MUROC JOINT UNIFIED SCHOOL DISTRICT
REGULAR BOARD MEETING
District Board Room
Richard B. Lynch Educational Center
17100 Foothill Avenue ✦ North Edwards, CA 93523

BOARD OF TRUSTEES
Matt Carter, President
Broc Job, Member
Evelyn Mizell, Member
Jeremy Caillier, Member

SUPERINTENDENT
Kevin D. Cordes

BOARD MEETING AGENDA
Monday, February 12, 2024 - 5:00 p.m.

CALL TO ORDER

FLAG SALUTE

APPROVAL OF AGENDA

PUBLIC COMMENTS

At this time, the public may address the Board on any matter pertaining to the District that is not on the agenda. Each member of the public wishing to speak is requested to limit his/her comments to three minutes. The Board will consider public input, but cannot take any action at this meeting.

Reports

- Muroc Education Association (MEA)
- California School Employees Association (CSEA)
- Principals
- Construction Update
- Assistant Superintendent Update
- Superintendent Update
- Student Board Members
- Board of Trustees

CONSENT AGENDA

All matters listed under Consent Agenda are considered by the Board to be routine and will be enacted by one motion in the form listed below, unless any member of the Board requests that an item be removed from the Consent Agenda for separate consideration.

BY GENERAL CONSENT THE FOLLOWING AGENDA ITEMS ARE APPROVED/ADOPTED/RATIFIED

	Page
A. Adoption of Minutes	
1. Regular Board Meeting, January 8, 2024	CA 2-3
B. Deposit Transactions, January 2024	CA 4-5
C. Accounts Payable Reports, January 2024	CA 6-11
D. Boron Spring Schedule	
1. Junior High Soccer Schedule 2024	CA 12
2. Junior High Spring Sports Matrix 2024	CA 13
E. Approval of 2023-24 Consolidated Application	CA 14
F. California School Employees Association and its Chapter #340	CA 15
1. Memorandum of Understanding (Wilbur "Wil" Polbos)	
G. Adoption of Resolutions	
1. Resolution 02-24-02, National School Breakfast Week (March 4-8, 2024)	CA 16-17
H. Approval of 2023-24 School Accountability Report Cards	
Available on the District website: www.muroc.k12.ca.us	
I. Personnel Actions	
1. Approval of Job Description for Certificated Personnel	CA 18-20
2. Approval of Job Description for Personnel Technician	CA 21-24
3. Classified Assignments	CA 25
4. Classified Employees	CA 26
5. Classified Substitute	CA 27-28
6. Classified Resignations	CA 29
7. District Volunteers	CA 30
5. Resolution 02-24-01; Addition of Position of Classified Services	CA 31
6. Certificated Appointments	CA 32
7. Certificated Stipends	CA 33-34

ACTION AGENDA

Any resident of the District or staff member interested in speaking on an item listed under the Action Agenda, or an item that has been removed from the Consent Agenda and placed on the Action Agenda, should ask for recognition from the Board President to speak on the issue at the time it is being discussed.

A. Consideration/Possible Action: **Cast Vote in 2024 CSBA Delegate Assembly Election**	AA 2-4
B. Consideration/Possible Action: **Acceptance of Annual Audit Report from Jeanette L. Garcia & Associates for Fiscal Year Ending June 30, 2023** *Available on the District website: www.muroc.k12.ca.us*	AA 5
C. Consideration/Possible Action: **Approval of the Updates to the District's Comprehensive School Safety Plan** *Available on the District website: www.muroc.k12.ca.us*	AA 6
D. Consideration/Possible Action: **Updates to the Updated Local Control and Accountability Plan** *Available on the District website: www.muroc.k12.ca.us*	AA 7

ANNOUNCE CLOSED SESSION ITEMS

CLOSED SESSION

The Board will consider and may act upon any of the following items in Closed Session. Any action taken will be reported publicly at the end of the Closed Session as required by law.

A. Personnel Matters
   1. Pursuant to Government Code Section 54957;
      a. Public Employee Discipline/Dismissal/Release/Employment
B. Confer with Labor Negotiator
   1. Certificated Bargaining Unit
   2. Classified Bargaining Unit
   3. Unrepresented Employee Groups
C. Pursuant to Government Code Section 54956.9;
   1. Conference with Legal Counsel-Anticipated Litigation
D. Complaints

RECONVENE IN OPEN SESSION; ANNOUNCE CLOSED SESSION ACTION

PUBLIC COMMENTS

At this time, the public may address the Board on any matter pertaining to the District that is not on the agenda. Each member of the public wishing to speak is requested to limit his/her comments to three minutes. The Board will consider public input, but cannot take any action at this meeting.

ADJOURNMENT

Kevin D. Cordes – Superintendent
Trevor Walker – Assistant Superintendent of Business Services
Brent Tan – Assistant Superintendent of Student Services
Sergey Orloff – Bailey Elementary School Principal
Tirsa Tovar – Branch Elementary School Principal
Christopher White – West Boron Elementary School Principal
Robert Kostopoulos – Boron Jr/Sr High School Principal
John Siercks – Desert Jr/Sr High School Principal

Levi Duran – Student Board Member for Desert Jr/Sr High School
Sebastian Andalia – Student Board Member for Boron Jr/Sr High School

MUROC JOINT UNIFIED SCHOOL DISTRICT

BOARD MEETING BACK-UP MATERIAL

CONSENT AGENDA

BOARD MEETING DATE: **February 12, 2024**

RECOMMENDATION: It is recommended that all of the items on the following pages of the Consent Agenda be Approved/Adopted/Ratified

MUROC JOINT UNIFIED SCHOOL DISTRICT
REGULAR BOARD MEETING

BOARD OF TRUSTEES
Matt Carter, President
Broc Job, Member
Evelyn Mizell, Member
Jeremy Caillier, Member

SUPERINTENDENT
Kevin D. Cordes

BOARD MEETING MINUTES
Monday, January 8, 2024

PRESENT
Kevin Cordes, Matt Carter, Broc Job, Jeremy Caillier, Sebastian Andalia

ABSENT
Evelyn Mizell, Levi Duran

CALL TO ORDER
President Matt Carter called the meeting to order at 5:00 p.m.

FLAG SALUTE
Broc Job led the flag salute.

APPROVAL OF AGENDA
Broc Job moved, Jeremy Caillier seconded to approve the agenda as presented.
(Motion approved; vote: 3-0)
Vote: Carter Aye Job Aye Mizell Absent Caillier Aye

PUBLIC COMMENTS
No public comments.

REPORTS
Muroc Education Association (MEA)
Construction Update
Assistant Superintendent Update
Superintendent Update
Student Board Members
Board of Trustees

NO REPORTS
California School Employees Association (CSEA)
Principals

CONSENT AGENDA

A. Adoption of Minutes
1. Regular Board Meeting, December 11, 2023

B. Deposit Transactions, December 2023

C. Accounts Payable Reports, December 2023

D. Adoption of Resolutions
1. Resolution 1-24-01, California School Board Recognition Month (January 2024)

2. Resolution 1-24-02, California Day of the Teacher (May 7, 2024)
3. Resolution 1-24-03 Classified School Employee Week (May 19-25, 2024)

E. Personnel Actions

1. Classified Employees
2. Changes to Classified Assignments
3. Classified Resignations
4. Classified Substitutes
5. Resolution 1-24-05; Soukanya Thammasith, Variable Term Waiver for Elementary

Broc Job moved, Jeremy Caillier seconded to approve/adopt/ratify the following items on the Consent Agenda.
(Motion approved; vote: 3-0)
Vote: Carter Aye Job Aye Mizell Absent Caillier Aye

ACTION AGENDA

A. Consideration/Possible Action: **Adoption of Resolution 1-24-04, Classified Golden Handshake:** Matt Carter moved, Broc Job seconded to adopt Resolution 1-21-04, Classified Golden Handshake.
(Motion approved; vote: 3-0)
Vote: Carter Aye Job Aye Mizell Absent Caillier Aye

B. Consideration/Possible Action: **Approval of Job Description for Certificated Personnel:** *Broc Job moved, Matt Carter seconded to have this item tabled for next month.*
(Motion approved; vote: 3-0)
Vote: Carter Aye Job Aye Mizell Absent Caillier Aye

C. Consideration/Possible Action: **Approval of Job Description for Personnel Technician:** *Matt Carter moved, Jeremy Caillier seconded to have this item tabled for next month.*
(Motion approved; vote: 3-0)
Vote: Carter Aye Job Aye Mizell Absent Caillier Aye

President Matt Carter announced there would be no closed session.

