

# Alexander Valley Union School District

## Board of Trustees Meeting

May 11, 2020, at 5:30 PM

Trustees in Remote Locations

Dial-In Phone Number: 707-431-7611

Conference ID: 95448    Participate Pin: 12345

### Agenda

*The Alexander Valley Union School District Board of Trustees meetings are open to the public, except for certain subjects that are addressed in closed executive session in accordance with the Brown Act. If any member of the public wishes to attend, and requires special accommodations due to handicapping conditions as outlined in the Americans with Disabilities Act, please contact the Superintendent-Principal in the Alexander Valley School Office at least 2 working days prior to the meeting.*

#### 1.0 Call to Order

#### 2.0 Roll Call

#### 3.0 Approval of the Agenda

#### 4.0 Comments from the Audience

In accordance with Board Bylaw 9323, visitors will be provided the opportunity to address the Board for through email as public comment. The Superintendent or Superintendent designee will read public comment email(s) allowed on topics, including open and closed session items. The Board does not respond or take action on submitted email comments. All public comment should be submitted by 4:30pm on Monday, May 11<sup>th</sup>, 2020 to [jsloan@alexandervalleyusd.org](mailto:jsloan@alexandervalleyusd.org)

#### 5.0 Reports and Correspondence

##### 5.1 AVSPC Report

##### 5.2 Alexander Valley School Faculty Report

##### 5.3 Alexander Valley Union School District Trustees' Reports

##### 5.4 Superintendent's Report

- Current Enrollment Update
- CA Dashboard 20/21
- Covid-19 Update
- AV20 Safe Return to School Response Team
- Students of the Month topic: Perseverance

#### 6.0 Consent items

##### 6.1 Approval of Vendor Warrants

##### 6.2 Approval of April 20<sup>th</sup> min. Regular meeting of the Board

##### 6.3 Acceptance of Classified Employee Resignation

-3.75 hr Aide Christina Valencia, effective 6/3/20

#### District Goals

2014-2020

#### **Curriculum & Instruction**

All AVS students will receive powerful education establishing a strong foundation for college and career readiness in the 21<sup>st</sup> Century

#### **Professional Development**

The District will maintain a highly professional and expert staff with annual professional development plans

#### **Fiscal**

#### **Responsibility**

The District will maintain an undesignated unrestricted balance equal to 30% of annual expenditures and reserves for specific contingencies

#### **Facilities**

All AVS students will learn in a state of the art learning environment that is safe and excellently maintained

#### **Emergency Response**

The District will Implement, maintain and improve the comprehensive emergency response plan

**7.0 Curriculum and Instruction**

**7.1 Information: End of Year Transitions**

Mr. Reno will review staff and student end of year transitions

**7.2 Information: AVS 20/21 Professional Development August 2020**

Mr. Reno will review with the Board the 20/21 Professional Development Start up for certificated and classified staff.

**8.0 Personnel and Fiscal**

**8.1 Action: Approve Budget Updates**

The Board will consider approval of a series of adjustments to the 2019-20 budget that reflect actual expenses and revenues.

**8.2 Discussion: Preliminary 2020-2021 Budget**

The Board will discuss a preliminary budget for the coming fiscal year, compiled prior to the Governor’s May Revision of his original budget proposal

**8.3 Discussion: AVS Classroom Budgets**

Mr. Reno & Ms. Kopache will discuss 2020-2021 classroom budgets and the impacts of limited fundraising monies.

**9.0 Facilities**

**9.1 Information/Possible Action: Construction Update from RGMK & Hardin**

The Board will review the most recent construction updates which includes three possible options moving forward.

**9.2 Discussion/Possible Action: IT Service for 20/21**

Mr. Reno will discuss 19/20 IT services with a possible approval of contract extension for current IT provider.

**10.0 Governance**

**10.1 Information: LCAP Adjusted Timeline**

Mr. Reno will review with the Board the LCAP adjusted timeline

**10.2 Action: Cancel June 15<sup>th</sup> Special Board Meeting**

LCAP changes for the 19-20 school year: meeting cancelled

**11.0 Future Agenda Items**

At this point, Trustees can request that specific items be placed on the agenda for future meetings. Members of the audience may request that the Board consider specific items, as well.

<b>June 8, 2019</b>	<b>Special Meeting</b> <ul style="list-style-type: none"> <li>▪ Hold Public Hearing on the 2020-21 District Budget and adoption</li> </ul>
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**12.0 Closed Executive Session**

**12.1 Discussion/Possible Action: Enrollment Request for 20/21 School Year**

**12.2 Evaluation of the Superintendent-Principal Goals (pursuant to Government Code [54957](#) and Board By-Law 9321)**

**13.0 Adjournment**

Alexander Valley Union School District  
Enrollment Report

teacher	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20
Axell	16	16	16	16	16	16	16	16	16	16	
Hausman	17	17	17	17	17	17	17	17	17	17	
Sheehy	17	17	17	17	17	17	17	17	17	17	
Flores	16	16	16	16	16	16	16	16	16	16	
Konik	18	18	18	18	18	18	18	18	18	18	
Bowen	14	14	14	14	14	14	13	13	13	13	
Hayman	14	14	14	14	14	14	13	13	13	13	
<b>Totals</b>	<b>112</b>	<b>112</b>	<b>112</b>	<b>112</b>	<b>112</b>	<b>112</b>	<b>110</b>				
Transfers in	56	56	64	67	67	67	66	66	66	66	
District Residents	56	56	48	45	45	45	44	44	44	44	

**Potential for 2020-21 as of  
1/9/2020**

	KN [16]	1st [17]	2nd [17]	3rd [16]	4th [18]	5th [13]	6th
Residents	8						
Siblings	5			2			
Military/NSLP	3			1	1		
Aumni	1						
Property Owners	0						
District Employees	0						
Works in District	2						
Transfers	11	1	1	3	4	1	1
<b>Total of</b>	<b>30</b>	<b>2</b>	<b>3</b>	<b>7</b>	<b>2</b>	<b>1</b>	<b>0</b>
Accepted	16	1	0	0	1	0	0
Declined	14	1	3	7	1	1	0



# Alexander Valley Union School District

Matt Reno  
Superintendent-Principal

May 6<sup>th</sup>, 2020

Re: Item 5.4 Superintendent's Report COVID-19 Update

Trustees,

On May 4<sup>th</sup> I took part in a conference call with Supervisor James Gore. The purpose of the call was to provide a better understanding as to the developments of Covid-19 throughout our North County region, and the next steps the region is considering as we move into the summer.

Mr. Gore noted a vaccine for Covid-19 is projected to still be 12-18 months away. There is a variety of testing happening at a larger scale across the county. We have undergone three different versions of Shelter in Place. As of May 1<sup>st</sup> the county has aligned with the state on its directives. Construction, real-estate agencies, golf-courses, and nurseries are opening. Possibly starting next week, Phase II may be implemented. All jobs may look to go "risk-based" resulting in moving away from essential vs. non-essential labels for workers. The thinking is "A business can open if...." Guidelines, practices, and protocols all need to be considered as each industry is going to have to adhere to the standards of acceptance.

Business industry is wrestling with, "Can I open at a loss?" "What if I can only allow half as many people in my place of work in order to maintain standards of social distancing while at the same time keep customers and employees feeling safe, what will my bottom line look like?"

In regards to the school setting, Dr. Herrington has a committee meeting being held on May 13<sup>th</sup> where county health officials, SCOE leadership, and a few Superintendents will specifically discuss what the next steps could look like for implementing a safe return to school in the Fall.

The AV20 Committee will take this information and start to plan various scenarios around what a safe and responsible return to school will look like.

Sincerely,  
M.Reno

AV20  
Safe Return to School Response Team  
Sarah, Nadia, Jackie, Anne, & Matt

**DRAFT**

**Goal 1: Safety:** To ensure the safe reopening of the Alexander Valley School for staff, students, and families.

Action 1A: Continue to monitor Covid-19 school reopening and closure mandates, recommendations, and guidelines from federal, state, and county officials including; County Public Health, SCOE, CDC, Board of Trustees, RESIG, and AVS staff/AVUTA

Action 1B: Develop a list of AVS safety protocols to take place when students arrive, stay, and exit campus. This may include fewer students on campus, staff and student health checks, limited visitor or parent access to site, room arrangement changes, etc.

Action 1C: Stay informed to county Covid-19 data and the real-time health conditional changes of AVS students, staff, families, and Alexander Valley community.

**Goal 2: Communication:** Effectively communicate with staff, parents, and students on the reunification process, target return date, daily/weekly scheduling re-entry plan.

Action 2A: Communicate with shareholders reopening date, possible rotation attendance plans, and safety changes made in AVS protocols.

