

Agenda

SUTTER COUNTY BOARD OF EDUCATION
Wednesday, November 12, 2025
Regular Meeting – 5:30 p.m.
Sutter County Superintendent of Schools Office
970 Klamath Lane – Board Room
Yuba City, CA 95993

NOTICE TO THE PUBLIC

- Public Hearing to Sunshine the Bargaining Proposals for the 2025-2026 Negotiations of Sutter County Superintendent of Schools and the Teacher Association of Sutter County (TASC)

A full Board packet is available for review at the Sutter County Superintendent of Schools Office Reception Desk, 970 Klamath Lane, Yuba City, CA (8:00 a.m. – 4:30 p.m., Monday through Friday – excluding legal holidays) and the Sutter County Superintendent of Schools' website at www.sutter.k12.ca.us.

Members of the public wishing to address the Board on specific agenda items, or any item of interest that is within the subject matter jurisdiction of the Board, will be given an opportunity to do so. At the discretion of the Board president, time limits may be imposed upon such presentations. No action may be taken on items not appearing on the posted agenda.

- 5:30 p.m.
- 1.0 Call to Order
 - 2.0 Pledge of Allegiance
 - 3.0 Roll Call of Members:
 - Kash Gill, President
 - Victoria Lachance, Vice President
 - Mike Reid, Member
 - Harjit Singh, Member
 - Gurv Pamma, Member
 - 4.0 Items of Public Interest to Come to the Attention of the Board
 - Members of the public are invited to address the Board on items not listed on the agenda. *The California Government Code, Section 54954.2 (a)(2) states, "No action or discussion shall be undertaken on any item not appearing on the*

posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3."

- 5.0 **Approve the Minutes of October 9, 2025 Regular/ Public Hearing and October 20, 2025, Public Hearing Meetings** [Action Item]
The minutes of October 9th and 20th 2025, Regular and Public Hearing Meetings of the Sutter County Board of Education are presented for approval.
- 6.0 **Annual Organizational Meeting set date/time** [Action Item]
The governing board of each school district shall hold an annual organizational meeting. In a year in which a regular election for governing board members is conducted, the meeting shall be held on a day within a 15-day period that commences with the second Friday in December following the regular election **(2026)**. Organizational meetings in years in which no such regular election for governing board members is conducted shall be held on any date in December, but no later than December 20, 2025.
Superintendent, Tom Reusser
- 7.0 **FMOF Department Presentation**
Director, James Peters
- 8.0 **Site Profile Worksheet and Update**
Facilities Site Profile Worksheet and Update summary for the first quarter of FY25-26 are being presented to the Board.
James Peters, Director FMOF
- 9.0 **Investment Report**
The Investment Statement as of August 31, 2025 from the County Treasurer will be presented.
Ron Sherrod, Assistant Superintendent
- 10.0 **Business Services Report**
 - 10.1 Monthly financial report
Ron Sherrod, Assistant Superintendent
- 11.0 **Donations**
 - 11.1 Sunshine Fund
 - 11.2 Jean Wednesday Pink October
Ron Sherrod, Assistant Superintendent

- 12.00 Resolution #25-26- IX [Action Item]
To open a bank account at Sierra Central Credit Union for the purpose of depositing and managing funds generated from the electric vehicle charging stations at the Sutter County Career Training Center.
Director, Nicolaas Hoogeveen
- 13.0 Quarterly Report on Surplus Property
In accordance with Board Policy 3270, the County Superintendent of Schools prepares and presents a quarterly report to the Board of items under \$25,000 in value that are being declared surplus.
Assistant Superintendent, Janine Franklin
- 14.0 Second Reading of Revisions to Board Policies [Action Item]
14.1 3512B AR Equipment
14.2 3700 BP Capitalization Threshold
14.3 1330 AR Use of School Facilities
14.4 1330 BP Use of School Facilities
14.5 3400 BP Management of County Office Assets/Accounts
14.6 3400 AR Inventories
Assistant Superintendent, Ron Sherrod
- 15.0 Quarterly Report on Williams/Uniform Complaints
As per California Education Code Section 35186 the County Superintendent reports on the number and nature of complaints filed
Assistant Superintendent, Kristi Johnson
- 16.0 **PUBLIC HEARING**
To Sunshine the bargaining proposals for the 25-26
Negotiations of SCSOS and TASC
Pursuant to Government Code Section 3547, the initial negotiations proposals of the employer shall be "sunshined" for public comment. Sutter County Superintendent of Schools is presenting its proposal for the 2025-2026 school year for sunshining. TASC is presenting its proposals for the 2025-2026 school year for sunshining.
Assistant Superintendent, Ron Sherrod

18.0 Items from the Superintendent/Board

19.0 Adjournment

In compliance with the Americans with Disabilities Act, for those requiring special assistance to access the Board Meeting room, to access written documents being discussed at the Board Meeting, or to otherwise participate at Board Meetings, please contact the Superintendent's Office at 530-822-2900 for assistance. Notification at least 48 hours prior to the meeting will enable the Superintendent's Office to make reasonable arrangements to ensure accessibility to the Board Meeting and to provide any required accommodation, auxiliary aids or services.

All Open Session Agenda related documents, including materials distributed less than 72 hours prior to the scheduled meeting, are available to the public for viewing at the Sutter County Superintendent of Schools Office located at 970 Klamath Lane, Yuba City, CA 95993.

Unapproved Minutes

SUTTER COUNTY BOARD OF EDUCATION

Wednesday, October 8, 2025

NOTICE TO THE PUBLIC

Public Hearing

- Resolution of Intention by the Sutter County Board of Education to approve and authorize the grant of an easement to PG&E for the installation and maintenance of electrical and gas equipment and facilities.
- Resolution of Intention by the Sutter County Board of Education to approve and authorize the grant of an easement to PG&E for the installation and maintenance of electrical and gas equipment and facilities

A full Board packet is available for review at the Sutter County Superintendent of Schools Office Reception Desk, 970 Klamath Lane, Yuba City, CA (8:00 a.m. – 5:00 p.m., Monday through Friday – excluding legal holidays) and the Sutter County Superintendent of Schools' website at www.sutter.k12.ca.us.

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1.0 Board President, Kash Gill opened the meeting at 5:30 p.m.

2.0 Pledge of Allegiance was led by Board President Kash Gill

3.0 Roll Call of Members:

Kash Gill, President- Present

Victoria Lachance, Vice President- Absent

Gurv Pamma, Member- Present

Harjit Singh, Member- Present

Mike Reid, Member- Present

4.0 Items of Public Interest to Come to the Attention of the Board

None

5.0 Public Hearing opened at 5:32 p.m.

Resolution of Intention to Approve the Easement Deed (LD# 2115-03-10159) to Pacific Gas and Electric Company at APN 063-010-147.

Resolution # 25-26-IV

A motion was made to approve the intention to approve the easement deed

Motion: Singh Seconded: Pamma

Action: Carried

Roll Call: Singh Aye / Pamma Aye/ Gill Aye/ Reid Aye/ Lachance Absent

6.0 **Public Hearing**

Resolution #25-26-V of Intention to Approve the Easement Deed (LD# 2115-03-10160) to Pacific Gas and Electric Company at APN 063-010-147

Resolution #25-26-V

A motion was made to approve the intention to approve the easement deed

Motion: Pamma Seconded: Reid

Action: Carried

Roll Call: Singh Aye / Pamma Aye/ Gill Aye/ Reid Aye/ Lachance Absent

7.0 **Approve Minutes of the September 10, 2025, Regular Meeting**

A motion was made to approve the September 10, 2025, minutes

Motion: Pamma Seconded: Reid

Action: Motion Carried

Ayes: 4 (Singh, Pamma Gill, Reid) Noes: 0

Absent: 1 (Lachance) Abstain: 0

8.0 **Technology Services Department Presentation**

Moved to the October 20, 2025 board meeting

9.0 **2024-2025 Unaudited Actuals Financial Report**

24/25 Fiscal year end closing is reported to the state in the Unaudited Actuals Financial Report

Director; Nic Hoogeveen

10.0 **The following revised Board Policies are presented to the Board for a first reading.**

10.1 Use of Facilities AR

10.2 Use of Schol Facilities BP

10.3 Management of County Office Assets/Accounts

10.4 AR Inventories

10.5 B-AR-Equipment

10.6 BP Capitalization Threshold

Assistant Superintendent Ron Sherrod stated that these policies are new or being updated for use at the new Career Training and Conference Center.

11.0 **Business Services Report- The September financial report will be reviewed.**

Director of Business Services, Nic Hoogeveen, updated the board on September financials, discussing roof repairs before solar and SPED updates.

12.0 **Proposition 28—Arts and Music in Schools: Funding for Pathways Charter Academy**

On November 8, 2022, California voters approved Proposition 28: The Arts and Music in Schools (AMS) Funding Guarantee and Accountability Act. The measure required the state to establish a new, ongoing program supporting arts instruction in schools beginning in 2023–24.

Assistant Superintendent; Kristi Johnson

A motion was made to approve the Arts and Music in Schools

Motion: Singh Seconded: Pamma

Action: Motion Carried

Ayes: 4 (Singh, Pamma Gill, Reid) Noes: 0

Absent: 1 (Lachance) Abstain: 0

13.0 **Proposition 28—Arts and Music in Schools Funding for Special Education and Feather River Academy**

On November 8, 2022, California voters approved Proposition 28: The Arts and Music in Schools (AMS) Funding Guarantee and Accountability Act. The measure required the state to establish a new, ongoing program supporting arts instruction in schools beginning in 2023–24.

Assistant Superintendent; Kristi Johnson

A motion was made to approve the Arts and Music in Schools

Motion: Pamma Seconded: Singh

Action: Motion Carried

Ayes: 4 (Singh, Pamma Gill, Reid) Noes: 0

Absent: 1 (Lachance) Abstain: 0

14.0 **Supervisor of Attendance Approval**

The governing board of each school district and each county superintendent of schools shall appoint a supervisor of attendance, and any assistant supervisors of attendance as may be necessary to supervise the attendance of pupils in the school district or county.

Director; Virginia Bisby

A motion was made to approve the Supervisor of Attendance

Motion: Reid Seconded: Singh

Action: Motion Carried

Ayes: 4 (Singh, Pamma Gill, Reid) Noes: 0

Absent: 1 (Lachance) Abstain: 0

15.0 Learning Communities for School Success Program (LSSP)

SCSOS, Student Support and Outreach received the Cohort 7 Learning Communities for School Success Program (LCSSP) grant beginning July 1, 2023. Per the LCSSP legislation, "a local educational agency that receives LCSSP grant funding shall evaluate and report to the governing board of the school district, the county board of education, or its chartering authority, as applicable, and the department, the results of the activities it undertakes pursuant to this article."

Director; Virginia Bisby

16.0 GANN Limit

Resolution No. 25-26-VI is presented for Board approval.

Director; Nic Hoogeveen

A motion was made to approve the GANN resolution

Motion: Reid Seconded: Pamma

Action: Motion Carried

Ayes: 4 (Singh, Pamma Gill, Reid) Noes: 0

Absent: 1 (Lachance) Abstain: 0

17.0 Donations

Various SCSOS Jean Wednesday for Shady Creek Conrad's Closet \$285.00

Assistant Superintendent; Ron Sherrod

18.0 Superintendent Update

19.0 Adjournment

A motion was made to approve adjourning the meeting at 5:49 p.m.

Motion: Pamma Seconded: Reid

Action: Motion Carried

Ayes: 4 (Pamma, Reid, Gill, Lachance) Noes: 0

Absent: 1 (Singh) Abstain: 0

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Unapproved Minutes

SUTTER COUNTY BOARD OF EDUCATION

Monday, October 20, 2025

Public Hearing– 5:30 p.m.

Public Hearing

5:30 p.m. 1.0 Board President, Kash Gill, called the meeting to order at 5:40 p.m.

2.0 Board President, Kash Gill, led the Pledge of Allegiance

3.0 Roll Call of Members:

Kash Gill, President- Present

Victoria Lachance, Vice President- Present

Gurv Pamma, Member- Present

Harjit Singh, Member- Absent

Mike Reid, Member-Present

4.0 Department Presentation from Technology

Chris Osborne; Director of IT

PUBLIC HEARING OPENED AT 5:42 P.M.

5.0 Public Hearing

Public Hearing regarding approval of Resolution #25-26-VI to convey the Easement Deed (LD# 2115-03-10159) to Pacific Gas and Electric Company at APN 063-010-147.

Assistant Superintendent; Ron Sherrod

6.0 Resolution # 25-26 VI

Resolution to Approve the Easement Deed (LD# 2115-03-10159) to Pacific Gas and Electric Company at APN 063-010-147.

Resolution # 25-26-VI

Assistant Superintendent; Ron Sherrod

Motion: Lachance

Seconded: Pamma

Action: Carried

Roll Call: Singh Absent / Pamma Aye/ Gill Aye/ Reid Aye/ Lachance Aye

PUBLIC HEARING OPENED AT 5:45 P.M.

7.0 Public Hearing

Public Hearing regarding approval of Resolution #25-26-VII to convey the Easement Deed (LD# 2115-03- 10160) to Pacific Gas and Electric Company at APN 063-010-147

Assistant Superintendent; Ron Sherrod

8.0 Resolution # 25-26 VII

Resolution #25-26-V to Approve the Easement Deed (LD# 2115-03-10160) to Pacific Gas and Electric Company at APN 063-010-147

Resolution #25-26-VII

Assistant Superintendent; Ron Sherrod

Motion: Reid Seconded: Pamma

Action: Carried

Roll Call: Singh Absent / Pamma Aye/ Gill Aye/ Reid Aye/ Lachance Aye

9.0 Adjournment

A motion was made to approve adjourning the meeting at 5:54 p.m.

Motion: Pamma Seconded: Reid

Action: Motion Carried

Ayes: 4 (Lachance, Pamma, Reid, Gill) Noes: 0

Absent 1 (Singh) Abstain:0

Agenda Item No. 6.0

BOARD AGENDA ITEM: Annual Organizational Meeting

BOARD MEETING DATE: November 12, 2025

AGENDA ITEM SUBMITTED FOR:

PREPARED BY: Karisa Williams- Jacobsen

☒ Action

☐ Reports/Presentation

SUBMITTED BY: Karisa Williams-Jacobsen

☐ Information

☐ Public Hearing

PRESENTING TO BOARD: Tom Reusser

☐ Other (specify)

BACKGROUND AND SUMMARY INFORMATION:

35143.