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT

There being no further business, Matt Carter moved, Jeremy Caillier seconded to adjourn the meeting at 5:36p.m.
(Motion approved; vote: 3-0)
Vote: Carter Aye Job Aye Mizell Absent Caillier Aye

_____
Broc Job, Clerk
February 12, 2024
Board Adoption Date

Cash Deposit Report January
Date last used from: 01/01/2024 To 01/31/2024
Transaction Number from: 0 To 999999
Date entered from: 00/00/0000 To 99/99/9999

APPROVED TRANSACTIONS ONLY

NUMBER	DATE	ENTERED	DESCRIPTION					
	LN.	DI	DETAIL DESCR	FD-RESC-Y-OBJT.SO-GOAL-FUNC-STE-T2-TY3-TYP4			AMOUNT	A/R
240089	01/10/2024	01/11/2024	Classified/Cert Retiree Checks	ENTERED BY: MRN	APPROVED: 01/11/2024	MRN		
	1.	92	Classified Retiree Checks	01-0000-0-3702.00-1110-1000-000-00-000-9000			7,593.00	N
	2.	92	Certificated Retiree Checks	01-0000-0-3701.00-1110-1000-000-00-000-9000			12,011.70	N
				TOTAL AMOUNT			19,604.70 *	
240090	01/10/2024	01/11/2024	Clearing Deposits	ENTERED BY: MRN	APPROVED: 01/11/2024	MRN		
	1.	92	VFW Donation to Branch	01-9010-0-8699.00-0000-0000-012-00-030-0000			60.00	N
	2.	92	Bailey Donations	01-9010-0-8699.00-0000-0000-011-00-030-0000			40.00	N
	3.	92	Bailey Donations	01-9010-0-8699.00-0000-0000-011-00-030-0000			485.00	N
	4.	92	Lost Library Book Bailey	01-0000-0-4200.00-1110-2420-011-00-000-0000			5.00	N
	5.	92	Filed Trip- Branch Donations	01-9010-0-8699.00-0000-0000-012-00-030-0000			357.00	N
	6.	92	Winter Dance- Branch Donations	01-9010-0-8699.00-0000-0000-012-00-030-0000			1,818.49	N
	7.	92	Book Fair- Bailey Donations	01-9010-0-8699.00-0000-0000-011-00-030-0000			2,905.15	N
	8.	92	Choc Funds- Bailey Donations	01-9010-0-8699.00-0000-0000-011-00-030-0000			1,703.00	N
	9.	92	Lost Library Book- Bailey	01-0000-0-4200.00-1110-2420-011-00-000-0000			16.00	N
	10.	92	Choc Funds-Bailey Check# 151	01-9010-0-8699.00-0000-0000-011-00-030-0000			60.00	N
	11.	92	Choc Funds-Bailey Check# 304	01-9010-0-8699.00-0000-0000-011-00-030-0000			60.00	N
	12.	92	Choc Funds-Bailey Check# 1130	01-9010-0-8699.00-0000-0000-011-00-030-0000			60.00	N
	13.	92	Choc Funds-Bailey Check# 1026	01-9010-0-8699.00-0000-0000-011-00-030-0000			60.00	N
	14.	92	Fingerprinting Fees W 44970193	01-0000-0-5800.06-0000-7200-096-00-000-0000			32.00	N
	15.	92	Boron ASB CC Reimb. Check 6617	01-0000-0-9510.02-0000-0000-000-00-000-0000			812.50	N
	16.	92	Boron ASB CC Reimb. Check 6619	01-0000-0-9510.02-0000-0000-000-00-000-0000			166.74	N
	17.	92	Payroll Reimb. Check 007239	01-0000-0-2900.00-1110-1000-017-00-000-0000			627.26	N
	18.	92	Foster Stanback Donation	01-0000-0-8699.00-0000-0000-000-00-000-0000			20,000.00	N
	19.	92	Cerro Coso Com. College Enroll	01-0000-0-8699.00-0000-0000-000-00-000-0000			410.31	N
	20.	92	US Bank Contract Pay. Q3	01-0000-0-8699.00-0000-0000-000-00-000-0000			1,786.72	N
	21.	92	Muroc Housing & Utilities	01-0000-0-5600.00-1110-1000-096-00-000-0000			4,312.59	N
	22.	92	Fingerprinting Fees W 44966798	01-0000-0-5800.06-0000-7200-096-00-000-0000			192.00	N
	23.	92	United Access LLC Refund	01-0000-0-6400.00-1110-3600-092-00-000-0000			36.00	N
	24.	92	Cerro Coso Com. College Enroll	01-0000-0-8699.00-0000-0000-000-00-000-0000			8,182.81	N
	25.	92	Desert Lake Apartments	01-0000-0-8699.00-0000-0000-000-00-000-0000			2,000.00	N
				TOTAL AMOUNT			46,188.57 *	
240091	01/10/2024	01/11/2024	Charter ACH November 23	ENTERED BY: MRN	APPROVED: 01/11/2024	MRN		
	1.	92	Charter ACH November	01-0000-0-8699.00-0000-0000-000-00-000-0000			200.00	N
				TOTAL AMOUNT			200.00 *	
240092	01/10/2024	01/11/2024	Charter ACH September 23	ENTERED BY: MRN	APPROVED: 01/11/2024	MRN		
	1.	92	Charter ACH September 23	01-0000-0-8699.00-0000-0000-000-00-000-0000			200.00	N
				TOTAL AMOUNT			200.00 *	
240093	01/10/2024	01/11/2024	ROTC Salary 10/19/23	ENTERED BY: MRN	APPROVED: 01/11/2024	MRN		
	1.	92	ROTC Salary 10/19/23	01-0000-0-8290.00-0000-0000-000-00-000-0000			2,923.47	N
				TOTAL AMOUNT			2,923.47 *	
240094	01/10/2024	01/11/2024	Impact Aid 10/23	ENTERED BY: MRN	APPROVED: 01/11/2024	MRN		
	1.	92	Impact Aid 10/23	01-0000-0-8110.00-0000-0000-000-00-000-0000			102,192.32	N
				TOTAL AMOUNT			102,192.32 *	

Date last used from: 01/01/2024 To 01/31/2024
Transaction Number from: 0 To 999999
Date entered from: 00/00/0000 To 99/99/9999

APPROVED TRANSACTIONS ONLY

NUMBER	DATE	ENTERED	DESCRIPTION					
	LN.	DI	DETAIL DESCR	FD-RESC-Y-OBJT.SO-GOAL-FUNC-STE-T2-TY3-TYP4			AMOUNT	A/R
240095	01/10/2024	01/11/2024	ROTC Salary 11/16/23	ENTERED BY: MRN	APPROVED: 01/11/2024	MRN		
	1.	92	ROTC Salary 11/16/23	01-0000-0-8290.00-0000-0000-000-00-000-0000			2,924.67	N
				TOTAL AMOUNT			2,924.67 *	
240096	01/10/2024	01/11/2024	ACH Chargepoint Inc. 11/27/23	ENTERED BY: MRN	APPROVED: 01/11/2024	MRN		
	1.	92	ACH Chargepoint Inc. 11/27/23	01-0000-0-8699.00-0000-0000-000-00-000-0000			87.78	N
				TOTAL AMOUNT			87.78 *	
240097	01/10/2024	01/11/2024	ASP October 23	ENTERED BY: MRN	APPROVED: 01/11/2024	MRN		
	1.	92	ASP October 23	01-0000-0-8699.00-0000-0000-000-00-000-0000			12,780.65	N
				TOTAL AMOUNT			12,780.65 *	
240098	01/10/2024	01/11/2024	ASP November 23	ENTERED BY: MRN	APPROVED: 01/11/2024	MRN		
	1.	92	ASP November 23	01-0000-0-8699.00-0000-0000-000-00-000-0000			10,242.63	N
				TOTAL AMOUNT			10,242.63 *	
240099	01/10/2024	01/11/2024	October Fed/State Reimb.	ENTERED BY: MRN	APPROVED: 01/11/2024	MRN		
	1.	92	October Federal Reimb. 23	13-5310-0-8220.00-0000-0000-000-00-000-0000			34,801.56	N
	2.	92	October State Reimb. 23	13-5310-0-8520.00-0000-0000-000-00-000-0000			105,138.48	N
				TOTAL AMOUNT			139,940.04 *	
				DISTRICT TOTAL			337,284.83 **	
				GRAND TOTAL			337,284.83 ***	

