

# LATROBE SCHOOL DISTRICT BOARD OF TRUSTEES

Tuesday, October 17, 2023

## REGULAR MEETING MINUTES

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**Board Members Present:** Jared Meredith, Janet Saitman, Scot Yarnell

**Board Member Absent:**

**District Office Staff Present:** Dave Scroggins, Superintendent; Jennifer Fusano, CFO; Tracy Pearson, District Secretary

**Others:** None

### ***CALL TO ORDER***

The regular meeting of the Latrobe School District Board of Trustees was called to order at 6:00pm by Scot Yarnell at Miller's Hill Library, 7900 South Shingle Road, Latrobe, CA, 95682. Scot Yarnell led the flag salute.

### ***APPROVAL OF AGENDA AND MINUTES***

**Agenda** – It was motioned by Janet Saitman, seconded by Jared Meredith to approve the agenda of the October 17, 2023 regular board meeting.

Motion passed: 3-0

**Minutes** - It was motioned by Jared Meredith Janet Saitman to approve the minutes of the following meetings:

- September 19, 2023 – regular meeting
- September 20, 2023 – special meeting

Motion passed: 3-0

### ***PUBLIC COMMENTS***

There were no comments from the public.

### ***APPROVAL OF DISTRICT WARRANTS***

It was motioned by Janet Saitman, seconded by Jared Meredith to approve the district warrants report for the period of September 21 – October 4, 2023.

Motion passed: 3-0

### ***CONSENT AGENDA***

It was motioned by Janet Saitman, seconded by Jared Meredith to approve the Consent Agenda which included the following item(s):

- Accept Quarterly Report of Williams Complaints for the period of June 1 – September 30, 2023. There were no complaints.
- Accept October 2023 Surplus Equipment List of 62 Chromebooks.
- Accept proposal from School Facility Consultants for a Fee Justification Study in the amount of \$3,400.

Motion passed: 3-0.

3.0.

## ***ACTION/DISCUSSION ITEMS***

### **School Facility Consultants Proposal for a Student Generation Rate Study**

It was motioned by Jared Meredith, seconded by Janet Saitman to accept a proposal for a Student Generation Rate Study in the amount of \$10,000, payable in two installments. The District has requested this student in regards to proposed residential development within district boundaries.

Motion passed: 3-0.

### **Resolution 23-24-05 – Authorized Bank Signers**

It was motioned by Jared Meredith, seconded by Janet Saitman to adopt a resolution updating the list of authorized signers on the Mechanics Bank accounts for Petty Cash, Transportation, and Associated Student Body (ASB):

- Jennifer Fusano, CFO
- Dave Scroggins, Superintendent/Principal
- Joy Worth, School Secretary
- Tracy Pearson, District Secretary

Motion passed: 3-0.

### **2023 CAASPP State Testing Results**

Dave Scroggins presented information to the Board on results from the 2023 California Assessment of Student Performance and Progress (CAASPP) testing, notably that Latrobe is highest in El Dorado County.

No action required.

## ***BOARD POLICIES/ADMINISTRATIVE REGULATIONS***

There were no BP/ARs for consideration.

## ***INFORMATION/CORRESPONDENCE***

- EDCOE letter to Scot Yarnell approving the Latrobe 2023-24 LCAP as adopted in June 2023.

## ***BOARD MEMBER REPORTS***

There were no Board member reports.

## ***SUPERINTENDENT'S REPORT***

Dave Scroggins presented information to the Board including:

- 2023-24 Enrollment: 168 students (64 LES; 104 MH).
- Green Gables: At the request of co-appellant Sun Ridge Meadows, our appeal to the set-back variance has been postponed to November 7 (Board of Supervisors meeting). Dave will speak at the meeting.
- Attendance Study: EDCOE is leading a study of attendance rates throughout the county. For Latrobe we are setting a hard target for Interdistrict Transfer Agreements at 95% attendance for those students, rather than “satisfactory attendance.” Our goal is 95% attendance for all students.
- PTC Tent or Treat: The event is this Saturday 10/21 from 5:00-8:00pm at Latrobe Elementary.

***CLOSED SESSION***

The Board adjourned to Closed Session at 6:20pm to discuss the following confidential material:

- Conference with Labor Negotiator (Gov Code 54957.6) – Agency Negotiator: Dave Scroggins.
- Conference with Real Property Negotiator (Gov Code 94956.8) – Agency Negotiator: Dave Scroggins

***REPORT OUT OF CLOSED SESSION***

The regular meeting was reconvened by Scot Yarnell at 6:35pm.

Report out of Closed Session: Direction given to the Superintendent.

***ADJOURNMENT***

There being no further business the regular meeting was adjourned at 6:36 p.m.

Next regular meeting: Tuesday, November 14, 2023 (second Tuesday) at 6:00 p.m.

***Copies of all reports, contracts, agreements, and resolutions are made a part of these minutes as if contained fully herein. All documents are available in the district office.***

Adopted:

\_\_\_\_\_  
Scot Yarnell, President of the Board

\_\_\_\_\_  
Date

008 LATROBE SCHOOL DISTRICT  
OCTOBER 11, 2023

J35402

ACCOUNTS PAYABLE PRELIST  
BATCH: 0012 OCTOBER 9, 2023

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001a

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT	ABA num GOAL FUNC LC1	Account num LOC2 L3 SCH T9MPS	EE ES Liq Amt	E-Term Net Amount	E-ExtRef
100659/00	AERIES SOFTWARE 1065 N. PACIFICENTER DRIVE SUITE 400 ANAHEIM, CA 92806								
245124 PO-240124	10/11/2023	INV. HOST-00146/AERIES HOSTING 1		01-0000-0-4300-0000-2700-000-0000-00-100 NN F			4,558.33	4,558.33	
		TOTAL PAYMENT AMOUNT				4,558.33 *		4,558.33	
100979/00	AMERICAN FIDELITY ASSURANCE CO ATTN; FLEX ACCOUNT ADMIN. P.O. BOX 219326 KANSAS CITY, MO 64121-9326								
PV-240059	10/11/2023	FLEX/SEPTEMBER INCREASE CORREC		01-0000-0-9582-0000-0000-000-0000-00-000 NN				10.00	
PV-240059	10/11/2023	FLEX/AUGUST INCREASE CORRECTN		01-0000-0-9582-0000-0000-000-0000-00-000 NN				10.00	
		TOTAL PAYMENT AMOUNT				20.00 *		20.00	
101409/00	AMR SERVICES 4200 MOTHERLODE DR #C2 SHINGLE SPRINGS, CA 95682-968		613065223						
PV-240064	10/11/2023	FINGERPRINTING SERV/INV.0004		01-0000-0-5812-0000-7200-000-0000-00-100 NY				25.00	
		TOTAL PAYMENT AMOUNT				25.00 *		25.00	
101287/00	BATTERIES PLUS BULBS #863 2791 E. BIDWELL STREET SUITE #200 FOLSOM, CA 95630								
PV-240060	10/11/2023	INV.P65205531/MAINTENANCE SUPP		01-8150-0-4300-0000-8110-000-0000-00-002 NN				72.95	
PV-240060	10/11/2023	INV.P65205531/MAINTENANCE SUPP		01-8150-0-4300-0000-8110-000-0000-00-001 NN				72.96	
		TOTAL PAYMENT AMOUNT				145.91 *		145.91	
101178/00	EL DORADO AG IN THE CLASSROOM 2460 HEADINGTON RD PLACERVILLE, CA 95667		000000000						
PV-240063	10/11/2023	FIELDS OF LEARNING, GRDS 2/3		01-9012-0-5835-1131-1000-012-0000-00-001 NN				175.00	
		TOTAL PAYMENT AMOUNT				175.00 *		175.00	

Item 5.

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y	Objt	ABA num GOAL FUNC LC1	Account num LOC2 L3 SCH T9MPS	EE ES Liq Amt	E-Term Net Amount	E-ExtRef
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000761/00	FOLLETT SCHOOL SOLUTIONS INC. 91826 COLLECTION CENTER DRIVE CHICAGO, IL 60693-0918		000000000							
245110	PO-240110	10/09/2023	RE OPEN TO ADJUST USE TAX	2	01-5810-0-4300-0000-2420-000-0000-00-002	NN	O	0.00	0.00	
245110	PO-240110	10/09/2023	80788796 CORRECT USE TAX	2	01-5810-0-4300-0000-2420-000-0000-00-002	YN	M	0.00	-486.03	
245110	PO-240110	10/09/2023	80788796 CORRECT USE TAX	2	01-5810-0-4300-0000-2420-000-0000-00-002	NN	F	0.00	486.03	
245110	PO-240110	10/09/2023	RE OPEN TO ADJUST USE TAX	1	01-5810-0-4300-0000-2420-000-0000-00-001	NN	O	0.00	0.00	
245110	PO-240110	10/09/2023	80788796 CORRECT USE TAX	1	01-5810-0-4300-0000-2420-000-0000-00-001	YN	M	0.00	-414.02	
245110	PO-240110	10/09/2023	80788796 CORRECT USE TAX	1	01-5810-0-4300-0000-2420-000-0000-00-001	NN	F	0.00	414.02	
TOTAL PAYMENT AMOUNT								0.00 *	0.00	
TOTAL USE TAX AMOUNT									-65.26	

101012/00	GOLD COUNTRY HARDWARE & HOBBY 4121 CAMERON PARK DRIVE CAMERON PARK, CA 95682		800048605							
245023	PO-240023	10/11/2023	INV.020818/MAINT SUPPLIES	1	01-8150-0-4300-0000-8200-000-0000-00-001	NN	P	72.82	72.82	
245023	PO-240023	10/11/2023	INV.020818/MAINT SUPPLIES	2	01-8150-0-4300-0000-8200-000-0000-00-002	NN	P	78.11	78.11	
245023	PO-240023	10/11/2023	INV.020920/MAINT SUPPLIES	1	01-8150-0-4300-0000-8200-000-0000-00-001	NN	P	24.32	24.32	
245023	PO-240023	10/11/2023	INV.020920/MAINT SUPPLIES	2	01-8150-0-4300-0000-8200-000-0000-00-002	NN	P	26.08	26.08	
TOTAL PAYMENT AMOUNT								201.33 *	201.33	

101372/00	HEUSER, CLAUDIA 4980 BARNETT RANCH RD SHINGLE SPRINGS, CA 95682		626232485							
245025	PO-240025	10/11/2023	FAME/SEPTEMBER	1	01-5810-0-5800-1132-1000-000-0000-00-001	NY	P	495.00	495.00	
245025	PO-240025	10/11/2023	FAME/SEPTEMBER	2	01-5810-0-5800-1132-1000-000-0000-00-002	NY	P	255.00	255.00	
TOTAL PAYMENT AMOUNT								750.00 *	750.00	

101353/00	IT TAKES THE VILLAGE 4987 GOLDEN FOOTHILL PARKWAY STE 100 EL DORADO HILLS, CA 95762		352467410							
245101	PO-240101	10/10/2023	CLOSE PO	1	01-9012-0-5806-0000-3110-047-0000-00-001	N6	C	4,443.00	0.00	
245101	PO-240101	10/10/2023	CLOSE PO	2	01-9012-0-5806-0000-3110-047-0000-00-002	N6	C	6,468.00	0.00	
245101	PO-240101	10/10/2023	CLOSE PO	3	01-6546-0-5806-5770-3110-000-0000-00-001	N6	C	3,550.00	0.00	
245101	PO-240101	10/10/2023	CLOSE PO	4	01-6546-0-5806-5770-3110-000-0000-00-002	N6	C	3,550.00	0.00	
245101	PO-240101	10/10/2023	CLOSE PO	5	01-7422-0-5806-0000-3110-000-0000-00-001	N6	C	2,500.00	0.00	
245101	PO-240101	10/10/2023	CLOSE PO	6	01-7422-0-5806-0000-3110-000-0000-00-002	N6	C	2,500.00	0.00	
245101	PO-240101	10/10/2023	CLOSE PO	7	01-5810-0-5806-0000-3110-000-0000-00-001	N6	C	982.00	0.00	
245101	PO-240101	10/10/2023	CLOSE PO	8	01-5810-0-5806-0000-3110-000-0000-00-002	N6	C	982.00	0.00	

008 LATROBE SCHOOL DISTRICT  
OCTOBER 11, 2023

J35402

ACCOUNTS PAYABLE PRELIST  
BATCH: 0012 OCTOBER 9, 2023

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef						
Req Reference	Date	Description	FD	RESC	Y	OBJT	GOAL	FUNC	LC1	LOC2	L3	SCH	T9MPS	Liq Amt	Net Amount
TOTAL PAYMENT AMOUNT											0.00 *	0.00			
101162/00	PHOENIX ENERGY SOLUTIONS	461830102													
	5387 MOTHER LODGE DR														
	SUITE B														
	PLACERVILLE, CA 95667														
245133	PO-240133	10/11/2023	ENCUMBRANCE CHANGE	2	01-8150-0-5806-0000-8110-000-0000-00-002	NN	C							3,607.77	0.00
245133	PO-240133	10/11/2023	ENCUMBRANCE CHANGE	2	01-8150-0-5806-0000-8110-000-0000-00-002	NN	O							-4,532.77	0.00
245133	PO-240133	10/11/2023	INV.131288/EST.2469	ROOM 3	2	01-8150-0-5806-0000-8110-000-0000-00-002	NN	P						1,955.00	1,955.00
TOTAL PAYMENT AMOUNT											1,955.00 *	1,955.00			
100194/00	RENAISSANCE LEARNING	391559474													
	P.O. BOX 64910														
	ST. PAUL, MN 55164-0910														
245048	PO-240048	10/09/2023	RE OPEN TO ADJUST USE TAX	1	01-9012-0-4300-1110-1000-018-0000-00-001	NN	O							0.00	0.00
245048	PO-240048	10/09/2023	80782954 CORRECT USE TAX	1	01-9012-0-4300-1110-1000-018-0000-00-001	YN	M							0.00	-774.53
245048	PO-240048	10/09/2023	80782954 CORRECT USE TAX	1	01-9012-0-4300-1110-1000-018-0000-00-001	NN	F							0.00	774.53
245048	PO-240048	10/09/2023	RE OPEN TO ADJUST USE TAX	2	01-9012-0-4300-1110-1000-018-0000-00-002	NN	O							0.00	0.00
245048	PO-240048	10/09/2023	80782954 CORRECT USE TAX	2	01-9012-0-4300-1110-1000-018-0000-00-002	YN	M							0.00	-2,323.57
245048	PO-240048	10/09/2023	80782954 CORRECT USE TAX	2	01-9012-0-4300-1110-1000-018-0000-00-002	NN	F							0.00	2,323.57
TOTAL PAYMENT AMOUNT											0.00 *	0.00			
TOTAL USE TAX AMOUNT												-224.61			
100950/00	SCHOOLS INSURANCE AUTHORITY														
	P.O. BOX 511598														
	LOS ANGELES, CA 90051-8153														
245041	PO-240041	10/11/2023	1ST HALF PROPERTY 23/24	1	01-0000-0-5430-0000-7200-000-0000-00-100	NN	P							3,270.00	3,270.00
245041	PO-240041	10/11/2023	1ST HALF CYBER 23/24	1	01-0000-0-5430-0000-7200-000-0000-00-100	NN	P							238.00	238.00
245041	PO-240041	10/11/2023	1ST HALF LIABILITY 23/24	1	01-0000-0-5430-0000-7200-000-0000-00-100	NN	P							3,315.00	3,315.00
245041	PO-240041	10/11/2023	1ST HALF WORKER'S COMP 23/24	2	01-0000-0-9560-0000-0000-000-0000-00-000	NN	P							11,464.00	11,464.00
TOTAL PAYMENT AMOUNT											18,287.00 *	18,287.00			

008 LATROBE SCHOOL DISTRICT  
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Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT	ABA num GOAL FUNC LC1	Account num LOC2 L3 SCH T9MPS	EE ES	E-Term Liq Amt	E-ExtRef Net Amount
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100950/00 SCHOOLS INSURANCE AUTHORITY  
P.O. BOX 511598  
LOS ANGELES, CA 90051-8153

PV-240061	10/11/2023	EAP FEES/OCTOBER-TEACHERS		01-0000-0-3401-1110-1000-000-0000-00-100	NN	Y		44.48	
PV-240061	10/11/2023	EAP FEES/OCTOBER-STAFF		01-0000-0-3402-0000-2700-000-0000-00-100	NN	Y		10.05	
TOTAL PAYMENT AMOUNT								54.53 *	54.53

100915/00 TCG ADMINISTRATORS  
900 S. CAPITAL OF TX HWY  
STE 350  
AUSTIN, TX 78746

PV-240062	10/11/2023	403(B) FEES/SEPTEMBER		01-0000-0-5800-0000-2700-000-0000-00-100	NN			16.00	
TOTAL PAYMENT AMOUNT								16.00 *	16.00

TOTAL BATCH PAYMENT	26,188.10	***	0.00	26,188.10
TOTAL USE TAX AMOUNT				-289.87

TOTAL DISTRICT PAYMENT	26,188.10	****	0.00	26,188.10
TOTAL USE TAX AMOUNT				-289.87

TOTAL FOR ALL DISTRICTS:	26,188.10	****	0.00	26,188.10
TOTAL USE TAX AMOUNT				-289.87

Number of checks to be printed: 11, not counting voids due to stub overflows. 26,188.10  
Number of zero dollar checks: 3, will be printed.