The governing board of each school district shall hold an annual organizational meeting. In a year in which a regular election for governing board members is conducted, the meeting shall be held on a day within a 15-day period that commences with the second Friday in December following the regular election **(2026)**. Organizational meetings in years in which no such regular election for governing board members is conducted shall be held on any date in December, but no later than December 20, 2025.

SCHEDULING OF ANNUAL ORGANIZATIONAL MEETING

Sutter County Superintendent of Schools
970 Klamath Lane
Yuba City, Ca. 95993

The Annual Organizational Meeting of Sutter County Board of
Education has been set for:

Date: December 15, 2025

Time: 5:30 p.m.

Place: 970 Klamath Lane
Yuba City, Ca. 95993
Board Room

This action was taken during the regular meeting *on November 12, 2025*
I hereby certify that 15 days prior to this date all members and members-elect will be
notified in writing of the time, date and place of the annual organizational meeting.

Signed: _____

Title: _____

Date: _____

Agenda Item No. 7.0

BOARD AGENDA ITEM: FMO&F Department Presentation

BOARD MEETING DATE: November 12, 2025

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

 Action

James Peters

 Reports/Presentation

SUBMITTED BY:

 X Information

James Peters

 Public Hearing

PRESENTING TO BOARD:

 Other (specify)

James Peters

BACKGROUND AND SUMMARY INFORMATION:

James Peters is presenting the annual Facilities, Maintenance, Operations & Fleet Department overview and update..



Facilities, Maintenance, Operations & Fleet

Presented by James Peters, Director

The Facilities, Maintenance, Operations & Fleet Department (FMOF) serves the ever-changing and diverse needs of the Sutter County Superintendent of Schools (SCSOS) by providing safe, healthy, secure, accessible, pleasant, and comfortable buildings, grounds, and vehicles.

Studies have shown that poor quality environments, such as lighting, air quality, heating and cooling, aesthetics, etc., have a significant impact on student and staff outcomes; FMOF efforts are an integral part of the quality and effectiveness of the SCSOS operations, and we are deeply committed to our mission.

- FMOF as a department is an administrative function and reports directly to the Assistant Superintendent of Business Services, Ron Sherrod.
- As part of the core “trifecta” departments that provide services and care to every department of the SCSOS, FMOF maintains a close relationship with Human Resources and Information Technology.
- FMOF oversees and complies with a broad array of codes, regulations, and laws that mandate the operations of Public Agencies, including maintaining relationships with corresponding agencies. A few examples are:
 - Public Contract Code, including procurement
 - Building Code, including fire and accessibility
 - Health and Safety Code
 - Penal and Civil Code
 - Integrated Pest Management Regulations
 - Vehicle licensing and omissions.

FMOF comprises four separate and distinct functions that are closely associated in nature but can be very different in a day-to-day aspect. A summary of each function follows:

Facilities

The acquisition, development, construction, rehabilitation, modernization, and sale of sites and buildings through long-term planning, implementation, and coordination of plan strategies.

- The SCSOS facilities consist of 132,206 square feet on approximately 147 acres, with 74,321 sq. ft. at the Klamath Lane campus, 33,885 at Shady Creek in Nevada County, and 24,000 sq. ft. of classrooms on District sites. (Refer to the Facility Master plan for more information.)
- Consults and sometimes provides project management for Districts and Charters in Sutter County, as requested.
- Coordinates with the Board of Education, the Superintendent, and the Cabinet to align needs, goals, and mission.
- Funded from the general fund through short and long-term savings strategies.

Maintenance

The preventive, routine, and deferred maintenance, repair, rehabilitation, modernization, and replacement of site, building, and vehicle components.

- Maintenance regularly cares for the 108,206 sq. ft. of SCSOS primary facilities and the owner's responsibilities at the 24,000 sq. ft. of classrooms at District sites.
- We do not have specialized positions; we all share the work. Our maintenance team works closely, collaborating to maximize individual skill sets, experience, and paradigms.
 - Work is reprioritized daily.
 - Efficiency, effectiveness, and economies of scale are our primary focus.
 - 89% of all contractor and/or construction-related scopes are performed in-house
 - 100% of professional development and safety training is performed in-house.
 - For more information, please see the attached Key Point Indicator Report from SchoolDude/Brightly Software at the end of this presentation.
- Maintenance commonly assists Districts, Special Education, and the SELPA upon request and bills back.
- Coordinates with the Superintendent, Cabinet, site administrators, and department leads to provide for needs.
- Funded through departmental contributions to a pool, general fund contributions, and the Routine Restricted Maintenance account.

Operations

The performance of tasks required to provide for the day-to-day operational needs of the organization, including but not limited to:

- Custodial services,
- Utility connections, monitoring, and payment,
- HVAC and lighting controls,
- Parcel deliveries,
- Room reservations,
- Event preparations, etc.
- Operations regularly serve the organization's and the public's needs, coordinating access, room availability, and events.
- Coordinates with site administrators and accountants.
- Funded through departmental contributions to a pool based on a square foot rate.

Fleet

The acquisition, maintenance, care, and surplus of vehicles.

- There are currently fifty (51) vehicles in the fleet, which is diverse, from passenger coupes to two-ton trucks and wheelchair lift vans, a tractor, golf carts, a man lift, etc.
- Vehicles are used and stored at various locations through Sutter and Nevada Counties. Fleet coordinates as necessary to provide for the client and vehicle needs.
- Coordinates with primary drivers and department leads.
- Coordinates required services to leased vehicles with Enterprise Fleet Management.
- Funded through departmental contributions to a pool

The Who!

Celebrating the achievements of our goals and milestones, maintaining a positive outlook, and maintaining a caring, service-minded composure are not always easy. It takes a group of unique, driven individuals to pull it off, and the SCSOS is blessed to have some of the best around! Always in high demand, responding to needs in real time today while maintaining goals and plans that stretch as far as 15 years, our work is never done.

FMOF comprises ten (10) full-time and five (05) part-time employees. Here is our Team:

FMOF (Comprehensive/all sites)

- James Peters, Director, full-time
- Mona Evans, Administrative Secretary, full-time (aka, Center of the Universe)
- Demetrio Mendez, Maintenance Worker, full-time
- Seth Embleton, Maintenance Worker, full-time
- Andy Mendez, Maintenance Worker, full-time
- Daniel Garvin, Maintenance Worker, part-time
- Jacob Tufford, Custodian (day), full-time

Klamath

- Jesus Adame-Sanchez, Custodian, part-time
- Anthony Hearn, Custodian, full-time (day)

Feather River Academy/Pathways Charter Academy

- Ron Myers, Custodian, part-time
- Rickey Paez, Custodian, part-time

The 1 Stop and Adult Education

- Miguel Camargo, Custodian, full-time (day)
- Patricia Rivera, Custodian, part-time

Shady Creek

- Shannon Clayton, Maintenance, Custodian & Groundskeeper (MCG), full-time
- Kell Stone, MCG, full-time

KPI

Work order purpose breakdown

The following KPI from SchoolDude highlights the ratio of work between ‘Preventive Maintenance’ and ‘Corrective Maintenance.’
The following table further breaks down the work order purpose to clarify the data’s ‘Corrective Maintenance’ portions.

Purpose	Labor Hours	Labor Ratio	Work Order Count	Work Order Ratio	Description
Deferred Maintenance	40.00	0.31%	18	0.71%	Deferred Construction, Modernization, Rehabilitation, etc.
Facilities - Construction/remodel/retrofit	453.00	3.49%	177	7.02%	Self-Performed Construction, Modernization, Rehabilitation, etc.
FM&O Consultation & Construction Services	57.00	0.44%	11	0.44%	Services to External Clients (Districts/SELPA)
Preventive Maintenance	440.00	3.39%	628	24.92%	Preventive checks and services
Special Services	282.00	2.18%	193	7.66%	Services provided to Special Education
Routine Maintenance	11691.00	90.19%	1493	59.25%	Routine services (moving, hanging, delivering, oil changes, etc.)
	12963.00	100.00%	2520		

Routine Maintenance - Corrective vs. General				
Safety - Corrective Maint	0.00	0.00%	0	0.00%
High Priority-Corrective Maint	464.50	3.58%	342	13.57%
Med Priority -Preventive/Routine Maint./Service	11962.00	92.28%	2053	81.47%
Low Priority - Modernization/Rehab/Projects	536.50	4.14%	125	4.96%
	12963.00	100.00%	2520	

Thank you!

Agenda Item No. 8.0

BOARD AGENDA ITEM: Site Profile Worksheet and Update Summary

BOARD MEETING DATE: November 12, 2025

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

 Action

James Peters

 Reports/Presentation

SUBMITTED BY:

 X Information

James Peters

 Public Hearing

PRESENTING TO BOARD:

 Other (specify)

James Peters

BACKGROUND AND SUMMARY INFORMATION:

Facilities Site Profile Worksheet and Update summary for the first quarter 25-26 are being presented to the Board.

FY25-26 Quarterly Update

Facilities

- The Career Training & Conference Center (CTC) RFQ process has been completed, and the design-build entity has been approved—the contract is in effect with Hilbers Inc. and NMR Architects.
 - The project is at 88% completion.
 - Exterior finishes are complete except for louvers. Interior finishes are phasing through, with painters on the second floor and ceilings being installed on the first.
 - PG&E is balking at adding us to the thirty-day list, attempting to find ways to temp power to install flooring
 - Furniture, fixtures, and equipment are on order and will be delivered as needed during the move schedule.
 - Photos are attached for your convenience.

Klamath

- Annex conference (room 155) became an additional Adult Transition Program classroom during the summer. We have converted room 156 to the new Annex Conference and completed the restroom installation in October.
- To align with CTC, we are upgrading the access controls and energy management systems at Klamath and FRA. Bid processes are complete, and equipment is ordered.
- As part of the deferred maintenance schedule, Klamath parking has been patched, slurried, and striped.

FRA

- Solar system and batteries project in engineering.
- In preparation for roof-mounted solar, the roofs on the Admin and ISP buildings have been contracted and are expected to be complete before December.
- The clocks-and-bells system has been modernized.

Shady Creek

- Solar system and batteries project in engineering

Fleet

- We have several older vans in our fleet that we are preparing to surplus this year. Some will be replaced with new leases, while others will reduce the fleet size. We will apply the equity gained from the trade-in of all the vans to the new leases to keep costs down.
 - Six vans are ordered factory-direct.

Site Profile Worksheet - Projects in queue

Fiscal Year 25-26

November 2, 2025

Estimate

Status

Facilities

\$11,399,648.98

CTC Bldg. Phase 4 construction (FY portion)	\$11,399,648.98	Began 11/4/24-on schedule
CTC Owner Furniture, fixtures & equipment (FFE)	\$697,500.00	Pricing complete, ordering
Construction, moving & commissioning as necessary to occupy and open CTC	\$0.00	To be complete by Dec 31, 2025

Klamath

\$280,500.00

Annual painting +/-1400 sq. ft.	\$3,000.00	Complete
Floor finish replacement +/- 1400 sq. ft.	\$12,000.00	Complete
Landscape Planter Rehabilitation	\$22,000.00	Spring of 2026
Special Ed new offices	\$7,500.00	Complete
Portables dry rot remediation and paint	\$15,000.00	In progress - carryover from 24-25
Access control conversion/rehab	\$12,000.00	In progress, equipment ordered
Parking lot slurry and stripe	\$24,000.00	Complete
Energy Management System (EMS) conversion	\$125,000.00	Bid process closes Nov 7
Move Annex Conference and open new ATP CR	\$0.00	Complete
Add a restroom to the new Annex Conference	\$60,000.00	Complete

1 Stop Gateway

\$0.00

Relocate staff and stuff to CTC	\$0.00	December 13-January 12
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FRA

\$2,463,738.00

Annual painting +/-1800 sq. ft.	\$2,700.00	Complete
Flooring replacement in +/- 2400 sq. ft	\$15,000.00	Complete
Admin & ISP roof recoat	\$245,000.00	In Progress
Clocks and bell system upgrade	\$35,000.00	Complete
ISP Building exit door hardware upgrade	\$9,000.00	In design
Energy Management System (EMS) conversion	\$75,000.00	Bid process closes Nov 7
Solar and batteries	\$2,082,038.00	Engineering in progress

Adult Ed

\$0.00

Relocate staff and stuff to CTC	\$0.00	December 13-January 12
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Fleet

\$0.00

Surplus sale of two ADA vans & F450	\$0.00	Complete
Possible annual rotation, awaiting MFG update		

Shady Creek

\$1,285,034.00

Site road repair and slurry	\$35,000.00	
Solar and batteries	\$1,250,034.00	Engineering in progress



C. Archuleta
2025.09.12



C. Archuleta
9.26.2025













Agenda Item No. 9.0

BOARD AGENDA ITEM:

BOARD MEETING DATE: November 12, 2025

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

 Action

Ron Sherrod

 Reports/Presentation

SUBMITTED BY:

 X Information

Ron Sherrod

 Public Hearing

PRESENTING TO BOARD:

 Other (specify)

Ron Sherrod

BACKGROUND AND SUMMARY INFORMATION:

The Investment Statement as of August 31, 2025 from the County Treasurer will be presented.

Nicholas F. Valencia
Treasurer-Tax Collector



Christina N. Hernandez
Assistant Treasurer-Tax Collector

September 30, 2025

To: Sutter County Board of Supervisors

Re: Sutter County Investment Portfolio Report for August 31, 2025

Following is the Sutter County Investment Portfolio report as of August 31, 2025. The schedule includes all short-term, mid-term and long-term investments held at the conclusion of business on the final day of the month. The Sutter County Treasurer and Tax Collector is given authority over the pooled investment portfolio through Board delegation pursuant to Government Code §27000.1. Investment activities of the pooled treasury are governed by Government Code §53601 as incorporated in the Sutter County Investment Policy. Investment of the county's, school districts' and special districts' surplus funds start with the objective of safety of the principle to minimize possibility losses. Following safety is the liquidity objective to provide coverage of day-to-day operations and to meet contingency as they arise. The final objective is earning a reasonable return or yield on the funds invested. The Sutter County Investment Policy may be found on the Treasurer's webpage at: <https://www.suttercounty.org/government/county-departments/treasurer-tax-collector>

As Treasurer and Tax Collector, I certify that this document reflects the government agencies' pooled investments and that all investments are in compliance with the County of Sutter Investment Policy.

