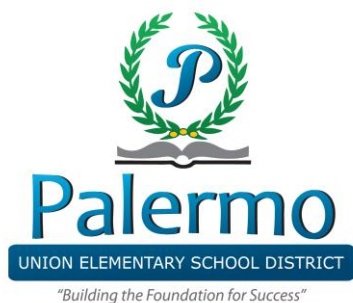




7390 Bulldog Way
Palermo, CA 95968-9700
(530) 533-4842
Fax (530) 532-1047

Superintendent
Gary Rogers

Board of Trustees
Debbie Hoffman
Cody Nissen
Justin Younger
Kimberly Tyler
Mark McClarren

Helen Wilcox School
5737 Autrey Lane
Oroville, CA 95966
(530) 533-7626
Fax (530) 533-6949
Heather Scott, Principal

Honcut School
68 School Street
Oroville, CA 95966
(530) 742-5284
Fax (530) 742-2955
Heather Scott, Principal

Palermo Middle School
7350 Bulldog Way
Palermo, CA 95968
(530) 533-4708
Fax (530) 532-7801
Kimberly Solano, Principal

Golden Hills School
2400 Via Canela
Oroville, CA 95966
(530) 532-6000
Fax (530) 534-7982
Kristi Napoli, Principal

REGULAR BOARD MEETING AGENDA

November 12, 2025

District Office Boardroom

7390 Bulldog Way, Palermo, CA 95968

5:00 pm

[Note: The Board of Trustees may take action on any item posted on this Agenda. Members of the public may directly address the Board concerning any item on this Agenda prior to or during the Board consideration of that item, as determined by the Board President. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in these meetings, please contact the Superintendent's Office (530) 533-4842, ext. 7. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to these meetings. This Agenda and all supporting documents are available for public review at the District Office, 7390 Bulldog Way, Palermo, CA. Documents that have been distributed to the Board less than 72 hours before the meeting are available for public inspection at the District Office, 7390 Bulldog Way, Palermo, CA 95968.]

INTRODUCTION

1. **Call to Order** (Time_____)
2. **Flag Salute**
3. **Roll Call**
4. **Approval of Agenda**

ACTION_____MOTION_____SECOND_____VOTE_____

5. **Audience with the Board**

Non-Agenda Items:

At this time, the Board President will invite anyone in the audience wishing to address the Board on a matter not listed on the agenda to stand, state your name for the record and make your presentation. Presentations may be limited to five (5) minutes. The Brown Act, however, does not allow the Governing Board to discuss or take action on any item that is not on the posted agenda. The item may, by Board direction, be placed on a later Board Meeting Agenda for discussion and/or action. The Board may direct the Superintendent to investigate the subject and present a follow-up report at a future Board Meeting.

6. **Audience with the Board**

Agenda Items:

This is the time the Board President will invite anyone in the audience wishing to address the Board on a matter that is on the agenda to state your name and the agenda item on which you wish to speak. When that item comes up on the agenda you will be asked to stand and repeat your name for the record, and make your presentation [five (5) minutes time limit per person].

7. Tell Me Something Good | Site & Student Recognition

Helen Wilcox

Helen Wilcox is steeped in fall fun! Our TK students had their own pumpkin patch here at school and a Family Night, Kinder went to Bishops' Pumpkin Farm, 1st & 2nd went to Las Plumas, and Honcut held their Fall Festival. Big smiles, big fun, and some big pumpkins were had by everyone. All of that pumpkin fun culminated into our annual Halloween Parade. This year the parade was extended and this allowed better viewing for students and their loved ones - very exciting and very colorful! We just held our PBIS Sports Assembly, where we highlight students' best behaviors and academic achievements. Controversy hangs over our inflatable character race, when the dinosaur (Mrs. Bean) crashed and the Fry Guy (Mr. Rogers) rocketed past the melee. Fun was had by all - way to be Wildcats!

Palermo

The last couple of weeks have been filled with activity at Palermo Middle School! With the support of Mrs. Noemi, our student ambassadors and ASB officers led events to highlight Bullying Awareness throughout the month of October. They created posters, lunchtime activities to create a kindness tree, and implemented "orange day" on October 22nd. ASB brought school spirit in a big way with their fun dress up spirit week and Halloween Dance. Palermo Middle's FFA continues to build a strong relationship with our Bullpups at the preschool. Their pumpkin donation drive during the month of October created opportunities for each of our Bullpups to have a pumpkin for Halloween. The drive was so successful that Mrs. Maynard reached out to multiple pre-schools around the community to bless them with pumpkins! Attendance was celebrated during the twelfth week of school...with gourd bowling! 83% of our Bulldogs were able to participate in the lunch time activity for having two or less absences over the previous six weeks of school. Great job, Bulldogs! November is starting off with a strong start with our annual ClubLIVE World Cafe. More than twenty students were invited to participate in a morning long session that celebrated kindness, empathy, and brainstorming ways for our site to continue growing to ensure all students feel welcomed at Palermo.

8. Consent Agenda

The consent agenda will be approved by a single motion and vote unless items are removed by a Board Member and placed on the regular agenda for discussion and action.

Action Items

- a. Minutes of October 22, 2025 Regular Board Meeting.
- b. Warrants of October 1, 2025 through October 31, 2025, 335602-337485, for the amount of \$784,791.19 Funds 01, 12, 13, 35, 40
- c. Surplus & Obsolete Requests

Request for approval to declare the listed equipment and District property as surplus/obsolete and direct the Superintendent to dispose of these items in accordance with the appropriate methods outlined in Education Code

Sections 60500-01, 60510-11, 60520-21, 60530, and Board Policy 3270. Disposal methods may include discarding items at the local dump or donating them to a charitable organization, as the value of the property does not justify the cost of sale. All items listed are valued at less than \$2,500.

Note: Paperwork on this item is available for review at the District Office.

- Writing Station Table
- Textbooks

Reports

d. Events Calendar

REFERENCE #1

a. Palermo Account Ledger | September 1, 2025 – September 30, 2025

REFERENCE #2

b. Staff Development Report | October 2025

REFERENCE #3

c. Districtwide Discipline Report | September 2025

REFERENCE #4

d. Donation from Quota of Oroville of clothing for the Bulldog Boutique with an estimated value of \$500.00 to Palermo School.

e. Donation of gift cards from Food Maxx valuing \$750.00 to Palermo School District for the food pantry.

f. Donation of a \$100.00 gift card from Grocery Outlet to Palermo School District.

g. Donation of a Sewing Machine from Kimberly Solano to Palermo School.

CONSENT AGENDA APPROVAL

ACTION____MOTION____SECOND____VOTE____

9. ITEMS REMOVED FROM CONSENT AGENDA

a. ACTION____MOTION____SECOND____VOTE____

b. ACTION____MOTION____SECOND____VOTE____

10. Staff Reports/Business Items

- a. It is recommended that the Annual Organizational Meeting of the Palermo Governing Board be scheduled for December 17, 2025, at 5:00 PM, to be held at the Palermo Union Elementary School District Office in accordance with Education Code Section 35143.

REFERENCE #5

ACTION____MOTION____SECOND____VOTE____

- b. Review and discussion of the 2026 Governing Board Calendar.

REFERENCE #6

- c. It is recommended that the Agreement between Palermo Union Elementary School District and Butte County Office of Education for excess student costs at the Butte County Community School, be approved.

REFERENCE #7

ACTION____MOTION____SECOND____VOTE____

- d. It is recommended that the Agreement between Palermo Union Elementary School District and Butte County Office of Education for professional development services provided by Collective Impact Solutions, be approved.

REFERENCE #8

ACTION____MOTION____SECOND____VOTE____

- e. It is recommended that the amended Agreement between Palermo Union Elementary School District and Collective Impact Solutions for professional development training, be approved.

REFERENCE #9

ACTION____MOTION____SECOND____VOTE____

- f. Review and discussion of the 2025-26 Williams Reports for Palermo Union Elementary School District

REFERENCE #10

- g. It is recommended that the Agreement between Palermo Union Elementary School District and Foster & Foster Consulting Actuaries, Inc for consulting services to comply with the requirements of current GASB75 accounting standards, be approved.

REFERENCE #11

ACTION____MOTION____SECOND____VOTE____

- h. It is recommended that the Agreement between Palermo Union Elementary School District and the Butte County Office of Education (BCOE) for their partnership in the Butte Teacher Induction Program, effective September 1, 2025, be approved.

REFERENCE #12

ACTION_____MOTION_____SECOND_____VOTE_____

- i. It is recommended that the below Memorandum of Understanding between Palermo Union Elementary School District and the California School Employees Association (CSEA) and its Palermo Chapter #366 be approved.

- Addition of the Lead Maintenance Person classification
- Renumber Class 21 to Class 22 on the Classified Salary Schedule
- Add a new Class 21 to the Classified Salary Schedule
- Reclassify Maintenance Person Position Number 158 to the newly created Lead Maintenance Person classification, effective July 1, 2025

REFERENCE #13

ACTION_____MOTION_____SECOND_____VOTE_____

- j. It is recommended that the new job description and revised salary schedule for the Lead Maintenance position be approved.

REFERENCE #14

ACTION_____MOTION_____SECOND_____VOTE_____

- k. California School Employees Association, Bargaining Unit 336. Comments from CSEA, if any, to the Governing Board.
- l. Palermo Teachers Association, Bargaining Unit (PTA/CTA/NEA). Comments from PTA, if any, to the Governing Board.

11. Board Policies & Administrative Regulations

The following Board Policies and Administrative Regulations are presented to the Board for first reading.

Please Note: All Board Policies and Administrative Regulations listed below are available for review at the District Office.

- a. Board Policy 0450 – Comprehensive Local Plan for Special Education
- b. Administrative Regulation 0450 – Comprehensive Local Plan for Special Education
- c. Board Policy 1113 – District and School Websites
- d. Administrative Regulation 1113 – District and School Websites

- e. Exhibit 1113 – District and School Websites
- f. Board Policy 1312.3 – Uniform Complaint Procedures
- g. Administrative Regulation 1312.3 – Uniform Complaint Procedures
- h. Administrative Regulation 5125.1 – Release of Directory Information
- i. Board Policy 9005 – Governance Standards

12. Superintendent's Reports

13. Board Items

CLOSED SESSION (Time _____)

1. Closed session for the purpose of discussing student matters/discipline, in accordance with Education Code Sections 48918 and 35146.
2. Closed session regarding matters of personnel/employment all in accordance with Government Code Section 54957.
3. Closed session regarding matters of negotiation with the Palermo Teachers Association (PTA/CTA/NEA) and Classified School Employees Association (CSEA), Bargaining Unit 336. In accordance with Government Code Section 54957.6, with designated representative Gary Rogers, Superintendent; and matters of negotiations with unrepresented groups, certificated management and classified management/confidential, in accordance with Government Code Section 54957.6, with designated representative Gary Rogers, Superintendent.

OPEN SESSION (Time _____)

REPORTS ON ACTION(S) TAKEN IN CLOSED SESSION

ACTION ITEMS

14. Action on Stipulated Suspended Expulsion Case No. 286777

- a. Action No. 1 – Finding of Fact

ACTION _____ MOTION _____ SECOND _____ VOTE _____

- b. Action No. 2 – Action Pending Expulsion

ACTION _____ MOTION _____ SECOND _____ VOTE _____

15. **Personnel | Recommendation: Approval** (Pending successful completion of pre-employment requirements.)

Certificated

- a. Gabriela Valadez, Certificated Teacher, Column I, Step 1, Helen Wilcox School, request to hire as a Certificated Teacher, effective November 13, 2025.
- b. Gabriela Valadez, Stipend – Girls on the Run/Cross Country, Helen Wilcox School, request to be added to District stipend list, effective 2025-26 school year.

Classified

- c. Julia McGlenister, Substitute Van Driver and Cafeteria Helper, District Wide, add to classified sub list, effective October 20, 2025.
- d. Kyla Kister, Instructional Aide, Golden Hills School, amend effective date from October 1, 2025 to October 6, 2025.
- e. Brittny Elam, Substitute Special Ed Intervention Assistant, District Wide, add to classified sub list, effective September 26, 2025.
- f. Jaclyn Reardon, Substitute Instructional Aide Preschool, District Wide, add to classified sub list, effective November 6, 2025.
- g. Jaclyn Reardon, Instructional Aide, Helen Wilcox School, Class 7, Step 3, 3.75 hours per day, request to hire as an Instructional Aide effective November 13, 2025.
- h. Tranise Rash, Substitute Instructional Aide, District Wide, add to classified sub list, effective October 30, 2025.
- i. Tranise Rash, Instructional Aide, Helen Wilcox School, Class 7, Step 1, 3.50 hours per day, request to hire as an Instructional Aide effective November 13, 2025.
- j. Rachel Jamison, Special Ed Intervention Assistant, Helen Wilcox Preschool, amend contract from Instructional Aide TK-8 to Special Education Intervention Assistant, effective August 7, 2025.
- k. Amber Spoolman, Special Ed Intervention Assistant, Helen Wilcox Preschool, amend contract from Instructional Aide TK-8 to Special Education Intervention Assistant, effective August 7, 2025.
- l. Annika Wolfe, Special Ed Intervention Assistant, Helen Wilcox Preschool, amend contract from Instructional Aide TK-8 to Special Education Intervention Assistant, effective August 7, 2025.

m. Jennifer McGehee, Substitute Instructional Aide, District Wide, add to classified sub list, effective November 10, 2025.

Resignation/Retirement

ADJOURNMENT (Time_____)

Palermo Union Elementary School District
Regular Board Meeting Minutes
October 22, 2025
District Office Boardroom
7390 Bulldog Way, Palermo, CA 95968

INTRODUCTION

1. President, Debbie Hoffman, called the meeting to order at 5:00 PM, and welcomed those in attendance.
2. Board President Debbie Hoffman led those in attendance in the flag salute.
3. Members of the Governing Board in attendance were: Debbie Hoffman, Justin Younger, Mark McClarren, Kimberly Tyler, and Cody Nissen.

Others present were: Gary Rogers and Jessica Coon.

4. A motion was made by Cody Nissen and seconded by Justin Younger, recommending the agenda be approved. Debbie Hoffman, Justin Younger, Kimberly Tyler, and Cody Nissen voted aye. Motion unanimously carried.

5. **Audience with the Board**

Non-Agenda Items:

No one had business to bring before the Board.

6. **Audience with the Board**

Agenda Items:

No one has business to bring before the Board.

7. **Tell Me Something Good | Site & Student Recognition**

Preschool

READ, READ, READ!! One of the Preschool Goals for this year is to increase the number of books we are reading to students both planned and spontaneously. Our PreK students are using a monthly reading log to keep track of the number of days they are read to at home. At the end of the month they can return their reading calendar for a prize. We have added school to home book bags at all our sites as an additional way to educate parents about the importance of reading and to get books into the hands of our students at home and at school. Additionally, each PreK classroom is keeping track of the number of books read at school each month. For the month of September, **408 books were read across our 6 classrooms**. The Palermo PreK is so fortunate to have their PWE students from the middle school contribute to the number of books read to students each month. Many thanks to the Palermo Team and their students for increasing our ability to build early literacy skills for PreK. Congratulations to our PreK students and their awesome PreK classroom teams for their commitment to READ, READ, READ!! Keep up the great Work!!!

Helen Wilcox

Helen Wilcox is fully in the fall mode! To start, we give a shout-out to our amazing office ladies! From caring for bumps to managing attendance, paperwork, student safety, and the morning/afternoon rush—with grace and a smile—you do it all. Thank you & we appreciate you! Our amazing teaching staff is engaged in aligning instruction with the **Science of Reading**, and we are seeing results! Across the classrooms, teachers are embracing the change and using common language, shared strategies, and research-based practices to help students become stronger readers. You can feel the difference! We also thank them for their professionalism, dedication, and really supporting one another through all of this! Our Kinders had a fabulous time at Bishop's Pumpkin Patch and our TK students held their own pumpkin patch right here at Helen Wilcox - big fall fun! Way to be Wildcats!

8. **Consent Agenda**

A motion was made by Cody Nissen, seconded by Justin Younger, recommending the following Consent Agenda items be approved. Debbie Hoffman, Justin Younger, Kimberly Tyler, Cody Nissen and Mark McClarren voted aye. Motion unanimously carried.

Action Items

- a. Minutes of October 1, 2025 Regular Board Meeting.
- b. Warrants of September 1, 2025 through September 30, 2025, 332484-335076, for the amount of \$1,182,613.93 Funds 01, 12, 13, 35, 40
- c. Surplus & Obsolete Requests

Request for approval to declare the listed equipment and District property as surplus/obsolete and direct the Superintendent to dispose of these items in accordance with the appropriate methods outlined in Education Code Sections 60500-01, 60510-11, 60520-21, 60530, and Board Policy 3270. Disposal methods may include discarding items at the local dump or donating them to a charitable organization, as the value of the property does not justify the cost of sale. All items listed are valued at less than \$2,500.

Note: Paperwork on this item is available for review at the District Office.

- Wrestling Mats
- #011721 4 Drawer Filing Cabinet

Reports

- d. Events Calendar
- e. Quarterly Report on Williams Uniform Complaints [Education Code Section 35186(d)] is presented for information. No complaints were filed with any school in the District during the quarter indicated.
- f. Enrollment Report | Month Two

g. Staff Development Report | September 2025

9. **Items Removed from the Consent Agenda**

There were no items removed from the Consent Agenda.

