MODOC JOINT UNIFIED SCHOOL DISTRICT
Board of Trustees

Regular Board Meeting
September 9, 2025
Closed Session: 5:00 p.m.
Open Session: 6:00 p.m.
District Office Conference Room
906 W 4th Street, Alturas, CA 96101

MJUSD BOARD OF TRUSTEES STATEMENT OF PHILOSOPHY

The MJUSD Board of Trustees is committed to represent the community and act in a responsible manner while focusing on the highest quality of education for the students in our District.

The Board recognizes the importance of a setting that promotes a regard for others while communicating, collaborating, being creative and critically thinking.

The Board further recognizes that all employees, families and students have rights and those rights are safeguarded in this setting.

Finally, the Board will continually put the highest priority on student academic achievement and educational excellence.

Meeting facilities are accessible to persons with disabilities. By request, alternative agenda document formats are available to persons with disabilities. To arrange an alternative agenda document format, or to arrange aid or services to modify or accommodate persons with a disability to participate in a public meeting, please provide a written request to the Superintendent at the Modoc Joint Unified School District Office at least three (3) working days prior to any public meeting.

AGENDA

Call to Order by Presiding Officer: _____ at: _____ p.m.

Roll Call and Pledge of Allegiance:

Fernand Larranaga, President	_____
Ruth Ann Criner, Vice President	_____
Monica Widby, Clerk	_____
Shaun Wood, Member	_____
Jodie Veverka, Member	_____
Rebecca Lewis, Superintendent	_____

Pledge of Allegiance Led By: _____

Approval of Agenda _____/_____ Yes: No: Abstain:

Public Comments on Closed Session Agenda:
Under this item, the public is invited to address the Board regarding items that are on the Closed Session agenda. Speakers are limited to three (3) minutes each. The Board is not allowed under the law to take action on matters that are not listed on the agenda.

CLOSED SESSION

The Board will now adjourn to Closed Session to discuss:

1. **Personnel - Public Employee Employment:**
   - **1.1. Resignations/Retirements/Releases**
     - 1.1.1. Junior Varsity Wrestling Coach
   - **1.2. Recommendations for Approval:**
     - 1.2.1. MHS WASC Coordinator
     - 1.2.2. MHS Varsity Wrestling Coach
     - 1.2.3. Reclassify Food Service Worker II to Food Service Worker III
     - 1.2.4. Reclassify Food Service Worker I to Food Service Worker II
     - 1.2.5. MHS Girls Golf Coach
     - 1.2.6. Peer Tutor
     - 1.2.7. MHS AVID Coordinator
     - 1.2.8. Junior Varsity Boys Basketball Coach
   - **1.3. Government Code § 54957:**
     - 1.3.1. Public Employee Performance Evaluation: (Various Certificated and Classified employees);

2. **Negotiations:** Conference with labor negotiator pursuant to [Government Code § 54957.6]: Agency Negotiator: Rebecca Lewis; Employee Organization: Modoc Teachers Association.

3. **Negotiations:** Conference with labor negotiator pursuant to [Government Code § 54957.6]: Agency Negotiator: Rebecca Lewis; Employee Organization: Teamsters Local 137.

OPEN SESSION

Reporting of Closed Session Items:

1. **Personnel - Public Employee Employment:**
   - **1.1. Resignations/Retirements/Releases**
     - 1.1.1. Junior Varsity Wrestling Coach _____/_____ Yes: No: Abstain:
   - **1.2. Recommendations for Approval:**
     - 1.2.1. MHS WASC Coordinator _____/_____ Yes: No: Abstain:
     - 1.2.2. MHS Varsity Wrestling Coach _____/_____ Yes: No: Abstain:
     - 1.2.3. Reclassify Food Service Worker II to Food Service Worker III _____/_____ Yes: No: Abstain:

1.2.4. Reclassify Food Service Worker I to Food Service Worker II
_____/_____ Yes: No: Abstain:

1.2.5. MHS Girls Golf Coach _____/_____ Yes: No: Abstain:
1.2.6. Peer Tutor _____/_____ Yes: No: Abstain:
1.2.7. MHS AVID Coordinator _____/_____ Yes: No: Abstain:
1.2.8. Junior Varsity Boys Basketball Coach _____/_____ Yes: No: Abstain:

1.3. Government Code § 54957:

1.3.1. Public Employee Performance Evaluation: (Various Certificated and Classified employees);

2. **Negotiations:** Conference with labor negotiator pursuant to [Government Code § 54957.6]: Agency Negotiator: Rebecca Lewis; Employee Organization: Modoc Teachers Association.

3. **Negotiations:** Conference with labor negotiator pursuant to [Government Code § 54957.6]: Agency Negotiator: Rebecca Lewis; Employee Organization: Teamsters Local 137.

Reports

1. MHS Student Representatives
2. MMS Student Representatives
3. Site Principals
4. Rebecca Lewis, Superintendent
5. Board Reports
6. Modoc Teachers Association
7. Teamsters Local 137
8. Director of Maintenance and Transportation

Public Comments on Items on and not on the Agenda:

Under this item, the public is invited to address the Board regarding items that are and are not on tonight's agenda. Speakers are limited to three (3) minutes each. The Board is not allowed under the law to take action on matters that are not listed on the agenda.

CONSENT AGENDA

The consent agenda, if approved, will be recorded in the minutes as if each item had been acted upon individually. Requests by members of the Board to have any item taken off the consent agenda for discussion will be honored without debate. Requests by the public to have an item taken off the consent agenda will be considered prior to the Board taking action.

Motion That all consent items be approved as recommended by the superintendent
Alternative Motion That consent items with the exception of (*name items*) be approved as recommended by the superintendent

Approval of Consent Agenda _____/_____ Yes: No: Abstain:

1. **Administration**
   - 1.1. Approve Minutes
     - 1.1.1. Regular Board Meeting August 12, 2025 **(Pages 1-7)**
   - 1.2. Approve the Agreement for 2025-26 Indian Education Tutoring Services **(Pages 8-9)**
   - 1.3. Approve the 2025-2026 Contract for Tuition Students between Modoc Joint Unified School District and Lake County School District #7 **(Pages 10-14)**
   - 1.4. Approve MHS Fundraisers **(Pages 15-17)**
2. **Budget and Finance**
   - 2.1. Ratify Adult Meal Pricing **(Page 18)**
   - 2.2. Approve Approve warrants to be paid from the following **(Pages 19-22)**
     - 2.2.1. Checks dated 8/1/25 - 8/31/25
       General Fund in the amount of $352,055.57
       Cafeteria Fund in the amount of $9,685.68
       Special Reserve Capital Outlay in the amount of $327,210.69
       Warrant/Pass Through in the amount of $183,667.12

DISCUSSION/ACTION AGENDA

Public Hearing

This meeting is declared a public hearing for the purpose of allowing members of the public to discuss the State Department of Education Instructional Materials funding for Transitional Kindergarten through grade twelve.

1. Approve Resolution 25.26.1 Teacher Assignments **(Pages 23-26)**

   _____/_____ Yes: No: Abstain:

2. Approve Resolution 25.26.2 Adopting the GANN Limit **(Pages 27-31)**

   _____/_____ Yes: No: Abstain:

3. Approve Resolution 25.26.3 Declaring Sufficiency of Instructional Materials **(Pages 32-36)**

   _____/_____ Yes: No: Abstain:

4. Ratify Addendum A1 of Keegan's IT Services Proposal **(Page 37)**

   _____/_____ Yes: No: Abstain:

5. Approve Revised Music Teacher Job Descriptions **(Pages 38-47)**

_____/_____ Yes: No: Abstain:

6. Approve the 2024/2025 Unaudited Actuals Report **(Insert)**

_____/_____ Yes: No: Abstain:

7. Approve the Memorandums of Understanding between Modoc Joint Unified School District and Humboldt County Office of Education for 2 Teachers for the Teacher Residency Program. **(Pages 48-62)**

_____/_____ Yes: No: Abstain:

8. Nominate and Approve a Perry Hawkins Board Member for the 25/26 Year

_____/_____ Yes: No: Abstain:

9. Approve the Changes to the 25/26 Transportation Safety Plan & Handbook **(Pages 63-78)**

_____/_____ Yes: No: Abstain:

10. Approve the Memorandum of Understanding between Modoc Joint Unified School District and Alturas Police Department for a School Resource Officer for the 2025-2026 School Year. **(Pages 79-80)**

_____/_____ Yes: No: Abstain:

DISCUSSION

1. Construction Update

INFORMATION

1. Seamless Summer Food Service Report **(Page 81)**
2. ASB Report for the Period Ending July 31, 2025 **(Page 82)**

Board Member Request(s) for Items on the Next Regular Meeting Agenda

1.
2.

Next Regular Board Meeting:
October 14, 2025
5:00 p.m. Closed Session
6:00 p.m. Open Session

Adjournment:

MODOC JOINT UNIFIED SCHOOL DISTRICT
Board of Trustees

Regular Board Meeting
August 12, 2025
Closed Session: 5:00 p.m.
Open Session: 6:00 p.m.
District Office Board Room
906 W 4th Street, Alturas, CA 96101

MINUTES

A full, recorded transcript of the regular board meeting is available upon request. Contact the District Office (530) 233-7201.

Call to Order by Fernand Larranaga at 5:00 p.m. closed session and at 6:06 p.m. open session.

Roll Call and Pledge of Allegiance:

Fernand Larranga, President	**Present**
Ruth Ann Criner, Vice President	**Present**
Monica Widby, Clerk	**Present**
Jodie Veverka, Member	**Present**
Shaun Wood, Member	**Present**
Rebecca Lewis, Superintendent	**Present**

Pledge of Allegiance led by Jodie Veverka

Approval of Agenda with Corrections Jodie Veverka/Shaun Wood Yes:5 (Larranaga, Criner, Veverka, Widby, Wood) No: 0 Abstain: 0

Public Comments on Closed Session Agenda:
No public comments were made on items that were on the closed session agenda.

CLOSED SESSION

The Board will now adjourn to Closed Session to discuss:

1. **Personnel - Public Employee Employment:**
   - **1.1. Resignations/Retirements**
     - 1.1.1. Certificated Staff
     - 1.1.2. Classified Staff
     - 1.1.3. Junior Varsity Basketball Coach
     - 1.1.4. AES Principal
     - 1.1.5. Classified Staff

1.2. Recommendations for Approval:

1.2.1. Classified Staff
1.2.2. Classified Substitute
1.2.3. Classified Substitute
1.2.4. Peer Tutor
1.2.5. Peer Tutor
1.2.6. Peer Tutor
1.2.7. Peer Tutor
1.2.8. Intern Support Provider
1.2.9. Intern Support Provider
1.2.10. Intern Support Provider
1.2.11. Intern Support Provider
1.2.12. Certificated Staff
1.2.13. Certificated Substitute
1.2.14. Certificated Substitute
1.2.15. Classified Substitute
1.2.16. Classified Substitute
1.2.17. Intern Support Provider

1.3. Government Code § 54957:

1.3.1. Public Employee Performance Evaluation: (Various Certificated and Classified employees);

2. **Negotiations:** Conference with labor negotiator pursuant to [Government Code § 54957.6]: Agency Negotiator: Rebecca Lewis; Employee Organization: Modoc Teachers Association.

3. **Negotiations:** Conference with labor negotiator pursuant to [Government Code § 54957.6]: Agency Negotiator: Rebecca Lewis; Employee Organization: Teamsters Local 137.

OPEN SESSION

Reporting of Closed Session Items:

1. **Personnel - Public Employee Employment:**

1.1. **Resignations/Retirements**

1.1.1. Certificated Staff Jodie Veverka/Ruth Ann Criner Yes:5 (Larranaga, Criner, Veverka, Widby, Wood) No: 0 Abstain: 0

1.1.2. Classified Staff Jodie Veverka/Ruth Ann Criner Yes:5 (Larranaga, Criner, Veverka, Widby, Wood) No: 0 Abstain: 0

1.1.3. Junior Varsity Basketball Coach Jodie Veverka/Ruth Ann Criner Yes:5 (Larranaga, Criner, Veverka, Widby, Wood) No: 0 Abstain: 0

1.1.4. AES Principal Jodie Veverka/Ruth Ann Criner Yes:5 (Larranaga, Criner, Veverka, Widby, Wood) No: 0 Abstain: 0

1.1.5. Classified Staff — Jodie Veverka/Ruth Ann Criner — Yes:5 (Larranaga, Criner, Veverka, Widby, Wood) No: 0 Abstain: 0

1.2. **Recommendations for Approval:**

1.2.1. Classified Staff — Ruth Ann Criner/Monica Widby — Yes:5 (Larranaga, Criner, Veverka, Widby, Wood) No: 0 Abstain: 0

1.2.2. Classified Substitute — Ruth Ann Criner/Monica Widby — Yes:5 (Larranaga, Criner, Veverka, Widby, Wood) No: 0 Abstain: 0

1.2.3. Classified Substitute — Ruth Ann Criner/Monica Widby — Yes:5 (Larranaga, Criner, Veverka, Widby, Wood) No: 0 Abstain: 0

1.2.4. Peer Tutor — Ruth Ann Criner/Monica Widby — Yes:5 (Larranaga, Criner, Veverka, Widby, Wood) No: 0 Abstain: 0

1.2.5. Peer Tutor — Ruth Ann Criner/Monica Widby — Yes:5 (Larranaga, Criner, Veverka, Widby, Wood) No: 0 Abstain: 0

1.2.6. Peer Tutor — Ruth Ann Criner/Monica Widby — Yes:5 (Larranaga, Criner, Veverka, Widby, Wood) No: 0 Abstain: 0

1.2.7. Peer Tutor — Shaun Wood/Jodie Veverka — Yes:4 (Criner, Veverka, Widby, Wood) No: 0 Abstain: 1 (Larranaga)

1.2.8. Intern Support Provider — Monica Widby/Ruth Ann Criner — Yes:5 (Larranaga, Criner, Veverka, Widby, Wood) No: 0 Abstain: 0

1.2.9. Intern Support Provider — Monica Widby/Ruth Ann Criner — Yes:5 (Larranaga, Criner, Veverka, Widby, Wood) No: 0 Abstain: 0

1.2.10. Intern Support Provider — Monica Widby/Ruth Ann Criner — Yes:5 (Larranaga, Criner, Veverka, Widby, Wood) No: 0 Abstain: 0

1.2.11. Intern Support Provider — Monica Widby/Ruth Ann Criner — Yes:5 (Larranaga, Criner, Veverka, Widby, Wood) No: 0 Abstain: 0

1.2.12. Certificated Staff — Monica Widby/Ruth Ann Criner — Yes:5 (Larranaga, Criner, Veverka, Widby, Wood) No: 0 Abstain: 0

1.2.13. Certificated Substitute — Monica Widby/Ruth Ann Criner — Yes:5 (Larranaga, Criner, Veverka, Widby, Wood) No: 0 Abstain: 0

1.2.14. Certificated Substitute — Monica Widby/Ruth Ann Criner — Yes:5 (Larranaga, Criner, Veverka, Widby, Wood) No: 0 Abstain: 0

1.2.15. Classified Substitute — Monica Widby/Ruth Ann Criner — Yes:5 (Larranaga, Criner, Veverka, Widby, Wood) No: 0 Abstain: 0

1.2.16. Classified Substitute — Monica Widby/Ruth Ann Criner — Yes:5 (Larranaga, Criner, Veverka, Widby, Wood) No: 0 Abstain: 0

1.2.17. Intern Support Provider — Monica Widby/Ruth Ann Criner — Yes:5 (Larranaga, Criner, Veverka, Widby, Wood) No: 0 Abstain: 0

1.3. **Government Code § 54957:**

1.3.1. Public Employee Performance Evaluation: (Various Certificated and Classified employees); ***No Reportable Action***

2. **Negotiations:** Conference with labor negotiator pursuant to [Government Code § 54957.6]: Agency Negotiator: Rebecca Lewis; Employee Organization: Modoc Teachers Association. ***No Reportable Action***

3. **Negotiations:** Conference with labor negotiator pursuant to [Government Code § 54957.6]: Agency Negotiator: Rebecca Lewis; Employee Organization: Teamsters Local 137. ***No Reportable Action***

Reports

1. Site Principals
    - Kristen Budmark, Principal of Modoc High School, reported that they are nowhere with the NDA and the grant. It will be tabled until they have funding. She also explained that the cost increase to park at the football and family passes is due to the cost of paying the officials (went up 29%) as well as CIF raising gate fees. Parking has gone up by $100. A family pass will pay for itself for a family of 4 on the 8th game. Fernand suggested trying for more volume rather than increasing prices. Fall and Winter sports subsidize Spring sports. Fernand also wants a cash box at every game for those people who do not want to use GoFan. TheBoosters will now only pay for 1 hotel stay per sport. Judy Semingson unveiled plans for the remodel of the Ag kitchen using the CTEIG grant. The kitchen is going from 4 to 6 stations and a food prep area. We are also starting a school farm. The city has agreed to give us property for this.
    - Todd Hughes, Assistant Principal of Modoc High School, reported that Alternative Education is going well. Erin Sandage is doing a good job of stepping into the Counselor position. August 21st is the welcome back day for the kids.
    - Matt McCandless, Principal of Modoc Middle School, passed out a sheet that listed all the school events, character traits for the year, and the September PLC topics.
    - Amy Welch, Principal of Alturas Elementary School, talked about Summer School. She shared a presentation with pictures of each grade level and what they learned over the summer. August 26th will be Back to School Night. Staffing is solid this year. All grades have 3 classes except for 4th which only has 2. Character trait for the month is Responsibility and Work Ethic.
2. Superintendent's Report
    - Beckie Lewis reported that AES was previously in CSI Williams Compliance because of the ratio of interns to fully credentialed teachers. This year school in our county is in now in CSI non compliance for 3 years.
    - Due to SB88, drivers will need to have training and a medical examination. They will need to keep track of hours driven.
    - NCSIG is coming to inspect our sites on August 21st.
    - Keegan is getting overloaded with Chromebooks. He wants to bring on a helper. Beckie passed out his proposal/short term contract to the board members.
3. Board Reports
    - Shaun Wood and Monica Widby went to a meeting with Kristy Sphar. The next one will be on August 27th.