Pursuant to Latrobe School District policy, the  
El Dorado County Superintendent of Schools  
is hereby authorized and directed to issue  
individual warrants to the payees named hereon.

District Designee

Date

10/11/23

008 LATROBE SCHOOL DISTRICT  
OCTOBER 20, 2023

J37750

ACCOUNTS PAYABLE PRELIST  
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0013

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y OBJT GOAL FUNC LC1 LC2 L3 SCH T9MPS				Liq Amt	Net Amount
101350/00	ALHAMBRA PO BOX 660579 DALLAS, TX 75266-0579							
245003 PO-240003	10/18/2023	INV.101323/BOTTLED WATER	1 01-0000-0-5520-0000-8200-000-0000-00-001 NN P				72.67	72.67
245003 PO-240003	10/18/2023	INV.101323/BOTTLED WATER	2 01-0000-0-5520-0000-8200-000-0000-00-002 NN P				72.66	72.66
		TOTAL PAYMENT AMOUNT		145.33 *				145.33
081696/00	AT&T P.O. BOX 5075 CAROL STREAM, IL 60197-5075		000000000					
245008 PO-240008	10/20/2023	ACCT.0518903091001/LONG DIST	1 01-0000-0-5901-0000-2700-000-0000-00-100 NN P				5.83	5.83
245008 PO-240008	10/20/2023	ACCT.0518903091001/LONG DIST	2 01-0000-0-5901-0000-2700-000-0000-00-001 NN P				5.84	5.84
245008 PO-240008	10/20/2023	ACCT.0518903091001/LONG DIST	3 01-0000-0-5901-0000-2700-000-0000-00-002 NN P				5.84	5.84
		TOTAL PAYMENT AMOUNT		17.51 *				17.51
100839/00	AT&T PO BOX 9011 CAROL STREAM, IL 60197-9011							
245005 PO-240005	10/19/2023	ACCT.8310010846704/INTERNET	1 01-0000-0-5901-0000-7700-000-0000-00-100 NN P				498.66	498.66
245005 PO-240005	10/19/2023	ACCT.8310010846704/INTERNET	2 01-0000-0-5901-0000-7700-000-0000-00-001 NN P				498.66	498.66
245005 PO-240005	10/19/2023	ACCT.8310010846704/INTERNET	3 01-0000-0-5901-0000-7700-000-0000-00-002 NN P				498.82	498.82
		TOTAL PAYMENT AMOUNT		1,496.14 *				1,496.14
100062/00	BANK OF AMERICA BUSINESS CARD P.O. BOX 15796 WILMINGTON, DE 19886-5796							
PV-240066	10/19/2023	SpotifySpotify	01-0000-0-4300-1110-1000-000-0000-00-002 NN					10.99
PV-240066	10/19/2023	PBIS SuppliesOTC Brands	01-0000-0-4300-1110-1000-000-0000-00-001 NN					114.23
PV-240066	10/19/2023	PBIS SuppliesOTC Brands	01-0000-0-4300-1110-1000-000-0000-00-001 NN					28.90
PV-240066	10/19/2023	Adobe AcrobatAdobe	01-0000-0-4300-0000-7100-000-0000-00-100 NN					19.99
PV-240066	10/19/2023	Yearly Subscrip-RSPZoom	01-6500-0-4300-5770-1120-000-0000-00-100 NN					149.90
PV-240066	10/19/2023	Maintenance SuppliesLowe	01-8150-0-4300-0000-8110-000-0000-00-002 NN					154.31
		TOTAL PAYMENT AMOUNT		478.32 *				478.32



008 LATROBE SCHOOL DISTRICT  
OCTOBER 20, 2023

J37750

ACCOUNTS PAYABLE PRELIST  
BATCH: 0013 OCTOBER 18, 2023

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Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT GOAL	ABA num FUNC LC1	Account num LOC2 L3 SCH T9MPS	EE ES Liq Amt	E-Term Net	E-ExtRef Amount
101026/00	CANON FINANCIAL SERVICES INC. 14904 COLLECTIONS CENTER DRIVE CHICAGO, IL 60693-0149		223056822						
245012	PO-240012	10/20/2023 INV.31384380/COPIER COSTS		1	01-0000-0-5630-1110-1000-000-0000-00-001	NN P	435.50		435.50
245012	PO-240012	10/20/2023 INV.31384380/COPIER COSTS		2	01-0000-0-5630-1110-1000-000-0000-00-002	NN P	435.51		435.51
245012	PO-240012	10/20/2023 INV.31384380/COPIER COSTS		3	01-0000-0-5630-0000-2700-000-0000-00-100	NN P	96.78		96.78
TOTAL PAYMENT AMOUNT							967.79	*	967.79
101391/00	CHRISTY WHITE 348 OLIVE STREET SAN DIEGO, CA 92103		272956198						
245078	PO-240078	10/19/2023 22-23 AUDIT PROGRESS PYMT		1	01-0000-0-5824-0000-7191-000-0000-00-100	NN P	5,850.00		5,850.00
TOTAL PAYMENT AMOUNT							5,850.00	*	5,850.00
100980/00	CSF/CJSF CENTRAL OFFICE 28241 CROWN VALLEY PARKWAY SUITE F #201 LAGUNA NIGUEL, CA 92677		000000000						
PV-240065	10/18/2023	MEMBERSHIP FEES 23-24			01-9012-0-5300-1110-1000-025-0000-00-002	NN			25.00
TOTAL PAYMENT AMOUNT							25.00	*	25.00
000126/00	EL DORADO COUNTY OFFICE OF ED 6767 GREEN VALLEY RD PLACERVILLE, CA 95667-0000								
245016	PO-240016	10/18/2023 IT SUPPORT/AUGUST		1	01-1100-0-5806-1110-1000-000-0000-00-100	NN P	1,782.00		1,782.00
245016	PO-240016	10/18/2023 IT SUPPORT/AUGUST		2	01-1100-0-5806-0000-7700-000-0000-00-100	NN P	1,782.00		1,782.00
245016	PO-240016	10/18/2023 IT SUPPORT/JULY		2	01-1100-0-5806-0000-7700-000-0000-00-100	NN P	870.75		870.75
245016	PO-240016	10/18/2023 IT SUPPORT/JULY		1	01-1100-0-5806-1110-1000-000-0000-00-100	NN P	870.75		870.75
TOTAL PAYMENT AMOUNT							5,305.50	*	5,305.50
011552/00	EL DORADO UNION HIGH SCHOOL DISTRICT: ACCTS REC. 4675 MISSOURI FLAT RD PLACERVILLE, CA 95667								
PV-240069	10/19/2023	NWR K-3 BUS SHUTTLE LES-MH			01-9012-0-5835-1110-1000-012-0000-00-001	NN			194.87
PV-240069	10/19/2023	ABLES ACRES FT TK-1			01-9012-0-5835-1110-1000-012-0000-00-002	NN			307.35
TOTAL PAYMENT AMOUNT							502.22	*	502.22

008 LATROBE SCHOOL DISTRICT  
OCTOBER 20, 2023

J37750

ACCOUNTS PAYABLE PRELIST  
BATCH: 0013 OCTOBER 18, 2023

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<< Held for Audit >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef	
Req Reference	Date	Description	FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH T9MPS	Liq Amt	Net Amount					
101035/00	EWING IRRIGATION PRODUCTS INC. PO BOX 208728 DALLAS, TX 75320-8728	941351799								
245020	PO-240020	10/18/2023	INV.20821195/MAINT SUPPLIES	1	01-8150-0-4300-0000-8200-000-0000-00-001	NN	P		92.48	92.48
245020	PO-240020	10/18/2023	INV.20821195/MAINT SUPPLIES	2	01-8150-0-4300-0000-8200-000-0000-00-002	NN	P		25.19	25.19
TOTAL PAYMENT AMOUNT									117.67 *	117.67
101012/00	GOLD COUNTRY HARDWARE & HOBBY 4121 CAMERON PARK DRIVE CAMERON PARK, CA 95682	800048605								
245023	PO-240023	10/20/2023	INV.20920/MAINTENANCE SUPP	1	01-8150-0-4300-0000-8200-000-0000-00-001	NN	P		24.32	24.32
245023	PO-240023	10/20/2023	INV.20920/MAINTENANCE SUPP	2	01-8150-0-4300-0000-8200-000-0000-00-002	NN	P		26.08	26.08
245023	PO-240023	10/20/2023	ENCUMBRANCE CHANGE	1	01-8150-0-4300-0000-8200-000-0000-00-001	NN	O		-100.00	0.00
245023	PO-240023	10/20/2023	ENCUMBRANCE CHANGE	1	01-8150-0-4300-0000-8200-000-0000-00-001	NN	C		28.54	0.00
245023	PO-240023	10/20/2023	ENCUMBRANCE CHANGE	2	01-8150-0-4300-0000-8200-000-0000-00-002	NN	O		-100.00	0.00
245023	PO-240023	10/20/2023	ENCUMBRANCE CHANGE	2	01-8150-0-4300-0000-8200-000-0000-00-002	NN	C		30.61	0.00
245023	PO-240023	10/20/2023	INV.20818/MAITENANCE SUPPLIES	1	01-8150-0-4300-0000-8200-000-0000-00-001	NN	P		50.26	50.26
245023	PO-240023	10/20/2023	INV.20818/MAITENANCE SUPPLIES	2	01-8150-0-4300-0000-8200-000-0000-00-002	NN	P		50.27	50.27
TOTAL PAYMENT AMOUNT									150.93 *	150.93
101410/00	GOLDEN POPPY SPEECH THERAPY 1047 UPLANDS DR EL DORADO HILLS, CA 95762	874215677								
245141	PO-240141	10/19/2023	INV.1/SPEECH ASSESS-AUGUST	1	01-6500-0-5811-5770-1180-000-0000-00-001	NN	P		525.00	525.00
245141	PO-240141	10/19/2023	INV.2/SPEECH ASSESS-SEPTEMBER	1	01-6500-0-5811-5770-1180-000-0000-00-001	NN	P		637.50	637.50
TOTAL PAYMENT AMOUNT									1,162.50 *	1,162.50
101216/00	HASTIE'S CAPITOL SAND & GRAVEL 9350 JACKSON RD SACRAMENTO, CA 95826									
PV-240067	10/19/2023	PYMT CRTN INV.202335 & 202301	01-8150-0-4300-0000-8110-000-0000-00-002	NN					41.08	41.08
TOTAL PAYMENT AMOUNT									41.08 *	41.08

008 LATROBE SCHOOL DISTRICT  
OCTOBER 20, 2023

J37750

ACCOUNTS PAYABLE PRELIST  
BATCH: 0013 OCTOBER 18, 2023

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<< Held for Audit >>

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef		
				FD RESC Y	OBJT GOAL	FUNC LC1	LOC2	L3	SCH	T9MPS	Liq Amt	Net Amount
101353/00	IT TAKES THE VILLAGE 4987 GOLDEN FOOTHILL PARKWAY STE 100 EL DORADO HILLS, CA 95762		352467410									
245031 PO-240031	10/18/2023	OT SERVICES/SEPTEMBER		1	01-6500-0-5811-5770-1180-000-0000-00-001	N6	P				300.00	300.00
245031 PO-240031	10/18/2023	OT SERVICES/SEPTEMBER		1	01-6500-0-5811-5770-1180-000-0000-00-001	N6	P				300.00	300.00
245137 PO-240137	10/18/2023	COUNSELING/SEPTEMBER		1	01-9012-0-5806-0000-3110-047-0000-00-001	N6	P				1,012.50	1,012.50
245137 PO-240137	10/18/2023	COUNSELING/SEPTEMBER		2	01-9012-0-5806-0000-3110-047-0000-00-002	N6	P				1,012.50	1,012.50
TOTAL PAYMENT AMOUNT											2,625.00	*
101384/00	LOZANO SMITH 7404 NORTH SPALDING AVENUE FRESNO, CA 93720-3370		800874383									
245126 PO-240126	10/18/2023	PROFESSIONAL SERVICES/SEPT		1	01-0000-0-5819-0000-7100-000-0000-00-100	NY	P				5,152.00	5,152.00
TOTAL PAYMENT AMOUNT											5,152.00	*
101411/00	MOLIERI, JACOB 3435 ROUTIER RD APT #56 SACRAMENTO, CA 95827											
PV-240068	10/19/2023	REIMB STALE DATED	CK# 90523968		01-0000-0-9598-0000-0000-000-0000-00-000	NN					176.69	176.69
TOTAL PAYMENT AMOUNT											176.69	*
101412/00	MORTON, GRACE 2640 CAMBRIDGE DRIVE CAMERON PARK, CA 95682											
PV-240070	10/20/2023	REIMB CROSS COUNTRY SUPPLIES			01-9012-0-4300-1133-4200-026-0000-00-002	NN					8.24	8.24
PV-240070	10/20/2023	REIMB CROSS COUNTRY SUPPLIES			01-9012-0-4300-1133-4200-026-0000-00-001	NN					8.23	8.23
TOTAL PAYMENT AMOUNT											16.47	*
101092/00	National Fire Systems Inc, 8521 Morrison Creek Drive Sacramento, CA 95828											
245036 PO-240036	10/18/2023	INV.107078/FIRE PUMP		1	01-8150-0-5806-0000-8200-000-0000-00-002	NN	P				270.00	270.00
245036 PO-240036	10/18/2023	INV.107068/FIRE PUMP		1	01-8150-0-5806-0000-8200-000-0000-00-002	NN	P				270.00	270.00
TOTAL PAYMENT AMOUNT											540.00	*

008 LATROBE SCHOOL DISTRICT  
OCTOBER 20, 2023

J37750

ACCOUNTS PAYABLE PRELIST  
BATCH: 0013 OCTOBER 18, 2023

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<< Held for Audit >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef		
Req Reference	Date	Description	FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH T9MPS	Liq Amt	Net Amount					
000232/00		PACIFIC GAS & ELECTRIC COMPANY PO BOX 997300 SACRAMENTO, CA 95899-7300								
245038	PO-240038	10/18/2023	ACCT.2549674067-8/LES	1	01-0000-0-5540-0000-8200-000-0000-00-001	NN	P	1,013.94	1,013.94	
245038	PO-240038	10/18/2023	ACCT.3265436500-9/MH	2	01-0000-0-5540-0000-8200-000-0000-00-002	NN	P	771.90	771.90	
TOTAL PAYMENT AMOUNT								1,785.84 *	1,785.84	
101205/00		PARENTSQUARE INC PO BOX 841604 LOS ANGELES, CA 90084	000000000							
245142	PO-240142	10/19/2023	INV.SI-006493/23-24	SUBSCRIPT	1	01-0000-0-5806-0000-8300-000-0000-00-100	NN	F	2,500.00	2,500.00
TOTAL PAYMENT AMOUNT								2,500.00 *	2,500.00	
TOTAL BATCH PAYMENT								29,055.99 ***	0.00	29,055.99
TOTAL DISTRICT PAYMENT								29,055.99 ****	0.00	29,055.99
TOTAL FOR ALL DISTRICTS:								29,055.99 ****	0.00	29,055.99
Number of checks to be printed:				20, not counting voids due to stub overflows.						29,055.99

Pursuant to Latrobe School District policy, the  
El Dorado County Superintendent of Schools  
is hereby authorized and directed to issue  
individual warrants to the payees named hereon.

