,900	-
8660	Interest	20,000	20,000	-
8662	Net Increase in Fair Value Investment	-	-	-
8675	Transport. Fees from Individuals	-	-	-
8677	Transportation & Interagency Services	-	-	-
8689	Other Fees and Contracts	1,200	1,200	-
8699	All Other Local Revenue	37,000	79,000	42,000
8792	Transfer of Apportionment from COE	290,240	290,240	-
Total Other Local Revenues		451,690	493,690	42,000
				-
TOTAL REVENUES		10,401,294	10,443,294	42,000

Tennis Court Donations
MUSE - \$22,000
MCRPD - \$20,000

June Adoption August
View View
data as of: 6/10/2025 8/20/2025 Change

EXPENDITURES:

CERTIFICATED SALARIES				-
1100	Teachers' Salaries	3,276,899	3,276,899	-
1200	Pupil Support Salaries	291,502	291,502	-
1300	Supervisors' and Admin Salaries	443,268	443,268	-
1900	Other Certificated Salaries	2,400	2,400	-
Total Certificated Salaries		4,014,069	4,014,069	-
CLASSIFIED SALARIES				-
2100	Instructional Aides' Salaries	532,557	532,557	-
2200	Support Salaries	683,532	683,532	-
2300	Supervisors' and Admin Salaries	353,155	353,155	-
2400	Clerical and Office Salaries	399,446	399,446	-
2900	Other Classified Salaries	15,748	15,748	-
Total Classified Salaries		1,984,438	1,984,438	-
EMPLOYEE BENEFITS				-
310X	STRS	1,094,460	1,094,460	-
320X	PERS	522,267	522,267	-
33XX	OASDI/Medicare	210,027	210,027	-
340X	Health & Welfare Benefits	784,952	784,952	-
350X	Unemployment Insurance	2,998	2,998	-
360X	Workers' Compensation	207,441	207,441	-
370X	Other Post-Employment Benefits	30,971	30,971	-
390X	Other Benefits (Ret. Inc. & Board bene.)	34,023	34,023	-
Total Employee Benefits		2,887,138	2,887,138	-
BOOKS AND SUPPLIES				-
4100	Approved Textbooks & Core Materials	35,000	50,318	15,318
4200	Books & Other Reference Materials	-	-	-
4300	Materials and Supplies	344,564	349,264	4,700
4400	Noncapitalized Equipment	51,500	54,567	3,067
Total Books and Supplies		431,064	454,150	23,085
SERVICES, OTHER OPERATING EXPENSES				-
5100	Subagreements for Services	20,000	20,000	-
5200	Travel & Conference	93,813	93,813	-
5300	Dues and Memberships	19,850	19,850	-
5450	Insurance	180,960	195,725	14,765
5500	Operation & Housekeeping Services	478,700	483,400	4,700
5600	Rentals, Leases, Repairs, Improvmnts	47,880	48,280	400
5700		-	-	-
5800	Consulting Svcs and Op Expenses	608,180	611,500	3,320
5900	Communications	21,800	22,500	700
Total Services and Other Operating Expenses		1,471,183	1,495,067	23,885
CAPITAL OUTLAY				-
6100	Land	-	42,000	42,000
6400	Equipment / Equipment Replacement	-	-	-
Total Capital Outlay		-	42,000	42,000

K-2 Reading Program

Tech PY PO to 25/26 \$1,500

K8 Classrm Furniture \$6,500

LUMP reallocate to 5800

25/26 Premium Increase

Utilities increase

Svc Repair increase

Svcs increase, LUMP realloc

Telecom/Cell Svc

Tennis Courts

June Adoption August
View View
data as of: 6/10/2025 8/20/2025 Change

OTHER OUTGO

7142	County Operated ADA	-	-	-
7299	All Other Transfer Out to All Other	-	-	-
7300-7399	Transfer of Indirect Costs	(6,000)	(6,000)	-
7439	Debt Service - Principal & Interest	-	-	-
Total Other Outgo		(6,000)	(6,000)	-
TOTAL EXPENDITURES		10,781,892	10,870,862	88,970
OTHER FINANCING SOURCES AND USES				-
8919	Transfer In from MCN Fund	-	-	-
7611	Transfer Out to State Preschool Fund	(59,939)	(59,939)	-
7616	Transfer Out to Cafeteria	(90,794)	(90,794)	-
7619	Transfer Out to MCN - telecom	-	-	-
TOT. OTHER FINANCING SOURCES & USES		(150,733)	(150,733)	-
NET INCREASE (DECR) IN FUND BALANCE		(531,331)	(578,301)	(46,970)
Total All Expenditure Sources		10,932,625	11,021,595	88,970

FUND BALANCE, RESERVES				-	
Beginning Fund Balance		2,403,167	2,403,167	-	
Ending Fund Balance		1,871,836	1,824,866	(46,970)	Restricted Balances (\$000)
COMPONENTS OF ENDING FUND BALANCE				-	
9711	Revolving Cash	10,000	10,000	-	ELOP 31.5
9740	Restricted Balances	514,992	494,772	(20,220)	Title I 17.3
9789	Designated for Econ Uncertainty	437,305	440,864	3,559	Lottery Inst Mat'l c/o 56.5
9780	Other Designations:			-	SPED Early Intervention PS 20.3
9780	SLIP/LUMP/Site Accts	35,084	37,128	2,044	Prop 28 Art/Music 2.1
9780	Transportation (Elec Bus)	-	-	-	KIT Grant 20.5
9790	General (Undesignated) Reserve	874,455	842,102	(32,353)	Dual Enrollment 176.3
					Learning Recovery BG 119.3
					Other Restricted State 19.1
					- Clay Craig Grant 8.1
					- MediCal Reimb 23.6
					- Other Restricted Local 0.2
9780 Other Designations:					494.8
Locally Defined (Site Accts)		35,084.00	35,084.00	-	
SLIP/LUMP		-	2,043.97	2,044	
Lottery - Unrestricted		-	-	-	
		35,084.00	37,127.97	2,044	

MENDOCINO MIDDLE SCHOOL
STUDENT BODY ACCOUNT
2024-25 MONTHLY SUMMARY
PERIOD: JUNE 2025

DESCRIPTION	Beginning Balance	Income	Expenses	Ending Balance
6-8 Boys Free Throw	\$ -			\$ -
6-8 Girls Free Throw	\$ -			\$ -
6th Grade	\$ 2,654.57		\$144.25	\$ 2,510.32
7-8 Boy's BB	\$ 5,011.30		\$283.69	\$ 4,727.61
7-8 Girl's BB	\$ 3,102.92			\$ 3,102.92
7th Grade Class	\$ 2,196.23			\$ 2,196.23
8th Grade Class	\$ 7,624.80	\$235.00	\$3,155.37	\$ 4,704.43
8th Grade Trip	\$ 431.46		\$431.86	\$ (0.40)
Art Fund	\$ 5,211.95	\$206.08	\$4,198.50	\$ 1,219.53
Athletics	\$ 1,115.67			\$ 1,115.67
AVID	\$ -			\$ -
Chess Club	\$ -			\$ -
Chorus	\$ -			\$ -
Cooking Club	\$ 250.48			\$ 250.48
Film Club	\$ 81.52			\$ 81.52
Grad Dance	\$ 24.40			\$ 24.40
Leadership	\$ 170.03			\$ 170.03
Maker Faire	\$ -			\$ -
Outdoor Survival	\$ -			\$ -
PE Fund	\$ -			\$ -
School Supplies	\$ 40.07			\$ 40.07
Science	\$ 282.31			\$ 282.31
Soccer	\$ 447.24			\$ 447.24
Student Council	\$ 1,447.96	\$1.89		\$ 1,449.85
Volleyball	\$ 13,207.21		\$51.77	\$ 13,155.44
Woodlands	\$ 509.80			\$ 509.80
Yearbook	\$ 3,246.31	\$1,534.00	\$2,573.24	\$ 2,207.07
Yearend Activities	\$ -			\$ -
TOTAL	\$ 47,056.23	\$1,976.97	\$10,838.68	\$ 38,194.52

**MENDOCINO HIGH SCHOOL
STUDENT BODY ACCOUNT
2024-25 MONTHLY SUMMARY
PERIOD: JUNE 2025**

	DESCRIPTION	Begin Balance	Income	Expenses	Ending Balance
GENERAL FUNDS					
	Athletic Travel/Requests	1703.26			1703.26
	Athletics - Officials only	4305.30			4305.30
	CTE Art	1719.84			1719.84
	CTE Media	200.00			200.00
	CTE Woodshop	1865.73			1865.73
	Facilities (key dep)	3038.16			3038.16
	Library	96.20			96.20
	MCHS General	2209.37	1173.00	454.64	2927.73
	MCHS Outdoor Leadership	493.15			493.15
	MCHS Yearbook	70.00			70.00
	PACT Testing	525.00			525.00
	PSAT/SAT workbooks	1485.00			1485.00
	Request (donations/interest)	416.71	4.28		420.99
	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	1040.29		272.05	768.24
	Youth Prevention	92.50			92.50
CLASSES					
	Class of 24	158.54			158.54
	Class of 25	4862.04		1330.68	3531.36
	Class of 26	6298.91		100.00	6198.91
	Class of 27	662.11			662.11
	Class of 28	0.00			0.00
SPORTS - GENERAL		501.85			501.85
FALL SPORTS					
	Boys Soccer	-147.09	5090.69	5085.61	-142.01
	Girls Soccer	378.02	2774.29	2769.60	382.71
	Volleyball	647.80			647.80
WINTER SPORTS					
	Boys Basketball	7146.62		1262.64	5883.98
	Girls Basketball	5677.45			5677.45
SPRING SPORTS					
	Baseball	500.00			500.00
	Golf	1000.00			1000.00
	Swim Team	283.00			283.00
	Tennis	64.97			64.97
	Track	0.00			0.00

CLUB					
	CLUBS - GENERAL	716.49			716.49
	Body Positive	0.00			0.00
	CSF	1537.01	1480.60	2792.97	224.64
	Culinary	6517.98		1898.44	4619.54
	Electronics	1226.69			1226.69
	Farm2Table	135.00			135.00
	Horticulture/Botany Club	644.72	7.35		652.07
	Improv club	1776.76			1776.76
	Interact Club	5478.05		453.72	5024.33
	Leadership	56.44			56.44
	Model U.N.	-2421.28	503.23		-1918.05
	Multi-Cultural Club	305.00			305.00
	Radio	3301.37	39.31	360.83	2979.85
	Science Club	507.62		235.00	272.62
	Spectrum	80.00			80.00
	Yearbook	5811.76	785.00	3874.50	2722.26
	Yoga Club	0.00			0.00
A/E WEEK					
	AE WEEK - GENERAL	1241.25		596.61	644.64
	AE WEEK Art Center	25.00			25.00
	AE WEEK Ashland	1302.30		1300.00	2.30
	AE WEEK Biking	146.93			146.93
	AE WEEK Climbing	506.01			506.01
	AE WEEK Coastal Adventures	-15.00			-15.00
	AE WEEK College Tours	195.83			195.83
	AE WEEK Creative Writing	0.00			0.00
	AE WEEK Drivers Ed Class	300.00			300.00
	AW WEEK E-Lab	45.00			45.00
	AE WEEK First Responder Academy	1856.29			1856.29
	AE WEEK Media Film	0.00			0.00
	AE WEEK Oaxaca	10649.06		10649.06	0.00
	AE WEEK Think Global	356.80		200.00	156.80
	AE WEEK Top Sail	-596.61	596.61		0.00
	AW WEEK Woodworking	0.00			0.00
	AE WEEK Yosemite Institute	6601.99		3435.84	3166.15
TO BE REFUNDED		0.00			0.00
TOTAL		102645.22	12454.36	37072.19	78027.39

MENDOCINO MIDDLE SCHOOL
STUDENT BODY ACCOUNT
2024-25 MONTHLY SUMMARY
PERIOD: JULY 2025

DESCRIPTION	Beginning Balance	Income	Expenses	Ending Balance
6-8 Boys Free Throw	\$ -			\$ -
6-8 Girls Free Throw	\$ -			\$ -
6th Grade	\$ 2,510.32			\$ 2,510.32
7-8 Boy's BB	\$ 4,727.61			\$ 4,727.61
7-8 Girl's BB	\$ 3,102.92			\$ 3,102.92
7th Grade Class	\$ 2,196.23			\$ 2,196.23
8th Grade Class	\$ 4,704.43			\$ 4,704.43
8th Grade Trip	\$ (0.40)			\$ (0.40)
Art Fund	\$ 1,219.53			\$ 1,219.53
Athletics	\$ 1,115.67			\$ 1,115.67
AVID	\$ -			\$ -
Chess Club	\$ -			\$ -
Chorus	\$ -			\$ -
Cooking Club	\$ 250.48			\$ 250.48
Film Club	\$ 81.52			\$ 81.52
Grad Dance	\$ 24.40			\$ 24.40
Leadership	\$ 170.03			\$ 170.03
Maker Faire	\$ -			\$ -
Outdoor Survival	\$ -			\$ -
PE Fund	\$ -			\$ -
School Supplies	\$ 40.07			\$ 40.07
Science	\$ 282.31			\$ 282.31
Soccer	\$ 361.00			\$ 361.00
Student Council	\$ 1,449.85	\$1.63		\$ 1,451.48
Volleyball	\$ 13,155.44			\$ 13,155.44
Woodlands	\$ 509.80			\$ 509.80
Yearbook	\$ 2,207.07			\$ 2,207.07
Yearend Activities	\$ -			\$ -
TOTAL	\$ 38,194.52	\$1.63	\$0.00	\$ 38,109.91

MENDOCINO HIGH SCHOOL
STUDENT BODY ACCOUNT
2024-25 MONTHLY SUMMARY
PERIOD: JULY 2025

	DESCRIPTION	Begin Balance	Income	Expenses	Ending Balance
GENERAL FUNDS					
	Athletic Travel/Requests	1703.26			1703.26
	Athletics - Officials only	4305.30			4305.30
	CTE Art	1719.84			1719.84
	CTE Media	200.00			200.00
	CTE Woodshop	1865.73			1865.73
	Facilities (key dep)	3038.16			3038.16
	Library	96.20			96.20
	MCHS General	2927.73			2927.73
	MCHS Outdoor Leadership	493.15			493.15
	MCHS Yearbook	70.00			70.00
	PACT Testing	525.00			525.00
	PSAT/SAT workbooks	1485.00			1485.00
	Request (donations/interest)	420.99	3.97		424.96
	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	768.24			768.24
	Youth Prevention	92.50			92.50
CLASSES					
	Class of 24	158.54			158.54
	Class of 25	3531.36			3531.36
	Class of 26	6198.91			6198.91
	Class of 27	662.11			662.11
	Class of 28	0.00			0.00
SPORTS - GENERAL		501.85			501.85
FALL SPORTS					
	Boys Soccer	-142.01			-142.01
	Girls Soccer	382.71			382.71
	Volleyball	647.80			647.80
WINTER SPORTS					
	Boys Basketball	5883.98			5883.98
	Girls Basketball	5677.45			5677.45
SPRING SPORTS					
	Baseball	500.00			500.00
	Golf	1000.00			1000.00
	Swim Team	283.00			283.00
	Tennis	64.97			64.97
	Track	0.00			0.00

CLUB					
	CLUBS - GENERAL	716.49			716.49
	Body Positive	0.00			0.00
	CSF	224.64			224.64
	Culinary	4619.54			4619.54
	Electronics	1226.69			1226.69
	Farm2Table	135.00			135.00
	Horticulture/Botany Club	652.07			652.07
	Improv club	1776.76			1776.76
	Interact Club	5024.33			5024.33
	Leadership	56.44			56.44
	Model U.N.	-1918.05			-1918.05
	Multi-Cultural Club	305.00			305.00
	Radio	2979.85	30.76		3010.61
	Science Club	272.62			272.62
	Spectrum	80.00			80.00
	Yearbook	2722.26			2722.26
	Yoga Club	0.00			0.00
A/E WEEK					
	AE WEEK - GENERAL	644.64			644.64
	AE WEEK Art Center	25.00			25.00
	AE WEEK Ashland	2.30			2.30
	AE WEEK Biking	146.93			146.93
	AE WEEK Climbing	506.01			506.01
	AE WEEK Coastal Adventures	-15.00			-15.00
	AE WEEK College Tours	195.83			195.83
	AE WEEK Creative Writing	0.00			0.00
	AE WEEK Drivers Ed Class	300.00			300.00
	AW WEEK E-Lab	45.00			45.00
	AE WEEK First Responder Academy	1856.29			1856.29
	AE WEEK Media Film	0.00			0.00
	AE WEEK Oaxaca	0.00			0.00
	AE WEEK Think Global	156.80			156.80
	AE WEEK Top Sail	0.00			0.00
	AW WEEK Woodworking	0.00			0.00
	AE WEEK Yosemite Institute	3166.15			3166.15
TO BE REFUNDED		0.00			0.00
TOTAL		78027.39	34.73	0.00	78062.12

March 31, 2025



Mendocino County Employees' Retirement Association

**Investment Measurement Service
Quarterly Review**

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March 31, 2025

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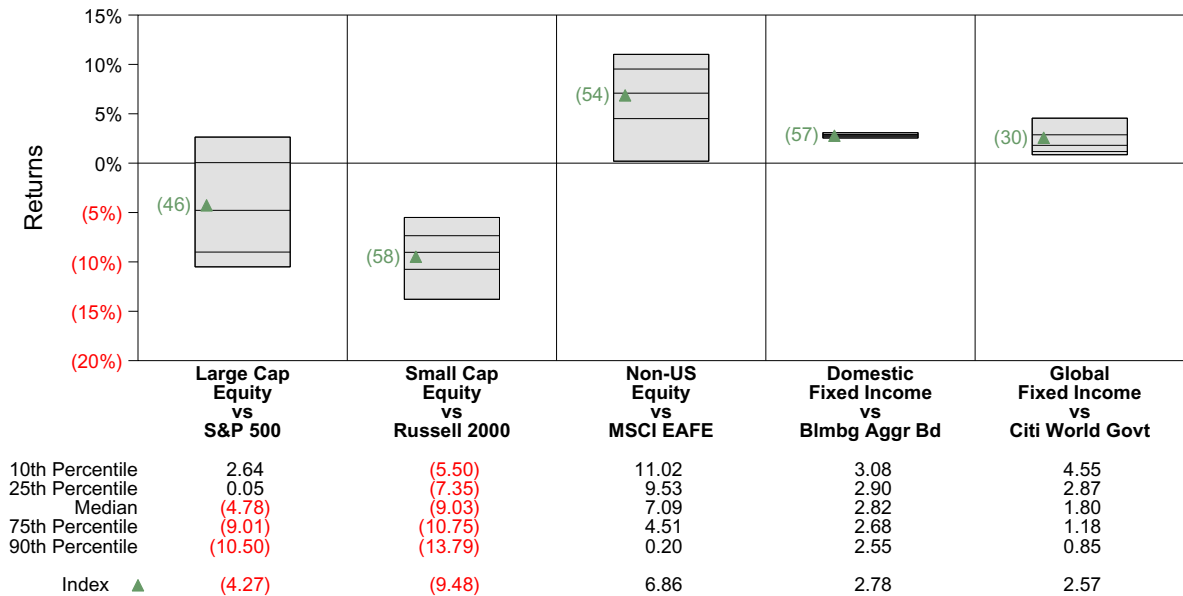
Market Overview

Active Management vs Index Returns

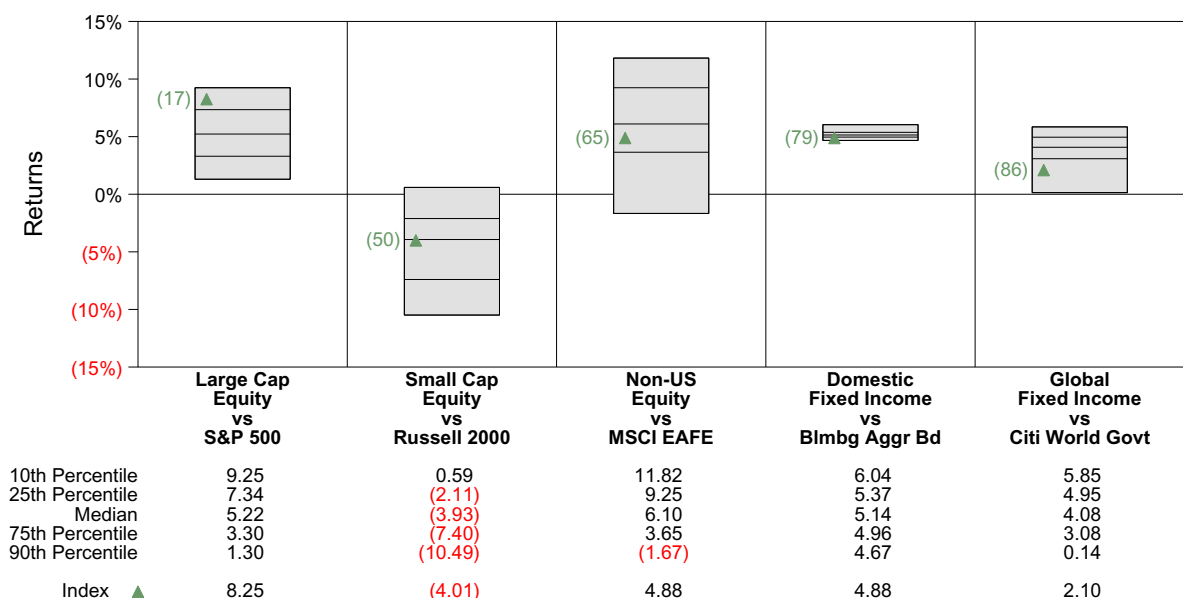
Market Overview

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, 2025



Range of Mutual Fund Returns by Asset Class One Year Ended March 31, 2025

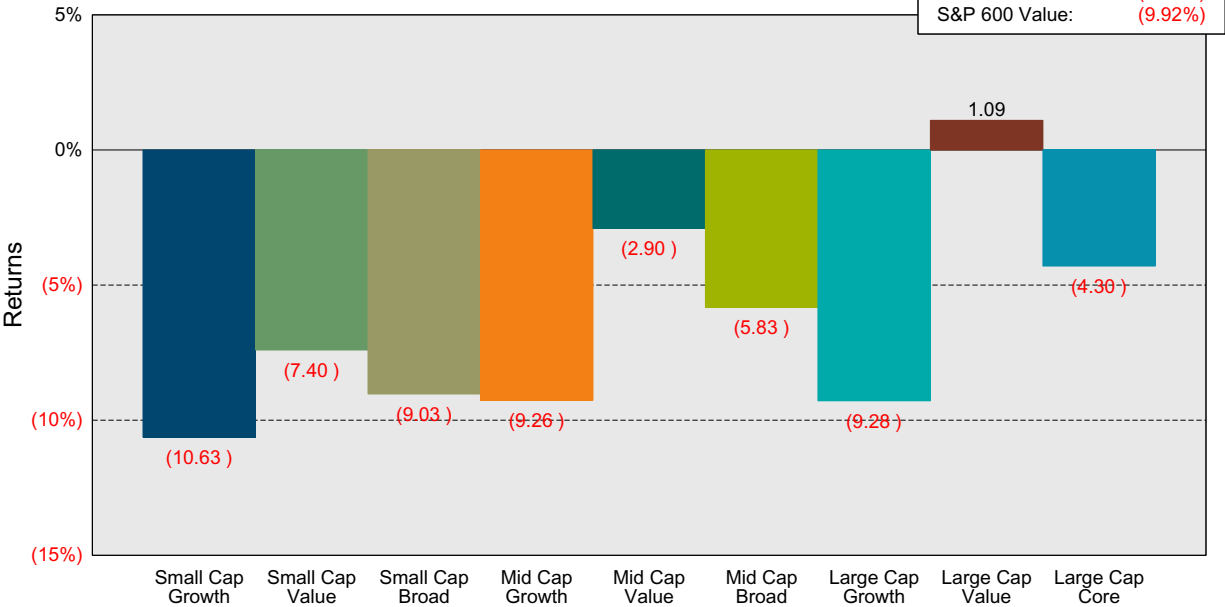


Domestic Equity

Active Management Overview

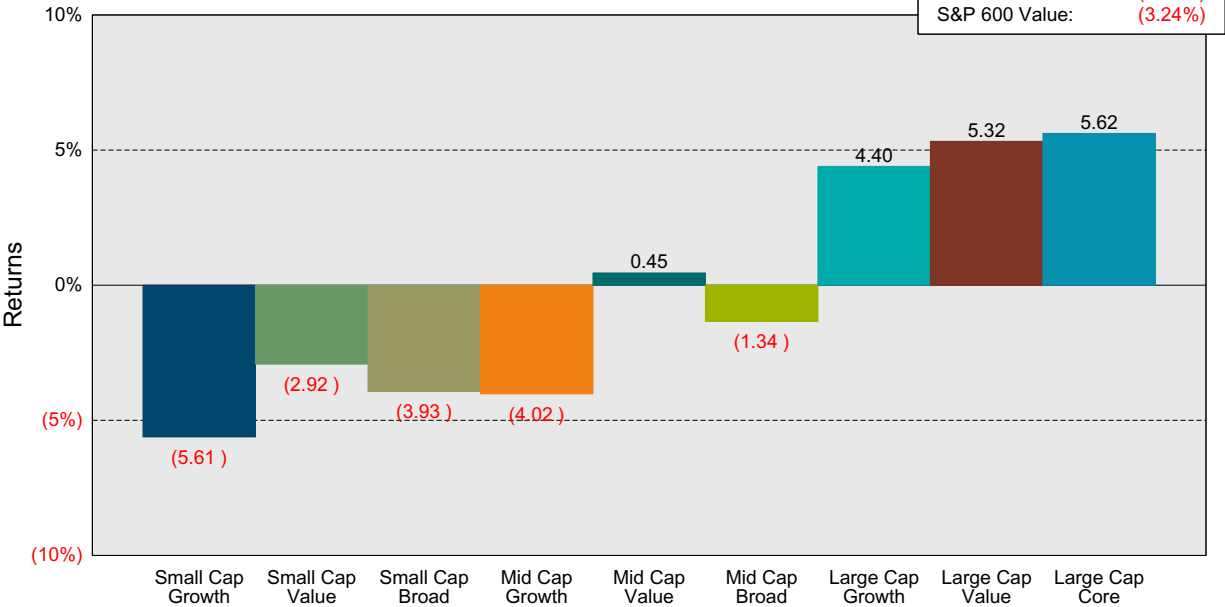
U.S. equities posted negative returns in 1Q, with the S&P 500 declining 4.3% as investors rotated away from mega-cap growth names. Technology (-12.7%) and Consumer Discretionary (-13.8%) were the worst-performing sectors, reversing strong gains from 2024. In contrast, defensive sectors such as Health Care (+6.5%), Consumer Staples (+5.2%), and Utilities (+4.9%) outperformed, and Energy (+10.2%) led all sectors. Small caps lagged sharply, with the Russell 2000 Index falling 9.5%. Style dispersion was significant during the quarter as growth underperformed value across the cap spectrum. The Russell 3000 Growth Index declined 10.0% while the Russell 3000 Value Index rose 1.6%, marking a sharp trend reversal. Value's outperformance was driven by a strong showing in cyclical sectors like Financials and Energy, while Growth underperformed largely due to its exposure to large-cap Tech.

Mutual Fund Style Group Median Returns
for Quarter Ended March 31, 2025



S&P 500:	(4.27%)
S&P 500 Growth:	(8.47%)
S&P 500 Value:	0.28%
S&P Mid Cap:	(6.10%)
S&P 600:	(8.93%)
S&P 600 Growth:	(7.96%)
S&P 600 Value:	(9.92%)

Mutual Fund Style Group Median Returns
for One Year Ended March 31, 2025

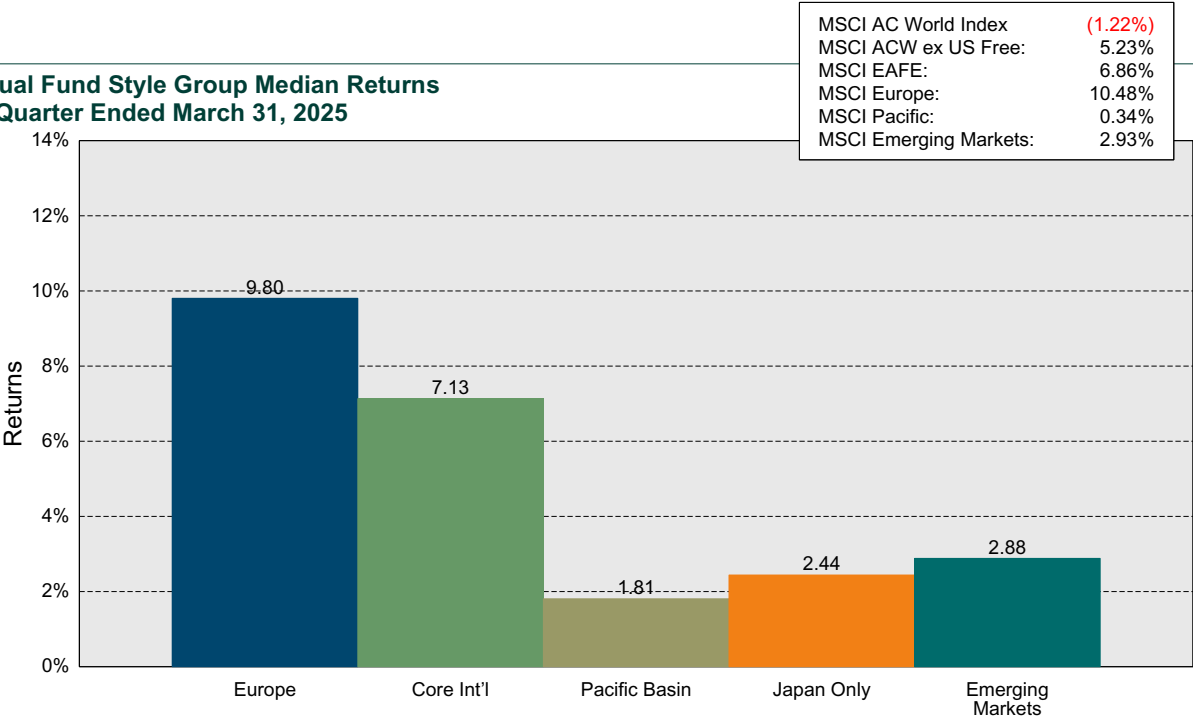


S&P 500:	8.25%
S&P 500 Growth:	10.46%
S&P 500 Value:	4.21%
S&P Mid Cap:	(2.70%)
S&P 600:	(3.38%)
S&P 600 Growth:	(3.70%)
S&P 600 Value:	(3.24%)

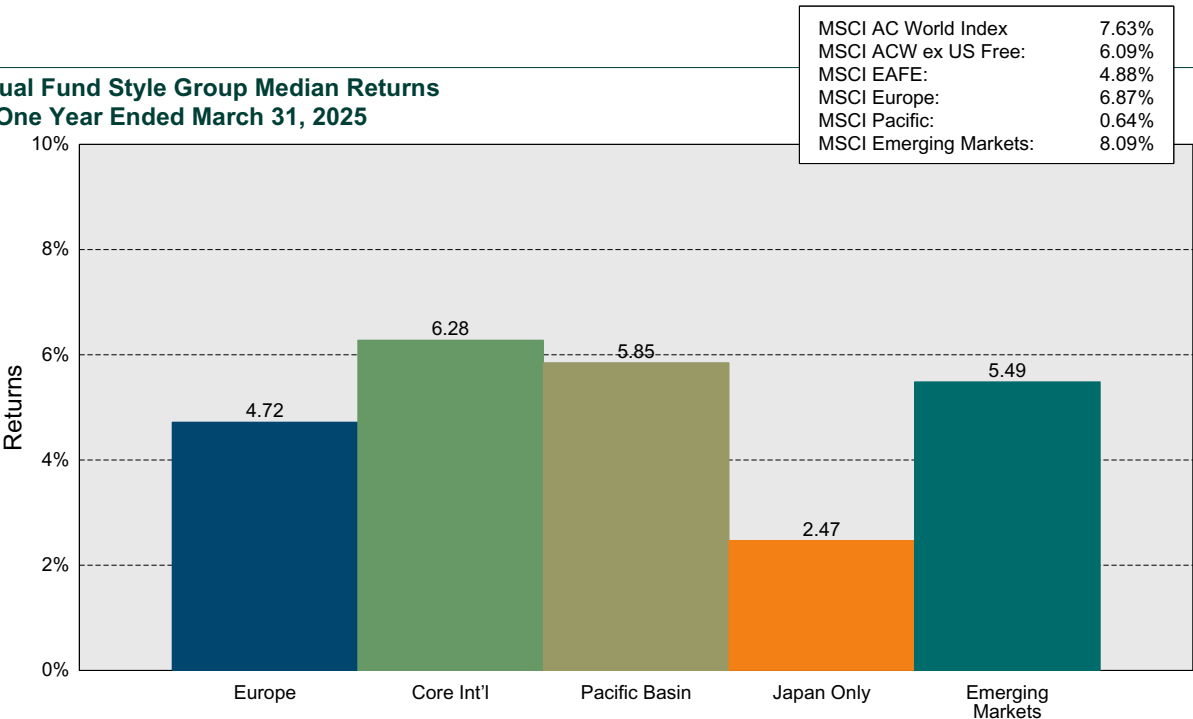
International Equity Active Management Overview

Global ex-U.S. equities (MSCI ACWI ex-USA: +5.2%) outperformed U.S. markets in 1Q. European equities rebounded strongly, especially in Spain (+22.4%), Italy (+17.2%), and Germany (+15.5%), amid improving PMI data. There was investor optimism as EU governments announced plans to boost defense and infrastructure spending in response to rising geopolitical tensions. Japan and Pacific ex-Japan equities were flat in local terms (+0.3%) but were helped modestly by currency effects. Value stocks (MSCI ACWI ex-USA Value: +8.8%) outperformed growth (+2.0%), with Financials benefiting from the rotation. Emerging markets (MSCI EM: +3.0%) posted modest gains overall, but results varied widely. Companies in China (+15.0%), Brazil (+14.0%), and Chile (+17.8%) surged, while those in Taiwan (-12.6%) and Thailand (-13.7%) fell sharply, underperforming on concerns around slowing tech exports and political instability. Emerging Europe was the strongest region (+16.8%), led by Poland (+31.3%) and Greece (+23.4%).

Mutual Fund Style Group Median Returns
for Quarter Ended March 31, 2025



Mutual Fund Style Group Median Returns
for One Year Ended March 31, 2025

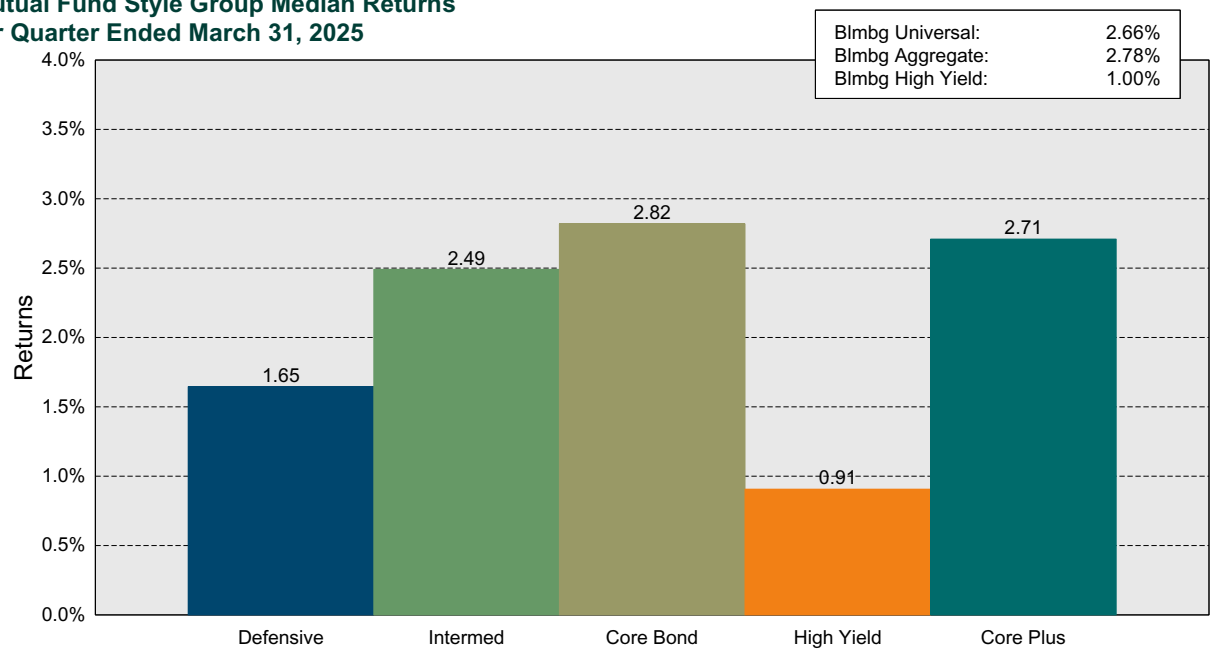


Domestic Fixed Income

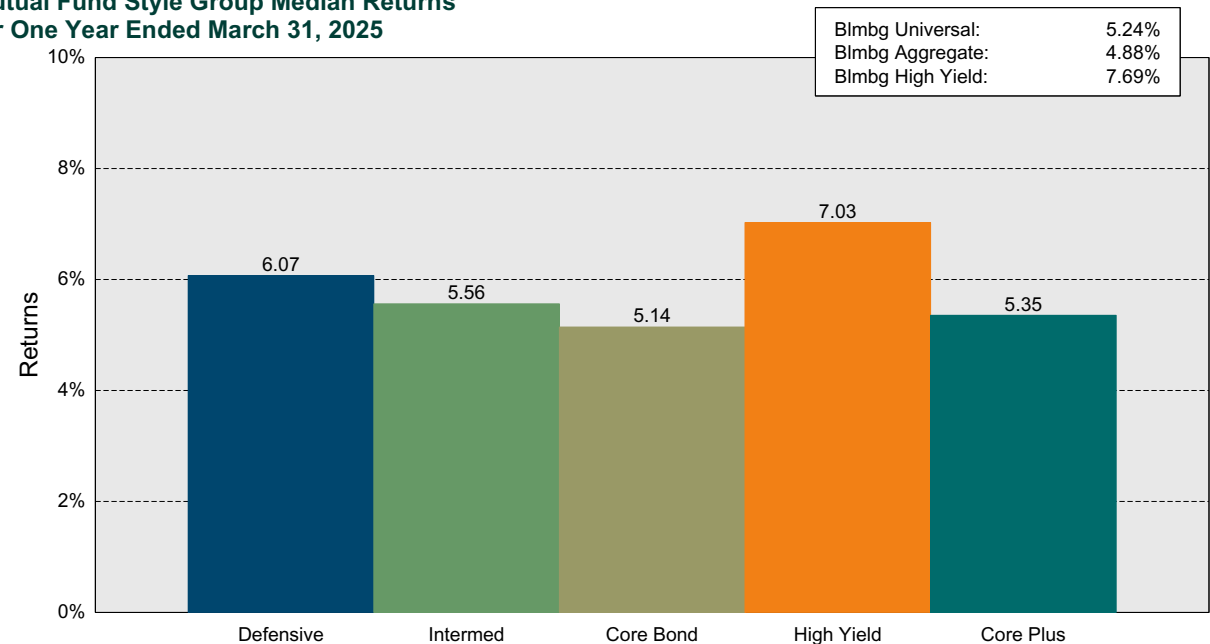
Active Management Overview

Fixed income markets posted positive returns as yields fell in 1Q. The Bloomberg U.S. Aggregate Bond Index rose 2.8%, with Treasuries (+2.9%) and agency MBS (+3.1%) leading. The 10-year U.S. Treasury yield peaked near 4.8% in January but fell back to 4.2% by quarter-end. TIPS outperformed nominal Treasuries (Bloomberg TIPS Index: +4.2%) as inflation breakevens widened, particularly in the front end. Investment grade corporate bonds returned +2.3%, while high yield corporates gained +1.0%. Within high yield, BB-rated bonds performed best (+1.5%), and CCC-rated bonds declined (-0.4%) as lower-quality debt came under pressure. Credit spreads widened modestly but remained below long-term averages. Spreads widened modestly across both investment grade and high yield markets but remained below long-term averages.

Mutual Fund Style Group Median Returns
for Quarter Ended March 31, 2025



Mutual Fund Style Group Median Returns
for One Year Ended March 31, 2025



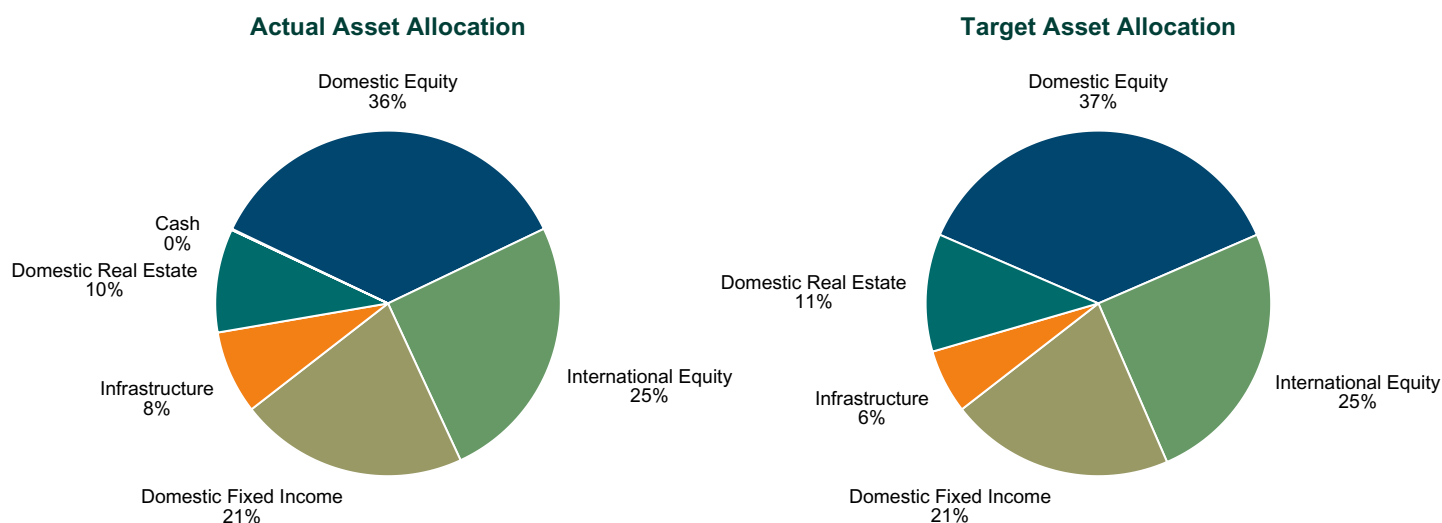
ASSET ALLOCATION AND PERFORMANCE

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.

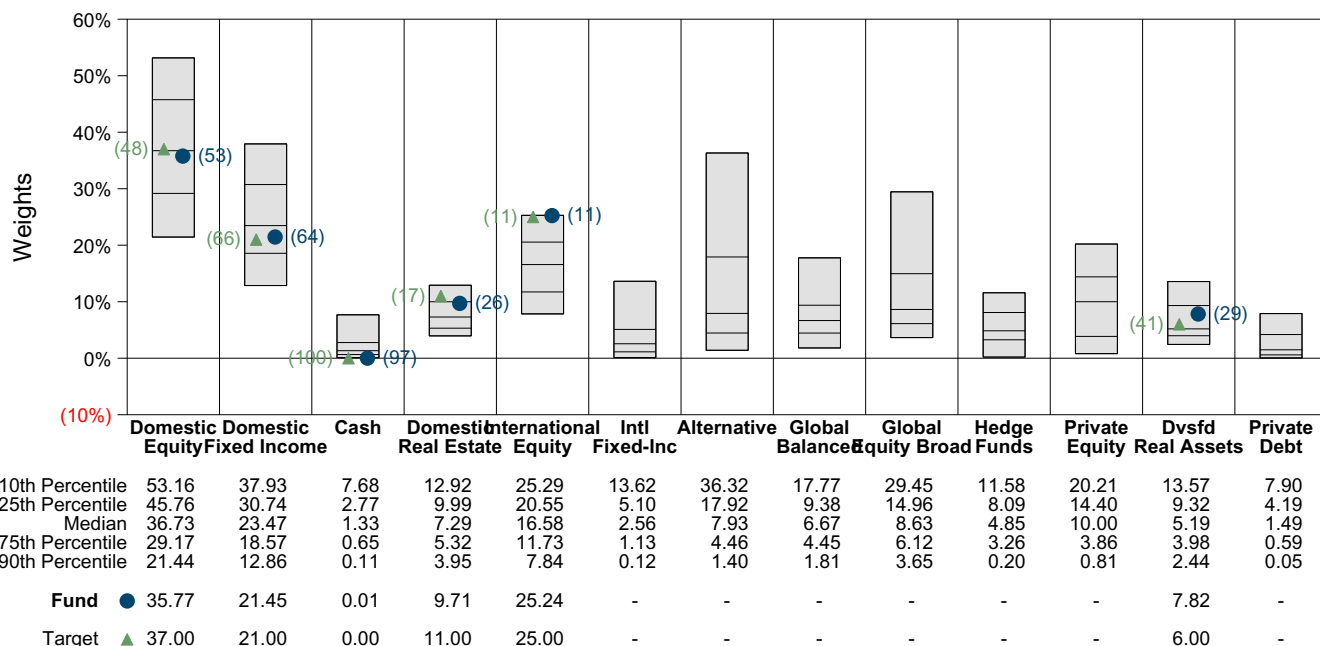
Actual vs Target Asset Allocation As of March 31, 2025

The top left chart shows the Fund's asset allocation as of March 31, 2025. 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	264,530	35.8%	37.0%	(1.2%)	(9,105)
International Equity	186,675	25.2%	25.0%	0.2%	1,786
Domestic Fixed Income	158,629	21.4%	21.0%	0.4%	3,323
Infrastructure	57,860	7.8%	6.0%	1.8%	13,487
Domestic Real Estate	71,783	9.7%	11.0%	(1.3%)	(9,568)
Cash	77	0.0%	0.0%	0.0%	77
Total	739,555	100.0%	100.0%		

Asset Class Weights vs Callan Public Fund Sponsor Database



* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS (Net), 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, 2025, with the distribution as of December 31, 2024. 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, 2025				December 31, 2024	
	Market Value	Weight	Net New Inv.	Inv. Return	Market Value	Weight
Domestic Equities	\$264,530,235	35.77%	\$(1,700,000)	\$(14,414,619)	\$280,644,854	37.95%
Large Cap Equities	\$185,622,659	25.10%	\$(1,700,000)	\$(8,251,724)	\$195,574,382	26.45%
Vanguard S&P 500 Index	185,622,659	25.10%	(1,700,000)	(8,251,724)	195,574,382	26.45%
Mid Cap Equities	\$40,118,397	5.42%	\$0	\$(1,116,589)	\$41,234,986	5.58%
Fidelity Low Price Stocks	19,685,898	2.66%	0	(264,372)	19,950,270	2.70%
Janus Enterprise	20,432,499	2.76%	0	(852,217)	21,284,716	2.88%
Small Cap Equities	\$38,789,179	5.24%	\$0	\$(5,046,307)	\$43,835,486	5.93%
Prudential Small Cap Value	18,924,008	2.56%	0	(1,745,892)	20,669,901	2.80%
AB Small Cap Growth	19,865,171	2.69%	0	(3,300,414)	23,165,585	3.13%
International Equities	\$186,674,819	25.24%	\$(500,978)	\$10,101,389	\$177,074,408	23.95%
EuroPacific	30,904,014	4.18%	0	790,398	30,113,616	4.07%
Harbor International	37,536,833	5.08%	(500,978)	2,518,622	35,519,188	4.80%
Oakmark International	33,830,549	4.57%	0	2,369,304	31,461,246	4.25%
Mondrian International	36,403,815	4.92%	0	3,178,980	33,224,835	4.49%
T. Rowe Price Intl Small Cap	28,984,641	3.92%	0	545,593	28,439,047	3.85%
NinetyOne	19,014,967	2.57%	0	698,491	18,316,476	2.48%
Domestic Fixed Income	\$158,629,263	21.45%	\$0	\$4,899,966	\$153,729,297	20.79%
Dodge & Cox Income	78,837,996	10.66%	0	2,196,817	76,641,179	10.36%
PIMCO	79,791,267	10.79%	0	2,703,149	77,088,118	10.42%
Infrastructure	\$57,860,193	7.82%	\$(446,158)	\$1,602,277	\$56,704,074	7.67%
IFM Global Infrastructure	29,469,984	3.98%	0	931,091	28,538,893	3.86%
JP Morgan Infrastructure	28,390,210	3.84%	(446,158)	671,186	28,165,181	3.81%
Real Estate	\$71,783,096	9.71%	\$(188,663)	\$1,225,649	\$70,746,110	9.57%
RREEF Private Fund	37,842,391	5.12%	(88,919)	705,809	37,225,502	5.03%
Barings Core Property Fund	32,593,705	4.41%	(67,176)	487,272	32,173,609	4.35%
625 Kings Court	1,347,000	0.18%	(32,568)	32,568	1,347,000	0.18%
Cash	\$77,401	0.01%	\$(505,742)	\$0	\$583,143	0.08%
Total Fund	\$739,555,008	100.0%	\$(3,341,541)	\$3,414,662	\$739,481,886	100.0%

Investment Manager Returns

The table below details the rates of return for the Fund's investment managers over various time periods ended March 31, 2025. 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, 2025

	Last Quarter	Last Year	Last 3 Years	Last 5 Years	Last 7 Years
Domestic Equities	(5.18%)	4.57%	7.01%	18.58%	11.64%
Russell 3000 Index	(4.72%)	7.22%	8.22%	18.18%	12.49%
Large Cap Equities					
Vanguard S&P 500 Index	(4.28%)	8.23%	9.04%	18.57%	13.23%
S&P 500 Index	(4.27%)	8.25%	9.06%	18.59%	13.25%
Mid Cap Equities					
Fidelity Low Priced Stock	(1.33%)	(2.43%)	5.23%	16.58%	8.38%
Russell MidCap Value Idx	(2.11%)	2.27%	3.78%	16.70%	7.78%
Janus Enterprise (1)	(4.00%)	2.04%	5.71%	15.42%	10.34%
Russell MidCap Growth Idx	(7.12%)	3.57%	6.16%	14.86%	10.56%
Small Cap Equities					
Prudential Small Cap Value (2)	(8.45%)	(5.35%)	0.19%	21.25%	4.66%
MSCI US Small Cap Value Idx	(6.42%)	(0.98%)	2.80%	17.69%	6.58%
Russell 2000 Value Index	(7.74%)	(3.12%)	0.05%	15.31%	5.32%
AB US Small Growth (3)	(14.25%)	(7.70%)	(2.35%)	9.04%	6.99%
Russell 2000 Growth Index	(11.12%)	(4.86%)	0.78%	10.78%	5.04%

(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, 2025. 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, 2025		
	Last 10 Years	Last 15 Years
Domestic Equities	11.24%	12.48%
Russell 3000 Index	11.80%	12.76%
Mid Cap Equities		
Fidelity Low Priced Stock	8.35%	10.26%
Russell MidCap Value Idx	7.62%	10.29%
Janus Enterprise (1)	11.11%	12.93%
Russell MidCap Growth Idx	10.14%	12.20%
Small Cap Equities		
AB US Small Growth (2)	8.63%	11.85%
Russell 2000 Growth Index	6.14%	9.51%

(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, 2025. 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, 2025

	Last Quarter	Last Year	Last 3 Years	Last 5 Years	Last 7 Years
International Equities	5.64%	5.45%	4.46%	11.69%	3.86%
MSCI ACWI ex-US Index	5.23%	6.31%	4.92%	11.39%	4.93%
EuroPacific	2.62%	0.34%	3.28%	9.93%	4.23%
Harbor International (1)	7.05%	5.06%	6.60%	12.67%	4.72%
Oakmark International (2)	7.53%	2.53%	3.62%	13.38%	2.18%
Mondrian International	9.36%	11.75%	6.78%	11.98%	4.20%
MSCI EAFE Index	6.86%	4.88%	6.05%	11.77%	5.33%
MSCI ACWI xUS (Net)	5.23%	6.09%	4.48%	10.92%	4.47%
T. Rowe Price Intl Small Cap	1.92%	2.74%	1.71%	10.46%	3.95%
MSCI ACWI ex US Small Cap	0.64%	1.87%	0.99%	11.84%	3.22%
NinetyOne	3.62%	13.86%	1.90%	9.20%	2.29%
MSCI Emerging Markets Index	2.93%	8.09%	1.44%	7.94%	1.59%
Domestic Fixed Income	3.19%	5.88%	1.62%	1.24%	2.36%
Blmbg Aggregate Index	2.78%	4.88%	0.52%	(0.40%)	1.58%
Dodge & Cox Income	2.87%	5.53%	2.13%	1.97%	2.75%
PIMCO	3.51%	6.22%	1.12%	0.49%	1.95%
Blmbg Aggregate Index	2.78%	4.88%	0.52%	(0.40%)	1.58%
Infrastructure	2.83%	10.76%	9.74%	-	-
IFM Global Infrastructure	3.26%	10.93%	8.42%	-	-
JP Morgan Infrastructure	2.38%	10.57%	10.93%	-	-
NFI-ODCE Equal Weight Net	0.84%	0.78%	(5.24%)	2.26%	3.20%
Real Estate	1.51%	2.54%	(6.29%)	1.20%	2.61%
Real Estate Custom Benchmark (3)	0.84%	0.78%	(5.24%)	2.26%	3.20%
RREEF Private	1.66%	1.51%	(4.60%)	2.73%	3.71%
Barings Core Property Fund	1.31%	3.58%	(8.25%)	(0.72%)	1.15%
NFI-ODCE Equal Weight Net	0.84%	0.78%	(5.24%)	2.26%	3.20%
625 Kings Court	2.42%	6.84%	(2.79%)	7.01%	8.69%
Total Fund	0.42%	5.43%	3.95%	11.29%	6.85%
Total Fund Benchmark*	0.27%	5.58%	3.74%	10.35%	7.07%

* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS (Net), 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.

Investment Manager Returns

The table below details the rates of return for the Fund's investment managers over various time periods ended March 31, 2025. 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, 2025		
	Last 10 Years	Last 15 Years
International Equities	4.59%	4.90%
MSCI ACWI ex-US Index	5.45%	5.20%
EuroPacific	5.33%	5.92%
Harbor International (1)	4.41%	5.14%
Oakmark International (2)	3.71%	5.68%
Mondrian International	4.27%	-
MSCI EAFE Index	5.40%	5.65%
MSCI ACWI xUS (Net)	4.98%	4.92%
Domestic Fixed Income	2.25%	3.11%
Blmbg Aggregate Index	1.46%	2.44%
Dodge & Cox Income	2.63%	3.42%
PIMCO	1.85%	2.89%
Blmbg Aggregate Index	1.46%	2.44%
Real Estate	4.21%	7.24%
Real Estate Custom Benchmark (3)	4.81%	7.66%
RREEF Private	5.35%	8.32%
Barings Core Property Fund	3.45%	-
NFI-ODCE Equal Weight Net	5.00%	7.71%
625 Kings Court	10.47%	9.53%
Total Fund	6.98%	7.86%
Total Fund Benchmark*	7.11%	7.90%

* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS (Net), 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.

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(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.

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.

	12/2024- 3/2025	2024	2023	2022	2021
Domestic Equities	(5.18%)	20.73%	23.54%	(18.04%)	27.45%
Russell 3000 Index	(4.72%)	23.81%	25.96%	(19.21%)	25.66%
Large Cap Equities					
Vanguard S&P 500 Index	(4.28%)	24.99%	26.27%	(18.13%)	28.69%
S&P 500 Index	(4.27%)	25.02%	26.29%	(18.11%)	28.71%
Mid Cap Equities					
Fidelity Low Priced Stock	(1.33%)	7.09%	14.35%	(5.80%)	24.52%
Russell MidCap Value Idx	(2.11%)	13.07%	12.71%	(12.03%)	28.34%
Janus Enterprise (1)	(4.00%)	15.39%	18.10%	(15.94%)	17.50%
Russell MidCap Growth Idx	(7.12%)	22.10%	25.87%	(26.72%)	12.73%
Small Cap Equities					
Prudential Small Cap Value (2)	(8.45%)	5.14%	17.07%	(11.12%)	41.79%
MSCI US Small Cap Value Idx	(6.42%)	9.65%	15.75%	(9.64%)	30.61%
Russell 2000 Value Index	(7.74%)	8.05%	14.65%	(14.48%)	28.27%
AB US Small Growth (3)	(14.25%)	18.90%	18.27%	(38.85%)	9.72%
Russell 2000 Growth Index	(11.12%)	15.15%	18.66%	(26.36%)	2.83%

(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.

	12/2024- 3/2025	2024	2023	2022	2021
International Equities	5.64%	3.72%	16.42%	(18.55%)	6.37%
MSCI ACWI ex-US Index	5.36%	6.09%	16.21%	(15.57%)	8.29%
EuroPacific	2.62%	5.04%	16.05%	(22.73%)	2.84%
Harbor International (1)	7.05%	4.29%	16.23%	(13.71%)	9.60%
Oakmark International (2)	7.53%	(4.65%)	18.34%	(15.40%)	8.38%
Mondrian International	9.36%	4.28%	19.39%	(12.66%)	6.51%
MSCI EAFE Index	6.86%	3.82%	18.24%	(14.45%)	11.26%
MSCI ACWI xUS (Net)	5.23%	5.53%	15.62%	(16.00%)	7.82%
T. Rowe Price Intl Small Cap	1.92%	5.13%	14.46%	(29.51%)	8.25%
MSCI ACWI ex US Small Cap	0.64%	3.36%	15.66%	(19.97%)	12.93%
NinetyOne	3.62%	13.91%	9.90%	(22.66%)	(0.28%)
MSCI Emerging Markets Index	2.93%	7.50%	9.83%	(20.09%)	(2.54%)
Domestic Fixed Income	3.19%	2.43%	7.01%	(12.50%)	(0.88%)
Blmbg Aggregate Index	2.78%	1.25%	5.53%	(13.01%)	(1.54%)
Dodge & Cox Income	2.87%	2.26%	7.69%	(10.88%)	(0.91%)
PIMCO	3.51%	2.60%	6.30%	(14.09%)	(0.84%)
Blmbg Aggregate Index	2.78%	1.25%	5.53%	(13.01%)	(1.54%)
Infrastructure	2.83%	8.67%	9.87%	9.27%	-
IFM Global Infrastructure	3.26%	6.24%	8.71%	8.17%	-
JP Morgan Infrastructure	2.38%	11.09%	11.04%	10.06%	-
Real Estate	1.51%	0.45%	(18.33%)	4.98%	22.04%
Real Estate Custom Benchmark (3)	0.84%	(2.43%)	(13.33%)	7.56%	21.88%
RREEF Private	1.66%	(0.41%)	(15.41%)	7.65%	23.88%
Barings Core Property Fund	1.31%	1.23%	(21.51%)	2.21%	18.98%
NFI-ODCE Equal Weight Net	0.84%	(2.43%)	(13.33%)	7.56%	21.88%
625 Kings Court	2.42%	6.09%	(18.69%)	5.29%	44.26%
Total Fund	0.42%	9.64%	11.60%	(12.81%)	14.52%
Total Fund Benchmark*	0.27%	9.81%	11.94%	(12.37%)	14.29%

* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS (Net), 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.

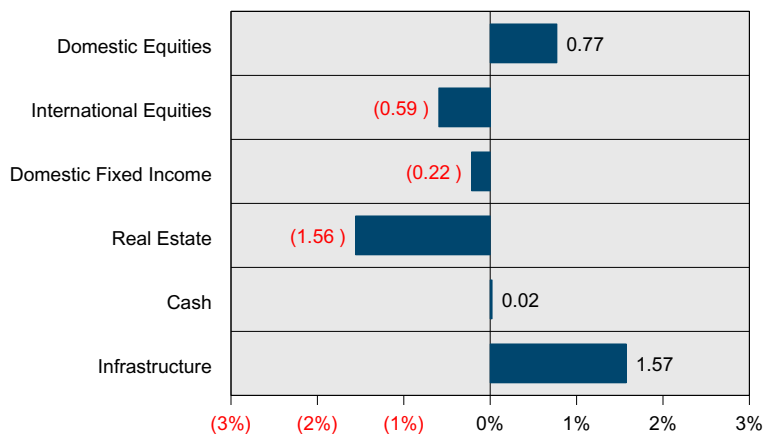
(2) Switched to CIT in November 2015.

(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.

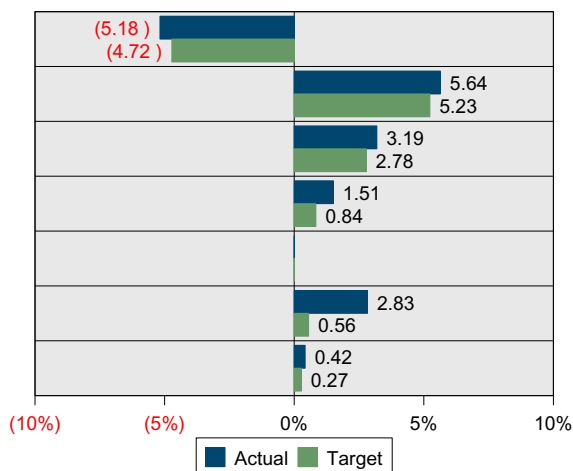
Quarterly Total Fund Relative Attribution - March 31, 2025

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.

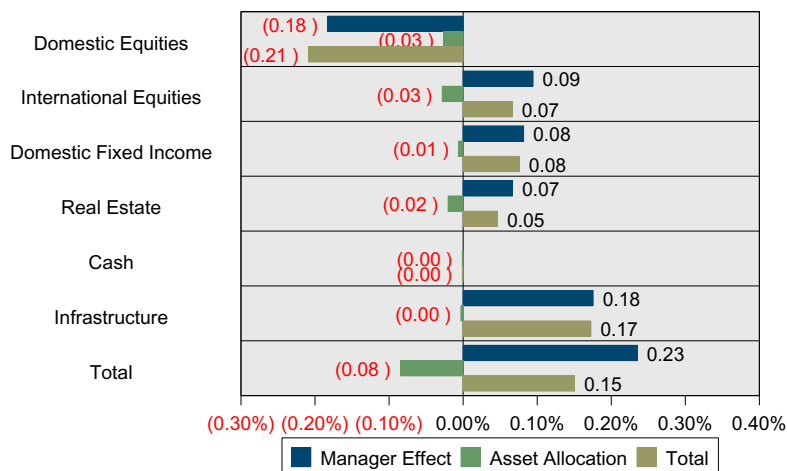
Asset Class Under or Overweighting



Actual vs Target Returns



Relative Attribution by Asset Class



Relative Attribution Effects for Quarter ended March 31, 2025

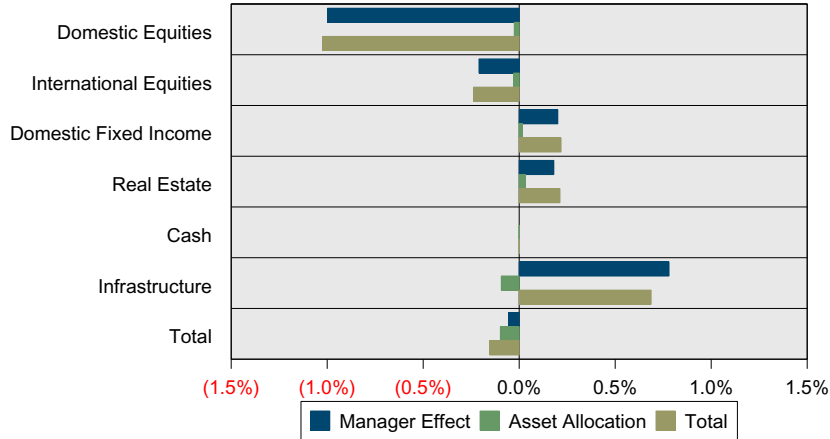
Asset Class	Effective Actual Weight	Effective Target Weight	Actual Return	Target Return	Manager Effect	Asset Allocation	Total Relative Return
Domestic Equities	38%	37%	(5.18%)	(4.72%)	(0.18%)	(0.03%)	(0.21%)
International Equities	24%	25%	5.64%	5.23%	0.09%	(0.03%)	0.07%
Domestic Fixed Income	21%	21%	3.19%	2.78%	0.08%	(0.01%)	0.08%
Real Estate	9%	11%	1.51%	0.84%	0.07%	(0.02%)	0.05%
Cash	0%	0%	0.00%	0.00%	0.00%	(0.00%)	(0.00%)
Infrastructure	8%	6%	2.83%	0.56%	0.18%	(0.00%)	0.17%
Total			0.42%	0.27%	0.23%	(0.08%)	0.15%

* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS (Net), 21.0% Blmbg:Aggregate, 11.0% NCREIF NFI-ODCE Eq Wt Net and 6.0% NCREIF NFI-ODCE Eq Wt Net.

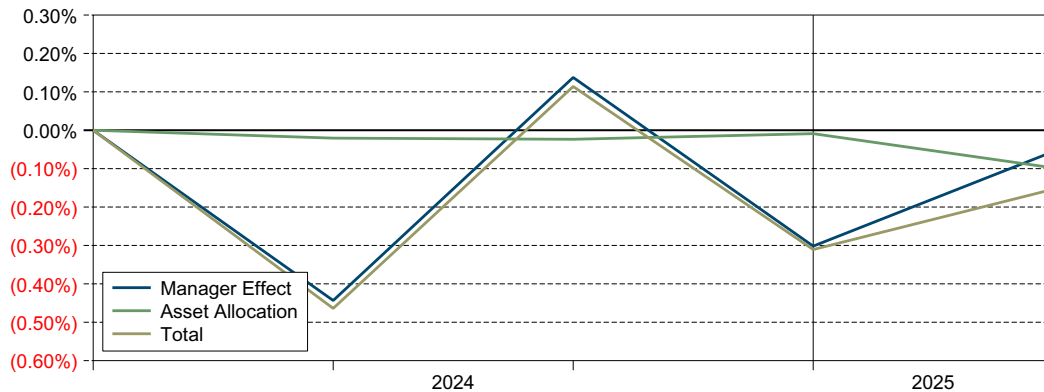
Cumulative Total Fund Relative Attribution - March 31, 2025

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

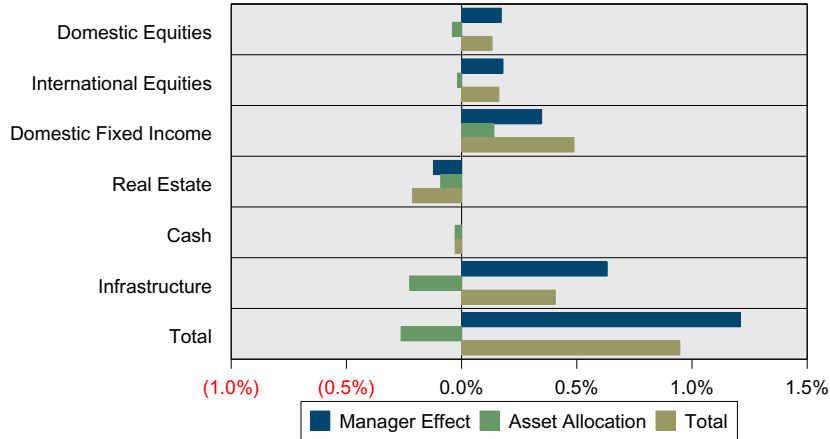
Asset Class	Effective Actual Weight	Effective Target Weight	Actual Return	Target Return	Manager Effect	Asset Allocation	Total Relative Return
Domestic Equities	38%	37%	4.57%	7.22%	(1.00%)	(0.03%)	(1.02%)
International Equities	25%	25%	5.45%	6.31%	(0.21%)	(0.03%)	(0.24%)
Domestic Fixed Income	20%	21%	5.88%	4.88%	0.20%	0.02%	0.22%
Real Estate	10%	11%	2.54%	0.78%	0.18%	0.03%	0.21%
Cash	0%	0%	0.00%	0.00%	0.00%	0.00%	0.00%
Infrastructure	8%	6%	10.76%	0.50%	0.78%	(0.09%)	0.69%
Total			5.43%	5.58%	(0.06%)	(0.10%)	(0.15%)

* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS (Net), 21.0% Blmbg:Aggregate, 11.0% NCREIF NFI-ODCE Eq Wt Net and 6.0% NCREIF NFI-ODCE Eq Wt Net.

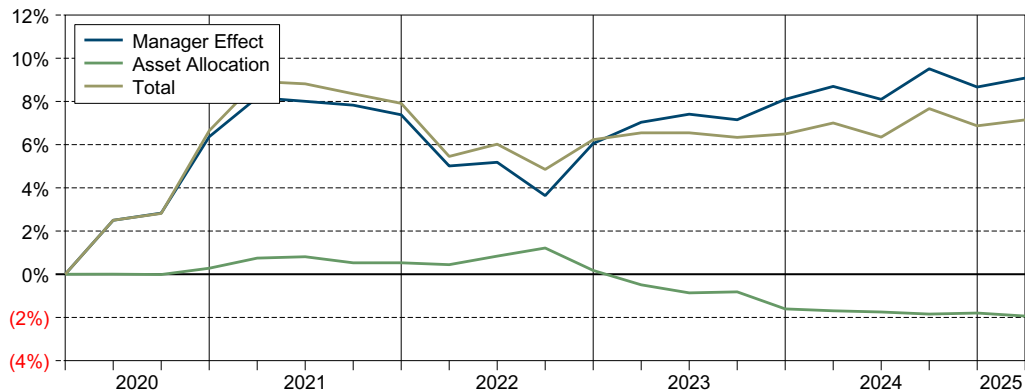
Cumulative Total Fund Relative Attribution - March 31, 2025

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

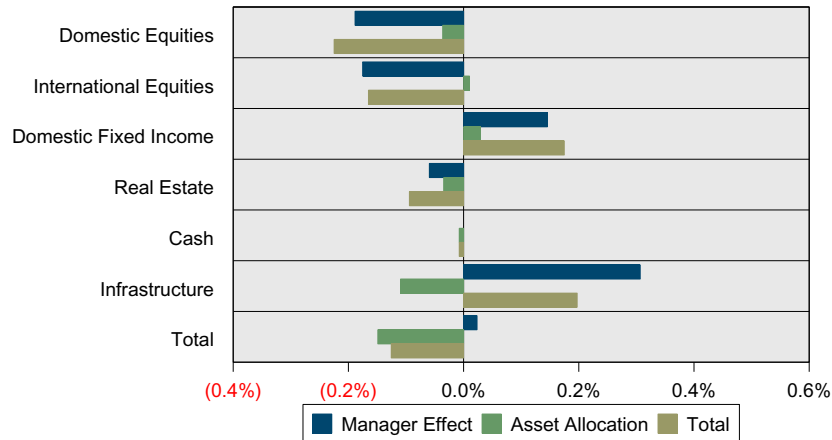
Asset Class	Effective Actual Weight	Effective Target Weight	Actual Return	Target Return	Manager Effect	Asset Allocation	Total Relative Return
Domestic Equities	37%	37%	18.58%	18.18%	0.17%	(0.04%)	0.13%
International Equities	26%	26%	11.69%	11.39%	0.18%	(0.02%)	0.16%
Domestic Fixed Income	20%	21%	1.24%	(0.40%)	0.35%	0.14%	0.49%
Real Estate	11%	11%	1.20%	2.26%	(0.12%)	(0.09%)	(0.21%)
Cash	0%	0%	0.00%	0.00%	0.00%	(0.03%)	(0.03%)
Infrastructure	5%	4%	-	-	0.63%	(0.23%)	0.41%
Total			11.29%	10.35%	+ 1.21%	+ (0.26%)	0.95%

* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS (Net), 21.0% Blmbg:Aggregate, 11.0% NCREIF NFI-ODCE Eq Wt Net and 6.0% NCREIF NFI-ODCE Eq Wt Net.

