



**TYPE:** Regular Board Meeting

**DATE:** 1/20/2022 **TIME:** 6:00 PM **CODE:**

**LOCATION:** Assembly Hall 1935 Bohemian Highway, Occidental, CA 95465

Meeting to be held via Zoom Teleconferencing. Closed session begins at 6:00 pm; open session begins at 7 pm. All documents relating to the following agenda items are available for public review in the Administrative Office of the Harmony Union School District during office hours at least 72 hours prior to the scheduled Board meeting. The Harmony District Board of Education meetings are open to the public, except for certain subjects that are addressed in closed session in accordance with the Ralph M. Brown Act. If anyone wishes to attend and requires special accommodations due to a handicapping condition, as outlined in the Americans with Disabilities Act, please contact the superintendent at least two working days prior to the meeting.

### **1.0 Call to Order**

### **2.0 Pledge of Allegiance**

### **3.0 Approval of the Agenda**

### **4.0 Public Comment**

- 4.1 For Closed Session: Members of the public may address the Board briefly on matters not on the agenda and are within the subject matter jurisdiction of the Board. Please state your name and address. In accordance with Board Policy 9323, speakers are to keep comments concise and limited to three minutes. The Public Comment item will be limited to a total of 20 minutes, absent approval to extend by the Board President. If there are several people who share the same issue, please chose one as your representative, and that person may be given additional time, if necessary. The Board values public comment, but by the Brown Act the Board shall not act upon, respond to, or comment on the merits of any item presented. The Board may ask clarifying questions of the presenter or refer the presenter to the District procedures. Members of the public may address the Board regarding items on the agenda at the time the item appears on the agenda. The Board President may move any agenda item to a different place on the agenda in order to accommodate the public or improve the flow of the meeting. Info

### **5.0 Closed Session**

- 5.1 With respect to every item of business to be discussed in closed session Gov. Code Section 54957.6: CONFERENCE WITH LABOR NEGOTIATOR Name of Agency Negotiator: Matthew Morgan Name of organization representing employees: HUTA Info/Action
- 5.2 With respect to every item of business to be discussed in closed session Gov. Code Section 54957.6 CONFERENCE WITH LABOR NEGOTIATOR Name of Agency Negotiator: Matthew Morgan Name of organization representing employees: CSEA Info/Action
- 5.3 With respect to every item of business to be discussed in closed session Gov. Code Section 54957.6 CONFERENCE WITH LABOR NEGOTIATOR Name of Agency Negotiator: Matthew Morgan Name of group: Unrepresented employees Info/Action
- 5.4 With respect to every item of business to be discussed in closed session pursuant to Gov. Code Section 54957: Superintendent Review Process with Dr. Paul Porter Info

### **6.0 Reconvene to Open Session**

- 6.1 Report out on any action taken during closed session Info

## **7.0 Communication**

### A) Reports

7.1 HUTA Report

7.2 ARK Report

7.3 Student Report

7.4 Board Member Reports

7.5 Pathways Director Report

7.6 Superintendent/Principal's Report

### B) Public Comment

7.7 For Open Session: Members of the public may address the Board briefly on matters not on the agenda and are within the subject matter jurisdiction of the Board. Please state your name and address. In accordance with Board Policy 9323, speakers are to keep comments concise and limited to three minutes. The Public Comment item will be limited to a total of 20 minutes, absent approval to extend by the Board President. If there are several people who share the same issue, please chose one as your representative, and that person may be given additional time, if necessary. The Board values public comment, but by the Brown Act the Board shall not act upon, respond to, or comment on the merits of any item presented. The Board may ask clarifying questions of the presenter or refer the presenter to the District procedures. Members of the public may address the Board regarding items on the agenda at the time the item appears on the agenda. The Board President may move any agenda item to a different place on the agenda in order to accommodate the public or improve the flow of the meeting.

### C) Correspondence

## **8.0 Consent Agenda**

### **Action**

8.1 Vendor Warrants

Action

8.2 Approve Quarterly report, October 1 to December 31, 2021, regarding any complaints covered by the Williams Act

Action

8.3 Minutes from regular meeting 12/09/2021

Action

8.4 Approve the Consent Agenda

Action

## **9.0 Information/Correspondence/Discussion**

9.1 Discussion of community survey questions and outreach process for superintendent review with Dr Paul Porter

Info/Action

9.2 Director Transition Plan- Pathways Charter

Info

9.3 Consideration and Discussion of Place Based Learning Vision Statement

Info/Action

9.4 Discussion and possible action: Reinstating collection of developer's fees to be deposited into Fund 25.

Info/Action

9.5 Discussion and possible action: Future purchase of new wireless (walkie talkie) communication devices for all staff

Info/Action

9.6 Battery assessment from Sonoma Clean Power and Terra Verde Energy

Info/Action

- |     |   |             |
|-----|---|-------------|
| 9.7 | Discussion of campus security upgrades and development of timeline for upgrades   | Info/Action |
| 9.8 | Letter from SCOE recognizing that Harmony will be able to meet its fiscal obligations as reported on the First Interim Report for the 2021-22 Budget. | Info        |

**10.0 Action Items**

- |      |  |             |
|------|--|-------------|
| 10.1 | Consideration of 2020-2021 Audit Report and Certification  | Action      |
| 10.2 | Consideration of 2020-21 Bond Audit Report and Certification   | Action      |
| 10.3 | Consideration of Proposed Contract for Services between Maria Freebairn-Smith and HUSD re Board-Staff Restorative Justice Intervention   | Action      |
| 10.4 | Consideration to move \$5,000 from Fund 17 to Fund 01 to cover the fee of the Contract re Services between Maria Freebairn-Smith and HUSD re Board-Staff Restorative Justice Intervention  | Action      |
| 10.5 | Consideration of J13A Waivers for emergency closures due to power outages: 9/15/2021, 10/25/2021, 10/26/2021   | Action      |
| 10.6 | Consideration of MOU between HUSD and County of Sonoma for managing Occidental Community Center.   | Action      |
| 10.7 | Discussion with possible action of raising the pay rate for substitute teachers.   | Info/Action |
| 10.8 | Consideration of contracts related to Bond Field Project: Proposal from IOR Bruce Mansell regarding Inspector of Record Services; Proposal from LACO regarding Special Testing & Inspections; Cost estimate from Brunsing regarding Geo Construction Services. | Action      |

**11.0 Next Board Meeting**

**12.0 Adjournment**

Agendas have been posted at the Harmony School public bulletin board and the Harmony Union School District Website at [www.harmonyusd.org](http://www.harmonyusd.org).



**Meeting Date:** 1/20/2022 - 6:00 PM

**Category:** Public Comment

**Type:** Info

**Subject:**

4.1 For Closed Session: Members of the public may address the Board briefly on matters not on the agenda and are within the subject matter jurisdiction of the Board. Please state your name and address. In accordance with Board Policy 9323, speakers are to keep comments concise and limited to three minutes. The Public Comment item will be limited to a total of 20 minutes, absent approval to extend by the Board President. If there are several people who share the same issue, please chose one as your representative, and that person may be given additional time, if necessary. The Board values public comment, but by the Brown Act the Board shall not act upon, respond to, or comment on the merits of any item presented. The Board may ask clarifying questions of the presenter or refer the presenter to the District procedures.

Members of the public may address the Board regarding items on the agenda at the time the item appears on the agenda. The Board President may move any agenda item to a different place on the agenda in order to accommodate the public or improve the flow of the meeting.

**Strategic Plans:**

**Policy:**

**Enclosure**

**File Attachment:**

**Description:**

**Background  
Information:**

**Fiscal Implications:**


**Recommendation:**

**Approvals:**

Recommended  
By:

Matthew Morgan - Superintendent/Principal



<b>Meeting Date:</b>	1/20/2022 - 6:00 PM
<b>Category:</b>	Closed Session
<b>Type:</b>	Info/Action
<b>Subject:</b>	5.1 With respect to every item of business to be discussed in closed session Gov. Code Section 54957.6: CONFERENCE WITH LABOR NEGOTIATOR  Name of Agency Negotiator: Matthew Morgan Name of organization representing employees: HUTA
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	-
<b>Approvals:</b>	Recommended By:  Matthew Morgan - Superintendent/Principal



# Harmony Union School District

## AGENDA ITEM

**Meeting Date:** 1/20/2022 - 6:00 PM  
**Category:** Closed Session  
**Type:** Info/Action  
**Subject:** 5.2 With respect to every item of business to be discussed in closed session Gov. Code Section 54957.6  
CONFERENCE WITH LABOR NEGOTIATOR  
Name of Agency Negotiator: Matthew Morgan  
Name of organization representing employees: CSEA

**Strategic Plans:**

**Policy:**

**Enclosure**

**File Attachment:**

**Description:**

**Background Information:**

**Fiscal Implications:**

**Recommendation:** -

**Approvals:**

Recommended  
By:

Matthew Morgan - Superintendent/Principal



# Harmony Union School District

## AGENDA ITEM

**Meeting Date:** 1/20/2022 - 6:00 PM  
**Category:** Closed Session  
**Type:** Info/Action  
**Subject:** 5.3 With respect to every item of business to be discussed in closed session Gov. Code Section 54957.6  
CONFERENCE WITH LABOR NEGOTIATOR  
Name of Agency Negotiator: Matthew Morgan  
Name of group: Unrepresented employees

**Strategic Plans:**

**Policy:**

**Enclosure**

**File Attachment:**

**Description:**

**Background Information:**

**Fiscal Implications:**

**Recommendation:** -

**Approvals:**

Recommended  
By:

Matthew Morgan - Superintendent/Principal



# Harmony Union School District

## AGENDA ITEM

<b>Meeting Date:</b>	1/20/2022 - 6:00 PM
<b>Category:</b>	Closed Session
<b>Type:</b>	Info
<b>Subject:</b>	5.4 With respect to every item of business to be discussed in closed session pursuant to Gov. Code Section 54957: Superintendent Review Process with Dr. Paul Porter
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	

**Approvals:**

Recommended  
By:

Matthew Morgan - Superintendent/Principal





# Harmony Union School District

## AGENDA ITEM

<b>Meeting Date:</b>	1/20/2022 - 6:00 PM
<b>Category:</b>	Reconvene to Open Session
<b>Type:</b>	Info
<b>Subject:</b>	6.1 Report out on any action taken during closed session
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	none- information only

**Approvals:**

Recommended  
By:

Matthew Morgan - Superintendent/Principal



# Harmony Union School District

## AGENDA ITEM

<b>Meeting Date:</b>	1/20/2022 - 6:00 PM
<b>Category:</b>	Reports
<b>Type:</b>	Info
<b>Subject:</b>	7.1 HUTA Report
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	
<b>Approvals:</b>	



# Harmony Union School District

## AGENDA ITEM

**Meeting Date:** 1/20/2022 - 6:00 PM

**Category:** Reports

**Type:** Info

**Subject:** 7.2 ARK Report

**Strategic Plans:**

**Policy:**

**Enclosure**

**File Attachment:**

**Description:**

**Background  
Information:**

**Fiscal Implications:**

**Recommendation:**

**Approvals:**

Recommended  
By:

Matthew Morgan - Superintendent/Principal



# Harmony Union School District

## AGENDA ITEM

**Meeting Date:** 1/20/2022 - 6:00 PM

**Category:** Reports

**Type:** Info

**Subject:** 7.3 Student Report

**Strategic Plans:**

**Policy:**

**Enclosure**

**File Attachment:**

**Description:**

**Background  
Information:**

**Fiscal Implications:**

**Recommendation:**

**Approvals:**

Recommended  
By:

Matthew Morgan - Superintendent/Principal



# Harmony Union School District

## AGENDA ITEM

<b>Meeting Date:</b>	1/20/2022 - 6:00 PM
<b>Category:</b>	Reports
<b>Type:</b>	Info
<b>Subject:</b>	7.4 Board Member Reports
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	

**Approvals:**

Recommended  
By:

A handwritten signature in black ink that reads "Matthew Morgan".

Matthew Morgan - Superintendent/Principal



<b>Meeting Date:</b>	1/20/2022 - 6:00 PM
<b>Category:</b>	Reports
<b>Type:</b>	Info
<b>Subject:</b>	7.5 Pathways Director Report
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	 PCS Director HUSD Board Report 1.20.22.docx   Dec 2021-PATH-Board Summary (2).pdf
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	
<b>Approvals:</b>	



# Pathways Charter School

Monthly Financial Presentation – December 2021

# December Highlights

## Highlights

- P-1 ADA **8 below budget**, (\$70K)+ impact on forecast.
- Revenue above budget +**\$20K**.
- Expenses above budget (**\$27K**) for approved purchases.
- Cash ended month **\$1.8 million**, 39% of expenses.

## Compliance and Reporting

- Federal reporting will be completed during January.
- School Accountability Report Card due Feb 1<sup>st</sup>.
- Supplement to the Annual Update to the 2021-22 LCAP for Board prior to Feb 28<sup>th</sup>.



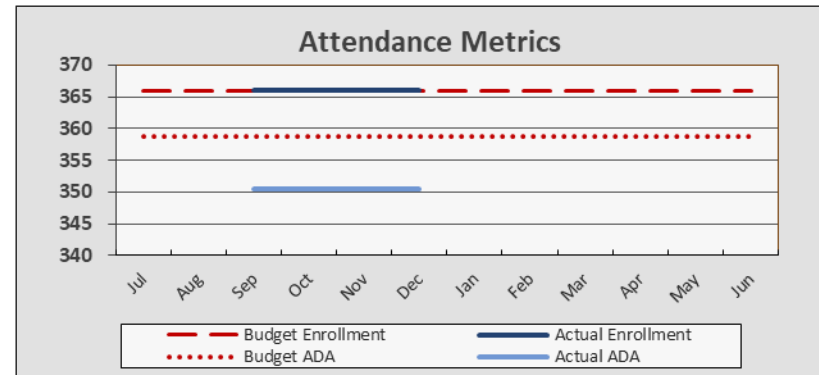
# Attendance Data and Metrics



## Enrollment and Per Pupil Data

<b>Enrollment &amp; Per Pupil Data</b>			
	<b><u>Actual</u></b>	<b><u>Forecast</u></b>	<b><u>Budget</u></b>
Average Enrollment	366	366	366
ADA	350	350	359
Attendance Rate	95.7%	95.7%	98.0%
Unduplicated %	42.3%	42.3%	41.3%
Revenue per ADA		\$12,792	\$12,441
Expenses per ADA		\$13,351	\$12,968

## Attendance Metrics



P-1 attendance 350.4, down 8 compared to budget.  
 Enrollment trending at budget, attendance average below budget.  
 LCFF is calculated at \$9,957 per ADA (increased UPP).

# Revenue

## December Updates

- Local - reimbursement for Chromebook purchases, offset by increased expenses.
- Increased ESSER III in current year \$26K.
- \$78K grants recognized during 2020/21, reducing 2021/22 forecast.

	2020/21	2021/22	2022/23	2023/24
Expanded Learning Opportunities Grant	\$ 21,307	\$ 258,127	\$ -	\$ -
ESSER II	56,685	92,186	-	-
ESSER III	-	26,333	167,292	140,959
<b>One-Time Funding plan</b>	<b>\$ 77,992</b>	<b>\$ 376,647</b>	<b>\$ 167,292</b>	<b>\$ 140,959</b>

## Revenue

	Year-to-Date		
	Actual	Budget	Fav/(Unf)
State Aid-Rev Limit	\$ 1,766,357	\$ 1,619,313	\$ 147,044
Federal Revenue	9,212	125,212	(116,000)
Other State Revenue	209,699	227,838	(18,139)
Other Local Revenue	1,806	1,662	145
<b>Total Revenue</b>	<b>\$ 1,987,074</b>	<b>\$ 1,974,025</b>	<b>\$ 13,049</b>

	Annual/Full Year		
	Forecast	Budget	Fav/(Unf)
State Aid-Rev Limit	\$ 3,488,942	\$ 3,559,207	\$ (70,264)
Federal Revenue	386,808	354,810	31,998
Other State Revenue	542,916	544,809	(1,893)
Other Local Revenue	63,620	3,662	59,959
<b>Total Revenue</b>	<b>\$ 4,482,286</b>	<b>\$ 4,462,487</b>	<b>\$ 19,799</b>



# Expenses

- **December Updates**
  - **Expenses near budget:**
    - **Supplies – Increased Chromebooks, offset with additional revenue.**

Expenses	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
Certificated Salaries	\$ 941,813	\$ 952,254	\$ 10,441	\$ 2,091,342	\$ 2,089,989	\$ (1,354)
Classified Salaries	179,426	178,239	(1,187)	372,881	371,694	(1,187)
Benefits	400,895	405,067	4,173	857,851	857,503	(348)
Books and Supplies	251,252	183,405	(67,847)	327,286	308,785	(18,501)
Subagreement Services	61,765	74,745	12,981	210,864	210,864	-
Operations	54,768	63,351	8,583	140,154	140,154	0
Facilities	180,021	181,392	1,371	342,795	344,027	1,232
Professional Services	91,049	130,380	39,331	305,303	304,996	(307)
Depreciation	13,625	11,893	(1,732)	29,667	23,492	(6,175)
<b>Total Expenses</b>	<b>\$ 2,174,612</b>	<b>\$ 2,180,726</b>	<b>\$ 6,113</b>	<b>\$ 4,678,144</b>	<b>\$ 4,651,504</b>	<b>\$ (26,640)</b>

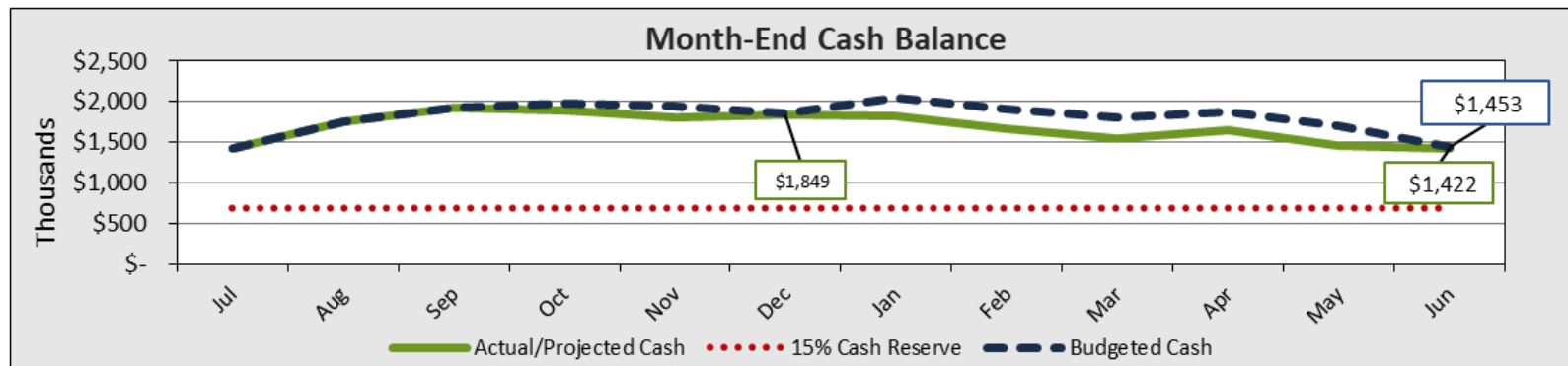
# Surplus / (Deficit) & Fund Balance

- Forecast current year deficit -4% near budget.
- Fund balance is forecast **\$1.85 million**, 39%, maintaining balance above recommended 17% reserve.

	<i>Year-to-Date</i>			<i>Annual/Full Year</i>		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
<b>Total Surplus(Deficit)</b>	\$ (187,538)	\$ (206,701)	\$ 19,163	\$ (195,858)	\$ (189,017)	\$ (6,840)
Beginning Fund Balance	<u>2,041,065</u>	<u>2,041,065</u>		<u>2,041,065</u>	<u>2,041,065</u>	
<b>Ending Fund Balance</b>	<u><b>\$ 1,853,527</b></u>	<u><b>\$ 1,834,364</b></u>		<u><b>\$ 1,845,207</b></u>	<u><b>\$ 1,852,048</b></u>	
<i>As a % of Annual Expenses</i>	39.6%	39.4%		39.4%	39.8%	

# Cash Balance

- Current cash \$1.8 million, 39% of expenses.
- Cash surplus is forecast to remain steady throughout the year.



# Compliance Deadlines (next 60 days)



Area	Due Date	Description	Completed By	Board Must Approve	Signature Required	Additional Information
DATA	Jan-05	<b>CALPADS - Fall 2 Submission Window opens</b> - Information will be used by the US Department of Education and the California Department of Education to gain insights into student course enrollments, services rendered in support of school's English Learner population, staff assignments and full-time equivalent levels. The reported data represent a snapshot of a school's status in the previously listed areas per Census Day, October 6, 2021. Schools have until March 4, 2022 to certified data. <b>IMPORTANT:</b> Fall 2 Staff assignment data will be referenced by the Commission on Teacher Credentialing (CTC) for accountability purposes. CTC will cross reference teachers' credential information with the courses/sections they are assigned to teach. CTC will report misassignments/discrepancies to your charter authorizer.	PCS	No	No	<a href="https://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp">https://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp</a>
FINANCE	Jan-14	<b>Federal Stimulus Reporting</b> - Local educational agencies (LEAs) are required to report to the California Department of Education (CDE) on funds received through the CARES Act, the CRRSA Act, and the ARP. (ESSER I, GEER, ESSER II, ESSER III). LEAs are required to report status of funds for the period October 1, 2021 - December 31, 2021.	Charter Impact with PCS support	No	No	<a href="https://www.cde.ca.gov/fg/cr/reporting.asp">https://www.cde.ca.gov/fg/cr/reporting.asp</a>
FINANCE	Jan-14	<b>Maintenance of Equity (MOE) Exception Certification</b> - Local educational agencies (LEAs) receiving ESSER III funds are required to complete the Maintenance of Equity Exemption Certification Questionnaire to determine if they will be subject to MOE provisions related to ESSER III funds. Among five exempt categories, LEAs are exempt if they operate a single school.	Charter Impact with PCS support	No	No	<a href="https://www.cde.ca.gov/fg/cr/reporting.asp">https://www.cde.ca.gov/fg/cr/reporting.asp</a>
DATA	Jan-18	<b>Period 1 (P1) Attendance Report</b> - P1 ADA is due to CDE on 1/18/2022. It represents a school's total ADA for a reporting period from the beginning of the school year through December 31, 2021. All 2021-22 data reporting must be completed via the new PADC Web Application.	PCS	No	Yes	<a href="https://www.cde.ca.gov/fg/aa/pa/ata glance2122.asp">https://www.cde.ca.gov/fg/aa/pa/ata glance2122.asp</a>
FINANCE	Jan-18	<b>Expanded Learning Opportunities Grant (ELO-G) Assurances</b> - In July 2021, as the result of AB130, the ELO-G funding source was adjusted to also include federal stimulus funding. As a result of this change, allocations have been revised to reflect the additional sources and LEAs must submit assurances and fulfill reporting requirements as a condition of funding.	Charter Impact with PCS support	No	No	<a href="https://www3.cde.ca.gov/elograntassurances/logon.aspx">https://www3.cde.ca.gov/elograntassurances/logon.aspx</a>
DATA	Jan-28	<b>CALPADS - Fall 1 Amendment deadline</b> - Final opportunity to review and correct your certified CALPADS - Fall 1 student data. Students' program eligibility information associated with lunch, special education, homeless, English language learner, school enrollment and graduation statuses will be submitted to the CDE. This data will be used to in CDE's CA Dashboard calculations and determine access to funding such as student meal reimbursements and unduplicated count factors.	Charter Impact submits with data provided by PCS	No	No	<a href="https://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp">https://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp</a>
FINANCE	Jan-28	<b>Federal Stimulus Annual Report</b> - Local educational agencies (LEAs) are required to report to the California Department of Education (CDE) on funds received through the CARES Act, the CRRSA Act, and the ARP. (ESSER I, GEER, ESSER II, ESSER III). LEAs are required to report status of funds for the period October 1, 2020 - September 30, 2021.	Charter Impact with PCS support	No	No	<a href="https://www.cde.ca.gov/fg/cr/anreporthehelp.asp">https://www.cde.ca.gov/fg/cr/anreporthehelp.asp</a>
FINANCE	Jan-31	<b>Federal Cash Management - Period 3</b> - The Title I, Part A; Title I, Part D, Subpart 2; Title II, Part A; Title III EL; Title III Immigrant; and Title IV, Part A programs under the Elementary and Secondary Education Act of 1965 (ESEA), as amended by the ESSA, will utilize the Federal Cash Management program. Charter schools that are awarded a grant under any of these programs must submit the CMDC report for a particular quarter in order to receive an apportionment for that quarter; CDE will apportion funds to LEAs whose cash balance is below a certain threshold.	Charter Impact	No	No	<a href="https://www.cde.ca.gov/fg/aa/cm/">https://www.cde.ca.gov/fg/aa/cm/</a>
FINANCE	Jan-31	<b>IRS Form 1095-C, Employer-Provided Health Insurance Offer and Coverage</b> - Employers with 50 or more full-time employees (including full-time equivalent employees) in the previous year use Forms 1094-C and 1095-C to report the information required under sections 6055 and 6056 about offers of health coverage and enrollment in health coverage for their employees.	PCS with Charter Impact support	No	No	<a href="https://www.irs.gov/forms-pubs/about-form-1095-c">https://www.irs.gov/forms-pubs/about-form-1095-c</a>

# Compliance Deadlines (next 60 days)



Area	Due Date	Description	Completed By	Board Must Approve	Signature Required	Additional Information
DATA	Feb-01	<b>School Accountability Report Card</b> - All public schools in California are required to prepare an annual SARC (2020/21). SARCs are intended to provide the public with important information about each public school and to communicate a school's progress in achieving its goals. EC Section 35256 requires LEA governing boards to approve SARCs for publications.	PCS	Yes	No	<a href="http://www.cde.ca.gov/ta/ac/sa/">http://www.cde.ca.gov/ta/ac/sa/</a>
FINANCE	Feb-15	<b>Board of Equalization Property Tax Exemption</b> - Property used exclusively for public schools, community colleges, state colleges, and state universities is exempt from property taxation (article XIII, section 3, subd. (d), Revenue and Taxation Code section 202, subd. (a)(3)). The property is exempt from taxation on the basis of its exclusive use for public school purposes. If the property is not owned by the public school, the owner of the property is required to file a claim for the Lessor's Exemption. If the owner of the property does not claim the exemption, the public school may file the Public School Exemption claim.	Charter Impact	No	Yes	<a href="https://www.boe.ca.gov/proptaxes/lessor_exemption.htm">https://www.boe.ca.gov/proptaxes/lessor_exemption.htm</a>
FINANCE	Feb-20	<b>Certification of the First Principal Apportionment</b> - The Principal Apportionment includes funding for the Local Control Funding Formula, the primary source of an LEA's general purpose funding; Special Education (AB 602); and funding for several other programs. The First Principal Apportionment (P-1), certified by February 20, is based on the first period data that LEAs report to CDE in November through January. P-1 supersedes the Advance Apportionment calculations and establishes each LEA's monthly state aid payment for February through May.	Charter Impact	No	Yes	<a href="https://www.cde.ca.gov/fg/aa/pa/">https://www.cde.ca.gov/fg/aa/pa/</a>
FINANCE	Feb-24	<b>E-Rate FCC Form 470 Due date (FY2022)</b> - To request bids for service, applicants certify an FCC Form 470 in the E-rate Productivity Center (EPC). This is a formal process to identify and request the products and services you need so that potential service providers can review your requests and submit bids. The FCC Form 470 must be certified in EPC at least 28 days before the close of the filing window. February 24, 2022 is the deadline to certify an FY2022 FCC Form 470 and still be able to certify an FCC Form 471 within the FY2022 filing window.	PCS	No	No	<a href="https://www.usac.org/sl/tools/forms/">https://www.usac.org/sl/tools/forms/</a>
FINANCE	Feb-28	<b>Supplement to the Annual Update to the 2021-22 LCAP</b> - LEAs are required to prepare a one-time supplement to the Annual Update to the 2021-22 Local Control and Accountability Plan (LCAP) and provide a report to their board at a regularly schedule meeting on or before February 28, 2022. At this meeting, the LEA must include all of the following: • The Supplement to the Annual Update for the 2021-22 LCAP (2021-22 Supplement); • All available mid-year outcome data related to metrics identified in the 2021-22 LCAP; and • Mid-year expenditure and implementation data on all actions identified in the 2021-22 LCAP. The report is an information item, and does not require approval at this meeting. The 2021-22 Supplement will be submitted for review and approval as part of the LEA's 2022-23 LCAP.	PCS with Charter Impact support	No	No	<a href="https://www.cde.ca.gov/fg/aa/co/cars.asp">https://www.cde.ca.gov/fg/aa/co/cars.asp</a>
FINANCE	Feb-28	<b>Consolidated Application (ConApp) reporting</b> - Winter - The ConApp is used by the CDE to distribute categorical funds from various state and federal programs to county offices, school districts, and direct-funded charter schools throughout California. The winter release is submitted in January of each year and contains the LEA's entitlements for each funded program.	Charter Impact	No	No	<a href="https://www.cde.ca.gov/fg/aa/co/cars.asp">https://www.cde.ca.gov/fg/aa/co/cars.asp</a>

# Appendices

## As of December 31, 2021

- Cash Flow – Monthly and Annual Forecast
- Statement of Financial Position (Balance Sheet)
- Statement of Cash Flows
- Detailed Month and YTD Budget vs. Actual
- Accounts Payable Aging
- Check Register



# *Pathways Charter School*

**Financial Package**

**December 31, 2021**

*Presented by:*





# PATHWAYS CHARTER SCHOOL

## Monthly Cash Flow/Forecast FY21-22

Revised 01/12/22

ADA = 350.40



	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Revised Budget Total	Favorable / (Unfav.)
<b>Books and Supplies</b>																
4100 Textbooks and Core Materials	-	(961)	-	10,089	1,415	1,201	0	0	0	0	0	0	-	11,744	10,000	(1,744)
4302 School Supplies	538	974	22,366	11,531	5,978	2,848	9,812	9,812	9,812	9,812	9,812	9,812	-	103,109	104,310	1,201
4305 Software	5,197	15,742	8,629	10,151	3,213	2,424	7,077	7,077	7,077	7,077	7,077	7,077	-	87,819	87,819	-
4310 Office Expense	229	2,396	3,211	6,263	10,211	824	144	144	144	144	144	144	-	24,000	24,000	-
4311 Business Meals	-	-	769	-	-	-	288	288	288	288	288	288	-	2,500	2,500	-
4400 Noncapitalized Equipment	34,834	19,494	6,485	2,270	60,369	532	(5,445)	(5,445)	(5,445)	(5,445)	(5,445)	(5,445)	-	91,314	73,356	(17,958)
4700 Food Services	-	406	406	406	406	406	795	795	795	795	795	795	-	6,800	6,800	-
	40,798	38,050	41,866	40,710	81,592	8,235	12,672	12,672	12,672	12,672	12,672	12,672	-	327,286	308,785	(18,501)
<b>Subagreement Services</b>																
5102 Special Education	-	-	3,651	17,713	20,405	11,626	20,768	20,768	20,768	20,768	20,768	20,768	-	178,000	178,000	-
5105 Security	94	581	94	808	94	-	148	148	148	148	148	148	-	2,559	2,559	-
5106 Other Educational Consultants	630	614	1,022	1,189	1,880	1,364	3,934	3,934	3,934	3,934	3,934	3,934	-	30,305	30,305	-
	724	1,195	4,767	19,710	22,379	12,990	24,850	24,850	24,850	24,850	24,850	24,850	-	210,864	210,864	-
<b>Operations and Housekeeping</b>																
5201 Auto and Travel	-	24	87	296	120	24	1,408	1,408	1,408	1,408	1,408	1,408	-	9,000	9,000	-
5300 Dues & Memberships	1,154	994	846	846	846	946	547	547	547	547	547	547	-	8,917	8,917	-
5400 Insurance	4,137	4,137	4,137	4,137	4,137	4,137	4,137	4,137	4,137	4,137	4,137	4,137	-	49,645	49,645	0
5501 Utilities	621	1,459	2,021	1,353	481	1,860	2,867	2,867	2,867	2,867	2,867	2,867	-	25,000	25,000	-
5502 Janitorial Services	200	2,522	475	1,492	2,437	1,724	3,475	3,475	3,475	3,475	3,475	3,475	-	29,700	29,700	-
5900 Communications	76	1,355	447	473	1,971	1,296	1,412	1,412	1,412	1,412	1,412	1,412	-	14,092	14,092	-
5901 Postage and Shipping	-	64	192	81	14	1,149	383	383	383	383	383	383	-	3,800	3,800	-
	6,188	10,556	8,205	8,678	10,005	11,135	14,231	14,231	14,231	14,231	14,231	14,231	-	140,154	140,154	0
<b>Facilities, Repairs and Other Leases</b>																
5601 Rent	19,465	23,965	23,965	23,965	23,965	23,965	24,116	24,116	24,116	24,116	24,116	24,116	-	283,991	284,444	454
5602 Additional Rent	213	213	213	213	213	213	371	371	371	371	371	371	-	3,502	3,975	472
5603 Equipment Leases	1,374	817	817	1,432	1,432	277	1,149	1,149	1,149	1,149	1,149	1,149	-	13,041	13,346	306
5610 Repairs and Maintenance	-	18,299	10,732	-	4,271	-	1,493	1,493	1,493	1,493	1,493	1,493	-	42,262	42,262	-
	21,053	43,294	35,727	25,610	29,881	24,455	27,129	27,129	27,129	27,129	27,129	27,129	-	342,795	344,027	1,232
<b>Professional/Consulting Services</b>																
5802 Audit & Taxes	-	-	-	4,500	-	-	-	-	-	-	-	7,300	-	11,800	11,800	-
5803 Legal	-	1,407	695	3,465	645	1,222	828	828	828	828	828	828	-	12,400	12,400	-
5804 Professional Development	-	190	250	136	(80)	-	1,584	1,584	1,584	1,584	1,584	1,584	-	10,000	10,000	-
5805 General Consulting	-	5,200	6,369	14,440	-	21,409	19,380	19,380	19,380	19,380	19,380	19,380	-	163,700	163,700	-
5806 Special Activities/Field Trips	-	-	-	200	576	80	391	391	391	391	391	391	-	3,200	3,200	-
5807 Bank Charges	30	30	57	35	60	141	92	92	92	92	92	92	-	903	942	39
5809 Other taxes and fees	94	185	-	109	-	48	21	21	21	21	21	21	-	560	560	-
5810 Payroll Service Fee	20	475	466	338	335	335	722	722	722	722	722	722	-	6,300	6,300	-
5811 Management Fee	7,509	7,509	7,509	-	-	4,885	6,537	8,898	8,898	8,898	8,898	8,898	-	78,440	78,094	(346)
5813 County Fees	-	-	-	-	-	-	-	-	-	-	-	16,800	-	16,800	16,800	-
5815 Public Relations/Recruitment	-	175	-	-	-	-	171	171	171	171	171	171	-	1,200	1,200	-
	7,653	15,171	15,347	23,223	1,536	28,120	29,724	32,086	32,086	32,086	32,086	56,186	-	305,303	304,996	(307)
<b>Depreciation</b>																
6900 Depreciation Expense	1,933	1,933	2,227	2,227	2,227	3,077	2,674	2,674	2,674	2,674	2,674	2,674	-	29,667	23,492	(6,175)
	1,933	1,933	2,227	2,227	2,227	3,077	2,674	2,674	2,674	2,674	2,674	2,674	-	29,667	23,492	(6,175)
<b>Total Expenses</b>	<b>152,830</b>	<b>372,357</b>	<b>418,373</b>	<b>412,582</b>	<b>436,567</b>	<b>381,904</b>	<b>413,394</b>	<b>414,959</b>	<b>413,367</b>	<b>412,571</b>	<b>412,571</b>	<b>436,671</b>	-	<b>4,678,144</b>	<b>4,651,504</b>	<b>(26,640)</b>
<b>Monthly Surplus (Deficit)</b>	<b>(51,049)</b>	<b>(170,905)</b>	<b>93,974</b>	<b>(13,566)</b>	<b>(121,367)</b>	<b>75,375</b>	<b>(66,629)</b>	<b>(167,971)</b>	<b>(140,150)</b>	<b>161,554</b>	<b>(216,984)</b>	<b>86,423</b>	<b>335,438</b>	<b>(195,858)</b>	<b>(189,017)</b>	<b>(6,840)</b>