- Fernand Larranaga read some thank you notes to the board from Caelli DePaul and Ken LaBaw.

4. Director of Maintenance and Transportation
   - Doug Waterman reported that transportation will down 1 driver. Doug will be helping out with driving routes and to sporting events. He has 3 regular drivers and 2 sub drivers right now.
   - Maintenance is a little behind at Alturas Elementary School because of summer school. They are working to get everything done before school starts.

Public Comments on Items on and not on the Agenda:
Under this item, the public is invited to address the Board regarding items that are and not on tonight's agenda. Speakers are limited to three (3) minutes each. The Board is not allowed under the law to take action on matters that are not listed on the agenda.

No Public Comments

CONSENT AGENDA

The consent agenda, if approved, will be recorded in the minutes as if each item had been acted upon individually. Requests by members of the Board to have any item taken off the consent agenda for discussion will be honored without debate. Requests by the public to have an item taken off the consent agenda will be considered prior to the Board taking action.

Motion That all consent items be approved as recommended by the superintendent
Alternative Motion That consent items with the exception of (*name items*) be approved as recommended by the superintendent

Approval of Consent Agenda Jodie Veverka/Monica Widby Yes: 5 (Larranaga, Widby, Veverka, Criner, Wood) No: 0 Abstain: 0

1. Administration

1.1. Approve Minutes
  1.1.1. Special Board Meeting June 25, 2025 **(Pages 1-3)**
  1.1.2. Special Board Meeting July 10, 2025 **(Page 4-5)**

1.2. Approve Document Tracking Services License Agreement **(Pages 6-11)**

1.3. Approve Surplus of Modoc Middle School Textbooks **(Page 12)**

1.4. Approve Surplus of Modoc High School Textbooks **(Pages 13-14)**

1.5. Approve Memorandum of Understanding Between Cal Poly Humboldt and Modoc Joint Unified School District. **(Pages 15-17)**

1.6. Approve 2025-2026 Memorandum of Understanding for the California Agricultural Teachers' Induction Program Between Davis Joint Unified School District and Modoc Joint Unified School District. **(Pages 18-22)**

1.7. Approve Quarterly Uniform Complaint Summary 4th Quarter **(Page 23)**

2. Budget and Finance

2.1. Approve Donations **(Pages 24-25)**

2.1.1. Rotary Club
2.1.2. Kyle Hanson - 2 Custom Made PCs

2.2. Approve Approve warrants to be paid from the following **(Pages 26-32)**

2.2.1. Checks dated 6/13/25 - 6/30/25
General Fund in the amount of $49,222.40
Cafeteria Fund in the amount of $31,749.06
Warrant/Pass Through in the amount of $47,587.47

2.2.2. Checks dated 7/1/25 - 7/30/25
General Fund in the amount of $569,530.31
Cafeteria Fund in the amount of $8,514.86
Warrant/Pass Through in the amount of $293,809.66

3. Facilities

3.1. Approve the following annual certification of High Desert Community Day School (HDCDS) site: The MJUSD Board hereby certifies that it has less than 2,500 units of daily attendance reported for the most recent second principal apportionment and certifies that due to budget constraints, no other satisfactory alternative to placing the HDCDS on a current site exists. Therefore, the MJUSD Board hereby directs the placement of the HDCDS (Grades 6-10) to be located at the Alternative Education complex in accordance with Education Code Section 48661.

DISCUSSION/ACTION AGENDA

1. Approve the Clayful Program for the 25/26 School Year **(Pages 33-59)**

Monica Widby/Jodie Veverka Yes: 5 (Larranaga, Widby, Veverka, Criner, Wood) No: 0 Abstain: 0

2. Approve the Revisions to the 2025/26 Budget due to the State Budget Act **(Pages 60-61)**

Shaun Wood/Ruth Ann Criner Yes: 5 (Larranaga, Widby, Veverka, Criner, Wood) No: 0 Abstain: 0

3. Approve the Memorandum of Understanding between Modoc County Department of Probation and Modoc Joint Unified School District for Employee Drug Testing **(Pages 62-63)**

Jodie Veverka/Ruth Ann Criner Yes: 5 (Larranaga, Widby, Veverka, Criner, Wood) No: 0 Abstain: 0

4. Approve $5,000 Stipend to Wendy Ewing for Duties Beyond her Job Description

No Motion - Not Approved

5. Ratify the Memorandum of Understanding Between Modoc Joint Unified School District and California State University, Chico for Intern Support **(Pages 64-65)**

Jodie Veverka/Monica Widby Yes: 5 (Larranaga, Widby, Veverka, Criner, Wood) No: 0 Abstain: 0

DISCUSSION

1. Construction Project Update - We need to get a committee together to pick out colors.

INFORMATION

1. Certificates of Participation Financial Update **(Page 66)**
2. Quarterly & Historical Interest Earned on MJUSD Investments **(Page 67)**
3. ASB Reports for the Periods Ending May and June, 2025 **(Pages 68-69)**
4. Quarterly Food Service Report **(Page 70)**
5. 2025-26 Cash Flow Projection: General Fund **(Page 71)**
6. 2025-26 General Fund Budget as of August 5, 2025 **(Page 72)**

Board Member Request(s) for Items on the Next Regular Meeting Agenda

1.
2.

Next Regular Board Meeting:
September 9, 2025
5:00 p.m. Closed Session
6:00 p.m. Open Session

Adjournment: 7:40

AGREEMENT FOR
2025-26
INDIAN EDUCATION TUTORING SERVICES

This agreement is made between Modoc Joint Unified School District (MJUSD) and Strong Family Health Center (SFHC), in consideration of the mutual promises of the parties.

Strong Family Health Center will provide and do the following:

1. Provide a qualified adult tutor to provide tutoring services for qualified Native American students at MJUSD school sites for the 2025-26 school year.

2. Contact Modoc Middle School and Modoc High School and utilize cross-age tutors who are interested in assisting with the program.

3. Provide nutrition for tutoring sessions.

4. The tutor(s) will establish and maintain open lines of communication with the students' teachers in an effort to meet their personal academic needs.

5. The tutor(s) will maintain contact (at least once a month) with the students' teachers to verify that class requirements are being met and/or change the individual student program to meet those requirements. In the case of a student who is having problems, contact will be more closely maintained.

6. Each parent of participating students will be contacted monthly by the tutor(s) with a progress report on their student(s). This contact may be either by telephone or mail.

7. Review program reports with the Parent Advisory Committee regarding the number of students enrolled, including updates in Math and Reading/Language Arts.

8. Emphasize individual student needs for grades K-12 in the basic academic areas (Math and Reading/Language Arts) and teach students in grades 6-12 organizational and time management skills, including how to study for exams and the preparation and completion of long-term assignments.

9. Accomplish these services for a flat fee of $21,177 (twenty one thousand one hundred seventy-seven and no/100). SFHC will invoice MJUSD for services on a quarterly basis.

10. Any supplies or equipment purchased with Indian Education contract funds, which are unused or non-consumable shall remain the property the MJUSD. An updated inventory of equipment over $500 will be provided by June each year to MJUSD.

Modoc Joint Unified School District will provide and do the following:

1. Teacher Cooperation and evaluation of progress.

2. Identify students in need of tutoring by submitting referral form to SFHC and to parents.

3. Space for tutoring in small schools.

4. MJUSD will notify parents upon enrollment of potential eligibility for the Indian Education program.

The term of this contract shall end June 30, 2026 unless terminated by Modoc Joint Unified School District, who will give 30 (thirty) days advance notice of their intent to terminate this contract.

Each party shall save, hold harmless, defend and indemnify the other party from all claim, suits, actions, or judgments, arising out of participants in this agreement.

_____ _____

MODOC JOINT UNIFIED SCHOOL DISTRICT DATED
906 West 4th Street
Alturas, CA 96101
(530) 233-7201

_____ _____

STRONG FAMILY HEALTH CENTER DATED
1203 Oak Street
Alturas, CA 96101
(530) 233-4591

AGREEMENT
FOR
INTERSTATE STUDENT ATTENDANCE

This Agreement for Interstate Student Attendance ("Agreement") is entered into by and between the Modoc County Superintendent of Schools ("County Superintendent"), the Modoc Joint Unified School District ("MJUSD") and the Lake County School District #7 ("LCSD") pursuant to the provisions of California Education Code section 2000-2011 et seq.

WHEREAS, Education Code section 2000 permits a county superintendent of schools of any county contiguous to an adjoining state to grant permission to students residing in the county to attend elementary school or high school in a school district of the adjoining state and may provide for the transportation of the students to the school;

WHEREAS, The County Superintendent authorizes this Agreement and all interstate student transfers under it. The County Superintendent delegates responsibility for the approval of individual interstate student transfers to the Superintendent of MJUSD;

WHEREAS, in conjunction with the provisions of Education Code section 2000-2011 et seq., LCSD is willing to enroll students who reside in MJUSD so long as MJUSD funds costs associated with the student's enrollment as provided for in this Agreement; and

WHEREAS, MJUSD is willing to fund costs as provided for in this Agreement associated with the LCSD attendance of a student who resides within MJUSD ("Out-of-State Student").

NOW THEREFORE, the aforesaid parties hereby agree as follows:

1. **Effective Date of Agreement**

   This Agreement shall be effective for the period beginning August 1, 2025, and ending June 30, 2026, after the governing boards of MJUSD and LCSD have approved this Agreement, and have authorized the execution of this Agreement by an authorized agent.

2. **Purpose of Agreement**

   This Agreement sets forth the terms and conditions governing the attendance and enrollment of students residing in MJUSD within LCSD, pursuant to California Education Code sections 2000-2011 et seq. The parties agree to address all matters related to the interstate transfer of students, including but not limited to enrollment procedures, funding, special education services, and student support. This Agreement establishes the responsibilities of both MJUSD and LCSD to ensure compliance with all applicable legal requirements and provides a framework for the administration of interstate student transfers. MJUSD will provide funding and support for students from MJUSD who attend LCSD, as outlined within the terms of this Agreement.

3. **Responsibilities of LCSD**

As part of this Agreement, LCSD shall assume the following responsibilities:

a. LCSD shall admit into its school for the 2025-2026 school year, or portion thereof, all approved Out-of-State Students in grades Kindergarten (K) to Twelve (12), and supply the same instruction, furnish the same facilities, extend the same privileges, and require adherence to the same rules and regulations as those experienced by the resident students of LCSD. To the effect of any Out-of-State Student whose parents have joint custody, that student will be treated as in state for whatever school they choose to attend.

b. LCSD shall supply the same instruction, furnish the same facilities, extend the same privileges, and require adherence to the same rules and regulations as those experienced by LCSD students in special education.

c. LCSD shall consider any request by MJUSD to enroll any regular or special education students in grades Kindergarten (K) to Twelve (12) but reserves the right to refuse or discontinue service at any time due to nonconformance of school district policies and procedures.

d. LCSD shall conduct all search and serve and child find procedures for Out-of-State Students.

e. LCSD shall conduct an initial assessment to identify eligibility for special education and related services for Out-of-State Students.

f. LCSD shall conduct and develop IEPs for Out-of-State Students, including triennial, annual, addendum and amendment, assessments and IEP team meetings for those individuals with exceptional severe and non-severe needs who are eligible for special education and related services.

g. LCSD shall implement IEPs for eligible Out-of-State Students, including but not limited to providing appropriate program, placement, and services identified in such IEPs, contracting with any necessary nonpublic school or agency, and arranging and providing for special education transportation for eligible Out-of-State Students.

h. LCSD may respond to any compliance complaint or special education due process hearings filed in California regarding Out-of-State Students only after consulting with MJUSD regarding the complaint/hearing request.

i. LCSD will send MJUSD monthly attendance reports of California students attending school in Oregon by the 15th of every month for the duration of this Agreement. Reports will be checked for mathematical accuracy prior to being submitted to MJUSD. Failure to provide MJUSD monthly attendance reports in a

timely manner may result in no attendance claimed or funding generated for that month.

j. In accordance with Education Code section 2005, the superintendent of schools of LCSD, or the principal of a school in LCSD attended by Out-of-State Students shall certify to the County Superintendent no later than July 2nd of each year the average daily attendance of students from Modoc County attending schools in LCSD.

4. **Responsibilities of MJUSD**

As part of this Agreement, MJUSD shall assume the following responsibilities:

a. MJUSD will review the list of students with Inter-State Student Transfer Agreement forms signed by both districts on or before the end of September of the fiscal year named above, and to revise the list immediately for all students who move in or out of MJUSD.

b. MJUSD will notify parents of their responsibility for all transportation expenses to LCSD.

c. MJUSD will render a decision promptly as to the residency of any and all students when so requested by LCSD.

d. MJUSD will pay to LCSD the following "Payable Tuition Fee" for the school year 2025-2026. The Payable Tuition Fee is calculated as follows:

(i) MJUSD receives funding for California students attending school out of state based on actual attendance in school, not enrollment. Average daily attendance (ADA) is reported to California three times a year; first period (P1) in December, second period (P2) in April, and annually in June. Funding is calculated through the Local Control Funding Formula (LCFF) base grant amount per P2 ADA reported by grade span. MJUSD agrees to pay LCSD LCFF base grant reported by grade span funding granted per each Out-of-State student.

(ii) MJUSD agrees to pay LCSD $7,806 per each Out-of-State Student who is eligible for an IEP and attending school in LCSD, prorated based on days of attendance. This amount is calculated based on California Assembly Bill ("AB") 602's special education funding allocated to MJUSD and reflects the MJUSD's total AB 602 funding divided by the prior year's special education count for MJUSD. This amount will be reviewed annually for adjustment based on changes in AB 602 allocations and special education count.

(iii) At the end of the school year, MJUSD shall compute the LCFF and Special Education Costs payable to LCSD for all Out-of-State Students. MJUSD

shall issue payment to LCSD in the amount of the Payable Tuition Fee invoice submitted to MJUSD pursuant to Section 4.d.i and 4.d.ii of this Agreement within thirty (30) days after it receives the invoice.

(iv) MJUSD shall immediately notify LCSD if an Out-of-State Student is eligible for special education and enrolls in LCSD.

5. Enforcement

Nothing in this Agreement shall abridge the right of either party to enforce this Agreement or seek remedy for breach of any of its terms. The parties acknowledge that they have entered into an enforceable agreement that is to be carried out in its entirety.

6. Breach

Any breach of this Agreement by any party of this Agreement will entitle the non-breaching party to all available legal and equitable remedies.

7. Mutuality and Consideration

All promises and undertakings in this Agreement are mutual and provide consideration for each other.

8. Fully Binding

In the event any part of this Agreement should be found invalid, unenforceable, or non-binding, the remaining portion will remain in force and fully binding.

9. Governing Laws

Applicable federal and California state laws govern the interpretation and enforcement of this Agreement. The language and terms of this Agreement are to be understood in their ordinary sense except where they are defined herein.

10. Waiver of Breach

The waiver by any party of any breach of any term in this Agreement shall not be construed as a waiver of any subsequent breach.

11. Execution in Counterparts

This Agreement may be executed in counterparts such that the signatures may appear on separate signature pages. A copy, or an original, with all signatures appended together, shall be deemed a fully executed Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed by their authorized officers thereunto duly authorized as set forth herein below.