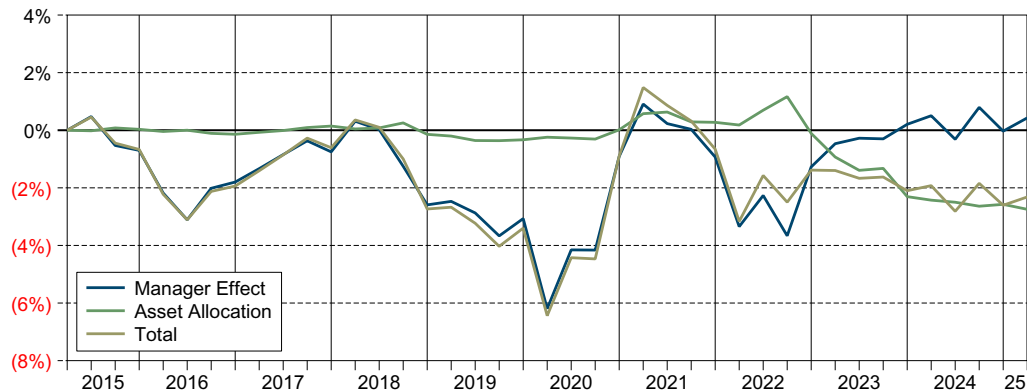
Cumulative Total Fund Relative Attribution - March 31, 2025

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

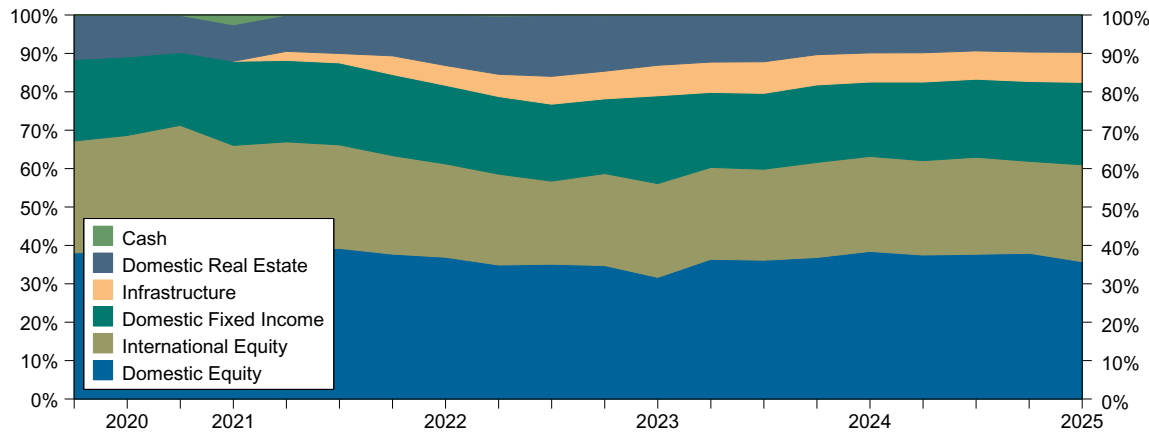
Asset Class	Effective Actual Weight	Effective Target Weight	Actual Return	Target Return	Manager Effect	Asset Allocation	Total Relative Return
Domestic Equities	38%	38%	11.24%	11.80%	(0.19%)	(0.04%)	(0.22%)
International Equities	26%	27%	4.59%	5.45%	(0.18%)	0.01%	(0.17%)
Domestic Fixed Income	22%	23%	2.25%	1.46%	0.15%	0.03%	0.17%
Real Estate	11%	11%	4.21%	4.81%	(0.06%)	(0.03%)	(0.09%)
Cash	0%	0%	0.00%	0.00%	0.00%	(0.01%)	(0.01%)
Infrastructure	3%	2%	-	-	0.31%	(0.11%)	0.20%
Total			6.98%	7.11%	0.02%	(0.15%)	(0.13%)

* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS (Net), 21.0% Blmbg:Aggregate, 11.0% NCREIF NFI-ODCE Eq Wt Net and 6.0% NCREIF NFI-ODCE Eq Wt Net.

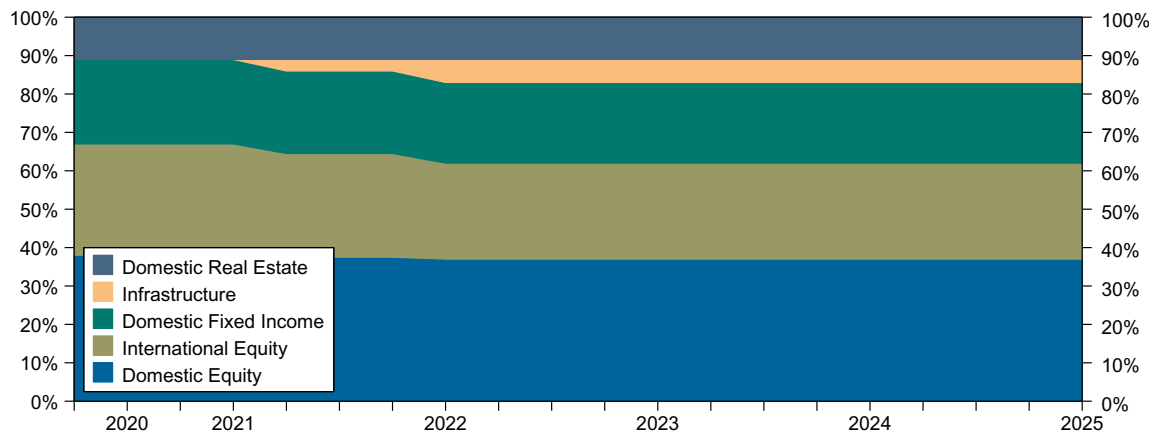
Actual vs Target Historical Asset Allocation

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.

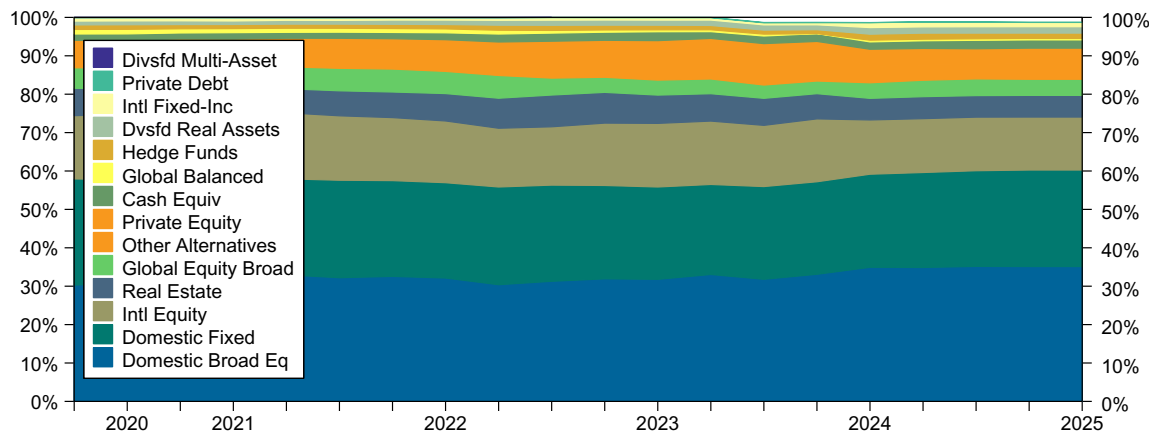
Actual Historical Asset Allocation



Target Historical Asset Allocation



Average Callan Public Fund Sponsor Database Historical Asset Allocation

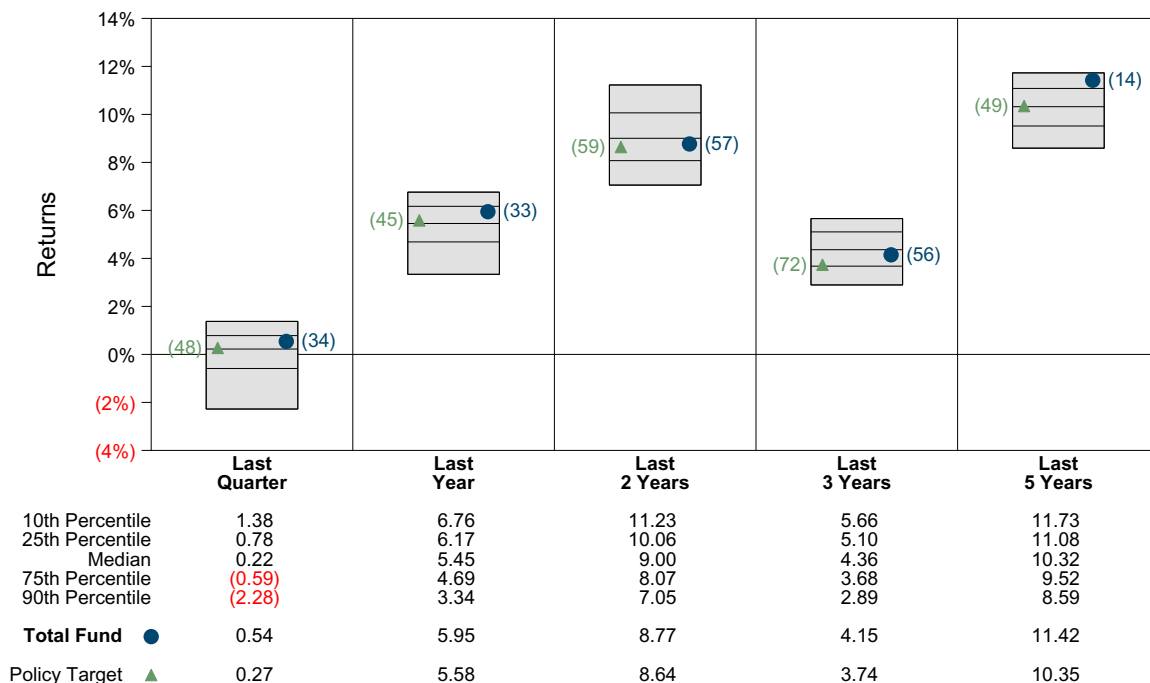


* Current Quarter Target = 37.0% Russell 3000 Index, 25.0% MSCI ACWI xUS (Net), 21.0% Blmbg:Aggregate, 11.0% NCREIF NFI-ODCE Eq Wt Net and 6.0% NCREIF NFI-ODCE Eq Wt Net.

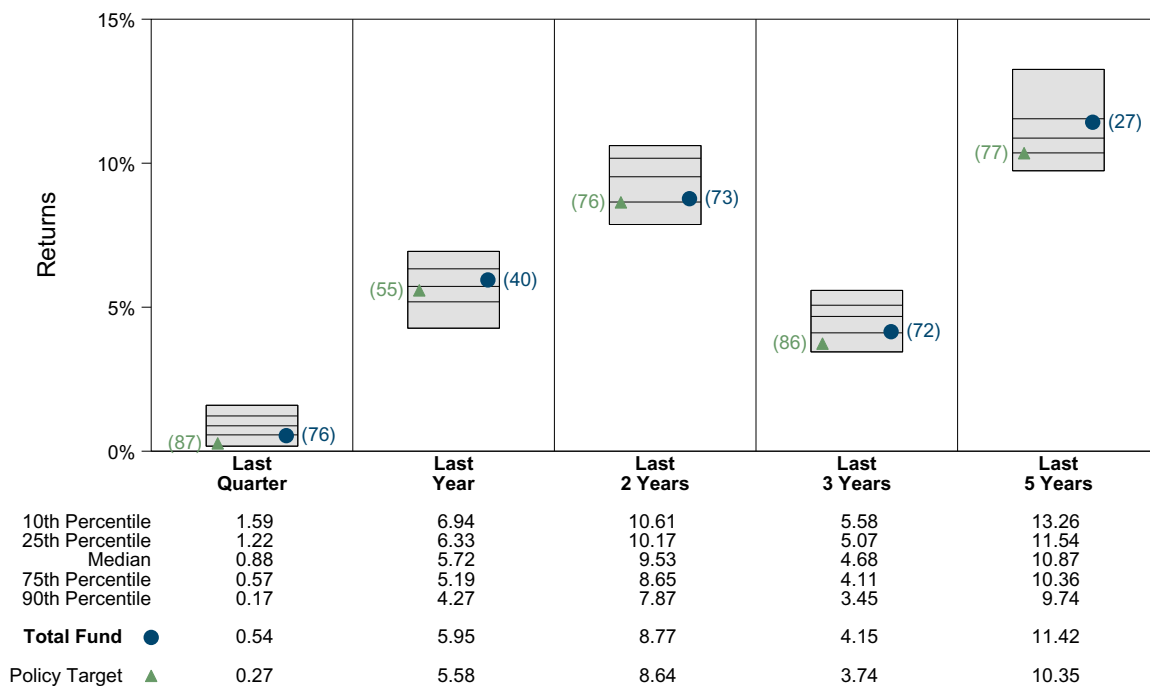
Total Fund Ranking

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, 2025. 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 (Net), 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, 2025

Investment Philosophy

The Public Fund Sponsor Database consists of public employee pension total funds including both Callan LLC client and surveyed non-client funds.

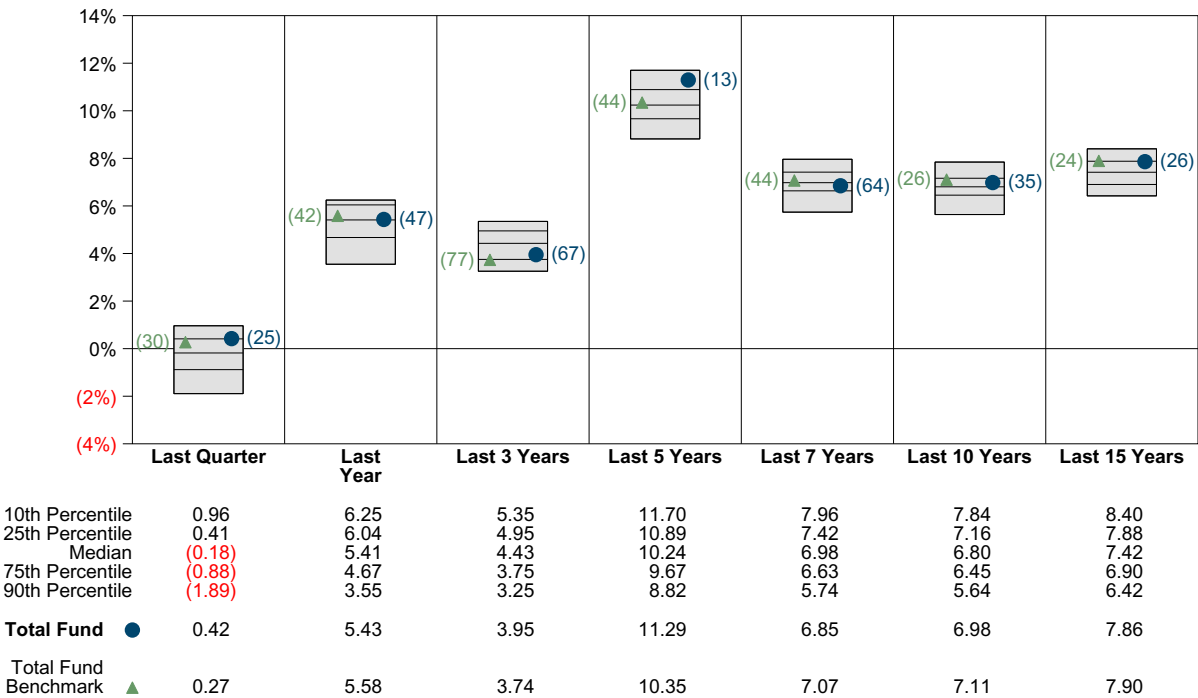
Quarterly Summary and Highlights

- Total Fund's portfolio posted a 0.42% return for the quarter placing it in the 25 percentile of the Callan Public Fund Sponsor Database group for the quarter and in the 47 percentile for the last year.
- Total Fund's portfolio outperformed the Total Fund Benchmark by 0.15% for the quarter and underperformed the Total Fund Benchmark for the year by 0.15%.

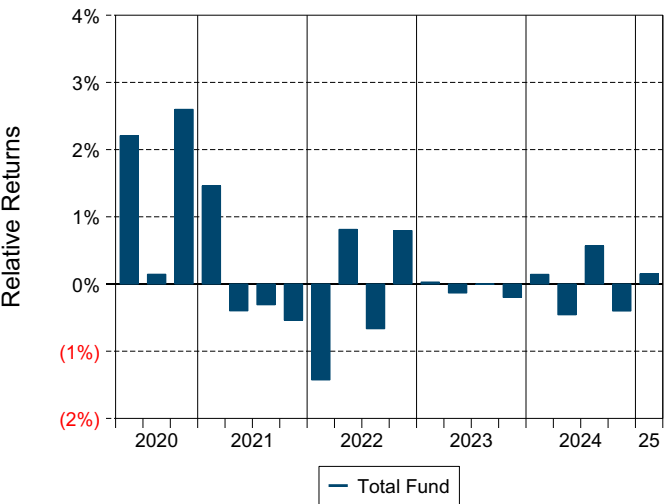
Quarterly Asset Growth

Beginning Market Value	\$739,481,886
Net New Investment	\$-3,341,541
Investment Gains/(Losses)	\$3,414,662
Ending Market Value	\$739,555,008

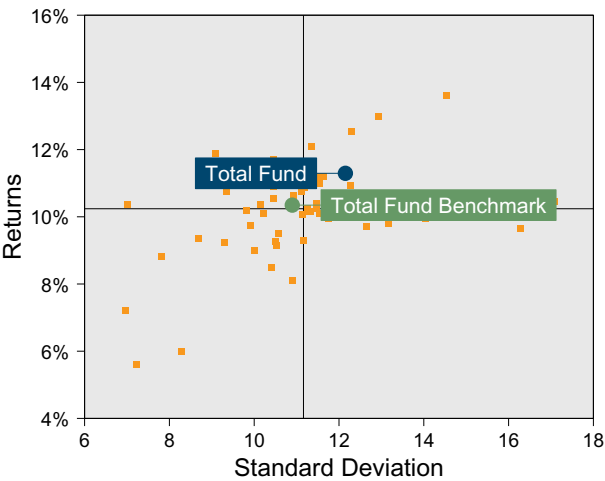
Performance vs Callan Public Fund Sponsor Database (Net)



Relative Return vs Total Fund Benchmark



Callan Public Fund Sponsor Database (Net) Annualized Five Year Risk vs Return

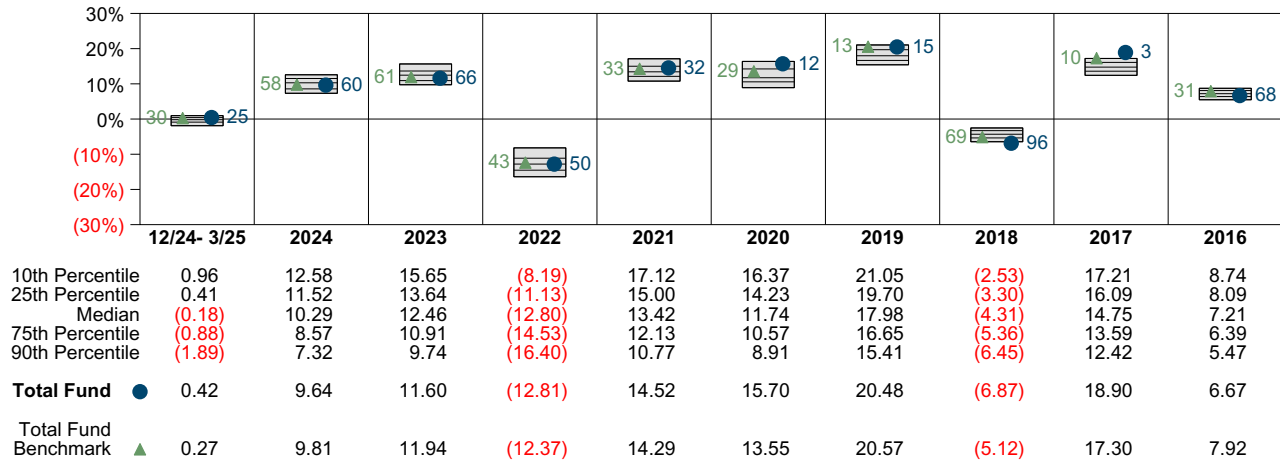


Total Fund Return Analysis Summary

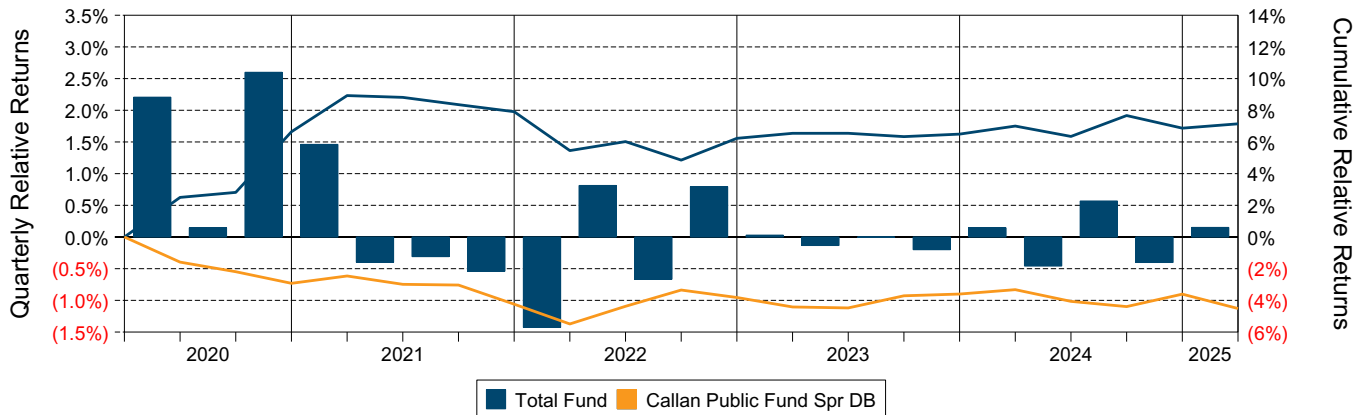
Return Analysis

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.

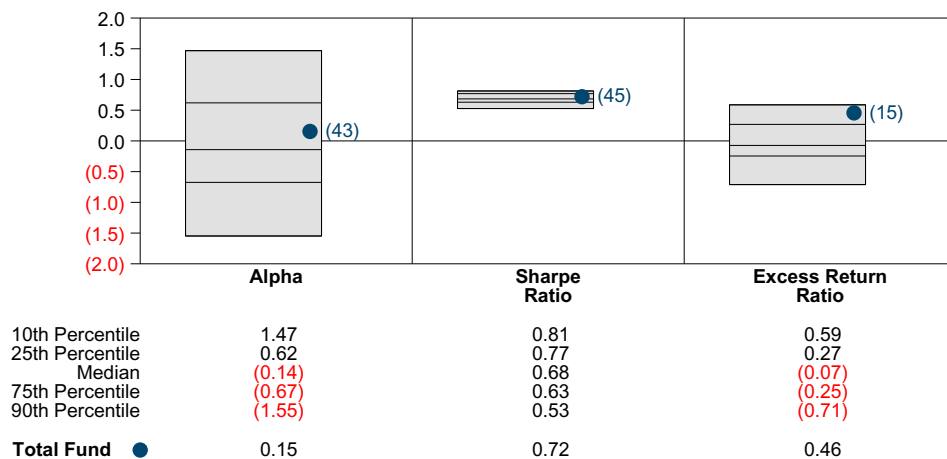
Performance vs Callan Public Fund Sponsor Database (Net)



Cumulative and Quarterly Relative Returns vs Total Fund Benchmark



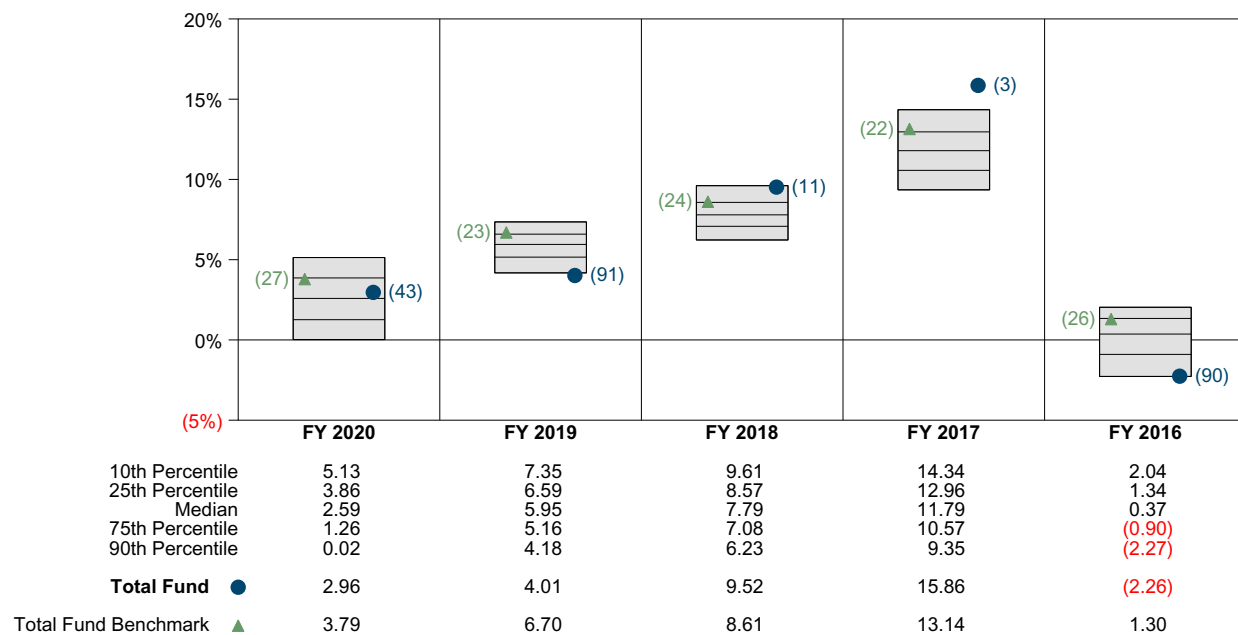
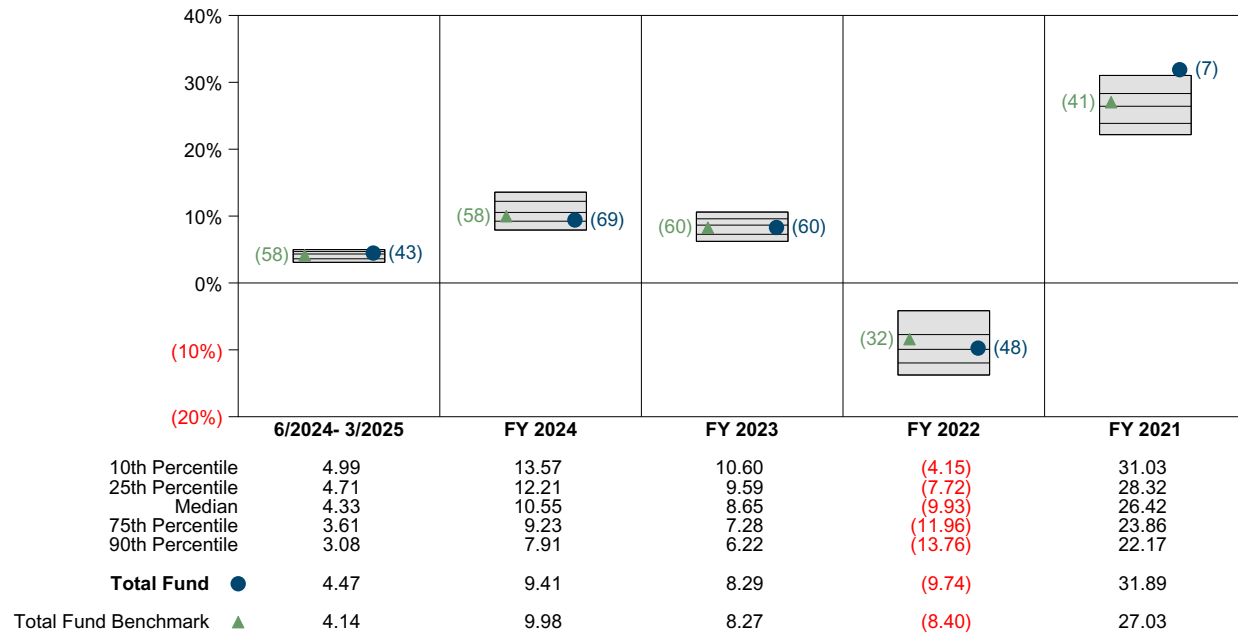
Risk Adjusted Return Measures vs Total Fund Benchmark Rankings Against Callan Public Fund Sponsor Database (Net) Five Years Ended March 31, 2025



Mendocino County Employees' Retirement Association Performance vs Callan Public Fund Sponsor Database

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 (Net), 21.0% Blmbg:Aggregate, 11.0% NCREIF NFI-ODCE Eq Wt Net and 6.0% NCREIF NFI-ODCE Eq Wt Net.

Domestic Equity

Period Ended March 31, 2025

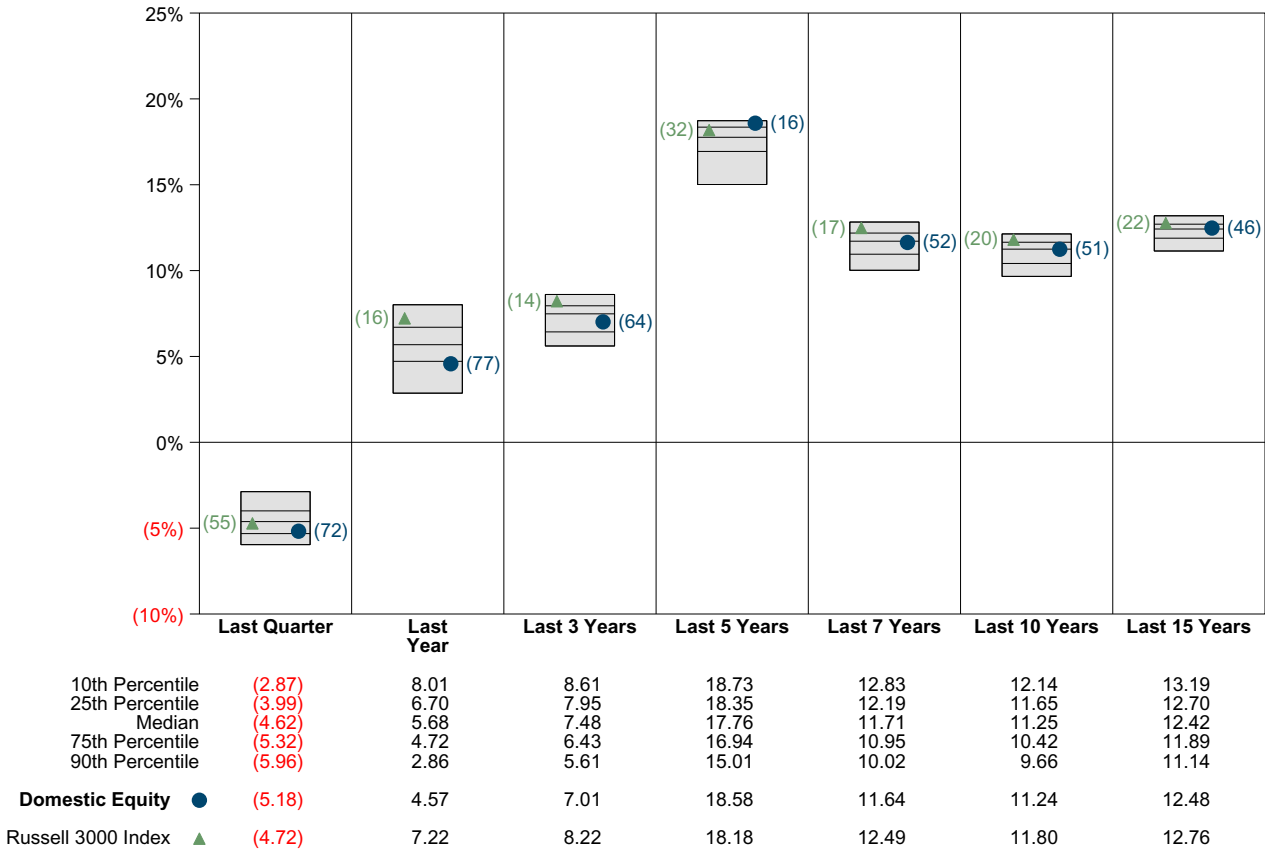
Quarterly Summary and Highlights

- Domestic Equity's portfolio posted a (5.18)% return for the quarter placing it in the 72 percentile of the Public Fund - Domestic Equity group for the quarter and in the 77 percentile for the last year.
- Domestic Equity's portfolio underperformed the Russell 3000 Index by 0.46% for the quarter and underperformed the Russell 3000 Index for the year by 2.65%.

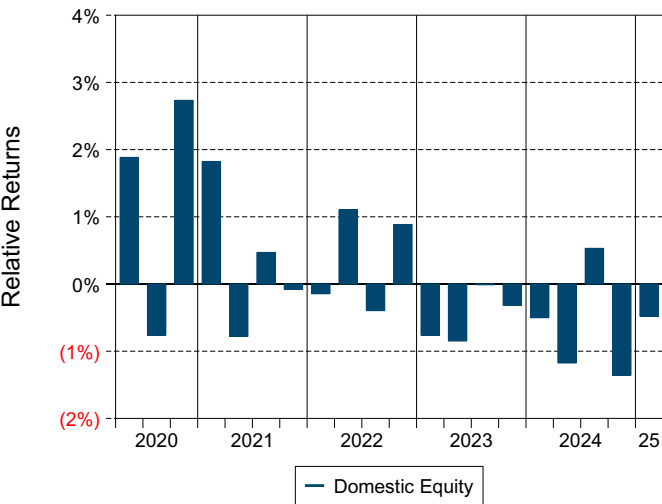
Quarterly Asset Growth

Beginning Market Value	\$280,644,854
Net New Investment	\$-1,700,000
Investment Gains/(Losses)	\$-14,414,619
Ending Market Value	\$264,530,235

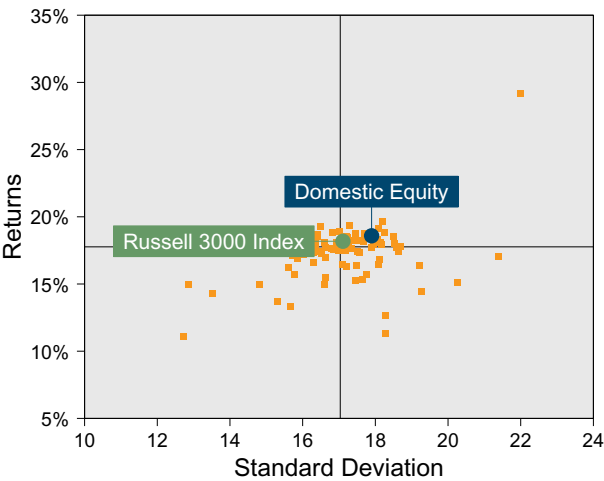
Performance vs Public Fund - Domestic Equity (Net)



Relative Return vs Russell 3000 Index



Public Fund - Domestic Equity (Net) Annualized Five Year Risk vs Return

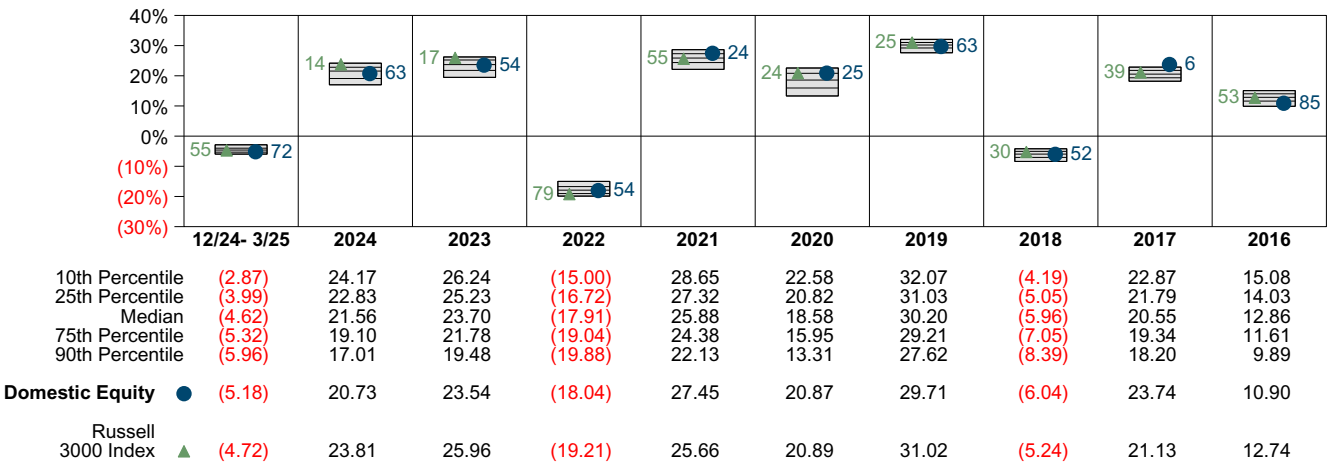


Domestic Equity Return Analysis Summary

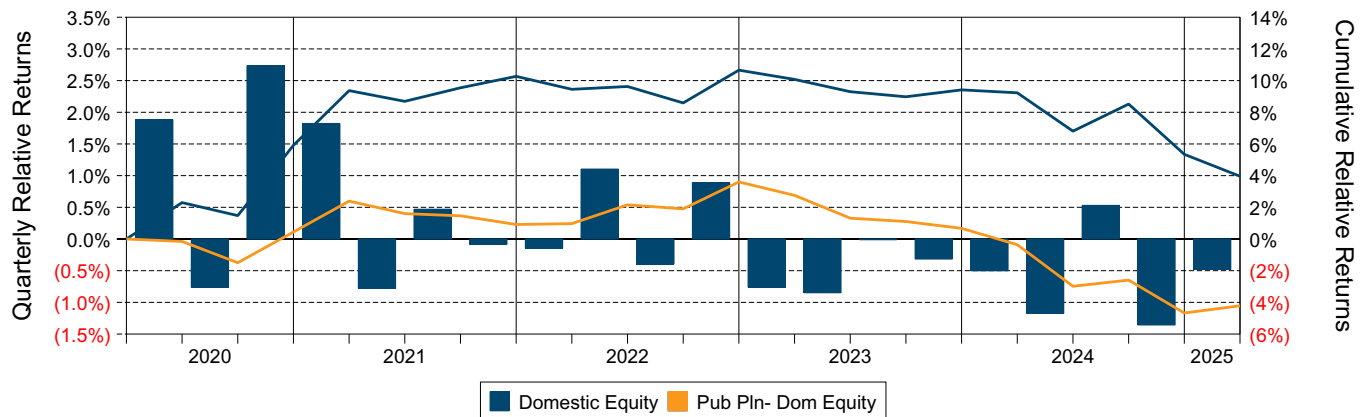
Return Analysis

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.

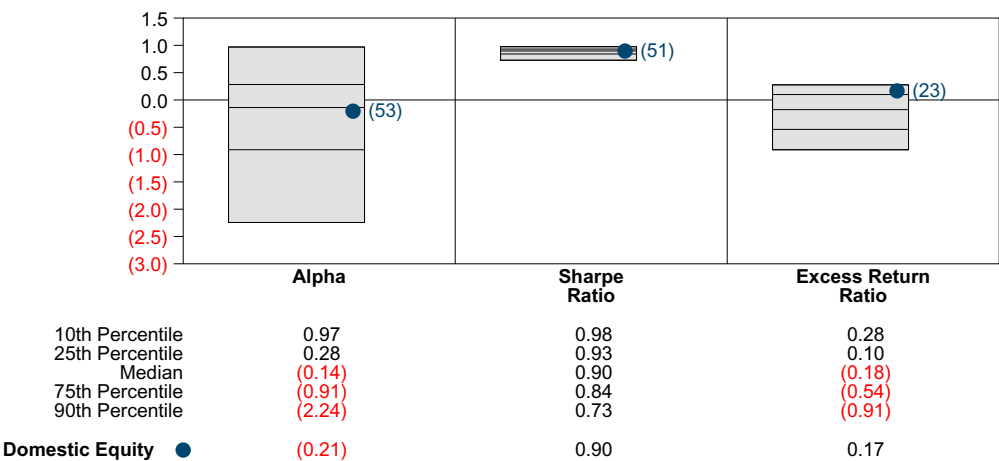
Performance vs Public Fund - Domestic Equity (Net)



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, 2025

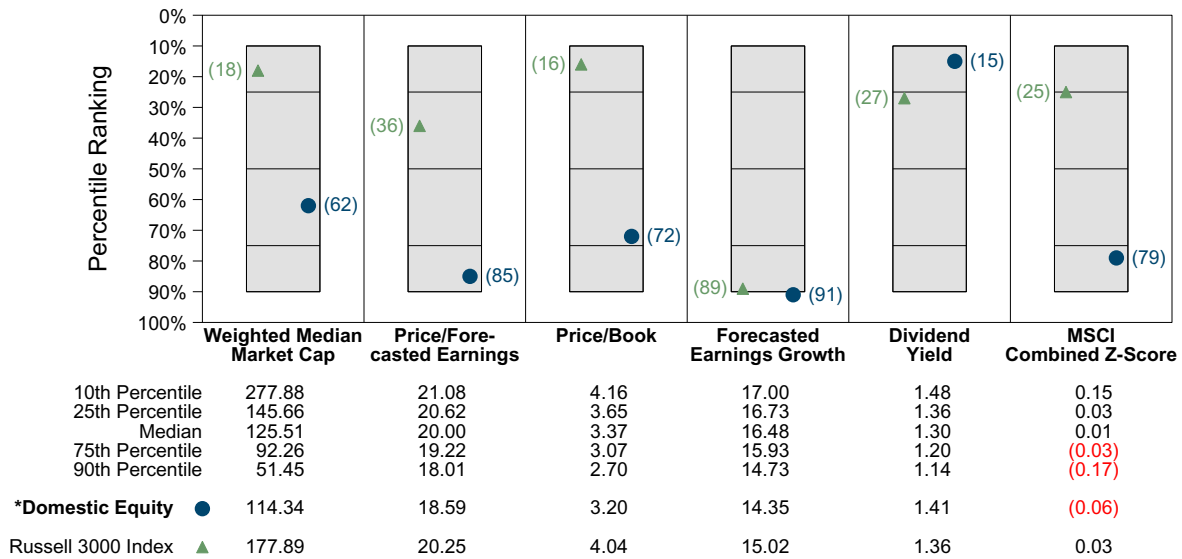


Domestic Equity Equity Characteristics Analysis Summary

Portfolio Characteristics

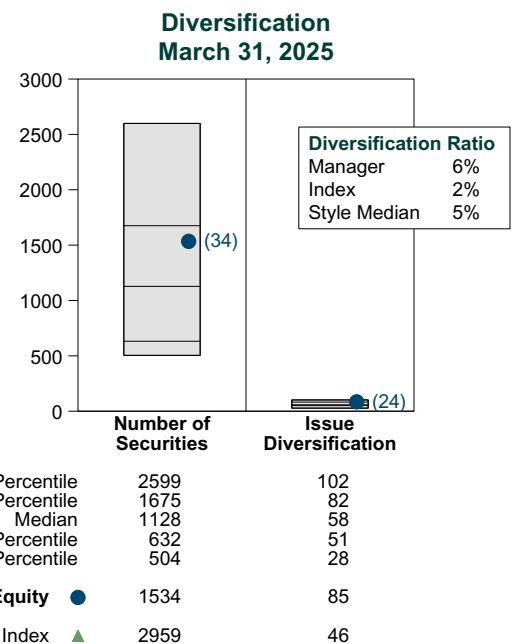
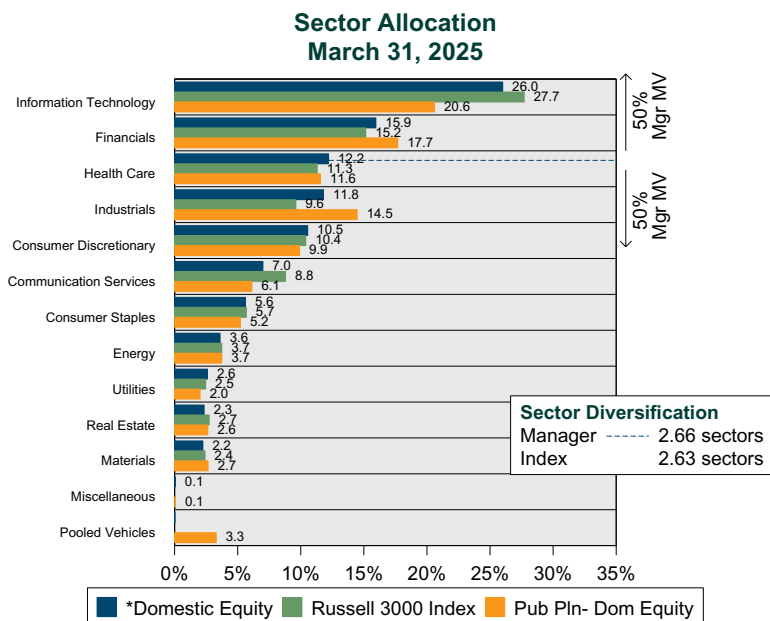
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

Portfolio Characteristics Percentile Rankings Rankings Against Public Fund - Domestic Equity as of March 31, 2025



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.

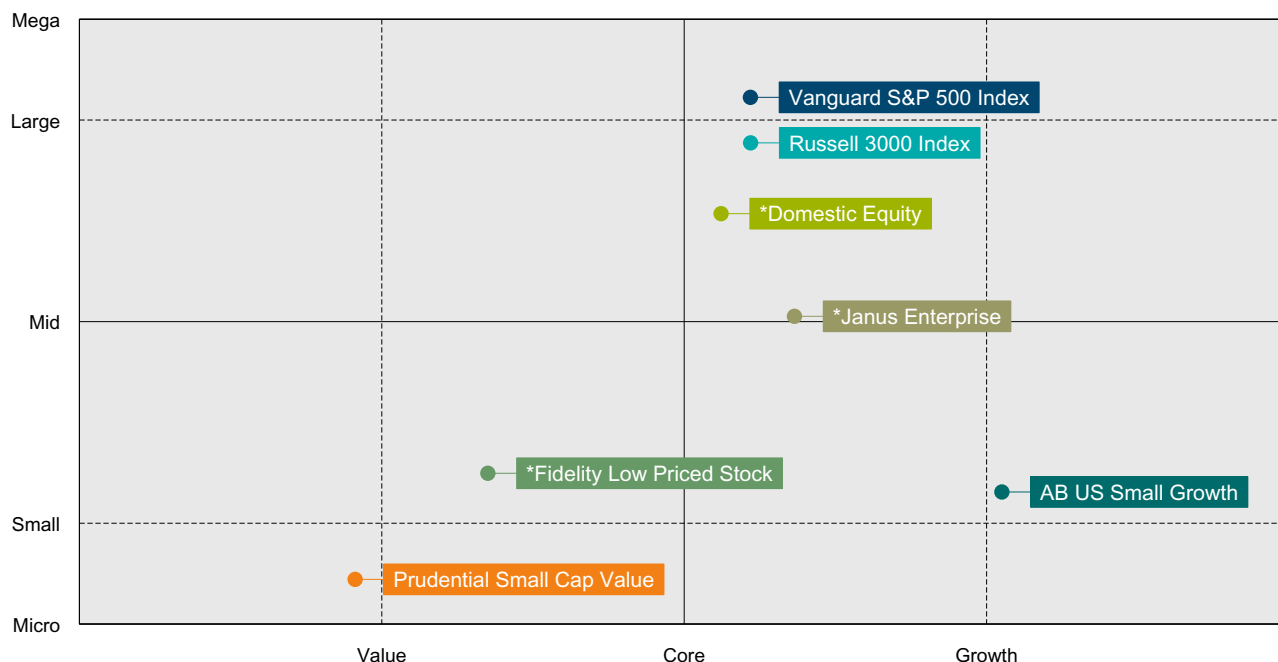


*3/31/25 portfolio characteristics generated using most recently available holdings (1/31/25) modified based on a "buy-and-hold" assumption (repriced and adjusted for corporate actions). Analysis is then done using current market and company financial data.

Holdings Based Style Analysis For One Quarter Ended March 31, 2025

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, 2025



	Weight %	Wtd Median Mkt Cap	Combined Z-Score	Growth Z-Score	Value Z-Score	Number of Securities	Security Diversification
Vanguard S&P 500 Index	70.17%	247.05	0.02	(0.00)	(0.03)	503	29.47
*Fidelity Low Priced Stock	7.44%	6.58	(0.71)	(0.16)	0.54	635	80.94
*Janus Enterprise	7.72%	22.25	0.15	(0.02)	(0.16)	75	18.40
Prudential Small Cap Value	7.15%	1.61	(1.08)	(0.20)	0.88	337	75.46
AB US Small Growth	7.51%	5.24	0.71	0.07	(0.65)	104	34.37
*Domestic Equity	100.00%	114.34	(0.06)	(0.03)	0.03	1534	84.64
Russell 3000 Index	-	177.89	0.03	(0.00)	(0.03)	2959	45.60

*3/31/25 portfolio characteristics generated using most recently available holdings (1/31/25) 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, 2025

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.

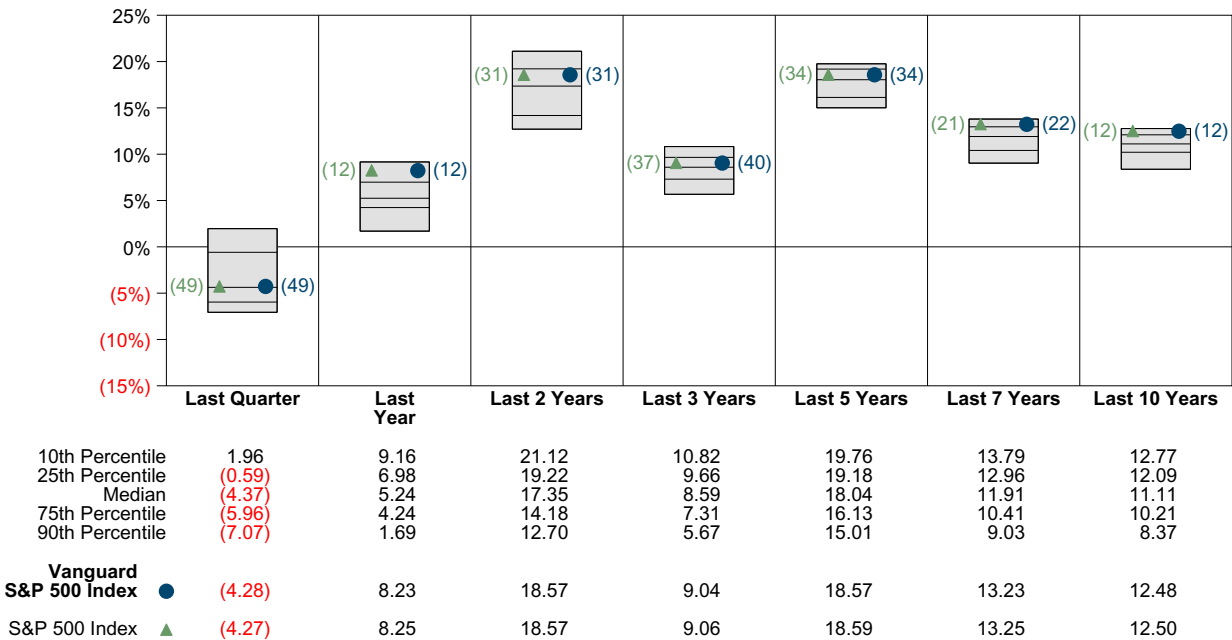
Quarterly Summary and Highlights

- Vanguard S&P 500 Index’s portfolio posted a (4.28)% return for the quarter placing it in the 49 percentile of the Callan Large Cap Core Mutual Funds group for the quarter and in the 12 percentile for the last year.
- Vanguard S&P 500 Index’s portfolio underperformed the S&P 500 Index by 0.00% for the quarter and underperformed the S&P 500 Index for the year by 0.02%.

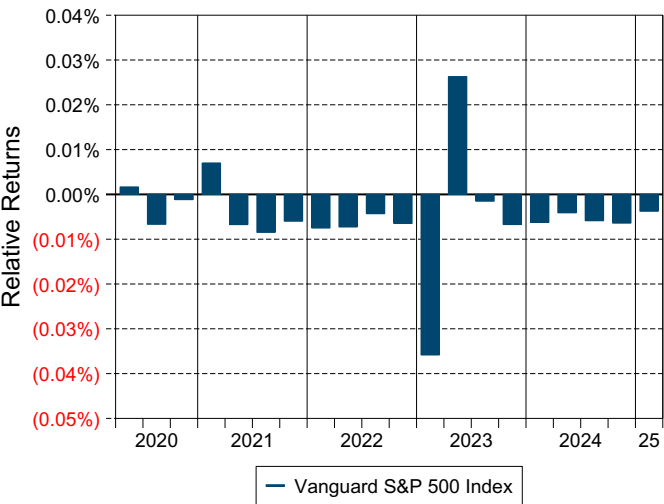
Quarterly Asset Growth

Beginning Market Value	\$195,574,382
Net New Investment	\$-1,700,000
Investment Gains/(Losses)	\$-8,251,724
Ending Market Value	\$185,622,659

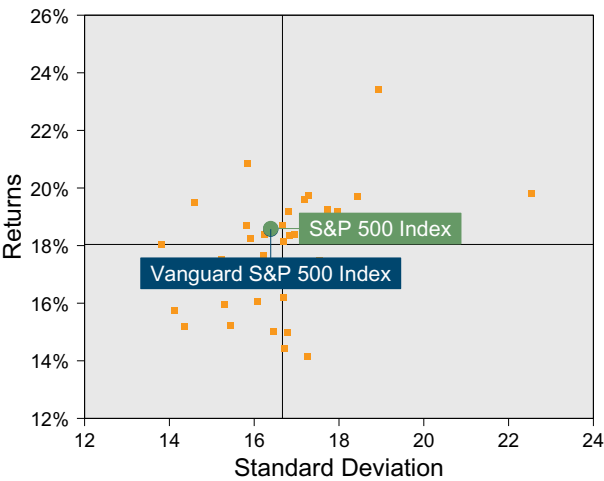
Performance vs Callan Large Cap Core Mutual Funds (Net)



Relative Return vs S&P 500 Index



Callan Large Cap Core Mutual Funds (Net) Annualized Five Year Risk vs Return

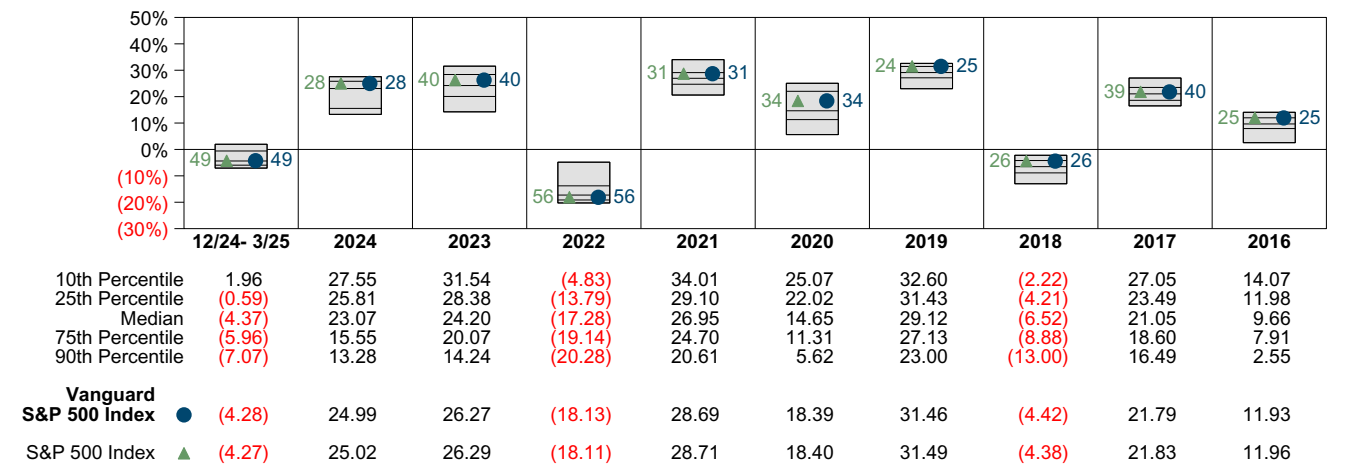


Vanguard S&P 500 Index Return Analysis Summary

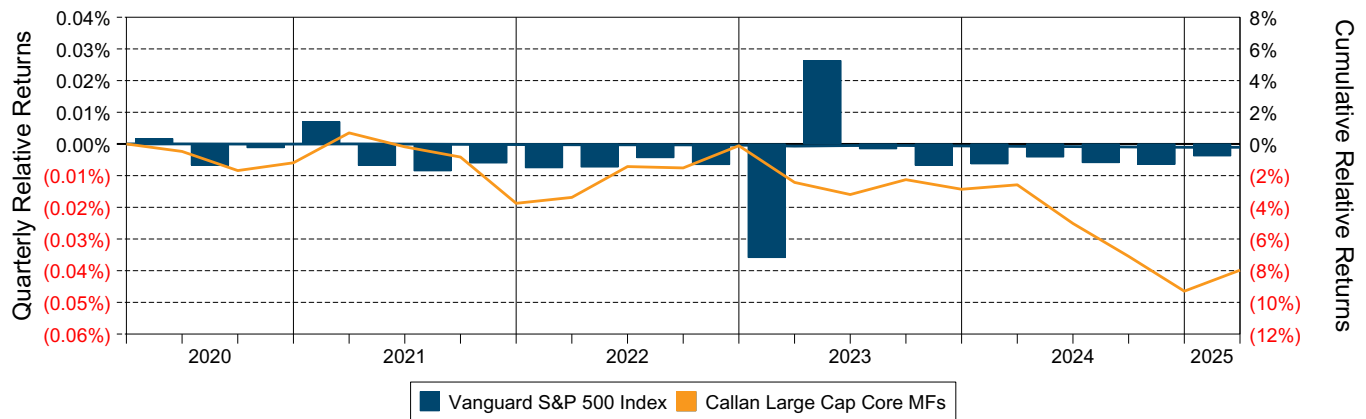
Return Analysis

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.

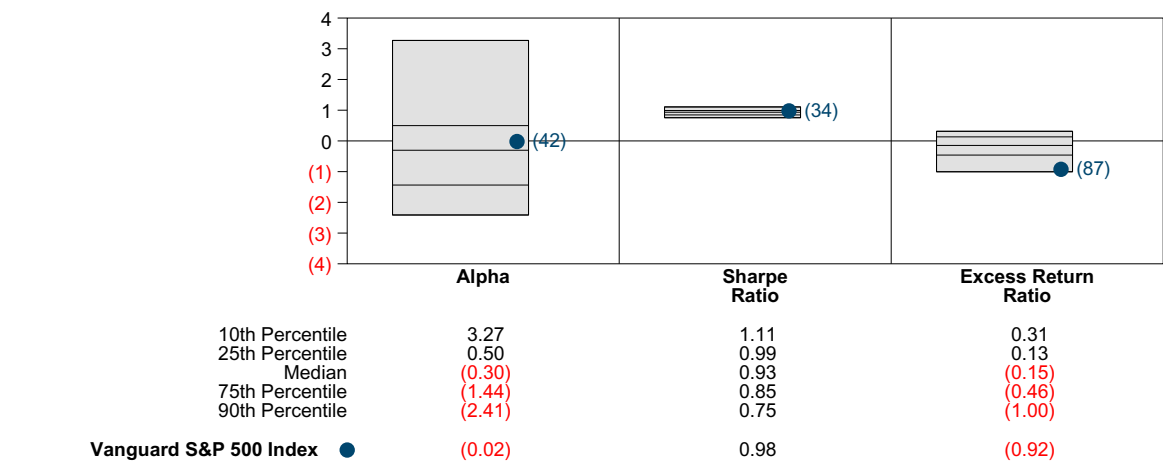
Performance vs Callan Large Cap Core Mutual Funds (Net)



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, 2025

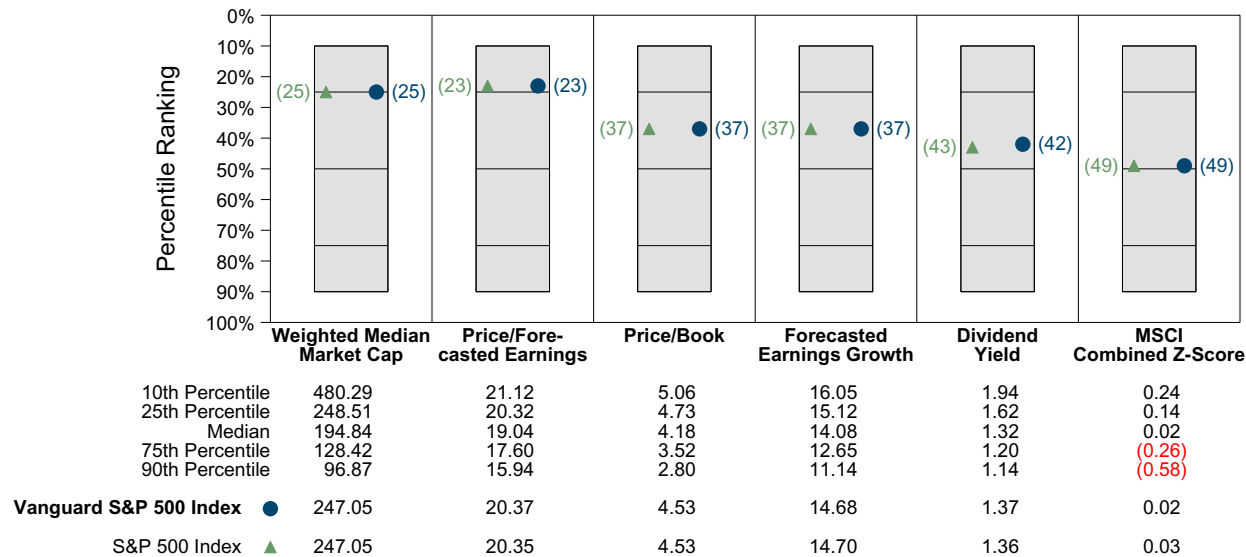


Vanguard S&P 500 Index Equity Characteristics Analysis Summary

Portfolio Characteristics

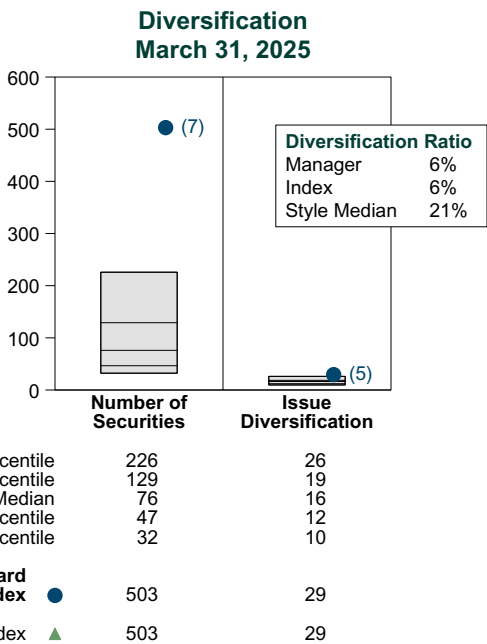
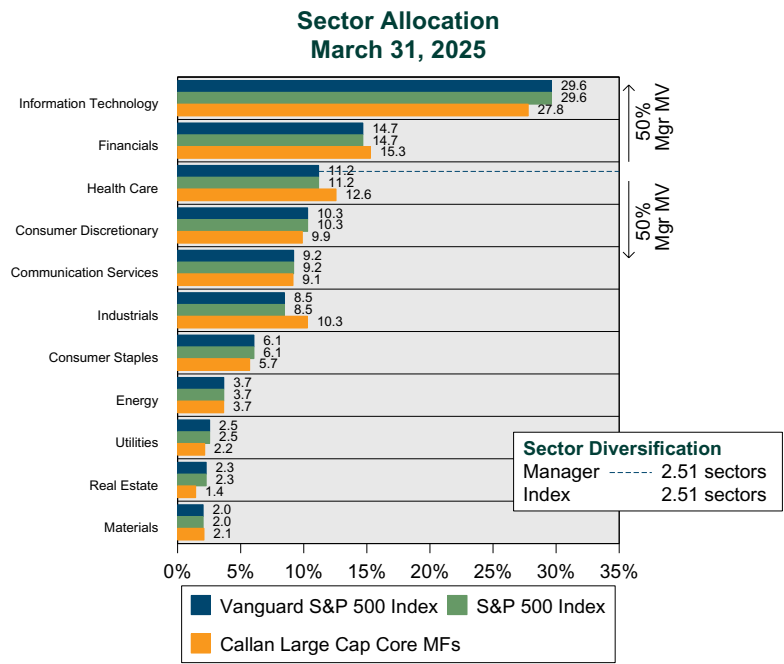
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

Portfolio Characteristics Percentile Rankings Rankings Against Callan Large Cap Core Mutual Funds as of March 31, 2025



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, 2025

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.

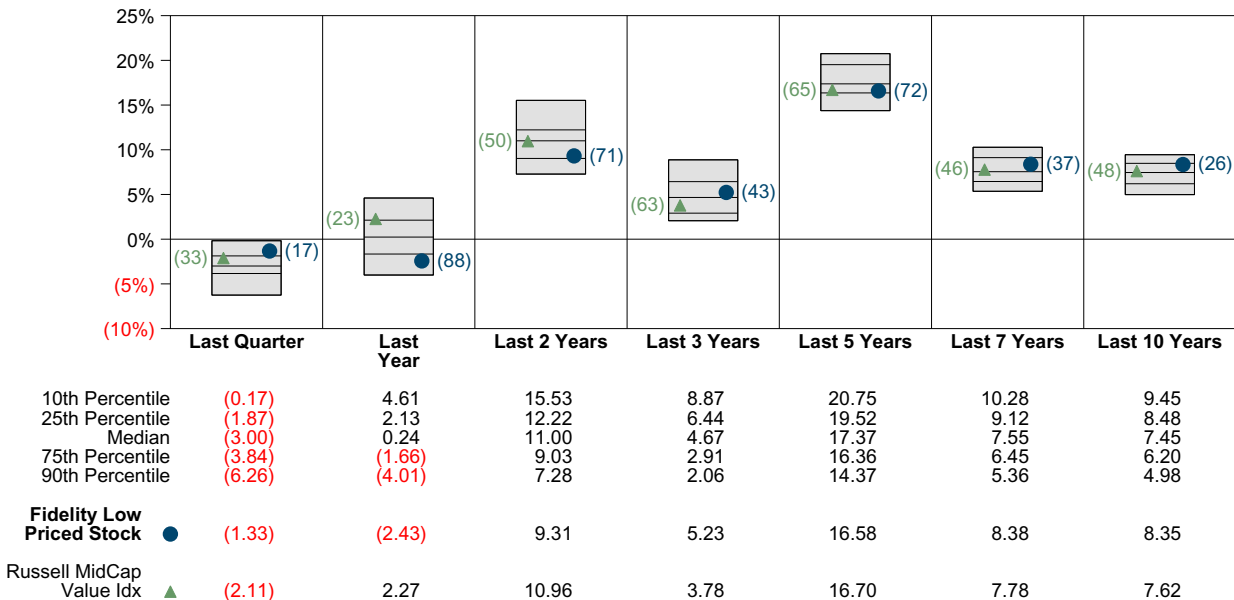
Quarterly Summary and Highlights

- Fidelity Low Priced Stock's portfolio posted a (1.33)% return for the quarter placing it in the 17 percentile of the Callan Mid Cap Value Mutual Funds group for the quarter and in the 88 percentile for the last year.
- Fidelity Low Priced Stock's portfolio outperformed the Russell MidCap Value Idx by 0.79% for the quarter and underperformed the Russell MidCap Value Idx for the year by 4.70%.

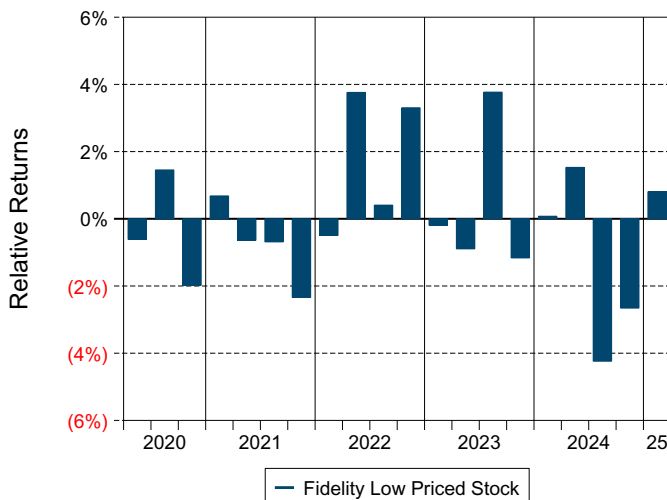
Quarterly Asset Growth

Beginning Market Value	\$19,950,270
Net New Investment	\$0
Investment Gains/(Losses)	\$-264,372
Ending Market Value	\$19,685,898

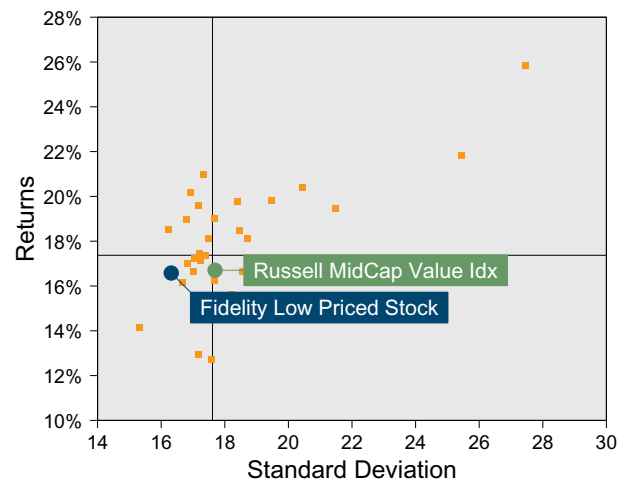
Performance vs Callan Mid Cap Value Mutual Funds (Net)



Relative Return vs Russell MidCap Value Idx



Callan Mid Cap Value Mutual Funds (Net) Annualized Five Year Risk vs Return

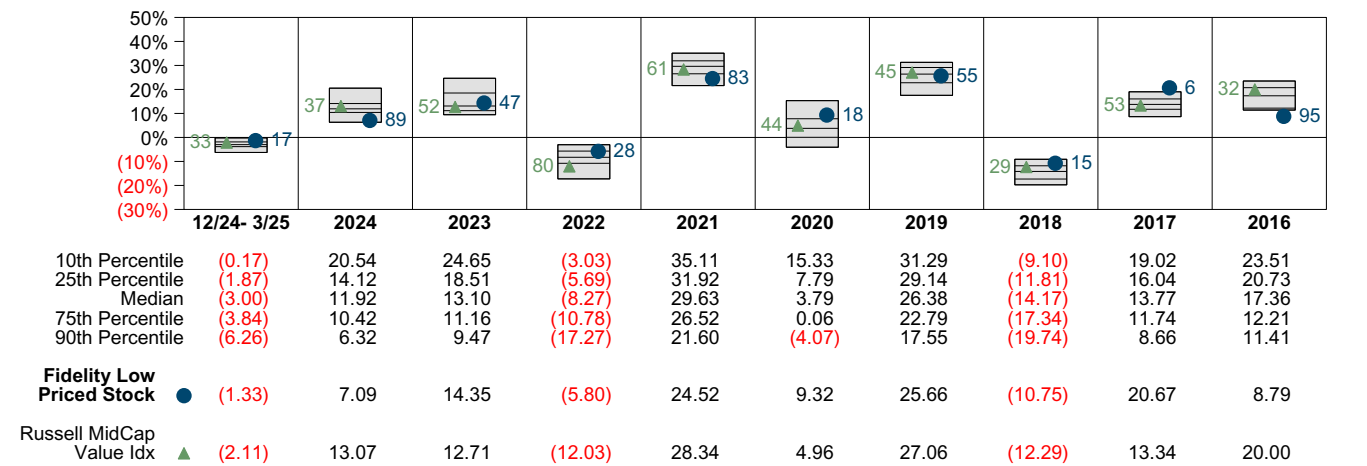


Fidelity Low Priced Stock Return Analysis Summary

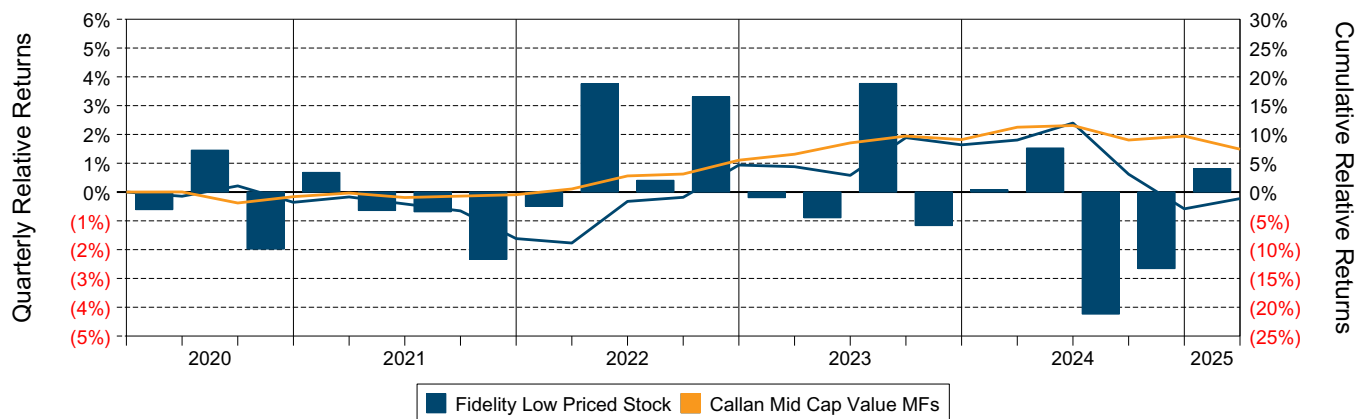
Return Analysis

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.