10. **Staff Reports/Business Items**

- a. A motion was made by Cody Nissen, seconded by Justin Younger, recommending that the agreement between Palermo Union Elementary School District and the Butte County Office of Education (BCOE) for Teaching Artists, effective July 1, 2025 through June 30, 2026, be approved. Debbie Hoffman, Mark McClarren, Kimberly Tyler, Justin Younger, and Cody Nissen voted aye. Motion unanimously carried.
- b. The negotiations Initial Proposal for 2025-2026 from the California School Employees Association Chapter 366 to the Palermo Union Elementary School District was presented for public information.
- c. The negotiations Initial Proposal for 2025-2026 to the California State Employee's Association Chapter 366 from the Palermo Union Elementary School District was presented for public information.
- d. A motion was made by Cody Nissen, seconded by Justin Younger, recommending that the Agreement between Palermo Union Elementary School District and Pawar Transportation, LLC for student transportation services, effective September 24, 2025, be approved. Debbie Hoffman, Mark McClarren, Kimberly Tyler, Justin Younger, and Cody Nissen voted aye. Motion unanimously carried.
- e. A motion was made by Cody Nissen, seconded by Justin Younger, recommending that the Agreement between Palermo Union Elementary School District and Total Compensation Systems, Inc for consulting services to comply with the requirements of current GASB75 accounting standards, be approved. Debbie Hoffman, Mark McClarren, Kimberly Tyler, Justin Younger, and Cody Nissen voted aye. Motion unanimously carried.
- f. There were no comments from the California School Employees Association, Bargaining Unit 366.
- g. There were no comments from the Palermo Teachers Association Bargaining Unit (PTA/CTA/NEA).

11. **Board Policies & Administrative Regulations**

The following Board Policies and Administrative Regulations were presented to the Board for first, second and final reading.

Please Note: All Board Policies and Administrative Regulations listed below are available for review at the District Office.

- a. A motion for approval was made by Cody Nissen and seconded by Justin Younger for Board Policy 5111 – Admission, to be approved. Debbie Hoffman, Justin Younger, Cody Nissen, Kimberly Tyler, and Mark McClarren voted aye. Motion unanimously carried.
- b. A motion for approval was made by Cody Nissen and seconded by Justin Younger for Administrative Regulation 5111 – Admission, to be approved. Debbie Hoffman, Justin Younger, Cody Nissen, Kimberly Tyler, and Mark McClarren voted aye. Motion unanimously carried.
- c. A motion for approval was made by Cody Nissen and seconded by Justin Younger for Administrative Regulation 5131.2 – Bullying, to be approved. Debbie Hoffman, Justin Younger, Cody Nissen, Kimberly Tyler, and Mark McClarren voted aye. Motion unanimously carried.

12. **Superintendent's Reports**

Superintendent Gary Rogers provided a recap of the recent DELT meeting. He shared that the team was able to identify some root causes of our site to site disconnect which included lack of strong relationships, limited relevance and engagement in instruction, gaps in meeting basic needs, inconsistent implementation across sites, and weak use of data for continuous improvement. Mr. Rogers believes that these issues can be addresses by focusing on teaming and what that looks like at the site level as well as the district level.

Mr. Rogers shared that the Helen Wilcox construction project is moving right along and should be prepped and ready to continue throughout the rainy season ahead. New septic tanks have been placed at Honcut and the foundation is being prepped for the new pump house.

The District Office has been hard at work providing documentation for the FPM review that is coming up in November.

13. **Board Items**

None.

CLOSED SESSION

The Board recessed into Closed Session at 5:16 PM to discuss the following:

1. Closed session for the purpose of discussing student matters/discipline, all in accordance with Education Code Sections 48918 and 35146.
2. Closed session regarding matters of personnel/employment all in accordance with Government Code Section 54957.
3. Closed session regarding matters of negotiation with the Palermo Teachers Association (PTA/CTA/NEA) and Classified School Employees Association (CSEA), Bargaining Unit 336. In accordance with Government Code Section 54957.6, with designated representative Gary Rogers, Superintendent; and matters of negotiations with unrepresented groups, certificated management and classified management/confidential, in accordance with Government Code Section 54957.6, with designated representative Gary Rogers, Superintendent.

OPEN SESSION

The Board reconvened into Open Session at 5:28 PM

REPORTS ON ACTION(S) TAKEN IN CLOSED SESSION

None.

ACTION ITEMS

1. Action on Stipulated Suspension Expulsion Case No. 271419

a. Action No. 1 | Finding of Fact

A motion was made by Cody Nissen, seconded by Justin Younger, to find that Student No. 271419 did, in fact, violate Education Code Section 48900(a)(1) and 48900(.7): Caused, attempted to cause, or threaten to cause physical injury to another person and made terroristic threats against school officials or school property.

Debbie Hoffman, Cody Nissen, Justin Younger, Kimberly Tyler, and Mark McClarren voted aye. Motion unanimously carried.

b. Action No. 2 | Action of Pending Stipulated Suspension Expulsion

A motion was made by Cody Nissen, seconded by Justin Younger, to suspend the implementation of the expulsion of Student No. 271419 through the end of the third trimester of the 2025-2026 school year. The motion also included the recommendation of the following rehabilitation plan to support the student's successful reintegration:

- 1) Maintain a clear school and community record during the term of the suspended expulsion

- 2) Attend a school or educational program, either private or public, maintaining passing grades in all subjects, have no unexcused absences, and maintain a satisfactory attitude and behavior
- 3) Have no suspendable violations of Education code 48900 or 48915
- 4) It is recommended that the student participate in a professional counseling program at no cost to the district.

Debbie Hoffman, Cody Nissen, Justin Younger, Kimberly Tyler, and Mark McClarren voted aye. Motion unanimously carried.

2. **Action on Expulsion Case No. 12339**

c. Action No. 1 | Finding of Fact

A motion was made by Cody Nissen, seconded by Justin Younger, to find that Student No. 12339 did, in fact, violate Education Code Section 48900(a)(1) and 48900(.7): Caused, attempted to cause, or threaten to cause physical injury to another person and made terroristic threats against school officials or school property.

Debbie Hoffman, Cody Nissen, Justin Younger, Kimberly Tyler, and Mark McClarren voted aye. Motion unanimously carried.

d. Action No. 2 | Action of Pending Stipulated Suspension Expulsion

A motion was made by Cody Nissen, seconded by Justin Younger, to suspend the implementation of the expulsion of Student No. 12339 through the end of the third trimester of the 2025-2026 school year. The motion also included the recommendation of the following rehabilitation plan to support the student's successful reintegration:

- 1) The student shall participate in a counseling program
- 2) The student shall remain off any school campus, until otherwise notified in writing by a school official (exception: during school hours at Palermo Community Day School site)
- 3) The student shall demonstrate proper respect to and follow all directions of school officials.
- 4) The student shall demonstrate proper attitude toward school work, maintain a good attendance record, and demonstrate good school conduct with no disruptions.
- 5) The student shall maintain a portfolio that contains evidence of improved achievement in math and reading, a sample of a completed assignment, and a sample picture of a completed project.
- 6) The student shall adhere to all laws and regulations, federal, state and local, as a demonstration of rehabilitation success.

Debbie Hoffman, Cody Nissen, Justin Younger, Kimberly Tyler, and Mark McClarren voted aye. Motion unanimously carried.

3. **Personnel – Recommendation: Approval** (Pending successful completion of pre-employment requirements.)

A motion was made by Cody Nissen, seconded by Justin Younger, recommending the following personnel items be approved. Debbie Hoffman, Justin Younger, Kimberly Tyler, Cody Nissen, and Mark McClarren voted aye. Motion unanimously carried.

Superintendent

- a. Approval of contract for Superintendent, Gary Rogers, effective July 1, 2025 through June 30, 2028.

Certificated

- b. Jesus Gomez, Stipend – 6th Grade Basketball, Palermo Middle School, add to District stipend list, effective 2025/2026 school year.
- c. Frank Maturino, Stipend – 8th Grade Basketball, Palermo Middle School, add to District stipend list, effective 2025/2026 school year.
- d. Julia Clay, Certificated Substitute, District Wide, add to certificated sub list, effective October 3, 2025.

Classified

- e. Jessica Fox, Substitute Instructional Aide, District Wide, add to classified sub list, effective October 2, 2025.
- f. Desirae Conn, Instructional Aide AEP, Palermo Middle School, change from Instructional Aide at Helen Wilcox School to Instructional Aide In-House Suspension at Palermo Middle School effective October 6, 2025.
- g. Mayra Padilla, Instructional Aide, Golden Hills School, amend contract hours from 5.0hours per day to 5.5 hours per day, effective August 7, 2025.

Resignation/Retirement

- h. Jessica Anthony, Instructional Aide, Golden Hills School, resignation effective October 18, 2025.

ADJOURNMENT

President, Debbie Hoffman, declared the meeting adjourned at 5:29 PM

Respectfully submitted,

Gary Rogers,
Secretary of the Governing Board

Checks Dated 10/01/2025 through 10/31/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
3005-335602	10/07/2025	US BANK	01-4300	1,468.06	
			01-5200	2,555.56	
			01-5800	1,212.12	
			01-5854	120.00	
			12-4300	84.39	
			12-5800	52.65	5,492.78
3005-335603	10/07/2025	Cueba, Connie	13-5200		65.24
3005-335604	10/07/2025	Adams, Gina C	01-4300		235.17
3005-335605	10/07/2025	Smithey, William D	01-4300		26.83
3005-335606	10/07/2025	Solano, Kimberly A	01-4300		86.96
3005-335607	10/07/2025	Greathouse, Kelsi L	01-4300		66.55
3005-335608	10/07/2025	Rubio, Brenda	01-5200		113.30
3005-335609	10/07/2025	Rogers, Gary	01-5200		36.40
3005-335610	10/07/2025	Maynard, Aimee S	01-4300		424.51
3005-335611	10/07/2025	Davis, Maverick	01-4300		168.55
3005-335612	10/07/2025	ADVANTAGE THERAPY SERVICES HALEY WILLIS	01-5800		9,471.15
3005-335613	10/07/2025	ACCULARM SECURITY SYSTEMS	01-5604		1,158.00
3005-335614	10/07/2025	ADVANTAGE THERAPY SERVICES HALEY WILLIS	01-5800		9,162.27
3005-335615	10/07/2025	AMAZON FULLFILLMENT SERVICES	01-4300	311.55	
			01-4400	627.84	
			12-4300	692.18	1,631.57
3005-335616	10/07/2025	ASPIRE SPEECH THERAPY	01-5800		21,199.78
3005-335617	10/07/2025	At&t	01-5900		379.15
3005-335618	10/07/2025	BAKER SUPPLIES & REPAIRS	01-4300		183.74
3005-335619	10/07/2025	BETTER DEAL EXCHANGE	12-4300		15.19
3005-335620	10/07/2025	BISHOPS PUMPKIN FARM INC	01-5810		2,288.00
3005-335621	10/07/2025	BLUE OAK MOBILE LIVESCAN KATIE CARMICHAEL BUELL	01-5853		1,170.00
3005-335622	10/07/2025	CHICO ALL CITY	Cancelled		300.00 *
Cancelled on 10/17/2025, Cancel Register # AP10172025-A					
3005-335623	10/07/2025	COLLECTIVE IMPACT SOLUTIONS	01-5800		7,154.40
3005-335624	10/07/2025	COMERS PRINT SHOP	01-4300		311.36
3005-335625	10/07/2025	DANNIS WOLIVER KELLEY	01-5200		300.00
3005-335626	10/07/2025	DANS ELECTRICAL SUPPLY	01-4300		16.50
3005-335627	10/07/2025	DAWSON OIL	01-4309		3,024.12
3005-335628	10/07/2025	EWELL EDUCATION SERVICES	01-4300		1,195.00
3005-335629	10/07/2025	GLITTER BUG FACE PAINTING	12-4351	100.00	
			12-5800	100.00	200.00
3005-335630	10/07/2025	GOLD STAR FOODS	13-4700	6,550.82	
			13-4720	67.50	6,618.32
3005-335631	10/07/2025	HOBBS PEST SOLUTIONS INC	01-5505		389.00
3005-335632	10/07/2025	HOUGHTON MIFFLIN COMPANY	01-4300		68.14
3005-335633	10/07/2025	KING CONSULTING	01-5800		717.50
3005-335634	10/07/2025	LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT	01-5503		4,611.42

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Checks Dated 10/01/2025 through 10/31/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
3005-335635	10/07/2025	MCGRAW HILL EDUCATION INC	01-4300	4,740.14	
			01-5854	172.80	4,912.94
3005-335636	10/07/2025	MD INSPECTIONS	40-6290		8,160.00
3005-335637	10/07/2025	OFFICE DEPOT	01-4300		748.08
3005-335638	10/07/2025	OREILLY AUTOMOTIVE STORES INC	01-4335		79.86
3005-335639	10/07/2025	PACE ANALYTICAL	01-5503		202.60
3005-335640	10/07/2025	PACIFIC GAS AND ELECTRIC CO	01-5502		45,817.73
3005-335641	10/07/2025	PRO PACIFIC FRESH CHICO PRODUCE INC	13-4300	185.94	
			13-4700	3,213.44	3,399.38
3005-335642	10/07/2025	PRODUCERS DAIRY FOODS	13-4700		2,568.61
3005-335643	10/07/2025	RALEYS - IN STORE CHARGE	01-4300		445.85
3005-335644	10/07/2025	RENAISSANCE LEARNING	01-5200		600.00
3005-335645	10/07/2025	HD SUPPLY/HOME DEPOT PRO	01-4300	1,042.62	
			13-4300	657.85	1,700.47
3005-335646	10/07/2025	SYSKO FOOD SVCS OF SACRAMENTO	13-4300	705.32	
			13-4700	630.59	1,335.91
3005-335647	10/07/2025	TEHAMA TIRE SERVICE INC	01-4335		470.47
3005-335648	10/07/2025	VERIZON WIRELESS SERVICES	01-5900		365.46
3005-335649	10/07/2025	VOLTAGE SPECIALISTS	01-5800		250.00
3005-335650	10/07/2025	WELCOME RAMP SYSTEMS	01-6200	12,825.46	
			Unpaid Tax	977.46-	11,848.00
3005-335651	10/07/2025	Addams, Daylyn	01-4300		334.41
3005-335652	10/07/2025	Metcalf, Consuelo A	01-5200		37.24
3005-335653	10/07/2025	Fisher, Kristine E	01-4300		671.23
3005-335654	10/07/2025	LYNANN PILLEY	01-5800		136.23
3005-335655	10/07/2025	CHICO ALL CITY	Cancelled		50.00 *
Cancelled on 10/17/2025, Cancel Register # AP10172025-A					
3005-336259	10/14/2025	AMAZON FULLFILLMENT SERVICES	01-4300	1,443.01	
			12-4300	1,314.53	2,757.54
3005-336260	10/14/2025	AT&T	01-5900		586.71
3005-336261	10/14/2025	BETTER DEAL EXCHANGE	12-4300		17.47
3005-336262	10/14/2025	CYBERREEF	01-5854		816.00
3005-336263	10/14/2025	HOBART NORCAL RESTAURANT SUP	13-4400		4,912.43
3005-336264	10/14/2025	KLEINS CABINET & COUNTERTOPS	12-4400		25,745.12
3005-336265	10/14/2025	MJB WELDING SUPPLY INC	01-4300		12.30
3005-336266	10/14/2025	OFFICE DEPOT	01-4300	3,418.30	
			12-4300	160.68	
			12-4320	160.67	3,739.65
3005-336267	10/14/2025	OREILLY AUTOMOTIVE STORES INC	01-4300	12.98	
			01-4335	163.17	176.15
3005-336268	10/14/2025	PRO PACIFIC FRESH CHICO PRODUCE INC	13-4700		907.05
3005-336269	10/14/2025	PRODUCERS DAIRY FOODS	13-4700		2,468.53
3005-336270	10/14/2025	RISING STAR SPED ACADEMY	01-5800		12,559.00

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Checks Dated 10/01/2025 through 10/31/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
3005-336271	10/14/2025	SCHOLASTIC TEACHER EDUCATION	01-4300		164.78
3005-336272	10/14/2025	SHARPS LOCKSMITHIG GARAGE DOOR	01-5800		449.99
3005-336273	10/14/2025	HD SUPPLY/HOME DEPOT PRO	01-4300	433.31	
			12-4300	65.53	498.84
3005-336274	10/14/2025	TRACTOR SUPPLY CREDIT PLAN	01-4300		67.72
3005-336275	10/14/2025	TWO BY TWO RANCH TINA CARDIN	01-5800		850.00
3005-336276	10/14/2025	UNITED BUILDING CONTRACTORS	40-6125		148,606.42
3005-336651	10/16/2025	Borquez, Victor R	01-4300		104.14
3005-336652	10/16/2025	Allsup, Christy L	01-4300		617.08
3005-336653	10/16/2025	McCoy III, Alfred J	01-4300		122.10
3005-336654	10/16/2025	Smith, Jonathan T	01-4300	134.41	
			01-5200	66.64	201.05
3005-336655	10/16/2025	Solano, Kimberly A	01-4300		21.57
3005-336656	10/16/2025	Brenner, Sarah H	01-4300		44.09
3005-336657	10/16/2025	Rubio, Brenda	01-5200		92.68
3005-336658	10/16/2025	Juarez, Anthony	01-5200		66.22
3005-336659	10/16/2025	Madison, Elizabeth M	01-5200		218.40
3005-336660	10/16/2025	Hudson, Janeene L	12-4300	171.25	
			12-4351	122.27	293.52
3005-336904	10/21/2025	CA DEPT TAX & FEE ADMIN	01-9580		1,065.00
3005-336905	10/21/2025	WILLOWS CARDINAL BOOSTERS	01-5800		350.00
3005-336906	10/21/2025	ACCULARM SECURITY SYSTEMS	01-5604		300.00
3005-336907	10/21/2025	ADVANTAGE THERAPY SERVICES HALEY WILLIS	01-5800		8,294.13
3005-336908	10/21/2025	AMAZON FULLFILLMENT SERVICES	01-4300	993.90	
			12-4300	168.50	
			12-4315	257.29	
			12-4320	154.25	
			12-4351	50.20	
			12-4353	272.35	1,896.49
3005-336909	10/21/2025	B & G SMOG GAETANNO PAPPALARDO	01-5600		157.00
3005-336910	10/21/2025	BETTER DEAL EXCHANGE	01-4300	49.94	
			13-4300	50.20	100.14
3005-336911	10/21/2025	CDW GOVERNMENT	01-4300	609.51	
			01-5854	4,480.00	5,089.51
3005-336912	10/21/2025	CHICO SPEECH LANGUAGE CENTER	01-5800		24,201.62
3005-336913	10/21/2025	Chico Jr High School Basketball CLub	01-5800		350.00
3005-336914	10/21/2025	CLOVERLEAF FAMILY COUNSELING JULIE TOROK MANGASARIAN	12-5800		450.00
3005-336915	10/21/2025	CRESCO EQUIPMENT RENTALS ATTN: ACCOUNTS RECEIVABLE	01-5600		177.01
3005-336916	10/21/2025	COMPUTER TECHONOLGY LINK	01-4400		2,843.60
3005-336917	10/21/2025	DAWSON OIL	01-4309		3,315.93