The combined cash and investments in the county treasury total \$460,974,798.72 and will provide sufficient cash flow liquidity to meet estimated pooled treasury expenditures for the next six months.

Invested treasury funds total \$460,084,000.89 with \$219,943,40.86 under the management of the Local Agency Investment Fund, California Asset Management Program, CalTrust, and Money Market Mutual Funds with US Bank and Five Star Bank. The Bank of New York, which provides third-party safekeeping services to Sutter County, provides market value data. The dollar-weighted average maturity of invested funds is 323 days.

Investments are selected based on criteria contained in the Sutter County Investment Policy, which emphasizes safety, liquidity, yield, and diversification. Therefore, the interest rates will fluctuate, and the types of investments will vary depending upon county needs and market availability on a particular day.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Nick Valencia".

Nicholas F. Valencia
Treasurer-Tax Collector

SUTTER COUNTY
INVESTMENT PORTFOLIO
August 31, 2025



TREASURY

MANAGED FUNDS	NUMBER	INSTITUTION/BRANCH	CUSIP	BOOK VALUE	MARKET VALUE	PAR VALUE	INVESTED	DATE	MATURES	INVESTED	CURRENT	
											YIELD	RATE
2025-00A	2025-00A	LAIF-STATE POOL/SAC	0	111,101,161.30	111,101,161.30	111,101,161.30	N/A	N/A	N/A	N/A	4.40000%	4.40000%
				10,637,158.61	10,637,158.61	10,637,158.61	N/A	N/A	N/A	N/A	4.25800%	4.25800%
				4,319,090.77	4,319,090.77	4,319,090.77	N/A	N/A	N/A	N/A	4.25800%	4.25800%
				729.10	729.10	729.10	N/A	N/A	N/A	N/A	4.25800%	4.25800%
				46,409,359.50	46,409,359.50	46,409,359.50	N/A	N/A	N/A	N/A	4.37000%	4.37000%
				47,475,909.58	47,475,909.58	47,475,909.58	N/A	N/A	N/A	N/A	3.86605%	3.86605%

TOTAL MANAGED FUNDS

219,943,408.86

AGENCIES NOTES

2020-161	FHLMC (FREDDIE MAC)	3134GWP75	2,000,000.00	1,995,700.00	2,000,000.00	09/23/20	09/23/25	1,826	0.63000%	0.62500%
2020-168	FHLMC (FREDDIE MAC)	3134GWW51	2,000,000.00	1,994,080.00	2,000,000.00	09/30/20	09/30/25	1,826	0.50000%	0.50000%
2020-180	FNMA (FANNIE MAE)	3135G06B4	2,000,000.00	1,989,600.00	2,000,000.00	10/22/20	10/22/25	1,826	0.56000%	0.56000%
2020-179	FHLMC (FREDDIE MAC)	3134GWA26	4,000,000.00	3,977,400.00	4,000,000.00	10/27/20	10/27/25	1,826	0.54000%	0.54000%
20190	FNMA (FANNIE MAE)	3136G46N8	4,000,000.00	3,977,000.00	4,000,000.00	11/02/20	10/29/25	1,822	0.60000%	0.60000%
20197	FHLMC (FREDDIE MAC)	3134GXCH5	4,000,000.00	3,966,800.00	4,000,000.00	11/25/20	11/25/25	1,826	0.61000%	0.60000%
20198	FHLMC (FREDDIE MAC)	3134GXCS1	4,000,000.00	3,966,880.00	4,000,000.00	11/25/20	11/25/25	1,826	0.63000%	0.62500%
20204	FFCB (FEDERAL FARM CREDIT BANK)	3133EMJCT	4,000,000.00	3,962,640.00	4,000,000.00	12/01/20	12/01/25	1,826	0.57000%	0.56000%
21118	FFCB (FEDERAL FARM CREDIT BANK)	3133ENFR6	4,250,000.00	4,218,082.50	4,250,000.00	12/01/21	12/01/25	1,461	1.35000%	1.34000%
20201	FHLMC (FREDDIE MAC)	3134GXDM3	4,000,000.00	3,964,960.00	4,000,000.00	12/01/20	12/01/25	1,826	0.63000%	0.62000%
20219	FHLB (FEDERAL HOME LOAN BANK)	3130AKJR8	4,000,000.00	3,957,000.00	4,000,000.00	12/16/20	12/16/25	1,826	0.58000%	0.57000%
20217	FFCB (FEDERAL FARM CREDIT BANK)	3133EMKT8	4,000,000.00	3,955,840.00	4,000,000.00	12/17/20	12/17/25	1,826	0.55000%	0.54000%
20212	FNMA (FANNIE MAE)	3135G06K4	2,000,000.00	1,979,200.00	2,000,000.00	12/17/20	12/17/25	1,826	0.66000%	0.65000%
20227	FFCB (FEDERAL FARM CREDIT BANK)	3133EMLR1	4,000,000.00	3,954,920.00	4,000,000.00	12/24/20	12/23/25	1,826	0.51000%	0.50000%
20231	FNMA (FANNIE MAE)	3135G06Q1	6,001,202.63	5,928,840.00	6,000,000.00	12/30/20	12/30/25	1,826	0.65000%	0.64000%
22004	FFCB (FEDERAL FARM CREDIT BANK)	3133ENL00	4,000,000.00	3,958,080.00	4,000,000.00	01/26/22	01/26/26	1,461	1.55000%	1.53000%
21050	FHLB (FEDERAL HOME LOAN BANK)	3130AMKB7	4,000,000.00	3,914,960.00	4,000,000.00	05/26/21	05/26/26	1,826	1.07000%	1.05000%
21052	FHLB (FEDERAL HOME LOAN BANK)	3130AMMQ2	3,000,000.00	2,930,190.00	3,000,000.00	06/09/21	06/08/26	1,826	0.93000%	0.91000%
21054	FHLB (FEDERAL HOME LOAN BANK)	3130AMPJ5	2,000,000.00	1,952,900.00	2,000,000.00	06/16/21	06/16/26	1,826	0.97000%	0.95000%
21129/21132	FFCB (FEDERAL FARM CREDIT BANK)	3133ENHV5	4,000,000.00	3,918,160.00	4,000,000.00	12/23/21	06/22/26	1,643	1.42000%	1.39000%
21066	FHLB (FEDERAL HOME LOAN BANK)	3130AMT28	2,000,000.00	1,952,080.00	2,000,000.00	06/30/21	06/30/26	1,826	1.02000%	1.00000%
21065	FFCB (FEDERAL FARM CREDIT BANK)	3133EM377	3,999,296.82	3,880,600.00	4,000,000.00	09/01/21	09/01/26	1,826	0.90000%	0.87000%
21090	FFCB (FEDERAL FARM CREDIT BANK)	3130ANRR3	4,000,000.00	3,880,880.00	4,000,000.00	09/17/21	09/17/26	1,826	1.03000%	1.00000%
21127	FHLB (FEDERAL HOME LOAN BANK)	3130APV66	3,649,476.99	3,539,040.00	3,650,000.00	12/16/21	12/01/26	1,811	1.42000%	1.37500%
21125	FFCB (FEDERAL FARM CREDIT BANK)	3133ENHC7	4,000,000.00	3,886,800.00	4,000,000.00	12/16/21	12/14/26	1,824	1.65000%	1.60000%
21130	FFCB (FEDERAL FARM CREDIT BANK)	3133ENJCS	4,000,000.00	3,870,080.00	4,000,000.00	12/22/21	12/22/26	1,826	1.33000%	1.29000%
21121	FHLB (FEDERAL HOME LOAN BANK)	3130AQSP4	2,000,000.00	1,941,960.00	2,000,000.00	12/30/21	12/30/26	1,826	1.66000%	1.61000%
21128	FHLB (FEDERAL HOME LOAN BANK)	3130AQDD2	2,500,000.00	2,422,300.00	2,500,000.00	12/30/21	12/30/26	1,826	1.50000%	1.45000%
22002	FFCB (FEDERAL FARM CREDIT BANK)	3133ENKG4	3,993,249.32	3,874,200.00	4,000,000.00	01/11/22	01/11/27	1,825	1.52000%	1.47000%
22003	FHLB (FEDERAL HOME LOAN BANK)	3130AQKM4	4,000,000.00	3,885,560.00	4,000,000.00	01/28/22	01/28/27	1,826	1.80000%	1.75000%
22009	FHLB (FEDERAL HOME LOAN BANK)	3130AQWC3	3,500,000.00	3,410,435.00	3,500,000.00	02/28/22	02/24/27	1,822	2.10000%	2.05000%
22026	FHLB (FEDERAL HOME LOAN BANK)	3130ARJH5	3,995,366.48	3,953,400.00	4,000,000.00	04/22/22	04/22/27	1,826	3.19000%	3.15000%
22028	FHLB (FEDERAL HOME LOAN BANK)	3130ARPB1	4,000,000.00	3,969,160.00	4,000,000.00	04/28/22	04/28/27	1,826	3.53000%	3.50000%
22027	FHLB (FEDERAL HOME LOAN BANK)	3130ARRP8	4,000,000.00	3,994,200.00	4,000,000.00	04/28/22	04/28/27	1,826	4.01000%	3.50000%
22049	FHLB (FEDERAL HOME LOAN BANK)	3130ASFQ7	2,000,000.00	1,983,200.00	2,000,000.00	06/29/22	06/29/27	1,826	4.01000%	4.00000%
25026	FHLB (FEDERAL HOME LOAN BANK)	3130B6SS6	2,000,000.00	2,003,780.00	2,000,000.00	06/23/25	06/23/28	1,096	4.29000%	4.30000%
24180	FHLMC (FREDDIE MAC)	3134HAH30	5,000,000.00	5,012,650.00	5,000,000.00	12/04/24	06/04/29	1,643	4.59000%	4.60000%
25035	FHLB (FEDERAL HOME LOAN BANK)	3130B6SW7	5,000,000.00	4,983,850.00	5,000,000.00	07/02/25	07/02/29	1,461	4.71000%	4.69000%
24178	FHLB (FEDERAL HOME LOAN BANK)	3130B3UD3	7,000,000.00	7,008,890.00	7,000,000.00	11/25/24	11/20/29	1,821	4.79000%	4.80000%
24181	FHLB (FEDERAL HOME LOAN BANK)	3130B3VS9	10,000,000.00	10,006,000.00	10,000,000.00	12/05/24	12/05/29	1,826	4.87000%	4.87000%
25063	FFCB (FEDERAL FARM CREDIT BANK)	3133ETSW8	10,000,000.00	9,995,100.00	10,000,000.00	08/12/25	02/12/30	1,645	4.62000%	4.62000%
25027	FFCB (FEDERAL FARM CREDIT BANK)	3133ETMB0	5,000,000.00	5,008,950.00	5,000,000.00	06/24/25	06/24/30	1,826	4.64000%	4.65000%
25028	FHLB (FEDERAL HOME LOAN BANK)	3130B9TH9	10,000,000.00	9,981,600.00	10,000,000.00	06/26/25	06/26/30	1,826	4.96000%	4.95000%
25036	FHLB (FEDERAL HOME LOAN BANK)	3130B6SV9	5,000,000.00	5,009,750.00	5,000,000.00	07/08/25	07/08/30	1,826	4.64000%	4.65000%

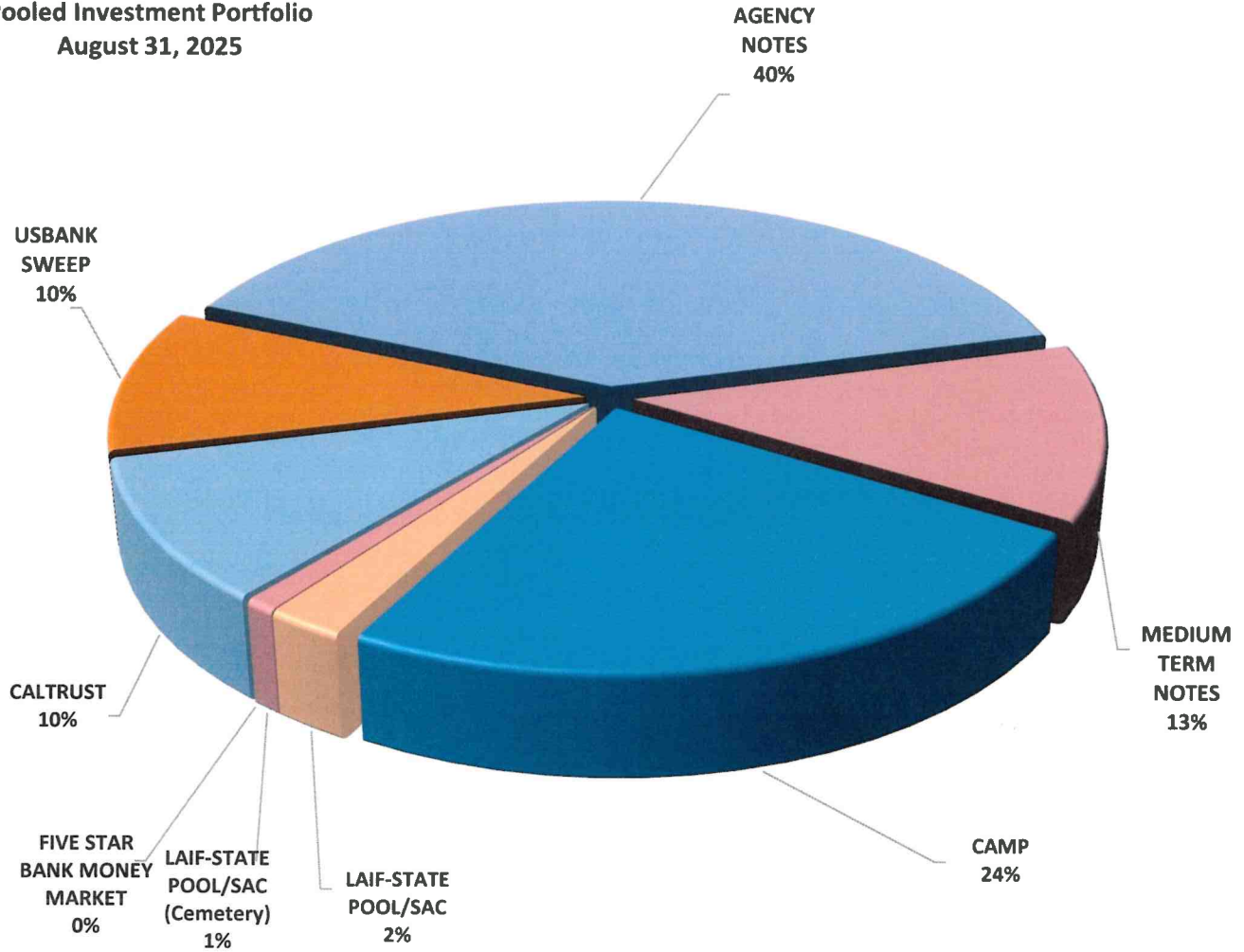
**SUTTER COUNTY
INVESTMENT PORTFOLIO
August 31, 2025**