Modoc Unified School District

By: _____

_____(name)
Superintendent

Date: _____

Lake County School District #7

By: _____

_____(name)
Superintendent

Date: _____

Modoc County Superintendent of Schools

By: _____

_____(name)
County Superintendent

Date: _____

416-3/7078559.1

MODOC HIGH SCHOOL
900 N. MAIN ST.
ALTURAS, CA 96101
(530) 233-7201
(530) 233-7306 FAX

MEMORANDUM

TO: **Beckie Lewis, Superintendent MJUSD**

FROM: **Kristen Budmark, MHS Principal**

DATE: **September 2, 2025**

SUBJECT: **Request for Board Approval – MHS Fundraisers**

I would like the Board to consider the approval of the attached fundraisers for MHS during the 2025-2026 school year:

Thank you for your consideration. Please contact me with any questions.

DUE JULY 25TH

FUNDRAISERS FOR BOARD APPROVAL 2025-2026

Approx. DATE(S)	CLUB/GROUP	EVENT	Board APPROVED	ASB APPROVED
2025-2026 School Year	Art/Ceramics	Art Kits	☐	☐
2025-2026 School Year	Art/Screenprinting	Screenprinted Shirts & Gear	☐	☐
December	Art/Ceramics	Student Artwork Bazaar	☐	☐
February	Art/Ceramics	Souper Bowl Fundraiser	☐	☐
October-December	Art/Ceramics	Candle Fundraiser	☐	☐
Summer/Fall	Athletics	Widdy Up Video Fundraiser	☐	☐
2025-2026	Athletics	Old Inventory Uniform & Equipment Sales	☐	☐
December-February	Athletics	Adult Prom Dinner	☐	☐
May-June	Athletics	Athletics Luau	☐	☐
September-February	Athletics/Clubs	Concessions	☐	☐
October	ASB	Candy Grams	☐	☐
2025-2026	ASB	ASB Cards	☐	☐
September 11	Band	Veterans Concert	☐	☐
October 3	Band	Music Dept Dance	☐	☐
November 14	Band	Chicken Drive-Thru Dinner	☐	☐
December 9	Band	Holiday Concert/Silent Auction	☐	☐
September-March	Baseball	Alumni Game	☐	☐
Spring	Baseball	Brave Blast Classic Adult Tournament	☐	☐
March	Baseball	Hit-a-Thon	☐	☐
September-March	Boys Basketball	Alumni Game	☐	☐
September-March	Girls Basketball	Alumni Game	☐	☐
August	Cheer	Sponsor Tee Shirt	☐	☐
August	Cheer	Bake Sale	☐	☐
September	Cheer	Car Wash	☐	☐
September	Cheer	Jr Cheer Camp	☐	☐
September-October	Cheer	Homecoming Mum Sales	☐	☐
Fall and Spring	Class of 2026	Senior Water Wars	☐	☐
Fall and Spring	Class of 2026	Purple Potty	☐	☐
Winter/Spring	Class of 2026	Silent Auction Dinner	☐	☐
Spring	Class of 2026	Paint Wars	☐	☐
Winter/Spring	Class of 2026	Krispy Kreme	☐	☐
Spring/Summer	Class of 2026	Golf Tournament	☐	☐
Spring/Summer	Class of 2026	Cornhole Tournament	☐	☐
Summer/Spring	Class of 2026	Car Wash	☐	☐
Fall/Spring	Class of 2026	Bake Sale	☐	☐
Fall/Winter/Spring	Class of 2026	Candy Grams	☐	☐
Summer/Fall/Spring	Class of 2026	Drive-in Movie	☐	☐
Fall/Winter	Class of 2026	50/50 Raffle -Sponsored by Java Doc	☐	☐
Fall/Winter	Class of 2026	Chocolate Bar Sales	☐	☐
Spring	Class of 2026	Charity Gala	☐	☐
July	Class of 2026	Celebrity Dunk Tank at Fandango Days	☐	☐
October 18	Class of 2026	Homecoming Dance	☐	☐
Sept-Oct	Class of 2027	Krispy Kreme	☐	☐
Sept 13-14	Class of 2027	Car Wash	☐	☐
Spring	Class of 2027	Staff Car Wash	☐	☐
Fall/Football Season	Class of 2027	Chuck a Duck	☐	☐
Fall & Spring	Class of 2027	Snow Cones	☐	☐
Christmas & Mothers Day	Class of 2027	Basket Auctions	☐	☐
Spring	Class of 2027	Give a KISS	☐	☐
December	Class of 2027	Holiday Gift Wrap/Shop	☐	☐
November/December	Class of 2027	Sleep-a-Thon/Lock in Fundraiser	☐	☐
December/Winter	Class of 2027	Cookie Dough Sales	☐	☐
Jan/Feb	Class of 2027	Little Caesars	☐	☐

Fall	Soccer	Vertical Raise Video Fundraiser	☐	☐
September-March	Softball	Alumni Game	☐	☐
Spring	Softball	Braves Blast Classic Adult Tournament	☐	☐
October or May-July	Softball	Big Ball Tournament	☐	☐
March	Softball	Hit-a-Thon	☐	☐
April/May	Track	Spring Fun Run	☐	☐
April/May	Track	Youth Track Meet	☐	☐
Summer/Fall	Volleyball	Youth Volleyball Camp	☐	☐
September	Volleyball	Car Wash	☐	☐
September	Volleyball	Serve-a-Thon	☐	☐
October	Volleyball	Volleython	☐	☐
September-March	Volleyball	Alumni Game	☐	☐
Fall & Spring	Warner	Car Wash	☐	☐
2025-2026	Warner	Balloon Grams	☐	☐
2025-2026 Year	Yearbook	Yearbook Sales	☐	☐
2025-2026 Year	Yearbook	Sport Team Photos & Senior Pictures	☐	☐
2025-2026	Yearbook	Baby Ads	☐	☐
February	Yearbook	Message in a Bottle (notes for Valentines)	☐	☐
October	Yearbook	Boo-o-grams	☐	☐
April/May	Yearbook	Senior Supplement (extension of yearbook focused on Seniors)	☐	☐

To: MJUSD Board

From: Jessica Boal

August 29, 2025

Re: Adult meal prices

Following are updated Adult meal prices for school year 2025-26

Adult Breakfast – $4.40

Adult Lunch- $6.17



Checks Dated 08/01/2025 through 08/31/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
30074739	08/05/2025	Guardian	76-9570	Dental Claims July 2025		9,631.67
30074771	08/08/2025	Amazon Capital Services, Inc.	01-4300	Art supplies	1,490.74	
				Binders	509.83	
				Class supplies	727.29	
				class whiteboard erasers	71.25	
				Classs supplies	60.85	
				Kinder grade order	203.07	
				New Printer/copier	214.49	
				Outdoor kinder storage	618.82	
				SPED Class supplies	381.98	
				TV and Mount	180.81	4,459.13
30074772	08/08/2025	Extra Packaging, LLC	01-4300	Homework take home folders	120.76	
				Unpaid Sales Tax	5.76-	115.00
30074773	08/08/2025	Spencer Barr -Huhphuher, Inc.	01-4300	Open PO for July Summer School		478.20
30074774	08/08/2025	ODP Business Solutions, LLC	01-4300	3rd grade order	1,032.53	
				4th grade order	1,859.41	
				5th grade order	993.65	
				Toner	2,881.92	6,767.51
30074775	08/08/2025	U.S. Cellular	01-5902	AP PO272 Lost Check		47.90
30074830	08/18/2025	Alissa Leah Fee	01-4700	Beef for School Meals		4,850.00
30074831	08/18/2025	Acellus Educational Services LLC	01-5800	Credit Recovery licenses		39,900.00
30074832	08/18/2025	NAPA Sierra	01-4314	Transportation Supplies		43.46
30074833	08/18/2025	City of Alturas Water Department	01-5503	Water/Sewer	4,275.80	
			01-9510	AP PO25-00981 Swimming @ Afterschool Summer Program	730.00	5,005.80
30074834	08/18/2025	Bidwell Canyon Farm	01-4700	produce for cafeteria		118.75
30074835	08/18/2025	CDW Government	01-4400	Replacement Desktops	15,239.68	
				Replacement Laptops	4,858.65	20,098.33
30074836	08/18/2025	CenturyLink	01-5901	Phone SLES		57.96
30074837	08/18/2025	Central Accounting Coast Truck Centers	01-5800	Annual Auto Chain Inspections		1,197.98
30074838	08/18/2025	Cook's Direct Inc.	01-4400	Kitchen Shelving		10,529.26
30074839	08/18/2025	CR Combustion, Inc.	01-9510	AP PO25-00883 MHS Greenhouse Repairs	8,558.41	
				June Annual Inspection AP PO25-00169	6,183.50	14,741.91
30074840	08/18/2025	California State Athletic Directors Association	01-5300	Athletic Director Membership		140.00
30074841	08/18/2025	CSF/CJSF Central Office	01-5300	CJSF Dues		25.00
30074842	08/18/2025	Ed Staub & Sons Petroleum, Inc	01-4311	Bus Tank Fuel Delivery	557.50	
				Fuel for vehicles	421.22	

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.

Checks Dated 08/01/2025 through 08/31/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
30074842	08/18/2025	Ed Staub & Sons Petroleum, Inc	01-4312	Bus Oil	523.81	1,502.53
30074843	08/18/2025	Frontier	01-5901	Phone Service		2,352.62
30074844	08/18/2025	GoEngineer, LLC Accounts Receivable	01-4300	Solidworks		1,400.00
30074845	08/18/2025	Grad Awards LLC	01-4300	CJSF Honor Pin		61.84
30074846	08/18/2025	Great Minds PBC	01-4300	Great Minds workbooks		1,767.15
30074847	08/18/2025	Spencer Barr -Huhphuher, Inc.	01-4300	Open PO for July Summer School		149.83
30074848	08/18/2025	Hawes Farms-Agritainment	01-5800	Summer School Field Trip		1,216.00
30074849	08/18/2025	Heartland Payment Systems, LLC	13-5800	Cloud cafeteria POS system		6,125.00
30074850	08/18/2025	North State Grocery, Inc.	13-4700	Food Service Supplies		4.88
30074851	08/18/2025	HMH Education Company	01-4100	MHS textbooks	13,407.02	
			01-4300	Language Resources	772.53	
			01-5200	MHS textbooks	359.86	14,539.41
30074852	08/18/2025	K & K Distributing	13-4300	Food Service Supplies	366.62	
			13-4700	Food Service Supplies	1,629.18	1,995.80
30074853	08/18/2025	Kendall's Mobile Mechanic Joshua Troy Kendall	01-5800	Mechanic Services		1,135.00
30074854	08/18/2025	Lake Shasta Caverns	01-9510	AP PO25-00907 Summer School Field Trip		1,608.88
30074855	08/18/2025	Card Service Center	01-5200	Superintendent Conference Lodging	999.48	
			01-5300	CSNO Membership renewal	124.00	
			01-5800	SPED Curriculum Software Subscription	248.00	1,371.48
30074856	08/18/2025	Modoc County Record	01-5800	Help Wanted Ads		17.00
30074857	08/18/2025	Nourish Food Hub	01-4700	Cafeteria Food Supplies		703.92
30074858	08/18/2025	ODP Business Solutions, LLC	01-4300	2nd grade order	813.15	
				Class supplies	91.44	
				Classroom Supplies	220.01	
				Copy Paper Bulk Order	10,357.35	
				Custodial Supplies	702.51	
				District Office Supplies	65.18	
				Rm 2 Class supplies	156.07	
				Superintendent Stamp	53.60	12,459.31
30074859	08/18/2025	Pacific Power & Light	01-5501	Power Service		19,868.73
30074860	08/18/2025	Park Planet	01-9510	AP PO929 Wood Fiber AES		8,935.95
30074861	08/18/2025	Parks Hardwood Floors Bryan F. Parks, Jr.	01-5800	MHS Gym Floor Resurface		8,800.00
30074862	08/18/2025	Navigate360, LLC	01-5800	PBIS Rewards		1,991.41
30074863	08/18/2025	Plumas Bank -Scholarship Trust Acct.	01-5800	Board Scholarship July and August 25		277.84
30074864	08/18/2025	Quadient Leasing USA, Inc.	01-5620	Mail Meter Rental		947.06
30074865	08/18/2025	Scholastic Inc.	01-4300	Biography poster set		14.02
30074866	08/18/2025	School Datebooks	01-4300	Student Planners		1,120.40

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Checks Dated 08/01/2025 through 08/31/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
30074867	08/18/2025	SchoolMate	01-4300	AES Planners		519.87
30074868	08/18/2025	SmithBates Marcomm Solutions	01-4300	Office Envelopes	319.61	
				Unpaid Sales Tax	21.61-	298.00
30074869	08/18/2025	Sysco Food Services of Sacramento	01-4300	pans for Cafeteria	292.23	
			13-4700	Food Service Supplies	1,560.00	1,852.23
30074870	08/18/2025	U.S. Bank Equipment Finance	01-5620	DO Copier		459.58
30074871	08/18/2025	U.S. Cellular	01-5902	Social Worker Phone		47.67
30074872	08/18/2025	Ventris Learning LLC	01-4300	UFLI teacher Manuals		246.68
30074873	08/18/2025	Wayne C. Bethel Refrigeration & Heating	01-9510	AP PO25-00967 AES Rm 23 HVAC		369.32
30074874	08/18/2025	Wild Island, Inc.	01-5800	Wild Island Park		2,488.08
30074878	08/22/2025	McCandless, Matthew W	01-5800	AVID Conference Uber Reimb		30.22
30074879	08/22/2025	Swanson, Logan T	01-5800	Title V AVID Ubers/Parking		164.64
30074880	08/22/2025	A P-Tech	01-5800	Pre-Employment Drug Testing		255.00
30074881	08/22/2025	California Department of Education	01-9510	24/25 4th Quarter Interest Pay Back		1,429.24
30074882	08/22/2025	Ed Staub & Sons Petroleum, Inc	01-5630	Fuel Tank Repairs		980.29
30074883	08/22/2025	Home Campus	01-5800	Athletic & Coach Clearance		1,295.00
30074884	08/22/2025	Keegan Richardson	01-5800	Technology services 25/26		5,950.00
30074885	08/22/2025	Card Service Center	01-4300	AES Principal Business Cards	33.01	
			01-5200	Board Member Registration	85.00	
				CCAC Labor Law Conference Registration	988.10	
			01-5800	Help Wanted Ads	590.00	1,696.11
30074886	08/22/2025	MCOE	01-9510	AP PO25-00708 Early Intervention	43,724.41	
				AP PO25-00709 Mental Health	59,229.00	102,953.41
30074887	08/22/2025	MRC Smart Technology Solutions	01-5620	AES Copier		81.56
30074888	08/22/2025	ODP Business Solutions, LLC	01-4300	2nd grade order	175.26	
				5th grade order	2.42	177.68
30074889	08/22/2025	School Innovations & Achievement	01-5800	Achievement Initiative		26,000.00
30074890	08/22/2025	Shasta County Office Of Ed	01-5200	Labor Law Consortium		450.00
30074891	08/22/2025	Small School Districts Association	01-5800	Superintendent Mentor Program		2,200.00
30074892	08/22/2025	Turf Star, Inc.	01-4300	Mower Parts		2,226.19
30074909	08/26/2025	WM Corporate Services, Inc. as Payment Agent	01-5504	Garbage Service All Sites		1,623.53
30074910	08/26/2025	Antonio's Cucina Italiana	01-4300	Meeting Refreshments		54.03
30074911	08/26/2025	Four Seasons Supply Center	01-4300	Custodial Supplies	4,751.64	
				Maintenance Supplies	1,601.76	6,353.40
30074912	08/26/2025	MCOE	01-5800	ESCAPE Sup Signature Set Up		250.00
30074913	08/26/2025	Oxford Suites	01-5200	Volleyball Lodging		692.39
30074914	08/26/2025	Quadient Leasing USA, Inc.	01-5620	Folding Machine Lease		1,350.93

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.

Checks Dated 08/01/2025 through 08/31/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
30074915	08/26/2025	U.S. Bank	40-7438	Debt Service Payment	132,381.09	
			40-7439	Debt Service Payment	194,829.60	327,210.69
30074916	08/26/2025	Vestis	01-5505	Maint/Cafe Laundry		276.58
30074958	08/27/2025	Fidelity Security Life/EyeMed FSL/EyeMed Premiums	76-9571	Vision Insurance Sep 2025		1,057.81
30074959	08/27/2025	Guardian	76-9570	Dental Insurance Sep 2025		568.80
30074960	08/27/2025	Northern CA General Teamsters Security Fund	76-9572	Health Insurance Sep 2025		30,907.00
30074961	08/27/2025	Northern CA General Teamsters Security Fund	76-9572	IA Health Insurance Sep 2025		19,223.00
30074962	08/27/2025	Tri County Schools Ins. Group	76-9558	Workers' Comp Aug 2025	10,604.92	
			76-9572	Health Insurance Sep 2025	111,673.92	122,278.84
				Total Number of Checks	**79**	**872,591.69**

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	69	352,055.57
13	Cafeteria	4	9,685.68
40	Sp Rsrv Capt Outly	1	327,210.69
76	Warrant/pass Through	6	183,667.12
	Total Number of Checks	**79**	872,619.06
	Less Unpaid Sales Tax Liability		27.37
	Net (Check Amount)		**872,591.69**

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.