# PATHWAYS CHARTER SCHOOL

## Monthly Cash Flow/Forecast FY21-22

Revised 01/12/22

ADA = 350.40



	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Revised Budget Total	Favorable / (Unfav.)
<b>Cash Flow Adjustments</b>																
Monthly Surplus (Deficit)	(51,049)	(170,905)	93,974	(13,566)	(121,367)	75,375	(66,629)	(167,971)	(140,150)	161,554	(216,984)	86,423	335,438	(195,858)		
Cash flows from operating activities																
Depreciation/Amortization	1,933	1,933	2,227	2,227	2,227	3,077	2,674	2,674	2,674	2,674	2,674	2,674	-	29,667		
Public Funding Receivables	281,349	447,030	60,040	29,933	-	-	44,186	-	-	-	-	81,559	(335,438)	608,658		
Grants and Contributions Rec.	(94)	-	-	-	-	-	-	-	-	-	-	-	-	(94)		
Prepaid Expenses	(25,006)	5,539	(4,151)	1,040	9,574	(2,824)	1,880	1,880	1,880	1,880	7,923	7,923	-	7,537		
Accounts Payable	(103,733)	-	-	(7,529)	16,667	(16,667)	-	-	-	-	-	-	-	(111,262)		
Accrued Expenses	(14,233)	31,633	24,652	(3,024)	5,416	6,670	(2,610)	7,707	7,707	7,707	7,707	(151,238)	-	(71,906)		
Deferred Revenue	-	16,385	-	(41,726)	2,115	-	-	-	-	(62,849)	-	(62,849)	-	(148,923)		
Cash flows from investing activities																
Purchases of Prop. And Equip.	-	-	(10,000)	-	-	(26,333)	-	-	-	-	-	-	-	(36,333)		
<b>Total Change in Cash</b>	<b>89,167</b>	<b>331,614</b>	<b>166,742</b>	<b>(32,645)</b>	<b>(85,368)</b>	<b>39,298</b>	<b>(20,500)</b>	<b>(155,710)</b>	<b>(127,889)</b>	<b>110,966</b>	<b>(198,680)</b>	<b>(35,508)</b>				
Cash, Beginning of Month	1,340,618	1,429,785	1,761,399	1,928,141	1,895,496	1,810,128	1,849,426	1,828,926	1,673,216	1,545,327	1,656,293	1,457,612				
<b>Cash, End of Month</b>	<b>1,429,785</b>	<b>1,761,399</b>	<b>1,928,141</b>	<b>1,895,496</b>	<b>1,810,128</b>	<b>1,849,426</b>	<b>1,828,926</b>	<b>1,673,216</b>	<b>1,545,327</b>	<b>1,656,293</b>	<b>1,457,612</b>	<b>1,422,104</b>				

**Pathways Charter School**  
**Statement of Financial Position**

December 31, 2021

	<b>Current Balance</b>	<b>Beginning Year Balance</b>	<b>YTD Change</b>	<b>YTD % Change</b>
<b>Assets</b>				
<b>Current Assets</b>				
Cash & Cash Equivalents	\$ 1,849,426	\$ 1,340,618	\$ 508,808	38%
Accounts Receivable	265	171	94	55%
Public Funding Receivables	125,745	944,096	(818,352)	-87%
Prepaid Expenses	85,814	69,986	15,828	23%
<b>Total Current Assets</b>	<b>2,061,250</b>	<b>2,354,871</b>	<b>(293,621)</b>	<b>-12%</b>
<b>Long-Term Assets</b>				
Property & Equipment, Net	49,807	27,099	22,708	84%
Deposits	4,500	4,500	-	0%
<b>Total Long Term Assets</b>	<b>54,307</b>	<b>31,599</b>	<b>22,708</b>	<b>72%</b>
<b>Total Assets</b>	<b>\$ 2,115,557</b>	<b>\$ 2,386,470</b>	<b>\$ (270,913)</b>	<b>-11%</b>
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Accounts Payable	\$ (7,529)	\$ 103,733	\$ (111,262)	-107%
Accrued Liabilities	127,928	76,814	51,114	67%
Deferred Revenue	139,967	163,193	(23,226)	-14%
<b>Total Current Liabilities</b>	<b>260,366</b>	<b>343,741</b>	<b>(83,375)</b>	<b>-24%</b>
<b>Total Liabilities</b>	<b>260,366</b>	<b>343,741</b>	<b>(83,375)</b>	<b>-24%</b>
<b>Total Net Assets</b>	<b>1,855,191</b>	<b>2,042,729</b>	<b>(187,538)</b>	<b>-9%</b>
<b>Total Liabilities and Net Assets</b>	<b>\$ 2,115,557</b>	<b>\$ 2,386,470</b>	<b>\$ (270,913)</b>	<b>-11%</b>

## Pathways Charter School

### Statement of Cash Flows

For the period ended December 31, 2021

	Month Ended 12/31/21	YTD Ended 12/31/21
<b>Cash Flows from Operating Activities</b>		
Change in Net Assets	\$ 75,375	\$ (187,538)
Adjustments to reconcile change in net assets to net cash flows from operating activities:		
Depreciation	3,077	13,625
Decrease/(Increase) in Operating Assets:		
Public Funding Receivables	-	818,352
Grants, Contributions & Pledges Receivable	-	(94)
Due from Related Parties	-	-
Prepaid Expenses	(2,824)	(15,828)
Other Assets	-	-
(Decrease)/Increase in Operating Liabilities:		
Accounts Payable	-	-
Accrued Expenses	(16,667)	(111,262)
Deferred Revenue	6,670	51,114
Other Liabilities	-	(23,226)
<b>Total Cash Flows from Operating Activities</b>	<b>65,631</b>	<b>545,141</b>
<b>Cash Flows from Investing Activities</b>		
Purchase of Property & Equipment	(26,333)	(36,333)
<b>Total Cash Flows from Investing Activities</b>	<b>(26,333)</b>	<b>(36,333)</b>
<b>Cash Flows from Financing Activities</b>		
Proceeds from Factoring	-	-
Proceeds from (payments on) Long-Term Debt	-	-
<b>Total Cash Flows from Financing Activities</b>	<b>-</b>	<b>-</b>
Change in Cash & Cash Equivalents	39,298	508,808
Cash & Cash Equivalents, Beginning of Period	1,810,128	1,340,618
<b>Cash and Cash Equivalents, End of Period</b>	<b>\$ 1,849,426</b>	<b>\$ 1,849,426</b>

**Pathways Charter School**

**Budget vs Actual**

For the period ended December 31, 2021

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
<b>Revenues</b>							
State Aid - Revenue Limit							
LCFF State Aid	\$ 156,375	\$ 155,243	\$ 1,132	\$ 799,250	\$ 638,222	\$ 161,028	\$ 1,841,794
Education Protection Account	129,470	-	129,470	258,940	158,071	100,869	632,285
In Lieu of Property Taxes	134,889	129,031	5,858	708,167	677,413	30,754	1,722,169
Total State Aid - Revenue Limit	420,734	284,274	136,460	1,766,357	1,473,706	292,651	4,196,248
Federal Revenue							
Special Education - Entitlement	-	6,926	(6,926)	-	28,475	(28,475)	82,173
Title I, Part A - Basic Low Income	-	34,500	(34,500)	-	46,000	(46,000)	46,000
Other Federal Revenue	-	-	-	2,500	73,070	(70,570)	146,139
Prior Year Federal Revenue	-	-	-	6,712	-	6,712	-
Total Federal Revenue	-	41,426	(41,426)	9,212	147,544	(138,332)	274,312
Other State Revenue							
State Special Education	23,819	20,767	3,052	121,742	85,377	36,365	246,384
Mandated Cost	12,276	12,032	244	12,276	12,032	244	12,032
State Lottery	-	-	-	-	-	-	87,230
Prior Year Revenue	-	-	-	1,538	-	1,538	-
Other State Revenue	-	-	-	74,143	172,000	(97,856)	328,999
Total Other State Revenue	36,095	32,800	3,295	209,699	269,409	(59,710)	674,645
Other Local Revenue							4,000
Interest Revenue	99	333	(234)	1,068	2,000	(932)	4,000
Other Fees and Contracts	211	-	211	478	-	478	-
School Fundraising	140	-	140	260	-	260	-
Total Other Local Revenue	450	333	117	1,806	2,000	(194)	4,000
<b>Total Revenues</b>	<b>\$ 457,279</b>	<b>\$ 358,833</b>	<b>\$ 98,446</b>	<b>\$ 1,987,074</b>	<b>\$ 1,892,659</b>	<b>\$ 94,415</b>	<b>\$ 5,149,205</b>
<b>Expenses</b>							
Certificated Salaries							
Teachers' Salaries	\$ 115,283	\$ 119,577	\$ 4,294	\$ 589,336	\$ 597,885	\$ 8,549	\$ 1,315,348
Teachers' Substitute Hours	221	1,591	1,370	221	7,955	7,734	17,500
Teachers' Extra Duty/Stipends	2,454	4,455	2,000	18,329	22,273	3,943	49,000
Pupil Support Salaries	22,953	27,771	4,819	115,436	145,273	29,837	311,900
Administrators' Salaries	41,962	41,695	(268)	218,491	218,419	(72)	468,586
Total Certificated Salaries	182,874	195,088	12,215	941,813	991,804	49,992	2,162,335
Classified Salaries							
Support Salaries	-	-	-	-	-	-	-
Clerical and Office Staff Salaries	36,198	32,242	(3,956)	179,426	178,291	(1,135)	371,745
Total Classified Salaries	36,198	32,242	(3,956)	179,426	178,291	(1,135)	371,745
Benefits							
State Teachers' Retirement System, certificated position	27,880	28,951	1,071	141,920	147,183	5,263	320,889
Public Employees' Retirement System, classified position	11,886	10,141	(1,745)	59,271	56,078	(3,194)	116,925
OASDI/Medicare/Alternative, certificated positions	3,260	2,733	(528)	16,083	15,110	(973)	31,505
Medicare/Alternative, certificated positions	2,998	3,296	298	15,327	16,966	1,639	36,744
Health and Welfare Benefits, certificated positions	25,856	26,400	544	157,398	158,400	1,002	316,800
State Unemployment Insurance, certificated positions	1,034	80	(954)	3,384	479	(2,904)	1,598
Workers' Compensation Insurance, certificated position	1,906	2,273	367	7,512	11,701	4,189	25,341
Total Benefits	74,820	73,874	(946)	400,895	405,917	5,023	849,801
Books & Supplies							
Textbooks and Core Materials	1,201	833	(368)	11,744	5,000	(6,744)	10,000
School Supplies	2,848	3,663	814	44,236	54,567	10,332	122,550
Software	2,424	7,318	4,895	45,357	43,910	(1,447)	87,819
Office Expense	824	2,833	2,009	23,133	17,000	(6,133)	34,000
Business Meals	-	208	208	769	1,250	481	2,500
Noncapitalized Equipment	532	5,578	5,046	123,984	83,104	(40,879)	186,639
Food Services	406	567	161	2,029	3,400	1,371	6,800
Total Books & Supplies	8,235	21,000	12,765	251,252	208,231	(43,021)	450,308
Subagreement Services							
Special Education	11,626	14,833	3,208	53,395	89,000	35,605	178,000
Security	-	213	213	1,671	1,280	(391)	2,559
Other Educational Consultants	1,364	1,064	(300)	6,699	15,853	9,154	35,604
Total Subagreement Services	12,990	16,111	3,121	61,765	106,133	44,368	216,163

# Pathways Charter School

## Budget vs Actual

For the period ended December 31, 2021

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Operations & Housekeeping							
Auto and Travel	24	750	726	550	4,500	3,950	9,000
Dues & Memberships	946	743	(203)	5,633	4,458	(1,174)	8,917
Insurance	4,137	2,500	(1,637)	24,822	15,000	(9,822)	30,000
Utilities	1,860	2,083	224	7,796	12,500	4,704	25,000
Janitorial Services	1,724	1,317	(408)	8,850	7,900	(950)	15,800
Communications	1,296	1,174	(122)	5,618	7,046	1,428	14,092
Postage and Shipping	1,149	317	(832)	1,500	1,900	400	3,800
Total Operations & Housekeeping	11,135	8,884	(2,251)	54,768	53,304	(1,463)	106,609
Facilities, Repairs & Other Leases							
Rent	23,965	25,450	1,485	139,292	152,699	13,407	305,398
Additional Rent	213	371	157	1,279	2,223	945	4,447
Equipment Leases	277	1,149	872	6,148	6,892	744	13,785
Repairs and Maintenance	-	833	833	33,302	5,000	(28,302)	10,000
Total Facilities, Repairs & Other Leases	24,455	27,802	3,347	180,021	166,815	(13,206)	333,629
Professional/Consulting Services							
Audit & Taxes	-	3,933	3,933	4,500	11,800	7,300	11,800
Legal	1,222	1,033	(189)	7,433	6,200	(1,233)	12,400
Professional Development	-	833	833	496	5,000	4,504	10,000
General Consulting	21,409	13,208	(8,201)	47,418	79,250	31,832	158,500
Special Activities/Field Trips	80	96	16	856	1,425	569	3,200
Bank Charges	141	92	(49)	353	550	197	1,100
Other Taxes and Fees	48	47	(1)	436	280	(156)	560
Payroll Service Fee	335	525	190	1,969	3,150	1,181	6,300
Management Fee	4,885	7,509	2,625	27,412	45,056	17,644	90,111
County Fees	-	-	-	-	4,200	4,200	16,800
Public Relations/Recruitment	-	100	100	175	600	425	1,200
Total Professional/Consulting Services	28,120	27,377	(743)	91,049	157,510	66,461	311,971
Depreciation							
Depreciation Expense	3,077	1,933	(1,144)	13,625	11,599	(2,026)	23,198
Total Depreciation	3,077	1,933	(1,144)	13,625	11,599	(2,026)	23,198
Interest Expense	-	-	-	-	-	-	-
<b>Total Expenses</b>	<b>\$ 381,904</b>	<b>\$ 404,312</b>	<b>\$ 22,408</b>	<b>\$ 2,174,612</b>	<b>\$ 2,279,605</b>	<b>\$ 104,993</b>	<b>\$ 4,825,760</b>
<b>Change in Net Assets</b>	<b>75,375</b>	<b>(45,479)</b>	<b>120,854</b>	<b>(187,538)</b>	<b>(386,946)</b>	<b>199,408</b>	<b>323,445</b>
Net Assets, Beginning of Period	1,779,816			2,042,729			
<b>Net Assets, End of Period</b>	<b>\$ 1,855,191</b>			<b>\$ 1,855,191</b>			



**Pathways Charter School**

**Accounts Payable Aging**

December 31, 2021

Vendor Name	Invoice/Credit Number	Invoice Date	Date Due	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total
Charter Impact Inc.	10909	7/1/2021	7/31/2021	\$ -	\$ -	\$ -	\$ -	(7,509)	(7,509)
Charter Impact Inc.	QTR22021	7/27/2021	8/26/2021	-	-	-	-	(20)	(20)
<b>Total Outstanding Invoices</b>				<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (7,529)</u>	<u>\$ (7,529)</u>

**Pathways Charter School**

**Check Register**

For the period ended December 31, 2021

Check Number	Vendor Name	Check Date	Check Amount
1044	Erika Paredes	12/17/2021	\$ 200.00
13473	Inland Finance Company	12/14/2021	VOID
13523	AppsEvents s.r.o	12/20/2021	VOID
13777	Keystone Therapy & Training Services	12/3/2021	VOID
13820	All About Learning Press, Inc.	12/1/2021	173.39
13821	AT&T	12/1/2021	23.90
13822	AT&T	12/1/2021	19.85
13823	Cengage Learning	12/1/2021	30.22
13824	Generation Genius, Inc.	12/1/2021	995.00
13825	Hampton Maintenance, LLC	12/1/2021	1,279.00
13826	Houghton Mifflin Harcourt Publishing Co.	12/1/2021	474.31
13827	IXL Learning	12/1/2021	588.00
13828	Learning without Tears	12/1/2021	48.41
13829	Luther Burbank Center for the Arts	12/1/2021	50.00
13830	McGraw-Hill School Education Holdings, LLC	12/1/2021	204.72
13831	Museum of the American Indian	12/1/2021	250.00
13832	Office Depot	12/1/2021	174.08
13833	Parsec Education	12/1/2021	9,185.00
13834	Rainbow Resource Center, Inc.	12/1/2021	542.85
13835	School Specialty, LLC	12/1/2021	46.46
13836	Studies Weekly	12/1/2021	196.04
13837	Sylvan Learning of Santa Rosa	12/1/2021	585.00
13838	Teachers' Curriculum Institute (TCI)	12/1/2021	44.00
13839	U.S. Bank	12/1/2021	873.73
13840	Warren Security Systems, Inc.	12/1/2021	94.00
13841	Alhambra	12/3/2021	85.25
13842	Canon Financial Services, Inc	12/3/2021	816.78
13843	Rainbow Resource Center, Inc.	12/3/2021	205.41
13844	UHS Premium Billing	12/3/2021	4,157.56
13845	William H. Sadlier, Inc.	12/3/2021	24.78
13846	Keystone Therapy & Training Services	12/3/2021	14,440.00
13847	La Plaza Offices, LLC	12/8/2021	3,481.21
13848	SCOE	12/9/2021	44,882.25
13849	SCOE	12/9/2021	14,952.34
13850	Allied Administrators for Delta Dental	12/10/2021	3,589.86
13851	CharterSafe	12/10/2021	6,043.00
13852	City of Rohnert Park	12/10/2021	47.60
13853	Downing Heating & Air Conditioning, Inc.	12/10/2021	26,333.00
13854	Evan-Moor	12/10/2021	116.88
13855	First Choice Coffee Services	12/10/2021	106.00
13856	Geraldine Ott	12/10/2021	260.00
13857	Houghton Mifflin Harcourt Publishing Co.	12/10/2021	44.79
13858	Inland Finance Company	12/10/2021	405.85
13859	Kaiser Foundation Health Plan	12/10/2021	25,352.26
13860	Keystone Therapy & Training Services	12/10/2021	14,440.00
13861	Learning A-Z	12/10/2021	144.70
13862	PG&E	12/10/2021	25.46
13863	PG&E	12/10/2021	296.92
13864	PG&E	12/10/2021	599.33
13865	PG&E	12/10/2021	386.00
13866	Rainbow Resource Center, Inc.	12/10/2021	234.50
13867	San Joaquin County Office of Education	12/10/2021	1,200.00
13868	Singapore Math Inc.	12/10/2021	124.11
13869	Sonic	12/10/2021	72.81
13870	Speech Language and Learning Services of Northern Califo	12/10/2021	2,350.00
13871	T-Mobile	12/10/2021	910.00
13872	Vision Service Plan - (CA)	12/10/2021	358.46
13873	Aflac	12/17/2021	326.16
13874	Cengage Learning	12/17/2021	65.09
13875	Compass	12/17/2021	300.00
13876	Copperfield's Books	12/17/2021	13.10
13877	Hampton Maintenance, LLC	12/17/2021	1,524.25
13878	Houghton Mifflin Harcourt Publishing Co.	12/17/2021	103.21
13879	Inland Finance Company	12/17/2021	405.85
13880	Kristi Harris	12/17/2021	2,042.50
13881	Law Office of Young, Minney & Corr, LLP	12/17/2021	1,221.90
13882	Mystery Science Inc	12/17/2021	267.00

**Pathways Charter School**

**Check Register**

For the period ended December 31, 2021

Check Number	Vendor Name	Check Date	Check Amount
13883	Office Depot	12/17/2021	59.68
13884	PG&E	12/17/2021	107.32
13885	PresenceLearning, Inc.	12/17/2021	6,283.30
13886	Purchase Power	12/17/2021	1,020.99
13887	Rainbow Resource Center, Inc.	12/17/2021	97.36
13888	Redwood Pediatric Therapy Assoc.	12/17/2021	650.00
13889	Silicon Valley High School, Inc.	12/17/2021	95.00
13890	Studies Weekly	12/17/2021	64.92
13891	Teacher Synergy, LLC	12/17/2021	46.04
13892	Teachers' Curriculum Institute (TCI)	12/17/2021	17.63
13893	Unassigned	12/17/2021	VOID
13894	WageWorks, Inc.	12/17/2021	34.56
13895	William H. Sadlier, Inc.	12/17/2021	130.84
13896	Sylvan Learning of Santa Rosa	12/20/2021	435.00
13897	National Student Clearinghouse	12/21/2021	595.00
13898	150-170 Professional Center Drive, LLC	12/22/2021	15,181.55
13899	Georgia Street Plaza	12/22/2021	5,515.65
13900	La Plaza Offices, LLC	12/22/2021	3,531.08
13901	Department of Justice	12/22/2021	1,707.60
13902	Matrix Trust Company	12/22/2021	4,000.00
13903	PenServ Plan Services, Inc.	12/22/2021	100.00
13904	Reliastar Life Insurance Company	12/22/2021	400.00
13905	Voya CALSTRS Plan Admin	12/22/2021	4,050.00
13906	All About Learning Press, Inc.	12/28/2021	79.66
13907	AT&T	12/28/2021	23.86
13908	AT&T	12/28/2021	20.14
13909	Canon Financial Services, Inc	12/28/2021	891.78
13910	Houghton Mifflin Harcourt Publishing Co.	12/28/2021	1,052.94
13911	IXL Learning	12/28/2021	650.00
13912	Joyce Grabarczyk	12/28/2021	265.00
13913	Lisa Thumann Consulting	12/28/2021	2,000.00
13914	Music to My Ears	12/28/2021	155.00
13915	Office Depot	12/28/2021	210.76
13916	OnlineG3.com, Inc.	12/28/2021	249.00
13917	Pitney Bowes Inc.	12/28/2021	127.53
13918	Rainbow Resource Center, Inc.	12/28/2021	277.49
13919	Singapore Math Inc.	12/28/2021	87.47
13920	Studies Weekly	12/28/2021	32.65
13921	The Critical Thinking Co.	12/28/2021	37.47
13922	U.S. Bank	12/28/2021	666.44
13923	Vincente A Hamilton	12/28/2021	6,969.36
ACH	Costco	12/1/2021	121.14
ACH	Costco	12/1/2021	95.76
ACH	Sonoma County Office of Education	12/1/2021	23,819.00
ACH	WageWorks, Inc.	12/1/2021	539.14
ACH	Sonoma County Office of Education	12/1/2021	156,375.00
ACH	WageWorks, Inc.	12/2/2021	271.05
ACH	Exchange Bank	12/3/2021	32.00
ACH	WageWorks, Inc.	12/3/2021	20.00
ACH	WageWorks, Inc.	12/7/2021	9.99
ACH	WageWorks, Inc.	12/7/2021	38.34
ACH	WageWorks, Inc.	12/8/2021	59.99
ACH	WageWorks, Inc.	12/9/2021	13.08
ACH	WageWorks, Inc.	12/10/2021	10.00
ACH	Internal Revenue Service	12/13/2021	4,770.57
ACH	WageWorks, Inc.	12/13/2021	779.17
ACH	Employment Development Department (EDD)	12/13/2021	247.74
ACH	Employment Development Department (EDD)	12/13/2021	654.74
ACH	Exchange Bank	12/13/2021	20.00
ACH	Exchange Bank	12/13/2021	25.00
ACH	WageWorks, Inc.	12/14/2021	46.70
ACH	WageWorks, Inc.	12/14/2021	90.00
ACH	Internal Revenue Service	12/17/2021	86.32
ACH	Employment Development Department (EDD)	12/17/2021	35.71
ACH	WageWorks, Inc.	12/17/2021	515.40
ACH	Exchange Bank	12/20/2021	32.00
ACH	WageWorks, Inc.	12/20/2021	121.67
ACH	Exchange Bank	12/21/2021	32.00

**Pathways Charter School**

**Check Register**

For the period ended December 31, 2021

Check Number	Vendor Name	Check Date	Check Amount
ACH	WageWorks, Inc.	12/21/2021	325.00
ACH	WageWorks, Inc.	12/21/2021	51.88
ACH	WageWorks, Inc.	12/21/2021	13.73
ACH	Sonoma County Office of Education	12/22/2021	12,276.00
ACH	WageWorks, Inc.	12/22/2021	158.77
ACH	Sonoma County Office of Education	12/22/2021	134,889.00
ACH	Internal Revenue Service	12/24/2021	25,001.66
ACH	Employment Development Department (EDD)	12/24/2021	5,303.69
ACH	Employment Development Department (EDD)	12/24/2021	2,191.75
ACH	WageWorks, Inc.	12/27/2021	270.00
ACH	WageWorks, Inc.	12/27/2021	120.00
ACH	WageWorks, Inc.	12/28/2021	18.34
ACH	WageWorks, Inc.	12/30/2021	639.60
ACH	WageWorks, Inc.	12/31/2021	920.00
PCS 211228-01	Alyssa Payne	12/28/2021	11.83
PCS 211228-02	Andriana Sierra	12/28/2021	11.87
PCS 211228-03	KiwiCo, Inc	12/28/2021	92.47
PCS 211228-04	KiwiCo, Inc	12/28/2021	227.82
PCS 211228-05	KiwiCo, Inc	12/28/2021	152.73
PCS 211228-06	KiwiCo, Inc	12/28/2021	113.38
PCS211201-01	Andriana Sierra	12/1/2021	19.49
PCS211201-02	Christine Bendik	12/1/2021	15.80
PCS211201-03	Elizabeth Sanchez	12/1/2021	27.36
PCS211201-04	Julie Carter	12/1/2021	220.00
PCS211201-05	KiwiCo, Inc	12/1/2021	37.97
PCS211201-06	Naomi Yedlosky	12/1/2021	78.45
PCS211201-07	Outschool, Inc.	12/1/2021	55.00
PCS211210-01	Andriana Sierra	12/10/2021	11.87
PCS211210-02	Charter Impact Inc.	12/10/2021	4,884.76
PCS211210-03	Charter Impact Inc.	12/10/2021	335.05
PCS211210-04	Charter Impact Inc.	12/10/2021	335.05
PCS211210-05	KiwiCo, Inc	12/10/2021	113.91
PCS211210-06	KiwiCo, Inc	12/10/2021	117.44
PCS211210-07	KiwiCo, Inc	12/10/2021	174.77
PCS211210-08	PRIME65	12/10/2021	342.11
PCS211217-01	Alyssa Payne	12/17/2021	25.47
PCS211217-02	Julie Carter	12/17/2021	24.39
PCS211217-03	KiwiCo, Inc	12/17/2021	105.76

**Total Disbursements issued in December \$ 434,914.64**



# Harmony Union School District

## AGENDA ITEM

<b>Meeting Date:</b>	1/20/2022 - 6:00 PM
<b>Category:</b>	Reports
<b>Type:</b>	Info
<b>Subject:</b>	7.6 Superintendent/Principal's Report
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	

**Approvals:**

Recommended  
By:

Matthew Morgan - Superintendent/Principal



**Meeting Date:** 1/20/2022 - 6:00 PM

**Category:** Public Comment

**Type:** Info

**Subject:**

7.7 For Open Session: Members of the public may address the Board briefly on matters not on the agenda and are within the subject matter jurisdiction of the Board. Please state your name and address. In accordance with Board Policy 9323, speakers are to keep comments concise and limited to three minutes. The Public Comment item will be limited to a total of 20 minutes, absent approval to extend by the Board President. If there are several people who share the same issue, please chose one as your representative, and that person may be given additional time, if necessary. The Board values public comment, but by the Brown Act the Board shall not act upon, respond to, or comment on the merits of any item presented. The Board may ask clarifying questions of the presenter or refer the presenter to the District procedures.

Members of the public may address the Board regarding items on the agenda at the time the item appears on the agenda. The Board President may move any agenda item to a different place on the agenda in order to accommodate the public or improve the flow of the meeting.