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Checks Dated 10/01/2025 through 10/31/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
3005-336918	10/21/2025	DEPARTMENT OF JUSTICE ACCOUNT OFFICE	01-5853		1,228.00
3005-336919	10/21/2025	EAGLE ARCHITECTS	40-6210		1,840.00
3005-336920	10/21/2025	FROG STREET PRESS	01-4300		155.61
3005-336921	10/21/2025	GLOBAL OFFICE	01-4300		184.87
3005-336922	10/21/2025	GOLD STAR FOODS	13-4700		10,019.85
3005-336923	10/21/2025	HOBBS PEST SOLUTIONS INC	01-5505		389.00
3005-336924	10/21/2025	LAKESHORE LEARNING MATERIALS	12-4300	650.34	
			12-4400	3,760.77	4,411.11
3005-336925	10/21/2025	MC COYS TREE SERVICE	01-5600		2,200.00
3005-336926	10/21/2025	MCGRAW HILL EDUCATION INC	01-5200		3,500.00
3005-336927	10/21/2025	MID PACIFIC ENGINEERING	35-6290		2,763.28
3005-336928	10/21/2025	NV5	35-6280	1,996.60	
			40-6280	4,659.20	6,655.80
3005-336929	10/21/2025	OFFICE DEPOT	01-4300		3,346.16
3005-336930	10/21/2025	OREILLY AUTOMOTIVE STORES INC	01-4335		151.53
3005-336931	10/21/2025	OROVILLE POWER EQUIPMENT	01-4300		37.09
3005-336932	10/21/2025	PACE ENGINEERING	40-6210		39,093.90
3005-336933	10/21/2025	PRO PACIFIC FRESH CHICO PRODUCE INC	13-4700		5,571.98
3005-336934	10/21/2025	PRODUCERS DAIRY FOODS	13-4700		782.93
3005-336935	10/21/2025	RECOLOGY BUTTE COLUSA COUNTIES	01-5504		1,025.04
3005-336936	10/21/2025	SLAKEY BROTHERS	01-4300		32.55
3005-336937	10/21/2025	HD SUPPLY/HOME DEPOT PRO	01-4300	709.00	
			12-4300	212.48	
			13-4300	205.11	1,126.59
3005-336938	10/21/2025	SUTTER CNTY SUPERINTENDENT OF SCHOOLS	01-4300		2,880.00
3005-336939	10/21/2025	SYSCO FOOD SVCS OF SACRAMENTO	01-4300	154.14	
			13-4300	241.10	
			13-4700	2,186.64	2,581.88
3005-336940	10/21/2025	TEC-COM LOW VOLTAGE SOLUTIONS	35-6200		3,805.00
3005-336941	10/21/2025	T-MOBILE	01-5900		585.80
3005-336942	10/21/2025	UNITED BUILDING CONTRACTORS	35-6200		179,643.00
3005-336943	10/21/2025	Valley Iron	01-4300		694.50
3005-336944	10/21/2025	VENTRIS LEARNING	01-4300	58.18	
			Unpaid Tax	4.43-	53.75
3005-337150	10/23/2025	Napoli, Kristen L	01-5200		311.23
3005-337151	10/23/2025	Ruff, Angela B	01-4300		814.49
3005-337152	10/23/2025	Neville, Jeannee J	01-4300		159.02
3005-337153	10/23/2025	Friberg, Gwendolyn R	01-5200		113.12
3005-337154	10/23/2025	Duggins, Jodie R	12-4300		121.57
3005-337155	10/23/2025	Addams, Daylyn	01-4300		192.36
3005-337156	10/23/2025	Greathouse, Kelsi L	01-4300		20.00

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Checks Dated 10/01/2025 through 10/31/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
3005-337157	10/23/2025	Chapman, Jamie L	01-5200		68.60
3005-337158	10/23/2025	Wright, Jennifer L	01-4300		344.14
3005-337159	10/23/2025	Butcher, Kimberly A	12-5200		434.47
3005-337160	10/23/2025	Russell, Kristen N	01-5200		68.60
3005-337161	10/23/2025	Metcalf, Consuelo A	01-5200		478.35
3005-337162	10/23/2025	Maynard, Aimee S	01-4300	151.67	
			01-4400	530.41	
			01-5200	71.27	753.35
3005-337163	10/23/2025	Bowles, Melissa	01-5200		474.87
3005-337164	10/23/2025	Heard, Rebeka	01-5200		37.00
3005-337453	10/28/2025	ADVANTAGE THERAPY SERVICES HALEY WILLIS	01-5800		7,500.87
3005-337454	10/28/2025	AMAZON FULLFILLMENT SERVICES	01-4300	609.58	
			12-4300	429.33	1,038.91
3005-337455	10/28/2025	BILL'S QUALITY FENCING WILLIAM ULREY	01-5800		1,400.00
3005-337456	10/28/2025	CALIFORNIA OCCUPATIONAL MEDICAL PROFESSIONALS	01-5851		320.00
3005-337457	10/28/2025	DANNIS WOLIVER KELLEY	01-5830		14,616.50
3005-337458	10/28/2025	DAWSON OIL	01-4309		940.45
3005-337459	10/28/2025	EWELL EDUCATION SERVICES	01-5300		287.00
3005-337460	10/28/2025	CA FFA ASSOCIATION	01-4300		1,090.00
3005-337461	10/28/2025	GOLD STAR FOODS	13-4300	81.51	
			13-4700	5,458.22	5,539.73
3005-337462	10/28/2025	PACE SUPPLY	01-4300	417.23	
			13-4300	129.02	546.25
3005-337463	10/28/2025	CHALK SPINNER KODO KIDS	12-4300		1,037.15
3005-337464	10/28/2025	MC KINLEY ELEVATOR CORPORATION	01-4300	120.74	
			01-5800	350.00	470.74
3005-337465	10/28/2025	OFFICE DEPOT	01-4300		188.12
3005-337466	10/28/2025	OREILLY AUTOMOTIVE STORES INC	01-4300	290.21	
			01-4335	309.67	599.88
3005-337467	10/28/2025	PACIFIC GAS AND ELECTRIC CO	01-5502		2,006.83
3005-337468	10/28/2025	PRO PACIFIC FRESH CHICO PRODUCE INC	13-4700		4,894.25
3005-337469	10/28/2025	PRODUCERS DAIRY FOODS	13-4700		2,077.77
3005-337470	10/28/2025	SAN JOAQUIN CNTY OFFICE OF ED COUNTY SCHOOLS SERVICE FUND	01-5854		4,000.00
3005-337471	10/28/2025	SLAKEY BROTHERS	13-4400		8,123.08
3005-337472	10/28/2025	HD SUPPLY/HOME DEPOT PRO	01-4300	413.92	
			13-4300	36.25	450.17
3005-337473	10/28/2025	SUTTER CNTY SUPERINTENDENT OF SCHOOLS	01-5810		26,712.50
3005-337474	10/28/2025	SYSO FOOD SVCS OF SACRAMENTO	13-4300	942.50	
			13-4700	1,101.19	2,043.69
3005-337475	10/28/2025	VENTRIS LEARNING	01-4300	93.37	

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Checks Dated 10/01/2025 through 10/31/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
			Unpaid Tax	7.12-	86.25
3005-337476	10/28/2025	VERIZON WIRELESS SERVICES	01-5900		459.78
3005-337477	10/28/2025	Ruff, Angela B	01-4300		408.00
3005-337478	10/28/2025	Ronan, Terra R	01-4300		95.39
3005-337479	10/28/2025	Johnson, Anna M	01-5200		206.60
3005-337480	10/28/2025	Corkin, Brianna G	01-5200		68.60
3005-337481	10/28/2025	Sharp, Christopher R	01-4300		26.20
3005-337482	10/28/2025	Walker, Rainbow T	01-4300		78.01
3005-337483	10/28/2025	Bidlack, Seth A	01-4300		70.33
3005-337484	10/28/2025	Solano, Kimberly A	01-4300		62.98
3005-337485	10/28/2025	Maynard, Aimee S	01-4300		72.42
Total Number of Checks			171		784,791.19

	Count	Amount
Cancel	2	350.00
Net Issue		784,441.19

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	GeneralFund	135	293,227.25
12	ChildDevelopmentFund	18	36,800.63
13	CafeteriaSpecialRevenueFund	22	64,834.92
35	CountySchoolFacilitiesFund	4	188,207.88
40	SpecResCapitalOutlayFund	5	202,359.52
Total Number of Checks		169	785,430.20
Less Unpaid Tax Liability			989.01-
Net (Check Amount)			784,441.19

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EVENTS CALENDAR			
PALERMO UNION ELEMENTARY SCHOOL DISTRICT			
Date	Event	Location	Time
November 12, 2025	Regular Board Meeting	District Boardroom	5:00 PM
December 12, 2025	1st Trimester Awards Ceremony	Palermo Middle School	9:00 AM
December 17, 2025	Annual Organizational Meeting	District Boardroom	5:00 PM

		MONTH:	Aug 30- Sept 30, 2025			
	BEG BAL	RECEIPTS	DISBURSEMENTS	TRNFS	FEE/SVC CHG	ENDING BAL
Account Name						
PACE	\$535.68					\$535.68
102 PAL ST BODY	\$8,003.36		(\$1.51)			\$8,001.85
202 SPORTS	\$1,975.10		(\$172.89)			\$1,802.21
203 Boys Bball	\$1,731.83					\$1,731.83
204 Girls Bball	\$48.54					\$48.54
205 REFEREE	\$0.00					\$0.00
300 Yearbook	\$6,823.60		(\$298.68)			\$6,524.92
402 PAL LIBRARY	\$1,156.25					\$1,156.25
502 BAND	\$7,684.79		(\$765.00)			\$6,919.79
505 DRILL TEAM	\$303.11					\$303.11
506 6TH GRADE	\$1,376.13					\$1,376.13
507 7TH GRADE	\$1,086.75					\$1,086.75
509 8TH GRADE	\$2,232.48					\$2,232.48
511 CLUB LIVE	\$4,684.23					\$4,684.23
512 CHESS CLUB	\$290.22					\$290.22
513 FFA	\$8,553.82	\$50.00	(\$1,159.37)			\$7,444.45
514 Floral	\$1,308.50	\$15,045.00	(\$2,055.34)			\$14,298.16
Undeposited Funds	\$0.00					\$0.00
	\$47,794.39					\$58,436.60

STAFF DEVELOPMENT REPORT
October 2025

All totals are approximates.

Serv Safe Certification		
Blankenship, L Leonard, A Sanders, Stafford		
Sacramento		
10/27/25	Funding: 5310	\$696.52
Nurtured Heart Approach		
Osmun, Slaten		
Chico, Ca		
10/16/2025	Funding: 4035	\$314.00
EHS Training		
Butcher, Heras		
Redding, Ca		
11/5-11/7/25	Funding: 5002, 5000	\$215.69
Serve Safe		
Wanner, Precadio, Arivett		
Webinar		
TBA	Funding: 5245	\$447.00

**PALERMO UNION SCHOOL DISTRICT
DISTRICT-WIDE DISCIPLINE REPORT**

September 2025										
INFRACTION <u>In School Suspensions</u>										
Grounds for Suspension/Expulsion	TK	K	1	2	3	4	5	6	7	8
(a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person.										4
(a) (2) Willfully used force or violence upon the person of another, except in self-defense.										
(b) Possessed, sold or otherwise furnished any firearm, knife, explosive, or other dangerous object without written permission from a certificated employee and concurrence by the principal or his designee.										
(c) Unlawfully possessed, used, sold, or otherwise furnished or been under the influence of any controlled substance, alcoholic beverage, or intoxicant of any kind.										
(d) Unlawfully offered or arranged or negotiated to sell any controlled substance, an alcoholic beverage, or intoxicant of any kind, and then sold, delivered or otherwise furnished to any person another liquid substance, or material and represented the liquid, substance or material as a controlled substance, alcoholic beverage, or intoxicant.										
(e) Committed or attempted to commit robbery or extortion.										
(f) Caused or attempted to cause damage to school property or private property.										
(g) Stole or attempted to steal school property or private property.										
(h) Possessed or used tobacco.										
(i) Committed an obscene act or engaged in habitual profanity or vulgarity.										
(j) Unlawfully offered, arranged or negotiated to sell any drug paraphernalia.										
(k) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, or other school personnel engaged in the performance of their duties.										
(l) Knowingly received stolen school property or private property.										
(m) Possessed an imitation firearm.										
(n) Committed or attempted to commit a sexual assault or committed a sexual battery.										
(o) Harassed, threatened, or intimidated a pupil who is a complaining witness or witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness, or retaliating against that pupil for being a witness, or both.										
(r) Engaged in an act of bullying, including bullying committed through electronic means.										
(48900.2) Sexual Harassment (Excluding grades K-3, inclusive)										
(48900.3) Causing, threatening to cause or participating in an act of hate violence. (Excluding grades K-3, inclusive)										
(48900.4) Intentionally engaged in harassment, threats, or intimidation, directed against a pupil or group of pupils, that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting class work, creating substantial disorder, and invading the rights of that pupil or group of pupils by creating an intimidating or hostile education environment. (A pupil or pupils enrolled in any of grades 4-12, inclusive.)										
.7 Made terroristic threats against school officials or school property.										
Total Number of Incidents	0	0	0	0	0	0	0	0	0	4

**PALERMO UNION SCHOOL DISTRICT
DISTRICT-WIDE DISCIPLINE REPORT**

INFRACTION	Out of School Suspensions									
Grounds for Suspension/Expulsion	TK	K	1	2	3	4	5	6	7	8
(a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person.						1			2	
(a) (2) Willfully used force or violence upon the person of another, except in self-defense.										
(b) Possessed, sold or otherwise furnished any firearm, knife, explosive, or other dangerous object without written permission from a certificated employee and concurrence by the principal or his Designee.										
(c) Unlawfully possessed, used, sold, or otherwise furnished or been under the influence of any controlled substance, alcoholic beverage, or intoxicant of any kind.										
(d) Unlawfully offered or arranged or negotiated to sell any controlled substance, an alcoholic beverage, or intoxicant of any kind, and then sold, delivered or otherwise furnished to any person another liquid substance, or material and represented the liquid, substance or material as a controlled substance, alcoholic beverage, or intoxicant.										
(e) Committed or attempted to commit robbery or extortion.										
(f) Caused or attempted to cause damage to school property or private property.										
(g) Stole or attempted to steal school property or private property.										
(h) Possessed or used tobacco.										
(i) Committed an obscene act or engaged in habitual profanity or vulgarity.										
(j) Unlawfully offered, arranged or negotiated to sell any drug paraphernalia.										
(k) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, or other school personnel engaged in the performance of their duties.										
(l) Knowingly received stolen school property or private property.										
(m) Possessed an imitation firearm.								1		
(n) Committed or attempted to commit a sexual assault or committed a sexual battery.										
(o) Harassed, threatened, or intimidated a pupil who is a complaining witness or witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness, or retaliating against that pupil for being a witness, or both.										
(r) Engaged in an act of bullying, including bullying committed through electronic means.										
(48900.2) Sexual Harassment (Excluding grades K-3, inclusive)										
(48900.3) Causing, threatening to cause or participating in an act of hate violence. (Excluding grades K-3, inclusive)										
(48900.4) Intentionally engaged in harassment, threats, or intimidation, directed against a pupil or group of pupils, that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting class work, creating substantial disorder, and invading the rights of that pupil or group of pupils by creating an intimidating or hostile education environment. (A pupil or pupils enrolled in any of grades 4-12, inclusive.)										
.7 Made terroristic threats against school officials or school property.										
Total Number of Incidents	0	0	0	0	0	1	0	1	2	0
INFRACTION	Number of referrals to AEP									
Grounds for Suspension/Expulsion	TK	K	1	2	3	4	5	6	7	8
(a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person.		4	2	6	1	14	2		3	3

**PALERMO UNION SCHOOL DISTRICT
DISTRICT-WIDE DISCIPLINE REPORT**

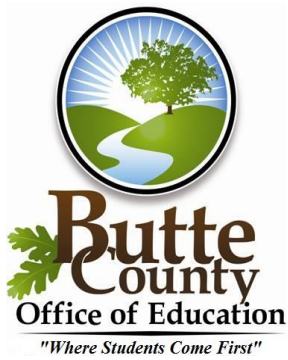
(a) (2) Willfully used force or violence upon the person of another, except in self-defense.										
(b) Possessed, sold or otherwise furnished any firearm, knife, explosive, or other dangerous object without written permission from a certificated employee and concurrence by the principal or his Designee.										
(c) Unlawfully possessed, used, sold, or otherwise furnished or been under the influence of any controlled substance, alcoholic beverage, or intoxicant of any kind.										
(d) Unlawfully offered or arranged or negotiated to sell any controlled substance, an alcoholic beverage, or intoxicant of any kind, and then sold, delivered or otherwise furnished to any person another liquid substance, or material and represented the liquid, substance or material as a controlled substance, alcoholic beverage, or intoxicant.										
(e) Committed or attempted to commit robbery or extortion.										
(f) Caused or attempted to cause damage to school property or private property.										
(g) Stole or attempted to steal school property or private property.						1	1			
(h) Possessed or used tobacco.										1
(i) Committed an obscene act or engaged in habitual profanity or vulgarity.			1		1	4	2	1	2	
(j) Unlawfully offered, arranged or negotiated to sell any drug paraphernalia.										
(k) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, or other school personnel engaged in the performance of their duties.		3	1	1	2	7	3	6	5	
(l) Knowingly received stolen school property or private property.										
(m) Possessed an imitation firearm.										
(n) Committed or attempted to commit a sexual assault or committed a sexual battery.										
(o) Harassed, threatened, or intimidated a pupil who is a complaining witness or witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness, or retaliating against that pupil for being a witness, or both.									1	
(r) Engaged in an act of bullying, including bullying committed through electronic means.						1				
(48900.2) Sexual Harassment (Excluding grades K-3, inclusive)										
(48900.3) Causing, threatening to cause or participating in an act of hate violence. (Excluding grades K-3, inclusive)										
(48900.4) Intentionally engaged in harassment, threats, or intimidation, directed against a pupil or group of pupils, that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting class work, creating substantial disorder, and invading the rights of that pupil or group of pupils by creating an intimidating or hostile education environment. (A pupil or pupils enrolled in any of grades 4-12, inclusive.)										
.7 Made terroristic threats against school officials or school property.										
Total Number of Incidents	0	7	4	7	4	27	8	7	11	4
Number of Days Suspended	TK	K	1	2	3	4	5	6	7	8
1 Day						1				4