Modoc Middle School

MODOC JOINT UNIFIED SCHOOL DISTRICT

906 West 4th Street, Alturas, California 96101

Beckie Lewis, Superintendent

MEMORANDUM

To: Beckie Lewis, Superintendent
Modoc Joint Unified School District

From: Matt McCandless, Principal
Modoc Middle School

Date: August 29, 2025

SUBJECT: TEACHER PLACEMENT

On August 29, 2025 I observed Matthew Vanosdell in an 8th Grade Physical Science class, a Core Support, and a geology based elective class to determine his teaching qualifications. Matthew is qualified to teach Science 8, Core Support and his elective class at Modoc Middle School based on his teaching experience, lesson planning, individualized lesson design, and understanding of science. Matthew demonstrated a strong ability to evaluate student's current subject knowledge, build lessons that meet their individual needs, and group students according to skills they are needing to build upon.

Please consider submitting to the MJUSD board for approval.

Matt McCandless, Principal
(530)233-7201 ext. 301

MODOC JOINT UNIFIED SCHOOL DISTRICT
RESOLUTION NO. FY 25.26.1

TEACHER ASSIGNMENTS

WHEREAS, Lynette Wells is the holder of a Clear Multiple Subject Credential; and

WHEREAS, Lynette Wells has consented to English Language Arts Modoc Middle School; and

WHEREAS, she has consented to teach English Language Arts under EC 44258.3.

WHEREAS, Lynette Wells meets all other credentialing requirements as mandated by the State of California

WHEREAS, Diana Rudin is the holder of a Clear Multiple Subject Teaching Credential; and

WHEREAS, Diana Rudin has consented to teach Art and Social Science at Modoc Middle School; and

WHEREAS, she has twenty-one (21) semester units in Social Science; and

WHEREAS, she has consented to teach Art under EC 44258.3.

WHEREAS, Diana Rudin meets all other credentialing requirements as mandated by the State of California.

WHEREAS, Keith Weber is the holder of a Clear Multiple Subject Teaching Credential; and

WHEREAS, Keith Weber has consented to teach English Language Arts and Physical Education at Modoc Middle School; and

WHEREAS, he has twelve (12) semester units of credit in English Language Arts; and

WHEREAS, he has consented to teach Physical Education under EC 44258.3

WHEREAS, Keith Weber meets all other credentialing requirements as mandated by the State of California.

WHEREAS, Mathew Vanosdell is the holder of Preliminary Single Subject Biological Sciences Credential; and

WHEREAS, Mathew Vanosdell has consented to teach Integrated Science at Modoc Middle School; and

WHEREAS, he has consented to teach Integrated Science under EC 44258.3; and

WHEREAS, Mathew Vanosdell meets all other credentialing requirements as mandated by the State of

California.

WHEREAS, Curtis Schmidt is the holder of a Clear Multiple Subject Teaching Credential; and

WHEREAS, Curtis Schmidt has consented to teach Math and Science at Modoc Middle School; and

WHEREAS, he has twenty (20) semester units in Math; and

WHEREAS, he has consented to teach Science under EC 44258.3.

WHEREAS, Curtis Schmidt meets all other credentialing requirements as mandated by the State of California.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of Modoc Joint Unified School District hereby assigns Lynette Wells to teach English Language Arts at Modoc Middle School for the 2025/2026 school year.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of Modoc Joint Unified School District hereby assigns Diana Rudin to teach Art and Social Science at Modoc Middle School for the 2025/2026 school year.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of Modoc Joint Unified School District hereby assigns Keith Weber to teach English Language Arts and Physical Education at Modoc Middle School for the 2025/2026 school year.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of Modoc Joint Unified School District hereby assigns Mathew Vanosdell to teach Integrated Science at Modoc Middle School for the 2025/2026 school year.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of Modoc Joint Unified School District hereby assigns Curtis Schmidt to teach Math and Social Science at Modoc Middle School for the 2025/2026 school year.

PASSED AND ADOPTED at a regular meeting of the Governing Board of the Modoc Joint Unified School District, Modoc County, State of California, held on the 9th day of September, 2025, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

BOARD OF TRUSTEES
MODOC JOINT UNIFIED SCHOOL DISTRICT

By _____
FERNAND LARRANAGA, President

MODOC JOINT UNIFIED SCHOOL DISTRICT
RESOLUTION NO. FY 25.26.2

RESOLUTION FOR ADOPTING THE GANN LIMIT

WHEREAS, in November of 1979, the California electorate adopted Proposition 4, commonly called the Gann Amendment, which added Article XIII-B to the California Constitution; and

WHEREAS, the provisions of that Article establish maximum appropriation limitations, commonly called "Gann Limits" for public agencies, including school districts, and

WHEREAS, the District must establish a Gann Limit for the 2024-25 fiscal year and a projected Gann Limit for the 2025-26 year in accordance with the provisions of Article XIII-B and applicable statutory law.

NOW, THEREFORE, BE IT RESOLVED that this Board does provide public notice that the attached calculations and documentation of the Gann limits for the 2024-25 and 2025-26 fiscal years are made in accordance with applicable constitutional and statutory law;

BE IT FURTHER RESOLVED that this Board does hereby declare that the appropriations in the Budget for the 2024-25 and 2025-26 fiscal years do not exceed the limitations imposed by Proposition 4.

BE IT FURTHER RESOLVED that the Superintendent provides copies of this Resolution, along with appropriate documentation, to interested citizens of this District.

PASSED AND ADOPTED at a regular meeting of the Governing Board of Modoc Joint Unified School District, Modoc County, State of California, held on the 9th day of September, 2025, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

BOARD OF TRUSTEES
MODOC JOINT UNIFIED SCHOOL DISTRICT

By _____
Fernand Larranaga, Board President

	2024-25 Calculations			2025-26 Calculations		
	Extracted Data	Adjustments*	Entered Data/ Totals	Extracted Data	Adjustments*	Entered Data/ Totals
A. PRIOR YEAR DATA	**2023-24 Actual**			**2024-25 Actual**		
Actual Appropriations Limit and Gann ADA are from district's prior year Gann data reported to the CDE						
1. FINAL PRIOR YEAR APPROPRIATIONS LIMIT (Preload/Line D11, PY column)	6,671,875.82		6,671,875.82			6,642,392.53
2. PRIOR YEAR GANN ADA (Preload/Line B3, PY column)	752.17		752.17			722.65
ADJUSTMENTS TO PRIOR YEAR LIMIT	**Adjustments to 2023-24**			**Adjustments to 2024-25**		
3. District Lapses, Reorganizations and Other Transfers						
4. Temporary Voter Approved Increases						
5. Less: Lapses of Voter Approved Increases						
6. TOTAL ADJUSTMENTS TO PRIOR YEAR LIMIT (Lines A3 plus A4 minus A5)			0.00			0.00
7. ADJUSTMENTS TO PRIOR YEAR ADA (Only for district lapses, reorganizations and other transfers, and only if adjustments to the appropriations limit are entered in Line A3 above)						
B. CURRENT YEAR GANN ADA	**2024-25 P2 Report**			**2025-26 P2 Estimate**		
Unaudited actuals data should tie to Principal Apportionment Data Collection attendance reports and include ADA for charter schools reporting with the district						
1. Total K-12 ADA (Form A, Line A6)	722.65		722.65	698.50		698.50
2. Total Charter Schools ADA (Form A, Line C9)	0.00		0.00	0.00		0.00
3. TOTAL CURRENT YEAR P2 ADA (Line B1 plus B2)			722.65			698.50
C. CURRENT YEAR LOCAL PROCEEDS OF TAXES/STATE AID RECEIVED	**2024-25 Actual**			**2025-26 Budget**		
TAXES AND SUBVENTIONS (Funds 01, 09, and 62)						
1. Homeowners' Exemption (Object 8021)	38,124.36		38,124.36	40,000.00		40,000.00
2. Timber Yield Tax (Object 8022)	44,423.60		44,423.60	15,000.00		15,000.00
3. Other Subventions/In-Lieu Taxes (Object 8029)	0.00		0.00	0.00		0.00
4. Secured Roll Taxes (Object 8041)	3,536,756.85		3,536,756.85	3,445,000.00		3,445,000.00
5. Unsecured Roll Taxes (Object 8042)	201,426.38		201,426.38	200,000.00		200,000.00
6. Prior Years' Taxes (Object 8043)	139,198.50		139,198.50	150,000.00		150,000.00
7. Supplemental Taxes (Object 8044)	36,239.93		36,239.93	30,000.00		30,000.00

28

	2024-25 Calculations			2025-26 Calculations		
	Extracted Data	Adjustments*	Entered Data/ Totals	Extracted Data	Adjustments*	Entered Data/ Totals
8. Ed. Rev. Augmentation Fund (ERAF) (Object 8045)	(207,784.20)		(207,784.20)	(200,000.00)		(200,000.00)
9. Penalties and Int. from Delinquent Taxes (Object 8048)	0.00		0.00	0.00		0.00
10. Other In-Lieu Taxes (Object 8082)	0.00		0.00	0.00		0.00
11. Comm. Redevelopment Funds (objects 8047 & 8625)	0.00		0.00	0.00		0.00
12. Parcel Taxes (Object 8621)	0.00		0.00	0.00		0.00
13. Other Non-Ad Valorem Taxes (Object 8622) (Taxes only)	0.00		0.00	0.00		0.00
14. Penalties and Int. from Delinquent Non-LCFF Taxes (Object 8629) (Only those for the above taxes)	0.00		0.00	0.00		0.00
15. Transfers to Charter Schools in Lieu of Property Taxes (Object 8096)						
16. TOTAL TAXES AND SUBVENTIONS (Lines C1 through C15)	3,788,385.42	0.00	3,788,385.42	3,680,000.00	0.00	3,680,000.00
OTHER LOCAL REVENUES (Funds 01, 09, and 62)						
17. To General Fund from Bond Interest and Redemption Fund (Excess debt service taxes) (Object 8914)	0.00		0.00	0.00		0.00
18. TOTAL LOCAL PROCEEDS OF TAXES (Lines C16 plus C17)	3,788,385.42	0.00	3,788,385.42	3,680,000.00	0.00	3,680,000.00
EXCLUDED APPROPRIATIONS						
19a. Medicare (Enter federally mandated amounts only from objs. 3301 & 3302; do not include negotiated amounts)			103,584.71			112,020.00
19b. Qualified Capital Outlay Projects						
19c. Routine Restricted Maintenance Account (Fund 01, Resource 8150, Objects 8900-8999)	596,247.80		596,247.80	637,529.00		637,529.00
OTHER EXCLUSIONS						
20. Americans with Disabilities Act						
21. Unreimbursed Court Mandated Desegregation Costs						
22. Other Unfunded Court-ordered or Federal Mandates						
23. TOTAL EXCLUSIONS (Lines C19 through C22)	596,247.80	0.00	699,832.51	637,529.00	0.00	749,549.00
STATE AID RECEIVED (Funds 01, 09, and 62)						
24. LCFF - CY (objects 8011 and 8012)	7,965,573.00		7,965,573.00	7,854,800.00		7,854,800.00
25. LCFF State Aid - Prior Years (Object 8019)	19,067.00		19,067.00	0.00		0.00
26. TOTAL STATE AID RECEIVED (Lines C24 plus C25)	7,984,640.00	0.00	7,984,640.00	7,854,800.00	0.00	7,854,800.00
DATA FOR INTEREST CALCULATION						
27. Total Revenues (Funds 01, 09 & 62; objects 8000-8799)	16,245,157.79		16,245,157.79	15,196,345.00		15,196,345.00

29

	2024-25 Calculations			2025-26 Calculations		
	Extracted Data	Adjustments*	Entered Data/ Totals	Extracted Data	Adjustments*	Entered Data/ Totals
28. Total Interest and Return on Investments (Funds 01, 09, and 62; objects 8660 and 8662)	375,172.47		375,172.47	150,000.00		150,000.00
D. APPROPRIATIONS LIMIT CALCULATIONS	**2024-25 Actual**			**2025-26 Budget**		
PRELIMINARY APPROPRIATIONS LIMIT						
1. Revised Prior Year Program Limit (Lines A1 plus A6)			6,671,875.82			6,642,392.53
2. Inflation Adjustment			1.0362			1.0644
3. Program Population Adjustment (Lines B3 divided by [A2 plus A7]) (Round to four decimal places)			0.9608			0.9666
4. PRELIMINARY APPROPRIATIONS LIMIT (Lines D1 times D2 times D3)			6,642,392.53			6,834,019.18
APPROPRIATIONS SUBJECT TO THE LIMIT						
5. Local Revenues Excluding Interest (Line C18)			3,788,385.42			3,680,000.00
6. Preliminary State Aid Calculation						
a. Minimum State Aid in Local Limit (Greater of $120 times Line B3 or $2,400; but not greater than Line C26 or less than zero)			86,718.00			83,820.00
b. Maximum State Aid in Local Limit (Lesser of Line C26 or Lines D4 minus D5 plus C23; but not less than zero)			3,553,839.62			3,903,568.18
c. Preliminary State Aid in Local Limit (Greater of Lines D6a or D6b)			3,553,839.62			3,903,568.18
7. Local Revenues in Proceeds of Taxes						
a. Interest Counting in Local Limit (Line C28 divided by [Lines C27 minus C28] times [Lines D5 plus D6c])			173,572.98			75,602.10
b. Total Local Proceeds of Taxes (Lines D5 plus D7a)			3,961,958.40			3,755,602.10
8. State Aid in Proceeds of Taxes (Greater of Line D6a, or Lines D4 minus D7b plus C23; but not greater than Line C26 or less than zero)			3,380,266.64			3,827,966.08
9. Total Appropriations Subject to the Limit						
a. Local Revenues (Line D7b)			3,961,958.40			
b. State Subventions (Line D8)			3,380,266.64			
c. Less: Excluded Appropriations (Line C23)			699,832.51			
d. TOTAL APPROPRIATIONS SUBJECT TO THE LIMIT (Lines D9a plus D9b minus D9c)			6,642,392.53			
10. Adjustments to the Limit Per Government Code Section 7902.1 (Line D9d minus D4)			0.00			
SUMMARY	**2024-25 Actual**			**2025-26 Budget**		
11. Adjusted Appropriations Limit						

30

	2024-25 Calculations			2025-26 Calculations		
	Extracted Data	Adjustments*	Entered Data/ Totals	Extracted Data	Adjustments*	Entered Data/ Totals
(Lines D4 plus D10)			6,642,392.53			6,834,019.18
12. **Appropriations Subject to the Limit** (Line D9d)			6,642,392.53			

"* Please provide below an explanation for each entry in the adjustments column."

31

Elizabeth Nikki Guzman
Gann Contact Person

eguzman@modoc.k12.ca.us
Contact Email Address

(530) 233-7201
Contact Phone Number

MODOC HIGH SCHOOL

900 N. MAIN ST.
ALTURAS, CA 96101
(530) 233-7201
(530) 233-7306 FAX

MEMORANDUM

TO: Beckie Lewis
FROM: Kristen Budmark, MHS Principal
DATE: 9/2/2025
SUBJECT: Textbook Sufficiency at Modoc High School, Warner Continuation High School, and High Desert Community Day School

This memo is to certify that Modoc High School, Warner Continuation High School and High Desert Community Day School has or will have sufficient standards-aligned textbooks and instructional materials, including those for English Language Learners, for every student attending these sites.
Thank you for your consideration.

Memorandum

To: Beckie Lewis
Superintendent, MJUSD

From: Amy Welch
Principal, Alturas Elementary School

Date: 9/3/25

Subject: Textbook Sufficiency and Instructional Materials at Alturas Elementary School

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This letter is to certify that Alturas Elementary School has or will have sufficient standards-aligned textbooks and instructional materials, including those for English Language Learners, for every student attending Alturas Elementary School.

Modoc Middle School

MODOC JOINT UNIFIED SCHOOL DISTRICT
906 West 4th Street, Alturas, California 96101
Beckie Lewis, Superintendent

Memorandum

To: Beckie Lewis, Superintendent
Modoc Joint Unified School District

From: Matt McCandless, Principal
Modoc Middle School

Date: August 29, 2025

Subject: Textbook Sufficiency and Instructional Materials at Modoc Middle School

This memo is to certify that Modoc Middle School has or will have sufficient standards-aligned textbooks and instructional materials, including those for English Language Learners, for every student attending Modoc Middle School.

