

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 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

An Equal Opportunity Employer

## REGULAR BOARD MEETING AGENDA

March 11, 2026

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].

## **PUBLIC HEARING**

President asks Superintendent to introduce agenda item.

President opens item for public comment.

The public is invited at this time to provide input and comment to the Board of Trustees of the Palermo Union Elementary School District on the proposed School Facilities Fees as authorized by Education Code Section 17620 and Government Code 65995.

President closes item for public comment.

Board discussion.

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

#### **Preschool**

The Palermo Preschool and the Palermo Middle School are engaged in a great collaboration that promotes literacy for our young learners. Once a week the preschool students go to a reading time with Mrs. Cook. Mrs. Cook has a collection of classic children's stories that the preschool students are enjoying. She surprises the children with a sticker or other reminder to keep reading as they leave the library. She discusses the importance of the library for the students at the middle school and how the preschool students will use the library in their future learning. Many Thanks Mrs. Cook, Mrs. Rodriguez, and Mrs. Sasek for their coordination to promote READING.



#### **Helen Wilcox School**

Helen Wilcox is in a full mid year sprint! We are celebrating reading with Dr. Seuss week. What a great week of school spirit mixed with reading activities! One of the highlights was the Butte County Probation Department reading to our first graders (and more) and following up with a

yummy graphing project. Thank You Butte County Probation Dept! Mrs. Leonard's class put on a wonderful reader's theater. We ended the week with an assembly celebrating reading, the three B's, and wrapping up teachers in streamers! We also thank Theresa Owens for her visit. We always appreciate her insight, positivity, and focus! Our third graders went to the Chinese Temple. They loved how colorful and beautiful the temple truly is - and right downtown! Our year to date attendance is 93.4%, and February was a low of 92.2%. Interestingly, since Mrs. Scott has offered herself as a water balloon target for all students who have perfect attendance in March, our attendance rate has shot up! (I'm disappointed because I had to take a day off!) Way to go HW & way to be Wildcats!!

### **Golden Hills**

Golden Hills Spelling Bee held on February 26th!! We are proud of all participants! Our winners, Miguel and Avery, will represent our school in the county wide spelling bee.

We held our first Career Week in February! Career Week was a success! We had some great presenters!

Erica Ott: School Nurse with Oroville City Elementary School District

Mathew Wallen: Retired Fire Chief

Bob Grant: Owner of Grant Kustom; A local custom care shop.

Greg Clink: Retired CSU Chico Basketball Coach

Sergio Garcia: Personal Injury Attorney

Casey Montez: CFO of Sac Anime

Albert Houglund: Retired Fuel Mechanic in the US Airforce

Mark Morris: Entrepreneur and owner of Elite Sound

We want to thank all of our presenters for taking the time out of their busy days to come share with our students. Everyone did an amazing job! It was such a great experience for our students!

## **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 February 25, 2026 Regular Board Meeting.
- b. Warrants of February 1, 2026 through February 28, 2026, 345482-347526, for the amount of \$787,789.64, Funds 01, 12, 13, 35, 40.
- c. Agreement with Orange County Superintendent of Schools for the Hmong and Cultural Studies grant.

**REFERENCE #1**

- d. 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.

- Chromebooks
- Laptops

**Reports**

e. Events Calendar

REFERENCE #2

f. Palermo Account Ledger | January 1, 2026 – January 31, 2026

REFERENCE #3

g. Staff Development Report | February 2026

REFERENCE #4

h. Enrollment Report | Month Five

REFERENCE #5

**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. 2025-26 Second Interim Budget Report by Ruthie Anaya, Assistant Superintendent of Business Services.

b. It is recommended the 2025-26 Second Interim Budget be approved.

Available for Review on the District Website

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

- c. It is recommended that Board Resolution No. 26-04 authorizing Palermo Union Elementary School District to impose Level 1 Developer Fees, as authorized by Education Code Section 17620 and Government Code Section 65995, be approved.

REFERENCE #6

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

- d. It is recommended that Board Resolution No. 26-05, Board Member Compensation for Missed Meetings, allowing Cody Nissen to receive Board Member Compensation for February 25, 2026 be approved.

REFERENCE #7

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

- e. The Erate bid assessment is presented for review and it is recommended the contract with KS Telecom for Category 2 cabling in the amount of \$110,508, be approved (Erate Funding: \$93,932; District Unrestricted Funding: \$16,576).

REFERENCE #8

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

- f. It is recommended the Memorandum of Understanding between Palermo Union Elementary School District and Palermo Little League outlining terms and conditions which allow the League to use District-owned athletic fields, be approved.

REFERENCE #9

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

- g. It is recommended that the revised Accounts Payable Technician job description be approved, pending CSEA approval.

REFERENCE #10

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

- h. California School Employees Association, Bargaining Unit 336. Comments from CSEA, if any, to the Governing Board.
- i. 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, Administrative Regulations, and Exhibits are presented to the Board for second and final reading.

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

**Board Policies & Administrative Regulations (continued)**

- a. Board Policy 5125.1 – Release of Directory Information for second and final reading.

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

- b. Administrative Regulation 5125.1 – Release of Directory Information for second and final reading.

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

- c. Exhibit 5125.1 – Release of Directory Information for second and final reading.

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

- d. Board Policy 5131 – Conduct for second and final reading.

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

- e. Administrative Regulation 5131.41 – Use of Seclusion and Restraint for second and final reading.

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

- f. Board Policy 5131.6 – Alcohol and Other Drugs for second and final reading.

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

- g. Administrative Regulation 5131.6 – Alcohol and Other Drugs for second and final reading.

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

- h. Board Policy 5131.8 – Mobile Communication Devices for second and final reading.

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

i. Board Policy 5141.5 – Mental Health for second and final reading.

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

j. Board Policy 5145.6 – Parent Guardian Notifications for second and final reading.

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

k. Exhibit 5145.6 – Parent Guardian Notifications for second and final reading.

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

l. Board Policy 6141.2 – Recognition of Religious Beliefs and Customs for second and final reading.

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

m. Administrative Regulation 6141.2 – Recognition of Religious Beliefs and Customs for second and final reading.

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

n. Board Policy 6142.8– Comprehensive Health Education for second and final reading.

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

o. Administrative Regulation 6142.8– Comprehensive Health Education for second and final reading.

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

p. Board Policy 6142.91 – Reading Language Arts Instruction for second and final reading.

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

- q. Board Policy 6142.94 – History Social-Science Instruction for second and final reading.

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

- r. Board Policy 6159– Individualized Education Program for second and final reading.

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

- s. Administrative Regulation 6159 – Individualized Education Program for second and final reading.

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

- t. Administrative Regulation 6159.4 – Behavioral Interventions for Special Education Students for second and final reading.

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

- u. Board Policy 6161.1 – Selection and Evaluation of Instructional Materials for second and final reading.

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

- v. Administrative Regulation 6161.1 – Selection and Evaluation of Instructional Materials for second and final reading.

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

- w. Exhibit 6161.1 – Selection and Evaluation of Instructional Materials for second and final reading.

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

- x. Board Policy 6161.11 – Supplementary Instructional Materials for second and final reading.

ACTION\_\_\_\_MOTION\_\_\_\_SECOND\_\_\_\_VOTE\_\_\_\_

## 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 Kathleen Andoe-Nolind, 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 Kathleen Andoe-Nolind, Superintendent.

### **OPEN SESSION** (Time\_\_\_\_\_)

### **REPORTS ON ACTION(S) TAKEN IN CLOSED SESSION**

### **ACTION ITEMS**

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

### **Classified**

- a. Kristen Boling, Instructional Aide, Golden Hills School, add BA stipend, effective March 1, 2026.

### **Certificated**

- b. Sarah Lewis, Certificated Teacher, Helen Wilcox School, add Master's stipend, effective March 1, 2026.
- c. Kathleen Andoe-Nolind, Certificated Substitute, Districtwide, add to certificated substitute list, effective February 27, 2026.
- d. Esmerelda Velazquez-Cortes, Certificated Substitute, Districtwide, add to certificated substitute list, effective March 2, 2026.

### **Leaves of Absence**

- e. Karen Hunter, Instructional Aide, Helen Wilcox School, request a general leave of absence March 2, 2026 through March 31, 2026.

### **Resignation**

- f. Kimberly Solano, Principal, Palermo Middle School, resignation effective June 30, 2026.

- g. Lacey Leonard, Reading Intervention Aide, Helen Wilcox School, resignation effective June 5, 2026.
- h. Elaina Arivett, Site Supervisor, Honcut Preschool, resignation effective March 19, 2026.

ACTION\_\_\_\_\_MOTION\_\_\_\_\_SECOND\_\_\_\_\_VOTE\_\_\_\_\_

**ADJOURNMENT** (Time\_\_\_\_\_)

**Palermo Union Elementary School District  
Regular Board Meeting Minutes  
February 25, 2026  
District Office Boardroom  
7390 Bulldog Way, Palermo, CA 95968**

**INTRODUCTION**

1. Board 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 (late 5:10), Kimberly Tyler (left 6:10), and Mark McClarren.

Others present were: Gary Rogers, Ruthie Anaya, and Jessica Coon.

4. A motion was made by Mark McClarren, seconded by Kimberly Tyler, recommending the agenda be approved. Debbie Hoffman, Kimberly Tyler, and Mark McClarren 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 had business to bring before the Board.

7. **Consent Agenda**

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

**Action Items**

- a. Minutes of February 11, 2026 Regular Board Meeting.

## **Reports**

- a. Events Calendar
- b. CSPP Quality Improvement Block Grant 2025-26

## **8. Items Removed from the Consent Agenda**

There were no items removed from the Consent Agenda.

## **CLOSED SESSION**

The Board recessed into Closed Session at 5:02 p.m. to discuss the following:

1. Closed session regarding matters of personnel/employment all in accordance with Government Code Section 54957.

## **OPEN SESSION**

The Board reconvened into Open Session at 5:25 p.m.