TREASURY

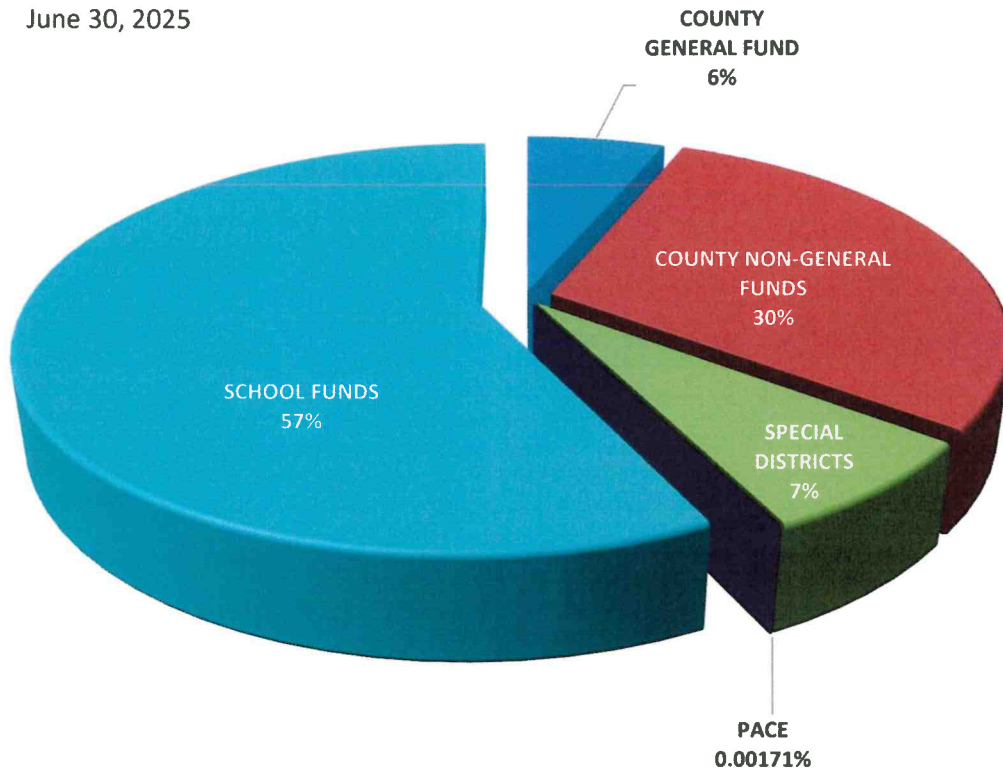
NUMBER	INSTITUTION/BRANCH	CUSIP	BOOK VALUE	MARKET VALUE	PAR VALUE	INVESTED	MATURES	INVESTED	YIELD	RATE
TOTAL AGENCY NOTES										
			181,888,592.24	179,927,697.50	181,900,000.00					
MEDIUM TERM NOTES										
2020-166/176	AMERICAN HONDA FINANCE (HNDA)	02665WDN8	7,001,197.35	6,994,610.00	7,000,000.00	09/24/20	09/10/25	1,812	1.00000%	1.00000%
20229	CATERPILLAR FINL SERVICE (CAT)	14913R2H9	4,002,929.23	3,972,480.00	4,000,000.00	12/28/20	11/13/25	1,781	0.81000%	0.80000%
20215	BANK OF AMERICA CORP (BAC)	06048WK41	3,999,673.11	3,971,200.00	4,000,000.00	12/10/20	11/25/25	1,811	1.01000%	1.00000%
20225	JP MORGAN CHASE & CO (JPM)	48128GY53	2,000,000.00	1,975,120.00	2,000,000.00	12/22/20	12/22/25	1,826	0.84000%	0.82500%
21008	JOHN DEERE CAPITAL CORP (DE)	24422EVK2	3,999,973.60	3,947,120.00	4,000,000.00	02/01/21	01/15/26	1,809	0.71000%	0.70000%
22012	PUBLIC STORAGE (PSA)	74460WAA5	3,969,102.60	3,936,440.00	4,000,000.00	02/14/22	02/15/26	1,462	0.89000%	0.87500%
22037	BANK OF AMERICA CORP (BAC)	06048WM56	2,000,000.00	1,991,280.00	2,000,000.00	05/05/22	05/05/26	1,461	4.02000%	4.00000%
21063	BANK OF AMERICA CORP (BAC)	06048WM49	2,000,000.00	1,957,340.00	2,000,000.00	06/15/21	06/15/26	1,826	2.04000%	2.00000%
21081	BANK OF AMERICA CORP (BAC)	06048WN22	2,000,000.00	1,944,820.00	2,000,000.00	08/26/21	08/26/26	1,826	1.29000%	1.25000%
21106	JP MORGAN CHASE & CO (JPM)	48128GSU0	2,000,000.00	1,918,760.00	2,000,000.00	10/29/21	10/29/26	1,826	1.54000%	1.48000%
22011	HONEYWELL INTERNATIONAL (HON)	438516BL9	2,008,859.40	1,964,420.00	2,000,000.00	02/14/22	11/01/26	1,721	2.55000%	2.50000%
21120	PUBLIC STORAGE (PSA)	74460DAG4	3,492,715.47	3,393,610.05	3,495,000.00	12/03/21	11/09/26	1,802	1.54000%	1.50000%
21115	JP MORGAN CHASE & CO (JPM)	48130JZH1	4,000,000.00	3,426,320.00	4,000,000.00	11/30/21	11/30/26	1,826	1.75000%	1.50000%
22025	MASTERCARD INC	57636QAR5	4,010,514.10	3,963,640.00	4,000,000.00	04/12/22	03/26/27	1,809	3.33000%	3.30000%
22055	TSMC ARIZONA CORP	872688AF8	2,199,355.16	2,196,414.00	2,200,000.00	06/28/22	04/22/27	1,759	3.88000%	3.87500%
22056	BEVERLY HILLS CA PUBLIC FING	08006KB6	1,727,034.43	1,722,582.00	1,800,000.00	06/28/22	06/01/27	1,799	1.39000%	1.32700%
23028	3M COMPANY (MMM)	88579YAY7	2,902,673.05	2,929,890.00	3,000,000.00	02/08/23	10/15/27	1,710	2.94000%	2.87500%
23029	UNITEDHEALTH GROUP (UNH)	91324PDE9	1,943,338.53	1,955,360.00	2,000,000.00	02/08/23	10/15/27	1,710	3.02000%	2.95000%
23027	PROCTER & GAMBLE (PG)	742718FZ7	2,994,633.76	3,017,220.00	3,000,000.00	02/08/23	01/26/28	1,813	3.93000%	3.95000%
TOTAL MEDIUM TERM NOTES			58,251,999.79	57,178,626.05	58,495,000.00		AVERAGE	1,767	3.24656%	3.21865%
TOTAL POOL INVESTMENTS			460,084,000.89	457,049,732.41	460,338,408.86					

**Sutter County
Pooled Investment Portfolio
August 31, 2025**



	<u>BOOK VALUE</u>	<u>PERCENTAGE OF MANAGED PORTFOLIO</u>	<u>INVESTED % OF POOLED PORTFOLIO</u>	<u>AVERAGE DAYS TO MATURITY</u>	<u>AVERAGE YIELD</u>
CAMP	\$111,101,161.30	24.15%	24.38%	1	4.40%
LOCAL AGENCY INVESTMENT FUND (COUNTY)	10,637,158.61	2.31%	2.33%	1	4.26%
LOCAL AGENCY INVESTMENT FUND (CEMETERY)	4,319,090.77	0.94%		1	4.26%
MONEY MARKET MUTUAL FUND	47,476,638.68	10.32%	10.42%	1	4.06%
CALTRUST	46,409,359.50	10.09%	10.18%	1	4.37%
MEDIUM TERM NOTES	58,251,999.79	12.66%	12.78%	393	2.03%
AGENCY NOTES	181,888,592.24	39.53%	39.91%	541	2.01%
TOTAL MANAGED INVESTMENTS	\$460,084,000.89	100.00%	100.00%	453	3.25%
LESS: LAIF FUNDS NOT POOLED	4,319,090.77	0.94%			
TOTAL POOLED INVESTMENTS	\$455,764,910.12	99.06%	100.00%	453	3.25%

Sutter County
Pooled Treasury Participants
June 30, 2025



The Pooled Treasury is comprised of over 273 separate funds representing the County's General Fund, County Non-General funds, special districts, school districts, and funds collected and held for the various PACE programs that are authorized by the City of Yuba City.

At the close of business June 30, 2025, pool participants' cash and investment balances consisted of the following:

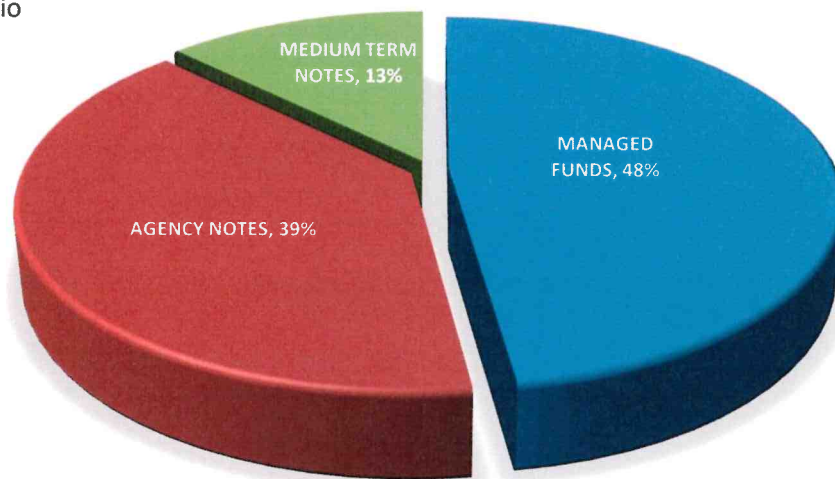
COUNTY GENERAL FUND	6.06%
COUNTY NON-GENERAL FUNDS	29.57%
SPECIAL DISTRICTS	7.23%
PACE	0.00%
SCHOOL FUNDS	<u>57.14%</u>

The pooled portfolio is comprised of three major classes of assets. As of August 31, 2025, agency notes made up 40%, medium term notes represented 13% and funds under management within the Local Area Investment Fund (LAIF), the California Asset Management Program (CAMP), Investment Trust of California (CalTRUST), US Bank, and Five Star Bank completing the portfolio at 48%.

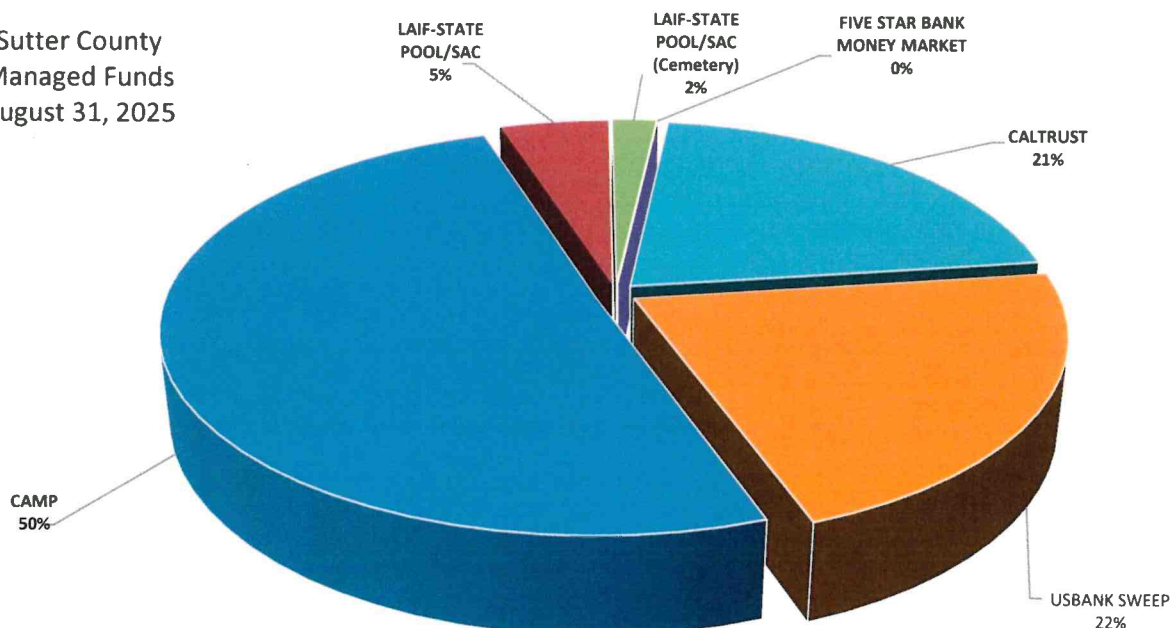
All assets are in compliance with the Sutter County Investment Policy and adhere to the requirements of California Government Code §53601-§53645 and §16429.1-§16429.3, which relate to the investing in the Local Area Investment Fund (LAIF)

Within the three major classes of assets the portfolio is further diversified, again, operating within the constraints of California Government Code and the Sutter County Investment Policy. The following charts provide a quick glance of the make-up of each category.