Matt McCandless, Principal
(530)233-7201 ext. 301

MODOC JOINT UNIFIED SCHOOL
RESOLUTION NO. FY 25.26.3

RESOLUTION DECLARING SUFFICIENCY OF INSTRUCTIONAL MATERIALS

WHEREAS, the Governing Board of Modoc Joint Unified School District, in order to comply with the requirements of Education Code Section 60119 held a public hearing on September 9, 2025 at 6:00 p.m., which is on or before the eighth week of school and which did not take place during or immediately following school hours, and;

WHEREAS, the Governing Board provided at least ten days notice of the public hearing posted in at least three public places within the District that stated the time, place and purpose of the hearing, and;

WHEREAS, the Governing Board encouraged participation by parents, teachers, members of the community, and bargaining unit leaders in the public hearing; and

WHEREAS, information provided at the public hearing and to the Governing Board at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the District, and;

WHEREAS, the definition of "sufficient textbooks or instructional materials" means that each pupil has a textbook or instructional materials, or both, to use in class and to take home, and;

WHEREAS, sufficient textbooks and instructional materials were provided to each student, including English learners that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks in the following subjects: Mathematics, Science, History-Social Science, and English/Language Arts (including the English language development component of an adopted program)

WHEREAS, sufficient textbooks or instructional materials were provided to each pupil enrolled in foreign language or health classes, and;

WHEREAS, laboratory science equipment was available for science laboratory classes offered in grades 9-12, inclusive;

THEREFORE, IT IS RESOLVED that for the 2025/2026 school year, the Governing Board of Modoc Joint Unified School District has provided each pupil with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

PASSED AND ADOPTED at a regular meeting of the Governing Board of Modoc Joint Unified School District, Modoc County, State of California, held on the 9th day of September, 2025, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

BOARD OF TRUSTEES
MODOC JOINT UNIFIED SCHOOL DISTRICT

By _____
Fernand Larranaga, Board President

Addendum A1

Keegan's IT Services, LLC proposes utilizing contract labor on an as needed basis to help with the managing, inventorying, and repair and maintenance of the Chromebooks and Chromebook Carts at Modoc Joint Unified School District.

This contract labor would abide by all standards set forth by Keegan's IT Services, LLC and Modoc Joint Unified School District that are agreed upon in the Memorandum of Understanding between Keegan's IT Services, LLC and Modoc Joint Unified School District.

The following conditions are agreed upon for this contact labor:

- Contract Labor will be billed at the rate of $50 per hour.
- Keegan's IT Services, LLC will bill MJUSD for the contract labor; will include the contract labor hours worked on the regular invoice billed to MJUSD; and will denote the amount of time and work performed by the contract labor.
- Contract labor will not exceed an average of 20 hours per week for the duration needed and no later than August 29, 2025.
- Keegan's IT Services, LLC will work in tandem with contract labor to complete the required work.
- MJUSD will provide access for contact labor, i.e. keys, accounts, etc., needed to complete the work. Only minimum access needed will be granted to complete the work.
- The as needed basis will be determined by Keegan's IT Services, LLC in relation to workload.
- Keegan's IT Services, LLC will keep MJUSD informed of all progress and the continuation or discontinuation of the contract labor.

Keegan's IT Services, LLC takes full responsibility of the contract labor and the actions performed therein.

MODOC JOINT UNIFIED SCHOOL DISTRICT

_____
Rebecca Lewis
District Superintendent

Date: _____

Keegan's IT Services, LLC

_____
Keegan Richardson
Owner

Date: _____

ALTURAS ELEMENTARY SCHOOL
MUSIC TEACHER JOB DESCRIPTION

- The Music Teacher, under the general supervision of the Principal, will instruct a variety of music classes in grades ranging from TK-5.
- Demonstrate extensive knowledge and practical application of behavioral principles and instructional practices, methods and strategies, including classroom management based on positive reinforcement and maintain personal qualities of leadership, integrity, fairness, optimism, self-confidence, persistence and vitality.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Fosters a safe and nurturing learning environment
- Continuously builds professional knowledge
- Organizes classroom systems/procedures and manages student behavior to ensure all students are fully engaged in learning
- Establishes an environment where students are excited about learning and preparing for college
- Develops and maintains lesson plans according to the California state standards
- Prepares lesson plans for substitutes
- Builds strong relationships with students and parents
- Communicateswithparents/guardians
- Identifies student's areas for improvement and is able to work with the student and family and internal resources to suggest options for improvement
- Provides continual assessment of student progress, maintain student records and portfolios, and complete assigned paperwork in provided timeframes
- Collaborates with the Special Ed Department Resource Specialist to meet the needs of all students
- Attends and participates in all school staff meetings, Parent Teacher meetings upon request, and other school-based meetings and activities
- Attends and implements professional development training throughout and beyond the school year
- Demonstrates support and knowledge of school's goals and mission
- Is detail oriented when tracking students' grades, attendance, and other student data
- Works with the Principal and Assistant Principal to ensure teaching methods are directed towards meeting and surpassing the standards
- Alturas Elementary School students will be provided with an opportunity to perform in a minimum of one (1) grade level community performance per semester
- Engages students in after-school music productions and/or music clubs*
- Perform related duties as assigned

**Clubs are defined as an 18-week course with a minimum of three thirty-minute practices per week with an end-of-course recital. Club start dates, end dates, type of club, recital date and minimum number of participants must be mutually agreed upon by the music director and the site administrator.*

REQUIRED CERTIFICATES, LICENSES, AND/OR CREDENTIALS:

- Possession of a valid California Teaching Credential, Single Subjects in Music or be eligible to apply for the credential
- Fingerprint
- Clearance of TB Clearance

QUALIFICATIONS:

- The candidate should have effective leadership and team-building skills with a strong background in music and teaching
- Demonstrated commitment to the population we serve and strong teaching capabilities in the area of Music
- Strong classroom instructor should have the ability to provide clarity, engage students, and set expectations for behavior. They must be willing to work with multiple skill levels in one class and have the ability to develop curriculum that connects to Modoc Joint Unified School District's curricular goals and meets California State framework.
- Strong interpersonal communication skills and ability to work effectively with peers, students, parents and community
- Energetic, enthusiastic, and creative
- Flexibility with evening events is required
- Additional skills are collaboration, advising, flexibility, and judgment

EVALUATOR: Site administration

BARGAINING UNIT: Modoc Teachers Association

SALARY RANGE: Current MJUSD Certificated Salary Schedule plus $2000 for a Master's Stipend. Salary range placement based on education and experience

ALTURAS ELEMENTARY SCHOOL and MODOC MIDDLE SCHOOL
MUSIC TEACHER JOB DESCRIPTION

- The Music Teacher, under the general supervision of the Principal, will instruct a variety of music classes in grades ranging from TK- 8.
- Demonstrate extensive knowledge and practical application of behavioral principles and instructional practices, methods and strategies, including classroom management based on positive reinforcement and maintain personal qualities of leadership, integrity, fairness, optimism, self-confidence, persistence and vitality.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Fosters a safe and nurturing learning environment
- Continuously builds professional knowledge
- Organizes classroom systems/procedures and manages student behavior to ensure all students are fully engaged in learning
- Establishes an environment where students are excited about learning and preparing for college
- Develops and maintains lesson plans according to the California state standards
- Prepares lesson plans for substitutes
- Builds strong relationships with students and parents
- Communicates with parents/guardians
- Identifies student's areas for improvement and is able to work with the student and family and internal resources to suggest options for improvement
- Provides continual assessment of student progress, maintain student records and portfolios, and complete assigned paperwork in provided timeframes
- Collaborates with the Special Ed Department Resource Specialist to meet the needs of all students
- Attends and participates in all school staff meetings, Parent Teacher meetings upon request, and other school-based meetings and activities
- Attends and implements professional development training throughout and beyond the school year
- Demonstrates support and knowledge of school's goals and mission
- Is detail oriented when tracking students' grades, attendance, and other student data
- Works with the Principal and Assistant Principal to ensure teaching methods are directed towards meeting and surpassing the standards
- Alturas Elementary School and Modoc Middle School students will be provided with an opportunity to perform in a minimum of one (1) grade level community performance per semester
- Engages students in after-school music productions and/or music clubs*
- Perform related duties as assigned

**Clubs are defined as an 18-week course with a minimum of three thirty-minute practices per week with an end-of-course recital. Club start dates, end dates, type of club, recital date and minimum number of participants must be mutually agreed upon by the music director and the site administrator.*

REQUIRED CERTIFICATES, LICENSES, AND/OR CREDENTIALS:

- Possession of a valid California Teaching Credential, Single Subjects in Music or be eligible to apply for the credential
- Fingerprint
- Clearance of TB Clearance

QUALIFICATIONS:

- The candidate should have effective leadership and team-building skills with a strong background in music and teaching
- Demonstrated commitment to the population we serve . Strong teaching capabilities in the area of Music
- Strong classroom instructor: clarity, able to engage students, set expectations for behavior. Must be willing to work with multiple skill levels in one class . Ability to develop curriculum that connects to Modoc Joint Unified School District's curricular goals and meets California State framework .
- Strong interpersonal communication skills and ability to work effectively with peers, students, parents and community
- Energetic, enthusiastic, and creative
- Flexibility with evening events is required
- Additional skills are collaboration, advising, flexibility, and judgment

EVALUATOR: Site administration

BARGAINING UNIT: Modoc Teachers Association

SALARY RANGE: Current MJUSD Certificated Salary Schedule plus $2000 for a Master's Stipend. Salary range placement based on education and experience

MODOC MIDDLE SCHOOL MUSIC TEACHER JOB DESCRIPTION

- The Music Teacher, under the general supervision of the Principal, will instruct a variety of music classes in grades ranging from 6-8.
- Demonstrate extensive knowledge and practical application of behavioral principles and instructional practices, methods and strategies, including classroom management based on positive reinforcement and maintain personal qualities of leadership, integrity, fairness, optimism, self-confidence, persistence and vitality.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Fosters a safe and nurturing learning environment
- Continuously builds professional knowledge
- Organizes classroom systems/procedures and manages student behavior to ensure all students are fully engaged in learning
- Establishes an environment where students are excited about learning and preparing for college
- Develops and maintains lesson plans according to the California state standards
- Prepares lesson plans for substitutes
- Builds strong relationships with students and parents
- Communicateswithparents/guardians
- Identifies student's areas for improvement and is able to work with the student and family and internal resources to suggest options for improvement
- Provides continual assessment of student progress, maintain student records and portfolios, and complete assigned paperwork in provided timeframes
- Collaborates with the Special Ed Department Resource Specialist to meet the needs of all students
- Attends and participates in all school staff meetings, Parent Teacher meetings upon request, and other school-based meetings and activities
- Attends and implements professional development training throughout and beyond the school year
- Demonstrates support and knowledge of school's goals and mission
- Is detail oriented when tracking students' grades, attendance, and other student data
- Works with the Principal and Assistant Principal to ensure teaching methods are directed towards meeting and surpassing the standards
- Modoc Middle School students will be provided a minimum of one (1) grade level community performance per semester
- Engages students in after-school music productions and/or music clubs*
- Perform related duties as assigned

*Clubs are defined as an 18-week course with a minimum of three thirty-minute practices per week with an end-of-course recital. Club start dates, end dates, type of club, recital date and minimum number of participants must be mutually agreed upon by the music director and the site administrator.

REQUIRED CERTIFICATES, LICENSES, AND/OR CREDENTIALS:

- Possession of a valid California Teaching Credential, Single Subjects in Music or be eligible to apply for the credential
- Fingerprint
- Clearance of TB Clearance

QUALIFICATIONS:

- The candidate should have effective leadership and team-building skills with a strong background in music and teaching
- Demonstrated commitment to the population we serve . Strong teaching capabilities in the area of Music
- Strong classroom instructor: clarity, able to engage students, set expectations for behavior. Must be willing to work with multiple skill levels in one class . Ability to develop curriculum that connects to Modoc Joint Unified School District's curricular goals and meets California State framework .
- Strong interpersonal communication skills and ability to work effectively with peers, students, parents and community
- Energetic, enthusiastic, and creative
- Flexibility with evening events is required
- Additional skills are collaboration, advising, flexibility, and judgment

EVALUATOR: Site administration

BARGAINING UNIT: Modoc Teachers Association

SALARY RANGE: Current MJUSD Certificated Salary Schedule plus $2000 for a Master's Stipend. Salary range placement based on education and experience

MMS/MHS MUSIC TEACHER
JOB DESCRIPTION

- The Music Teacher, under the general supervision of the Principal, is responsible for teaching music education to pupils in grades 9-12 and assists the staff of the school in the improvement and appreciation of music instruction

- Demonstrate extensive knowledge and practical application of behavioral principles and instructional practices, methods and strategies, including classroom management based on positive reinforcement; and maintain personal qualities of leadership, integrity, fairness, optimism, self-confidence, persistence and vitality

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Assumes complete responsibility for planning and directing athletic performances at home contests.
- Plans and directs the acquisition, maintenance, and storing of costumes, props and musical instruments
- Plans and directs rehearsals; directs public performances
- Works cooperatively with the elementary, middle school and high school staff on major musical productions
- Arranges transportation for performances away from the school site; secures adult supervisors at the prescribed overall ratio
- Continuously builds professional knowledge
- Organizes classroom systems/procedures and manages student behavior to ensure all students are fully engaged in learning
- Establishes an environment where students are excited about learning and preparing for college
- Develops and maintains lesson plans according to the California state standards
- Prepares lesson plans for substitutes
- Builds strong relationships with students and parents
- Communicates with parents/guardians
- Identifies student's areas for improvement and is able to work with the student and family and internal resources to suggest options for improvement
- Provides continual assessment of student progress, maintain student records and portfolios, and complete assigned paperwork in provided timeframes
- Conducts both student and teacher lead parent conferences
- Collaborates with the Special Ed Department Resource Specialist to meet the needs of all students
- Attends and participates in all school staff meetings, Parent/Teacher meetings, and other school-based meetings and activities
- Performs assigned duties
- Attends and implements professional development training throughout and beyond the school year
- Demonstrates support and knowledge of school's goals and mission
- Is detail oriented when tracking students' grades, attendance, and other student data
- Works with the Principal and Assistant Principal to ensure teaching methods are directed towards meeting and surpassing the standards
- Modoc Middle School and Modoc High School students will be provided a minimum of one (1) grade level community performance per semester
- Perform related duties as assigned by the principal

REQUIRED CERTIFICATES, LICENSES, AND/OR CREDENTIALS:

- Possession of a valid California Teaching Credential, Single Subjects in Music or be eligible to apply for the credential
- Fingerprint clearance
- TB Clearance

¿UALIFICATIONS:

- The candidate should have effective leadership and team-building skills with a strong background in music and teaching
- Demonstrated commitment to the population we serve

- Strong teaching capabilities in the area of Music
- Strong classroom instructor: clarity, able to engage students, set expectations for behavior. Must be willing to work with multiple skill levels in one class
- Ability to develop curriculum that connects to Modoc Joint Unified School District's curricular goals and meets California State framework
- Strong interpersonal communication skills and ability to work effectively with peers, students, parents and community
- Energetic, enthusiastic and creative
- Flexibility with weekend and evening events is required
- Be able to play one or more instruments
- Have excellent stage presence
- Additional skills are collaboration, advising, flexibility, and judgment

EVALUATOR:

- Site administration

BARGAINING UNIT:

- Modoc Teachers Association

SALARY RANGE:

- Current MJUSD Certificated Salary Schedule plus $2000 for a Master's Stipend. Salary range placement based on education and experience

MODOC HIGH SCHOOL MUSIC TEACHER
JOB DESCRIPTION

- The Music Teacher, under the general supervision of the Principal, is responsible for teaching music education to pupils in grades 9-12 and assists the staff of the school in the improvement and appreciation of music instruction

- Demonstrate extensive knowledge and practical application of behavioral principles and instructional practices, methods and strategies, including classroom management based on positive reinforcement; and maintain personal qualities of leadership, integrity, fairness, optimism, self-confidence, persistence and vitality

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Assumes complete responsibility for planning and directing athletic performances at home contests.
- Plans and directs the acquisition, maintenance, and storing of costumes, props and musical instruments
- Plans and directs rehearsals; directs public performances
- Works cooperatively with the elementary, middle school and high school staff on major musical productions
- Arranges transportation for performances away from the school site; secures adult supervisors at the prescribed overall ratio
- Continuously builds professional knowledge
- Organizes classroom systems/procedures and manages student behavior to ensure all students are fully engaged in learning
- Establishes an environment where students are excited about learning and preparing for college
- Develops and maintains lesson plans according to the California state standards
- Prepares lesson plans for substitutes
- Builds strong relationships with students and parents
- Communicates with parents/guardians
- Identifies student's areas for improvement and is able to work with the student and family and internal resources to suggest options for improvement
- Provides continual assessment of student progress, maintain student records and portfolios, and complete assigned paperwork in provided timeframes
- Conducts both student and teacher lead parent conferences
- Collaborates with the Special Ed Department Resource Specialist to meet the needs of all students
- Attends and participates in all school staff meetings, Parent/Teacher meetings, and other school-based meetings and activities
- Performs assigned duties
- Attends and implements professional development training throughout and beyond the school year
- Demonstrates support and knowledge of school's goals and mission
- Is detail oriented when tracking students' grades, attendance, and other student data
- Works with the Principal and Assistant Principal to ensure teaching methods are directed towards meeting and surpassing the standards
- Modoc High School students will be provided a minimum of one (1) grade level community performance per semester
- Perform related duties as assigned by the principal

REQUIRED CERTIFICATES, LICENSES, AND/OR CREDENTIALS:

- Possession of a valid California Teaching Credential, Single Subjects in Music or be eligible to apply for the credential
- Fingerprint clearance
- TB Clearance

¿UALIFICATIONS:

- The candidate should have effective leadership and team-building skills with a strong background in music and teaching
- Demonstrated commitment to the population we serve

- Strong teaching capabilities in the area of Music
- Strong classroom instructor: clarity, able to engage students, set expectations for behavior. Must be willing to work with multiple skill levels in one class
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EVALUATOR:

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BARGAINING UNIT:

- Modoc Teachers Association

SALARY RANGE:

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Memorandum of Understanding

Humboldt County Office of Education

HUMBOLDT COUNTY OFFICE OF EDUCATION (HCOE), CAL POLY HUMBOLDT and

Modoc Joint Unified School District.