**PALERMO UNION SCHOOL DISTRICT
DISTRICT-WIDE DISCIPLINE REPORT**

2 Days										
3 Days										
4 Days										
5 Days								1	2	
Total Days	0	0	0	0	0	1	0	5	10	4
Superintendent/Designee Alternative to Suspension/Expulsion # of Students (extensions beyond 5 days)									2	

SUMMARY OF BUS VIOLATIONS

	TK	K	1	2	3	4	5	6	7	8
FIRST VIOLATION: Warning by Principal, notification of parent.										
SECOND VIOLATION: Student will not be permitted on ANY bus for five (5) school days, and until the parents and student have had a conference with the Principal.			1	1						
THIRD VIOLATION: Exclusion from riding ANY bus for the remainder of the school year unless reinstated by the Principal.										
FOURTH VIOLATION: Exclusion from riding ANY bus for ANY reason. (Minimum exclusion shall be until the last day of the trimester following the trimester in which the exclusion occurred.)										
TOTAL	0	0	1	1	0	0	0	0	0	0



Mary Sakuma
Superintendent
msakuma@bcoe.org

Ann Bates
Senior Executive Assistant
abates@bcoe.org

Board of Education

Daniel Alexander

Emily Holtom

Mike Walsh

Amy Christianson

Julian Diaz

Alastair Roughton

Bill Fishkin

1859 Bird Street
Oroville, CA 95965
(530) 532-5761
Fax (530) 532-5762
www.bcoe.org

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Date: September 18, 2025

To: District Executive Assistants

From: Ann Bates, Senior Executive Assistant to Mary Sakuma, Butte County Superintendent of Schools

Subject: Date of Annual Organizational Board Meeting

Per Education Code § 35143, the governing board of each school district must hold an annual organizational meeting. In a year with a regular election for board members, the meeting must occur within a 15-day window that begins on the second Friday in December following the election. **In years without a regular election, the meeting must be held in December, but no later than December 20.**

The date and time of this meeting should be selected at the last regular board meeting before the start of the 15-day period. If the board fails to select a date, the county superintendent will designate one. All board members and members-elect must be notified in writing at least 15 days prior to the meeting.

To comply with these regulations, please document your board's action by completing the statement below. Indicate if local charter provisions or other rules prevail relative to the organizational meeting. Return one copy to Ann Bates at Butte County Office of Education, within 10 days of the meeting, and retain a copy for your district's records.

Statement Pursuant to Education Code § 35143

The Governing Board of the Palermo Union Elementary School District, at its meeting on November 12, 2025, has selected December 17, 2025, as the date for the annual organizational meeting.

The meeting will be held at the PUESD Boardroom starting at 5:00 PM.

Signature: _____
Secretary/Clerk

REFERENCE #5

"WHERE STUDENTS COME FIRST"

EVENTS CALENDAR

PALERMO UNION ELEMENTARY SCHOOL DISTRICT

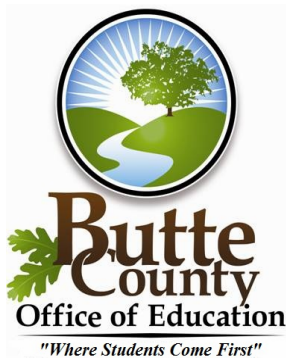
Date	Event	Location	Time
January 19, 2026	Martin Luther King Day (No students, teachers or staff)		
January 28, 2025	Regular Board Meeting	District Boardroom	5:00 PM
February 13-20, 2026	Intercession (No students, teachers or 10-month employees)		
February 13, 2026	Lincoln's Birthday (No students, teachers or staff)		
February 16, 2026	President's Day (No students, teachers or staff)		
February 25, 2026	Regular Board Meeting	District Boardroom	5:00 PM
March 25, 2026	Regular Board Meeting	District Boardroom	5:00 PM
April 6-10, 2026	Easter Break (No students, teachers or 10-month employees)		
April 16, 2026	Open House	Palermo Middle School	5:30 PM
April 22, 2026	Regular Board Meeting	District Boardroom	5:00 PM
May 14, 2026	Spring Band Concert	Palermo Middle School	6:00 PM
May 25, 2026	Memorial Day (No students, teachers or staff)		
May 27, 2026	Regular Board Meeting	District Boardroom	5:00 PM
June 4, 2026	8th Grade Graduation	Palermo Middle School	9:00 AM
June 19, 2026	Juneteenth (No students, teachers or staff)		
June 17, 2026	Regular Board Meeting	District Boardroom	5:00 PM
June 24, 2026	Regular Board Meeting	District Boardroom	5:00 PM
July 22, 2026	Regular Board Meeting	District Boardroom	5:00 PM
August 26, 2026	Regular Board Meeting	District Boardroom	5:00 PM
September 23, 2026	Regular Board Meeting	District Boardroom	5:00 PM
October 28, 2026	Regular Board Meeting	District Boardroom	5:00 PM
November 11, 2026	Veteran's Day (No students, teachers or staff)		
November 18, 2026	Regular Board Meeting	District Boardroom	5:00 PM
December 16, 2026	Annual Organizational Meeting	District Boardroom	5:00 PM

EVENTS CALENDAR

PALERMO UNION ELEMENTARY SCHOOL DISTRICT

Date	Event	Location	Time
January 14, 2026	Regular Board Meeting	District Boardroom	5:00 PM
January 19, 2026	Martin Luther King Day (No students, teachers or staff)		
January 28, 2025	Regular Board Meeting	District Boardroom	5:00 PM
February 11, 2026	Regular Board Meeting	District Boardroom	5:00 PM
February 13-20, 2026	Intercession (No students, teachers or 10-month employees)		
February 13, 2026	Lincoln's Birthday (No students, teachers or staff)		
February 16, 2026	President's Day (No students, teachers or staff)		
February 25, 2026	Regular Board Meeting	District Boardroom	5:00 PM
March 11, 2026	Regular Board Meeting	District Boardroom	5:00 PM
March 25, 2026	Regular Board Meeting	District Boardroom	5:00 PM
April 6-10, 2026	Easter Break (No students, teachers or 10-month employees)		
April 16, 2026	Open House	Palermo Middle School	5:30 PM
April 22, 2026	Regular Board Meeting	District Boardroom	5:00 PM
May 13, 2026	Regular Board Meeting	District Boardroom	5:00 PM
May 14, 2026	Spring Band Concert	Palermo Middle School	6:00 PM
May 25, 2026	Memorial Day (No students, teachers or staff)		
May 27, 2026	Regular Board Meeting	District Boardroom	5:00 PM
June 4, 2026	8th Grade Graduation	Palermo Middle School	9:00 AM
June 10, 2026	Regular Board Meeting	District Boardroom	5:00 PM
June 19, 2026	Juneteenth (No students, teachers or staff)		
June 17, 2026	Regular Board Meeting	District Boardroom	5:00 PM
June 24, 2026	Regular Board Meeting	District Boardroom	5:00 PM
July 8, 2026	Regular Board Meeting	District Boardroom	5:00 PM
July 22, 2026	Regular Board Meeting	District Boardroom	5:00 PM
August 12, 2026	Regular Board Meeting	District Boardroom	5:00 PM
August 26, 2026	Regular Board Meeting	District Boardroom	5:00 PM

September 9, 2026	Regular Board Meeting	District Boardroom	5:00 PM
September 23, 2026	Regular Board Meeting	District Boardroom	5:00 PM
October 14, 2026	Regular Board Meeting	District Boardroom	5:00 PM
October 28, 2026	Regular Board Meeting	District Boardroom	5:00 PM
November 11, 2026	Veteran's Day (No students, teachers or staff)		
November 18, 2026	Regular Board Meeting	District Boardroom	5:00 PM
December 16, 2026	Annual Organizational Meeting	District Boardroom	5:00 PM



Mary Sakuma
Superintendent
msakuma@bcoe.org

Student Programs and Educational Support

Michelle Zevely
Deputy Superintendent
mzevely@bcoe.org

Board of Education

*Daniel Alexander
Emily Holtom
Mike Walsh
Amy Christianson
Julian Diaz
Alastair Roughton
Bill Fishkin*

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An Equal Opportunity Employer

9/8/25

Gary Rogers
7390 Bulldog Way
Palermo, CA 95968

AGREEMENT

Butte County Office of Education's Butte County Community School (BCCS) and Palermo Union Elementary School District (PUESD) agree as follows:

1. PUESD agrees to pay excess costs for students who are referred by the district to BCCS.
2. BCOE-BCCS will track students referred by having the district complete a referral packet.
3. Students who are referred to BCCS and who are on an IEP, will have a separate special education billback of excess costs.
4. The districts share of excess costs will be calculated based on the amount of days the student was enrolled.
5. District's share of excess costs will be collected with two cash collections completed during the fiscal year and will be collected via S-Transfer. The first S-transfer will be completed in January for 50% of the current year estimated total excess costs. The second S-transfer will be completed in June for the remaining 50% of the current year estimated total excess costs. BCOE will calculate final excess cost for the fiscal year within 90 days of the fiscal year end and will process a final S-Transfer to collect any additional amount due or refund any overpayment.

This agreement is effective through June 30, 2026

Mary Sakuma
Superintendent, BCOE

Gary Rogers
Superintendent, PUESD

cc: Travis Haskill, Executive Director, Fiscal Services
Rachel Paarsch, Principal

AGREEMENT FOR SPECIAL SERVICES BETWEEN LOCAL EDUCATION AGENCIES

This Agreement for Services ("Agreement") is made and entered into as of July 1, 2025 by and between the **Butte County Office of Education** ("BCOE") and **Palermo Unified School District** ("AGENCY"), (together, "Parties").

The terms of this Agreement are as follows:

1. **Purpose.** The duties, obligations and agreements to provide the services under this Agreement are set forth in the attached **Exhibit "A"** ("Services").
2. **Term.** Services shall commence on July 1, 2025 and will continue until June 30, 2026, unless this Agreement is terminated and/or otherwise cancelled prior to that time.
3. **Payment.** Compensation shall be as set forth in **Exhibit "B"** as the proposed fee for Services.
4. **Termination.** Either party may, at any time, with or without reason, terminate this Agreement with a reasonable explanation. Written notice by the terminating party shall be sufficient to stop further provision of Services. Notice shall be deemed given when received by the non-terminating party or no later than three (3) days after the day of mailing, whichever is sooner.
5. **Additional Services.** In the event either Party requires services from the other Party in addition to those set forth in this Agreement, the Party requiring additional services shall compensate the other Party for costs incurred by those additional services. If either Party believes that additional services are necessary or desirable, that Party shall submit a written description of the additional services to the other Party, along with the reasons the additional services are required or reasonable, and the specific cost of the additional services. Such services shall be performed only after both Parties agree in writing to proceed with the additional services.
6. **Indemnification.** The AGENCY agrees to indemnify, defend, and hold harmless BCOE, its officers, agents and employees against any claim, liability, loss, injury or damage imposed on BCOE arising out of the AGENCY's performance on this Agreement, except for liability resulting from the negligent or willful misconduct of BCOE, its officers, agents and employees. If obligated to indemnify, defend, or hold harmless BCOE under this Agreement, the AGENCY shall reimburse BCOE for all costs, attorney's fees, expenses and liabilities associated with any resulting legal action. The AGENCY shall seek BCOE approval of any settlement that could adversely affect the BCOE, its officers, agents or employees.

The BCOE agrees to indemnify, defend, and hold harmless AGENCY, its officers, agents and employees against any claim, liability, loss, injury or damage imposed on AGENCY arising out of the BCOE's performance on this Agreement, except for liability resulting from the negligent or willful misconduct of AGENCY, its officers, agents and employees. If obligated to indemnify, defend, or hold harmless AGENCY under this Agreement, the BCOE shall reimburse AGENCY for all costs, attorney's fees, expenses and liabilities associated with any resulting legal action. The BCOE shall seek AGENCY approval of any settlement that could adversely affect the AGENCY, its officers, agents or employees.
7. **Insurance.** Each party shall procure and maintain at all times insurance with minimum limits as customary for that party's course of business.

8. **Anti-Discrimination.** It is the policy of the BCOE that in connection with all work performed under contracts there be no discrimination against any person engaged in the work because of race, color, ancestry, national origin, religious creed, physical disability, medical condition, marital status, sexual orientation, gender, or age and therefore Program Region agrees to comply with applicable Federal and California laws including, but not limited to the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735.
9. **No Rights in Third Parties.** This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.
10. **Notice.** Any notice required or permitted to be given under this Agreement shall be deemed to have been given, served, and received if given in writing and either personally delivered or deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required, or sent by overnight delivery service, or facsimile transmission, addressed as follows:

If to BCOE:

Butte County Office of Education
Attn: Matthew Reddam
1859 Bird Street
Oroville, CA 95965
Email: mreddam@bcoe.org

If to AGENCY:

Palermo Unified School District
Attn: Gary Rogers
7390 Bulldog Way
Palermo CA 95968
Email: grogers@palermok8.org

Any notice personally given or sent by email transmission shall be effective upon receipt. Any notice sent by overnight delivery service shall be effective the business day next following delivery thereof to the overnight delivery service. Any notice given by mail shall be effective five (5) days after deposit in the United States mail.

11. **Integration/Entire Agreement of Parties.** This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties.
12. **Assignment.** The obligations and/or interests of either party under this Agreement shall not be assigned or transferred in anyway without written consent from the other party.
13. **Arbitration.** The Parties agree that should any controversy or claim arise out of or relating to this Agreement they will first seek to resolve the matter informally for a reasonable period of time not to exceed forty-five (45) days. If the dispute remains, it shall be subject to mediation with a mediator agreed to by both parties and paid for by both parties, absent an agreement otherwise. If after mediation there is no resolution of the dispute, the parties agree to resolve the dispute by binding arbitration administered by the American Arbitration Association ("AAA") in accordance with its Commercial Arbitration Rules, and judgment on an arbitrator's award may be entered in any court having jurisdiction thereof.
- a. The Parties shall select one arbitrator pursuant to the AAA's Commercial Arbitration Rules.

- b. The arbitrator shall present a written, well-reasoned decision that includes the arbitrator's findings of fact and conclusions of law. The decision of the arbitrator shall be binding and conclusive on the Parties.
 - c. The arbitrator shall have no authority to award punitive or other damages not measured by the prevailing Party's actual damages, except as may be required by statute. The arbitrator shall have no authority to award equitable relief. Any arbitration award initiated under this clause shall be limited to monetary damages and shall include no injunction or direction to either Party other than the direction to pay a monetary amount. As determined by the arbitrator, the arbitrator shall award the prevailing Party, if any, all of its costs and fees. The term "costs and fees" includes all reasonable pre-award arbitration expenses, including arbitrator fees, administrative fees, witness fees, attorney's fees and costs, court costs, travel expenses, and out-of-pocket expenses such as photocopy and telephone expenses. The decision of the arbitrator is not reviewable, except to determine whether the arbitrator complied with sections (b) and (c) of this section.
14. **COVID-19 Acknowledgement.** AGENCY recognizes and understands that guidance on how to protect oneself from the COVID-19 virus and how to avoid spreading the virus to others, is available at <https://www.cdc.gov/coronavirus/2019-ncov/index.html> and through federal, local, and state recommendations and/or regulations. AGENCY understands that this guidance can change, and that AGENCY has a responsibility to stay abreast of the changing information found on these COVID-19 guidance resources. AGENCY is encouraged to follow their district's protocols and have enough school-appropriate cleaning supplies to continuously disinfect the equipment in accordance with California Department of Public Health (CDPH) guidance.
15. **California Law.** This Agreement shall be governed by and the rights, duties and obligations of the Parties shall be determined and enforced in accordance with the laws of the State of California. The Parties further agree that any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in Butte County.
16. **Waiver.** The waiver by either party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.
17. **Severability.** If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.
18. **Provisions Required By Law Deemed Inserted.** Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and this Agreement shall be read and enforced as though it were included therein.
19. **Authority to Bind Parties.** Neither party in the performance of any and all duties under this Agreement, except as otherwise provided in this Agreement, has any authority to bind the other to any agreements or undertakings.
20. **Captions and Interpretations.** Paragraph headings in this Agreement are used solely for convenience, and shall be wholly disregarded in the construction of this Agreement. No provision of this Agreement shall be interpreted for or against a party because that

party or its legal representative drafted such provision, and this Agreement shall be construed as being jointly prepared by the Parties.

21. **Signature Authority.** Each party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been properly authorized and empowered to enter into this Agreement.
22. **Counterparts.** This Agreement and all amendments and supplements to it may be executed in counterparts, and all counterparts together shall be construed as one document.
23. **Incorporation of Recitals and Exhibits.** The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date(s) indicated below.