## **ACTION ITEMS**

None.

## **9. Staff Reports/Business Items**

- a. Presentation of the 2025-2026 mid-year LCAP update.
- b. A motion was made by Mark McClarren, seconded by Justin Younger, recommending that the Helen Wilcox TK/K Change Orders #7 thru #9 as detailed below, be approved. Debbie Hoffman, Justin Younger, Kimberly Tyler, and Mark McClarren voted aye. Motion unanimously carried.

Revised Contract Amount with previously approved change orders: \$5,389,067.25  
Change Orders #7 thru #9: \$(895.19)  
Revised Contract Amount: \$5,388,172.06

- c. A motion was made by Mark McClarren, seconded by Justin Younger, recommending that the Memorandum of Understanding between Palermo Union Elementary School District and the Butte County Office of Education for reimbursement of Professional Development services provided by Collective Impact Solutions in the amount of \$165,000, be approved. Debbie Hoffman, Justin Younger, Kimberly Tyler, and Mark McClarren voted aye. Motion unanimously carried.

- d. A motion was made by Mark McClarren, seconded by Justin Younger, recommending that the Skilled and Trained Workforce report for Helen Wilcox TK/K Classroom Building Project, be approved. Debbie Hoffman, Justin Younger, Kimberly Tyler, and Mark McClarren voted aye. Motion unanimously carried.
- e. There were no comments from the California School Employees Association, Bargaining Unit 366.
- f. There were no comments from the Palermo Teachers Association, Bargaining Unit (PTA/CTA/NEA).

## 10. Board Policies & Administrative Regulations

The following Board Policies and Administrative Regulations were 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 5125.1 – Release of Directory Information
- b. Administrative Regulation 5125.1 – Release of Directory Information
- c. Exhibit 5125.1 – Release of Directory Information
- d. Board Policy 5131 – Conduct
- e. Administrative Regulation 5131.41 – Use of Seclusion and Restraint
- f. Board Policy 5131.6 – Alcohol and Other Drugs
- g. Administrative Regulation 5131.6 – Alcohol and Other Drugs
- h. Board Policy 5131.8 – Mobile Communication Devices
- i. Board Policy 5141.5 – Mental Health
- j. Board Policy 5145.6 – Parent Guardian Notifications
- k. Exhibit 5145.6 – Parent Guardian Notifications
- l. Board Policy 6141.2 – Recognition of Religious Beliefs and Customs
- m. Administrative Regulation 6141.2 – Recognition of Religious Beliefs and Customs
- n. Board Policy 6142.8– Comprehensive Health Education

- o. Administrative Regulation 6142.8– Comprehensive Health Education
- p. Board Policy 6142.91 – Reading Language Arts Instruction
- q. Board Policy 6142.94 – History Social-Science Instruction
- r. Board Policy 6159– Individualized Education Program
- s. Administrative Regulation 6159 – Individualized Education Program
- t. Administrative Regulation 6159.4 – Behavioral Interventions for Special Education Students
- u. Board Policy 6161.1 – Selection and Evaluation of Instructional Materials
- v. Administrative Regulation 6161.1 – Selection and Evaluation of Instructional Materials
- w. Exhibit 6161.1 – Selection and Evaluation of Instructional Materials
- x. Board Policy 6161.11 – Supplementary Instructional Materials

**11. Superintendent’s Reports**

None.

**12. Board Items**

None.

**CLOSED SESSION**

The Board recessed into Closed Session at 5:52 p.m. to discuss the following:

- 2. Closed session for the purpose of discussing student matters/discipline, in accordance with Education Code Sections 48918 and 35146.
- 3. Closed session regarding matters of personnel/employment all in accordance with Government Code Section 54957.
- 4. 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 6:25 p.m.

## **ACTION ITEMS**

### **13. Action on temporary certificated employees released and non-reelected for the 2026-2027 school year**

A motion was made by Mark McClarren, seconded by Justin Younger, recommending the release of temporary certificated employees and non-reelected for the 2026-2027 school year. Debbie Hoffman, Justin Younger, and Mark McClarren voted aye. Motion unanimously carried.

### **14. Staff Reports/Business Items**

A motion was made by Mark McClarren, seconded by Justin Younger, recommending that Board Resolution No. 26-03, authorizing the Governing Board of the Palermo Union Elementary School District to reduce or discontinue classified services for the 2026-2027 school year, be approved. Debbie Hoffman, Justin Younger, and Mark McClarren voted aye. Motion unanimously carried.

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

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

#### **Certificated**

- a. Shannon King, Stipend – 4<sup>th</sup> Grade Soccer, Golden Hills School, add to District stipend list, effective 2025/2026 school year.

#### **Classified**

- b. Latoya Miller, Substitute Custodian, Districtwide, add to classified substitute list, effective January 26, 2026.

#### **Child Development Program**

- a. Janeene Hudson, Site Supervisor, Class II, Step I, Honcut Preschool, change from ECD-IA 8 hours per day to Site Supervisor 8.0 hours per day, effective February 26, 2026.

#### **Resignation/Retirement**

- c. Briana Donat, Certificated Teacher, Helen Wilcox School, resignation effective June 30, 2026.
- d. Mallory Slaten, Certificated Teacher, Palermo Middle School, resignation effective June 30, 2026.
- e. Yee Vang-Her, Certificated Teacher, Golden Hills/Palermo Middle School, resignation effective June 30, 2026.
- f. Jennifer Travis, Bus Driver, Transportation, resignation effective February 21, 2026.

**ADJOURNMENT**

Board President Debbie Hoffman declared the meeting adjourned at 6:27 p.m.

Respectfully submitted,

Gary Rogers  
Secretary of the Governing Board

## Checks Dated 02/01/2026 through 02/28/2026

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
3005-345482	02/03/2026	Napoli, Kristen L	01-8699		106.97
3005-345483	02/03/2026	Tyler, Kimberly J	01-8699		129.29
3005-345484	02/03/2026	Smithey, William D	01-8699		44.08
3005-345485	02/03/2026	Gomez, Jesus A	01-8699		16.12
3005-345486	02/03/2026	Teer, Abby L	01-8699		104.47
3005-345487	02/03/2026	Kara-Pierce, Alma	01-8699		39.84
3005-345488	02/03/2026	Weston, Michaela A	01-8699		19.89
3005-345489	02/03/2026	Buck, Jace A	01-8699		1,648.95
3005-345490	02/03/2026	Cato Moreno, Alex D	01-8699		7.03
3005-345491	02/03/2026	Dollar, John S	01-8699		88.34
3005-345492	02/03/2026	Rick, Randy R	01-8699		985.50
3005-345493	02/03/2026	Medeiros, Erin K	01-8699		46.19
3005-345494	02/03/2026	CALIFORNIA OCCUPATIONAL MEDICAL PROFESSIONALS	01-8699		320.00
3005-345495	02/03/2026	CHICO CHILDREN'S MUSEUM	01-8699		300.00
3005-345496	02/03/2026	MARIA D ROMERO	01-8699		15.98
3005-345497	02/03/2026	POSITIVE BEHAVIOR SUPPORTS	01-8699		3,850.00
3005-345498	02/03/2026	BOOK BUNDLER	01-8699		132.99
3005-345499	02/03/2026	THRIFTY ROOTER WILLIAM ATRAMENKO	01-8699		115.00
3005-345500	02/03/2026	AMAZON FULLFILLMENT SERVICES	01-4300		484.69
3005-345501	02/03/2026	At&t	01-5900		384.13
3005-345502	02/03/2026	BETTER DEAL EXCHANGE	01-4300		128.55
3005-345503	02/03/2026	CALIFORNIA OCCUPATIONAL MEDICAL PROFESSIONALS	01-5851		80.00
3005-345504	02/03/2026	COLLECTIVE IMPACT SOLUTIONS	01-5800		660.00
3005-345505	02/03/2026	DAWSON OIL	01-4309		1,484.33
3005-345506	02/03/2026	FAIRBANKS PAVING	01-5800		950.00
3005-345507	02/03/2026	GOLD STAR FOODS	13-4300	398.26	
			13-4700	8,473.17	8,871.43
3005-345508	02/03/2026	HD SUPPLY	01-4300		41.03
3005-345509	02/03/2026	MAC GILL DISCOUNT	01-4300		507.07
3005-345510	02/03/2026	METAL WORKS	01-4300		153.45
3005-345511	02/03/2026	OFFICE DEPOT	01-4300		1,688.70
3005-345512	02/03/2026	PACE ANALYTICAL	01-5503		305.80
3005-345513	02/03/2026	PRO PACIFIC FRESH CHICO PRODUCE INC	13-4300	615.54	
			13-4700	4,552.18	5,167.72
3005-345514	02/03/2026	PRODUCERS DAIRY FOODS	13-4700		991.70
3005-345515	02/03/2026	RP VENTURE GROUP	35-6290		20,000.00
3005-345516	02/03/2026	MICHAEL BUTLER SIERRA WATER UTILITY	01-5503		258.54
3005-345517	02/03/2026	SYSCO FOOD SVCS OF SACRAMENTO	13-4700		1,473.86
3005-345518	02/03/2026	UNITED BUILDING CONTRACTORS	35-6200		251,834.35
3005-345519	02/03/2026	VERIZON WIRELESS SERVICES	01-5900		822.64
3005-345520	02/03/2026	Fox, Cortney A	01-4300		119.63