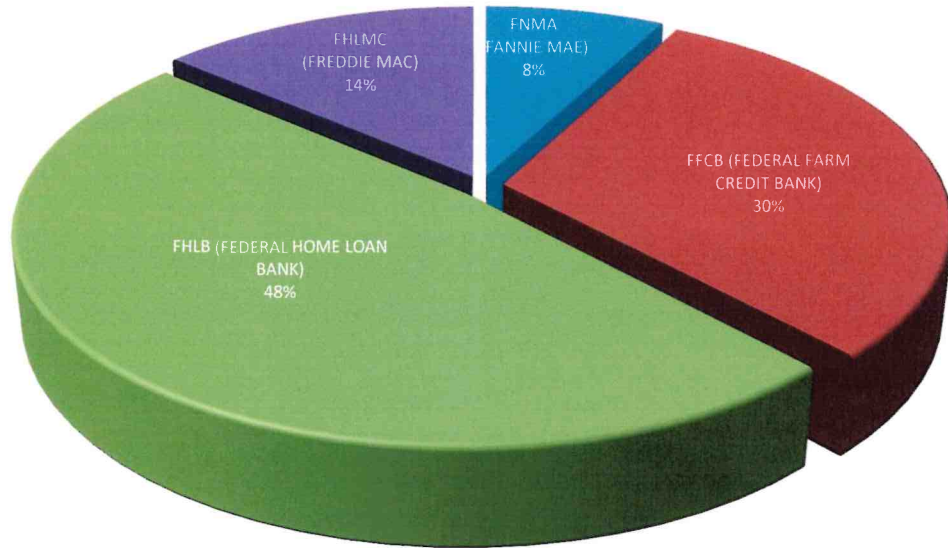
Sutter County
Investment Portfolio
Categories
August 31, 2025



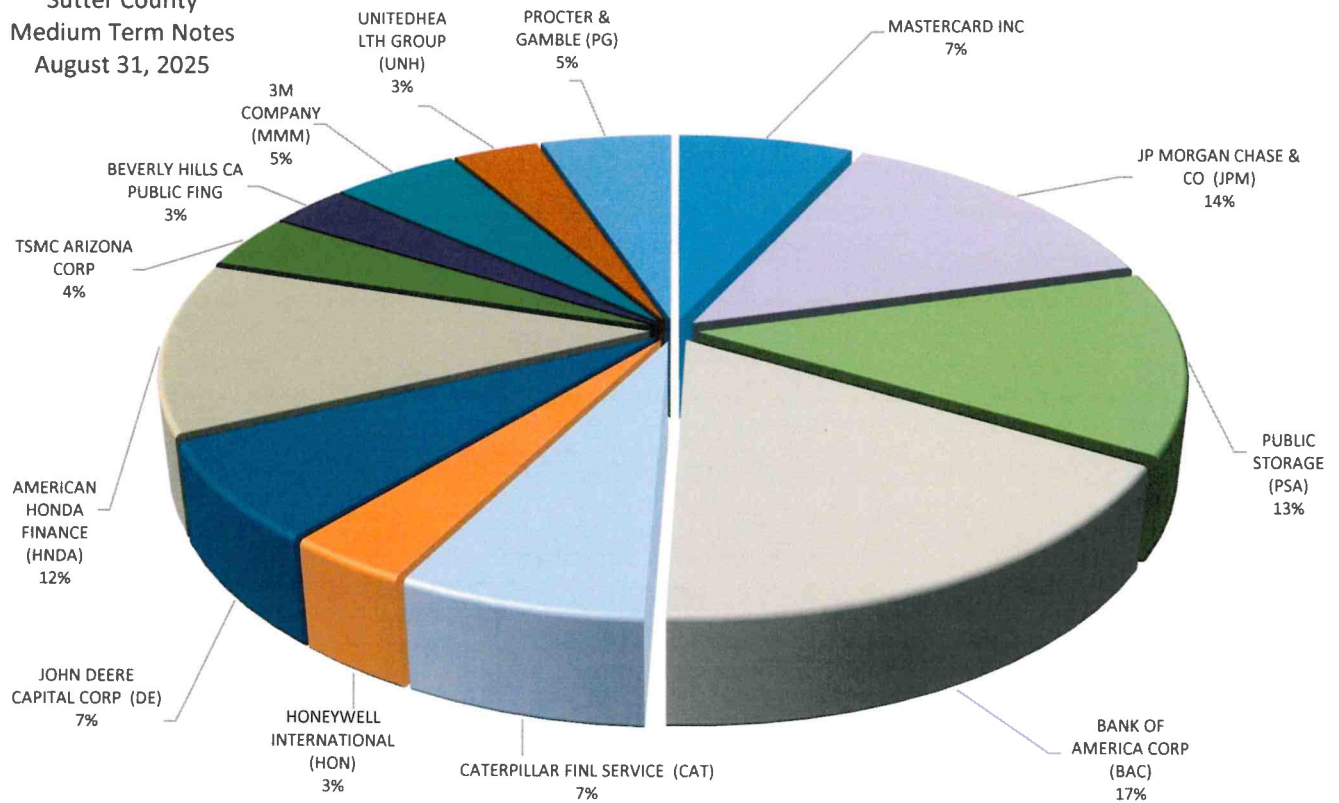
Sutter County
Managed Funds
August 31, 2025



Sutter County
Agency Notes
August 31, 2025

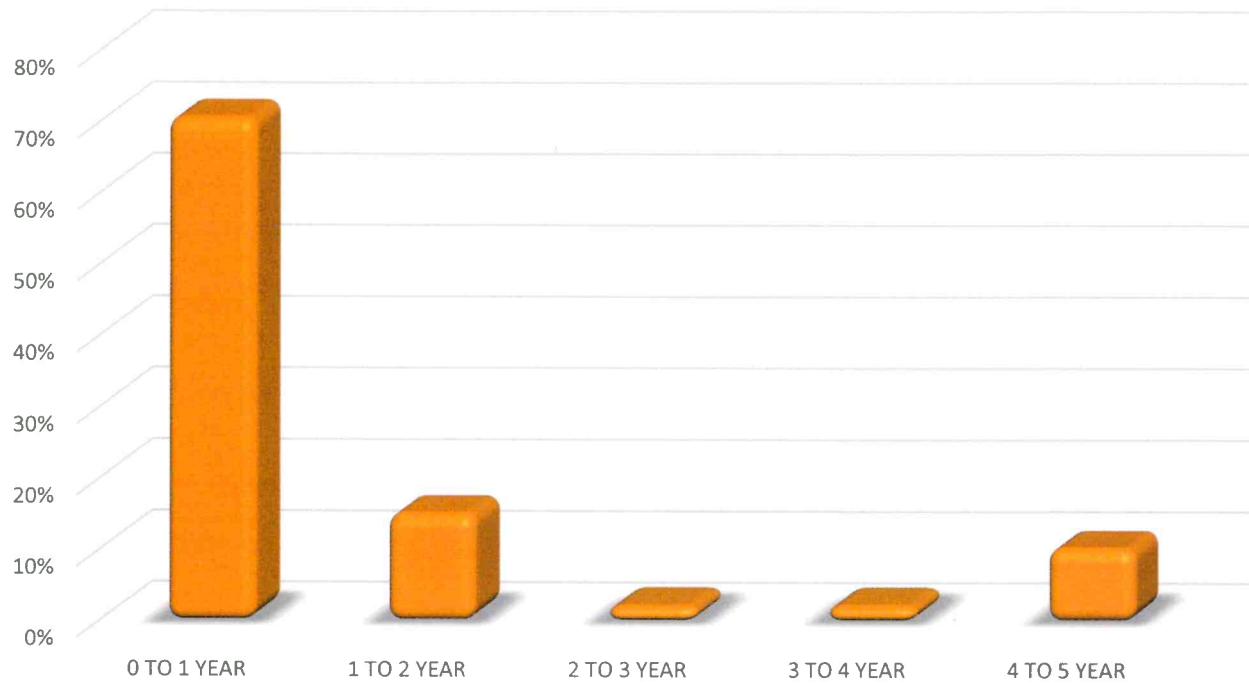


Sutter County
Medium Term Notes
August 31, 2025



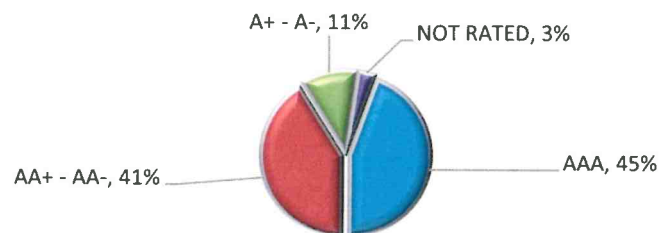
All investments conform to California Government Code §56301 with maturities of no more than five years.

Sutter County
Pooled Portfolio Aging
August 31, 2025



Investments in the pool must have a category rating of A or better at the time of purchase, as prescribed in the Sutter County Investment Policy, with the exception of LAIF, which is authorized in GC §16429.1-§16429.3.

Sutter County
Pooled Portfolio Asset Ratings
August 31, 2025



Agenda Item No. ____

BOARD AGENDA ITEM: _____

BOARD MEETING DATE: _____

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

_____ Action

_____ Reports/Presentation

SUBMITTED BY:

_____ Information

_____ Public Hearing

PRESENTING TO BOARD:

_____ Other (specify)

BACKGROUND AND SUMMARY INFORMATION:

Summary Report of Revenues, Expenditures and Changes in Fund Balance (Unrestricted and Restricted Combined)

October 2025

09/16/25-10/15/25

Description	Account Codes	Original Budget	Operating Budget	Actuals to Date	Projected Yr Totals	Difference (Col D - B)	2025-26 % Actuals as a % of Budget
		7/1/25 (A)	9/15/25 (B)	10/15/25 (C)	10/15/25 (D)	(E)	
A. Revenues							
1. Local Control Funding Formula	8010-8099	\$ 12,099,350	\$ 12,099,350	\$ 1,853,832	\$ 12,099,350	-	A 15.3%
2. Federal Revenues	8100-8299	\$ 4,489,293	\$ 4,903,616	\$ 328,679	\$ 4,905,886	2,270	B 6.7%
3. Other State Revenues	8300-8599	\$ 13,550,404	\$ 13,559,849	\$ 3,057,446	\$ 13,572,022	12,173	C 22.5%
4. Other Local Revenues	8600-8799	\$ 21,802,094	\$ 22,129,258	\$ 1,792,310	\$ 22,278,805	149,547	D 8.1%
5. TOTAL REVENUES		\$ 51,941,141	\$ 52,692,073	\$ 7,032,267	\$ 52,856,063	\$ 163,990	13.3%
B. Expenditures							
1. Certificated Salaries	1000-1999	\$ 11,357,105	\$ 11,272,506	\$ 2,325,471	\$ 11,167,700	(104,806)	E 20.6%
2. Classified Salaries	2000-2999	\$ 14,324,610	\$ 14,049,587	\$ 3,267,992	\$ 13,991,953	(57,634)	F 23.3%
3. Employee Benefits	3000-3999	\$ 12,138,181	\$ 11,883,177	\$ 2,385,180	\$ 11,883,352	175	G 20.1%
4. Books and Supplies	4000-4999	\$ 1,260,846	\$ 1,395,642	\$ 372,328	\$ 1,427,653	32,011	H 26.7%
5. Services, Other Operation	5000-5999	\$ 9,440,690	\$ 11,758,134	\$ 2,986,230	\$ 12,051,373	293,239	I 25.4%
6. Capital Outlay	6000-6999	\$ 273,478	\$ 450,309	\$ 59,706	\$ 500,780	50,471	J 13.3%
7. Other Outgo	7100-7299	\$ 1,924,257	\$ 1,924,257	\$ 522,140	\$ 2,048,294	124,037	K 27.1%
8. Direct Support/Indirect	7300-7399	\$ (125,714)	\$ (125,714)	\$ (24,002)	\$ (125,714)	-	L 19.1%
9. Debt Service	7400-7499	\$ 847,732	\$ 576,458	\$ 288,229	\$ 576,458	-	M 50.0%
10. TOTAL EXPENDITURES		\$ 51,441,185	\$ 53,184,356	\$ 12,183,274	\$ 53,521,849	337,493	22.9%
C. Excess (Deficiency) of Revenues Over Expenditures Before Other Financing Sources and Uses (A5-B10)							
		\$ 499,956	\$ (492,283)	\$ (5,151,007)	\$ (665,786)	\$ (173,503)	773.7%
D. Other Financing Sources/Uses							
1. Transfers In	8910-8979	\$ 34,000	\$ 42,000	\$ -	\$ 42,000	-	0.0%
2. Transfer Out	7610-7629	\$ 1,950,036	\$ 1,950,036	\$ -	\$ 1,950,036	-	0.0%
3. Contributions	8980-8999	\$ -	\$ -	\$ -	\$ -	-	0.0%
Total, Other Fin Sources/Uses		\$ (1,916,036)	\$ (1,908,036)	\$ -	\$ (1,908,036)	\$ -	0.0%
E. Net Change to Fund Balance							
		\$ (1,416,080)	\$ (2,400,319)	\$ (5,151,007)	\$ (2,573,822)	\$ (173,503)	H
F. Fund Balance (Fund 01 only)							
1. Beginning Balance		\$ 32,983,622	\$ 32,983,622	\$ 32,983,622	\$ 32,983,622	-	
2. Adjustments/Restatements		\$ -	\$ -	\$ -	\$ -	-	
Ending Balance		\$ 31,567,542	\$ 30,583,303	\$ 27,832,615	\$ 30,409,800	\$ (173,503)	
G. Components of Ending Fund Balance							
Designated Amounts	9711-9730	\$ 10,500	\$ 10,500		\$ 10,500	\$ -	
Legally Restricted	9740-9760	\$ 15,348,062	\$ 12,953,361		\$ 12,802,557	\$ -	
Assigned	9780	\$ 13,539,419	\$ 14,862,722		\$ 14,823,149	\$ -	
Restricted Economic Uncertainty	9789	\$ 2,669,561	\$ 2,756,720		\$ 2,773,594	\$ -	
Unassigned/Unappropriated	9790	\$ -	\$ -		\$ -	\$ -	