FUND : 01 GENERAL FUND

VENDOR NAME	DESCRIPTION	EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
A-Z BUS SALES INC. - COLTON	#INVCOL21606		46.24	01/19/2024
A-Z BUS SALES INC. - COLTON	#INVSAC14724		192.87	01/19/2024
A-Z BUS SALES INC. - COLTON	#INVSAC14724		448.43	01/19/2024
A-Z BUS SALES INC. - COLTON	#INVCOL20938		157.28	01/16/2024
A.V. AUTO PARTS	741809	Open PO	145.19	01/19/2024
A.V. AUTO PARTS	741809	Open Purchase Order	53.30	01/19/2024
A.V. AUTO PARTS	741886	Open Purchase Order	0.00	01/19/2024
A.V. AUTO PARTS	741354	Open Purchase Order	225.08	01/19/2024
AMAZON CAPITAL SERVICES	Felicia Boyett		54.06	01/17/2024
AMAZON CAPITAL SERVICES	1FCN-RQWK-K37M		99.92	01/17/2024
AMAZON CAPITAL SERVICES	1FCN-RQWK-K37M	Site Supplies	312.53	01/17/2024
AMAZON CAPITAL SERVICES	1PH4-96LT-LJKF	Site Supplies	551.65	01/16/2024
AMAZON CAPITAL SERVICES	1Y4J-7WLX-HQQ7	Office Supplies/Library Books -	3.19	01/16/2024
AMAZON CAPITAL SERVICES	17LR-PMFF-GMJL	Office Supplies/Library Books	487.65	01/16/2024
AMAZON CAPITAL SERVICES	1G6R-3L3V-9MY6		316.06	01/16/2024
AMAZON CAPITAL SERVICES	1PFW-C7CP-JNYJ		99.86	01/16/2024
AMAZON CAPITAL SERVICES	Irene Hsu		62.88	01/08/2024
ANTHONY, SHIRLEY	Drinks for Schoo		127.57	01/10/2024
ARBITERPAY	DJSHS Reload acc		7,500.00	01/11/2024
ARBITERPAY	BJSHS Funds acct		3,500.00	01/16/2024
AT&T / CALNET 2 & 3	9391061407 #2107	Open PO	55.41	01/19/2024
AT&T / CALNET 2 & 3	9391061408 #2107	Open PO	221.62	01/19/2024
AT&T / CALNET 2 & 3	9391061405 #2107	Open PO	83.34	01/19/2024
AT&T / CALNET 2 & 3	9391063663 #2108	Open PO	29.25	01/17/2024
AT&T / CALNET 2 & 3	9391057427 #2098	Open PO	0.00	01/17/2024
AT&T / CALNET 2 & 3	9391063662 #2108	Open PO	29.25	01/17/2024
AT&T / CALNET 2 & 3	9391057759 #2108	Open PO	484.85	01/17/2024
AT&T / CALNET 2 & 3	9391037445 #2108	Open PO	548.23	01/17/2024
BORON COMM SERV DIST	8070 11/21/23-12	Open PO	1,212.77	01/17/2024
BORON COMM SERV DIST	8093 11/21/23-12	Open PO	1,065.00	01/17/2024
BUDDY'S ALL STARS INC.	527143A-00	Spring Sports Equipment	1,852.31	01/19/2024
BUDDY'S ALL STARS INC.	526163-00	Soccer Equipment	392.02	01/08/2024
Bogan, Joseph	Remib. for finge		32.00	01/17/2024
CALIFORNIA FINANCIAL SERVICES	2024-015	Open PO	10,000.00	01/17/2024
CARRILLO, NOE	Safety Shoes Rei		100.00	01/19/2024
CHARTER COMMUNICATIONS	105985101010124	Open PO	2,782.87	01/19/2024
CINTAS	4178906472	Open PO	139.90	01/17/2024
CINTAS	4178906371	Open PO	104.93	01/17/2024
CINTAS	4178906444	Open PO	104.93	01/17/2024
COMPREHENSIVE DRUG TESTING INC	53493		138.00	01/19/2024
COMPREHENSIVE DRUG TESTING INC	53206		207.00	01/19/2024
CULLIGAN WATER CONDITIONING	2312b070947	Open PO	832.90	01/17/2024
CULLIGAN WATER CONDITIONING	2312b753200	Open PO	729.25	01/17/2024
DESERT LAKE COMM SERV	1011 11/20/23-12	Open PO	1,103.30	01/18/2024
DESERT LAKE COMM SERV	1013 11/20/23-12	Open PO	410.00	01/18/2024
DIAMOND TECHNOLOGIES INC.	Monthly Billing		669.65	01/18/2024
DIAMOND TECHNOLOGIES INC.	35123	Mitel Voicemail Licenses	455.00	01/09/2024
DIAMOND TECHNOLOGIES INC.	Monthly Billing		699.65	01/09/2024