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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Checks Dated 02/01/2026 through 02/28/2026					
Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
3005-345521	02/03/2026	Borquez, Victor R	01-4300		79.71
3005-345522	02/03/2026	Rodriguez, Ronda L	12-5200		24.29
3005-345523	02/03/2026	Solano, Kimberly A	01-4300		104.23
3005-345524	02/03/2026	Madison, Elizabeth M	01-5200		165.30
3005-345525	02/03/2026	Maynard, Aimee S	01-4300		31.11
3005-345771	02/05/2026	US BANK	01-4300	850.31	
			01-5200	495.00	
			01-5800	214.94	
			01-5854	120.00	
			12-4300	231.25	
			12-5200	457.71	
			12-5300	72.00	
			12-5854	69.99-	2,371.22
3005-346136	02/10/2026	Warner, Kristina N	01-4300		42.06
3005-346137	02/10/2026	Smithey, William D	01-4300		12.91
3005-346138	02/10/2026	Wright, Jennifer L	01-4300		41.08
3005-346139	02/10/2026	Juarez, Anthony	01-5200		161.31
3005-346140	02/10/2026	Maynard, Aimee S	01-4300		835.64
3005-346141	02/10/2026	AMAZON FULLFILLMENT SERVICES	01-4300	1,347.20	
			12-4300	507.21	
			12-4315	3.30	
			12-4320	.50	
			12-4333	.03	
			12-4353	3.10	
			12-4400	394.98	
			13-4300	300.93	2,557.25
3005-346142	02/10/2026	ASPIRE SPEECH THERAPY	01-5800		13,064.67
3005-346143	02/10/2026	AT&T	01-5900		596.14
3005-346144	02/10/2026	BETTER DEAL EXCHANGE	01-4300		31.09
3005-346145	02/10/2026	BIDWELL H2O ROBERT SMITH	01-5503		327.40
3005-346146	02/10/2026	BLUE OAK MOBILE LIVESCAN KATIE CARMICHAEL BUELL	01-5853		349.00
3005-346147	02/10/2026	BUTTE CO AIR QUALITY	01-5800		1,541.40
3005-346148	02/10/2026	CDW GOVERNMENT	12-4300		53.53
3005-346149	02/10/2026	COGENT SOLUTIONS & SUPPLIES	01-4300		899.21
3005-346150	02/10/2026	DAWSON OIL	01-4309		1,744.46
3005-346151	02/10/2026	DURHAM INTERMEDIATE SCHOOL-AS B	01-5800		300.00
3005-346152	02/10/2026	EWELL EDUCATION SERVICES	01-5200	25.00	
			01-5800	120.00	145.00
3005-346153	02/10/2026	CA FFA ASSOCIATION	01-5800		2,500.00
3005-346154	02/10/2026	GOLD STAR FOODS	13-4300	271.97	
			13-4700	7,776.15	8,048.12
3005-346155	02/10/2026	HD SUPPLY	01-4300		30.90
3005-346156	02/10/2026	HEAD START CALIFORNIA	12-5200		160.00
3005-346157	02/10/2026	KING CONSULTING	01-5800		410.00
3005-346158	02/10/2026	MANZANITA ELEMENTARY SCHOOL	01-5800		125.00

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Checks Dated 02/01/2026 through 02/28/2026					
Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
3005-346159	02/10/2026	MD INSPECTIONS	40-6290		4,320.00
3005-346160	02/10/2026	METAL WORKS	01-4300		32.34
3005-346161	02/10/2026	MJB WELDING SUPPLY INC	01-4300		12.71
3005-346162	02/10/2026	OFFICE DEPOT	01-4300		473.17
3005-346163	02/10/2026	OROVILLE POWER EQUIPMENT	01-4300		43.58
3005-346164	02/10/2026	PACIFIC GAS AND ELECTRIC CO	01-5502		36,279.60
3005-346165	02/10/2026	PRO PACIFIC FRESH CHICO PRODUCE INC	13-4300	258.83	
			13-4700	3,019.81	3,278.64
3005-346166	02/10/2026	PRODUCERS DAIRY FOODS	13-4700		2,677.39
3005-346167	02/10/2026	RALEYS - IN STORE CHARGE	01-4300		180.86
3005-346168	02/10/2026	RECOLOGY BUTTE COLUSA COUNTIES	01-5504		1,025.04
3005-346169	02/10/2026	RISING STAR SPED ACADEMY	01-5100		13,241.50
3005-346170	02/10/2026	SCHOLASTIC TEACHER EDUCATION	01-4300		192.50
3005-346171	02/10/2026	SYSCO FOOD SVCS OF SACRAMENTO	13-4700		1,341.76
3005-346172	02/10/2026	TRANSFORMATIVE READING TEACHER	01-5200		18,300.00
3005-346173	02/10/2026	UNITED BUILDING CONTRACTORS	40-6125		51,510.24
3005-346174	02/10/2026	VOLTAGE SPECIALISTS	01-4400		2,350.00
3005-346452	02/12/2026	Rodriguez, Ronda L	12-4300		19.63
3005-346453	02/12/2026	Webb, Caitlin E	01-5200		566.16
3005-346454	02/12/2026	Wright, Rosalie H	01-4300		297.45
3005-346455	02/12/2026	Maynard, Aimee S	01-4300		119.01
3005-346456	02/12/2026	Fisher, Kristine E	01-4300		103.62
3005-346617	02/17/2026	ADVANTAGE THERAPY SERVICES HALEY WILLIS	01-5800		14,791.14
3005-346618	02/17/2026	AMAZON FULLFILLMENT SERVICES	01-4300	757.26	
			12-4300	274.97	
			12-4315	1,218.98	
			12-4320	948.91	
			12-4333	565.80	3,765.92
3005-346619	02/17/2026	BEARING BELT CHAIN	01-4300		58.86
3005-346620	02/17/2026	BETTER DEAL EXCHANGE	01-4300		171.38
3005-346621	02/17/2026	CHANGE ACADEMY AT LAKE OZARKS	01-5100		26,110.72
3005-346622	02/17/2026	CANON FINANCIAL	01-5602		192.40
3005-346623	02/17/2026	CDW GOVERNMENT	01-5854	5,281.25	
			12-4400	9,771.75	15,053.00
3005-346624	02/17/2026	CIELITO LINDO BOOKS LETICIA ORDAZ BAEZA	12-4300	1,500.00	
			12-5800	4,500.00	6,000.00
3005-346625	02/17/2026	DAWSON OIL	01-4309		1,429.01
3005-346626	02/17/2026	GOLD STAR FOODS	13-4700	6,482.90	
			13-4720	159.30	6,642.20
3005-346627	02/17/2026	HD SUPPLY	01-4300		77.35

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Checks Dated 02/01/2026 through 02/28/2026					
Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
3005-346628	02/17/2026	K-GAS	01-5502		702.00
3005-346629	02/17/2026	LINDAMOOD BELL LEARNING	01-5200		850.00
3005-346630	02/17/2026	MAC GILL DISCOUNT	01-4300		79.75
3005-346631	02/17/2026	ROCHESTER 100 INC	12-4300		476.30
3005-346632	02/17/2026	NUMERACY CONSULTANTS DANE ZIEMBA	01-5854		425.00
3005-346633	02/17/2026	OFFICE DEPOT	01-4300		422.08
3005-346634	02/17/2026	PITNEY BOWES PURCHASE POWER	01-5602	652.68	
			01-5900	22.45	675.13
3005-346635	02/17/2026	POWERSCHOOL GROUP LLC	01-5854		19,269.26
3005-346636	02/17/2026	PRO PACIFIC FRESH CHICO PRODUCE INC	13-4300	111.28	
			13-4700	1,668.01	1,779.29
3005-346637	02/17/2026	PRODUCERS DAIRY FOODS	13-4700		3,207.89
3005-346638	02/17/2026	SHARPS LOCKSMITHIG GARAGE DOOR	01-4300		741.63
3005-346639	02/17/2026	SOUTH FEATHER WATER POWR AGNCY	01-5503		394.03
3005-346640	02/17/2026	T-MOBILE	01-5900		282.80
3005-346641	02/17/2026	TRACTOR SUPPLY CREDIT PLAN	01-4300		49.14
3005-346642	02/17/2026	Walker, Rainbow T	01-4300		42.58
3005-346643	02/17/2026	Mann, Ayla G	01-4300		58.06
3005-346644	02/17/2026	Coon, Jessica L	01-4300		65.10
3005-347137	02/24/2026	AMAZON FULLFILLMENT SERVICES	01-4300	2,526.19	
			12-4300	661.85	3,188.04
3005-347138	02/24/2026	BETTER DEAL EXCHANGE	01-4300		10.48
3005-347139	02/24/2026	CDW GOVERNMENT	01-4400	34,366.98	
			12-4400	720.00	35,086.98
3005-347140	02/24/2026	COLLECTIVE IMPACT SOLUTIONS	01-5800		17,694.60
3005-347141	02/24/2026	COMERS PRINT SHOP	01-4300		364.76
3005-347142	02/24/2026	DANNIS WOLIVER KELLEY	01-5830		10,710.00
3005-347143	02/24/2026	E-RATE ADVISORS	01-5800		1,000.00
3005-347144	02/24/2026	HD SUPPLY	01-4300		341.97
3005-347145	02/24/2026	Heartland	01-5854		11,238.76
3005-347146	02/24/2026	HOBBS PEST SOLUTIONS INC	01-5505		389.00
3005-347147	02/24/2026	INDUSTRIAL POWER PRODUCTS MJB WELDING	01-4300		44.34
3005-347148	02/24/2026	OFFICE DEPOT	01-4300		436.11
3005-347149	02/24/2026	OREILLY AUTOMOTIVE STORES INC	01-4300	653.13	
			01-4335	274.22-	
			13-4300	218.14	597.05
3005-347150	02/24/2026	PACE ENGINEERING	40-6210		109,033.26
3005-347151	02/24/2026	PRODUCERS DAIRY FOODS	13-4700		2,433.93
3005-347152	02/24/2026	SOUTHEASTERN EQUIPMENT	01-4400		7,131.78
3005-347153	02/24/2026	SYSCO FOOD SVCS OF SACRAMENTO	01-4300	192.60	
			13-4700	1,857.19	2,049.79