BCOE:

Dated: _____

BUTTE COUNTY OFFICE OF EDUCATION

Signed By: _____

Print Name: Mary Sakuma

Title: Superintendent

AGENCY:

Dated: _____

PALERMO UNION SCHOOL DISTRICT

Signed By: _____

Print Name: Gary Rogers

Title: Superintendent

Exhibit "A"

Scope of Services

Butte County Office of Education through the Stronger Connections grant will reimburse Palermo Unified School District for Professional Development services provided by Collective Impact Solutions, as summarized.

Phase 2 – Exploration

During Phase 2, Collective Impact Solutions will support Palermo USD in installing and aligning a districtwide Multi-Tiered System of Support (MTSS) and Community Schools framework. The consultant will co-design and facilitate leadership meetings, site trainings, advisory structures, and communities of learning to ensure readiness, alignment, and sustainability for full implementation

Activities:

- Facilitate up to 10 District Executive Leadership Team (DELT) sessions focused on systems alignment, infrastructure, and leadership capacity.
- Lead districtwide planning on visioning, communication, resource mapping, and readiness assessment.
- Support five school site leadership teams through four full-day training sessions on readiness, community engagement, capacity building, and sustainability.
- Conduct follow-up After-Action meetings for each school site to monitor readiness and progress.
- Facilitate monthly Community Advisory Committee meetings to align community engagement with district priorities.
- Lead a Community of Learning (CoL) series for principals and MTSS/site coaches focused on fidelity, data-driven improvement, and sustainability structures.
- Provide coaching, data reviews, and technical assistance to guide early implementation and fidelity monitoring.

Exhibit "B"
Fee for Services

Palermo Unified School District (PUSD) will submit invoices to the Butte County Office of Education, accompanied by supporting documentation (agendas, sign-in sheets, and presentation materials) for professional development services provided and paid to Collective Impact Solutions by PUSD. The total cost will not exceed \$78,900.00, funded through the Stronger Connections Grant. The final invoice will be submitted no later than June 30, 2026.

To receive payments Palermo USD must submit invoices supporting documentation, to:

Melissa Dolan
mdolan@bcoe.org
530-433-2312



Collective Impact Solutions Proposed Scope of Work

Date: 8/26/2025

School District: Palermo Union School District

Collective Impact Solutions (CIS) is a non-profit organization that authentically engages residents, school districts, city and county government systems, and community-based organizations within the framework of Collective Impact to help communities achieve social justice and systemic transformation. The Collective Impact framework establishes an integrated Single System of Support and delivery that focuses on aligning the work centered around family needs and community partnerships grounded in upstream prevention where services and family supports are in the community and for the community.

CIS was established to lead collective impact efforts with a team of national, state, and local experts with over 25 years of system change experience to redesign current systems and structures to better meet the needs of ALL people. We use research, experience, and best practices of proven systems change theoretical frameworks to inform the design of the single system of support framework (i.e., Compassionate Systems Framework, Multi-tiered Systems of Supports (MTSS), Interconnected Systems Framework (ISF), Improvement Science; Implementation Science; Equity; Human-Centered Design Community). Collective Impact strengthens our work by implementing the Life Course Framework (LCF), expanding efforts for collaborative work across child- and family-serving departments and organizations that promote racial and economic justice.

District-wide Collective Impact Community School Project

This stage-based professional development proposal offers an addendum to the scope and sequence for the Palermo Union School District (PUSD) District-wide Collective Impact Community Schools Model within a Multi-Tiered System of Support (MTSS) Framework. Dr. Rebecca Celes Mendiola and CIS consultants will provide the training and TA.

It is evident that districts and schools need to shift the way students will thrive in academics by addressing their health and social well-being. The Center on PBIS (2022) recommends that districts and school leadership teams should engage in intentional prevention and response activities by organizing within a multi-tiered system of support (MTSS) framework; by doing this, districts and schools can leverage existing systems, practices, and data to guide their response efforts.

To move towards this shift, school districts and school sites should use the MTSS framework. This framework is not just a tool, but a collaborative process that involves all stakeholders, including students,

parents, educators, and community partners. It helps establish an interconnected ecosystem, examining and aligning district and school site internal structures and processes to interact most effectively and efficiently. It also helps establish a single system of support across academic, behavioral, and social-emotional/mental health. A single system of support is installed through MTSS/PBIS so school sites can create a school culture and climate that promotes health and social well-being (i.e., social, emotional, behavioral, academic, and mental health promotion) of the whole child and addresses the needs of all students. A school site leadership team and community advisory team will be organized at the school site level and direct the work. This team will be built off existing teams, not an add-on or separate team. It is essential that we partner with community partners and initiatives.

With services provided by CIS, this scope and sequence proposal will utilize the Collective Impact and MTSS frameworks to inform the planning and design of PUSD's Collective Impact Community Schools plan in alignment with the district's LCAP and other state plans. It has been identified as an effective approach to mitigate current events' academic and social impacts, improve school responsiveness to student and family needs, and organize school and community resources to address barriers to learning.

Through this process, PUSD will establish a Collective Impact Community Schools Model within an MTSS Framework to expand efforts for collaborative work in partnership with youth, parents, community, city and county partners promoting racial equity and school transformation. This effort is imperative to changing conditions and removing barriers by shifting policy and changing systems, achieving a shared vision through a "strong and intentional community partnership ensuring pupil learning and whole child and family development."

Project Team and Roles

Dr. Rebecca Celes Mendiola CIS, Chief Executive Officer	Mirna Castro CIS, Director of Operations	Tiffany Gipson CIS, Consultant (Equity, MTSS, Community Schools, Compassionate Systems, Improvement Science)	Patty Marquez- Singh CIS, Consultant (Equity, PBIS, Restorative Practices)
---	---	--	--

Stage-Based Professional Development Schedule

Year 1 – Exploration and Installation: During the exploration phase, a team assesses the needs of the district and community and selects evidence-based practice(s) to meet the identified needs while also assessing the readiness to implement (e.g., financial, political, and resources). The installation stage focuses on examining the efficiency and effectiveness of the current system. Stakeholders within and across organizations identify strengths and areas for improvement. This may require all stakeholders to operate differently (e.g., aligning efforts under a single system and repurposing resources to support the implementation of innovation). Staffing, training, funding, evaluation, and coaching systems will also be examined.

- Empathy Interviews and Listening Sessions (In-Person and Virtual)

- Readiness/Review - Core District Team Meetings - Exploration, Assessment and Analysis (In-person and Virtual)
- 4 Days District Leadership Team Training (In-Person)
- 2 Day School Site Learning Walks (In-Person)
- 2 Days School Site Team Training (In-Person)
- 2 School site After-action meetings (Virtual)
- Bi-Weekly Director/Coordinator Calls (Virtual)

Year 2—Initial Implementation: This is referred to as the ‘fragile’ or ‘awkward’ stage of implementation when staff begin to implement changes at both the district and school levels. The transformation process is guided by external technical assistance providers and local implementers. The district continues to shift resources to support staff as they learn more about the process.

- Empathy Interviews and Listening Sessions (In-Person and Virtual)
- 4 Days District Leadership Team Training (In-Person)
- 2 Day School Site Walk Through Assessments (In-Person)
- 2 Days School Site Team Training (In-Person)
- 2 School site After-action meetings (Virtual)
- Monthly Director/Coordinator Calls (Virtual)

Year 3 – Initial Implementation and Elaboration: Local implementers lead implementation with guidance from external technical assistance providers. Fidelity assessments and site walk throughs will be provided internally with staff.

- 3 Days District Leadership Team Training (In-Person)
- 1 Day School Site Team Training (In-Person)
- 1 School site After-action meetings (Virtual)
- Monthly Director/Coordinator Calls (Virtual)

Year 4 – Full Implementation and Sustainability: At this phase, practices have become the norm and are integrated into policy and procedure. Practitioners are proficiently implementing, leadership supports implementation needs, and stakeholders have adapted to innovation. Training and consultation will focus on continued measurement for CQI and booster training [OR SOMETHING]

- 2 Days District Leadership Team Training (In-Person)
- Monthly Director/Coordinator Calls (Virtual)

Detailed Scope and Sequence

(will be adjusted according to district/school site needs)

The timeline and sequence described below provide detailed steps for the exploration and installation phase only, which includes activities such as research, stakeholder engagement, and initial infrastructure setup. During this phase, we will gather critical data, refine our approach, and build the systems required for the subsequent implementation phases for PUSD.

[Palmero USD ADDENDUM TO 2025 Scope and Cost Sheet](#)

Project Resources

Financial Resources/Budget

In-person (includes travel plus prep)	Fee	Virtual	Fee
Data Analysis and coaching	\$300	Hourly Consultation	\$ 350
In-person 3-4 hours, prep	\$ 4500	Meeting 1.5 - 2 hrs	\$ 600 Prep \$150 hr
In-person 4+ hours, prep	\$ 6000	Virtual Training under 3 hours	\$ 2500

Thank you!

Collective Impact Solutions

Phase 1 - Exploration (Year 1)

During the exploration phase, a team assesses the needs of the district and community and selects evidence-based practice(s) to meet the identified needs while also assessing the readiness to implement (e.g. financial, political, resources).

Deliverables: District Community and System data analysis report

	Activities	Purpose/Outcomes	Time/Days	Cost	Remaining	Addendum TOTAL
1.1	Monthly coaching calls/planning with the District Superintendent (Gary) and coaching monthly call with Coordinator	Coaching calls/planning with the District Director/and or Coordinator 2 meetings a month - 1 with Gary (PUSD Superintendent) and Caitlin (Community School Coordinator) 1 with Caitlin (Community School Coordinator) ADDENDUM: ADDING 8 SESSIONS TO COVER THROUGH MAY 2026	Monthly (virtual) from Jul 25 - Jun 26 for 1 hr each month	\$300/hr, 2 hr (virtual) x 12 months =	\$1,740	\$2,400
1.2	ADDENDUM: Consultation calls/presentations (\$350/hr)	District MTSS trainings and presentations (ie. District Administrator Retreats, Board presentations) to align district and school site leaders and staff as well as community partners in order to implement the MTSS district-wide.	1 days - Training (in-person) ; 5 hrs (virtual consulting)	1 day (in-person) training of under 4 hours @ \$4500 per training session = 5 hrs of consults calls @ \$350/hr =	\$0	\$6,250
1.3	ADDENDUM: Conduct analysis	Analysis for school site assessments for community school site assessments	3 hours per school site	3 hours per school, total of 9 hours at \$300 per hour	\$0	\$2,700
				\$0	\$1,740	\$11,350

Phase 2 - Installation (Year 1)

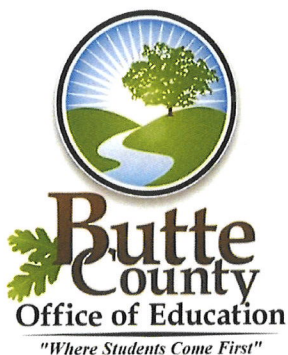
	Activities	Purpose/Outcomes	Time/Days	Cost	Remaining	Addendum TOTAL
2	Contractor/ or Subcontractor will co-design and coordinate and facilitate monthly - District Leadership Team Meetings (In-person) (DELT)	All district and school leaders act collectively and individually to establish the vision and expectations for implementation of an equity-focused MTSS across the PreK-12 system. Leaders collaborate with one another and within and across collaborative linked teams to provide both technical and adaptive support for all components of the framework. Installing and Implementing five components of MTSS: (1) infrastructure that supports continuous improvement, (2) Family and community engagement, (3) multi-layered practices and supports, (4) assessment, and (5) data-based decision making, describe the organizational structures and operating processes that ensure equity and the desired outcomes of public education.	1 days - 3-4hr (In-person) \$4500 7 days 4+ hours \$6000 ADDENDUM ADDING 6 DAYS	In-person: \$6000 per day	\$11,300	\$36,000
a	Day 1: Building a "Collective" and Collaborative Culture	Objectives: - Understanding the Why, What, and How of Systems Change establishing a District-wide Collective Impact Community Schools Model within a Multi-Tiered System of Support (MTSS) Framework - Further understanding for all departments to see their role and responsibilities to break down silos and build effective and efficient processes - Establish our "Collective" and Collaborative Culture - Building Community and Trust - "We all play a role" Outcomes: Participants will walk away with the understanding of systems change, District's need for alignment Community and relationship	May 2025	\$4500 per session	N/A	N/A

b	Day 2: Systems Review & Leadership Infrastructure	Day 2 - Objectives: Objectives: Conduct districtwide and site-level Fishbone Analyses to identify fragmentation and inequity Complete Resource Mapping of programs, services, and funding streams Establish District Integration Team and Site-Based Implementation Teams Define roles, meeting cadence, and decision-making protocols Teaming Structure Monthly meetings scheduled Discussion of TopKey priorities Discuss the alignment of MTSS/LCAP/CCSP district goals and priorities Begin planning phase Establish district executive leadership team and school site leadership teams Establish district wide Collective Impact Community Schools goals and key messages Solidify metrics for success Outcomes: Ownership of work plan Articulate how MTSS will align District foals and priorities Clarity of who should be on the District Executive Leadership Team and School Site Leadership Teams	August 2025	Full day 4+ \$6000	N/A	N/A
c	Day 3: Visioning & Communication Planning	Objectives for the Day Facilitate Aspirational Visioning Sessions with families, youth, educators, and partners to co-define MTSS/Community School mission and purpose Finalize teaming structures Begin discussion of communication plan and protocols across district and site levels Foundations of MTSS & Community Schools Professional Learning Series roll out plan Shared linked teams feedback loop - addressing barriers and challenges Draft shared definitions of Tier 1, 2, and 3 supports Launch planning for school site leadership trainings - (MTSS/CCSPP Assessments FA 2025) Expected Outcomes	September 2025	Full day 4+ \$6000	N/A	N/A
d	Day 4: Readiness and Asset Assessment	Objectives: Objectives: Conduct MTSS Self-Assessment and NCCS Readiness Inventory Continue plan for district-wide professional learning series: "Foundations of PUESD MTSS & Community Schools" Begin design of the Community Advisory Committee, including format, membership criteria, and outreach to county, city, and community-based stakeholders, with intentional inclusion of parent voice. Outcomes:	October 2025	Full day 4+ \$6000	N/A	N/A

e	Addendum Day 5 Infrastructure & community engagement	Infrastructure & Community Engagement MnMTSS Element: Multi-Layered Supports NCCS Stage: Maturing LCAP Integration: Operationalize Goal 1 and Goal 4 through site-level planning Objectives: Continue analysis of assessments Continue communication plan and Shared linked teams feedback loop across district and site levels Foundations of MTSS & Community Schools Professional Learning Series roll out plan addressing barriers and challenges Finalize advisory committee membership and plan for launch of community advisory committee.	December 2025	In-person: \$6000 per day	N/A	\$0
f	Addendum Day 6-10 - Informed by Resource Mapping, Visioning and School site assessment	January–May 2025–26 District Executive Leadership Focus Implementation & Framework Alignment - Roll out districtwide MTSS + Community Schools Integration Handbook to leadership teams. - Ensure consistent use of shared language, referral pathways, and tiered support protocols across all sites. - Begin aligning SST, MTSS, student support, and Community School structures under a single system of care. Early Implementation Priorities (Data-Driven Quick Wins) <i>Based on district assessments, empathy interviews, student voice, and community data, leadership identified early priorities that can show impact before the full launch.</i> - Launch equity-centered professional learning (culturally responsive instruction, trauma-informed practices, and relationship-centered strategies). - Pilot Tier 1 student support systems (school-based mental health access, counseling, and basic needs connections) at priority sites. - Use these early demonstrations to build confidence, show impact, and generate momentum toward the 2026–27 full launch. Fidelity & Continuous Improvement - Implement districtwide fidelity monitoring tools (MnMTSS Self-Assessment, PBIS Tiered Fidelity Inventory, NCCS Readiness). - Facilitate quarterly PLC summits to review attendance, behavior, and academic data and guide mid-course adjustments. - Begin using district dashboards to track early indicators and identify equity gaps. Infrastructure & Sustainability Prep - Strengthen district coaching and cross-site leadership structures to support consistent implementation. - Document and elevate early implementation successes as models for scaling across all sites. - Draft the 2026–27 full launch plan, grounded in fall assessment data, pilot lessons, and braided funding/resource mapping. Outcomes by May 2026 - District leadership establishes clear infrastructure, protocols, and fidelity systems to guide the 2026–27 launch. - Data-driven early implementation successes in equity and student supports demonstrate the system's direction and potential impact. - All sites are prepared with differentiated readiness data and aligned leadership guidance for full-scale MTSS + Community Schools integration in Fall 2026.	January 2026	In-person: \$6000 per day	N/A	\$0