Action 2B: Implement a two-way communication tool as needed; ie: parent survey feedback

**Goal 3: Scheduling Protocol Adjustments:** Develop master scheduling plan with projected number of students, hours they attend, and environmental accommodations.

Action 3A: Through state/county social distancing protocols, identify potential changes in the master calendar. Identify meetings from August-December and restructure as needed.

Action 3B: Develop systems which incorporates fewer students from gathering in one place at one time. Could include creating physical color zones, and/or “families” groupings.

Action 3C: Reinforce a ‘Continue Distance Learning’ sustainable model with student group scheduling @50% on campus attendance and 50% remote at-home learning.

**Goal 4: Materials, Supplies, and Personnel:** Secure resources that will be needed in order to safely return students and staff to AVS

Action 4A: Order supply list. Items on this list could include: plexi-stations, masks, thermometers, gloves, disinfectant supplies, and hand sanitizers

Action 4B: Inventory returned Chromebooks/hot spots. Create a needs based structuring schedule of ordering tech devices for the 20-21 year and beyond.



# Alexander Valley Union School District

Matt Reno  
Superintendent-Principal

May 11<sup>th</sup>, 2020

Re: Item 5.4 Superintendent's Report: AV20 Safe Return to School

Dear Trustees,

I wanted to follow up on the question that was presented during our April 20<sup>th</sup>, 2020 Board Meeting. The question was presented with: Which agency or individual has the authority to open or close our local school?

## **SCHOOL SUSPENDED/CLOSURE for STUDENTS**

Law Enforcement

The County Public Health Office

Governor through Executive Order (In this case a "Stay at Home" order was issued)

Local school district board has the authority to close a school, though typically this authority is granted to the district superintendent and the district superintendent will make the decision to close. If the superintendent and the board disagree on whether to open/close a school, the board has final authority.

## **SCHOOL REOPENING**

Whether to open a school rests with each local school district board. The district superintendent (or school board) can decide when and how to reopen under the requirements set by the county health officer. Ideally, the board and school district superintendent (and public health officer when necessary) will work together to mutually decide when to close schools; and when/how to reopen.

## **AV/20 Committee**

The AV20 Committee will continue to work through four key goal areas to assist in providing the Board and AV community with information on the safe reopening of AVS.

Sincerely,  
Matt Reno

Checks Dated 04/16/2020 through 05/06/2020

Board Meeting Date May 11, 2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1781590	04/16/2020	Goetz, Monica M	01-4390	Afterschool Program Snacks		100.30
1781591	04/16/2020	Dan Bowen DBA D3G Consulting	01-5840	IT Services		1,250.00
1781592	04/16/2020	Dan Hardin Architect	21-6210	Design Bond Project		16,050.67
1781593	04/16/2020	Discovery Office Systems Inc	01-5632	Copier Usage and Maint		532.08
1781594	04/16/2020	Ferrellgas	01-5510	Propane for 19-20		650.09
1781595	04/16/2020	Garrett Hardware & Plumbing	01-4380	Maintanance Supplies		64.15
1781596	04/16/2020	Jess A Zimmerman Inc	01-4360	Bus Fuel 19-20		152.77
1781597	04/16/2020	Office Depot	01-4310	Classroom Supplies and Paper		72.54
1781598	04/16/2020	Recology Sonoma Marin	01-5560	waste disposal 19-20		444.16
1781599	04/16/2020	Stephen Roatch Accountancy	01-5821	18-19 Audit Services		1,200.00
1781600	04/16/2020	TIAA Bank	01-5632	Kyocera Copier Lease		258.88
1781601	04/16/2020	Weeks Drilling & Pump Inc.	01-5802	Water System Service 19-20		375.00
1782604	04/23/2020	Konik, Nadia L	01-4310	Whiteboard 4th and 5th	111.78	
				Whiteboards 4th and 5th	111.78	223.56
1782605	04/23/2020	Sheehy, Sarah	01-4310	Class materials	227.78	
				Distance Learning	316.78	544.56
1782606	04/23/2020	Alpha Analytical Laboratories	01-5802	Drinking Fountain Testing 19-20		32.00
1782607	04/23/2020	Amazon	01-4390	basketball nets		32.57
1782608	04/23/2020	Discovery Office Systems Inc	01-5632	Copier Usage and Maint		519.16
1782609	04/23/2020	Healdsburg Unified School District	13-5800	2019-20 Lunch Service		4,219.75
1782610	04/23/2020	Matt Reno	40-4400	Lowe's cabinets for KN's move to TK		2,279.66
1782611	04/23/2020	Redwood Pediatric Therapy Associates	01-5811	occupational Therapy for 19-20		231.89
1782612	04/23/2020	The TDS Group	01-9540	Replace Lost Wt#5378202		650.00
1783574	04/30/2020	Martha Lynne	01-4390	Feb 2020 Materials Reimb	73.88	
				Jan 2020 Materials Reimb	332.92	
				Mar 2020 Materials Reimb	10.82	
			01-5827	AVS Adult ESL Sessions	3,000.00	3,417.62
1783575	04/30/2020	TIAA Bank	01-5632	Kyocera Copier Lease		40.24
1783576	04/30/2020	Vision Service Plan	01-9574	Vision Service Premium 19-20		322.30
<b>Total Number of Checks</b>					<b>24</b>	<b>33,663.95</b>

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	21	11,113.87
13	Cafeteria Fund	1	4,219.75

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

ESCAPE ONLINE

Checks Dated 04/16/2020 through 05/06/2020

Board Meeting Date May 11, 2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
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**Fund Summary**

Fund	Description	Check Count	Expensed Amount
21	School Building Bond Fund	1	16,050.67
40	Special Reserve Capital Outlay	1	2,279.66
Total Number of Checks		<b>24</b>	33,663.95
Less Unpaid Sales Tax Liability			.00
<b>Net (Check Amount)</b>			<b>33,663.95</b>

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

ESCAPE ONLINE

# Alexander Valley Union School District

## Board of Trustees Meeting

April 20, 2020, at 5:30 PM

Trustees in Remote Locations

Dial-In Phone Number: 707-431-7611

Conference ID: 95448

Participate Pin: 12345

Minutes

**1.0 Call to Order:** President Peachey called the April 20, 2020 AVUSD Regular Board meeting to order at 5:34 PM.

**2.0 Roll Call:** All Trustees are present via remote locations via dial in conference.

**3.0 Approval of the Agenda:** Trustee Kreck moved to approve the April 20, 2020, Regular Board meeting agenda. Trustee Hawkes second with a vote of 5-0.

**4.0 Comments from the Audience:** All public comment were to be submitted by 4:30pm on Monday, April 20<sup>th</sup>, 2020 to [jsloan@alexandervalleyusd.org](mailto:jsloan@alexandervalleyusd.org). Ms. Sloan stated that she did not receive any comments to be read to the Governing Board.

## **5.0 Reports and Correspondence**

**5.1 Alexander Valley School Faculty Report:** AVS First grade teacher, Shannon Hausman reported on behalf of the staff regarding the positive outcomes of Distance Learning and the challenges yet to be overcome. Mrs. Hausman noted that each classroom teacher has been doing 30 minute zoom class meetings along with instruction and review of lessons. In addition, enrichment teachers have been joining class lessons to present their own lesson to the students. Enrichment lessons have included Art from Ms. Barbara, Science from Mr. G, Music sing a longs with Mrs. Foley-Beining, and weekly check in with Garden Teacher Anne Loarie. Mrs. Loarie has created her own Google web page and she has been posting activities for the students on her webpage. Coach Tiff has a PE lesson planned where the students can all participate in a PE lesson. Each class will get a chance to say hello to their friends in other grade levels as well. Mrs. Rash and Mrs. Toboni are working with small groups and providing one on one support when requested. All teachers are working one on one at times offering tutoring to those students who it would benefit. Sani Post, our school counselor, is able to check in with the students who normally would be receiving her services at school. In addition Sani has been able to talk with the students about COVID-19 and their feelings regarding COVID 19 and the changes it has brought to their lives. Teachers are able to do assessments and then use the one on one check in with students to help with any struggles in the curriculum their student might be having. The teachers want to compliment the parents noting that the parents have stepped up to the plate enabling Distance Learning to be successful. Mrs. Flores and Mrs. Hausman are discussing plans to integrate poetry and possibly due a poetry book with the students. Mr. Reno noted that the teachers have been going the extra mile to work with the students at their technology level and making it work. Mr. Reno expressed how proud he is of the partnership that has been built with our AVS parents. Mr. Reno also wanted to express his sincere thanks to Dan Bowen, our AVS IT Administrator for being so helpful and a good resource for assistance in making this all come together technology wise. Lastly, Mrs. Hausman offered sincerely appreciation to the Trustees for their continued support of technology as it has made the transition to Distance Learning easier including the online software programs like Lexia, Freckle, IXL and AR. The Trustees echoed the praise for the staff, parents and students who have stepped up to continue the successful learning that AVS students normally achieve and have continued with Distance Learning.