**Strategic Plans:**

**Policy:**

**Enclosure**

**File Attachment:**

**Description:**

**Background  
Information:**

**Fiscal Implications:**

**Recommendation:**

**Approvals:**


Recommended  
By:

Matthew Morgan - Superintendent/Principal



# Harmony Union School District

## AGENDA ITEM

<b>Meeting Date:</b>	1/20/2022 - 6:00 PM
<b>Category:</b>	Consent Agenda
<b>Type:</b>	Action
<b>Subject:</b>	8.1 Vendor Warrants
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	 Vendor Warrants Report 12-10-2021_1-13-2022.pdf
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	Approve through the consent agenda

**Approvals:**

Recommended  
By:



Matthew Morgan - Superintendent/Principal

Checks Dated 12/10/2021 through 01/13/2022

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1870590	12/10/2021	Collins, Kyle L	03-4310	Science curriculum materials		415.67
1870591	12/10/2021	Allen Brothers	13-4710	Cafeteria		690.44
1870592	12/10/2021	Amazon Capital Services	01-4300	Night Hike lighting	49.42	
			01-4390	RESIG Safety Funds	14.09	
			03-4300	Night Hike lighting	197.70	
			03-4370	COVID Supplies - purchased through Amazon	237.08	498.29
1870593	12/10/2021	At&t	01-5911	AT&T - Monthly Phone Charges	21.69	
			03-5911	AT&T - Monthly Phone Charges	86.78	108.47
1870594	12/10/2021	Clover Stornetta Farms	13-4710	Cafeteria		458.98
1870595	12/10/2021	Counterpoint, Inc.	21-5830	Athletic field/Playground/Rain catchement		2,335.00
1870596	12/10/2021	Department Of Justice	01-5862	Fingerprinting	9.80	
			03-5862	Fingerprinting	39.20	49.00
1870597	12/10/2021	Falcon Trading Company, Inc.	13-4710	Cafeteria - Fund 13		757.25
1870598	12/10/2021	Honey Bucket	01-5600	Port-o-Potties	52.77	
			03-5600	Port-o-Potties	211.09	263.86
1870599	12/10/2021	Major Alarm, Inc.	01-5590	Fire & Security and Repairs	5.52	
			01-5630	Fire & Security and Repairs	5.48	
			03-5590	Fire & Security and Repairs	22.09	
			03-5630	Fire & Security and Repairs	21.91	55.00
1870600	12/10/2021	Recology Sonoma Marin	01-5560	Monthly - Garbage, Recycle	91.37	
			03-5560	Monthly - Garbage, Recycle	365.49	456.86
1870601	12/10/2021	Stericycle, Inc.	01-5805	Confidential Shredding	18.86	
			03-5805	Confidential Shredding	75.44	94.30
1870602	12/10/2021	Sonoma County Office Of Ed.	01-5862	Fingerprinting	5.60	
			03-5862	Fingerprinting	22.40	28.00
1870603	12/10/2021	Union Hotel	13-4710	Cafeteria		1,140.00
1870604	12/10/2021	Veritable Vegetable	13-4710	Cafeteria		462.95
1870605	12/10/2021	Waxie's Enterprises, Inc.	01-4370	parts & replacement parts for the vaccum	35.50	
			03-4370	parts & replacement parts for the vaccum	141.98	177.48
1871364	12/15/2021	Alvarado Street Bakery	13-4710	Cafetera - Fund 13		155.48
1871365	12/15/2021	Amazon Capital Services	01-4300	Farm To School Grant - taste testing prizes	22.38	
			01-4310	Nurse's supplies	75.03	
			01-4350	School, Biz & custodial Supplies	3.69	
			03-4300	Farm To School Grant - taste testing prizes	89.52	
			03-4350	School, Biz & custodial Supplies	14.74	
			03-4370	COVID Supplies - purchased through Amazon	616.21	821.57

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

ESCAPE ONLINE



## Checks Dated 12/10/2021 through 01/13/2022

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1871366	12/15/2021	Clover Stornetta Farms	13-4710	Cafeteria		504.08
1871367	12/15/2021	Comcast	01-5911	Phones & Internet [Dec 2021]	89.09	
			03-5911	Phones & Internet [Dec 2021]	356.34	445.43
1871368	12/15/2021	Demco Supply Inc.	03-4310	Book repair supplies		128.49
1871369	12/15/2021	Follett School Solutions, Inc.	03-4310	Library books & Supplies		241.70
1871370	12/15/2021	Indoor Environmental Services	01-6200	Cafeteria Fan repair/s	145.63	
				Suppl Fan Electrical Short [repair & parts]	639.25	
			03-6200	Cafeteria Fan repair/s	582.53	
				Suppl Fan Electrical Short [repair & parts]	2,556.99	3,924.40
1871371	12/15/2021	Redwood Pediatric Therapy Assc	01-5811	OT Services		1,427.28
1871372	12/15/2021	Small School District Assoc	01-5300	Dues District Basic Membership [1/1/2022-12/341/2022]	130.00	
			03-5300	Dues District Basic Membership [1/1/2022-12/341/2022]	520.00	650.00
1871373	12/15/2021	Sound & Signal, Inc.	01-5830	Repair of PA system and Clocks	72.00	
			03-5830	Repair of PA system and Clocks	288.00	360.00
1871374	12/15/2021	Veritable Vegetable	13-4710	Cafeteria		295.20
1871375	12/15/2021	Weeks Drilling & Pump Co.	01-4370	Water Testing, Operator services & supplies	9.94	
			01-5884	Water Testing, Operator services & supplies	117.18	
			03-4370	Water Testing, Operator services & supplies	39.77	
			03-5884	Water Testing, Operator services & supplies	468.71	635.60
1871376	12/15/2021	West Sonoma County Union High	01-5100	2021-22 Consortium costs		97,575.00
1872102	12/17/2021	Doherty, Joseph	01-4310	Oven Mitts for the garden pizza oven	2.27	
			03-4310	Oven Mitts for the garden pizza oven	9.09	11.36
1872103	12/17/2021	Amazon Capital Services	01-4310	Care Corner - PPE & supplies	81.27	
				Inventory control asset tags/labels	15.07	
			01-4350	School, Biz & custodial Supplies	4.99	
			01-4370	School, Biz & custodial Supplies	8.34	
			03-4310	Inventory control asset tags/labels	60.28	
				PBL Purchases	37.60	
			03-4350	School, Biz & custodial Supplies	19.94	
			03-4370	School, Biz & custodial Supplies	33.34	260.83
1872104	12/17/2021	Tamera L Wilder	03-5830	Remote Ancient Skills Program		600.00
1872105	12/17/2021	Kevin Falkerson	01-5830	Living roof services Oct 1 - Dec 31-2021	74.00	

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

ESCAPE ONLINE

Page 2 of 6

Checks Dated 12/10/2021 through 01/13/2022

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1872105	12/17/2021	Kevin Falkerson	03-5830	Living roof services Oct 1 - Dec 31-2021	296.00	370.00
1872106	12/17/2021	McPhail Fuel Company	01-5510	Propane	214.69	
			03-5510	Propane	858.75	1,073.44
1872107	12/17/2021	West County Trans. Agency	03-5205	Field trip [F2SG] Singing Frog		277.43
1873611	01/05/2022	Peters Figueroa, Heather A	03-4310	Reimbursement for Elf on the Shelf		28.67
1873612	01/05/2022	Rossi, Shanena M	01-4300	Reimbursement for Winter Lights & Hike	55.09	
			03-4300	Reimbursement for Winter Lights & Hike	220.34	275.43
1873613	01/05/2022	Gasper, Krista M	01-4310	Reimbursement - cooking in the garden	23.44	
			01-4370	Reimbursement - cooking in the garden	4.50	
			03-4310	Reimbursement - cooking in the garden	93.76	
			03-4370	Reimbursement - cooking in the garden	17.99	139.69
1873614	01/05/2022	Amazon Capital Services	01-4310	Classroom and Cafeteria supplies		40.41
1873615	01/05/2022	Clover Stornetta Farms	13-4710	Cafeteria		595.17
1873616	01/05/2022	Office Depot	01-4351	Copy Paper	75.93	
			03-4351	Copy Paper	303.71	379.64
1873617	01/05/2022	Santa Rosa Fire Equipment Inc.	01-5630	Annual service	185.00	
			03-5630	Annual service	740.00	925.00
1873618	01/05/2022	The Math Learning Center	01-4110	Textbooks	1,599.69	
			03-4110	Textbooks	831.62	2,431.31
1873619	01/05/2022	TLCD Architecture	21-6210	December fees		2,574.80
1873620	01/05/2022	Veritable Vegetable	13-4710	Cafeteria		305.95
1874497	01/07/2022	Alpha Analytical Lab, Inc.	01-5884	Water Testing	74.60	
			03-5884	Water Testing	298.40	373.00
1874498	01/07/2022	Counterpoint, Inc.	14-5830	District CUPCAA	142.50	
			21-5830	Bond Planning	635.00	
				New Athletic Field/Playground/Rain Catchment	1,317.55	2,095.05
1874499	01/07/2022	Flinn Scientific, Inc.	03-4310	Science materials		202.99
1874500	01/07/2022	Gopher	03-4310	Recess equipment		227.33
1874501	01/07/2022	Honey Bucket	01-5600	Port-o-Potties	52.77	
			03-5600	Port-o-Potties	211.09	263.86
1874502	01/07/2022	IXL Learning	03-4240	On-line Math Curriculum licenses		213.00
1874503	01/07/2022	Major Alarm, Inc.	01-5590	Fire & Security and Repairs	5.52	
			01-5630	Fire & Security and Repairs	5.48	
			03-5590	Fire & Security and Repairs	22.09	
			03-5630	Fire & Security and Repairs	21.91	55.00
1874504	01/07/2022	Pacific Gas & Electric Company	01-5520	Electric Bill	999.51	
			03-5520	Electric Bill	3,998.05	4,997.56

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

ESCAPE ONLINE

Checks Dated 12/10/2021 through 01/13/2022

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount	
1874505	01/07/2022	Sebastopol Hardware	01-4300	Farm-to-School Grant funds	9.72	144.67	
			01-4370	Garden & Custodial/Maintenance Supplies	19.22		
			03-4300	Farm-to-School Grant funds	38.86		
			03-4370	Garden & Custodial/Maintenance Supplies	76.87		
1874506	01/07/2022	SWRCB Accounting Office	01-5800	Nontransient noncommunity water system fee		834.00	
1874507	01/07/2022	U. S. Bank Equipment Finance	01-5881	Copiers	388.83	1,944.14	
			03-5881	Copiers	1,555.31		
1874508	01/07/2022	US Bancorp Service Center	01-4310	Credit Card Statement	119.63	5,404.66	
			01-4340	Credit Card Statement	39.98		
			01-4397	Credit Card Statement	16.74		
			01-5205	Credit Card Statement	79.60		
			01-5950	Credit Card Statement	16.45		
			03-4310	Credit Card Statement	733.17		
			03-4340	Credit Card Statement	20.00		
			03-4397	Credit Card Statement	66.95		
			03-4400	Credit Card Statement	1,988.64		
			03-5205	Credit Card Statement	318.40		
			03-5830	Credit Card Statement	182.22		
			13-4390	Credit Card Statement	1,437.15		
			13-4710	Credit Card Statement	385.73		
1874509	01/07/2022	Veritable Vegetable	13-4710	Cafeteria		554.60	
1874510	01/07/2022	Verizon Wireless	01-5912	cell phones/service & hot spots	46.28	611.96	
				Cell service & hot spots	24.05		
				hopt spots	16.02		
				hot spots	36.05		
				03-5912	cell phones/service & hot spots		185.12
				Cell service & hot spots	96.19		
				hopt spots	64.06		
				hot spots	144.19		
1874511	01/07/2022	West Music Company, Inc.	03-4400	Musical Instruments		3,182.12	
1875005	01/12/2022	Gehring, Kelsey J	03-4310	reimbursement for classroom supplies	249.86	357.47	
				reimbursement for classroom supply	107.61		
1875006	01/12/2022	Allen Brothers	13-4710	Cafeteria		624.25	
1875007	01/12/2022	Alvarado Street Bakery	13-4710	Cafetera - Fund 13		158.64	
1875008	01/12/2022	Amazon Capital Services	01-4300	Portable Electric Space Heater - Counselor office	7.38		
				01-4310	Care Corner Health/First Aid Supplies		44.25

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

ESCAPE ONLINE

Checks Dated 12/10/2021 through 01/13/2022

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1875008	01/12/2022	Amazon Capital Services	01-4310	Classroom and Cafeteria supplies	1,259.71	
			01-4370	COVID Supplies - purchased through Amazon	104.74	
			03-4300	Portable Electric Space Heater - Counselor office	29.50	
			03-4370	COVID Supplies - purchased through Amazon	302.06	1,747.64
1875009	01/12/2022	At&t	01-5911	AT&T - Monthly Phone Charges	21.92	
			03-5911	AT&T - Monthly Phone Charges	87.70	109.62
1875010	01/12/2022	KAMIND IT, Inc.	01-4340	February Charges - Office 365 Enterprise	9.75	
			03-4340	February Charges - Office 365 Enterprise	39.00	48.75
1875011	01/12/2022	McPhail Fuel Company	01-5510	Propane	440.13	
			03-5510	Propane	1,760.53	2,200.66
1875012	01/12/2022	PTS Communications	01-5911	Payments for Payphone	29.20	
			03-5911	Payments for Payphone	116.80	146.00
1875013	01/12/2022	Recology Sonoma Marin	01-5560	Monthly - Garbage, Recycle	91.37	
			03-5560	Monthly - Garbage, Recycle	365.49	456.86
1875014	01/12/2022	Redwood Pediatric Therapy Assc	01-5811	OT Services for month of December 2021		480.16
1875015	01/12/2022	School Nurse Supply, Inc.	01-4310	Care Corner Health/First Aid Supplies		23.41
1875016	01/12/2022	Weeks Drilling & Pump Co.	01-4370	Water Testing, Operator services & supplies	14.75	
			01-5884	Water Testing, Operator services & supplies	105.00	
			03-4370	Water Testing, Operator services & supplies	58.99	
			03-5884	Water Testing, Operator services & supplies	420.00	598.74
1875017	01/12/2022	West County Trans. Agency	01-5100	SPED Transportation		2,589.20
<b>Total Number of Checks</b>					<b>73</b>	<b>156,090.25</b>

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	46	111,006.68
03	General Fund/charter School	50	29,552.85
13	Cafeteria Fund	14	8,525.87
14	Deferred Maintenance Fund	1	142.50

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

ESCAPE ONLINE

Checks Dated 12/10/2021 through 01/13/2022

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

<u>Fund</u>	<u>Description</u>	<u>Check Count</u>	<u>Expensed Amount</u>
21	Building Fund	3	6,862.35
	Total Number of Checks	<b>73</b>	156,090.25
	Less Unpaid Sales Tax Liability		.00
	<b>Net (Check Amount)</b>		<b>156,090.25</b>

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

ESCAPE ONLINE



<b>Meeting Date:</b>	1/20/2022 - 6:00 PM
<b>Category:</b>	Consent Agenda
<b>Type:</b>	Action
<b>Subject:</b>	8.2 Approve Quarterly report, October 1 to December 31, 2021, regarding any complaints covered by the Williams Act
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	 Williams 12022.pdf
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	Approve through the consent agenda
<b>Approvals:</b>	Recommended By:  Matthew Morgan - Superintendent/Principal

# Williams Settlement Quarterly Uniform Complaint Report - October 1, 2021 - December 31, 2021

Education Code §35186(d): A school district shall report summarized data on the nature and resolution of all complaints on a quarterly basis to the county superintendent of schools and the governing board of the school district. The summaries shall be publicly reported on a quarterly basis at a regularly scheduled meeting of the governing board of the school district. The report shall include the number of complaints by general subject area with the number of resolved and unresolved complaints. The complaints and written responses shall be available as public records.

 [sheron@harmonyusd.org](mailto:sheron@harmonyusd.org) (not shared) [Switch account](#)

 Draft saved

\* Required

Name of District \*

Harmony Union

Name and Title of Person Reporting \*

Suzi Heron- Office Manager

Phone Number \*

7078741205



Email Address \*

sheron@harmonyusd.org

INSTRUCTIONAL MATERIALS \*

There were 0 complaints received during this quarter.

YES, there were complaints, there were complaints resolved and/or there were complaints unresolved - please give detailed information below by listing each complaint and associated solution

TEACHER VACANCY AND/OR MISASSIGNMENT \*

There were 0 complaints received during this quarter

YES, there were complaints, there were complaints resolved and/or there were complaints unresolved - please give detailed information below by listing each complaint and associated solution

FACILITIES \*

There were 0 complaints received during this quarter

YES, there were complaints, there were complaints resolved and/or there were complaints unresolved - please give detailed information below by listing each complaint and associated solution

INSTRUCTIONAL MATERIALS

Complaint Details

Your answer





## TEACHER VACANCY AND/OR MISASSIGNMENT

Complaint Details

Your answer

## FACILITIES

Complaint Details

Your answer

Submit

Clear form

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Google Forms





**Meeting Date:** 1/20/2022 - 6:00 PM  
**Category:** Consent Agenda  
**Type:** Action  
**Subject:** 8.3 Minutes from regular meeting 12/09/2021

**Strategic Plans:**

**Policy:**

**Enclosure**

**File Attachment:**

**Description:**

**Background  
Information:**

**Fiscal Implications:**

**Recommendation:** Approve through the consent agenda

**Approvals:**

Recommended  
By:

A handwritten signature in black ink that reads "Matthew Morgan".

Matthew Morgan - Superintendent/Principal



# Harmony Union School District

## AGENDA ITEM

**Meeting Date:** 1/20/2022 - 6:00 PM  
**Category:** Consent Agenda  
**Type:** Action  
**Subject:** 8.4 Approve the Consent Agenda

**Strategic Plans:**

**Policy:**

**Enclosure**

**File Attachment:**

**Description:**

The Consent Agenda, sometimes called the Consent Calendar, is for routine items that require Board action. Board members may request that any consent item be removed for purposes of discussion, and then acted upon as a separate item.

**Background Information:**

**Fiscal Implications:**

**Recommendation:**

That Board approves the consent agenda as shown.

**Approvals:**

Recommended  
By:

Matthew Morgan - Superintendent/Principal



<b>Meeting Date:</b>	1/20/2022 - 6:00 PM
<b>Category:</b>	Information/Correspondence/Discussion
<b>Type:</b>	Info/Action
<b>Subject:</b>	9.1 Discussion of community survey questions and outreach process for superintendent review with Dr Paul Porter
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	Information only at this time

**Approvals:**

Recommended  
By:

Matthew Morgan - Superintendent/Principal





<b>Meeting Date:</b>	1/20/2022 - 6:00 PM
<b>Category:</b>	Information/Correspondence/Discussion
<b>Type:</b>	Info
<b>Subject:</b>	9.2 Director Transition Plan- Pathways Charter
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	

**Approvals:**

Recommended  
By:

Matthew Morgan - Superintendent/Principal



<b>Meeting Date:</b>	1/20/2022 - 6:00 PM
<b>Category:</b>	Information/Correspondence/Discussion
<b>Type:</b>	Info/Action
<b>Subject:</b>	9.3 Consideration and Discussion of Place Based Learning Vision Statement
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	 Copy of PBL Vision Statement.pdf
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	Information only at this time.
<b>Approvals:</b>	Recommended By:  Matthew Morgan - Superintendent/Principal

# Place-Based Learning at Harmony Union School District

## VISION

Students graduating from the Harmony Union School District (HUSD) have a deep understanding of their home. As they progress through the grades, students learn about our region's diverse ecosystems and its rich cultural history. Global principles emerge from learning grounded in place. Place-based education uses the local community and environment as a starting point for learning across the curriculum. Because of our school's unique setting, with its acres of redwood forest, creek and grasslands, place-based education is primarily focused on environmental education, but also incorporates history and extends to the community.

Students learn in the context of an integrated curriculum, which is hands-on and relevant. Learning is active and experiential – a vibrant garden program, a campus rich in experiential learning opportunities, classroom connections and the best possible curriculum materials support these goals. Guest speakers, service learning and field trips round out the curriculum. In addition, our students acquire and use skills such as scientific methodology, monitoring techniques, organic gardening, land management and restoration practices.

Embedded in place-based learning at HUSD are our green school values. From site development, energy usage, construction materials, forest management, and sustainability guide all of our decisions from the Board level down. These are transparent to our students, who are integral to the creation and management of these processes and systems. Older students learn by doing the actual work of managing these systems, evaluating their success, and innovating solutions as problems arise.

The school has put many systems in place to support these PBL goals. A Place Based Learning Committee continually generates new PBL goals and evaluates progress. A part-time Place Based Learning Coordinator assists with planning and execution of lessons, activities and programs. A comprehensive Stewardship Plan also guides our process. There is a strong District commitment to the Garden Program, the Garden to Cafeteria Program, and local sourcing of food in the cafeteria. Sustainability guidelines have been adapted to inform development and public bonds, and the District has invested heavily in solar energy, stormwater management, forest management, and water conservation.

We strive to connect PBL to our other school goals. Our academic program is aligned with the NGSS and Common Core standards. Additionally, we expect students to learn a significant body of material beyond these standards, including becoming critical thinkers able to analyze complex, real-world issues such as those connected to climate change. Our intention is to engender in students a sense of stewardship for their environment and responsibility to their community and beyond. We strive to create and deliver an inquiry-based curriculum, which integrates language arts, math, science, social studies, technology and the arts. Our units of study build upon each other, and students' understanding of material and methodology is regularly assessed.

## OVERARCHING GOALS

- **An in-depth knowledge of bioregion and watershed:** HUSD students are expected to know the various local habitats including the common plants and animals in the area. In addition, they are able to describe the dynamics of natural phenomena, such as stream morphology, weather patterns, migration patterns, etc. Additionally, HUSD students know the boundaries of their watershed, are able to trace various possible paths that precipitation follows, know the source and destination of their domestic water, have a concrete understanding of human effects on watersheds, possess the ability to assess the health of a riparian creek habitat, and are able to intelligently discuss historical and current watershed issues.
- **An understanding of sustainability relating to food systems and energy and resource use:** HUSD students compost their cafeteria waste, and work with the compost bins in the garden. As a result, they see directly where their waste goes, and how it benefits the garden. As students get older, they learn in-depth why composting makes good ecological sense. Food systems at HUSD are designed to build students' connections to healthy, local food. Cooking and eating fruits and vegetables grown in the garden, both through the garden and cafeteria programs, lays a foundation of lifelong patterns of understanding and health with regard to food production and consumption. Likewise, HUSD students understand and embrace the why and how of reducing, reusing and recycling. Our buildings and energy systems reflect our ecological values; our students understand this connection. Older students learn about contemporary environmental issues such as plastic pollution, climate change, and water diversion and acquire the skills to think, write, and debate critically about them.
- **A strong sense of local history, community and current events:** HUSD students have a solid knowledge of the region's early indigenous people; including their settlement patterns and practices. They have an understanding of how land ownership has changed hands over time, and the various contributions and impacts of the subsequent populations. They are aware of current issues we face in this area, and can speak knowledgeably about them.
- **A solid understanding and use of scientific methodology:** HUSD students have many opportunities to work with each other, their teachers and scientists in the community to investigate real-world issues. Through data collection, measurement, monitoring, experimentation, and data analysis, students gain first hand experience with scientific methodology.
- **Systems thinking:** Students graduating from HUSD are systems-thinkers, with a solid foundational understanding of ecological principles.
- **A predilection toward environmental stewardship and advocacy:** Students study science in terms of our relationship and responsibility to the earth and in the context of ecological "best practices" – recycling, composting, appropriate technology, conscious land management practices, and climate advocacy. They participate in service learning and get first-hand experiences with leadership and volunteerism through various projects in the community and at school during their years here. It is our belief that (continued/continually?) connecting to place plants the seeds of a relationship with self, other and our environment -- in hopes of cultivating a care, respect, and responsibility for our world.



## **DEVELOPMENTAL PROGRESSION**

### **TK-SECOND GRADE: Connection to nature, “On your campus”**

Place based education in the primary grades is focused largely on nurturing positive experiences in nature and the surrounding community through play, exploration and structured learning experiences. Students in the early grades spend time in the garden, play in the Dragon Playground (a student-created natural playscape), hike the nature trail, and become familiar with each of the three natural habitats on the school’s site. They are introduced to concepts through hands-on exploration and thematic instruction. They connect with their local community through field trips and classroom guest speakers. During these early years, our students build a deep and lasting connection to their campus and develop the skills to comfortably observe outdoors.


### **THIRD-FIFTH GRADES: Observation, understanding, scientific processes “In your community”**

Once the students have developed comfort and connection to their place, they broaden their learning in both geographic and scientific realms, and their studies become more complex. For example, they conduct a seed study, research Northern California owl habitats, learn about steelhead and participate in a release project, engage in a study of marine ecosystems, practice natural journaling, and continue to engage with the campus regularly. These students expand their definition of place, learning about and exploring Sonoma County, California and the United States. Our students build upon their exploration by learning specific observation practices through the scientific method and process, and through data, begin using those observations to understand the mechanisms behind fundamental ecological and social processes.

### **SIXTH-EIGHTH GRADES: Evaluation, action “Your global community”**

The upper grades build upon observation and understanding to evaluation, synthesis, and action. They take on leadership roles by teaching younger students, such as in the “big buddy/little buddy” program, Climate Action Club, service learning, and hosting an Earth Day Climate Change Teach-In. Their study becomes more global; students study state, national, and global environmental and social issues and engage in advocacy for environmental causes. Speakers from a variety of professional fields are brought in regularly to broaden students' knowledge and their ideas of possible place-based careers. There are two dedicated PBL enrichment classes during the year for 7th and 8th graders to do meaningful PBL work on campus such as tree planting and natural building projects. Through these experiences, our students can think critically, have a strong sense of place, have social empathy, and are empowered to act on complex social and environmental issues.



<b>Meeting Date:</b>	1/20/2022 - 6:00 PM
<b>Category:</b>	Information/Correspondence/Discussion
<b>Type:</b>	Info/Action
<b>Subject:</b>	9.4 Discussion and possible action: Reinstating collection of developer's fees to be deposited into Fund 25.
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	
<b>Description:</b>	
<b>Background Information:</b>	<p>The Board decided to stop collecting developer's fees in November of 2018.</p> <p>The discussion in 2018 was HUSD completed the Developer fee study and needs to decide if the district will increase the existing fee of \$1.34 up to the recommended amount of \$3.79. This number includes WSCUHSD's fees. The board could also choose to only increase the fees to reflect HUSD fees, \$2.62 or not to continue collecting the fees.</p> <p>Developer fees are collected when new construction is being built within district boundaries. The intent of the fees is to offset costs accrued by increasing enrollment due to new development. The money can only be used for new construction or modernization within the District. If the board decides to not continue collecting developer fees they can reevaluate and begin collecting them at anytime by making a statement at a regularly scheduled board.meeting.</p>
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	Possible action that the board approve reinstating collection of developer's fees for deposit into fund 25.
<b>Approvals:</b>	Recommended By:  Matthew Morgan - Superintendent/Principal





<b>Meeting Date:</b>	1/20/2022 - 6:00 PM
<b>Category:</b>	Information/Correspondence/Discussion
<b>Type:</b>	Info/Action
<b>Subject:</b>	9.5 Discussion and possible action: Future purchase of new wireless (walkie talkie) communication devices for all staff
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	
<b>Description:</b>	District leadership committee has been discussing ways of improving schoolwide communication by way of upgrading the walkie talkies. The purchase of these could come out of either Fund 20 or Fund 40.
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	Potential action: That the board approves the purchase of new walkie talkies for staff
<b>Approvals:</b>	Recommended By:  Matthew Morgan - Superintendent/Principal




**Meeting Date:** 1/20/2022 - 6:00 PM  
**Category:** Information/Correspondence/Discussion  
**Type:** Info/Action  
**Subject:** 9.6 Battery assessment from Sonoma Clean Power and Terra Verde Energy  
**Strategic Plans:**  
**Policy:**


### Enclosure

 Harmony Union School District  
58kW Battery Pro Forma.pdf

 Harmony Union School District  
100kW Battery Pro Forma.pdf

### File Attachment:

 Harmony Union School District  
Resiliency Feasibility  
Report.pdf

 Harmony Union Energy  
Resiliency - SCP & TVE.pptx

### Description:

### Background Information:

### Fiscal Implications:

**Recommendation:** Information only at this time

### Approvals:

Recommended  
By:



Matthew Morgan - Superintendent/Principal



# Harmony Union



## Pro Forma Feasibility Study

Scenarios Included in this Pro Forma:

#1 - Battery Savings to Provider

#2 - Battery Cash Purchase

## Summary of Results

Financing Scenario	Net Benefit Year 1	Net Benefit Years 1-10	Net Benefit Years 1-15	Years to Payback
#1 - Battery Savings to Provider	(\$22,321)	(\$225,973)	(\$356,259)	n/a
#2 - Battery Cash Purchase	(\$270,424)	(\$264,677)	(\$255,620)	n/a

Project Portfolio

Meter Name	Meter Number	Connection Level	Rate (Current)	Rate (Legacy)	Rate ("New" TOU)	Program	Max Demand Ex-Solar (kW)	Customer Usage Ex-Solar (kWh)
#1 - Salmon Creek Middle School	XXXXXX7986	S	A-6	A-6	B-1 ST	NEM + AES	78	150,908
<b>Portfolio Totals</b>								<b>150,908</b>

Project Details

Meter Name	Meter Number	Customer Usage Ex-Solar (kWh)	Existing Solar Production (kWh)	Existing Solar Sizing	Existing Solar Array Size (kW, DC)	Max Demand Ex-Solar (kW)	Battery Size (kWh)	Battery Size (kW)
#1 - Salmon Creek Middle School	XXXXXX7986	150,908	85,431	57%	63	78	232	58
<b>Totals</b>		<b>150,908</b>	<b>85,431</b>	<b>57%</b>	<b>63</b>	<b>78</b>	<b>232</b>	<b>58</b>



Savings

Meter Name	Meter Number	Post-Solar Total Electricity Bill (year 1)	Post-Project Total Electricity Bill (year 1)	Battery Savings From Arbitrage (year 1)
#1 - Salmon Creek Middle School	XXXXXX7986	\$15,230	\$14,425	\$805
<b>Totals</b>		<b>\$15,230</b>	<b>\$14,425</b>	<b>\$805</b>

## Dashboard

Scenario: #1 - Battery Savings to Provider

Technical Assumptions	
Total Existing Solar Project Size	63 kW, DC
Annual Solar Yield	1,352 kWh/kW
2023 Solar Production	85,431 kWh
Annual Solar Degradation Factor	0.50%
Total Storage Project Size	232 kWh
Number of PG&E Accounts	1

Avoided Cost & Revenue Sources	
Estimated Utility Energy Cost Escalator	3.00%

Resiliency Duration During Worst Day	
Salmon Creek Middle School	1 hrs.

Percentage of Load Supported for 48 Hours	
Salmon Creek Middle School	30%

Asset Management Services Assumptions	
Asset Management Services, Storage	\$1,000 /battery
Asset Management Services Escalator	3.00%

Total Net Benefit (15 years)	
Utility Bill Savings	\$61,597
Payments to 3rd Party Provider	(\$412,006)
Asset Management Services	(\$18,599)
Business Interruption Cost Avoidance	\$12,750
<b>Total Net Benefit</b>	<b>(\$356,259)</b>

## Cash Flow

Year	Electricity	Utility Savings					Expenses			Cash Position				Term
	Annual Solar Production (kWh)	Savings from Storage due to Rate Switch	Savings from Storage due to Demand Reduction	Savings from Storage due to Arbitrage	Storage Savings (Total)	Subtotal: Annual Utility Bill Savings	Battery Payments to Provider	Asset Management Service (Storage)	Subtotal: Annual Operating Expenses	Net Benefits (Storage)	Business Interruption Cost Avoidance	Cumulative Cash Position	Conservative Cumulative Cash Position	
2022	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0
2023	85,431	\$0	\$0	\$805	\$805	\$805	(\$22,976)	(\$1,000)	(\$23,976)	(\$23,171)	\$850	(\$22,321)	(\$22,402)	1
2024	85,004	\$0	\$0	\$829	\$829	\$829	(\$23,551)	(\$1,030)	(\$24,581)	(\$23,751)	\$850	(\$45,223)	(\$45,386)	2
2025	84,579	\$0	\$0	\$854	\$854	\$854	(\$24,139)	(\$1,061)	(\$25,200)	(\$24,346)	\$850	(\$68,719)	(\$68,968)	3
2026	84,156	\$629	\$1,769	\$1,767	\$4,165	\$4,165	(\$24,743)	(\$1,093)	(\$25,836)	(\$21,671)	\$850	(\$89,540)	(\$90,205)	4
2027	83,735	\$647	\$1,822	\$1,820	\$4,290	\$4,290	(\$25,361)	(\$1,126)	(\$26,487)	(\$22,197)	\$850	(\$110,887)	(\$111,981)	5
2028	83,316	\$667	\$1,877	\$1,875	\$4,419	\$4,419	(\$25,995)	(\$1,159)	(\$27,155)	(\$22,736)	\$850	(\$132,773)	(\$134,309)	6
2029	82,900	\$687	\$1,933	\$1,931	\$4,551	\$4,551	(\$26,645)	(\$1,194)	(\$27,839)	(\$23,288)	\$850	(\$155,211)	(\$157,202)	7
2030	82,485	\$707	\$1,991	\$1,989	\$4,688	\$4,688	(\$27,311)	(\$1,230)	(\$28,541)	(\$23,854)	\$850	(\$178,214)	(\$180,674)	8
2031	82,073	\$729	\$2,051	\$2,049	\$4,828	\$4,828	(\$27,994)	(\$1,267)	(\$29,261)	(\$24,433)	\$850	(\$201,797)	(\$204,740)	9
2032	81,662	\$751	\$2,112	\$2,110	\$4,973	\$4,973	(\$28,694)	(\$1,305)	(\$29,999)	(\$25,026)	\$850	(\$225,973)	(\$229,413)	10
2033	81,254	\$773	\$2,176	\$2,173	\$5,122	\$5,122	(\$29,411)	(\$1,344)	(\$30,755)	(\$25,633)	\$850	(\$250,756)	(\$254,708)	11
2034	80,848	\$796	\$2,241	\$2,239	\$5,276	\$5,276	(\$30,147)	(\$1,384)	(\$31,531)	(\$26,255)	\$850	(\$276,161)	(\$280,641)	12
2035	80,444	\$820	\$2,308	\$2,306	\$5,434	\$5,434	(\$30,900)	(\$1,426)	(\$32,326)	(\$26,892)	\$850	(\$302,202)	(\$307,226)	13
2036	80,041	\$845	\$2,378	\$2,375	\$5,597	\$5,597	(\$31,673)	(\$1,469)	(\$33,141)	(\$27,544)	\$850	(\$328,897)	(\$334,480)	14
2037	79,641	\$870	\$2,449	\$2,446	\$5,765	\$5,765	(\$32,465)	(\$1,513)	(\$33,977)	(\$28,212)	\$850	(\$356,259)	(\$362,418)	15
	<b>1,237,567</b>	<b>\$8,921</b>	<b>\$25,108</b>	<b>\$27,568</b>	<b>\$61,597</b>	<b>\$61,597</b>	<b>(\$412,006)</b>	<b>(\$18,599)</b>	<b>(\$430,605)</b>	<b>(\$369,009)</b>	<b>\$12,750</b>	<b>(\$356,259)</b>	<b>(\$362,418)</b>	

## Dashboard

Scenario: #2 - Battery Cash Purchase

Technical Assumptions	
Total Existing Solar Project Size	63 kW, DC
Annual Solar Yield	1,352 kWh/kW
2023 Solar Production	85,431 kWh
Annual Solar Degradation Factor	0.50%
Total Storage Project Size	232 kWh
Storage System Cost	\$1,158 /kWh
Number of PG&E Accounts	1

Avoided Cost & Revenue Sources	
Estimated Utility Energy Cost Escalator	3.00%

Resiliency Duration During Worst Day	
Salmon Creek Middle School	1 hrs.