2.5	The consultant will provide training and facilitate discussions with the School Site Leadership Team monthly (virtual and in-person) 3 School Sites School Site (2) Person trainings (full days) ADDENDUM: Provide additional MTSS/Community School Site Leadership monthly training and facilitated discussions 3 schools	Day 1 – September/October 2025: (Full day - In-person) Theme: Foundations & Readiness Purpose: Ground all school sites in the basics of Community Schools and MTSS as complementary frameworks for equity and student success. Establish leadership structures and begin the readiness process. - Overview of Community Schools within Collective Impact and MTSS frameworks - Overview of mTSS - Alignment: Community schools, mTSS and single system delivery - Establish school site leadership team and community advisory team - Teaming structure and feedback loop - Plan and prep for Assessment and Analysis - Listening Sessions - Empathy Interviews - Survey - Complete school site community schools fidelity assessment Day 2 – November/December 2025 Theme: Community Voice & Root Cause Discovery Purpose: Use community engagement data to analyze needs and conduct root cause analysis aligned to readiness benchmarks. - Review data from listening sessions, empathy interviews, surveys. - Reflect on NCCS readiness findings. - Conduct root cause analysis in priority areas (Tier 1 instruction, PBIS fidelity, family engagement, ELOP, mental health). - Begin drafting a shared site vision, goals, and early interventions. ADDENDUM: 2 additional sessions Day 3 – February/March 2026 Theme: Capacity Building & Dual Readiness Measures Purpose: Build targeted capacity in priority areas, measure progress with dual readiness tools, and draft Community Schools Plans. - Targeted professional learning in identified areas (e.g., Tier 1 instruction, family engagement, mental health integration). - Administer SAM Florida MTSS Assessment and crosswalk results with NCCS Readiness benchmarks. - Draft Community Schools Plan components: - Vision, goals, equity-focused strategies - Integrated partnerships - Structures for two-way communication - Facilitate cross-site learning to share examples. Day 4 – April/May 2026 Theme: Sustainability & Finalization Purpose: Finalize MTSS/Community Schools Plans, document sustainability structures, and prepare for August 2026 rollout. - Review spring/end-of-year data + community feedback. - Conduct spring NCCS & SAM readiness check. - Finalize Community Schools Plans with advisory teams. - Crosswalk site plans with district MTSS, LCAP, ELOP and Community Schools outcomes. - Document sustainability structures: advisory groups, partnerships, staff leads. - Identify early wins for launch in 2026–27.	May - Dec 2025 full day (in-person) - ~4 hrs or less: \$6000.00 2 sessions in-person Addendum adding 2 additional days	\$6000/day	\$4,500	\$12,000
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2.6	School Site Team After action meetings with CIS Consultant (virtual) x 3	After-Action Meeting 1 (2–3 weeks post-training) Purpose: Ensure structures are operational and readiness work is underway. After-Action Meeting 2 (January 2026) Purpose: Ensure data-driven root cause findings are validated and inform site goals. ADDENDUM ADDING 2 MORE After-Action Meeting 3 (April 2026) Purpose: Finalize draft Community Schools Plan components. After-Action Meeting 4 (June 2026) Purpose: Ensure readiness for August 2026 launch.	1.5 - 2 hour sessions x 3 sites (virtual) \$600/session x 2 session x 3 sites Adding 8 hours of prep time at \$150	\$600/session for 6 session	\$2,880	\$2,400
2.7	Consultant will provide training and co-facilitate discussions with District Community Advisory Committee monthly (in-person)	The Community Advisory Committee meetings will be aligned to the District Executive Leadership Team monthly discussions and training providing feedback, reviewing data, co-designing and identifying resources and services to support school site installation and initial implementation. ADDENDUM ADDING 4 MORE SESSIONS FOR A TOTAL OF 7 SESSIONS August 2025 - May 2026	half day (in-person) - ~4 hrs or less: \$4500.00 3 sessions ADDENDUM ADDING 4 MORE SESSIONS	\$4500 per session	\$10,800	\$18,000
2.8	ADDENDUM NEW ITEM: Contractor and/or subcontractor will facilitate on-going in-person/virtual Community of Learning (COL) series that will take place for Principals and MTSS district and site coaches	Community of Learning (CoL) Objectives & Outcomes Objectives - Principals and site leaders will: - Implement Tier 1 RTI (academics) and PBIS (behavior) with fidelity. - Use fidelity tools to monitor and improve Tier 1 practices. - Lead PLCs that drive data-informed improvement. - Integrate MTSS and Community Schools into a unified system of support. - Strengthen SSLT and Advisory Teams for sustainability. Outcomes - By the end of 2025–26, sites will demonstrate: - Documented fidelity in Tier 1 RTI and PBIS practices. - PLCs consistently using data and fidelity results to improve instruction and climate. - Community Schools Plans aligned with MTSS Tier 1 supports. - Operational SSLT and Advisory Teams with clear feedback loops. - Sustainability structures aligned to LCAP, ELOP, and MTSS priorities, with early wins ready for 2026–27 launch.	1 days - 3-4hr (In-person) 1 day - 4+ (In-person)	In-person: \$4500 In-person: \$6000	\$ -	\$ 10,500.00
Total: Phase II (Year 1)					\$29,480	\$78,900.00
						Addendum TOTAL
				Total of work		\$90,250
				Administrative fees (10%)		\$9,025
				Grand total of work		\$99,275



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Emily Holtom

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An Equal Opportunity
Employer

October 31, 2025

Gary Rogers, Superintendent
Palermo Union Elementary School District
7390 Bulldog Way
Palermo, CA 95968

Dear Superintendent Rogers:

Per California Education Code section 1240, Butte County Office of Education (BCOE) staff has visited all schools subject to Williams Settlement monitoring for the 2025-26 fiscal year for instructional materials sufficiency and facility review purposes. Enclosed is a copy of the final report and Facility Inspection Tool for each of your monitored school site(s).

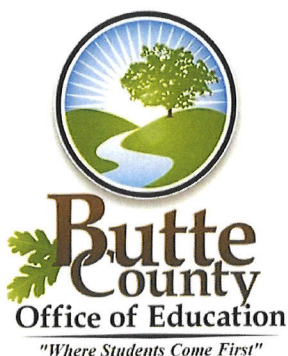
Additionally, Education Code section 1240(c)(2)(C), requires that the results of the visits be reported to the governing board of each school district at a regularly scheduled meeting held in accordance with public notification requirements. ***Please make sure to include the Williams reports as an agenda item for your next regularly scheduled Board meeting.***

On behalf of the BCOE Williams team members, it has been a pleasure to work in partnership with you and the employees of the Palermo Union Elementary School District.

Sincerely,

Mary Sakuma
Butte County Superintendent of Schools

Enclosure: 2025-26 Williams School Site Reports
cc: Debbie Hoffman, Board President



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An Equal Opportunity
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October 31, 2025

Gary Rogers, Superintendent
Palermo Union Elementary School District
7390 Bulldog Way
Palermo, CA 95968

Dear Superintendent Rogers:

California Education Code section 1240 requires that I annually visit Williams-monitored schools identified in our county and report to you the results of my findings on a quarterly basis (October, January, April, and July). Schools identified on the California Department of Education's *2025-27 List of Schools Eligible for Monitoring* are subject to monitoring through the 2027-28 fiscal year and were determined using the following criteria:

- Schools eligible for Comprehensive Support and Improvement or Additional Targeted Support and Improvement in the 2023-24 fiscal year.
- Schools with fifteen percent or more of the school's teachers that do not possess a valid and clear or preliminary teaching credential (teacher assignment data based on Census Date - October 2023).
- Schools that have a Dashboard Alternative School Status are excluded from the Williams list.

This report includes the results for our visits to **Golden Hills and Palermo Middle**. Let me state at the outset that the visits were a positive, professional experience with a focus by the entire staff on seeking to improve the learning of each student. The purpose of my visit as specified in California Education Code section 1240 was to:

1. Determine if students have "sufficient" textbooks or instructional materials in the four core subject areas (English language arts, mathematics, history/social science, science) and, as appropriate, science laboratory equipment in grades 9-12, world languages, and health;
2. Determine if there is any facility condition that "poses an emergency or urgent threat to the health or safety of pupils or staff."

The law further requires the county superintendent:

1. Determine if each monitored school has provided accurate data for the annual School Accountability Report Card (SARC) related to sufficiency of instructional materials and the safety, cleanliness, and adequacy of school facilities, including "good repair."
2. Annually review teacher misassignments and teacher vacancies for monitored schools; and

"WHERE STUDENTS COME FIRST"

3. Receive quarterly reports from all school districts in Butte County on complaints filed within the school district concerning insufficient instructional materials, teacher vacancies and misassignments, and emergency or urgent facilities issues under the Uniform Complaint Procedures.

Before proceeding with the report, please see the list of definitions as described by law:

- “Sufficient textbooks or instructional materials” - each pupil, including English Learners, has a standards-aligned textbook or instructional materials, or both, to use in class and take home. This does not require two sets of textbooks or instructional materials for each pupil. The materials may be in a digital format as long as each pupil, at a minimum, has and can access the same materials in the class and to take home, as all other pupils in the same class or course in the school district. Education Code requires that school districts remedy insufficiencies of instructional materials in the four core subject areas within two months (eight weeks) of the beginning of the school year.
- School facility “emergency or urgent threat” - a condition poses a threat to the health or safety of pupils or staff.
- School facility “good repair” - the facility is clean, safe, and functional as determined by the Facility Inspection Tool (FIT) developed by the Office of Public School Construction or a local evaluation instrument that meets the same criteria.

In conclusion, the Butte County Office of Education is available to support each of your schools as we work together to ensure compliance with the Williams Settlement requirements. If you have any questions or need assistance, please contact Coordinated District Support at (530) 433-2318.

Sincerely,



Mary Sakuma
Butte County Superintendent of Schools

Butte County Office of Education
Williams Settlement Annual School Visit Summary 2025 – 2026

District: Palermo Union Elementary
Name of School: Golden Hills
Date of Visit: August 19, 2025

Instructional Materials:

School inventories and 20-25% of classrooms were checked for sufficiency of instructional materials.

Sufficient Textbook and Instructional Materials were found: ☒ Yes ☐ No

School Facilities:

The Facilities Inspection Tool (FIT) was used to determine the condition of the facility. Copies of the detailed report is included. The following 8 categories are ranked as good, fair, or poor based on the percentage of the 15 areas evaluated to be in good repair.

SYSTEMS INPECTED	RATING	EXTREME DEFICIENCIES
Systems: Gas Leaks, Mechanical/ HVAC, Sewer	Good	
Interior: Interior Surfaces	Fair	Cafeteria: Section 4: There are exposed electrical wires. Electrical equipment is not properly covered and secured from pupil access
Cleanliness: Overall Cleanliness, Pest/Vermin Infestation	Good	
Electrical: Electrical	Poor	
Restrooms/Fountains: Restrooms, Sinks/Fountains	Good	
Safety: Fire Safety, Hazardous Materials	Good	
Structural: Structural Damage, Roofs	Good	
External: Playgrounds/School Grounds, Windows/ Doors/ Gates/ Fences	Good	
Average Percentage of 15 Areas in 8 Categories:	85.42%	
Overall School Rating	Fair	

Please be sure to include all findings on the appropriate SARC, including all dates of remedial action taken or planned. The inclusion of this information will be verified during next fiscal year's SARC review process (if applicable).

Uniform Complaint Procedures:

UCP posted in all classrooms in required languages: ☒ Yes ☐ No

Complaint form available to the public: ☒ Yes ☐ No

Teacher Vacancies:

*All teaching assignments filled on the day of visit: ☐ Yes ☐ No

*Teacher Credentialing: BCOE's credentialing department will follow up in regard to teacher vacancies and misassignments as reporting is not available at the time of this report.

School Accountability Report Card:

SARC included required information for the following categories:

Instructional Materials: ☒ Yes ☐ No

Facility Maintenance: ☒ Yes ☐ No

Teacher Credentialing: ☒ Yes ☐ No

To be sufficient for Fall 2026 visits, the school SARC must be completed no later than February 2026 and include the following information:

Instructional Materials: Quality, currency, and availability of instructional materials and pupils who lack textbooks and instructional materials from BCOE audit.

Facility Maintenance: Facility audit or subsequent school site inspection of 100% of campus. Please indicate in SARC the date of inspection used for publication. Provide a description of the repair needed or action taken when repair status is reported as less than "good".

FACILITY INSPECTION TOOL

SCHOOL FACILITY CONDITIONS EVALUATION

(REV 04/22)

PART IIa: EVALUATION DATA

Date of Inspection: 08/19/2025 - 08/19/2025

Name of School: Golden Hills Elementary

Building/ Area Name	Estimated Square Footage	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
		GAS LEAKS	MECH/HVAC	SEWER	INTERIOR SURFACES	OVERALL CLEANLINESS	PEST/VERMIN INFESTATION	ELECTRICAL	RESTROOMS	SINKS/ FOUNTAINS	FIRE SAFETY	HAZARDOUS MATERIALS	STRUCTURAL DAMAGE	ROOFS	PLAYGROUND/ SCHOOL GROUNDS	WINDOWS/ DOORS GATES/FENCES
Admin Staff Bathroom	0	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK
		COMMENTS:														
Boys Bathroom	144	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK
		COMMENTS:														
B-Wing Staff Bathroom	0	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK
		COMMENTS:														
Cafeteria	2139	OK	OK	OK	D	OK	OK	X	OK	OK	OK	OK	OK	OK	OK	OK
		COMMENTS:	4. (D) Ceiling tiles have holes or stains 7. (X) There are exposed electrical wires Electrical equipment is NOT properly covered and secured from pupil access													
CR A4	928	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK
		COMMENTS:														
CR B3	928	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK
		COMMENTS:														
Girls Bathroom	144	OK	OK	OK	OK	OK	OK	OK	D	OK	OK	OK	OK	OK	OK	OK
		COMMENTS:	8. (D) Restrooms are NOT stocked with toilet paper,soap, and/or paper towels(electric hand drier not working)													
Principal Office	1320	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK
		COMMENTS:														
Staff Workroom and Lounge	0	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK
		COMMENTS:														
District's Plan to Address:		Maintenance Management System														
Deficiency Noted in Prior Year?																

Marks: OK = Good Repair; D = Deficiency; X = Extreme Deficiency; NA= Not Applicable

Use additional sheets as necessary

FACILITY INSPECTION TOOL
 SCHOOL FACILITY CONDITIONS EVALUATION
 (REV 04/22)
SCHOOL DISTRICT/COUNTY OFFICE OF EDUCATION
Butte COE District

COUNTY

SCHOOL SITE
Golden Hills ElementarySCHOOL TYPE (GRADE LEVELS)
4-5NUMBER OF CLASSROOMS ON SITE 13
NUMBER OF RESTROOM ON SITE 6INSPECTOR'S NAME
Planagan, ThomasINSPECTOR'S TITLE
Sr. Director of M, O & FNAME OF DISTRICT REPRESENTATIVE ACCOMPANYING THE INSPECTOR(S) (IF APPLICABLE)
Kristen Napoli

TOTAL ESTIMATED BUILDING VOLUME (CUBIC FEET):

47

TIME OF INSPECTION

08/19/2025 10:39 AM - 08/19/2025 11:02 AM

SITE ENROLLMENT

274

TOTAL ESTIMATED SITE SQUARE FOOTAGE / ACREAGE:

WEATHER CONDITION AT TIME OF INSPECTION

TOTAL ESTIMATED BUILDING SQUARE FOOTAGE:

1,920

Sunny

PART III: CATEGORY TOTALS AND RANKING (Round all calculations to two decimal places)

TOTAL NUMBER OF AREAS EVALUATED	CATEGORY TOTALS	A. SYSTEMS			B. INTERIOR	C. CLEANLINESS		D. ELECTRICAL	E. RESTROOMS/FOUNTAINS		F. SAFETY		G. STRUCTURAL		H. EXTERNAL	
		GAS LEAKS	MECH/HVAC	SEWER	INTERIOR SURFACES	OVERALL CLEANLINESS	PEST/VERMIN INFESTATION	ELECTRICAL	RESTROOMS	SINKS/FOUNTAINS	FIRE SAFETY	HAZARDOUS MATERIALS	STRUCTURAL DAMAGE	ROOFS	PLAYGROUND/SCHOOL GROUNDS	WINDOWS/ DOORS GATES/FENCES
		9	9	9	8	9	9	8	8	9	9	9	9	9	9	9
		Number of "✓"s:	0	0	0	1	0	0	1	0	0	0	0	0	0	0
9	Number of "D"s:	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0
	Number of "X"s:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Percent of System in Good Repair Number of "✓"s divided by (Total Areas - "NA"s)		100.00%	100.00%	100.00%	88.89%	100.00%	100.00%	0.00%	88.89%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
Total Percent per Category (average of above)*		100.00%			88.89%	100.00%		0.00%	94.44%		100.00%		100.00%		100.00%	
Rank (Circle One) Good = 90%-100% Fair = 75%-89.99% Poor = 0%-74.99%		GOOD FAIR POOR			GOOD FAIR POOR	GOOD FAIR POOR		GOOD FAIR POOR	GOOD FAIR POOR		GOOD FAIR POOR		GOOD FAIR POOR		GOOD FAIR POOR	

Note: An extreme deficiency in any section automatically results in a "poor" ranking for that category and a zero for "Percent of System in Good Repair."

OVERALL RATING: DETERMINE AVERAGE PERCENTAGE OF 8 CATEGORIES ABOVE 85.42% SCHOOL RATING* Fair

*For School Rating, apply the Percentage Range below to the average percentage determined above, taking into account the rating Description below.

PERCENTAGE	DESCRIPTION	RATING
99%-100%	The school meets most or all standards of good repair. Deficiencies noted, if any, are not significant and/or impact a very small area of the school.	Exemplary
90%-98.99%	The school is maintained in good repair with a number of non-critical deficiencies noted. These deficiencies are isolated, and/or resulting from minor wear and tear, and/or in the process of being mitigated.	Good
75%-89.99%	The school is not in good repair. Some deficiencies noted are critical and/or widespread. Repairs and/or additional maintenance are necessary in several areas of the school site.	Fair
0%-74.99%	The school facilities are in poor condition. Deficiencies of various degrees have been noted throughout the site. Major repairs and maintenance are necessary throughout the campus.	Poor

INSPECTOR'S COMMENTS AND RATING EXPLANATION:**DISTRICT'S RESPONSES TO REPORT (Attach additional pages if necessary)**

Butte County Office of Education
Williams Settlement Annual School Visit Summary 2025 – 2026

District: Palermo Union Elementary

Name of School: Palermo Middle

Date of Visit: August 19, 2025

Instructional Materials:

School inventories and 20-25% of classrooms were checked for sufficiency of instructional materials.

Sufficient Textbook and Instructional Materials were found: ☒ Yes ☐ No

School Facilities:

The Facilities Inspection Tool (FIT) was used to determine the condition of the facility. Copies of the detailed report is included. The following 8 categories are ranked as good, fair, or poor based on the percentage of the 15 areas evaluated to be in good repair.