**5.2 Alexander Valley Union School District Trustees' Reports:** No report given at this time.

Posted 5/7/2020

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**5.3 Superintendent's Report: Covid-19 Update:** Mr. Reno updated the Governing Board with the Covid-19 projected impact according to Dr. Mase, CDE and Dr. Herrington's information that is known at this time. President Peachey share the following concerns regarding COVID-19 and the plans for returning to school for the 2020-21 school year: President Peachey expressed that as of 4/20/20 and the below link:

<https://sonomacounty.maps.arcgis.com/apps/MapSeries/index.html?appid=21a1653b79ba42039ff22bcb85fa5b19>):[[

- 181 total cases in Sonoma County (not all active). Based on an estimated county-wide population of 500,000, **0.036%** of the population has tested positive.
- 2 deaths in Sonoma County. Based on an estimated county-wide population of 500,000, **0.0004%** of the population has died due to the virus.
- If the Governing Board and Mr. Reno makes an assumption that many more cases have not been identified due to a lack of testing, the fatality rate would be pushed down further (well below fatalities from car accidents, fires and even common flu).

Further President Peachey stated that based on an email that he received on 4/14/20 (unsubstantiated):

- ZERO Covid-19 cases in Sutter Hospitals
- Sutter respiratory clinic at 50% of peak capacity

Anecdotally (unsubstantiated), President Peachey referenced that he is hearing that the State of CA is actually shipping ventilators out of State due to lack of use.

President Peachey continued referencing Mr. Reno's data regarding the geographic distribution of cases in Sonoma County, 19 cases have been reported Windsor to Cloverdale. Given the rural demographic of Northern Sonoma County, we are closer to that of Mendocino County (6 cases and 0 deaths) than cumulative data from the county including densely populated areas such as Santa Rosa and Petaluma. We were told from the beginning of the outbreak that the goal of the "shelter-in-place" restrictions was to 1. "flatten the curve" and 2. prevent our healthcare system from being "overwhelmed." Since 4/1/20 the data suggests that the "curve" is flat (see below):

The Sutter data suggests that the healthcare system is anything but "overwhelmed." In fact, Healthcare (including local doctors) are at risk of bankruptcy – staff is already being laid off.

From President Peachey's personal perspective, he noted in the board meeting that when considering our return date and procedures he has the following few questions:

1. Why is a politically appointed public health official making the decision for a rural school district in Northern Sonoma County?
2. Is statistically minuscule risk to our students (especially the even lower impact per Matt's data to the elementary age students) worth the social, emotional and intellectual damage to our kids?
3. Can working parents sustain the "distance learning" scenario? Can our teachers? The suggestion that we would alternate days at the beginning of the 2020/21 school year seems untenable.

Lastly, President Peachey referenced an article he read regarding Denmark opening its schools. President Peachey stated that Denmark is doing so with reasonable measures designed to protect students and the community. If the situation warrants the response in mid-August, President Peachey noted we would need to discuss with our staff, that in his opinion he would think that reasonable measures (taking temperatures, washing hands, small groups at recess) would accomplish the goal of minimizing the threat of disease while enabling our students to learn and thrive. Mr. Reno assured President Peachey that he would look into what our obligations are to adhere to the CDC's directives or state/county officials, shelter in place orders, etc... for a safe return for all to AVS, whether or not we have any leeway in altering the 180 required instruction

days, and reviewed the liability responsibilities AVUSD potentially could incur should we make choices outside of the CDC's directives.

- **Enrollment Update:** Mr. Reno reviewed with the Trustees our current enrollment numbers, and the potential new students for school year 2020-21

**6.0 Consent items** (Consent items are routine agenda items that will be approved or rejected as whole.)

**6.1 Approval of Vendor Warrants**

**6.2 Approval of the minutes of the March 9, 2020, Regular Board Mtg.**

**6.3 Williams Quarterly Report**

**6.4 School & College Legal Services 20-21 Contract Renewal**

Trustee Kreck moved to approve the above Consent items. Trustee Smit second with a vote of 5-0.

## **7.0 Facilities**

**7.1 Information: Construction Update: Dan, Rich, and Steve: Construction budget & potential schedule changes due to COVID-19/code fire requirements:** The Governing Board reviewed updated construction changes and the modified construction timeline with Mr. Reno, Dan Hardin and Rich Dunlap. Mr. Dunlap and Mr. Hardin noted that the construction team is pushing hard to stay on track and on schedule given the current shelter in place has created at minimum a 30 day delay. In addition, the DSA Fire/Safety state representative indicated components of the code will require a fire suppression system in the MPR. This will require a fire pump, sprinklers, and backup power supply to the primary PGE dedicated supply of power. PGE has been deemed unreliable hence the requirement of a backup propane generator. In addition, the State Architect is requiring an encroachment permit for Highway 128 to allow a hole to be punched in the existing guard rail to allow a maintenance access entrance to the water storage tank. Working with the aforementioned Agencies, given the current state of COVID-19 and the restrictions associated with social distancing it seems a delay may be necessary. Three scenarios were presented to Mr. Reno and the Governing Board with the request of allowing the team to continue to push in hopes of keeping on track with the current struggle. The construction team will report on their efforts at the May 11<sup>th</sup> Board meeting. A request may be made to determine which scenario is still viable and will be the best to purser.

**Scenario 1 summary:** Continue forward as planned with changes and hope the school will have water and power by the 1<sup>st</sup> day of classes.

**Scenario 2 summary:** To establish good faith with the community at large, complete the process to install the water tank, filled with water, which would enable the community to see a physical start.

**Scenario 3 summary:** To delay the start of the construction process in its entirety until the summer of 2021. This scenario allows for going out to bid in late February or early March which has a slight potential of a reduction in construction cost. Waiting would also allow the bond money to generate interest revenue to offset the cost of the fire suppression system. Mr. Dunlap stated that he could anticipate a 5-7% increase in construction costs rather than a savings. Construction costs raising 5-7% each year has been the norm.

Lastly, Mr. Dunlap and Mr. Hardin reviewed the construction budget with the Governing Board in broad strokes giving the Board the over plan for expenses. The Board noted that the budget looks good and expressed their disappointment with the fire suppression delays.

**7.2 Information: Bond Rating Update:** Mr. Reno informed the Board regarding AVUSD being able to maintain our Triple AAA rating and sale of the Series B bond funds for the construction of the new Kindergarten/Multi-purpose/Science & Art rooms. The new revenue generated from the Series B sale is projected to reach the county treasure soon. Mr. Reno noted that the Triple AAA rating is largely due to the reserves the Board has established in AVUSD's funds.

## **8.0 Curriculum**

**8.1 Information: Implementation of AVS Distance Learning teaching/curriculum:** Mr. Reno updated the Board on the AVS distance learning model the AVS teachers are providing to our students and the feedback he has received. Mr. Reno reviewed both the positives and challenges associated with Distant Learning model. President Peachey requested Mr. Reno to research if modifying the 2019-20 school year was a possibility. Mr. Reno commented that public schools are required to attend a mandate of X number of days of school.

## **9.0 Personnel and Fiscal:**

**9.1 Action: Approval of Budget Updates:** The Board approved the updates to the budget that reflect actual expenditures and revenues to date on a motion from Trustee Kreck. Trustee Hawkes second with a vote of 5-0. Trustee Smit asked for clarification related to the Quick Books Pro reimbursement. Ms. Kopache explained that Mr. Bowen had purchased it and installed it on the After School Care laptop Ms. Monica uses to invoice parents who use the After School Care program.

## **10.0 Governance**

**10.1 Information: LCAP Public Hearing & Adoption Calendar Potential Changes:** Mr. Reno reviewed the most recent LCAP changes with the Board. The changes included a potential highlight of LCAP goals/services as well as referencing the budget allocations CDE potentially has available for those services. As of last week, Mr. Reno noted that he has been advised by CDE to put a hold on submitting the LCAP for AVUSD this year.

**11.0 Future Meeting & Agenda Items:** Mr. Reno noted commented to the Trustees to email him directly should there be and item they would like added for the May Board meeting.

**May 11, 2020**

### **Regular Board Meeting**

- Review Preliminary Budget for 20/21
- Professional Development for 20/21
- Bond Financial Updates
- Covid-19 Updates
- Construction Updates
- Distance Learning Updates
- 20/21 Enrollment Projections
- End of Year Checkout Procedures
- Superintendent-Principal Goal Review
- Closed Session: Superintendent's goal review

**12.0 Adjournment:** President Peachey adjourned the meeting at 7:29 PM.

Respectfully submitted,  
Matt Reno, Superintendent-Principal  
Secretary to the Board



# Alexander Valley Union School District

Matt Reno  
Superintendent-Principal

May 3<sup>rd</sup>, 2020

Re: Agenda Item 6.3 Acceptance of Classified Employee Christina Valencia resignation effective 6/3/20

Hi,

I hope you and your family are well and safe as well.