Explanation of Differences
Net Change in Current Year Budget September Board Report
09/16/25-10/15/25

	<u>Amount</u>	<u>Explanation of Differences</u>
A <u>Local Control Funding Formula (8010-8099)</u>		
	<u>\$ -</u>	
B <u>Federal Revenues (8100-8299)</u>		
Curriculum, Instruction, and Accountability (CIA)	\$ (3,718)	Update Title III budget based on revised allocation.
Special Education Local Plan Area (SELPA)	\$ 5,988	Budget 24/25 Special Ed. Alternative Dispute Resolution unspent funds.
	<u>\$ 2,270</u>	
C <u>Other State Revenues (8300-8599)</u>		
Infant Program	\$ 11,485	Adjust budget based on advanced apportionment.
Various departments	\$ 688	Miscellaneous adjustments
	<u>\$ 12,173</u>	
D <u>Other Local Revenues (8600-8799)</u>		
Special Education	\$ (103,656)	Decrease budget for one on one billback staff.
Curriculum, Instruction, and Accountability (CIA)	\$ 198,174	Adjust budget to align with revised Expanded Learning Opportunity Program consortium allocations
Special Education Local Plan Area (SELPA)	\$ 55,029	Increase budget due to 2020-21 Cost and Reimbursement Comparison Schedule funds.
	<u>\$ 149,547</u>	
E <u>Certificated Salaries (1000-1999)</u>		
Special Education	\$ (108,946)	Decrease budget to remove Non-Positional Special Ed teacher.
Special Education Local Plan Area (SELPA)	\$ 1,893	Increase budget to update salary and benefits to contracts.
Infant Program	\$ 2,503	Increase budget for signing bonus and extra hours.
Various departments	\$ (256)	Miscellaneous Adjustments
	<u>\$ (104,806)</u>	
F <u>Classified Salaries (2000-2999)</u>		
Special Education	\$ (56,748)	Decrease budget to remove Non-Positional Para MOU stipend.
Various departments	\$ (886)	Miscellaneous adjustments
	<u>\$ (57,634)</u>	
G <u>Employee Benefits (3000-3999)</u>		
Special Education Local Plan Area (SELPA)	\$ (1,289)	Decrease budget due to benefit plan cost.
Infant Program	\$ 870	Adjust budget for infant teacher stipend.
Various departments	\$ 594	Miscellaneous Adjustments
	<u>\$ 175</u>	
H <u>Books and Supplies (4000-4999)</u>		
Curriculum, Instruction, and Accountability (CIA)	\$ 9,296	Increase budget for supplies.
Special Education Local Plan Area (SELPA)	\$ 21,458	Increase funds for medical therapy unit setup and professional development
Infant Program	\$ 1,257	Increase budget for infant teacher technology.
	<u>\$ 32,011</u>	

Explanation of Differences
Net Change in Current Year Budget September Board Report
09/16/25-10/15/25

	<u>Amount</u>	<u>Explanation of Differences</u>
I <u>Services, Other Operations (5000-5999)</u>		
County Office	\$ 8,861	<i>Increase budget for various operating services.</i>
Special Education	\$ 61,549	<i>Increase budget for contracted Special Ed Para staff.</i>
Curriculum, Instruction, and Accountability (CIA)	\$ 19,517	<i>Adjust budget for professional development, subscriptions, and other services.</i>
Special Education Local Plan Area (SELPA)	\$ 224,672	<i>Increase budget for professional development, assistive technology, and other services.</i>
Medi-Cal Administrative Activities (MAA)	\$ (21,625)	<i>Decrease budget due to removing the 24/25 Stanislaus budget.</i>
Various departments	\$ 265	<i>Miscellaneous Adjustments</i>
	<u>\$ 293,239</u>	
J <u>Capital Outlay (6000-6999)</u>		
County Office	\$ 50,471	<i>Establish budget for Annex Bathroom Project.</i>
	<u>\$ 50,471</u>	
K <u>Other Outgo (7100 - 7299)</u>		
Special Education Local Plan Area (SELPA)	\$ 124,037	<i>Increase budget for Medi-Cal funds and approved mini grants.</i>
	<u>\$ 124,037</u>	
L <u>Direct Support / Indirect (7300-7399)</u>		
	<u>\$ -</u>	
M <u>Debt Services (7400 - 7499)</u>		
	<u>\$ -</u>	
N <u>Transfers In (8910-8979)</u>		
	<u>\$ -</u>	
O <u>Transfers Out (7610-7629)</u>		
	<u>\$ -</u>	
P <u>Contributions (8980-8999)</u>		
	<u>\$ -</u>	
 Net Change in Current Year Budget	 <u><u>\$ (173,503)</u></u>	

BOARD AGENDA ITEM: Donations

BOARD MEETING DATE: November 12, 2025

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

 Action

Maggie Navarro

 Reports/Presentation

SUBMITTED BY:

 X Information

Ron Sherrod

 Public Hearing

PRESENTING TO BOARD:

 Other (specify)

Ron Sherrod

BACKGROUND AND SUMMARY INFORMATION:

<u>Donor</u>	<u>Value</u>	<u>Purpose</u>
Various SCSOS employees-Jean Wednesday	\$317.00	Pink October
1 SCSOS employee	\$20.00	Sunshine Fund

Total \$337.00

	<u>25-26 Year</u>	<u>Current Period</u>	<u>To Date</u>
Total Donations-Cash	\$6,095.00	\$337.00	\$6,432.00
Total Donations-Value	\$300.00	\$0.00	\$300.00
Total Donations	\$6,095.00	\$337.00	\$6,732.00

**SUTTER COUNTY SUPERINTENDENT OF SCHOOLS OFFICE
GIFT AND DONATION FORM**

Donor Identification ☒ Individual ☐ Business

Donor Name: Various SCSOS employees Phone: _____

Address: _____ City/State _____ Zip: _____

Business only: Position: _____

Phone: _____ Type of Business: _____

Gift or Donation: ☒ Cash ☐ Check Dollar Amount: \$ \$ 317.00
 ☐ Other (List item below)

Date of Donation: 10/29/2025

For Pink October

Intent of Gift or Donation: Yuba-Sutter/Lodi Pink October

Working Condition: _____

Estimated Dollar Value \$ _____

Donated To (Site/Program): _____

Site/Program Administrator: _____

Typed Name

Signature

Asst. Superintendent/Director for Dept.: _____

Typed Name

Signature

Delivery Date: _____ Delivered By: _____

Received By: _____

For Business Office Use Only

Assistant Superintendent Business Services  _____

Signature

Revenue Code: 01-0010-0-7299-00-0000-0000-130-512-0000-00

Review Comments: _____

Board Agenda Date: _____

**SUTTER COUNTY SUPERINTENDENT OF SCHOOLS OFFICE
GIFT AND DONATION FORM**

Donor Identification ☐ Individual ☐ Business

Donor Name: 1 SCSOS employee Phone: _____

Address: _____ City/State _____ Zip: _____

Business only: Position: _____

Phone: _____ Type of Business: _____

Gift or Donation: ☒ Cash ☐ Check Dollar Amount: \$ 20.00

Date of Donation: 10/9/25

Intent of Gift or Donation: For Sunshine Fund

Working Condition: _____

Estimated Dollar Value \$ 20.00

Donated To (Site/Program): _____

Site/Program Administrator: _____

Typed Name

Signature

Asst. Superintendent/Director for Dept.: _____

Typed Name

Signature

Delivery Date: _____ Delivered By: _____

Received By: _____

For Business Office Use Only

Assistant Superintendent Business Services _____

Signature

Revenue Code: _____

Review Comments: _____

Board Agenda Date: _____

Agenda Item No. 12.0

BOARD AGENDA ITEM:

BOARD MEETING DATE: November 12, 2025

AGENDA ITEM SUBMITTED FOR:

 X Action

 Reports/Presentation

 Information

 Public Hearing

 Other (specify)

PREPARED BY:

Nicolaas Hoogeveen

SUBMITTED BY:

Nicolaas Hoogeveen

PRESENTING TO BOARD:

Nicolaas Hoogeveen

BACKGROUND AND SUMMARY INFORMATION:

Pass resolution #25-26- to open a bank account at Sierra Central Credit Union for the purpose of depositing and managing funds generated from the electric vehicle charging stations at the Sutter County Career Training Center.

SUTTER COUNTY BOARD OF EDUCATION
SUTTER COUNTY SUPERINTENDENT OF SCHOOLS
Resolution to Establish a Sierra Central Credit Union Account
For Electric Vehicle Charging Remittances
Resolution No. 25-26 – IX

WHEREAS, it is desirable that the Sutter County Superintendent of Schools establish a dedicated bank account for the purpose of collecting and managing remittance payments generated from the operation of electric vehicle (EV) charging stations located at the Sutter County Career Training Center facility; and

WHEREAS, maintaining a separate account for EV charging revenues will ensure proper segregation of funds, transparent accounting, and efficient tracking of all financial transactions related to this initiative; and

WHEREAS, Sierra Central Credit Union is hereby designated as the depository institution for this account;

THEREFORE, BE IT RESOLVED, that the Governing Board of the Sutter County Board of Education hereby authorizes the establishment of a bank account at **Sierra Central Credit Union**; and

BE IT FURTHER RESOLVED, that the Superintendent, Assistant Superintendent of Business Services, and Business Director are hereby authorized to execute all documents necessary to open and maintain said account, including signature cards and online banking agreements; and

BE IT FURTHER RESOLVED, that this account shall be used exclusively for the purpose of receiving, holding, and disbursing funds derived from EV charging station operations, and that all transactions shall comply with applicable Sutter County Superintendent of Schools accounting procedures and auditing standards.

I hereby certify that the foregoing is a true copy of the resolution adopted by the Sutter County Board of Education, in a meeting thereof held on November 12, 2025 by the following vote:

Gill _____; Singh _____; Lachance _____; Pamma _____; Reid _____

Ayes: _____

Noes: _____

Absent: _____

Kash Gill, President
Sutter County Board of Education

Tom Reusser, Ex-officio Secretary
Sutter County Board of Education

Agenda Item No. 13.0

BOARD AGENDA ITEM: Quarterly Report of Surplus Property

BOARD MEETING DATE: November 12th, 2025

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

 Action

Janine Franklin

 X Reports/Presentation

SUBMITTED BY:

 Information

Janine Franklin

 Public Hearing

PRESENTING TO BOARD:

 Other (specify)

Janine Franklin

BACKGROUND AND SUMMARY INFORMATION:

In accordance with Board Policy 3270, the County Superintendent of Schools prepares and presents a quarterly report to the Board of items under \$25,000 in value that are being declared surplus.

iii

[illegible]

Agenda Item No. 14.0

BOARD AGENDA ITEM: Second Reading of Revisions to Board Policies

BOARD MEETING DATE: November 12, 2025

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

✓ Action

Ron Sherrod

 Reports/Presentation

SUBMITTED BY:

 Information

Ron Sherrod

 Public Hearing

PRESENTING TO BOARD:

 Other (specify)

Ron Sherrod

BACKGROUND AND SUMMARY INFORMATION:

The following revised Board Policies are presented to the Board for a second reading and adoption:

- AR 3440 - Inventories
- BP/AR 3512 – Equipment
- BP 3700 – Asset Capitalization and Inventory
- B/AR 1330 – Use of School Facilities
- BP 1330 – Use of School Facilities
- BP 3400 – Management of County Office Assets/Accounts

Equipment

Equipment shall be used primarily for educational purposes and/or to conduct school business. The Superintendent or designee shall ensure that all employees, students, and other users understand the appropriate use of equipment and that any misuse may be cause for disciplinary action or loss of user privilege.

School-connected organizations may be granted reasonable use of the equipment for school-related matters as long as it does not interfere with the use by students or employees or otherwise disrupt school operations.

The Superintendent or designee shall approve the transfer of any equipment from one work site to another and the removal of any equipment for off-site use. When any equipment is taken off site, the borrower is responsible for its safe return and shall be fully liable for any loss or damage.

Employees transferred to another work site shall take with them only those personal items that have been purchased with their own funds unless otherwise authorized by the Superintendent or designee or applicable Board policy.

The Superintendent or designee shall maintain an inventory of all equipment currently valued in excess of ~~the amount specified in \$500.~~ (Education Code 35168; and in accordance with 5 CCR 3946).

When equipment is unusable or is no longer needed, it may be sold, donated, or disposed of in accordance with Education Code 17540-17555 or 2 CFR 200.313, as applicable.

Equipment Acquired with Federal Funds

The Superintendent or designee shall obtain prior written approval from the California Department of Education or other awarding agency before purchasing equipment with federal funds. (2 CFR 200.48, 200.313, 200.439)

All equipment purchased for federal programs funded through the consolidated application pursuant to Education Code 64000-64001 shall be labeled with the name of the project, identification number, and name of the county office. (2 CFR 200.313; 5 CCR 3946)

For any equipment acquired in whole or in part with federal funds, the Superintendent or designee shall develop adequate maintenance procedures to keep the property in good condition. He/she shall also develop adequate safeguards to prevent loss, damage, or theft of the property and shall investigate any loss, damage, or theft. (2 CFR 200.313) The purchases will adhere to procurement methods as outlined in CFR 200.320.

Equipment purchased for use in a federal program shall be used in that program as long as needed, whether or not the program continues to be supported by federal funds. The equipment may be used in other activities currently or previously supported by a federal agency when such use does not interfere with the work on the project or program for which it was originally acquired or when use of the equipment is no longer needed for the original program. (2 CFR 200.313)

Board Policies and Regulations Manual
Sutter County Superintendent of Schools

Series 3000 - Business

ASSET CAPITALIZATION AND INVENTORY

Government Accounting Standards Board Statement (GASB) 34 requires that county offices of education include the net book value of fixed assets in the Statement of Net Assets as part of the government-wide financial statements beginning in the 2002-2003 fiscal year. It requires that these assets be depreciated on an annual basis using original cost and established depreciation guidelines. The Sutter County Office of Education will comply with that requirement, and in addition, it has an existing internal policy requiring the inventory of certain assets based on established guidelines. The following sections clarify the distinction between SCOE's policy of asset capitalization and asset inventory.