Percentage of Load Supported for 48 Hours	
Salmon Creek Middle School	30%

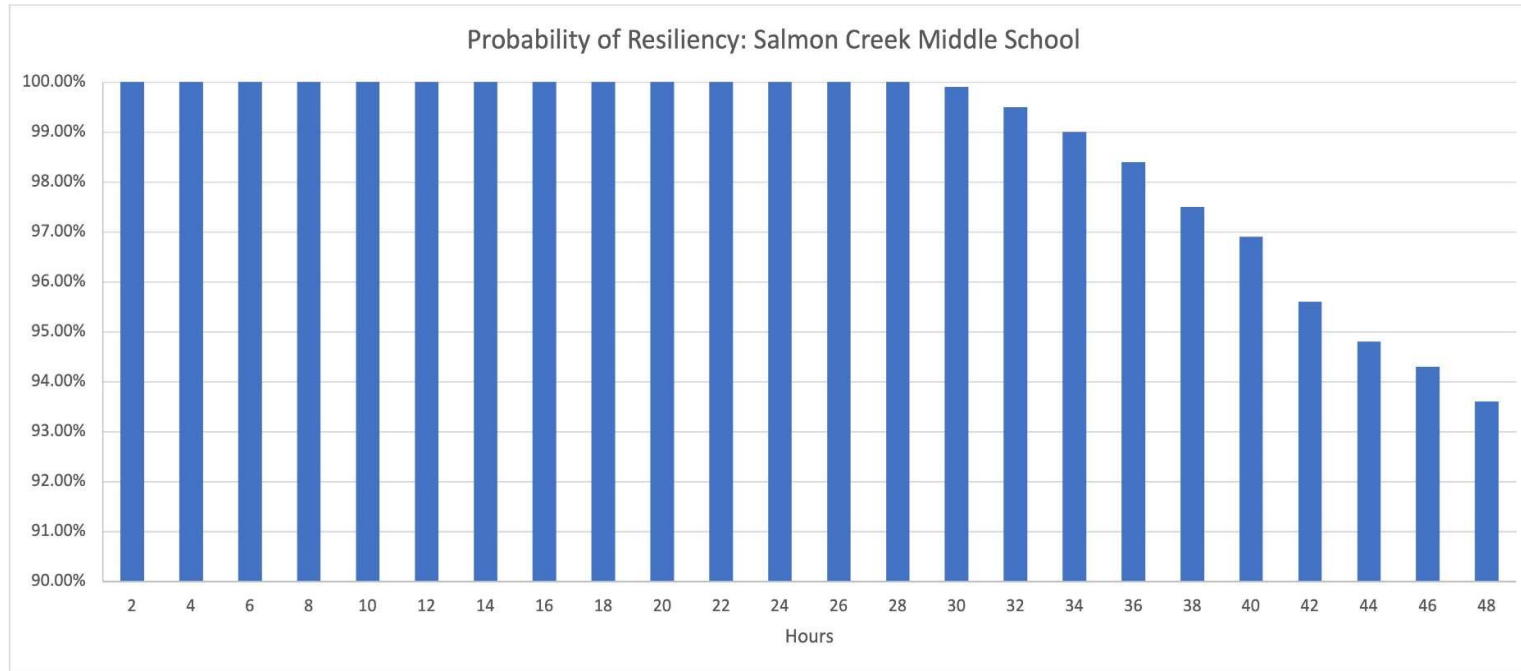
Asset Management Services Assumptions	
Asset Management Services, Storage (client-owned)	\$1,000 /battery
Asset Management Services Escalator	3.00%

Total Net Benefit (15 years)	
Utility Bill Savings	\$61,597
Total Initial Project Cost	(\$268,549)
Asset Management Services	(\$18,599)
Other Expenses	(\$42,819)
Business Interruption Cost Avoidance	\$12,750
Total Net Benefit	(\$255,620)

## Cash Flow

Year	Electricity	Utility Savings					Expenses			Cash Position					Term	
	Annual Solar Production (kWh)	Savings from Storage due to Rate Switch	Savings from Storage due to Demand Reduction	Savings from Storage due to Arbitrage	Storage Savings (Total)	Subtotal: Annual Utility Bill Savings	Asset Management Service (Storage)	Other Expenses	Subtotal: Annual Operating Expenses	Net Benefits (Storage)	Business Interruption Cost Avoidance	Cash Contribution	Total Cash	Cumulative Cash Position		Conservative Cumulative Cash Position
2022	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$268,549)	(\$268,549)	(\$268,549)	(\$268,549)	0
2023	85,431	\$0	\$0	\$805	\$805	\$805	(\$1,000)	(\$2,530)	(\$3,530)	(\$2,725)	\$850	\$0	(\$1,875)	(\$270,424)	(\$270,505)	1
2024	85,004	\$0	\$0	\$829	\$829	\$829	(\$1,030)	(\$2,578)	(\$3,608)	(\$2,779)	\$850	\$0	(\$1,929)	(\$272,353)	(\$272,517)	2
2025	84,579	\$0	\$0	\$854	\$854	\$854	(\$1,061)	(\$2,627)	(\$3,688)	(\$2,834)	\$850	\$0	(\$1,984)	(\$274,337)	(\$274,586)	3
2026	84,156	\$629	\$1,769	\$1,767	\$4,165	\$4,165	(\$1,093)	(\$2,676)	(\$3,769)	\$396	\$850	\$0	\$1,246	(\$273,091)	(\$273,756)	4
2027	83,735	\$647	\$1,822	\$1,820	\$4,290	\$4,290	(\$1,126)	(\$2,727)	(\$3,852)	\$438	\$850	\$0	\$1,288	(\$271,803)	(\$272,897)	5
2028	83,316	\$667	\$1,877	\$1,875	\$4,419	\$4,419	(\$1,159)	(\$2,778)	(\$3,938)	\$481	\$850	\$0	\$1,331	(\$270,472)	(\$272,008)	6
2029	82,900	\$687	\$1,933	\$1,931	\$4,551	\$4,551	(\$1,194)	(\$2,831)	(\$4,025)	\$526	\$850	\$0	\$1,376	(\$269,096)	(\$271,087)	7
2030	82,485	\$707	\$1,991	\$1,989	\$4,688	\$4,688	(\$1,230)	(\$2,885)	(\$4,114)	\$573	\$850	\$0	\$1,423	(\$267,673)	(\$270,133)	8
2031	82,073	\$729	\$2,051	\$2,049	\$4,828	\$4,828	(\$1,267)	(\$2,939)	(\$4,206)	\$622	\$850	\$0	\$1,472	(\$266,201)	(\$269,144)	9
2032	81,662	\$751	\$2,112	\$2,110	\$4,973	\$4,973	(\$1,305)	(\$2,995)	(\$4,300)	\$673	\$850	\$0	\$1,523	(\$264,677)	(\$268,118)	10
2033	81,254	\$773	\$2,176	\$2,173	\$5,122	\$5,122	(\$1,344)	(\$2,932)	(\$4,276)	\$846	\$850	\$0	\$1,696	(\$262,981)	(\$266,933)	11
2034	80,848	\$796	\$2,241	\$2,239	\$5,276	\$5,276	(\$1,384)	(\$2,990)	(\$4,374)	\$902	\$850	\$0	\$1,752	(\$261,229)	(\$265,709)	12
2035	80,444	\$820	\$2,308	\$2,306	\$5,434	\$5,434	(\$1,426)	(\$3,049)	(\$4,475)	\$959	\$850	\$0	\$1,809	(\$259,420)	(\$264,444)	13
2036	80,041	\$845	\$2,378	\$2,375	\$5,597	\$5,597	(\$1,469)	(\$3,110)	(\$4,578)	\$1,019	\$850	\$0	\$1,869	(\$257,551)	(\$263,134)	14
2037	79,641	\$870	\$2,449	\$2,446	\$5,765	\$5,765	(\$1,513)	(\$3,171)	(\$4,684)	\$1,081	\$850	\$0	\$1,931	(\$255,620)	(\$261,779)	15
	<b>1,237,567</b>	<b>\$8,921</b>	<b>\$25,108</b>	<b>\$27,568</b>	<b>\$61,597</b>	<b>\$61,597</b>	<b>(\$18,599)</b>	<b>(\$42,819)</b>	<b>(\$61,418)</b>	<b>\$179</b>	<b>\$12,750</b>	<b>(\$268,549)</b>	<b>(\$255,620)</b>	<b>(\$255,620)</b>	<b>(\$261,779)</b>	

## Backup Power Duration



This Probability of Resiliency chart represents the probability that the battery will provide back-up support for a given number of hours to 30% of the site load for Harmony Elementary. These values are calculated by averaging the probability values associated with 1000 random outage start times throughout the year (January 2019 through December 2019), assuming the battery is 100% charged at the start of the outage and the solar will produce between 75% and 100% of its anticipated production.

## Disclaimers and Assumptions

- 1) Projections of future savings are calculated based on patterns of previous electricity usage with billing data from January 2019 through January 2020, and assume that historical usage patterns hold at the same level over the life of the project.
- 2) Projections are subject to tariff eligibility over the life of the installation. This analysis uses PG&E rates published March 2021 and SCP rates published April 2021.
- 3) This analysis assumes the electrical service will not require significant upgrades.
- 4) Net Operating Benefit does not include repayment of any client capital that may be invested.
- 5) Other Expenses include equipment replacement, insurance, monitoring contracts renewal, and contingency.
- 6) The duration values provided assume that the worst day is the day with the highest consumption (kWh) using historical consumption data from January 2019 through January 2020. The durations provided assume that the battery is 100% charged at the start of the outage, the applicable solar PV system will produce 75% of its anticipated production, and the outage will begin at 7am.
- 7) Asset Management Services include system performance monitoring, warranty enforcement, detailed energy & financial reporting, and preventive maintenance for site host owned systems.
- 8) This analysis has incorporated the assumption that, for each storage system with a potential for resiliency, a micro-grid controller and transfer switch would need to be included at the interconnection point and would cost approximately \$50,000 per interconnection point. There may also be additional costs for load management and/or added electrical work to reconfigure the existing loads to facilitate the micro-grid. These costs will be site and project specific and have not been included in the analysis.
- 9) The Business Interruption Cost Avoidance values are based on avoided costs due to food spoilage in the Schools' freezers and refrigerators that would occur if an unexpected power outage were to occur. The avoided cost values assume that one 24-hour outage would occur each year.
- 10) This analysis assumes the battery will charge from the solar PV system, thus, it may impact any solar financial savings projections the District has already determined.
- 11) No part of TerraVerde Energy's deliverables, messaging, presentation or anything else shared with its clients should be construed by the client or any other entity as advice on scope for future contracts, work orders or other engagements.





# Harmony Union



## Pro Forma Feasibility Study

Scenarios Included in this Pro Forma:

#1 - Battery Savings to Provider

#2 - Battery Cash Purchase



## Summary of Results

Financing Scenario	Net Benefit Year 1	Net Benefit Years 1-10	Net Benefit Years 1-15	Years to Payback
#1 - Battery Savings to Provider	(\$34,638)	(\$389,178)	(\$623,735)	n/a
#2 - Battery Cash Purchase	(\$432,316)	(\$450,896)	(\$462,545)	n/a

## Project Portfolio

Meter Name	Meter Number	Connection Level	Rate (Current)	Rate (Legacy)	Rate ("New" TOU)	Program	Max Demand Ex-Solar (kW)	Customer Usage Ex-Solar (kWh)
#1 - Salmon Creek Middle School	XXXXXX7986	S	A-6	A-6	B-1 ST	NEM + AES	78	150,908
<b>Portfolio Totals</b>								<b>150,908</b>

Project Details

Meter Name	Meter Number	Customer Usage Ex-Solar (kWh)	Existing Solar Production (kWh)	Existing Solar Sizing (%)	Existing Solar Array Size (kW, DC)	Max Demand Ex-Solar (kW)	Battery Size (kWh)	Battery Size (kW)
#1 - Salmon Creek Middle School	XXXXXX7986	150,908	85,431	57%	63	78	464	100
<b>Totals</b>		<b>150,908</b>	<b>85,431</b>	<b>57%</b>	<b>63</b>	<b>78</b>	<b>464</b>	<b>100</b>

Savings

Meter Name	Meter Number	Post-Solar Total Electricity Bill (year 1)	Post-Project Total Electricity Bill (year 1)	Battery Savings From Arbitrage (year 1)
#1 - Salmon Creek Middle School	XXXXXX7986	\$15,230	\$13,929	\$1,301
<b>Totals</b>		<b>\$15,230</b>	<b>\$13,929</b>	<b>\$1,301</b>

## Dashboard

Scenario: #1 - Battery Savings to Provider

Technical Assumptions	
Total Existing Solar Project Size	63 kW, DC
Annual Solar Yield	1,352 kWh/kW
2023 Solar Production	85,431 kWh
Annual Solar Degradation Factor	0.50%
Total Storage Project Size	464 kWh
Number of PG&E Accounts	1

Avoided Cost & Revenue Sources	
Estimated Utility Energy Cost Escalator	3.00%

Resiliency Duration During Worst Day	
Salmon Creek Middle School	15 hrs.

Percentage of Load Supported for 48 Hours	
Salmon Creek Middle School	46%

Asset Management Services Assumptions	
Asset Management Services, Storage	\$1,000 /battery
Asset Management Services Escalator	3.00%

Total Net Benefit (15 years)	
Utility Bill Savings	\$23,873
Payments to 3rd Party Provider	(\$641,759)
Asset Management Services	(\$18,599)
Business Interruption Cost Avoidance	\$12,750
Total Net Benefit	(\$623,735)

## Cash Flow

Year	Electricity	Utility Savings					Expenses			Cash Position				Term
	Annual Solar Production (kWh)	Savings from Storage due to Rate Switch	Savings from Storage due to Demand Reduction	Savings from Storage due to Arbitrage	Storage Savings (Total)	Subtotal: Annual Utility Bill Savings	Battery Payments to Provider	Asset Management Service (Storage)	Subtotal: Annual Operating Expenses	Net Benefits (Storage)	Business Interruption Cost Avoidance	Cumulative Cash Position	Conservative Cumulative Cash Position	
2022	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0
2023	85,431	\$0	\$0	\$1,301	\$1,301	\$1,301	(\$35,789)	(\$1,000)	(\$36,789)	(\$35,488)	\$850	(\$34,638)	(\$34,768)	1
2024	85,004	\$0	\$0	\$1,340	\$1,340	\$1,340	(\$36,683)	(\$1,030)	(\$37,713)	(\$36,373)	\$850	(\$70,161)	(\$70,425)	2
2025	84,579	\$0	\$0	\$1,380	\$1,380	\$1,380	(\$37,600)	(\$1,061)	(\$38,661)	(\$37,281)	\$850	(\$106,593)	(\$106,995)	3
2026	84,156	\$629	\$586	\$184	\$1,399	\$1,399	(\$38,540)	(\$1,093)	(\$39,633)	(\$38,234)	\$850	(\$143,977)	(\$144,519)	4
2027	83,735	\$647	\$604	\$189	\$1,441	\$1,441	(\$39,504)	(\$1,126)	(\$40,629)	(\$39,189)	\$850	(\$182,316)	(\$183,002)	5
2028	83,316	\$667	\$622	\$195	\$1,484	\$1,484	(\$40,492)	(\$1,159)	(\$41,651)	(\$40,167)	\$850	(\$221,632)	(\$222,467)	6
2029	82,900	\$687	\$641	\$201	\$1,529	\$1,529	(\$41,504)	(\$1,194)	(\$42,698)	(\$41,169)	\$850	(\$261,952)	(\$262,939)	7
2030	82,485	\$707	\$660	\$207	\$1,574	\$1,574	(\$42,541)	(\$1,230)	(\$43,771)	(\$42,197)	\$850	(\$303,299)	(\$304,443)	8
2031	82,073	\$729	\$680	\$213	\$1,622	\$1,622	(\$43,605)	(\$1,267)	(\$44,872)	(\$43,250)	\$850	(\$345,699)	(\$347,006)	9
2032	81,662	\$751	\$700	\$220	\$1,670	\$1,670	(\$44,695)	(\$1,305)	(\$46,000)	(\$44,330)	\$850	(\$389,178)	(\$390,652)	10
2033	81,254	\$773	\$721	\$226	\$1,720	\$1,720	(\$45,812)	(\$1,344)	(\$47,156)	(\$45,436)	\$850	(\$433,764)	(\$435,410)	11
2034	80,848	\$796	\$743	\$233	\$1,772	\$1,772	(\$46,958)	(\$1,384)	(\$48,342)	(\$46,570)	\$850	(\$479,484)	(\$481,307)	12
2035	80,444	\$820	\$765	\$240	\$1,825	\$1,825	(\$48,132)	(\$1,426)	(\$49,557)	(\$47,732)	\$850	(\$526,367)	(\$528,372)	13
2036	80,041	\$845	\$788	\$247	\$1,880	\$1,880	(\$49,335)	(\$1,469)	(\$50,804)	(\$48,924)	\$850	(\$574,440)	(\$576,634)	14
2037	79,641	\$870	\$812	\$255	\$1,936	\$1,936	(\$50,568)	(\$1,513)	(\$52,081)	(\$50,145)	\$850	(\$623,735)	(\$626,122)	15
	<b>1,237,567</b>	<b>\$8,921</b>	<b>\$8,321</b>	<b>\$6,631</b>	<b>\$23,873</b>	<b>\$23,873</b>	<b>(\$641,759)</b>	<b>(\$18,599)</b>	<b>(\$660,358)</b>	<b>(\$636,485)</b>	<b>\$12,750</b>	<b>(\$623,735)</b>	<b>(\$626,122)</b>	

## Dashboard

Scenario: #2 - Battery Cash Purchase

Technical Assumptions	
Total Existing Solar Project Size	63 kW, DC
Annual Solar Yield	1,352 kWh/kW
2023 Solar Production	85,431 kWh
Annual Solar Degradation Factor	0.50%
Total Storage Project Size	464 kWh
Storage System Cost	\$928 /kWh
Number of PG&E Accounts	1

Avoided Cost & Revenue Sources	
Estimated Utility Energy Cost Escalator	3.00%

Resiliency Duration During Worst Day	
Salmon Creek Middle School	15 hrs.

Percentage of Load Supported for 48 Hours	
Salmon Creek Middle School	46%

Asset Management Services Assumptions	
Asset Management Services, Storage (client-owned)	\$1,000 /battery
Asset Management Services Escalator	3.00%

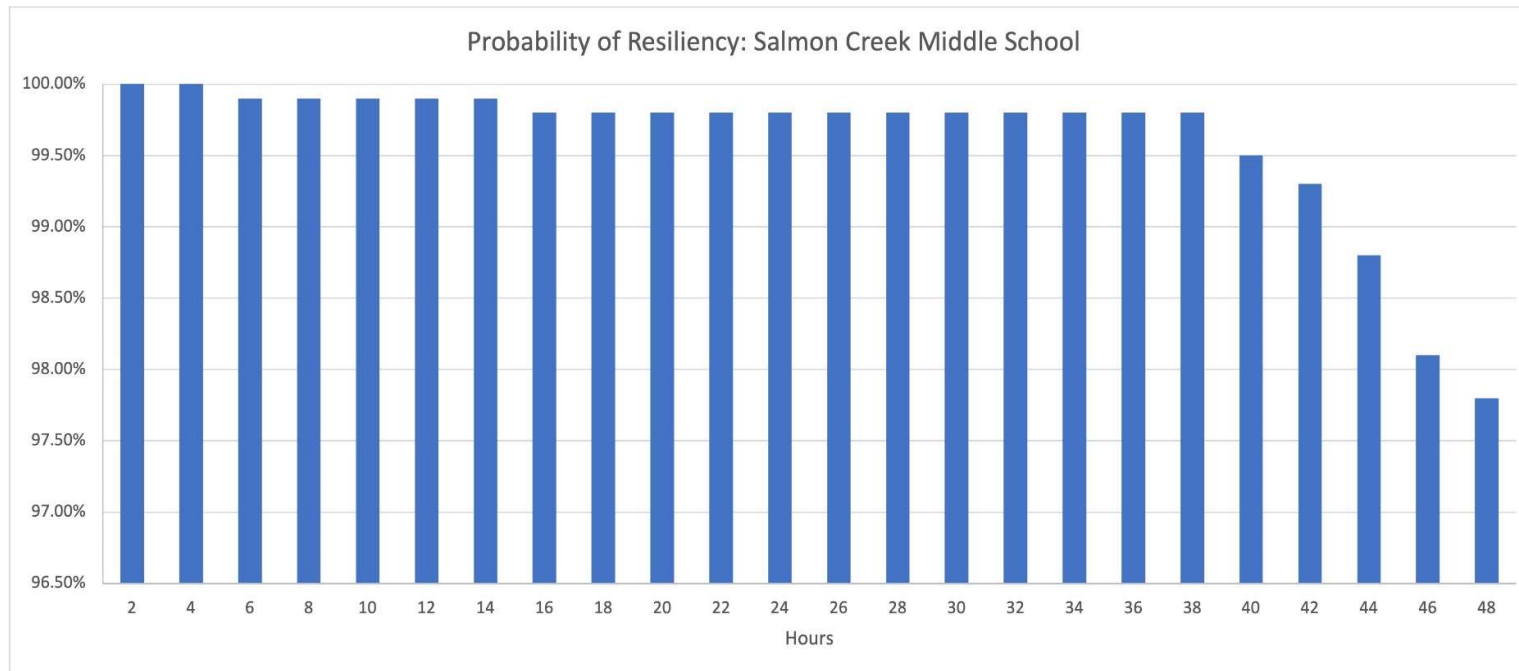
Total Net Benefit (15 years)	
Utility Bill Savings	\$23,873
Total Initial Project Cost	(\$430,516)
Asset Management Services	(\$18,599)
Other Expenses	(\$50,054)
Business Interruption Cost Avoidance	\$12,750
Total Net Benefit	(\$462,545)

## Cash Flow

Year	Electricity	Utility Savings					Expenses			Cash Position						Term
	Annual Solar Production (kWh)	Savings from Storage due to Rate Switch	Savings from Storage due to Demand Reduction	Savings from Storage due to Arbitrage	Storage Savings (Total)	Subtotal: Annual Utility Bill Savings	Asset Management Service (Storage)	Other Expenses	Subtotal: Annual Operating Expenses	Net Benefits (Storage)	Business Interruption Cost Avoidance	Cash Contribution	Total Cash	Cumulative Cash Position	Conservative Cumulative Cash Position	
2022	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$430,516)	(\$430,516)	(\$430,516)	(\$430,516)	0
2023	85,431	\$0	\$0	\$1,301	\$1,301	\$1,301	(\$1,000)	(\$2,951)	(\$3,951)	(\$2,650)	\$850	\$0	(\$1,800)	(\$432,316)	(\$432,446)	1
2024	85,004	\$0	\$0	\$1,340	\$1,340	\$1,340	(\$1,030)	(\$3,007)	(\$4,037)	(\$2,697)	\$850	\$0	(\$1,847)	(\$434,163)	(\$434,427)	2
2025	84,579	\$0	\$0	\$1,380	\$1,380	\$1,380	(\$1,061)	(\$3,064)	(\$4,124)	(\$2,744)	\$850	\$0	(\$1,894)	(\$436,057)	(\$436,459)	3
2026	84,156	\$629	\$586	\$184	\$1,399	\$1,399	(\$1,093)	(\$3,122)	(\$4,214)	(\$2,815)	\$850	\$0	(\$1,965)	(\$438,022)	(\$438,564)	4
2027	83,735	\$647	\$604	\$189	\$1,441	\$1,441	(\$1,126)	(\$3,181)	(\$4,306)	(\$2,865)	\$850	\$0	(\$2,015)	(\$440,038)	(\$440,724)	5
2028	83,316	\$667	\$622	\$195	\$1,484	\$1,484	(\$1,159)	(\$3,241)	(\$4,400)	(\$2,916)	\$850	\$0	(\$2,066)	(\$442,104)	(\$442,939)	6
2029	82,900	\$687	\$641	\$201	\$1,529	\$1,529	(\$1,194)	(\$3,303)	(\$4,497)	(\$2,968)	\$850	\$0	(\$2,118)	(\$444,222)	(\$445,209)	7
2030	82,485	\$707	\$660	\$207	\$1,574	\$1,574	(\$1,230)	(\$3,365)	(\$4,595)	(\$3,021)	\$850	\$0	(\$2,171)	(\$446,393)	(\$447,538)	8
2031	82,073	\$729	\$680	\$213	\$1,622	\$1,622	(\$1,267)	(\$3,429)	(\$4,696)	(\$3,074)	\$850	\$0	(\$2,224)	(\$448,617)	(\$449,924)	9
2032	81,662	\$751	\$700	\$220	\$1,670	\$1,670	(\$1,305)	(\$3,495)	(\$4,799)	(\$3,129)	\$850	\$0	(\$2,279)	(\$450,896)	(\$452,370)	10
2033	81,254	\$773	\$721	\$226	\$1,720	\$1,720	(\$1,344)	(\$3,441)	(\$4,785)	(\$3,065)	\$850	\$0	(\$2,215)	(\$453,111)	(\$454,757)	11
2034	80,848	\$796	\$743	\$233	\$1,772	\$1,772	(\$1,384)	(\$3,509)	(\$4,893)	(\$3,121)	\$850	\$0	(\$2,271)	(\$455,382)	(\$457,205)	12
2035	80,444	\$820	\$765	\$240	\$1,825	\$1,825	(\$1,426)	(\$3,578)	(\$5,004)	(\$3,179)	\$850	\$0	(\$2,329)	(\$457,711)	(\$459,716)	13
2036	80,041	\$845	\$788	\$247	\$1,880	\$1,880	(\$1,469)	(\$3,649)	(\$5,117)	(\$3,237)	\$850	\$0	(\$2,387)	(\$460,098)	(\$462,292)	14
2037	79,641	\$870	\$812	\$255	\$1,936	\$1,936	(\$1,513)	(\$3,721)	(\$5,233)	(\$3,297)	\$850	\$0	(\$2,447)	(\$462,545)	(\$464,932)	15
	<b>1,237,567</b>	<b>\$8,921</b>	<b>\$8,321</b>	<b>\$6,631</b>	<b>\$23,873</b>	<b>\$23,873</b>	<b>(\$18,599)</b>	<b>(\$50,054)</b>	<b>(\$68,653)</b>	<b>(\$44,780)</b>	<b>\$12,750</b>	<b>(\$430,516)</b>	<b>(\$462,545)</b>	<b>(\$462,545)</b>	<b>(\$464,932)</b>	



## Backup Power Duration



This Probability of Resiliency chart represents the probability that the battery will provide back-up support for a given number of hours to 46% of the site load for Harmony Elementary. These values are calculated by averaging the probability values associated with 1000 random outage start times throughout the year (January 2019 through December 2019), assuming the battery is 100% charged at the start of the outage and the solar will produce between 75% and 100% of its anticipated production.



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# Harmony Union School District: Energy Resiliency Feasibility Assessment

October 20, 2021

PREPARED BY:

**TerraVerde**  
ENERGY

SPONSORED BY:

 **Sonoma**  
**Clean Power**

## PREFACE

TerraVerde Energy (TerraVerde) was retained by Sonoma Clean Power (SCP) to provide a preliminary feasibility assessment for adding battery energy storage systems—which could provide backup power during Pacific Gas & Electric (PG&E) Public Safety Power Shutoff (PSPS) events and other planned and unplanned grid power outages—at Harmony Union School District, which has an existing solar photovoltaic (PV) system.

This report describes the scope of analysis and the findings from the feasibility study, including detailed projections of electrical bill savings derived from using the battery to reduce any relevant peak demand charges and charging the battery during hours where Time-of-Use (TOU) rates are lower or from any on-site solar generation and then using the stored electricity from the battery instead of electricity from the grid during peak and part peak TOU hours where rates are higher. This report provides conclusions and suggested next steps for possible future project implementation. The following analysis does not include Self Generation Incentive Program (SGIP) incentives as the funding remaining is limited.

We appreciate the opportunity to provide SCP and Harmony Union School District with the following results of this analysis.

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## 1 EXECUTIVE SUMMARY

This report describes the results of the battery energy storage system feasibility assessment and is organized as shown in the Table of Contents. It includes a summary of Salmon Creek Middle School electricity consumption (kilowatt-hours or kWh) and demand (kilowatts or kW) billing profiles, and the applicable electrical billing Time-of-Use (TOU) rate structures. The study evaluated the potential economic benefits of a battery energy storage system.

Electrical load data from full calendar years 2019 and 2020 were analyzed in order to identify any differences in the site’s load profile over the two years, including any impacts from COVID-19. Table 1 shows the facility electric demand overview for 2019 and 2020. To be more consistent with typical occupancy and operations, the financial assessment and the resiliency benefits are based on the year of 2019.

TABLE 1: FACILITY DEMAND OVERVIEW

SITE	RAW MAX DEMAND <sup>1</sup> (KW) (JANUARY 2019 – DECEMBER 2019)	RAW MAX DEMAND <sup>1</sup> (KW) (JANUARY 2020 – DECEMBER 2020)	EX-SOLAR MAX DEMAND <sup>2</sup> (KW) (JANUARY 2019 – DECEMBER 2019)	EX-SOLAR MAX DEMAND <sup>2</sup> (KW) (JANUARY 2020 – DECEMBER 2020)	POST-SOLAR MAX DEMAND (KW) 75% SOLAR PRODUCTION <sup>3</sup> (JANUARY 2019 – DECEMBER 2019)	POST-SOLAR MAX DEMAND (KW) 75% SOLAR PRODUCTION <sup>3</sup> (JANUARY 2020 – DECEMBER 2020)
SALMON CREEK MIDDLE SCHOOL	69.76	100.48	77.5	100.5	71.5	100.5

<sup>1</sup>“Raw Max Demand” means the maximum demand the site consumed from the grid after accounting for the solar PV system production. This aligns with the maximum demand shown on the electrical bills.

<sup>2</sup>“Ex-Solar Max Demand” means the maximum demand of the site before accounting for the solar PV system production. This value represents the site maximum demand if the solar PV system were not installed or not operating.

<sup>3</sup>“Post-Solar Max (kW) Demand 75% Solar Production” means the maximum demand the site would consume from the grid after the solar PV system production, if the solar PV system were only producing 75% of its expected output. This value is used in calculating the resiliency benefit under the ‘worst case’ scenario, as described in Table 2.

## PROPOSED BATTERY ENERGY STORAGE SYSTEM

Battery energy storage system sizes were evaluated based on the goals of minimizing costs while maximizing resiliency benefit at Salmon Creek Middle School. The kW size of a battery energy storage system determines the maximum load kW that can be supported during a grid outage.

**Based on the values provided in Table 1, available standard battery energy storage system sizes, and the feedback provided by the District regarding critical load requirements, the battery energy storage system size determined to provide the best value and required resiliency benefits was a 58 kW / 232 kWh standard 4-hr battery energy storage system.** The 4-hr rating refers to the duration that a battery can discharge at full capacity. For instance, in the case of the 58 kW / 232 kWh standard 4-hr battery, this means that the battery can discharge at its full capacity of 58kW for 4 hours until the 232 kWh of energy stored within it is depleted (58 kW x 4 hours = 232 kWh). However, when the load the battery is meant to offset has a demand less than 58 kW, the

battery energy storage system will last longer than 4 hours, until it has discharged 232 kWh. This battery energy storage system size was used to assess the financial impacts as well as the resiliency benefits to the site.

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## FINANCIAL IMPACTS

Battery energy storage systems can provide financial benefits through a number of operational configurations including:

- onsite demand reduction,
- load shifting to charge the battery during hours where electric rates are lower and avoid using electricity from the grid during hours where rates are higher,
- participation in grid services programs, and
- resiliency (as described further in Section 3.2).