I will not be returning to work at AVS for the next school (20-21) year as I have recently been working towards a higher position at my job at Extended Child Care.

Thank you for giving me the opportunity to be a part of the beautiful AVS team and community.

I would love to stay connected and volunteer in the near future!



Thank you,  
Christina

M. Reno 5/11/20

**TEACHER ROOM CLEARANCE**  
**DUE TO Matt: ~~LAST DAY OF SCHOOL~~ By June 1<sup>st</sup>, 2020**

\_\_\_\_\_  
Teacher's name

\_\_\_\_\_  
Room number

- Collect and dispose/or send home used consumable materials (i.e. workbooks).
- Students should take home all personal items. (Bag and have ready to pick up 6/1)
- "Lost and Found" items/articles placed into "Lost and Found" rack. Yearbooks, or missing personal paperwork turned into office.
- Student desks should be emptied and cleaned out (Teacher to complete)
- Review condition of textbooks: erase pencil marks, stack/store books according to title in closet/shelves.
- Place CD players, CDs, tape recorders, document cameras, document camera projector, clickers, Emergency kits, and any other valuable school equipment in closet.
- If applicable, remove batteries and store sound amplification system (Red Cat).
- All audio-visual equipment is to remain in room. Unplug all electronic equipment **except desktop computers and phones.**
- Teacher's desk should be cleaned off. Personal teaching items should be in cabinet.
- Leave the curtains closed in your classroom. All windows closed and secured.
- Obsolete textbooks, including old Social Studies materials and/or other outdated books should be recycled. If there is any question about whether materials are obsolete or outdated, please check-in w/ Matt.
- Clear walls, windows, ceiling, and counters of all displays to facilitate "deep cleaning."
- All Library books that have been checked out are returned to our school library.
- Remove unused "stuff" from under sink cabinet.
- Room Lay Out Map to Rudy (this may look totally different w/social distancing)
- Next year's text book inventory turned into Jackie (in progress w/Jackie)
- Teacher Workday 3- day calendar completed. (Page 4)

MISCELLANEOUS  
DUE TO PRINCIPAL: LAST DAY OF SCHOOL

Place in my mail box

- Minor classroom needs/repairs. Briefly describe any classroom needs/repairs if needed:

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Technology Needs:

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Room Key

- I want to keep my room key over the summer
- Room key turned into Office Manager

Laptop

My laptop is located\_\_\_\_\_.

**TEACHER CHECK OUT**  
**DUE TO PRINCIPAL: LAST DAY OF SCHOOL**

\_\_\_\_\_  
Teacher's name

\_\_\_\_\_  
Room Number

- Sign last weekly attendance sheet and turn in to Office Manager
- Turn in Independent Study Contracts to Office Manager

**CUMULATIVE RECORD FOLDERS (CUM FOLDERS)**

(Please remember that Cum Folders should not be left in classrooms overnight and must never leave campus. Return cums to office filed alphabetically.) (Please let Jackie know date & time you want access to office to complete so you are alone)

- Record attendance and number of actual tardies greater than 30 minutes. Not applicable in distance learning.
- Alphabetize CUMs. Do not separate boys and girls.
- Complete report cards: file one copy in the cum and one copy goes home with the student on last day of school. (Projected to June 1<sup>st</sup> 2020)

\_\_\_\_\_  
Principal's signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Teacher's signature

\_\_\_\_\_  
Date

# **Teacher Workday 3-Day Calendar**

*Please indicate your teacher workdays below between*

*July 1<sup>st</sup> - August 4<sup>th</sup>, 2020*

*Return to Matt*

**Name:** \_\_\_\_\_

**Teacher Work Day 1:**

\_\_\_\_\_

**Teacher Work Day 2:**

\_\_\_\_\_

**Teacher Work Day 3:**

\_\_\_\_\_

# Summer Teacher Classroom Furniture Map Layout

*Please attach pictures, or draw in the furniture layout for Rudy*

**UPDATE:** (Social Distancing most likely will adjust your classroom furniture setting layout in the Fall no need to complete)



# Alexander Valley Union School District

Matt Reno  
Superintendent-Principal

**DRAFT 5/11/20**

## **2020/2021 AVS STAFF PROFESSIONAL DEVELOPMENT PLAN**

**Tuesday, August 11**

**Professional Development for Certificated Staff**

8:30-10:15am  
10:15-11:00am  
11:00-12:00pm

Teacher Logistics: Social Distancing Protocols/Training  
Trimester II 2019-2020 Data Review  
Teacher Planning Time in classrooms

**\*ALL STAFF INVITED FOR LUNCH & AFTERNOON INSERVICE**

12:00-1:15pm  
1:15-2:00pm

Lunch Provided  
Nurse Laura Hanki Presents mandated procedures

2:00-3:00pm  
6:00pm

Teacher2Teacher Collaborative (incoming student academic data)  
Back to School Night (?)

**Wednesday, August 12**

**Professional Development for Certificated Staff (Library)  
\*Professional Development for Classified Staff 12-2pm**

8:30-8:45am  
8:45-10:00am  
10:00-10:15am

All Staff Welcome Back! (Library)  
All Staff Logistics: Social Distancing Safety Protocols/Training,  
Schedules, Dates, Lockdown Safety Trainings  
Break

10:15-12:00pm

Teachers & Classified check in chats/materials prep in classrooms

12-12:45pm  
12:45-2pm

Lunch Provided  
All STAFF: CPS Mandated Reporter

2:00-3pm

Final Classroom/Site Prep for first day.

**Wednesday, August 13**

**FIRST DAY OF SCHOOL 12:15pm Dismissal**

# Alexander Valley Union School District

## 2019-20 Monthly Budget Summary Report May 2020

Regular Board Meeting May 11, 2020

	<b>Fund 01</b>	<b>Fund 13</b>	<b>Fund 14</b>	<b>Fund 17</b>	<b>Fund 20</b>	<b>Fund 21</b>	<b>Fund 25</b>	<b>Fund 40</b>
	General Fund	Cafeteria Program	Deferred Maintenance	Special Reserve Fund	Post Employment Benefits	Bond Building Fund	Capital Facilities	Capital Reserve
	attached				attached		attached	attached
<b>Beginning Balance</b>	1,598,977	7,631	20,421	324,969	102,117	2,647,904	49,156	103,818
<b>Revenues</b>	2,515,528	19,970	12,500	7,500	1,800	2,895,000	19,000	1,800
<b>Expenses</b>	2,489,311	25,672	12,000	-	11,750	1,008,212		11,500
<b>Excess/Deficit</b>	26,217	(5,702)	500	7,500	(9,950)	1,886,788	19,000	(9,700)
<b>Projected Ending Balance</b>	1,625,194	1,929	20,921	332,469	92,167	4,534,692	68,156	94,118

# ALEXANDER VALLEY UNION SCHOOL DISTRICT BUDGET UPDATES 2019-20

5/6/2020

## General Fund 01

This fund is used to account for the ordinary operations of a District. All transactions except those required or permitted by law to be in another fund are accounted for in this fund.

Restricted projects or activities within the General Fund must be identified and separated from unrestricted activities.