  
District Designee

10/20/23  
Date



008 LATROBE SCHOOL DISTRICT J39013  
 OCTOBER 25, 2023

ACCOUNTS PAYABLE PRELIST  
 BATCH: 0014 OCTOBER 25, 2023

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 << Held for Audit >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH T9MPS	Liq Amt	Net Amount			
101403/00	NATIONAL BUSINESS FURNITURE 770 S 70TH ST MILWAUKEE, WI 53214	203851320						
245111 PO-240111	10/25/2023	INV.7977/TK KIDNEY TABLES	1 01-6053-0-4300-1110-1000-000-0000-00-001 NN F	1,753.79	1,753.79			
		TOTAL PAYMENT AMOUNT		1,753.79 *				
101129/00	OLNEY, KELLY 3128 SACRAMENTO STREET PLACERVILLE, CA 95667							
PV-240073	10/25/2023	REIMB CLASSROOM SUPPLIES	01-0000-0-4300-0000-2700-000-0000-00-002 NN		52.23			
PV-240073	10/25/2023	REIMB MILEAGE FOR VB GAMES	01-9012-0-5200-1133-4200-026-0000-00-002 NN		123.80			
PV-240073	10/25/2023	REIMB CLASSROOM SUPPLIES	01-9012-0-4300-1110-1000-009-0000-00-002 NN		179.57			
		TOTAL PAYMENT AMOUNT		355.60 *	355.60			
100810/00	PLACERVILLE UNION SCHOOL DIST. 1032 THOMPSON WAY PLACERVILLE, CA 95667							
PV-240071	10/25/2023	CBO SERVICES 7/1/23-9/30/23	01-0000-0-5810-0000-7300-000-0000-00-100 NN		22,662.44			
		TOTAL PAYMENT AMOUNT		22,662.44 *	22,662.44			
101413/00	Quarry Park Adventures 3900 Rocklin Rd, Ste 200 Rockline, CA 95677	833654286						
245147 PO-240147	10/25/2023	50% DEPOSIT 8TH GR TRIP	1 01-9012-0-5835-1110-1000-012-0000-00-002 NY P	1,083.90	1,083.90			
		TOTAL PAYMENT AMOUNT		1,083.90 *	1,083.90			
100260/00	SCHOOL SPECIALITY PO BOX 825640 PHILADELPHIA, PA 19182-5640	000000000						
245130 PO-240130	10/25/2023	INV.432291/PLAYGROUND BALLS	1 01-0000-0-4300-1110-1000-000-0000-00-002 NN F	446.94	430.20			
245130 PO-240130	10/25/2023	INV.432291/PLAYGROUND BALLS	2 01-0000-0-4300-1110-1000-000-0000-00-001 NN F	1,354.04	1,303.33			
		TOTAL PAYMENT AMOUNT		1,733.53 *	1,733.53			

008 LATROBE SCHOOL DISTRICT  
OCTOBER 25, 2023

J39013

ACCOUNTS PAYABLE PRELIST  
BATCH: 0014 OCTOBER 25, 2023

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH T9MPS	Liq Amt	Net Amount			

000298/00 SCOE  
FINANCIAL SERVICES  
P.O. BOX 269003  
SACRAMENTO, CA 95826-9003

PV-240072	10/25/2023	INV.240910/SCIENCE CAMP 23-24	01-9012-0-5835-1110-1000-015-0000-00-002 NN					3,174.00
		TOTAL PAYMENT AMOUNT		3,174.00 *				3,174.00

TOTAL BATCH PAYMENT				34,154.84 ***		0.00		34,154.84
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TOTAL DISTRICT PAYMENT				34,154.84 ****		0.00		34,154.84
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TOTAL FOR ALL DISTRICTS:				34,154.84 ****		0.00		34,154.84
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Number of checks to be printed: 10, not counting voids due to stub overflows. 34,154.84

Pursuant to Latrobe School District policy, the  
El Dorado County Superintendent of Schools  
is hereby authorized and directed to issue  
individual warrants to the payees named hereon.

  
District Designee

10/25/23  
Date

008 LATROBE SCHOOL DISTRICT  
NOVEMBER 1, 2023

J40765

ACCOUNTS PAYABLE PRELIST  
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0015

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT	ABA num GOAL FUNC LC1	Account num LOC2 L3 SCH T9MPS	EE ES	E-Term Liq Amt	E-ExtRef Net Amount
100776/00	AT&T MOBILITY P.O. BOX 6463 CAROL STREAM, IL 60197-6463								
245007 PO-240007	11/01/2023	ACCT.287252191647/CELL PHONE		1 01-0000-0-5901-0000-2700-000-0000-00-100 NN P				170.87	170.87
		TOTAL PAYMENT AMOUNT				170.87 *			170.87
000126/00	EL DORADO COUNTY OFFICE OF ED 6767 GREEN VALLEY RD PLACERVILLE, CA 95667-0000								
245015 PO-240015	11/01/2023	IT SUPPORT/SEPTEMBER		1 01-6500-0-7142-5750-9200-000-0000-00-100 NN P				2,592.00	2,592.00
		TOTAL PAYMENT AMOUNT				2,592.00 *			2,592.00
100942/00	EL DORADO COUNTY SHERIFF FISCAL DIVISION-ALARMS 200 INDRUSTRIAL DRIVE PLACERVILLE, CA 95667		000000000						
245153 PO-240153	11/01/2023	INV.73974/ALARM PERMIT		1 01-0000-0-5300-0000-8300-000-0000-00-001 NN F				25.00	25.00
		TOTAL PAYMENT AMOUNT				25.00 *			25.00
101258/00	GAUTSCHI, SAMANTHA 3070 ROYAL DRIVE CAMERON PARK, CA 95682		000000000						
PV-240077	11/01/2023	REIMB CULINARY ACCOUNTING CODE		01-0000-0-4300-1110-1000-000-0000-00-002 NN					337.44
		TOTAL PAYMENT AMOUNT				337.44 *			337.44
100034/00	HILLYARD/SACRAMENTO P.O. BOX 801400 KANSAS CITY, MO 64180-1400								
245027 PO-240027	11/01/2023	INV.605284103/MAINTENANCE		SUPP 1 01-0000-0-4300-0000-8200-000-0000-00-001 NN P				759.08	759.08
245027 PO-240027	11/01/2023	INV.605284103/MAINTENANCE		SUPP 2 01-0000-0-4300-0000-8200-000-0000-00-002 NN P				759.08	759.08
		TOTAL PAYMENT AMOUNT				1,518.16 *			1,518.16



Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef		
Req Reference	Date	Description	FD	RESC	Y OBJT GOAL FUNC LC1	LOC2	L3	SCH	T9MPS	Liq Amt	Net Amount
083043/00	HOME DEPOT CREDIT SERVICES DEPT. 32-2540181868 P.O. BOX 78047 PHOENIZ, AZ 85062-8047										
245028	PO-240028	11/01/2023	INV.1024501/MAINTENANCE	SUPPL	1	01-8150-0-4300-0000-8110-000-0000-00-001	NN	P		17.53	17.53
245028	PO-240028	11/01/2023	INV.1024501/MAINTENANCE	SUPPL	2	01-8150-0-4300-0000-8110-000-0000-00-002	NN	P		37.70	37.70
245028	PO-240028	11/01/2023	INV.1212829/MAINTENANCE	SUPPL	1	01-8150-0-4300-0000-8110-000-0000-00-001	NN	P		15.04	15.04
245028	PO-240028	11/01/2023	INV.1212829/MAINTENANCE	SUPPL	2	01-8150-0-4300-0000-8110-000-0000-00-002	NN	P		32.33	32.33
245028	PO-240028	11/01/2023	INV.9622909/SHORT PAID		2	01-8150-0-4300-0000-8110-000-0000-00-002	NN	P		0.22	0.22
			TOTAL PAYMENT AMOUNT							102.82 *	102.82
101163/00	JARED MEREDITH 1120 SHADOW HAWK DRIVE SHINGLE SPRINGS, CA 95682										
	PV-240079	11/01/2023	REIMB BOARD MEDICAL/NOVEMBER			01-0000-0-3902-0000-7100-000-0000-00-100	NN				176.32
			TOTAL PAYMENT AMOUNT							176.32 *	176.32
001353/00	LATROBE SCHOOL DISTRICT PETTY CASH 7900 SOUTH SHINGLE ROAD SHINGLE SPRINGS, CA 95682-000										
	PV-240076	11/01/2023	REIMB PETTY CASH CK #1166			01-0000-0-4300-0000-2700-000-0000-00-100	NN				41.88
			TOTAL PAYMENT AMOUNT							41.88 *	41.88
101168/00	MITCHELMORE, JOCELYN 1314 CROMWELL COURT EL DORADO HILLS, CA 95762	516218685									
245129	PO-240129	11/01/2023	INV.1233/GLAD TRAINING-GM		1	01-6266-0-5200-1110-1000-000-0000-00-002	NY	F		203.00	166.74
245129	PO-240129	11/01/2023	INV.1233/GLAD TRAINING-GM		2	01-6053-0-5200-1110-1000-000-0000-00-001	NY	F		1,501.50	1,233.26
			TOTAL PAYMENT AMOUNT							1,400.00 *	1,400.00

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y	OBJT	GOAL	ABA num FUNC	Account num LC1 LOC2 L3 SCH T9MPS	EE	ES	E-Term Liq Amt	E-ExtRef Net Amount
101092/00	National Fire Systems Inc, 8521 Morrison Creek Drive Sacramento, CA 95828											
245036 PO-240036	11/01/2023	INV.107088/FIREPUMP	SER & FUEL 1	01-8150-0-5806-0000-8200-000-0000-00-002	NN	P					580.73	580.73
245036 PO-240036	11/01/2023	INV.107081/FIREPUMP	SER & FUEL 1	01-8150-0-5806-0000-8200-000-0000-00-002	NN	P					569.73	569.73
											TOTAL PAYMENT AMOUNT	1,150.46 *
100287/00	PINOTTI, JEAN 185 SPANISH STREET SUTTER CREEK, CA 95685		550744377									
PV-240082	11/01/2023	REIMB MEDICAL RETIREE/NOVEMBER	01-0000-0-3901-0000-7100-000-0000-00-100	NN								457.60
											TOTAL PAYMENT AMOUNT	457.60 *
100190/00	SAITMAN, JANET 4601 SUMMER CREEK COURT SHINGLE SPRINGS, CA 95682		553354664									
PV-240080	11/01/2023	REIMB BOARD MEDICAL/NOVEMBER	01-0000-0-3902-0000-7100-000-0000-00-100	NN								750.00
											TOTAL PAYMENT AMOUNT	750.00 *
080432/00	U.S. BANK P.O. BOX 790428 ST. LOUIS, MO 63179-0428		000000000									
245118 PO-240118	11/01/2023	STU SUPPLIES	1	01-6053-0-4300-1110-1000-000-0000-00-001	NN	P					12.85	12.85
245118 PO-240118	11/01/2023	STU SUPPLIES	2	01-9012-0-4200-0000-2420-012-0000-00-001	NN	P					0.85	0.85
245118 PO-240118	11/01/2023	STU SUPPLIES	4	01-0000-0-4300-0000-2700-000-0000-00-100	NN	P					1.98	1.98
245118 PO-240118	11/01/2023	STU SUPPLIES	3	01-0000-0-4300-1110-1000-000-0000-00-002	NN	P					1.27	1.27
245118 PO-240118	11/01/2023	STU SUPPLIES	1	01-6053-0-4300-1110-1000-000-0000-00-001	NN	P					7.72	7.72
245118 PO-240118	11/01/2023	STU SUPPLIES	2	01-9012-0-4200-0000-2420-012-0000-00-001	NN	P					0.51	0.51
245118 PO-240118	11/01/2023	STU SUPPLIES	4	01-0000-0-4300-0000-2700-000-0000-00-100	NN	P					1.19	1.19
245118 PO-240118	11/01/2023	STU SUPPLIES	3	01-0000-0-4300-1110-1000-000-0000-00-002	NN	P					0.76	0.76
245122 PO-240122	11/01/2023	SET OF CLASS CURRICULUM BKS	1	01-0000-0-4100-1110-1000-000-0000-00-002	NN	F					278.06	278.11
											TOTAL PAYMENT AMOUNT	305.24 *

008 LATROBE SCHOOL DISTRICT  
NOVEMBER 1, 2023

J40765

ACCOUNTS PAYABLE PRELIST  
BATCH: 0015 NOVEMBER 1, 2023

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<< Held for Audit >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH T9MPS			Liq Amt	Net Amount	

101094/00	WORTH, SPARROW 8600 SOUTH SHINGLE RD SHINGLE SPRINGS, CA 95682	562451600						
PV-240078	11/01/2023	REIMB SPED SUPPLIES	01-6500-0-4300-5770-1120-000-0000-00-001	NN			99.99	
PV-240078	11/01/2023	REIMB STAFF SUPPLIES	01-0000-0-4300-0000-2700-000-0000-00-100	NN			91.97	
PV-240078	11/01/2023	REIMB PBIS SUPPLIES	01-9012-0-4300-1110-1000-014-0000-00-002	NN			51.67	
TOTAL PAYMENT AMOUNT							243.63 *	243.63

101159/00	YARNELL, JAMES SCOT 1541 SHADOW HAWK DRIVE SHINGLE SPRINGS, CA 95682	574180873						
PV-240081	11/01/2023	REIMB BOARD MEDICAL/NOVEMBER	01-0000-0-3902-0000-7100-000-0000-00-100	NN			475.80	
TOTAL PAYMENT AMOUNT							475.80 *	475.80

TOTAL BATCH PAYMENT	9,747.22 ***	0.00	9,747.22
TOTAL DISTRICT PAYMENT	9,747.22 ****	0.00	9,747.22
TOTAL FOR ALL DISTRICTS:	9,747.22 ****	0.00	9,747.22

Number of checks to be printed: 15, not counting voids due to stub overflows. 9,747.22

Pursuant to Latrobe School District policy, the  
El Dorado County Superintendent of Schools  
is hereby authorized and directed to issue  
individual warrants to the payees named hereon.