Typically, the most impactful savings of a battery energy storage system on the electrical bill are derived from demand (kW) reduction and the associated electrical bill demand charge savings. According to the data provided by the District, the site analyzed qualifies for TOU period legacy rate treatment through 2025 based on the Permission to Operate date for the existing solar PV system (see Section 3.1 for additional detail) and staying on A-6 provides the maximum projected electrical bill savings for both the existing solar PV system and the proposed combined solar PV system and battery energy storage system. The A-6 rate tariff is particularly beneficial for electrical bill savings associated with solar PV systems but given that this rate tariff does not include demand charges, is less aligned with financial benefits from a battery energy storage system. Instead, the electrical bill savings available for the proposed battery energy storage system are primarily due to hourly load shifting and do not include a demand charge financial savings. Following the end of eligibility for legacy rate treatment in 2025, this site may benefit from enrolling in a B-1 ST rate under the new TOU rate options.

Table 2 below includes an overview of the proposed system configuration and the anticipated electrical bill savings resulting from the addition of a 58 kW / 232 kWh battery energy storage system. The results in Table 2 assume that the proposed system is purchased using District funding, “a cash purchase scenario”. **According to the analysis, a battery energy storage system does not provide overall financial savings based on consideration for the avoided costs and savings on the site’s electrical bill.** A larger battery energy storage system size was also evaluated to show the impacts on the costs and resiliency benefits and a summary of those results can be seen in the Appendix in Section 9.

Although the proposed battery energy storage system currently does not result in positive overall financial benefits to the District, the prices for battery energy storage systems are decreasing as technology matures and additional financial benefits are appearing in the market. The District may also decide that the financial, operational, and risk benefits from resiliency are greater than those captured in this report due to considerations that can’t easily be represented using monetary benefits.

Overall, battery energy storage systems can provide a number of benefits and the District should continue to monitor the conditions outlined in this report in order to determine the best timing for the installation of a battery energy storage system.



TABLE 2: BATTERY ENERGY STORAGE SYSTEM SIZING & SAVINGS UNDER A CASH PURCHASE SCENARIO

SITE / SCENARIO	CURRENT RATE TARIFF	EXISTING SOLAR PV SIZE (KW DC)	PROPOSED BATTERY SYSTEM SIZE (KW AC / KWH)	RESILIENCY BENEFIT (%) <sup>1</sup>	CRITICAL LOAD RESILIENCY BENEFIT (HOURS) <sup>2</sup>	BUSINESS INTERRUPTION COST AVOIDANCE (\$) <sup>3</sup>	CUMULATIVE NET CASH POSITION (YR 25) (\$)
SALMON CREEK MIDDLE SCHOOL / ADDITION OF BATTERY ENERGY STORAGE SYSTEM	A-6	63	58 / 232	23%	INDEFINITELY	\$850	(\$255,620)

<sup>1</sup>“Resiliency Benefit” means the percentage of load supported for a 48-hour outage. This value is determined by taking the Worst Day, defined as the day with the highest consumption (kWh) using historical consumption from January 2019 through December 2019, assuming the battery is 100% charged at the start of the outage, the solar PV system will produce 75% of its anticipated production, and the outage will start at 7am.

<sup>2</sup>“Critical Load Resiliency Benefit” means the number of hours the solar PV system and the battery energy storage system can support the critical loads identified by the District on the Worst Day. These loads include the refrigeration units, the water pump systems, the septic system pump, the emergency services/fire/alarm/CCTV, emergency lighting in the library and office, and the servers including wifi and phone systems which are assumed to account for 15% of the overall site loads.

<sup>3</sup>“Business Interruption Cost Avoidance” means the avoided costs associated with installation of a microgrid that supports the identified critical loads during a grid power outage at the site as provided by the District.

### RESILIENCY BENEFIT

The 23% resiliency benefit provided in Table 2 represents the percentage of the site load that the battery energy storage system paired with the existing solar PV system can support for a 48-hour outage. This value is determined by taking the “Worst Day” (the day with the highest consumption (kWh) in calendar year 2019), assuming the battery energy storage system is fully charged at the start of the outage, and the solar PV system will only operate at 75% of its anticipated production. The “Critical Load Resiliency Benefit” provided in Table 2 represents the number of hours the battery energy storage system paired with the existing solar PV system can support the critical loads identified at the site. In this case, it is assumed the critical loads account for 15% of the site load based on information provided by the District, see Section 3.2 for more information. The “Business Interruption Cost Avoidance” value was provided by the District and represents the cost of food spoilage.

### THIRD-PARTY OWNERSHIP MODEL

In addition to a cash purchase scenario, a third-party ownership model was assessed. Although the District could consider third-party ownership in order to pay for the costs of the installation of the battery energy storage system over time instead of upfront, the financial savings were not as favorable as the cash scenario due to the assumed need for a return on investment by the third-party system owner. This result may change pending some legislation that is currently under consideration to allow additional battery energy storage configurations to benefit from the Investment Tax Credit (see Section 5.2 for additional detail).

## KEY TAKEAWAYS

The key takeaways and suggestions based on the results of this report are summarized below:

1. The anticipated financial benefits from adding a battery energy storage system to the existing solar PV system are currently insufficient to cover the cost of the battery energy storage system.
2. The proposed battery energy storage paired with the existing solar PV system is capable of providing back-up power to the District identified critical loads during PG&E grid power outages.
3. SCP will be monitoring available incentives on the District's behalf and will inform the District should incentives become available that may improve the financial benefits of pairing a battery energy storage system with the existing solar PV system.

## 2 GLOSSARY OF TERMS & ACRONYMS

CA	California
CCA	Community Choice Aggregation
CEC	California Energy Commission
CPUC	California Public Utilities Commission
GRC	General Rate Case
IOU	Investor-Owned Utility(ies)
kW	Kilowatt
kWh	Kilowatt-hour
MW	Megawatt
MWh	Megawatt-hour
NEM	Net Energy Metering
NEM-A	Net Energy Metering Aggregation
NGOM	Net Generating Output Meter
PG&E	Pacific Gas and Electric
PSPS	Public Safety Power Shutoff
PV	Photovoltaic
SCP	Sonoma Clean Power
TOU	Time-of-Use
W	Watt

### 3 FACILITY ASSESSMENT AND ENERGY USE PROFILE

#### 3.1 ELECTRICITY ACCOUNT OVERVIEW

##### ELECTRICITY ACCOUNT OVERVIEW

Salmon Creek Middle School is a shared customer of SCP and PG&E, where SCP provides electrical generation services and PG&E provides electrical distribution services. Tables 3 and 4 provide information currently available regarding the electric accounts, including rates and total electric consumption over the specified 12-month period (January 2019 through December 2019).

Table 3 shows Harmony Union School District consumed 69,123 kWh of electricity at the facility and had a maximum demand of 69.7 kW in 2019. The site is currently on the A-6 rate and the analysis determined staying on the legacy rate of A-6 provides the lowest electrical bill costs to the site. This information is important for ensuring the account is on the correct rate and is also used for sizing a battery energy storage system.

TABLE 3: ELECTRIC ACCOUNT OVERVIEW

SITE	METER NUMBER	CURRENT RATE TARIFF	ANNUAL CONSUMPTION (KWH) (JANUARY 2019-DECEMBER 2019)	RAW MAX DEMAND <sup>1</sup> (KW) (JANUARY 2019 – DECEMBER 2019)	DEMAND CHARGES ON CURRENT RATE?	EXISTING SOLAR PV SYSTEM PERMISSION TO OPERATE DATE
Salmon Creek Middle School	XXXXXX7986	A-6	69,123	69.7	NO	2015

<sup>1</sup> Raw Max Demand means the maximum demand the site consumed from the grid after accounting for the solar PV system production. This aligns with the maximum demand shown on the electrical bills.

Table 4 provides a summary of the TOU legacy rate assigned to Salmon Creek Middle School and the considerations that determine eligibility for that particular rate tariff. Each TOU rate structure consists of a set of three standard charges:

- a) monthly customer (meter) charge which is the same each month;
- b) TOU energy charges per kWh of consumption; and
- c) TOU demand charges which use a rate that varies depending on the time of the day and season and are applied to the highest demand recorded during the applicable TOU periods for a given month.

Any Harmony Union School District accounts that were enrolled continuously in A-6 since March 31, 2017 are enrolled in legacy rates under the pre 4.1.2017 A-6 rate structure. Additionally, any site with solar PV systems installed “behind-the-meter” less than 10 years ago are eligible to be enrolled in legacy rates under a TOU-period definition that includes a summer on-peak period from 12-6pm and will remain eligible to be enrolled in legacy rates under this TOU-period definition through the 10-year anniversary of the solar PV systems’ Permission to Operate (PTO) date as established by PG&E (see Table 4). Salmon Creek Middle School remains eligible for the TOU period legacy rate through 2025.

TABLE 4: LEGACY TOU RATE TARIFF REQUIREMENTS

Rate Structure	Peak Monthly Demand Limit	Consumption Limits	Additional Considerations
A-6 <i>(Pre 4.1.2017)</i>	499 kW	N/A	Rate not available for enrollment after April 1, 2017. Accounts enrolled before April 1, 2017 remain eligible for this rate structure. No demand charges.
A-6 <i>(Post 4.1.2017)</i>	75 kW	150,000 kWh	Demand must not exceed Monthly Demand Limit for more than 3 consecutive months or a transition to A-10 would be required. No demand charges. Higher rates on summer weekdays during peak periods than A-1. Slightly lower winter and off-peak kWh rates than A-1.

Table 5 below presents the new TOU rate requirements, including limits on demand (kW) and consumption (kWh). Key changes to the TOU rates are outlined below:

- The on-peak period is 4:00pm – 9:00pm, year-round, 7-days a week
- There is a new super-off-peak period from March through May between 9:00am – 2:00pm.
- Summer season is now defined as June through September
- Two new TOU rate structures B-19 or B-20 include a storage option that will be the first-time daily demand charges have been implemented in California.
- The new TOU rates removed the consumption limitations that was in place on A-1 and A-6

TABLE 5: NEW TOU RATE TARIFF REQUIREMENTS

Rate Structure	Peak Monthly Demand Limit	Additional Considerations
B-6	75 kW	Demand must not exceed Peak Monthly Demand Limit for more than 3 consecutive months or a transition to B-10 would be required. No demand charges. Higher rates on summer weekdays during peak periods than B-1. Slightly lower winter and off-peak kWh rates than B-1.
B-1 ST	75 kW	Demand must not exceed Peak Monthly Demand Limit for more than 3 consecutive months or a transition to B-10 would be required. Demand charges based on maximum kW per month during the 2pm to 11pm time window. Slightly higher peak kWh rates than B-1. An additional winter part-peak kWh rate and slightly lower summer part-peak, summer and winter off-peak and winter super-off-peak kWh rates than B-1.

### 3.2 CRITICAL LOAD ASSESSMENT OVERVIEW

In general, microgrids can support all or some of the power requirements for a site when the grid is unavailable. However, designing a microgrid sized to support all the power requirements is very expensive. The complexity and cost of a microgrid system increases as the size of the load increases. Larger loads require larger (and more expensive) battery energy storage systems. Designing the system for critical loads only, reduces the size of the battery needed and therefore reduces the cost. Critical loads are loads that are needed to continue operation even during a grid power outage at Salmon Creek Middle School.

The determination of “critical loads” will vary site-by-site depending on the goal of the microgrid (e.g., life sustaining services only, maintaining critical operations during an emergency, etc.). Based on a discussion on the options and key considerations regarding the microgrid, the District provided feedback on which loads should be considered critical loads.

**Critical loads for Salmon Creek Middle School include:**

- **The refrigeration units**
- **The water pump systems**
- **The septic system pump**
- **The emergency services/fire/alarm/CCTV**
- **Emergency lighting in the library and office, and**
- **The servers including wifi and phone systems.**

The length of time a microgrid can support a given load (kW) is dependent on the battery energy storage system which will have a limited capacity without being recharged, but also on the ability of the energy generation source to recharge the battery energy storage system.

District preference was that the microgrid be capable of supporting the identified critical loads for 2-days (48 hours) during a grid power outage.

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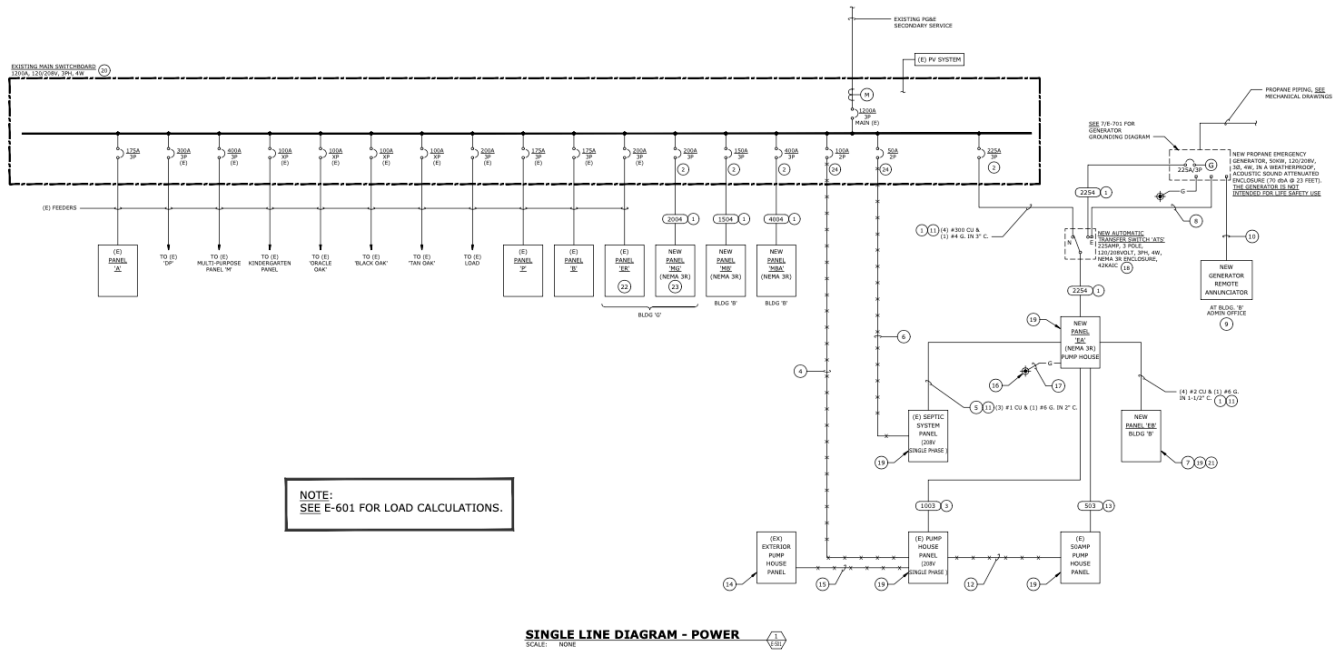
### CRITICAL LOAD DETAILS

The District provided information regarding critical loads and the site single-line diagram (see Figure 1 below). The single-line diagram is a layout for the electrical system and has limited detail regarding the electrical loads, and so for the purposes of this analysis it was assumed that “Panel EA” and “Panel ER”, in Figure 1, based on District feedback, will be included in the microgrid to ensure the identified critical loads have power during a PG&E grid outage. **It is assumed that these loads make up 15% of the overall site load.** The assumption of 15% is based on the percentage of overall load breaker ratings that “Panel EA” and “Panel ER” constitute. Assuming “Panel EA” has a breaker rating of 225A and “Panel ER” has a breaker rating of 200A, the total breaker rating the battery energy storage system is to support is 425A, and the total rating of all the breakers on the main switchboard is 2,900A.

Alternatively, the District could rewire the identified critical loads to a new critical loads electrical panel, which would then become the only electrical panel that the microgrid would support during a grid power outage. Doing this could result in a lower load, since the current panel has non-critical loads on it, and therefore could provide backup power for longer during a grid power outage. This would need to be verified through the installation of data loggers on the critical loads.

Potential costs that would be incurred if a grid power outage were to occur without having back-up power available to support the identified critical loads were provided by the District and incorporated into the financial analysis. These include the cost of food spoilage. These costs amount to approximately \$850 per outage and are shown in the assessment as a Business Interruption Cost Avoidance once per year.

FIGURE 1: SALMON CREEK MIDDLE SCHOOL SINGLE-LINE DIAGRAM



## 4 BATTERY ENERGY STORAGE SYSTEMS BENEFITS

Battery energy storage systems have a multitude of benefits. By using energy storage during outages, schools can avoid costly disruptions and continue normal operations. Other benefits include avoiding lost food and the inconvenience of not having electricity.

Battery energy storage systems can also provide several other financial and operational benefits including demand reduction and peak shaving, charging and discharging the battery energy storage system based on time-of-use price of electricity, and resiliency.

These various functions of a battery energy storage system are explored in further detail in the subsections below.

FIGURE 2: SAMPLE BATTERY ENERGY STORAGE SYSTEM INSTALLATION<sup>1</sup>



<sup>1</sup>Images from iStock and previous projects

### 4.1 DEMAND REDUCTION AND PEAK SHAVING

One of the primary financial benefits of adding battery energy storage systems is further reducing high electricity use. When all or the majority of a site's loads turn on at the same time, it creates a spike in electricity use, which is referred to as a "peak". Onsite electricity generation sources (such as solar PV and battery energy storage systems) can help to offset the costs associated with these spikes in electricity use by reducing energy drawn from the grid during a 15-minute interval (referred to as "demand"). A solar PV system by itself provides electrical bill savings and some level of demand reduction. However, weather conditions, such as cloud cover, reduce the reliability in ensuring consistent demand reduction. Adding battery energy storage to existing solar PV systems increases the maximum level of financing savings because battery energy storage systems are capable of discharging energy whenever it is needed to offset the peaks in demand created by the site's loads.

Demand reduction and peak shaving can be managed through management software capable of making "decisions" to optimize financial savings based on the actual operating profile of the site and the TOU rate structure on a real-time basis. When financially advantageous, the software can direct the battery energy storage system to charge with energy from the solar PV system, ensuring that the battery energy storage system is charged and available for use during periods of low solar PV system energy production.



In the first year of operation, the battery energy storage system at Salmon Creek Middle School would not provide any savings due to demand reduction under the enrolled legacy TOU rate. In 2026 Salmon Creek Middle School will be transferred to one of the new TOU rates and the benefits of demand reduction are anticipated to increase to \$1,769. The typical operation of a battery energy storage system to achieve demand reduction is illustrated in Figure 3 for legacy TOU rates, in Figure 4 for new TOU rates, and in Figure 5 for overall peak demand reduction.

FIGURE 3: EXAMPLE DEMAND REDUCTION LEGACY TOU

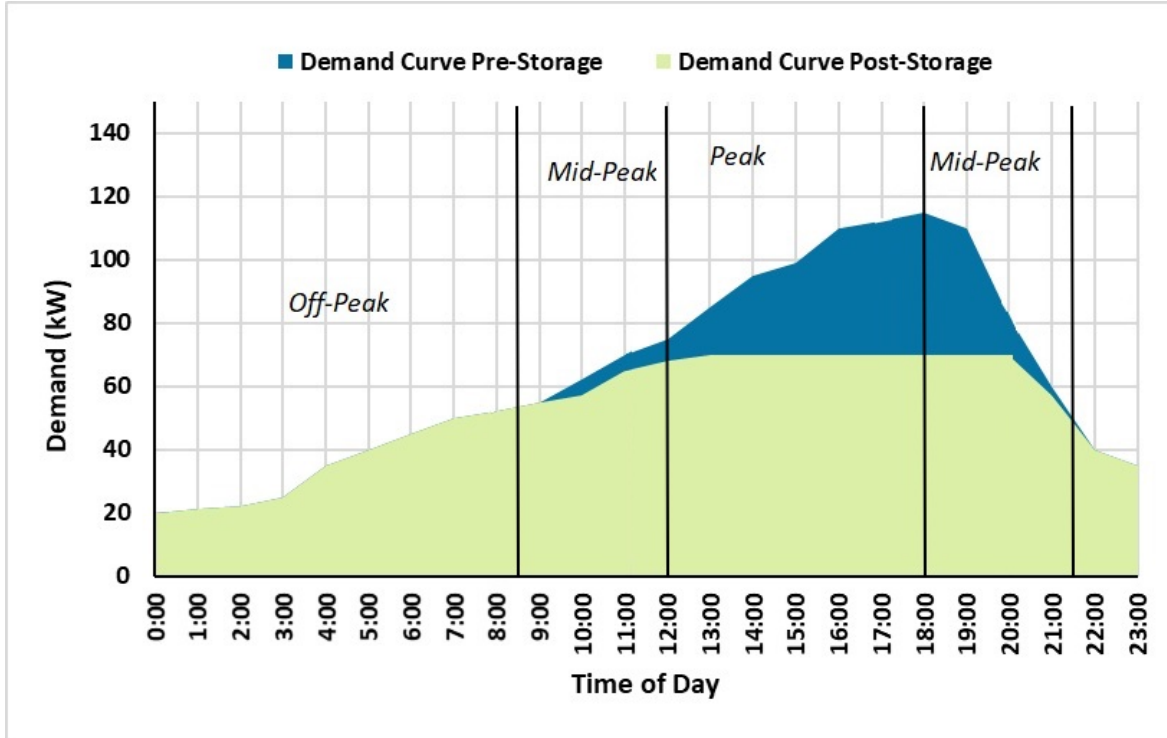


FIGURE 4: EXAMPLE DEMAND REDUCTION NEW TOU

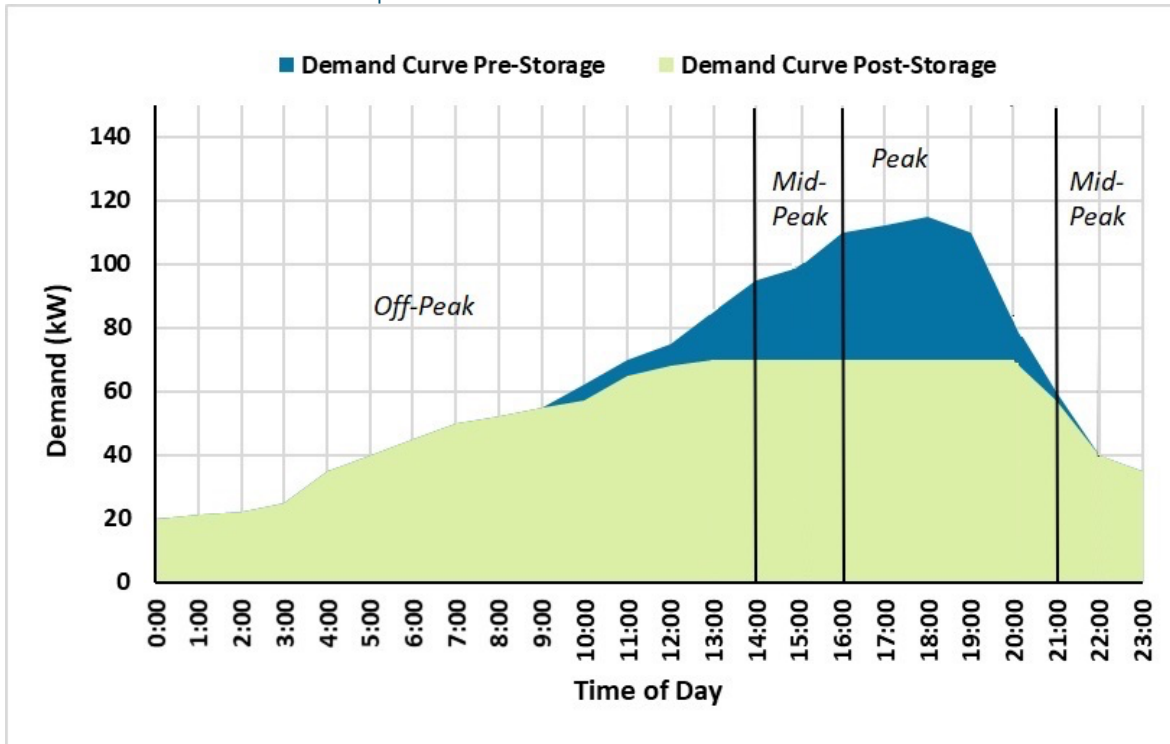
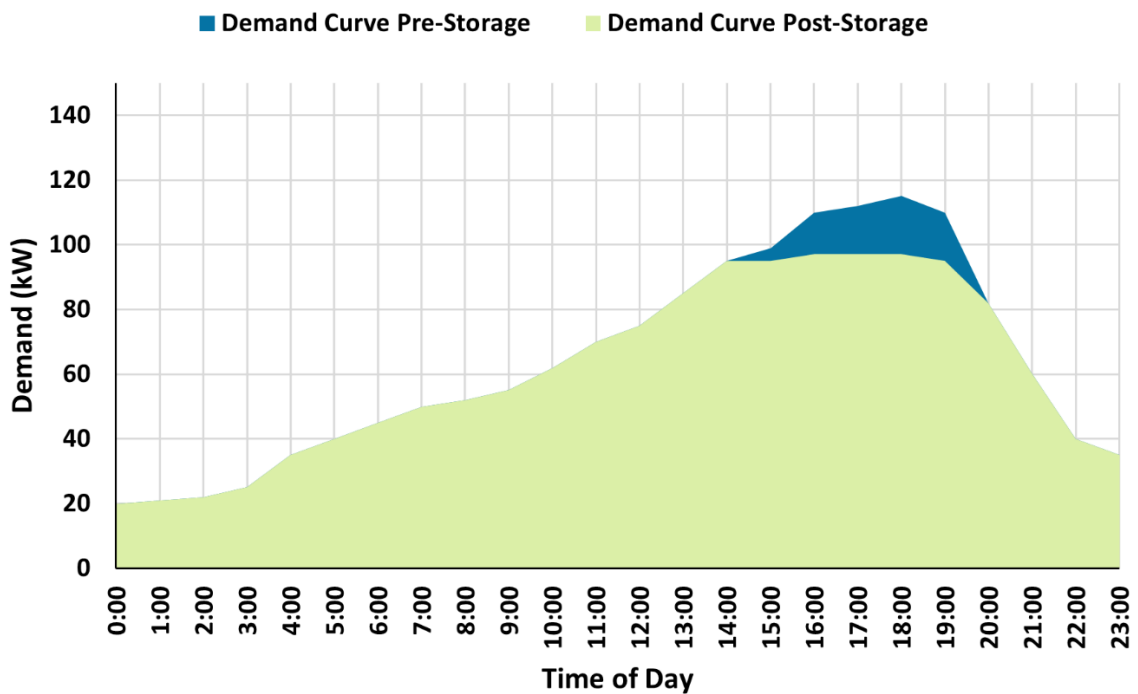


FIGURE 5: EXAMPLE PEAK SHAVING

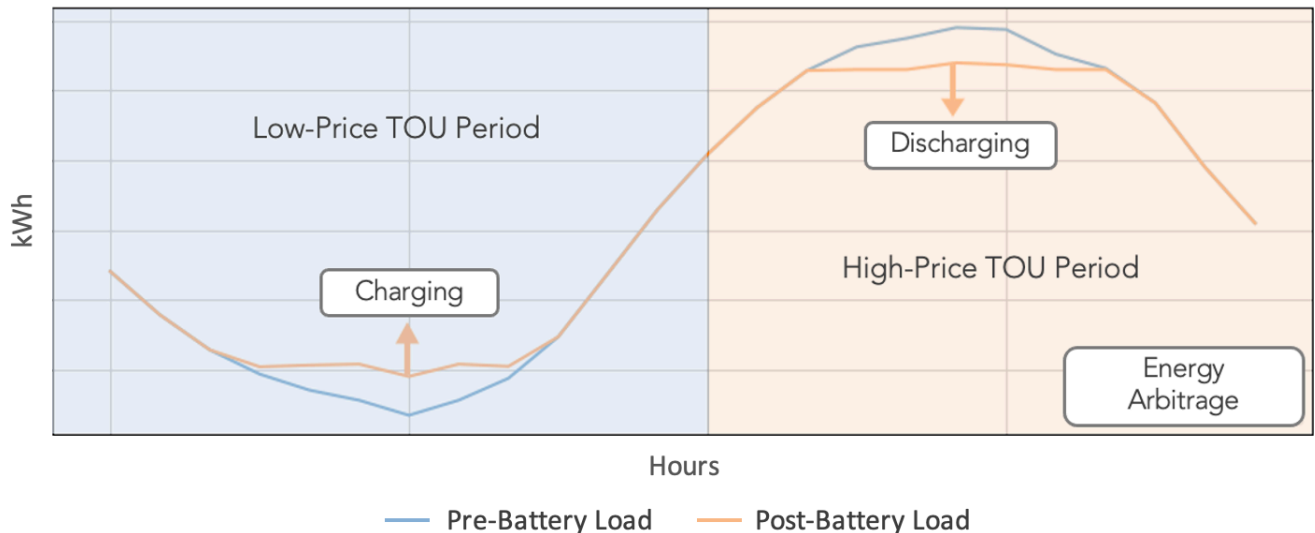


## 4.2 ENERGY ARBITRAGE AND LOAD SHIFTING

Battery energy storage systems also have the potential for creating financial benefits through “energy arbitrage” savings, i.e., charging the battery energy storage system from either the solar PV system or grid electricity during low-cost periods in the rate tariff and discharging the battery energy storage system for facility operation and/or exporting the energy during high-cost periods in the rate tariff, also known as load shifting. Under current IOU rules, exporting energy from the battery energy storage system to the grid to obtain financial benefit is only permissible when the battery energy storage system is charged 100% from renewable energy sources such as the existing solar PV system.

In the first year of operation, the battery energy storage system at Salmon Creek Middle School could provide approximately \$805 in savings due to energy arbitrage under legacy TOU rates. In the first year under the proposed new TOU rate (2026), the benefits of energy arbitrage are anticipated to increase to \$1,767. Figure 6 provides a graphical representation of an example of the operation of a battery energy storage system when optimizing for energy arbitrage benefits.

FIGURE 6: EXAMPLE ENERGY ARBITRAGE CHARGE / DISCHARGE PROFILE



## 4.3 ENERGY STORAGE NET ENERGY METERING

Integrated solar PV and battery energy storage systems should be designed to include the installation of a Net Generating Output Meter (NGOM) or equivalent alternative. This will allow the facility to participate in energy storage net energy metering (NEM) programs while maintaining the flexibility to charge from the grid.

An NGOM is a meter required by the IOUs to ensure that only renewable energy generation systems receive net metering credits under current net metering rules. This ensures only the NEM solar PV system or battery energy storage systems that are charged 100% from solar PV energy receive export credits). Installing a battery energy storage system under NEM rules and requirements allows a facility to receive credits on their electrical bill for

energy exported to the grid from battery energy storage systems that are charged solely from on-site (co-located) solar PV systems. To achieve maximum flexibility in operation of the battery energy storage system for financial benefit, the interconnection application submitted to PG&E for the battery system should assume the battery energy storage system will export to the grid.

#### 4.4 RESILIENCY

An integrated solar PV and battery energy storage system can be configured for the added benefit of providing an alternative source of back-up power when the grid is either unreliable or not available (often referred to as a “microgrid”). This added resiliency allows for the facility electrical load, or a subset of identified critical loads, to be maintained during a grid outage and is explored in more depth in Section 3.2.

Due to the growing threat of wildfires in California, PG&E has implemented Public Safety Power Shutoff (PSPS) events, whereby PG&E issues warnings of adverse weather conditions (during periods of high winds and low humidity) that present increased fire risk. Under these circumstances PG&E may proactively implement power shutoffs in areas where the fire-threat risk is deemed high enough to warrant defensive power shutdowns. PSPS events can occur several times per year and can last from a couple hours to several days in duration but are not possible to predict as they are highly dependent on weather conditions (historically, during “fire season” periods, although with the increasing impact of climate change, fire season conditions can occur practically year-round). Although customers located in high fire-threat areas (as defined by the CPUC, <https://ia.cpuc.ca.gov/firemap/>) are more likely to experience PSPS events, large portions of the electrical distribution system can be impacted by power interruptions on any single distribution circuit or transmission line, which can trigger outages for customers not located in a defined high fire threat district (HFTD).<sup>1</sup>

The use of microgrids can mitigate the risk of PSPS events and other grid outages for “critical” facilities/operations. Microgrids use onsite electrical energy generation (such as solar PV) and a battery energy storage system to create a miniature version of the distribution grid. The microgrid normally functions in parallel with the grid but is capable of becoming electrically isolated from the grid in the event of an outage (referred to as “islanding,” or “islanded operation”), allowing the microgrid to continue supporting the site loads.

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#### ISLANDED OPERATION

Battery energy storage and solar PV systems installed with proper isolation switching and a microgrid controller can be configured to provide various levels of back-up power for facilities including all, or a portion of, a facility’s loads.