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**Checks Dated 02/01/2026 through 02/28/2026**

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
3005-347154	02/24/2026	TEHAMA TIRE SERVICE INC	01-4300		2,754.37
3005-347517	02/26/2026	Borquez, Victor R	01-4300		79.71
3005-347518	02/26/2026	McCoy, Stefanie C	01-4300		69.45
3005-347519	02/26/2026	Addams, Daylyn	01-4300		103.41
3005-347520	02/26/2026	Heras Aispuro, Estela	12-5200		296.05
3005-347521	02/26/2026	Smithey, William D	01-4300		44.39
3005-347522	02/26/2026	Russell, Kristen N	01-4300		119.65
3005-347523	02/26/2026	Barcelos, Brittany L	01-5200		480.81
3005-347524	02/26/2026	Lewis, Sarah	01-4300		598.49
3005-347525	02/26/2026	Hudson, Janeene L	12-5200		57.66
3005-347526	02/26/2026	King, Shannon	01-4300		127.29
<b>Total Number of Checks</b>			<b>145</b>		<b>787,789.64</b>

**Fund Recap**

Fund	Description	Check Count	Expensed Amount
01	GeneralFund	120	279,951.79
12	ChildDevelopmentFund	14	22,849.81
13	CafeteriaSpecialRevenueFund	15	48,290.19
35	CountySchoolFacilitiesFund	2	271,834.35
40	SpecResCapitalOutlayFund	3	164,863.50
Total Number of Checks		<b>145</b>	787,789.64
Less Unpaid Tax Liability			.00
<b>Net (Check Amount)</b>			<b>787,789.64</b>

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

PALERMO UNION ELEMENTARY SCHOOL DISTRICT  
SERVICE AGREEMENT

This AGREEMENT is hereby entered into this 29th day of December, 2025, by and between the Orange County Superintendent of Schools, 200 Kalmus Drive, Costa Mesa, California 92626, hereinafter referred to as SUPERINTENDENT, and the Palermo Union Elementary School District, 7390 Bulldog Way, Palermo, California 95968, hereinafter referred to as DISTRICT. SUPERINTENDENT and DISTRICT shall be collectively referred to as the Parties.

WHEREAS, SUPERINTENDENT has received grant funds from the State of California Department of Education (CDE) for the Model Curriculum Project Supplemental: Hmong History and Cultural Studies Grant, hereinafter referred to as PROGRAM; and

WHEREAS, the PROGRAM grant requires that SUPERINTENDENT allocate a portion of the PROGRAM grant funds to support the goals and activities of the Model Curriculum Project Supplemental: Hmong History and Cultural Studies grant; and

WHEREAS, SUPERINTENDENT is in need of such special services and advice as further described in the Scope of Work identified in Section 1.0 of this AGREEMENT, hereinafter referred to as "SERVICES"; and

WHEREAS, DISTRICT is specially trained and experienced and competent to perform the special services required by the SUPERINTENDENT, and such services are needed on a limited basis;

NOW, THEREFORE, the Parties hereto mutually agree as follows:

1 1.0 SCOPE OF WORK. SUPERINTENDENT hereby engages DISTRICT as an  
2 independent contractor to perform the following described services for  
3 the Hmong History and Cultural Studies grant for the Division of  
4 Educational Services. Specifically, the DISTRICT shall perform the  
5 following services:

6 1.1 DISTRICT will send three (3) educators to attend in-person  
7 and participate in the Hmong History and Cultural Studies  
8 Model Curriculum Conference at Hotel Katerina and Oxford  
9 Suites in Chino on February 27-28, 2026, as further  
10 described in "District Conference Participation Criteria  
11 and Guidelines", which is attached as Exhibit "A" and  
12 incorporated by reference herein.

13 1.2 SUPERINTENDENT will reimburse DISTRICT for substitute  
14 teacher coverage at Two hundred forty-five dollars  
15 (\$245.00) per educator.

16 1.3 SUPERINTENDENT will provide funding for stipends for  
17 educators at Four hundred dollars (\$400.00) per educator.

18 2.0 TERM. DISTRICT shall commence providing services under this  
19 AGREEMENT on December 29, 2025, and will end on May 29, 2026, subject  
20 to termination as set forth in this AGREEMENT.

21 3.0 PAYMENT AND INVOICING.

22 A. SUPERINTENDENT agrees to pay DISTRICT a total fee not to  
23 exceed One thousand nine hundred thirty-five dollars (\$1,935.00), for  
24 services satisfactorily rendered pursuant to Section 1.0 of this  
25 AGREEMENT. Payment shall be made periodically upon completion and  
acceptance of services and receipt of an itemized invoice. DISTRICT

1 shall direct all invoices to: Orange County Superintendent of  
2 Schools, Attn: Accounting Manager, 200 Kalmus Drive, Post Office Box  
3 9050, Costa Mesa, California 92628-9050, Attn: Accounting Manager.  
4 Payment shall be made to DISTRICT within thirty (30) days from  
5 receipt of an accurate invoice. Payment shall be mailed to: Palermo  
6 Union Elementary School District, 7390 Bulldog Way, Palermo,  
7 California 95968, or at such other place as DISTRICT may designate in  
8 writing.

9 B. DISTRICT agrees to establish and maintain fiscal control  
10 and accounting procedures as may be necessary to assure proper  
11 accounting for all funds under this AGREEMENT. Any work performed  
12 prior to approval of the SUPERINTENDENT will be rendered on a  
13 voluntary basis, and shall not be compensated unless and until  
14 funding is authorized. Any work performed prior to approval of the  
15 State of California will be rendered on a voluntary basis and shall  
16 not be compensated unless and until funding is authorized.

17 C. It is expressly understood that funds received from this  
18 AGREEMENT cannot supplement or supplant any pre-existing project or  
19 materials previously created by the DISTRICT.

20 D. SUPERINTENDENT may withhold or delay any payment if DISTRICT  
21 fails to comply with any provision set forth in this AGREEMENT.

22 E. DISTRICT shall not claim reimbursement for services provided  
23 beyond the expiration and/or termination of this AGREEMENT, except as  
24 may otherwise be provided under this AGREEMENT.

25 F. The obligation of SUPERINTENDENT under this AGREEMENT is  
contingent upon the availability of funds furnished by the State of

1 California. In the event that such funding is terminated or reduced,  
2 this AGREEMENT may be terminated, and SUPERINTENDENT fiscal  
3 obligations hereunder shall be limited to a pro-rated amount of  
4 funding actually received by the SUPERINTENDENT under the grant.  
5 SUPERINTENDENT shall provide DISTRICT written notification of such  
6 termination. Notice shall be deemed given when received by the  
7 DISTRICT or no later than three (3) days after the day of mailing,  
8 whichever is sooner.

9 4.0 INDEPENDENT CONTRACTOR. DISTRICT, in the performance of this  
10 AGREEMENT, shall be and act as an independent contractor. DISTRICT  
11 understands and agrees that he/she and all of his/her employees shall  
12 not be considered officers, employees or agents of the  
13 SUPERINTENDENT, and are not entitled to benefits of any kind or  
14 nature normally provided employees of the SUPERINTENDENT and/or to  
15 which SUPERINTENDENT'S employees are normally entitled, including,  
16 but not limited to, State Unemployment Compensation or Workers'  
17 Compensation. DISTRICT assumes the full responsibility for the acts  
18 and/or omissions of his/her employees or agents as they relate to the  
19 services to be provided under this AGREEMENT. DISTRICT shall assume  
20 full responsibility for payment of all federal, state and local taxes  
21 or contributions, including unemployment insurance, social security  
22 and income taxes with respect to DISTRICT'S employees.

23 5.0 EXPENSES. SUPERINTENDENT shall not be liable to DISTRICT for any  
24 costs or expenses paid or incurred by DISTRICT in performing services  
25 for SUPERINTENDENT, except as follows; N/A.

1 6.0 MATERIALS. DISTRICT shall furnish, at his/her own expense, all  
2 labor, materials, equipment, supplies and other items necessary to  
3 complete the services to be provided pursuant to this AGREEMENT  
4 except as follows: N/A.

5 7.0 HOLD HARMLESS/INDEMNIFICATION.

6 A. SUPERINTENDENT hereby agrees to indemnify, defend, and hold  
7 harmless DISTRICT, its Governing Board, and their officers, agents,  
8 and employees from liability and claims of liability for bodily  
9 injury, personal injury, sickness, disease, or death of any person or  
10 persons, or damage to any property, real, personal, tangible or  
11 intangible, arising out of the negligent acts or omissions of  
12 employees, agents, or officers of SUPERINTENDENT or the Orange County  
13 Board of Education during the period of this AGREEMENT.

14 B. DISTRICT hereby agrees to indemnify, defend, and hold  
15 harmless SUPERINTENDENT, the Orange County Board of Education and its  
16 officers, agents, and employees from liability and claims of  
17 liability for bodily injury, personal injury, sickness, disease, or  
18 death of any person or persons, or damage to any property, real,  
19 personal, tangible or intangible, arising out of the negligent acts  
20 or omissions of employees, agents, or officers of DISTRICT during the  
21 period of this AGREEMENT.

22 C. DISTRICT agrees to indemnify, defend and save harmless the  
23 State, its officers, agents and employees from any and all claims  
24 and losses accruing or resulting to any and all contractors,  
25 subcontractors, suppliers, laborers, and any other person, firm or  
corporation furnishing or supplying work services, materials, or

1 supplies in connection with the performance of this AGREEMENT, and  
2 from any and all claims and losses accruing or resulting to any  
3 person, firm or corporation who may be injured or damaged by  
4 DISTRICT in the performance of this AGREEMENT.