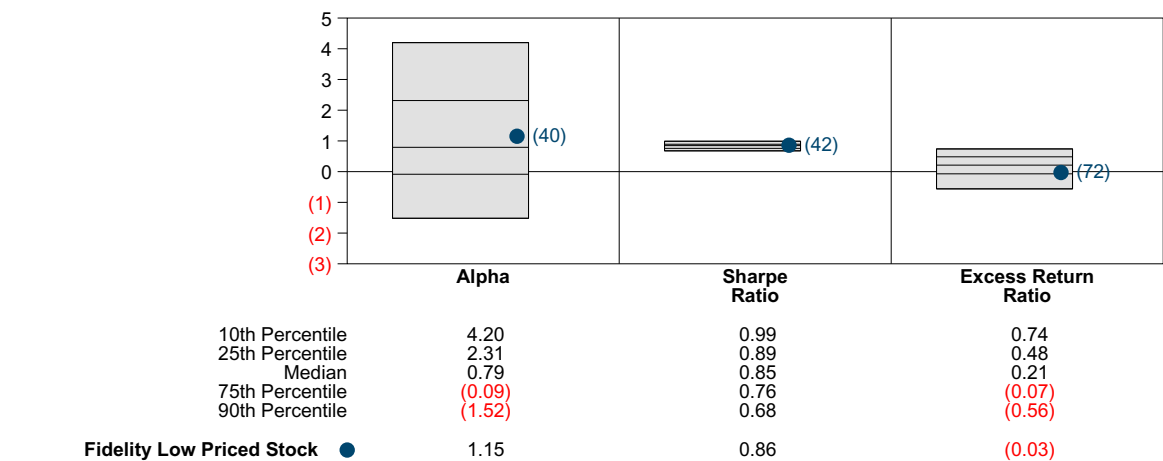
Performance vs Callan Mid Cap Value Mutual Funds (Net)



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, 2025

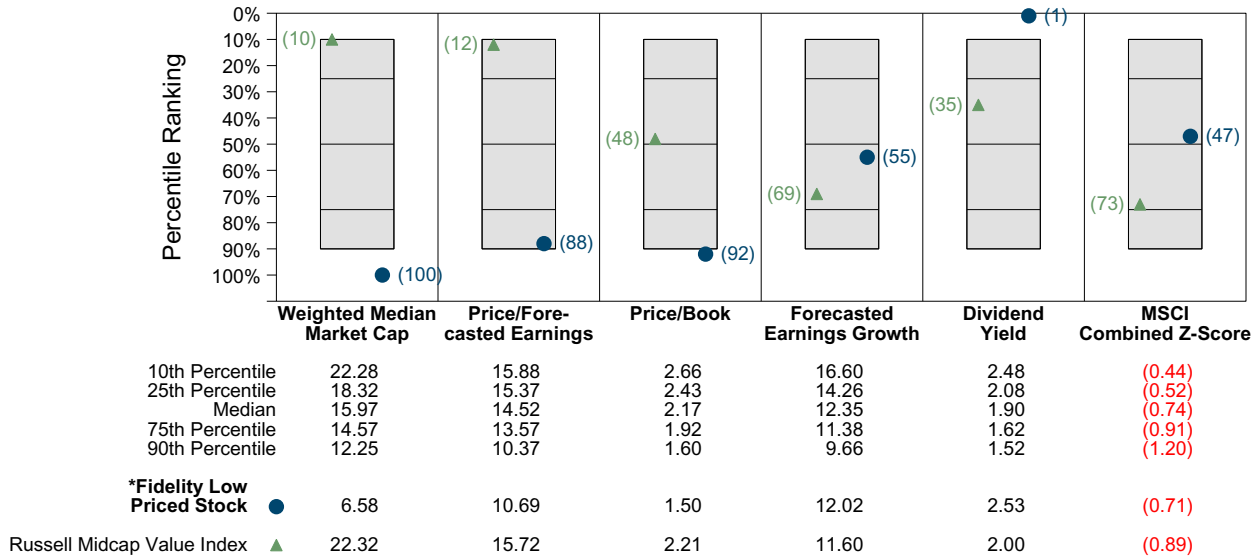


Fidelity Low Priced Stock Equity Characteristics Analysis Summary

Portfolio Characteristics

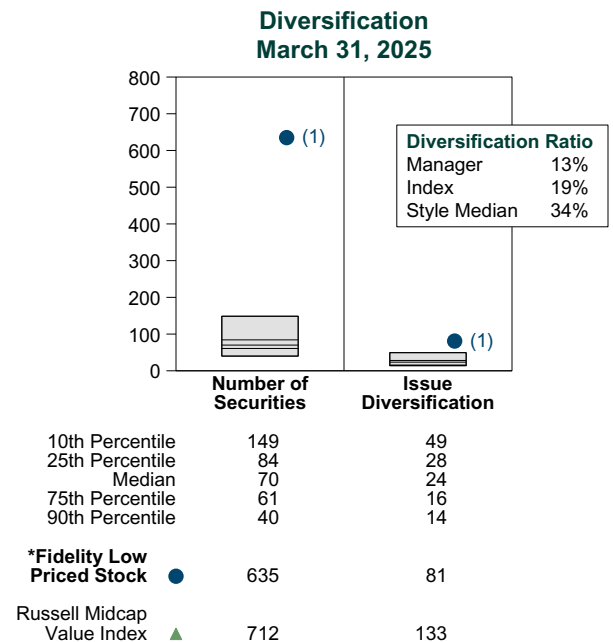
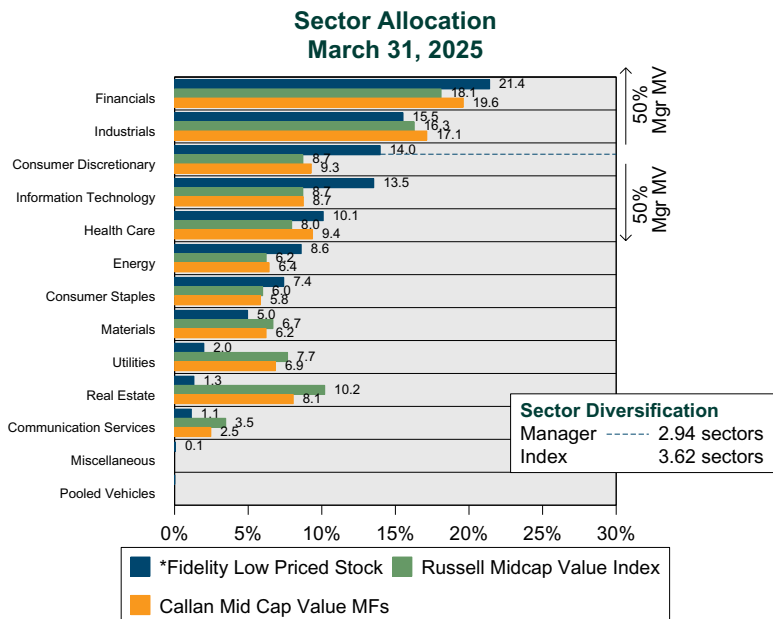
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

Portfolio Characteristics Percentile Rankings Rankings Against Callan Mid Cap Value Mutual Funds as of March 31, 2025



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.



*3/31/25 portfolio characteristics generated using most recently available holdings (1/31/25) 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, 2025

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.

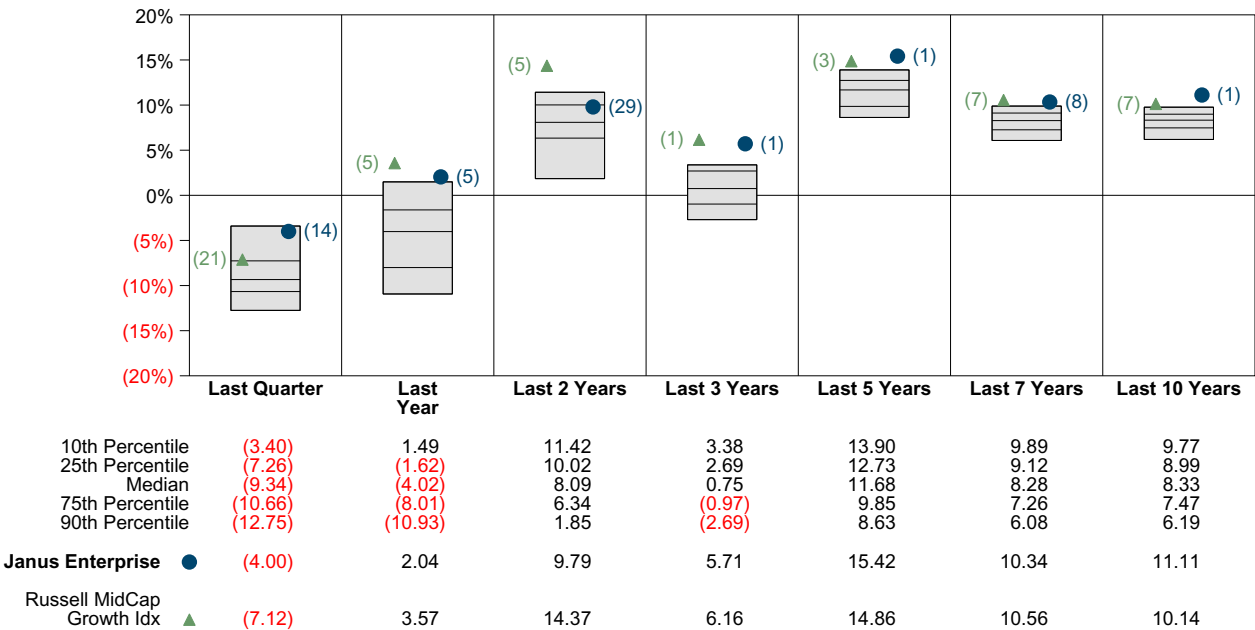
Quarterly Summary and Highlights

- Janus Enterprise's portfolio posted a (4.00)% return for the quarter placing it in the 14 percentile of the Callan Mid Cap Growth Mutual Funds group for the quarter and in the 5 percentile for the last year.
- Janus Enterprise's portfolio outperformed the Russell MidCap Growth Idx by 3.12% for the quarter and underperformed the Russell MidCap Growth Idx for the year by 1.53%.

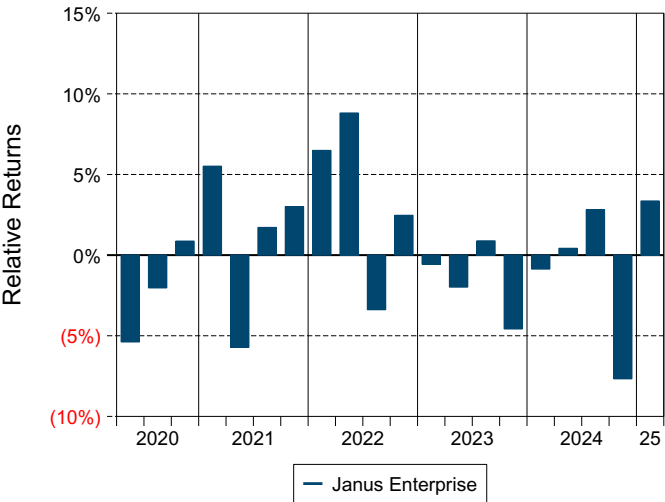
Quarterly Asset Growth

Beginning Market Value	\$21,284,716
Net New Investment	\$0
Investment Gains/(Losses)	\$-852,217
Ending Market Value	\$20,432,499

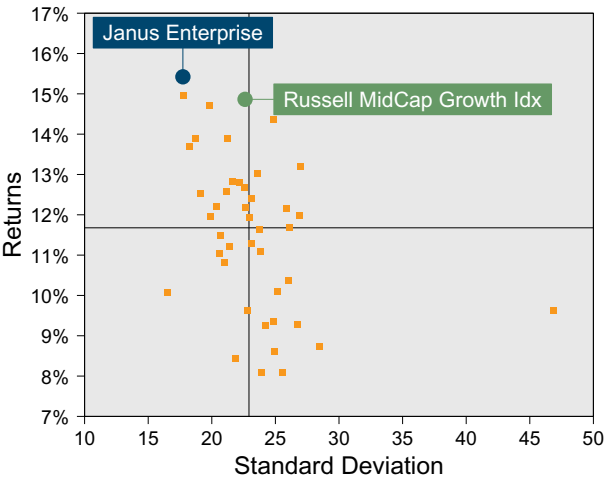
Performance vs Callan Mid Cap Growth Mutual Funds (Net)



Relative Return vs Russell MidCap Growth Idx



Callan Mid Cap Growth Mutual Funds (Net)
Annualized Five Year Risk vs Return

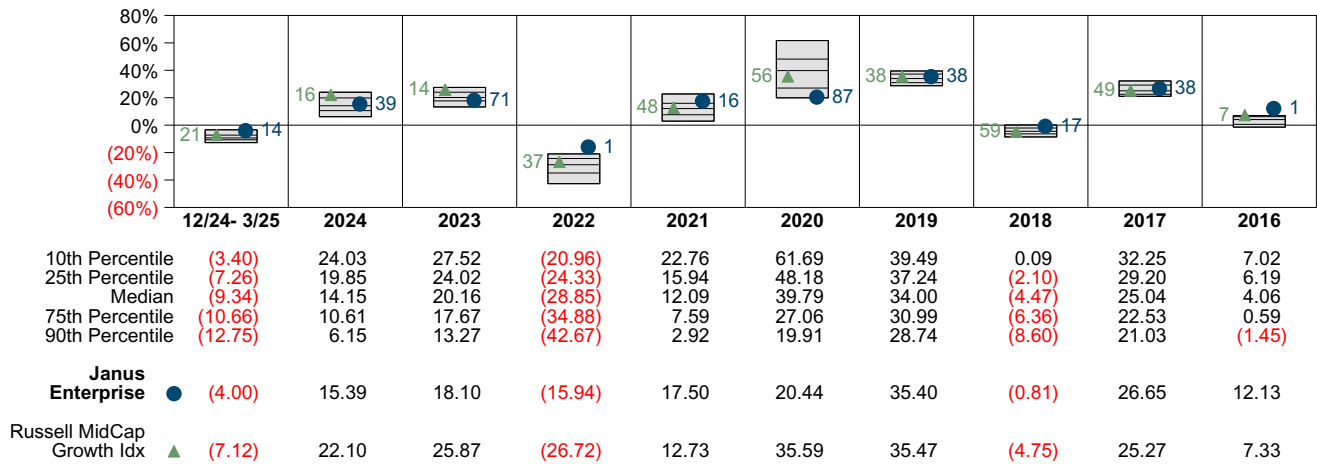


Janus Enterprise Return Analysis Summary

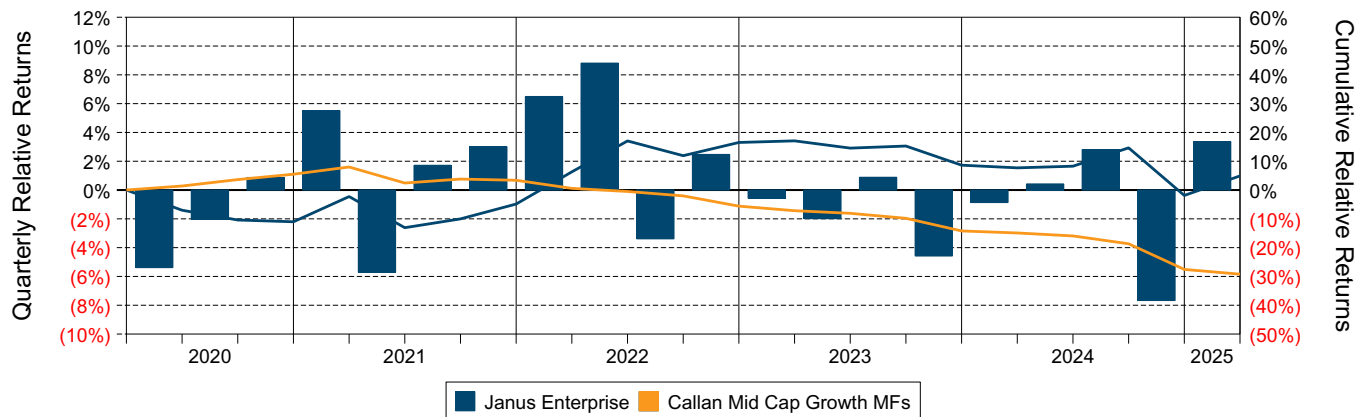
Return Analysis

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.

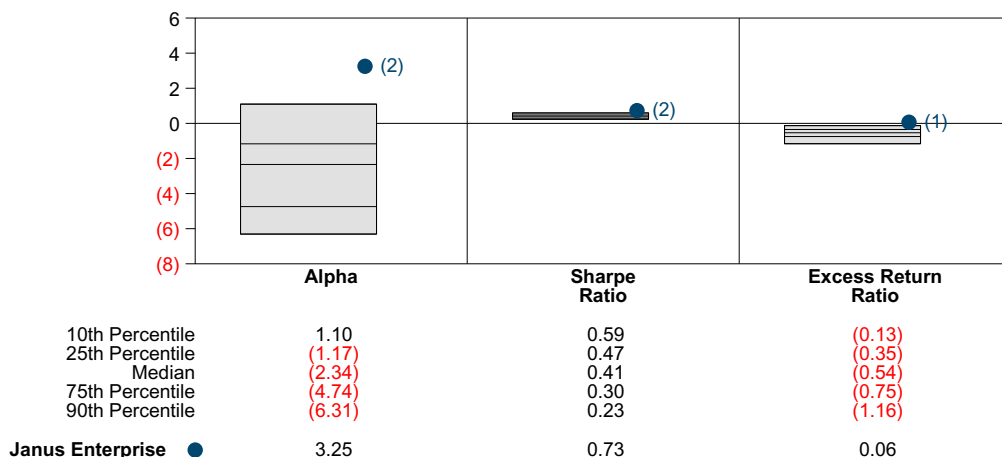
Performance vs Callan Mid Cap Growth Mutual Funds (Net)



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, 2025



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.

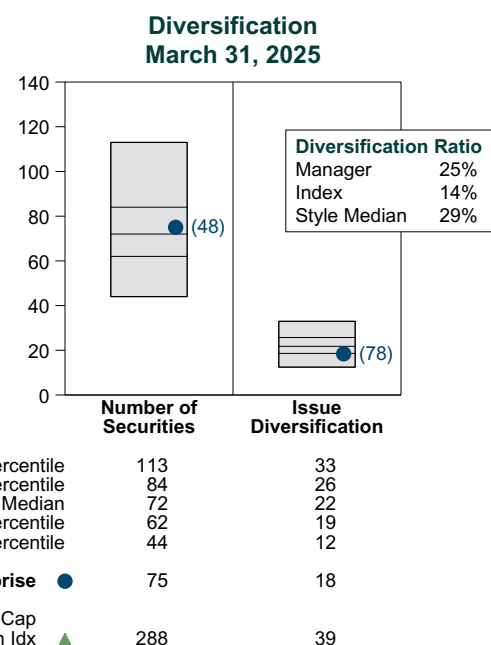
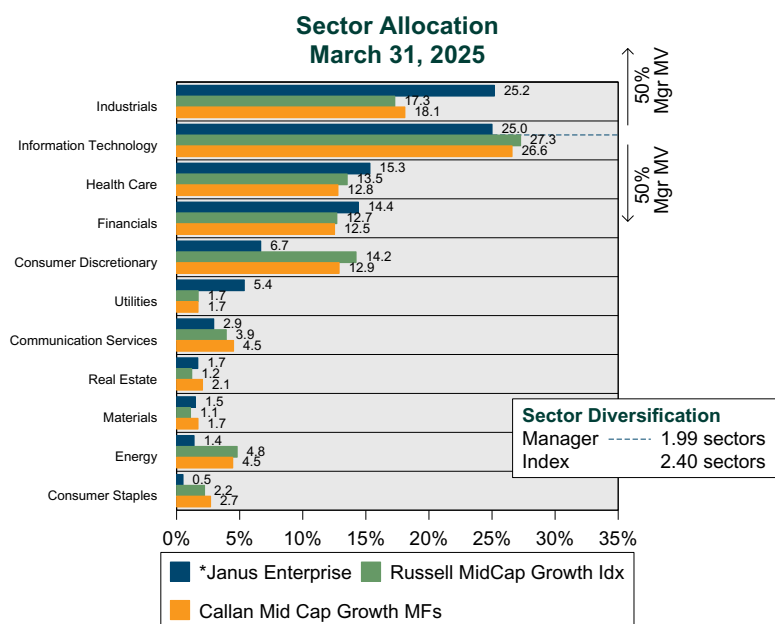
Portfolio Characteristics Percentile Rankings Rankings Against Callan Mid Cap Growth Mutual Funds as of March 31, 2025



	Weighted Median Market Cap	Price/Forecasted Earnings	Price/Book	Forecasted Earnings Growth	Dividend Yield	MSCI Combined Z-Score
10th Percentile	30.93	34.36	6.92	28.46	0.68	1.06
25th Percentile	29.14	29.58	6.37	24.16	0.62	0.90
Median	24.43	27.26	5.79	20.70	0.52	0.72
75th Percentile	18.73	24.59	4.97	17.51	0.45	0.47
90th Percentile	15.07	22.13	3.64	14.84	0.28	0.25
*Janus Enterprise	22.25	19.24	3.51	14.71	0.96	0.15
Russell MidCap Growth Idx	29.13	25.99	8.72	24.61	0.66	0.84

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.



*3/31/25 portfolio characteristics generated using most recently available holdings (1/31/25) 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.

Prudential Small Cap Value Period Ended March 31, 2025

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.

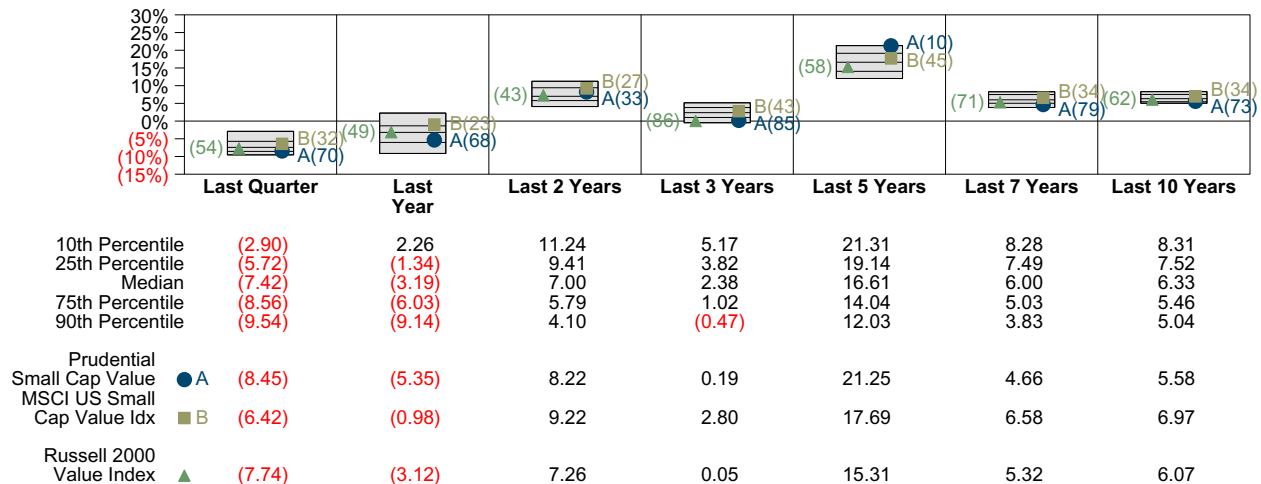
Quarterly Summary and Highlights

- Prudential Small Cap Value's portfolio posted a (8.45)% return for the quarter placing it in the 70 percentile of the Callan Small Cap Value Mutual Funds group for the quarter and in the 68 percentile for the last year.
- Prudential Small Cap Value's portfolio underperformed the Russell 2000 Value Index by 0.70% for the quarter and underperformed the Russell 2000 Value Index for the year by 2.23%.

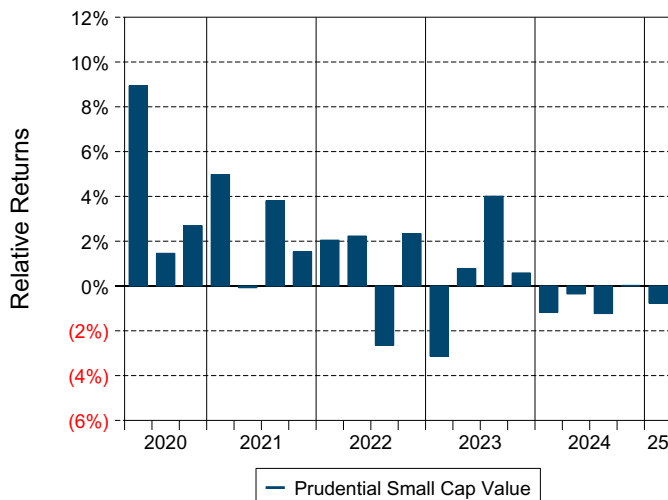
Quarterly Asset Growth

Beginning Market Value	\$20,669,901
Net New Investment	\$0
Investment Gains/(Losses)	-\$1,745,892
Ending Market Value	\$18,924,008

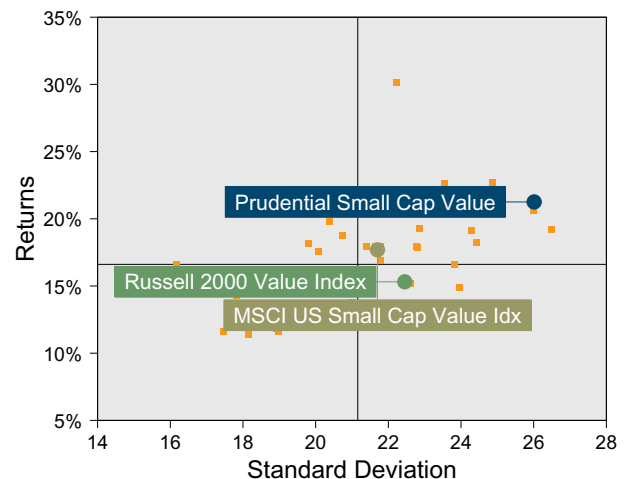
Performance vs Callan Small Cap Value Mutual Funds (Net)



Relative Return vs Russell 2000 Value Index



Callan Small Cap Value Mutual Funds (Net) Annualized Five Year Risk vs Return

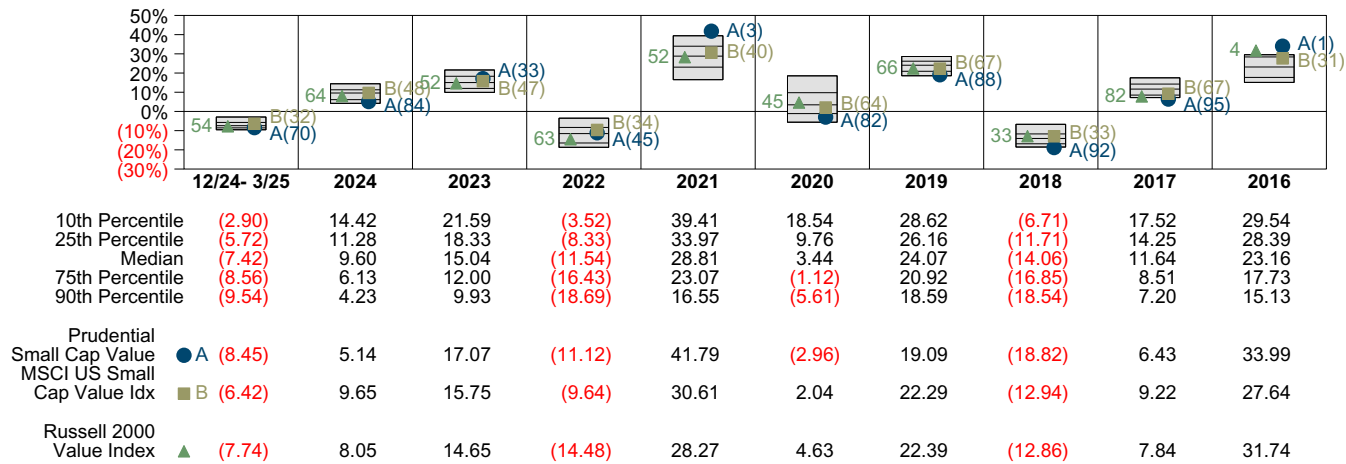


Prudential Small Cap Value Return Analysis Summary

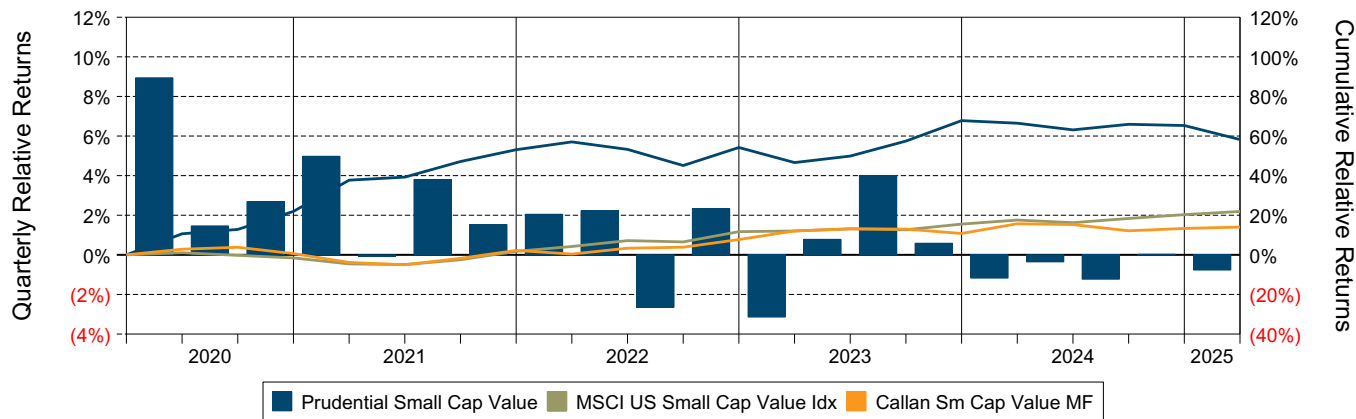
Return Analysis

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.

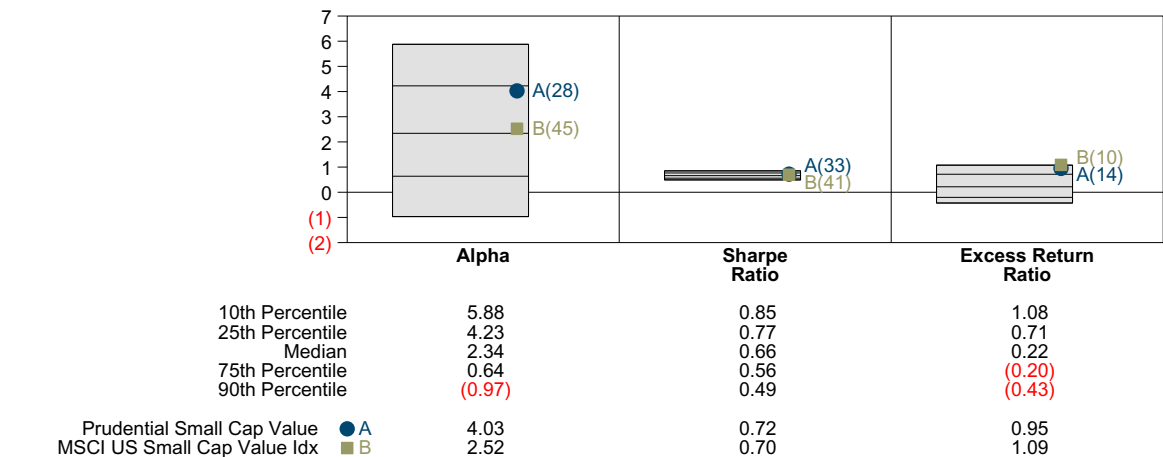
Performance vs Callan Small Cap Value Mutual Funds (Net)



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 March 31, 2025

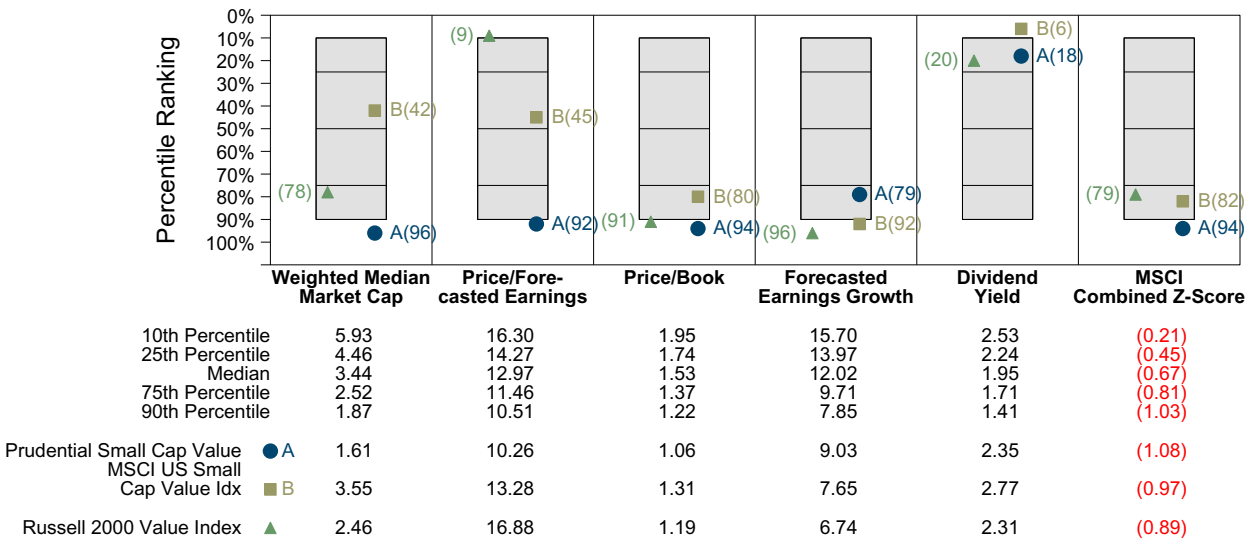


Prudential Small Cap Value Equity Characteristics Analysis Summary

Portfolio Characteristics

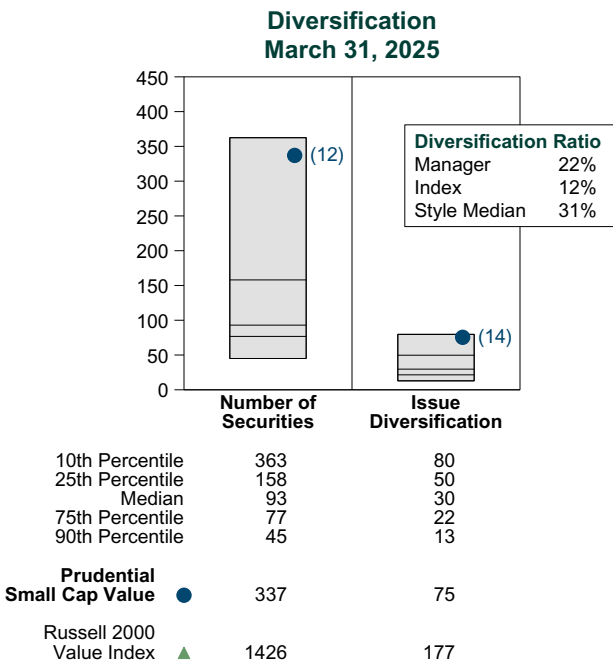
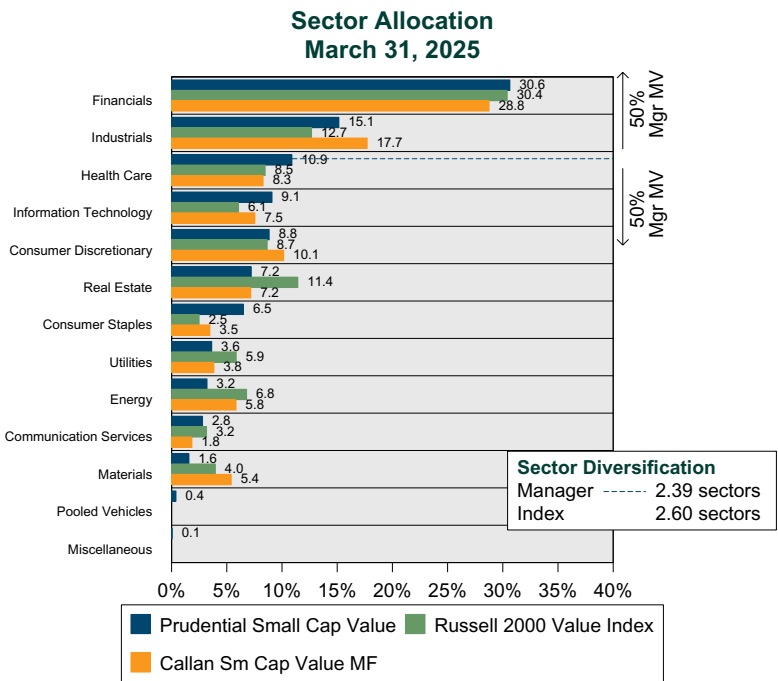
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

Portfolio Characteristics Percentile Rankings Rankings Against Callan Small Cap Value Mutual Funds as of March 31, 2025



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, 2025

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.

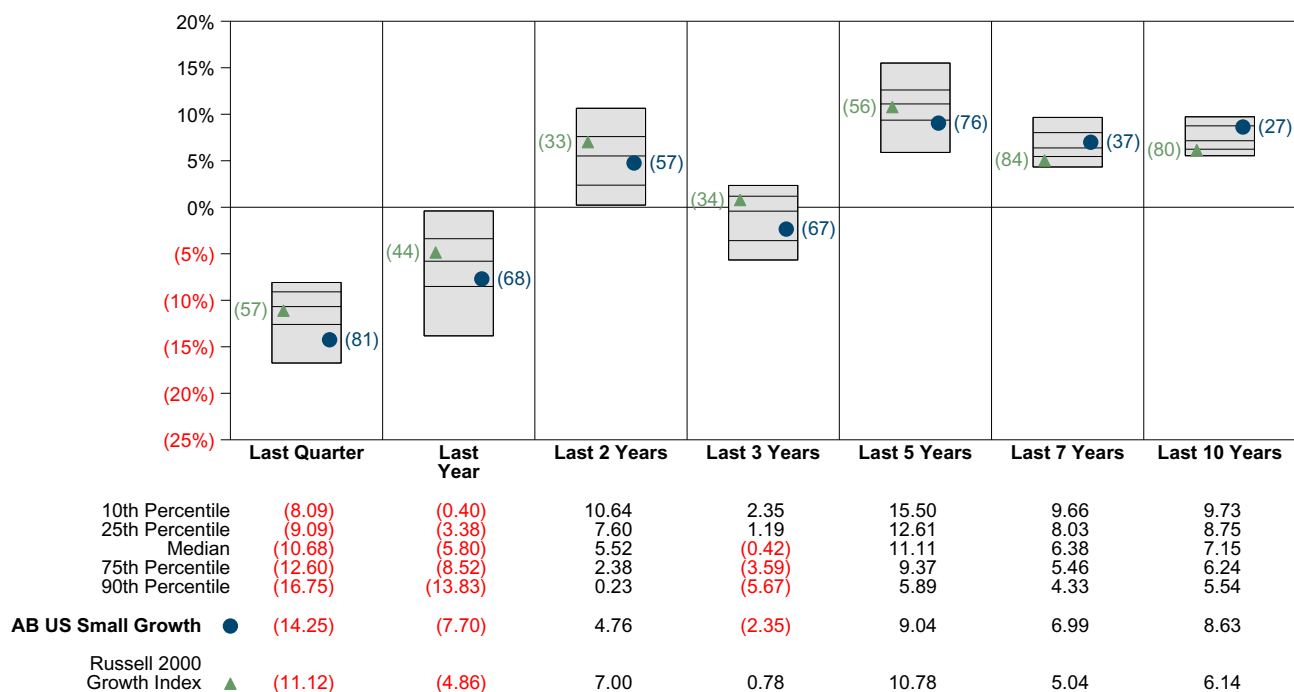
Quarterly Summary and Highlights

- AB US Small Growth's portfolio posted a (14.25)% return for the quarter placing it in the 81 percentile of the Callan Small Cap Growth Mutual Funds group for the quarter and in the 68 percentile for the last year.
- AB US Small Growth's portfolio underperformed the Russell 2000 Growth Index by 3.13% for the quarter and underperformed the Russell 2000 Growth Index for the year by 2.84%.

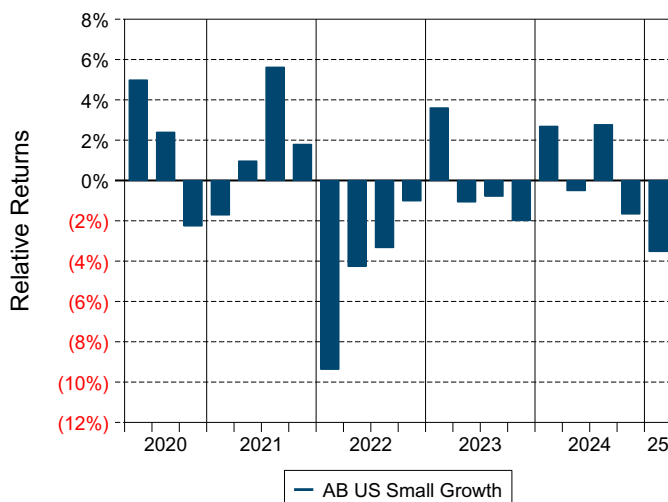
Quarterly Asset Growth

Beginning Market Value	\$23,165,585
Net New Investment	\$0
Investment Gains/(Losses)	\$-3,300,414
Ending Market Value	\$19,865,171

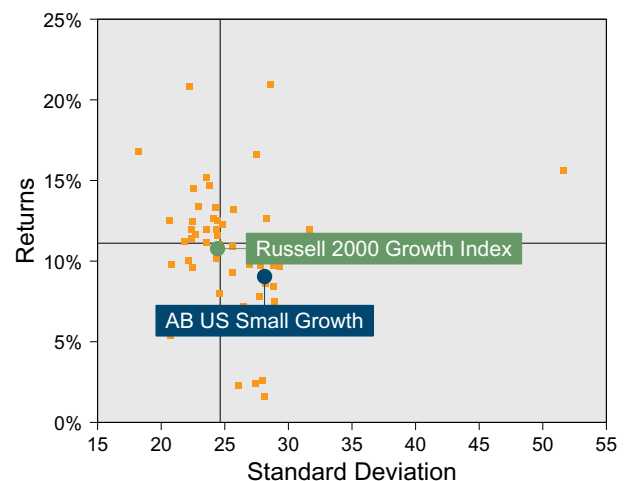
Performance vs Callan Small Cap Growth Mutual Funds (Net)



Relative Return vs Russell 2000 Growth Index



Callan Small Cap Growth Mutual Funds (Net) Annualized Five Year Risk vs Return

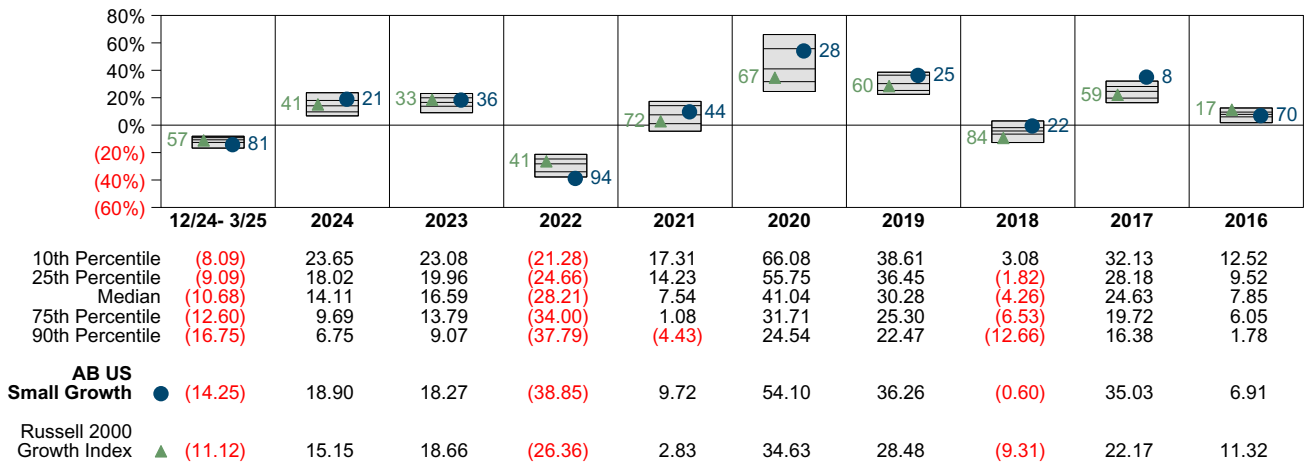


AB US Small Growth Return Analysis Summary

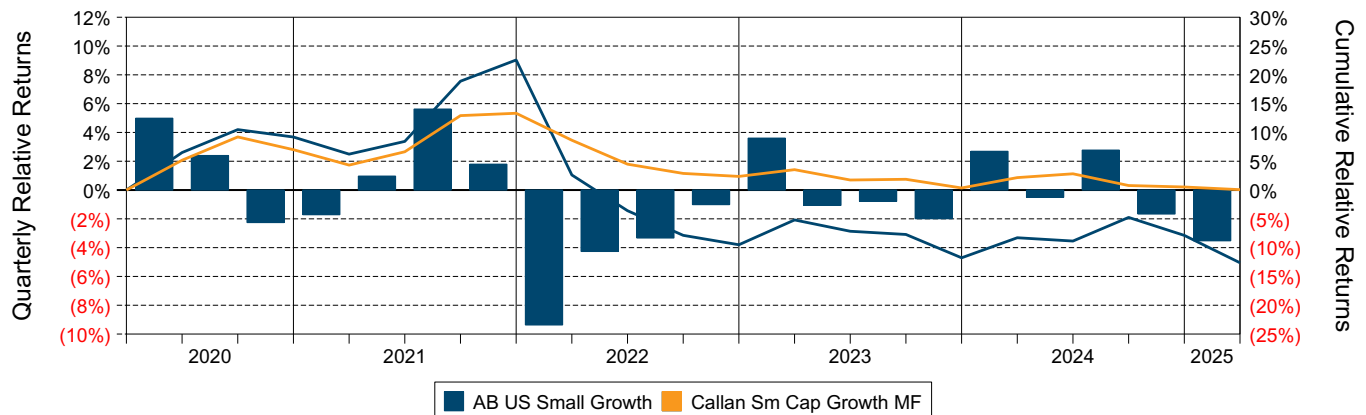
Return Analysis

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.

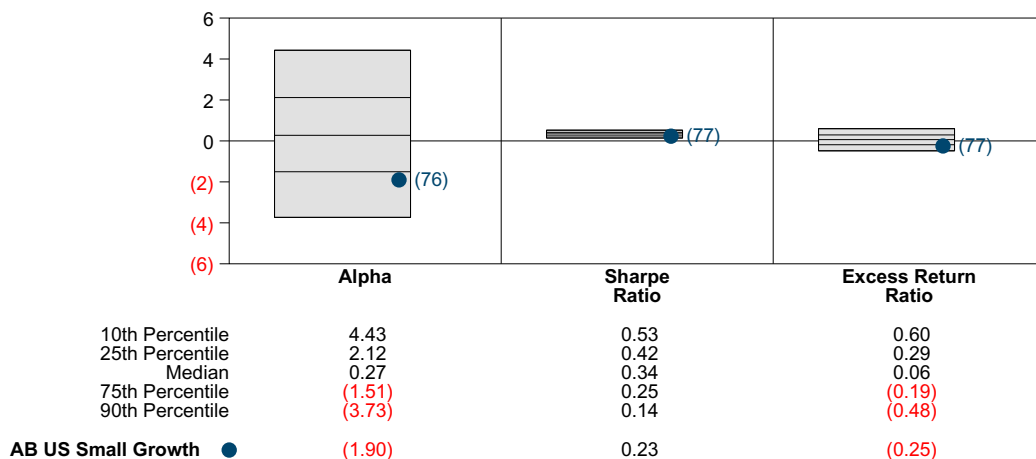
Performance vs Callan Small Cap Growth Mutual Funds (Net)



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, 2025

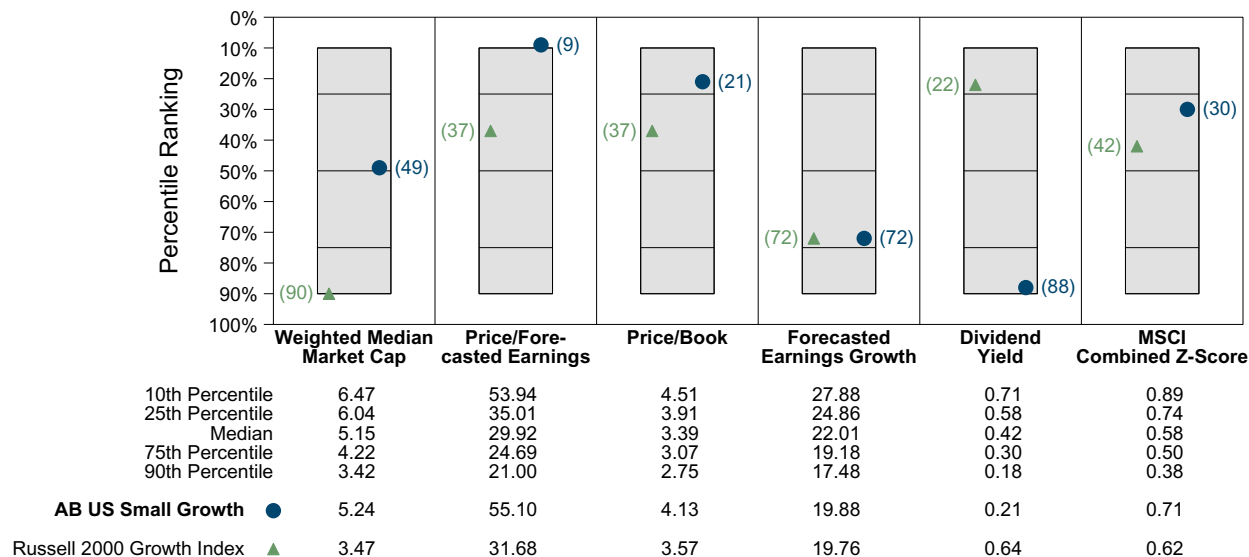


AB US Small Growth Equity Characteristics Analysis Summary

Portfolio Characteristics

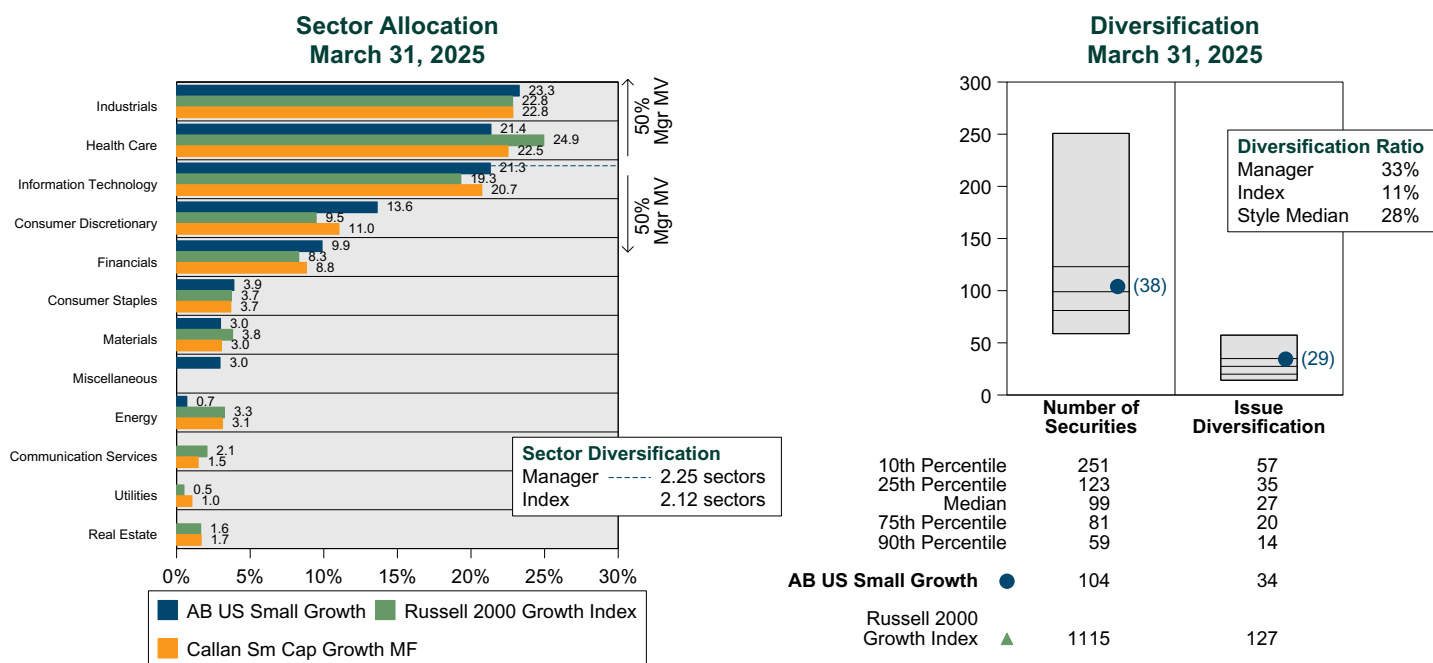
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

Portfolio Characteristics Percentile Rankings Rankings Against Callan Small Cap Growth Mutual Funds as of March 31, 2025



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.



International Equity

Period Ended March 31, 2025

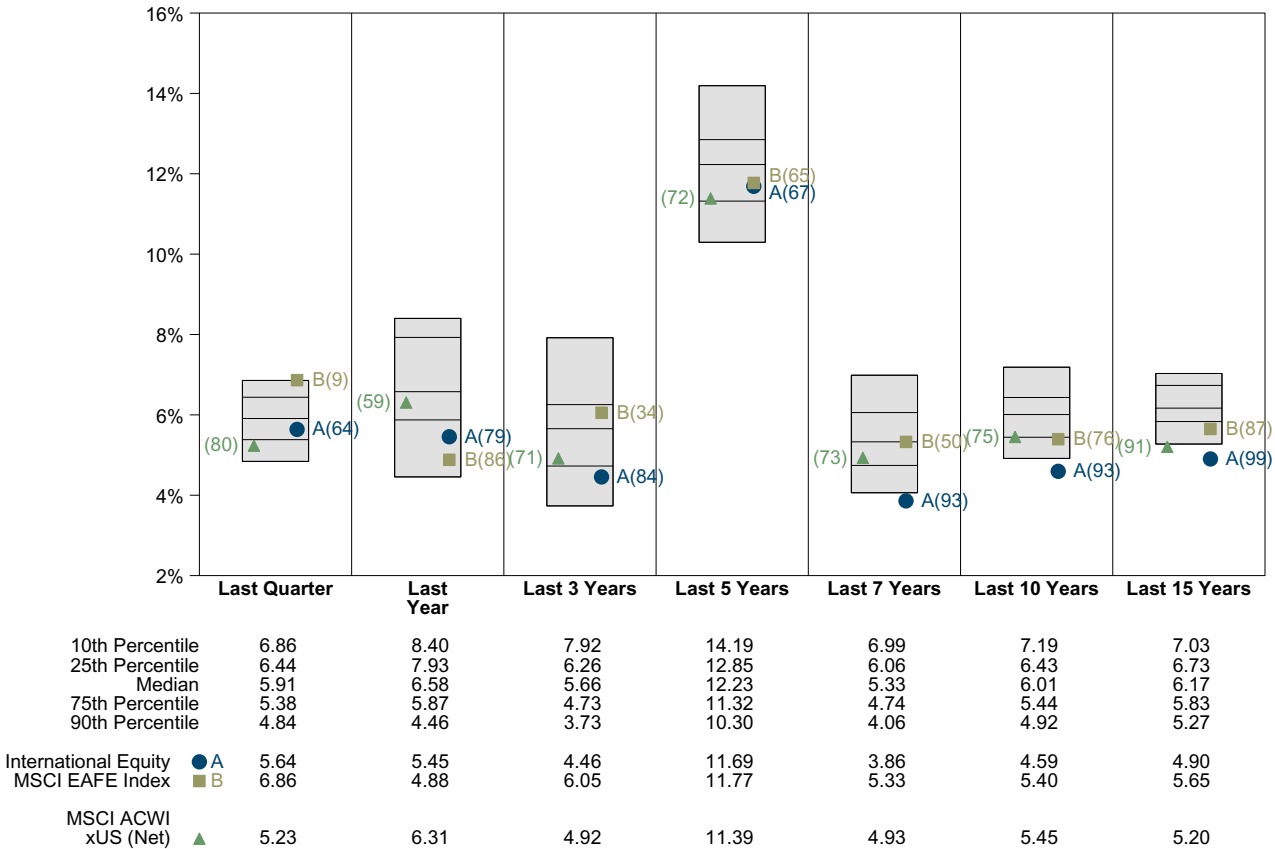
Quarterly Summary and Highlights

- International Equity's portfolio posted a 5.64% return for the quarter placing it in the 64 percentile of the Public Fund - International Equity group for the quarter and in the 79 percentile for the last year.
- International Equity's portfolio outperformed the MSCI ACWI xUS (Net) by 0.40% for the quarter and underperformed the MSCI ACWI xUS (Net) for the year by 0.85%.

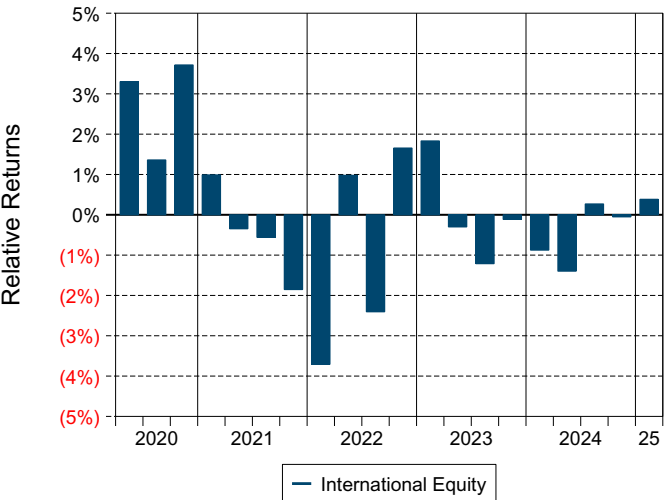
Quarterly Asset Growth

Beginning Market Value	\$177,074,408
Net New Investment	\$-500,978
Investment Gains/(Losses)	\$10,101,389
Ending Market Value	\$186,674,819

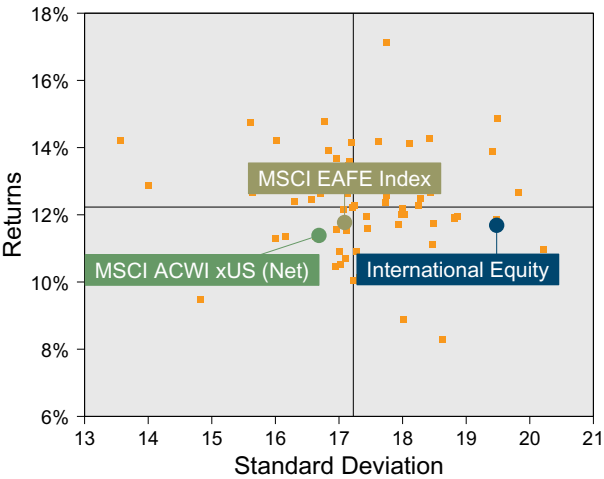
Performance vs Public Fund - International Equity (Net)



Relative Return vs MSCI ACWI xUS (Net)



Public Fund - International Equity (Net) Annualized Five Year Risk vs Return

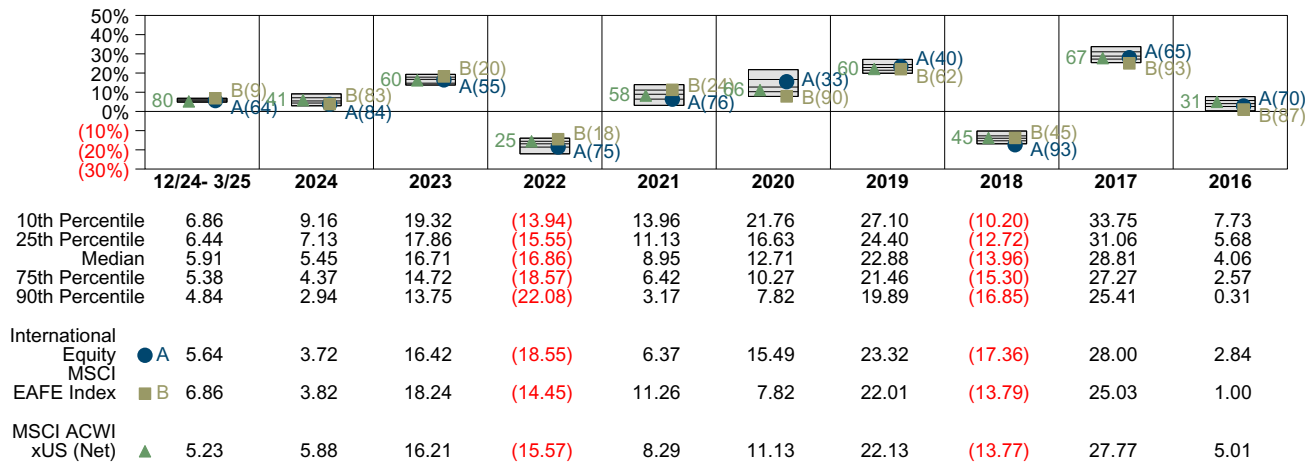


International Equity Return Analysis Summary

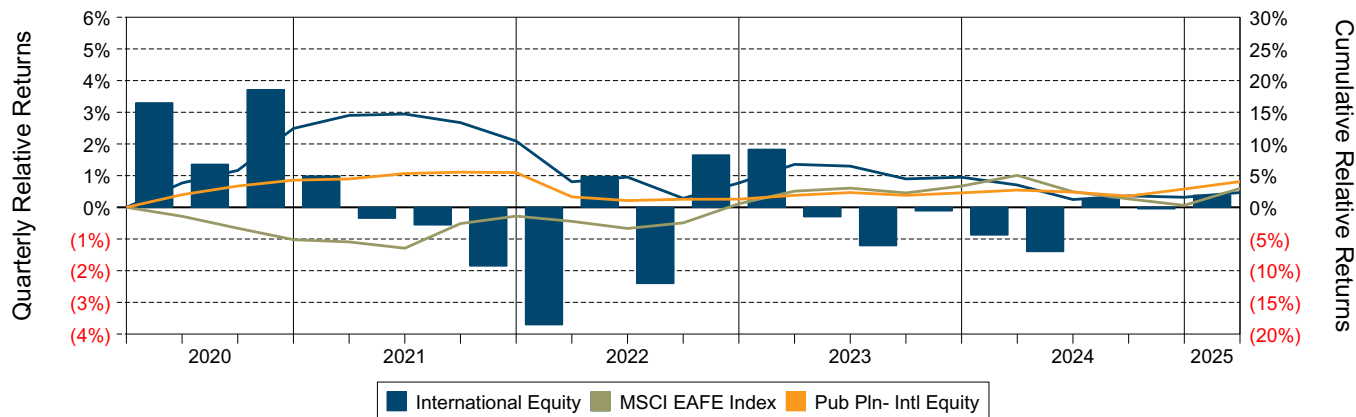
Return Analysis

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.

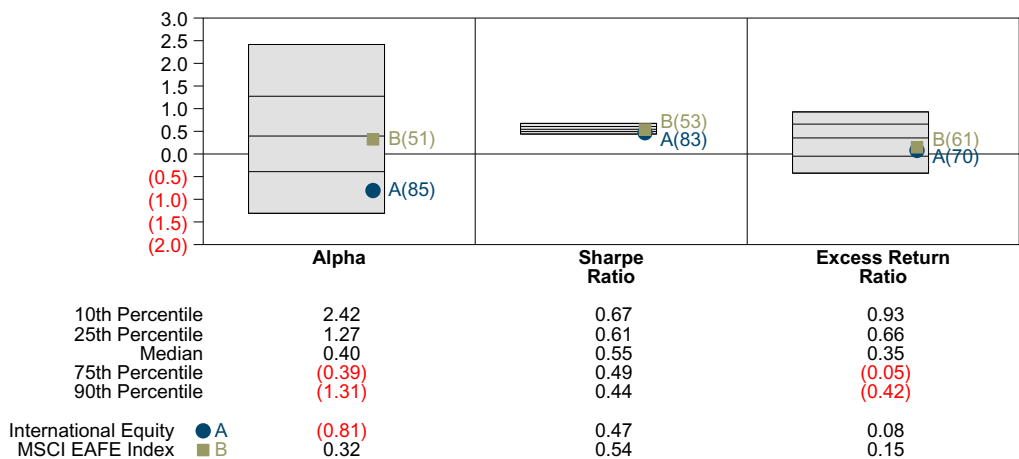
Performance vs Public Fund - International Equity (Net)



Cumulative and Quarterly Relative Returns vs MSCI ACWI xUS (Net)



Risk Adjusted Return Measures vs MSCI ACWI xUS (Net) Rankings Against Public Fund - International Equity (Net) Five Years Ended March 31, 2025



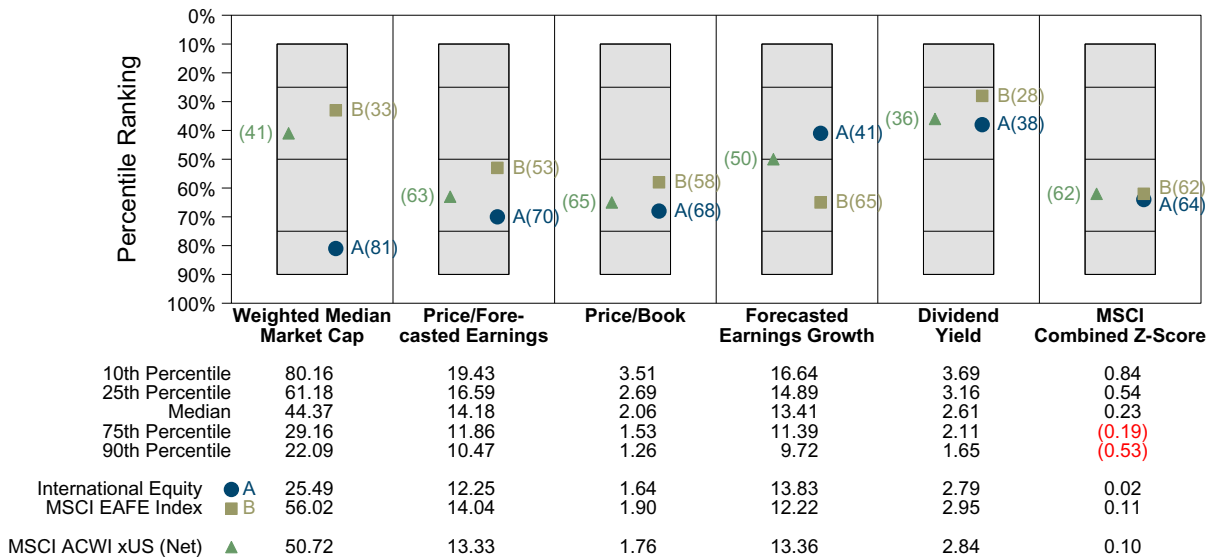
International Equity

Equity Characteristics Analysis Summary

Portfolio Characteristics

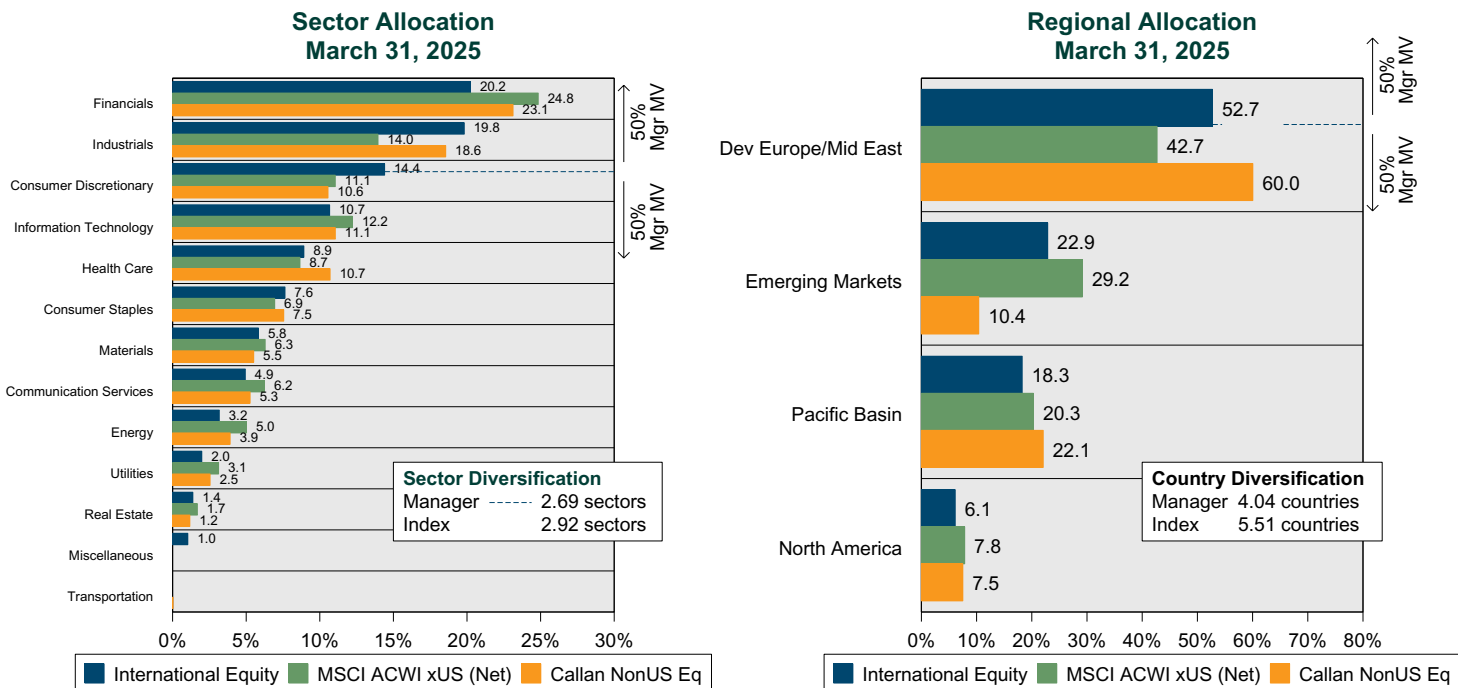
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

Portfolio Characteristics Percentile Rankings Rankings Against Callan Non-US Equity as of March 31, 2025



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.