For solar PV systems, energy generation only occurs during the day. When disconnected from the grid and in “islanded operation,” once the sun goes down, the battery energy storage system will be the only source of power unless additional energy generation sources are available. Even though the solar PV system only produces energy

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<sup>1</sup> The HFTD can be viewed on the CPUC Fire Map here – <https://ia.cpuc.ca.gov/firemap/>

during the day, with sufficiently sized components, a combined solar PV and battery energy storage system can provide enough energy to meet both daytime and night-time loads.

$$\text{TOTAL BACKUP CAPACITY (NIGHT-TIME)} = \text{RATED CAPACITY OF THE BATTERY SYSTEM (kW)}$$

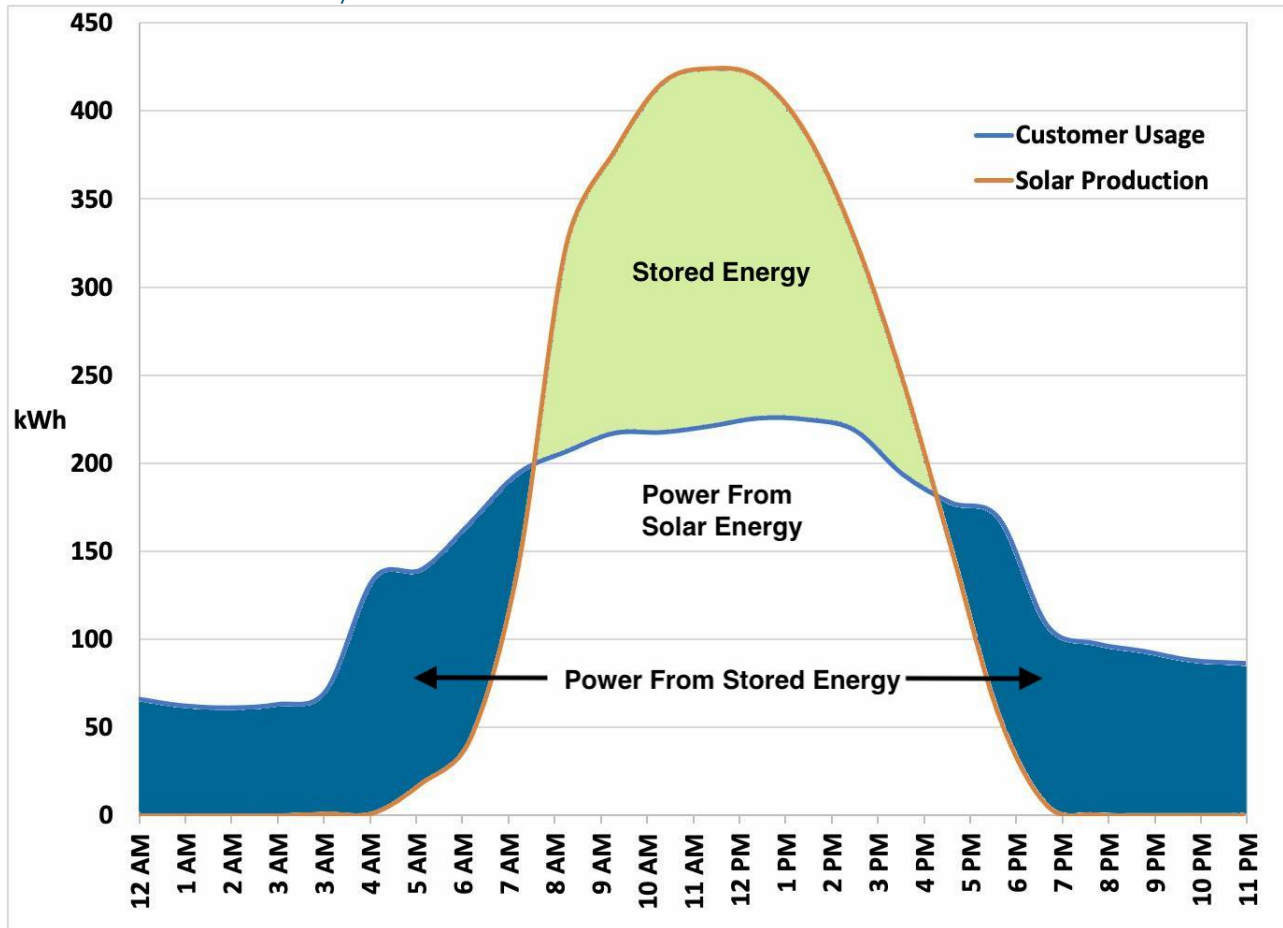
$$\text{TOTAL BACKUP DURATION (NIGHT-TIME)} = \text{RATED DURATION OF THE BATTERY SYSTEM (HRS)}$$

$$\text{TOTAL BACKUP CAPACITY (DAY-TIME)} = \text{RATED CAPACITY OF THE BATTERY SYSTEM (kW)} + \text{SOLAR PV SYSTEM OUTPUT (kW)}$$

Regardless of whether back-up energy is provided by the microgrid to all loads or critical loads only, a means to isolate the site from the distribution grid (typically a transfer switch or equivalent) and a controller that optimizes the performance of the microgrid are required. The costs associated with a typical transfer switch (or equivalent) and microgrid controller is estimated to be approximately \$50,000 per interconnection point.

Figure 7 provides a graphic representation of the operation of a paired solar PV system and battery energy storage system when operating as a microgrid.

FIGURE 7: ENERGY CONSUMPTION AND SOURCES IN A MICROGRID



## 5 FINANCING OPTIONS

### 5.1 SELF-GENERATION INCENTIVE PROGRAM

The California Public Utilities Commission (CPUC) offers the Self-Generation Incentive Program (SGIP) that provides funding to support existing, new, and emerging distributed energy resources (DERs) installed on the customer's side of the PG&E meter. Qualifying technologies include wind turbines, waste heat to power technologies, pressure reduction turbines, internal combustion engines, microturbines, gas turbines, fuel cells, and advanced energy storage systems (including batteries). There are 5 "Steps" that categorize the funding levels for certain DER types and sizes, and the different budgets that apply to various types of customers. The rebate is administered through program administrators throughout the State, in this case, PG&E. Due to the increasing impacts of PSPS events, the CPUC implemented changes to the Self-Generation Incentive Program (SGIP) in 2020 to support the rapid deployment of battery energy storage systems, benefitting both grid resiliency and customer operational resiliency (using microgrid control systems). The changes to SGIP succeeded in incentivizing the rapid deployment of new battery energy storage systems and as of the date of this report, only \$13.2M in incentives remain in any of the commercial PG&E SGIP budgets. The remaining funding is anticipated to be fully accounted for within the next couple of months.

**Given that the funding remaining is limited, SGIP incentives were not included in this analysis.** However, additional information on SGIP is provided below.

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#### INCENTIVE LEVELS

There are two SGIP incentive levels currently available for commercial battery energy storage projects, based on the facility type and geographical location of the site:

- General Market Large-Scale Storage
- General Market Resiliency Adder

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#### ELIGIBILITY

All customers are eligible for a General Market Large-Scale Storage incentive level.

To qualify for the SGIP Resiliency Adder, the site must qualify as a "critical facility", and either be located in or serve a High Fire Threat District (HFTD) or have experienced 2 or more discrete Public Safety Power Shutoff (PSPS) events. Qualified critical facilities include: police & fire stations, emergency response providers, emergency operations centers, 911 call centers, hospitals & health care facilities, public and private gas, electric, water, wastewater or flood control facilities, jails and prisons, cooling centers, homeless shelters, independent living centers, food banks, small business grocery stores, or locations designated by the IOUs to provide assistance during power shutoffs.

## PROGRAM STATUS

SGIP generally can offset 30% of energy storage project costs but can offset potentially more, depending on a number of factors: the eligible SGIP budget, current incentive step level, consideration for taking the Investment Tax Credit (ITC) benefit, duration of the battery’s discharge period (2hr, 4h, etc.), overall battery capacity, cycling and greenhouse emission requirements, and site-specific installation costs.

Currently, PG&E’s SGIP allocation is in step 4 for the Large-Scale Storage budget, and there is approximately \$13.2M in funding remaining in step 4 as of October 20, 2021. Step 4 incentive levels start at \$0.30/Wh and are adjusted downward with consideration for the factors mentioned above. The SGIP Resiliency Adder can provide an additional \$0.15/Wh in incentives on top of the Large-Scale Storage incentives for eligible sites. The SGIP Equity Resiliency budget is currently waitlisted, and the SGIP Equity is currently oversubscribed as of May 12, 2020. It is anticipated that once the available funding for the Large-Scale Storage budget is reserved, there will be limited potential for SGIP funding for commercial projects in PG&E territory.

TABLE 6: SGIP PROGRAM LEVELS & STATUS

	Large-Scale Storage	Resiliency Adder
General Market	\$0.30/watt-hour	+ \$0.15/watt-hour

## IMPORTANT PROGRAM INFORMATION

The SGIP program continues to evolve rapidly. Current program information can be found on the PG&E website: [www.pge.com/sgip](http://www.pge.com/sgip). SCP staff are available to provide updates on the program and provide information to customers. Additionally, it is important to note, that the SGIP incentive is performance based. 50% of the incentive value is provided in year 1 of operation, with 10% each year for the next 5 years, as long as the battery cycles at least 104 times per year.

In order to submit an application for an SGIP incentive, an incentive application fee of 5% of the requested incentive amount is required. The incentive application fee is required to be paid once a project is notified of incentive award and is refunded once the project is constructed.

### 5.2 OTHER INCENTIVES OVERVIEW

#### INVESTMENT TAX CREDITS

Federal incentives for battery energy storage systems are available in the form of investment tax credits, known as the “Investment Tax Credit” (ITC) when the battery energy storage system is paired with a new renewable energy system (such as a solar PV system). **In Harmony Union School District’s case, since the District is a public agency, they are not eligible to receive the ITC directly, thus the ITC can only be realized under the third-party ownership model.** In addition, to be eligible for the ITC, the battery energy storage system and solar

PV system must be owned by the same tax-qualified entity and the battery energy storage must be charged a minimum of 75% of the time on an annual basis by the paired solar PV system. Battery energy storage systems that are charged by solar PV systems between 75% and 100% of the time will receive the equivalent percentage of the ITC value.

Not all project costs are eligible for ITC considerations, however Internal Revenue Services (IRS) rules allow for some level of interpretation, and each company makes an independent assessment of what costs are considered eligible based on the final project requirements, inclusions, and investor risk profile. The ITC is currently set to decrease from its current 26% value at the end of 2022 to 22% starting January 1, 2023. The ITC will remain at 10% indefinitely starting in 2024 for commercial projects without a change in current legislation. Starting construction for a project before the designated date of change in ITC value will maintain eligibility for the relevant ITC level (i.e., to achieve the 26% credit, construction must be started prior to the end of 2022).

In addition to the ITC, the IRS allows for accelerated depreciation through the Modified Accelerated Cost-Recovery System (MACRS). Without consideration for a paired renewable energy system to charge the battery energy storage system, a battery energy storage system may be eligible for the 7-year MACRS. When paired with an eligible renewable energy system and meeting the minimum 75% charging requirement, the 5-year MACRS should be available.

Legislation is currently underway through the Energy Storage Tax Incentive and Deployment Act (S. 627 / H.R. 1648) to allow battery energy storage systems to receive ITC credits without the requirement to be paired with a solar PV system. The approval of this legislation could provide significant financial benefit to battery energy storage system installations.

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## DEMAND RESPONSE REVENUE OPPORTUNITIES

A future revenue opportunity for Harmony Union School District's battery energy storage systems might be demand response programs, such as SCP's [GridSavvy Community](#). Programs like the GridSavvy Community allow SCP to dispatch a group of grid-connected technologies as an alternative to purchasing expensive, carbon-intensive power in wholesale electricity markets. Currently GridSavvy includes smart devices such as smart thermostats, electric vehicle charging equipment, and heat pump water heaters. In the future, battery energy storage systems may be added.

By participating in wholesale energy markets—either directly with a demand response provider or through an IOU sponsored program—battery energy storage system owners can shift load when demand for energy is high (i.e.: during peak hours) and thereby receive financial incentives for providing balance to the electric grid.

Please note that this financial analysis does not include any demand response revenue opportunities.

Given the current evolution of the market, the ideal way to find a partner willing to consider all potential revenue streams for a battery energy storage system is through a competitive solicitation process that clearly outlines the market considerations and revenue streams to be considered by participants. Tapping into the proven and reliable value streams would be able to unlock hidden revenues for customers to justify the cost of a battery energy storage system.



### 5.3 BATTERY ENERGY STORAGE SYSTEM FINANCING OVERVIEW

There are two main ownership and financing options available for battery storage system projects: direct ownership and third-party ownership.

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#### DIRECT OWNERSHIP

Under a direct ownership scenario, the customer finances and owns the battery storage system asset(s). The project can be financed with cash, a loan, or a combination of the two.

**Cash** - Battery energy storage systems can be purchased outright when the facility owner/operator possesses available capital in reserves or other liquid assets.

Purchasing a battery energy storage system project using cash can have the additional benefits of:

- allowing faster and more streamlined installation process that avoids potentially time-consuming third-party financing approval processes; and
- providing the potential for greater savings by avoiding third-party financing expenses and interest costs. It is important to also consider estimated operations and maintenance costs when comparing project financing options. In a cash purchase scenario, the facility owner/operator is responsible for the scope and cost of system operation, maintenance, warranty support and equipment replacement over the anticipated estimated useful life (EUL) of the system (typically 15 years).

**Loans** - For facility owners/operators who do not possess upfront capital, a loan can provide the necessary funds to allow for a direct purchase. Loans can be obtained directly from a preferred lender or alternatively many battery energy storage system vendors also have approved lending partners that are familiar with battery energy storage system projects.

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#### THIRD PARTY OWNERSHIP

The third-party ownership model for battery energy storage systems provides direct electrical bill savings to the customer without capital investment or operation and maintenance responsibilities. In this scenario all applicable incentives are retained by the third-party owner, who uses the incentives to help offset the cost of installation and on-going maintenance.

In addition to incentives, discussed in Section 5.2 above, the third-party owner may receive revenues by requiring the customer to pay for a portion of the kW demand reduction based on a \$/kW rate determined at the time of contract signing, or through an arrangement where the monthly electrical demand cost savings are shared ("split") between the customer and the third-party owner.

## 6 BATTERY ENERGY STORAGE SYSTEM FEASIBILITY ANALYSIS RESULTS

Based on the load and consumption profiles of Salmon Creek Middle School, the proposed battery energy storage system size to pair with the existing solar PV system is 58 kW / 232 kWh. This battery energy storage system size is based on minimizing costs while maximizing the back-up power capabilities requested by the District. Table 7 presents the percentage of load the microgrid will provide resiliency for during a 48-hour grid power outage. The estimated capital cost for this system is \$268,549.

TABLE 7: SYSTEM COMPONENT SIZING, COSTS AND RESILIENCY BENEFITS

SITE NAME / SCENARIO	RESILIENCY BENEFIT (%) <sup>1</sup>	PROJECTED LOAD MET BY MICROGRID 48-HOUR OUTAGE <sup>2</sup>	EXISTING SOLAR PV SYSTEM SIZE (KW DC)	PROPOSED BATTERY SYSTEM SIZE (KW AC)	PROPOSED BATTERY SYSTEM SIZE (KWH)	CAPITAL COST <sup>3</sup> (\$)
SALMON CREEK MIDDLE SCHOOL / BATTERY ENERGY STORAGE SYSTEM	84%	23%	63	58	232	\$268,549

<sup>1</sup> Resiliency Benefit means the probability of supporting 100% of the load for a 12-hour outage. This value is determined by taking the average probability amongst random days using historical consumption from January 2019 through December 2019, assuming the battery is 100% charged at the start of the outage and the solar PV system will produce 75% of its anticipated production.

<sup>2</sup> Projected Load means the percentage of load supported for a 48-hour outage. This value is determined by taking the Worst Day, defined as the day with the highest consumption (kWh) using historical consumption from January 2019 through December 2019, assuming the battery is 100% charged at the start of the outage and the solar PV system will produce 75% of its anticipated production, and the outage will start at 7am

<sup>3</sup> This is an estimate of the capital cost for: (i) the proposed battery energy storage system; and (ii) the micro-grid controller and isolation switch. It does not include costs of load management or labor costs for rewiring existing electrical systems that may be required to implement these systems as a microgrid.

As can be seen in Table 7, this battery energy storage system can support roughly 84% of the entire site load for a 12-hour outage. In addition, this battery energy storage system can support roughly 23% of the entire site load for a 48-hour outage.

### CRITICAL LOADS

As mentioned in Section 3.2, Harmony Union School District requested the following critical loads be supported: the refrigeration units, the water pump systems, the septic system pump, the emergency services/fire/alarm/CCTV, emergency lighting in the library and office, and the servers including wifi and phone systems. From the assessment of the single-line diagram provided by the District in Figure 1, it is assumed that these loads are fully served under “Panel EA” and “Panel ER” and make up 15% of the overall site load (see section 3.2 for more details). The battery energy storage system can support roughly 23% of the entire site load for a 48-hour outage, and since the identified critical loads are less than that the identified critical loads could be supported for a full 48-hour outage.

### WORST DAY SCENARIO

Table 8 below provides more details on the resiliency available from the battery energy storage system on the Worst Day.

The Worst Day is defined as the day with the highest consumption (kWh) using historical consumption from January 2019 through December 2019, assuming the battery is 100% charged at the start of the grid power outage, the solar PV system will produce 75% of its anticipated production, and the grid power outage will start at 7am). Since the consumption is high on the Worst Day, the battery energy storage system would only be able to supply backup power for 100% of the site load for 0.25 hours (15 minutes). For supplying backup power for 75% of the load, the battery energy storage system would also only last 0.25. By reducing the demand to 50% of site load, the battery energy storage system will last 17.25 hours. Using the critical loads identified above (15% of load), the battery energy storage system can support these loads for an estimated 48 hours starting on the Worst Day.

TABLE 8: RESILIENCY BENEFITS

SITE / SCENARIO	PROPOSED BATTERY SYSTEM SIZE (KW AC / KWH)	EXISTING SOLAR PV SIZE (KW DC)	RESILIENCY BENEFIT 100% OF SITE LOAD (HOURS) <sup>2</sup>	RESILIENCY BENEFIT 75% OF SITE LOAD (HOURS)	RESILIENCY BENEFIT 50% OF SITE LOAD (HOURS)	RESILIENCY BENEFIT 25% OF SITE LOAD (HOURS)
SALMON CREEK MIDDLE SCHOOL / ADDITION OF BATTERY ENERGY STORAGE SYSTEM	58 / 232	63	0.25	0.25	17.25	46.5

<sup>1</sup> Resiliency Benefit means the number of hours that the indicated percentage of load can be supported. This value is determined by taking the Worst Day, defined as the day with the highest consumption (kWh) using historical consumption from January 2019 through December 2019, assuming the battery is 100% charged at the start of the grid power outage, the solar PV system will produce 75% of its anticipated production, and the grid power outage will start at 7am.

<sup>2</sup> The battery is only capable of supporting up to its rated capacity. In cases when the critical load kW exceeds the rated capacity of the battery, the resiliency benefits will be minimal.

## ANNUAL RESILIENCY IMPACT ASSESSMENT

Please keep in mind Table 8 shows the worst day scenarios and the battery energy storage system is capable of supporting the facility for greater than 24 hours during a grid power outage for 166 days of the year. Please see Appendix 11.2 for a visual review of the anticipated number of hours that the battery energy storage system can support the various percentages of site load over each day during the January through December 2019 data used in the analysis.

During the other days of the year where the site load exceeds the capabilities of the microgrid, the District would also have the option to manually disconnect non-critical loads and / or manage larger power draw loads (e.g. HVAC) in order to allow the continued support of the microgrid.

As the amount of load required to be supported during a power outage decreases, the number of days a year the microgrid can support the load for a minimum of 24 hours increases. Based on average start times of historical PG&E PSPS events, these duration estimates assume the grid power outage starts at 5pm.

TABLE 9: RESILIENCY BENEFITS

	75% OF SITE LOAD	50% OF SITE LOAD	25% OF SITE LOAD
NUMBER OF DAYS PER YEAR THE MICROGRID CAN SUPPORT FOR A MINIMUM OF 24 HOURS	254	347	365

FINANCIAL ANALYSIS

The financial analysis completed as part of this study assumed lithium-ion batteries and incorporated consideration for their current market value, the cost of a microgrid controller and transfer switch, and costs for installation, to arrive at the system purchase cost of \$268,549 for the proposed battery energy storage system. Table 10 provides a summary of the results of the financial analysis while the detailed analysis can be found in Section 10. While it is expected that current battery energy storage system market prices will continue to decrease, the market is seeing a plateau in these prices, as can be seen in Figure 8.

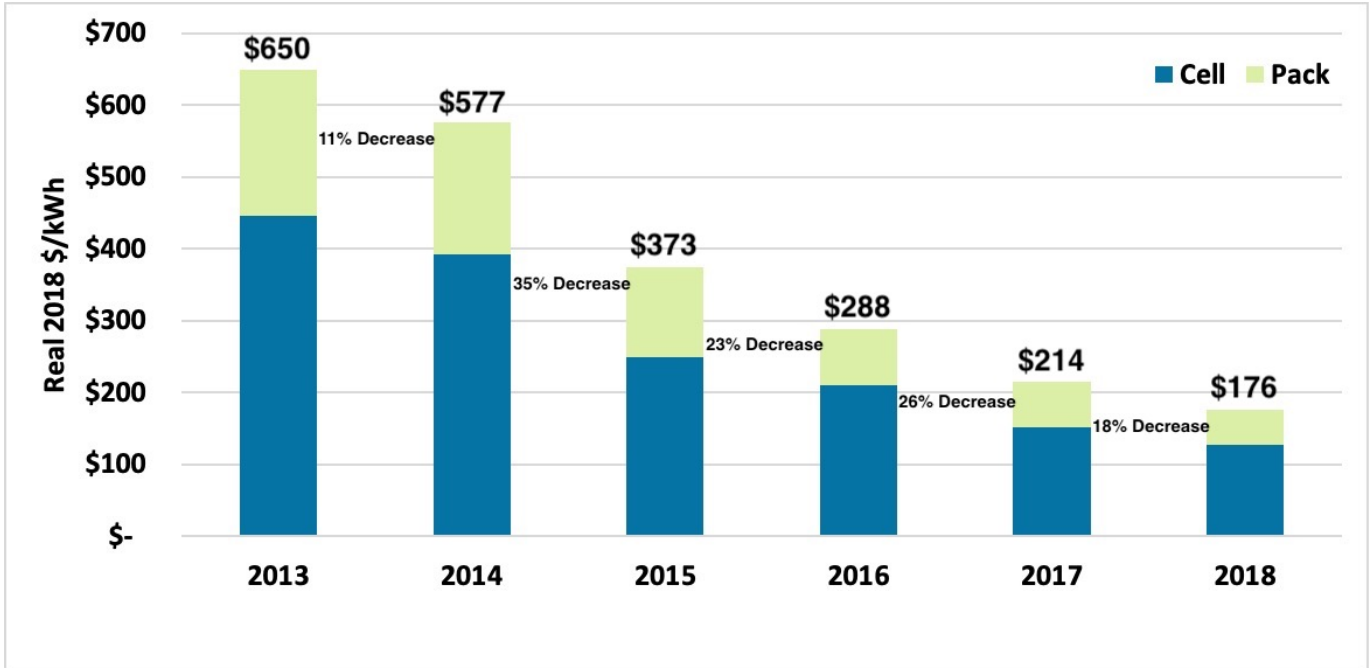
TABLE 10: BATTERY SYSTEM AND SOLAR PV SYSTEM COSTS & SAVINGS

SCENARIO	SYSTEM PURCHASE COST <sup>1</sup> (\$)	EST. YR 1 GROSS BENEFITS (\$)	EXPECTED YR 1 OPERATION COSTS (\$)	EST. YR 1 NET BENEFITS <sup>2</sup> (\$)	CUMULATIVE NET CASH POSITION (YR 15) (\$)
CASH PURCHASE / BATTERY ENERGY STORAGE SYSTEM	\$268,549	\$805	\$3,530	(\$2,725)	(\$255,620)
THIRD PARTY OWNERSHIP / BATTERY ENERGY STORAGE SYSTEM	BY PROVIDER	\$805	\$23,976	(\$23,171)	(\$356,259)

<sup>1</sup> System Purchase costs include: (i) the proposed battery energy storage system, (ii) the micro-grid controller and isolation switch, and (iii) all installation-related costs. It does not include costs of load management or labor costs for rewiring existing electrical systems that may be required to implement these systems as a microgrid.

<sup>2</sup> Does not include Business Interruption Cost Avoidance.

FIGURE 8: HISTORICAL LITHIUM-ION BATTERY PRICES THROUGH 2018



Data Source: Bloomberg NEF, <https://about.bnef.com/blog/behind-scenes-take-lithium-ion-battery-prices/>

### ANALYSIS ASSUMPTIONS

The year 1 electrical bill savings values presented in Table 10 are determined utilizing Salmon Creek Middle School’s current rate tariff of A-6 and assumes electrical bill costs will increase by 3% each year based on a conservative approach using historical data. The escalation value depends on the specific rate tariff and actual escalation rates may differ from this assumption.

The analysis also assumes that the battery energy storage system will charge from the energy produced by the solar PV system under the legacy TOU then use the stored energy to offset the site’s energy usage at times when the electricity billing rate is more expensive – called “energy arbitrage” or “load shifting.” Please note that shifting electricity use can also impact greenhouse gas emissions associated with the electricity consumed. During the day, the battery energy storage system will be charging from the solar PV system. This will reduce the amount of zero emission energy the site is receiving during the day.

However, discharging the batteries during the more expensive hours, which usually also coincide with the hours in which the electric grid has the most green-house gas emissions, the batteries could be reducing the sites overall green-house gas emissions by reducing the amount of energy required from the grid when the distributed energy has a higher green-house gas content.

CUMULATIVE CASH POSITIONS

Figures 9 and 10 provide a graphical representation of the cumulative cash position of the battery energy storage project under a cash purchase scenario and a third-party ownership scenario respectively.

FIGURE 9: BATTERY ENERGY STORAGE SYSTEM CASH PURCHASE CUMULATIVE CASH POSITION

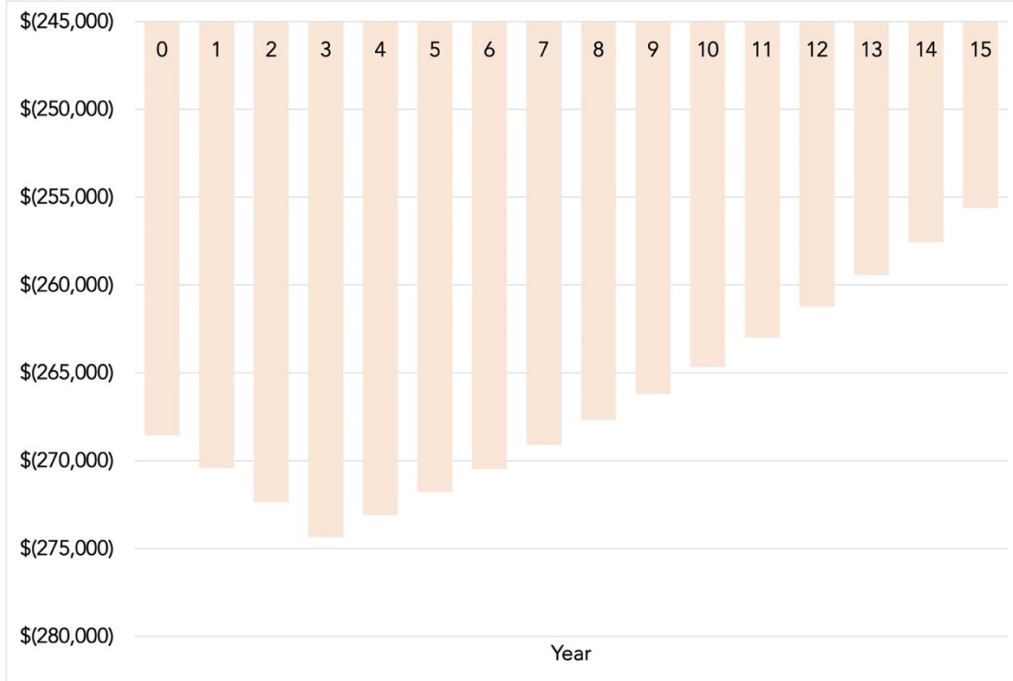
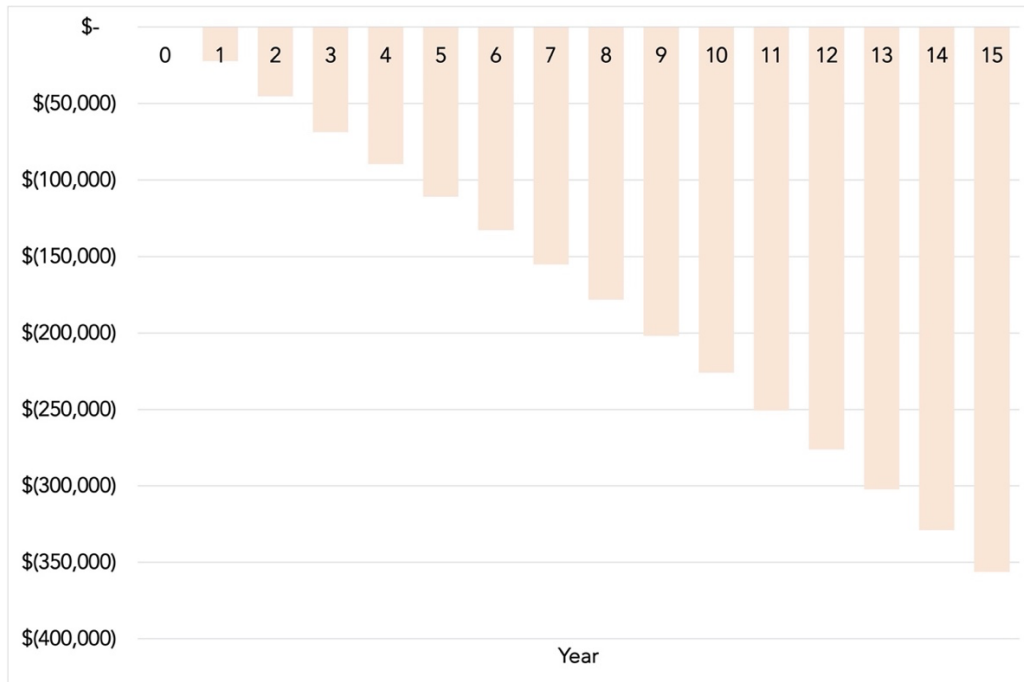


FIGURE 10: BATTERY ENERGY STORAGE SYSTEM THIRD-PARTY OWNERSHIP CUMULATIVE CASH POSITION



## 7 CONCLUSION

**Adding a 58 kW / 232 kWh battery energy storage system/microgrid project to the existing solar PV system at Salmon Creek Middle School would result in a projected cumulative cash position of (\$255,620) over the life (15 year warranty period) under a cash purchase scenario.**

As seen in Table 11, the negative cumulative net cash position for this project is primarily a result of the high capital cost, low projected electrical bill demand savings (kW) to offset the cost of the battery energy storage system and no available incentives. However, in the future, incentives may be available based on approval of the ITC legislation discussed in Section 5.2 and /or other incentive programs changing. The results of the analysis are summarized in Table 11 below for the cash purchase scenario.

**TABLE 11: SYSTEM SIZING, INCENTIVES & SAVINGS UNDER A CASH PURCHASE SCENARIO**

SITE / SCENARIO	CURRENT RATE TARIFF	EXISTING SOLAR PV SIZE (KW DC)	PROPOSED BATTERY SYSTEM SIZE (KW AC / KWH)	RESILIENCY BENEFIT (%) <sup>1</sup>	CRITICAL LOAD RESILIENCY BENEFIT (HOURS) <sup>2</sup>	BUSINESS INTERRUPTION COST AVOIDANCE (\$) <sup>3</sup>	CUMULATIVE NET CASH POSITION (YR 25) (\$)
SALMON CREEK MIDDLE SCHOOL / ADDITION OF BATTERY ENERGY STORAGE SYSTEM	A-6	63	58 / 232	23%	INDEFINITELY	\$850	(\$255,620)

<sup>1</sup>“Resiliency Benefit” means the percentage of load supported for a 48-hour outage. This value is determined by taking the Worst Day, defined as the day with the highest consumption (kWh) using historical consumption from January 2019 through December 2019, assuming the battery is 100% charged at the start of the outage, the solar PV system will produce 75% of its anticipated production, and the outage will start at 7am.

<sup>2</sup>“Critical Load Resiliency Benefit” means the number of hours the solar PV system and the battery energy storage system can support the critical loads identified by the District on the Worst Day. These loads include the refrigeration units, the water pump systems, the septic system pump, the emergency services/fire/alarm/CCTV, emergency lighting in the library and office, and the servers including wifi and phone systems which are assumed to account for 15% of the overall site loads.

<sup>3</sup>“Business Interruption Cost Avoidance” means the avoided costs associated with installation of a microgrid that supports the identified critical loads during a grid power outage at the site as provided by the District.