District Designee

Date

10/1/23

008 LATROBE SCHOOL DISTRICT  
 NOVEMBER 7, 2023

J42201

ACCOUNTS PAYABLE PRELIST  
 BATCH: 0016 NOVEMBER 7, 2023

APY500 L.00.22 11/07/23 15:40 PAGE 1  
 << Held for Audit >>

0016

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef	
Req Reference	Date	Description	FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH T9MPS	Liq Amt	Net Amount				
100839/00	AT&T PO BOX 9011 CAROL STREAM, IL 60197-9011								
245006	PO-240006	11/07/2023	BAN:9391047287/PHONE SERVICE	1	01-0000-0-5901-0000-2700-000-0000-00-100	NN	P	27.62	27.62
245006	PO-240006	11/07/2023	BAN:9391047287/PHONE SERVICE	3	01-0000-0-5901-0000-2700-000-0000-00-001	NN	P	27.60	27.60
245006	PO-240006	11/07/2023	BAN:9391047287/PHONE SERVICE	2	01-0000-0-5901-0000-2700-000-0000-00-002	NN	P	27.60	27.60
245006	PO-240006	11/07/2023	BAN:9391007284/PHONE SERVICE	1	01-0000-0-5901-0000-2700-000-0000-00-100	NN	P	68.60	68.60
245006	PO-240006	11/07/2023	BAN:9391007284/PHONE SERVICE	3	01-0000-0-5901-0000-2700-000-0000-00-001	NN	P	68.57	68.57
245006	PO-240006	11/07/2023	BAN:9391007284/PHONE SERVICE	2	01-0000-0-5901-0000-2700-000-0000-00-002	NN	P	68.57	68.57
			TOTAL PAYMENT AMOUNT					288.56 *	288.56
101186/00	CALIFORNIA KINDERGARTEN ASSOC 1014 CHIPPENDALE WAY ROSEVILLE, CA 95661								
245146	PO-240146	11/07/2023	TK/KINDER CONFERENCE	1	01-6053-0-5200-1110-1000-000-0000-00-001	NN	F	375.00	375.00
			TOTAL PAYMENT AMOUNT					375.00 *	375.00
101071/00	CALIFORNIACHOICE BENEFIT ADMIN ATTN: ACCOUNTS RECEIVABLE PO BOX 7088 ORANGE, CA 92863-7088	330115986							
245013	PO-240013	11/07/2023	MEDICAL/DECEMBER	1	01-0000-0-9570-0000-0000-000-0000-00-000	NN	P	13,569.11	13,569.11
			TOTAL PAYMENT AMOUNT					13,569.11 *	13,569.11
101398/00	CLS LABS 3249 FITZGERALD RD RANCHO CORDOVA, CA 95742	943203817							
245099	PO-240099	11/07/2023	INV.3101522/WATER TESTING	OCT 1	01-0000-0-5800-0000-8200-000-0000-00-002	NN	P	30.00	30.00
245099	PO-240099	11/07/2023	INV.3101523/WATER TESTING	OCT 2	01-0000-0-5800-0000-8200-000-0000-00-001	NN	P	30.00	30.00
			TOTAL PAYMENT AMOUNT					60.00 *	60.00

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH T9MPS	Liq Amt	Net Amount			
100908/00	EL DORADO DISPOSAL A WASTE CONNECTION CO. PO BOX 7428 PASADENA, CA 91109-7428							
245018 PO-240018	11/07/2023	ACCT.4030-10243/MH	2 01-0000-0-5560-0000-8200-000-0000-00-002	NN P	308.80	308.80		
245018 PO-240018	11/07/2023	ACCT.4030-10260/LES	1 01-0000-0-5560-0000-8200-000-0000-00-001	NN P	150.63	150.63		
		TOTAL PAYMENT AMOUNT			459.43 *	459.43		
000761/00	FOLLETT SCHOOL SOLUTIONS INC. 91826 COLLECTION CENTER DRIVE CHICAGO, IL 60693-0918	000000000						
245117 PO-240117	11/07/2023	INV.730629F/PTC LIBRARY BKS	1 01-9012-0-4200-0000-2420-012-0000-00-001	YN P	65.68	65.68		
		TOTAL PAYMENT AMOUNT			65.68 *	65.68		
		TOTAL USE TAX AMOUNT				4.76		
100875/00	HUNT & SONS INC. PO BOX 101630 PASADENA, CA 91189-1630							
245030 PO-240030	11/07/2023	INV.684319/MAINTENANCE SUPPLY	1 01-0000-0-4370-0000-8100-000-0000-00-001	NN P	41.56	41.56		
245030 PO-240030	11/07/2023	INV.684319/MAINTENANCE SUPPLY	2 01-0000-0-4370-0000-8100-000-0000-00-002	NN P	41.57	41.57		
		TOTAL PAYMENT AMOUNT			83.13 *	83.13		
101116/00	NWEA PO BOX 2745 PORTLAND, OR 97208-2745	930686108						
245154 PO-240154	11/07/2023	INV.104649/SCIENCE MAP TESTING	1 01-0000-0-4300-1110-1000-032-0000-00-002	NN F	206.25	206.25		
		TOTAL PAYMENT AMOUNT			206.25 *	206.25		
000232/00	PACIFIC GAS & ELECTRIC COMPANY PO BOX 997300 SACRAMENTO, CA 95899-7300							
245038 PO-240038	11/07/2023	ACCT.4463182038-6/LES	1 01-0000-0-5540-0000-8200-000-0000-00-001	NN P	674.85	674.85		
245038 PO-240038	11/07/2023	ACCT.3223769836-3/MH	2 01-0000-0-5540-0000-8200-000-0000-00-002	NN P	1,183.70	1,183.70		
		TOTAL PAYMENT AMOUNT			1,858.55 *	1,858.55		

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT	ABA num GOAL FUNC LC1	Account num LOC2 L3 SCH T9MPS	EE ES Liq Amt	E-Term Net Amount	E-ExtRef
101146/00	RESHA, CHRIS 6721 SODALITE ST EL DORADO, CA 95623								
	PV-240083 11/07/2023	REIMB CLASSROOM SUPPLIES		01-9012-0-4300-1110-1000-001-0000-00-001	NN		160.98		
		TOTAL PAYMENT AMOUNT				160.98 *	160.98		
100717/00	STAPLES PO BOX 660409 DALLAS, TX 75266-0409								
245043 PO-240043	11/07/2023	INV.3550535808/OFF SUPPLIES	1	01-0000-0-4300-0000-2700-000-0000-00-100	NN P		272.23		
		TOTAL PAYMENT AMOUNT				272.23 *	272.23		
080432/00	U.S. BANK P.O. BOX 790428 ST. LOUIS, MO 63179-0428		000000000						
245118 PO-240118	11/07/2023	STU SUPPLIES	1	01-6053-0-4300-1110-1000-000-0000-00-001	NN P		0.56		0.56
245118 PO-240118	11/07/2023	STU SUPPLIES	3	01-0000-0-4300-1110-1000-000-0000-00-002	NN P		0.06		0.06
245118 PO-240118	11/07/2023	STU SUPPLIES	2	01-9012-0-4200-0000-2420-012-0000-00-001	NN P		0.04		0.04
245118 PO-240118	11/07/2023	STU SUPPLIES	4	01-0000-0-4300-0000-2700-000-0000-00-100	NN P		0.09		0.09
245136 PO-240136	11/07/2023	TK SUPPLIES	1	01-6053-0-4300-1110-1000-000-0000-00-001	NN P		559.03		559.03
PV-240084	11/07/2023	Main SuppHome Depot		01-8150-0-4300-0000-8200-000-0000-00-002	NN				35.60
PV-240084	11/07/2023	Off Supp24028		01-0000-0-4300-0000-2700-000-0000-00-002	NN				35.59
PV-240084	11/07/2023	Playgrd balls24028		01-0000-0-4300-1110-1000-000-0000-00-002	NN				116.90
PV-240084	11/07/2023	Main Supp24028		01-8150-0-4300-0000-8200-000-0000-00-002	NN				70.65
PV-240084	11/07/2023	Office Supplies		01-0000-0-4300-0000-2700-000-0000-00-100	NN				218.01
PV-240084	11/07/2023	Off Supp24029		01-0000-0-4300-0000-2700-000-0000-00-002	NN				238.52
PV-240084	11/07/2023	Main Supp24030		01-8150-0-4300-0000-8200-000-0000-00-002	NN				52.83
PV-240084	11/07/2023	Main Supp24031		01-8150-0-4300-0000-8200-000-0000-00-002	NN				22.17
PV-240084	11/07/2023	Soccer Supp24029		01-9012-0-4300-1133-4200-026-0000-00-002	NN				110.01
PV-240084	11/07/2023	Playgrd balls24030		01-0000-0-4300-1110-1000-000-0000-00-002	NN				53.61
PV-240084	11/07/2023	Main Supp24031		01-8150-0-4300-0000-8200-000-0000-00-002	NN				27.86
PV-240084	11/07/2023	Main Supp24031		01-8150-0-4300-0000-8200-000-0000-00-001	NN				15.95
PV-240084	11/07/2023	Main SuppHome Depot		01-8150-0-4300-0000-8200-000-0000-00-001	NN				38.61
PV-240084	11/07/2023	Main Supp23032		01-8150-0-4300-0000-8200-000-0000-00-001	NN				165.50
PV-240084	11/07/2023	Main Supp24031		01-8150-0-4300-0000-8200-000-0000-00-002	NN				16.61
PV-240084	11/07/2023	Off Supp24033		01-0000-0-4300-0000-2700-000-0000-00-002	NN				104.12
PV-240084	11/07/2023	Cust Supp24034		01-8150-0-4300-0000-8200-000-0000-00-001	NN				94.60
PV-240084	11/07/2023	Stu Supp24034		01-0000-0-4300-1110-1000-000-0000-00-001	NN				220.78
PV-240084	11/07/2023	Off Supp24034		01-0000-0-4300-0000-2700-000-0000-00-001	NN				139.33
PV-240084	11/07/2023	Off Supp24034		01-0000-0-4300-0000-2700-000-0000-00-001	NN				15.00
		TOTAL PAYMENT AMOUNT				2,352.03 *	2,352.03		

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT	ABA num GOAL FUNC LC1	Account num LOC2 L3 SCH T9MPS	EE ES Liq Amt	E-Term Net Amount	E-ExtRef Net Amount
				TOTAL BATCH PAYMENT		19,750.95 ***	0.00		19,750.95
				TOTAL USE TAX AMOUNT					4.76
				TOTAL DISTRICT PAYMENT		19,750.95 ****	0.00		19,750.95
				TOTAL USE TAX AMOUNT					4.76
				TOTAL FOR ALL DISTRICTS:		19,750.95 ****	0.00		19,750.95
				TOTAL USE TAX AMOUNT					4.76

Number of checks to be printed: 12, not counting voids due to stub overflows. 19,750.95

Pursuant to Latrobe School District policy, the  
El Dorado County Superintendent of Schools  
is hereby authorized and directed to issue  
individual warrants to the payees named hereon.

District Designee

Date

11/7/23

## **E-Rate Consultation Services Agreement**

This Agreement is made between Latrobe School District ("Client") with a principal place of business at 7900 S. Shingle Road, Shingle Springs, CA, 95682 and Henry (Rick) Del Valle aka RDV Consulting Services ("Consultant"), with a principal place of business at 1945 S Ocean Drive, Unit 2111, Hallandale Beach, FL 33009.

### **1. Services to be Performed**

Consultant agrees to perform the services described in Exhibit A, which is attached to this Agreement. Client agrees to provide information as described in Exhibit B, which is also attached to this Agreement.

### **2. Payment**

A. In consideration for the services to be performed by Consultant, Client agrees to pay Consultant **\$400.00 per year** for E-Rate activities performed in support of submission of documentation and funding of E-Rate discounts for Client for E-Rate (and fiscal) years 2024-2025, 2025-2026, and 2026-2027.

B. Activities performed in support of Category Two applications, including developing technical specifications, writing or revising the RFP, and evaluating vendor responses, in addition to Form 470/471 activities, shall be billed at the additional amount of not to exceed **\$400.00 each year**. This is only for those years where Category Two services are applied for.

Consultant's total compensation shall not exceed **\$800.00** upon completion, during each year of the three years of contract activities, without Client's written consent.

### **3. Terms of Payment**

**Consultant shall be paid \$200.00 upon signing this Agreement, or on or about October 15, whichever date is later in the fiscal year; the remaining amount is due when Consultant completes the services and submits an invoice, on or about May 15 of each fiscal year as noted above.** Completion of SLD Form 486, and SLD notification of acceptance, shall be considered as successful completion of Consultant services. Client shall pay Consultant within 30 days from the date of Consultant's invoice.

### **4. Expenses**

Consultant shall be responsible for all travel and lodging expenses incurred while performing services under this Agreement, except as previously approved by Client.

### **5. Materials**

Consultant will furnish all materials, equipment, and supplies used to provide the services required by this Agreement. Client shall provide any data related to client needs, qualifications for E-Rate services and discounts, and other related materials as needed by Consultant, in a timely manner to ensure compliance with FCC and SLD guidelines and critical activity dates.

### **6. Intellectual Property Ownership**

Consultant assigns to Client all patent, copyright, and trade secret rights in anything created



or developed by Consultant for Client under this Agreement. This assignment is conditioned upon full payment of the compensation due Consultant under this Agreement.

Consultant shall help prepare any documents Client considers necessary to secure any copyright, patent, or other intellectual property rights at no charge to Client. However, Client shall reimburse Consultant for reasonable out-of-pocket expenses.

#### **7. Consultant's Reusable Materials**

Consultant owns or holds a license to use and sublicense various materials in existence before the start date of this Agreement ("Consultant's Materials"). Consultant's Materials include, but are not limited to, those items that may be identified in Exhibit C, if attached to and made part of this Agreement. Consultant may, at its option, include Consultant's Materials in the work performed under this Agreement. Consultant retains all right, title and interest, including all copyrights, patent rights and trade secret rights in Consultant's Materials. Consultant grants Client a royalty-free nonexclusive license to use any of Consultant's Materials incorporated into the work performed by Consultant under this Agreement. The license shall have a perpetual term and may not be transferred by Client.

#### **8. Term of Agreement**

This agreement will become effective when signed by both parties and will terminate on the earlier of:

- the date Consultant completes the services required by this Agreement

Or

- the date a party terminates the Agreement as provided below.

#### **9. Terminating the Agreement**

With reasonable cause, either party may terminate this Agreement effective immediately by giving written notice of cause for termination. Reasonable cause includes:

- a material violation of this Agreement, or
- nonpayment of Consultant's compensation after 20 days written demand for payment.

Consultant shall be entitled to full payment for services performed prior to the effective date of termination.

#### **10. Independent Contractor Status**

Consultant is an independent contractor, not Client's employee. Consultant's employees or subcontractors are not Client's employees. Consultant and Client agree to the following rights consistent with an independent contractor relationship.

Consultant has the right to perform similar services for others during the term of this Agreement.

Consultant has the sole right to control and direct the means, manner, and method by which the services required by this Agreement will be performed.

Consultant has the right to hire assistants as subcontractors or to use employees at

Consultant's own cost to provide the services required by this Agreement.

Client shall not require Consultant or Consultant's employees or subcontractors to devote full time to performing the services required by this Agreement.

Neither Consultant nor Consultant's employees or subcontractors are eligible to participate in any employee pension, health, vacation pay, sick pay, or other fringe benefit plan of Client.

#### **11. Local, State, and Federal Taxes**

Consultant shall pay all income taxes and FICA (Social Security and Medicare taxes) incurred while performing services under this Agreement. Client **will not**:

- withhold FICA from Consultant's payments or make FICA payments on Consultant's behalf
- make state or federal unemployment compensation contributions on Consultant's behalf, or
- withhold state or federal income tax from Consultant's payments.

The charges included here do not include taxes. If Consultant is required to pay any federal, state, or local sales, use, property, or value added taxes based on the services provided under this Agreement, the taxes shall be separately billed to Client. Client shall be responsible for paying any interest or penalties incurred due to late payment or nonpayment of any taxes by Client.

#### **12. Exclusive Agreement**

This is the entire Agreement between Consultant and Client.

#### **13. Modifying the Agreement**

Client and Consultant recognize that:

- Consultant's original cost and time estimates may be too low due to unforeseen events or to factors unknown to Consultant when this Agreement was made
- Client may desire a mid-project change in Consultant's services that would add time and cost to the project and possibly inconvenience Consultant, or
- other provisions of this Agreement may be difficult to carry out due to unforeseen circumstances.

If any intended changes or any other events beyond the parties' control require adjustments to this Agreement, the parties shall make a good faith effort to agree on all necessary particulars. Such agreements shall be put in writing, signed by the parties, and added to this Agreement.

#### **14. Resolving Disputes**

If a dispute arises under this Agreement, any party may take the matter to court. If any court action is necessary to enforce this Agreement, the prevailing party shall be entitled to reasonable attorney fees, costs, and expenses in addition to any other relief to which the party may be entitled.

**15. Limited Liability**

This provision allocates the risks under this Agreement between Consultant and Client. Consultant's pricing reflects the allocation of risk and limitation of liability specified below.

Consultant's total liability to Client under this Agreement for damages, costs, and expenses shall not exceed the compensation received by Consultant under this Agreement. However, Consultant shall remain liable for bodily injury or personal property damage resulting from grossly negligent or willful actions of Consultant or Consultant's employees or agents while on Client's premises to the extent such actions or omissions were not caused by Client.

NEITHER PARTY TO THIS AGREEMENT SHALL BE LIABLE FOR THE OTHER'S LOST PROFITS OR SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, WHETHER IN AN ACTION IN CONTRACT OR TORT, EVEN IF THE PARTY HAS BEEN ADVISED BY THE OTHER PARTY OF THE POSSIBILITY OF SUCH DAMAGES.

**16. Notices**

All notices and other communications in connection with this Agreement shall be in writing and shall be considered given as follows:

- when delivered personally to the recipient's address as stated on this Agreement
- three days after being deposited in the United States mail, with postage prepaid to the recipient's address as stated on this Agreement, or
- when sent by fax or electronic mail, such notice is effective upon receipt provided that a duplicate copy of the notice is promptly given by first class mail, or the recipient delivers a written confirmation of receipt.