FUND : 01 GENERAL FUND

VENDOR NAME	DESCRIPTION	EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
DOSH-ERT/DEPT OF IND RELATIONS	E 20178229 SB		125.00	01/17/2024
DOSH-ERT/DEPT OF IND RELATIONS	E 2017808 SB		125.00	01/17/2024
DOSH-ERT/DEPT OF IND RELATIONS	E 2017791 SB		125.00	01/17/2024
DOSH-ERT/DEPT OF IND RELATIONS	E 2017846 SB		125.00	01/17/2024
ECOSOURCE PRINTERS INC.	INV12414		852.37	01/10/2024
ECOSOURCE PRINTERS INC.	INV12413		1,685.05	01/10/2024
ECOSOURCE PRINTERS INC.	INV12412		1,003.02	01/10/2024
ECOSOURCE PRINTERS INC.	INV12411		2,115.85	01/10/2024
ECOSOURCE PRINTERS INC.	INV12408		1,155.06	01/10/2024
ECOSOURCE PRINTERS INC.	INV12415		748.63	01/10/2024
EDGEMONT ACRES WATER CO	Acct# 1746050 Ja	Open PO	300.00	01/18/2024
EHS BOOSTER CLUB	Lion Holiday Cla		350.00	01/18/2024
EHS BOOSTER CLUB	Lion Holiday cla		225.00	01/18/2024
ENFINITY CENTRALVAL 1 LLC	INV00013460	Open PO	678.49	01/10/2024
ENFINITY CENTRALVAL 1 LLC	INV00013461	Open PO	1,354.87	01/10/2024
EXCEL EDUCATION & THERAPY	202	Open PO	10,560.00	01/10/2024
EXCEL EDUCATION & THERAPY	201	Open PO	6,930.00	01/10/2024
EXCEL EDUCATION & THERAPY	203	Open PO	715.00	01/10/2024
FEDERAL EXPRESS CORP	8-363-84215	Open PO	22.45	01/18/2024
FEDERAL EXPRESS CORP	8-356-29807	Open PO	37.57	01/10/2024
FIRE ACE	12448225		2,300.00	01/18/2024
FRONTIER COMMUNICATIONS	760-762-1124-112	Open PO	108.35	01/18/2024
FRONTIER COMMUNICATIONS	760-762-1128-113	Open PO	108.68	01/18/2024
FRONTIER COMMUNICATIONS	209-190-0291-010	Open PO	128.20	01/10/2024
GIBBS TRUCK CENTERS	376925B	Open PO	19.63	01/19/2024
GRAY STEP SOFTWARE INC.	Annual Subscript		1,197.00	01/18/2024
KARL'S HARDWARE- BORON	C166505	Open PO	32.44	01/18/2024
KARL'S HARDWARE- BORON	C167445	Open PO	30.28	01/18/2024
KARL'S HARDWARE- BORON	C167481	Open PO	15.89	01/19/2024
KARL'S HARDWARE- BORON	C167430	Open PO	5.52	01/19/2024
KARL'S HARDWARE- BORON	C166406	Open PO	60.56	01/18/2024
KARL'S HARDWARE- BORON	C166396	Open PO	14.06	01/18/2024
KARL'S HARDWARE- BORON	C166544	Open PO	172.60	01/18/2024
KARL'S HARDWARE- BORON	C166513	Open PO	17.30	01/18/2024
KERN COUNTY SUPT SCHOOLS	401991	Lunch& Learn AI	25.00	01/10/2024
KIM, KA	Reimbursement fo		15.03	01/10/2024
KNIGHT'S SITE SERVICES INC.	0000186659		255.75	01/18/2024
Lionbridge Techanologies, LLC	57083		71.28	01/10/2024
MOBILE ED PRODUCTIONS INC.	Remainder of bal	Assembly Performance	747.50	01/10/2024
North High School	Leadoff Classic		450.00	01/10/2024
ODP BUSINESS SOLUTIONS LLC	14QV-MVND-V1DQ	Office Supplies	505.27	01/16/2024
ODP BUSINESS SOLUTIONS LLC	1VDK-GFWL-3774	Office Supplies	356.80	01/16/2024
PG&E	3603364713-6	Open PO	3,597.70	01/19/2024
PG&E	2478366871-8	Open PO	2,933.21	01/19/2024
PG&E	3686698041-4	Open PO	5,107.18	01/19/2024
PG&E	9335845615-5	Open PO	17,661.16	01/19/2024
PG&E	3645031377-4	Open PO	740.95	01/19/2024
PG&E	5218182618-2	Open PO	5,109.65	01/10/2024

FUND : 01 GENERAL FUND

VENDOR NAME	DESCRIPTION	EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
PG&E	3728364705-7	Open PO	1,502.59	01/10/2024
PROMEVO LLC	231564	Open PO	75.29	01/10/2024
PRUDENTIAL OVERALL SUPPLY	23585426	Open PO	91.04	01/19/2024
PRUDENTIAL OVERALL SUPPLY	23585429	Open PO	107.70	01/19/2024
PRUDENTIAL OVERALL SUPPLY	23588609	Open PO	107.70	01/19/2024
PRUDENTIAL OVERALL SUPPLY	23588606	Open PO	91.04	01/19/2024
PRUDENTIAL OVERALL SUPPLY	23594397	Open PO	384.41	01/19/2024
PRUDENTIAL OVERALL SUPPLY	23594392	Open PO	91.04	01/19/2024
Pikes Peak Immigration LLC	Retainer for K.		2,250.00	01/16/2024
Pikes Peak Immigration LLC	Retainer for M.		2,250.00	01/16/2024
QUADIENT FINANCE USA INC.	7900 0440 8046 0	Open PO	69.61	01/19/2024
S.C.E.	8000536607	Open PO	287.98	01/19/2024
S.C.E.	8000536363	Open PO	1,519.21	01/19/2024
SAFETY-KLEEN SYSTEMS INC.	CSG-SK-FSE-BOX-2	Open PO	624.47	01/19/2024
SCHOLASTIC BOOK FAIRS	2023 Book Fair		3,290.82	01/19/2024
SCHOLASTIC CLASSROOM MAGAZINES	M7465491		191.96	01/22/2024
STATE OF CALIFORNIA	Fingerprinting D	Open PO	256.00	01/16/2024
TAN, BRENT	Special Educatio		284.32	01/19/2024
THE HOME DEPOT PRO	779596212	Open PO	1,014.72	01/18/2024
THE HOME DEPOT PRO	773428008	Open PO	0.00	01/18/2024
THERMO KING OF CENTRAL CA	SK22732		348.53	01/19/2024
The Rope Warrior, Inc.	Second Payment	Assembly Performance	500.00	01/10/2024
U.S. BANK CORP PAYMENT SYS	1041		264.09	01/11/2024
U.S. BANK CORP PAYMENT SYS	8309		27.34	01/11/2024
U.S. BANK CORP PAYMENT SYS	2585		1,564.04	01/11/2024
U.S. BANK CORP PAYMENT SYS	8309		116.49	01/11/2024
U.S. BANK CORP PAYMENT SYS	1041		55.13	01/11/2024
U.S. BANK CORP PAYMENT SYS	2585		19,226.85	01/11/2024
U.S. BANK CORP PAYMENT SYS	8309		1,535.91	01/11/2024
U.S. BANK CORP PAYMENT SYS	4411		818.90	01/11/2024
U.S. BANK CORP PAYMENT SYS	8309		615.91	01/11/2024
U.S. BANK CORP PAYMENT SYS	1041		23.28	01/11/2024
U.S. BANK CORP PAYMENT SYS	2585		13.99	01/11/2024
U.S. BANK CORP PAYMENT SYS	1041		200.00	01/11/2024
U.S. BANK CORP PAYMENT SYS	4411		229.50	01/11/2024
U.S. BANK CORP PAYMENT SYS	1041		4,358.95	01/11/2024
U.S. BANK CORP PAYMENT SYS	2585		2,458.19	01/11/2024
U.S. BANK CORP PAYMENT SYS	US Bank November		312.09	01/11/2024
U.S. BANK CORP PAYMENT SYS	2585		8,419.99	01/11/2024
U.S. BANK CORP PAYMENT SYS	5202		397.30	01/11/2024
U.S. BANK CORP PAYMENT SYS	1041		153.93	01/11/2024
U.S. BANK CORP PAYMENT SYS	1041		3,047.30	01/11/2024
U.S. BANK CORP PAYMENT SYS	5202		241.15	01/11/2024
U.S. BANK CORP PAYMENT SYS	4411		3,292.48	01/11/2024
U.S. BANK CORP PAYMENT SYS	2585		132.00	01/11/2024
U.S. BANK CORP PAYMENT SYS	2585		3,032.57	01/11/2024
U.S. BANK CORP PAYMENT SYS	1041		2,948.72	01/11/2024
VERIZON WIRELESS	9952498351	Open PO	1,605.21	01/19/2024

FUND : 01 GENERAL FUND

VENDOR NAME	DESCRIPTION	EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
WAXIE SANITARY SUPPLY	82139785		1,320.25	01/19/2024
WAXIE SANITARY SUPPLY	81918726		1,708.94	01/19/2024
WAXIE SANITARY SUPPLY	82181200		1,094.07	01/19/2024
WEX BANK	93944075		337.87	01/17/2024
WEX BANK	93944075		75.00	01/17/2024
Wisdom, Aurora	1099 Training &		241.56	01/10/2024

TOTAL FUND 01 185,088.59

FUND : 13 CAFETERIA

VENDOR NAME	DESCRIPTION	EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
CALIFORNIA DEPT. OF EDUCATION	L-071245		4,383.52	01/17/2024
THUGS TO BUGS PEST CONTROL CO.	0836	Open PO	275.00	01/19/2024
THUGS TO BUGS PEST CONTROL CO.	0812	Open PO	225.00	01/19/2024
THUGS TO BUGS PEST CONTROL CO.	2139	Open PO	275.00	01/19/2024
THUGS TO BUGS PEST CONTROL CO.	0835	Open PO	200.00	01/19/2024
THUGS TO BUGS PEST CONTROL CO.	0834	Open PO	200.00	01/19/2024
THUGS TO BUGS PEST CONTROL CO.	2481	Open PO	345.00	01/19/2024