I. Asset Capitalization

A. Establishment of Capitalization Threshold

An asset capitalization policy establishes a reasonable capitalization threshold for all types of assets and also facilitates the depreciation of those assets over their estimated useful lives. Capitalization is an accounting treatment whereby an item is reflected as an asset on the Statement of Net Assets rather than as an expenditure of the current period. The capitalization threshold is the cost criteria used to determine whether an asset will be capitalized. The California Department of Education (CDE) recommends ~~and Code of Federal Regulations, Title 2 Section 200.1 establishes~~ a threshold of at least ~~\$5,000~~ \$10,000 for the capitalization of assets.

- ~~• The Office of Management and Budget (OMB) Circular A-87, Cost Principles for State Local and Indian Tribal Government, Attachment B, sections 19(a)(2) and 19(h) sets the federal capitalization threshold at \$5000, allowing property costing up to \$5,000 to be charged to federal grants as supplies, rather than capital outlay without specific awarding agency approval.~~
- ~~• The California State Accounting Manual used by California state agencies requires capitalization of property which has a normal life of at least one year and a unit acquisition cost of at least \$5,000.~~

Therefore, in accordance with GASB 34, ~~CDE, and Code of Federal Regulations and the above publications~~, SCOE will capitalize all assets with an original cost of ~~\$5,000~~ \$10,000 or greater and a normal useful life of more than one year except for Facilities assets which will be capitalized at \$15,000.

B. Depreciation

**Board Policies and Regulations Manual
Sutter County Superintendent of Schools**

Series 3000 - Business

Depreciation represents the recognition of the cost of an asset over time, by calculating its estimated loss in value during each accounting period.

- GASB 34 allows the use of any established depreciation method
- The CDE recommends the use of the straight-line method.

In accordance with the CDE's recommendation, SCOE will use the straight-line method over the estimated remaining useful lives for classes of assets as specified by Internal Revenue Code Section 168 as follows:

Land	Indefinite life, no depreciation
Buildings	40 years
Land Improvements	20 years
Portable Classrooms	25 years
Office Furniture and Equipment	10 years
Computer Equipment	5 years
Vehicles	5 years
Buses	9 years
Other property not listed above	10 years

SCOE's Asset Capitalization policy will depreciate all assets with an original (or historical) cost of ~~\$5,000~~ **\$10,000** or higher using the straight-line method and the estimated remaining useful life of the specific asset. These assets will be recorded in the 6400 object code within the Standardized Account Code Structure (SACS) during the year. During the closing process, the net book value of each asset will be determined and recorded on the Statement of Net Assets on SCOE's financial statements.

II. Historical Inventory of Equipment

A historical inventory of equipment is an itemized list of equipment within a certain threshold for tracking and controlling property. Education Code Section 35168 requires the equipment inventory of items with a cost ~~of \$500 or higher~~ **exceeding the amount specified in Education Code Section 35168**. SCOE currently has a policy of inventorying such equipment. In order to distinguish inventoried equipment from that which is ~~under \$500 specified in Education Code 35168~~, according to the California Education Code ~~(\$200 as required by State Board)~~ and are not required to be inventoried, GASB 34 suggests that these be recorded in different SACS object codes. Therefore, SCOE will record the purchase of inventoried equipment (with a cost ~~between \$500 specified in Education Code 35168 and \$4,999~~ **\$9,999**) in object code 4400 and supply items with a cost under ~~the amount specified in Education Code 35168~~ **\$500** in object code 4300.

Superintendent Policies and Regulations Manual Sutter County Superintendent of Schools

Series 1000 – Community Relations

USE OF SCHOOL FACILITIES

Application for Use of Facilities

An application for the use of facilities and grounds shall be made on a form provided by the Superintendent or ~~his or her~~ designee. Incomplete application forms may be denied ~~at~~ ~~in~~ the discretion of the Superintendent or ~~his or her~~ designee. Forms must be submitted at least two (2) weeks prior to the proposed use date.

Any persons applying for the use of any Superintendent of Schools' facility or grounds on behalf of any society, group, or organization shall present to the Superintendent or ~~his or her~~ designee written authorization on agency letterhead from the group or organization to make the application, and must be at least 18 years of age.

Persons or organizations applying for the use of Superintendent of Schools' facilities or grounds shall submit a statement of information indicating that the organization upholds the state and federal constitutions and does not intend to use school premises to commit unlawful acts.

Payment for Use and Security Deposits

Payment for use of Superintendent of Schools' facilities or grounds is site specific. Refer to appropriate rental agreement for payment/deposit details.

Civic Center Use

Subject to Sutter County Board of Education and Superintendent of Schools' policies and regulations, Superintendent of Schools' facilities and grounds shall be available to citizens and community groups as a civic center for the following purposes (~~Education Code 32282, 38131, 51860~~):

1. Public, literary, scientific, recreational, educational, or public agency meetings.
2. The discussion of matters of general or public interest.
3. The conduct of religious services ~~for temporary periods, on a one-time or renewable basis~~, by any church or religious organization.
4. Child care programs to provide supervision and activities for children of preschool and elementary school age.
5. The administration of examinations for the selection of personnel or the instruction of precinct board members by public agencies.

**Superintendent Policies and Regulations Manual
Sutter County Superintendent of Schools**

Series 1000 – Community Relations

6. Supervised recreational activities including, but not limited to, sports league activities **for youth** that are arranged for and supervised by entities, including religious organizations or churches, and in which youths may participate regardless of religious belief or denomination.
7. A community youth center.
8. Mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare.
9. A ceremony, patriotic celebration, or related educational assembly conducted by a veterans' organization. A “veterans' organization” means the American Legion, Veterans of Foreign Wars, Disabled American Veterans, United Spanish War Veterans, Grand Army of the Republic, or other duly recognized organization of honorably discharged soldiers, sailors, or marines of the United States, or any of their territories. (Military and Veterans Code 1800)
10. **Bicycle, scooter, electric bicycle, motorized bicycle, or motorized scooter safety instruction for district students by local law enforcement, public agencies, nonprofit associations, or organizations specified in Education Code 38134.**
11. Other purposes deemed appropriate by the Board.

~~(Education Code 32282, 38134)~~

Restrictions

Superintendent of Schools’ facilities or grounds shall not be used for any of the following activities:

1. Any use by an individual or group for the commission of any crime or any act prohibited by law.
2. Any use that is inconsistent with the use of the facility for Superintendent of Schools purposes or that interferes with the regular conduct of Superintendent of Schools Office work.
3. **Any use which involves the possession, consumption, or sale of drugs or any restricted substances, including tobacco.**
4. **Any use which involves the possession, consumption, or sale of alcoholic beverages, except for special events approved by the Superintendent or designee pursuant to Business and Professions Code 25608 which are covered by a special events permit pursuant to Division 9 of the Business and Professions Code and which will occur at**

Superintendent Policies and Regulations Manual Sutter County Superintendent of Schools

Series 1000 – Community Relations

a time when students are not on the grounds. Any such use of facilities shall be subject to any limitations that may be necessary to reduce risks to the Superintendent of Schools and ensure the safety of participants, as determined by the Superintendent or designee. Applicable limitations shall be clearly stated in the facility use agreement to be signed by the user's representative.

The Superintendent of Schools may exclude certain school facilities from nonschool use for safety or security reasons.

Cancellations and Revocations

If a group or organization finds it necessary to cancel a scheduled use, the appropriate Superintendent of Schools' staff member should be notified as soon as possible and at least 24 hours prior to the proposed use. Cancellations made after 24 hours prior to the proposed use will be charged for any expenses the Superintendent of Schools has incurred in opening the facility.

Any permit may be revoked without previous notice for violation of eCounty bBoard or Superintendent policy or regulations. For other causes, permits may be revoked at any time upon reasonable notice.

Damage and Liability

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

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

Groups or organizations shall provide evidence of insurance against claims arising out of the group's own negligence in an amount satisfactory to the Superintendent or his-or-her designee. Evidence of insurance shall be provided at least ten (10) days prior to the commencement of the proposed use date. Groups or organizations shall also be required to include the Sutter County Superintendent of Schools as an additional insured on their liability policies for claims arising out of the negligence of the group.

As When permitted by law, the Superintendent or his-or-her designee may require a hold harmless agreement and indemnification when warranted by the type of activity or the specific facility being used.

Superintendent Policies and Regulations Manual Sutter County Superintendent of Schools

Series 1000 – Community Relations

Safety Precautions

1. In cases involving the use of indoor areas, the number of people admitted or seated shall not exceed the regular capacity as established in Title 19, Section 3130 of the California Administrative Code.
2. No room or area shall be occupied by more persons than **specified for the reserved space and/or as** indicated on posted signs.
- ~~3. No classroom or single portable shall be occupied by more than forty (40) persons.—
(Not applicable at Woodleaf Outdoor School site.)~~

Grounds Utilization

1. Horseback riding or the operation of equipment that constitutes a hazard or public nuisance is prohibited.
2. Power driven vehicles of any nature shall not take place on any play fields of the Superintendent of Schools except as necessary by Superintendent of Schools personnel in carrying out their assigned responsibilities.
3. **Vehicles of any nature shall comply with and be used in accordance with California law.**
- ~~4 3.~~ The flying of motorized model airplanes shall not take place on any Superintendent of Schools' play field.
- ~~5 4.~~ No "bounce houses."
- ~~6 5.~~ No activities prohibited by the Sutter County Superintendent of Schools' insurance carrier.

Decorations

1. There may be no decorating of Superintendent of Schools' facilities without prior approval.
2. Permitted decorations shall be erected in a manner that will not be destructive of Superintendent of Schools' property.

Furniture and Equipment – Use in Conjunction with Use of Facilities and Grounds

1. Use of equipment in conjunction with facilities and grounds must be specially requested and may be granted pursuant to the same procedure applicable to approval

Superintendent Policies and Regulations Manual Sutter County Superintendent of Schools

Series 1000 – Community Relations

of the use of facilities and grounds. The user of equipment shall be liable for any damage or loss of such equipment that occurs while it is in ~~his or her~~ use or possession.

2. Furniture and equipment shall not be moved from room to room by user without prior permission.
3. Under no circumstances are pianos to be moved from room to room nor moved between a stage and a cafeteria floor. If a piano relocation is essential, arrangements must be made prior to the event to provide sufficient time for custodial or maintenance to move the piano.

Furniture and Equipment – Use Not in Conjunction with Use of Facilities and Grounds

At ~~In his or her~~ ~~their~~ discretion, the Superintendent or ~~his or her~~ designee may loan furniture or equipment to public, government, or community service organizations for off-site use pursuant to the following guidelines and subject to the approval by the Superintendent or ~~his or her~~ designee.

1. Requests shall be in writing from the user to the Superintendent or his or her designee.
2. Requests shall be made sufficiently in advance to allow enough time for necessary arrangements to be made.
3. It shall be the responsibility of the requester to provide for pick-up and return of loaned furniture and equipment. This shall include, but not be limited to, adequate transportation and manpower to effect the movement of the items borrowed.
4. Superintendent of Schools' furniture and equipment must be protected from damage and mistreatment and ordinary precautions for cleanliness must be maintained.
5. The group borrowing Superintendent of Schools' furniture or equipment will be charged for any damage or loss to Superintendent of Schools' equipment while in their use.
6. The loan of furniture and equipment shall be for a one-day period unless the Superintendent or ~~his or her~~ designee, ~~in at his or her~~ ~~their~~ discretion, approves a loan for a longer period.
7. The loan of furniture and equipment shall not interfere with Superintendent of Schools' activities, as determined by the Superintendent or ~~his or her~~ designee.
8. Permission to loan furniture and equipment may be revoked by the Superintendent or ~~his or her~~ designee, ~~in at his or her~~ discretion, at any time.

**Superintendent Policies and Regulations Manual
Sutter County Superintendent of Schools**

Series 1000 – Community Relations

9. ~~At~~ ~~his~~ the discretion of the Superintendent or ~~his or her~~ designee, the Superintendent of Schools may require a deposit as a condition of loaning furniture or equipment.

**Superintendent Policies and Regulations Manual
Sutter County Superintendent of Schools**

Series 1000 – Community Relations

USE OF SCHOOL FACILITIES

The County Board of Education believes that the facilities and grounds of the Sutter County Superintendent of Schools should be made available under the supervision of responsible persons for purposes provided for in the Civic Center Act ~~when to the extent that~~ such use does not interfere with Superintendent of Schools' activities ~~or other school-related uses.~~

~~The Superintendent or his or her designee may permit the use of facilities and grounds upon receipt of an application conforming with this Board Policy and Administrative Regulation 1330. The Superintendent or his or her designee may deny any use that he or she determines not to be in the best interest of the Sutter County Superintendent of Schools or the public. Priority in the use of facilities and grounds will be determined in the following order. Thereafter, the use shall be on a first-come, first-served basis.~~

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

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

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

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

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

Fees

~~The Board shall adopt a comprehensive schedule of fees to be charged for community use of school facilities and grounds, including, but not limited to, the multipurpose room(s),~~

**Superintendent Policies and Regulations Manual
Sutter County Superintendent of Schools**

Series 1000 – Community Relations

playing or athletic field(s), track and field venue(s), tennis court(s), and outdoor basketball court(s). The schedule of fees shall be prepared in accordance with 5 CCR 14037-14041. (5 CCR 14041)

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

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

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

The Superintendent or designee may grant the use of school facilities or grounds on those days on which schools are closed. A fee will be imposed as follows (Education Code 37220):

- a. Costs of opening and closing the facilities, if no Superintendent of Schools employee would otherwise be available to perform that function as part of his/her normal duties.
- b. Costs of a Superintendent of Schools employee's presence during the group's use of the facility if that employee would not otherwise be present as part of his/her normal duties.
- c. Costs of the service if the services are necessary and would not have otherwise been performed as part of the employee's normal duties.