Regular Board Meeting May 11, 2020	(Col A) 2019-20 Current Operating Budget	(Col B) Proposed Budget	Actual To Date	BUDGET CHANGES
<b>UNAUDITED BEGINNING BALANCE</b>	<b>1,598,977</b>	<b>1,598,977</b>	<b>1,598,977</b>	
<b>Revenues</b>				
LCFF/Property Tax Revenue	2,071,701	2,071,701	1,990,350	
Federal Revenue	42,717	42,717	(2,250)	
State Revenue	138,649	138,649	50,844	
Local Revenue	253,711	250,711	180,344	1
Transfers In	11,750	11,750	0	
<b>Total Revenues</b>	<b>2,518,528</b>	<b>2,515,528</b>	<b>2,219,288</b>	
<b>Expenditures</b>				
Certificated Salaries	942,473	942,473	829,229	
Classified Salaries	475,058	475,058	386,539	
Benefits -Mandatory/Health	510,628	510,628	369,379	
Books and Supplies	154,755	140,755	76,709	2
Services and Oper Exp	409,397	409,397	156,763	
Capital Outlay	0	0	0	
Other Outgo	0	0		
Transfers Out	11,000	11,000	7,000	
<b>Total Expenditures</b>	<b>2,503,311</b>	<b>2,489,311</b>	<b>1,825,619</b>	
<b>NET REVENUE (EXPENDITURES)</b>	<b>15,217</b>	<b>26,217</b>	<b>393,669</b>	
<b>Net Ending Balance</b>	<b>1,614,194</b>	<b>1,625,194</b>	<b>1,992,646</b>	
<u>Less Components of Ending Bal:</u>				
Revolving Cash	100	100		
Reserve for Economic Uncertainty(5%)	125,166	124,466		
Special Ed Extraordinary Costs	90,000	90,000		
Curriculum Adoption Reserve	50,000	50,000		
AVSPC Support-Enrich Prgm Transition	40,000	40,000		
Operating Cash Flow (Prop Tax deposits)	547,377	547,377		
<b>Ending Balance</b>				
<b>Undesignated Amount</b>	<b>761,551</b>	<b>773,251</b>		

Regular Board Meeting

May 11, 2020

**General Fund 01**

**Proposed Budget Changes**

**#1 Local Revenue**

7,000  
(10,000)

Increase Interest projections  
Reduce After Care Revenue

(3,000)

**Change to Revenues**

**(3,000)**

**#2 Books and Supplies**

(9,000)  
(5,000)

Decrease Instructional Supplies  
Decrease other supplies

(14,000)

**Change to Expenditures**

**(14,000)**

**Total Proposed Change to Ending Balance**

**11,000**

**ALEXANDER VALLEY UNION SCHOOL DISTRICT**  
**BUDGET UPDATES 2019-20**  
**5/6/2020**  
**Post Employment Benefits Fund 20**

Regular Board Meeting May 11, 2020	2019-20 Current Operating Budget	Updated Budget	Actual To Date	BUDGET CHANGES
<b>UNAUDITED BEGINNING BALANCE</b>	<b>102,117</b>	<b>102,117</b>	<b>102,117</b>	
<b>Revenues</b>				
Interest	1,150	1,800	1,624	1
Transfers In	0	0	0	
<b>Total Revenues</b>	<b>1,150</b>	<b>1,800</b>	<b>1,624</b>	
<b>Expenditures</b>				
Transfers Out	11,750	11,750	0	
<b>Total Expenditures</b>	<b>11,750</b>	<b>11,750</b>	<b>0</b>	
<b>NET REVENUE (EXPENDITURES)</b>	<b>(10,600)</b>	<b>(9,950)</b>	<b>1,624</b>	
<b>Net Ending Balance</b>	<b>91,517</b>	<b>92,167</b>	<b>103,741</b>	
<b>Ending Balance</b>				
Undesignated Amount	91,517	92,167		
<b><u>Proposed Budget Changes</u></b>				
<b>#1 Interest</b>		650	Adjust per current interest rates	
<b>Change to Ending Balance</b>		<u>650</u>		

**ALEXANDER VALLEY UNION SCHOOL DISTRICT  
BUDGET UPDATES 2019-20**

**5/6/2020**

**Capital Facilities Fund 25**

This fund is used to account separately for moneys received from fees levied on developers or other agencies as a condition of approving development. Expenditures in this fund are restricted to the purposes specified in the Government Code.

Regular Board Meeting May 11, 2020	(Col A) 2019-20 Current Operating Budget	(Col B) Proposed Budget	Actual To Date	BUDGET CHANGES
<b>UNAUDITED BEGINNING BALANCE</b>	<b>49,156</b>	<b>49,156</b>	<b>49,156</b>	
<b>Revenues</b>				
Interest Revenue	300	1,000	863	1
Mitigation/Developer Fees	18,000	18,000	14,853	
Transfers In	0	0	0	
<b>Total Revenues</b>	<b>18,300</b>	<b>19,000</b>	<b>15,716</b>	
<b>Expenditures</b>				
Services and Oper Exp	0	0	0	
Capital Outlay	0	0	0	
Other Outgo	0	0	0	
Transfers Out	0	0	0	
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>NET REVENUE (EXPENDITURES)</b>	<b>18,300</b>	<b>19,000</b>	<b>15,716</b>	
<b>Net Ending Balance</b>	<b>67,456</b>	<b>68,156</b>	<b>64,872</b>	
<b><u>Proposed Budget Changes</u></b>				
#1 Interest Revenue	700			Update per current interest rates
<b>Change to Ending Balance</b>		<b>700</b>		

# ALEXANDER VALLEY UNION SCHOOL DISTRICT

## BUDGET UPDATES 2019-20

5/6/2020

### Special Reserve Capital Outlay Fund 40

This fund exists primarily to provide for the accumulation of General Fund moneys for capital outlay purposes. Transfers authorized by the governing board from the General Fund must be expended for capital outlay purposes

Regular Board Meeting May 11, 2020	(Col A) 2019-20 Current Operating Budget	(Col B)  Proposed Budget	Actual To Date	BUDGET CHANGES
<b>UNAUDITED BEGINNING BALANCE</b>	<b>103,818</b>	<b>103,818</b>	<b>103,818</b>	
<b>Revenues</b>				
Interest Revenue	1,100	1,800	1,696	1
Transfers In	0	0	0	
<b>Total Revenues</b>	<b>1,100</b>	<b>1,800</b>	<b>1,696</b>	
<b>Expenditures</b>				
Supplies and Equipment	0	2,500	2,280	2
Services and Oper Exp	9,000	9,000	0	
Capital Outlay	0	0	0	
Other Outgo	0	0	0	
Transfers Out	0	0	0	
<b>Total Expenditures</b>	<b>9,000</b>	<b>11,500</b>	<b>2,280</b>	
<b>NET REVENUE (EXPENDITURES)</b>	<b>(7,900)</b>	<b>(9,700)</b>	<b>(584)</b>	
<b>Net Ending Balance</b>	<b>95,918</b>	<b>94,118</b>	<b>103,234</b>	
<b><u>Proposed Budget Changes</u></b>				
<b>#1 Interest Revenue</b>	700			Update per current interest rates
<b>#2 Supplies and Equipment</b>	2,500			Cabinets for Kindergarten move to TK room
<b>Change to Ending Balance</b>		<b>(1,800)</b>		

## **Preliminary Budget for Alexander Valley Union School District 2020-21**

The District is fiscally sound; all funds have positive balances and the reserves are significantly higher than required. The reserves will be needed as Property Tax reductions due to the Kincade Fire in 2019 will reduce revenues for the next two fiscal years.

In the 2020-21 school year Alexander Valley Union School District will see much uncertainty as the economic impact of the COVID-19 quarantine continues. In addition, there are still many unknowns as to what will be needed to reopen of the school in August, which may further impact expenditures and staffing. The Preliminary Budget reflects current staffing, as well as added expenses for custodial supplies and I.T. services. The negotiated 5% increase to the Certificated and Classified Salary Schedules have been included, as are the estimated increases to employer paid STRS and PERS retirement obligations.

### **GENERAL FUND 01**

#### **Budget Assumptions**

##### **Revenues**

- Property Tax 2% increase for 20-21 and 2% increase in subsequent years. A Property Tax reduction of \$293,000 in 2020-21 and \$146,000 in 2021-22 have been included.
- LCFF State funding will remain stable in all years.

##### **Expenditures**

- Step and Column Increases in future years: Certificated 2%, Classified 2%.
- Increases to STRS and PERS employer contribution rates, per the most recent Governors Budget for 20-21, are included.

All other funds will have positive ending balances in 2020-21.

**ALEXANDER VALLEY UNION SCHOOL DISTRICT**

**Preliminary Budget 2020-2021**

**General Fund 01**

This fund is used to account for the ordinary operations of a District. All transactions except those required or permitted by law to be in another fund are accounted for in this fund.

Restricted projects or activities within the General Fund must be identified and separated from unrestricted activities.