TOTAL FUND 13 5,903.52

FUND : 35 SCHOOL FACILITIES FUND

VENDOR NAME	DESCRIPTION	EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
CALIFORNIA PROFESSIONAL MGMT	78		35,963.89	01/19/2024
DBA GameTime	PJI-0225149		65,991.00	01/10/2024
HPS MECHANICAL INC	740-01		3,619.38	01/18/2024
KCB TOWERS INC.	38-Retention		68,653.50	01/18/2024
MONTGOMERY HARDWARE CO.	758887	DHS Door Hinge Issues	1,751.69	01/18/2024
MONTGOMERY HARDWARE CO.	758887	DHS Door Hinge Issues	3,503.90	01/18/2024
Preferred Ceilings, Inc.	17596		101,700.00	01/19/2024
TIME & ALARM SYSTEMS	23 Retention		85,186.43	01/10/2024
Tiffani Cardinez Esquivel	558413		2,100.00	01/18/2024
U.S. BANK CORP PAYMENT SYS	1041		1,071.51	01/11/2024

TOTAL FUND 35 369,541.30

TOTAL DISTRICT 560,533.41

Boron Junior High Soccer Schedule 2024

Date	Day	Opponent	Site	Time	Dismiss
March 26	Tuesday	George	Boron	4:00 PM	2:45 PM
March 28	Thursday	Desert	Desert	4:00 PM	2:15 PM
April 2	Tuesday	Pathway	Hesperia Lakes	4:00 PM	1:45 PM
April 4	Thursday	Barstow Stem	Barstow Stem Park	4:30 PM	2:30 PM
April 9	Tuesday	George	Boron	4:00 PM	2:45 PM
April 11	Thursday	Pathway	Boron	4:00 PM	2:45 PM
April 23	Tuesday	Yermo	Silver Valley High	4:30 PM	2:30 PM
April 25	Thursday	Desert	Boron	4:00 PM	2:45 PM
April 30	Tuesday	Heritage	Heritage	4:00 PM	1:45 PM
May 2	Thursday	Fort Irwin	Boron	4:00 PM	2:45 PM
May 6	Monday	Playoffs	TBD	TBD	TBD
May 8	Wednesday	Playoffs	TBD	TBD	TBD
May 10	Friday	Playoffs	TBD	TBD	TBD

Boron Junior High Spring Sports Matrix 2024

Date	Day	Opponent	Site	Time	Dismiss	Mode
March 28	Thursday	Desert	Desert	4:00 PM	2:15 PM	Bus
April 2	Tuesday	Pathway	Hesperia Lakes	4:00 PM	1:45 PM	Bus
April 4	Thursday	Barstow Stem	Barstow Stem Park	4:30 PM	2:30 PM	Bus
April 23	Tuesday	Yermo	Silver Valley High	4:30 PM	2:30 PM	Bus
April 30	Tuesday	Heritage	Heritage	4:00 PM	1:45 PM	Bus

MUROC JOINT UNIFIED SCHOOL DISTRICT

Board Meeting Background Material

Consent Agenda Item

TO: Board of Trustees

FROM: Trevor Walker, Assistant Superintendent of Business Services

MEETING DATE: February 12, 2024

AGENDA ITEM: **Approval of the 2023-2024 Consolidated Application and Reporting System (CARS)**

BACKGROUND: Muroc Joint Unified School District participates in categorically funded state and federal programs including Title I and Title II. Phase I of the annual application is the District's intent to participate in consolidated programs and includes assurances that District programs shall comply with program requirements. Phase II of the application is the District's verification of participation in and expenditures for the 2022-2023 school year.

RECOMMENDATION: It is recommended that the Board approve the 2023-2024 Consolidated Application and Reporting System (CARS), Phase II expenditures for submission to the California Department of Education with the authorized signature of the Superintendent

MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN
MUROC JOINT UNIFIED SCHOOL DISTRICT
AND THE
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
AND ITS MUROC CHAPTER NO 340

The Memorandum of Understanding and Agreement ("MOU") is entered into by and between Muroc Joint Unified School District ("District") and the California School Employees Association and its Muroc Chapter No. 340 ("CSEA"), collectively referred to as the "Parties" to this agreement.

CSEA enters into this MOU as the Exclusive Representation for the classified bargaining unit employed by the District.

This MOU is intended to memorialize negotiations between Wilbur "Wil" Polbos and the Parties concerning his current eight hour (8) custodial position and extra duties driving a bus.

1. All bus driving time, will be considered overtime and paid at the regular sub bus driver pay plus differential if applicable and will increase with experience, based on the current CBA.
2. Bus driving overtime is not mandatory and can be declined.
3. For whatever reason if an eight-hour (8) contracted shift is not met, the bus driver rate will revert to differential pay up to the obligated contracted eight hours. Any hours in excess will be at the bus driver overtime rate.
4. This MOU will remain in effect until all parties meet and discuss termination of this agreement.

By affixing their signatures to this MOU, the Parties acknowledge that the matter set forth herein is agreed. The signatures have represented that they are authorized representatives of the Parties to this MOU and that all actions necessary for the Parties to ratify and accept this MOU as a binding and bilateral agreement will be completed in a manner required by their respective internal policies and/or as required by law. More specifically, the MOU is subject to ratification pursuant to CSEA Policy 610.

DATE 2-1-24

DISTRICT

Kevin Cordes, Superintendent

CSEA

Ana Montanez-Rogers, President Ch. 340

Wilbur "Wil" Polbos

Sheryl Centro, CSEA LRR

MUROC JOINT UNIFIED SCHOOL DISTRICT

Board Meeting Background Material

TO: Board of Trustees

FROM: Trevor Walker, Assistant Superintendent of Business Services

MEETING DATE: February 12, 2024

AGENDA ITEM: **Resolution 2-24-02, National School Breakfast Week**

BACKGROUND: National School Breakfast Week was launched in 1975 to raise awareness of the availability of the School Breakfast Program to all children. Each year, the School Nutrition Association helps schools to celebrate National School Breakfast Week with a fun theme - this year it is "Surf's Up With School Breakfast". It is designed to show parents, students, and school officials how our breakfast program is blasting off into new territory.

The campaign runs from January to March 2024, culminating in National School Breakfast Week, March 4-8, 2024.

MUROC JOINT UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 2-24-02

NATIONAL SCHOOL BREAKFAST WEEK OFFICIAL PROCLAMATION

WHEREAS, the School Breakfast Program has served our nation admirably since it was permanently established in 1975; and

WHEREAS, the School Breakfast Program is dedicated to the health and well-being of our nation's children, and

WHEREAS, the School Breakfast Program joins and has been joined through the years by many other excellent child nutrition programs; and

WHEREAS, there is evidence of continued need for nutrition education and awareness of the value of school nutrition programs.

NOW THEREFORE, the Board of Trustees of the Muroc Joint Unified School District does hereby proclaim the week of March 4-8, 2024, as **National School Breakfast Week** and encourages all residents to become aware and concerned about their children's and their own nutrition habits, in hopes of achieving a more healthful citizenry for today and the future.

IN WITNESS WHEREOF, this official proclamation was passed and adopted this 12th day of February, 2024, by the following vote:

AYES: _____ ABSENT: _____

NOES: _____ ABSTAIN: _____

_____

Broc Job, Clerk, Board of Trustees

MUROC JOINT UNIFIED SCHOOL DISTRICT

Board Meeting Background Material
Consent Agenda Item

TO: Board of Trustees

FROM: Trevor Walker
Assistant Superintendent, Business

DATE: February 12, 2024

AGENDA ITEM: **Approval of Job Description for Certificated Personnel.**

BACKGROUND: It has been deemed necessary that certain job descriptions be revised to realign administrative oversight. This job description reassigns supervisor for the Certificated Personnel from the Assistant Superintendent, Business to the Superintendent.