**17. No Partnership**

This Agreement does not create a partnership relationship. Neither party has authority to enter into contracts on the other's behalf.

**18. Applicable Law**

This Agreement will be governed by the laws of the state of California.

**19. Assignment and Delegation**

Either Consultant or Client may assign its rights or may delegate its duties under this Agreement.

**Signatures**

Client: Marrobo School District

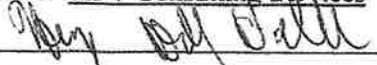
By: \_\_\_\_\_ Signature

Typed or Printed Name: Junifer Fusano

Title: CBO

Date: 10/23/23

Consultant: RDV Consulting Services

By:  Signature

Typed or Printed Name: Henry Del Valle

Title: Owner

Taxpayer ID Number: 20-3871858

Date: 10/23/23

### Exhibit A

Attachment to Agreement for E-Rate Consultation Services  
For Latrobe School District

Services to be provided by Consultant:

1. Collect data from Client and apply for E-Rate funding for Year 27 (July 1, 2024-June 30, 2025), Year 28 (July 1, 2025-June 30, 2026, and Year 29 (July 1, 2026-June 30, 2027
2. File SLD Form 470(s) on behalf of client by January 31 of 2024, 2025, and 2026
  - a. Include specifications for voice, data, and networking requirements.
  - b. Assist Client personnel in evaluating vendor responses.
  - c. Work with Client to negotiate contracts with vendors to ensure compliance with E-Rate guidelines.
  - d. Collect and save data to comply with SLD guidelines for audit purposes.
3. Collect data on Free and Reduced Lunch Program Eligibility of students within Client organization
4. File SLD Form 471 and related items by March-April XX, 2024, 2025, and 2026 **(date pending FCC's Schools & Library Division notification)**
  - a. Collect data from vendors as appropriate.
  - b. Determine discounts and funding amounts to be requested from E-Rate funds.
  - c. Ensure that Form 471 is accepted and approved by SLD.
  - d. Respond to any PIA audits from SLD in a timely manner, and ensure that responses are accurate and accepted by SLD.
5. File SLD Form 486 within 120 day window as defined by SLD

- a. Ensure filing done within 120 days after Funding Commitment Decision Letter (FCDL) received by Client.
6. Ensure that vendor documentation (i.e. Grids and/or Signature Pages) are filled out and returned in a timely manner so as not to lose any funding as approved by SLD.
7. Ensure that SLD Forms, such as BEAR Forms (Form 472), are filled out and submitted to vendors for E-Rate reimbursements to Client.
8. Once all the above has been completed, work with Client to determine that the project has been completed and that final payment will be made to Consultant within 30 days of the agreed-to completion date.

### **Exhibit B**

#### **Attachment to Agreement for E-Rate Consultation Services For Latrobe School District**

In support of Consultant, Client will agree to the following:

1. Provide Consultant with data on Free and Reduced Lunch Program Eligibility of students within Client organization, in a timely manner, as soon as possible after October SNP report is provided to the State of California, for each contracted year.
2. Provide Consultant with copies of vendor bills in a timely manner for Form 471

Expense estimation, and for processing of discounts (Form 472-BEAR).

3. Respond to Consultant requests for information relevant to USAC/SLD PIA audits and/or Selective Review Audits, within a 7 day timeframe, when possible.
4. Client will maintain an E-Rate binder every year, per USAC guidelines, for audit purposes, and Consultant will provide originals or copies of documents as needed for the binder.
1. Client will provide Consultant with a Purchase Order to cover the expenses related to this contract for the Fiscal Years 2024-2025, 2025-2026, 2026-2027, with an amount not to exceed \$800.00 noted on each P.O. **Please note that the fiscal year noted here is not the year for which the E-Rate funding is requested, it is the fiscal year in which Consultant does a majority of the work to secure E-Rate funding for the following fiscal year.**

**PROFESSIONAL SERVICES AGREEMENT**

BETWEEN  
LATROBE SCHOOL DISTRICT  
&  
CONNECTIONS ED CONSULTING, INC.

FOR EDUCATIONAL EVALUATION SERVICES

This agreement is made and entered into on October 24, 2023 in the State of California, by and between the Latrobe School District, the "District," and Connections Ed Consulting, Inc., the "Consultant," collectively the "Parties".

**RECITALS:**

**WHEREAS**, the District requires specialized services and/or advice in connection with certain instructional, financial, economic, accounting, administrative, entertainment, recreational, or amusement matters where such services and advice are not available to the District without cost either internally or from other public agencies; and

**WHEREAS**, the Consultant is specifically experienced and competent to provide to the District certain specialized services and/or advice in one or more of the foregoing areas; and

**WHEREAS**, the District desires the Consultant to provide these services, and Consultant is willing to provide these specialized services, in accordance with the terms and conditions contained herein.

**AGREEMENT:**

**NOW, THEREFORE**, in consideration of the covenants and agreements set forth herein, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

- I. **DESCRIPTION OF SERVICES ("Services")**
  - A. Consultant shall provide to the District, under the terms herein set forth, Educational Evaluations for special needs students including comprehensive testing, observation(s), file review, report to the parent/family and District and participation in the initial IEP meeting to discuss the evaluation results for the term of this Agreement.
  - B. Assessment/Educational Evaluation
    - i. The Assessment must be administered by the evaluator in the same type of location and/or setting as that used by the District in providing similar evaluations. If the District evaluations included classroom observations, the Consultant will be given access to the classroom.

- ii. The Assessment must be provided by the Consultant, who holds equivalent certifications, licenses, or other qualifications that would be required of the District staff providing similar evaluations.
- iii. The Consultant must comply with all State and Federal laws and requirements.
- iv. The Consultant may provide the District and the family with a copy of the report up to five days prior to the IEP Team meeting. The report must contain all necessary Assessment and eligibility sections. The report will contain the evaluator's name, title, license number, and an original signature of the evaluator who completed the Assessment.
  - 1. The original Assessment protocols and working file for the evaluation will be given to the District after the IEP meeting is held.
  - 2. The District will maintain the student's records, not the Consultant.
  - 3. Prior to emailing the report to the family, the Consultant will request parent consent to do so and will send the documents as password protected files.
  - 4. The results of the Assessment will be considered in the identification, program decisions, and educational services to be provided to the student with disabilities as required by the Individuals with Disabilities Education Act and/or Section 504 of the Rehabilitation Act of 1973.
  - 5. Assessment will not unilaterally control the decision-making process of the District.
  - 6. Consultant may use District's assessment test kits and protocols and upon request (of the District) or the District's report template.
  - 7. Consultant may be given access to District's Attendance, Grading, and/or IEP tracking software programs (examples: Aeries, SEIS, SIRUS).
  - 8. Consultant will initiate (psychologically related) required paperwork for the assessment (including assessment plans) or work with the other IEP assessors to ensure that paperwork is collected in a timely and legally compliant manner.
  - 9. Consultant will serve as a neutral third-party and not advocate on behalf of the parent or District. Information at IEP meetings will be provided as data for the IEP Team's consideration.
  - 10. The Consultant will not provide ERMHS/counseling, crisis counseling, threat assessments, attend SST meetings or other District functions/meetings.
  - 11. The Consultant will not provide consultation or trainings to staff without the District's consent.

## II. COMPENSATION

- A. The District agrees to compensate the Consultant for services rendered pursuant to this Agreement in accordance with the effective dates of this agreement, at the following rates:



- i. Full Psycho-Educational Initial or Triennial Independent Educational Evaluation (IEE): \$6,500 per Independent Educational Evaluation (for initial or triennial assessments, not to exceed 1 total assessments per effective dates of this contract (cost inclusive of mileage/travel, file reviews, assessment of students, phone calls with staff/parents/student, observations and interviews, report writing, and up to 3 hours of IEP meeting attendance per IEP). Assessments will be done in person. IEP attendance may either be in person or virtually, dependent upon Consultant's schedule. Billing will be done per assessment.
    - ii. Additional IEP Meeting Attendance: should the initial IEP be continued into additional meetings and the Consultant be required to attend; the District will be charged \$175/hour (inclusive of mileage if meeting is held in person).
  - B. Payment shall be provided as follows:
    - i. For each assessment, the first payment of \$2,500 will be provided to the Consultant obtaining signatures on this contract and within 30 days of the District's receipt of the Consultant's invoice.
    - ii. For each assessment, the final payment of \$4,000 will be provided to the assessor after the report is submitted to the District and within 30 days of the District's receipt of the Consultant's invoice.
    - iii. Any additional invoices will be paid within 30 days of District's receipt of the Consultant's submission of the invoice.
  - C. Upon completion of each assessment, the Consultant will submit an invoice to the District. Payment is due to the Consultant within thirty (30) days of the District's receipt of the Consultant's invoice.

### III. TERM AND TERMINATION

- A. The effective dates/term of this Agreement are for a period from October 24, 2023 through and including February 1, 2024.
- B. All services and materials must be rendered and received by the District by the end of the term.
- C. This Agreement may be terminated by either party without cause upon thirty (30) days written notice. In the event of termination without cause, the District shall pay the Consultant for all Services performed and all expenses incurred under this Agreement supported by documentary evidence up until the date of the notice of termination.
- D. In the event of a dispute between the Parties as to performance of the work or the interpretation of this Agreement, or payment or nonpayment for work performed or not performed, the Parties shall attempt to resolve the dispute. Pending resolution of the dispute, the Consultant will discontinue services until agreement is resolved.

### IV. OWNERSHIP

- A. Nothing in this Agreement shall be construed as granting the District any license, for any purpose, under any patent, copyright, or other intellectual property rights of the Consultant.

- B. District and Consultant will obtain prior written permission from each other before using the name, symbols, and/or marks of the other in any form of publicity in connection with the work performed under this Agreement. This shall not include legally required disclosures by the District that identifies the existence of this Agreement. Further, District's use of the name, symbols, and/or marks of the Consultant or the names of the Consultant's employees or independent contractors shall be limited to identification of Consultant as the purveyor of services under this Agreement.
- C. This agreement is for day-to-day operational support purposes and not for research purposes. The Consultant is prohibited from publishing any information, conclusions, or developments resulting from work under this Agreement.

**V. CERTIFICATIONS, REPRESENTATIONS, AND WARRANTIES**

Consultant makes the following certifications, representations and warranties for the benefit of the District; and Consultant acknowledges and agrees that the District, in deciding to engage Consultant pursuant to this Agreement, is relying upon the truth and validity of the following certifications, representations and warranties and their effectiveness throughout the term of this Agreement and the course of the Consultant's engagement hereunder:

- A. Consultant is qualified in all respects to provide to the District all the Services contemplated by this Agreement and, to the extent required by an applicable laws. Consultant has all such licenses and/or governmental approvals as would be required to carry out and perform for the benefit of the Districts, such Services are called for hereunder.
- B. Consultant, in providing the Services and in otherwise carrying out its obligations to the District under this Agreement, shall, at all times, comply with all applicable local, State and Federal laws, rules, regulations, ordinances, and standards, as well as the standards and requirements imposed by the District by Federal and/or State agencies providing funding to the District.
- C. Consultant shall abide by the District's tobacco-free environment. Smoking or the use of any tobacco products are prohibited in buildings and vehicles, or on any property owned, leased, or contracted by the District.
- D. Consultant shall abide by the District's compliance with the Drug-Free Workplace Act of 1990. Drug use (with the exception of prescription medication) are prohibited in buildings and vehicles, or on any property owned, leased, or contracted by the District.
- E. Consultant shall at all times exhibit a professional demeanor in alignment with the District's expectation of certificated and administrative staff. Failure to act and perform job duties in a professional manner may result in the District giving 30 days' notice of termination of this Agreement.
- F. Consultant shall follow the direction of District staff in the event of a school campus emergency or during school campus emergency practice drill, as to evacuation, assembly, emergency care, protection of persons and property, an ingress and egress to the campus. At any time that the Consultant is required to request emergency services while on

District property, the Consultant shall notify the site administrator, excluding a personal medical emergency.

## **VI. NOTICES**

All notices, claims, correspondence, reports, and/or statements authorized or required by the Agreement shall be addressed as follows:

Consultant: Meghan E. Magee, Ed.S., LEP#4271  
Connections Ed Consulting, Inc.  
P.O. Box 734  
Garden Valley, CA 95633  
Email: [meghan@connectionsedconsulting.com](mailto:meghan@connectionsedconsulting.com)  
Phone: 530-497-0830

District: Dave Scroggins, Superintendent  
Latrobe School District  
7900 S. Shingle Road  
Shingle Springs, CA 95682  
Email: [dscroggins@latrobeschool.com](mailto:dscroggins@latrobeschool.com)  
Phone: 530-677-0260

All notices shall be deemed effective when they are made in writing, addressed as indicated above, and deposited in the U.S. Mail. Any notices, correspondence, reports, and/or statements authorized or required by the Agreement addressed in any other fashion will not be acceptable, except invoices and other financial documents, which shall be addressed as indicated under the Section above titled, "COMPENSATION."

## **VII. INDEPENDENT CONTRACTOR**

It is expressly understood and agreed to by the Parties that the Consultant, in the performance of this Agreement, is an independent contractor and is not an officer, agent, or employee of the District. The Consultant is not entitled to benefits of any kind or nature normally provided employees of the District and/or to which District's employees are normally entitled, including, but not limited to, State Unemployment Insurance Compensation or Worker's Compensation.

## **VIII. INSURANCE AND DOCUMENTATION**

Consultant, at its sole cost and expense, shall secure and maintain in full force and effect throughout the term of this Agreement, policies of insurance with an insurer or insurers, qualified to do business in the state of California and acceptable to District which will protect the Consultant and District from claims which may arise out of or result from the Consultant's actions/inactions relating to this Agreement, whether such actions/inactions be by themselves or by any subcontractor or anyone employed by the Consultant.

- A. Worker's Compensation: The Consultant will procure, maintain and provide documentation of Worker's Compensation, in accordance with requirements under California State laws (if applicable).
- B. Other Insurance: The Consultant will procure, maintain and provide documentation of appropriate insurance to provide liability coverage. Insurance may include: commercial general liability, professional liability, and sexual abuse and molestation insurance (as applicable by law).
- C. Documentation: Upon signing this contract and prior to initiating working individually with student(s), the Consultant will provide the District with:
  - a. Cleared fingerprints and cleared criminal background check
  - b. Current TB test
  - c. Current License co-issued by the Board of Behavioral Sciences (BBS) and Department of Consumer Affairs (DCA) indicating this Consultant is a Licensed Educational Psychologist
  - d. Cleared report from the National Sexual Offenders Registry

**IX. HOLD HARMLESS**

District, including its Officers, agents and employees agrees to indemnify and hold harmless the Consultant of any and all claims, losses, actions, damages, expenses (including reasonable attorneys' fees) or liabilities arising out of negligent acts or omissions of the Consultant by reason of the operation of this Agreement.

Consultant shall assume full responsibility for payments of Federal, State, and local taxes or contributions imposed or required under the Social Security, Workers' Compensation and/or income tax laws, or any disability or unemployment law, or retirement contributions of any sort whatsoever, concerning the Consultant and shall further indemnify and hold harmless the Consultant from any such payment or liability arising out of or in any matter connected with the Consultant's performance under this Agreement. Consultant will not incur the costs of an Independent Educational Evaluation (IEE), if a parent seeks this remedy due to deficits in the Consultants evaluation and report.

**X. CONFLICT OF INTEREST**

Consultant confirms by signature to this Agreement, that it presently has no interest, including, but not limited to, other projects or independent agreements, and shall not acquire any such interest, direct or indirect, which are, or which the Consultant believes to be, incompatible in any manner or degree with the performance of services required to be preformed under this Agreement.

During the term of this Agreement, the Consultant will not approve Independent Educational Evaluations (IEEs) within the District, in order to avoid Conflict of Interest.

The Consultant, in accordance with the LEP Code of Ethics, will not engage in assessments which would create a conflict of interest. Examples include: assessing a friend's child who is an employee of the District; acting as an advocate for a personal friend against the District; providing consultation or training to District staff without consent of the District.