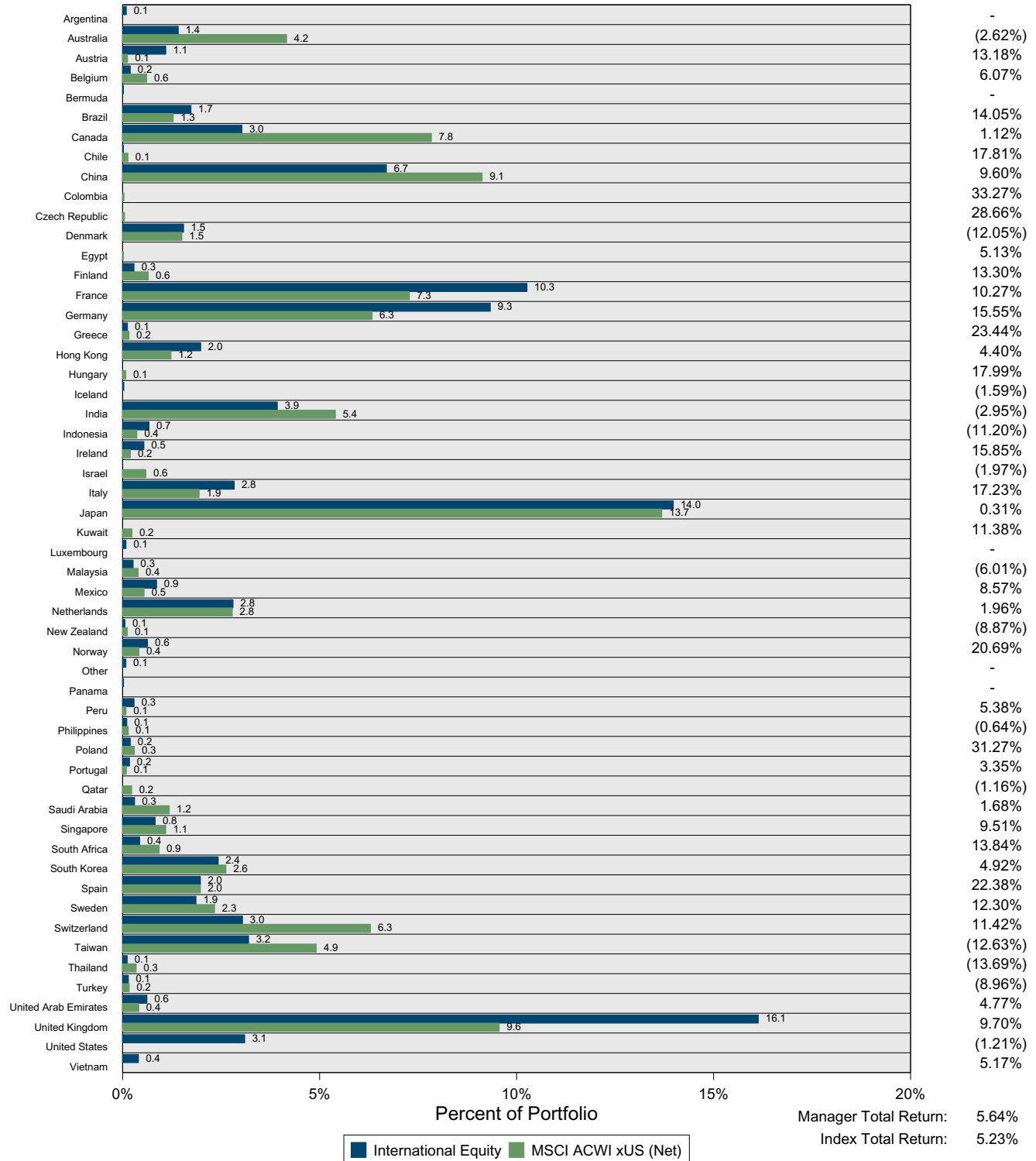
Country Allocation International Equity VS MSCI ACWI xUS (Net)

Country Allocation

The chart below contrasts the portfolio's country allocation with that of the index as of March 31, 2025. 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, 2025

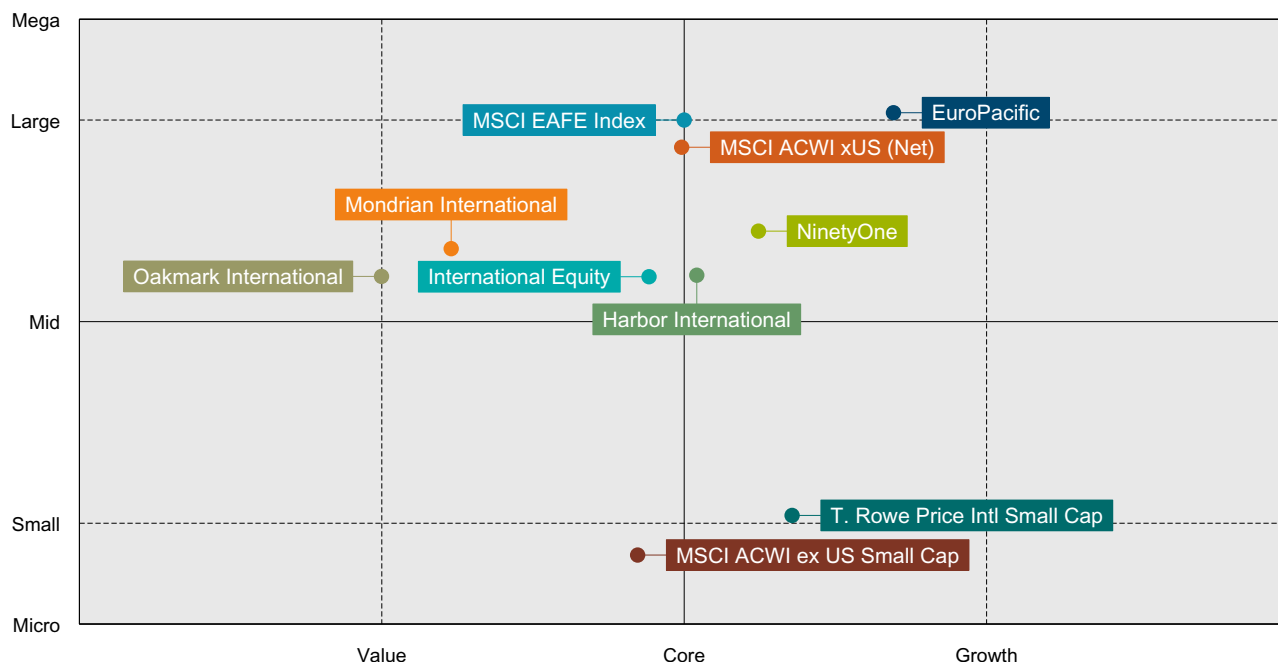
Index Rtns



International Holdings Based Style Analysis For One Quarter Ended March 31, 2025

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, 2025



	Weight %	Wtd Median Mkt Cap	Combined Z-Score	Growth Z-Score	Value Z-Score	Number of Securities	Security Diversification
EuroPacific	16.55%	69.88	0.69	0.33	(0.36)	317	41.44
Harbor International	20.11%	25.78	0.15	0.11	(0.04)	224	43.59
Oakmark International	18.12%	25.55	(0.69)	(0.26)	0.43	68	19.66
Mondrian International	19.50%	30.95	(0.51)	(0.17)	0.33	94	23.21
T. Rowe Price Intl Small Cap	15.53%	3.33	0.41	0.17	(0.24)	238	66.63
NinetyOne	10.19%	34.37	0.32	0.07	(0.24)	84	23.06
International Equity	100.00%	25.49	0.02	0.03	0.01	826	105.93
MSCI ACWI ex US Small Cap	-	2.35	(0.01)	(0.02)	(0.01)	4141	767.51
MSCI EAFE Index	-	56.02	0.11	0.04	(0.07)	694	82.07
MSCI ACWI xUS (Net)	-	50.72	0.10	0.04	(0.07)	1982	140.89

EuroPacific Period Ended March 31, 2025

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.

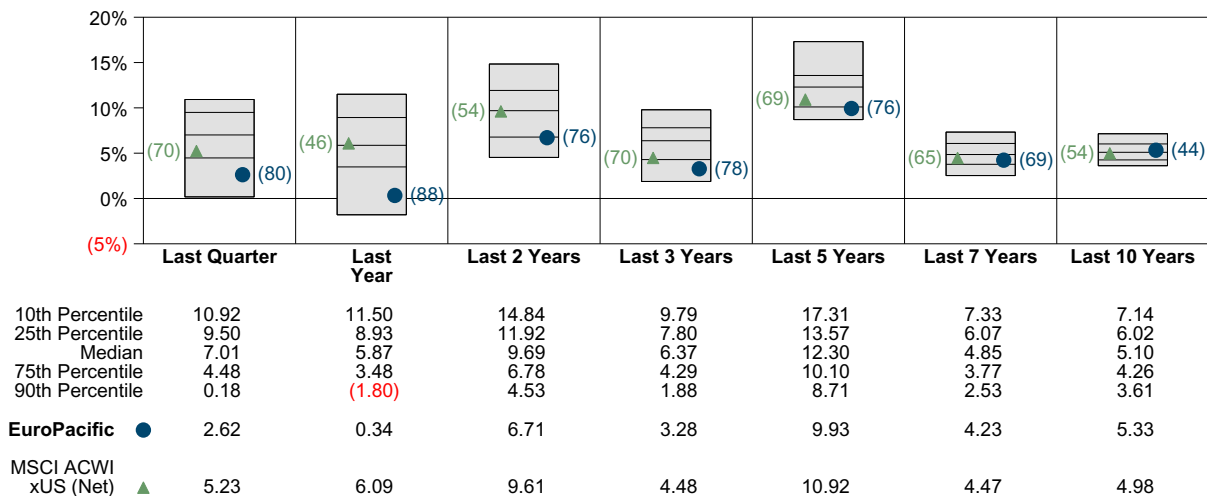
Quarterly Summary and Highlights

- EuroPacific's portfolio posted a 2.62% return for the quarter placing it in the 80 percentile of the Callan Non US Equity Mutual Funds group for the quarter and in the 88 percentile for the last year.
- EuroPacific's portfolio underperformed the MSCI ACWI xUS (Net) by 2.61% for the quarter and underperformed the MSCI ACWI xUS (Net) for the year by 5.75%.

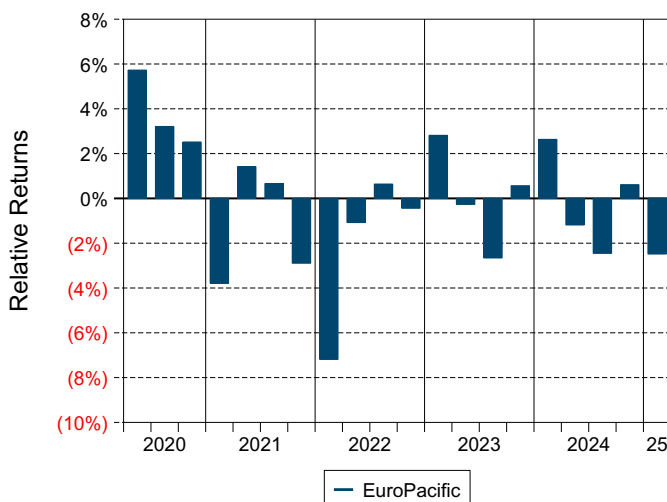
Quarterly Asset Growth

Beginning Market Value	\$30,113,616
Net New Investment	\$0
Investment Gains/(Losses)	\$790,398
Ending Market Value	\$30,904,014

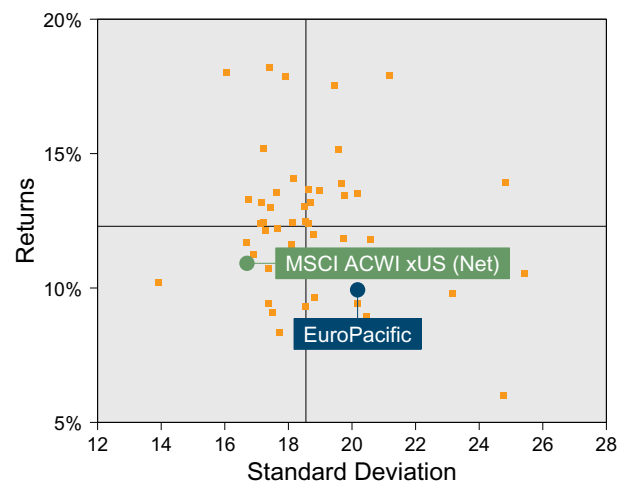
Performance vs Callan Non US Equity Mutual Funds (Net)



Relative Return vs MSCI ACWI xUS (Net)



Callan Non US Equity Mutual Funds (Net) Annualized Five Year Risk vs Return



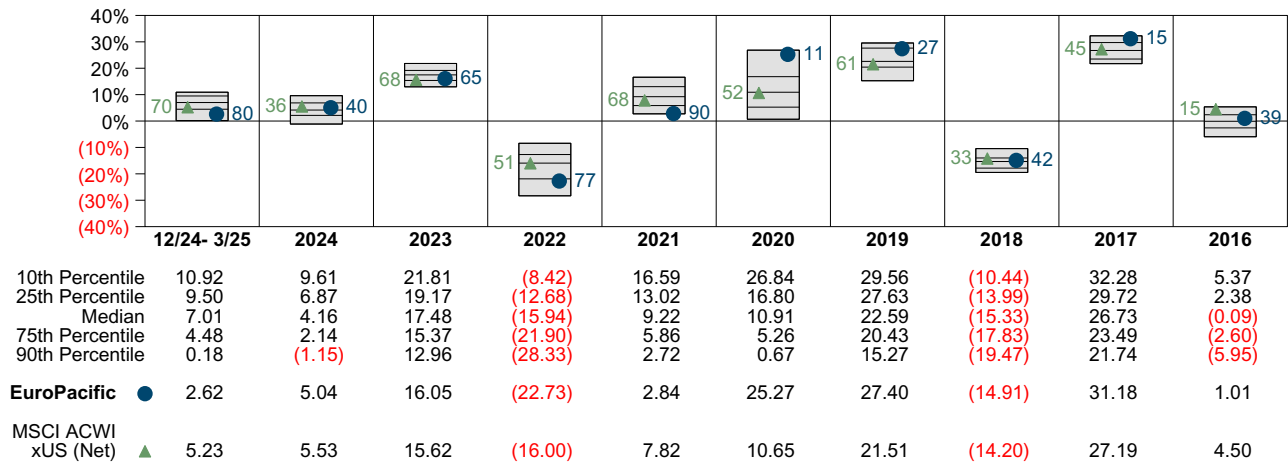
EuroPacific

Return Analysis Summary

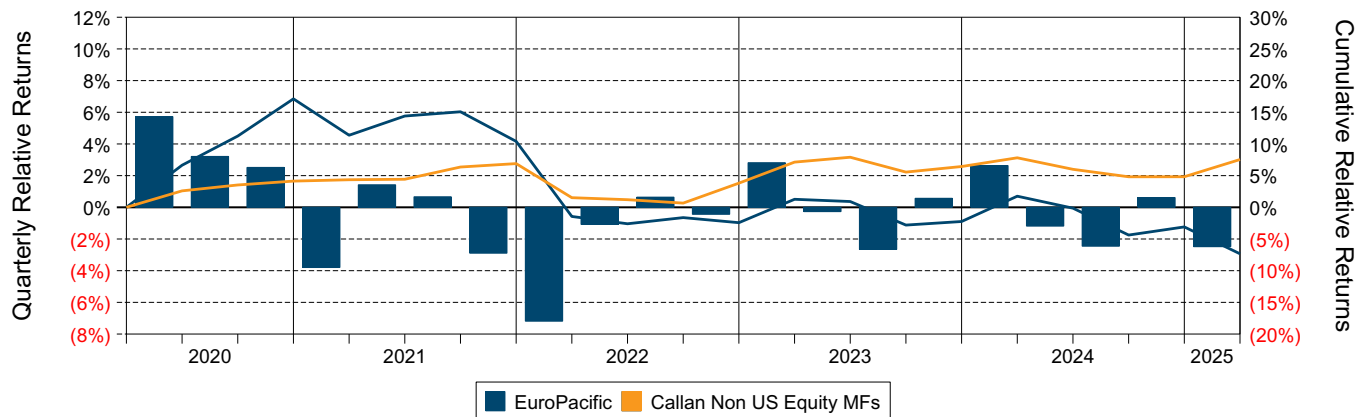
Return Analysis

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)



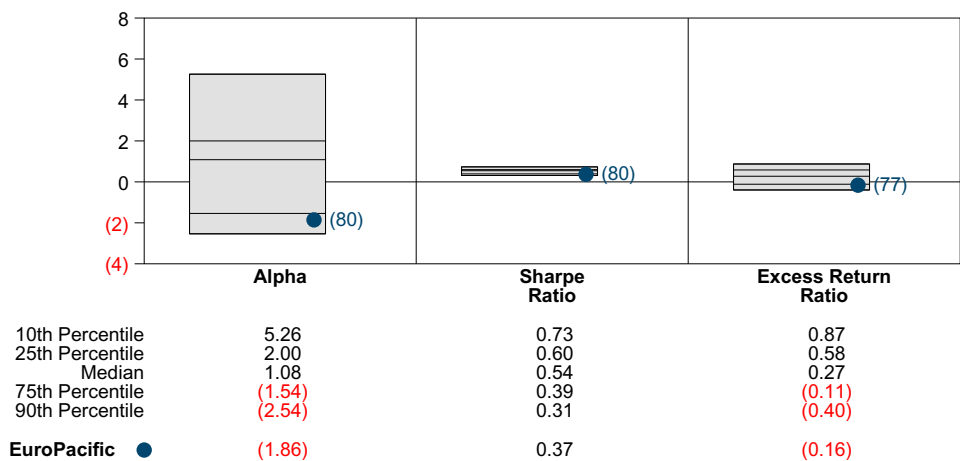
Cumulative and Quarterly Relative Returns vs MSCI ACWI xUS (Net)



Risk Adjusted Return Measures vs MSCI ACWI xUS (Net)

Rankings Against Callan Non US Equity Mutual Funds (Net)

Five Years Ended March 31, 2025



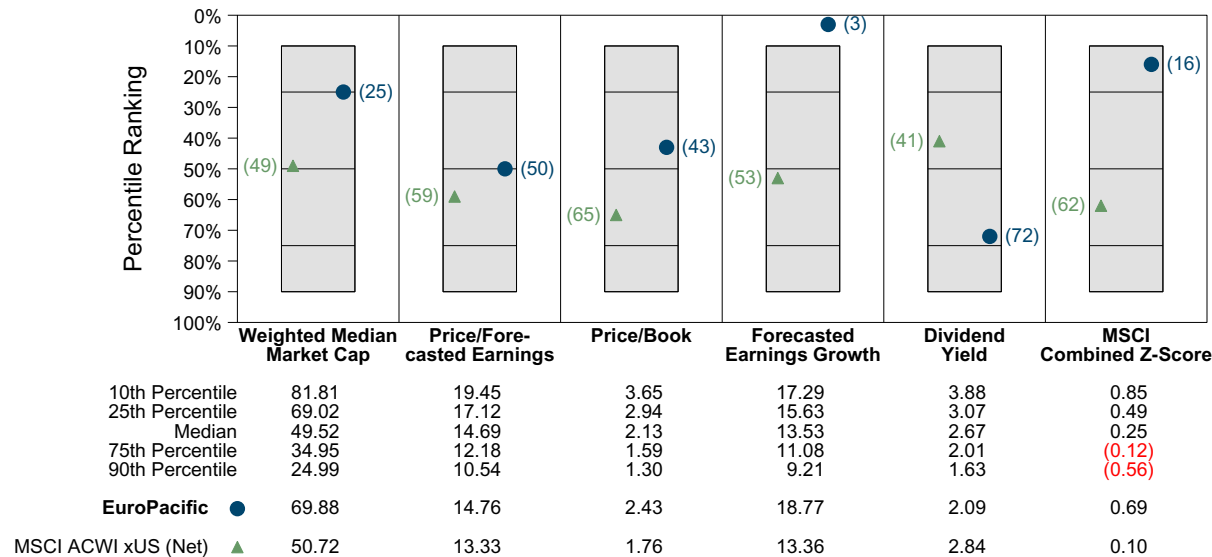
EuroPacific

Equity Characteristics Analysis Summary

Portfolio Characteristics

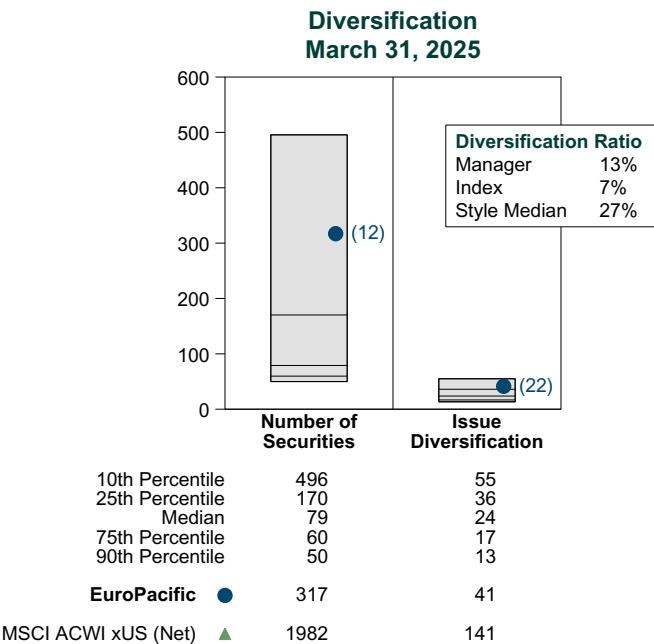
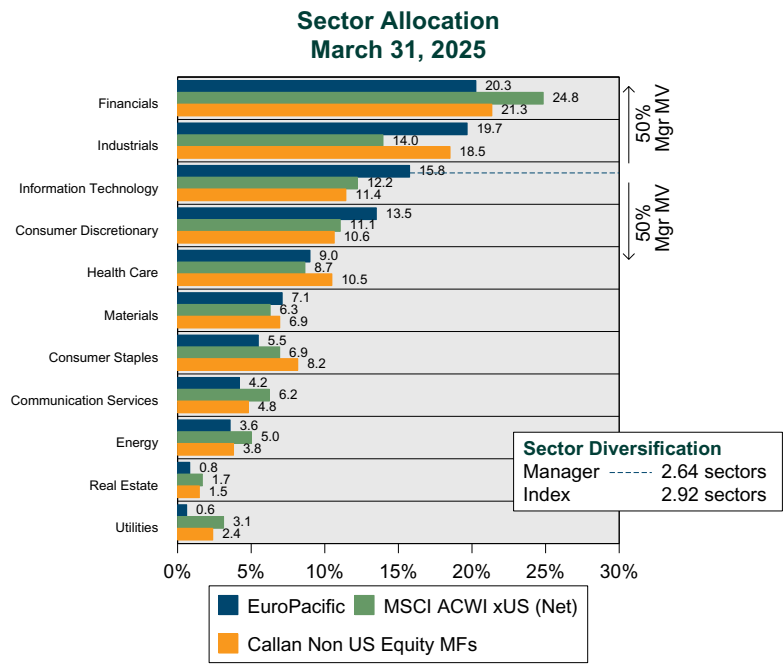
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

Portfolio Characteristics Percentile Rankings Rankings Against Callan Non US Equity Mutual Funds as of March 31, 2025



Sector Weights

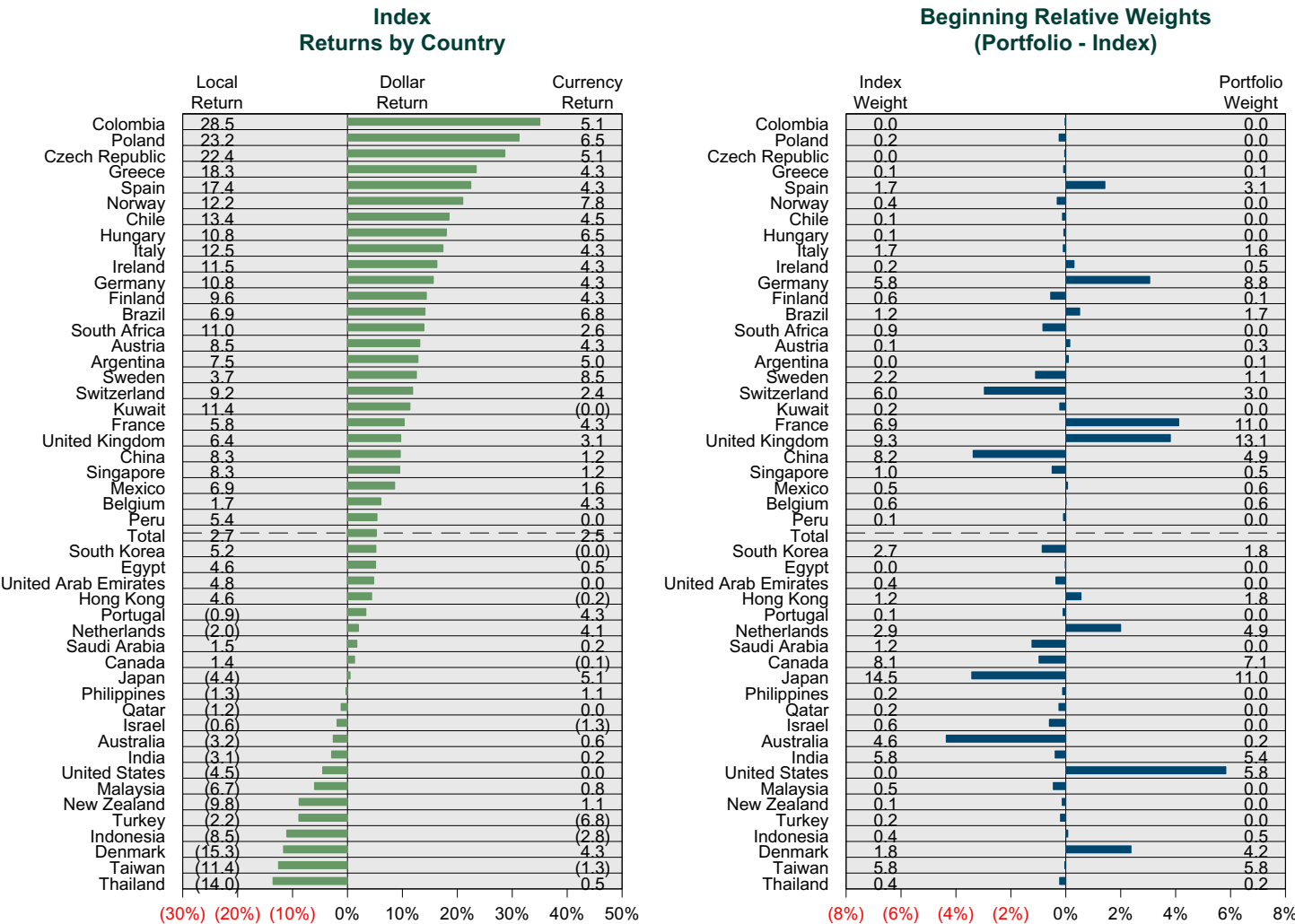
The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. Diversification by number and concentration 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.



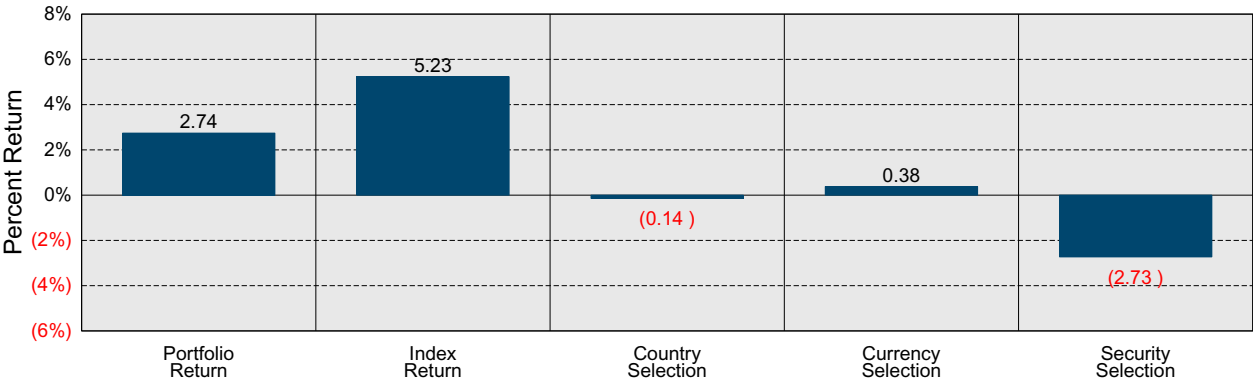
EuroPacific vs MSCI ACWI xUS (Net)
Attribution for Quarter Ended March 31, 2025

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, 2025



Harbor International Period Ended March 31, 2025

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.

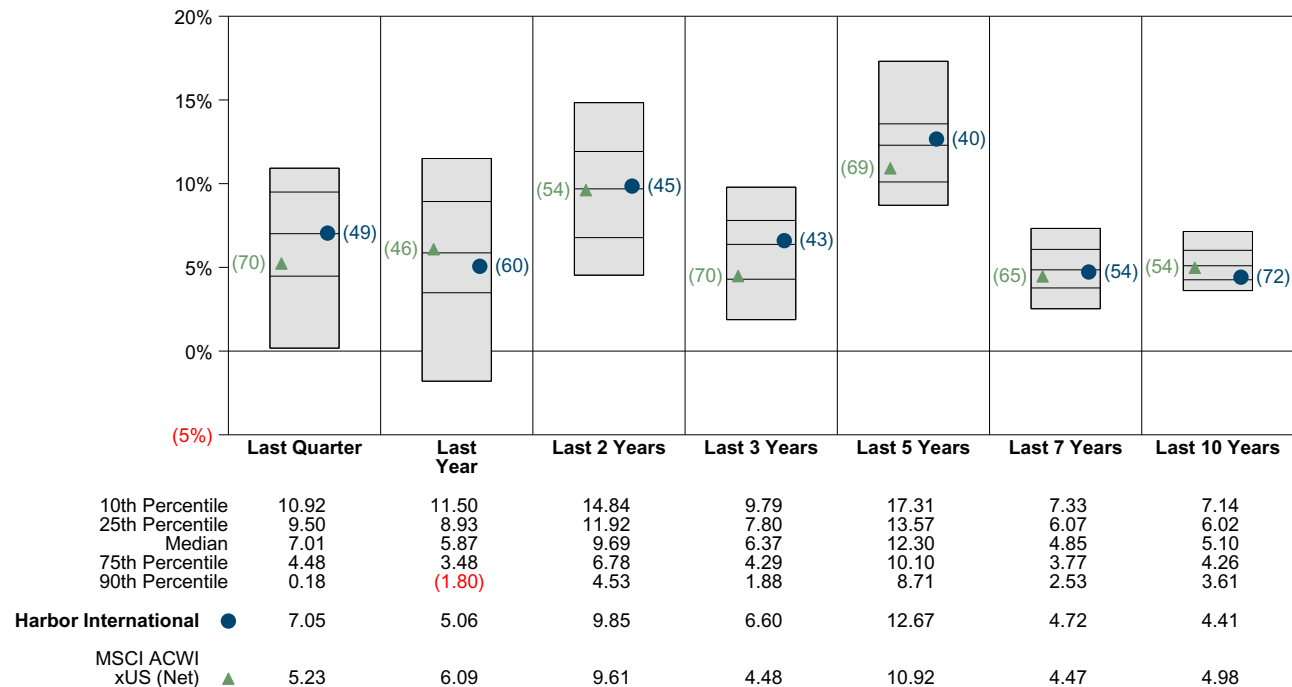
Quarterly Summary and Highlights

- Harbor International's portfolio posted a 7.05% return for the quarter placing it in the 49 percentile of the Callan Non US Equity Mutual Funds group for the quarter and in the 60 percentile for the last year.
- Harbor International's portfolio outperformed the MSCI ACWI xUS (Net) by 1.81% for the quarter and underperformed the MSCI ACWI xUS (Net) for the year by 1.02%.

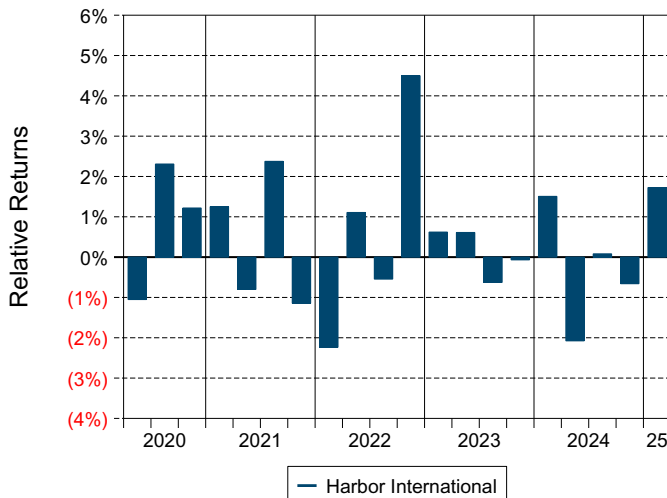
Quarterly Asset Growth

Beginning Market Value	\$35,519,188
Net New Investment	\$-500,978
Investment Gains/(Losses)	\$2,518,622
Ending Market Value	\$37,536,833

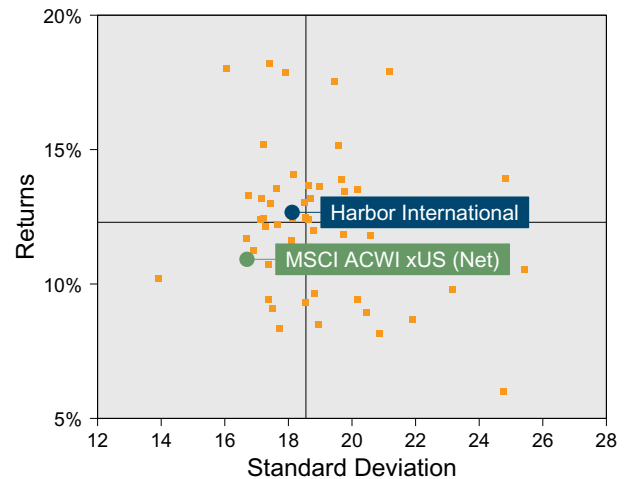
Performance vs Callan Non US Equity Mutual Funds (Net)



Relative Return vs MSCI ACWI xUS (Net)



Callan Non US Equity Mutual Funds (Net) Annualized Five Year Risk vs Return

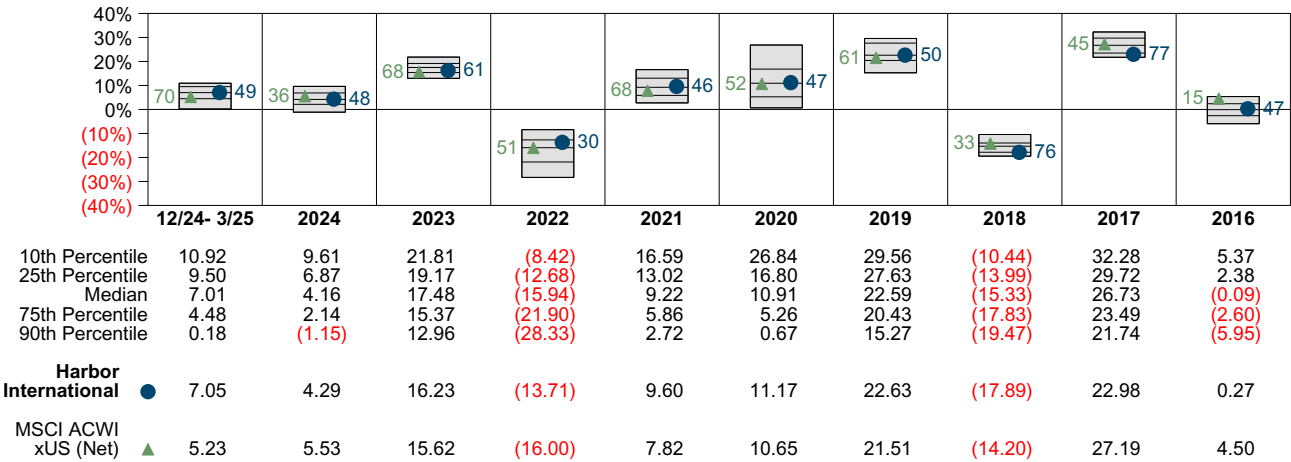


Harbor International Return Analysis Summary

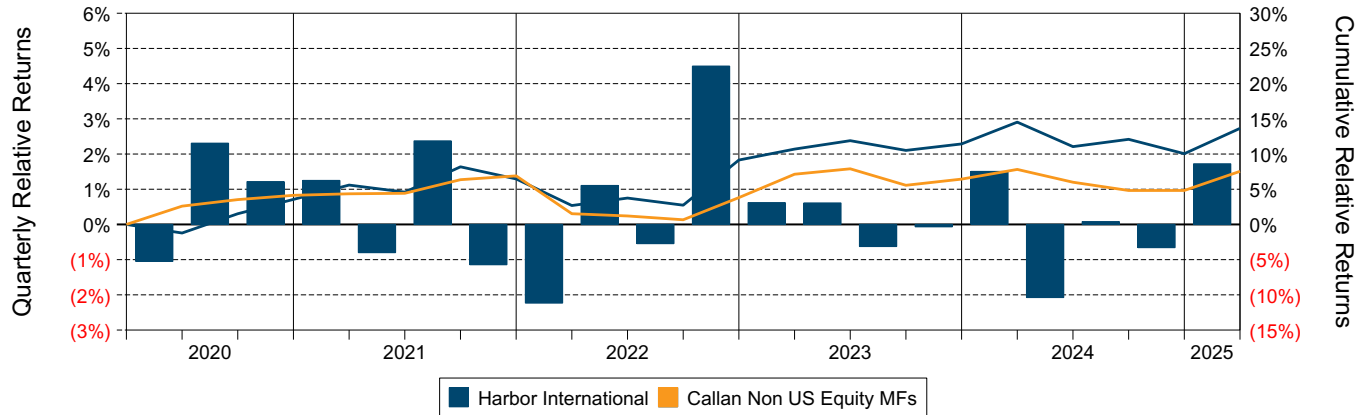
Return Analysis

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.

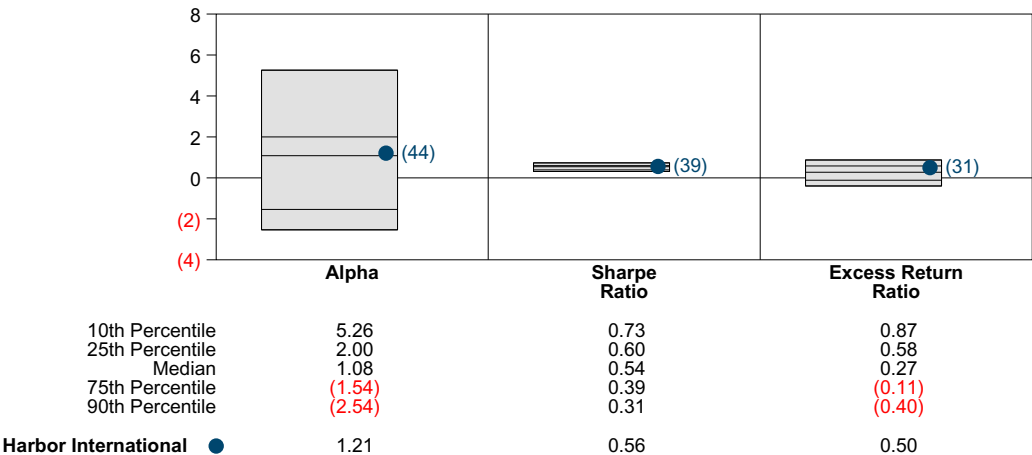
Performance vs Callan Non US Equity Mutual Funds (Net)



Cumulative and Quarterly Relative Returns vs MSCI ACWI xUS (Net)



Risk Adjusted Return Measures vs MSCI ACWI xUS (Net) Rankings Against Callan Non US Equity Mutual Funds (Net) Five Years Ended March 31, 2025



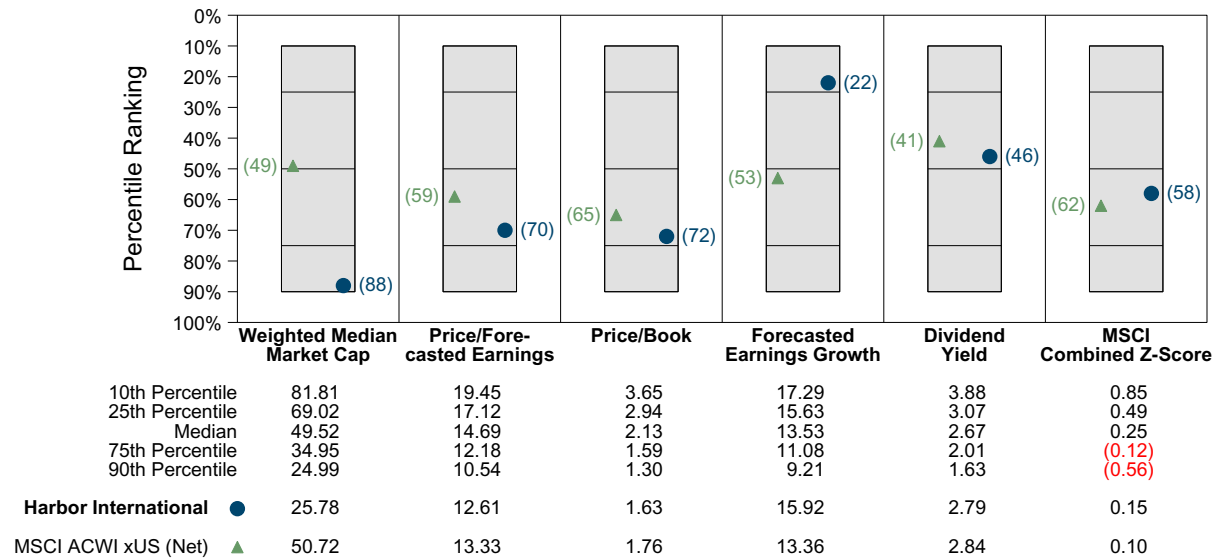
Harbor International

Equity Characteristics Analysis Summary

Portfolio Characteristics

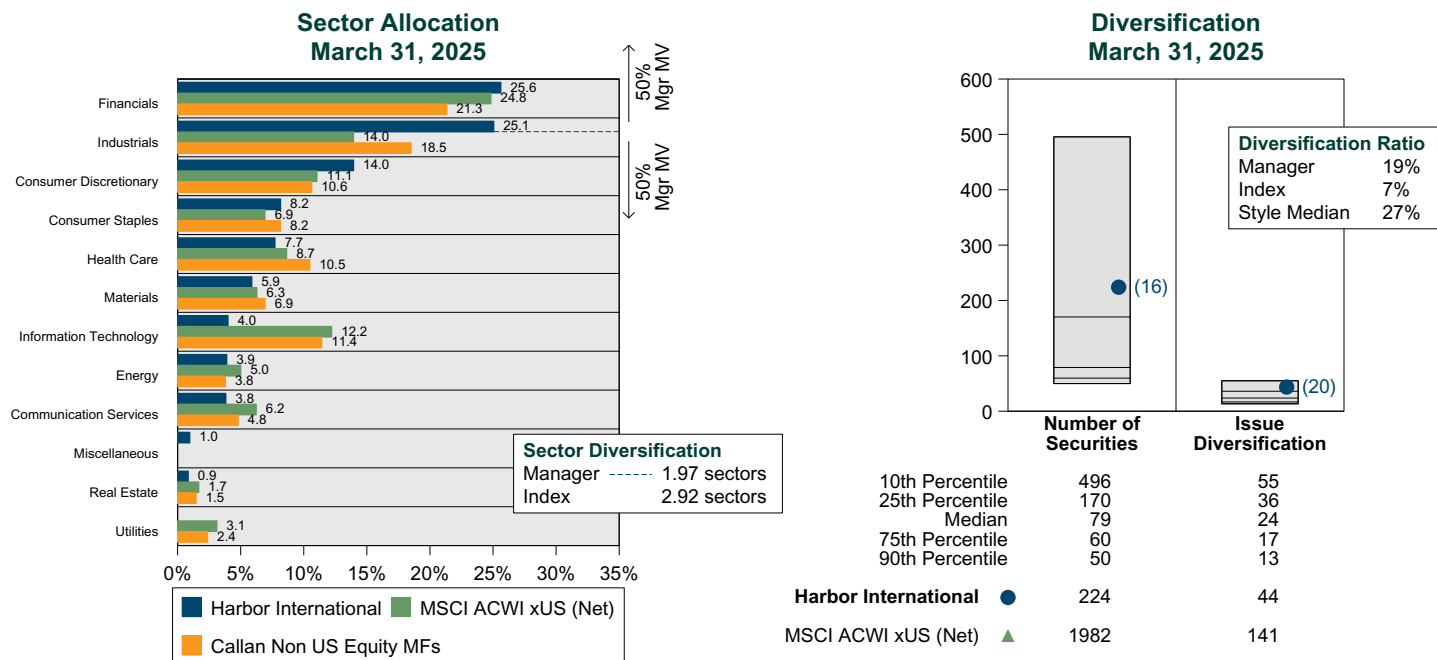
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

Portfolio Characteristics Percentile Rankings Rankings Against Callan Non US Equity Mutual Funds as of March 31, 2025



Sector Weights

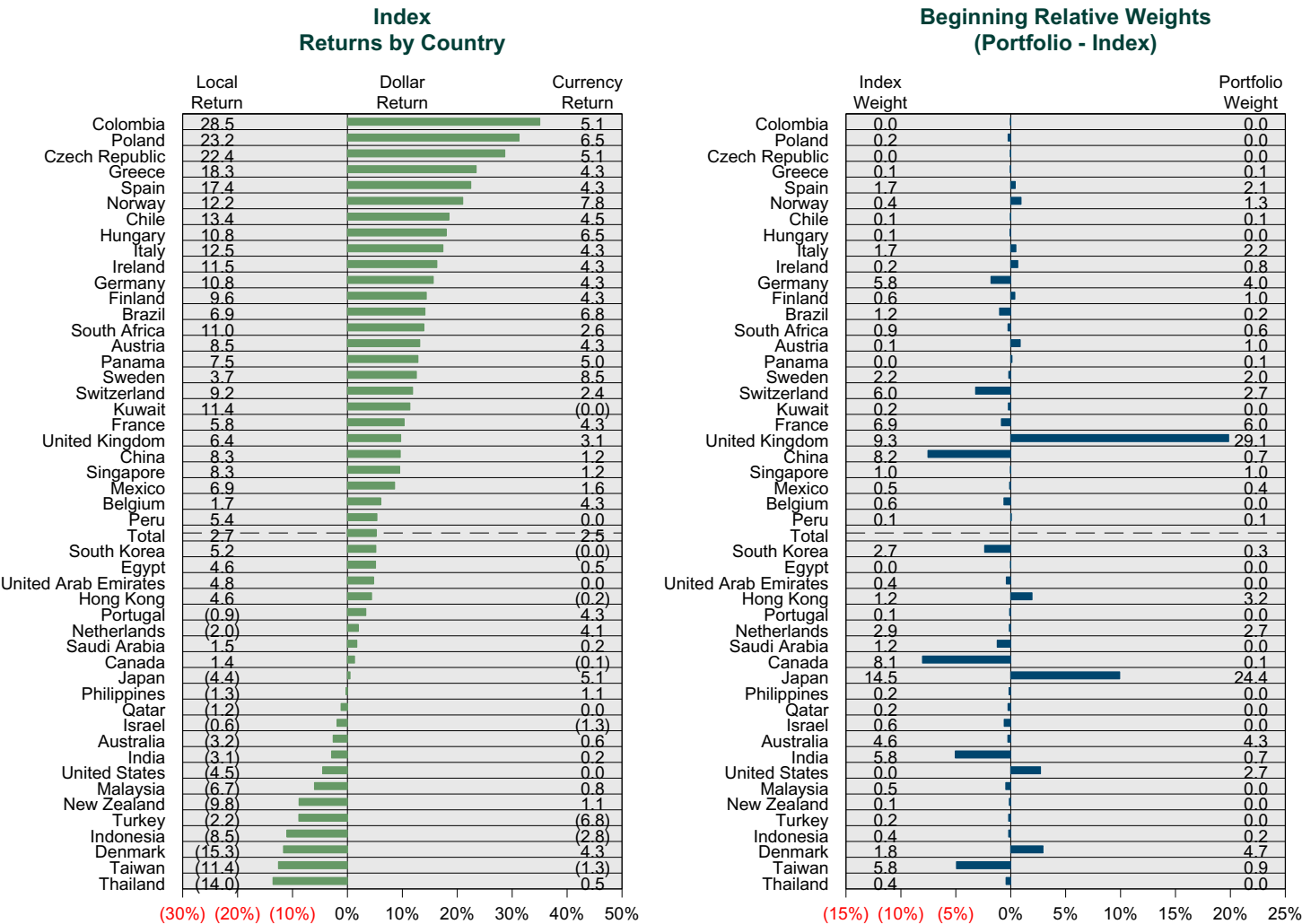
The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. Diversification by number and concentration 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 (Net)
Attribution for Quarter Ended March 31, 2025

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.



Oakmark International Period Ended March 31, 2025

Investment Philosophy

Harris International Equity is sub-advised by Oakmark. The investment team purchases international stocks in both established and emerging markets that are selling at a substantial discount to intrinsic value. Unlike its Value peers, 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. A company is typically purchased when its discount to intrinsic value is 30% or greater and sold when that discount nears 10% or less. 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. 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.

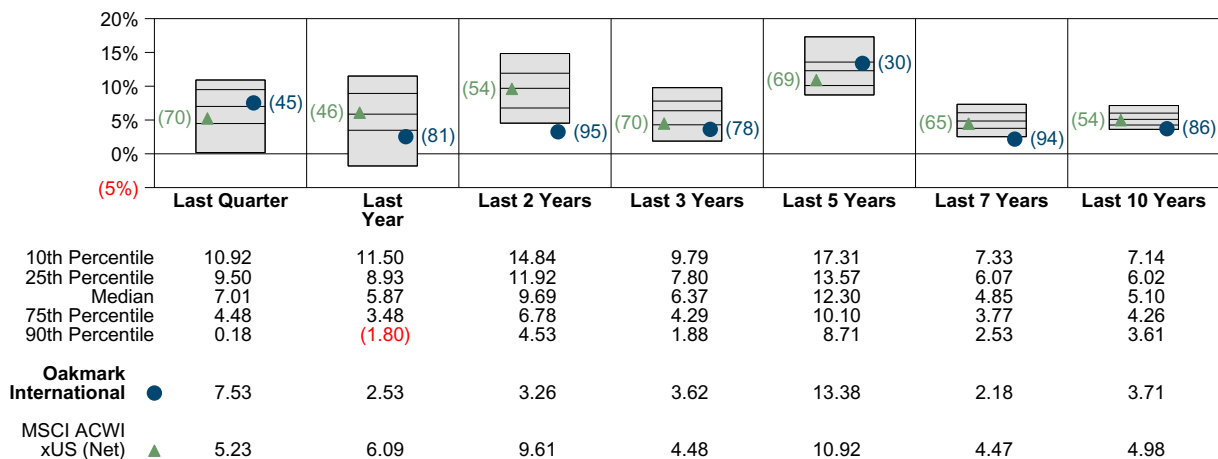
Quarterly Summary and Highlights

- Oakmark International's portfolio posted a 7.53% return for the quarter placing it in the 45 percentile of the Callan Non US Equity Mutual Funds group for the quarter and in the 81 percentile for the last year.
- Oakmark International's portfolio outperformed the MSCI ACWI xUS (Net) by 2.30% for the quarter and underperformed the MSCI ACWI xUS (Net) for the year by 3.55%.

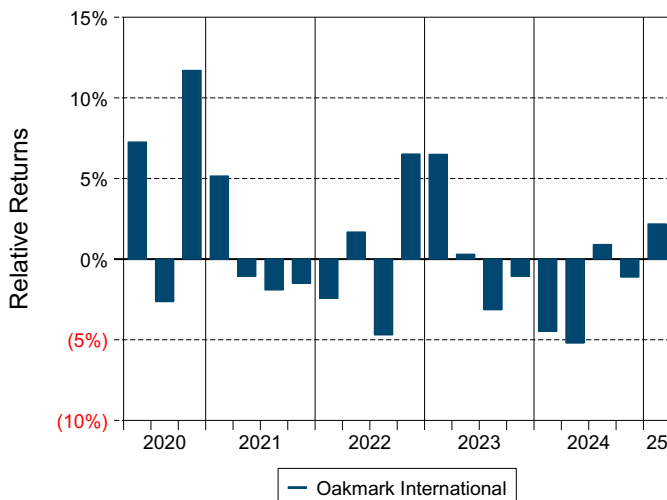
Quarterly Asset Growth

Beginning Market Value	\$31,461,246
Net New Investment	\$0
Investment Gains/(Losses)	\$2,369,304
Ending Market Value	\$33,830,549

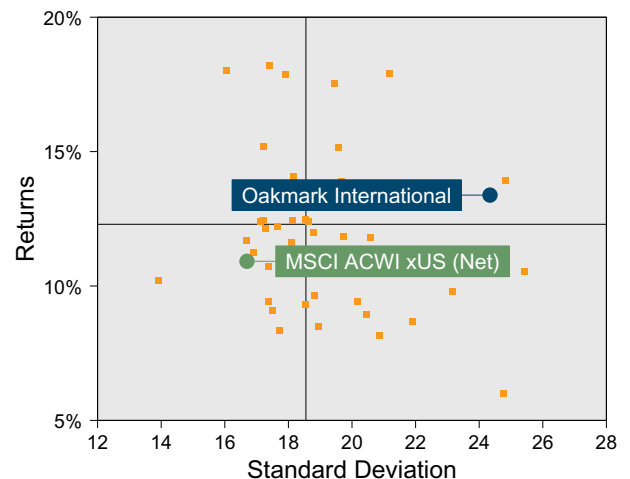
Performance vs Callan Non US Equity Mutual Funds (Net)



Relative Return vs MSCI ACWI xUS (Net)



Callan Non US Equity Mutual Funds (Net) Annualized Five Year Risk vs Return

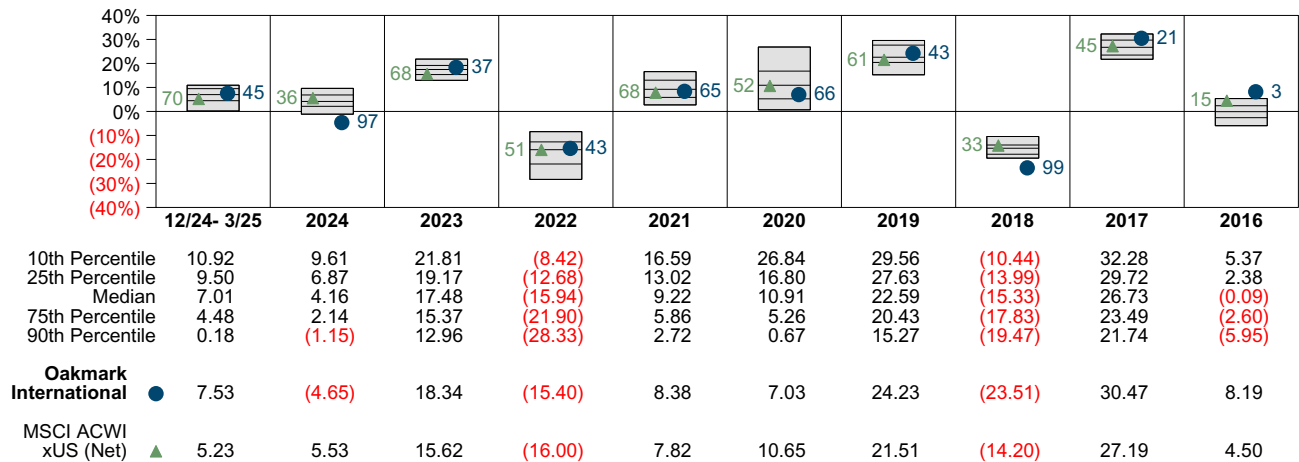


Oakmark International Return Analysis Summary

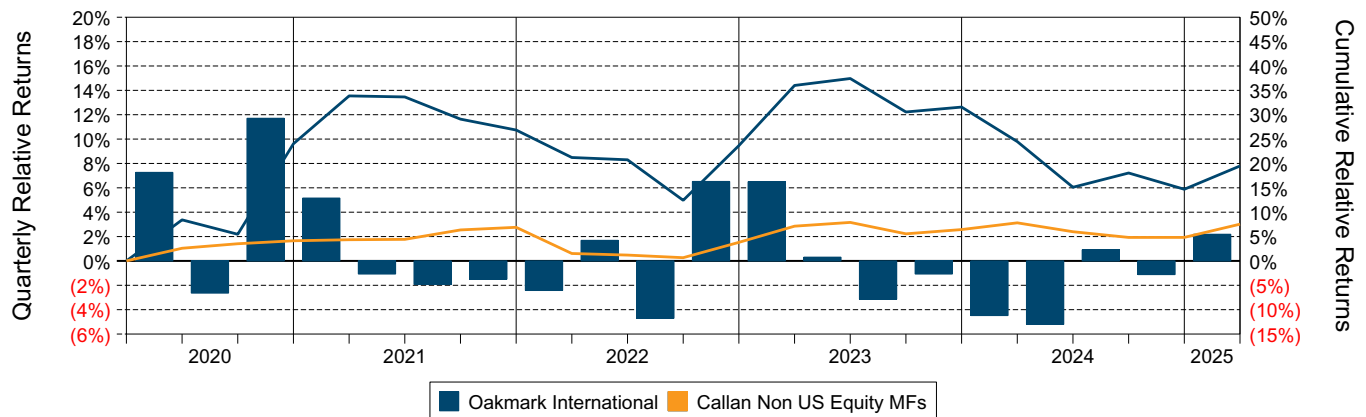
Return Analysis

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.

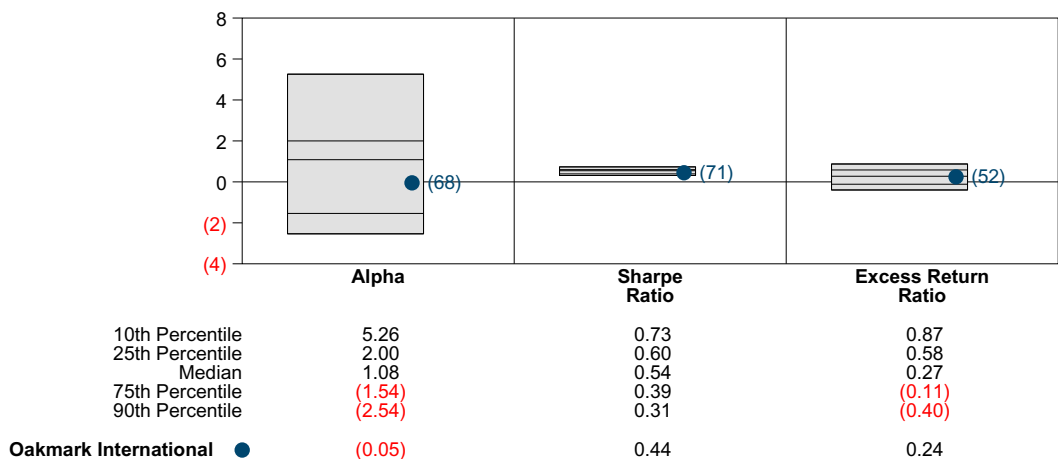
Performance vs Callan Non US Equity Mutual Funds (Net)



Cumulative and Quarterly Relative Returns vs MSCI ACWI xUS (Net)



Risk Adjusted Return Measures vs MSCI ACWI xUS (Net) Rankings Against Callan Non US Equity Mutual Funds (Net) Five Years Ended March 31, 2025

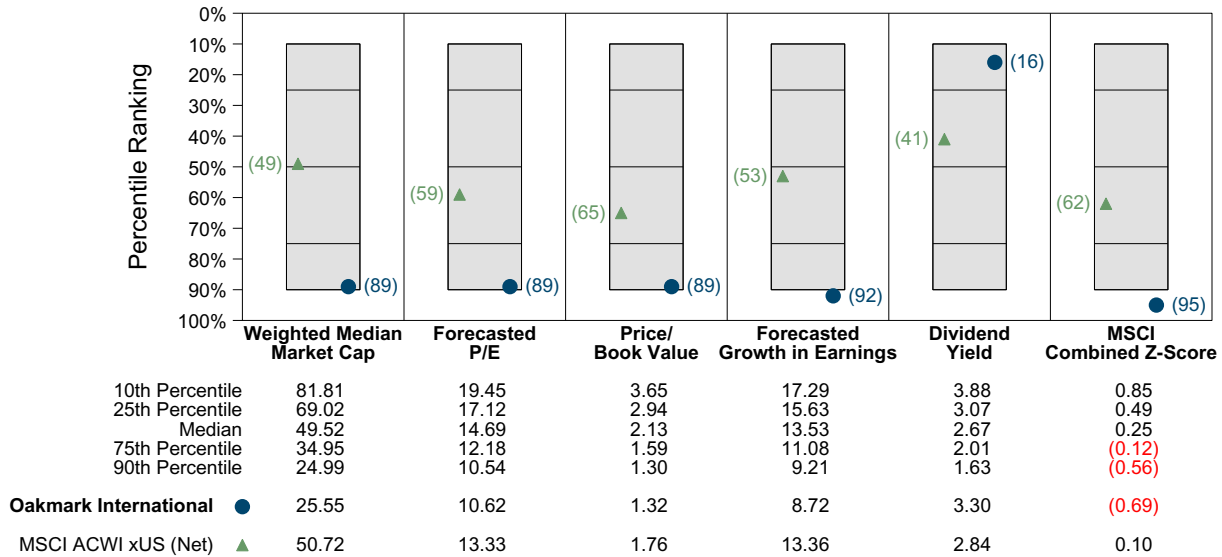


Oakmark International Equity Characteristics Analysis Summary

Portfolio Characteristics

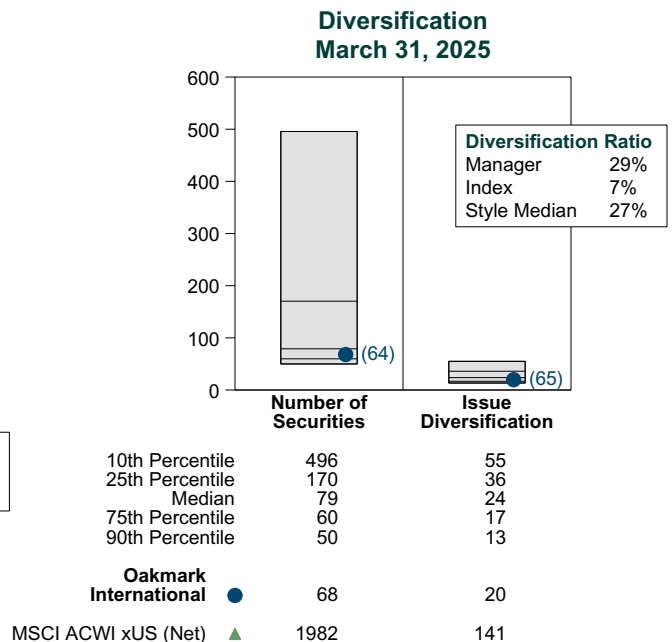
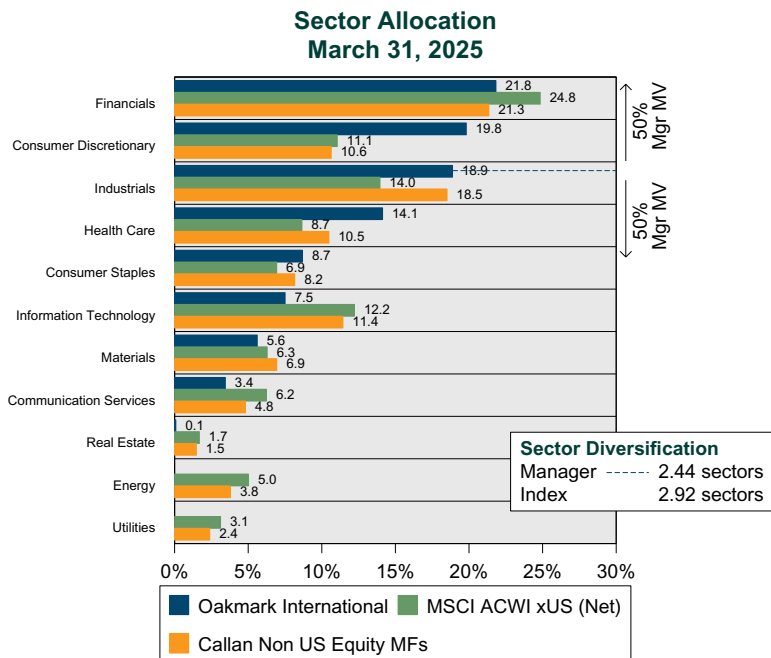
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

Portfolio Characteristics Percentile Rankings Rankings Against Callan Non US Equity Mutual Funds as of March 31, 2025



Sector Weights

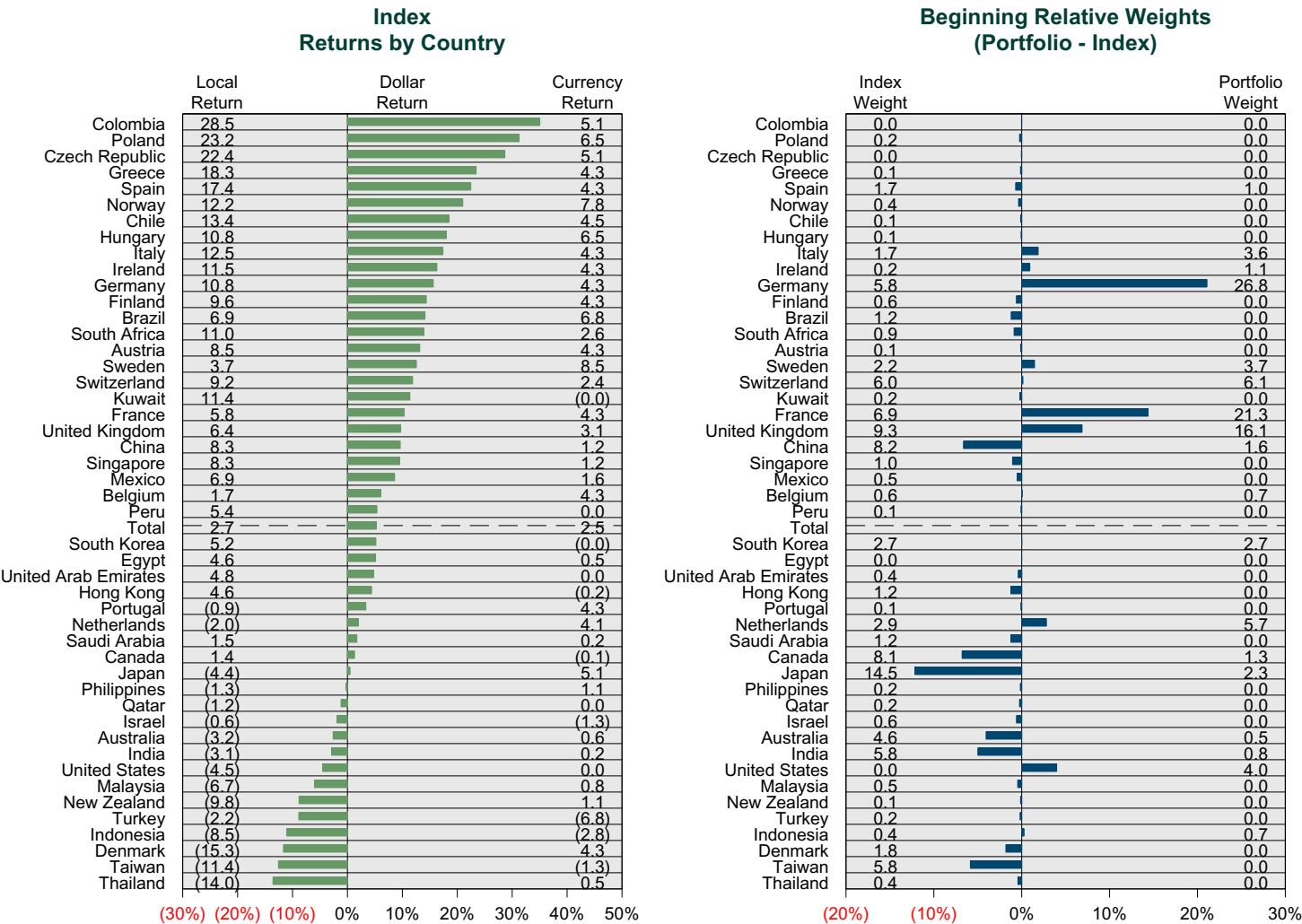
The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. Diversification by number and concentration 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.



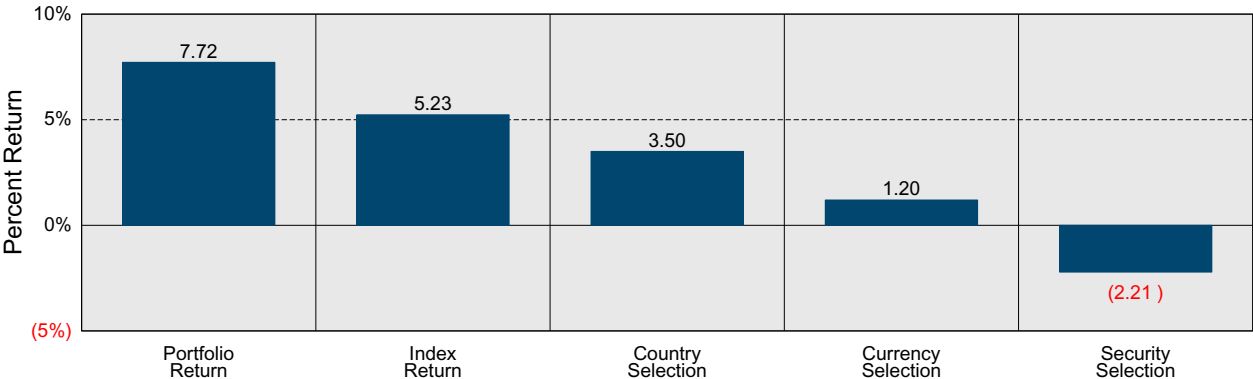
Oakmark International vs MSCI ACWI xUS (Net)
Attribution for Quarter Ended March 31, 2025

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, 2025



Mondrian International

Period Ended March 31, 2025

Investment Philosophy

Mondrian is a 100% employee-owned investment manager based in London, England. The firm employs a value-oriented approach with the belief that a company’s value is best determined by dividend discount modeling. The research process is 60% bottom up (company research) and 40% top-down (country and currency analysis). Company valuations are assessed using a four-stage dividend discount model (DDM). Country valuations take into account analysis of the economic, demographic and socio-political environment, and also take the form of a four-stage DDM. Currency analysis utilizes a Long-Term Purchasing Power Parity approach. Analysis of central, best and worst case scenarios are also conducted. Mondrian’s investment approach seeks to generate three specific investment benefits: (1) provide a rate of return meaningfully greater than the client’s domestic rate of inflation, (2) structure portfolios that preserve capital during protracted international market declines, and (3) provide portfolio performance that is less volatile than both benchmark indices and peers. Historical performance reflects these tenets. Mondrian’s management fee is 80 bps on all assets.

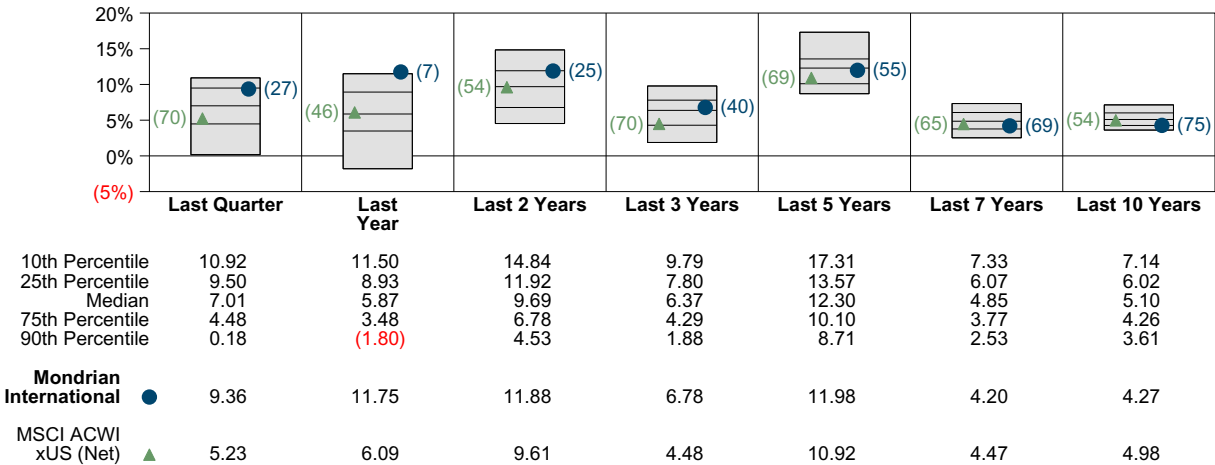
Quarterly Summary and Highlights

- Mondrian International’s portfolio posted a 9.36% return for the quarter placing it in the 27 percentile of the Callan Non US Equity Mutual Funds group for the quarter and in the 7 percentile for the last year.
- Mondrian International’s portfolio outperformed the MSCI ACWI xUS (Net) by 4.13% for the quarter and outperformed the MSCI ACWI xUS (Net) for the year by 5.66%.