SYSTEMS INPECTED	RATING	EXTREME DEFICIENCIES
Systems: Gas Leaks, Mechanical/ HVAC, Sewer	Good	
Interior: Interior Surfaces	Poor	
Cleanliness: Overall Cleanliness, Pest/Vermin Infestation	Good	
Electrical: Electrical	Good	
Restrooms/Fountains: Restrooms, Sinks/Fountains	Good	
Safety: Fire Safety, Hazardous Materials	Good	
Structural: Structural Damage, Roofs	Good	
External: Playgrounds/School Grounds, Windows/ Doors/ Gates/ Fences	Good	
Average Percentage of 15 Areas in 8 Categories:	95%	
Overall School Rating	Good	

Please be sure to include all findings on the appropriate SARC, including all dates of remedial action taken or planned. The inclusion of this information will be verified during next fiscal year's SARC review process (if applicable).

Uniform Complaint Procedures:

UCP posted in all classrooms in required languages: ☒ Yes ☐ No

Complaint form available to the public: ☒ Yes ☐ No

Teacher Vacancies:

*All teaching assignments filled on the day of visit: ☐ Yes ☐ No

*Teacher Credentialing: BCOE's credentialing department will follow up in regard to teacher vacancies and misassignments as reporting is not available at the time of this report.

School Accountability Report Card:

SARC included required information for the following categories:

Instructional Materials: ☒ Yes ☐ No

Facility Maintenance: ☒ Yes ☐ No

Teacher Credentialing: ☒ Yes ☐ No

To be sufficient for Fall 2026 visits, the school SARC must be completed no later than February 2026 and include the following information:

Instructional Materials: Quality, currency, and availability of instructional materials and pupils who lack textbooks and instructional materials from BCOE audit.

Facility Maintenance: Facility audit or subsequent school site inspection of 100% of campus. Please indicate in SARC the date of inspection used for publication. Provide a description of the repair needed or action taken when repair status is reported as less than "good".

Date of Inspection: 08/19/2025 - 08/19/2025

Name of School: Palermo Middle School

Building/Area Name	Estimated Square Footage	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
		GAS LEAKS	MECH/HVAC	SEWER	INTERIOR SURFACES	OVERALL CLEANLINESS	PEST/VERMIN INFESTATION	ELECTRICAL	RESTROOMS	SINKS/ FOUNTAINS	FIRE SAFETY	HAZARDOUS MATERIALS	STRUCTURAL DAMAGE	ROOFS	PLAYGROUND/ SCHOOL GROUNDS	WINDOWS/ DOORS GATES/FENCES
Main Office	0	OK	OK	OK	OK	OK	OK	OK	D	OK	OK	OK	OK	OK	OK	OK
		COMMENTS:	8. (D) Restrooms are NOT stocked with menstrual products in compliance with AB 367													
Boys RR near 11	150	OK	OK	OK	OK	OK	OK	OK	D	OK	OK	OK	OK	OK	OK	OK
		COMMENTS:	8. (D) Restrooms are NOT stocked with menstrual products in compliance with AB 367													
Boys RR near 20	165	OK	OK	OK	D	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK
		COMMENTS:	4. (D) Ceiling tiles have holes or stains, water damage by skylight													
Cafeteria	3174	OK	OK	OK	D	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK
		COMMENTS:	4. (D) Evidence of water damage (Eg condensation, dampness, staining, warping, peeling, mineral deposits etc)													
Girls RR near 11	150	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK
		COMMENTS:														
Girls RR near 20	108	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK
		COMMENTS:														
Principal Office	272	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK
		COMMENTS:														
Room 01	928	OK	OK	OK	D	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK
		COMMENTS:	4. (D) Walls appear to have hazards from tears and holes													
Room 05	928	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	D	OK	OK	OK	OK
		COMMENTS:	11. (D) Materials labeled "keep out of reach of children" are within reach of children													
Room 12	0	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK
		COMMENTS:														
Room 13	928	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK
		COMMENTS:														
Room 16	928	OK	OK	OK	D	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK
		COMMENTS:	4. (D) Walls appear to have hazards from tears and holes													

Building/ Area Name	Estimated Square Footage	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
		GAS LEAKS	MECH/HVAC	SEWER	INTERIOR SURFACES	OVERALL CLEANLINESS	PEST/VERMIN INFESTATION	ELECTRICAL	RESTROOMS	SINKS/ FOUNTAINS	FIRE SAFETY	HAZARDOUS MATERIALS	STRUCTURAL DAMAGE	ROOFS	PLAYGROUND/ SCHOOL GROUNDS	WINDOWS/ DOORS GATES/FENCES
Room 18	928	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	D	OK	OK	OK	OK
		COMMENTS:	11. (D) Aerosols found (no aerosols are allowed)													
Room 21	896	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK
		COMMENTS:														
Room 23	928	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK	OK
		COMMENTS:														
District's Plan to Address:		Maintenance Management System														
Deficiency Noted in Prior Year?																

Marks: OK = Good Repair; D = Deficiency; X = Extreme Deficiency; NA= Not Applicable

Use additional sheets as necessary

FACILITY INSPECTION TOOL
 SCHOOL FACILITY CONDITIONS EVALUATION
 (REV 04/22)

SCHOOL DISTRICT/COUNTY OFFICE OF EDUCATION Butte COE District				COUNTY			
SCHOOL SITE Palermo Middle School				SCHOOL TYPE (GRADE LEVELS) K-8		NUMBER OF CLASSROOMS ON SITE 30	
						NUMBER OF RESTROOM ON SITE 7	
INSPECTOR'S NAME Flanagan, Thomas		INSPECTOR'S TITLE Sr. Director of M, O & F		NAME OF DISTRICT REPRESENTATIVE ACCOMPANYING THE INSPECTOR(S) (IF APPLICABLE) Kimberly Solano			
TOTAL ESTIMATED BUILDING VOLUME (CUBIC FEET): 125,234		TIME OF INSPECTION 08/19/2025 09:25 AM - 08/19/2025 10:11 AM		SITE ENROLLMENT 0			
TOTAL ESTIMATED SITE SQUARE FOOTAGE / ACREAGE:		WEATHER CONDITION AT TIME OF INSPECTION Sunny					
TOTAL ESTIMATED BUILDING SQUARE FOOTAGE: 10,483							

PART III: CATEGORY TOTALS AND RANKING (Round all calculations to two decimal places)

TOTAL NUMBER OF AREAS EVALUATED	CATEGORY TOTALS	A. SYSTEMS			B. INTERIOR	C. CLEANLINESS		D. ELECTRICAL	E. RESTROOMS/FOUNTAINS		F. SAFETY		G. STRUCTURAL		H. EXTERNAL	
		GAS LEAKS	MECH/HVAC	SEWER	INTERIOR SURFACES	OVERALL CLEANLINESS	PEST/VERMIN INFESTATION	ELECTRICAL	RESTROOMS	SINKS/FOUNTAINS	FIRE SAFETY	HAZARDOUS MATERIALS	STRUCTURAL DAMAGE	ROOFS	PLAYGROUND/SCHOOL GROUNDS	WINDOWS/ DOORS GATES/FENCES
	Number of "✓" "s":	15	15	15	11	15	15	15	13	15	15	13	15	15	15	15
	Number of "D"s:	0	0	0	4	0	0	0	2	0	0	2	0	0	0	0
	Number of "X"s:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15	Number of "N/A"s:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Percent of System in Good Repair Number of "✓" "s divided by (Total Areas - "NA"s)		100.00%	100.00%	100.00%	73.33%	100.00%	100.00%	100.00%	86.67%	100.00%	100.00%	86.67%	100.00%	100.00%	100.00%	100.00%
Total Percent per Category (average of above)*		100.00%			73.33%	100.00%		100.00%	93.33%		93.33%		100.00%		100.00%	
Rank (Circle One) Good = 90%-100% Fair = 75%-89.99% Poor = 0%-74.99%		GOOD FAIR POOR			GOOD FAIR POOR	GOOD FAIR POOR		GOOD FAIR POOR	GOOD FAIR POOR		GOOD FAIR POOR		GOOD FAIR POOR		GOOD FAIR POOR	

Note: An extreme deficiency in any section automatically results in a "poor" ranking for that category and a zero for "Percent of System in Good Repair."

OVERALL RATING: DETERMINE AVERAGE PERCENTAGE OF 8 CATEGORIES ABOVE 95.00% SCHOOL RATING* Good

*For School Rating, apply the Percentage Range below to the average percentage determined above, taking into account the rating Description below.

PERCENTAGE	DESCRIPTION	RATING
99%-100%	The school meets most or all standards of good repair. Deficiencies noted, if any, are not significant and/or impact a very small area of the school.	Exemplary
90%-98.99%	The school is maintained in good repair with a number of non-critical deficiencies noted. These deficiencies are isolated, and/or resulting from minor wear and tear, and/or in the process of being mitigated.	Good
75%-89.99%	The school is not in good repair. Some deficiencies noted are critical and/or widespread. Repairs and/or additional maintenance are necessary in several areas of the school site.	Fair
0%-74.99%	The school facilities are in poor condition. Deficiencies of various degrees have been noted throughout the site. Major repairs and maintenance are necessary throughout the campus.	Poor

INSPECTOR'S COMMENTS AND RATING EXPLANATION:

DISTRICT'S RESPONSES TO REPORT (Attach additional pages if necessary)

CONSULTING SERVICES AGREEMENT

This Agreement is entered into effective the 29th day of October, 2025 by and between Foster & Foster Consulting Actuaries, Inc. ("Consultant"), a corporation with principal offices located at 13420 Parker Commons Boulevard, Suite 104, Fort Myers, Florida 33912 and Palermo Union Elementary School District ("Customer").

The following shall govern the provision of consulting services by Consultant to Customer.

1. Consulting Services. Consultant shall provide the consulting services described on Schedule 1 attached hereto.
2. Compensation to Consultant. Customer shall pay Consultant for the consulting services described on Schedule 1 attached hereto the compensation set forth on Schedule 2 attached hereto.
3. Term and Termination. (a) Term. This Agreement shall commence on the date first written above and shall continue in effect until December 31, 2026, or until all consulting services described on Schedule 1 have been performed, whichever occurs first, unless sooner terminated in accordance with the provisions of this Agreement. (b) Termination Without Cause. This agreement may be terminated at any time by either party upon sixty (60) days prior written notice to the other party. (c) Termination With Cause. Either party shall have the right to terminate this Agreement upon the failure of either party to observe any of the covenants and agreements required to be observed by it under this Agreement, and such failure continues for a period of thirty (30) days after written notice thereof. (d) Rights and Obligations after Termination. Termination of this agreement shall not relieve either party of any rights or obligations arising out of the Agreement prior to termination, with the exception that the amount of the final payment that shall be made by Customer shall be based solely upon the percentage of work that was completed by Consultant.
4. Customer Will Provide Information. Customer shall provide Consultant with the information necessary for Consultant to provide the consulting services described on Schedule 1 attached hereto.
5. Authorization to Acquire Information. Customer hereby authorizes Consultant to acquire the necessary information reasonably required by Consultant to provide the consulting services described on Schedule 1 attached hereto from any agency, agencies, source or sources.
6. Customer's Right to Provide Information. Customer represents and warrants to Consultant that it has the right to provide the information that will be given by Customer to Consultant, or which will be acquired by Consultant pursuant to paragraphs 4 and 5 above.
7. Limitation on Services. Customer understands that Customer retains sole authority and responsibility for the operation and design of all Customer's employee benefit plans.
8. Ownership of Systems and Materials. All systems, programs, operating instructions, forms and other documentation prepared by or for Consultant shall be and remain the property of Consultant. All data source documents provided by Customer shall remain the property of Customer.
9. Indemnification. (a) By Customer. Customer hereby agrees to defend and indemnify Consultant and hold Consultant harmless against any claims, injury, costs or damages (including actual attorneys' fees incurred) resulting from Customer's gross negligence or willful misconduct. (b) By Consultant. Consultant hereby agrees to defend and indemnify Customer and hold Customer harmless against any claims, injury, costs or damages (including actual attorneys' fees incurred) resulting from Consultant's gross negligence or willful misconduct.

10. General.

- a. Relationship of the Parties. The relationship between Consultant and Customer established by this Agreement is that of independent contractors. Consultant and Customer shall each conduct its respective business at its own initiative, responsibility, and expense, and shall have no authority to incur any obligations on behalf of the other.
- b. Force Majeure. No party shall have liability for damages or non-performance under this Agreement due to fire, explosion, strikes or labor disputes, water, acts of God, war, civil disturbances, acts of civil or military authorities or the public enemy, transportation, facilities, labor, fuel or energy shortages, or other causes beyond that party's control.
- c. Entire Agreement. This Agreement and the Schedules attached hereto contain the entire agreement between the parties and supersedes all previous agreements and proposals, oral or written, and all negotiations, conversations, or discussions between the parties related to the subject matter of this Agreement. This Agreement shall not be deemed or construed to be modified, amended, rescinded, canceled or waived in whole or in part, except by written amendment signed by both of the parties hereto.

11. Confidentiality. Consultant recognizes that its work will bring it into close contact with confidential information of Customer, including personal information about employees of Customer. Consultant agrees not to disclose anything that is the confidential information of Customer, or that is proprietary to Customer, including its software, its legacy applications, and its databases, to any third party.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as set forth below.

"CONSULTANT"
FOSTER & FOSTER CONSULTING
ACTUARIES, INC.

"CUSTOMER"
PALERMO UNION ELEMENTARY SCHOOL
DISTRICT

Signed: Will Kane

Signed: Ruthie Anaya

By: Will Kane

By: Ruthie Anaya

Title: Senior Consulting Actuary

Title: Assistant Superintendent of Business

Date: October 29, 2025

Date: 11/3/2025

SCHEDULE 1

For the purposes of this Agreement, "consulting services" shall include the following services provided by Consultant to Customer:

Consulting reports including all actuarial information necessary for Customer to comply with the requirements of current GASB accounting standards 74/75 related to retiree health benefits for two years, including one full valuation and one "roll-forward" valuation. Study results can be split by up to four employee classifications.

Services do not include Consultant's in-person attendance at any meetings. Services also do not include a separate funding valuation unless requested by Customer.

SCHEDULE 2

Customer shall pay Consultant for the retiree health valuation report based on the full valuation a total of \$5,850. One-half, or \$2,925 shall be due within 30 days of the commencement of work by Consultant. One-half, or \$2,925 shall be due within 30 days of the delivery by Consultant to Customer of the draft consulting report for the full valuation (or within 30 days of contract termination, if earlier). Customer shall also pay Consultant for the retiree valuation report based on the "roll-forward" valuation a total of \$2,925 within 30 days of the delivery by Consultant to Customer of the draft consulting report for the "roll-forward" valuation (or within 30 days of contract termination, if earlier)

If Consultant receives a non-refundable deposit from Customer of \$2,925 by July 15, 2025, the full valuation fee shown above shall be reduced by 10%.

AGREEMENT FOR SPECIAL SERVICES BUTTE TEACHER INDUCTION PROGRAM

Butte County Office of Education
and
Palermo Union School District

1) General

This Agreement for Special Services ("Agreement") is entered into between Palermo Union School District ("District") and the Butte County Office of Education ("BCOE") as partners in the Butte Teacher Induction Program ("Program") as of September 1, 2025.

2) Purpose

The purpose of this Agreement is to establish a formal working agreement between the District and BCOE and to set forth the operative conditions and fiscal responsibilities that govern this partnership.

3) Responsibilities – General

A) BCOE agrees to the following:

1. employ an Induction Program Director/Administrator ("Program Director");
2. employ a secretary to support the administration of the Program;
3. provide workspace for the Program Director and staff – including computers, telephones, and meeting space for program activities;
4. develop and establish contracts with outside vendors for professional services as needed for participating teacher/mentor professional development;
5. facilitate a process for equitable distribution of services to participating teachers and mentors;
6. establish and maintain accurate records and reports;
7. supply to the California Commission on Teacher Credentialing ("CCTC") and the California State Department of Education ("CDE") reports and other information as requested on all matters related to Program requirements and activities and credentialing;
8. convene an Induction Advisory Council ("Council"), establish regular meetings and provide data on Program requirements and teacher credentialing;
9. provide formative assessment/CSTP/Content Standards/Induction Standards training for mentors and participating teachers;
10. recruit and support classroom teachers as professional development facilitators;
11. process payment for authorized contracted services;
12. provide materials, facilitation and presentation support for Professional Development Facilitators;
13. participate in and fund program evaluation, including Accreditation Cycle;
14. coordinate with California State University, Chico regarding the Program;
15. initiate continuous contact with the Council, District superintendents and site administrators to provide legal information, clarify roles and responsibilities, and provide verification and accountability specific to teacher credential process;
16. communicate and advise District personnel directors regarding Program standards, hiring implications and procedures for compliance;

17. establish, monitor and supervise professional development providers in accordance with Program standards;
18. establish and maintain an accountability system for mentors and participating teachers. Upon request, release accountability report to District at the end of each semester;
19. provide appropriate services to special education mentors and participating teachers;
20. include a planned process for advising participating teachers about their involvement in the Program, for providing formative feedback about participants' progress toward completion of the Program, and for arriving at a professional teaching credential recommendation for each participating teacher;
21. plan and implement the Program in compliance with the Professional Teacher Induction Standards, including the design of a 2-year job-embedded program that is focused on mentoring and support and begins during the candidate's first year of teaching;
22. identify and assign a mentor to each participating teacher within the first 30 days of enrollment
23. ensure that each participating teacher receives an average of not less than one (1) hour per week of individualized support/mentoring coordinated and/or provided by the mentor;
24. ensure that the Individualized Learning Plan and goals for each participating teacher is developed within the first sixty (60) days of the teacher's enrollment in the Program; and
25. provide an early completion option for "experienced and exceptional" candidates who meet the Program's established criteria.