	(Col A) 2019-20 Current Operating Budget	(Col B) Proposed 2020-21 Budget
<b>Regular Board Meeting May 11, 2020</b>		
<b>ESTIMATED BEGINNING BALANCE</b>	<b>1,598,978</b>	<b>1,614,195</b>
<b>Revenues</b>		
LCFF/Property Tax Sources	2,071,701	1,814,125
Federal Revenue	42,717	32,717
State Revenue	138,649	108,103
Local Revenue	253,711	231,178
Transfers In	11,750	11,750
<b>Total Revenues</b>	<b>2,518,528</b>	<b>2,197,873</b>
<b>Expenditures</b>		
Certificated Salaries	942,473	1,007,654
Classified Salaries	475,058	480,311
Benefits -Mandatory/Health	510,628	560,424
Books and Supplies	154,755	122,616
Services and Oper Exp	409,397	391,129
Capital Outlay	0	0
Other Outgo	0	0
Transfers Out	11,000	7,000
Loan Payments	0	0
<b>Total Expenditures</b>	<b>2,503,311</b>	<b>2,569,134</b>
<b>NET REVENUE (EXPENDITURES)</b>	<b>15,217</b>	<b>(371,262)</b>
<b>Net Ending Balance</b>	<b>1,614,195</b>	<b>1,242,934</b>
<i>Less Components of Ending Bal:</i>		
Revolving Cash	100	100
Reserve for Economic Uncertainty(5%)	105,857	129,044
Designated for Special Education	90,000	90,000
Restricted Programs	80,107	81,391
AVSPC Support for Enrichment	90,000	90,000
Operating Cash Flow Subsequent Year	547,292	614,912
<b>Undesignated Amount</b>	<b>700,839</b>	<b>237,487</b>

**ALEXANDER VALLEY UNION SCHOOL DISTRICT  
MULTI-YEAR PROJECTION 2019-20 THROUGH 2023-24**

**2020-21 Preliminary Budget Report**

May 11, 2020

ADA for LCFF purposes (prior yr)

**Revenue**

Revenue Limit Sources

	2019-20 Current			2020-21 Projection			2021-22 Projection			2022-23 Projection			2023-24 Projection		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
			110.00			106.80			109.00			111.00			111.00
ADT Revenue	27,180	-	27,180	27,180	-	27,180	27,180	-	27,180	27,180	-	27,180	27,180	-	27,180
Education Protection Account	21,118		21,118	21,800		21,800	22,200		22,200	22,200		22,200	22,200		22,200
Property Tax Revenue	1,737,075	-	1,737,075	1,478,817	-	1,478,817	1,661,253	-	1,661,253	1,843,398	-	1,843,398	1,880,266	-	1,880,266
LCFF (includes Fair Share)	286,328	-	286,328	286,328	-	286,328	286,328	-	286,328	286,328	-	286,328	286,328	-	286,328
Federal Revenues	-	42,717	42,717	-	32,717	32,717	-	32,717	32,717	-	32,717	32,717	-	54,224	54,224
State Revenues -	51,553	87,096	138,649	19,777	88,326	108,103	20,362	91,724	112,086	20,841	95,244	116,086	21,396	97,778	119,174
Local Revenues	95,255	158,456	253,711	72,722	158,456	231,178	70,393	158,547	228,940	70,570	158,456	229,026	46,251	114,216	160,467
<b>Total Revenue</b>	<b>2,218,509</b>	<b>288,269</b>	<b>2,506,778</b>	<b>1,906,623</b>	<b>279,499</b>	<b>2,186,122</b>	<b>2,087,716</b>	<b>282,988</b>	<b>2,370,705</b>	<b>2,270,517</b>	<b>286,417</b>	<b>2,556,935</b>	<b>2,283,621</b>	<b>266,218</b>	<b>2,549,838</b>

**Expenditures**

Certificated Salaries	873,855	68,618	942,473	934,044	73,610	1,007,654	952,725	75,082	1,027,807	971,779	76,584	1,048,363	991,215	78,116	1,069,330
Classified Salaries	393,833	81,225	475,058	397,971	82,340	480,311	405,930	83,987	489,917	414,049	85,667	499,716	422,330	87,380	509,710
Employee Benefits	259,785	110,456	370,241	302,772	118,330	421,102	327,356	124,521	451,878	354,801	130,913	485,713	366,542	137,860	504,402
Employee Health & Welfare	113,122	27,265	140,387	111,645	27,677	139,322	111,645	27,677	139,322	111,645	27,677	139,322	111,645	27,677	139,322
Books and Supplies	127,490	27,265	154,755	101,401	21,215	122,616	103,936	21,745	125,681	106,534	22,289	128,823	109,198	22,846	132,044
Services, Other Oper Exp	342,046	67,351	409,397	324,778	66,351	391,129	332,897	68,010	400,907	341,220	69,710	410,930	349,750	71,453	421,203
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Outgo	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>2,110,131</b>	<b>382,180</b>	<b>2,492,311</b>	<b>2,172,611</b>	<b>389,523</b>	<b>2,562,134</b>	<b>2,234,490</b>	<b>401,022</b>	<b>2,635,513</b>	<b>2,300,028</b>	<b>412,839</b>	<b>2,712,868</b>	<b>2,350,680</b>	<b>425,331</b>	<b>2,776,011</b>

**Excess (Deficiency)**

	<b>108,378</b>	<b>(93,911)</b>	<b>14,467</b>	<b>(265,988)</b>	<b>(110,024)</b>	<b>(376,012)</b>	<b>(146,774)</b>	<b>(118,034)</b>	<b>(264,808)</b>	<b>(29,511)</b>	<b>(126,422)</b>	<b>(155,933)</b>	<b>(67,060)</b>	<b>(159,114)</b>	<b>(226,173)</b>
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Transfers In-Ret Benefits/Reserve Fund	11,750		11,750	11,750		11,750	12,000		12,000	12,500		12,500	13,000		13,000
Transfer to Cafeteria Fund	(11,000)		(11,000)	(7,000)		(7,000)	(7,000)		(7,000)	(7,000)		(7,000)	(7,000)		(7,000)
Transfer to Spec Reserve Fund 17	-		-	-		-	-		-	-		-	-		-
Transfer to Capital Reserve Fund 40 (DOC)	-		-	-		-	-		-	-		-	-		-
Contribution to Other Programs	(8,310)	8,310	-	(20,310)	20,310	-	(21,326)	21,326	-	(22,392)	22,392	-	(23,511)	23,511	-
Contribution to Technology Plan	(12,000)	12,000	-	(12,000)	12,000	-	(12,000)	12,000	-	(12,000)	12,000	-	(12,000)	12,000	-
Contribution to Special Ed	(85,670)	85,670	-	(78,998)	78,998	-	(67,709)	67,709	-	(104,030)	104,030	-	(135,602)	135,602	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Net Increase (Decrease)	3,148	12,069	<b>15,217</b>	(372,546)	1,284	<b>(371,262)</b>	(242,808)	(17,000)	<b>(259,808)</b>	(150,433)	-	<b>(150,433)</b>	(220,173)	-	<b>(220,173)</b>
Audit Adjustment															

Beginning Balance	1,530,940	68,038	1,598,978	1,534,088	80,107	1,614,195	1,161,542	81,391	1,242,933	918,734	64,391	983,125	768,302	64,391	832,692
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<b>Net Ending Balance</b>	<b>1,534,088</b>	<b>80,107</b>	<b>1,614,195</b>	<b>1,161,542</b>	<b>81,391</b>	<b>1,242,933</b>	<b>918,734</b>	<b>64,391</b>	<b>983,125</b>	<b>768,302</b>	<b>64,391</b>	<b>832,692</b>	<b>548,128</b>	<b>64,391</b>	<b>612,519</b>
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**Components of Ending Balance:**

Reserves for Economic Uncertainties 5%	105,857	-	105,857	129,044	-	129,044	132,726	-	132,726	136,618	-	136,618	139,801	-	139,801
Designated Reserves		80,107	80,107		81,391	81,391		64,391	64,391		64,391	64,391		64,391	64,391
Reserved Operating Capital for next year	547,292		547,292	614,912		614,912	632,523		632,523	651,088		651,088	666,243		666,243
Reserve for Special Education	90,000	-	90,000	90,000	-	90,000	90,000	-	90,000	90,000	-	90,000	90,000	-	90,000
Reserve for Curriculum & Enrichment	90,000	-	90,000	90,000	-	90,000	90,000	-	90,000	90,000	-	90,000	90,000	-	90,000
Revolving Cash	100	-	100	100	-	100	100	-	100	100	-	100	100	-	100
Prepaid Expenditures	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Unappropriated Ending Balance	700,839	-	700,839	237,486	-	237,486	(26,614)	-	(26,614)	(199,505)	-	(199,505)	(438,015)	-	(438,015)
<b>Net Ending Balance</b>	<b>1,534,088</b>	<b>80,107</b>	<b>1,614,195</b>	<b>1,161,542</b>	<b>81,391</b>	<b>1,242,933</b>	<b>918,734</b>	<b>64,391</b>	<b>983,125</b>	<b>768,302</b>	<b>64,391</b>	<b>832,692</b>	<b>548,128</b>	<b>64,391</b>	<b>612,519</b>

**ALEXANDER VALLEY UNION SCHOOL DISTRICT**

**Preliminary Budget 2020-2021**

**Cafeteria Fund 13**

This fund is used to account separately for federal, state, and local resources to operate the food service program. The Cafeteria Fund shall be used only for expenditures for the operation of the LEA's food service program.