**XI. GOVERNING LAW AND VENUE**

This Agreement shall be governed by and construed in accordance with the laws of the State of California. Jurisdiction and venue shall be agreed upon in the appropriate courts in the county in which the services were provided.

**XII. NON-WAIVER**

The failure of either of the Parties to insist upon strict performance of any of the terms, conditions or covenants in this Agreement shall not be deemed a waiver of any right or remedy that either Party may have and shall not be deemed a waiver of any right or remedy for a subsequent breach or default of the terms, conditions or covenants herin contained.

**XIII. AUTHORITY**

The individuals executing this Agreement on behalf of the Parties each represent and warrant that they have the right and actual authority to bind the Parties to the terms and conditions hereof.

**XIV. ASSIGNMENT**

The Parties, respectively, bind themselves, their partners, officers, successors, assigns, and legal representatives to the other party to this Agreement with respect to the terms of this Agreement. Consultant shall not assign the whole or any part of this Agreement without the written consent of the District.

**XV. ENTIRE AGREEMENT/MODIFICATIONS**

This Agreement constitutes the entire Agreement between the Parties with respect to the subject matter hereof, and supersedes all prior negotiations and understandings, either written or oral. All exhibits referenced herein and attached hereto shall be deemed incorporated into and made a part of this Agreement by each reference as though fully set forth in each instance in the text hereof.

This Agreement may only be modified by written agreement signed by both Parties. The terms and conditions contained herein shall exclusively govern the Services to be provided hereunder.

**XVI. COUNTERPARTS**

The Parties may execute this Agreement in two or more counterparts, which shall, in aggregate, be signed by all of the Parties; each counterpart shall be deemed an original instrument as against any Party who has signed it. The Parties further agree that signatures sent by electronic mail, in

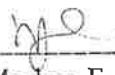
.pdf format or via an E-signature platform (ex: Docusign, Easysign, or other such entities to obtain electronic signatures), shall be treated as original signatures to this Agreement.

**XVII. SURVIVAL**

Articles III, V, VI, VII, X, XII and this Article (XVII) shall survive termination or expiration of this Agreement.

IN WITNESS WHEREOF, the Parties hereto on the day and year written below have executed this Agreement:


The Consultant:  
Connections Ed Consulting, Inc.

  
\_\_\_\_\_  
Meghan E. Magee, Ed.S., LEP #4271  
Licensed Educational Psychologist

10/27/23

\_\_\_\_\_  
Date

The District:  
Latrobe School District

  
\_\_\_\_\_  
Dave Scroggins  
Superintendent

10-27-23

\_\_\_\_\_  
Date

**TO:** Board of Trustees  
Latrobe School District

**FROM:** Jennifer Fusano, CFO

**DATE:** November 14<sup>th</sup>, 2023

**Re:** **Collection and Accounting for Developer Fees**

**Background:**

Legislation passed in 1986 (AB 2926) permitted school districts, for the first time, to assess development fees but at a specified, limited amount. These fees were commonly referred to as “Sterling fees” or “AB 2926 fees.” Since the passage of SB 50 in 1998, these fees are commonly referred to as “Level I fees.” They are referred to as Level I fees because SB 50 also authorized Districts to collect two other types of fees, commonly referred to as Level II and Level III fees. This District is not eligible to collect the Level II or Level III fees.

In 1986 the Level I fee was limited to a maximum amount of \$1.50 per square foot for residential development and \$0.25 per square foot of commercial development. Every two years the State Allocation Board adjusts the maximum amount of the fees according to the construction cost index. Today the maximum amount of the fees is \$4.79 per square foot for residential development and additions, and \$0.78 per square foot of commercial/industrial development. The fee is shared on a K-12 basis. On the western slope, EDUHSD and elementary feeder districts have reached an agreement to allocate the fees 61% toward K-8 needs and 39% towards 9-12. On April 18, 2023, Latrobe School District board approved the 2023 School Facility Fee Justification Report which allows us to charge the current rates. Latrobe’s share of residential rate is \$2.93 per square foot and \$.48 per square foot for commercial/industrial development.

**Accounting for Developer Fees Collected in Prior Years:**

Pursuant to Government Code § 66006 all fees and charges, along with any interest income earned thereon, are deposited in a separate capital facilities fund in a manner to avoid any commingling of the fees and charges with other revenues and funds of the District. Every year the District must account for the fees. Pursuant to Government Code § 66001 every five years the District must make certain findings regarding the funds as described below. The expenditure of the fees is described in the “Developer Fee Accounting and Expenditure Report.”

Any interest income earned by the money in the capital facilities account or fund was also deposited into that account or fund and expended only for the purpose for which the fee was originally collected.

Pursuant to Government Code § 66006, the District shall, within 180 days after the last day of each fiscal year, make available to the public an accounting for the fees in the capital facilities account or fund.

Not less than 15 days after it is made available to the public, the District shall review the accounting at the next regularly scheduled public meeting.

The District shall provide notice of the time and place of the meeting, including the address where this information may be reviewed, and the notice shall be mailed at least 15 days prior to the meeting, to any interested party who files a written request with the District for mailed notice of the meeting.

During the past five years which includes the 2022-23 fiscal year the District has collected Level I fees. The District has prepared an accounting for developer fees collected in fiscal year 2022-23 and for the prior four years.

If findings are not made every five years, as required by Government Code § 66001(d), the District shall refund the moneys in the account or fund, as provided below.

Under Government Code § 66006 the annual accounting must contain the following information:

- a. **A brief description of the type of fee in the account.**
  - i. In this District all of the fees in the account are Level I fees collected from developers under Government Code Section 65995 and Education Code Section 17620.
- b. **The amount of the fee.**
  - i. On April 18, 2023, the amount charged for developer fees was established and approved by the Latrobe School District Board, resolution #23-01. The fee is currently set at \$2.93 per square foot on all residential construction and \$.48 per square foot on all commercial and industrial construction.
- c. **The beginning and ending balance of the account.** The beginning balance of the account as of July 1, 2022 was \$237,499.38. The ending balance as of June 30, 2023 was \$270,799.00



- d. **The amount of the fees collected and the interest earned.** The amount of fees collected from July 1, 2022 through June 30, 2023 were \$38,324. Interest earned on the entire fund was \$3,894.21 and other transfer in totaled \$3,007.52.
- e. **An identification of each public improvement on which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.** The fees were used to pay for the following:
 

1. EDCOE Fee	\$ 4,177.11
2. Developer Fee Study	\$ 3,400.00
3. Legal Expense	\$ 4,349.00
- f. **An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, as identified in the facility plan of the District, and that the public improvement remains incomplete.** All projects are completed.
- g. **A description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.** There was no loan activity within the Developer Fee Fund.
- h. **The amount of any developer fee refunds.** The District had refunded developer fees in the amount of \$0.

Under Government Code Section 66001, the Board must make the following findings for the five-year accounting with respect to the portion of the account or fund remaining unexpended, whether committed or uncommitted:

- a. **Identify the purpose to which the fee is to be used.** The funds will continue to be used for the construction/reconstruction of the facilities and equipment purchased for the Latrobe School District.
- b. **Demonstrate a reasonable relationship between the fee and the purpose for which it is charged.** The amount of the fees is included in the report. The fees are charged for the purpose of adequately constructing school facilities for the new students.

- c. **Identify all sources and amounts of funding anticipated to complete the financing of incomplete improvements.** The District does not have any incomplete projects at this time.
- d. **Designate the approximate dates on which the funding anticipated to complete financing of the incomplete improvements is expected to be deposited into the appropriate account or fund.** The District does not have any incomplete projects at this time.

When sufficient funds have been collected to complete financing on incomplete public improvements identified in the District's facilities plan, and the improvements remain incomplete, the District shall identify, within 180 days of the determination that sufficient funds have been collected, an approximate date by which the construction of the public improvement will be commenced, or shall refund to the then current record owner or owners of the lots or units, as identified on the last equalized assessment roll, of the development project or projects on a prorated basis, the unexpended portion of the fee, and any interest accrued thereon.

If the administrative costs of refunding unexpended revenues exceed the amount to be refunded, the District, after a public hearing, notice of which has been published once in a newspaper of general circulation, and posted in three prominent places within the area of the development project, may determine that the revenues shall be allocated for some other purpose for which development fees are collected pursuant to Government Code §§ 66000 et seq., and which serves the project on which the fee was originally imposed.

**Recommendation:**

Staff recommends that the Board of Trustees approve this report, approve the information provided for the annual accounting and make the findings set forth above for the five-year accounting.

## Latrobe School District Developer Fee Annual Accounting

<b>2018-19</b>			
<b>Beginning Balance July 1, 2018</b>			\$438,489.76
Income:			
Interest Earned		\$11,586.66	
Developer Fee Collected		\$247,958.00	
<b>Total Income:</b>			\$259,544.66
Expense:			
EDCOE Collection Fee		(\$9,252.36)	
Developer Fee Study Billing		(\$1,550.00)	
<b>Total Expenses:</b>			(\$10,802.36)
<b>Transfer Out:</b>			(\$488,810.00)
<b>Ending Balance June 30, 2019</b>			\$198,422.06
<b>2019-20</b>			
<b>Beginning Balance July 1, 2019</b>			\$198,422.06
Income:			
Interest Earned		\$3,045.28	
Developer Fee Collected		\$38,708.00	
<b>Total Income:</b>			\$41,753.28
Expense:			
EDCOE Fee		(\$6,328.35)	
Developer Fee Study Billing		(\$2,364.16)	
Furniture		(\$1,962.85)	
Legal Expense		(\$5,767.50)	
<b>Total Expenses:</b>			(\$16,422.86)
<b>Transfer Out:</b>			(\$128,907.26)
<b>Ending Balance June 30, 2020</b>			\$94,845.22

<b>2020-21</b>			
<b>Beginning Balance July 1, 2020</b>			\$94,845.22
Income:			
Interest Earned		\$580.22	
Other Transfer In		\$407.19	
Developer Fee Collected		\$41,876.00	
<b>Total Income:</b>			\$42,863.41
Expense:			
EDCOE Fee		(\$2,333.14)	
Developer Fee Study Public Notice		(\$130.00)	
Developer Fee Study Billing		(\$1,500.00)	
<b>Total Expenses:</b>			(\$3,963.14)
<b>Audit Adjustment:</b>			\$10,925.00
<b>Ending Balance June 30, 2020</b>			\$144,670.49
<b>2021-2022</b>			
<b>Beginning Balance July 1, 2021</b>			\$144,670.49
Income:			
Interest Earned		\$756.46	
Other Transfer In		\$3,311.10	
Developer Fee Collected		\$94,893.00	
<b>Total Income:</b>			\$98,960.56
Expense:			
EDCOE Fee		(\$6,131.67)	
<b>Total Expenses:</b>			(\$6,131.67)
<b>Ending Balance June 30, 2022</b>			\$237,499.38
<b>2022-23</b>			
<b>Beginning Balance July 1, 2022</b>			\$237,499.38
Income:			
Interest Earned		\$3,894.21	
Other Transfer In		\$3,007.52	
Developer Fee Collected		\$38,324.00	
<b>Total Income:</b>			\$45,225.73
Expense:			
Legal Expense		(\$4,349.00)	
Developer Fee Study		(\$3,400.00)	
EDCOE Fee		(\$4,177.11)	
<b>Total Expenses:</b>			(\$11,926.11)
<b>Ending Balance June 30, 2023</b>			\$270,799.00



# Latrobe School District 2023-24 First Interim

## Board Members

Scot Yarnell-President

Janet Saitman-Clerk

Jared Meredith-Member

Dave Scroggins- Superintendent/Principal

Jen Fusano-CBO

November 14<sup>th</sup>, 2023

## 2023-24 First Interim Assumptions

- Property taxes are budgeted to County estimates.
- Budget includes the REAP Grant and Forest Reserve revenue
- Budget includes one time CARES ACT revenue and expenses.
- EPA revenue is budgeted.
- Step and column is included.
- Budgeted long term sub for PE
- Increased certificated staff position .4FTE for SEL.
- Increased contributions to Routine Maintenance for water vendor
- Transfer to fund 13-Food Services for \$5,000.
- Transfer to fund 14-Deferred Maintenance for \$50,000.

# Revenues:

	<u>2023-24 Adopted budget</u>			<u>2023-24 1st interim</u>			
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted Variance
<b>Revenue Detail</b>							
Community Funding	2,985,056		2,985,056	3,071,823		3,071,823	86,767
Federal Revenue	-	52,055	52,055	3,500	76,881	80,381	3,500
Other State Revenue	30,043	190,209	220,252	29,820	200,815	230,635	(223)
Other Local Revenue	17,750	114,787	132,537	40,175	100,787	140,962	22,425
<b>Total Revenue</b>	<b>3,032,849</b>	<b>357,051</b>	<b>3,389,900</b>	<b>3,145,318</b>	<b>378,483</b>	<b>3,523,801</b>	<b>112,469</b>

Property tax revenue came in 3% higher from the estimated 5%  
 Federal revenue increased due to budgeting the Forest Reserve revenue  
 Increased Other Local Income based on prior year ending actuals



# Expenses

	<u>2023-24 Adopted budget</u>			<u>2023-24 1st interim</u>			
	<b>Unrestricted</b>	Restricted	Total	<b>Unrestricted</b>	Restricted	Total	Unrestricted Variance
<b>Expenditure Detail</b>						-	
Certificated	1,004,689	161,400	1,166,089	991,522	155,070	1,146,592	(13,167)
Classified	332,170	75,594	407,764	326,552	94,807	421,359	(5,618)
Employee benefits	501,822	203,243	705,065	482,926	207,901	690,827	(18,896)
Books & Supplies	161,319	81,368	242,687	171,742	114,079	285,821	10,423
Service, Other Operating	362,349	340,279	702,628	363,747	378,974	742,721	1,398
Capital Outlay		20,188	20,188	-	37,688	37,688	-
Other Outgo	11,030	15,379	26,409	11,030	15,379	26,409	-
Direct Support/Indirect	(3,869)	3,869	-	(3,869)	3,869	-	-
<b>Total Expenditures</b>	<b>2,369,510</b>	<b>901,320</b>	<b>3,270,830</b>	<b>2,343,650</b>	<b>1,007,767</b>	<b>3,351,417</b>	<b>(25,860)</b>

Certificated salaries were adjusted based upon new staff hiring.

Classified salaries were adjusted between unrestricted and restricted funding.

Benefits were updated based on certificated and classified changes.

Supplies have increased based purchasing data cloud hosting and also web hosting services



# Other Financing Sources/Uses

	<u>2023-24 Adopted budget</u>			<u>2023-24 1st interim</u>			
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted Variance
<b>Other Financing Sources/uses</b>							
Transfers Out	(55,000)		(55,000)	(55,000)		(55,000)	-
Contributions	(481,007)	481,007	-	(528,525)	528,525	-	(47,518)
<b>Total Other Sources/Uses</b>	<b>(536,007)</b>	<b>481,007</b>	<b>55,000</b>	<b>(583,525)</b>	<b>528,525</b>	<b>55,000</b>	<b>(47,518)</b>

Increased contributions to cover the revised higher estimate of water vendor, other routine maintenance and stipend for teacher mentor.