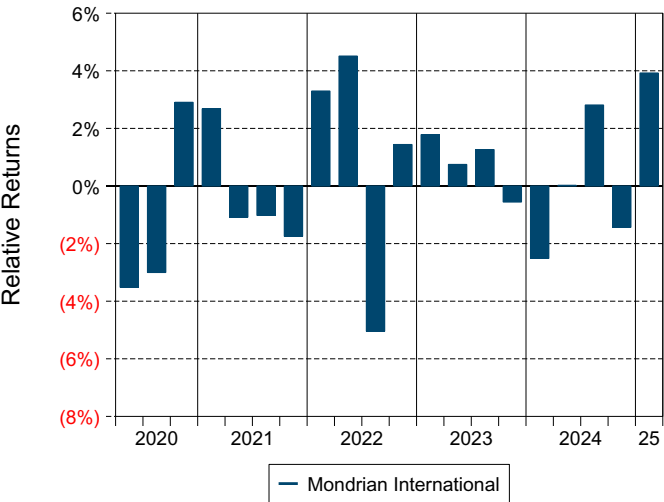
Quarterly Asset Growth

Beginning Market Value	\$33,224,835
Net New Investment	\$0
Investment Gains/(Losses)	\$3,178,980
Ending Market Value	\$36,403,815

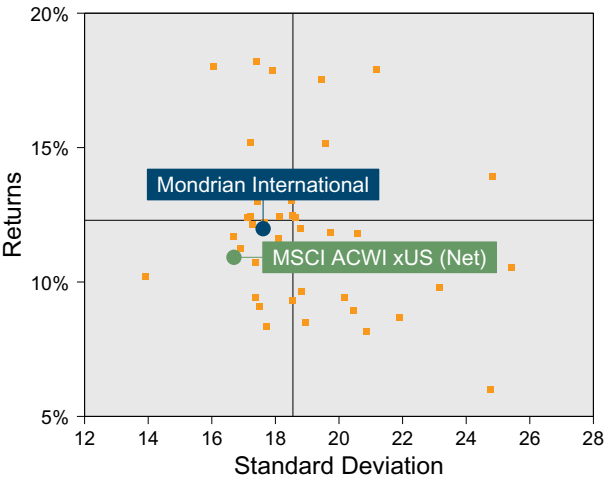
Performance vs Callan Non US Equity Mutual Funds (Net)



Relative Return vs MSCI ACWI xUS (Net)



Callan Non US Equity Mutual Funds (Net) Annualized Five Year Risk vs Return

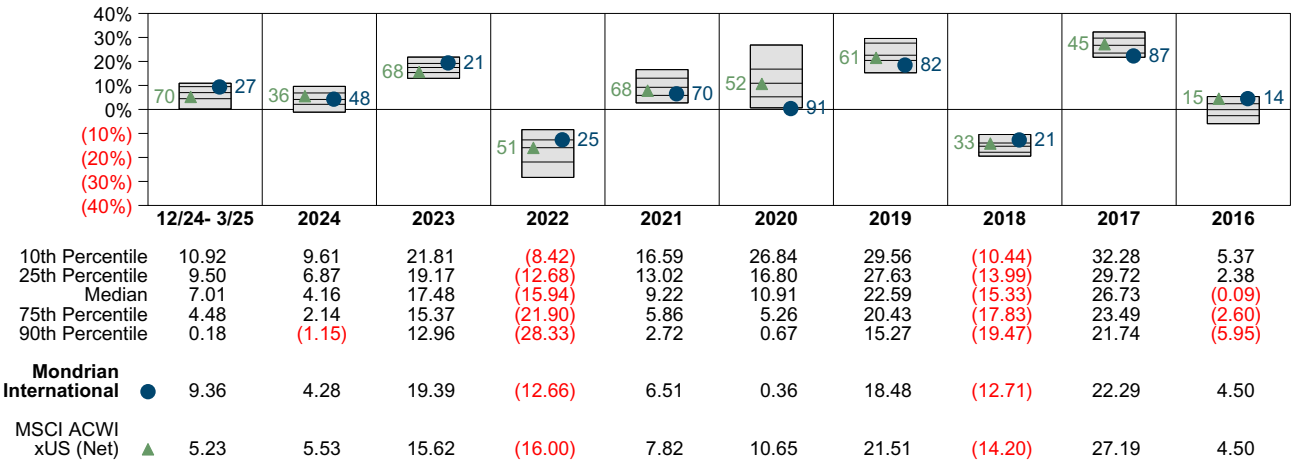


Mondrian International Return Analysis Summary

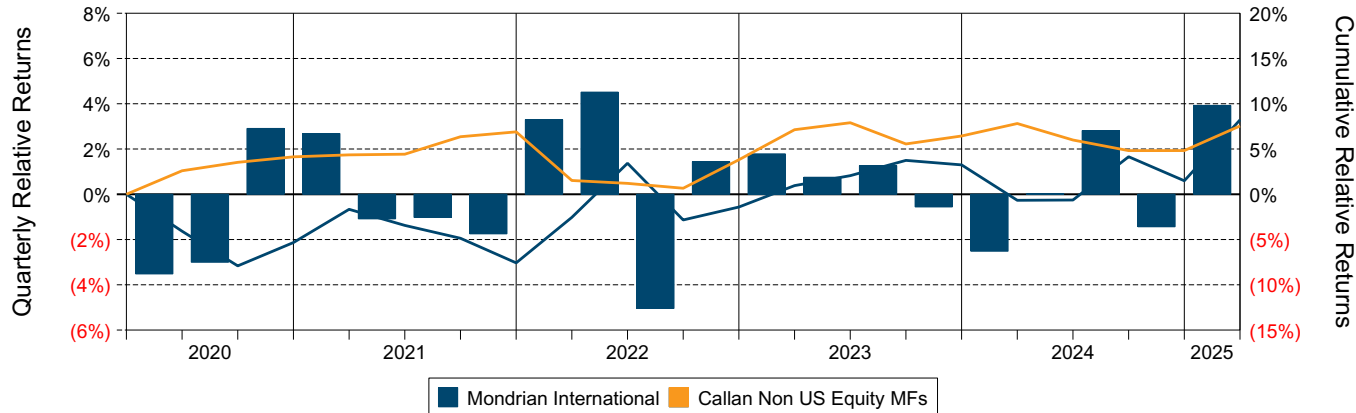
Return Analysis

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.

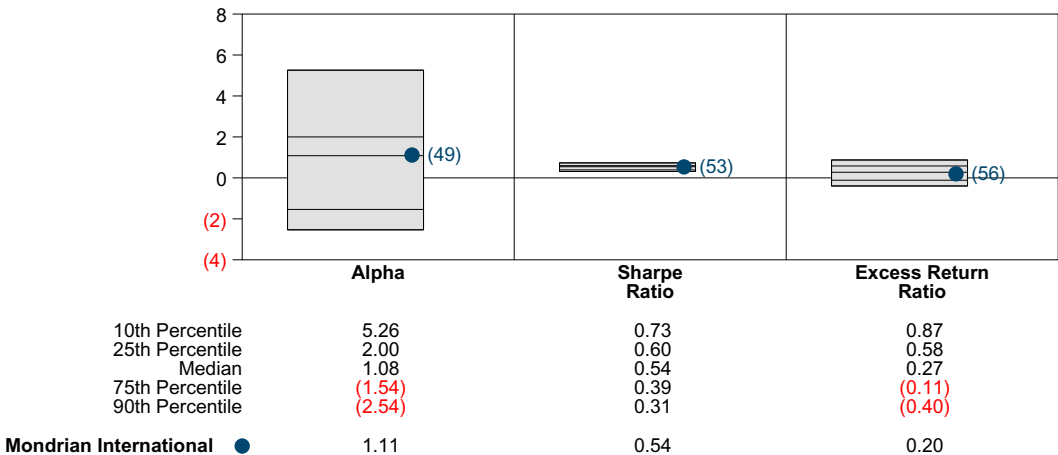
Performance vs Callan Non US Equity Mutual Funds (Net)



Cumulative and Quarterly Relative Returns vs MSCI ACWI xUS (Net)



Risk Adjusted Return Measures vs MSCI ACWI xUS (Net) Rankings Against Callan Non US Equity Mutual Funds (Net) Five Years Ended March 31, 2025

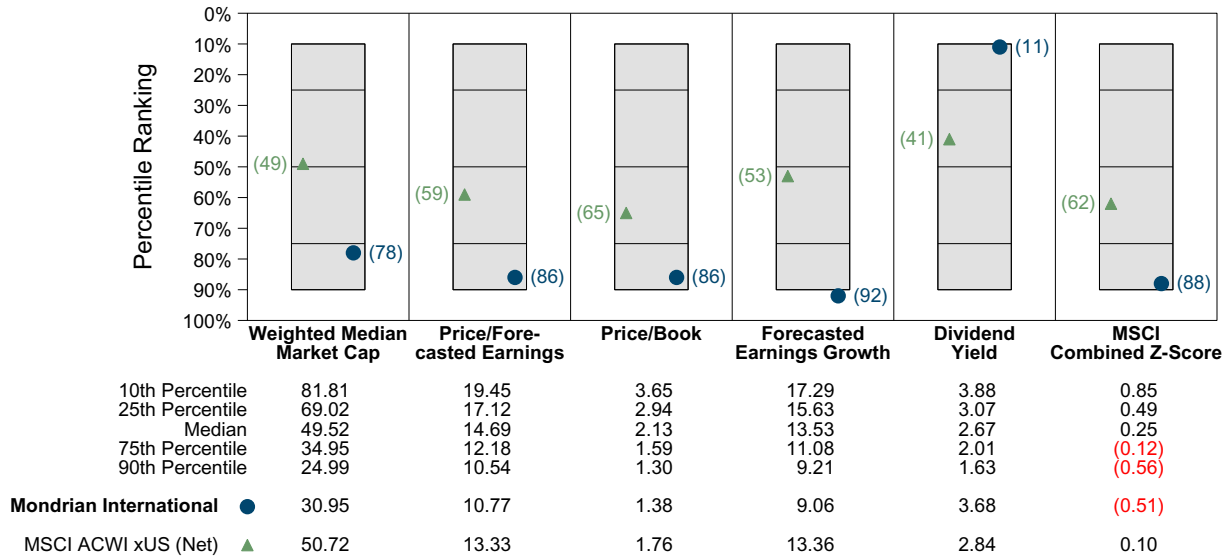


Mondrian International Equity Characteristics Analysis Summary

Portfolio Characteristics

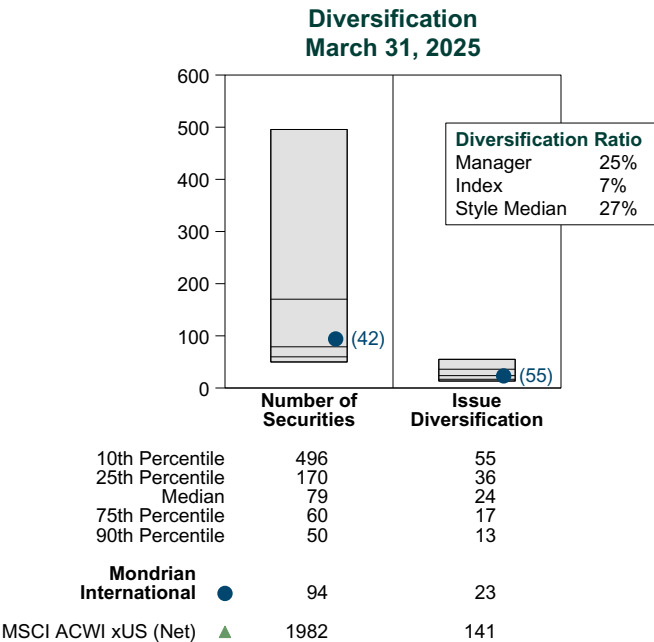
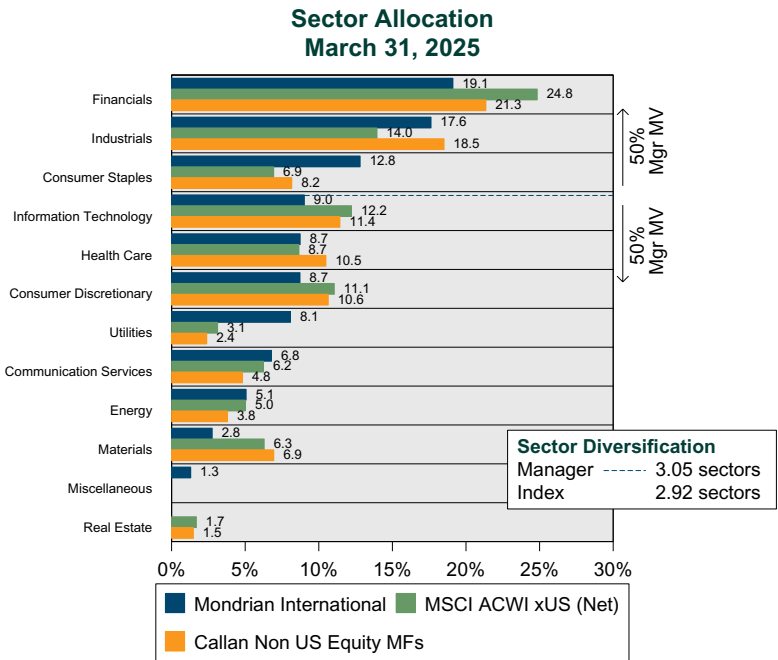
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

Portfolio Characteristics Percentile Rankings Rankings Against Callan Non US Equity Mutual Funds as of March 31, 2025



Sector Weights

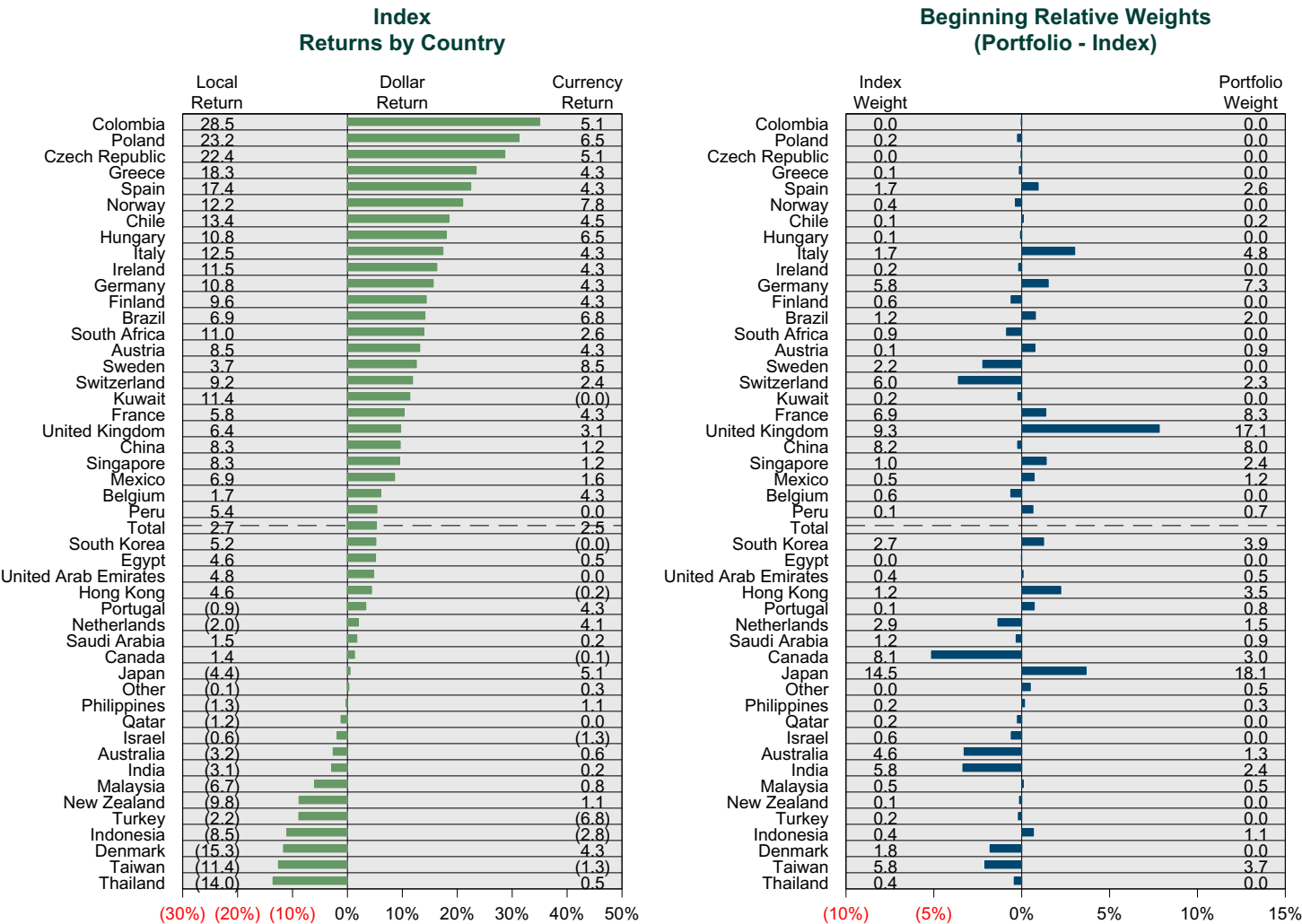
The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. Diversification by number and concentration 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 (Net)
Attribution for Quarter Ended March 31, 2025

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.



T. Rowe Price Intl Small Cap Period Ended March 31, 2025

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 was 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. The portfolio's investments in compounding growth companies should perform well in average to more aggressive growth market environments, but the strategy may struggle in commodity-driven and/or deeper value, cyclical regimes. Portfolio was funded September 2017. Historical returns are that of the manager's composite.

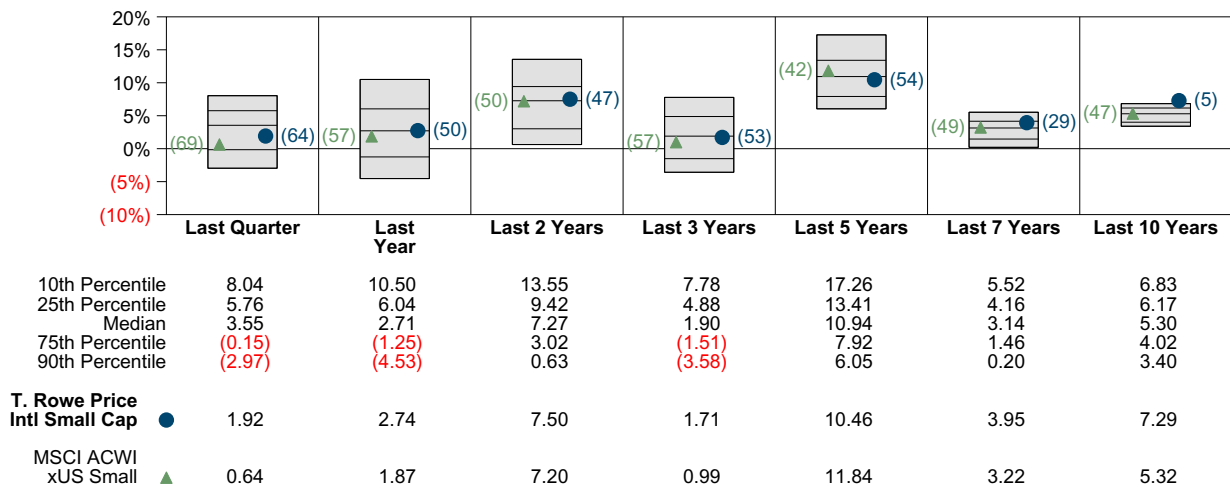
Quarterly Summary and Highlights

- T. Rowe Price Intl Small Cap's portfolio posted a 1.92% return for the quarter placing it in the 64 percentile of the Callan International Small Cap Mut Funds group for the quarter and in the 50 percentile for the last year.
- T. Rowe Price Intl Small Cap's portfolio outperformed the MSCI ACWI xUS Small by 1.28% for the quarter and outperformed the MSCI ACWI xUS Small for the year by 0.87%.

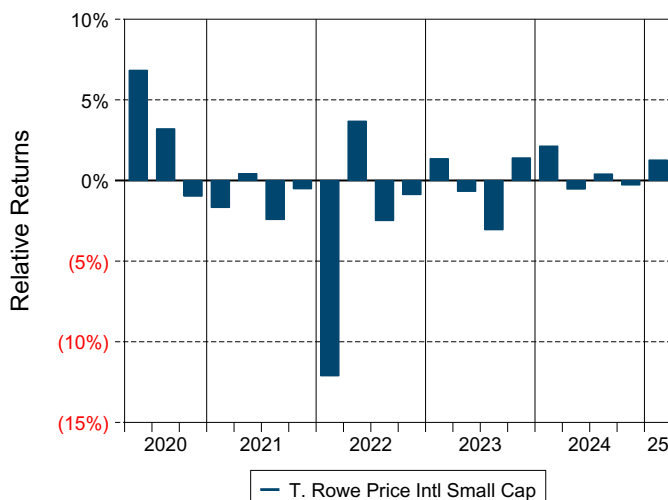
Quarterly Asset Growth

Beginning Market Value	\$28,439,047
Net New Investment	\$0
Investment Gains/(Losses)	\$545,593
Ending Market Value	\$28,984,641

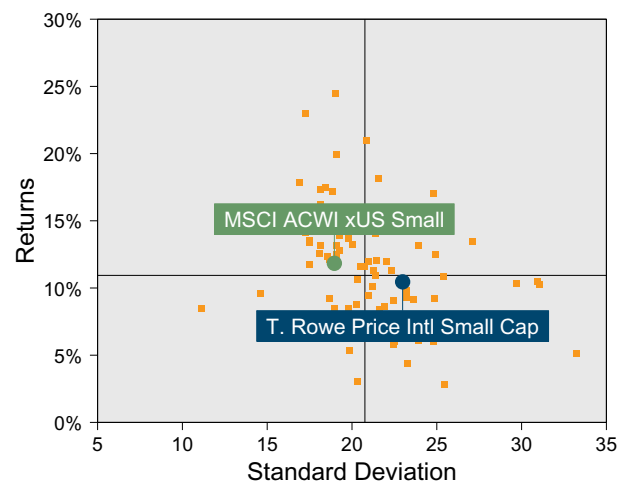
Performance vs Callan International Small Cap Mut Funds (Net)



Relative Return vs MSCI ACWI xUS Small



Callan International Small Cap Mut Funds (Net) Annualized Five Year Risk vs Return

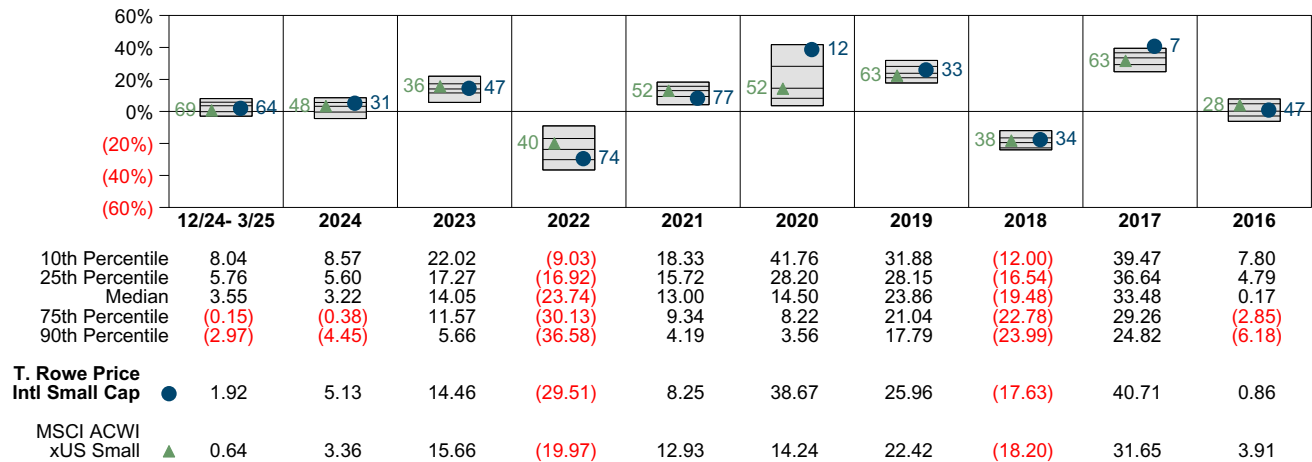


T. Rowe Price Intl Small Cap Return Analysis Summary

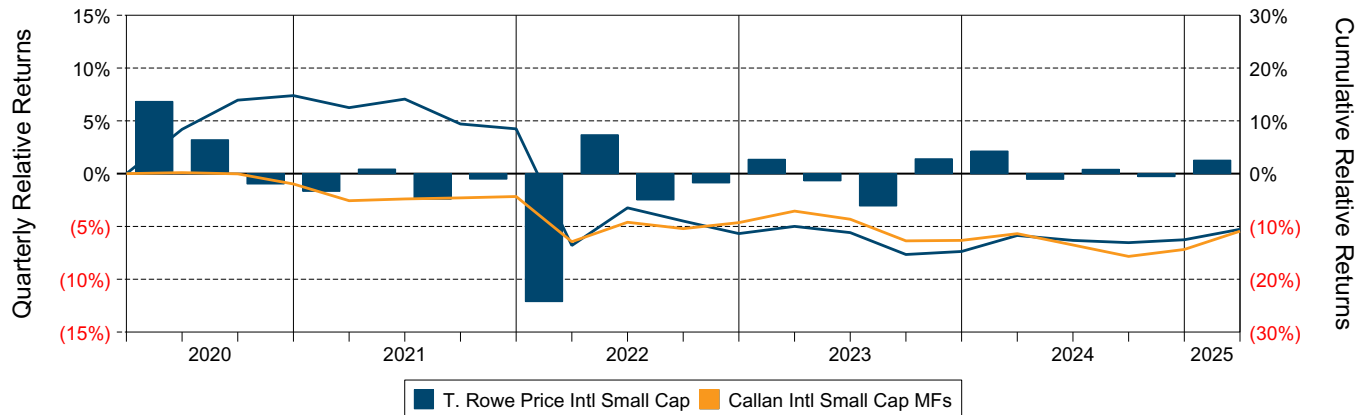
Return Analysis

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.

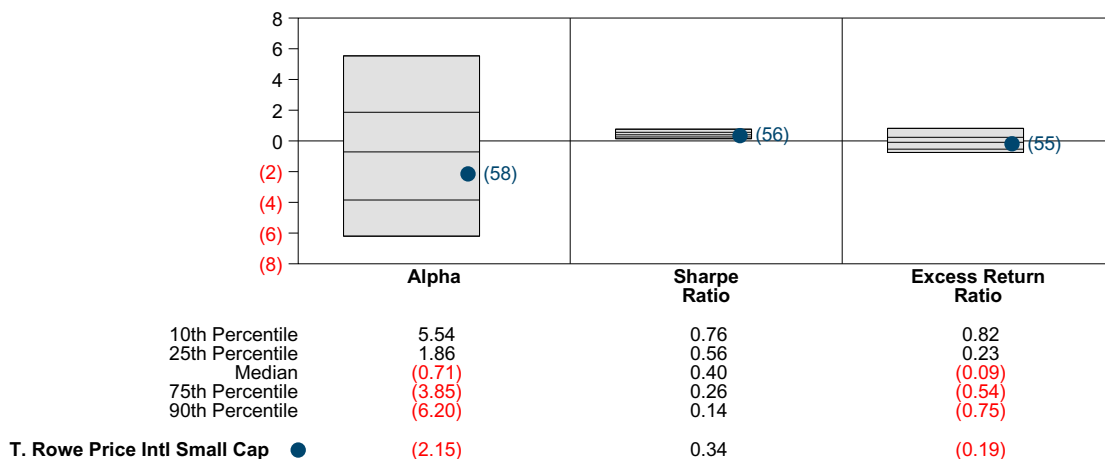
Performance vs Callan International Small Cap Mut Funds (Net)



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, 2025

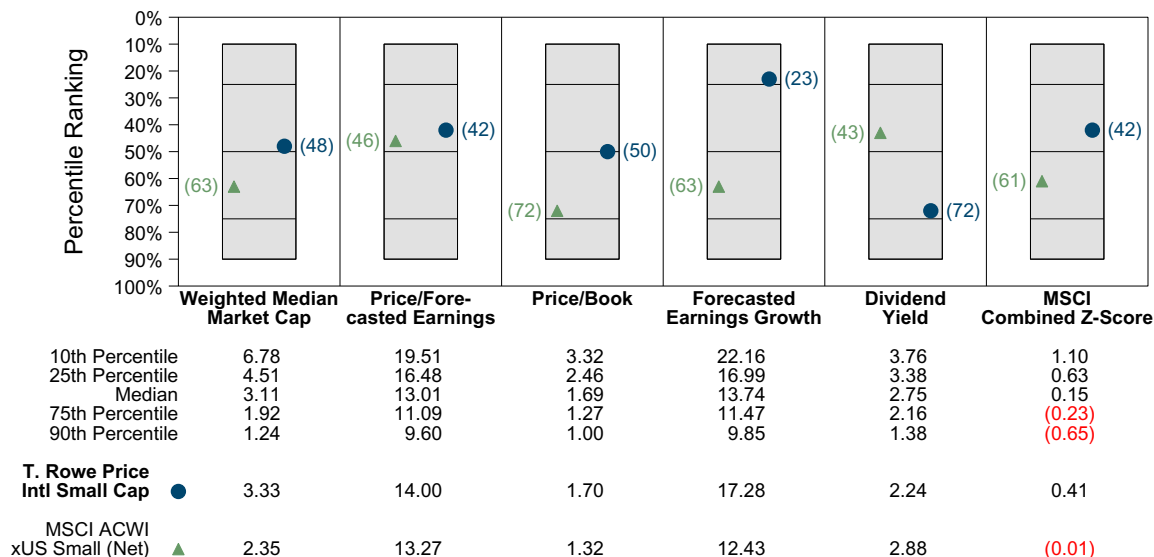


T. Rowe Price Intl Small Cap Equity Characteristics Analysis Summary

Portfolio Characteristics

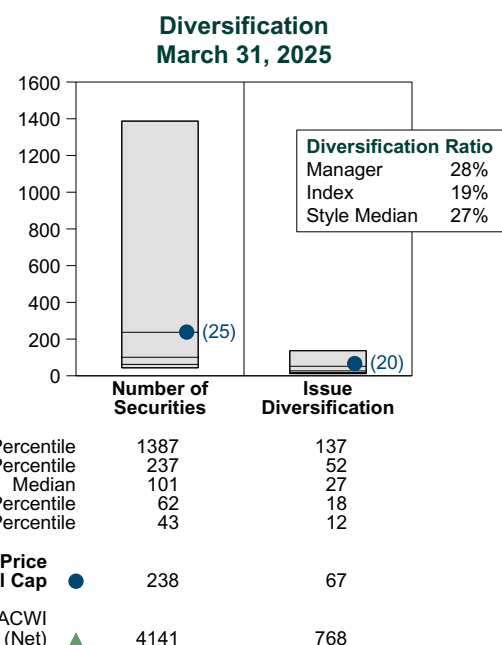
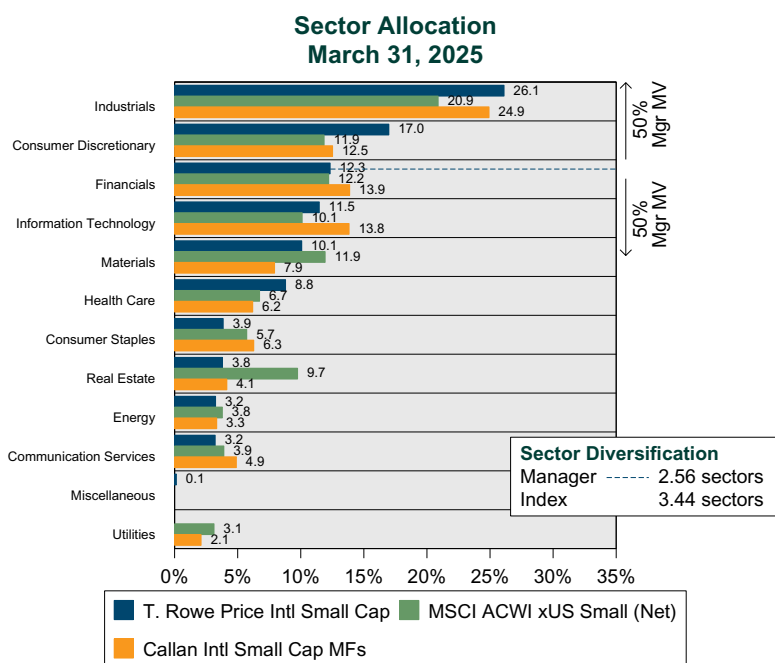
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

Portfolio Characteristics Percentile Rankings Rankings Against Callan International Small Cap Mut Funds as of March 31, 2025



Sector Weights

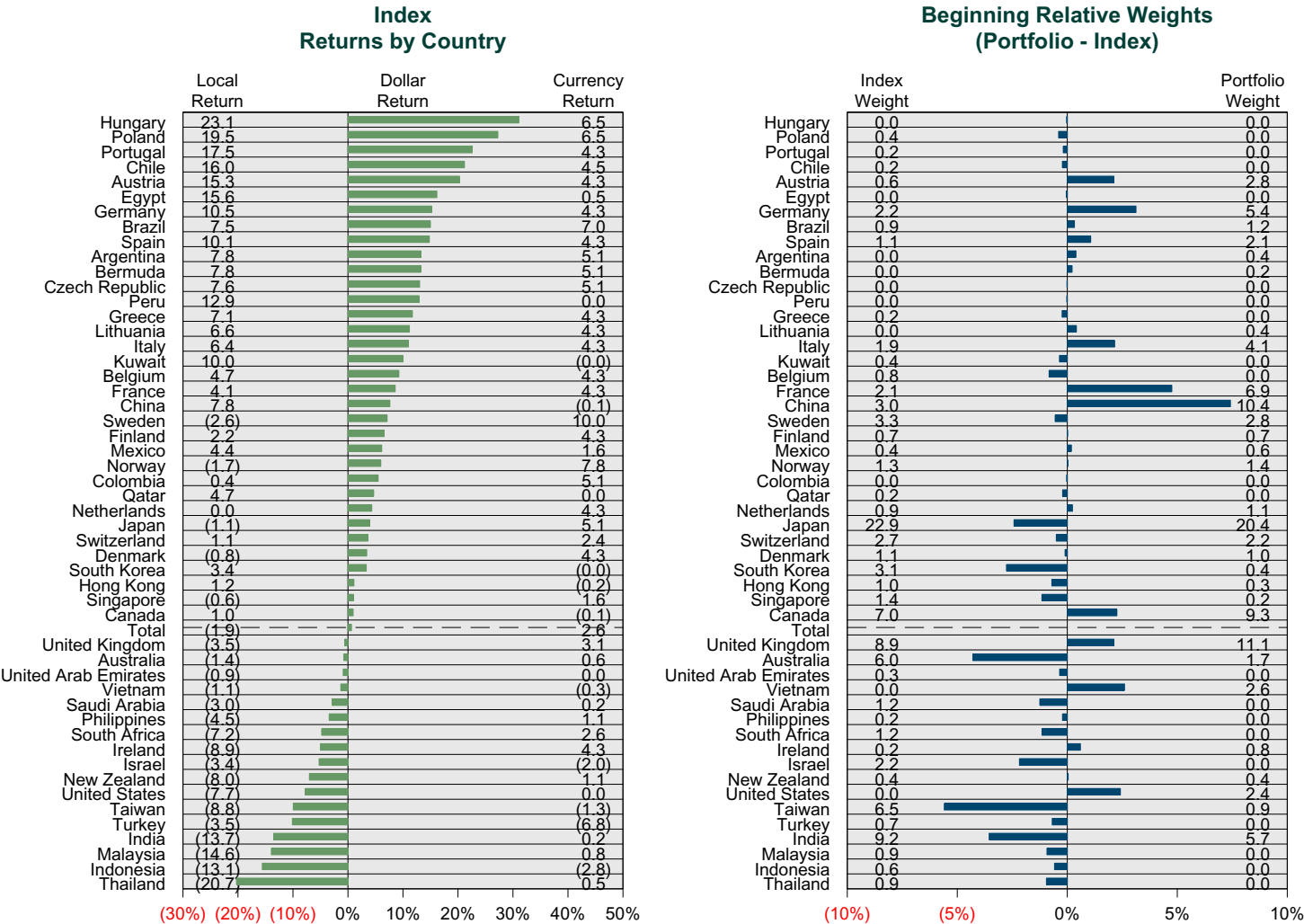
The graph below contrasts the manager's sector weights with those of the benchmark and median sector weights across the members of the peer group. The magnitude of sector weight differences from the index and the manager's sector diversification are also shown. Diversification by number and concentration 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, 2025

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.



NinetyOne

Period Ended March 31, 2025

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.

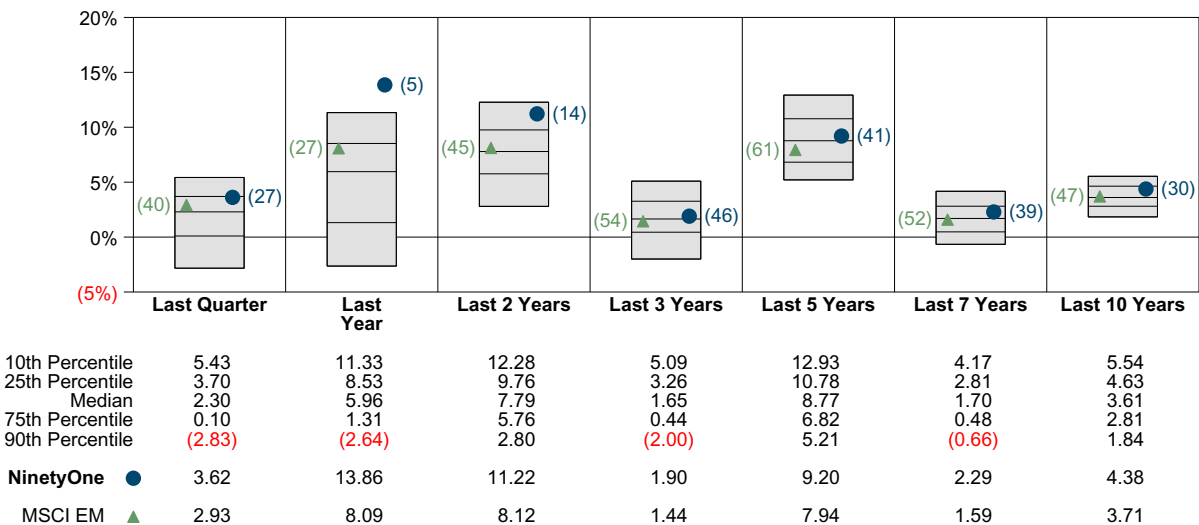
Quarterly Summary and Highlights

- NinetyOne's portfolio posted a 3.62% return for the quarter placing it in the 27 percentile of the Morningstar Diversified Emg Mkts Fds group for the quarter and in the 5 percentile for the last year.
- NinetyOne's portfolio outperformed the MSCI EM by 0.69% for the quarter and outperformed the MSCI EM for the year by 5.77%.

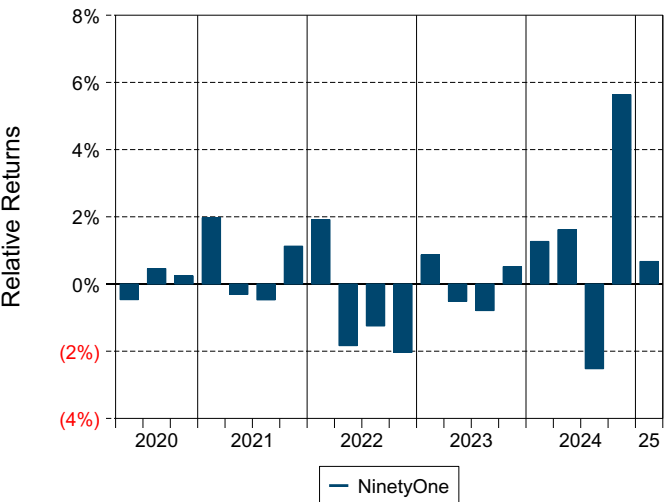
Quarterly Asset Growth

Beginning Market Value	\$18,316,476
Net New Investment	\$0
Investment Gains/(Losses)	\$698,491
Ending Market Value	\$19,014,967

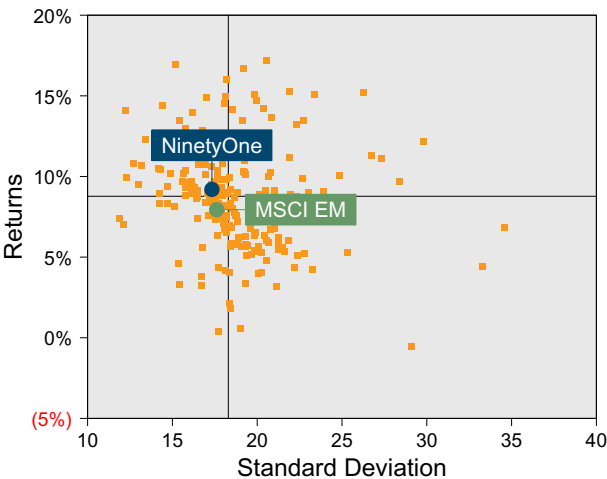
Performance vs Morningstar Diversified Emg Mkts Fds (Net)



Relative Return vs MSCI EM



Morningstar Diversified Emg Mkts Fds (Net) Annualized Five Year Risk vs Return



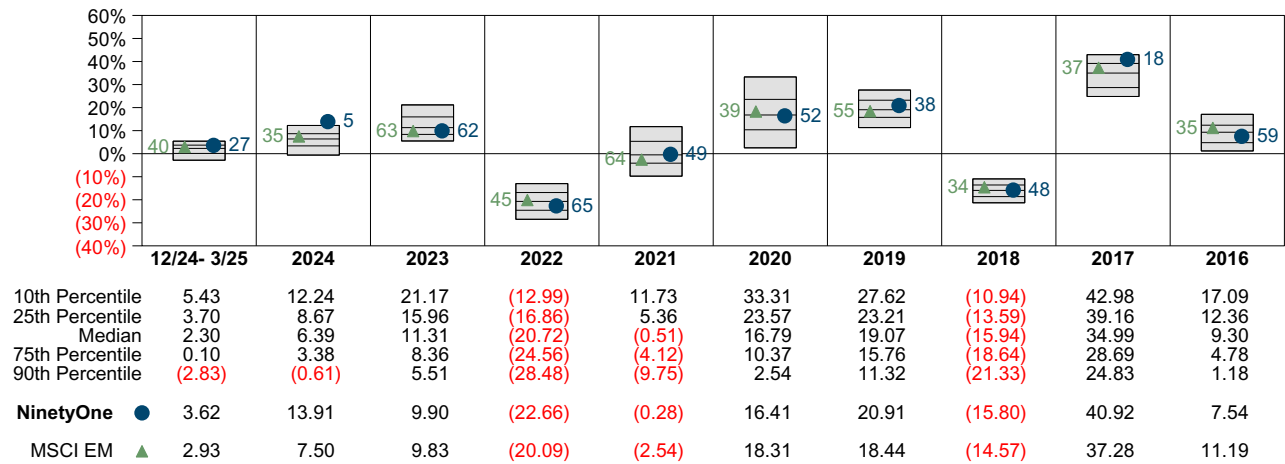
NinetyOne

Return Analysis Summary

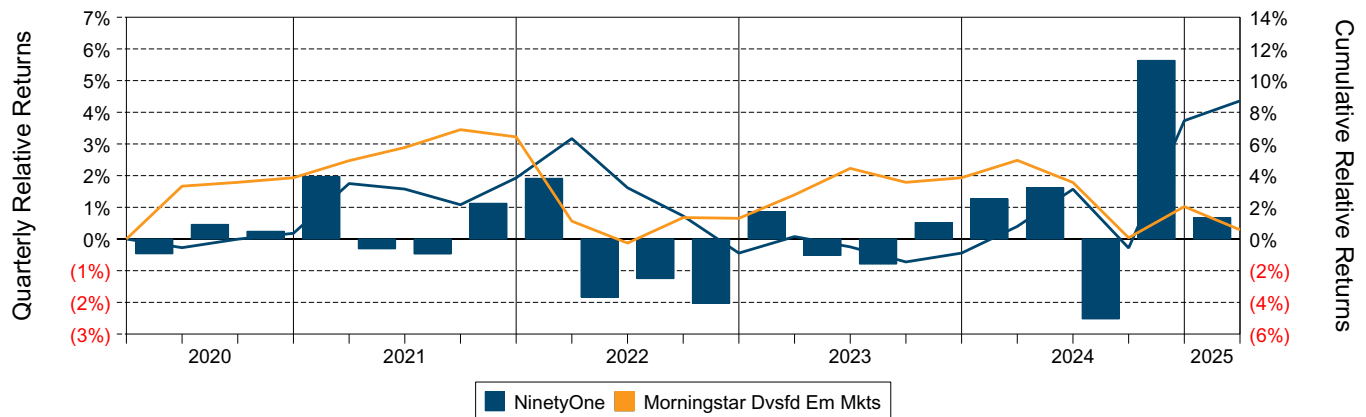
Return Analysis

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)



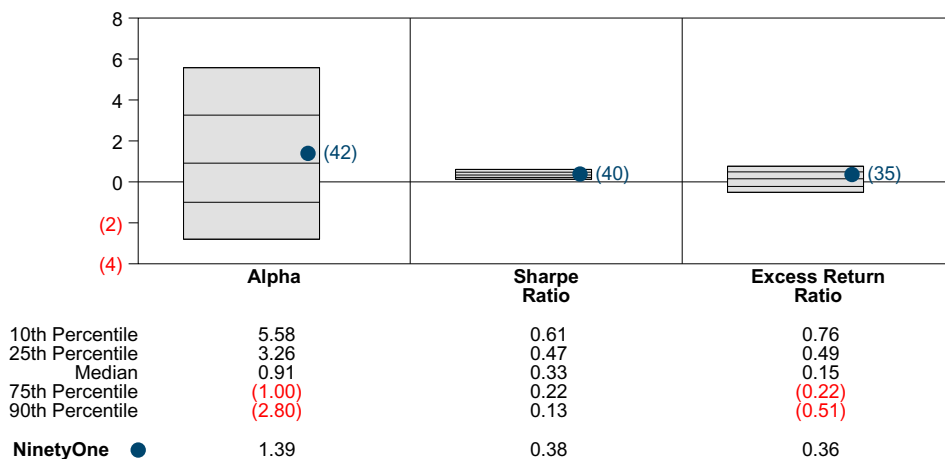
Cumulative and Quarterly Relative Returns vs MSCI EM



Risk Adjusted Return Measures vs MSCI EM

Rankings Against Morningstar Diversified Emg Mkts Fds (Net)

Five Years Ended March 31, 2025



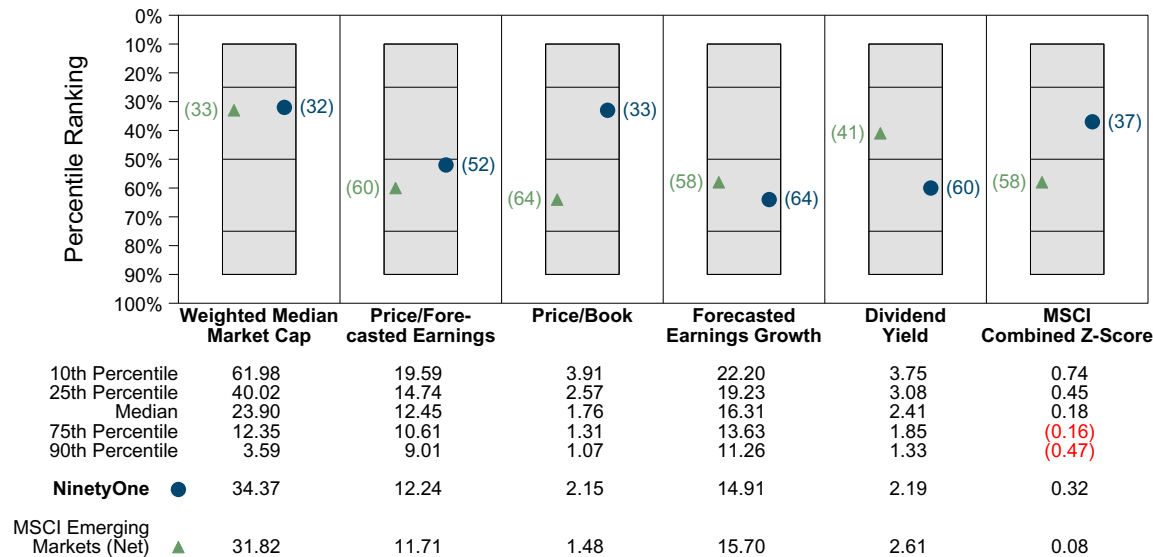
NinetyOne

Equity Characteristics Analysis Summary

Portfolio Characteristics

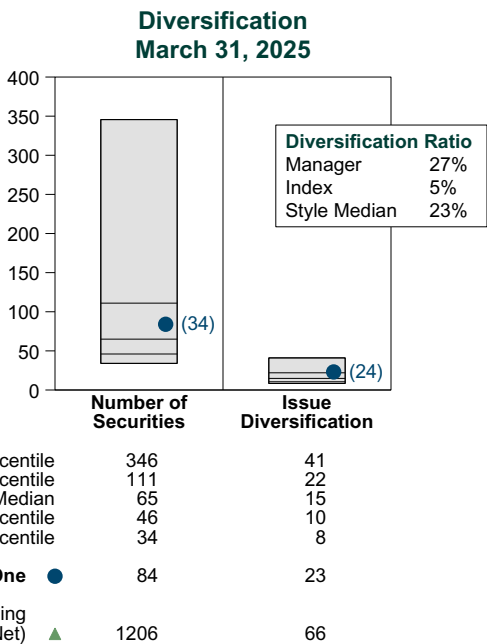
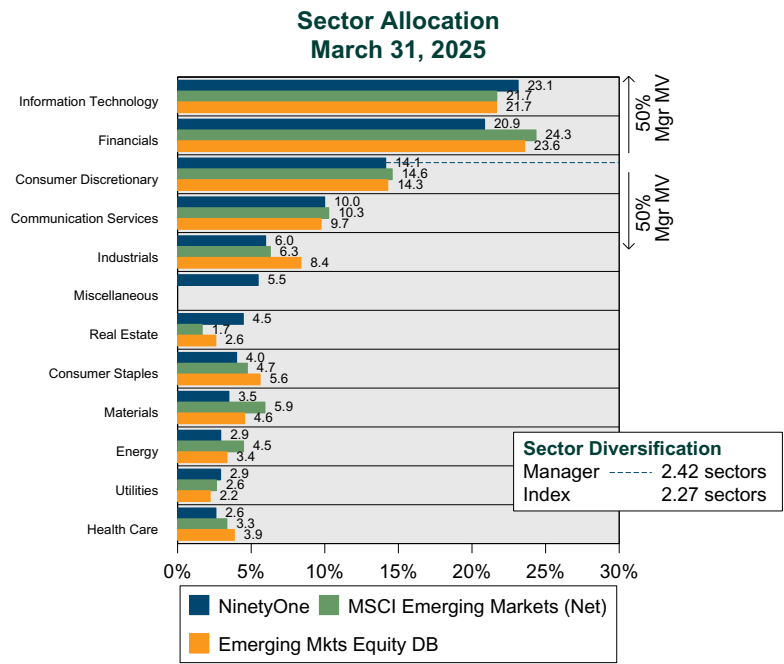
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

Portfolio Characteristics Percentile Rankings Rankings Against Emerging Markets Equity DB as of March 31, 2025



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.

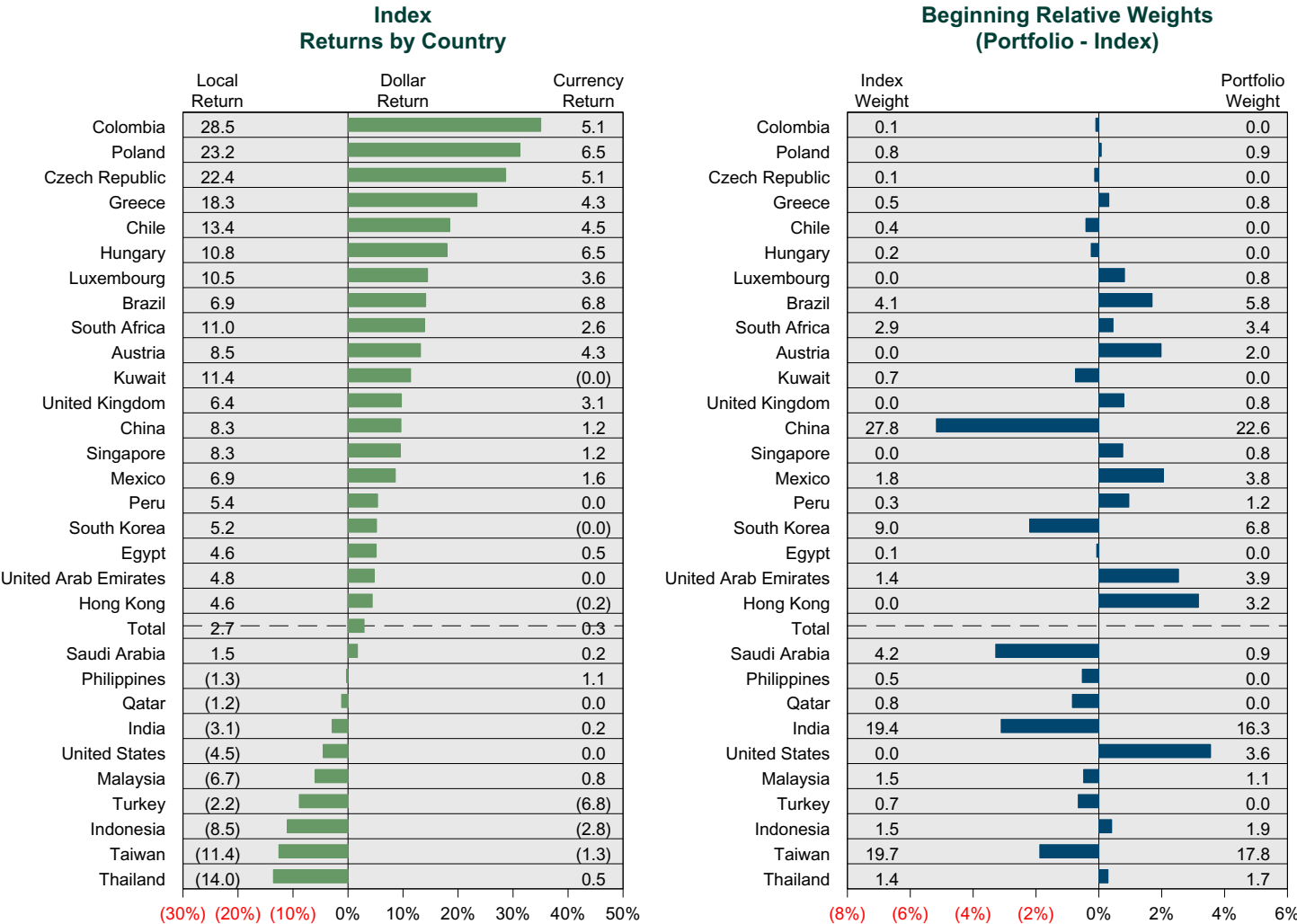


NinetyOne vs MSCI EM

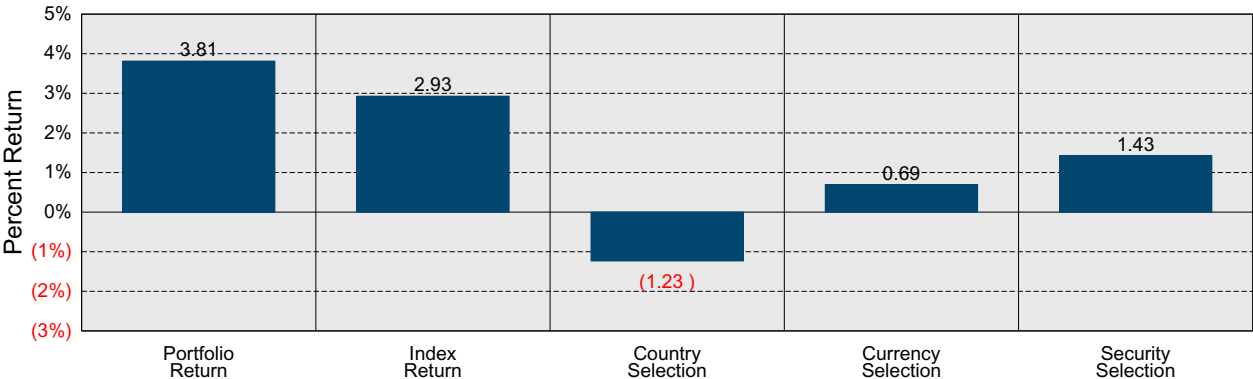
Attribution for Quarter Ended March 31, 2025

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, 2025



Domestic Fixed Income Period Ended March 31, 2025

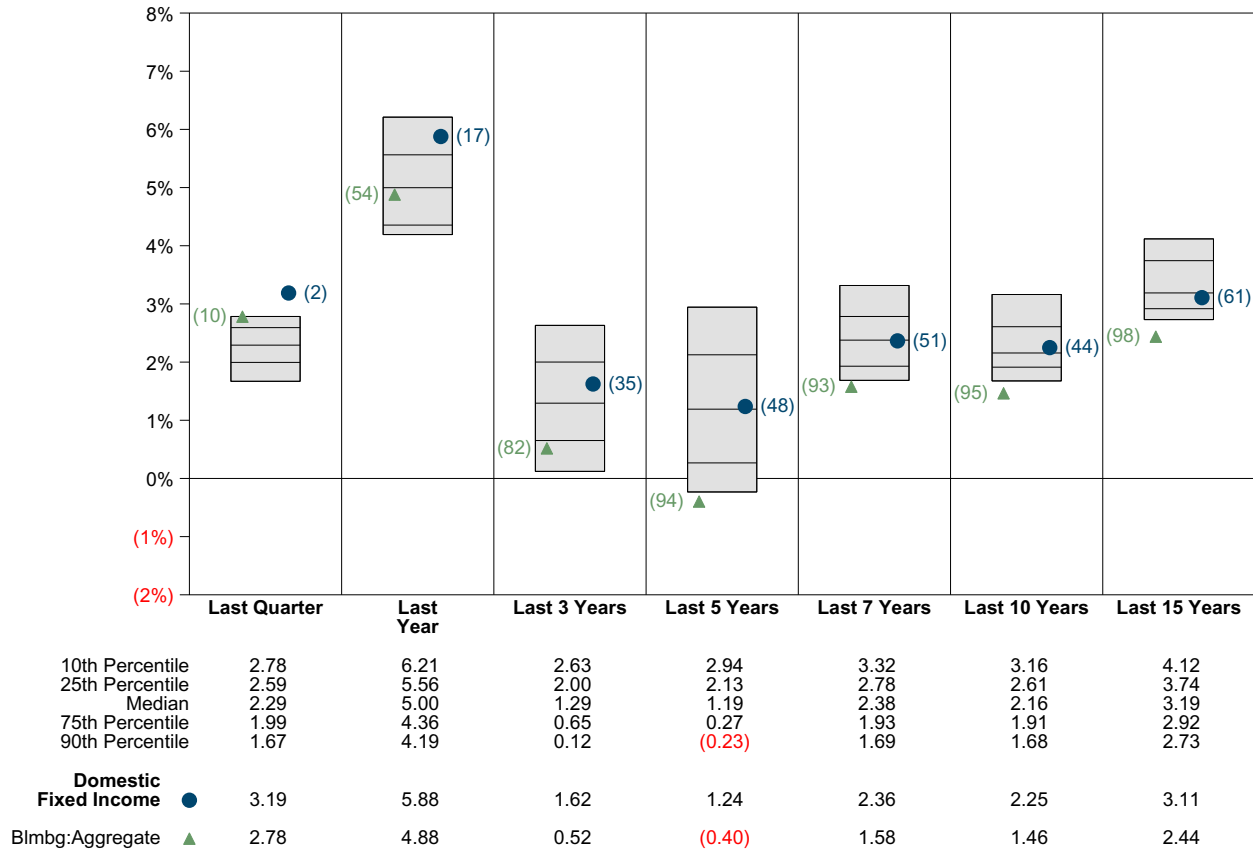
Quarterly Summary and Highlights

- Domestic Fixed Income's portfolio posted a 3.19% return for the quarter placing it in the 2 percentile of the Public Fund - Domestic Fixed group for the quarter and in the 17 percentile for the last year.
- Domestic Fixed Income's portfolio outperformed the Blmbg:Aggregate by 0.41% for the quarter and outperformed the Blmbg:Aggregate for the year by 1.00%.

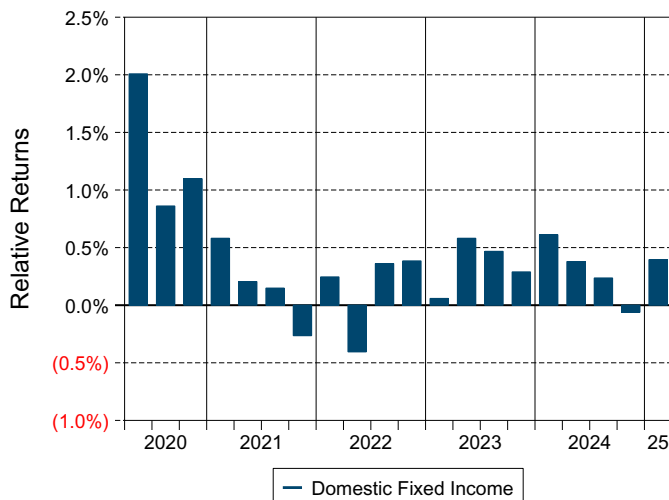
Quarterly Asset Growth

Beginning Market Value	\$153,729,297
Net New Investment	\$0
Investment Gains/(Losses)	\$4,899,966
Ending Market Value	\$158,629,263

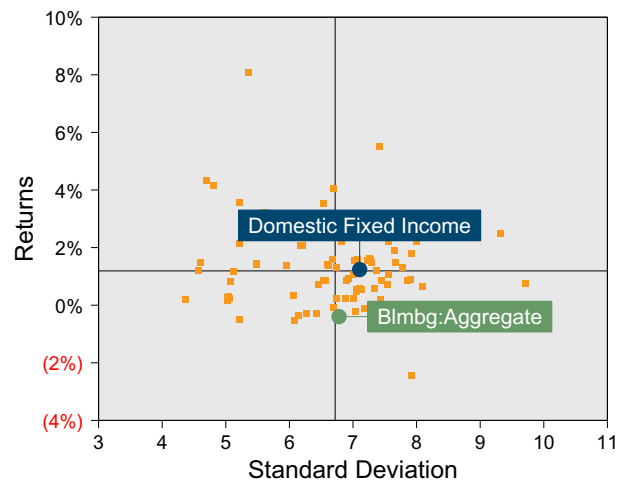
Performance vs Public Fund - Domestic Fixed (Net)



Relative Return vs Blmbg:Aggregate



Public Fund - Domestic Fixed (Net) Annualized Five Year Risk vs Return

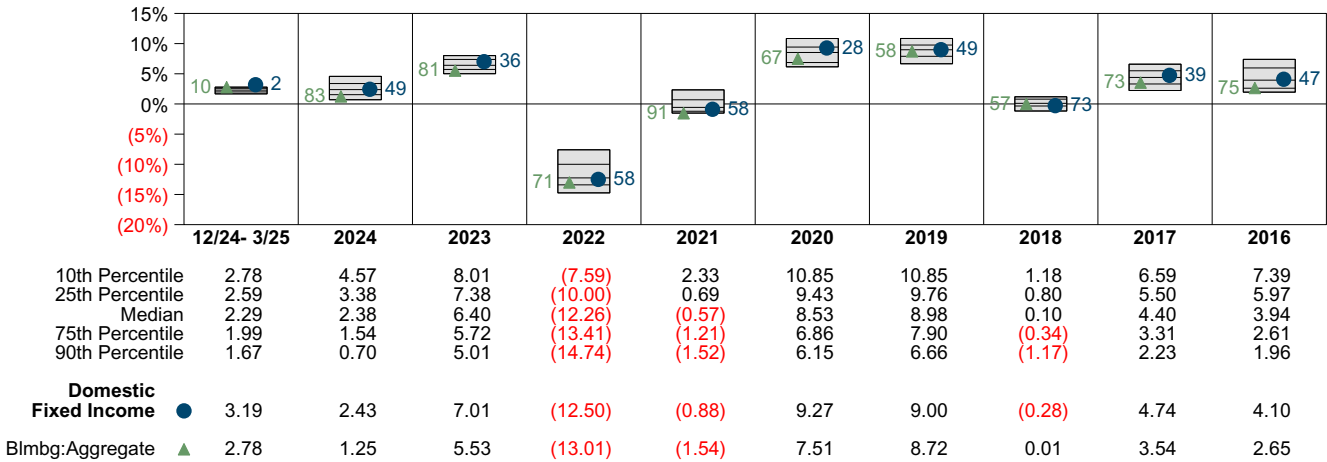


Domestic Fixed Income Return Analysis Summary

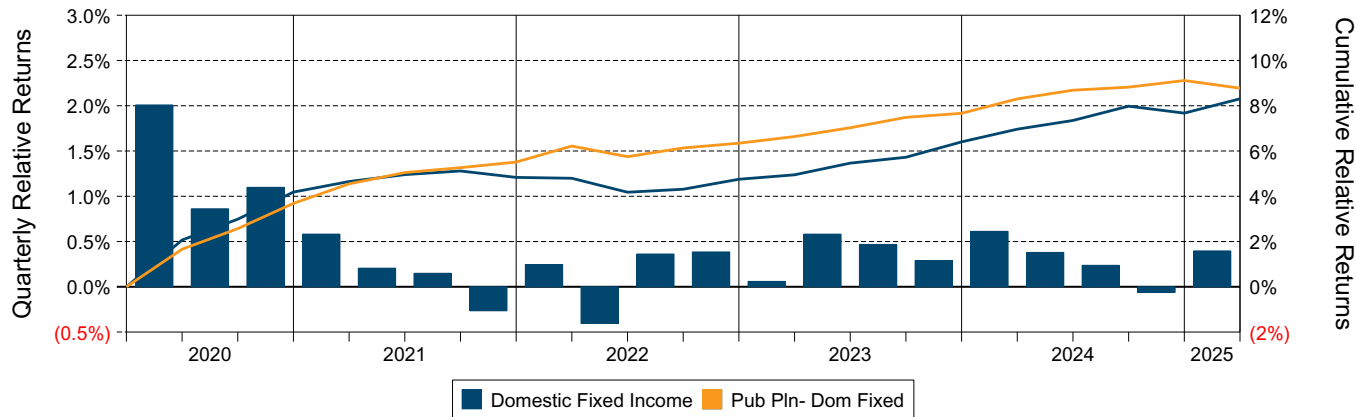
Return Analysis

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.

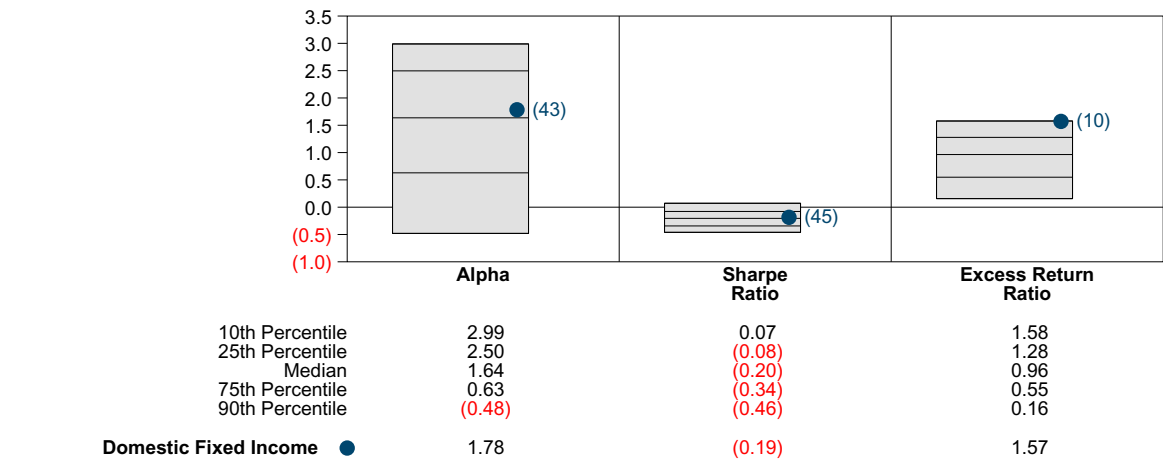
Performance vs Public Fund - Domestic Fixed (Net)



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, 2025

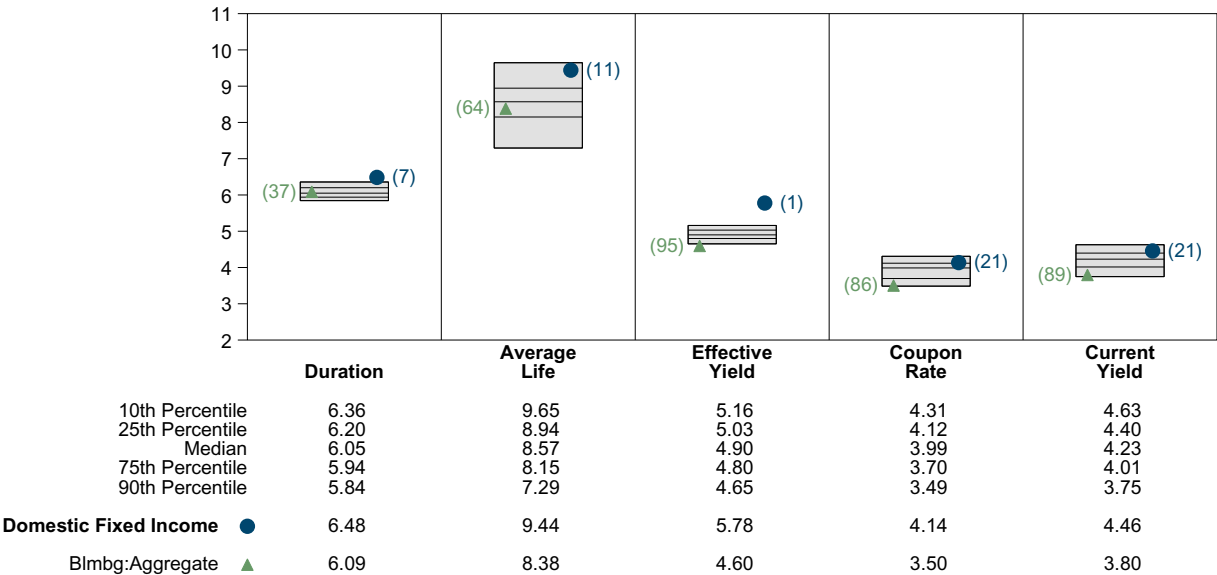


Domestic Fixed Income Bond Characteristics Analysis Summary

Portfolio Characteristics

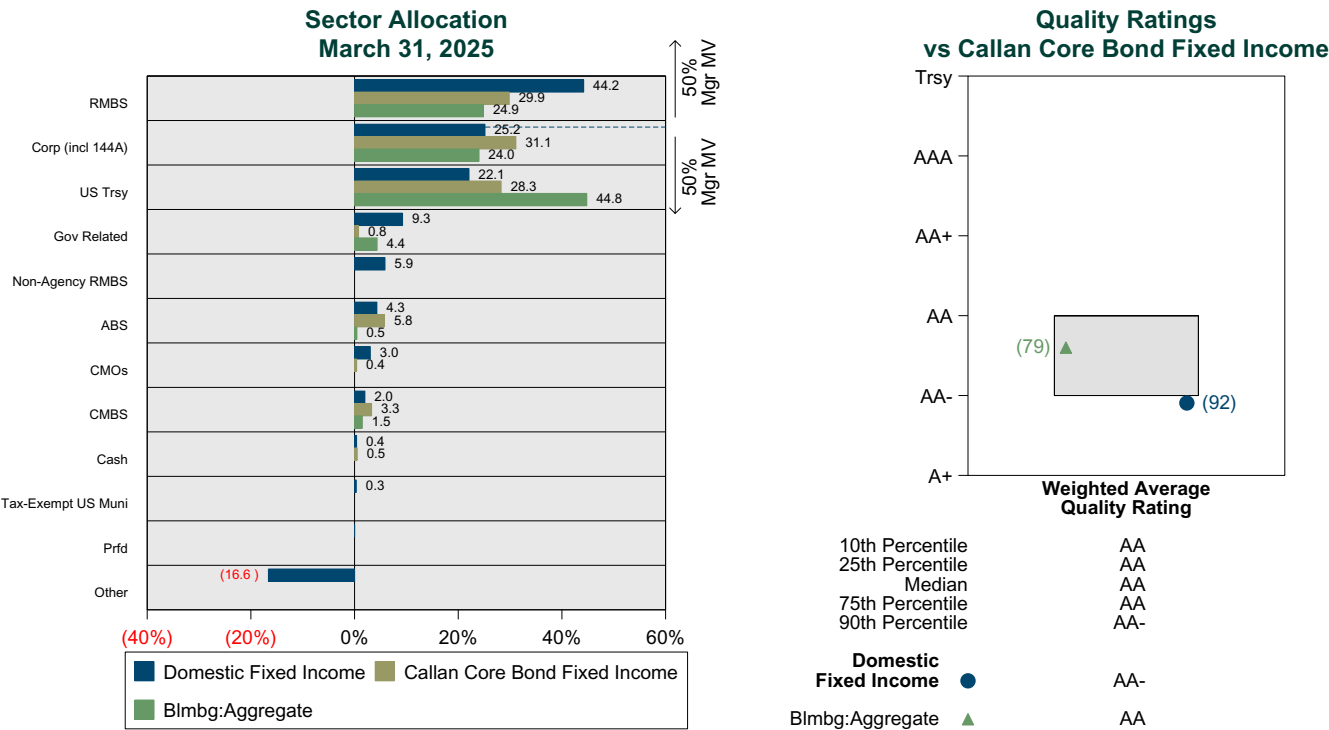
This graph compares the manager’s portfolio characteristics with the range of characteristics for the portfolios which make up the manager’s style group. This analysis illustrates whether the manager’s current holdings are consistent with other managers employing the same style.

Fixed Income Portfolio Characteristics Rankings Against Callan Core Bond Fixed Income as of March 31, 2025



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, 2025

Investment Philosophy

Dodge & Cox Discretionary Core employs a team-based approach focusing on sector allocation and individual security selection to add alpha. The value-oriented strategy emphasizes rigorous fundamental analysis and builds portfolios from the bottom up with a long-term investment horizon, resulting in lower turnover. The U.S. Fixed Income Committee, composed of seven seasoned professionals, makes broad decisions, including sector allocations and duration positioning. This committee is supported by a dedicated team of 21 additional investment professionals led by Lucy Johns. The strategy prioritizes corporate credit, typically holding an overweight to the sector while underweighting Treasuries. Up to 15% can be allocated to below-investment-grade securities, while other non-index holdings typically include taxable municipal bonds or non-U.S. government-related issuers. Duration is actively managed within 25-30% of the benchmark, and Treasury futures may be used to incrementally adjust the position.