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HUMBOLDT, and Modoc Joint Unified School District have come together to support and implement a Teacher Residency Program through the Northern California Education Specialist Teacher Residency Consortium (NCESTRC) for the purpose of increasing the number and preparedness of the Special Education workforce in Northern California. This MOU is an agreement that HCOE will fund participating LEAs to support Residents working towards obtaining their special education credential within the district. This agreement is for the 2025-2026 school year.

Resident and funding allocation for Modoc Joint Unified School District:

Resident: Alissa Crnkovic
School Name: Alturas Elementary
Mentor Name: Karolyne Breiner & Krissy Hess
Admin or Designee: Hannah Curcio

Funding Allocation		
Fall 2025	Spring 2026	Total Allocation
$3000	$3000	$6000

The HCOE, CAL POLY HUMBOLDT, and Modoc Joint Unified School District agree as follows:

1. SHARED RESPONSIBILITIES

CAL POLY HUMBOLDT, HCOE, and Modoc Joint Unified School District are equally responsible for assuring the following occur:

A. Counsel the resident and develop a plan to complete the requirements to earn a credential in the specified content or specialty area(s). University, the District, and the Resident shall concur on the program planned. Each is responsible for the timely and proper progress of the plan.

B. Establish the process for communication between the principal or evaluator, or other District designee and the University Advisor.

C. Place the Resident in a co-teaching Mentor's classroom at least half time for the duration of the School or District's school year (e.g., August-June), including support/mentoring and supervision, such as coaching, modeling, and demonstrating within the classroom, assistance with course planning and problem-solving regarding students, curriculum, and development of effective teaching methodologies.

D. Provide content specific coaching.

E. Participate in a Steering Committee, which will function as the operational governing body for the Residency Program and facilitate planning, design, and implementation of all key activities, instruments, processes, and systems, including those related to: recruitment and selection of Residents and Mentors; cohort activities (e.g. role-alike meetings), and feedback for Residents and Mentors; and assessment and evaluation focusing on continual improvement for Residents, Mentors, District students, and all other aspects of the Residency Program.

F. Collect, share among partners, and analyze assessment and evaluation data related to the Residency Program.

G. Track and report on grant and matching funds, if any, that support the Residency Program using the Residency Grant tracking form.

2. CAL POLY HUMBOLDT'S RESPONSIBILITIES

A. Cal Poly Humboldt is responsible for ensuring that the Resident in their program is supervised and there is adequate support throughout the duration of the program.

B. Provide the Resident with a minimum of 45 hours of "Early Field Experience", that develops familiarity with texts and instructional materials used in schools, observation of classroom management strategies used by the teacher, planning and delivery of lesson plans, and how schools function.

C. Assign a qualified University Supervisor who has expertise in the following: (i) current public school policies; (ii) the process for providing special education services (if supervising a resident pursing the Education Specialist Credential); (iii) the ability to model best professional practices in teaching and learning, scholarship, and service; (iv) knowledge of diverse abilities, cultural, language, ethnic, and gender diversity; and (v) the academic standards, frameworks, and accountability systems that drive the curriculum of public schools.

D. Articulate specific responsibilities of University Supervisor including allocation of time/frequency of observations and/or coaching.

E. Provide a University Advisor during the extent of the residency and monitor the successful completion of all requirements during the residency period.

F. Provide training seminars each semester for co-teaching Mentors and University Supervisors.

G. Receive, complete, and review the resident assessment forms at the end of each semester.

H. Provide information and paperwork for the process for recommendation for the appropriate credential, i.e., Education Specialist.

- Provide University supervision for at least 12 hours each semester of the one-year residency program in the form of a "student teaching" class. Teach courses in the Resident's credential program and ensure all courses are available for Residents.
- Ensure that Residents are advised about which courses to take each semester. Ensure coursework is aligned to the needs of teachers and students in the District, including use of district-adopted curriculum materials and shared instructional practices.
- Provide professional development for Mentors on mentoring, co-teaching, and instructional practices prioritized by the Steering Committee.
- Provide a University Supervisor for each Resident.
- Conduct classroom observations of Residents.
- Sit on Residency Program Steering Committee.
- Provide and organize recruitment opportunities on campus.

3. DISTRICT RESPONSIBILITIES

A. Ensure that schools in which Residents will be mentored provide high-quality learning experiences in a supportive work environment.

B. Ensure that Residents engage in all aspects of the learning community, including district- and site-level professional development that occurs immediately before and during the school year, committee meetings, staff meetings, and out-of-classroom assignments.

C. Provide priority hiring interviews to Residents enabling them to satisfy the commitment to the Local Educational Agency (LEA) as specified below:

Residents receiving a Teacher Residency Grant stipend are required to teach up to four years in the LEA, if hired and subsequently renewed. Residents may fulfill this obligation at LEAs throughout California if not hired by Modoc Joint Unified School District.

- Provide induction support to residents who complete the program, if subsequently hired by the LEA.

- Provide fiscal management of grant and matching funds, if any, that support the Residency Program.
- Provide all reporting to HCOE and/or other funding agencies, if any, in alignment with grant requirements.
- Ensure that the Resident is supported and there is adequate supervision.
- Assign a Mentor who has a valid corresponding Clear or Life Credential, three years of successful teaching experience and ELA (if responsible for providing specified ELA support). The ELA support can be an alternate individual if necessary, providing the same level of support.
- Designate protected time for the Resident to meet with/work with the Mentor and any other support personnel within the school day including clearly defined expectations for type/frequency of support.
- Evaluate the Mentor, subject to the terms and conditions of any collective bargaining agreement to which the LEA is a party.
- Facilitate (e.g., by hiring a substitute teacher) and ensure the Mentor's participation in residency-program professional development activities as specified each year by the Steering Committee.

4. HUMBOLDT COUNTY OFFICE OF EDUCATION'S RESPONSIBILITIES

A. HCOE will work with CAL POLY HUMBOLDT on recruitment of qualified applicants to the residency program.

B. As the fiscal agent of the grant, HCOE will facilitate the payments to districts and residents in the following ways:

- Districts will receive $2,000 for each resident per year. Funds will be dispersed in two installments (Fall and Spring).
    - **Recommended budget areas, for district funds distribution (total of $2,000):**
        - Substitute costs for alternative placement (if resident is employed as an aide)
        - Miscellaneous support funds to cover professional development and technology needs
- SELPA will receive $4,000 for each resident per year for the Mentor Teacher/Alternative Mentor stipend ($4000), recommended distribution of 2 installments (Fall and Spring). Funds will be dispersed in two installments (Fall and Spring).
- Each Resident will receive $25,000 for tuition support, books, and fees associated with gaining his/her credential. Funds will be dispersed in two installments aligned with the University's Fall and Spring semesters.

C. HCOE will support participating districts in the coordination of mentor teacher training, curriculum sharing, and providing ongoing resources.

D. HCOE's Fiscal Services Official will provide fiscal oversight and be responsible for the expenditure of funds.

E. HCOE will coordinate the Residency Program Steering Committee

5. STATUS OF CAL POLY HUMBOLDT, HCOE AND DISTRICT

HCOE, CAL POLY HUMBOLDT, and Modoc Joint Unified School District represents and warrants that they (1) have the legal authority to enter into this MOU; and (2) have obtained all necessary approvals and rights required by applicable laws, rules and regulations necessary to enter into, and perform under, this MOU.

6. INSURANCE

Modoc Joint Unified School District shall provide both general liability insurance and workers compensation insurance for any University students participating in the Residency Program.

7. INDEMNIFICATION

CAL POLY HUMBOLDT, HCOE, and Modoc Joint Unified School District agree to indemnify, defend, and hold harmless all parties in this MOU and its affiliates, directors, trustees, officers, agents, and employees, against all claims, demands, damages, costs, expenses of whatever nature, including court costs and reasonable attorney's fees arising out of or resulting from negligence.

8. TERM AND TERMINATION

This MOU may be terminated at any time without penalty by written agreement or upon 30 days advance written notice by one party to the other, provided, however, that in no event shall termination take effect with respect to students then participating in the Residency Program, until the Residents complete their training for the semester in which termination occurs.

9. GENERAL PROVISIONS

A. Amendments. This MOU may be amended at any time by mutual agreement of the parties without additional consideration, provided that before any amendment shall take effect, it shall be reduced to writing and signed by the parties.

B. Assignment. Neither party shall voluntarily or by operation of law, assign or otherwise transfer this MOU without the other party's prior written consent. Any purported assignment in violation of this paragraph shall be void.

C. Entire MOU. This MOU, including any attached exhibits or agreements referenced in Sections I.A, is the entire agreement between the parties. No other agreements, oral or written, have been entered into with respect to the subject matter of this MOU.

D. Survival. Upon termination of this Contract for any reason, the terms, provisions, representations, and warranties contained in this MOU shall survive expiration or earlier termination of this MOU.

E. Severability. If any provision of this MOU is held invalid by any law, rule, order of regulation of any government or by the final determination of any state or federal court, such invalidity shall not affect the enforceability of the MOU and any other provision not held to be invalid.

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Terms of Agreement:

This MOU will remain in effect from July 1, 2025 - June 30, 2026.

Signature: Beckie Lewis Date: 09/03/2025

Print Name: Beckie Lewis

Superintendent

Modoc Joint Unified School District

906 W. 4th St.

Alturas, CA 96101

Signature: _____ Date: _____

Hannah Curcio, SELPA Director

Modoc County Office of Education

139 Henderson St.

Alturas, CA 96101

Signature: _____ Date: _____

Edna Lewis, Procurement Specialist/Contracts and Procurement

Cal Poly Humboldt

1 Harpst Street

Arcata, CA 95521

Signature: _____ Date: _____

Dr. Colby Smart, Deputy Superintendent

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901 Myrtle Avenue

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Resident and funding allocation for Modoc Joint Unified School District:

Resident: Rhiannon Martin
School Name: Alturas Elementary
Mentor Name: Karolyne Breiner & Krissy Hess
Admin or Designee: Hannah Curcio

Funding Allocation		
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Terms of Agreement:

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Signature: Beckie Lewis Date: 09/03/2025

Print Name: Beckie Lewis

Superintendent

Modoc Joint Unified School District

906 W. 4th St.

Alturas, CA 96101

Signature: _____ Date: _____

Hannah Curcio, SELPA Director

Modoc County Office of Education

139 Henderson St.

Alturas, CA 96101

Signature: _____ Date: _____

Edna Lewis, Procurement Specialist/Contracts and Procurement

Cal Poly Humboldt

1 Harpst Street

Arcata, CA 95521

Signature: _____ Date: _____

Dr. Colby Smart, Deputy Superintendent

Humboldt County Office of Education

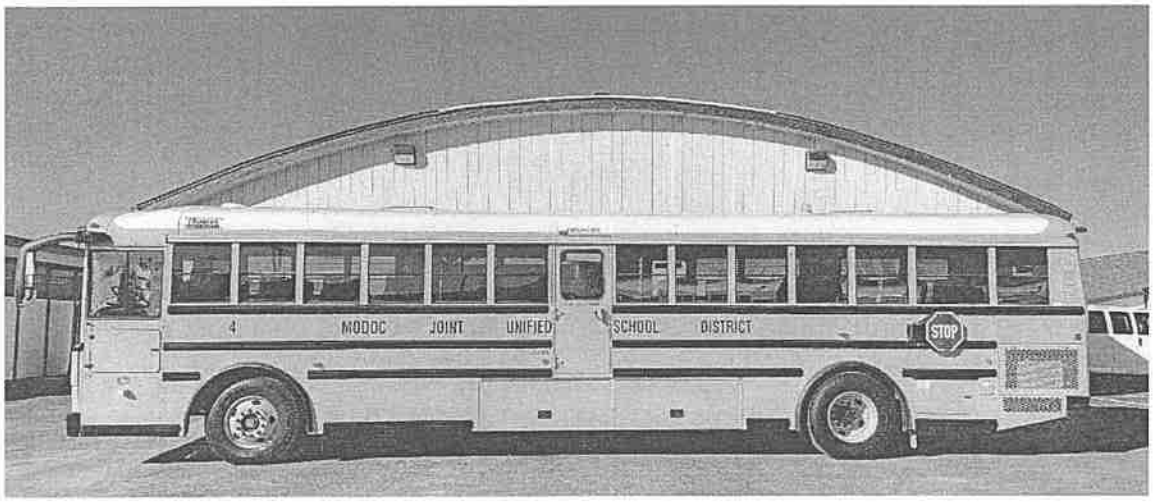
901 Myrtle Avenue

Eureka, CA 95501

Modoc Joint Unified School District

Transportation Department
906 W. 4th St. Alturas, CA 96101
Phone: (530) 233-7201
Fax: (530) 233-4362

Transportation Safety Plan and Handbook



Preface

California Education Code 39831.3

(a) The county superintendent of schools, the superintendent of a school district, or the owner or operator of a private school that provides transportation to or from a school or school activity shall prepare a transportation safety plan containing procedures for school personnel to follow to ensure the safe transport of pupils. The plan shall be revised as required.

The plan shall address all of the following:

(1) Determining if pupils require escort pursuant to paragraph (1) of subdivision (d) of Section 22112 of the Vehicle Code.

(2) (A) Procedures for all pupils in pre-kindergarten, kindergarten, and grades 1 to 8, inclusive, to follow as they board and exit the appropriate school bus at each pupil's school bus stop.
(B) Nothing in this paragraph requires the county superintendent of schools, the superintendent of a school district, or the owner or operator of a private school that provides transportation to or from a school or school activity, to use the services of an onboard school bus monitor, in addition to the driver, to carry out the purposes of this paragraph.

(3) Boarding and exiting a school bus at a school or other trip destination.

(4) Procedures to ensure that a pupil is not left unattended on a school bus, school pupil activity bus, or youth bus.

(5) Procedures and standards for designating an adult chaperone, other than the driver, to accompany pupils on a school activity bus.
(b) A current copy of a plan prepared pursuant to subdivision (a) shall be retained by each school subject to the plan and made available upon request to an officer of the Department of the California Highway Patrol.

California Education Code 39831.5

(a) All pupils in prekindergarten, kindergarten, and grades 1 to 12, inclusive, in public or private school who are transported in a school bus or school pupil activity bus shall receive instruction in school bus emergency procedures and passenger safety. The county superintendent of schools, superintendent of the school district, or owner/operator of a private school, as applicable, shall ensure that the instruction is provided as follows:

(1) Upon registration, the parents or guardians of all pupils not previously transported in a school bus or pupil activity bus and who are in prekindergarten, kindergarten, and grades 1to 6, inclusive, shall be provided with written information on school bus safety. The information shall include, but is not limited to, all of the following:

(A) A list of school bus stops near each pupil's home.
(B) General rules of conduct at school bus loading zones.
(C) Red light crossing instructions.
(D) School bus danger zone.
(E) Walking to and from school bus stops.