	<u>2023-24 Adopted budget</u>			<u>2023-24 1st interim</u>			
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted Variance
<b>Revenue Detail</b>							
Community Funding	2,985,056		2,985,056	3,071,823		3,071,823	86,767
Federal Revenue	-	52,055	52,055	3,500	76,881	80,381	3,500
Other State Revenue	30,043	190,209	220,252	29,820	200,815	230,635	(223)
Other Local Revenue	17,750	114,787	132,537	40,175	100,787	140,962	22,425
<b>Total Revenue</b>	<b>3,032,849</b>	<b>357,051</b>	<b>3,389,900</b>	<b>3,145,318</b>	<b>378,483</b>	<b>3,523,801</b>	<b>112,469</b>
<b>Expenditure Detail</b>							
Certificated	1,004,689	161,400	1,166,089	991,522	155,070	1,146,592	(13,167)
Classified	332,170	75,594	407,764	326,552	94,807	421,359	(5,618)
Employee benefits	501,822	203,243	705,065	482,926	207,901	690,827	(18,896)
Books & Supplies	161,319	81,368	242,687	171,742	114,079	285,821	10,423
Service, Other Operating	362,349	340,279	702,628	363,747	378,974	742,721	1,398
Capital Outlay		20,188	20,188	-	37,688	37,688	-
Other Outgo	11,030	15,379	26,409	11,030	15,379	26,409	-
Direct Support/Indirect	(3,869)	3,869	-	(3,869)	3,869	-	-
<b>Total Expenditures</b>	<b>2,369,510</b>	<b>901,320</b>	<b>3,270,830</b>	<b>2,343,650</b>	<b>1,007,767</b>	<b>3,351,417</b>	<b>(25,860)</b>
<b>Excess/(Deficiency)</b>	<b>663,339</b>	<b>(544,269)</b>	<b>119,070</b>	<b>801,668</b>	<b>(629,284)</b>	<b>172,384</b>	<b>138,329</b>
<b>Other Financing Sources/uses</b>							
Transfers Out	(55,000)		(55,000)	(55,000)		(55,000)	-
Contributions	(481,007)	481,007	-	(528,525)	528,525	-	(47,518)
<b>Total Other Sources/Uses</b>	<b>(536,007)</b>	<b>481,007</b>	<b>55,000</b>	<b>(583,525)</b>	<b>528,525</b>	<b>55,000</b>	<b>(47,518)</b>
<b>Net Inc/Dcr to Fund Balance</b>	<b>127,332</b>	<b>(63,262)</b>	<b>64,070</b>	<b>218,143</b>	<b>(100,759)</b>	<b>117,384</b>	<b>90,811</b>
<b>Beginning Balance</b>	<b>1,575,731</b>	<b>460,126</b>	<b>2,035,857</b>	<b>1,575,731</b>	<b>460,126</b>	<b>2,035,857</b>	
<b>Ending Balance</b>	<b>1,703,063</b>	<b>396,864</b>	<b>2,099,927</b>	<b>1,793,874</b>	<b>359,367</b>	<b>2,153,241</b>	<b>90,811</b>



Multi Year Projections



## 2024-25 Assumptions

- Property taxes are budgeted with a 5% increase.
- Budget includes the REAP Grant and Forest Reserve revenue.
- Budget includes one time revenue and expenses.
- EPA revenue is budgeted.
- Step and column is included.
- Budgeted 1.4 FTE additional TK and PE
- Decreased certificated staff position .4FTE for SEL.
- PERS increase is estimated \$6,500. STRS increase is due hiring new staff
- Budgeted textbook adoption.
- Transfer to fund 13-Food Services for \$5,000.
- Transfer to fund 14-Deferred Maintenance for \$50,000.

	<u>2023-24 1st interim</u>			<u>2024-2025</u>			
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted Variance
<b>Revenue Detail</b>							
Community Funding	3,071,823		3,071,823	3,199,822		3,199,822	127,999
Federal Revenue	3,500	76,881	80,381	3,500	72,197	75,697	-
Other State Revenue	29,820	200,815	230,635	29,820	197,815	227,635	-
Other Local Revenue	40,175	100,787	140,962	35,000	102,000	137,000	(5,175)
<b>Total Revenue</b>	<b>3,145,318</b>	<b>378,483</b>	<b>3,523,801</b>	<b>3,268,142</b>	<b>372,012</b>	<b>3,640,154</b>	<b>122,824</b>
<b>Expenditure Detail</b>			-				
Certificated	991,522	155,070	1,146,592	1,090,901	160,263	1,251,164	99,379
Classified	326,552	94,807	421,359	328,552	94,807	423,359	2,000
Employee benefits	482,926	207,901	690,827	510,792	211,271	722,063	27,866
Books & Supplies	171,742	114,079	285,821	190,000	130,000	320,000	18,258
Service, Other Operating	363,747	378,974	742,721	370,000	378,974	748,974	6,253
Capital Outlay	-	37,688	37,688	-	20,000	20,000	-
Other Outgo	11,030	15,379	26,409	12,000	15,379	27,379	970
Direct Support/Indirect	(3,869)	3,869	-	(4,000)	4,000	-	(131)
<b>Total Expenditures</b>	<b>2,343,650</b>	<b>1,007,767</b>	<b>3,351,417</b>	<b>2,498,245</b>	<b>1,014,694</b>	<b>3,512,939</b>	<b>154,595</b>
<b>Excess/(Deficiency)</b>	<b>801,668</b>	<b>(629,284)</b>	<b>172,384</b>	<b>769,897</b>	<b>(642,682)</b>	<b>127,215</b>	<b>(31,771)</b>
<b>Other Financing Sources/uses</b>							
Transfers Out	(55,000)		(55,000)	(55,000)		(55,000)	-
Contributions	(528,525)	528,525	-	(541,716)	541,716	-	(13,191)
<b>Total Other Sources/Uses</b>	<b>(583,525)</b>	<b>528,525</b>	<b>55,000</b>	<b>(596,716)</b>	<b>541,716</b>	<b>55,000</b>	<b>(13,191)</b>
<b>Net Inc/Dcr to Fund Balance</b>	<b>218,143</b>	<b>(100,759)</b>	<b>117,384</b>	<b>173,181</b>	<b>(100,966)</b>	<b>72,215</b>	<b>(44,962)</b>
<b>Beginning Balance</b>	<b>1,575,731</b>	<b>460,126</b>	<b>2,035,857</b>	<b>1,793,874</b>	<b>359,367</b>	<b>2,153,241</b>	
<b>Ending Balance</b>	<b>1,793,874</b>	<b>359,367</b>	<b>2,153,241</b>	<b>1,967,055</b>	<b>258,401</b>	<b>2,225,456</b>	<b>173,181</b>

## 2025-26 Assumptions

- Property taxes are budgeted with a 6% increase.
- Budget includes the REAP Grant and Forest Reserve revenue.
- Budget includes one time revenue and expenses.
- EPA revenue is budgeted.
- Step and column is included.
- Staffing remains unchanged.
- STRS and PERS increase is estimated to be \$9,000
- Budgeted textbook adoption.
- Transfer to fund 13-Food Services for \$5,000.
- Transfer to fund 14-Deferred Maintenance for \$50,000.

	<u>2024-2025</u>			<u>2025-26</u>			
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted Variance
<b>Revenue Detail</b>							
Community Funding	3,199,822		3,199,822	3,385,376		3,385,376	185,554
Federal Revenue	3,500	72,197	75,697	3,500	72,197	75,697	-
Other State Revenue	29,820	197,815	227,635	29,820	203,202	233,022	-
Other Local Revenue	35,000	102,000	137,000	35,000	103,000	138,000	-
<b>Total Revenue</b>	<b>3,268,142</b>	<b>372,012</b>	<b>3,640,154</b>	<b>3,453,696</b>	<b>378,399</b>	<b>3,832,095</b>	<b>185,554</b>
<b>Expenditure Detail</b>							
Certificated	1,090,901	160,263	1,251,164	1,110,081	160,263	1,270,344	19,180
Classified	328,552	94,807	423,359	333,052	98,807	431,859	4,500
Employee benefits	510,792	211,271	722,063	516,792	214,271	731,063	6,000
Books & Supplies	190,000	130,000	320,000	190,000	140,000	330,000	-
Service, Other Operating	370,000	378,974	748,974	372,000	378,974	750,974	2,000
Capital Outlay	-	20,000	20,000	-	20,000	20,000	-
Other Outgo	12,000	15,379	27,379	13,000	15,379	28,379	1,000
Direct Support/Indirect	(4,000)	4,000	-	(4,200)	4,200	-	(200)
<b>Total Expenditures</b>	<b>2,498,245</b>	<b>1,014,694</b>	<b>3,512,939</b>	<b>2,530,725</b>	<b>1,031,894</b>	<b>3,562,619</b>	<b>32,480</b>
<b>Excess/(Deficiency)</b>	<b>769,897</b>	<b>(642,682)</b>	<b>127,215</b>	<b>922,971</b>	<b>(653,495)</b>	<b>269,476</b>	<b>153,074</b>
<b>Other Financing Sources/uses</b>							
Transfers Out	(55,000)		(55,000)	(55,000)		(55,000)	-
Contributions	(541,716)	541,716	-	(553,716)	553,716	-	(12,000)
<b>Total Other Sources/Uses</b>	<b>(596,716)</b>	<b>541,716</b>	<b>55,000</b>	<b>(608,716)</b>	<b>553,716</b>	<b>55,000</b>	<b>(12,000)</b>
<b>Net Inc/Dcr to Fund Balance</b>	<b>173,181</b>	<b>(100,966)</b>	<b>72,215</b>	<b>314,255</b>	<b>(99,779)</b>	<b>214,476</b>	<b>141,074</b>
<b>Beginning Balance</b>	<b>1,793,874</b>	<b>359,367</b>	<b>2,153,241</b>	<b>1,967,055</b>	<b>258,401</b>	<b>2,225,456</b>	
<b>Ending Balance</b>	<b>1,967,055</b>	<b>258,401</b>	<b>2,225,456</b>	<b>2,281,310</b>	<b>158,622</b>	<b>2,439,932</b>	<b>314,255</b>



	<u>2023-24 1st interim</u>			<u>2024-2025</u>			<u>2025-26</u>		
	<b>Unrestricted</b>	Restricted	Total	<b>Unrestricted</b>	Restricted	Total	<b>Unrestricted</b>	Restricted	Total
<b>Total Revenue</b>	3,145,318	378,483	3,523,801	3,268,142	372,012	3,640,154	3,453,696	378,399	3,832,095
<b>Total Expenditures</b>	2,343,650	1,007,767	3,351,417	2,498,245	1,014,694	3,512,939	2,530,725	1,031,894	3,562,619
<b>Excess/(Deficiency)</b>	801,668	(629,284)	172,384	769,897	(642,682)	127,215	922,971	(653,495)	269,476
<b>Other Financing Sources/uses</b>									
Transfers Out	(55,000)		(55,000)	(55,000)		(55,000)	(55,000)		(55,000)
Contributions	(528,525)	528,525	-	(541,716)	541,716	-	(553,716)	553,716	-
<b>Total Other Sources/Uses</b>	(583,525)	528,525	55,000	(596,716)	541,716	55,000	(608,716)	553,716	55,000
<b>Net Inc/Dcr to Fund Balance</b>	<b>218,143</b>	(100,759)	117,384	<b>173,181</b>	(100,966)	72,215	<b>314,255</b>	(99,779)	214,476
<b>Beginning Balance</b>	1,575,731	460,126	2,035,857	1,793,874	359,367	2,153,241	1,967,055	258,401	2,225,456
<b>Ending Balance</b>	1,793,874	359,367	2,153,241	1,967,055	258,401	2,225,456	2,281,310	158,622	2,439,932
<b>Components of Ending Fund Balance</b>									
<b>Nonspendable</b>	1,000		1,000	1,000		1,000	1,000		1,000
<b>Restricted</b>		359,367	359,367		258,401	258,401		158,622	158,622
<b>Assigned</b>			-			-			-
<b>Economic Uncertainty</b>	1,792,874		1,792,874	1,966,055		1,966,055	2,280,310		2,280,310
<b>Total Fund 01</b>	1,793,874		2,153,241	1,967,055		2,225,456	2,281,310		2,439,932

EUR Fund 01 **54.39%**

EUR Fund 01 **56.86%**

EUR Fund 01 **65.01%**





Latrobe School District  
**MAINTENANCE SUPERVISOR with WATER CERTIFICATION**  
***DRAFT***

**BASIC FUNCTION**

In conjunction with the Superintendent/Principal, plan, organize, coordinate, schedule, and perform the maintenance and operations of the District's buildings and grounds. The Maintenance Supervisor shall inspect and monitor school facilities (excluding water treatment plants); perform a variety of skilled and semi-skilled maintenance and repair work in the areas of heating and air systems, plumbing, electricity, carpentry, landscaping and irrigation systems; be responsible for the supervision of the performance of custodial personnel; coordinate and implement various hazardous materials plans and act as the LEA designated person for each plan; serve as liaison between the LEA and the third-party Water Operations contractor for potable water systems.

**PERFORMANCE RESPONSIBILITIES**

**Buildings and Grounds**

1. Inspect buildings and grounds for damage, needed repairs, security and safety hazards and prepare work orders.
2. Prepare and revise grounds and maintenance work schedules, to achieve facilities needs and goals of educational, operational and athletic departments.
3. Operate and maintain a riding mower and various push mowers, edgers, and other equipment to perform grounds maintenance and gardening work around District schools, facilities and buildings.
4. Operate a spray rig to apply herbicides and control weeds; assure the safe application of herbicides according to established procedures; wear appropriate protective suit and respirator as required.
5. Calibrate materials for spraying; utilize various chemical, herbicide or pesticide applications.
6. Conduct routine inspections of school grounds, playground equipment and grease traps.
7. Oversee the district's intrusion and fire alarm systems.
8. Conduct weekly fire pump tests.
9. Oversee the district's data/communication systems.
10. Install CAT5 cable per the district's technology plan.
11. Oversee and direct special maintenance projects at sites.
12. Supervise custodial personnel: provide suggestions and give assistance regarding work schedules, materials and equipment, work techniques, etc.
13. Represent the district on various committees, including School Insurance Authority Loss Control Committee.
14. Perform other related duties as assigned by the Superintendent/Principal.

**Potable Water Systems**

1. Serve as Water Systems Coordinator/Liaison between Latrobe School District and the third-party Water Operations contractor.
2. Provide short-term (not to exceed four months) assistance and support to the Water Operations contractor during special circumstances or emergencies, which may include:
  - Inspect, operate, and maintain a variety of equipment; make operating adjustments as needed.

- Take, test, and record regular water samples; assist with special water quality testing.
- Maintain and operate disinfection equipment and make chemical adjustments as necessary.
- Check and record meters and other gauges; adjust and calibrate instruments; take and log a variety of readings.
- Account for materials and equipment, including ordering and maintaining chemical and water treatment supply inventory.
- Record findings, prepare reports, and maintain logs.
- Perform a variety of construction and maintenance of all equipment at the Water Treatment Plants.
- Coordinate annual maintenance of water systems as required by Title 22 regulations.

### **Hazardous Materials Management**

1. Coordinate the asbestos management plan.
2. Coordinate the hazardous materials management plan.
3. Coordinate the pesticide management plan.
4. Coordinate the required in-services for the above management plans.
5. Upon approval of the Superintendent, contract for management services beyond the scope of his/her abilities.

### **TYPICAL PHYSICAL REQUIREMENTS**

Frequently stand and walk for extended periods; stoop, kneel and crouch to pick up or move objects; ability to climb ladders and scaffolding; ability to work around moving objects or vehicles; normal manual dexterity and hand-eye coordination physical ability to lift and carry equipment weighing up to fifty pounds without assistance; corrected hearing and vision to normal range; verbal communication; use hand and power tools as necessary; use office equipment such as computer, telephone, calculator, FAX; operate a vehicle.

### **TYPICAL WORKING CONDITIONS**

Work is performed in a variety of District facilities; work is performed both inside and outside in various types of weather; some exposure to controlled and hazardous substances and chemicals; frequent contact with staff; some contact with the public.

### **QUALIFICATIONS**

#### **Knowledge Of**

- Applicable State and local building, safety and health codes.
- Methods, practices, equipment, and supplies used in the building trades.
- Principles and techniques of staff supervision and training.
- Occupational hazards and safe work practices of the building maintenance trades.
- Management techniques, including budget preparation and expenditure control.
- Heating and air conditioning service and repair for commercial/public buildings.
- Asbestos, hazardous materials, and pesticide management.
- Plumbing, electricity and carpentry, both repairs and new construction.
- Landscape and irrigation system installation and maintenance.
- Basic data/voice communication network installation.
- Occupational characteristics and requirements of personal computer systems and networks and peripheral equipment.

- Practices and procedures related to the water treatment and distribution equipment and processes.
- Operational characteristics of mechanical equipment and tools used in the area of work assigned.
- Operation of a small water system.
- Water distribution and treatment procedures, equipment, materials, and tools used in the operation and maintenance of a Water Treatment Plant and related equipment.
- Automatic control valves, system analyzers, and their maintenance
- Calculations for optimal chemical feed adjustments
- Operation of telemetry equipment/SCADA system and system alarm mechanisms.
- Domestic water sampling techniques and chlorination equipment/control.
- Safe work practices.
- California Code of Regulations, Title 22.