5 The provisions of this Section shall survive the termination or  
6 expiration of this AGREEMENT.

7 8.0 COPYRIGHT/TRADEMARK/PATENT. DISTRICT understands and agrees that  
8 all matters produced under this AGREEMENT shall become the property  
9 of CDE and cannot be used without SUPERINTENDENT'S and CDE'S express  
10 written permission. CDE shall have all right, title and interest in  
11 said matters, including the right to secure and maintain the  
12 copyright, trademark and/or patent of said matter in the name of CDE.  
13 All project materials must be submitted to SUPERINTENDENT and CDE.  
14 All presentation and education materials developed previously by  
15 DISTRICT and utilized in this AGREEMENT will remain the property of  
16 the DISTRICT.

17 9.0 CALIFORNIA PUBLIC RECORDS ACT. SUPERINTENDENT is a governmental  
18 entity of the State of California, by virtue of which is subject to  
19 the California Public Records Act ("CPRA"). The parties agree that  
20 any provision of this Agreement which conflicts with the CPRA is  
21 ineffective.

22 10.0 NON-DISCRIMINATION. DISTRICT agrees that it will not engage in  
23 unlawful discrimination in employment of persons because of race,  
24 color, religious creed, national origin, ancestry, physical handicap,  
25 medical condition, marital status, or sex of such persons.

1 11.0 APPLICABLE LAWS. The services completed herein must meet the  
2 approval of the SUPERINTENDENT and shall be subject to the  
3 SUPERINTENDENT'S general right of inspection to secure the  
4 satisfactory completion thereof. DISTRICT agrees to comply with all  
5 federal, state and local laws, rules, regulations and ordinances that  
6 are now or may in the future become applicable to DISTRICT,  
7 DISTRICT'S business, equipment and personnel engaged in operations  
8 covered by this AGREEMENT or accruing out of the performance of such  
9 operations.

10 12.0 ASSIGNMENT. The obligations of the DISTRICT pursuant to this  
11 AGREEMENT shall not be assigned by the DISTRICT without prior written  
12 approval of SUPERINTENDENT.

13 13.0 INSPECTION AND AUDIT. The SUPERINTENDENT and the State of  
14 California Department of Education and their respective authorized  
15 agents, shall have access, for the purpose of audit or examination,  
16 to any records of DISTRICT pertinent to this AGREEMENT. DISTRICT  
17 shall maintain records of services provided and financial records for  
18 a period of four (4) years, unless such period is waived by  
19 SUPERINTENDENT.

20 14.0 TOBACCO USE POLICY. In the interest of public health,  
21 SUPERINTENDENT provides a tobacco-free environment. Smoking or the  
22 use of any tobacco products are prohibited in buildings and vehicles,  
23 and on any property owned, leased or contracted for by the  
24 SUPERINTENDENT pursuant to SUPERINTENDENT Policy 400-7. Failure to  
25 abide with conditions of this policy could result in the termination  
of this AGREEMENT.

1 15.0 TERMINATION. This AGREEMENT may be terminated by SUPERINTENDENT  
2 or DISTRICT with or without cause, upon the giving of thirty (30) days  
3 prior written notice to the other party. SUPERINTENDENT shall  
4 compensate DISTRICT only for services satisfactorily rendered to the  
5 date of termination. Written notice by SUPERINTENDENT shall be  
6 sufficient to stop further performance of services by DISTRICT.  
7 Notice shall be deemed given when received by SUPERINTENDENT or  
8 DISTRICT or no later than three (3) days after the day of mailing,  
9 whichever is sooner. The obligations of the Parties under Section 7.0  
10 of this AGREEMENT shall survive the termination or expiration of this  
11 AGREEMENT.

12 16.0 NOTICE. All notices or demands to be given under this AGREEMENT  
13 by either party to the other, shall be in writing and given either  
14 by: (a) personal service or (b) by U.S. Mail, mailed either by  
15 registered or certified mail, return receipt requested, with postage  
16 prepaid. Service shall be considered given when received if  
17 personally served or if mailed on the third day after deposit in any  
18 U.S. Post Office. The address to which notices or demands may be  
19 given by either party may be changed by written notice given in  
20 accordance with the notice provisions of this section. As of the date  
21 of this AGREEMENT, the addresses of the parties are as follows:

22 DISTRICT: Palermo Union Elementary School District  
23 7390 Bulldog Way  
24 Palermo, California 95968  
25 Attn: Ruthie Anaya, Asst. Supt.

26 SUPERINTENDENT: Orange County Superintendent of Schools  
27 200 Kalmus Drive  
28 P.O. Box 9050  
29 Costa Mesa, California 92628-9050  
30 Attn: Patricia McCaughey

1 17.0 NON WAIVER. The failure of SUPERINTENDENT or DISTRICT to seek  
2 redress for violation of, or to insist upon, the strict performance  
3 of any term or condition of this AGREEMENT, shall not be deemed a  
4 waiver by that party of such term or condition, or prevent a  
5 subsequent similar act from again constituting a violation of such  
6 term or condition.

7 18.0 SEVERABILITY. If any term, condition or provision of this  
8 AGREEMENT is held by a court of competent jurisdiction to be invalid,  
9 void, or unenforceable, the remaining provisions will nevertheless  
10 continue in full force and effect, and shall not be affected,  
11 impaired or invalidated in anyway.

12 19.0 ATTORNEY FEES/COSTS. Should litigation be necessary to enforce  
13 any terms or provisions of the AGREEMENT, then the prevailing party  
14 shall be entitled to all legally-permitted expenses, including, but  
15 not limited to, witness fees, court costs, and attorneys' fees.

16 20.0 DISPUTE. In the event of a dispute between the SUPERINTENDENT  
17 and DISTRICT over any part of this AGREEMENT, the dispute may be  
18 submitted to non-binding arbitration upon the consent of both the  
19 SUPERINTENDENT and DISTRICT. An election for arbitration pursuant to  
20 this provision shall not preclude either party from pursuing any  
21 remedy for relief otherwise available.

22 21.0 CONSTRUCTION OF AGREEMENT. If there is any uncertainty or  
23 ambiguity in the terms of this AGREEMENT, it shall not be construed  
24 for or against any Party hereto on the grounds that such Party was  
25 responsible for drafting of any particular term set forth herein. The  
Parties each waive and relinquish in connection with this AGREEMENT

1 any and all rights that he/ she/it may have or claim under California  
2 Civil Code section 1654.

3 22.0 CONFLICT. In the event of any alleged, implied, or actual  
4 conflict between the express or implied provisions of this AGREEMENT  
5 and the provisions of the exhibits, or any other document included  
6 herein, the provisions of this AGREEMENT shall govern.

7 23.0 GOVERNING LAW. The terms and conditions of this AGREEMENT shall  
8 be governed by the laws of the State of California with venue in  
9 Orange County, California.

10 24.0 AUTHORIZED SIGNATURES. The individuals signing this AGREEMENT  
11 warrant that they are authorized to do so, and further, that they are  
12 authorized to make the promises in this AGREEMENT on behalf of the  
13 respective Parties. The Parties understand and agree that a breach  
14 of this warranty shall constitute a breach of the AGREEMENT and shall  
15 entitle the non-breaching party to all appropriate legal and  
16 equitable remedies against the breaching party.

17 25.0 ENTIRE AGREEMENT/AMENDMENT. This AGREEMENT and any exhibits  
18 attached hereto constitute the entire agreement among the Parties to  
19 it and supersedes any prior or contemporaneous understanding or  
20 agreement with respect to the services contemplated, and may be  
21 amended only by a written amendment executed by both Parties to the  
22 AGREEMENT.

23 ///

24 ///

25 ///

1 IN WITNESS WHEREOF, the Parties hereto set their hands.

2 DISTRICT: PALERMO UNION  
3 ELEMENTARY SCHOOL DISTRICT

ORANGE COUNTY SUPERINTENDENT  
OF SCHOOLS

4 BY: Ruthie Anaya  
5 Authorized Signature

BY:   
6 Authorized Signature

7 PRINT NAME: Ruthie Anaya

PRINT NAME: Patricia McCaughey

8 TITLE: Ruthie Anaya

TITLE: Executive Director

9 DATE: 02 / 25 / 2026

DATE: January 5, 2026

10 Palermo UESD - Agreements-State-Model Curriculum-Hmong(10008575)26  
11 ZIP16

# EXHIBIT "A"

## District Conference Participation Criteria and Guidelines

**Dates:** December 2025–May 2026

**Purpose:** To support the implementation. To inform educators of the Hmong History and Cultural Studies (HHCSMC), facilitating professional development for educators to effectively teach about the histories, cultures, and traditions of Hmong Americans.

**Rationale:** The HHCSMC, an open-source curriculum developed to enrich the teaching of Hmong histories and cultures, will be available on the UC Davis History Project website beginning fall 2024. This initiative aims to ensure educators are well-prepared to integrate this curriculum into their classrooms, enhancing students' understanding and appreciation of Hmong American contributions and experiences.

**Plan:** Educators in Palermo Union Elementary School District will participate in the following activities to support the implementation of the HHCSMC:

**1. Recruitment:**

- Identify and recruit educators interested in participating in a HHCSMC conference. ([Chico Conference Flyer](#))

**2. Registration:**

- Complete registration spreadsheet  
✚ Participating Palermo Union Elementary School District Bulk Registr...  
to include all district attendees for the conference and send it to Dr. Ger Thao [gthao@ocde.us](mailto:gthao@ocde.us).

**3. Arrange for Substitute Teachers:**

- Coordinate and arrange for substitute teachers to cover participating educators on Friday, February 27, 2026.

**4. Hotel Registration:**

- Coordinate hotel accommodations with OCDE for educators residing more than 50 miles from the conference venue in Chico on February 27-28, 2026.

**5. Conference Attendance:**

- Ensure registered educators attend the HHCSMC rollout conference for both days to:
  - Learn about the HHCSMC and its resources.
  - Connect with Hmong American community members, including scholars, educators, and organizational leaders.
  - Participate in culturally immersive experiences.