	<b>(Col A)</b> <b>2019-20</b> <b>Current</b> <b>Operating</b> <b>Budget</b>	<b>(Col B)</b> <b>Proposed</b> <b>2020-21</b> <b>Budget</b>
<b>Regular Board Meeting</b> <b>May 11, 2020</b>		
<b>UNAUDITED BEGINNING BALANCE</b>	<b>7,631</b>	<b>1,929</b>
<b>Revenues</b>		
State Revenue	400	1200
Federal Revenue	4,500	13,000
Food Service Sales	4,000	14,500
Interest	70	70
Transfers In	11,000	7,000
<b>Total Revenues</b>	<b>19,970</b>	<b>35,770</b>
<b>Expenditures</b>		
Classified Salaries	9,529	9,867
Benefits	2,843	3,197
Food and Other Supplies	300	300
Services and Oper Exp	13,000	22,450
Capital Outlay	0	0
Transfers Out	0	0
<b>Total Expenditures</b>	<b>25,672</b>	<b>35,814</b>
<b>NET REVENUE (EXPENDITURES)</b>	<b>(5,702)</b>	<b>(44)</b>
<b>Net Ending Balance</b>	<b>1,929</b>	<b>1,885</b>
Less Components of Ending Bal:		
Revolving Cash Account	100	100
<b>Ending Balance</b> <b>Undesignated Amount</b>	<b>1,829</b>	<b>1,785</b>

**ALEXANDER VALLEY UNION SCHOOL DISTRICT**

**Preliminary Budget 2020-2021**

**Deferred Maintenance Fund 14**

This fund is used to account separately for state funding and the districts contribution for deferred maintenance purposes.

<b>Regular Board Meeting May 11, 2020</b>	<b>(Col A) 2019-20 Current Operating Budget</b>	<b>(Col B) Proposed 2020-21 Budget</b>
<b>ESTIMATED BEGINNING BALANCE</b>	<b>20,241</b>	<b>20,741</b>
<b>Revenues</b>		
State Revenue	12,000	12,000
Local Revenue - Interest	500	500
Transfers In From General Fund	0	0
<b>Total Revenues</b>	<b>12,500</b>	<b>12,500</b>
<b>Expenditures</b>		
Supplies	2,000	2,000
Services and Operation Expense	10,000	10,000
Capital Outlay	0	0
Transfers Out	0	0
<b>Total Expenditures</b>	<b>12,000</b>	<b>12,000</b>
<b>NET REVENUE (EXPENDITURES)</b>	<b>500</b>	<b>500</b>
<b>Net Ending Balance</b>	<b>20,741</b>	<b>21,241</b>
<b>Ending Balance Undesignated Amount</b>	<b>20,741</b>	<b>21,241</b>

**ALEXANDER VALLEY UNION SCHOOL DISTRICT**

**Preliminary Budget 2020-2021**

**Special Reserve Other than Capital Outlay Fund 17**

This fund is used primarily to provide for the accumulation of General Fund money for general operating purposes. Amounts from this fund must first be transferred into the General Fund before expenditures can be made.

<b>Regular Board Meeting May 11, 2020</b>	<b>(Col A) 2019-20 Current Operating Budget</b>	<b>(Col B) Proposed 2020-21 Budget</b>
<b>UNAUDITED BEGINNING BALANCE</b>	<b>324,969</b>	<b>332,469</b>
<b>Revenues</b>		
Local Revenue - Interest	7,500	6,000
Transfer in from General Fund	0	0
<b>Total Revenues</b>	<b>7,500</b>	<b>6,000</b>
<b>Expenditures</b>		
Transfers Out	0	0
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>
<b>Net Ending Balance</b>	<b>332,469</b>	<b>338,469</b>
Technology Replacement Reserve	86,940	86,940
Board Assigned District of Choice Reserve	245,529	251,529
<b>Ending Balance</b>		
<b>Undesignated Amount</b>	<b>332,469</b>	<b>338,469</b>

**ALEXANDER VALLEY UNION SCHOOL DISTRICT**  
**Preliminary Budget 2020-2021**  
**Post Employment Benefits Fund 20**

Regular Board Meeting May 11, 2020	(Col A) Current Operating Budget	(Col B) Proposed 2020-21 Budget
<b>UNAUDITED BEGINNING BALANCE</b>	<b>102,117</b>	<b>92,167</b>
<b>Revenues</b>		
Local Revenue - Interest	1,800	1,150
Transfers In	0	0
Total Revenues	<b>1,800</b>	<b>1,150</b>
<b>Expenditures</b>		
Services and Operating Expenditures	0	0
Transfers Out	11,750	11,750
Total Expenditures	<b>11,750</b>	<b>11,750</b>
Net Ending Balance	<b>92,167</b>	<b>81,567</b>
Less Components of Ending Bal:		
<b>Ending Balance</b>		
Undesignated Amount	<b>92,167</b>	<b>81,567</b>
<b>Ending Balance</b>		
Undesignated Amount	<b>-92,167</b>	<b>-81,567</b>

**ALEXANDER VALLEY UNION SCHOOL DISTRICT**

**Preliminary Budget 2020-2021**

**General Obligation Bond Fund 21**

This fund is used to account for General Obligation Bond revenues and expenditures.  
Measure B was approved \$6,000,000 to provide funding for building projects.

<b>Regular Board Meeting May 11, 2020</b>	<b>(Col A) 2019-20 Current Operating Budget</b>	<b>(Col B) Proposed 2020-21 Budget</b>
<b>UNAUDITED BEGINNING BALANCE</b>	<b>2,647,904</b>	<b>5,215,604</b>
<b>Revenues</b>		
Bond Sales Revenue	2,855,000	
Interest	40,000	78,234
Total Revenues	<b>2,895,000</b>	<b>78,234</b>
<b>Expenditures</b>		
Services and Operating Expenditures	0	0
Capital Outlay	327,300	1,010,000
Total Expenditures	<b>327,300</b>	<b>1,010,000</b>
Net Ending Balance	<b>5,215,604</b>	<b>4,283,838</b>
Less Components of Ending Bal:		
<b>Ending Balance</b>		
Undesignated Amount	<b>5,215,604</b>	<b>4,283,838</b>

**ALEXANDER VALLEY UNION SCHOOL DISTRICT**

**Preliminary Budget 2020-2021**

**Capital Facilities Fund 25**

This fund is used to account separately for moneys received from fees levied on developers or other agencies as a condition of approving development. Expenditures in this fund are restricted to the purposes specified in the Government Code.

	(Col A) Current Operating Budget	(Col B) Proposed 2020-21 Budget
<b>Regular Board Meeting May 11, 2020</b>		
<b>ESTIMATED BEGINNING BALANCE</b>	<b>28,076</b>	<b>47,076</b>
<b>Revenues</b>		
Local Revenue - Interest	1,000	600
Local Revenue - Developer Fees	18,000	18,000
Transfers In	0	0
<b>Total Revenues</b>	<b>19,000</b>	<b>18,600</b>
<b>Expenditures</b>		
Supplies	0	0
Services & Operations Expense	0	0
Capital Outlay	0	0
Transfers Out	0	0
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>
<b>NET REVENUE (EXPENDITURES)</b>	<b>19,000</b>	<b>18,600</b>
<b>Net Ending Balance</b>	<b>47,076</b>	<b>65,676</b>
Less Components of Ending Bal:		
Designated Amounts	0	0
<b>Ending Balance</b>		
<b>Undesignated Amount</b>	<b>47,076</b>	<b>65,676</b>

**ALEXANDER VALLEY UNION SCHOOL DISTRICT**

**Preliminary Budget 2020-2021**

**Special Reserve Capital Outlay Fund 40**

This fund exists primarily to provide for the accumulation of General Fund moneys for capital outlay purposes. Transfers authorized by the governing board from the General Fund must be expended for capital outlay purposes

	(Col A) Current Operating Budget	(Col B) 2020-21 Proposed Budget
<b>Regular Board Meeting May 11, 2020</b>		
<b>UNAUDITED BEGINNING BALANCE</b>	<b>103,818</b>	<b>96,618</b>
<b>Revenues</b>		
Local Revenue - Interest	1,800	1,200
State Revenue	0	0
Transfers In	0	0
<b>Total Revenues</b>	<b>1,800</b>	<b>1,200</b>
<b>Expenditures</b>		
Supplies	0	0
Services & Operations Expense	9,000	9,000
Capital Outlay	0	0
Transfers Out	0	0
<b>Total Expenditures</b>	<b>9,000</b>	<b>9,000</b>
<b>NET REVENUE (EXPENDITURES)</b>	<b>(7,200)</b>	<b>(7,800)</b>
<b>Net Ending Balance</b>	<b>96,618</b>	<b>88,818</b>
Less Components of Ending Bal:	0	0
Designated Amounts		
<b>Ending Balance</b>	<b>96,618</b>	<b>88,818</b>
<b>Undesignated Amount</b>		

## Measure B - Multi-Purpose Building & Classrooms Project Alexander Valley School District

### Options for Start of Construction

#### Introduction

The design team is finalizing design and engineering for the project as required by the agencies involved. These include DSA (Division of the State Architect), Sonoma County Fire Department, CGS, PG&E and Cal Trans. As with typical with school construction projects, many components of the work can only be done once all agencies approve the project design. At this time, as you are aware, DSA has required a newly adopted code requiring fire sprinkler systems be installed throughout the new multi-purpose building. This has delayed the permit approval with DSA and triggered new elements to the project including PG&E permit approval as well as Cal Trans. The Architect is now working diligently to have all three of these agencies approve our proposed re-design including a fire sprinklered multi-purpose with two power sources (propane and electric) to support the newly designed pump house to pressurize the sprinklers.