#### **Ability To**

- Plan, organize and administer a Maintenance and Operations Program in a school district.
- Direct, supervise and train staff.
- Communicate effectively, both orally and in writing.
- Maintain accurate logs and records and prepare reports.
- Manage time effectively, identify problems, organize data and information, and work independently.
- Apply problem-solving skills in working with school site personnel, personnel from other district departments and personnel from outside agencies.
- Perform on-site inspections; effectively access situations, and plan accordingly for repairs.

#### **TRAINING AND EXPERIENCE**

Any combination of training and experience that would provide the required knowledge and abilities is acceptable. Example: Four years of increasingly responsible experience in one or more of the building trades to include direct oversight of potable water systems, heating and air conditioning systems, electric and plumbing installation and repair, carpentry work, landscaping and irrigation systems installation and repair; and staff supervision for same. Work background and experience will preferably have included experience in a commercial, public, or school district environment.

#### **SPECIAL REQUIREMENTS**

- Possession of valid and appropriate California Driver's License
- Possession of Water Treatment Operator Certification, Grade T3
- Possession of Water Distribution Operator Certification, Grade D2
- Possession of State Fire Marshall Fire Pump Test Certificate
- Pass a physical evaluation.

#### **SALARY**

Appropriate placement on the Classified Salary Schedule

Board Approval: \_\_\_\_\_

Latrobe School District  
**MAINTENANCE SUPERVISOR DRAFT**

**BASIC FUNCTION**

In conjunction with the Superintendent/Principal, plan, organize, coordinate, schedule, and perform the maintenance and operations of the District's buildings and grounds. The Maintenance Supervisor shall inspect and monitor school facilities (excluding water treatment plants); perform a variety of skilled and semi-skilled maintenance and repair work in the areas of heating and air systems, plumbing, electricity, carpentry, landscaping and irrigation systems; be responsible for the supervision of the performance of custodial personnel; coordinate and implement various hazardous materials plans and act as the LEA designated person for each plan; assist with management of the potable water systems;

**PERFORMANCE RESPONSIBILITIES**

**Buildings and Grounds**

1. Inspect buildings and grounds for damage, needed repairs, security and safety hazards and prepare work orders.
2. Prepare and revise grounds and maintenance work schedules, to achieve facilities needs and goals of educational, operational and athletic departments.
3. Operate and maintain a riding mower and various push mowers, edgers, and other equipment to perform grounds maintenance and gardening work around District schools, facilities and buildings.
4. Operate a spray rig to apply herbicides and control weeds; assure the safe application of herbicides according to established procedures; wear appropriate protective suit and respirator as required.
5. Calibrate materials for spraying; utilize various chemical, herbicide or pesticide applications.
6. Conduct routine inspections of school grounds, playground equipment and grease traps.
7. Oversee the district's intrusion and fire alarm systems.
8. Conduct weekly fire pump tests.
9. Oversee the district's data/communication systems.
10. Install CAT5 cable per the district's technology plan.
11. Provide assistance to the third-party Water Operations contractor for maintenance and operation of potable water systems.
12. Oversee and direct special maintenance projects at sites.
13. Supervise custodial personnel: provide suggestions and give assistance regarding work schedules, materials and equipment, work techniques, etc.
14. Represent the district on various committees, including School Insurance Authority Loss Control Committee.
15. Perform other related duties as assigned by the Superintendent/Principal.

**Hazardous Materials Management**

1. Coordinate the asbestos management plan.
2. Coordinate the hazardous materials management plan.
3. Coordinate the pesticide management plan.
4. Coordinate the required in-services for the above management plans.
5. Upon approval of the Superintendent, contract for management services beyond the scope of his/her abilities.

## **TYPICAL PHYSICAL REQUIREMENTS**

Frequently stand and walk for extended periods; stoop, kneel and crouch to pick up or move objects; ability to climb ladders and scaffolding; ability to work around moving objects or vehicles; normal manual dexterity and hand-eye coordination physical ability to lift and carry equipment weighing up to fifty pounds without assistance; corrected hearing and vision to normal range; verbal communication; use hand and power tools as necessary; use office equipment such as computer, telephone, calculator, FAX; operate a vehicle.

## **TYPICAL WORKING CONDITIONS**

Work is performed in a variety of District facilities; work is performed both inside and outside in various types of weather; some exposure to controlled and hazardous substances and chemicals; frequent contact with staff; some contact with the public.

## **QUALIFICATIONS**

### **Knowledge Of**

- Applicable State and local building, safety and health codes.
- Methods, practices, equipment, and supplies used in the building trades.
- Principles and techniques of staff supervision and training.
- Occupational hazards and safe work practices of the building maintenance trades.
- Management techniques, including budget preparation and expenditure control.
- Heating and air conditioning service and repair for commercial/public buildings.
- Asbestos, hazardous materials, and pesticide management.
- Plumbing, electricity and carpentry, both repairs and new construction.
- Landscape and irrigation system installation and maintenance.
- Basic data/voice communication network installation.
- Occupational characteristics and requirements of personal computer systems and networks and peripheral equipment.
- Water distribution and treatment procedures, equipment, materials, and tools used in the operation and maintenance of a Water Treatment Plant and related equipment.

### **Ability To**

- Plan, organize and administer a Maintenance and Operations Program in a school district.
- Direct, supervise and train staff.
- Communicate effectively, both orally and in writing.
- Maintain accurate logs and records and prepare reports.
- Manage time effectively, identify problems, organize data and information, and work independently.
- Apply problem-solving skills in working with school site personnel, personnel from other district departments and personnel from outside agencies.
- Perform on-site inspections; effectively access situations, and plan accordingly for repairs.

## **TRAINING AND EXPERIENCE**

Any combination of training and experience that would provide the required knowledge and abilities is acceptable. Example: Four years of increasingly responsible experience in one or

more of the building trades to include direct oversight of potable water systems, heating and air conditioning systems, electric and plumbing installation and repair, carpentry work, landscaping and irrigation systems installation and repair; and staff supervision for same. Work background and experience will preferably have included experience in a commercial, public, or school district environment.

**SPECIAL REQUIREMENTS**

- Possession of valid and appropriate California Driver's License.
- Possession of State Fire Marshall Fire Pump Test Certificate.
- Pass a physical evaluation.

**SALARY**

Appropriate placement on the Classified Salary Schedule

Board Approval: \_\_\_\_\_

Latrobe School District  
**Water Operations Coordinator**  
(Water Treatment Operator II Stipend)

**DRAFT**

**Job Summary**

Serve as a liaison between school administration, staff, and any third party water operators. Relay any issues, concerns, or suggestions regarding the potable water systems to the Superintendent/Principal and/or chief water operator. In the absence of the Superintendent/Principal, when the chief water operator is unavailable, or in emergency situations, make decisions regarding the safe and effective operation of the water systems at Latrobe Elementary School and Miller's Hill School. Conduct weekly fire pump tests.

**Key Responsibilities**

- **Water System Knowledge:** Understand the various parts of our water system, including wells, pumps, storage tanks, chlorination systems, delivery lines, meters, etc., and how each of these parts work together to deliver safe and reliable water. Possess knowledge regarding the treatment, distribution, testing, and reporting of a small water system.
- **Water System Liaison:** Work with third party water operators to share information specific to the water systems at Latrobe Elementary and Miller's Hill, including system history and the location of various system components, and when appropriate, provide suggestions regarding the safe and effective delivery of water. Report any concerns to the Superintendent/Principal. In an emergency situation, directly contact the Superintendent/Principal, chief water operator, and/or help make decisions to ensure the safe delivery of water.
- **Fire Pump:** Secure and maintain the necessary certificates and/or licensure to provide required weekly inspections of the fire pump and document all inspections to ensure that the fire pump is functioning properly and that the district is in compliance with state requirements. Coordinate yearly service and routine maintenance of the fire pump. Communicate any issues with the fire pump with the Superintendent/Principal immediately.
- **Emergency Response:** In short-term special circumstances, or emergency situations or when our third party water system operator is unavailable (not to exceed four months), you may be required to address issues related to the water system. In this capacity, you will use your knowledge and expertise to make decisions that ensure the safe and reliable delivery of water for the staff and students at Latrobe Elementary School and Miller's Hill School.

Board approval: \_\_\_\_\_

7.D.3)

Latrobe School District  
**Water Systems Technician**  
(Water Treatment Operator I Stipend)

**DRAFT**

**Definition**

Working with the Maintenance Supervisor and third party Water Operations company, perform a variety of administrative tasks in support of the operation and maintenance of the District's water systems; establish and maintain recordkeeping system for State and local documents and records; communicate with State and local agencies; create and submit required reports.

**Key Responsibilities**

The T1 Operator will provide administrative support for the Water Systems in the following areas:

- Communicate with testing labs and Water Operations contractor regarding water sampling. Collect, record and organize data for district records.
- Monitor communication between Water Operations contractor and local and State water agencies regarding water quality regulations and compliance issues.
- Monitor State Department of Water Resource communications and EPA communications for new research and changing laws and requirements.
- Create, update, and submit various water quality plans, if determined the district will do the plans, such as the Drought Resilience Plan.
- Review annual reports including the Consumer Confidence Report (CCR) and Electronic Annual Report (EAR).
- Receive and process water-related documentation.
- Update and maintain historical results database.
- Organize and maintain all files, reports, and records for the District's water systems.

**Requirements**

- Knowledge and understanding of the operation of a small water system.
- Possession of Level T1 Water Treatment Operator Level Certification.

Board Approved: \_\_\_\_\_

7.D.4)



## Tracy Pearson

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**From:** Lizbeth Campo <lcampo@edcoe.org> on behalf of Lizbeth Campo  
**Sent:** Friday, October 20, 2023 10:43 AM  
**To:** Superintendents; Jeff DeFranco (defranco@ltcc.edu)  
**Cc:** Superintendent's Secretaries; shaferl@ltcc.edu  
**Subject:** 2023 Annual Organization Meeting Memo  
**Attachments:** Ed Code 5017 and 35143.pdf; Memo to Districts - 2023 AOM.pdf

**Importance:** High

## MEMORANDUM

**Date:** October 20, 2023

**To:** District Superintendents, Governing Board Clerks, and Community College Leadership  
*Black Oak Mine Unified; Buckeye Union; Camino Union; El Dorado Union High; Gold Oak Union; Gold Trail Union; Indian Diggings; Lake Tahoe Community College; Lake Tahoe Unified; Latrobe; Mother Lode Union; Pioneer Union; Placerville Union; Pollock Pines; Rescue Union; and Silver Fork School Districts*

**From:** Dr. Ed Manansala, County Superintendent of Schools

**Re:** 2023 Annual Organizational Meetings

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This memorandum is a reminder to conduct your Annual Organizational Meeting (AOM) in December for the purpose of selecting your Board officers. **This year, the 15-day window period established by statute to hold the AOM begins on Friday, December 8th and runs through Friday, December 22nd.**

We have included for your reference, Education Code Sections 35143 and 5017, which govern the scheduling of an AOM. Please also refer to any policy or bylaw for any procedures otherwise adopted by your Board.

The Education Code also provides that, unless otherwise provided by rule of the governing board, the day and time of the AOM shall be selected by the Board **at its regular meeting held immediately prior to Friday, December 8th**, and the Board shall notify the County Superintendent of Schools of the day and time selected. The clerk or secretary of the Board shall, within 15 days prior to the date of the annual meeting, notify in writing all members and members-elect of the date and time selected for the meeting.

This is also the time of year that Boards appoint one Board member to serve as a representative to the El Dorado County School Boards Association (EDCSBA). Representatives meet 4-5 times per year to hear the latest CSBA updates, exchange ideas, share challenges, and provide opportunities for networking. The calendar of EDCSBA Meeting dates is attached here.

Please be aware of the following requirements:

1. **On or before December 1, 2023:** Please provide us with the board-approved date and time for your district's Annual Organizational Meeting, by emailing Lizbeth Campo at [lcampo@edcoe.org](mailto:lcampo@edcoe.org).
2. **Following your AOM:**
  - Complete the District Governing Board Information Google Form: [https://docs.google.com/forms/d/e/1FAIpQLScg0lj9RySnJNK0EyEDv9wDaMZrO\\_UhGAI2LVxLunaU4siQtw/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLScg0lj9RySnJNK0EyEDv9wDaMZrO_UhGAI2LVxLunaU4siQtw/viewform?usp=sf_link)
  - Complete the [Registry of Public Agencies](#). The original goes directly to the California Secretary of State, and a copy goes to EDCOE.

Please contact Lizbeth Campo, [lcampo@edcoe.org](mailto:lcampo@edcoe.org), with any questions. Thank you for your assistance.

Lizbeth Campo  
Executive Assistant to  
Dr. Ed Manansala, County Superintendent of Schools

**El Dorado County Office of Education**  
6767 Green Valley Road, Placerville, CA 95667  
530-295-2235



EL DORADO COUNTY  
OFFICE OF EDUCATION

Integrity | Service | Relationships | Equity | Innovation

**CSBA Conference**  
**San Francisco Moscone West Center**  
**Thursday, November 30 – Saturday, December 2**

**Itinerary**

- Tues 11/28    Hotel check in @ Intercontinental, 888 Howard Street  
Dave, Jared, Janet, Tracy
- Wed 11/29    **Pre-Conference Workshops**  
Scot check in  
8:30-4:30, Jared/Dave attend New Board Member Orientation  
8:30-3:45, Tracy attends One-Day Executive Assistant Workshop  
Dinner as a group  
*8:00-10:00pm, SSDA Drinks and Dessert @ Johnny Foley's Irish House*
- Thurs 11/30    **Conference Day 1 – breakout sessions**  
12:45pm, SF2 Luncheon @ Intercontinental (*RSVP'd*)  
Tracy check out  
*5:30-7:00pm, Lozano Smith Reception @ Hilton, Franciscan Ballroom*
- Fri 12/1        **Conference Day 2 – breakout sessions**  
Scot, Jared check out  
5:00-7:00pm, EDCOE Reception @ Marriott Marquis, Foothill F  
*5:30-7:30, AALRR Reception @ Hilton, Cyril Magnin Ballroom*
- Sat 12/2        **Conference Day 3 – AM only, wrap up**  
Dave, Janet check out

9.A.

Latrobe School District  
**2023-24 Enrollment Summary**

**2023-24**

	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
TK	1	1	1	1						
K	17	17	17	17						
1	14	14	14	13						
2	13	13	13	12						
3	19	19	19	19						
<b>LES</b>	<b>64</b>	<b>64</b>	<b>64</b>	<b>62</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
4	20	20	21	22						
5	17	17	17	16						
6	13	13	13	13						
7	27	27	27	27						
8	27	27	27	27						
<b>MH</b>	<b>104</b>	<b>104</b>	<b>105</b>	<b>105</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total</b>	<b>168</b>	<b>168</b>	<b>169</b>	<b>167</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Historical (May Counts)**

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
TK				1	5	2	4	2	5	3	5	7
K	17	6	11	12	11	18	3	17	17	12	9	12
1	15	15	6	14	13	11	20	7	13	17	17	13
2	19	13	13	8	18	13	13	24	10	14	13	18
3	21	17	12	13	8	17	13	20	22	10	17	18
<b>LES</b>	<b>72</b>	<b>51</b>	<b>42</b>	<b>48</b>	<b>55</b>	<b>61</b>	<b>53</b>	<b>70</b>	<b>67</b>	<b>56</b>	<b>61</b>	<b>68</b>
4	20	23	16	14	15	8	18	13	19	26	11	18
5	17	22	19	15	17	14	10	20	17	18	23	11
6	21	18	7	20	20	15	16	11	23	18	23	24
7	18	20	15	16	20	21	17	20	11	21	17	26
8	18	19	19	13	16	21	21	17	17	13	24	15
<b>MH</b>	<b>94</b>	<b>102</b>	<b>76</b>	<b>78</b>	<b>88</b>	<b>79</b>	<b>82</b>	<b>81</b>	<b>87</b>	<b>96</b>	<b>98</b>	<b>94</b>
<b>Total</b>	<b>166</b>	<b>153</b>	<b>118</b>	<b>126</b>	<b>143</b>	<b>140</b>	<b>135</b>	<b>151</b>	<b>154</b>	<b>152</b>	<b>159</b>	<b>162</b>

11.A.