## **Compensation:**

- OCDE will provide the following support to Palermo Union Elementary School District:
  - Funding for hotel accommodations for attendees residing more than 50 miles from the conference venue for Thursday and Friday evening.
  - Funding for substitute teacher coverage for 3 educators for Friday, February 27, 2026 @ \$245 a day.
  - Funding for \$400 stipends for 3 educators for Saturday, February 28, 2026.
  - Payment to Palermo Union Elementary School District up to \$1935 to reimburse for stipends and substitute costs after receiving the invoice.



<b>Title</b>	Palermo Union Elementary School District - Hmong History &...
<b>File name</b>	kal-a02_ocde.local_20260105_131205.pdf
<b>Document ID</b>	6e50eb4a58eef9b03dbc15fa2255186cdaa0d30e
<b>Audit trail date format</b>	MM / DD / YYYY
<b>Status</b>	● Signed

## Document History



SENT

**01 / 05 / 2026**

13:14:24 UTC-8

Sent for signature to Ruthie Anaya (ranaya@palermok8.com) from mvargas@ocde.us  
IP: 104.249.123.184



SENT

**02 / 24 / 2026**

10:10:04 UTC-8

A new document has been created based off of an existing document with ID 6e50eb4a58eef9b03dbc15fa2255186cdaa0d30e  
IP: 104.249.123.184



EDITED

**02 / 24 / 2026**

10:10:04 UTC-8

Edited by Michele Vargas (mvargas@ocde.us)  
IP: 104.249.123.184


 SIGNERS  
REMOVED

**02 / 24 / 2026**

10:10:04 UTC-8

Michele Vargas (mvargas@ocde.us) removed ranaya@palermok8.com  
IP: 104.249.123.184

Title	Palermo Union Elementary School District - Hmong History &...
File name	kal-a02_ocde.local_20260105_131205.pdf
Document ID	6e50eb4a58eef9b03dbc15fa2255186cdaa0d30e
Audit trail date format	MM / DD / YYYY
Status	● Signed

### Document History



**02 / 24 / 2026**  
10:10:05 UTC-8

The document has been reassigned by Michele Vargas (mvargas@ocde.us) from Ruthie Anaya (ranaya@palermok8.com) to Heather Scott (hscott@palermok8.com)  
IP: 104.249.123.184



**02 / 24 / 2026**  
10:10:05 UTC-8

Signature request resent by Michele Vargas (mvargas@ocde.us)  
IP: 104.249.123.184



**02 / 24 / 2026**  
10:11:25 UTC-8

hscott@palermok8.com was changed to hscott@palermok8.org after requester reassignment.  
IP: 104.249.123.184



**02 / 24 / 2026**  
10:11:46 UTC-8

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IP: 205.155.216.30

<b>Title</b>	Palermo Union Elementary School District - Hmong History &...
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<b>Document ID</b>	6e50eb4a58eef9b03dbc15fa2255186cdaa0d30e
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<b>Status</b>	● Signed

### Document History

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 VIEWED	<b>02 / 25 / 2026</b> 08:47:28 UTC-8	Viewed by Ruthie Anaya (ranaya@palermok8.org) IP: 205.155.216.30
 SIGNED	<b>02 / 25 / 2026</b> 08:49:10 UTC-8	Signed by Ruthie Anaya (ranaya@palermok8.org) IP: 205.155.216.30
 COMPLETED	<b>02 / 25 / 2026</b> 08:49:10 UTC-8	The document has been completed.

# EVENTS CALENDAR

## PALERMO UNION ELEMENTARY SCHOOL DISTRICT

Date	Event	Location	Time
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

		MONTH:	Jan 1 - Jan 31, 2026			
	BEG BAL	RECEIPTS	DISBURSEMENTS	TRNFS	FEE/SVC CHG	ENDING BAL
Account Name						
PACE	\$535.68					\$535.68
102 PAL ST BODY	\$8,601.55					\$8,601.55
202 SPORTS	\$1,918.21					\$1,918.21
203 Boys Bball	\$1,983.38		(\$178.58)			\$1,804.80
204 Girls Bball	\$260.04					\$260.04
205 REFEREE	\$0.00					\$0.00
300 Yearbook	\$6,564.92					\$6,564.92
402 PAL LIBRARY	\$1,156.25					\$1,156.25
502 BAND	\$6,884.79					\$6,884.79
505 DRILL TEAM	\$303.11					\$303.11
506 6TH GRADE	\$1,376.13					\$1,376.13
507 7TH GRADE	\$1,086.75		(\$935.00)			\$151.75
509 8TH GRADE	\$3,341.57	\$224.00				\$3,565.57
511 CLUB LIVE	\$4,565.51					\$4,565.51
512 CHESS CLUB	\$390.22	\$588.00	(\$366.26)			\$611.96
513 FFA	\$8,573.40	\$5,475.00	(\$5,084.77)			\$8,963.63
514 Floral	\$10,650.47					\$10,650.47
Undeposited Funds	\$225.00					\$225.00
	\$58,416.98					\$58,139.37

**STAFF DEVELOPMENT REPORT**  
**February 2026**  
**All totals are approximates.**

Fiscal Essentials for Center-based Programs			
Heras			
Webinar			
02/8 -02/9/26			
	Fund: 6105		\$234.00
What Every School Leader Should Know About AI			
Frye			
BCOE Chico			
02/25/26			
	Fund: N/A		\$0.00
CATA Spring Region Meeting			
Maynard			
Chico High School			
02/21/26			
	Fund: 7010		\$25.00
Educating for Careers			
Maynard			
Napa Co Office of Education			
03/1-03/3/26			
	Fund: 7010		\$750.00
Lindamood Bell Talkies Workshop			
Fisher			
Webinar			
02/24-02/26/26			
	Fund:		\$850.00
District AI and Readiness Workshop			
Frye			
Chico BCOE			
03/11-03/12/26			
	Fund: N/A		\$0.00
Strengthening Literacy Across CA			
Solano, Frye			
Webinar			
01/29/26			
	Fund: N/A		\$0.00

Science of Reading Week

Solano

03/2-03/4/26

Fund: N/A

\$0.00

Seeing Stars Program

Fisher, Wong, Nehl

Webinar

06/08-06/09/26

Fund: 4035

\$2550.00

PALERMO UNION SCHOOL DISTRICT			
ENROLLMENT REPORT			
MONTH FIVE		ENROLLMENT PERIOD 11/24/25-1/2/26	
<b>TK</b>		<b>4TH GRADE</b>	
Gutierrez, N	20	Borquez	26
Lewis	16	Collins	23
Teer	20	Dailey	26
Villa	15	Langone	28
	71	Smith	26
		<b>TOTAL</b>	129
<b>KINDERGARTEN</b>		<b>5TH GRADE</b>	
Adams	21	Benson	26
Fairbanks	24	Corkin	28
Hughes	19	Russell	29
Kassel	21	Robertson	28
Neville	22	Sharp	29
Turner	21	<b>TOTAL</b>	140
Butler - Honcut	2		
<b>TOTAL</b>	130		
<b>1ST GRADE</b>		<b>6TH GRADE</b>	
Addams	22	Aplustill	18
Dolan	22	Cotter	19
Fox	22	Jacobs	18
Mann	22	McCoy, Alfred	18
Santos	21	McCoy, Andrew	19
Thao	21	McCoy, Stephanie	18
Butler - Honcut	6	Quezada	17
		Woodbury	19
<b>TOTAL</b>	136	<b>TOTAL</b>	146
<b>2ND GRADE</b>		<b>7TH GRADE</b>	
Bidlack	23	Crabtree	16
Brenner	22	Davis	18
Cole	21	Gomez	17
Hartman	23	Greathouse	17
Ronan	23	Maynard	17
Ruff	23	Schmidt	17
Butler - Honcut	5	Slaten	17
		Smithey	17
<b>TOTAL</b>	140	<b>TOTAL</b>	136
<b>3RD GRADE</b>		<b>8TH GRADE</b>	
Allsup	23	Barcelos	20
Brothers	22	Fox	19
Galev	21	Kubecki	20
Leonard	21	Maturino	22
Mattern	21	Osmun	20
Wright	22	Wood	20
Butler - Honcut	2	Wright	22
<b>TOTAL</b>	132	<b>TOTAL</b>	143
<b>SPECIAL EDUCATION</b>		<b>COMMUNITY DAY SCHOOL</b>	
Fischer- K- Wilcox	1	Sasaki	6
Fischer -1- Wilcox	2	<b>TOTAL</b>	6
Fischer - 2- Wilcox	0		
Fischer -3- Wilcox	0	<b>HOME STUDY (FTI)</b>	
Crabtree - 3 Wilcox	0	Palermo	13
Beard -4- Golden Hills	0	Wilcox	1
Tauao'o -5- Golden Hills	0	Golden Hills	1
Andracchio -6- Palermo	0	Honcut	0
Rogers -7- Palermo	0	<b>TOTAL</b>	15
Crabtree -8- Palermo	0	<b>INDEPENDENT STUDY</b>	
<b>TOTAL</b>	3	Palermo	5
		Wilcox	2
		Golden Hills	6
		Honcut	0
		<b>TOTAL</b>	13
<b>COMMUNITY DAY SCHOOL</b>			6
<b>HONCUT SCHOOL</b>			15
<b>PALERMO SCHOOL</b>			443
<b>HELEN WILCOX SCHOOL</b>			600
<b>GOLDEN HILLS SCHOOL</b>			276
<b>TOTAL</b>			1343

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**Resolution No. 26-04**  
**Resolution to Impose Level 1 Developer Fees**

**WHEREAS**, Education Code Section 17620 authorizes school districts to levy a fee, charge, or dedication against any development project within its boundaries for the purpose of funding the construction or reconstruction of school facilities and to impose certain fees thereon; and

**WHEREAS**, the Palermo Union Elementary School District ("District") by agreement with the Oroville Union High School District (OUHSD), may levy 60% of the total fees authorized by Government Code Section 65995, subdivision (b)(3), for development, with 40% of the total fees to the OUHSD; and

**WHEREAS**, pursuant to the authority of Government Code Section 65995, subdivision (b)(3), allowable fees authorized by Education Code Section 17620 have presently been established by the State Allocation Board ("SAB") in the amount of \$5.38 per square foot for residential development and \$0.87 per square foot for commercial/industrial development and senior housing; and

**WHEREAS**, the Governing Board ("Board") of the District has caused a study to be prepared by Total School Solutions entitled *Developer Fee Justification Document for Residential, Commercial and Industrial Development Projects – Level 1*, which identifies the purpose and use for the fee and sets forth a reasonable relationship between the fee to be imposed, the developments on which the fee is to be imposed, as well as the cost of the school facilities made necessary by virtue of the burden imposed by the developments; and

**WHEREAS**, based upon the District's agreement with the OUHSD and the increased level of fees permitted by the SAB pursuant to Government Code Section 65995, the District may levy the following fees, which represent a percentage of the fee(s) established by the SAB:

- 1) \$3.23 per square foot of residential development (60% of \$5.38/sf).
- 2) \$0.52 per square foot of commercial or industrial development (60% of \$0.87), except for rental self-storage.