RECOMMENDATION: It is recommended that the Board accept the Job Description for the Moderate/Severe Special Education Instructional Aide.

MUROC JOINT UNIFIED SCHOOL DISTRICT

JOB DESCRIPTION: Certificated Personnel Technician

BASIC FUNCTION: Under general supervision, is responsible for technical duties related to the employment process and record maintenance of certificated district personnel. Also, performs routine secretarial, bookkeeping, clerical, and accounting duties requiring independent judgment; and ensures district substitute employee needs are met.

ORGANIZATIONAL RESPONSIBILITIES:

Supervisor:	Superintendent
Unit Classification:	Classified
Family:	Personnel

PERFORMANCE RESPONSIBILITIES:

1. Maintain active and inactive personnel files in conformance with established guidelines.
2. Maintain confidentiality of records and information regarding all district matters.
3. Performs all duties related to employee hiring, credentialing, and ongoing employee status updates.
4. Performs duties related to employee reporting such as payroll listings, board agenda items, and government reports.
5. Maintain certificated substitute finder program.
6. In compliance of the MEA bargaining agreement, distribute the following forms when due:
7. Notice of Intent to Complete Column Movement
8. Annual Compensation
9. Offer of Certificated Reemployment
10. Prep Buyout
11. Consent for assignment outside of credential authorization
12. Certificated Tenure
13. Obtain district-wide substitutes as required using district approved software.'
14. Maintains volunteer records and in-processes new volunteer.
15. Prepare documentation for district office issued base passes.
16. Perform other related duties as assigned.
17. Perform other related duties as assigned.

REQUIRED QUALIFICATIONS:

Knowledge of: Organizing/scheduling of work priorities to meet monthly and cyclical timelines, proper telephone procedures, composing correspondence using correct spelling, grammar and punctuation, record-keeping, filing, office machines and general office procedures, general computing and Microsoft Office.

Ability to: Type 55 wpm, operate standard office machines, keep basic bookkeeping records and prepare routine and special reports. Perform business math. Carry out oral and written directions with minimum explanation. Interact with district employees, outside vendors, representative of other agencies, and general public in a courteous, tactful manner. Learn district rules and regulations, federal, state and county procedures and district accounting procedures. Carry out oral and written direction with a minimum of explanation; make sound decisions and employ good judgment in accordance with established procedures and policies.

PHYSICAL DEMANDS:

1. Ability to work at a desk/ conference table.
2. Ability to stand & circulate for extended periods of time.
3. Ability to see for purposes of reading laws, codes, rules, policies, instructions, and other printed materials & observe students.
4. Ability to hear and understand speech at normal levels.
5. Ability to bend, twist, kneel & stoop.
6. Ability to communicate so others will be able to clearly understand a normal conversation.
7. Ability to reach in all directions.
8. Ability to operate office equipment,

Must be able to drive a car and maintain a valid driver's license.

Dress and grooming shall not constitute a health or safety hazard to self or others, and shall be appropriate for an office environment.

Reasonable accommodations will be made for employees with physical or mental disabilities. However, the District reserves the right to refuse, and to discharge, an employee with a physical or mental disability where the employee, because of that disability, is unable to perform his or her essential duties even with reasonable accommodation.

The statements contained on this job description are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified.

Board Approved: February 12, 2024

MUROC JOINT UNIFIED SCHOOL DISTRICT

Board Meeting Background Material
Consent Agenda Item

TO: Board of Trustees

FROM: Trevor Walker
Assistant Superintendent, Business

DATE: February 12, 2024

AGENDA ITEM: **Approval of Job Description for Personnel Technician.**

BACKGROUND: It has been deemed necessary that certain job descriptions be revised to realign administrative oversight. This job description reassigns supervisor for the Personnel Technician from the Superintendent to the Assistant Superintendent, Business.

RECOMMENDATION: It is recommended that the Board accept the Job Description for the Moderate/Severe Special Education Instructional Aide.

MUROC JOINT UNIFIED SCHOOL DISTRICT

JOB DESCRIPTION: Personnel Technician

BASIC FUNCTION: Under general supervision, this position is responsible for a variety of technical duties related to the employment process and record maintenance of the District's personnel, employee benefit processing and maintenance, and personnel reporting.

ORGANIZATIONAL RESPONSIBILITIES:

Supervisor: Assistant Superintendent, Business
Unit Classification: Classified
Family: Personnel

PERFORMANCE RESPONSIBILITIES:

1. Maintain employee health insurance records, assist with insurance open enrollment, plan selection, employee insurance payments, retiree insurance, and handle other insurance matters Assist CBO Secretary/Personnel as needed with the following duties
2. Maintain active personnel files in conformance with established guidelines: regular and substitute classified and certificated, administrative, consultants, salary and employment records.
3. Maintain confidentiality of records and information regarding all District matters.
4. Performs all duties related to employee hiring and new employee processing
5. Prepare personnel register for the school board agenda.
6. Prepare classified and certificated vacancy status reports and process transfer requests.
7. Log education credits in personnel folders.
8. Update and distribute the classified substitute list.
9. Enter personnel info into district systems/databases.
10. Assist in the overall administration of personnel functions.
11. Update and distribute the district volunteer list
12. Update payroll listings
13. Update evaluation schedules
14. Maintain Position Control
15. Promote a team atmosphere by assisting other district office personnel as the need arises.
16. Perform other related functions as directed

REQUIRED QUALIFICATIONS:

1. Knowledge of: Organization, policies and procedures of personnel administration. Modern office practices, procedures, and equipment, financial and statistical record-keeping techniques. Correct English usage, grammar, spelling, punctuation, and vocabulary. District organization, operations, policies, and objectives. Oral and written communication skills. Applicable sections of State Education Code and other applicable laws. Interpersonal skills using tact, patience, and courtesy; telephone techniques and etiquette; and public relations techniques. Strong communication, computer and interpersonal skills

2. Ability to: Provide complex secretarial and administrative support. Plan, organize, coordinate, and participate in all clerical operations. Read, interpret, apply and explain rules, regulations, policies, and procedures. Type at 55 net words per minute from clear copy. Work independently with little direction. Establish and maintain cooperative and effective working relationships with all District employees. Meet schedules and time lines. Maintain records and prepare reports. Work confidentially with discretion. Analyze situations accurately and adopt an effective course of action. Communicate effectively both orally and in writing. Operate a computer terminal to enter data. Maintain records, and generate reports. Operate a variety of office equipment. Make arrangements for meetings and conferences. Train and provide work direction to others. Add, subtract, multiply, and divide quickly and accurately. Compose letters independently. Maintain the security of sensitive, confidential and privileged information. Perform appropriately in situations requiring specialized knowledge, tact and good judgment. Interpret a variety of instructions furnished in written, oral, diagram or schedule form. Establish and maintain effective working relationships with students, staff and the school community.

PHYSICAL DEMANDS:

1. Ability to work at a desk/ conference table.
2. Ability to stand & circulate for extended periods of time.
3. Ability to see for purposes of reading laws, codes, rules, policies, instructions, and other printed materials & observe students.
4. Ability to hear and understand speech at normal levels.
5. Ability to bend, twist, kneel & stoop.
6. Ability to communicate so others will be able to clearly understand a normal conversation.
7. Ability to reach in all directions.
8. Ability to operate office equipment.

Reasonable accommodations will be made for employees with physical or mental disabilities. However, the District reserves the right to refuse, and to discharge, an employee with a physical or mental disability where the employee because of that disability, is unable to perform his or her essential duties even with reasonable accommodation.

The statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified.

Board Approved: February 12, 2024

MUROC JOINT UNIFIED SCHOOL DISTRICT

Board Meeting Background Material

TO: Board of Trustees

FROM: Kevin D. Cordes
Superintendent

DATE: February 12, 2024

AGENDA ITEM: **Approve Changes to Classified Assignments**

BACKGROUND: Due to a change in assignment in the classified staff, the employees on the following list are being recommended for approval.