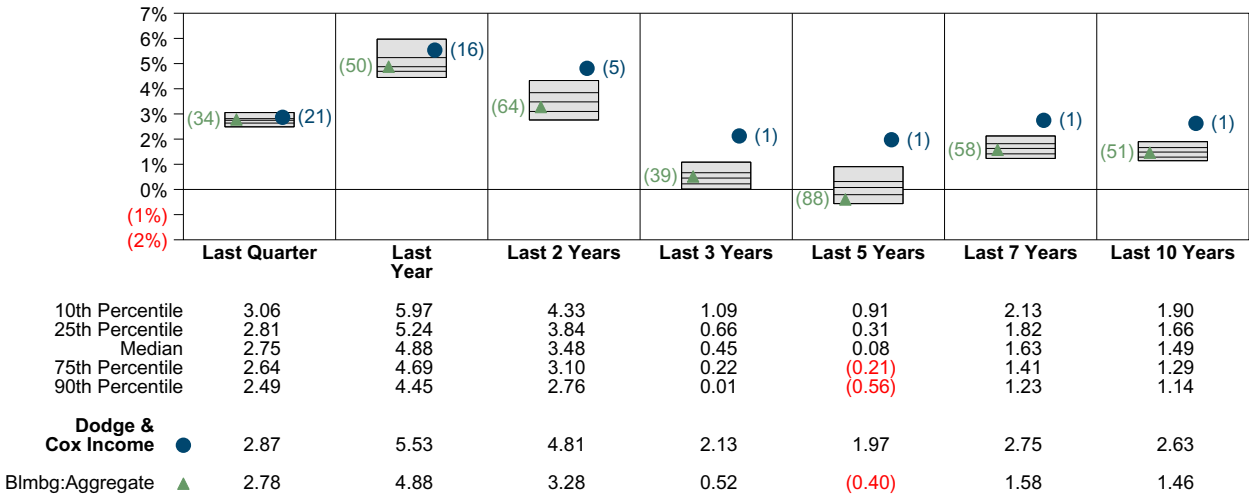
Quarterly Summary and Highlights

- Dodge & Cox Income's portfolio posted a 2.87% return for the quarter placing it in the 21 percentile of the Callan Core Bond Mutual Funds group for the quarter and in the 16 percentile for the last year.
- Dodge & Cox Income's portfolio outperformed the Blmbg:Aggregate by 0.09% for the quarter and outperformed the Blmbg:Aggregate for the year by 0.66%.

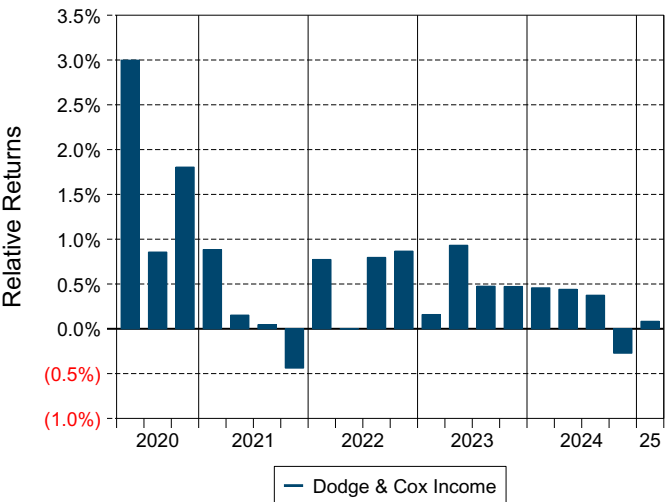
Quarterly Asset Growth

Beginning Market Value	\$76,641,179
Net New Investment	\$0
Investment Gains/(Losses)	\$2,196,817
Ending Market Value	\$78,837,996

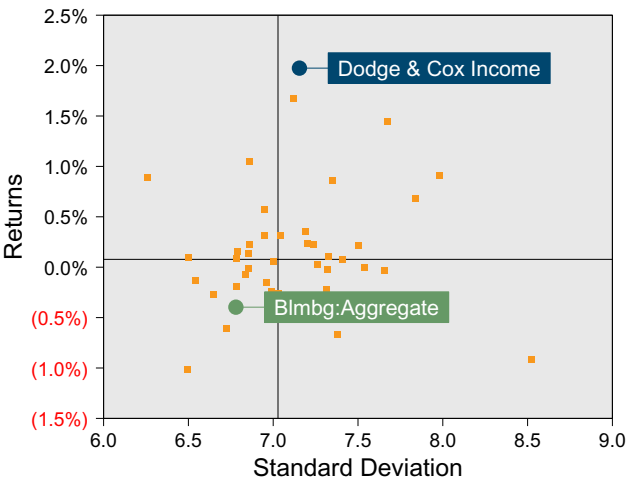
Performance vs Callan Core Bond Mutual Funds (Net)



Relative Return vs Blmbg:Aggregate



Callan Core Bond Mutual Funds (Net) Annualized Five Year Risk vs Return

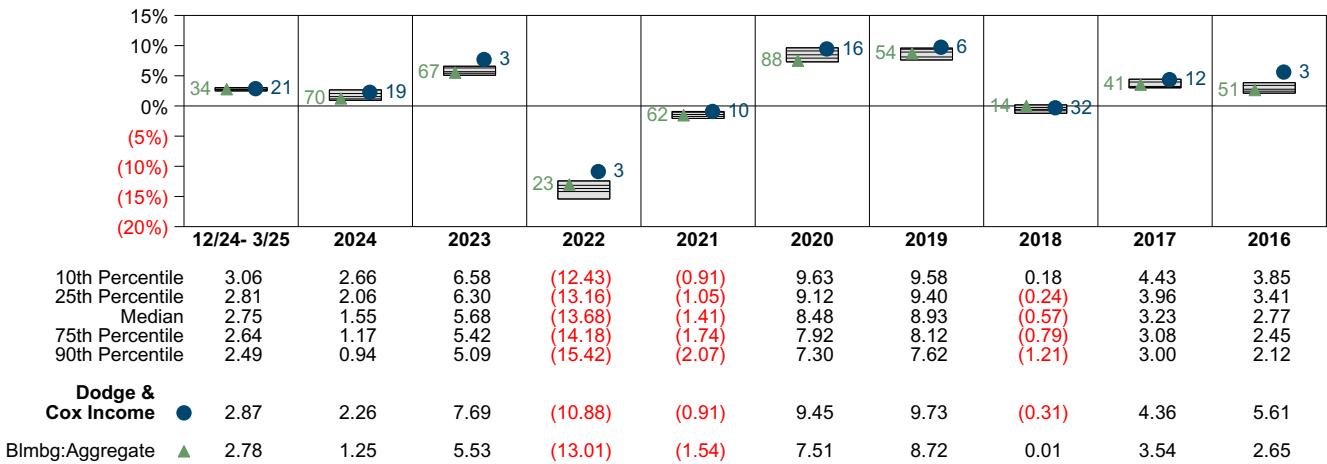


Dodge & Cox Income Return Analysis Summary

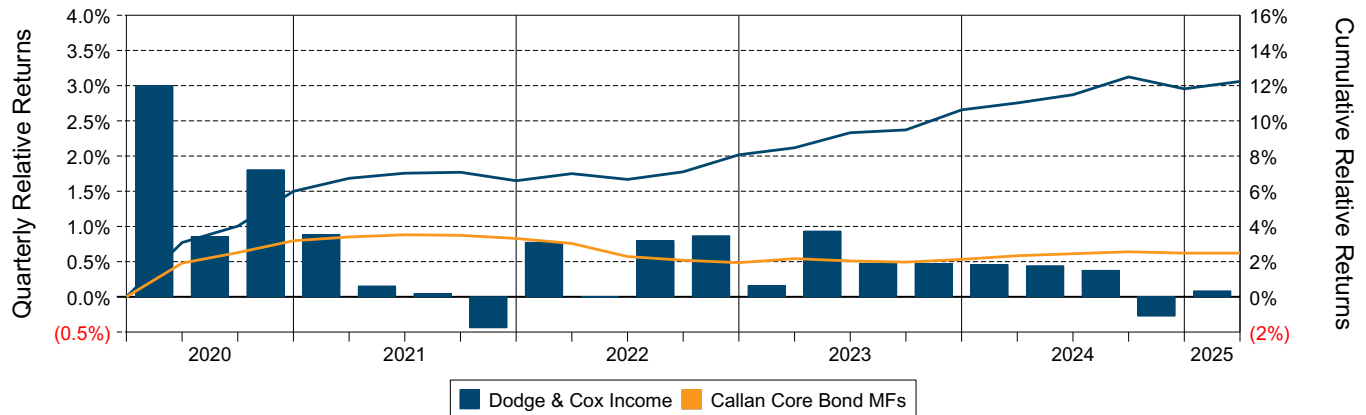
Return Analysis

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.

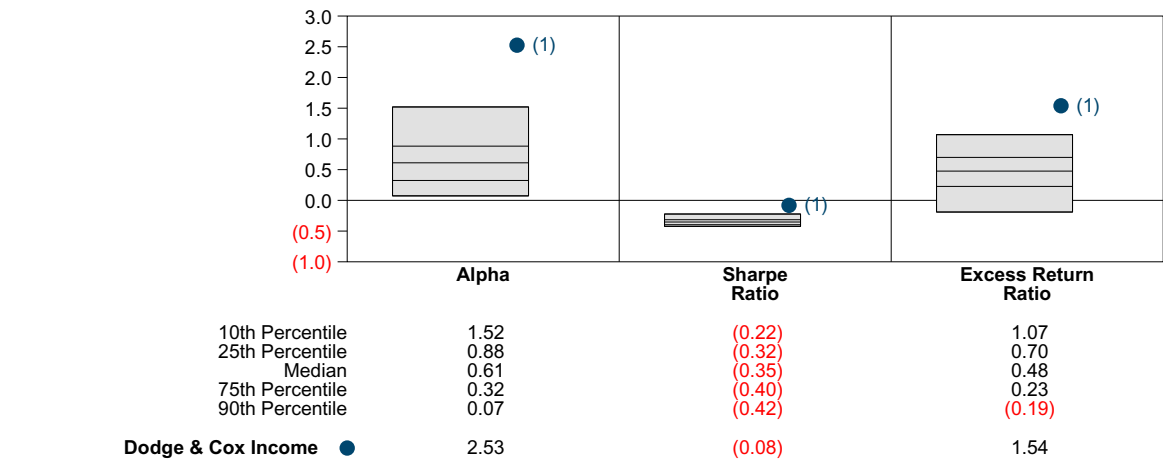
Performance vs Callan Core Bond Mutual Funds (Net)



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, 2025

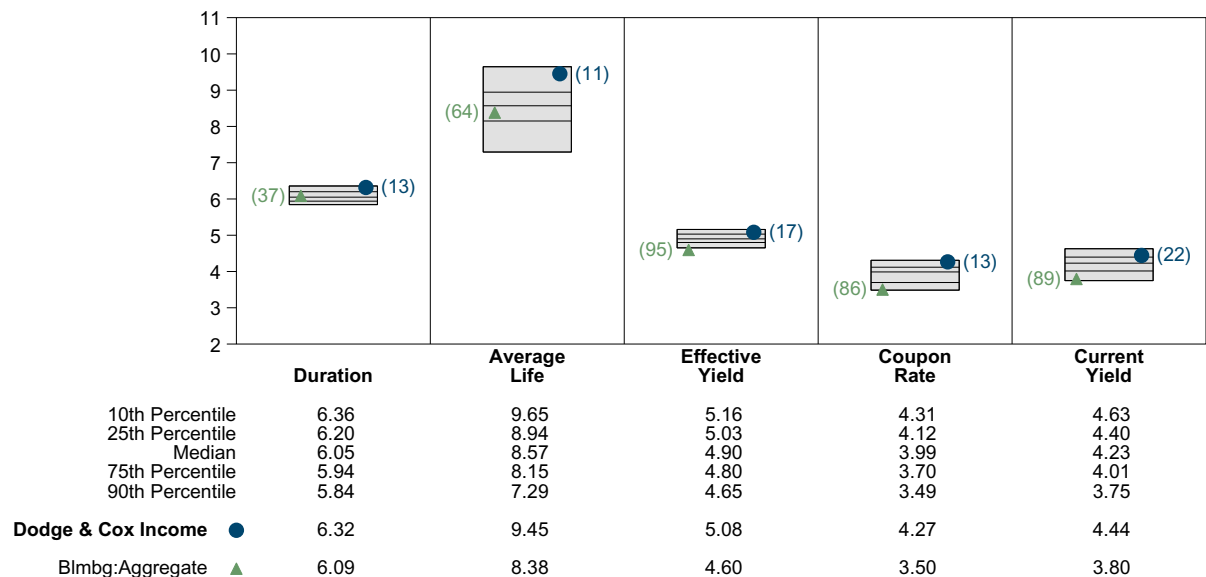


Dodge & Cox Income Bond Characteristics Analysis Summary

Portfolio Characteristics

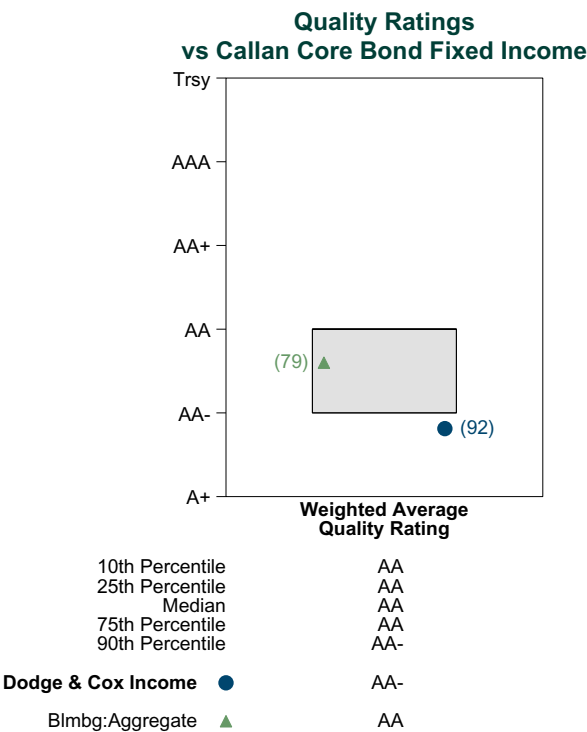
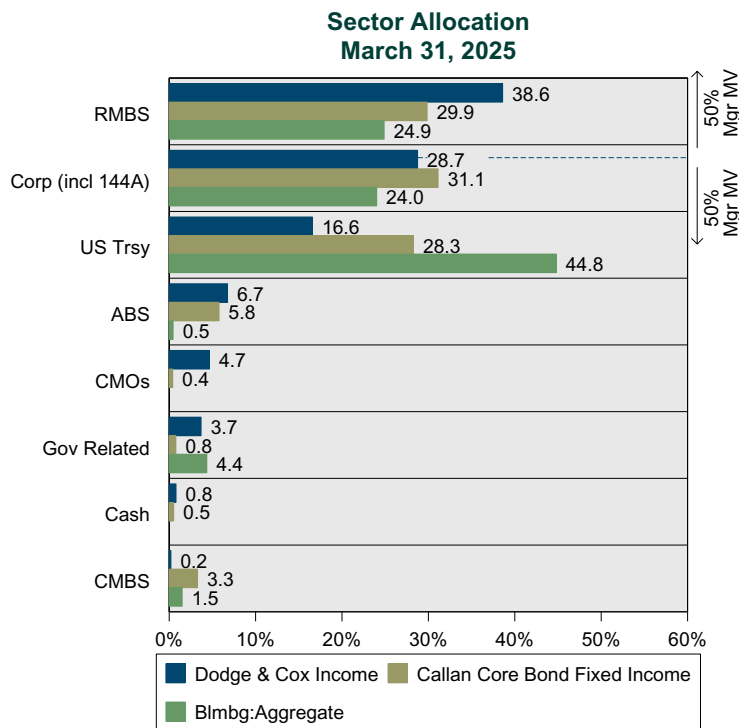
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

Fixed Income Portfolio Characteristics Rankings Against Callan Core Bond Fixed Income as of March 31, 2025



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, 2025

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.

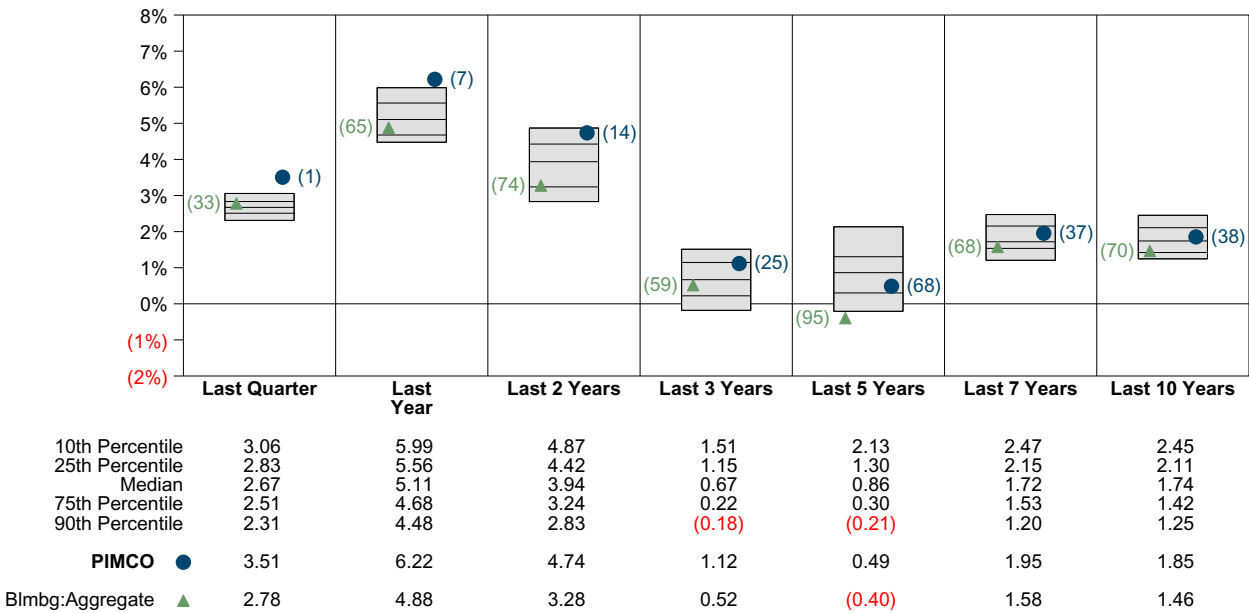
Quarterly Summary and Highlights

- PIMCO’s portfolio posted a 3.51% return for the quarter placing it in the 1 percentile of the Callan Core Plus Mutual Funds group for the quarter and in the 7 percentile for the last year.
- PIMCO’s portfolio outperformed the Blmbg:Aggregate by 0.73% for the quarter and outperformed the Blmbg:Aggregate for the year by 1.34%.

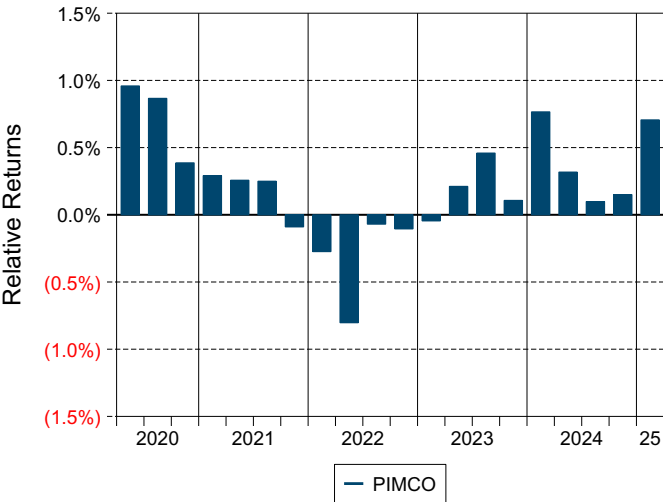
Quarterly Asset Growth

Beginning Market Value	\$77,088,118
Net New Investment	\$0
Investment Gains/(Losses)	\$2,703,149
Ending Market Value	\$79,791,267

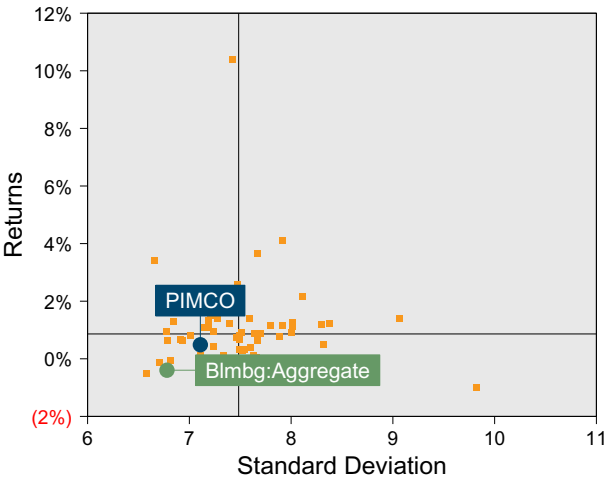
Performance vs Callan Core Plus Mutual Funds (Net)



Relative Return vs Blmbg:Aggregate



Callan Core Plus Mutual Funds (Net)
Annualized Five Year Risk vs Return



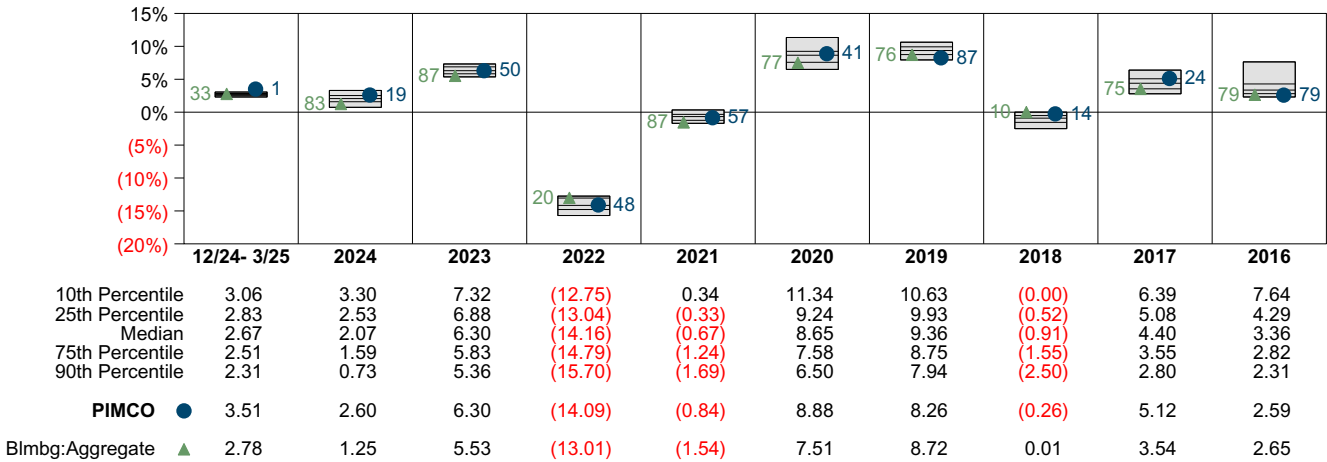
PIMCO

Return Analysis Summary

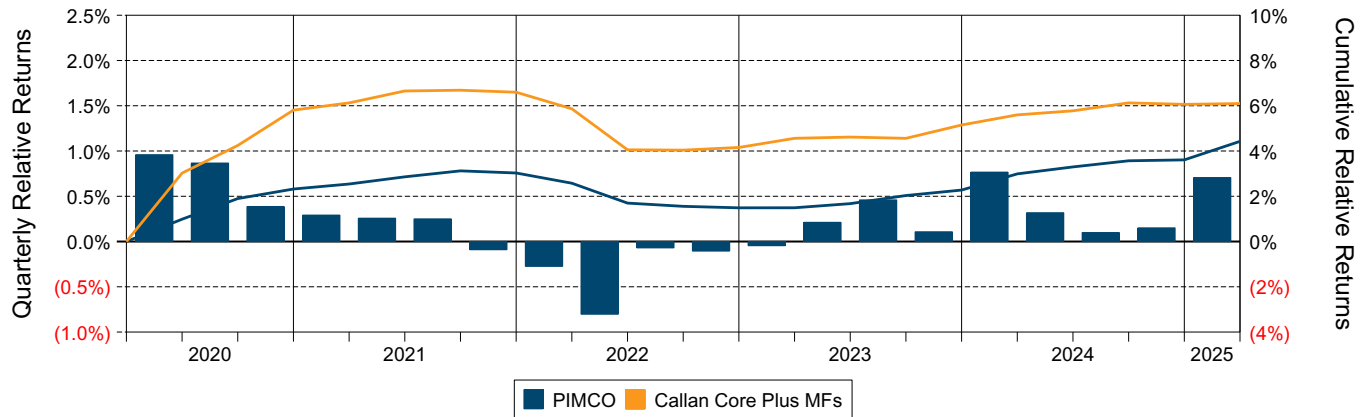
Return Analysis

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.

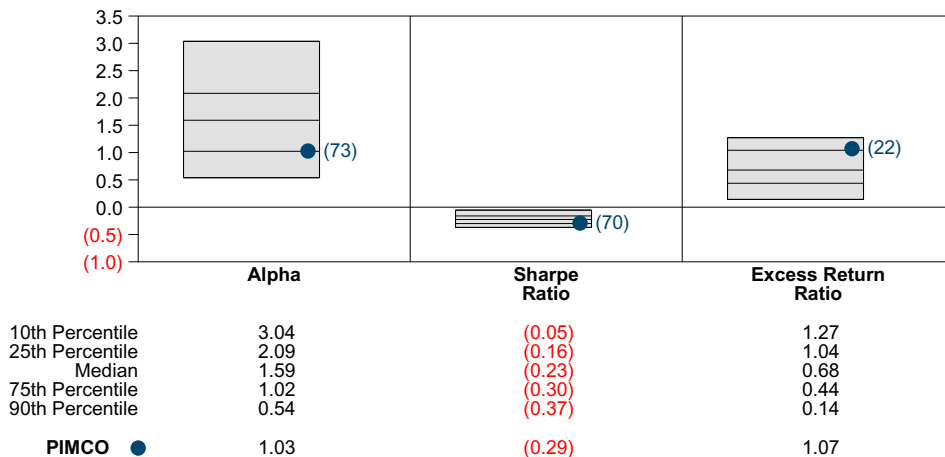
Performance vs Callan Core Plus Mutual Funds (Net)



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, 2025



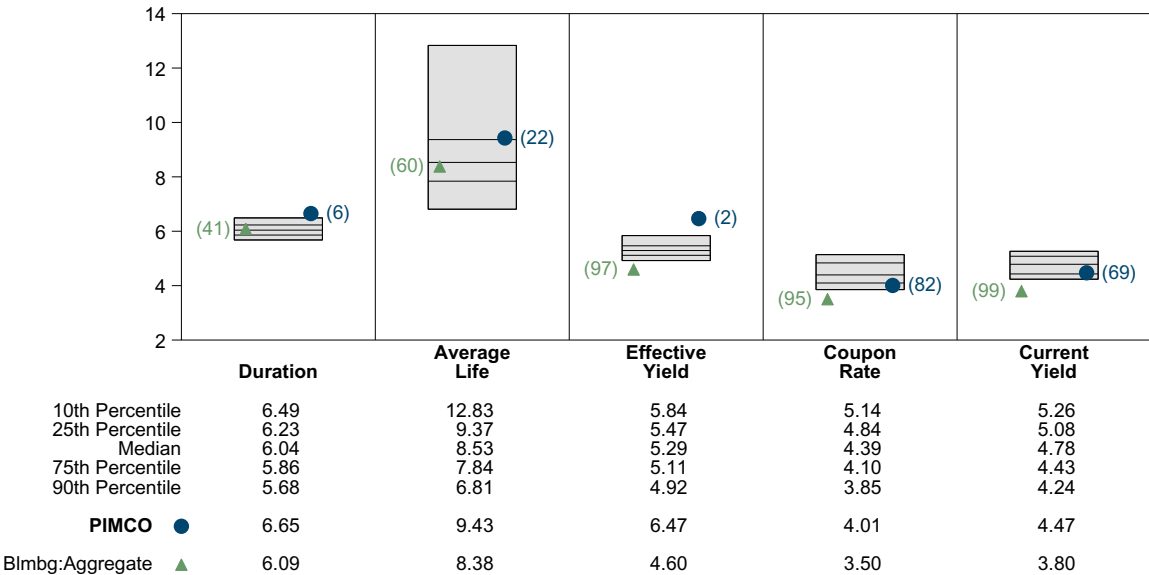
PIMCO

Bond Characteristics Analysis Summary

Portfolio Characteristics

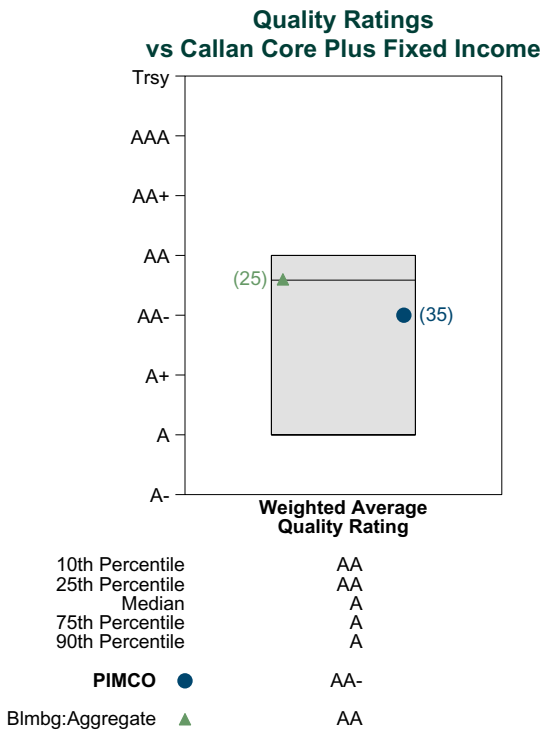
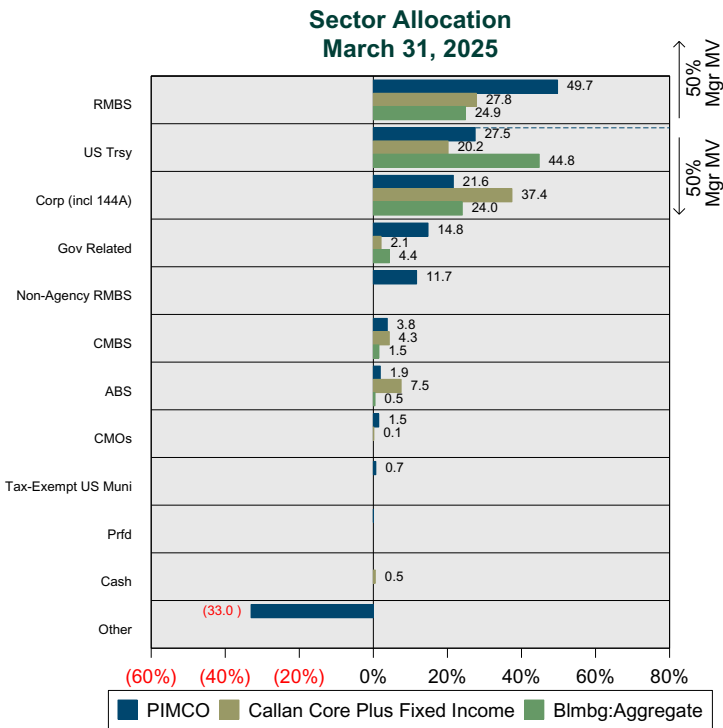
This graph compares the manager's portfolio characteristics with the range of characteristics for the portfolios which make up the manager's style group. This analysis illustrates whether the manager's current holdings are consistent with other managers employing the same style.

Fixed Income Portfolio Characteristics Rankings Against Callan Core Plus Fixed Income as of March 31, 2025



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.



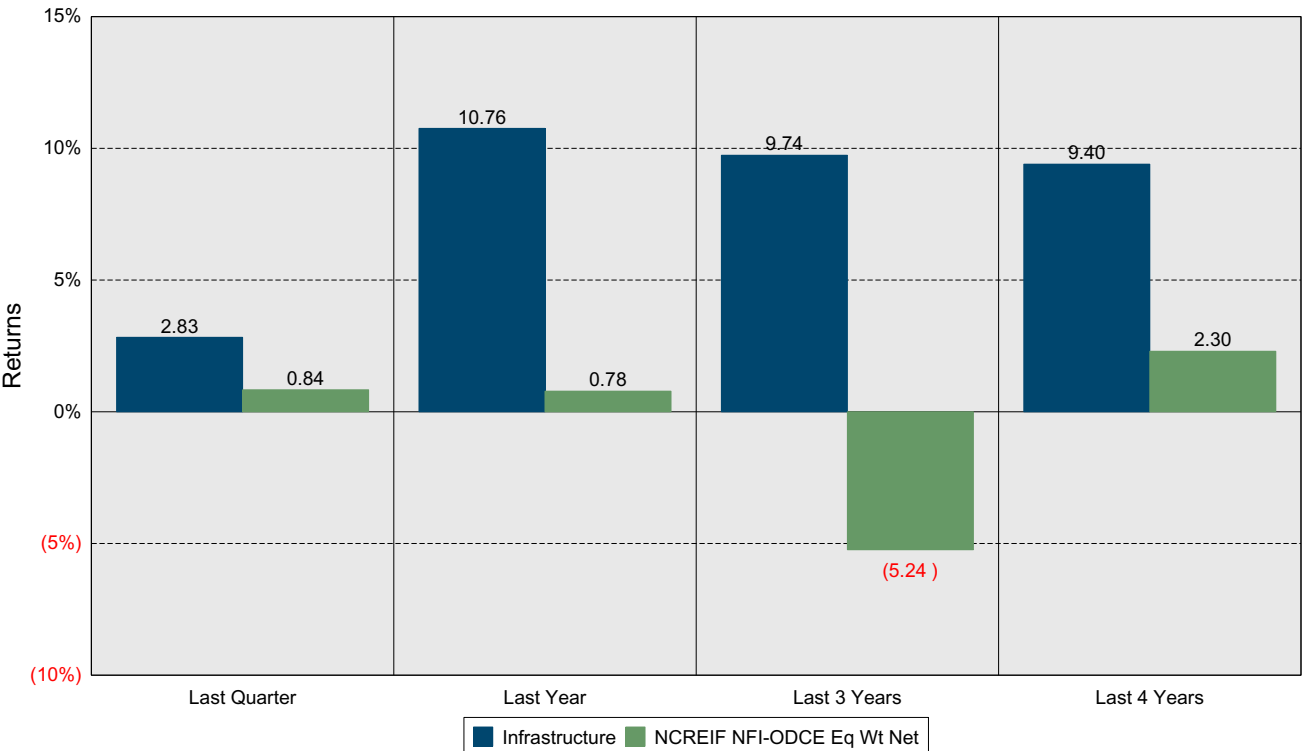
Infrastructure
Period Ended March 31, 2025

Quarterly Summary and Highlights

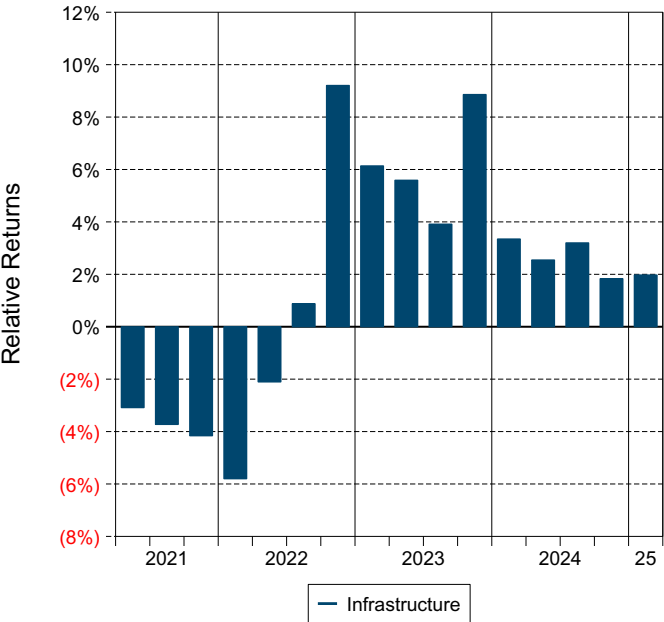
- Infrastructure's portfolio outperformed the NCREIF NFI-ODCE Eq Wt Net by 1.99% for the quarter and outperformed the NCREIF NFI-ODCE Eq Wt Net for the year by 9.97%.

Quarterly Asset Growth

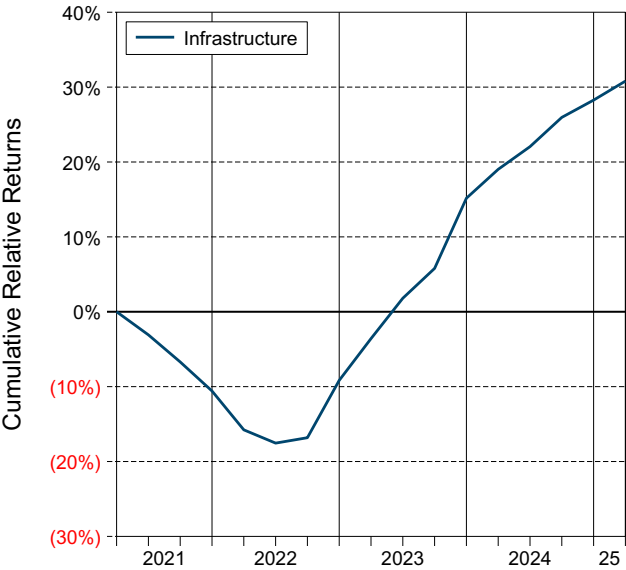
Beginning Market Value	\$56,704,074
Net New Investment	\$-446,158
Investment Gains/(Losses)	\$1,602,277
Ending Market Value	\$57,860,193



Relative Returns vs
NCREIF NFI-ODCE Eq Wt Net



Cumulative Returns vs
NCREIF NFI-ODCE Eq Wt Net

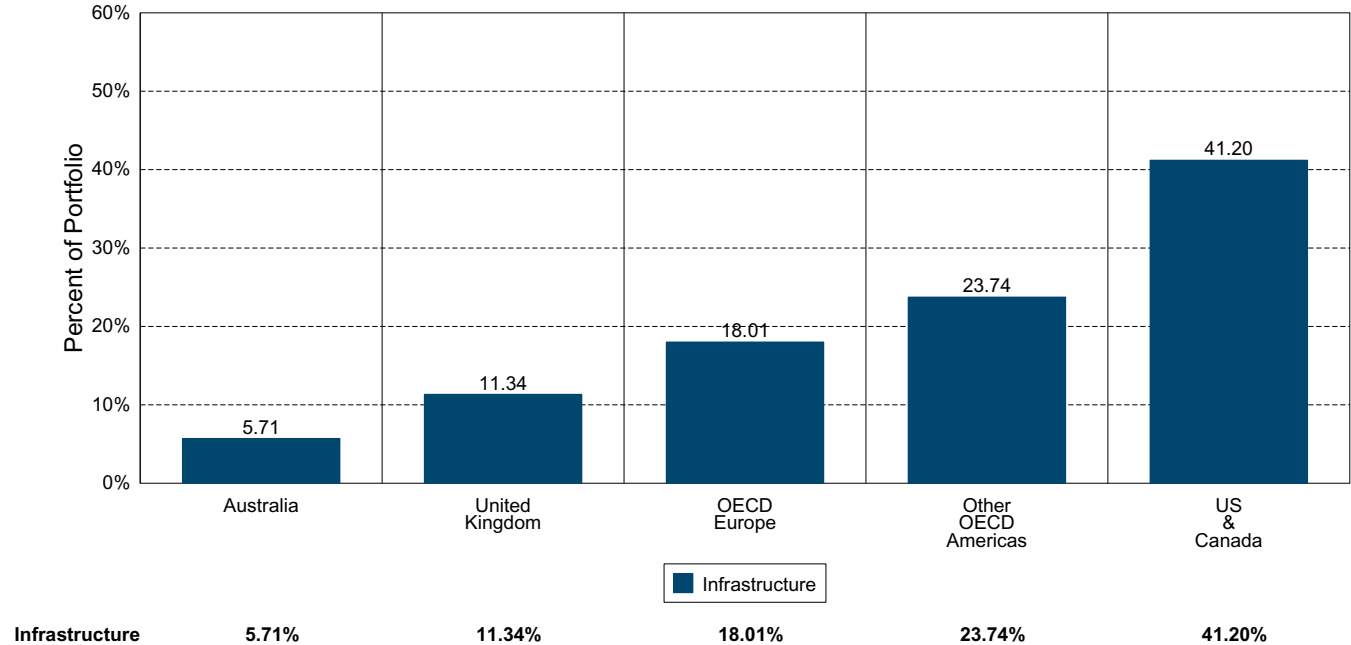


Infrastructure
Diversification Analysis as of March 31, 2025

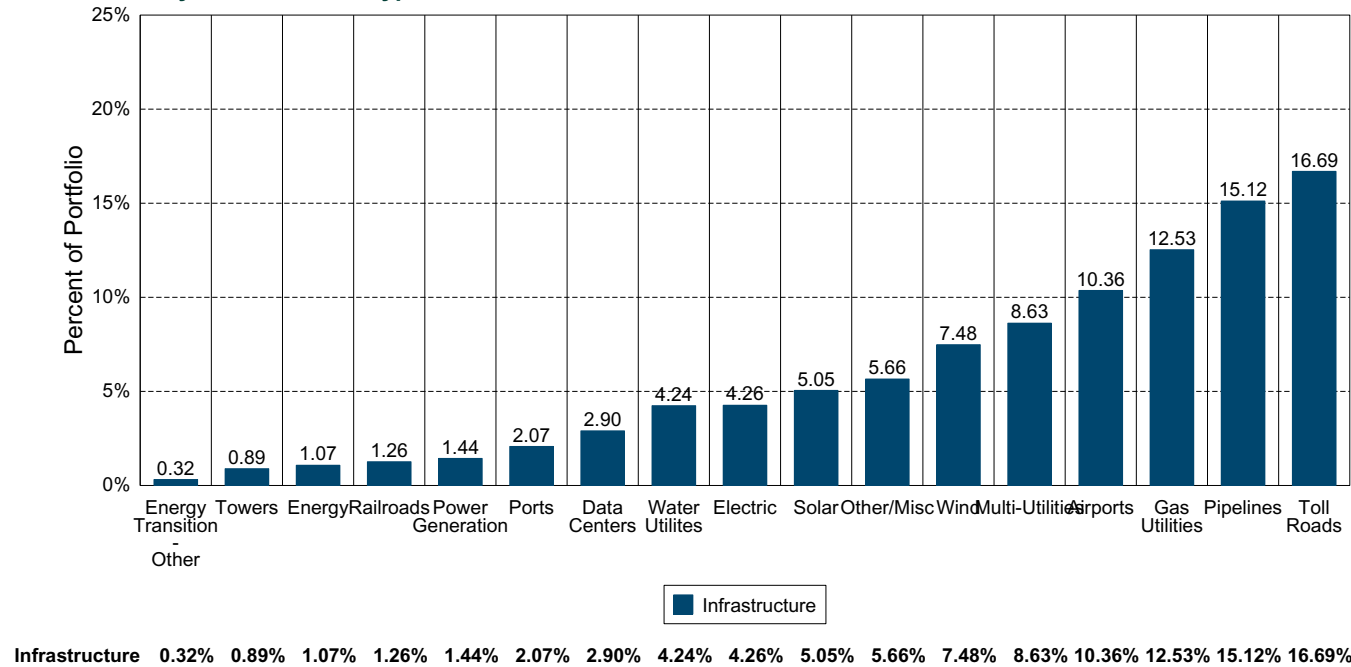
Diversification Analysis

The following charts provide information on the diversification of the portfolio with regards to both Geographic Region and Infrastructure Type. Similar information is provided on the relevant market index for comparison.

Diversification by Geographic Region as of March 31, 2025



Diversification by Infrastructure Type as of March 31, 2025



IFM Global Infrastructure Period Ended March 31, 2025

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.

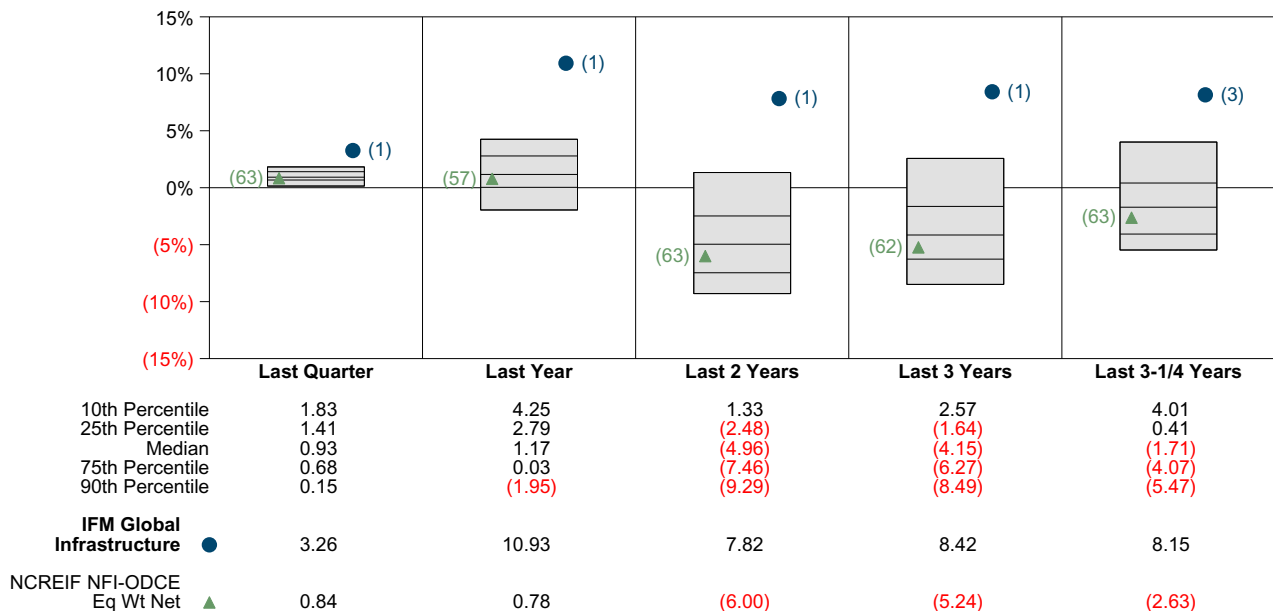
Quarterly Summary and Highlights

- IFM Global Infrastructure's portfolio posted a 3.26% 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.
- IFM Global Infrastructure's portfolio outperformed the NCREIF NFI-ODCE Eq Wt Net by 2.43% for the quarter and outperformed the NCREIF NFI-ODCE Eq Wt Net for the year by 10.15%.

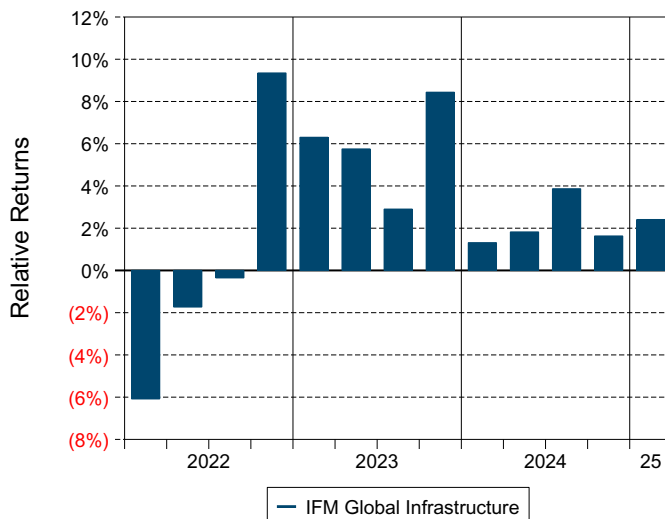
Quarterly Asset Growth

Beginning Market Value	\$28,538,893
Net New Investment	\$0
Investment Gains/(Losses)	\$931,091
Ending Market Value	\$29,469,984

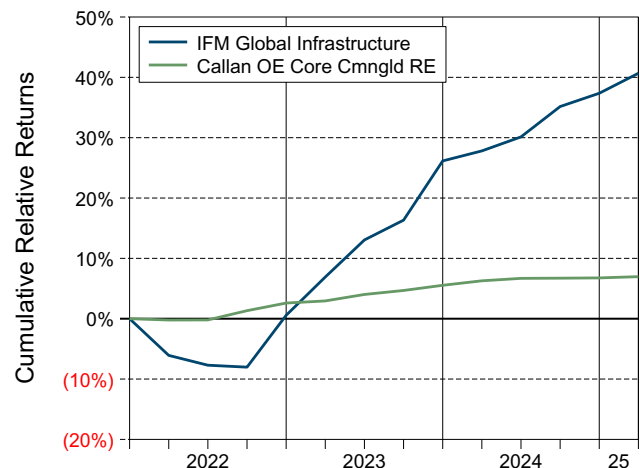
Performance vs Callan Open End Core Cmmingled Real Est (Net)



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, 2025

Investment Philosophy

The Infrastructure Investments Fund (IIF or the Fund) is an open-ended strategy that invests in unlisted infrastructure equity with a focus on control positions. Since its launch in 2006, the Fund has built a USD 40.8 billion portfolio of 18 companies and 997 assets across 26 countries and 14 sub-sectors. The Fund targets investing in a range of unlisted, core and core+ assets with a focus on investments that are expected to have forecastable and predictable contracted and regulated cash flows. These cash flows typically underpin the targeted benefits of the asset class and also help to mitigate risk related to commodity/GDP fluctuations and other risks. In further alignment with IIFs risk objectives, the Fund primarily invests in North America, Western Europe, Australia, and secondarily in other OECD countries.

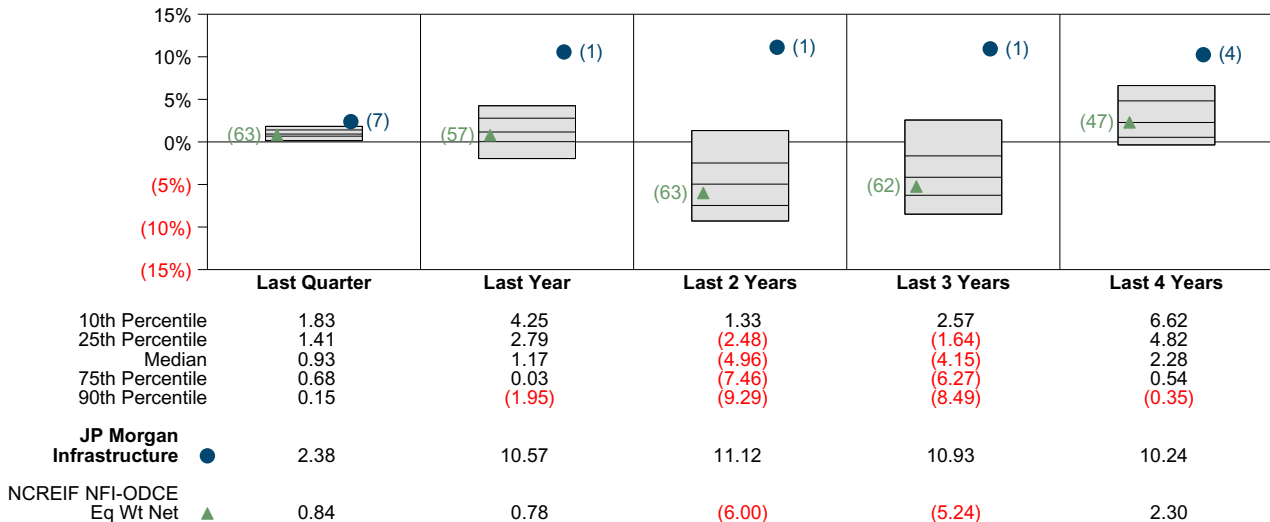
Quarterly Summary and Highlights

- JP Morgan Infrastructure's portfolio posted a 2.38% return for the quarter placing it in the 7 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 1.55% for the quarter and outperformed the NCREIF NFI-ODCE Eq Wt Net for the year by 9.78%.

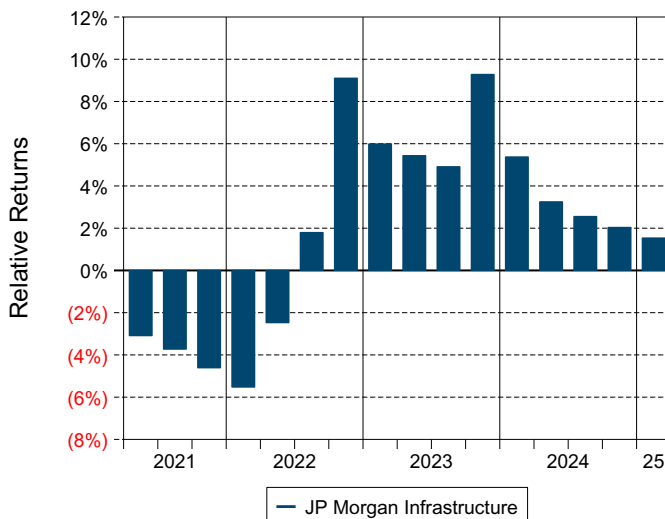
Quarterly Asset Growth

Beginning Market Value	\$28,165,181
Net New Investment	\$-446,158
Investment Gains/(Losses)	\$671,186
Ending Market Value	\$28,390,210

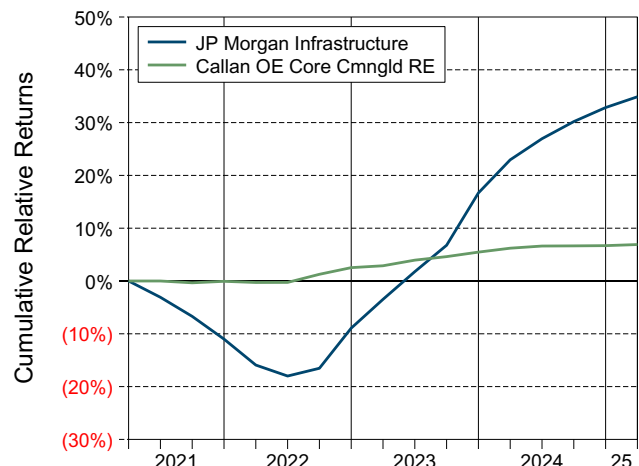
Performance vs Callan Open End Core Cmmingled Real Est (Net)



Relative Returns vs NCREIF NFI-ODCE Eq Wt Net



Cumulative Returns vs NCREIF NFI-ODCE Eq Wt Net



Real Estate

Period Ended March 31, 2025

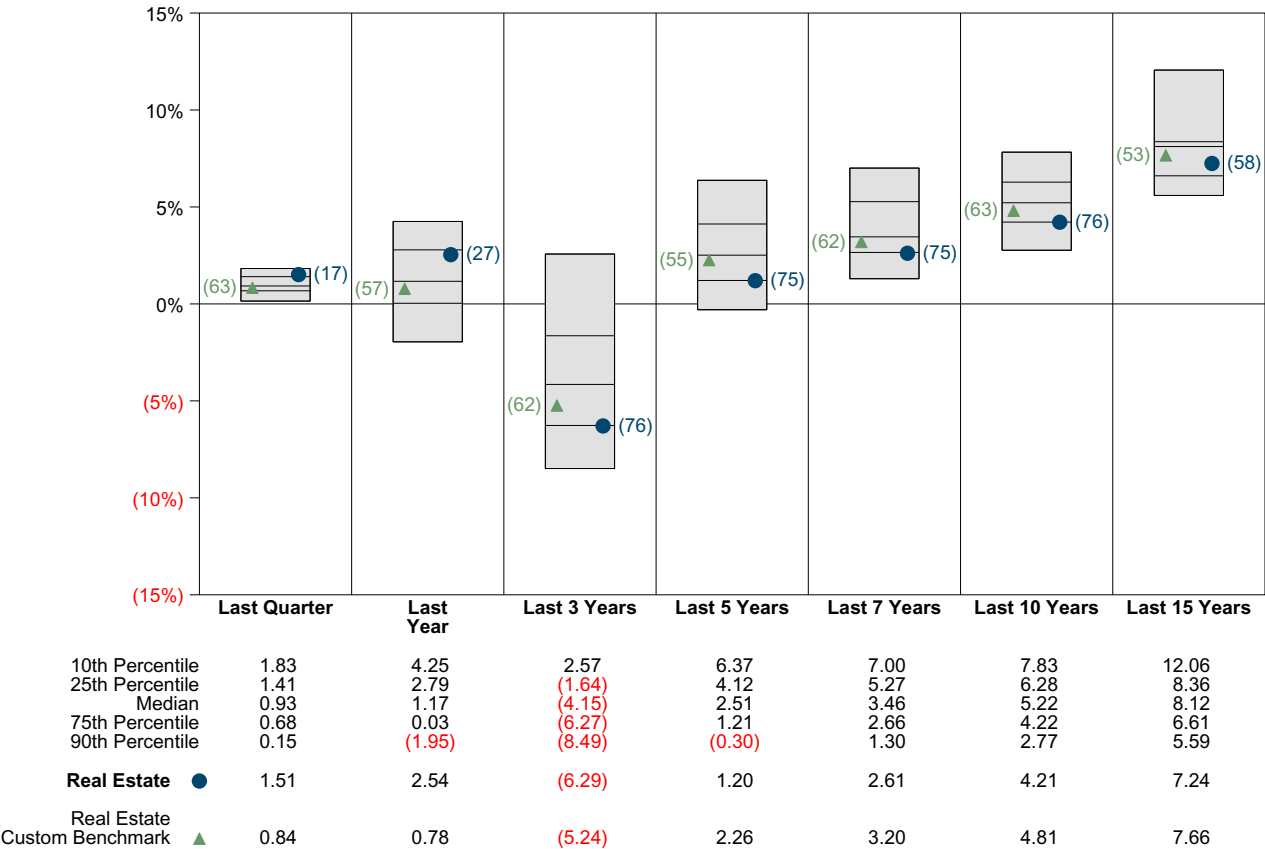
Quarterly Summary and Highlights

- Real Estate’s portfolio posted a 1.51% return for the quarter placing it in the 17 percentile of the Callan Open End Core Cmmingled Real Est group for the quarter and in the 27 percentile for the last year.
- Real Estate’s portfolio outperformed the Real Estate Custom Benchmark by 0.68% for the quarter and outperformed the Real Estate Custom Benchmark for the year by 1.76%.

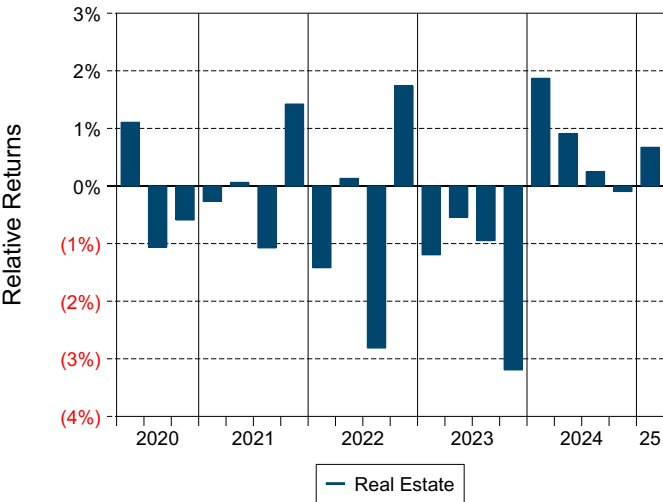
Quarterly Asset Growth

Beginning Market Value	\$70,746,110
Net New Investment	\$-188,663
Investment Gains/(Losses)	\$1,225,649
Ending Market Value	\$71,783,096

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

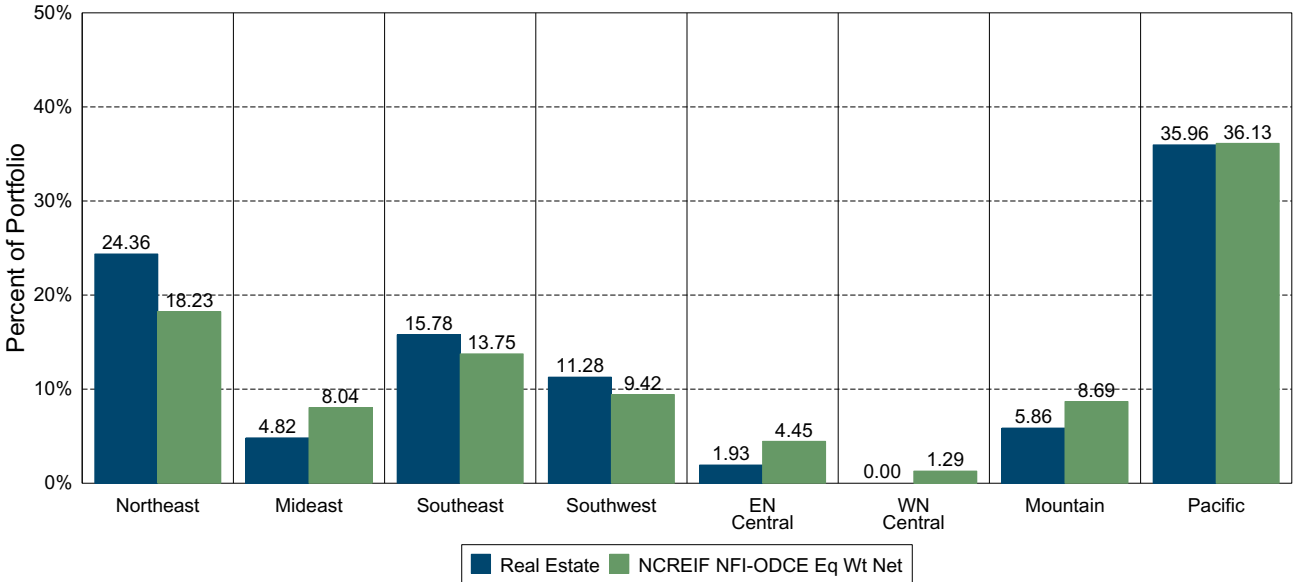


Real Estate
Diversification Analysis as of March 31, 2025

Diversification Analysis

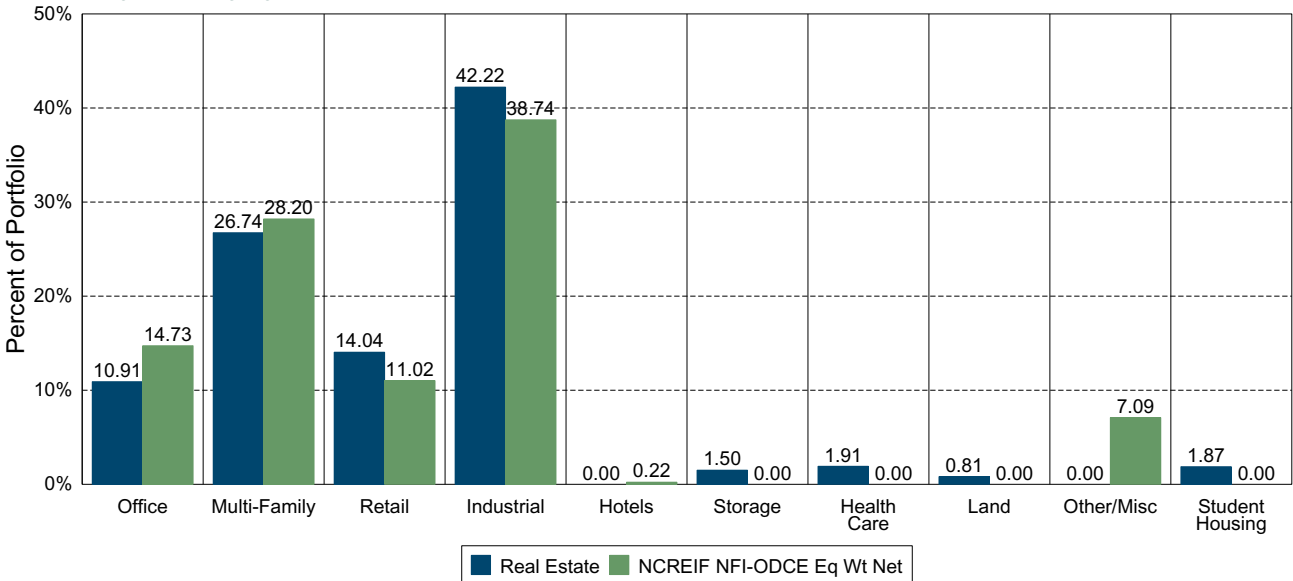
The following charts provide information on the diversification of the portfolio with regards to both Geographic Region and Property Type. Similar information is provided on the relevant market index for comparison.

Diversification by Geographic Region as of March 31, 2025



Real Estate	24.36%	4.82%	15.78%	11.28%	1.93%	0.00%	5.86%	35.96%
NCREIF NFI-ODCE Eq Wt Net	18.23%	8.04%	13.75%	9.42%	4.45%	1.29%	8.69%	36.13%

Diversification by Property Type as of March 31, 2025



Real Estate	10.91%	26.74%	14.04%	42.22%	0.00%	1.50%	1.91%	0.81%	0.00%	1.87%
NCREIF NFI-ODCE Eq Wt Net	14.73%	28.20%	11.02%	38.74%	0.22%	0.00%	0.00%	0.00%	7.09%	0.00%

RREEF Private

Period Ended March 31, 2025

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.

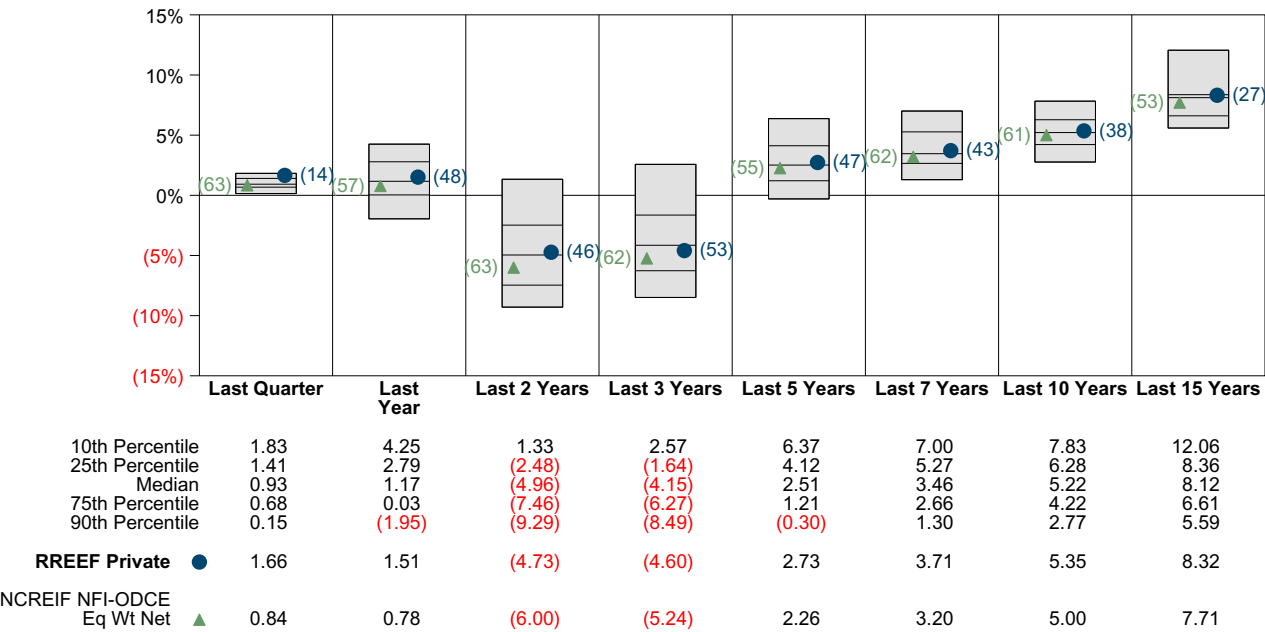
Quarterly Summary and Highlights

- RREEF Private’s portfolio posted a 1.66% return for the quarter placing it in the 14 percentile of the Callan Open End Core Cmmingled Real Est group for the quarter and in the 48 percentile for the last year.
- RREEF Private’s portfolio outperformed the NCREIF NFI-ODCE Eq Wt Net by 0.82% for the quarter and outperformed the NCREIF NFI-ODCE Eq Wt Net for the year by 0.73%.

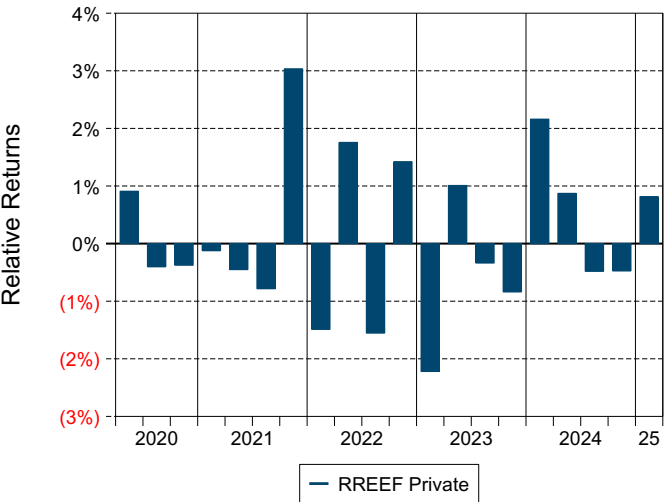
Quarterly Asset Growth

Beginning Market Value	\$37,225,502
Net New Investment	\$-88,919
Investment Gains/(Losses)	\$705,809
Ending Market Value	\$37,842,391

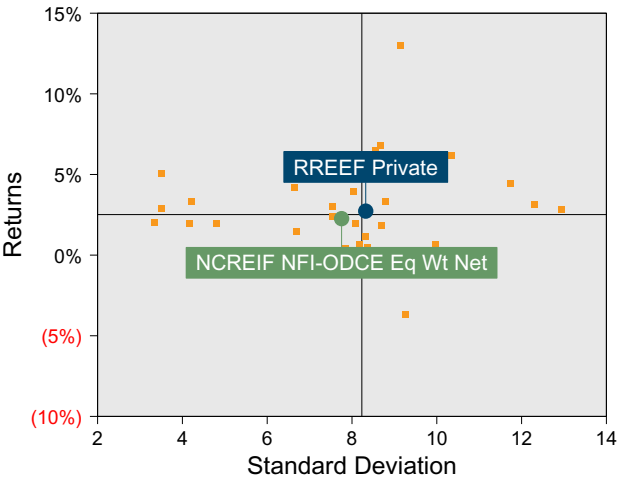
Performance vs Callan Open End Core Cmmingled Real Est (Net)



Relative Returns vs NCREIF NFI-ODCE Eq Wt Net



Callan Open End Core Cmmingled Real Est (Net) Annualized Five Year Risk vs Return



Barings Core Property Fund Period Ended March 31, 2025

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.

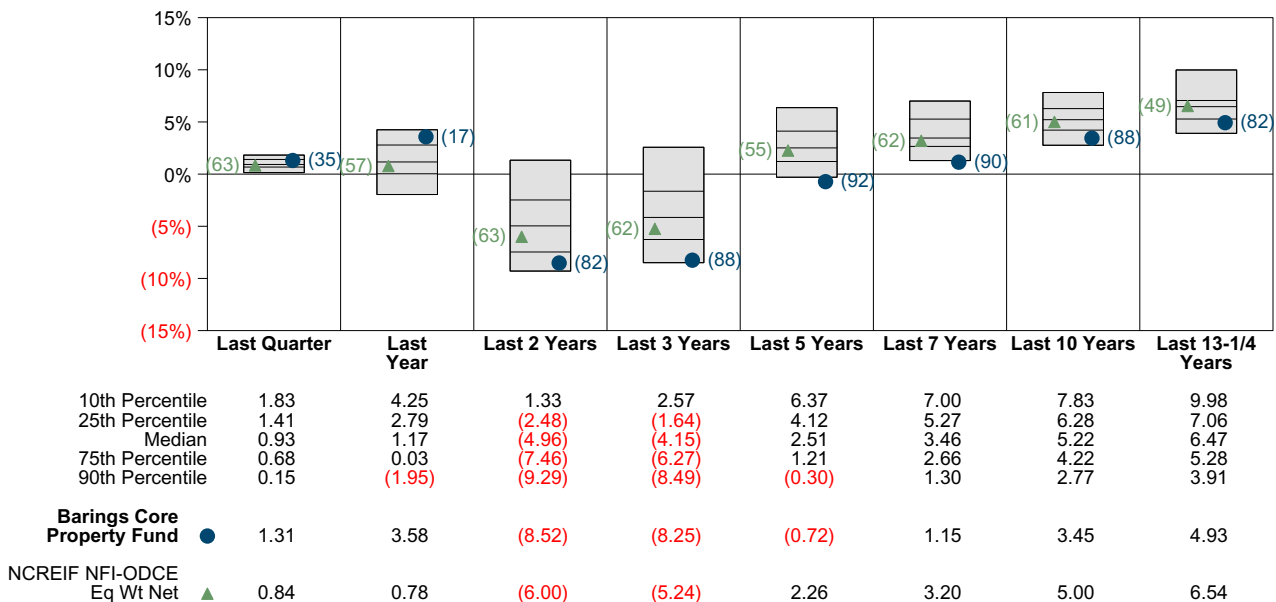
Quarterly Summary and Highlights

- Barings Core Property Fund's portfolio posted a 1.31% return for the quarter placing it in the 35 percentile of the Callan Open End Core Cmmingled Real Est group for the quarter and in the 17 percentile for the last year.
- Barings Core Property Fund's portfolio outperformed the NCREIF NFI-ODCE Eq Wt Net by 0.47% for the quarter and outperformed the NCREIF NFI-ODCE Eq Wt Net for the year by 2.79%.