**WHEREAS**, Education Code Section 17621 specifically exempts the adoption, increase, or imposition of any fee, charge, dedication, or other requirement pursuant to Education Code Section 17620 from the provisions of the California Environment Quality Act ("CEQA") (Pub. Resources Code Section 21000 et seq.); and

**NOW, THEREFORE, BE IT RESOLVED**, that the Board makes the following findings:

- 1) Prior to the adoption of this Resolution ("Resolution"), the Board of the District conducted a public hearing at which oral and written presentations were made as part of the Board's regularly scheduled March 11, 2026 meeting. Notice of the time and place of the meeting, including a general explanation of the matter to be considered has been published twice in accordance with Government Code Sections 66017 and 66018. Additionally, at least 10 days prior to the meetings, the District made all relevant information available to the public indicating the cost, or estimated cost, of the construction or reconstruction of school facilities made necessary by the residential and/or commercial/industrial development to which the fee shall apply.

- 2) The purpose of the fees is to provide adequate school facilities for the students of the District who will be generated by residential and commercial/industrial development in the District.
- 3) The fees will be used to finance the construction or reconstruction of school facilities.
- 4) There is a reasonable relationship between the need for the imposition of the fee and development projects upon which the fees shall be imposed for the purpose of the construction or reconstruction of school facilities, in that residential, commercial, and industrial development will generate students who will attend District schools. The fees will be used to fund all, or a portion of, new school facilities, or to reconstruct existing school facilities.
- 5) There is a reasonable relationship between the amount of the fee and the cost of the additional or reconstructed school facilities attributable to the development upon which the fee shall be imposed, in that the square footage of these developments has a direct relationship to the number of students that will be generated, and, thus, to the facilities the District must add or reconstruct in order to accommodate the additional students.
- 6) The District maintains a separate capital facilities account, or fund, as required by Government Code Section 66006.

**AND BE IT FURTHER RESOLVED** that the Board incorporates herein by reference, approves and adopts the Study entitled *Developer Fee Justification Document for Residential, Commercial and Industrial Development Projects – Level 1*, dated February 2026 prepared by Total School Solutions which documents the need for the fees. Since the Study justifies fees in excess of the allowable limits, the District, in accordance with Education Code Sections 17620, et seq., and Government Code Sections 65995, et seq., and the District’s agreement with the OUHSD, hereby imposes fees in the following amounts:

- 1) \$3.23 per square foot of residential development;
- 2) \$0.52 per square foot of commercial or industrial development, except rental self-storage.

Pursuant to the agreement with the OUHSD, the amount collected on behalf of both the District and the OUHSD pursuant to this Resolution shall not exceed a total of \$5.38 per square foot for residential development and \$0.87 per square foot of commercial or industrial development.

**AND BE IT FURTHER RESOLVED** that the increase in fees shall take effect no sooner than sixty (60) days after the date of this Resolution. The District elects to place the fees in effect on May 11, 2026.

**AND BE IT FURTHER RESOLVED** that the Superintendent of the District, or his or her designee, shall give notice of the Board’s action herein to all cities and counties with jurisdiction over the territory of the District in accordance with the requirements of Education Code Section 17620 and 17621, requesting that no building permits (or, for manufactured homes and mobiles homes, certificates of occupancy) be issued on or after the date that the fees take effect, without certification from the District that the fees specified herein have been paid. Said notice shall specify that collection of the fee is not subject to the restriction set forth in Government Code Section 66007, subdivision (a) but, pursuant to subdivision (b) of that statute, the fees are to be collected prior to issuance of building permits.

**AND BE IT FURTHER RESOLVED** that developers of commercial or industrial development be provided the opportunity for a hearing to appeal the imposition of the fee on their developments.

**AND BE IT FURTHER RESOLVED** that nothing contained or expressed in this Resolution shall be construed to affect the District’s authority to increase the fee, enter into agreements with developers, or otherwise adopt or impose, to the extent permitted by law, additional fees, to fully mitigate the impact of resident and/or commercial/industrial development upon the District’s school facilities.

**AND BE IT FURTHER RESOLVED** that the District’s administration is authorized to make expenditures and to incur obligations of the fees for the purposes authorized by law.

**AND BE IT FURTHER RESOLVED** that the Board hereby finds that the increase in fees hereunder is statutorily exempt from the requirements of CEQA pursuant to Education Code Section 17621.

**AND BE IT FURTHER RESOLVED** that this Board hereby adopts this Resolution and directs the Superintendent, or his or her designee, to file a certified copy of this Resolution, together with all relevant supporting documentation and a map clearly indicating the boundaries of the area subject to the fee, to each city and each county in which the District is situated, pursuant to Education Code Section 17621.

**PASSED AND ADOPTED** by the Governing Board of the Palermo Union Elementary School District of Butte County, in the State of California, on March 11, 2026 by the following vote:

**AYES:**

**NOES:**

**ABSTENTIONS:**

**ABSENCES:**

---

Clerk of the Governing Board



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

---

**Resolution No. 26-05**

**Resolution on Board Compensation for Missed Meetings**

On the Motion of Member \_\_\_\_\_, Seconded by Member \_\_\_\_\_, the following resolution is adopted:

**WHEREAS**, the Governing Board of the Palermo Union Elementary School District appreciates the services provided by members of the Board and provides compensation for meeting attendance in accordance with Education Code 35120 and Board Bylaw 9250; and

**WHEREAS**, Education Code 35120 provides that the monthly compensation provided to Board Members shall commensurate with the percentage of meetings attended during the month unless otherwise authorized by Board Resolution; and

**WHEREAS**, Education Code 35120 specifies limited circumstances under which the Board is authorized to compensate a Board Member for meetings he/she missed; and

**WHEREAS**, the Board finds that Cody Nissen did not attend the Board Meeting on January 28, 2026, for the following reason:

- Performance of other designated duties for the District during the time of the meeting.
- Illness or jury duty.
- Hardship deemed acceptable by the Board.

**NOW, THEREFORE, BE IT RESOLVED** that the Governing Board hereby authorizes full compensation of the Board Member for the Month of February 2026 in accordance with Education Code 35120 and Board Bylaw 9250.

**PASSED AND ADOPTED** by the Governing Board of the Palermo Union Elementary School District of Butte County, in the State of California, on March 11, 2026 by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENCES:

I, Gary Rogers, Secretary of the Governing Board, do hereby certify that the foregoing is a full, true and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

---

Secretary of the Governing Board

**E-rate Evaluation Matrix  
PALERMO UNION SCHOOL DISTRICT  
E-rate Funding Year 2026/27  
Category 2 - CABLING**

E-Rate Form 470 Number:  
Anticipated award date 2/25  
RFP Closing Date:

2.6E+08  
Quality Review  
1/16/2026

Vender Name:		Ruled out - \$\$	Ruled out - \$\$	Ruled out - quality			
		3DTSI	AMS.net	GA Tech	KS Telecom	World Telecom	XAct
<b>Selection Criteria</b>		<b>\$173,982.00 Score</b>	<b>\$152,335.99 Score</b>	<b>\$80,253.75 Score</b>	<b>\$110,508.00 Score</b>	<b>\$121,226.63</b>	<b>\$112,402.85</b>
Price	50	23	26.5	50	36.5	33	35.5
Complete bid	10	10	10	7	10	10	10
Thorough bid	10	10	10	5	10	10	10
Accuracy	10	10	10	7	10	10	10
Compliance with proposal instructions	10	9	10	7	8	10	9
Organization and conciseness of descriptive text material	10	10	10	5	10	10	10
Other (describe)							
<b>Overall Ranking</b>	100	72	76.5	81	84.5	83	84.5

<b>Vendor Selected:</b>	KS Telecom
<b>Approved By:</b>	
<b>Title:</b>	
<b>Date:</b>	

Financial Summary	
Total	\$110,508.00
E-rate share - 85%	\$93,931.80
LEA Share	\$16,576.20

# MEMORANDUM OF UNDERSTANDING

**Between**  
**Palermo Union Elementary School District**  
**and**  
**Palermo Little League**

This Memorandum of Understanding (“MOU”) is entered into by and between **Palermo Union Elementary School District** (“District”) and **Palermo Little League** (“League”), collectively referred to as the “Parties.”

## 1. Purpose

The purpose of this MOU is to establish the terms and conditions under which the District will allow the League to use designated District-owned athletic fields, and to define each Party’s responsibilities. The shared goal is to support safe, organized youth baseball and softball opportunities for the community while ensuring the protection of District property, students, and staff.