A second factor in successfully transitioning from the current school footprint in preparation for the Fall 2020 (or Fall 2021) semester is to complete a certain amount of the construction work while school is not in session over the ten week summer break. These activities would include critical elements such as demolition of the two classroom buildings, establishing on site construction staging away from the school parking lot, a new electrical service, obtaining a Cal Trans permit, propane tanks, fire alarm and fire suppression work, and water tank work, etc. Because we do not have DSA approval at this time, we have spelled out a few options for the Board's consideration below.

#### Timeline Options

As we near the end of our bidding window and enter into late spring 2020, we are looking at three potential timelines moving forward:

##### **Option A:** *Begin construction this summer* - Not recommended

##### Pros

- The project would be started as anticipated this summer
- Bidding the project will confirm the budget projections
- Bids could be more competitive given the uncertain times ahead

##### Cons

- This would require DSA approval by May 13, 2020
- A project cannot be awarded to a contractor without DSA approval.
- Eliminating two classroom buildings will substantially reduce indoor learning environment areas on campus while construction is under way during the 2020/21 school year.
- Starting a project this late is a high risk of not finishing all of the critical elements noted above on time for the August 12, 2020 fall semester
- PG&E permit and new service generally takes 8 months. This is a new requirement with the fire sprinkler system pump house being added.
- Cal Tran permit takes time and is now required by DSA for access to the new water tank.

**Option B: *Begin construction of critical project elements – Recommended***

Pros

- That would kick off the project showing something tangible going into the campus under the Measure B program.
- Be least intrusive to school operation in the Fall
- Construction of the fire water storage tank could begin with DSA approval by May 13, 2020

Cons

- The fire water storage tank may take longer to fabricate with current virus restrictions. A verbal commitment to have the tank done by August 1, 2020.
- There will be additional costs for inspection and Construction Management and others.
- Some space around the field will be needed for construction reducing the playfield area.

**Option C: *Summer 2021 construction start - Recommended***

Pros

- Bids could take place early spring at the most opportune time for lowest construction price
- Will attract the most desirable contractors and subcontractors
- Allows time for DSA approval prior to bidding the work.
- Allows time for the work required by PG&E and Cal Trans to be engineered and permitted.
- Covid 19 virus impact could be a non-factor
- Additional time for shoring up cost increases.

Cons

- Finding an available DSA Inspector may be more difficult
- The new construction duration would be June, 2021 – April, 2022, one year later.
- Project could be more expensive

# D3G Consulting

P.O. Box 1259  
Healdsburg, CA 95448

480-433-5826

May 5, 2020

Alexander Valley USD  
C/O Matt Reno  
8511 Highway 128  
Healdsburg, CA 95448

RE: Information Technology Support 2020-2021

Hello Matt and thank you for providing me the opportunity to once again offer you a competitive proposal for continuing your technical support needs for the 2020-2021 school year. It's hard for me to believe that this is actually the ninth time I've put one of these letters together for AVS!

We've now had better than two years to evaluate our remote relationship and, although I had some reservations at first, I am pleasantly surprised with the continuity we have been able to maintain. The distance and any other challenges faced in a remote support situation have been a non-factor to our organizations' relationship. It was only a few months after I moved my family that the first significant fires hit Santa Rosa. With all that's impacted your area, and now the world as a whole, it's been a memorable transition and I believe a mutually beneficial relationship.

Since my transition to Arizona, in addition to my primary role of network services, we have accomplished a number of significant upgrades for AVS including:

2017 – Built/Maintained AVS Website.

2017 – Provisioned new Acer Chromebooks.

2018 – Replaced Wireless Access Points (WAPs) - upgraded campus wide providing 802.11 AC speed in *all* classrooms. Additionally, we added an external WAP to provide connectivity across the playground, fields, and garden.

2019 – Upgraded front office workstations.

2019 – Installed 4K Security Camera System Campus-wide.

2020 – Upgraded phone system to Voice Over IP (VOIP) campus wide.

In addition to these highly complex technological deployments, I have continued to provide desktop support for your entire campus, server support, software as a service (SAAS) platform management, contingency services, and most recently, electronic discovery services for school counsel.

When I left Sonoma County I offered to reduce my monthly rate by 50% to provide remote support for AVS primarily because I didn't know if a distance support agreement would completely meet your needs. Having multiple years and a number of significant projects accomplished during this time, I am proud of what we've accomplished, and I believe it is appropriate to return to my previously billed monthly rate of \$2500/month.

# D3G Consulting

P.O. Box 1259  
Healdsburg, CA 95448

480-433-5826

For reference, this is a summary of my rates through my tenure with AVS:

2012-2013 - \$700/month (Not a full year)

2013-2014 - \$2083/month

2014-2015 - \$2083/month

2015-2016 - \$2500/month

2016-2017 - \$2500/month

2017-2018 - \$1250/month

2018-2019 - \$1250/month

2019-2020 - \$1250/month

2020-2021 - \$2500/month (proposed)

My proposal continues to be flat-rate and comprehensive. 24/7 phone support and onsite visits will continue to be 4-6 times annually and paid for by me. I also continue to maintain a disaster mitigation plan which allows me to be onsite within 24 hours assuming flights continue to fly between Phoenix and Santa Rosa.

I believe this solution provides critical ongoing technical continuity for the school at a cost model that is honest, appropriate, and definable. It is a solution that will continue to build on the strong design and planning I have provided AVS to date, as well as allow us the time to provide ongoing needs-assessment for onsite vs remote support for the future.

I feel confident that my work here speaks for itself and I have never in the past, nor will I ever, present a business proposal that I cannot meet. If there are any questions I can answer for you as you examine your technology support options, please do not hesitate to ask.

Sincerely,

A handwritten signature in black ink, appearing to read 'DB', with a horizontal line underneath.

Dan Bowen  
dan@d3gconsulting.com

**CONTRACT BETWEEN ALEXANDER VALLEY UNIFIED SCHOOL DISTRICT AND D3G Consulting**

**NAME: Dan Bowen (D3G Consulting)**  
**Address: P.O. Box 1259, Healdsburg CA 95448**  
**Email: dan@d3gconsulting.com**

**POSITION: Technology Consultant**  
**Phone(s): 480-433-5826 M**

Contract made between **Alexander Valley Unified School District, 8511 Highway 128, Healdsburg, CA 95448**, hereinafter referred to as "**AVS**" and **Dan Bowen**, hereinafter referred to as "**Consultant**."

In consideration of the mutual promises herein contained and of the mutual benefits to be delivered hereunder, AVS and Consultant agree as follows:

1. AVS agrees to engage consultant to provide the following nonessential services: Technology Consultant Services
  - a. Work with certificated and classified personnel and provide service and maintenance with AVS's information technology for hardware and software for staff and students.
  - b. Consultant will coordinate services with the Superintendent and or Office Manager.
2. Employment of Consultant shall take place during the 2020-2021 school year for a flat fee of **\$2500.00/month**. Consultant will provide Network/IT Support, maintenance of network, laptops, desktops, computer lab servers, email and will join or advise the Tech Committee.
3. AVS and Consultant intend that the Consultant, in performing the services herein specified, shall act as an independent contractor and shall have control of work and the manner in which it is performed.

Consultant shall be free to contract for similar services to be performed for other employers during the term of this contract. Consultant is not to be considered an employee or agent of AVS and is not entitled to sick leave, vacation, health and welfare benefits, retirement benefits, workers compensation, or any other leave or benefit established by State law or Board policy for employees or AVS.

4. Either AVS or Consultant may terminate this contract at any time by giving thirty (30) days written notice to the other party and the address set forth in the first paragraph of this contract.
5. Consultant shall indemnify and save AVS harmless from any and all claims for injury to person including death or damage to property arising out of Consultant's performance of this contract.

DISTRICT REPRESENTATIVE:

CONSULTANT:

NAME: \_\_\_\_\_

NAME: Dan Bowen

TITLE: \_\_\_\_\_

DATE: 5/5/2020

DATE: \_\_\_\_\_