The analysis found that the battery energy storage system does not provide financial savings from the combination of Business Interruption Cost Avoidance (the cost of food spoilage) and electrical bill savings sufficient to offset the cost of the battery energy storage system. **Although the proposed battery energy storage system currently does not result in positive overall financial benefits to the District, the prices for battery energy storage systems are decreasing as technology matures and additional financial benefits are appearing in the market as the benefits that battery energy storage systems can provide to the grid are becoming fully understood.**

Additional potential revenue streams that have not been included in this analysis but that may become more prevalent in the future include consideration for participation in virtual power plants (VPPs) and demand response programs as mentioned in Section 5.2.

Given that the industry is evolving and there are a number of policy changes coming in the near future, it may be worth considering running a Request for Proposals (RFP) process to obtain pricing for the proposed battery energy storage system (with a specific request for all potential revenue streams to be explored). An RFP process will provide the District with the opportunity to verify the preliminary feasibility findings presented herein. If successful, the RFP process would be followed by the design/construction phase of the project typically running between 7-10 months dependent on many of the key factors that can influence project schedule such as interconnection application and study processes, permitting, and the construction timeline for any PG&E identified upgrades that may be required by the project. It may also be advantageous for the District to determine if any other agencies in the area surrounding the proposed project may be interested in a joint procurement process in order to get advantageous pricing.

**The key takeaways and suggestions based on the results of this report are summarized below:**

- 1. The anticipated financial benefits from adding a battery energy storage system to the existing solar PV system are currently insufficient to cover the cost of the battery energy storage system.**
- 2. The proposed battery energy storage paired with the existing solar PV system is capable of providing back-up power to the District identified critical loads during PG&E grid power outages.**
- 3. SCP will be monitoring available incentives on the District's behalf and will inform the District should incentives become available that may improve the financial benefits of pairing a battery energy storage system with the existing solar PV system.**



## 8 ADDITIONAL CALCULATIONS, ASSUMPTIONS AND REFERENCES

### 8.1 ASSUMPTIONS & CALCULATIONS

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#### 8.1.A BATTERY STORAGE SYSTEM ASSUMPTIONS

- The analysis shown in this report was completed using the interval data for the calendar year of 2019, the PG&E tariffs made effective March 1, 2021, and the SCP tariffs made effective April 1, 2021.
- The analysis shown in this report used 2013 vintage rates for the Power Charge Indifference Adjustment (PCIA) charges.
- Current market data for battery costs (recent similar projects)
- Installation date (2022)
- District's credit rating (assumed to be investment grade)
- Operation and Maintenance costs, Insurance costs, and warranty costs per industry standard

**9 APPENDIX A: ADDITIONAL BATTERY ENERGY STORAGE SYSTEM ANALYSIS**

An additional larger battery energy storage system was also assessed. This battery energy storage system is sized using standard battery energy storage system sizes considering the maximum demand at the site in 2019 if the solar PV system was not operating given that this is the most conservative estimate for the load kW analyzed. Table 12 below compares the high-level details of the two battery energy storage system sizes that were assessed in this study. Table 13 compares the resiliency benefits and Table 14 provides a summary of costs and savings for the same two battery energy storage system sizes.

**TABLE 12: COMPARISON OF SYSTEM SIZING, RESILIENCY AND SAVINGS UNDER A CASH PURCHASE SCENARIO**

SITE / SCENARIO	CURRENT RATE TARIFF	EXISTING SOLAR PV SIZE (KW DC)	PROPOSED BATTERY SYSTEM SIZE (KW AC / KWH)	RESILIENCY BENEFIT (%) <sup>1</sup>	CRITICAL LOAD RESILIENCY BENEFIT (HOURS) <sup>2</sup>	BUSINESS INTERRUPTION COST AVOIDANCE (\$) <sup>3</sup>	CUMULATIVE NET CASH POSITION (YR 15) (\$)
SALMON CREEK MIDDLE SCHOOL / ADDITION OF BATTERY ENERGY STORAGE SYSTEM	A-6	63	58 / 232	23%	INDEFINITELY	\$850	(\$255,620)
SALMON CREEK MIDDLE SCHOOL / ADDITION OF BATTERY ENERGY STORAGE SYSTEM	A-6	63	100 / 464	37%	INDEFINITELY	\$850	(\$462,545)

<sup>1</sup>“Resiliency Benefit” means the percentage of load supported for a 48-hour outage. This value is determined by taking the Worst Day, defined as the day with the highest consumption (kWh) using historical consumption from January 2019 through December 2019, assuming the battery is 100% charged at the start of the outage, the solar PV system will produce 75% of its anticipated production, and the outage will start at 7am.

<sup>2</sup>“Critical Load Resiliency Benefit” means the number of hours the solar PV system and the battery energy storage system can support the critical loads identified by the District on the Worst Day. These loads include the refrigeration units, the water pump systems, the septic system pump, the emergency services/fire/alarm/CCTV, emergency lighting in the library and office, and the servers including wifi and phone systems which are assumed to account for 15% of the overall site loads.

<sup>3</sup>“Business Interruption Cost Avoidance” means the avoided costs associated with installation of a microgrid that supports the identified critical loads during a grid power outage at the site as provided by the District.

**TABLE 13: COMPARISON OF RESILIENCY BENEFITS**

SITE / SCENARIO	PROPOSED BATTERY SYSTEM SIZE (KW AC / KWH)	EXISTING SOLAR PV SIZE (KW DC)	RESILIENCY BENEFIT 100% OF SITE LOAD (HOURS)	RESILIENCY BENEFIT 75% OF SITE LOAD (HOURS)	RESILIENCY BENEFIT 50% OF SITE LOAD (HOURS)	RESILIENCY BENEFIT 25% OF SITE LOAD (HOURS)
SALMON CREEK MIDDLE SCHOOL / ADDITION OF BATTERY ENERGY STORAGE SYSTEM	58 / 232	63	0.25	0.25	17.25	46.5
SALMON CREEK MIDDLE SCHOOL / ADDITION OF BATTERY ENERGY STORAGE SYSTEM	100 / 464	63	15.25	21.5	25.75	INDEFINITELY

<sup>1</sup> Resiliency Benefit means the number of hours that the indicated percentage of load can be supported. This value is determined by taking the Worst Day, defined as the day with the highest consumption (kWh) using historical consumption from January 2019 through December 2019, assuming the battery is 100% charged at the start of the grid power outage, the solar PV system will produce 75% of its anticipated production, and the grid power outage will start at 7am.

TABLE 14: COMPARISON OF BATTERY SYSTEM AND SOLAR PV SYSTEM COSTS & SAVINGS

SCENARIO	SYSTEM PURCHASE COST <sup>1</sup> (\$)	EST. YR 1 GROSS BENEFITS (\$)	EXPECTED YR 1 OPERATION COSTS (\$)	EST. YR 1 NET BENEFITS <sup>2</sup> (\$)	CUMULATIVE NET CASH POSITION (YR 25) (\$)
CASH PURCHASE / 58KW BATTERY ENERGY STORAGE SYSTEM	\$268,549	\$805	\$3,530	(\$2,725)	(\$255,620)
THIRD PARTY OWNERSHIP / 58KW BATTERY ENERGY STORAGE SYSTEM	BY PROVIDER	\$805	\$23,976	(\$23,171)	(\$356,259)
CASH PURCHASE / 100KW BATTERY ENERGY STORAGE SYSTEM	\$430,516	\$1,301	\$3,951	(\$2,650)	(\$462,545)
THIRD PARTY OWNERSHIP / 100KW BATTERY ENERGY STORAGE SYSTEM	BY PROVIDER	\$1,301	\$36,789	(\$35,488)	(\$623,735)

<sup>1</sup> System Purchase costs include: (i) the proposed battery energy storage system, (ii) the micro-grid controller and isolation switch, and (iii) all installation-related costs. It does not include costs of load management or labor costs for rewiring existing electrical systems that may be required to implement these systems as a microgrid.

<sup>2</sup> Does not include Business Interruption Cost Avoidance.

These results are presented to illustrate the impacts of battery energy storage system size on costs and resiliency benefits. The larger battery energy storage system provides additional resiliency benefits but has higher costs and thus results in lower overall financial benefit.

## 10 APPENDIX B: POLICY AND TARIFF BACKGROUND

### 10.1 NET ENERGY METERING

To encourage the adoption of renewable energy such as solar PV, California created the Net Energy Metering (NEM) program which allows customers who generate their own energy to receive a financial credit on their electric bills for any extra energy fed back to the grid. Salmon Creek Middle School has installed a solar PV system and is participating in the NEM program. This program continues to change and evolve over time.

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#### NEM 2.0

Due to the increase of behind-the-meter solar PV systems in California over the past ten years, PG&E reached the program capacity cap in 2016, which triggered a transition from the original net metering program tariff, known as "NEM 1.0," to a new "successor" NEM tariff known as "NEM 2.0."

The primary differences between the original NEM 1.0 tariff and the NEM 2.0 tariff are:

- the removal of caps on solar PV system size, and
- a decrease in potential cost savings due to the removal of credits for electrical bill components known as non-bypassable charges

While the new NEM 2.0 tariff does not provide the same level of retail credit value as the NEM 1.0 tariff, the fact that the 1-megawatt (MW) CEC-AC nameplate system size cap limitation was removed means solar PV systems can be sized for optimum offset of energy consumption and maximum energy cost savings potential.

The NEM tariff also includes a special condition option known as "Net Energy Metering Aggregation" (NEM-A). NEM-A allows a PG&E customer with multiple meters on the same property, or on adjacent or contiguous properties, to use the generation from a solar PV system interconnected behind one meter to provide NEM benefits for the other (aggregated) meters through an electrical billing accounting process. NEM-A customers are prohibited by State law from receiving net surplus compensation.

Decision 19-01-030 by the CPUC in February of 2019 expanded the NEM 2.0 tariff to allow battery energy storage systems to receive NEM credits for energy exported to the grid when the battery energy storage system is charged 100% from a renewable generation source, such as solar PV systems, and has a power control configuration that is certified by a national recognized standard.

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#### NEM 3.0

The CPUC has currently opened proceedings for the NEM 3.0 tariff approval process, which will be the new successor NEM tariff. It is expected that the CPUC will issue a decision on adoption of the NEM 3.0 tariff by year-end 2021. Although the details are still being negotiated, it is anticipated that the NEM 3.0 tariff will be less financially beneficial than the NEM 2.0 tariff.

## 10.2 TIME-OF-USE TRANSITION

California has long pioneered the way toward a clean energy future by procuring energy from renewable sources like wind, solar, hydroelectric, and biomass. To ensure California can meet its goal of 100% clean, zero-carbon energy by 2045, it's important that California consider that *when* electricity is used is as important as *how much* electricity is used.

To support the transition to zero-carbon energy by 2045, the California Public Utilities Commission (CPUC) adopted new policy guidelines in January 2017 for assessing future time-of-use (TOU) rates. In TOU rates, the price paid per kilowatt (kW) changes based on the time of day the energy is being used. Customers can receive lower electricity pricing during most of the day when overall energy demand is lower. Electricity prices will be higher during peak times when overall demand is higher. The CPUC approved decision 17-01-006 that allowed all the California investor-owned utilities (IOUs) to adjust their definitions of TOU peak periods.

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### WHAT DOES THIS MEAN?

The decision allowed PG&E to change the definition of "on-peak" times from 12:00-6:00pm during the summer months only (legacy TOU) to year-round between 4:00-9:00pm (new TOU). Starting in March 2021, customers were switched to the new TOU rate tariffs. Net Energy Metering (NEM) customers are eligible for legacy rate treatment (defined using "grandfathering" in current IOU documents), and can retain their legacy TOU periods (but not rate levels) for a period of ten years from the date of the solar photovoltaic (PV) system's Permission to Operate (PTO).

## 11 APPENDIX C: ADDITIONAL DETAIL

### 11.1 PROJECT SIZING ANALYSIS

This section provides information about battery energy storage systems and microgrid systems and describes the process for determining optimized system capacity and estimated implementation costs associated with the proposed system.

The analysis begins with a comprehensive data collection and quality control process, then proceeds to an operations profile analysis (demand, consumption, and billing), and concludes with sizing of proposed project components, cost estimates, and a financial projection of project economics using proprietary rate tariff and financial modeling programs.

To perform the baseline operations profile analysis at least 12 months of electricity billing and consumption data must be available. This data is used as a baseline for estimating future electricity consumption, and as an input for projecting electricity cost savings over time. Electricity usage data is collected utilizing PG&E authorization forms and communicating with PG&E's 3<sup>rd</sup> party data collection team. The data collected is in the form of 15-minute interval data, billing and usage data, and/or paper (.pdf) bills. Billing and usage data summarizes metered energy consumption (and exported energy generation in the case of existing on-site solar PV systems or other renewable energy technologies), monthly maximum demand values, and corresponding charges incurred by the school during each billing period. Paper bills contain information that help to confirm each meter's rate schedule, service voltage, and demand response program participation. Interval data is comprised of metered demand values at 15-minute intervals and shows the shape and load profile of a specific operation/facility (meter/site). Using the interval data and information extracted from the paper bills, along with most current rate tariff information (electrical rate time periods and costs), it is possible to reconstruct monthly bills to establish an accurate baseline for comparing expected energy and demand reduction associated with proposed battery energy storage systems.

Verification of the accuracy of data used to create the baseline electrical billing (electricity costs) assumptions is critical to determining an accurate avoided cost calculation and electrical cost savings estimate for new projects. To ensure that electrical billing assumptions and rate tariff related variables are correct for each meter prior to modeling project cash flows and net savings, 12 months of billing for each proposed meter is recalculated by calendarizing the 15-minute interval data, to ensure the same period of time is assessed as the provided bills from PG&E, and applying the applicable (historic) rate schedules. If a large variance between the actual electrical bill and the recalculated electrical bill is observed, the inputs are re-evaluated for missing data, or missing or incorrect rate components. Factors that can affect the calculated baseline billing assumptions include voltage levels, demand response programs, standby charges, and exported energy production. This iterative process of systematically reducing the total variance between actual and recalculated historical electrical billing provides confirmation that the inputs are correct and accurate, which results in accurate avoided cost calculations and projected savings values.

11.2 DURATION OF SITE LOAD FIGURES

FIGURE 11: DURATION SUMMARY FOR 100% OF SITE LOAD

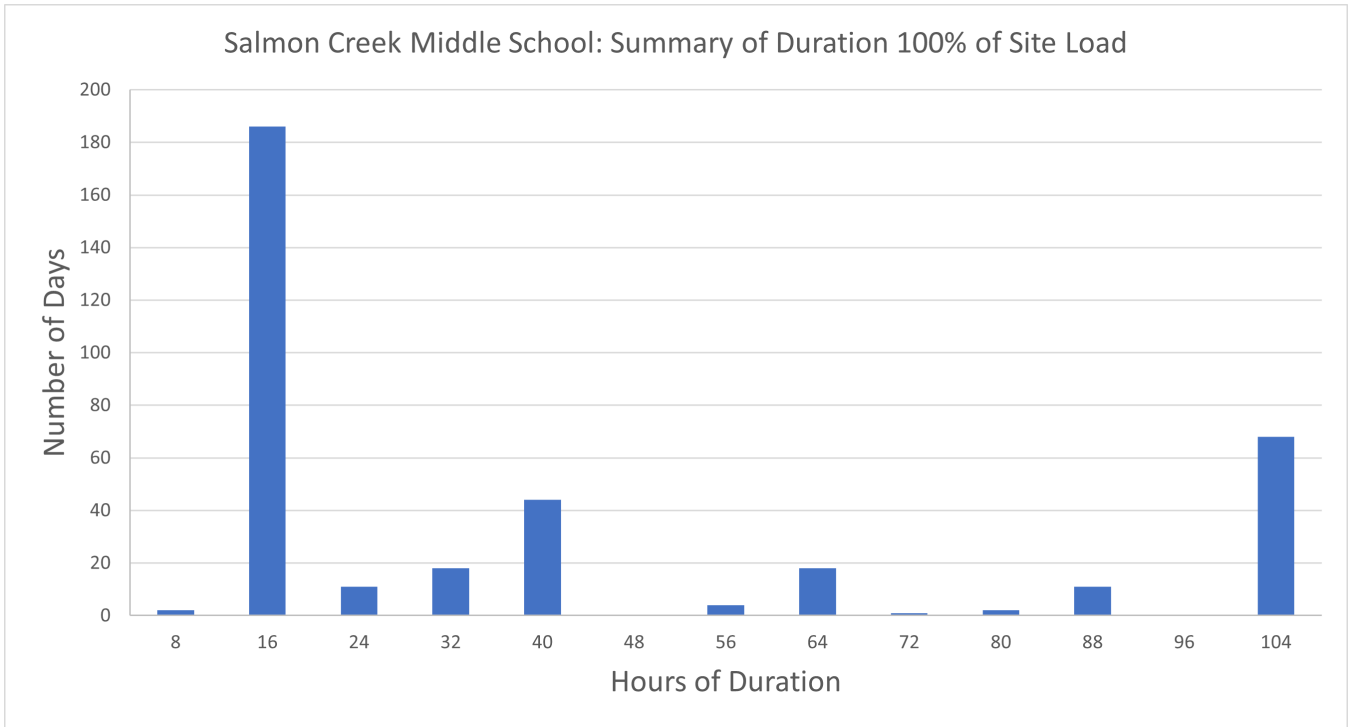


FIGURE 12: DURATION SUMMARY FOR 75% OF SITE LOAD

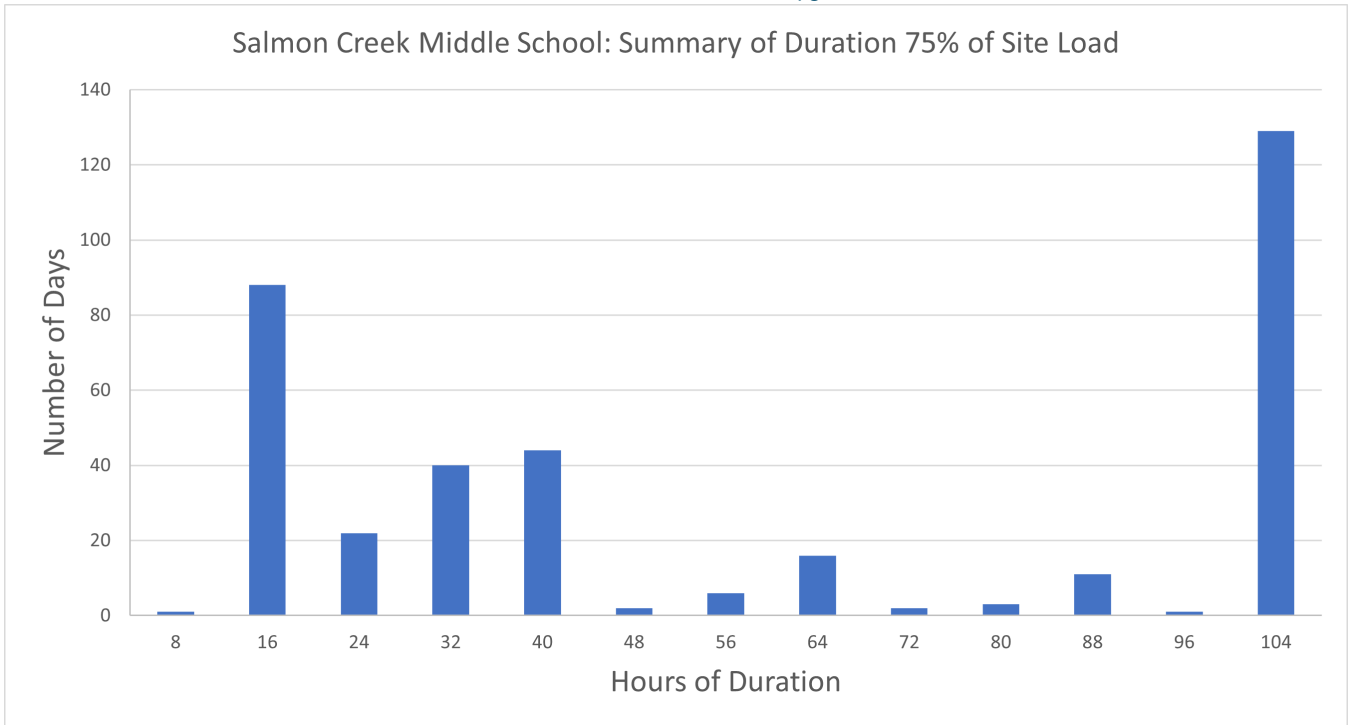


FIGURE 13: DURATION SUMMARY FOR 50% OF SITE LOAD

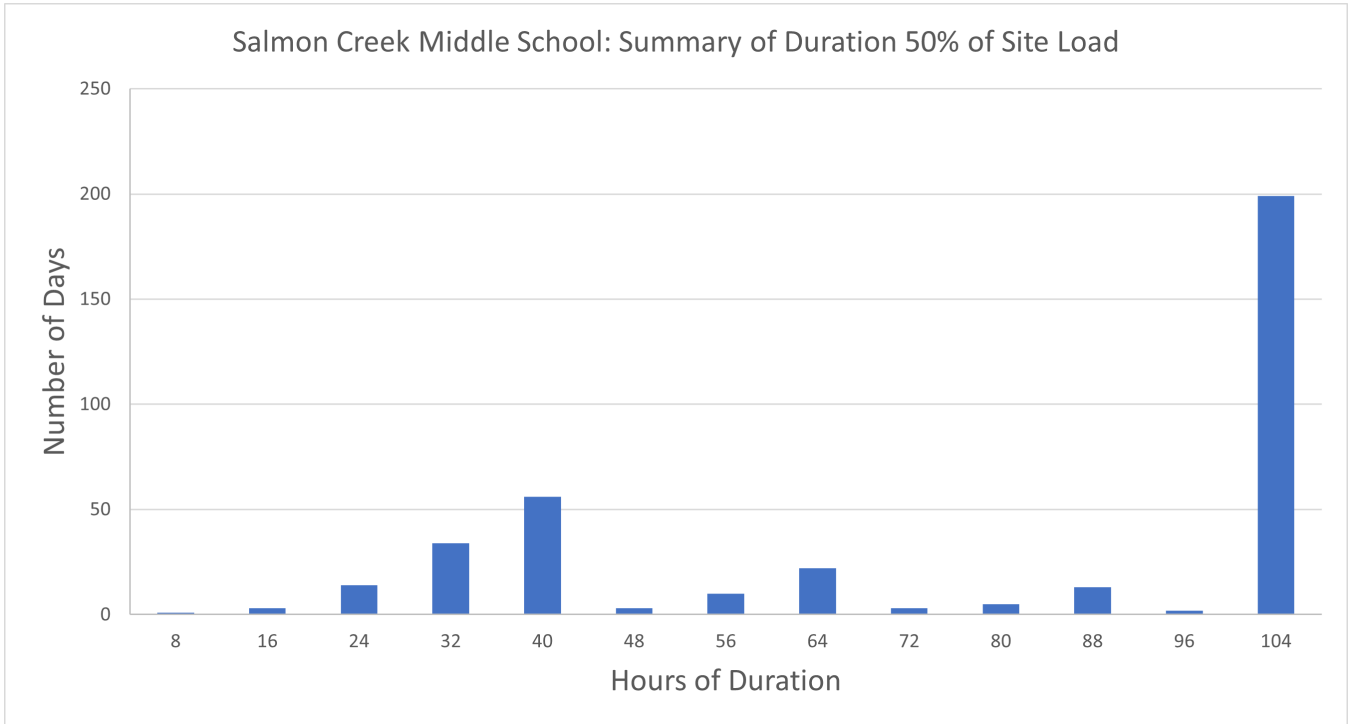
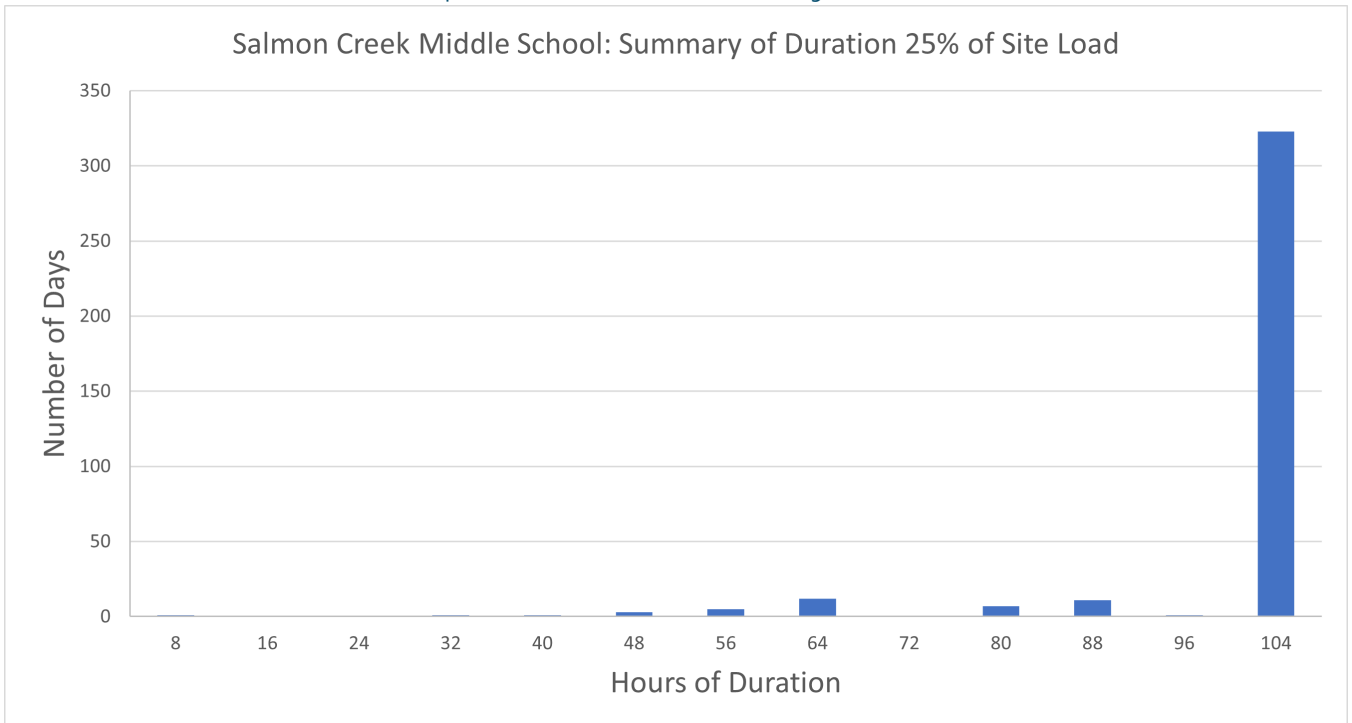


FIGURE 14: DURATION SUMMARY FOR 25% OF SITE LOAD





12 EXHIBITS


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CASH FLOW SAVINGS PRO FORMAS






# Harmony Union School District

## AGENDA ITEM

<b>Meeting Date:</b>	1/20/2022 - 6:00 PM
<b>Category:</b>	Information/Correspondence/Discussion
<b>Type:</b>	Info/Action
<b>Subject:</b>	9.7 Discussion of campus security upgrades and development of timeline for upgrades
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	
<b>Description:</b>	
<b>Background Information:</b>	Future upgrades of fire alarm system connection to buildings that are not armed at this time (grandfathered into system), security system/alarm to be added to out buildings, parking lot/driveway/garden security cameras (in process),
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	Information and discussion only
<b>Approvals:</b>	Recommended By:  Matthew Morgan - Superintendent/Principal



<b>Meeting Date:</b>	1/20/2022 - 6:00 PM
<b>Category:</b>	Information/Correspondence/Discussion
<b>Type:</b>	Info
<b>Subject:</b>	9.8 Letter from SCOE recognizing that Harmony will be able to meet its fiscal obligations as reported on the First Interim Report for the 2021-22 Budget.
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	Harmony 21-22 First Interim
<b>File Attachment:</b>	 Harmony 21-22 First Interim 1.14.2022.pdf  ZSCOE STANDARD REMINDERS for 21-22 Interim reports and AB.pdf
<b>Description:</b>	Letter from SCOE recognizing that Harmony will be able to meet its fiscal obligations as reported on the First Interim Report for the 2021-22 Budget.
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	
<b>Approvals:</b>	Recommended By:  Matthew Morgan - Superintendent/Principal

January 14, 2022



5340 Skylane Boulevard  
Santa Rosa, CA 95403-8246  
(707) 524-2600 ■ [www.scoe.org](http://www.scoe.org)

Matthew Morgan, Superintendent  
Harmony Union School District  
1935 Bohemian Highway  
Occidental, CA 95465

Dear Mr. Morgan,

In accordance with Education Code Section 42131, a review of Harmony Union School District's (District) First Interim Report for Fiscal Year 2021-22 has been completed by the Sonoma County Office of Education (County). The District self-certified its 2021-22 First Interim Report as Positive. After a review of the financial data provided by the District, it appears that the District will meet its financial obligations for the current and two subsequent years. Therefore, the County concurs with the District's positive certification.

### **State Budget**

The 2021-22 enacted State Budget resulted in robust investments in addressing learning opportunities for students during the pandemic. The Budget Act provided both ongoing and one-time funding for LEAs across the state through increased concentration grant components of Local Control Funding Formula (LCFF), several new or revised Special Education funding streams, new Educator Effectiveness Block Grant, A-G Completion Improvement Grant, and Expanded Learning Opportunities. Additionally, the Budget Act added a requirement for LEAs to provide a one-time Local Control and Accountability Plan (LCAP) supplement for boards and educational partners to review by February 28, 2022. The mid-year Supplement Report relates to the one-time and ongoing dollars provided through the 2021-22 Budget Act and the American Rescue Plan Act. The State Budget adoption also included major impacts on subsequent fiscal years by including implementation of Universal Transitional Kindergarten and Universal meals beginning in 2022-23.

As a result of the ongoing pandemic, education has received an influx of one-time funding in both fiscal year 2020-21 and 2021-22, which has very few restrictions and therefore, will create tremendous pressure to spend the money in a variety of areas. LEAs are urged to attach these one-time sources to one-time costs versus on-going costs. It is the County's recommendation that LEAs remain cautious, avoid structural deficit spending, maintain adequate reserves, and think long-term.

### **First Interim and Multi-Year Projection (MYP)**

The District's First Interim Report MYP, which includes its conversion charter, projects unrestricted deficit spending of -\$411,890, -\$132,973, and -\$84,242 in 2021-22, 2022-23, and 2023-24, with the State minimum reserve for economic uncertainty of 5% met in all years. Deficit spending is of concern to the County and the elimination of structural deficit spending is critical in order to maintain required reserve levels. Therefore, we urge the District to review and monitor revenues, expenditures, and fund balances of all funds.

### **Collective Bargaining**

Based upon the Criteria and Standards, negotiations with all bargaining units in the 2021-22 fiscal year are not settled. Because these costs make up the largest portion of the district's budget, any salary and/or benefit increase could adversely impact the fiscal condition of the district. We caution the district to ensure that the costs of any proposed agreement be supported by ongoing revenues to avoid creating or exacerbating structural deficits. Before the district takes any future action on a proposed collective bargaining agreement, Government Code Section 3547.5 requires the district to certify financial projections reflecting the impact of any salary negotiations on the current or two subsequent years.

### **Charter Schools**

As the authorizing agency of Pathways Charter School, the District maintains fiscal oversight responsibilities, particularly in the key areas of accounting, attendance, budgeting and payroll. Please see Education Code Section 47604.32 for a detailed list of oversight duties.

The District should review the charter budget reports at each cycle: Budget, First Interim, Second Interim, and Unaudited Actuals. It is also the District's responsibility to transmit these reports to our office by the state required deadline. Please coordinate with the charter school in advance to ensure all deadlines are met. Should any circumstances arise related to the charter school that would negatively impact the financial condition of the District, please notify this office as soon as possible.

### **Summary**

Our Office appreciates the preparation and timely submittal of your First Interim report. A technical review will be communicated to the business office. The Second Interim Report is due to our office no later than March 15, 2022. **Please see the attached for standard reminders.** If you have any questions, please feel free to call me at (707) 524-2635.

Sincerely,



Sarah Lampenfeld  
Director, External Fiscal Services

c:

Stacy Kalember, District Chief Business Official  
Steven D. Herrington, PhD., County Superintendent of Schools  
Greg Medici, SCOE Deputy Superintendent, Business Services  
Heather Rantala, SCOE District Fiscal Management Advisor

## **2021-22 Annual Standard Reminders ~ All Districts**

### **Collective Bargaining Disclosure**

SCOE Business requests copies of collective bargaining disclosures 10 days prior to board approval: If any collective bargaining settlements are reached during the current year all districts are being reminded of the public disclosure obligation. An important AB 1200 reporting requirement is the statute for tentative collective bargaining agreements to meet the requirements of Government Code Section 3547.5 and Education Code Sections 42131 and 42142, both of which outline the District's responsibilities for public disclosure and budget revisions for collective bargaining agreements. A three-year analysis must be completed to determine the impact of negotiations in future years. The superintendent and chief business officer must certify that the District can meet the costs incurred under the agreement. The governing board must take formal board action to approve the proposed agreement. Please note that within 45 days of the settlement, the District must send to SCOE any revisions to the District's current budget necessary to fulfill the terms of the agreement.