## 2. Term of Agreement

This MOU shall be effective from February 1, 2026 through July 1, 2026 unless earlier terminated in accordance with this Agreement. The MOU may be renewed upon mutual written agreement of both Parties.

Either Party may terminate this MOU without cause upon thirty (30) days’ written notice. Immediate termination may occur for violations of law, safety concerns, or failure to comply with the terms of this MOU.

## 3. Scope of Use

- The District shall grant the League permission to use designated athletic fields for practices and games during non-school hours, subject to availability and school priorities.
- Use is limited strictly to the approved fields; access to other areas of the school campus is prohibited.
- This MOU does not create a lease or exclusive right of use.

## 3. Access to Fields

- Access to campus for practice: 4:00 pm using Palermo and Baldwin Gates.
- Access to campus for games: 4:30 pm (Coaches), 5:00 pm (parents)
- Main Parking Lot Gate will be open at 5:00 pm

#### 4. Responsibilities of the School District

The District agrees to:

1. Provide access to the designated athletic fields during approved dates and times.
2. Perform routine mowing of the fields.
3. Coordinate scheduling with school events and activities, with school use taking priority.
4. Retain the right to cancel or modify field access due to weather, maintenance needs, emergencies, or school-related activities.
5. Provide written notice to the League of any known field conditions that may affect safe use.
6. Provide weed control in accordance with district policy.

The District will NOT:

- Provide access to restrooms, storage facilities, classrooms, offices, or other campus amenities.
- Provide utilities, lighting, or equipment unless separately agreed to in writing.

#### 5. Responsibilities of Palermo Little League

The League agrees to:

1. Schedule all practices and games in coordination with the District's designated representative.
2. Be responsible for all field maintenance beyond mowing, including but not limited to:
  - Field lining and dragging
  - Infield and base path maintenance
  - Trash and debris removal after each use
  - Minor repairs resulting from League use
3. Ensure that all coaches, volunteers, and officials are properly trained and supervised.
4. Conduct background checks on all adults who have contact with children, consistent with Little League policies and applicable law.
5. Maintain supervision of participants at all times during League activities.
6. Ensure parents, guardians, and spectators:
  - Remain within field areas only
  - Do not enter other parts of the school campus
  - Do not access the campus while students are present beyond the field area (including the black top area)
  - Do not enter locked areas, including playgrounds
7. Comply with all District policies regarding:
  - Prohibition of alcohol, tobacco, vaping, drugs, and firearms
  - Prohibition of animals unless service animals as defined by law
  - Noise, parking, and litter control

8. Facility Keys:
  - Provided for access shall only be given to preapproved individuals
  - Shall be returned promptly following the completion of the season
9. Provide portable toilets for coaches, players, parents, and spectators.

## 6. Safety and Supervision

- The League shall provide adequate adult supervision at all times.
- The League assumes responsibility for enforcing safety rules during League activities.
- The District is not responsible for injuries occurring during League use of the facilities, except as required by law.

## 7. Insurance and Indemnification

1. The League shall maintain general liability insurance with coverage limits acceptable to the District and shall name the District as an additional insured.
2. Proof of insurance shall be provided annually prior to field use.
3. To the fullest extent permitted by law, the League agrees to indemnify, defend, and hold harmless the District, its Board, employees, and agents from any claims, damages, or liabilities arising out of the League's use of District facilities.

## 8. Facility Rules and Damage Reporting

- Any damage to District property must be reported to the District immediately.
- The League shall be financially responsible for damage caused by League participants, volunteers, or spectators.
- Fields must be left in clean and safe condition after each use.

## 9. Priority of Use

- District instructional and extracurricular activities shall always have priority.
- Conflicts will be resolved through mutual agreement, with final determination resting with the District.

## 10. Compliance with Laws and Policies

Both Parties agree to comply with:

- All applicable federal, state, and local laws
- District Board policies and administrative regulations
- Little League International rules and safety standards

## 11. Non-Discrimination

The Parties agree that no person shall be excluded from participation or subjected to discrimination on the basis of race, color, national origin, sex, disability, religion, or any other protected classification under applicable law.

## 12. Independent Entities

This MOU does not create a partnership, joint venture, or employment relationship between the Parties. Each Party operates as an independent entity.

## 13. Amendments

This MOU may be amended only by written agreement signed by authorized representatives of both Parties.

## 14. Entire Agreement

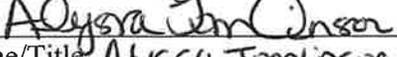
This document constitutes the entire agreement between the Parties regarding field use and supersedes any prior agreements or understandings.

## Signatures

Palermo Union Elementary School District

By:   
Name/Title: Gary Rogers / Superintendent  
Date: 2/27/26

Palermo Little League

By:   
Name/Title: Anyssa Tomlinson / President  
Date: 2/27/2026

**PALERMO UNION ELEMENTARY SCHOOL DISTRICT  
JOB DESCRIPTION**

**ACCOUNTS PAYABLE TECHNICIAN  
(Classified)**

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SALARY LEVEL:	Class 20	DIVISION:	Classified
DEPARTMENT:	District Office	LOCATION:	District Office
REPORTS TO	Assistant Superintendent (CBO)		
APPROVED BY:	Board of Trustees	DATE:	

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**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.

**SUMMARY**

Under the direction of the Assistant Superintendent, Business Services (CBO), the Accounts Payable Technician performs District-wide accounts payable, purchasing and accounts receivable functions assuring processing of purchases and vendor payments are in accordance with District, County and State policies and practices.

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

1. Serve as the District purchasing agent for supplies, equipment and materials, engage in contract negotiations with vendors to secure best pricing, solicit quotes from vendors and assist with the District bidding process.
2. Coordinate the District purchasing process; receive, review and process purchase requisitions and maintain the electronic purchasing system in accordance with District policies and procedures.
3. Communicate with District staff and vendors to ensure proper purchasing rules, regulations and procedures are followed.
4. Determine eligibility and assure accuracy of account classification for payment of all invoices by vendor and charging proper budgets for District expense items.
5. Assist in processing contracts, leases, utilities, insurance, and service agreements and other invoices; match invoices to packing slips, process warrants for payment and mailing to vendors; maintain accounts payable files.

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ACCOUNTS PAYABLE TECHNICIAN

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6. Registers staff for conferences/workshops and helps with travel arrangements (i.e. booking flights/lodging).
7. Answer phones; provide information and assistance to vendors' and bidders' representatives, District personnel and visitors.
8. Maintain and assist in the preparation of a variety of records and reports regarding consumer usage tax, commercial reports, journal entries, financial data input, commercial warrants and other related matters.
9. Submit reports and payments to Board of Equalization.
10. Verify accuracy of information reported on Form 1099.
11. Maintain the fixed asset inventory in the financial system.
12. Receives and processes funds from State, Federal and Local sources. Reviews, codes and prepares deposits for submittal to Butte County Office of Education.
13. Handles revolving and clearing accounts, preparing checks, maintaining documentation for replacement of funds, and reconciles accounts on a monthly basis.
14. Prepare invoices for services provided to other entities/districts.
15. Complete and submit various reports as required for the Board packet for Governing Board meetings
16. Maintain balance in postage account and refill postage meter in the District Office.
17. Order supplies and troubleshoot/arrange for repairs of photocopy machines, printers and fax machines for District Office.
18. Provide financial records to district and county auditors.
19. Perform general accounting clerical functions in related areas as assigned.
20. Attend workshops and meetings to remain current with various job related rules and regulations.
21. Provide a variety of general clerical tasks, including greeting the public, answering telephones and operating standard office equipment as needed to support the District Office.

**KNOWLEDGE AND ABILITIES**

**Knowledge of:**

- Accounts payable terminology, policies and practices.
- General accounting terminology, basic accounting skills.
- Applicable sections of State Education Code and other applicable laws.
- Correct English usage, grammar, spelling, punctuation and vocabulary.
- Equipment and supplies used in a school district. Financial/accounting typing and record-keeping.

**Ability to:**

- Work with detailed information/data and maintain accuracy.
- Maintain deadlines, set priorities, monitor completion of projects, identify problems and report progress to the supervisor.
- Communicate effectively both orally and in writing, in an open, friendly, business-like manner, with the general public and District personnel.
- Establish and maintain cooperative and effective working relationships with others.
- Understand and follow oral and written directions.
- Proofread documents and correct any misuse of grammar, spelling, punctuation, etc.
- Work on a variety of tasks simultaneously with frequent interruption.
- Maintain highest degree of confidentiality regarding sensitive information.
- Utilize computer for a wide variety of applications.
- Perform all tasks without close supervision.
- Maintain accurate and complete records and reports.
- Read, interpret, apply and explain rules, regulations, policies and procedures.
- Operate a computer, typewriter, fax machine, calculator, ten-key adding machine, and copier.

**EDUCATION AND EXPERIENCE:**

- High school diploma or GED required; 4 years related experience in accounting and/or training; or equivalent combination of education and experience in which demonstrates the ability to perform the duties and responsibilities as described. Experience in a school environment is highly desirable.

**LICENSES:**

- Typing certificate: 45 WPM net.
- Computer skills in Word and Excel.

**PHYSICAL DEMANDS:** The physical demands described are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit, use hands to manipulate, handle or feel objects, tools, or controls; hearing and speaking to exchange information in person or on the telephone; seeing to assure accuracy of letters/documents/data. The employee is frequently required to walk, and reach with hands and arms to retrieve and store files. The employee is occasionally required to stand; climb or balance; and stoop, kneel, and crouch.

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ACCOUNTS PAYABLE TECHNICIAN

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The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, and the ability to adjust focus.

**WORK ENVIRONMENT:** The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works near moving mechanical parts.

The noise level in the work environment is usually moderate.

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