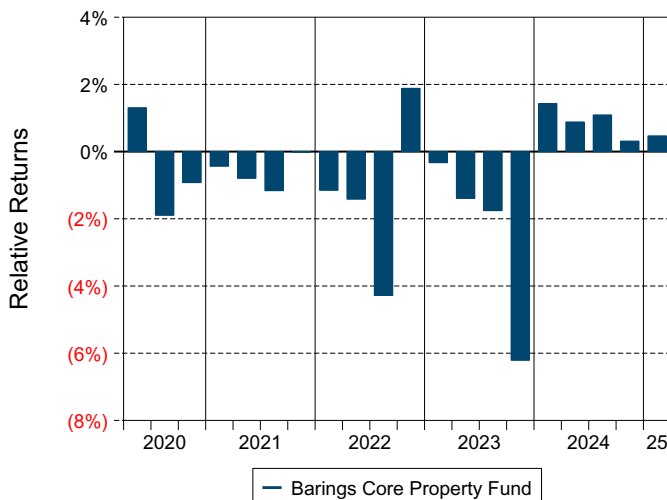
Quarterly Asset Growth

Beginning Market Value	\$32,173,609
Net New Investment	\$-67,176
Investment Gains/(Losses)	\$487,272
Ending Market Value	\$32,593,705

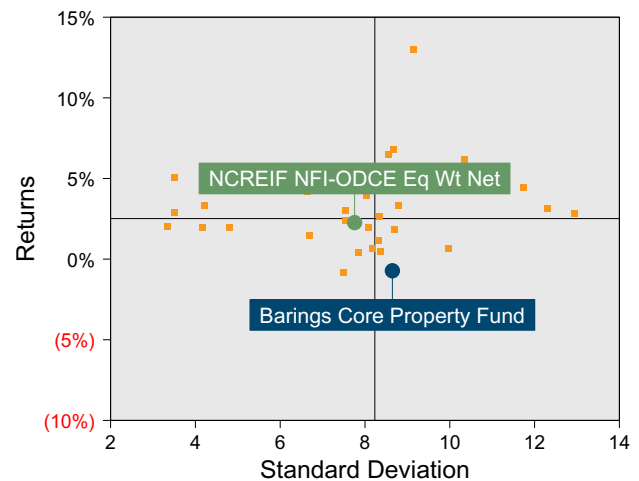
Performance vs Callan Open End Core Cmmingled Real Est (Net)



Relative Returns vs NCREIF NFI-ODCE Eq Wt Net



Callan Open End Core Cmmingled Real Est (Net) Annualized Five Year Risk vs Return

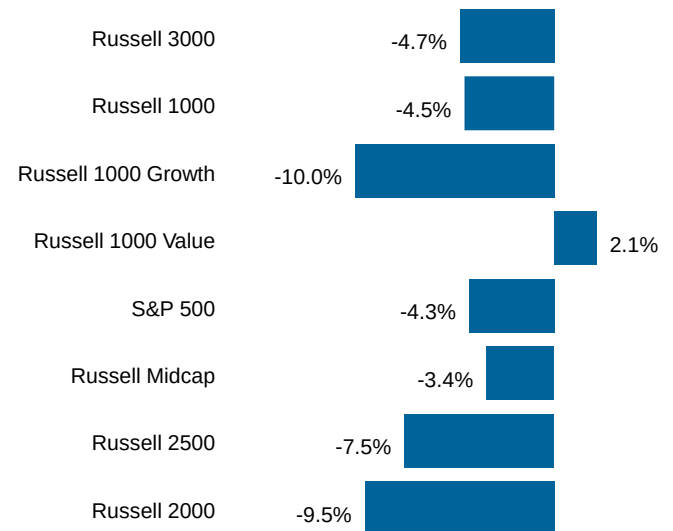


U.S. EQUITIES

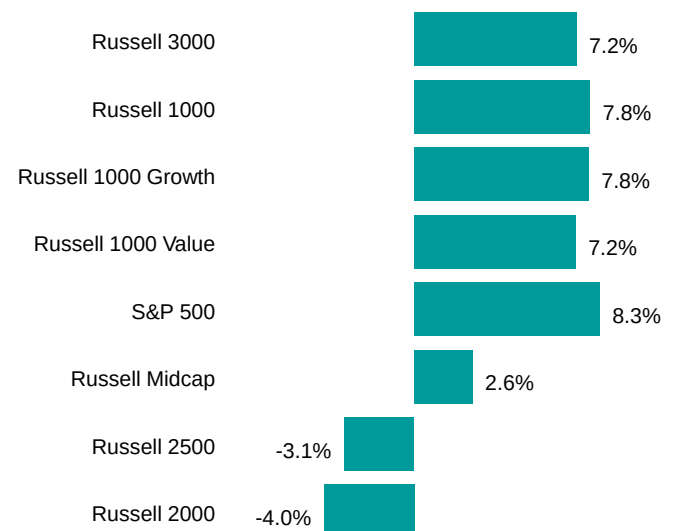
Choppy start to the New Year

- The U.S. equity market gave back some of its 2024 gains in 1Q25. The S&P 500 Index fell by 4.3%, partially driven by escalating trade tensions and the potential negative impact from the emergence of China-based AI company DeepSeek as a rival to U.S.-based AI leaders.
- Mega-cap growth stocks, particularly the Magnificent 7, lagged the broad index. Market leadership broadened out during the quarter.
- From a sector perspective, Consumer Discretionary and Technology were the two worst-performing sectors, while Energy and Health Care performed the best.
- During 1Q, mid cap stocks performed the best followed by large cap stocks. Small cap stocks continued to underperform as elevated interest rates and fear of tariffs weighed on smaller, more leveraged business models.
- Value outperformed growth across the market cap spectrum, reversing the long-term trend of growth outperformance.
- Given the macroeconomic uncertainty, volatility has spiked to levels last seen in the early months of the pandemic.
- Investors were focused on tariff impacts as some of the better-performing sectors (e.g., Financials, Health Care, and Utilities) are more insulated.
- Factors that performed well during the quarter included return on equity, dividend yield, and low beta.
- Despite their outperformance, value stocks remain cheap versus growth stocks based on forward P/E ratios.
- The Russell 2000 Index has a trailing four-year annualized return of -1% due in part to rising rates, lower sales growth, and fiscal stimulus skewing in favor of larger companies. Long-term periods of small cap underperformance have been followed by periods of outperformance historically.
- Small caps, on both an absolute and relative (to large caps) basis, continue to trade at historic lows.

U.S. Equity: Quarterly Returns

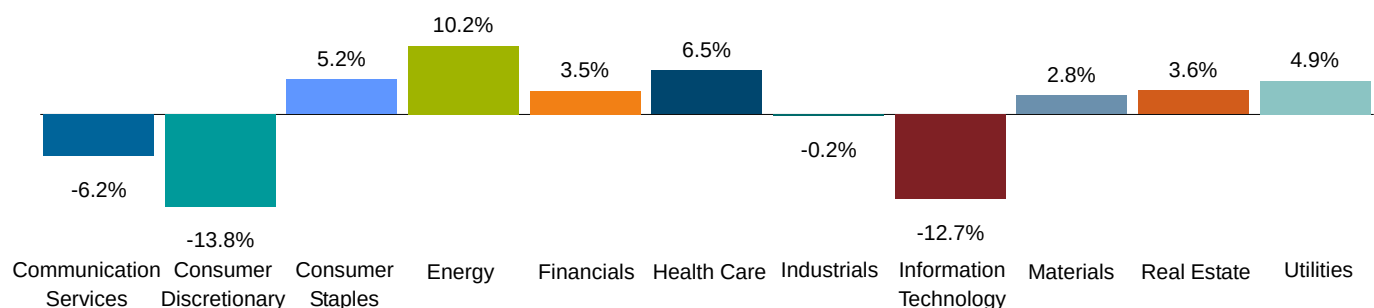


U.S. Equity: One-Year Returns



Sources: FTSE Russell, S&P Dow Jones Indices

S&P Sector Returns, Quarter Ended 3/31/25



Source: S&P Dow Jones Indices

GLOBAL EQUITIES

Broad market

- Following a challenging 4Q24, global equity markets rebounded, with broad indices posting their best one-quarter period compared to the S&P 500 in a decade.

Emerging markets

- Emerging markets ended the quarter in positive territory, although trailing their developed market peers.
- India, which accounted for nearly 20% of the index, had another negative quarter.
- China, which struggled in 4Q, saw strong gains and ended with the highest trailing 12-month return in five years.

Growth vs. value

- Value was the decisive winner in both emerging and developed markets. This had multiple causes, including European stimulus, higher expected interest rates, and persistent inflation driving investors to defensive, dividend-paying stocks.

U.S. dollar

- The U.S. dollar experienced a significant decline, dropping 4% relative to a broad basket of developed currencies, which provided additional support to developed ex-U.S. markets but was less supportive in emerging markets.

Seven states propose legislation to remove China

- Indiana, Florida, Missouri, Oklahoma, Kansas, Texas, and North Dakota proposed legislation to divest from Chinese/Hong Kong investments in the last 18 months; all but one passed.
- The divestment initiatives reflect national security concerns, economic considerations, and political factors.

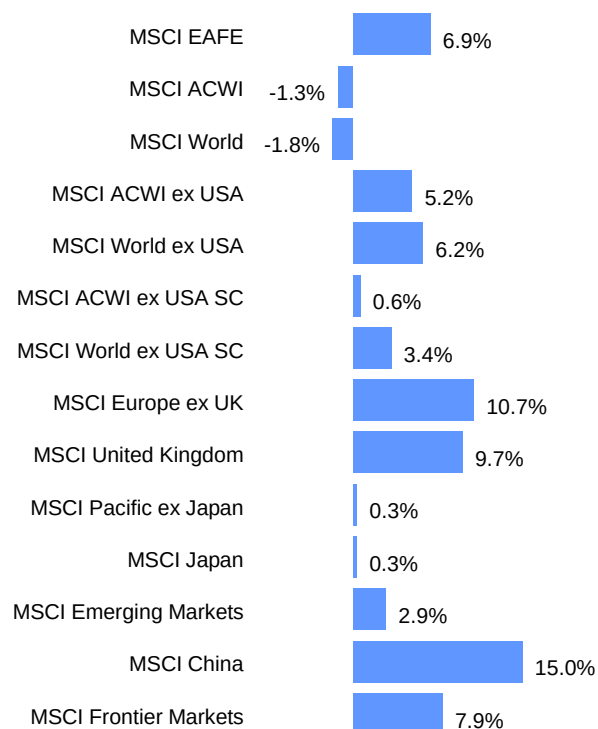
Ex-China universe

- According to Morningstar, the number of ex-China emerging market funds has nearly doubled to approximately 70 globally over the past two years.
- These funds have attracted substantial investor interest, with assets under management increasing by 75% in 2024 (through October) to over \$26 billion.

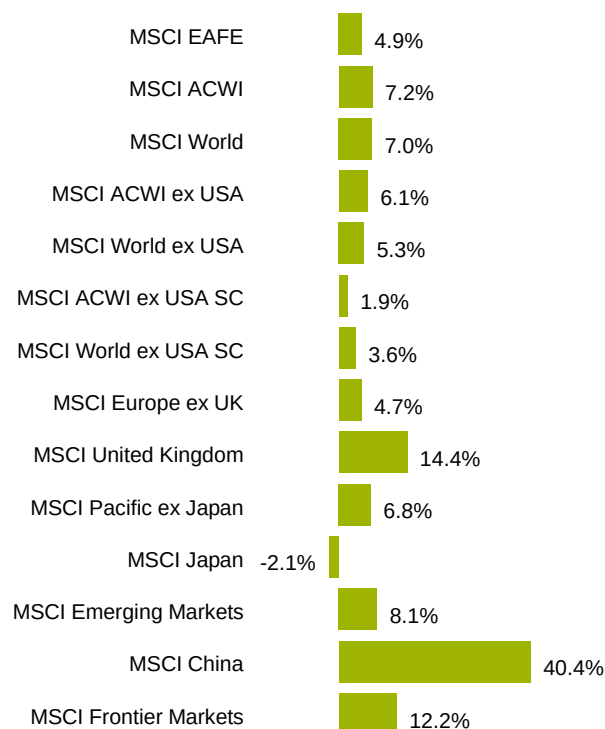
Reversing the trend with currency

- The U.S. dollar depreciated against the euro, yen, pound, and most emerging market currencies. After a strong performance throughout 2024, the U.S. Dollar Index declined approximately 4% in 1Q25, driven by increased investor allocations to non-U.S. assets.
- Concerns about fading U.S. exceptionalism and reduced confidence in the dollar's safe-haven status—amid rising geopolitical and economic isolation—contributed to last quarter's market shifts.

Global Equity: Quarterly Returns



Global Equity: One-Year Returns



Source: MSCI

U.S. FIXED INCOME

Macro environment

- U.S. interest rates and corporate credit spreads held steady for most of the quarter until policy signals from the Trump administration—including deficit reduction and tariff rumors—prompted investors to reprice risk assets.
- In March, the Fed kept rates unchanged despite rising volatility from softer economic data and White House uncertainty, while other major central banks shifted to a more accommodative stance.

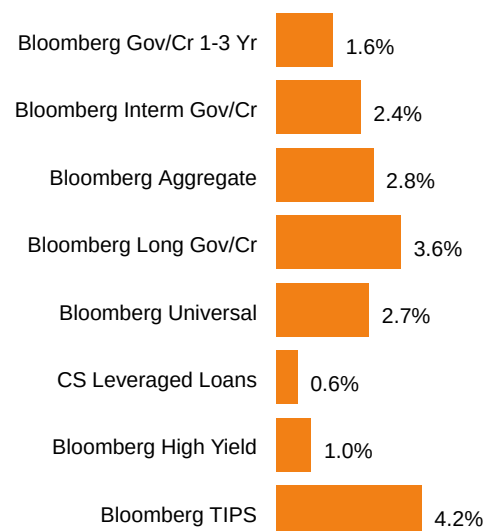
Performance and drivers

- The Bloomberg US Aggregate Bond Index rose 2.8% as falling rates drove gains, making it the top contributor to the quarter's positive returns. Although investors demanded higher premiums for credit risk, these concerns did not offset overall gains.
- Nonetheless, credit spreads across public markets generally widened in March.

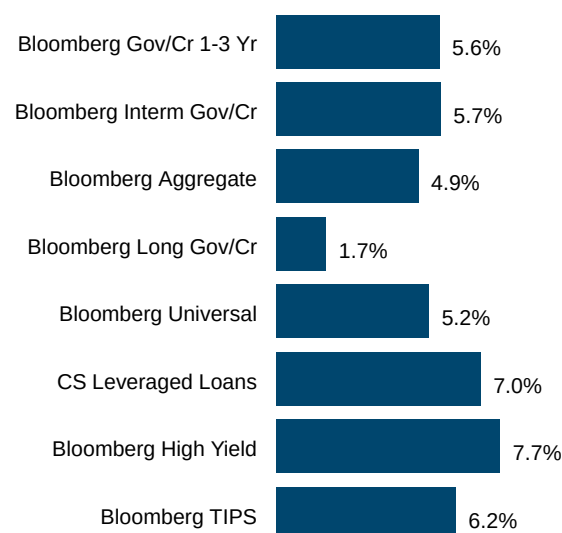
Valuations

- Corporate credit spreads across both investment grade and leveraged finance were “priced to perfection” before the new administration induced uncertainties that caused spreads to widen.
- New issuance across IG and HY were also on pace to match 2024 YTD supply, but issuers delayed offerings as demand softened.
- Credit remains in high demand, driven by attractive absolute yields. New issuance remains healthy in response to the demand for credit, with issuance on par with the YTD 2024 pace.
- Spreads tightened for both investment grade and high yield during the quarter. April's bout of volatility cheapened BBs vs BBBs, thus giving more opportunities for sector rotation and security selection.
- Liability management exercises (LMEs), including distressed exchanges, have become increasingly common in leveraged finance. In these cases, borrowers restructure stressed or distressed debt outside of bankruptcy court, spurring lender-on-lender aggression. Including LMEs in default calculations materially elevates default metrics.
- Rising interest costs and weak covenant structures spur the rise in LMEs. Borrowers are transferring previously collateralized assets to new unrestricted subsidiaries and issuing new debt that becomes senior to existing debt.
- Loan issuer downgrades remain elevated relative to upgrades.

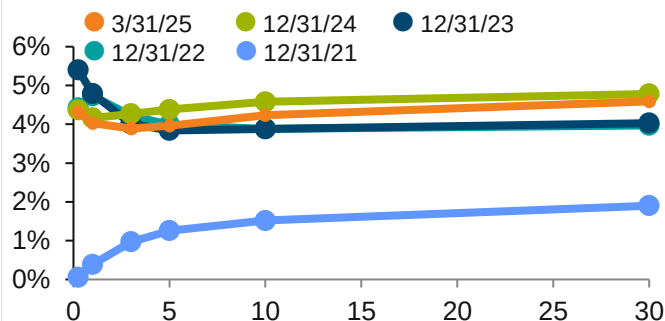
U.S. Fixed Income: Quarterly Returns



U.S. Fixed Income: One-Year Returns



U.S. Treasury Yield Curves



Sources: Bloomberg, Credit Suisse

MUNICIPAL BONDS

Flat in 1Q

- The municipal bond AAA-rated curve steepened notably, with short yields falling but long-end yields rising 30–40 bps.
- The spread between AAA 2-year bonds and 10-year bonds widened 30 bps over the quarter, while Muni/Treasury ratios rose sharply across the curve.

Strong issuance met with mixed demand

- New issuance totaled \$119 billion, up 15% YOY, supported by March's \$41.4 billion in volume.
- Demand softened, with funds experiencing outflows in March, weighted toward ETFs.

Muni valuations cheapened, still rich vs 10-year average

- 10-year AAA Muni/10-year Treasury yield ratio climbed to 77.25%, from 66.96% in 4Q.
- Longer maturities saw the biggest move: 30-year ratio surged to 92.4%, up 10.8 percentage points.

GLOBAL FIXED INCOME

Macro environment

- Forecasts for global economic growth in 2025 were revised slightly downward by 0.1 percentage points to 3.1%, citing weakening business and consumer sentiment.
- Global central banks maintained a cautious tone, balancing disinflationary pressures with ongoing political and trade-related uncertainties.
- The ECB and BOE both cut rates, while the BOJ raised its short-term policy rate by 25 bps to 0.5%, reaching its highest level since 2008.

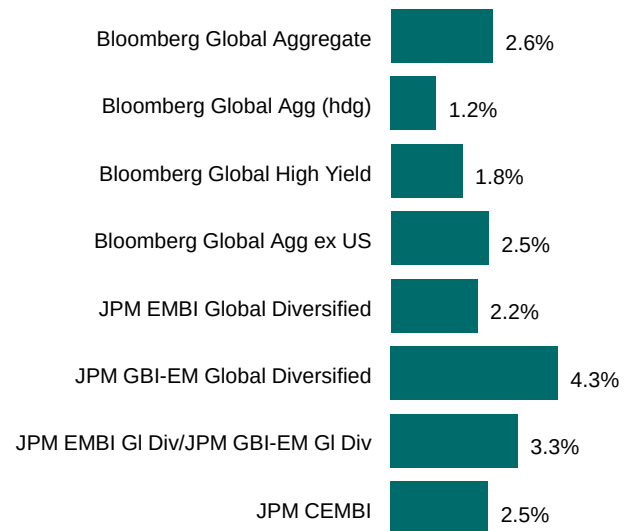
U.S. dollar weakened

- The U.S. dollar declined after reaching a two-year high in early January; the heaviest decline occurred in early March when tariffs on Mexican and Canadian goods went into effect.
- The Bloomberg Global Aggregate ex US Hedged Index traded down 0.2% for the quarter, while the Unhedged Index rose by 2.5% due to U.S. dollar weakness.

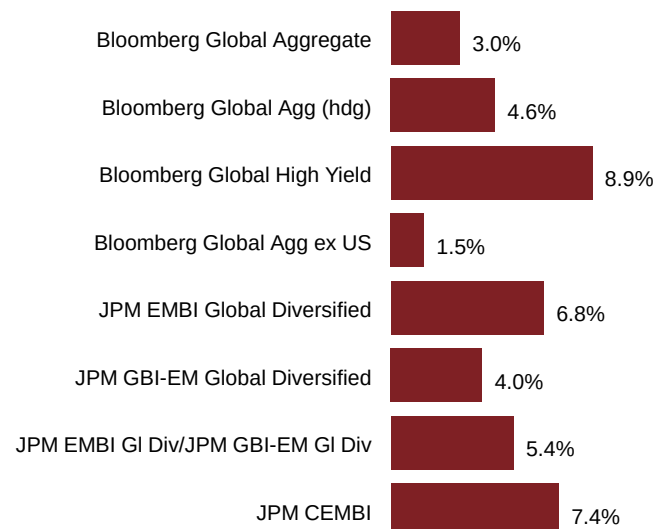
Emerging market debt was a bright spot

- Local currency sovereign bonds (JPM GBI-EM GD) led the strength in EM debt, while hard currency sovereigns (JPM EMBI GD) also had a solid quarter as investors repriced the U.S. for slower growth and a weaker dollar. This was a reversal of performance from the prior quarter.

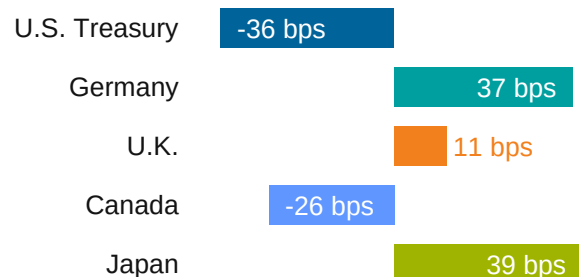
Global Fixed Income: Quarterly Returns



Global Fixed Income: One-Year Returns



Change in 10-Year Global Government Bond Yields



Sources: Bloomberg, JP Morgan

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 Index Measures the performance of the small-cap growth segment of the US equity universe. It includes those Russell 2000 companies with relatively higher price-to-book ratios, higher I/B/E/S forecast medium term (2 year) growth and higher sales per share historical growth (5 years). The Russell 2000 Growth Index is constructed to provide a comprehensive and unbiased barometer for the small-cap growth segment. The index is completely reconstituted annually to ensure new and growing equities are included and that the represented companies continue to reflect growth characteristics.

Russell 2000 Value Index Measures the performance of the small-cap value segment of the US equity universe. It includes those Russell 2000 companies with relatively lower price-to-book ratios, lower I/B/E/S forecast medium term (2 year) growth and lower sales per share historical growth (5 years). The Russell 2000 Value Index is constructed to provide a comprehensive and unbiased barometer for the small-cap value segment. The index is completely reconstituted annually to ensure new and growing equities are included and that the represented companies continue to reflect value characteristics.

Russell 3000 Index Measures the performance of the largest 3,000 US companies representing approximately 96% of the investable US equity market, as of the most recent reconstitution. The Russell 3000 Index is constructed to provide a comprehensive, unbiased and stable barometer of the broad market and is completely reconstituted annually to ensure new and growing equities are included.

Russell MidCap Growth Idx Measures the performance of the mid-cap growth segment of the US equity universe. It includes those Russell Midcap Index companies with relatively higher price-to-book ratios, higher I/B/E/S forecast medium term (2 year) growth and higher sales per share historical growth (5 years). The Russell Midcap Growth Index is constructed to provide a comprehensive and unbiased barometer of the mid-cap growth market. The index is completely reconstituted annually to ensure larger stocks do not distort the performance and characteristics of the true mid-cap growth market.

Russell Midcap Value Index Measures the performance of the mid-cap value segment of the US equity universe. It includes those Russell Midcap Index companies with relatively lower price-to-book ratios, lower I/B/E/S forecast medium term (2 year) growth and lower sales per share historical growth (5 years). The Russell Midcap Value Index is constructed to provide a comprehensive and unbiased barometer of the mid-cap value market. The index is completely reconstituted annually to ensure larger stocks do not distort the performance and characteristics of the true mid-cap value market.

S&P 500 Index Measures performance of top 500 companies in leading industries of U.S. economy. The index covers approximately 80% of available market capitalization.

Fixed Income Market Indicators

Bloomberg Aggregate Represents securities that are SEC-registered, taxable, and dollar denominated. The index covers the U.S. investment grade fixed rate bond market, with index components for government and corporate securities, mortgage pass-through securities, and asset-backed securities.

International Equity Market Indicators

MSCI ACWI xUS (Gross) 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.

MSCI ACWI xUS (Net) 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.

MSCI EAFE (Net) 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 NFI-ODCE Equal Weight Net 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.

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
Aberdeen Investments
Acadian Asset Management LLC
Adams Street Partners, LLC
Aegon Asset Management
AEW Capital Management, L.P.
AFL-CIO Housing Investment Trust
AllianceBernstein
Allspring Global Investments, LLC
Altrinsic Global Advisors, LLC
American Century Investments
Antares Capital LP
Apollo Global Management, Inc.
AQR Capital Management
Ares Management LLC
ARGA Investment Management, LP
Ariel Investments, LLC
Aristotle Capital Management, LLC
Atlanta Capital Management Co., LLC

Manager Name
Baillie Gifford International, LLC
Baird Advisors
Barings LLC
Baron Capital Management, Inc.
Barrow, Hanley, Mewhinney & Strauss, LLC
Black Creek Investment Management Inc.
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 LLC
Brown Brothers Harriman & Company
Brown Investment Advisory & Trust Company
Capital Group

Manager Name
CastleArk Management, LLC
Centerbridge Partners, L.P.
Cercano Management LLC
Champlain Investment Partners, LLC
CIBC Asset Management
CIM Group, LP
ClearBridge Investments, LLC
Cohen & Steers Capital Management, Inc.
Columbia Threadneedle Investments
Comgest
Comvest Partners
Crescent Capital Group LP
Dana Investment Advisors, Inc.
DePrince, Race & Zollo, Inc.
Diamond Hill Capital Management, Inc.
Dimensional Fund Advisors L.P.
DoubleLine
DWS
EARNEST Partners, LLC
Equus Capital Partners, Ltd.
Fayez Sarofim & Company
Federated Hermes, Inc.
Fengate Asset Management
Fidelity Institutional Asset Management
Fiera Capital Corporation
First Eagle Investment Management, LLC
First Hawaiian Bank Wealth Management Division
Fisher Investments
Fortress Investment Group
Franklin Templeton
Fred Alger Management, LLC
GAMCO Investors, Inc.
GlobeFlex Capital, L.P.
Goldman Sachs
Golub Capital
Great Lakes Advisors, LLC
GW&K Investment Management
Harbor Capital Group Trust
Hardman Johnston Global Advisors LLC
Heitman LLC

Manager Name
Hotchkis & Wiley Capital Management, LLC
HPS Investment Partners, LLC
IFM Investors
Impax Asset Management LLC
Income Research + Management
Insight Investment
Invesco
I Squared Capital Advisors (US) LLC
J.P. Morgan
Janus
Jennison Associates LLC
J O Hambro Capital Management Limited
Jobs Peak Advisors
Kayne Anderson Capital Advisors LP
Kayne Anderson Rudnick Investment Management, LLC
King Street Capital Management, L.P.
Lazard Asset Management
LGIM America
Lincoln National Corporation
Longview Partners
Loomis, Sayles & Company, L.P.
Lord, Abbett & Company
LSV Asset Management
MacKay Shields LLC
Mackenzie Investments
Macquarie Asset Management
Man Group
Manulife Investment Management
Marathon Asset Management, L.P.
Mawer Investment Management Ltd.
Merlin Asset Management
MetLife Investment Management
MFS Investment Management
Mondrian Investment Partners Limited
Montag & Caldwell, LLC
Morgan Stanley Investment Management
MUFG Bank, Ltd.
Natixis Investment Managers
Neuberger Berman
Newton Investment Management

Manager Name

New York Life Investment Management LLC (NYLIM)

Ninety One North America, Inc.

Nomura Capital Management, LLC

Northern Trust Asset Management

Nuveen

Oaktree Capital Management, L.P.

ORIX Corporation USA

P/E Investments

Pacific Investment Management Company

Pantheon Ventures

Parametric Portfolio Associates LLC

Partners Group (USA) Inc.

Pathway Capital Management, LP

Peavine Capital

Peregrine Capital Management, LLC

PGIM DC Solutions

PGIM Fixed Income

PGIM Quantitative Solutions LLC

Pictet Asset Management

PineBridge Investments

Polen Capital Management, LLC

PPM America, Inc.

Pretium Partners, LLC

Principal Asset Management

Raymond James Investment Management

RBC Global Asset Management

Regions Financial Corporation

Robeco Institutional Asset Management, US Inc.

Sands Capital Management

Manager Name

Schroder Investment Management North America Inc.

Segall Bryant & Hamill

Silver Point Capital, LP

SLC Management

Star Mountain Capital, LLC

State Street Global Advisors

Strategic Global Advisors, LLC

TD Global Investment Solutions – TD Epoch

T. Rowe Price Associates, Inc.

The Carlyle Group

The D.E. Shaw Group

The TCW Group, Inc.

Thompson, Siegel & Walmsley LLC

TPG Angelo Gordon

VanEck

Vaughan Nelson Investment Management

Victory Capital Management Inc.

Virtus Investment Partners, Inc.

Vontobel Asset Management

Voya

Walter Scott & Partners Limited

Wasatch Global Investors

WCM Investment Management

Wellington Management Company LLP

Western Asset Management Company LLC

Westfield Capital Management Company, L.P.

William Blair & Company LLC

Xponance, Inc.

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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.

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Callan's performance measurement service reports estimated returns for a portfolio and compares them against relevant benchmarks and peer groups, as appropriate; such service may also report on historical portfolio holdings, comparing them to holdings of relevant benchmarks and peer groups, as appropriate ("portfolio holdings analysis"). To the extent that Callan's reports include a portfolio holdings analysis, Callan relies entirely on holdings, pricing, characteristics, and risk data provided by third parties including custodian banks, record keepers, pricing services, index providers, and investment managers. Callan reports the performance and holdings data as received and does not attempt to audit or verify the holdings data. Callan is not responsible for the accuracy or completeness of the performance or holdings data received from third parties and such data may not have been verified for accuracy or completeness.

Callan's performance measurement service may report on illiquid asset classes, including, but not limited to, private real estate, private equity, private credit, hedge funds and infrastructure. The final valuation reports, which Callan receives from third parties, for of these types of asset classes may not be available at the time a Callan performance report is issued. As a result, the estimated returns and market values reported for these illiquid asset classes, as well as for any composites including these illiquid asset classes, including any total fund composite prepared, may not reflect final data, and therefore may be subject to revision in future quarters.

The 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 information contained herein may include forward-looking statements regarding future results. The forward-looking statements 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 results projected in this document. Undue reliance should not be placed on forward-looking statements.

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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. Please see any applicable full performance report or annual communication for other important disclosures.

Unless Callan has been specifically engaged to do so, Callan does not conduct background checks or in-depth due diligence of the operations of any investment manager search candidate or investment vehicle, as may be typically performed in an operational due diligence evaluation assignment and in no event does Callan conduct due diligence beyond what is described in its report to the client.

Any decision made on the basis of this document is sole responsibility of the client, as the intended recipient, and it is incumbent upon the client 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

24-25

ID	LN	Per	PD @	amount	code	percentage
229	Andersen	15	\$34.17	\$512.55	01-0000-0-1150-220-1110-1000-9993	100%
1425	Barrett	45.45	\$34.17	\$1,553.03	01-6387-0-1150-150-3800-1000-9993	100%
1533	Barty	63	\$34.17	\$2,152.71	01-0635-0-1150-150-3800-1000-9993	100%
1494	Benson-Martin	79	\$34.17	\$2,699.43	01-0000-0-1150-150-1110-1000-9993	100%
60	DuVigeaund	107	\$34.17	\$3,656.19	01-0000-0-1150-220-1110-1000-9993	100%
71	Fosse	59.06	\$34.17	\$2,018.08	01-0000-0-1150-150-1110-1000-9993	100%
1541	Frederick	3	\$34.17	\$102.51	01-0000-0-1150-220-1110-1000-9993	100%
1568	Gilbert	5	\$34.17	\$170.85	01-0000-0-1150-150-1110-1000-9993	100%
1455	Jimenez	33	\$34.17	\$1,127.61	01-0079-0-1250-001-0000-3130-9993	100%
277	Levy	48.5	\$34.17	\$1,657.25	01-6500-0-1250-001-5760-3120-9993	10%
					01-0079-0-1250-001-5760-3120-9993	90%
22	Lucier	137	\$34.17	\$4,681.29	01-0000-0-1150-220-1110-1000-9993	100%
130	Martin	138	\$34.17	\$4,715.46	01-0000-0-1150-246-1110-1000-9993	100%
1526	Meuschke,J	53	\$34.17	\$1,811.01	01-0000-0-1150-220-1110-1000-9993	100%
271	Miller	42.33	\$34.17	\$1,446.42	01-6500-0-1150-150-5760-1120-9993	100%
159	Oatney	36	\$34.17	\$1,230.12	01-0079-0-1150-220-1110-1000-9993	61%
					01-6770-0-1150-220-1110-1000-9993	39%
160	Olson Day	9	\$34.17	\$307.53	01-0079-0-1150-220-1110-1000-9993	100%
1465	Potter	6	\$34.17	\$205.02	01-6500-0-1150-220-5760-1120-9993	100%
1453	Rain	32	\$34.17	\$1,093.44	01-0079-0-1150-150-3800-1000-9993	100%
187	Rutherford	12	\$34.17	\$410.04	01-6387-0-1150-150-3800-1000-9993	100%
198	Sosnovec	2	\$34.17	\$68.34	01-0000-0-1150-150-1110-1000-9993	100%
1454	Stump	13	\$34.17	\$444.21	01-0000-0-1150-150-1110-1000-9993	100%
180	Thompson	18	\$34.17	\$615.06	01-0079-0-1150-220-1110-1000-9993	100%
1482	West	44	\$34.17	\$1,503.48	01-0000-0-1150-220-1110-1000-9993	100%
1530	Yanez	12.5	\$34.17	\$427.13	01-7339-0-1250-150-0000-3110-0026	100%
1012.8 Periods				\$34,608.74		

	LN	Hours	\$ Per hr	amount	code	percentage
257	Arter	16	\$30.77	\$492.32	01-0000-0-2450-150-0000-2700-9993	100%
1623	Burke	5.63	\$19.94	\$112.26	13-5310-0-2250-001-0000-3700-9993	100%
1601	Garibaldi	53.76	\$22.01	\$1,183.26	13-5310-0-2250-001-0000-3700-9993	100%
78	No Gold	180.25	\$35.98	\$6,485.40	01-0000-0-2250-150-0000-3110-9993	100%
1535	M.Griffen	24.69	\$26.32	\$649.84	63-0000-0-2450-001-0000-6000-9993	100%
1614	Hirata	0.03	\$22.92	\$0.69	63-0000-0-2450-001-0000-6000-9993	100%
275	Johnston	1.75	\$30.75	\$53.81	01-6500-0-2150-150-5760-1120-9993	100%
124	Leung	1.75	\$33.25	\$58.19	01-6500-0-2150-150-5760-1120-9993	100%
1433	Lemos	9	\$29.34	\$264.06	01-6500-0-2150-220-5760-1130-9993	100%
1604	Malagon	1.5	\$22.76	\$34.14	01-6500-0-2150-220-5760-1120-9993	100%
115	Meyer Lance	42.25	\$35.98	\$1,520.16	01-0000-0-2450-150-0000-2700-9993	100%
144	Moore	1.87	\$49.52	\$92.60	63-0000-0-2450-001-0000-6000-9993	100%
1557	Ohayon	12.73	\$22.91	\$291.64	63-0000-0-2450-001-0000-6000-9993	100%
173	Price, D	28.5	\$31.31	\$892.34	13-5310-0-2250-001-0000-3700-9993	100%
1471	Ramos	48.81	\$26.81	\$1,308.60	63-0000-0-2450-001-0000-6000-9993	100%
1606	Robbers	8.67	\$22.03	\$191.00	63-0000-0-2450-001-0000-6000-9993	100%
188	Salo	4	\$28.39	\$113.56	01-0000-0-2250-220-0000-2420-9993	100%
1462	Shelley	5.5	\$19.94	\$109.67	01-0079-0-2150-220-1110-1000-9993	100%
1412	Starkweather	81.33	\$31.72	\$2,579.79	01-0000-0-2450-001-0000-2420-9993	100%

441.19 hours \$16,433.31

Gross \$51,042.06



CALPADs Consulting Services Contract

This contract represents an agreement between CALPADs Consultant Diana McElwain and Mendocino School District for the maintenance, reconciliation and certification of Mendocino School District's CALPADs data. The effective date of this agreement is 08/01/25, and this agreement shall remain in effect until either party gives written termination of the agreement.

The purpose of the agreement is to ensure that the proper elements and mutual commitments are in place for the Service Provider to provide email support services. The following Service Provider and Customer are the sole basis for this Agreement and represent the stakeholders associated with this agreement:

Service Provider: Diana McElwain

Service Customer: Mendocino School District

This agreement is valid from the effective date outlined above and is in effect until canceled in writing.

The service provider will maintain and validate the customer's CALPADs data and assist with Aeries student data as it relates to CALPADs.

The service provider will certify Mendocino School District's CALPADs Fall 1, Fall 2 and all pertinent EOY reports, using California's operational window dates for certifications. It is the responsibility of the Mendocino School staff to enter complete and accurate data into Aeries in a timely manner. Failing to do so may result in the inability to certify MUSD's CALPADs data.

The service provider will extract Aeries data as it is input by school personnel and upload to CALPADs, as required by the state of California, throughout the school year to maintain student and staff records.

This agreement does not apply to issues:

- outside service provider's reasonable control.
- that resulted from use of customer's or third party hardware or software.
- that resulted from actions or inactions of Mendocino staff or third parties
- attributable to the acts or omissions of Mendocino employees, agents, contractors, or vendors, or anyone gaining access to Aeries or CALPADs by means of customer's passwords or equipment

Mendocino School District agrees to hold the CALPADs consultant harmless for any actions arising out of Mendocino School District and their employees negligence in training end users, and other reasonable security practices and procedures for student data in Aeries or CALPADs. Mendocino School District agrees to pay Diana McElwain the sum of \$80 per hour for services billed triannually.

Receipt of this agreement, by MUSD superintendent via email, establishes agreement to this contract.

Customer support options: dmcelwain@mendocinoschool.org.

Diana McElwain

Diana McElwain

8/01/2025

Date

[Signature]

Jason Morse

8/18/25

Date

MEMORANDUM OF UNDERSTANDING FOR PARTICIPATION IN THE
MENDOCINO COUNTY LIBRARY'S STUDENT SUCCESS CARD PROGRAM

This Memorandum of Understanding ("MOU") is by and between the Mendocino County Library, a California public library and Mendocino Unified School District, a school district within the County of Mendocino ("School District"), for participation in the Library's STUDENT SUCCESS CARD Program.

R E C I T A L S

1. The California Legislature has declared in Education Code section 18010 that the public library is a supplement to the formal system of free public education, and a source of information and inspiration to persons of all ages, cultural backgrounds, and economic statuses. Senate Bill 321 established the Local Public Library Partnership Program, under the administration of the State Librarian, for purposes of ensuring that all pupils have access to a local public library by the third grade.

2. Consistent with Legislative intent, the parties to this MOU desire to improve the Library's service to students enrolled in the School District to supplement their formal education, as well as provide resources for School District teachers to utilize in teaching students, through the School District's participation in the Library's STUDENT SUCCESS CARD Program.

3. The Library created its STUDENT SUCCESS CARD Program to support student access to Library resources to satisfy their educational needs as well as provide opportunities for Library staff to support students in their studies and efforts toward graduation by assisting them with increased literacy skills, access to multi-learning resources in all academic subject areas, online homework assistance in both English and Spanish, and resources for preparation for college attendance.

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual covenants contained herein, the parties hereto agree as follows:

A G R E E M E N T

I. STUDENT SUCCESS CARD Program

The Library's STUDENT SUCCESS CARD is a special library account available to all students in grades Pre-Kindergarten through High School through their participating school districts located in the County of Mendocino. The Library creates STUDENT SUCCESS CARD accounts by using data electronically transferred from the School District's student information systems. The Library then generates STUDENT SUCCESS CARD accounts for each student and provides those accounts to students for their use. To utilize the accounts, students must provide their STUDENT SUCCESS CARD district prefix as well as provide their School District-issued student ID number.

The special features of STUDENT SUCCESS CARDS include:

- No Physical Card: There will be no physical library card issued for STUDENT SUCCESS CARD accounts; instead, students will use a prefix assigned to their School District and will access materials using that prefix plus their student ID numbers.
- Electronic Resources and Services: STUDENT SUCCESS CARDS provide unlimited access to most electronic resources and services offered by the Library, including e-books, e-audio, online tutoring, and online test preparation.
- Physical Materials from Library Branches: Students may use their STUDENT SUCCESS CARDS to access and check out most of the physical materials available from Library branches (this feature is only available through the Full Access Option, per Section II.A, below).
- Loan Period and Item Limits: The STUDENT SUCCESS CARD loan period for all types of materials is 3 weeks, and students may have up to 5 items checked out at a time.
- No Fines: There are no fines for overdue materials checked out on STUDENT SUCCESS CARD accounts.
- Fees: Students are responsible to pay replacement fees for lost items checked out using their STUDENT SUCCESS CARDS; however, the Library may forgive up to four replacement fees for lost items per student per year.
- Materials Not Included: STUDENT SUCCESS CARDS cannot be used to check out DVDs, games, streaming media (subject to change), interlibrary loans, or museum passes.
- Use In Addition to Regular Library Card: Students may hold both regular library cards as well as STUDENT SUCCESS CARDS and obtain loans of materials on each of those cards simultaneously.

II. School District Participation Options

The Library provides two options for School District to participate in the STUDENT SUCCESS CARD Program. School District shall notify Library which option it chooses prior to providing student information to the Library for issuance of the accounts. Library will issue STUDENT SUCCESS CARD accounts for each student whose name Mendocino Unified School District has provided within 30 days of receipt of that information.

The two options to participate in the Library's STUDENT SUCCESS CARD Program are as follows. School District must select a service option by checking one box, below.

A. Full Access Option: Through the Full Access Option, STUDENT SUCCESS CARDS can be used to obtain online electronic resources and services through the Library's and

partnering websites, as well as physical hard copy materials from any branch of the Library. To be provided with the Full Access Option, School District must provide the Library with the names as well as the home addresses and school ID numbers of enrolled students. Release of this information to Library is authorized by law. (*See e.g.*, 20 U.S.C. § 1232g(a)(5)(A), (b)(1).)

 X B. Electronic-Only Access Option: Through the Electronic-Only Access Option, STUDENT SUCCESS CARDS can be used only to obtain online electronic resources and services through the Library's and partnering websites; access to physical hard copy materials will not be available with this option. School Districts choose this option by solely providing the names of their enrolled students and school ID numbers to the Library. Release of this information to Library is authorized by law. (*See e.g.*, 20 U.S.C. § 1232g(a)(5)(A), (b)(1).)

III. School District Information Required to Create STUDENT SUCCESS CARD Accounts

To participate in the STUDENT SUCCESS CARD Program, School District shall provide the Library with student directory information on a regular basis to account for changes in enrollment (August 1 and February 1). All student directory information shall be provided in a secure encrypted file format, and shall include only the following:

1. Student's Name, in "last, first" format;
2. Student's Year of Birth, in yyyy format;
3. Student's Home Address with street number, street, city, state, and zip code (necessary only for Full Access Option);
4. Student's School District-issued ID number, prefixed by School District's code [mus];

Aside from providing the required information in a timely manner regarding students authorized to participate in the program, and the options for parents/guardians to allow their children to participate in the program as set forth in Section V, below, School District has no additional responsibilities to support the STUDENT SUCCESS CARD Program.

IV. Confidentiality of Student Information Received by Library

The Library shall maintain all student information received from the School District as confidential, as required by Government Code section 6267 and other applicable law and utilize it only as necessary to perform this MOU and to provide Library services to the students.

Specifically, Government Code section 6267 prohibits the Library from disclosing students' names, addresses, or their other "patron use records," unless the request for that information is made by the student (or a parent/guardian if the student is under the age of 13), or by another person so authorized in writing. The term "patron use records" includes the following: (a) any written or electronic record that is used to identify the patron student, including, but not limited to, a patron's name, address, telephone number, or e-mail address, provided in order to become eligible to borrow or use books and other materials; and (b) any written record or electronic transaction that identifies a student patron's borrowing information or use of library information

resources, including, but not limited to, database search records, borrowing records, class records, and any other personally identifiable uses of library resources information requests, or inquiries. (See Gov't Code § 6267.)

The Library shall also comply with its Confidentiality of Records Policy, which incorporates Government Code section 6267 and related laws designed to protect the confidentiality of Library patrons' information. The Library provides its staff with periodic training on its Confidentiality of Records Policy to ensure compliance.

V. Parent/Guardian Request to Opt Out

Parents/guardians may notify the School District that they do not want their children's directory information shared by the School District. Such a notification will serve as a request to "opt-out" of their children's participation in the STUDENT SUCCESS CARD Program, and such children will not be provided with STUDENT SUCCESS CARD accounts.

Further, as required by California Education Code section 49073(d), parents/guardians of homeless children must "opt in" to allow the School District to provide their children's information to the Library.

School District shall offer parents/guardians who have generally "opted out" of the release of their children's directory information, and parents/guardians of homeless children, the ability to "opt in" to the STUDENT SUCCESS CARD program.

The Library shall provide forms available to the public on its website to allow parents/guardians to "opt in" or "opt out" of their children's participation in the STUDENT SUCCESS CARD Program. Such forms must be submitted to School District, which shall remove those student names from the information provided to the Library.

VI. Term and Termination

The term of this MOU shall commence on the Effective Date and shall continue indefinitely unless terminated by one of the parties in writing pursuant to a 60-day notice to terminate.

VII. Mutual Indemnification

Library and School District each agree to accept all responsibility for loss or damage to any person or entity, and to defend, indemnify, hold harmless and release each other (including their respective commissioners, board members, officials, agents, employees and volunteers) from and against any and all actions, claims, damages, disabilities, or expenses that may be asserted by any person or entity, including themselves, resulting from Library or School District's own respective negligence or willful misconduct arising out of or in connection with the performance of this MOU. Each party shall notify the other party immediately in writing of any claim or damage related to activities performed under this MOU. The parties shall cooperate with each other in the investigation and disposition of any claim arising out of the activities under this MOU, providing that nothing shall require either party to disclose any records which are

confidential or privileged by operation of law. This indemnification provision survives any termination of this MOU.

VIII. Miscellaneous

A. Method and Place of Giving Notice: All notices provided under this MOU shall be made in writing and shall be given by personal delivery, U.S. Mail, or courier service, and by email delivery. Such notices shall be addressed as follows:

TO LIBRARY:	Mendocino County Library Attn: Mellisa Hannum, County Librarian 105 N. Main St. Ukiah, CA 95425 Email: libadmin@mendocinocounty.gov
-------------	---

TO SCHOOL DISTRICT:	Jason Morse, Superintendent Mendocino Unified School District 44141 Little Lake Road P.O. Box 1154 Mendocino, CA 95460
---------------------	--

When a notice is given by a generally recognized overnight courier service, it shall be deemed received on the next business day. When a copy of a notice is sent by email, it shall be deemed received upon transmission as long as (1) the original copy of the notice is promptly deposited in the U.S. mail and postmarked on the date of the email, (2) the sender has a written confirmation of the email, and (3) the email is transmitted before 5 p.m. (recipient's time). In all other instances, notices shall be effective upon receipt by the recipient. Changes may be made in the names and addresses of the person to whom notices are to be given by giving written notice pursuant to this Section.

B. No Third-Party Beneficiaries: Nothing contained in this MOU shall be construed to create, and the parties do not intend to create any rights in third parties.

C. Merger and Modification: This writing is intended both as the final expression of the MOU between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the MOU, pursuant to Code of Civil Procedure section 1856. No modification of this MOU shall be effective unless and until such modification is evidenced by a writing signed by both parties.

IN WITNESS WHEREOF

DEPARTMENT FISCAL REVIEW:

CONTRACTOR/COMPANY NAME

DEPARTMENT HEAD _____ DATE _____

Budgeted: ☐ Yes ☐ No N/A

Budget Unit: 6110

Line Item: N/A

Grant: ☐ Yes ☒ No

Grant No.: N/A

COUNTY OF MENDOCINO

By: _____
JOHN HASCHAK, Chair
BOARD OF SUPERVISORS

Date: _____

ATTEST:

DARCIE ANTLE, Clerk of said Board

By: _____
Deputy

I hereby certify that according to the provisions of Government Code section 25103, delivery of this document has been made.

DARCIE ANTLE, Clerk of said Board

By: _____
Deputy

INSURANCE REVIEW:

By: _____
Risk Management

Date: _____

By: _____

Date: _____

NAME AND ADDRESS OF CONTRACTOR:

Mendocino Unified School District
44141 Little Lake Road
P.O. Box 1154
Mendocino, CA 95460

By signing above, signatory warrants and represents that he/she executed this Agreement in his/her authorized capacity and that by his/her signature on this Agreement, he/she or the entity upon behalf of which he/she acted, executed this Agreement.

COUNTY COUNSEL REVIEW:

APPROVED AS TO FORM:

By: _____
COUNTY COUNSEL

Date: _____

EXECUTIVE OFFICE/FISCAL REVIEW:

By: _____
Deputy CEO or Designee

Date: _____

Signatory Authority: \$0-25,000 Department; \$25,001- 50,000 Purchasing Agent; \$50,001+ Board of Supervisors
Exception to Bid Process Required/Completed ☐ _____
Mendocino County Business License: Valid ☐ _____
Exempt Pursuant to MCC Section: _____

Mendocino Teachers Association

July 1, 2025 – June 30, 2026
(Approved 8/28/25)



Mendocino Teachers' Association Collective Bargaining Agreement
Effective School Year 2024-25 (Approved 8/22/24)

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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, 2024 until June 30, 2025. 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:

Josh Potter, Interim President

MENDOCINO UNIFIED SCHOOL DISTRICT Date:

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," "social worker," 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 2023-26, 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.

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 for full-time teachers 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. With administrator approval, 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 Over and above the 7.5 hour work day, the District may schedule 15 hours per semester for Adjunct Duties (see section 3.6). Hours over and above the 15 hours will be compensated with compensatory time.

3.5.1.4.1 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 Adjunct duties are those duties which are normally required of a teacher in addition to an instructional assignment and which are necessary to enable the class, school, or school district to accomplish its objectives.

3.6.2 Stipend positions will not be considered adjunct duties. (See appendix A for stipend information).

3.6.3 Duties which staff receive compensation time for will not be considered adjunct duties (See section 4.8 for compensation time information).

3.6.4 Duties for which extra duty compensation is provided are excluded from this definition.

3.6.4 Within the first two weeks of each semester, a list of adjunct duties will be developed and posted by the site administrator.

3.6.4.1 The first 5 IEPs, SSTs, 504s, may be considered adjunct duties.

3.6.4.2 The following events are mandatory and may be considered adjunct duties: Back-to-School Night, Staff meetings/PLC meetings beyond contract hours, Open House, Parent Conferences, School-wide events, HS Class Advisor (work-day hours)

3.6.5 Teachers’ adjunct duty hours may be modified only by prior arrangement with the immediate supervisor.

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 5th 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, domestic partner, 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.
- 4.2.8 Each member of the bargaining unit shall be notified of their 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 their 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, they may be granted up to an additional six days leave in any one instance for bereavement purposes, which shall be charged to their 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 in the position held at the time the leave was granted, whenever possible.
- 4.5.14 An employee returning from sabbatical leave will progress on the salary schedule as if 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 or for any reason requested/offered by site administration. A comp time period will equal 45-55 minutes. Comp time must be submitted within the month earned. (See also 3.6)

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 30th 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

4.8.1.4 Teachers who participate in the following events/activities will receive compensatory time: SSTs, 504s, IEPs after 5th; Dance chaperones; Athletic event chaperones; CTE events; Department meetings/events; District committees lasting 20 hours or less; Admin requests/offers.

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 themselves, or an immediate family member, 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 their 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 their 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 their 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 their 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, their 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 Non-tenured employees and employees receiving a “standard not met” rating will be evaluated annually by the site administrator. Tenured employees shall be evaluated by the site administrator every third year on a rotating basis. Once a tenured teacher has worked for the district for more than 5 years and has had three consecutive evaluations with a “standard met” rating, they will be moved to the Continuous Improvement Program evaluation system described in 7.2.

7.1.1 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 agree upon an objective for evaluation (this could include Beginning Teacher Induction). The administrator and teacher will mutually agree on which performance standard from Appendix D the objective will be associated with.

7.1.2 The discussion will include identifying activities (peer collaboration, observation of a peer, student survey, work samples, data collection, administrator observation, presentation to peers, completion of BTSA work, etc.) relating to attainment of their objective. This is not an exhaustive list and can change throughout the process.

7.1.3 The teacher will submit a portfolio outlining the progress on their objective. The portfolio will include a maximum of twelve pages and must include the following: 1.) A description of the objective and process used, 2.) The standards associated with the objective, 3.) Evidence of progress toward objective, and 4.) A reflection on the teacher’s work.

7.1.4 The site administrator will provide evidence of a completed evaluation consisting of a written summary and completed Appendix D checklist. The site administrator will meet with the teacher by May 15th to review the completed evaluation.

7.1.5 In the event that an evaluation shows scores of 1 (standard not met) or 2 (working toward standard) the teacher will be re-evaluated the following year and 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 Tenured employees with more than 5 years working for the district and three consecutive evaluations with “standard met” rating will be moved to the Continuous Improvement Program evaluation system. The Continuous Improvement Team will consist of all teachers scheduled to be evaluated that year.

7.2.1 Tenured employees referred to the Professional Development Team evaluation system will participate every 5 years.

7.2.2 The district will schedule 4 Wednesdays throughout the year for the Professional Development Team to meet and 1.) Establish evaluation objectives for members, 2.) Identify activities related to attainment of objectives, and 3.) Delineate evidence of progress, 4.) Determine review dates and timelines

7.2.3 The final meeting will include a teacher reflection and assessment of efforts and team member comments as shown by completion of the Evaluation Summary Document (see Appendix X). The Evaluation Summary Document will be submitted to the site administrator.

7.2.4 The teacher will meet with the site administrator prior to May 15th to review the Evaluation Summary Document completed by the Continuous Improvement Program. The site administrator will determine if the teacher should continue with the Continuous Improvement Program Process or require an administrator evaluation the following year.

7.2.5 If a teacher receives an unsatisfactory or they do not complete the evaluation, they will participate in an administrative evaluation 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.

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 (e.g. if a teacher changes from Geometry to Algebra II), they shall receive up to two days compensatory time.~~
- 8.2.4 - When teachers have three or more course changes taught, 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 their 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 1st, 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 they 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.
 - 11.3.1. 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.
- 11.4 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.

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 provider. 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 the provider.

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 they 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 (for any reason), 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/Dental 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 they 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 the High School, Mendocino K8 School, Albion School, Comptche School, or Elk School: 190 days

13.4.1.2 Head Teacher in charge of Mendocino Community High 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 If the member is at least 55 year of age and has been an employee of the District for a period of at least five (5) year immediately prior to retirement, they may choose one of the following retirement programs (Program A or B).

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 their 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, with the exception of "Required" duties listed in Columns 3 and 4 (as defined by 3.6.4.2), 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.
 - 15.3.1.1. The site administrator will meet with the part-time employees at the beginning of each year to clarify the expectations of adjunct duties.
 - 15.3.1.2 Staff meetings are required of part-time employees.
 - 15.3.1.2.1 When staff meetings are non-consecutive to a part-time employee's schedule, they will be mutually agreed upon and comp time will be given for their time.
 - 15.3.1.2.2 When staff meetings are consecutive to a part-time employee's schedule and not part of the work day, they will attend proportional to their FTE. Comp time will be given until the end of the full-time work day. Time after the end of the work day will be considered an adjunct duty.
 - 15.3.1.2.3 When staff meetings are a part of an employee's work day, they will attend all staff meetings and no comp time will be offered.

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 their 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 substitute paid by employee.	Credit considered if costs of conference fees and units are paid by the employee.	Credit considered if costs of units are 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 15th**, with the application due by **February 1st**. 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 their 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~~ they would be earning had they 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.

*** Tier I stipends will be given for the following committees/activities: Site Leadership, Site Council, District Committees more than 20 hours, PTO, Freshman class advisor, Sophomore class advisor

**** Tier II stipends will be given for the following committees/activities: Junior class advisor, Senior class advisor
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	No District pay Teacher initials: Admin initials:	District pays for attendance and compensates for agreed upon travel, lodging, food, and substitute. No pay for extra hours (per 13.3.4) Teacher initials: Admin initials:	District pays for attendance and compensates for agreed upon travel, lodging, food, substitute, and non-contract hours (per 13.3.4) Teacher initials: Admin initials:
Units 2	Credit considered if all costs of attendance and fees paid by employee. Teacher initials: Admin initials:	Credit considered if costs of conference fees, units, are paid by the employee. Teacher initials: Admin initials:	Credit considered if costs of units are paid by the employee. Teacher initials: Admin initials:

-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.

Compensation language adopted by MUSD/MTA effective July 1, 2024:

It is hereby agreed that MTA and the District agree to a 3% salary increase for the 2024-25 school year. The salary schedules for 2024-25 will reflect this raise.

Compensation language adopted by MUSD/MTA effective July 1, 2025:

It is hereby agreed that MTA and the District agree to a 6% salary increase for the 2025-26 school year. The salary schedules for 2025-26 will reflect this raise.

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 — 1st Year

☐ Permanent

☐ Probationary — 2nd Year

3 = Standards met

2 = Working towards standard

1 = Standard not met

Standard One: Engaging and Supporting All Students in Learning	3	2	1
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.			
Standard Two: Creating and Maintaining Effective Environments for Student Learning	3	2	1
2-1 Teacher promotes social development and responsibility within a caring community where each student is treated fairly and respectfully			

Standard Two, continued	3	2	1
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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.			
Standard Three: Understanding and Organizing Subject Matter for Student Learning	3	2	1
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.			
Standard Four: Planning Instruction and Designing Learning Experiences for All Students	3	2	1
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.			

Standard Four, continued.	3	2	1
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.			
Standard Five: Assessing Students for Learning	3	2	1
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.			
Standard Six: Developing as a Professional Educator	3	2	1
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



Date of Grievance Response: _____

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

**Grievance #:**

(MUSD Board President)

[illegible]

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**

2025-2026

Mendocino Unified School District
Mendocino Teachers' Association 185 days
2025-26 Annual Salary Schedule
Effective July 1, 2025
Board Approved: June 26, 2025

		0	1	2	3	4	5
Years		A.B.	A.B.+30	A.B.+45	A.B.+60	A.B.+75	A.B.+90
1		\$47,706	\$56,255	\$57,337	\$58,416	\$59,498	\$60,575
2		\$49,132	\$57,999	\$59,106	\$60,213	\$61,323	\$62,430
3		\$50,685	\$59,788	\$60,922	\$62,060	\$63,197	\$64,336
4		\$52,280	\$61,619	\$62,786	\$63,954	\$65,121	\$66,288
5		\$53,919	\$63,502	\$64,701	\$65,898	\$67,096	\$68,295
6	MA	\$55,599	\$65,434	\$66,664	\$67,895	\$69,123	\$70,352
7	\$2,500	\$57,321	\$67,420	\$68,681	\$69,942	\$71,202	\$72,466
8		\$59,091	\$69,454	\$70,748	\$72,044	\$73,338	\$74,632
9	Ph.D.	\$60,910	\$71,540	\$72,870	\$74,200	\$75,529	\$76,858
10	\$2,600	\$60,910	\$71,540	\$75,050	\$76,413	\$77,777	\$79,143
11		\$60,910	\$71,540	\$76,794	\$78,037	\$79,280	\$80,526
12	Natnl.	\$60,910	\$71,540	\$77,999	\$79,262	\$80,526	\$81,787
13	\$2,500	\$60,910	\$71,540	\$79,221	\$80,505	\$81,787	\$83,071
14		\$60,910	\$71,540	\$79,221	\$81,767	\$83,071	\$84,374
15		\$60,910	\$71,540	\$79,221	\$83,051	\$84,374	\$85,698
16		\$60,910	\$71,540	\$79,221	\$84,353	\$85,698	\$87,040
17		\$60,910	\$71,540	\$79,221	\$85,675	\$87,038	\$88,403
18		\$60,910	\$71,540	\$79,221	\$85,675	\$88,402	\$89,788
19		\$60,910	\$71,540	\$79,221	\$85,675	\$89,788	\$91,196
20		\$60,910	\$71,540	\$79,221	\$85,675	\$91,196	\$92,625
21		\$60,910	\$71,540	\$79,221	\$85,675	\$92,625	\$94,074
22		\$60,910	\$71,540	\$79,221	\$85,675	\$94,074	\$95,549
23		\$60,910	\$71,540	\$79,221	\$85,675	\$95,549	\$97,047
24		\$60,910	\$71,540	\$79,221	\$85,675	\$97,046	\$98,565
25		\$60,910	\$71,540	\$79,221	\$85,675	\$98,563	\$100,107



 Superintendent Signature

7/14/25

 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
2025-26 Annual Salary Schedule
Effective July 1, 2025
Board Approved: June 26, 2025

	1	2	3	4	5
Years	A.B.+30	A.B.+45	A.B.+60	A.B.+75	A.B.+90
1	\$57,776	\$58,886	\$59,996	\$61,106	\$62,213
2	\$59,566	\$60,703	\$61,839	\$62,980	\$64,118
3	\$61,403	\$62,569	\$63,736	\$64,906	\$66,076
4	\$63,283	\$64,483	\$65,683	\$66,882	\$68,081
5	\$65,219	\$66,449	\$67,680	\$68,909	\$70,140
6	MA	\$67,203	\$68,464	\$69,730	\$70,990
7	\$2,500	\$69,241	\$70,536	\$71,832	\$73,126
8		\$71,331	\$72,660	\$73,991	\$75,321
9	Ph.D.	\$73,474	\$74,839	\$76,205	\$77,570
10	\$2,600	\$73,474	\$77,078	\$78,478	\$79,879
11		\$73,474	\$78,871	\$80,145	\$81,424
12	Natnl.	\$73,474	\$80,106	\$81,403	\$82,701
13	\$2,500	\$73,474	\$81,362	\$82,682	\$83,998
14		\$73,474	\$81,362	\$83,979	\$85,315
15		\$73,474	\$81,362	\$85,296	\$86,654
16		\$73,474	\$81,362	\$86,633	\$88,014
17		\$73,474	\$81,362	\$87,992	\$89,392
18		\$73,474	\$81,362	\$89,390	\$90,792
19		\$73,474	\$81,362	\$90,791	\$92,216
20		\$73,474	\$81,362	\$92,216	\$93,661
21		\$73,474	\$81,362	\$93,661	\$95,128
22		\$73,474	\$81,362	\$95,128	\$96,617
23		\$73,474	\$81,362	\$96,617	\$98,131
24		\$73,474	\$81,362	\$98,131	\$99,669
25		\$73,474	\$81,362	\$99,668	\$101,230
				\$101,227	\$102,813

 Superintendent Signature

7/14/25
 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

2025-26 Annual Salary Schedule

Effective July 1, 2025

Board Approved: June 26, 2025

	1	2	3	4	5
Years	A.B.+30	A.B.+45	A.B.+60	A.B.+75	A.B.+90
1	\$60,816	\$61,986	\$63,151	\$64,321	\$65,487
2	\$62,702	\$63,898	\$65,095	\$66,294	\$67,494
3	\$64,635	\$65,862	\$67,092	\$68,322	\$69,552
4	\$66,613	\$67,878	\$69,141	\$70,402	\$71,665
5	\$68,651	\$69,947	\$71,241	\$72,536	\$73,832
6	MA	\$70,739	\$72,068	\$73,400	\$74,728
7	\$2,500	\$72,885	\$74,249	\$75,613	\$76,975
8		\$75,085	\$76,484	\$77,885	\$79,284
9	Ph.D.	\$77,340	\$78,780	\$80,216	\$81,654
10	\$2,600	\$77,340	\$81,135	\$82,609	\$84,083
11		\$77,340	\$83,021	\$84,364	\$85,709
12	Natnl.	\$77,340	\$84,323	\$85,689	\$87,054
13	\$2,500	\$77,340	\$85,643	\$87,032	\$88,418
14		\$77,340	\$85,643	\$88,398	\$89,806
15		\$77,340	\$85,643	\$89,785	\$91,215
16		\$77,340	\$85,643	\$91,192	\$92,647
17		\$77,340	\$85,643	\$92,622	\$94,095
18		\$77,340	\$85,643	\$92,622	\$95,569
19		\$77,340	\$85,643	\$92,622	\$97,068
20		\$77,340	\$85,643	\$92,622	\$98,589
21		\$77,340	\$85,643	\$92,622	\$100,134
22		\$77,340	\$85,643	\$92,622	\$101,703
23		\$77,340	\$85,643	\$92,622	\$103,295
24		\$77,340	\$85,643	\$92,622	\$104,916
25		\$77,340	\$85,643	\$92,622	\$106,557
					\$108,225


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
2025-26 Principals and Certificated Management
Annual Salary Schedule
Effective Date: July 1, 2025
Board Approved: June 26, 2025

	step 1	2	3	4	5	6	7	8	9	10	11	
HS Principal	\$ 119,721	\$ 124,094	\$ 128,468	\$ 132,843	\$ 137,218							215 days
MS/GS Principal	\$ 119,721	\$ 124,094	\$ 128,468	\$ 132,843	\$ 137,218							215 days
Special Education Director	\$ 105,259	\$ 106,733	\$ 108,227	\$ 109,740	\$ 111,277	\$ 112,836	\$ 114,417	\$ 116,019	\$ 117,642	\$ 119,290	\$ 120,959	195 days
Lead Psychologist	\$ 94,139	\$ 95,454	\$ 96,793	\$ 98,148	\$ 99,523	\$ 100,914	\$ 102,328	\$ 103,760	\$ 105,211	\$ 106,686	\$ 108,177	185 days
Speech Language Pathologist (SLP)	\$ 63,452	\$ 72,348	\$ 73,622	\$ 74,913	\$ 76,223	\$ 77,548	\$ 78,895	\$ 80,258	\$ 81,640	\$ 83,046		200 days
- Intern/RPE year	\$ 71,095	\$ 81,083	\$ 82,357	\$ 83,647	\$ 84,957	\$ 86,283	\$ 87,629	\$ 88,993	\$ 90,375	\$ 91,780	\$ 93,200	200 days
- Credential Only	\$ 79,829											200 days
- Credential, State License, Nat'l Board Certified												

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  Superintendent

Date 7/14/25



Classified Employees of Mendocino Unified Schools (CEMUS)

Collective Bargaining Agreement

**Effective School Year 2025-26
(Approved 8/28/25)**

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(8/28/25 Version)

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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, 2024 – June 30, 2027 with re-openers in school year 25/26, 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: _____

MENDOCINO UNIFIED SCHOOL DISTRICT

Date: _____

By: _____
Jason Morse

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 30th 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 st year | 70% |
| 2 nd year | 80% |
| 3 rd year | 90% |
| 4 th 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 14th 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.

9.13 Mandatory Trainings.

9.13.1 Provided that the site supervisor provides time during the regular workday, employees must complete mandatory training during this timeframe. If the employee chooses not to use the time available during the workday to complete the trainings, the employee will need to complete the training on their own time and will not receive pay to do so. If the site supervisor does not provide time during the regular workday to complete the trainings, the employee will receive pay in order to complete the trainings on their own time.

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 55 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 15th** but before **June 30th**, they may notify the District of their irrevocable intent to retire on or before June 30th 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 1st** and prior to **August 30th** of that school year of their irrevocable intent to retire on or before **June 30th** 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 10th 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 10th 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 30th, 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 15th year.
- Per negotiated Agreement 2007-01 dated January 30th, 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 28th, 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 20th, 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.

Compensation language adopted by CEMUS/MUSD effective July 1, 2024

It is hereby agreed that CEMUS and the District agree to a 3% salary increase for the 2024-25 school year. The salary schedules for 2024-25 will reflect this raise.

Compensation language adopted by CEMUS/MUSD effective July 1, 2025

It is hereby agreed that CEMUS and the District agree to a \$2.00 increase per cell on the salary schedule for the 2025-26 school year. The salary schedules for 2025-26 will reflect this raise.

Appendix B

Mendocino Unified School District Classified Employee Absence Form

Name: _____ Date: _____

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

** Please see the reverse side of this form for the MTA contract verbiage surrounding the use of leave.

Check the appropriate box and not the number of days to be charged to each category for this absence:

☐ Jury duty: _____ days

☐ Bereavement: _____ days

☐ Official school business _____ days

Purpose: _____

Funding source for substitute: ☒ SIP ☒ Grant ☒ District ☐ Other _____

☐ Vacation: _____ days (this applies to 12 month employees only)

☐ Sick leave _____ days **and/or** ☐ Compensatory time: _____ days

- Sick leave and/or compensatory time may be used for the following:

☐ Accident or illness involving employee or a member of their 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 non school days

☐ Personal necessity leave _____ days **and/or** ☐ Compensatory time: _____ days

- Five days of the current year's leave may be used for the following:

☐ Any purpose, except for activities for which the employee is being paid by a non-district source

Was a substitute used to fill your position during any portion of your absence?

☐ No ☐ Yes Name of sub(s) _____

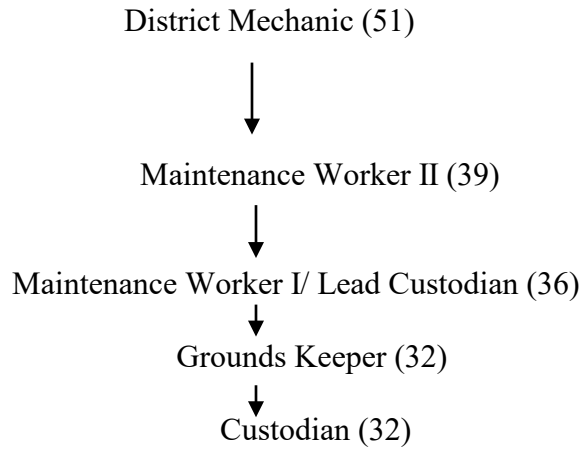
Signature of employee: _____ Date: _____

☐ Approve ☐ Disapprove _____ Date: _____

Signature of administrator/supervisor

Appendix C – Classes

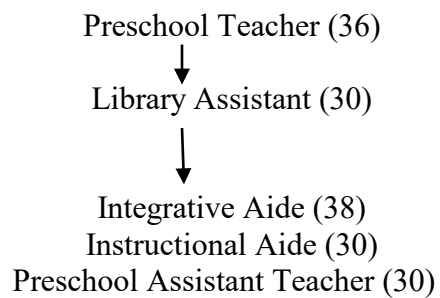
Class I: Custodial / Maintenance



Class II: Transportation

Bus Driver (40)

Class III: Instructional



Appendix C – classes (continued)

Class IV: Office/ Clerical

High School Administrative Support (42)

Administrative Assistant/Registrar (42)



Accounts Payable (35)



Office Assistant (30)

Class V: Food Service

Manager Cook (35)



Cook (30)

~~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

Classified Salary Schedules

2025-26

**Mendocino Unified School District
CEMUS Hourly Salary Schedule 2025-26**

Board Approved: June 26, 2025

Effective: July 1, 2025

STEP	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
RANGE	18.39	19.05	19.73	20.44	21.18	21.94	22.74	23.57	24.42	25.33	26.27	27.24	28.24	29.30	30.39
30	18.39	19.05	19.73	20.44	21.18	21.94	22.74	23.57	24.42	25.33	26.27	27.24	28.24	29.30	30.39
31	18.71	19.38	20.08	20.80	21.54	22.32	23.14	23.98	24.87	25.77	26.72	27.71	28.74	29.81	30.92
32	19.05	19.73	20.44	21.18	21.94	22.74	23.57	24.42	25.33	26.26	27.22	28.23	29.28	30.38	31.51
33	19.39	20.09	20.81	21.56	22.34	23.16	24.00	24.89	25.79	26.74	27.73	28.76	29.83	30.94	32.10
34	19.74	20.45	21.19	21.95	22.75	23.59	24.45	25.36	26.29	27.27	28.28	29.33	30.42	31.55	32.74
35	20.10	20.82	21.58	22.35	23.17	24.01	24.90	25.80	26.75	27.74	28.77	29.84	30.95	32.11	33.31
36	20.45	21.19	21.95	22.75	23.59	24.45	25.36	26.29	27.27	28.29	29.34	30.43	31.56	32.75	33.97
37	20.82	21.58	22.35	23.17	24.01	24.90	25.80	26.75	27.74	28.77	29.84	30.95	32.11	33.31	34.57
38	21.20	21.96	22.76	23.60	24.47	25.37	26.30	27.28	28.30	29.34	30.43	31.56	32.75	33.97	35.25
39	21.58	22.35	23.17	24.01	24.90	25.80	26.75	27.74	28.77	29.84	30.95	32.11	33.31	34.57	35.87
40	21.96	22.76	23.60	24.47	25.37	26.30	27.28	28.30	29.34	30.43	31.56	32.75	33.97	35.25	36.58
41	22.36	23.18	24.02	24.91	25.81	26.78	27.76	28.80	29.87	30.98	32.15	33.35	34.61	35.92	37.28
42	22.78	23.61	24.48	25.38	26.31	27.29	28.31	29.35	30.45	31.58	32.77	33.98	35.27	36.60	37.98
43	23.19	24.03	24.92	25.82	26.79	27.77	28.81	29.88	30.99	32.15	33.35	34.61	35.92	37.28	38.69
44	23.61	24.48	25.38	26.31	27.29	28.31	29.35	30.45	31.58	32.76	33.98	35.27	36.59	37.97	39.41
45	24.04	24.93	25.83	26.80	27.78	28.82	29.89	31.00	32.16	33.36	34.62	35.93	37.29	38.70	40.17
46	24.50	25.39	26.34	27.30	28.32	29.37	30.46	31.59	32.77	33.99	35.27	36.60	37.98	39.42	40.91
47	24.94	25.84	26.81	27.79	28.83	29.90	31.02	32.18	33.38	34.64	35.95	37.31	38.72	40.19	41.72
48	25.39	26.34	27.30	28.32	29.37	30.46	31.59	32.77	33.99	35.28	36.61	37.98	39.43	40.92	42.48
49	25.85	26.82	27.81	28.84	29.91	31.03	32.19	33.39	34.65	35.95	37.31	38.72	40.19	41.72	43.30
50	26.35	27.31	28.33	29.39	30.48	31.61	32.79	34.02	35.31	36.64	38.03	39.47	40.98	42.53	44.15
51	26.83	27.82	28.85	29.92	31.04	32.20	33.40	34.66	35.96	37.32	38.73	40.20	41.73	43.31	44.96
52	28.12	30.20	31.33	32.50	33.72	35.00	36.31	37.68	39.11	40.58	42.13	43.74	45.40	47.14	48.95

Range 30: Instructional Aide, Office Assistant, Preschool Teacher Assistant,

Cook, Library Assistant

Range 32: Grounds Keeper, Custodian

Range 35: Accounts Payable/Office Asst., Manager Cook,

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: Registrar

Range 42: Administrative Support - H.S., Administrative Assistant/Registrar,

Payroll/Accounting Technician, Administrative Assistant

Range 51: Lead Bus Mechanic, District Mechanic

Range 52: Computer Support Technician

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

7/14/25

Mendocino Unified School District
2025-26 Classified Management Salary Schedule
Effective Date: July 1, 2025
Board Approved: June 26, 2025

step	1	2	3	4	5	6	7	8	9	10
Business Manager - Annual										
MUSD Business Manager	96,704	100,089	103,591	107,216	110,969	114,854	118,874	123,034	127,340	131,799

step	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
Supervisor - Hourly																	
Executive Asst to Superintendent	29.93	31.06	32.28	33.51	34.80	36.15	37.54	39.00	40.50	42.08	43.72	45.42	47.19	49.03	50.94	52.93	55.00
Maintenance Supervisor																	
Transportation Supervisor																	
Leade Aide																	
Preschool Site Supervisor	31.94	34.10	36.27	38.45	40.61	42.79	44.96	47.10	48.63	50.14	51.64						

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 7/14/25



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:

Date:



Internally



Formal Response Needed

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



Date of Grievance Response: _____

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



SERVICE

EXCELLENCE

INNOVATION

TEAMWORK

**Williams Settlement Legislation
Quarterly Uniform Complaints Procedure Reporting Form
2024-2025**

District Name: Mendocino Unified School District

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
☐ Quarter #1	July 1, 2024 - September 30, 2024	October 11, 2024
☐ Quarter #2	October 1, 2024 - December 31, 2024	January 10, 2025
☐ Quarter #3	January 1, 2025 - March 31, 2025	April 11, 2025
☒ Quarter #4	April 1, 2025 - June 30, 2025	July 11, 2025

Check which applies:

☒ No complaints were filed with any school in the district during the quarter indicated above.