(2) At least once in each school year, all pupils in prekindergarten, kindergarten, and grades 1 to 8, inclusive, who receive home-to-school transportation shall receive safety instruction that includes, but not limited to, proper loading and unloading procedures, including escorting by the driver, how to safely cross the street, highway, or private road, instruction on the use of passenger restraint systems, as described in paragraph (3), proper passenger conduct, bus evacuation, and location of emergency equipment. Instruction also may include responsibilities of passengers seated next to an emergency exit. As part of the instruction, pupils shall evacuate the school bus through emergency exit doors.

(3) Instruction on the use of passenger restraint systems, when a passenger restraint system is installed, shall include, but not be limited to, all of the following:
(A) Proper fastening and release of the restraint system.
(B) Acceptable placement of passenger restraint systems on pupils.
(C) Times at which the passenger restraint systems should be fastened and released.
(D) Acceptable placement of the passenger restraint systems when not in use.

(4) Prior to departure on a school activity trip, all pupils riding on a school bus or school pupil activity bus shall receive safety instruction that includes, but is not limited to, location of emergency exits, and location and use of emergency equipment. Instruction also may include responsibilities of passengers seated next to an emergency exit.

(b) The following information shall be documented each time the instruction required by paragraph (2) of subdivision (a) is given:
(1) Name of school district, county office of education, or private school.
(2) Name and location of school.
(3) Date of instruction.
(4) Names of supervising adults
(5) Number of pupils participating
(6) Grade levels of pupils
(7) Subjects covered in instruction
(8) Amount of time taken for instruction
(9) Bus driver's name
(10) Bus number
(11) Additional remarks

The information recorded pursuant to this subdivision shall remain on file at the district or county office, or at the school, for one year from the date of the instruction, and shall be subject to inspection by the Department of the California Highway Patrol.

Contents

Contact Information 5
Contact Information Modoc Joint Unified School District Office 5
School Bus Transportation 6
Rules of Conduct at Bus Stops and School Bus Loading Zones 6
Red Light Crossing Instruction/Escort of Students across Roadway 7
Driver Escort Procedure 7
School bus Danger Zone 7
Designated Bus Stop 8
Permission to Ride 8
Bus Note 8
Bus Behavior/Conduct 8
Bus Rules 8
School Bus Incident Report to Parents (Referrals) 9
Disciplinary Actions 9
Evacuation Instruction 9
Bus Safety Equipment and Emergency Exits 10
Fire Extinguishers 10
Safe Bus Operations 10
Procedures for Discontinuance of Service due to Reduced Visibility 10
Bus Accidents 10
Field Trip/Activity Trip 11
Passenger Restraint 11
Transporting Passengers with Special Needs 12
The IEP and Transportation 12
Transportation Independence Tools 12
Parental Responsibilities 12
Confidentiality Requirements 12
Pick-up and Drop-off Locations 13
Routing and Ride Times 13
Loading and Unloading Zone Communication and Supervision 13
Oxygen Tanks 13
Driver-Parent-Teacher Communication 13
School Bus Safety Alert System 14
Electronic Communication Devices 15
Websites For Reference 16

Contact Information Modoc Joint Unified School District

Modoc Joint Unified School District
906 W. 4th Street, Alturas, CA 96101
Phone 530-233-7201
Fax 530-233-4362

Superintendent's Office
Beckie Lewis -Superintendent
530-233-7201 ext. 100
Wendy Ewing – Superintendent's Secretary
530-233-7201 ext. 101
Gerese Weber – District Secretary
530-233-7201 ext. 103

Transportation
Doug Waterman – Director of Transportation/Maintenance
530-233-7201 ext. 110
Jamie Brown – Lead Transportation
530-233-7201 ext. 108

Modoc High School
Kristen Budmark - Principal
530-233-7201 ext. 400
Todd Hughes – Assistant Principal
530-233-7201 ext. 404
Cindy Potter – School Services Secretary
530-233-7201 ext. 405

Modoc Middle School
Matt McCandless – Principal
530-233-7201 ext. 300
Melissa Carlson – Principal's Secretary
530-233-7201 ext. 301
Taylor Stevenson – Administrative Assistant
530-233-7201 ext. 307

Alturas Elementary School
Amy Welch – Principal
530-233-7201 ext. 200
Stephanie Kramer – Principal's Secretary
530-233-7201 ext. 201
Wendy Lowery – Administrative Assistant
530-233-7201 ext. 202

School Bus Transportation

The Modoc Joint Unified School District's primary goal for student transportation is to promote safe, efficient and cost effective transportation services. Bus routes will generally be limited to properly maintained, paved roads without dead ends. Other factors the district will evaluate for routing include student demographics, destinations, behavioral patterns, vehicle capacities, number of stops, number of passengers per stop and walking distances to stops. Bus routes may include limited travel on properly maintained gravel roads. Such roads shall provide the driver with good visibility and be wide enough for two vehicles to pass safely. Other factors that determine bus stops include limited use of flashing lights, driving maneuver limitation, major roadway crossings, speed limits, hills and curves, no drive zones, hazardous areas, industrial areas, railroad crossings, limited access highways, sex offender areas, known drug houses and any other unsafe condition. The transportation department will attempt to limit student riding time as much as possible. The transportation goal is to limit ride time to no more than one hour, but some outlying areas may have longer ride times.

Loading and Unloading Pursuant 22112 of the Vehicle Code

Rules of Conduct at Bus Stops and School Bus Loading Zones

Procedures for all students to follow as they board and exit the school bus:

1) Arrive to bus stop 10 minutes prior to the scheduled bus arrival

2) Students shall wait for the bus in an orderly manner, line up single file 12 feet away from the bus stop and six feet off the road, and wait until the bus comes to a complete stop and the door is open before approaching.

3) Students shall board and exit the school bus only at bus stops designated by the District Superintendent or designee.

4) Students must load and unload only at their designated school site and designated bus stop, which is specified on the Permission to ride note (In the case of an emergency the student must obtain a bus pass from the school office).

5) All students (K-8) require driver escort who need to cross the roadway or private road upon which the school bus is stopped during drop off. Drivers shall ask if anyone needs escorted across the roadway or private road. While boarding or exiting the bus students are **NEVER** allowed to cross the street without a driver escort. Students are not permitted to cross at the rear of the bus.

6) During pickup students shall not attempt to cross the roadway or private road once they have visual contact with the school bus. Students shall wait for the driver to properly escort them across the street. Bus drivers shall not allow students to cross roadways or private roads once they have visual contact with a student.

7) Students shall exit the bus in an orderly manner, remaining seated until the bus comes to a complete stop and is placed in gear and the parking brake is set. Leave the bus promptly. Immediately leave the vicinity of the bus stop and stay clear of the roadway.

8) While at the bus stop, students will show respect to public and private property. There will be no marking and/or destruction of public property.

Bus Driver Requirements:

1) On approaching a bus stop, the driver must activate approved flashing amber light (if bus is so equipped) beginning 200 feet before the bus stop.

2) The driver shall operate flashing red light and stop arm when the bus is stopped for purpose of loading and unloading students.

3) Before opening the door, the driver shall ensure the flashing red signal lights and stop arm are activated

4) Driver shall escort students across the roadway or private road as needed. The driver shall use an approved hand-held stop sign while escorting all students.

5) The driver shall stop only at bus stops designated by the District Superintendent or designee.
6) The driver shall ensure that all students who need to cross the roadway or private road are crossed safely, that all other unloaded students and pedestrians are a safe distance from the bus and that it is safe to move before setting the bus in motion.

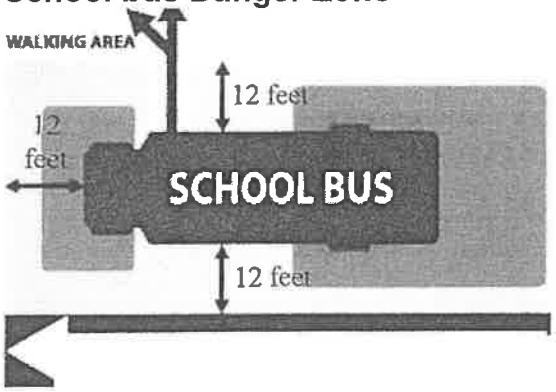
Red Light Crossing Instruction/Escort of Students across Roadway

22112 (d) When a school bus is stopped on a highway or private road for the purpose of loading or unloading pupils, at a location where traffic is not controlled by a traffic officer or official traffic control signal, the school bus driver shall do all of the following:
1) Escort all pupils in prekindergarten, kindergarten, or any of grades 1 to 8, inclusive, who need to cross the highway or private road upon which the school bus is stopped. The driver shall use an approved hand-held "STOP" sign while escorting all pupils.
2) Require all pupils who need to cross the highway or private road upon which the school bus is stopped to walk in front of the bus as they cross.
NOTE: Modoc Joint Unified School District escorts all students through grade 8. Upon pickup, riders shall be at their designated pickup location. If a rider is not at their designated pickup location at the time the bus is arriving and once both the rider and/or the bus driver have visual contact, then a red light crossover shall be performed. Bus drivers shall escort all riders that require a red light crossover during drop off.

Driver Escort Procedure

1) Students shall:
a) Wait for the driver to exit the bus
b) Cross the roadway only when the bus driver tells them it is safe to do so
c) Always cross in FRONT of the bus straight across the roadway between the bus driver and the bus
d) After crossing, from the bus, stay clear of the roadway
e) After crossing, to the bus, find a seat promptly and remain seated
2) The transportation department will determine if a student requires escort to or from the bus. Red light crossovers must be approved by the transportation department. Red light crossovers will be determined by the riders physical address, routing software and/or observations from the school bus driver.

School bus Danger Zone



It is very important that students know the danger zones and are never in these areas without the bus driver's knowledge.

Designated Bus Stop

Students must load and unload only at their designated school site and designated bus stop. Designated stops are determined by the address of student. If a student needs to load or unload at a stop other than their designated bus stop, student must possess a note from their parent/guardian or school site to be given to the driver/transportation department.

Permission to Ride

All students must have a current permission to ride note on file with the transportation department in order to ride any Modoc Joint Unified School District bus. Any changes to a student's information will require an updated note.
Bus rules and conduct are included in the 'Beginning of the Year' packet given to parents/guardians. It is encouraged that the parent/guardian reads over rules of conduct with their student and keeps it for their records.

Bus Note

A bus note will be required from the school office or parent/guardian anytime a student deviates from their designated pickup or drop off location or when requesting transportation. Any student who needs transportation will be required to have a permission to ride note on file with the transportation department. In the event of an emergency, permission by telephone may be accepted. In the event a student is at a morning bus stop without a note and no parent/guardian is available, the bus driver will notify dispatch and take the student to his/her school site. The parent/guardian will be contacted by the school site of the student.

Bus Behavior/Conduct:

Bus Rules and Conduct
5 CCR § 14103 (a) Pupils transported in a school bus or in a school pupil activity bus shall be under the authority of, and responsible directly to, the driver of the bus, and the driver shall be held responsible for the orderly conduct of the pupils while they are on the bus or being escorted across a street, highway or road. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a pupil to be denied transportation. A bus driver shall not require any pupil to leave the bus en-route between home and school or other destinations. (b) Governing boards shall adopt rules to enforce this section. Such rules shall include, but not be limited to, specific administration procedures relating to suspension of riding privileges and shall be made available to parents, pupils, teachers, and other interested parties.

Bus Rules

The safety of school bus passengers is the most important part of the school bus operation. To insure safety, the following rules have been developed:
1. Be at your bus stop at least 10 minutes early.
2. Passengers shall stand back 12 feet in an orderly line at pickup points until the bus comes to a complete halt.
3. Follow the instructions of your school bus driver.
4. Remain in your seat while the bus is in motion. Keep aisles clear at all times.
5. No smoking, vaping, chewing, gum, eating or drinking beverages.
6. No loud or distracting noises of any kind. Remain quiet at all railroad crossings.
7. No throwing of objects or littering on or about the bus.

8. No fighting. No bullying. No abusive, back talk or objectionable remarks to the other passengers or to persons outside the bus.
9. Be courteous to your school bus driver and fellow passengers.
10. Bus drivers may assign students to a specific seat.
11. No cell phone pictures or video. Other cell phone use is at the discretion of the driver.
12. No touching or tampering with bus equipment.
13. Always be alert to traffic when boarding and departing the bus. Cross in FRONT of the bus between the bus and the driver. Always wait for the driver to escort you across the street.
14. Students must board and depart only at their designated school site and designated bus stop. (In the case of an emergency, students must obtain a bus pass from the school office.)
15. The following items are not allowed on the bus: firearms, knives, baseball bats, balls, rollerblades, skateboards, and bicycles, items made of glass, animals, insects, hazardous articles, aerosols, perfumes, or any illegal substance.
16. Rule violators are suspended from using any MJUSD school bus. Suspension from transportation includes suspension from all athletic and extra-curricular trip buses.

School Bus Incident Report to Parents (Referrals)

The lack of compliance of rules and/or undesirable conduct by a student can result in the issuance of a School Bus Incident Report to Parents (referral).

Disciplinary Actions:

First offense (Level 1): May result in one to five school days suspension of transportation privileges and/or other disciplinary action.
Second offense (Level 2): May result in five to ten school days suspension of transportation privileges and other disciplinary action.
Third offense (Level 3): May result in suspension of transportation privileges for the balance of the school year. The Director of Transportation will notify the Governing Board by letter. (MJUSD School Board Policy 5131.1)

Note: All disciplinary action is at the discretion of the Transportation Director and/or Board of Education; the penalty may be more severe or less severe if deemed necessary.

Other Discipline

Bus driver may use other means of discipline in addition to or in place of a referral. Such as; assigning a seat, phone call to parent/guardian, conferencing with the school administration or the use of incentives such as stickers, color pages, small toys, behavior charts and positive behavior post cards to parents.

Evacuation Instruction

All pupils in prekindergarten to grade 12, inclusive, in public or private schools, who are transported in a school bus or school pupil activity bus shall receive instruction in school bus emergency procedures and passenger safety.
At least once in each school year, all pupils in prekindergarten to grade 8, inclusive, who receive home-to-school transportation, shall receive safety instruction that includes, but not limited to:

- Proper loading and unloading procedures including escorting by the driver
- How to safely cross the street, highway or private road
- Instruction on the use of passenger restraint systems
- Proper passenger conduct

- Bus evacuation
- Location of emergency equipment and may include responsibilities of passengers seated next to an emergency exit

As part of the instruction, pupils shall evacuate the school bus through emergency exit doors. Each school year the transportation department provides school buses to every elementary and middle school site and all students receive instruction on safety and participate in a bus evacuation. This instruction shall be completed at the beginning of each school year.

Bus Safety Equipment and Emergency Exits

All school buses are inspected by each driver before leaving the bus yard to transport students, at regular scheduled intervals (3000 miles or 45 days), by a mechanic and yearly by a CHP officer. Included in these inspections are ensuring safety equipment and emergency exits are in proper working order. During evacuation training, students are trained on the location and use of safety equipment and the proper operation of emergency exits. At this time, and during the event of an emergency, the students are permitted to handle safety equipment and emergency exits. Handling safety equipment and emergency exits any other time will result in disciplinary action to be taken toward the student with possible loss of bus riding privileges.

Fire Extinguishers

Each school bus shall be equipped with at least one fire extinguisher, located in the driver's compartment, which meets the standards specified in law. In addition, a wheelchair school bus shall have another fire extinguisher placed at the wheelchair loading door or emergency exit. All fire extinguishers shall be regularly inspected and serviced in accordance with regulations adopted by the State Fire Marshal. (Education Code 39838; 13 CCR 1242; 19 CCR 574-575.3)

Safe Bus Operations

School bus operations shall be limited when atmospheric conditions reduce visibility on the roadway to 200 feet or less during regular home-to-school transportation service. Bus drivers for school activity trips shall have the authority to discontinue bus operations whenever they determine that it is unsafe to continue operation because of reduced visibility. (Vehicle Code 34501.6)

Procedures for Discontinuance of Service due to Reduced Visibility

In order to insure safe operations at all times, drivers will be responsible to assess road conditions on a continuous basis. If, due to atmospheric conditions, visibility on the roadway is reduced to 200 feet or less, the driver will advise the Transportation Director or his designee of the fact and a decision will be made as to the next course of action.
If the conditions warrant, whether or not students are on board, the driver will remain parked and secure until it is safe to proceed. School sites and the superintendent will be notified immediately.
If the morning or afternoon routes have not commenced, the buses will be held until it is safe to proceed. School sites and the superintendent will be notified immediately.