RECOMMENDATION: It is recommended that the Board approve the classified changes on the following list.

CLASSIFIED EMPLOYEE CHANGE
Board Meeting Date: February 12, 2024

Sandoval, April, Mild/Moderate Special Education Instructional Aide, Bailey Elementary School, 6.25 hours/day, H, Step 03, $2,451.03/month, 9.5 month position, effective January 9, 2024. Her previous position was eliminated.

MUROC JOINT UNIFIED SCHOOL DISTRICT
Board Meeting Background Material

TO: Board of Trustees

FROM: Kevin D. Cordes
Superintendent

DATE: February 12, 2024

AGENDA ITEM: **Approve Classified Employees**

BACKGROUND: Due to vacancies and/or new positions in the classified staff, the employees on the list below are being recommended for appointment.

RECOMMENDATION: It is recommended that the Board approve the classified appointments on the list below.

CLASSIFIED EMPLOYEES
Board Meeting Date: February 12, 2024

Avila, Lester Lowie, Custodian, Maintenance, 8 hours/day, C, Step 01, $2,827.50/month, 12 month position, effective December 21, 2023. This corrects the entry in the January Board Agenda.

Franks, Weston, Custodian, Maintenance, 8 hours/day, C, Step 01, $2,827.50/month, 12 month position, effective January 16, 2024. This corrects the entry in the January Board Agenda.

Nakaahiki, Sherry, Campus Aide, West Boron Elementary School, 2.25 hours/day, A, Step 01, $734.40/month, 9.5 month position, effective January 30, 2024.

Lara, Rosalie, Special Education Instructional Aide – S.C.I.A., West Boron Elementary School, 6.5 hours/day, E, Step 04, $2,439.81/month, 9.5 month position, effective January 31, 2024.

Gray, Tammy, Special Education Instructional Aide – S.C.I.A., West Boron Elementary School, 6.25 hours/day, E, Step 01, $2,439.81/month, 9.5 month position, effective January 31, 2024.

MUROC JOINT UNIFIED SCHOOL DISTRICT

Board Meeting Background Material

TO: Board of Trustees

FROM: Kevin D. Cordes
Superintendent

DATE: February 12, 2024

AGENDA ITEM: **Approve Classified Substitute**

BACKGROUND: Due to the need to cover classified assignments when employees are ill or on leave, there is a need to maintain a pool of substitutes.

RECOMMENDATION: It is recommended that the Board approve the individuals on the attached list to serve as a substitute in the District.

TEMPORARY CLASSIFIED ASSIGNMENT
Board Meeting Date: February 12, 2024

Name	Assignment	Pay Rate	Effective Date
Trujillo Burks, Blanca	Campus Aide	$16.00	1/9/2024
	Clerk	$16.00	1/9/2024
	Instructional Aide	$16.00	1/9/2024
Ramirez, Isabel	Campus Aide	$16.00	1/17/2024
	Cafeteria Worker/Cashier	$16.00	1/17/2024
	Clerk	$16.00	1/17/2024
Skelton, Nathan	Campus Aide	$16.00	1/19/2024
	Cafeteria Worker/Cashier	$16.00	1/19/2024
	Delivery Driver	$16.00	1/19/2024
	Custodian	$16.00	1/19/2024
	Groundskeeper	$16.00	1/19/2024
	Maintenance Worker	$16.00	1/19/2024
Watkins, Cheryl	Campus Aide	$16.00	1/23/2024
	Cafeteria Worker/Cashier	$16.00	1/23/2024
	Clerk	$16.00	1/23/2024
	Stdnt./Sp. Nds. Van Drvr.	$16.00	1/23/2024
	Instructional Aide	$16.00	1/23/2024

Name	Assignment	Pay Rate	Effective Date
Tarrow, Addison	Campus Aide	$16.00	2/5/2024
	Cafeteria Worker/Cashier	$16.00	2/5/2024
	Clerk	$16.00	2/5/2024
	Custodian	$16.00	2/5/2024

MUROC JOINT UNIFIED SCHOOL DISTRICT

Board Meeting Background Material

TO: Board of Trustees

FROM: Kevin D. Cordes
Superintendent

DATE: February 12, 2024

AGENDA ITEM: **Approve Classified Resignations**

BACKGROUND:

Quinn, Nicholas, has submitted his resignation as a Moderate/Severe Special Education Instructional Aide effective January 26, 2024. He has been with the District one (1) year.

Lewis, Elizabeth, has submitted her resignation as a Special Education Instructional Aide effective January 31, 2024. She has been with the District thirteen (13) years.

Till, Jameson, has submitted his resignation as a Custodian effective January 31, 2024. He has been with the District three (3) months.

MUROC JOINT UNIFIED SCHOOL DISTRICT

Board Meeting Background Material

TO: Board of Trustees

FROM: Kevin D. Cordes
Superintendent

DATE: February 12, 2024

AGENDA ITEM: **Approve District Volunteers**

BACKGROUND: In order to enhance our programs for students, it is often necessary to use community and parent volunteers.

RECOMMENDATION: It is recommended that the Board approve/ratify the volunteers on the following list.

VOLUNTEER
Board Meeting Date: February 12, 2024

Alwaw, Caitie
Bodenheimer, Teresa – DHS Cheer Coach
Daniels, Caroline
Dellamonico, Chad
Hillman, Edward
Hogan, Cassandra – DHS Van Driver
Montoya, Nate
Robertson, Jacob – BHS Coach
Sorensen, Sean – Psychologist Intern
Tarrow, Addison - Coach
Wilson, Patricia – DHS Van Driver

RESOLUTION OF THE BOARD OF TRUSTEES OF
THE MUROC JOINT UNIFIED SCHOOL DISTRICT
RESOLUTION 02-24-01

RESOLUTION REGARDING THE ADDITION OF POSITION OF CLASSIFIED SERVICES

WHEREAS, this Board hereby finds it is in the best interest of this school district that as of February 12, 2024, the following positions be added:

NO. OF POSITIONS	JOB TITLE	ADD
1	Mild/Moderate Special Education Instructional Aide	6.25 hours/day
1	Special Education Instructional Aide – S.C.I.A.	6.25 hours/day

NOW, THEREFORE, BE IT RESOLVED that two classified position(s) be added to the extent set forth above.

The foregoing Resolution was passed and adopted at a regular board meeting of the Governing Board on February 12, 2024 by the following vote:

AYES:
NOES:
ABSENT:

Date: February 12, 2024

GOVERNING BOARD OF THE
MUROC JOINT UNIFIED SCHOOL DISTRICT

By: _____
Matt Carter
President of the Governing Board

By: _____
Kevin D. Cordes
Secretary of the Governing Board

MUROC JOINT UNIFIED SCHOOL DISTRICT

Board Meeting Background Material

TO: Board of Trustees

FROM: Kevin Cordes
Superintendent

DATE: February 12, 2024

AGENDA ITEM: **Approve Certificated Appointments**

BACKGROUND: Due to vacancies in the certificated staff, the employees listed below are being recommended for appointment.

RECOMMENDATION: It is recommended that the Board approve the following certificated appointments.

Danielle Lederman, has been assigned as an Elementary Teacher at West Boron Elementary School, BA+45, Step 5 $61,538.00, effective December 11, 2023.

Joanalin Caruana, has been assigned as an Elementary Teacher at Bailey Elementary School, BA+45 Masters, Step 15 $76,783.00, effective January 08, 2024.

MUROC JOINT UNIFIED SCHOOL DISTRICT
Board Meeting Background Material

TO: Board of Trustees

FROM: Kevin D. Cordes
Superintendent

DATE: September 20, 2023

AGENDA ITEM: **Approve Certificated Stipends**

BACKGROUND: Throughout the year it is necessary to cover certificated assignments with temporary personnel.

RECOMMENDATION: It is recommended that the Board approve the following certificated stipends.