☐ Complaints were filed with schools in the district during the quarter indicated above.

The following chart summarizes the nature and resolution of the complaint.

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

Superintendent's Name: Jason Morse

Superintendents Signature: [Signature]

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

Community Relations
Use of School Facilities

The Governing Board believes that school facilities and grounds are a vital community resource which should be used to foster community involvement and development. Therefore, the Board authorizes the use of school facilities by district residents and community groups for purposes specified in the Civic Center Act, to the extent that such use does not interfere with school activities or other school-related uses.

The Superintendent or designee shall give priority to school-related activities in the use of school facilities and grounds. Other uses authorized under the Civic Center Act shall be on a first-come, first-served basis.

For the effective management and control of school facilities and grounds, the Superintendent or designee shall maintain procedures and regulations that: (Education Code 38133)

1. Aid, encourage, and assist groups desiring to use school facilities for approved activities
2. Preserve order in school facilities and on school grounds and protect school facilities, including the designation of a person to supervise this task, if necessary
3. Ensure that the use of school facilities or grounds is not inconsistent with their use for school purposes and does not interfere with the regular conduct of schoolwork

Subject to prior approval by the Board, the Superintendent or designee may grant the use of school facilities or grounds on those days on which district schools are closed. (Education Code 37220)

There shall be no advertising on school facilities and grounds except as specified in Board Policy 1325 - Advertising and Promotion.

As necessary to ensure efficient use of school facilities, the Superintendent or designee may, with the Board's approval, enter into an agreement for the joint use of any school facilities or grounds. The Board shall approve any such agreement only if it determines that it is in the best interest of the district and the community.

Fees

The Board shall adopt a comprehensive schedule of fees to be charged for community use of school facilities and grounds, including, but not limited to, the multipurpose room(s), playing or athletic field(s), track and field venue(s), tennis court(s), and outdoor basketball court(s). The schedule of fees shall be prepared in accordance with 5 CCR 14037-14041. (5 CCR 14041)

The Board authorizes the use of school facilities or grounds without charge to school-related organizations whose activities are directly related to or for the benefit of district schools. All other groups requesting the use of school facilities under the Civic Center Act shall be charged an amount not to exceed direct costs determined in accordance with 5 CCR 14037-14041 and Exhibit 1330.

Additionally, when any use of school facilities or grounds is for religious services, the district shall charge an amount at least equal to the district's direct costs. (Education Code 38134)

Groups shall be charged fair rental value when using school facilities or grounds for entertainment or meetings where admission is charged or contributions solicited and net receipts are not to be expended for charitable purposes or for the welfare of the district's students. (Education Code 38134)

Calculating Direct Costs

Direct costs to be charged for community use of each, or each type of, school facility or grounds shall be calculated in accordance with 5 CCR 14038 and may reflect the community's proportionate share of the following costs: (Education Code 38134; 5 CCR 14038-14041)

1. Capital direct costs calculated in accordance with 5 CCR 14039, including the estimated costs of maintenance, repair, restoration, and refurbishment of non-classroom space school facilities or grounds
2. Operational direct costs calculated in accordance with 5 CCR 14040, including estimated costs of supplies, utilities, janitorial services, other services performed by district employees and/or contracted workers, and salaries and benefits paid to district employees directly associated with the administration of the Civic Center Act to operate and maintain school facilities and grounds

Direct cost fees shall not be discounted to any group or organization except when the discount is specifically authorized in the adopted fee schedule. (5 CCR 14041)

Expending Funds Collected as Capital Direct Costs

Any funds collected as capital direct costs shall be deposited into a special fund to be used only for capital maintenance, repair, restoration, and refurbishment of school facilities and grounds. (5 CCR 14042)

Use of School Facility as Polling Place

The Board may authorize the use of school buildings as polling places, or vote centers for election day. The Board may also authorize the use of school buildings, without cost, for the storage of voting machines and other vote-tabulating devices. However, if a city or county elections official specifically requests the use of a school building as a polling place, or vote center on election day and/or during the 10 days preceding election day, as well as during key dates necessary for drop-off, set-up, and pick-up of election materials, as determined by the elections official, the Board shall allow its use for such purpose. If school will be in session, the Superintendent or designee shall identify to elections officials the specific areas of the school buildings not occupied by school activities that will be allowed for use as a polling place or vote center. (Elections Code 12283)

When a school is used as a polling place or vote center, the Superintendent or designee shall provide the elections official a site with an adequate amount of space that will allow the precinct board to perform its duties in a manner that will not impede, interfere, or interrupt the normal process of voting and shall make a telephone line for Internet access available for use by local elections officials if so requested. The Superintendent or designee shall make a reasonable effort to ensure that the site is accessible to persons with disabilities. (Elections Code 12283)

The Superintendent or designee shall establish procedures to ensure student safety and minimize disruptions whenever school is in session while the facilities are being used as a polling place or vote center.

Community Relations

Use of School Facilities

Any person applying for the use of any school facilities or grounds on behalf of any society, group, or organization shall present written authorization from the group or organization to make the application.

Anyone applying to use school facilities shall do so as specified in district procedures and in accordance with law.

Civic Center Use

Subject to district policies and regulations, school facilities and grounds shall be available to citizens and community groups as a civic center for the following purposes: (Education Code 32282, 38131, 51860)

1. Public, literary, scientific, recreational, educational, or public agency meetings
2. The discussion of matters of general or public interest
3. The conduct of religious services for temporary periods, on a one-time or renewable basis, by any church or religious organization
4. Child care programs to provide supervision and activities for children of preschool and elementary school age
5. The administration of examinations for the selection of personnel or the instruction of precinct board members by public agencies
6. Supervised recreational activities, including, but not limited to, sports league activities for youth that are arranged for and supervised by entities, including religious organizations or churches, and in which youth may participate regardless of religious belief or denomination
7. A community youth center
8. Mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare
9. A ceremony, patriotic celebration, or related educational assembly conducted by a veterans' organization

A veterans' organization means the American Legion, Veterans of Foreign Wars, Disabled American Veterans, United Spanish War Veterans, Grand Army of the Republic, or other duly recognized organization of honorably discharged soldiers, sailors, or marines of the United States, or any of their territories. (Military and Veterans Code 1800)

10. Bicycle, scooter, electric bicycle, motorized bicycle, or motorized scooter safety instruction for district students by local law enforcement, public agencies, nonprofit associations, or organizations specified in Education Code 38134

11. Other purposes deemed appropriate by the Governing Board

Restrictions

School facilities or grounds shall not be used for any of the following activities:

1. Any use by an individual or group for the commission of any crime or any act prohibited by law
2. Any use which is inconsistent with the use of school facilities for school purposes or which interferes with the regular conduct of school or school work
3. Any use which involves the possession, consumption, or sale of drugs or any restricted substances, including tobacco
4. Any use which involves the possession, consumption, or sale of alcoholic beverages, except for special events approved by the Superintendent or designee pursuant to Business and Professions Code 25608 which are covered by a special events permit pursuant to Division 9 of the Business and Professions Code and which will occur at a time when students are not on the grounds. Any such use of school facilities shall be subject to any limitations that may be necessary to reduce risks to the district and ensure the safety of participants, as determined by the Superintendent or designee. Applicable limitations shall be clearly stated in the facility use agreement to be signed by the user's representative.

The district may exclude certain school facilities from nonschool use for safety or security reasons.

Damage and Liability

Groups, organizations, or persons using school facilities or grounds shall be liable for any property damage caused by the activity. The district may charge the amount necessary to repair the damages and may deny the group further use of school facilities or grounds. (Education Code 38134)

Any group or organization using school facilities or grounds shall be liable for any injuries resulting from its negligence during the use of district facilities or grounds. The group shall bear the cost of insuring against this risk and defending itself against claims arising from this risk. (Education Code 38134)

Groups or organizations shall provide the district with evidence of insurance against claims arising out of the group's own negligence when using school facilities. (Education Code 38134)

When permitted by law, the Superintendent or designee shall require a hold harmless agreement and indemnification when warranted by the type of activity or the specific facilities being used.

Facilities Use Schedule of Fees**Category A - No Fees**

No fee will be charged to entities or groups whose event or activities are directly for the benefit of district schools or the majority of students participating are MUSD students. Such entities or groups may impose a nominal admission charge or request a donation from those attending (i.e. groups that promote youth and school activities). Fees may be applied to the event if special set-up or custodial services are required.

Note: School Administrator or designee must be present during school-sponsored events. (Examples include youth sports leagues and teams, camps and clinics, 4-H)

Non-sponsored school events (i.e. Booster Clubs) may be required to leave a \$100 refundable key deposit any time a key is needed, as well as a \$100 cleaning deposit refundable after inspection of the used facility.

Category B – Not-For-Profit Fee

A Not-For-Profit Fee will be charged to nonprofit entities or groups when the event is not primarily designed as a fundraising activity, and any fees or contributions are expended for charitable purposes and/or do not benefit the shareholder of the organization or any individual. (Examples include 501 (c)(3) organizations, adult drop-in basketball, badminton, volleyball, adult soccer leagues)

Category C - Commercial/For-Profit Fee

A Commercial/For-Profit Fee will be charged for a nonprofit or for-profit entity when an event includes an admission fee or contributions are solicited, and where the net receipts of the event benefit the entity (e.g. shows, professional performances, private seminars and workshops, etc.).

Category B Non-Profit Fee	Fee up to 4 hours	Fee per day	MISC
Athletic Fields/Outdoor Events	\$25	\$50	
Classroom	\$20	\$30	
Gymnasium	\$10	\$75	\$100 per season
Kitchen Use	\$45	\$75	
Multi-Use Rooms	\$40	\$60	
HS Band Room	\$20	\$30	
Performing Arts Center	\$65	\$100	
Parking Lots	\$10	\$20	

Category C Commercial or For-Profit Fee	Fee up to 4 hours	Fee per day	MISC
Athletic Fields/Outdoor Events	\$50	\$100	
Classroom	\$40	\$60	
Gymnasium	\$90	\$150	\$200 per season
Kitchen Use	\$90	\$150	
Multi-Use Rooms	\$80	\$125	
HS Band Room	\$40	\$60	
Performing Arts Center	\$130	\$200	
Parking Lots	\$20	\$40	

Additional Considerations

- Such use shall be on a first-come, first-served basis
- Additional maintenance/custodial/kitchen use fees may apply, if necessary, for setup and/or cleanup.
- There will be a \$100 refundable key deposit any time a key is required and \$100 cleaning deposit refundable after inspection.
- The District reserves the right to require and charge for custodial services at an hourly rate of \$50 per hour.
- In the event that a custodian is required to open and close classrooms or facilities there will be a 2-hour minimum charge of \$100. Should a custodian be pre-arranged and cancellation is not provided 24 hours in advance there will still be a \$50.00 charge.
- Unless the organization has a licensed food handler, a staff member familiar with the use of all kitchen appliances is necessary to be in attendance for events that utilize the kitchen, and direct costs will be charged for this staff member.
- There will be a \$50/hr charge if events require District staff tech support time
- The use of any district furniture or equipment must be pre-arranged through the facility use agreement in advance.
- A high usage fee of \$50/week may be assessed at the discretion of the Superintendent or designee
- Adult drop-in sports groups may be eligible for the season rate if they meet once a week for two hours or less. A season is defined as three months of use.
- At the discretion of the Superintendent or designee, a memorandum of understanding for facility use may be created with user groups that do not fit easily into a category.

Student Wellness

The Governing Board recognizes the link between student health and learning and desires to provide a comprehensive program promoting healthy eating and physical activity for district students. The Superintendent or designee shall coordinate and align district efforts to support student wellness through health education, physical education and activity, health services, nutrition services, psychological and counseling services, and a safe and healthy school environment. In addition, the Superintendent or designee shall develop strategies for promoting staff wellness and for involving parents/guardians and the community in reinforcing students' understanding and appreciation of the importance of a healthy lifestyle.

School Wellness Council

The Superintendent or designee shall encourage parents/guardians, students, food service employees, physical education teachers, school health professionals, Board members, school administrators, and members of the public to participate in the development, implementation, and periodic review and update of the district's student wellness policy. (42 USC 1758b; 7 CFR 210.30)

To fulfill this requirement, the Superintendent or designee may appoint a school wellness council or other district committee and a wellness council coordinator. The council may include representatives of the groups listed above, as well as health educators, curriculum directors, counselors, before- and after-school program staff, health practitioners, and/or others interested in school health issues.

The Superintendent or designee may make available to the public and school community a list of the names, position titles, and contact information of the wellness council members.

The wellness council shall advise the district on health-related issues, activities, policies, and programs. At the discretion of the Superintendent or designee, the duties of the council may also include the planning, implementation, and evaluation of activities to promote health within the school or community.

Goals for Nutrition, Physical Activity, and Other Wellness Activities

The Board shall adopt specific goals for nutrition promotion and education, physical activity, and other school-based activities that promote student wellness. In developing such goals, the Board shall review and consider evidence-based strategies and techniques. (42 USC 1758b; 7 CFR 210.30)

The district's nutrition education and physical education programs shall be based on research, shall be consistent with the expectations established in the state's curriculum frameworks and content standards, and shall be designed to build the skills and knowledge that all students need to maintain a healthy lifestyle.

The nutrition education program shall include, but is not limited to, information about the benefits of healthy eating for learning, disease prevention, and health promoting habits. Nutrition education shall be provided as part of the health education program and, as appropriate, shall be

integrated into other academic subjects in the regular educational program, before- and after-school programs, summer learning programs, and school garden programs.

All students shall be provided opportunities to be physically active on a regular basis. Opportunities for moderate to vigorous physical activity shall be provided through physical education and recess and may also be provided through school athletic programs, extracurricular programs, before- and after-school programs, summer learning programs, programs encouraging students to walk or bicycle to and from school, in-class physical activity breaks, and other structured and unstructured activities.

The Board may enter into a joint use agreement or memorandum of understanding to make district facilities or grounds available for recreational or sports activities outside the school day and/or to use community facilities to expand students' access to opportunity for physical activity.

Professional development may be regularly offered to the nutrition program director, managers, and staff, as well as health education teachers, physical education teachers, coaches, activity supervisors, and other staff as appropriate to enhance their knowledge and skills related to student health and wellness.

In order to ensure that students have access to comprehensive health services, the district may provide access to health services at or near district schools and/or may provide referrals to community resources.

The Board recognizes that a safe, positive school environment is also conducive to students' physical and mental health and thus prohibits bullying and harassment of all students, including bullying on the basis of physical differences, weight, or health condition.

Inclusive Physical Activity and Physical Education for All Students

Exclusion, stigma, and bullying based on size, weight, physical ability, gender, and/or sexual orientation can deter students from participating in physical education and physical activity opportunities. Consistent with state law and the school's anti-bullying policy, the District shall ensure that students participating in physical activities at school are not bullied. The District shall ensure that physical education and physical activities are inclusive and safe for all students. Physical education, and, to the extent possible, physical activity opportunities, shall emphasize games and activities that foster inclusive participation and skill development rather than competition and aggressive play. Instructors and facilitators shall use educationally sound standards for dividing students into groups and shall not allow students to pick teams publicly. Students shall not be permitted to engage in name-calling and taunting during activities and in locker and changing rooms. Teachers and other adult supervisors are responsible for informing and reminding students that these principles are in effect and will be enforced at all activity times, including, before, during, and after school. Students will be allowed to participate in physical education and intramural and interscholastic sports in a manner consistent with their gender identity.

Promotion and Support of Healthy Eating and Weight Management for All Students

Stigma and bullying based on weight and size can impede students' efforts to eat healthy and maintain a healthy weight. Consistent with state law and the school's anti-bullying policy, the District shall ensure that students participating in nutrition education and healthy eating activities at school are not bullied. The District shall create an environment that supports a healthy body image, shape, and size among all students and staff members, and encourages healthy eating practices. Nutrition promotion and education materials will emphasize the adoption of healthy behaviors rather than the pursuit of weight goals.

The Superintendent or designee shall encourage staff to serve as positive role models for healthy eating and physical fitness. He/she shall promote work-site wellness programs and may provide opportunities for regular physical activity among employees.

Nutrition Guidelines for All Foods Available at School

For all foods and beverages available on each campus during the school day, the district shall adopt nutrition guidelines which are consistent with 42 USC 1758, 1766, 1773, and 1779 and federal regulations and which support the objectives of promoting student health and wellness. (42 USC 1758b)

In order to maximize the district's ability to provide nutritious meals and snacks, all district schools shall participate in available federal school nutrition programs, including the National School Lunch and School Breakfast Programs and after-school snack programs, to the extent possible. When approved by the California Department of Education, the district may sponsor a summer meal program.

The Superintendent or designee shall provide access to free, potable water in the food service area during meal times in accordance with Education Code 38086 and 42 USC 1758, and shall encourage students' consumption of water by educating them about the health benefits of water and by serving water in an appealing manner.

The Board believes that all foods and beverages sold to students at district schools, including those available outside the district's reimbursable food services program, should support the health curriculum and promote optimal health. Nutrition standards adopted by the district for foods and beverages provided through student stores, vending machines, or other venues shall meet or exceed state and federal nutrition standards.

The Superintendent or designee shall encourage school organizations to use healthy food items or non-food items for fundraising purposes.

He/she also shall encourage school staff to avoid the use of non-nutritious foods as a reward for students' academic performance, accomplishments, or classroom behavior.

School staff shall encourage parents/guardians or other volunteers to support the district's nutrition education program by considering nutritional quality when selecting any snacks which

they may donate for occasional class parties. Examples of healthy snacks include carrots and hummus, fruit kabobs, popcorn, fresh fruit, etc. Class parties or celebrations shall be held after the lunch period when possible.

To reinforce the district's nutrition education program, the Board prohibits the marketing and advertising of foods and beverages that do not meet nutrition standards for the sale of foods and beverages on campus during the school day. (7 CFR 210.30)

Program Implementation and Evaluation

The Superintendent designates the individual(s) identified below as the individual(s) responsible for ensuring that each school site complies with the district's wellness policy. (42 USC 1758b; 7 CFR 210.30)

Jason Morse
Superintendent of Schools
707-937-5868
jmorse@mcn.org

The Superintendent or designee shall assess the implementation and effectiveness of this policy at least once every three years. (42 USC 1758b; 7 CFR 210.30)

The assessment shall include the extent to which district schools are in compliance with this policy, the extent to which this policy compares to model wellness policies available from the U.S. Department of Agriculture, and a description of the progress made in attaining the goals of the wellness policy. (42 USC 1758b)

The Superintendent or designee shall invite feedback on district and school wellness activities from food service personnel, school administrators, the wellness council, parents/guardians, students, teachers, before- and after-school program staff, and/or other appropriate persons.

The Board and the Superintendent or designee shall establish indicators that will be used to measure the implementation and effectiveness of the district activities related to student wellness. Such indicators may include, but are not limited to:

1. Descriptions of the district's nutrition education, physical education, and health education curricula and the extent to which they align with state academic content standards and legal requirements
2. An analysis of the nutritional content of school meals and snacks served in all district programs, based on a sample of menus and production records
3. Student participation rates in all school meal and/or snack programs, including the number of students enrolled in the free and reduced-price meals program compared to the number of students eligible for that program
4. Extent to which foods and beverages sold on campus outside the food services program, such as through vending machines, student stores, or fundraisers, comply with nutrition standards

5. Extent to which other foods and beverages that are available on campus during the school day, such as foods and beverages for classroom parties, school celebrations, and rewards/incentives, comply with nutrition standards
6. Results of the state's physical fitness test at applicable grade levels
7. Number of minutes of physical education offered at each grade span, and the estimated percentage of class time spent in moderate to vigorous physical activity
8. A description of district efforts to provide additional opportunities for physical activity outside of the physical education program
9. A description of other districtwide or school-based wellness activities offered, including the number of sites and/or students participating, as appropriate

As feasible, the assessment report may include a comparison of results across multiple years, a comparison of district data with county, statewide, or national data, and/or a comparison of wellness data with other student outcomes such as academic indicators or student discipline rates.

In addition, the Superintendent or designee shall prepare and maintain the proper documentation and records needed for the administrative review of the district's wellness policy conducted by the California Department of Education (CDE) every three years.

The assessment results of both the district and state evaluations shall be submitted to the Board for the purposes of evaluating policy and practice, recognizing accomplishments, and making policy adjustments as needed to focus district resources and efforts on actions that are most likely to make a positive impact on student health and achievement.

Notifications

The Superintendent or designee shall inform the public about the content and implementation of the district's wellness policy and shall make the policy, and any updates to the policy, available to the public on an annual basis. He/she shall also inform the public of the district's progress towards meeting the goals of the wellness policy, including the availability of the triennial district assessment. (Education Code 49432; 42 USC 1758b; 7 CFR 210.30)

The Superintendent or designee shall distribute this information through the most effective methods of communication, including district or school newsletters, handouts, parent/guardian meetings, district and school web sites, and other communications. Outreach to parents/guardians shall emphasize the relationship between student health and wellness and academic performance.

Each school may post a summary of nutrition and physical activity laws and regulations prepared by the CDE.

Records

The Superintendent or designee shall retain records that document compliance with 7 CFR 210.30, including, but not limited to, the written student wellness policy, documentation of the triennial assessment of the wellness policy for each school site, and documentation demonstrating compliance with the community involvement requirements, including requirements to make the policy and assessment results available to the public. (7 CFR 210.30)

Statement of Non-Discrimination

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its agencies, offices, employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the state or local agency that administers the program or contact USDA through the Telecommunications Relay Service at 711 (voice and TTY). Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, [AD-3027](#) (PDF), found online at How to File a Program Discrimination Complaint and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call 866-632-9992. Submit your completed form or letter to USDA by:

1. mail:
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW, Mail Stop 9410
Washington, D.C. 20250-9410;
2. fax:
202-690-7442; or
3. email:
Program.Intake@usda.gov.

This institution is an equal opportunity provider.

Legal Reference:

EDUCATION CODE

33350-33354 CDE responsibilities re: physical education

38086 Free fresh drinking water

49430-49434 Pupil Nutrition, Health, and Achievement Act of 2001
 49490-49494 School breakfast and lunch programs
 49500-49505 School meals
 49510-49520 Nutrition
 49530-49536 Child Nutrition Act
 49540-49546 Child care food program
 49547-49548.3 Comprehensive nutrition services
 49550-49562 Meals for needy students
 49565-49565.8 California Fresh Start pilot program
 49570 National School Lunch Act
 51210 Course of study, grades 1-6
 51210.1-51210.2 Physical education, grades 1-6
 51210.4 Nutrition education
 51220 Course of study, grades 7-12
 51222 Physical education
 51223 Physical education, elementary schools
 51795-51798 School instructional gardens
 51880-51921 Comprehensive health education
 CODE OF REGULATIONS, TITLE 5
 15500-15501 Food sales by student organizations
 15510 Mandatory meals for needy students
 15530-15535 Nutrition education
 15550-15565 School lunch and breakfast programs
 UNITED STATES CODE, TITLE 42
 1751-1769j National School Lunch Program, especially:
 1758b Local wellness policy
 1771-1793 Child Nutrition Act, especially:
 1773 School Breakfast Program
 1779 Rules and regulations, Child Nutrition Act
 CODE OF FEDERAL REGULATIONS, TITLE 7
 210.1-210.33 National School Lunch Program, especially:
 210.30 Wellness policy
 220.1-220.22 National School Breakfast Program
 COURT DECISIONS
 Frazer v. Dixon Unified School District, (1993) 18 Cal.App.4th 781

(7/11 4/13) (12/16) (3/22) (5/24) (5/25)

Mendocino Unified School District Final Expenditures 2024-25

Prop 28 Art & Music in Schools Grant (Resource 6770)

Expenditures - by school site

Mendocino All Sites	Mendo TK8	Albion TK-3	Comptche TK-3	Mendo HS	MAS*	Sunrise*	Total
All Sites 2023-24 Carryover	\$ -	\$ -	\$ -	\$ 26,233	\$ 2,174	\$ 1,088	\$ 29,495
All Sites 2024-25 Award Estimates	\$ 38,747	\$ 1,440	\$ 2,747	\$ 23,882	\$ (2,174)	\$ (1,088)	\$ 63,554
All Site Award Estimates	\$ 38,747	\$ 1,440	\$ 2,747	\$ 50,115	\$ -	\$ -	\$ 93,049

All Sites Actual Expenditures

Certificated Salary	\$ 34,906	\$ 472	\$ 850	\$ 30,485	\$ -	\$ -	\$ 36,229
Benefits	\$ 11,921	\$ 114	\$ 205	\$ 11,937	\$ -	\$ -	\$ 12,239
Supplies/Studio Rental	\$ 202	\$ -	\$ -	\$ 1,990	\$ -	\$ -	\$ 202
Mileage to outlying sites	\$ -	\$ 168	\$ 403	\$ -	\$ -	\$ -	\$ 571
K8 Schools - Total Expenditures	\$ 47,030	\$ 754	\$ 1,458	\$ 44,413	\$ -	\$ -	\$ 49,242
K8 Schools - Total Carryover/(SCG)	\$ (8,283)	\$ 686	\$ 1,289	\$ 5,702	\$ -	\$ -	\$ 43,807

% salary/benefits

\$ 48,468 98.43%

TK8 Sites Data to complete CDE Annual Report

Total Certificated FTE	0.3995	0.0054	0.0097	0.4079	-	-	0.8225
Total Classified FTE	0	0	0	0			0
Total # of students served (Oct CBEDS)	240	14	9	166			429
Total # of sites providing Arts Education	1	1	1	1			4

Prop 28 Art & Music in Schools was a voter approved initiative, with funding beginning in 2023-24.

Apportioned funds are available for use for up to three fiscal years. Unused funds will revert back to the CDE.

*MAS and Sunrise 23-24 award was not expended in 2023-24. MAS and Sunrise did not operate in 2024-25 or 2025-26. Therefore, 2023-24 award will be returned to the state.

Mendocino Unified School District Spending Plan 2025-26

Prop 28 Art & Music in Schools Grant (Resource 6770)

Expenditure Plan - by school site

Mendocino All Sites	Mendo TK8	Albion TK-3	Comptche TK-3	Mendo HS	MAS*	Sunrise*	Total
All Sites 2023-24 Carryover	\$ -	\$ -	\$ -	\$ -	\$ 2,174	\$ 1,088	\$ 3,262
All Sites 2024-25 Carryover	\$ -	\$ 686.02	\$ 1,289.04	\$ 5,702	\$ -	\$ -	\$ 7,677
All Sites 2025-26 Award Estimates	\$ 43,795.00	\$ 1,950.00	\$ 1,622.00	\$ 29,314	\$ (2,174)	\$ (1,088)	\$ 73,419
All Site Award Estimates	\$ 43,795	\$ 2,636	\$ 2,911	\$ 35,016	\$ -	\$ -	\$ 84,358

All Sites Actual Expenditures

Certificated Salary	\$ 36,454	\$ 494	\$ 890	\$ 32,048			\$ 69,886	% salary/benefits
Benefits	\$ 12,498	\$ 119	\$ 214	\$ 12,520			\$ 25,351	\$ 95,237 99.38%
Supplies/Studio Rental	\$ -	\$ -	\$ -				\$ -	
Mileage to outlying sites	\$ -	\$ 176	\$ 421	\$ -	\$ -	\$ -	\$ 597	
K8 Schools - Total Expenditures	\$ 48,951	\$ 789	\$ 1,526	\$ 44,568	\$ -	\$ -	\$ 95,834	
K8 Schools - Total Carryover/(SCG)	\$ (5,156)	\$ 1,847	\$ 1,385	\$ (9,552)	\$ -	\$ -	\$ (11,475)	

TK8 Sites Data to complete CDE Annual Report

Total Certificated FTE	0.3875	0.0053	0.0095	0.4045	-	-	0.8068
Total Classified FTE	0	0	0	0			0
Total # of students served (Oct CBEDS)	240	14	9	166			429
Total # of sites providing Arts Education	1	1	1	1			4

Prop 28 Art & Music in Schools was a voter approved initiative, with funding beginning in 2023-24.

Apportioned funds are available for use for up to three fiscal years. Unused funds will revert back to the CDE.

*MAS and Sunrise 23-24 award was not expended in 2023-24. MAS and Sunrise did not operate in 2024-25 or 2025-26. Therefore, 2023-24 award will be returned to the state.

mk: 8-20-2025

Jul 22, 2025

To:

Members of the Mendocino Unified School District Board
c/o Superintendent Jason Morse

From:

Jake Barefoot, Executive Director
Friendship Park Legacy Foundation

Re: Proposal to Lease and Revitalize Friendship Park

Dear Members of the School Board,

On behalf of the Friendship Park Legacy Foundation, we respectfully submit for your consideration the following two documents in support of our proposal to lease and restore Friendship Park:

1. **Draft Lease Agreement** between the Mendocino Unified School District and the Friendship Park Legacy Foundation
2. **Board Member Briefing Packet** outlining our mission, governance structure, and long-term sustainability plan

Our Request

We ask the Board to review and approve the attached lease, which provides for a nominal annual rent of \$1 in exchange for the Foundation's commitment to restore, maintain, and program Friendship Park for the benefit of Mendocino's youth and the broader community.

Why This Matters

- **Preservation of a Community Icon:** Friendship Park has nurtured generations of local youth athletes and served as a gathering place for families. Without intervention, the field will continue to deteriorate.
- **Sustainable Model:** We have structured a self-funding endowment and events program to ensure the park's upkeep in perpetuity—independent of any single donor or volunteer cohort.
- **Educational & Recreational Benefits:** Under our management, the District's students will continue to enjoy spring Little League use at no additional cost, plus expanded off-

season training, community fundraisers, and inclusive programming.

Commitment & Oversight

The Foundation is governed by a volunteer board of community leaders and is led day-to-day by a professional Executive Director. Our bylaws and board handbook ensure transparent oversight, strict fiscal controls, and accountability to both the School District and the public we serve.

Next Steps

We welcome the opportunity to present this proposal at your August Board meeting and to answer any questions. Our team is prepared to finalize the lease and begin mobilizing resources immediately upon approval, with the goal of having on-site improvements underway this fall.

Thank you for your time and for the District's continued support of Mendocino's youth and community assets. We look forward to partnering with you to secure Friendship Park's future.

Warm regards,

Jake Barefoot

Executive Director

Friendship Park Legacy Foundation

Friendship Park Legacy Foundation

Board Member Briefing Packet

Preserving Play. Protecting the Future.

Cover Letter

Dear [Prospective Board Member Name],

I'm reaching out to invite you to help us take the first and most important step toward securing the future of Friendship Park: forming a nonprofit that can lease the park from the Mendocino School District and begin building a self-sustaining structure that lasts.

This is not a ceremonial invitation. We need board members ready to work. If we do nothing, the field will continue to fade into disrepair. However, if we act with urgency, we can create something better than ever, and permanent. As much as we wish it was possible to bring back a replica of what once was, there simply is not the same amount of kids in the community to do that so we're not trying to recreate the past with this project. We're building a model that works now: travel ball, flexible programming, community outreach, and long-term financial sustainability.

I will handle the startup paperwork, logistics, and early operations. But for this to take root, I need partners. If you care about youth opportunity, community space, or protecting something special in Mendocino — I hope you'll join us.

— Jake Barefoot

Project Details

Executive Summary

Friendship Park has been a defining part of Mendocino for generations. But today, there are too few kids in town to support a full Little League. The field is underused, at risk of being lost or left behind. We believe the answer isn't to wait — it's to act.

We're forming a nonprofit to lease the park from the school and relaunch it with a lean, resilient model: events, offseason training, community fundraisers, and donor programs. Half of our net proceeds will go toward a long-term endowment so that in 10 years, the park can run itself — without relying on any one generation of volunteers.

Confirmed Commitments

- Preliminary agreement to lease Friendship Park from the Mendocino Unified School District.
- Jake Barefoot has committed a section of his property for firewood processing and staging.
- Mendocino Coast Little League has agreed to use and co-lease the field during the spring season and provide access to the Fort Bragg fields if they are needed to host larger tournaments that cannot be accommodated at Friendship Park alone.
- Numerous community members have already pledged time, labor, and donations.

What Happens If We Do Nothing

- The field continues to deteriorate and may be eventually be reclaimed or decommissioned.
- Equipment will fall into disrepair, and community pride will fade.
- More families will transfer to Fort Bragg or disengage entirely from baseball.
- The opportunity to build a permanent, youth-centered community asset will be lost.

Annual Revenue Strategy

- Firewood Fundraiser: 250 cords @ \$250 markup = \$62,500
- After School Practices: 4x/week, Summer–Fall = \$3,200
- Private Lessons: 1/day during practices = \$4,800
- Travel Tournaments (2/year): \$10,000 each = \$20,000
- Weekend Events (3/year): \$1,000 each = \$3,000
- Skills Clinics (3/year): \$2,000 each = \$6,000
- Home Run & Pitching Challenge = \$3,000
- Youth Combine = \$3,000
- Concessions & Merch = \$5,250
- Benefit Concert = \$3,000

- Monthly Donors & Sponsors: \$2,000/month = \$24,000
- Raffles/Auctions/Community Yard Sales (Revenue TBD)

Total Projected Annual Revenue: ~\$137,750 (Yard Sales & Raffles Not Included)

Startup & Operating Costs

- Nonprofit incorporation, filings, and legal: \$8,600 (one-time)
- Annual fixed operating costs (insurance, filings, gear): ~\$2,000/year
- Executive Director is compensated based on role and hours, supported by revenue
- All other support (events, firewood, concessions) is volunteer-based

10-Year Financial Scenarios

Scenario A: Ideal Projection Model

- Revenue: \$140,000/year
- Operating Costs: \$70,000
- Endowment Contribution: \$70,000/year
- 5% Interest Rate → Endowment Value in Year 10: ~\$914,000
- Annual Earnings: ~\$45,700

Scenario B: Less Ideal Projection Model

- Revenue: \$50,000/year (firewood + tournaments only)
- Operating Costs: \$30,000
- Endowment Contribution: \$20,000/year
- 5% Interest Rate → Endowment Value in Year 10: ~\$315,000
- Annual Earnings: ~\$15,750

Help Us Build It

This first stage won't be easy. We need a working board — people who will help with decisions, outreach, and momentum. But the mission is clear, and the foundation we're laying is permanent.

We're building a legacy structure. If we get it right, Friendship Park will never again depend on a single team, family, or season to survive.

Let's make that happen.

Friendship Park Legacy Foundation: Brief

Vision Statement

Friendship Park is more than just a field. It is an icon of our community here in Mendocino and is one of the first things people see when they come into town. It has been put into a state of disrepair and abandon and we are in the process of reviving it so that it can help bring some of the lost vitality back into our community.

Leadership and Founding

Jake Barefoot and Chris Puder, lifelong friends and former Little League players from the original opening of Friendship Park, have joined together to lead this revitalization effort. With deep ties to Mendocino and complementary experience in operations and community giving, they have launched the Friendship Park Legacy Foundation.

Purpose of the Foundation

- To maintain and enhance Friendship Park year-round.
 - To build a permanent endowment that ensures long-term sustainability.
 - To host events and programs that benefit local youth and community members.
-

Initial Setup and Governance

- Park leased from the school district for \$1/year, including water and basic insurance.
 - Non-profit initial setup costs: \$8,600
 - Annual fixed costs (tax filing, legal): \$2,000
 - 5-member volunteer Board of Directors
 - Annual ED salary during early years based on revenue milestones.
-

Revenue Strategy (Annual)

Revenue Strategy (Annual)

- **Firewood Fundraiser:** Weekly sales from Sept–Feb = **\$62,500**
-

- **After School Practices (Summer–Fall):** June–Oct, Mon/Tue/Thu/Fri @ \$40/day net = **\$3,200**
- **Private Lessons:** 1/day alongside practices @ \$60 net = **\$4,800**
- **Seasonal Tournaments (2/year):** Travel baseball events = **\$20,000**
- **Weekend Events (3x):** One-day community events = **\$3,000**
- **Skills Clinics with Guest Experts (3/year):** Advanced training sessions = **\$6,000**
- **Home Run & Pitching Challenge:** Skills-based fundraiser = **\$3,000**
- **Youth Combine Skills Event:** Pre-season showcase = **\$3,000**
- **Concessions & Merch:** Attached to events = **\$5,250**
- **Benefit Concert:** Community music event = **\$3,000**
- **Monthly Donors & Sponsors:** \$2,000/month = **\$24,000**

Total Projected Annual Revenue: ~\$137,750

Endowment Funding Model

- 50% of revenue allocated to endowment after \$40k minimum threshold is reached.
- After \$40k, 50% of revenue continues to build the endowment.
- All endowment interest is returned to the operating budget.

ED Compensation and Long-Term Sustainability

As the inaugural Executive Director, Jake Barefoot will dedicate himself full-time to the Foundation's mission and receive compensation in line with comparable Mendocino-area nonprofit leadership benchmarks. His salary distributions will commence only after the park's annual operating revenues have built the initial \$40,000 endowment. Until that threshold is achieved, the Executive Director will serve on a volunteer basis.

Our ten-year objective is to grow this endowment sufficiently so that its annual return fully covers basic operating expenses in perpetuity. This safeguard ensures that Friendship Park remains financially stable and mission-driven—regardless of any future leadership transition.

Grant Boost Scenario

- If Jake & the founding board is able to secure \$100k/year in grants for 10 years (Years 2-11), the endowment reaches sustainable levels significantly faster.
 - After Jake's retirement from ED role, the park continues basic operations from endowment earnings and annual events alone unless someone else steps in to facilitate more grants for the endowment.
-

10-Year Endowment Projection Highlights

- Facility maintenance and youth programming remain fully funded for perpetuity.
 - Future leadership will inherit a fully viable, independently sustained community asset.
-

Invitation to Join the Board

We are inviting community leaders, parents, and business professionals to serve as volunteer board members.

Board members will:

- Help oversee and guide the Foundation
- Support fundraising and outreach
- Ensure continuity of the vision for future generations

Your involvement will be remembered as part of a historic effort to preserve one of Mendocino's most beloved landmarks.

Closing Statement

Friendship Park once shaped the childhood of Mendocino's youth, including Chris, Jake, and many others in the community. With your help, we can create something that will guarantee that legacy continues.

These plans are not just for reviving and maintaining a park, we're preserving community identity, fostering a place for the youth, and creating a permanent institution built on a tradition of local love and smart planning.

Details: List of Revenue-Generating Events at Friendship Park

This list outlines all essential events that generate income for Friendship Park, with step-by-step guidance to ensure consistency, accountability, and goal alignment toward the annual \$140,000 revenue target.

1. [Youth Tournament #1 / #2](#)
2. [Firewood Fundraiser \(Weekly Sale\)](#)
3. [Youth Combine Skills Event](#)
4. [Home Run & Pitching Challenge](#)
5. [Halloween Event](#)
6. [Benefit Concert](#)
7. [Monthly Donors & Sponsors](#)
8. [Skills Clinics with Guest Experts](#)

Event Name: Youth Tournament #1 / #2

Category: Tournament (Travel Baseball)

Description:

Two-day travel ball tournaments featuring teams from around Northern California. Revenue includes team entry fees, concessions, and optional fundraising activities.

Target Revenue: \$10,000 per tournament

Execution Timeline:

- 6–8 weeks out: Open registration, promote event
- 2–3 weeks out: Confirm teams, secure umpires
- 1 week out: Finalize bracket, prep fields, schedule volunteers
- Event weekend: Manage operations, collect payments, and track sales

Staffing & Roles:

- ED: Organizer, point of contact
Volunteers: Snack bar, scorekeeping, parking
- Paid Umpires: Booked in advance

Supplies & Vendors:

- Baseballs, chalk, scorebooks, and concessions

Marketing & Promotion Plan:

- Flyer drives through baseball families
Facebook groups, GameChanger, and local signage

Notes:

- Offer side contests (e.g., radar gun challenge)

Event Name: Firewood Fundraiser (Weekly Sale)

Category: Community Fundraiser

Description:

Weekly sale of split and stacked firewood. Sold via online promotion and word-of-mouth.

Target Revenue: \$62,500 Total (250 cords @ \$250 each) / 25 per week \$6,250/week

Execution Timeline: Weekly, Sept–Nov (estimated)

Staffing & Roles:

- ED: Oversees inventory, handles sales
- Volunteers: Splitting, delivery, and stacking

Supplies & Vendors:

- Chainsaws, splitters, gloves, and truck access

Marketing & Promotion Plan:

- Social media, flyers, word-of-mouth

Notes:

- Highly seasonal, strong donor appeal

Event Name: Youth Combine Skills Event

Category: Skills Showcase / Fundraiser

Description:

Athletes compete in skill stations (running, throwing, hitting). Video crews may film highlights for participants.

Target Revenue: \$3,000

Execution Timeline: One-day event, marketed 3–4 weeks prior

Staffing & Roles:

- ED: Coordinator
- Volunteers: Station leads, setup, registration

Supplies & Vendors:

- Radar gun, cones, signage, and awards

Marketing & Promotion Plan:

- School flyers, team announcements, video promos

Notes:

- Offer highlight video add-ons for extra revenue

Event Name: Home Run & Pitching Challenge

Category: Skills Contest / Fundraiser

Description:

Players pay to compete in the home run derby or the pitching accuracy contest.

Target Revenue: \$3,000

Execution Timeline: One-day event

Staffing & Roles:

- ED: Setup and finance
- Volunteers: Track scores, sell tickets, and concessions

Supplies & Vendors:

- Bats, radar gun, pitching targets, speaker system

Marketing & Promotion Plan:

- Prize incentive flyer drives, baseball team channels

Notes:

- Use sponsors for donated prizes

Event Name: Halloween Event

Category: Holiday Fundraiser

Description:

Family-friendly Halloween party with games, snacks, and costume contests.

Target Revenue: \$3,000

Execution Timeline: Single day, mid- to late October

Staffing & Roles:

- ED: Organizer
- Volunteers: Booths, setup, teardown

Supplies & Vendors:

- Candy, decorations, and game prizes

Marketing & Promotion Plan:

- Flyer drive, school partnerships

Event Name: Benefit Concert

Category: Community Event / Fundraiser

Description: Local or regional musical performance to raise funds and awareness.

Target Revenue: \$3,000

Execution Timeline: Planned 1–2 months in advance

Staffing & Roles:

- ED: Books artist, coordinates permits
- Volunteers: Gate, merch, concessions

Supplies & Vendors:

- Stage, lights, security, PA system

Marketing & Promotion Plan:

- Posters, local radio, social media, and sponsors

Event Name: Monthly Donors & Sponsors

Category: Ongoing Fundraising

Description:

Recurring donations from individuals and businesses. Managed through outreach and sponsor programs.

Target Revenue: \$2,000/month (\$24,000/year)

Execution Timeline: Ongoing

Staffing & Roles:

- ED: Relationship management, donor outreach
- Volunteers: Flyer distribution, sponsor recruitment, contests

Supplies & Vendors:

- Flyers, donor CRM (if available), tracking spreadsheets

Marketing & Promotion Plan:

- Incentivized family flyer contests, direct asks

Event Name: Skills Clinics with Guest Experts

Category: *Player Development / Revenue Event*

Description:

Single-day clinics featuring instruction from guest coaches, former college/pro players, or specialist trainers. These clinics offer advanced skill development and conclude with a full scrimmage, making them both instructional and fun for participants.

Target Revenue: \$2,000 per clinic (*Assumes 20 players at \$100 each*)

Execution Timeline:

- **4–6 weeks out:** Book guest instructor, lock in date
- **3 weeks out:** Begin registration and promotion
- **1 week out:** Confirm headcount, prepare field and gear
- **Clinic Day:** Run structured drills followed by a live scrimmage

Staffing & Roles:

- **ED:** Handles instructor logistics, player sign-ups, field prep
- **Volunteers:** Check-in, field setup, concessions
- **Guest Coach:** Leads the clinic and organizes the scrimmage

Supplies & Vendors:

- Baseballs, bases, cones, radar gun, water coolers
- Optional: Highlight video package or custom shirts

Marketing & Promotion Plan:

- Flyer drive with baseball families and youth leagues
- Facebook and Instagram posts featuring guest bio and past footage
- Promote scrimmage aspect to build excitement and perceived value

Notes:

- The scrimmage helps ensure full attendance and satisfaction
- Consider bundling with video packages for additional revenue

LEASE AGREEMENT

This Lease Agreement is made and entered into on October 16th, 2024 by and between the MENDOCINO UNIFIED SCHOOL DISTRICT (“DISTRICT”) and FRIENDSHIP PARK LEGACY FOUNDATION (“LESSEE”).

The DISTRICT hereby leases to the LESSEE those certain premises in the Town of Mendocino, County of Mendocino, State of California as depicted on Exhibit “A”, attached hereto and by this reference made a part hereof, subject to the terms and conditions described below (“the Premises”).

As of November, 2024, sewer bills will be the responsibility of the District.

1. Term and Rent:

1.1 The term of this Lease shall begin on September 1st, 2025 and shall end on August 31st, 2030 unless earlier terminated pursuant to this agreement.

1.2 LESSEE shall pay rent to the DISTRICT as follows:

September 1st, 2025 and shall end on August 31st, 2030 \$1 per year

The rent shall be paid to the DISTRICT on or before the first day of each month.

1.3 As of the commencement of the Lease term, LESSEE warrants that it has carefully inspected the Premises and has advised the DISTRICT of any known defects. LESSEE accepts the buildings and improvements and any equipment in their existing condition and state of repair. LESSEE agrees that no statements, representations, or warranties, express or implied, have been made by or on behalf of the DISTRICT with respect to the condition of the Premises except as contained in the provisions of this Lease. DISTRICT shall in no event be liable for any patent defects.

1.4 The term of this Lease may be extended by the mutual written agreement of the parties.

2. Use of the Premises:

2.1 LESSEE shall use the Premises solely for community, public and/or recreational uses.

2.2 The storage building located between Friendship Park and the Old Historic Grammar School shall not be used for any reason.

2.3 LESSEE shall keep the Premises free of any liens or encumbrances.

3. Uses Prohibited:

- 3.1 LESSEE shall not use the Premises or allow others to use any part of the Premises during the term of this Lease for any purpose or use in violation of the provisions of this Lease or in violation of any applicable law or ordinance. LESSEE shall at all times during the term of this Lease comply with all federal, state, county or other applicable laws, regulations or ordinances now or hereafter enacted that pertain to the Premises.
- 3.2 LESSEE shall not permit the Premises to be used in any manner which interferes with the activities or functions of the DISTRICT or other agencies or groups which utilize the Historic Grammar School Athletic Field, or which unduly disrupts nearby residents or jeopardizes the safety of persons or property on or near the Premises. In the event complaints are received by either the DISTRICT or LESSEE, the parties shall meet with a mutually agreed upon mediator and extend their best efforts to ensure that any disturbance does not again occur. Cost of the mediator shall be divided equally between DISTRICT and LESSEE.
- 3.3 No smoking or illegal substances are allowed on the Premises at any time. No alcohol is allowed on the Premises except that LESSEE may permit alcohol on the Premises so long as the LESSEE complies with all applicable laws and regulations including without limitation Business and Professions Code section 25608 and the County of Mendocino Code chapter 8.86 pertaining to the consumption of alcohol in public areas within the Town of Mendocino. LESSEE shall also obtain any necessary permit or license from the State Department of Alcoholic Beverage Control.

4. Utilities:

- 4.1 LESSEE may use the existing well per limits established by the Mendocino City Community Services District.
- 4.2 If the DISTRICT in its sole discretion determines that a water scarcity exists, the DISTRICT may ration water and restrict the water usage of LESSEE.

5. Repairs and Maintenance:

- 5.1 LESSEE shall maintain the interior and exterior of the Premises in good condition and any repairs or maintenance shall be performed in accordance with best practices after notifying DISTRICT.

5.2 LESSEE shall provide all interior custodial and maintenance services, including regular garbage service for the Premises.

5.3 See attached maintenance agreement MOU.

6. Alteration:

6.1 LESSEE shall not make, or cause to be made, any alteration, addition, or physical change of whatever nature to the leased buildings, structures or the grounds, without first submitting a written request to do so to the DISTRICT and receiving written approval thereof from the DISTRICT. The cost of any such alteration, addition or physical change shall be borne by LESSEE and, except as otherwise agreed by the DISTRICT, the same will become the property of the DISTRICT. The LESSEE shall obtain all necessary and required permits for such addition, alteration, or physical change from governmental agencies having jurisdiction over the matter.

6.2 If LESSEE's operations require alterations or additions to the building or grounds, or if town, county, or state requirements necessitate alterations or additions, the cost thereof shall be paid by LESSEE.

7. Hold Harmless:

7.1 LESSEE shall hold harmless, defend and indemnify the DISTRICT, its officers, board members, agents and employees from any and all liability, loss, cost, or expense on account of any suits, verdicts, judgments, costs or claims of any nature or kind arising out of, or in any way connected with LESSEE's operations or use at the Premises. The DISTRICT shall hold LESSEE harmless from any and all claims, demands, actions, and causes of action and agrees to indemnify LESSEE as a result of any claim that arises due to the DISTRICT's use of the Premises.

8. Insurance:

8.1 LESSEE shall maintain during the term of this Lease, at its sole cost and expense, a general liability insurance policy for LESSEE's operations and use of the Premises. The DISTRICT shall be listed as an additional insured on all applicable policies of insurance. LESSEE's liability policy shall be endorsed as primary insurance regarding those matters which LESSEE is obligated to indemnify DISTRICT and regarding such matters any insurance maintained by the DISTRICT shall be excess and not contributing insurance. Copies of said policies or certificates thereof shall be provided to the DISTRICT upon request and the LESSEE shall obtain the written agreement of the insurers to notify the DISTRICT in writing thirty (30) days prior to any cancellation of insurance. LESSEE shall not sell, or permit to be kept, used, or sold, in or about the Premises any article which may be prohibited by the standard form of fire insurance policies.

9. Entry and Inspection:

- 9.1 DISTRICT, or its duly authorized representative or agents, may enter upon the Premises at any reasonable time during the term of this Lease for the purpose of determining whether LESSEE is complying with the terms and conditions hereof or for any other purpose incidental to the rights of the DISTRICT. LESSEE shall cooperate with DISTRICT and shall permit reasonable entry on the Premises.

10. Default:

- 10.1 If LESSEE breaches any provision of this Lease, the DISTRICT may provide a 60-day termination notice. The LESSEE may use this time to remedy the breach. The termination notice may be rescinded when the LESSEE is acting within the provisions of this lease. The DISTRICT, in addition to all other rights or remedies provided by the law, shall have the following rights:

- 10.1.1 If the LESSEE abandons, vacates, or surrenders the Premises or ceases to operate, the DISTRICT may, in its sole discretion, elect by written notice to LESSEE to terminate this Lease at any time after the occurrence and in such event LESSEE's right to possession shall be terminated

- 10.1.2 In the event LESSEE defaults and abandons the Premises, DISTRICT may elect to continue this Lease in full force and effect and not terminate LESSEE's right to possession of the Premises, in which event DISTRICT shall have the right to enforce any rights and remedies granted by the Lease or by law against LESSEE, including, without limitation, the right to collect when due rental and other sums payable hereunder, provided that after the occurrence of default and abandonment of the Premises by LESSEE and for so long as DISTRICT does not terminate LESSEE's right to possession of the Premises, LESSEE shall have the right to assign or sublet this Lease upon the written consent of the DISTRICT. DISTRICT shall not be deemed to have elected to terminate, and in no event shall DISTRICT's acts of maintenance or preservation of the Premises, efforts to relet, or obtaining the appointment of a receiver to protect the interest of DISTRICT under the Lease be deemed to constitute such termination.

11. Destruction of Premises:

11.1 Abatement:

- 11.1.1 In the event all or any portion of the improved area shall be damaged by fire, or other casualty not occasioned by the act or default of LESSEE, the payments called for by this Lease shall cease and be fairly apportioned according to whether the resulting limitation upon LESSEE's use of the Premises is entire or partial. If the parties cannot agree upon the amount of the abatement of rent within thirty (30) days of the damage, the rent shall tentatively remain unabated (but deposited into a savings account with a federally insured financial institution named by LESSEE, and approved by

DISTRICT, which approval shall not be unreasonably withheld (the “Escrow Account”)) and the parties shall immediately submit to binding arbitration under (i) the expedited rules of the American Arbitration Association or (ii) another mutually acceptable procedure. Upon the issuance of the Arbitrator’s decision, or other resolution of the dispute, the settlement shall be retroactive and upon resolution, the Escrow Account proceeds shall be distributed in the manner specified by the Arbitrator or the settlement agreement.

11.2 Termination:

11.2.1 If the improved area situated upon the Premises is damaged or destroyed by casualty to the extent that rebuilding or repairs cannot reasonably be completed within nine (9) months from the date of damage, LESSEE may, at its option, terminate this Lease as of the date of damage by notice to the DISTRICT within forty-five (45) days of such date.

11.3 Restoration:

11.3.1 If LESSEE does not so terminate this Lease, or if the improvements are not so damaged that repairs may be completed within nine (9) months from the date of damage, then this Lease shall not terminate. The DISTRICT shall proceed forthwith to repair such improvements to substantially the same condition as existed immediately prior to the damage and shall diligently pursue such repair to completion. If such completion is not attained within nine (9) months from the date of damage, LESSEE may terminate by written notice to DISTRICT at any time prior to completion.

11.4. For purposes of this Article, the parties waive such rights of Lease termination as are granted to them under the laws of the state of California, it being their agreement that the rights of termination in the event of casualty, as set forth herein, shall be exclusive.

12. Termination:

12.1 The area designated as “undeveloped” on Exhibit “A” shall remain undeveloped unless parties agree in writing on specified uses.

12.2 This agreement shall be terminable: (1) without cause by either party upon the giving of six (6) months written notice to the other party and (2) by the DISTRICT, upon the giving of thirty (30) days written notice to LESSEE, should problems arise of such severity that DISTRICT, in reasonable exercise of its discretion, determines that continued use of the Premises by LESSEE is not in the best interest of the school district or community.

12.3 This Lease may be terminated by the DISTRICT if LESSEE or any sub-LESSEE is in default of or breaches any of the terms or conditions of this Lease, in accordance with the conditions specified in Section 10, Default.

12.4 If for any reason any court determines that this Lease is invalid or that either party was not vested with the legal authority to enter into this Lease, this Lease shall become immediately null and void.

13. Surrender of the Premises:

13.1 LESSEE shall, at the expiration of the term of this Lease, or upon the earlier termination thereof for any reason, surrender the Premises to the DISTRICT in as good a condition as the Premises were in when possession thereof was given to LESSEE, reasonable wear and tear excepted. All alternations and improvements shall remain on the Premises and shall not be removed unless DISTRICT requests LESSEE to do so in writing. The cost of said removal or repair to the original state shall be borne by LESSEE. LESSEE agrees at the expiration of the lease term or any prior termination to remove or cause to be removed any signs that have been placed upon, in or about the Premises by LESSEE and to repair and restore the Premises to the same condition prior to the time of placing of said signs upon, in, or about the Premises by LESSEE, reasonable wear and tear excepted.

14. Notices:

14.1 Any demand or notice which either party shall be required, or may desire to make upon or give to the other, shall be in writing and shall be delivered personally upon the other, or sent by prepaid registered certified mail addressed to the respective parties, as follows:

DISTRICT: Mendocino Unified School District
P. O. Box 1154
Mendocino, California 95460
Attention: Superintendent

LESSEE: Friendship Park Legacy Foundation
42291 Little Lake Rd
Mendocino, California 95460

15. Time:

15.1 Time is of the essence with regard to the provisions of this Lease.

16. Miscellaneous:

- 16.1 DISTRICT shall not be responsible for damage to or loss of personal property of LESSEE or its agents that is stored or used on the Premises.
- 16.2 The LESSEE shall pay all personal property taxes that may be assessed by the State of California, possessory interest fees or other assessments and charges required as a result of LESSEE's use of any part of the Premises.
- 16.3 The headings of titles to the paragraphs of this Lease are not a part of this Lease and shall have no effect upon its construction or interpretation.
- 16.4 The provisions of this Agreement are severable, and if any provision herein is invalidated by any court, the remaining provisions shall not be affected thereby and shall be fully enforceable, unless such enforcement would be unreasonable or inequitable under all the circumstances or would frustrate the purpose of the Agreement.
- 16.5 LESSEE shall not sell or assign this Lease, or any part thereof or any interest therein, without first obtaining the DISTRICT's written consent to sell or assign, which consent shall not be unreasonably withheld. DISTRICT shall be provided copies of all such agreements.

17. Maintenance:

17.1 The following maintenance responsibilities were agreed to by both parties regarding Friendship Park:

MUSD will be responsible for:

1. Maintenance and repairs of all water systems
2. Major wood/structural maintenance and repairs to snack shack, bleachers, walkways, and dugouts
3. Painting exterior and interior of the building. FPLF will do spot painting only
4. Filling driveways and parking lot with gravel
5. Maintaining the windows and the roof.
6. Maintenance of all fencing (excluding replacement and painting of pickets)
7. Installing, maintaining safe, secure and appropriate well covers
8. Custodial (trash cans and general clean up) after school usage
9. Sprinkler line and head maintenance
10. Paying Friendship Park utility bills
11. Assistance with maintenance of Friendship Park including mowing, weeding, pruning, gopher control, watering, etc.

FPLF will be responsible for Friendship Park:

1. Custodial (trash cans and general clean up after events)
2. Stocking and cleaning the restrooms
3. Opening and closing the restrooms before and after events
4. Managing the field rental requests

5. Minor plumbing repairs such as faucet and toilet leaks and repairs
6. Keep all outbuildings free of weeds and brush
7. Any damage that occurs above and beyond normal wear and tear will be the responsibility of FPLF
8. Snack Shark kitchen equipment maintenance
9. Weed eating and landscaping Friendship Park picnic area.

18. Entire Agreement:

18.1 This Lease Agreement supersedes all prior agreements with respect to the Premises and constitutes the entire agreement of the parties in respect to the subject matter hereof, and there are no oral agreements between the parties. No changes in the Lease Agreement shall be made except in writing and signed by both the DISTRICT and the LESSEE. All other leases are null and void.

IN WITNESS WHEREOF, the parties hereto have set their hand on the data hereinabove set forth.

Friendship Park Legacy Foundation
“LESSEE”

Mendocino Unified School District
“DISTRICT”

Signature

Signature

Title

Title



Joshua Grindle Inn
4.8 (113)
3-star hotel

Mendocino View East

Little Lake Rd

Little Lake Rd

Little Lake Rd

Little Lake Rd

Little Lake Rd

Howard St

Howard St

Friendship Park

10525

10551

10530

650

10520

Community Center
of Mendocino

Mendocino Aikido

Pine St

Pine St

Shoreline Hwy

Shoreline Hwy

Shoreline Hwy

Shoreline Hwy

10440

44701

44740

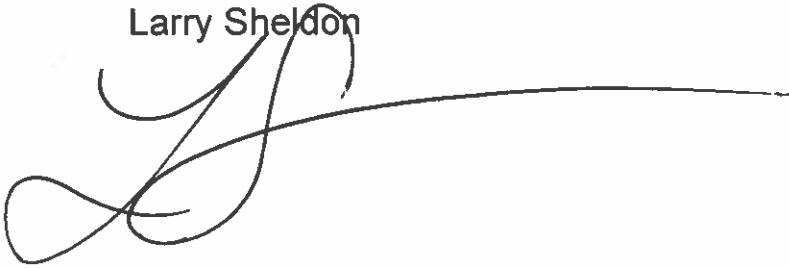
August 13, 2025

Dear MUSD Board and Jason Morse

I would like to request unpaid leave of absence from 8/20/25 to 9/19/25. I am having surgery on 8/22 and a 4-week post-op care.

Thank you for your consideration.

Larry Sheldon

A large, stylized handwritten signature in black ink, starting with a large loop and extending horizontally to the right.A handwritten signature in black ink, followed by the date 8/14/25 written in a similar cursive style.



State of California
Commission on Teacher Credentialing
Certification Division
651 Bannon Street, Suite 601
Sacramento, CA 95811

Email: DON@ctc.ca.gov
Website: www.ctc.ca.gov

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 2025-26

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 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 8/28/2025 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.

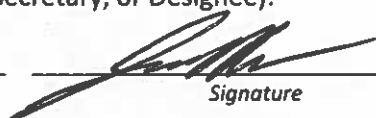
► **Enclose a copy of the board agenda item**

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, 2026.

Submitted by (Superintendent, Board Secretary, or Designee):

Jason Morse

Name



Signature

Superintendent

Title

707-937-0714

Fax Number

Telephone Number

8/22/25

Date

PO Box 1154, Mendocino, CA 95460

Mailing Address

JMorse@mcn.org

E-Mail 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:

_____	_____	_____
<i>Name</i>	<i>Signature</i>	<i>Title</i>
_____	_____	_____
<i>Fax Number</i>	<i>Telephone Number</i>	<i>Date</i>

<i>Mailing Address</i>		

<i>EMail Address</i>		

► *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 subjects(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)	2
Bilingual Authorization (applicant already holds teaching credential)	
List target language(s) for bilingual authorization:	
Resource Specialist	
Teacher Librarian Services	
Emergency Transitional Kindergarten (ETK)	

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	3
Special Education	0
TOTAL	13

Authorizations for Single Subject Limited Assignment Permits

SUBJECT	ESTIMATED NUMBER NEEDED	SUBJECT	ESTIMATED NUMBER NEEDED
Agriculture		Mathematics	
Art		Music	1
Business		Physical Education	
Dance		Science: Biological Sciences	
English		Science: Chemistry	
Foundational-Level Math		Science: Geoscience	
Foundational-Level Science		Science: Physics	
Health		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 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? 0

If yes, list each college or university with which you participate in an internship program.

Sonoma State University, Dominican University, Western Governor's University, Cal Poly Humboldt

If no, explain why you do not participate in an internship program.

Personnel

Professional Development Credit

Request for Credit: Regulations

Units earned for reclassification (advancement) which meet the requirements of Class I are acceptable and may be submitted directly to the Superintendent. Units or activities defined under Class II must have approval from the Professional Development Committee (PDC). As such work may not be acceptable, approval prior to undertaking the activity is strongly suggested.

Class I

A. Upper division or graduate level classes, institutes, or workshops for which credits may be earned from accredited colleges or universities and undertaken after the date of completion of degree requirements. (Teachers may petition the PDC for acceptance of lower division work.) See Class II E below.

B. Course work or subject matter must be directly related to *the assignment of the teacher applying for credit.*

Class II

A. Courses or institutes or workshops pertaining to an administratively assigned or approved extracurricular responsibility, e.g. student government, extra assignment athletics, student publications, etc.

B. Courses, institutes, or workshops that would aid the teacher in understanding, dealing with, and being of service to school-age youth, e.g., courses related to behavior discipline, counseling, etc.

C. Certain travel or other non-college or university experiences may be credited if the travel, etc., is related to the teachers skill or effectiveness within his/her duty assignments.

D. If and when the teacher is teaching out of a major or minor field; courses in the major and/or minor field of the teachers preparation.

E. Institutes, workshops and lower division community college courses taken which are directly related to a teaching assignment. An application must be made in ample time to allow the PDC to convene, evaluate, and question the applicant. The PDC may request a detailed, written request and follow-up report from the applicant.

Class III

Travel and Non-Teaching Assignment Petitions: Guidelines

The PDC feels that specific prior approval for proposed salary credit units for travel is a necessity. The following procedures are to be followed by the applicant if such a request for approval is to be considered by the Committee.:

1. The applicant shall present to the Committee, prior to such travel, a plan which shall contain a detailed outline of the itinerary, materials that he/she expects to assemble, and ways such travel and materials might be used in the applicants teacher assignment. Approval or disapproval of the plan will be tendered as per the Course Evaluation Guidelines. No PDC commitment as to number of units to be allowed will be made at this point.

2. After completion of said travel, the completed teacher materials shall be presented in written form by the applicant to the PDC for review and evaluation. This report will indicate the results of the travel as it pertains to his/her teaching assignment in the District. This written report may be expanded upon orally by the petitioner. At that time, a determination of semester unit value will be made by the PDC.

3. As a general rule, no more than five semester units of each consecutive block of fifteen semester units may be units of approved travel, correspondence courses, lower division courses, and/or course work related to non-teaching assignments.

4. In cases where a teacher participates in combination study/travel programs, the PDC will consider each phase separately and will consider travel credit only for what the petitioner does over and above course requirements. The burden of proof is the responsibility of the petitioner.

Reassignment to a Higher Classification

Reassignment to a higher classification or achievement of an advance degree shall become effective during the subsequent school year if written notification of this intension is submitted to the District Administration no later than May 1st of the preceding school year. 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. For newly hired teachers, notification of intent to move over the following year must be given no later than the date of hire.

**Professional Development
Funding and/or Unit Request**

Submit to the District Office:

- ***Approval for district funding for a class/workshop is required: the district office will forward this request to the Professional Development Committee (PDC).***

☐ Request for funding (no units) ☐ Request for units only (no funding) ☐ Request for units and funding

- ***Pre-approval is recommended to determine if a class/workshop will qualify for acceptance of units on the salary schedule.***

- ***This form and transcripts must be submitted before units can be credited to salary schedule.***
- ***If the request does not meet the requirements for Class One, the District Office will submit the request to the Professional Development Committee (PDC).***

Name _____ Date _____

Site _____

Educational Institution or Workshops _____

Dates of Enrollment & Hours _____

Course Name _____

Course Number _____ Units _____ Quarter or Semester* (circle one)

*One semester unit is equivalent to fifteen hours of class work.

Class One ☐

Class Two ☐

Class Three ☐

(see attached sheet)

Why do you think completion of this course/workshop will make you a more effective teacher? (Attach any relevant information, brochures, etc.) _____

Provided to PDC for Review:

☐ Approved for funding (no units)

Signature _____ Date _____

☐ Approved for units only (no funding)

Signature _____ Date _____

☐ Approved for units and funding

Signature _____ Date _____

_____ Date posted

Note –Please refer to the MTA Contract, Article 17 – Professional Development to determine which units might be eligible for credit.

Personnel

Professional Development Credit

Request for Credit: Regulations

Units earned for reclassification (advancement) which meet the requirements of Class I are acceptable and may be submitted directly to the Superintendent. Units or activities defined under Class II must have approval from the Professional Development Committee (PDC). As such work may not be acceptable, approval prior to undertaking the activity is strongly suggested.

Class I

- A. Upper division or graduate level classes, institutes, or workshops for which credits may be earned from accredited colleges or universities and undertaken after the date of completion of degree requirements. (Teachers may petition the PDC for acceptance of lower division work.) See Class II E below.
- B. Course work or subject matter must be directly related to classes being taught by the teacher applying for credit.

Class II

- A. Courses or institutes or workshops pertaining to an administratively assigned or approved extracurricular responsibility, e.g. student government, extra assignment athletics, student publications, etc.
- B. Courses, institutes, or workshops that would aid the teacher in understanding, dealing with, and being of service to school-age youth, e.g., courses related to behavior discipline, counseling, etc.
- C. Certain travel or other non-college or university experiences may be credited if the travel, etc., is related to the teachers skill or effectiveness within his/her duty assignments.
- D. If and when the teacher is teaching out of a major or minor field; courses in the major and/or minor field of the teachers preparation.
- E. Institutes, workshops and lower division community college courses taken which are directly related to a teaching assignment. An application must be made in ample time to allow the PDC to convene, evaluate, and question the applicant. The PDC may request a detailed, written request and follow-up report from the applicant.

Class III

Travel and Non-Teaching Assignment Petitions: Guidelines

The PDC feels that specific prior approval for proposed salary credit units for travel is a necessity. The following procedures are to be followed by the applicant if such a request for approval is to be considered by the Committee.:

1. The applicant shall present to the Committee, prior to such travel, a plan which shall contain a detailed outline of the itinerary, materials that he/she expects to assemble, and ways such travel and materials might be used in the applicants teacher assignment. Approval or disapproval of the plan will be tendered as per the Course Evaluation Guidelines. No PDC commitment as to number of units to be allowed will be made at this point.
2. After completion of said travel, the completed teacher materials shall be presented in written form by the applicant to the PDC for review and evaluation. This report will indicate the results of the travel as it pertains to his/her teaching assignment in the District. This written report may be expanded upon orally by the petitioner. At that time, a determination of semester unit value will be made by the PDC.
3. As a general rule, no more than five semester units of each consecutive block of fifteen semester units may be units of approved travel, correspondence courses, lower division courses, and/or course work related to non-teaching assignments.
4. In cases where a teacher participates in combination study/travel programs, the PDC will consider each phase separately and will consider travel credit only for what the petitioner does over and above course requirements. The burden of proof is the responsibility of the petitioner.

Reassignment to a Higher Classification

Reassignment to a higher classification or achievement of an advance degree shall become effective during the subsequent school year if written notification of this intension is submitted to the District Administration no later than May 1st of the preceding school year. 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. For newly hired teachers, notification of intent to move over the following year must be given no later than the date of hire.

Professional Development
Funding and/or Unit Request

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☐ Request for funding (no units) ☐ Request for units only (no funding) ☐ Request for units and funding

- **Pre-approval is recommended to determine if a class/workshop will qualify for acceptance of units on the salary schedule.**

- **This form and transcripts must be submitted before units can be credited to salary schedule.**
- **If the request does not meet the requirements for Class One, the District Office will submit the request to the Professional Development Committee (PDC).**

Name _____ Date _____

Site _____

Educational Institution or Workshops _____

Dates of Enrollment & Hours _____

Course Name _____

Course Number _____ Units _____ Quarter or Semester* (circle one)

*One semester unit is equivalent to fifteen hours of class work.

Class One ☐

Class Two ☐

Class Three ☐

(see attached sheet)

Why do you think completion of this course/workshop will make you a more effective teacher? (Attach any relevant information, brochures, etc.) _____

Provided to PDC for Review:

☐ Approved for funding (no units)

Signature _____ Date _____

☐ Approved for units only (no funding)

Signature _____ Date _____

☐ Approved for units and funding

Signature _____ Date _____

_____ Date posted

Note --Please refer to the MTA Contract, Article 17 – Professional Development to determine which units might be eligible for credit.