Bus Accidents

In the event of a school bus accident, the driver shall immediately notify or cause to notify, the CHP and the Modoc Joint Unified School District Superintendent or designee and the school district for which the bus may be operated under contract. The driver shall not leave the immediate vicinity of the bus to seek aid unless necessary. (13 CCR I 219)

The Modoc Joint Unified School District Superintendent or designee shall maintain a report of each accident that occurred on public or private property involving a school bus with students aboard. The report shall contain pertinent details of the accident and shall be retained for 12 months from the date of the accident. If the accident was not investigated by the California Highway Patrol, the Modoc Joint Unified School District Superintendent or designee shall forward a copy of the report to the local California Highway Patrol within five work days of the date of the accident. (13 CCR 1234)
The Modoc Joint Unified School District Superintendent or designee shall review all investigations of bus incidents and accidents to develop preventative measures.
(cf. 4112.42/4212.42/4312.42 - Drug and Alcohol Testing for School Bus Drivers)

Field Trip / Activity Trip

To be in compliance with Vehicle Code 22l 12b The Request for Transportation form must contain all stops where students will load or unload including comfort stops such as restroom and food. Home-to-school routes take precedence over activity trips in scheduling. It is very important to have correct times listed on trip request forms and to adhere to those times. Trip request forms must have all proper signatures in order for the trip to be scheduled. It is recommended that the activity trip be confirmed by phone or email at least one week prior to the day of the trip.
All bus rules and orderly conduct apply to fieldtrips/school activity trips. Before departing on a school activity trip, students shall receive safety instruction which, includes but is not limited to:

- Location of emergency exits
- Location and use of emergency equipment
- May include responsibilities of passengers seated next to an emergency exit
- May include the use of the passenger restraint system (if so equipped)

Passenger Restraint

The Modoc County Joint Unified School District Superintendent or designee shall ensure that any school bus or student activity bus which is purchased or leased by the district is equipped with a combination pelvic and upper torso passenger restraint system at all designated seating positions if that bus: (Vehicle Code 27316, 27316.5; 13 CCR 1201)
1. Is a Type 1 school bus designed for carrying more than 16 passengers and the driver, and was manufactured on or after July 1, 2005
2. Is a Type 2 school bus or student activity bus designed for carrying 16 or fewer passengers and the driver, or for carrying 20 or fewer passengers and the driver if the bus has a manufacturer's vehicle weight rating of 10,000 pounds or less, and was manufactured on or after July 1, 2004

The Modoc County Joint Unified School District Superintendent or designee shall prioritize the allocation of school buses purchased, leased, or contracted to ensure that elementary students receive first priority for new school buses equipped with passenger restraint systems whenever feasible.
When a school bus or student activity bus is equipped with a passenger restraint system, all passengers shall use the passenger restraint system. (5 CCR 14105)
Bus drivers shall be instructed regarding procedures to enforce the proper use of the passenger restraint system. Students who fail to follow instructions of the bus driver may be subject to discipline, including suspension of riding privileges, in accordance with Board policy and administrative regulations.

Transporting Passengers with Special Needs

Many special education students have the ability to ride the standard school bus to and from school while other students require specialized transportation service. For students requiring specialized services transportation needs must be addressed in their Individualized Educational Plan (IEP).

The IEP and Transportation

Each student's success is reliant upon sustaining positive communication, and the teamwork of parents, teachers, and the school bus driver. MJUSD bus drivers recognize that their personal attitude and behavior affects the people served. Initially the student's needs may require curbside service, or an aide; however, safety concerns need to balance with the need to foster independence in students. After all, education is to prepare students for life outside of school.

Transportation Independence Tools

IDEA requires that all related services (including transportation) are provided in the Least Restrictive Environment (LRE). IDEA requires students with disabilities be provided access to the educational program, to the extent possible, in the same manner as their non-disabled peers. Our goal is for all students to have access to the education program, which includes teaching skills for greater independence, in order to achieve the LRE.

Parental Responsibilities

Parental involvement is vital for safe conveyance and student achievement. Parental involvement helps drivers to make informed choices on seating and providing support for the student's positive attitude. Parents have the responsibility to inform the driver of their child's needs and any changes for transportation to provide a consistent and safe level of service. The driver-parent relationship shall be professional, friendly, and oriented toward acquiring a better understanding of the child. As a parent, you have the responsibility to:

- Communicate safety concerns to the driver, transportation officials, and school administration.
- Have student(s) ready for transportation 10 minutes before the scheduled arrival of transport.
- Inform bus drivers of medications needing transportation.
- Inform bus drivers of changes in a student's medication.
- Understand transportation policy.
- Provide bus drivers and transportation officials with emergency phone numbers.
- Participate in communicating rules and consequences.
- Participate in educating students of safety issues and loading and unloading.
- Inform bus drivers of medical health considerations for their child.

Confidentiality Requirements

The IDEA (34 CFR 300.560) and the Education Code (EC 56347) require that information in the IEP (even if confidential) shall be made available to related service providers to transport students safely. School bus drivers are school officials who perform the IEP mandated transportation-related service. Information on the handicapping condition, medical/health issues, and other personal characteristics is provided to transportation staff to assist in the orderly and safe transportation of a student protected by the provisions of the Family Educational Rights

and Privacy Act (FERPA). Transportation staff shall be trained regarding confidentiality requirements.

Pick-up and Drop-off Locations

The MJUSD Transportation Department will route buses to pick and drop off on the right side when possible. If a student needs to be escorted across the street, the driver shall comply with provisions of Vehicle Code 22112.

Parents should have students ready for AM pick up 10 minutes prior to the stop time. Students shall be at the school bus stop10 minutes before stop time.

In the afternoon, when the school bus is dropping off students, parents must be present at the drop off time or students may be dropped off back at the school location, and parents/guardians will have to arrange for transportation home. The school bus driver shall not leave K – 3 students unattended at the stop. K – 3 students must have a parent, guardian or chaperone available before the bus driver will release any K – 3 student from the bus.

The transportation department must have parent approval and contact information of all adults, family members, guardians or chaperones who are approved to receive the child should the parent not be available. Parents shall notify the transportation department immediately upon changing contact or emergency contact information.

Routing and Ride Times

MJUSD routes in the most cost effective and safe manner possible to minimize route time. Students may have early AM pick up times, even as early as 6:00 AM. As well, some students may have late drop off times, sometimes as late as 4:30 or 5:00 PM, depending on school bell times, the amount of students and their destinations. MJUSD attempts to route students to experience a comfortable and timely trip from home to school. However, ride times can vary from 5 minutes to 2 hours depending on route configuration.

Loading and Unloading Zone Communication and Supervision

It's in the best interest of all to have as much supervision as possible in the school bus loading zones. Parents are encouraged to communicate with their school bus driver and must supervise students at the bus stops.

Oxygen Tanks

Oxygen tank types vary; please inform dispatch/transportation if your child will need transport with an oxygen tank. The tank should be stowed in an area out of the impact zone. The district will need to provide appropriate training to load and unload all medical support equipment. Any change in medical equipment, or change in transportation as a related service, must be changed on the IEP. Sufficient notice should be given to the transportation department so as not to disrupt service (530-233-7201 ext. 108).

Driver-Parent-Teacher Communication

There is a direct link between a student's ability to communicate and a students' behavioral excess. When people have difficulty communicating, they tend to have frequent behavioral outbursts. We encourage our drivers to communicate with parents and teachers to understand our student's needs. If drivers learn about behaviors and know when and where they are likely to happen, they can plan positive behavioral interventions to guide and help teach better behavior. As drivers develop trust with each student, they are more likely to communicate in a positive manner. As we learn from teachers and parents about each student's home and school

environment, we better understand how to support and teach our children to manage their own behaviors.
When drivers notice frequent student behavioral excesses on the bus, we ask them to ask the parents, teachers or administrators for information in regard to any changes in the school or home environment that may be causing behavioral excesses. Cooperation and collaboration will assist the driver-parent-teacher relationship and assist in teaching the student how to communicate to get his or her needs fulfilled.
When a pattern of behavioral problems exist that may require a disciplinary measure, a bus referral will be issued and transportation will notify the school site administration at the school in which the student attends and the parent of the issue. Subsequent behavioral excesses may result in suspension of bus privileges. Transportation attempts to work with both the parent and teacher prior to suspending students from the school bus service.
Our goal is to be proactive and to develop a means to eliminate challenging behaviors before they occur. The focus is on reinforcing positive behavior instead of punishing negative behavior. This approach is especially true when the student's behavior is related to a disability and can be anticipated and planned for in advance. Therefore, drivers are trained to observe and understand problem behaviors, such as where they occur and what function they serve for the child.

School Bus Safety Alert System

In accordance with Vehicle Code 28160, each school bus or student activity bus shall be equipped with an operational child safety alert system at the interior rear of the bus that requires the driver to either manually contact or scan the device, thereby prompting the driver to inspect the entirety of the interior of the vehicle before exiting.

A student activity bus that does not have a child safety alert system may be used only if all of the following apply: (Vehicle Code 28160)

1. The student activity bus is not used exclusively to transport students.

2. When the student activity bus is used to transport students, the students are accompanied by at least one adult chaperone selected by a school official. If an adult chaperone is not a school employee, the chaperone shall meet the requirements for a school volunteer.

3. One adult chaperone has a list of every student and adult chaperone, including a school employee, who is on the student activity bus at the time of departure.

4. The driver has reviewed all safety and emergency procedures before the initial departure, and the driver and adult chaperone have signed a form, with the time and date, acknowledging that the safety plan and procedures were reviewed.

5. Immediately before departure from any location, the adult chaperone shall account for each student on the list of students, verify the number of students to the driver, and sign a form indicating that all students are present or accounted for.

6. After students have exited a student activity bus, and before driving away, the driver shall check all areas of the bus, including, but not limited to, overhead compartments and bathrooms, to ensure that the bus is vacant.

7. The driver shall sign a form with the time and date verifying that all required procedures have been followed.

8. The information required to be recorded pursuant to items #4, 5, and 7 may be recorded on a single form and shall be retained by the district for a minimum of two years.

Electronic Communications Devices

A bus driver is prohibited from driving a school bus or student activity bus while using a wireless telephone or other electronic wireless communications device except for work-related or emergency purposes, including, but not limited to, contacting a law enforcement agency, health care provider, fire department, or other emergency service agency or entity. (Vehicle Code 23123.5, 23125)

Websites for Reference

American School Bus Council: http://www.americanschoolbuscouncil.org

California Association of School Business Officials: http://www.casbo.org

California Association of School Transportation Officials: http://www.castoways.org California Department of Education, Office of School Transportation:

http://www.cde.ca.gov/ls/tn

California Highway Patrol: http://www.chp.ca.gov

National Transportation Safety Board: http://www.ntsb.gov

U.S. Department of Transportation, National Highway Traffic Safety Administration:

http://www.nhtsa.dot.gov

MEMORANDUM OF UNDERSTANDING

Between the Alturas Police Department and Modoc Joint Unified School District

This agreement entered into this September 10, 2025 by and between the City of Alturas Police Department (APD), a public agency located at 200 W. North Street Alturas, CA 96101, and Modoc Joint Unified School District (MJUSD), with general educational oversight authority in the jurisdiction of the City of Alturas, 906 W. 4th Street Alturas, CA 96101.

WITTNESSETH THAT:

Whereas, the parties hereto desire to partner for the purpose of utilizing a School Resource Officer (SRO) dedicated to duty for the school campuses and related contacts and investigations.

Now, therefore, the parties hereto do agree as follows:

Goals and Objectives

The mission is to maintain a coordinated and effective working relationship between the APD and MJUSD. This Memorandum of Understanding provides a means by which the APD and MJUSD ensure the implementation of the School Resource Officer (SRO) program at all MJUSD campuses and the Student Attendance Review Board (S.A.R.B.) by assigning a sworn officer to provide general law enforcement services as well as interact with students and MJUSD administration based on community oriented policing strategies.

Roles and Responsibilities

The Alturas Police Department will:

- Assign a sworn, uniformed, and armed Police Officer known as a School Resource Officer (SRO) to MJUSD campuses and the Student Attendance Review Board (S.A.R.B.).
- Assure the SRO will conform to Alturas Police Department policies and procedures.
- Provide a vehicle and all safety equipment to accomplish objectives.
- Collect and share information relating to school safety and disruptive incidents with MJUSD, and other county agencies which will benefit from the information.
- Prepare and submit all required reports.
- Provide mandated/necessary training for School Resource Officer. The Modoc

Joint Unified School District will:

- Involve the SRO in activities and programs at the school.
- Receive and pay an annual bill in the amount of $20,000 to assist in the FTE cost of the SRO.

Program

The SRO will report to the Chief of Police or designated supervisor. The SRO will have discretionary decision-making authority relating to applicable laws and procedures of Alturas Police Department. Conflicts beyond the SRO's decision-making authority will be referred to the on duty or on-call supervisor. All decisions made will take into account MJUSD policies and procedures as they relate to the incident at hand.

The program will be evaluated by APD and MJUSD to determine the impact on school disruptive incidents and the number of non-criminal contacts made by the SRO. MJUSD and APD will also work collaboratively on methods used to involve the entire community in the resolution of school safety related issues.

The assigned SRO will spend their time in and around MJUSD school campuses. The SRO may be required to respond to emergency calls where the emergency will take precedence in the daily duties of the SRO.

Representatives of both parties will meet at the conclusion of each school semester to discuss the effectiveness of the School Resource Officer. The representatives can make adjustments to the SRO duties and responsibilities with the signed approval by the Chief of Police.

APD and MJUSD agree that the duties and responsibilities of the SRO are outlined as follows:

- Stop school violence through education and training programs.
- Reduce truancy by establishing a working relationship with S.A.R.B.
- Stop drug/alcohol/tobacco use among students through education and training programs.
- Stop gang activity by raising gang awareness and providing education and training.
- Disciplinary action on a criminal level will be handled by SRO. Any non-criminal disciplinary action will be handled by school administration with the assistance of the School Resource Officer as needed.
- Assist in enforcement of the school code of conduct, rules, and criminal enforcement when necessary.
- Build a working partnership between law enforcement, schools, and other social service agencies to create a network of resources and services for the youth of our community.

WHEREAS, this Memorandum of Understanding shall take effect upon funding approval for the 2024-2025 school year, and the School Resource Officer is assigned; and

WHEREAS, shall remain in full force and effect until cancelled by either party upon thirty (30) day written notice; and

WHEREAS, shall not be amended or supplemented, except by agreement of the parties hereto, reduced to writing and duly signed by each; and

WHEREAS, any and all changes made to modify the SRO's duties and responsibilities must be done through a written amendment to this Memorandum of Understanding, signed by both parties.

NOW, THEREFORE, IT IS HEREBY AGREED by and between the Alturas Police Department and Modoc Joint Unified School District on this September 10, 2025 that the School Resource Officer position may proceed.

Alturas Police Department
Marc Muller, Acting Chief of Police
200 W. North Street
Alturas, CA 96101

Date

Modoc Joint Unified School District
Beckie Lewis, Superintendent
906 West 4th Street
Alturas, CA 96101

Date

FOOD SERVICE REPORT FOR BOARD
SEAMLESS SUMMER FOOD PROGRAM

Month: **June** Year: **2025** # Days Served: **13** Enrollment #: **180**

Breakfast:	707	*54 Total Breakfast / # Days Served = Average # of breakfast served per day*
Lunch:	1,351	*104 Total Lunch / # Days Served = Average # of breakfast served per day*
Total Meals Served:	**2,058**	

Month: **July** Year: **2025** # Days Served: **22** Enrollment #: **180**

Breakfast:	957	*44 Total Breakfast / # Days Served = Average # of breakfast served per day*
Lunch:	1,897	*86 Total Lunch / # Days Served = Average # of breakfast served per day*
Total Meals Served:	**2,854**	

Month: **August** Year: **2025** # Days Served: **6** Enrollment #: **45**

Breakfast:	83	*14 Total Breakfast / # Days Served = Average # of breakfast served per day*
Lunch:	183	*31 Total Lunch / # Days Served = Average # of breakfast served per day*
Total Meals Served:	**266**	

Superintendent
Rebecca Lewis

MODOC
Joint Unified School District

906 West 4th Street, Alturas, CA 96101
Phone: (530) 233-7201 Fax: (530) 233-4362 Web: www.modoc.k12.ca.us

Board Members
Fernand Larranaga
Ruth Ann Criner
Monica Widby
Shaun Wood
Jodie Veverka

ASSOCIATED STUDENT BODY (ASB) REPORT

PERIOD ENDING:

July 31, 2025

To: Beckie Lewis, Superintendent
From: Elizabeth Nikki Guzman, Business Manager
Date: August 22, 2025

A financial summary report for each school's ASB account is provided below

School Site	Beginning Balance	Deposits	Withdrawals	Ending Balance
Modoc Middle School	$9,522.04	+$1,124.00	-$2,251.00	$8,395.04
Modoc High School	$176,788.78	+$1,124.00	-$2,739.00	$175,173.78