Name	Assignment	Site	Pay Rate	Effective Date
Abarra, Kervin	Prep Buyout	DJ/SHS	$1,072.45/Month	01/08/2024
Burkhead, Sherman	Prep Buyout	BJ/SHS	$ 762.38/Month	01/08/2024
Cordes, Allison	Prep Buyout	District	$1,495.56/Month	01/08/2024
Davies, Elizabeth	Prep Buyout	BJ/SHS	$1,170.76/Month	01/08/2024
Ellms, Caleb	Prep Buyout	DJ/SHS	$ 987.75/Month	01/08/2024
Flores, Rebecca	Prep Buyout	BJ/SHS	$1,436.14/Month	01/08/2024
Gabuya, Mary	Prep Buyout	DJ/SHS	$1,396.63/Month	01/08/2024
Herrington, Kip	Prep Buyout	DJ/SHS	$1,516.49/Month	01/08/2024
Hoffman, Jennifer	Prep Buyout	RMHS	$ 762.38/Month	01/08/2024
James, Matthew	Prep Buyout	RMHS	$1,024.25/Month	01/08/2024
Job, Kaytee	Prep Buyout	BJ/SHS	$ 798.88/Month	01/08/2024
Johnson, Morgan	Prep Buyout	BJ/SHS	$1,284.66/Month	01/08/2024
Kirkley, Michael	Prep Buyout	DJ/SHS	$1,165.09/Month	01/08/2024
Plantinga, Joel	Prep Buyout	BJ/SHS	$ 882.40/Month	01/08/2024
Richardson, Bryan	Prep Buyout	DJ/SHS	$1,454.82/Month	01/08/2024
Sanfilippo, Patrick	Prep Buyout	DJ/SHS	$1,104.04/Month	01/08/2024
Santos, Ma Katrina	Prep Buyout	BJ/SHS	$1,170.76/Month	01/08/2024
Schulze, Sara	Prep Buyout	RMHS	$1,161.42/Month	01/08/2024
Soules, Larisa	Prep Buyout	DJ/SHS	$1,396.63/Month	01/08/2024
Spitzer, Jason	Prep Buyout	DJ/SHS	$1,265.03/Month	01/08/2024

Stucki, Marjorie	Prep Buyout	BJ/SHS	$1,454.82/Month	01/08/2024
Wiggs, David	Prep Buyout	RMHS	$1,475.75/Month	01/08/2024

MUROC JOINT UNIFIED SCHOOL DISTRICT

BOARD MEETING BACK-UP MATERIAL

ACTION AGENDA

February 12, 2024

MUROC JOINT UNIFIED SCHOOL DISTRICT

Board Meeting Background Material

Action Agenda Item

TO: Board of Trustees

FROM: Kevin D. Cordes, Superintendent

MEETING DATE: February 12, 2024

AGENDA ITEM: **2024 CSBA Delegate Assembly Election**

BACKGROUND: The Board has received an official ballot for our sub-region in the election of representatives to CSBA's Delegate Assembly. This ballot contains the names of individuals nominated by member boards in our sub-region and biographical sketches submitted for those individuals.

The Board must vote as a whole, submitting one ballot. The Board may vote for up to the number of vacancies in the sub-region, as indicated on the ballot. There are currently four vacancies in our sub-region. Regardless of the number of vacancies, each Board may cast no more than one vote for any one candidate. The ballot contains a provision for write-in candidates, and the Board may choose to vote for an individual whose name is not printed on the ballot. Return ballots must be postmarked on or before March 15, 2024.

RECOMMENDATION: It is recommended that the Board vote per the ballot instructions.

REQUIRES BOARD ACTION

This complete, **ORIGINAL** Ballot must be **SIGNED** by the Superintendent or Board Clerk and returned in the enclosed envelope postmarked by the post office no later than **FRIDAY, MARCH 15, 2024**. Only ONE Ballot per Board. Be sure to mark your vote "✕" in the box. *A PARTIAL, UNSIGNED, PHOTOCOPIED, OR LATE BALLOT WILL NOT BE VALID.*

OFFICIAL 2024 DELEGATE ASSEMBLY BALLOT
SUBREGION 12-B
(Kern County)

Number of seats: 2 (Vote for no more than 2 candidates)

Delegates will serve two-year terms beginning April 1, 2024 - March 31, 2026

**denotes incumbent*

☐ Anthony Fuentes (Bakersfield City SD)

☐ Pamela Jacobsen (Standard SD)*

Copy

Provision for Write-in Candidate Name _____ *School District* _____

Signature of Superintendent or Board Clerk _____ *Title* _____

School District Name _____ *Date of Board Action* _____

See reverse side for list of all current Delegates in your Region.

REGION 12 – 13 Delegates (11 elected/2 appointed◈)

Director: Bill Farris (Sierra Sands USD)

Below is a list of all elected or appointed Delegates from this Region.

Subregion 12-A (Tulare)
Jacqueline Gaebe (Visalia USD), term expires 2024
Peter Lara Jr. (Porterville USD), term expires 2024
Felipe Martinez (Porterville USD), term expires 2025
Cathy Mederos (Tulare Joint Union HSD), term expires 2025

Subregion 12-B (Kern)
Jim Beltran (McFarland USD), term expires 2025
Leigh Ann Cook (Rosedale Union ESD), term expires 2024
Pamela Jacobsen (Standard ESD), term expires 2024
David Manriquez (Kern HSD) ◈, appointed term expires 2025
Kurt Rockwell (Sierra Sands USD), term expires 2025
Steven Rodrigue (Kern HSD)◈, appointed term expires 2024
Pablo Trevino (Lamont ESD), term expires 2025
Vacant, term expires 2025

County Delegate:
Mary Little (Kern COE), term expires 2024

Counties

Tulare (Subregion A)
Kern (Subregion B)

MUROC JOINT UNIFIED SCHOOL DISTRICT

Board Meeting Background Material

Action Agenda Item

TO: Board of Trustees

FROM: Trevor Walker, Assistant Superintendent of Business Services

MEETING DATE: February 12, 2024

AGENDA ITEM: **Acceptance of 2023-24 Audit Report**

BACKGROUND: Public school districts are mandated to have an independent agency audit the financial statements for the preceding fiscal year. The District's annual audit report has been prepared by Jeanette L. Garcia & Associates.

RECOMMENDATION: It is recommended that the Board accept the Annual Audit Report for Fiscal Year ending June 30, 2023.

Available on the District website: *www.muroc.k12.ca.us*

MUROC JOINT UNIFIED SCHOOL DISTRICT

Board Meeting Background Material

ACTION AGENDA ITEM

TO:	Board of Trustees
FROM:	Jeremeh Job, Director Facilities, Operations, Planning & Transportation
DATE:	**February 12, 2024**
AGENDA ITEM:	**Approval of the Updates to the Muroc Joint Unified School District's Comprehensive School Safety Plan**

BACKGROUND: The No Child Left Behind Act (NCLB) mandates that each school district with less than 2,500 students, create and maintain a comprehensive school safety plan. This plan has many components related to school safety and discipline, drug and alcohol programs, safe and orderly conduct, and emergency procedures. The safety plan is reviewed annually and updates are made.

RECOMMENDATION: It is recommended that the Board approve the updates to the Muroc Joint Unified School District's Comprehensive School Safety Plan.

Available on the District website: *www.muroc.k12.ca.us*

MUROC JOINT UNIFIED SCHOOL DISTRICT

Board Meeting Background Material

Action Agenda Item

TO: Board of Trustees

FROM: Kevin Cordes, Superintendent

MEETING DATE: February 12, 2024

AGENDA ITEM: **Update on the Annual Update to the 2023-24 Learning Continuity and Attendance Plan**

Senate Bill (SB) 98 established that the Local Control and Accountability Plan (LCAP) and an annual update to the LCAP are required for the 2023-24 school year.
SB 98 established California EC Section 43509 and the Learning Continuity and Attendance Plan (Learning Continuity Plan) requirements for the 2023-24 school year.

Available on the District website: *www.muroc.k12.ca.us*