Calculating Direct Costs

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

1. Capital direct costs calculated in accordance with 5 CCR 14039, including the estimated costs of maintenance, repair, restoration, and refurbishment of non-classroom space school facilities or grounds

**Superintendent Policies and Regulations Manual
Sutter County Superintendent of Schools**

Series 1000 – Community Relations

2. Operational direct costs calculated in accordance with 5 CCR 14040, including estimated costs of supplies, utilities, janitorial services, other services performed by County Office employees and/or contracted workers, and salaries and benefits paid to County Office employees directly associated with the administration of the Civic Center Act to operate and maintain school facilities and grounds

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

Expending Funds Collected as Capital Direct Costs

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

Use of School Facility as Polling Place

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

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

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

PRIORITY I

~~Uses directly related to or for the benefit of public schools in Sutter County and the operation of those schools.~~

Superintendent Policies and Regulations Manual
Sutter County Superintendent of Schools

Series 1000 – Community Relations

PRIORITY II

~~Uses by departments of agencies of the local, state or federal government.~~

PRIORITY III

~~Uses by community organizations formed for educational, political, economic, artistic, or moral interest of the citizens of the county.~~

~~The Superintendent or his or her designee shall maintain procedures and regulations for the use of Superintendent of Schools' facilities and grounds that:~~

- ~~1.—— Aid, encourage, and assist groups desiring to use Superintendent of Schools' facilities for approved activities.~~
- ~~2.—— Preserve order in Superintendent of Schools' buildings and on Superintendent of Schools' grounds and protect Superintendent of Schools' facilities, designating a person to supervise this task, if necessary.~~
- ~~3.—— Ensure that the use of Superintendent of Schools' facilities or grounds is not inconsistent with their use for Superintendent of Schools' purposes and does not interfere with the regular conduct of Superintendent of Schools' work.~~

~~(Education Code 38133)~~

Fees

- ~~1.—— No fees will be required for those uses described in Priority I except for the following:
 - ~~a.—— Costs of opening and closing the facilities, if no Superintendent of Schools employee would otherwise be available to perform that function as part of his/her normal duties.~~
 - ~~b.—— Costs of a Superintendent of Schools employee's presence during the group's use of the facility if that employee would not otherwise be present as part of his/her normal duties.~~
 - ~~c.—— Costs of the service if the services are necessary and would not have otherwise been performed as part of the employee's normal duties.~~~~
- ~~2.—— The Board believes that the use of Superintendent of Schools' facilities or grounds by groups other than those described in Priority I, including nonprofit youth and school-oriented organizations that request the use of school facilities under the Civic Center Act,~~

**Superintendent Policies and Regulations Manual
Sutter County Superintendent of Schools**

Series 1000 – Community Relations

~~shall be charged at least direct costs. “Direct costs” means the cost of supplies, utilities, janitorial services, services of any other Superintendent of Schools employees, and salaries necessitated by the group’s use of the facilities and grounds.~~

~~3. Groups shall be charged fair rental value when using school facilities or grounds for entertainment or meetings where admission is charged or contributions solicited and net receipts are not to be expended for charitable purposes or for the welfare of the students of the public schools (Education Code 38134)~~

~~4. No use by any group under the Civic Center Act, or otherwise, shall be permitted if the costs incurred by the Superintendent of Schools in support of that use will impact programs funds or budget funds for the Superintendent of Schools, as determined by the Superintendent or his or her designee.~~

Term and Revocation

No use shall be granted for a duration exceeding one year, and permission for any use shall automatically terminate on June 30. Permission to use facilities and grounds may be renewed or revoked at the discretion of the Superintendent or his or her designee.

*Board Policy
Series 3000 - Business and Noninstructional Operations*

MANAGEMENT OF COUNTY OFFICE ASSETS/ACCOUNTS

The Sutter County Board of Education and the Superintendent recognize their fiduciary responsibility to effectively manage and safeguard the assets and resources of the County Office in order to help achieve the goals for student learning. The Superintendent or designee shall establish and maintain an accurate, efficient financial management system that enhances the County Office's ability to meet its fiscal obligations, produces reliable financial reports, and complies with laws, regulations, policies, and procedures. He/she shall ensure that the accounting system provides ongoing internal controls and meets generally accepted accounting standards.

Capital Assets

The Superintendent or designee shall develop a system to accurately identify and value assets in order to help ensure financial accountability and to minimize the risk of loss or misuse. Assets with a useful life of more than one year and an initial acquisition cost of ~~\$5,000~~ \$10,000 or more shall be considered capital assets. The Superintendent or designee shall determine the estimated useful life of each capital asset and shall calculate and report the estimated loss of value or depreciation during each accounting period for all capital assets.

Lease Capitalization

Leases that are not classified as short-term and whose aggregate payments made or received exceed \$100,000 will be capitalized ("Capitalization Threshold") in compliance with GASB 87, except as noted below:

- Leases that transfer ownership and do not contain termination options
- Short-term leases (12 months or less)
- Leases of assets that are investments
- Intangible assets (mineral rights, patents, software, copyrights)
- Biological assets (timber, living plants, living animals)
- Supply contracts
- Items deemed immaterial after consultation with auditors
- \$1 Leases or similar, not an exchange/exchange-like transaction

Subscription-Based Information Technology Arrangements

The Sutter County Superintendent of Schools (SCSOS) shall not enter into an arrangement for use of a subscription-based software with a duration of more than

one year (12 months), unless such a lease provides SCSOS with preferred pricing or another significant business advantage.

Subscription-based software arrangement that are not classified as short-term and whose aggregate payments made or received exceed \$100,000 will be capitalized (“Capitalization Threshold”) in compliance with GASB 96, except as noted below:

- Payment is made in full, prior to commencement, for use of a multi-year SBITA
- Short-term agreements (12 months or less)
- Perpetual licensing agreements
- Contract does not provide for a right-to-use information technology asset
- \$1 agreement or similar, not an exchange/exchange-like transaction

Internal Controls/Fraud Prevention

The Sutter County Board of Education and Superintendent expects Board members, employees, consultants, vendors, contractors, and other parties maintaining a business relationship with the County Office to act with integrity and due diligence in dealings involving County Office assets and fiscal resources.

The Superintendent or designee shall develop internal controls which aid in the prevention and detection of fraud, financial impropriety, or irregularity. These internal controls may include, but are not limited to, segregating employee duties relating to authorization, custody of assets, and recording or reporting of transactions; providing detailed, written job descriptions explaining the segregation of functions; adopting an integrated financial system; conducting background checks on business office employees; and requiring continuous in-service training for business office staff on the importance of fraud prevention.

All employees shall be alert for any indication of fraud, financial impropriety, or irregularity within their area of responsibility. Any employee who suspects fraud, impropriety, or irregularity shall immediately report those suspicions to his/her immediate supervisor and/or the Superintendent or designee. In addition, the Superintendent or designee shall establish a method for employees and outside persons to anonymously report any suspected instances of fraud, impropriety, or irregularity.

The Superintendent or designee shall have primary responsibility for any necessary investigations of suspected fraud, impropriety, or irregularity, in coordination with legal counsel, auditors, law enforcement agencies, or other governmental entities, as appropriate.

Legal Reference:

EDUCATION CODE

14500-14508 Financial and compliance audits

35035 Powers and duties of superintendent

35250 Duty to keep certain records and reports

41010-41023 Accounting regulations, budget controls and audits

42600-42604 Control of expenditures

42647 Drawing of warrants by district on county treasurer; form; reports,
statements and other data

GOVERNMENT CODE

53995-53997 Obligation of contract

Administrative Regulation
Series 3000 - Business and Non-instructional Operations

Inventories

In order to provide for the proper tracking and control of County Office property, the Superintendent or designee shall maintain an inventory of equipment in accordance with law for the following:

1. All equipment items currently valued in excess of the amount specified in ~~\$500–~~
~~{Education Code 35168}~~
2. All equipment items purchased with state and/or federal categorical funds that have a useful life of more than one year with an acquisition cost **in excess of the amount specified in Education Code 35168 of \$500 or more** per unit

In addition, the Superintendent or designee may maintain a list of specific items which shall be inventoried for internal control purposes regardless of their initial cost or current value.

The inventory shall contain a record of the following information: (Education Code 35168; 5 CCR 3946)

1. Name and description of the property
2. Identification number
3. Original cost of the item of equipment or a reasonable estimate if the original cost is unknown
4. Date of acquisition
5. Location of use
6. The date and method of disposal

In addition to the information specified in items #1-6 above, the following information shall be recorded for equipment acquired with state and/or federal categorical funds unless otherwise specified in law: (5 CCR 3946; 2 CFR 200.313)

1. Source of the property (funding source)
2. Titleholder
3. Percentage of federal participation in the cost of the property

4. Use and condition of property
5. Sale price of the property upon disposition and method used to determine current fair market value

At the time of purchase, the Superintendent or designee shall affix a label to the equipment containing the identification number and the County Office name. Equipment items purchased with categorical program funds shall also be labeled with the name of the project in accordance with 5 CCR 3946.

Whenever an equipment item is moved to a new location or the equipment is used for a new purpose, the new location or purpose shall be recorded in the inventory.

Physical Inventory

At least once every two years, a physical inventory of equipment shall be conducted and the results reconciled with the property records. (2 CFR 200.313)

The Superintendent or designee shall establish procedures for conducting the physical inventory which shall include, but not be limited to, designation of person(s) responsible for coordinating and conducting the inventory, preparation and distribution of count sheets, procedures for implementing the inventory, and procedures for conducting a recount to substantiate the validity of the inventory.

The Superintendent or designee shall investigate any differences between the quantities determined by the physical inspection and those in the accounting records.

BOARD AGENDA ITEM: Quarterly Report on Williams/ Uniform Complaints

BOARD MEETING DATE: November12, 2025

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

 Action

Tania Martinez

X Reports/Presentation

SUBMITTED BY:

 Information

Tania Martinez

 Public Hearing

PRESENTING TO BOARD:

 Other (specify)

Kristi Johnson

BACKGROUND AND SUMMARY INFORMATION:

As per California Education Code Section 35186 the county superintendent reports on the number and nature of complaints filed for:

- 1) Textbooks and instructional materials
- 2) Teacher vacancies or mis-assignments
- 3) Facilities and conditions

None of the districts had any complaints filed during the period of July 2025 to September 2025.



970 Klamath Lane
Yuba City, CA 95993
PHONE: (530) 822-2933
FAX: (530) 822-3085

QUARTERLY REPORT ON WILLIAMS/VALENZUELA UNIFORM COMPLAINTS

(Education Code § 35186)

District: Sutter County Superintendent of Schools
Person completing this form: Kristi Johnson
Title: Assistente Superintendent of Educational Services

The Quarterly Report will be submitted at the Sutter County Superintendent of School's Board Meeting on November 12, 2025 for the reporting months of July, August and September 2025.

Please indicate the date this information will be reported publicly at your District's governing board meeting: November 12, 2025

Please check the box that applies:

- ☒ No complaints were filed with any school in the district during the quarter indicated above.
- ☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total Number of Complaints	Number Resolved	Number Unresolved
Textbooks & Instructional Materials			
Teacher Vacancies or Misassignments			
Facilities/Conditions			
TOTALS	0	0	0

Tom Reusser

PRINT NAME OF DISTRICT SUPERINTENDENT

SIGNATURE OF DISTRICT SUPERINTENDENT

SUTTER COUNTY BOARD OF EDUCATION

NOTICE OF PUBLIC HEARING

The Sutter County Board of Education hereby gives notice that a Public Hearing will be held as follows:

TOPIC OF HEARING: Public Hearing to Sunshine the Bargaining Proposals for the 2025-2026 Negotiations of Sutter County Superintendent of Schools and the Teacher Association of Sutter County (TASC)

HEARING DATE: November 12, 2025

TIME: 5:30 p.m.

LOCATION: Board Room
Sutter County Superintendent of Schools
970 Klamath Lane
Yuba City, CA 95993

Copies of the proposals are available for review at the Superintendent of Schools Office. For additional information, contact Superintendent Tom Reusser, Sutter County Superintendent of Schools, 970 Klamath Lane, Yuba City, California. (530) 822-2900

Posted: 11-5-25

Agenda Item No. 16.1

BOARD AGENDA ITEM: Public Hearing to Sunshine the Bargaining Proposals for the 2025-2026 Negotiations of Sutter County Superintendent of Schools and the Teacher Association of Sutter County (TASC)

BOARD MEETING DATE: November 12, 2025

AGENDA ITEM SUBMITTED FOR:

- ☐ Action
- ☐ Reports/Presentation
- ☐ Information
- ☒ Public Hearing
- ☐ Other (specify)

PREPARED BY:

TASC
Ron Sherrod, Asst. Superintendent,
Business Services

SUBMITTED BY:

TASC
Ron Sherrod, Asst. Superintendent,
Business Services

PRESENTING TO BOARD:

Ron Sherrod, Asst. Superintendent,
Business Services

BACKGROUND AND SUMMARY INFORMATION:

Pursuant to Government Code Section 3547, the initial negotiations proposals of the employer shall be “sunshined” for public comment.

Sutter County Superintendent of Schools is presenting its proposal for the 2025-2026 school year for sunshining.

TASC is presenting its proposals for the 2025-2026 school year for sunshining.

**SUTTER COUNTY SUPERINTENDENT OF SCHOOLS
("Superintendent")**

AND

**TEACHERS ASSOCIATION OF SUTTER COUNTY
(TASC)**

2025/2026 PROPOSAL
SALARY
<u>ARTICLE 29 - COMPENSATION</u> Agreement was reached during the 2024/25 session for the 2025/26 year.
BENEFITS
<u>ARTICLE 27 - HEALTH BENEFITS</u> Agreement was reached during the 2024/25 session for the 2025/26 year.
RE-OPENERS (up to 2):
<u>ARTICLE 14 – PARA-EDUCATORS AND STUDENT TEACHERS</u> The Superintendent is proposing to make adjustments to clarify the disagreement procedure and Para-educator assignments. <u>ARTICLE 17 – MENTOR PROGRAM</u> The Superintendent proposes to update the article based on the first year of experience operating the program.

SUTTER COUNTY SUPERINTENDENT OF SCHOOLS
"Superintendent"

DATE

October 30, 2025

Re: 2025-2026 TASC Negotiations "Sunshine" Letter

Dear Sutter County Superintendent of Schools;

Pursuant to Section 3547 of the Educational Employment Relations Act, TASC is herein forwarding to you its initial proposal for collective bargaining for the 2025-2026 contract year.

Article 18- Safety

Article 16- Work Conditions

As always we look forward to bargaining in good faith.

Thank you,

Rebekah Miller-Scott

Rebekah Miller-Scott
TASC President