B) District agrees to the following:

1. provide District office/site personnel to support Program;
2. within 30 days of hire, inform teachers about induction and the requirements to clear their credential. Eligible candidates include those new to the profession and/or who are teaching on preliminary credentials or those prepared out of state and have less than two (2) years' experience;
3. provide the Program with a list of all new hires and the credential(s) held by each;
4. select and recommend mentors according to Program standards;
5. match mentor with participating teacher taking into consideration credentials held; subject matter knowledge; orientation to learning; relevant experience; current assignments; and geographic proximity;
6. ensure that all site administrators with mentor(s) and or participating teacher(s) on staff schedule a minimum of one collaborative meeting per year with mentor/participating teacher partners;
7. establish working conditions for teachers aligned with Program standards;
8. provide appropriate support services for teachers assigned to "challenging" settings;
9. ensure the candidate's ILP is not used for evaluation purposes;
10. provide appropriate support for both mentor and participating teacher to engage in classroom observations;
11. ensure core classroom materials for the participating teacher(s); and
12. provide teacher retention data to the Program upon request.

4) Responsibilities – Fiscal

A) BCOE agrees to:

1. overall fiscal responsibility for the administration of funds, to include submission of year-end expenditure reports, preliminary and revised budgets, and any other documentation required by CDE or CCTC;

2. develop and maintain a balanced budget that allocates amounts sufficient to meet the costs of implementing Program responsibilities;

B) District agrees to:

1. provide funding for each participating teacher in the amount of one thousand eight hundred dollars (\$1,800) per teacher per year on the Traditional Pathway, and/or twenty one hundred dollars (\$2,100) per teacher per year on the Early Completion Pathway, to BCOE;
 - i. cost includes professional development seminars and virtual professional learning opportunities;
2. issue a one thousand eight hundred dollar (\$1,800) stipend, inclusive of benefits, to each mentor that completes their mentoring obligations per candidate;
 - i. If a mentor is provided outside of the District, the \$1,800 stipend will be paid to BCOE and BCOE will initiate the stipend payment to the needed mentor.
3. provide release times, for mentor(s) to observe their participating teacher(s) and/or for participating teacher(s) to participate in classroom observations of a colleague twice per year.

5) Other Conditions

Any and all products developed by BCOE and/or via the Program are the exclusive property of BCOE. District, their employees, staff, and subcontractors shall not have the right to disseminate, market, or otherwise use the products without the written permission of BCOE.

6) Relationship of the Parties

Each party enters into this Agreement as, and shall continue to be, independent agencies. Under no circumstances shall the District, or any District employee or contractor (collectively, the "District Parties") be considered an employee of BCOE within the meaning of any federal, state, or local law or regulation including, but not limited to, laws or regulations governing unemployment insurance, old age benefits, workers' compensation, industrial illness or accident coverage, taxes, or labor and employment in general. Under no circumstances shall District Parties look to BCOE as an employer. District Parties shall not be entitled to any benefits accorded to BCOE employees, including, without limitation, workers' compensation, disability insurance, vacation or sick pay.

7) Term

The effective date of this Agreement is **September 1, 2025**. This Agreement will be in effect until June 30, 2026. The terms of this Agreement shall remain in force unless mutually amended. Either party may terminate this Agreement upon written notice no later than thirty (30) days prior to the effective date.

8) Indemnification

District shall and does hereby indemnify, defend, and hold harmless BCOE, and BCOE's officers, employees, agents and representatives from and against any and all claims, demands, losses, costs, expenses, obligations, liabilities and damages, including, without limitation, interest, penalties, and reasonable attorney fees and costs, that BCOE may incur or suffer and that rise from, or are related to any breach or failure of District to perform any of the representations, warranties and agreements contained in this Agreement.

9) California Law

This Agreement shall be governed by and the rights, duties and obligations of the parties shall be determined and enforced in accordance with the laws of the State of California. The parties further agree that any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in Butte County, California.

10) Rules and Regulations

All rules and regulations of each party's Governing Board and all federal, state, and local laws, ordinances and regulations are to be observed strictly by staff members providing services pursuant to this Agreement.

11) Notice

Any notice required or permitted to be given under this Agreement shall be deemed to have been given, served and received if given in writing and either personally delivered or deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required, or sent by overnight delivery service, or facsimile or electronic transmission, addressed as follows:

If to BCOE

Butte County Office of Education
ATTN: Tracey Allen
1859 Bird Street
Oroville, CA 95965
(530) 532-5730
EMAIL: tallen@bcoe.org

If to District

Palermo Union School District
ATTN: Heather Scott
7390 Bulldog Way
Palermo, CA 95968
Email: hscott@palermok8.org

12) Entire Agreement of Parties

This Agreement constitutes the entire agreement between the parties and supersedes all prior discussions, negotiations and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument by both parties.

SIGNATURES ON FOLLOWING PAGE

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date indicated below.

BCOE:

DISTRICT:

Dated:

Dated: _____

Butte Teacher Induction Program

SIGNATURE

SIGNATURE OF AUTHORIZED DISTRICT OFFICIAL

JMA
Mary Sakuma

PRINT NAME

PRINT NAME

Superintendent

PRINT TITLE

PRINT TITLE



**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION and its PALERMO #366
(together, “CSEA”)
AND THE
PALERMO UNION SCHOOL DISTRICT (“District”)**

The Palermo Union School District (“District”) and the California School Employees Association and its Palermo Chapter #366 (“CSEA”; together the “Parties”) have met and enter into this Memorandum of Understanding (“Agreement”) regarding District request to:

1. The Parties agree to the following changes to the Classified Salary Schedule as attached in Appendix A:
 - a. renumber Class 21 to Class 22 on the Classified Salary Schedule
 - b. add a new Class 21 to the Classified Salary Schedule
2. The Parties agree to place the Chief Mechanic Classification at the new Class 22 as attached in Appendix A.
3. The Parties agree to the language changes regarding compensation for classified employees who temporarily fill in for the Director of Maintenance as attached in Appendix A.
4. The Parties agree to the addition of the Lead Maintenance Person classification. The Lead Maintenance Person classification will be placed at the new Class 21 as attached in Appendix A. The Lead Maintenance Person classification will be assigned to a 1.0 FTE on the 12-month calendar. The job description for the Lead Maintenance Person classification is attached as Appendix B.
5. The Parties agree to reclassify Maintenance Person Position Number 158 to the newly created Lead Maintenance Person classification, effective July 1, 2025. The impacted employee shall carry over their seniority to the new classification.

This Agreement shall be in effect upon ratification by both Parties.

Date: _____
Gary Rogers
Superintendent
Palermo Union School District

Date: _____
Donna Duddley
Chapter President
Palermo #366

Date: _____
Kim Howell
Labor Relations Representative
California School Employees Association

Appendix A

PALERMO UNION ELEMENTARY SCHOOL DISTRICT 2025-2026 CLASSIFIED SALARY SCHEDULE

CLASS		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9-12	STEP 13-15	STEP 16-18	STEP 19-21	STEP 22-24	STEP 25-27	STEP 28-30
1	Hourly	18.05	18.05	18.05	18.05	18.05	18.63	19.31	19.95	20.58	21.18	21.77	22.37	22.98	23.57	24.27
2	Hourly	18.05	18.05	18.05	18.05	18.46	19.12	19.77	20.48	21.05	21.69	22.29	22.94	23.53	24.17	24.87
3	Hourly	18.05	18.05	18.05	18.29	18.94	19.59	20.28	20.98	21.62	22.25	22.89	23.49	24.14	24.76	25.51
4	Hourly	18.05	18.05	18.10	18.73	19.41	20.07	20.77	21.53	22.13	22.80	23.44	24.07	24.73	25.37	26.14
5	Hourly	18.05	18.05	18.56	19.20	19.86	20.58	21.30	22.04	22.69	23.37	24.01	24.67	25.34	25.99	26.77
6	Hourly	18.05	18.36	19.03	19.68	20.39	21.07	21.82	22.58	23.26	23.95	24.60	25.30	25.98	26.65	27.46
7	Hourly	18.89	19.18	19.49	20.20	20.91	21.63	22.38	23.16	23.86	24.55	25.27	25.92	26.63	27.28	28.17
8	Hourly	19.18	19.59	20.00	20.68	21.40	22.14	22.94	23.74	24.46	25.15	25.86	26.59	27.28	28.01	28.86
9	Hourly	19.42	19.77	20.49	21.20	21.96	22.70	23.50	24.34	25.06	25.78	26.52	27.23	27.96	28.73	29.58
10	Hourly	19.62	20.28	20.99	21.75	22.50	23.30	24.13	24.96	25.72	26.44	27.18	27.93	28.72	29.48	30.35
11	Hourly	20.10	20.78	21.55	22.28	23.07	23.87	24.70	25.54	26.32	27.12	27.87	28.64	29.39	30.16	31.06
12	Hourly	20.60	21.31	22.05	22.83	23.61	24.45	25.30	26.19	26.96	27.76	28.51	29.30	30.11	30.89	31.82
13	Hourly	21.10	21.84	22.61	23.40	24.22	25.06	25.91	26.85	27.64	28.45	29.26	30.09	30.89	31.68	32.63
14	Hourly	21.63	22.39	23.16	23.97	24.81	25.71	26.58	27.50	28.32	29.15	29.98	30.80	31.64	32.47	33.44
15	Hourly	22.18	22.95	23.76	24.58	25.46	26.35	27.25	28.23	29.07	29.91	30.76	31.61	32.47	33.32	34.29
16	Hourly	22.72	23.53	24.36	25.20	26.09	27.00	27.93	28.89	29.79	30.64	31.52	32.39	33.25	34.10	35.13
17	Hourly	23.32	24.14	24.98	25.84	26.75	27.70	28.67	29.66	30.53	31.43	32.35	33.22	34.10	35.00	36.06
18	Hourly	23.92	24.74	25.62	26.50	27.44	28.38	29.37	30.41	31.33	32.24	33.13	34.06	34.98	35.89	36.96
19	Hourly	24.51	25.35	26.26	27.16	28.10	29.10	30.12	31.19	32.11	33.03	33.97	34.92	35.85	36.77	37.88
20	Hourly	25.10	25.99	26.91	27.86	28.81	29.83	30.89	31.97	32.92	33.89	34.86	35.78	36.75	37.72	38.83
21 22	Hourly	25.70 27.93	26.61 28.77	27.56 29.79	28.53 30.82	29.50 31.91	30.55 33.01	31.63 34.17	32.74 35.36	33.92 36.43	34.92 37.51	35.92 38.66	36.87 39.81	37.87 40.98	38.87 42.23	40.01 43.48

Revised to include 3.5% increase effective 7/01/2024

		NO LONGER USED 11.19.21	
CLASS	POSITIONS	CLASS	POSITIONS
1	Cafeteria Aide	1	PIP Child Aide
4	Cafeteria Helper	2	Family Advocate
5	Library Technician	3	Cafeteria Cashier, School Site Liaison
6	Cook	4	Reading Intervention Aide, Academic Tutor, Instructional Aide - Child Development Prgm
7	Instructional Aide	5	Bilingual Family Advocate, Case Management, Technician, Computer Technician, Program Services Secretary
8	Health/Office Clerk, Instructional Aide (Bilingual)	6	
9	Instructional Aide-In House Suspension (4-8), Early Child Development Instructional Aide	8	Clerk Typist
11	Attendance/Health Aide, Instructional Aide K-8 Special Education-Intervention Asst.	10	Health Aide
12	Van Driver, Custodian I	11	Cafeteria Manager, Clerk Typist/Attendance Technician,
14	Groundskeeper/Maintenance School Secretary, Attendance Technician II, Child Development Program Admin Secretary	16	Business Services Technician, Labor Compliance Technician, Principal's Secretary
15	Custodian Maintenance, Computer Maintenance Technician I	12	Custodian I/Groundskeeper
16	Bus Driver		
18	Bus Driver (Instructor)/Lead Bus Driver		
19	District Maintenance		
20	Computer Maintenance Technician II, Accounts Payable Clerk/Attendance/Data Processor, Student Information Systems Specialist		
21	Chief Mechanic <u>Lead Maintenance Person</u>		
<u>22</u>	<u>Chief Mechanic</u>		

- 1 Substitutes are paid at Step 1 of the position in which they are substituting. When the Director of Maintenance & Operations is absent more than 5 consecutive days, the replacement will receive compensation ~~2 classes above their regular salary placement~~ **on the the Director of Maintenance salary schedule at the step that correlates to at least a 5% increase** schedule for the duration of the absence.

Current regular employees who substitute temporarily in a position in a higher salary range will be paid at their current step in the salary range two ranges higher unless the first step of the range being substituted in is higher pay, in which case the employee will receive that higher pay for the substitute work.

PALERMO UNION SCHOOL DISTRICT

JOB DESCRIPTION

LEAD - MAINTENANCE PERSON

(Classified)

1. PURPOSE

The purpose of this document is to list a limited number of duties typically performed by a person in the classification cited above as well as certain requirements necessary to perform these duties. It is not intended to be a complete list of duties nor requirements, but, rather, examples by which to select and compensate classified employees in a fair and reasonable manner.

2. TYPICAL DUTIES PERFORMED

- Directs the work assignments of the Maintenance and Operations staff and monitors the flow of work in the department so that tasks are completed efficiently.
- Utilizes the District work order system to assist in planning, organizing, and assigning tasks and enters time and materials used to complete jobs for billing and/or tracking purposes.
- Communicates regularly with the Director of Maintenance, Operations, and Transportation and Maintenance staff on all matters related to the Maintenance & Operations department.
- Utilizes district communication systems to communicate with District staff, vendors and contractors.
- Coordinate District building and grounds maintenance matters with the appropriate campus administrator and Director of Maintenance/Operations and Transportation.
- Make recommendations to the Principal and Director of Maintenance/Operations and Transportation for maintenance needs.
- Perform miscellaneous repair and maintenance work, combining skills and knowledge of more than one trade, such as:
 - Repair door locks and panic locks.
 - Erect, finish, and repair various types of buildings, sheds, scaffolds, forms, frames, fences, and other structures.
 - Make and repair office furniture, wooden fixtures, and equipment; paint (with brush or machine) buildings, furniture, etc.
 - Build and repair window and door screens and frames, install partitions, and cut and replace window glass.
 - Perform miscellaneous plumbing, including fixing toilets, urinals, water lines, classroom heaters, hot water heaters, and gas stoves.
 - Service electrical, thermostatic, and automatic control systems, dishwashers, power mixers, and grinders.

- Use pipe threaders, drill presses, grinders, power saws, jointers, planes, glass cutters, arc welders, and gas welding equipment.
- Safeguard school property.
- Perform miscellaneous electrical repair and installation.
- Operate a truck, tractor, or other equipment.
- Perform repair, restoration, and construction tasks associated with the maintenance of buildings and other school facilities.
- Calculate the amount of materials needed to complete a specific assignment.
- Arrange for all materials and equipment necessary to perform repairs, restoration, or construction.
- Use and maintain tools and equipment commonly used in the building trades.
- Perform related work, such as custodial or grounds, as assigned by the Director of Maintenance/Operations and Transportation.

3. REQUIREMENTS NECESSARY TO PERFORM TYPICAL DUTIES

Knowledge

- Comprehend written and oral instructions in English.
- Basic principles related to motors, plumbing, and electrical systems.
- Mechanics of heating and ventilation systems.
- Effective leadership techniques.
- Proper use of building materials.
- Efficient use of construction tools.
- Interpretation of blueprints.
- The employee shall know recommended techniques and appropriate accommodations needed to lift objects or assist in the lifting of objects of various weights.

Skills

- Fundamental techniques associated with at least two building trades.
- Diagnosis of all types of campus maintenance requirements.
- Operate light trucks, tractors, and power-driven maintenance and grounds equipment.
- Replace and glaze windows.
- Repair electrical and mechanical devices.
- Operate power equipment effectively and safely.
- Make best use of available materials.

Physical

- Ability to stand for a long period of time.
- The employee may be required to lift, load, or move objects of light or moderate weights. The employee be required to lift, load, or move objects of moderate or heavier weights with assistance and/or appropriate accommodations.
- Ability to bend at both 45-degree and 90-degree angles from the waist.

- Ability to reach above the head and below the waist.
- Eyesight corrected or uncorrected sufficiently to read blueprints and repair instructions.
- Hear normal conversation with or without a hearing aid.
- Neat and clean in appearance.

Other

- Possession of a valid California Driver's License.
- Capability of following schedules, rules, and regulations.
- Capability of providing supervision while maintaining respect.
- Ability to work cooperatively with other employees and to maintain a good relationship with students.
- Capability of enforcing effective security measures

Appendix A

PALERMO UNION ELEMENTARY SCHOOL DISTRICT 2025-2026 CLASSIFIED SALARY SCHEDULE

CLASS		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9-12	STEP 13-15	STEP 16-18	STEP 19-21	STEP 22-24	STEP 25-27	STEP 28-30
1	Hourly	18.05	18.05	18.05	18.05	18.05	18.63	19.31	19.95	20.58	21.18	21.77	22.37	22.98	23.57	24.27
2	Hourly	18.05	18.05	18.05	18.05	18.46	19.12	19.77	20.48	21.05	21.69	22.29	22.94	23.53	24.17	24.87
3	Hourly	18.05	18.05	18.05	18.29	18.94	19.59	20.28	20.98	21.62	22.25	22.89	23.49	24.14	24.76	25.51
4	Hourly	18.05	18.05	18.10	18.73	19.41	20.07	20.77	21.53	22.13	22.80	23.44	24.07	24.73	25.37	26.14
5	Hourly	18.05	18.05	18.56	19.20	19.86	20.58	21.30	22.04	22.69	23.37	24.01	24.67	25.34	25.99	26.77
6	Hourly	18.05	18.36	19.03	19.68	20.39	21.07	21.82	22.58	23.26	23.95	24.60	25.30	25.98	26.65	27.46
7	Hourly	18.89	19.18	19.49	20.20	20.91	21.63	22.38	23.16	23.86	24.55	25.27	25.92	26.63	27.28	28.17
8	Hourly	19.18	19.59	20.00	20.68	21.40	22.14	22.94	23.74	24.46	25.15	25.86	26.59	27.28	28.01	28.86
9	Hourly	19.42	19.77	20.49	21.20	21.96	22.70	23.50	24.34	25.06	25.78	26.52	27.23	27.96	28.73	29.58
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