### **Submission of Studies, Reports, Evaluations and/or Audits**

Education Code Sections 42127 and 42127.6 require districts to submit to the County Office any studies, reports, evaluations, or audits done of the district that contain evidence that the district is showing fiscal distress. They also require the County Office to incorporate that information into the analysis of budgets, interim reports, and the District's overall financial condition.

We request that the District submit to this office any such documents commissioned by the District (e.g. reports done by Fiscal Crisis and Management Assistance Team), or by the State Superintendent of Public Instruction and/or a state control agency any time they are received by your District.



### **SB740**

Please note that a SB740 funding determination may be required when a charter school offers instructional time in a non-classroom-based setting. Charter schools that do not submit a request by the due date may not receive a funding determination, and could have their State apportionment associated with its non-classroom-based ADA reduced to zero. SB740 regulations, instructions and form can be found at:

<https://www.cde.ca.gov/sp/ch/nclrbifunddet.asp>

### **Requirements for Debt Management Policy and Practices**

Effective January 1, 2017, (per Senate Bill (SB) 1029, Hertzberg) issuers must certify on the **Report of Proposed Debt Issuance** (<http://www.treasurer.ca.gov/cdiac/reporting.asp>) that they have:

-  Adopted local debt policies concerning the use of debt; and
-  The proposed debt issuance is consistent with those policies.

The issuer's **local debt policies** *must* include (A) through (E), below:

- A. The purposes for which the debt proceeds may be used.
- B. The types of debt that may be issued.
- C. The relationship of the debt to, and integration with, the issuer's capital improvement program or budget, if applicable.
- D. Policy goals related to the issuer's planning goals and objectives.
- E. The internal control procedures that the issuer has implemented, or will implement, to ensure that the proceeds of the proposed debt issuance will be directed to the intended use.

FCMAT has prepared a Fiscal Alert which provides a **sample Debt Management Policy** which is located at <http://fcmat.org/fcmat-fiscal-and-legal-alerts/> .

SB 1029 contains a declaration that state and local agencies should adopt comprehensive written debt management policies pursuant to the recommendation of the Government Finance Officers Association (GFOA). The GFOA is a national association of government finance professionals with a shared mission to promote excellence in state and local government financial management. The GFOA provides **best practices** and a link to the ***Debt Issuance Checklist: Considerations When Issuing Bonds*** at <http://www.gfoa.org/debt-management-policy> (bottom of the webpage).

**California Debt and Investment Advisory Commission's (CDIAC)** website contains the necessary reporting forms and fees which can be found at the website <http://www.treasurer.ca.gov/cdiac/reporting.asp>. CDIAC's guidance regarding SB1029 is located at <http://www.treasurer.ca.gov/cdiac/> by clicking on "Guidance on 1029 Implementation with SB1029" on the left side of the webpage. Some of its guidance is noted below:

**Government Code 8855(i)** requires any issuer of public debt to provide a *Report of Proposed Debt Issuance* to the California Debt Investment and Advisory Commission *no later than 30 days before the sale* of such debt.

**Government Code section 8855(k)** ~ Effective January 1, 2017, state and local issuers are required to submit an **annual debt transparency report** for any issue of debt for which they have submitted a *Report of Final Sale* during the reporting period. The annual debt transparency report is due to CDIAC within seven (7) months of the close of the reporting period, defined as July 1st to June 30th. This provision makes January 31st the effective deadline for submittal of the annual debt transparency report. Debt issued between January 1, 2017 and June 30, 2017, and reported to CDIAC on or after January 21, 2017 will be required to submit an annual debt transparency report no later than January 31, 2018.

Minimum annual debt transparency report information and additional requirements/stipulations apply. Please see the Guidance from CDIAC for more detailed information.

**Reporting Requirements for Proposed Debt Issuances**

AB 2274 amended Government Code Section 8855 and is effective January 1, 2015. It requires LEAs to notify the California Debt Investment Advisory Commission (CDIAC) of **any proposed debt issuance**, which would include refinancing and other secondary issuances. In addition, the bill established reporting timeframes. No later than 30 days *prior to the sale* of any debt issue, the issuer shall submit a report of the proposed issuance to CDIAC. Not later than 21 days *after the sale* of the debt, the issuer shall submit a report of final sale to CDIAC. Instructions to all of

the requirements that CDIAC needs depending on the type of debt transaction and applicable reporting forms are available at: <http://www.treasurer.ca.gov/cdiac/reporting.asp>

AB 2551 enhances transparency requirements for local bond elections, including Proposition 39 (2000) and two-thirds vote general obligation bonds. The bill requires LEAs attempting to pass local bonds to *submit to their local elections office* the total estimated debt service, including principal and interest, if all bonds are issued, as part of the Tax Rate Statement required pursuant to Elections Code Sections 9400-9401. The aforementioned reporting requirements are applicable to any issuance of debt after AB 2274 adds reporting requirements to debt from bonds already approved by voters. It requires agencies to notify CDIAC of *any* proposed debt issuance, which **would include refinancing and other secondary issuances**. **The provisions of AB 2551 will be required for any local bond elections after January 1, 2015.**

#### **Reporting Requirements for Non-Voter-Approved Debt**

Education Code Section 17150 requires school districts to notify the County Superintendent of Schools and County Auditor at least 30 days prior to the governing boards' approval of the issuance of certificates of participation (COPs) or other non-voter-approved debt secured by real property such as: Lease purchases (LP) secured by real property; Qualified Zone Academy Bonds (QZABs) secured by real property; Revenue bonds; Energy Loans or Bond Anticipation Notes (BANs). Under the new law, the district must provide repayment schedules, evidence of the ability to repay, and costs of issuance as well as information necessary to assess the anticipated effect of the debt issuance. Within 15 days of the receipt of the information, the County Superintendent of Schools and the County Auditor are authorized to comment publicly regarding the district's capacity to repay the debt obligation, based on the information provided.



## **Additional Standard Reminders for School Districts with Qualified or Negative Certifications**

### **Debt Issuance**

The statutory requirements for debt issuance for school districts with qualified or negative interim report certifications are specifically addressed by E.C. Section 42133(a), and read as follows:

**"A school district that has a qualified or negative certification in any fiscal year may not issue, in that fiscal year or in the next succeeding fiscal year, certificates of participation, tax anticipation notes, revenue bonds, or any other debt instruments that do not require the approval of the voters of the district, nor may the district cause an information report regarding the debt instrument to be submitted pursuant to subdivision (e) of Section 149 of Title 26 of the United States Code, unless the county superintendent of schools determines, pursuant to criteria established by the Superintendent of Public Instruction, that the district's repayment of that indebtedness is probable.** A school district is deemed to have a qualified or negative certification for purposes of this subdivision if, pursuant to this article, it files that certification or the county superintendent of schools classifies the certification of that fiscal year to be qualified or negative."

E.C. Section 15140 (b) notes that a district that has received a qualified or negative certification in its most recent interim report, may not issue and sell bonds on its own behalf pursuant to this chapter without further action of the board of supervisors or officers of that county or of any other county in which a portion of the school district or community college district is located.

### **Collective Bargaining**

Government Code Section 3540.2 provides added oversight related to the collective bargaining process. Any school district with a Qualified or Negative certification under Education Code Section 42131 **shall allow the county office of education at least ten working days to review and comment on any proposed agreement made between the exclusive representative and the public school employer, or designated representative, before it is ratified.** The school district shall provide the county office with all information relevant to yield an understanding of financial impact of that agreement. The county superintendent shall notify the school district, county board of education, district superintendent, governing board of the school district, and each parent and teacher organization of the district within those 10 days if, in his or her opinion, the agreement would endanger the fiscal well-being of the school district.

Per Government Code 3540.2(d), a school district shall, upon request, provide the county superintendent of schools with all information relevant to provide an understanding of the financial impact of any final collective bargaining agreement reached.



<b>Meeting Date:</b>	1/20/2022 - 6:00 PM
<b>Category:</b>	Action Items
<b>Type:</b>	Action
<b>Subject:</b>	10.1 Consideration of 2020-2021 Audit Report and Certification
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	

**File Attachment:**  Harmony Union SD Audit Report 2021 (1).pdf

**Description:** The Board will receive and consider the District's 2020-21 audit report as prepared according to California law by the independent contract audit firm, Nigro & Nigro.

**Background Information:** School Districts are required by law to submit to an independent audit annually of their fiscal operations and related procedures and processes. This is done through contract with an approved independent audit firm that follows the instructions laid out by the state Controller's office.

**Fiscal Implications:**

**Recommendation:** For the Board to consider approval of the 2020-2021 audit.


**Approvals:**

Recommended  
By:



Matthew Morgan - Superintendent/Principal



<b>Meeting Date:</b>	1/20/2022 - 6:00 PM
<b>Category:</b>	Action Items
<b>Type:</b>	Action
<b>Subject:</b>	10.2 Consideration of 2020-21 Bond Audit Report and Certification
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	
<b>Description:</b>	The Board will receive and consider the District's 2020-21 Bond audit report as prepared according to California law by the independent contract audit firm, Nigro & Nigro.
<b>Background Information:</b>	School Districts are required by law to submit to an independent audit annually of their fiscal operations and related procedures and processes. This is done through contract with an approved independent audit firm that follows the instructions laid out by the state Controller's office.
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	For the Board to consider approval of the 2020-21 Bond audit.
<b>Approvals:</b>	Recommended By:  Matthew Morgan - Superintendent/Principal



<b>Meeting Date:</b>	1/20/2022 - 6:00 PM
<b>Category:</b>	Action Items
<b>Type:</b>	Action
<b>Subject:</b>	10.3 Consideration of Proposed Contract for Services between Maria Freebairn-Smith and HUSD re Board-Staff Restorative Justice Intervention
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	 M Freebairn-Smith re Board Staff Restoration.pdf
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	The Board approves Proposed Contract for Services between Maria Freebairn-Smith and HUSD re Board-Staff Restorative Justice Intervention
<b>Approvals:</b>	Recommended By:  Matthew Morgan - Superintendent/Principal

**Proposed Contract for Services between  
Maria Freebairn-Smith and Harmony Union School District  
Board-Staff Restorative Justice Intervention  
February 2022**

**Names**

This agreement is between Maria Freebairn-Smith, (Independent Contractor or MFS) and Harmony Union School District (Client or HUSD).

**Services to be performed:**

Restorative Conferencing work with HUSD Board and Staff to address outstanding tension in relationships regarding past distribution of funds. Intervention will not include discussions of future funding distributions but instead will address remaining and lingering negative feelings that impact the ongoing partnership between board and staff. The intended outcomes of the process are to build/rebuild trust, good working relations and increase a sense of collaboration and positive relationships.

**Phase 1: Pre-conferencing**

This phase will include 45-60 minute pre-conferencing meetings with key board members and a subset of the staff. At this point, the estimate is that there will be interviews with three board members and seven staff members.

**Phase 2: Conferencing**

This phase will include 2 meetings with a maximum length of 2.5 hours. The first meeting will be with all those who have had pre-conferencing meetings. The second meeting will “widen the circle” to include participation of a greater number of the staff and school community. This second meeting may be structured in such a way as there will be opportunities to witness and to

participate, depending on the numbers present.

### **Phase 3: Post-Conferencing Check-in**

This phase will include ideally group check-ins 60-minutes in length with both the board and the staff to support accountability for agreements made for how to move forward with more efficacy, collaboration and healing. These meetings would happen 4-6 weeks after conferencing has taken place. Ideally there would be a second check-in at about 3-4 months out from the original conferencing date.

There is a significant amount of preparation, follow-up and administrative tasks associated with this process, and also often, unforeseen conversations that need to happen. For this reason, the estimate will be project based, not hourly.

- **Project Cost: \$5,000**

### **5. Terms of Payment**

Client will pay independent contractor 100% of the total contract, \$5,000, by start date of project in 2022. Checks made out to Maria Freebairn-Smith and sent to 79 Del Oro Lagoon, Novato, CA, 94949.

**6. Equipment and Supplies** Independent Contractor, at Independent Contractor's expense, will provide routine equipment, tools and supplies necessary to perform the contractual services.

Client will provide rooms with circles of chairs (no desks or conference tables) for the training days.

### **7. Expenses**

Independent Contractor will be responsible for routine expenses required for the performance of the contractual services at the Client's site. Client may provide light refreshments in the morning and afternoon session. Client may choose to provide lunch to the participants or participants may be released for a lunch period (1/2 to 1 hour as desired by the Client.)

### **8. Terminating the Agreement**

This agreement will become effective when signed by both parties and will terminate on the date Independent Contractor has delivered services described.

### **9. Intellectual Property Ownership**

Independent Contractor retains all patent, copyright and trade secret rights in anything provided, created or developed by Independent Contractor for the training provided for the Client under this Agreement.

### **12. Disputes**

If a dispute arises, the parties will try in good faith to settle it through mediation conducted by a mediator to be mutually selected.

The parties will share the costs of the mediator equally. Each party will cooperate fully and fairly with the mediator and will attempt to reach a mutually satisfactory compromise to the dispute. If the dispute is not resolved within 30 days after it is referred to the mediator, it will be arbitrated by an arbitrator to be mutually selected.

Judgment on the arbitration award may be entered in any court that has jurisdiction over the matter. Costs of arbitration, including lawyers' fees, will be allocated by the arbitrator.

### **13. No Partnership**

This Agreement does not create a partnership relationship. Neither party has authority to enter into contracts on the other's behalf.

## **15. Entire Agreement**

This is the entire agreement between the parties. It replaces and supersedes any and all oral agreements between the parties, as well as any prior writings.

## **16. Successors and Assignees**

This agreement binds and benefits the heirs, successors and assignees of the parties.

## **17. Notices**

All notices must be in writing. A notice may be delivered to a party at the address that follows a party's signature or to a new address that a party designates in writing. A notice may be delivered:

- in person
- by certified mail, or
- by overnight courier.

## **18. Governing Law**

This agreement will be governed by and construed in accordance with the laws of the state of California.

## **19. Counterparts**

This agreement may be signed by the parties in different counterparts and the signature pages combined will create a document binding on all parties.

## **20. Modification**

This agreement may be modified only by a written agreement signed by the parties.

## **21. Waiver**

If one party waives any term or provision of this agreement at any time, that waiver will be



effective only for the specific instance and specific purpose for which the waiver was given. If either party fails to exercise or delays exercising any of its rights or remedies under this agreement, that party retains the right to enforce that term or provision at a later time.

## **22. Severability**

If any court determines that any provision of this agreement is invalid or unenforceable, any invalidity or unenforceability will affect only that provision and will not make any other provision of this agreement invalid or unenforceable and such provision shall be modified, amended or limited only to the extent necessary to render it valid and enforceable.

### **INDEPENDENT CONTRACTOR**

Maria Freebairn-Smith

79 Del Oro Lagoon

Novato, CA 94949

Dated: February 1, 2022

Signature

Maria Freebairn-Smith, Independent Contractor

**CLIENT**

Harmony Union School District

1935 Bohemian Hwy, Occidental, CA 95465

Dated: February 1, 2022

Print Name: Matthew Morgan

Signature: 



<b>Meeting Date:</b>	1/20/2022 - 6:00 PM
<b>Category:</b>	Action Items
<b>Type:</b>	Action
<b>Subject:</b>	10.4 Consideration to move \$5,000 from Fund 17 to Fund 01 to cover the fee of the Contract re Services between Maria Freebairn-Smith and HUSD re Board-Staff Restorative Justice Intervention
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	The Board approves to move \$5,000 from Fund 17 to Fund 01 to cover the fee of the Contract re Services between Maria Freebairn-Smith and HUSD re Board-Staff Restorative Justice Intervention
<b>Approvals:</b>	Recommended By:  Matthew Morgan - Superintendent/Principal



**Meeting Date:** 1/20/2022 - 6:00 PM

**Category:** Action Items

**Type:** Action


**Subject:** 10.5 Consideration of J13A Waivers for emergency closures due to power outages: 9/15/2021, 10/25/2021, 10/26/2021


**Strategic Plans:**

**Policy:**

**Enclosure**

**File Attachment:**

 J13A Harmony Elementary draft.pdf

 J13A Salmon Creek draft 21-22.pdf

**Description:**

HUSD was closed due to power outages on 9/15/2021, 10/25/2021 and 10/26/2021.

**Background Information:**

The Request for Allowance of Attendance Due to Emergency Conditions, Form J-13A is used to obtain approval of attendance and instructional time credit pursuant to Education Code (EC) sections 41422, 46200, 46391, 46392 and California Code of Regulations (CCR), Title 5, Section 428. Approval of a Form J-13A request from the California Department of Education, combined with other attendance records, serve to document a local educational agency's (LEA) compliance with instructional time laws and provide authority to maintain school for less than the required instructional days and minutes without incurring a fiscal penalty to the LEA's Local Control Funding Formula (LCFF) funding.

**Fiscal Implications:**

**Recommendation:**

For the board to consider approving and accepting the J13 A waivers for the Emergency Closure dates 9/15/2021, 10/25/2021 and 10/26/2021.

**Approvals:**

Recommended By:



Matthew Morgan - Superintendent/Principal

CALIFORNIA DEPARTMENT OF EDUCATION  
**REQUEST FOR ALLOWANCE OF ATTENDANCE DUE TO EMERGENCY CONDITIONS**  
 FORM J-13A, REVISED DECEMBER 2017

**SECTION A: REQUEST INFORMATION**

- This form is used to obtain approval of attendance and instructional time credit pursuant to *Education Code (EC)* sections 41422, 46200, 46391, 46392 and *California Code of Regulations (CCR)*, Title 5, Section 428.
- Only schools that report Principal Apportionment average daily attendance (ADA) for the purpose of calculating a K–12 Local Control Funding Formula (LCFF) entitlement should submit this form.
- Refer to the instructions and frequently asked questions at <https://www.cde.ca.gov/fq/aa/pa/j13a.asp> for information regarding the completion of this form.

**PART I: LOCAL EDUCATIONAL AGENCY (LEA)**

LEA NAME:		COUNTY CODE:	DISTRICT CODE:	CHARTER NUMBER (IF APPLICABLE):
LEA SUPERINTENDENT OR ADMINISTRATOR NAME:				FISCAL YEAR:
ADDRESS:			COUNTY NAME:	
CITY:		STATE:	ZIP CODE:	
CONTACT NAME:	TITLE:	PHONE:	E-MAIL:	

**PART II: LEA TYPE AND SCHOOL SITE INFORMATION APPLICABLE TO THIS REQUEST (Choose only one LEA type):**

<input type="checkbox"/> <b>SCHOOL DISTRICT</b> Choose one of the following: <input type="checkbox"/> All district school sites <input type="checkbox"/> Select district school sites	<input type="checkbox"/> <b>COUNTY OFFICE OF EDUCATION (COE)</b> Choose one of the following: <input type="checkbox"/> All COE school sites <input type="checkbox"/> Select COE school sites	<input type="checkbox"/> <b>CHARTER SCHOOL</b>
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**PART III: CONDITION(S) APPLICABLE TO THIS REQUEST:**

**SCHOOL CLOSURE:** When one or more schools were closed because of conditions described in *EC* Section 41422. LCFF apportionments should be maintained and instructional time credited in Section B for the school(s) without regard to the fact that the school(s) were closed on the dates listed, due to the nature of the emergency. Approval of this request authorizes the LEA to disregard these days in the computation of ADA (per *EC* Section 41422) without applicable penalty and obtain credit for instructional time for the days and the instructional minutes that would have been regularly offered on those days pursuant to *EC* Section 46200, et seq.

There was a Declaration of a State of Emergency by the Governor of California during the dates associated with this request.

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**MATERIAL DECREASE:** When one or more schools were kept open but experienced a material decrease in attendance pursuant to *EC* Section 46392 and *CCR*, Title 5, Section 428. Material decrease requests that include all school sites within the school district must demonstrate that the school district as a whole experienced a material decrease in attendance. Material decrease requests for one or more but not all sites within the school district must show that each site included in the request experienced a material decrease in attendance pursuant to *EC* Section 46392 and *CCR*, Title 5, Section 428. The request for substitution of estimated days of attendance for actual days of attendance is in accordance with the provisions of *EC* Section 46392. Approval of this request will authorize use of the estimated days of attendance in the computation of LCFF apportionments for the described school(s) and dates in Section C during which school attendance was materially decreased due to the nature of the emergency.

There was a Declaration of a State of Emergency by the Governor of California during the dates associated with this request.

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**LOST OR DESTROYED ATTENDANCE RECORDS:** When attendance records have been lost or destroyed as described in *EC* Section 46391. Requesting the use of estimated attendance in lieu of attendance that cannot be verified due to the loss or destruction of attendance records. This request is made pursuant to *EC* Section 46391:

*"Whenever any attendance records of any district have been lost or destroyed, making it impossible for an accurate report on average daily attendance for the district for any fiscal year to be rendered, which fact shall be shown to the satisfaction of the Superintendent of Public Instruction by the affidavits of the members of the governing board of the district and the county superintendent of schools, the Superintendent of Public Instruction shall estimate the average daily attendance of such district. The estimated average daily attendance shall be deemed to be the actual average daily attendance for that fiscal year for the making of apportionments to the school district from the State School Fund."*

**SECTION B: SCHOOL CLOSURE**

Not Applicable (Proceed to Section C)

Supplemental Page(s) Attached

**PART I: NATURE OF EMERGENCY** (Describe in detail.)

**PART II: SCHOOL INFORMATION** (Use the supplemental Excel form at <https://www.cde.ca.gov/fg/aa/pa/j13a.asp> if more than 10 lines are needed for this request. Attach a copy of a school calendar. If the request is for multiple school sites, and the sites have differing school calendars, attach a copy of each different school calendar to the request.)

A School Name	B School Code	C Site Type	D Days in School Calendar	E Emergency Days Built In	F Built In Emergency Days Used	G Date(s) of Emergency Closure	H Closure Dates Requested	I Total Number of Days Requested

**PART III: CLOSURE HISTORY** (List closure history for all schools in Part II. Refer to the instructions for an example.)

A School Name	B School Code	C Fiscal Year	D Closure Dates	E Nature	F Weather Related Yes/No

**SECTION C: MATERIAL DECREASE**

- Not Applicable (Proceed to Section D)  
 Supplemental Page(s) Attached

**PART I: NATURE OF EMERGENCY** (Describe in detail.)

**PART II: MATERIAL DECREASE CALCULATION** (Use the supplemental Excel file at <https://www.cde.ca.gov/fg/aa/pa/j13a.asp> if more than 10 lines are needed for this request. Refer to the instructions for information on completing the form including the definition of "normal" attendance.)

A	B	C	D	E	F	G*	H
School Name	School Code	"Normal" Attendance (October/May)	Dates Used for Determining "Normal" Attendance	Date of Emergency	Actual Attendance	Qualifier: 90% or Less (F/C)	Net Increase of Apportionment Days (C-F)
			-				
			-				
			-				
			-				
			-				
			-				
			-				
			-				
			-				
			-				
		Total:					

**PART III: MATERIAL DECREASE CALCULATION FOR CONTINUATION HIGH SCHOOLS** (Provide the attendance in hours. Use the supplemental Excel file at <https://www.cde.ca.gov/fg/aa/pa/j13a.asp> if more than 5 lines are needed for this request. Refer to the instructions for information on completing the form including the definition of "normal" attendance.)

A	B	C	D	E	F	G*	H
School Name	School Code	"Normal" Attendance Hours	Date Used for Determining "Normal" Attendance	Date of Emergency	Actual Attendance Hours	Qualifier: 90% or Less (F/C)	Net Increase of Hours (C-F)
		Total:					

\*Qualifier should be 90% or less except when the governor declares a state of emergency or in the case of a Necessary Small School (NSS) site.

**SECTION D: LOST OR DESTROYED ATTENDANCE RECORDS**

Not Applicable (Proceed to Section E)

**PART I: PERIOD OF REQUEST** The entire period covered by the lost or destroyed records commences with \_\_\_\_\_ up to and including \_\_\_\_\_.

**PART II: CIRCUMSTANCES** (Describe below circumstances and extent of records lost or destroyed.)

**PART III: PROPOSAL** (Describe below the proposal to reconstruct attendance records or estimate attendance in the absence of records.)



**SECTION E: AFFIDAVIT**

**PART I: AFFIDAVIT OF SCHOOL DISTRICT, COUNTY OFFICE OF EDUCATION, OR CHARTER SCHOOL GOVERNING BOARD MEMBERS** – All applicable sections below must be completed to process this J-13A request.

We, members constituting a majority of the governing board of \_\_\_\_\_, hereby swear (or affirm) that the foregoing statements are true and are based on official records.

Board Members Names

Board Members Signatures

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

At least a majority of the members of the governing board shall execute this affidavit.

Subscribed and sworn (or affirmed) before me, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Witness: \_\_\_\_\_ Title: \_\_\_\_\_ of \_\_\_\_\_ County, California  
(Name) (Signature)

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**PART II: APPROVAL BY SUPERINTENDENT OF CHARTER SCHOOL AUTHORIZER** (Only applicable to charter school requests)

Superintendent (or designee): \_\_\_\_\_ Authorizing LEA Name: \_\_\_\_\_  
(Name) (Signature)

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**PART III: AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS**

The information and statements contained in the foregoing request are true and correct to the best of my knowledge and belief.

County Superintendent of Schools (or designee): \_\_\_\_\_  
(Name) (Signature)

Subscribed and sworn (or affirmed) before me, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Witness: \_\_\_\_\_ Title: \_\_\_\_\_ of \_\_\_\_\_ County, California  
(Name) (Signature)

COE contact/individual responsible for completing this section:

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Request for J13A Waiver pg 2 continued:

3. Continued: Food service is not possible without water pressure for food preparation, sanitation, hot water etc.
4. Our ventilation protocols for COVID require power for the HVAC fans and filtration equipment. Without these devices in operation, we are not able to maintain healthy air quality standards for most of our classrooms and buildings during COVID or high AQI days due to wildfire smoke.
5. School communications and data networks, phone systems, and fire alarms are shut down.



Suzi Heron <sheron@harmonyusd.org>

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## Power Out at School 2021-09-15

1 message

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**Harmony Union** <Notification@target1102.brightarrow.com>  
Reply-To: Harmony Union <noreply@harmonyusd.org>  
To: sheron@harmonyusd.org

Wed, Sep 15, 2021 at 7:48 AM

Power is OUT at school. If power not restored by 9:30, school day will be ended at 10:00. No water/septic/filtration without power.



Suzi Heron <sheron@harmonyusd.org>

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## School Closure Monday October 25, 2021

1 message

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**Harmony Union** <Notification@target0112.brightarrow.com>

Mon, Oct 25, 2021 at 6:50 AM

Reply-To: Harmony Union <noreply@harmonyusd.org>

To: sheron@harmonyusd.org

Harmony/Salmon Creek & much of our service area is still without power. School is closed for Monday October 25th, 2021



Suzi Heron <sheron@harmonyusd.org>

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## Storm Update

1 message

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**Harmony Union** <Notification@target1011.brightarrow.com>

Mon, Oct 25, 2021 at 5:15 PM

Reply-To: Harmony Union <noreply@harmonyusd.org>

To: sheron@harmonyusd.org

School is still without power: PGE anticipates power @ 10pm. If power returns school will open Tuesday. Update will follow



Suzi Heron <sheron@harmonyusd.org>

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## School Closure Monday October 26, 2021

1 message

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**Harmony Union** <Notification@target101.brightarrow.com>  
Reply-To: Harmony Union <noreply@harmonyusd.org>  
To: sheron@harmonyusd.org

Tue, Oct 26, 2021 at 6:17 AM

Harmony/Salmon Creek is still without power. PG&E does not anticipator power this morning. School is closed for Tuesday October 26th, 2021

## Power Outage Update

1 message

Harmony Union <Notification@newtarget011.brightarrow.com>  
Reply-To: Harmony Union <noreply@harmonyusd.org>  
To: sheron@harmonyusd.org

Tue, Oct 26, 2021 at 10:13 AM

October 26, 2021

Dear parents & guardians,

Due to the storm this weekend, power was lost to the school site on Sunday morning. PG&E first announced a return to power by 6am Monday. At 6:30am Monday, still without power, the decision was made to close the school for the day. Yesterday afternoon we were notified that power would be restored at 10pm, but again there was no power. 6am this morning was the next check point, and power was still not restored with a new power return time set for 12 noon. PG&E offered to send generator equipment to power the school for tomorrow if they are unable to return power to the school site by this afternoon. We are in contact with the PG&E directly through their community liaison to ensure we have power for Wednesday.

There are 2 questions that arise in this situation:

1. Why is the school shut down when there is no power?
2. Why doesn't the school have local backup power?

The school is closed when electricity is down because the school relies on local grid power for much of its essential infrastructure:

- Our water supply is from a well, not a municipality. When power is off to the site, we do not have power to the well pump or booster pumps for our water lines, thus the school is without water pressure for toilets, hand washing, or drinking.
- Food service is not possible without water pressure for food preparation, sanitation, hot water etc.
- Our septic field is located up the hill in the forest, approximately 150 yards away from our tank and 60 feet vertically. We rely on electric pumps to lift our sewage to the septic field. Without pumping we cannot use flush toilets or sinks and are limited to using the 2 portable toilets on site.
- Our ventilation protocols for COVID require power for the HVAC fans and filtration equipment. Without these devices in operation, we are not able to maintain healthy air quality standards for most of our classrooms and buildings during COVID or high AQI days due to wildfire smoke.
- School communications and data networks, phone systems, and fire alarms are shut down.

The decision to close is not taken lightly. It impacts 200 staff and children and hundreds more parents, grandparents, neighbors, and many workplaces. It also impacts our school calendar, budget, and state compliance factors. We have been heavily impacted from 2 PSPS outages earlier in August and September, and now 2 days of closure from the recent storm. Shutdowns of the school have occurred due to power outage in past years, but the frequency of outages has increased in 2021 due to PG&E shutdowns and intentional delays in re-energizing lines until there are full inspection of the line (in response to the wildfires since 2017). In addition, COVID mitigation increases the necessity of power to maintain healthy operating conditions, having 200 students and staff using porta-potties without running water is not an appropriate public health strategy during COVID.

As to the 2nd question, what about back up power; the school has been working towards a permanent school-wide solution. Working with consultants from Site Logic, Harmony identified two options to provide limited backup power: propane or diesel-powered generators, or battery backup tied to our solar system. Over the summer, Sonoma County Clean Power reached out to Harmony to conduct a study for feasibility of a joint grant project to bring solar battery backup to our site. This process is underway, and we are hopeful that a solution, and funding, will be available soon. The cost of the generator system is estimated at \$300k+, the cost of battery backup is higher, but there are incentives from state and local grant sources that could cover 75-100% of a battery backup system. Harmony will complete its selection of power backup solution in the coming months, however installation will require additional time, as the infrastructure to connect the backup source to service panels and fuel (solar or propane/diesel) will require permitting with the DSA (Department of State Architects). We do not anticipate having a permanent solution installed until summer of 2022.

As for temporary solutions, PG&E has offered a mobile backup option for tomorrow (October 27th) and we are researching a temporary lease option to cover our needs until the permanent solution is installed. We will update as more

information becomes available.

Sincerely,

Matthew Morgan  
Superintendent – Principal



CALIFORNIA DEPARTMENT OF EDUCATION  
**REQUEST FOR ALLOWANCE OF ATTENDANCE DUE TO EMERGENCY CONDITIONS**  
 FORM J-13A, REVISED DECEMBER 2017

**SECTION A: REQUEST INFORMATION**

- This form is used to obtain approval of attendance and instructional time credit pursuant to *Education Code (EC)* sections 41422, 46200, 46391, 46392 and *California Code of Regulations (CCR)*, Title 5, Section 428.
- Only schools that report Principal Apportionment average daily attendance (ADA) for the purpose of calculating a K–12 Local Control Funding Formula (LCFF) entitlement should submit this form.
- Refer to the instructions and frequently asked questions at <https://www.cde.ca.gov/fq/aa/pa/j13a.asp> for information regarding the completion of this form.

**PART I: LOCAL EDUCATIONAL AGENCY (LEA)**

LEA NAME:		COUNTY CODE:	DISTRICT CODE:	CHARTER NUMBER (IF APPLICABLE):
LEA SUPERINTENDENT OR ADMINISTRATOR NAME:				FISCAL YEAR:
ADDRESS:			COUNTY NAME:	
CITY:		STATE:	ZIP CODE:	
CONTACT NAME:	TITLE:	PHONE:	E-MAIL:	

**PART II: LEA TYPE AND SCHOOL SITE INFORMATION APPLICABLE TO THIS REQUEST (Choose only one LEA type):**

<input type="checkbox"/> <b>SCHOOL DISTRICT</b> Choose one of the following: <input type="checkbox"/> All district school sites <input type="checkbox"/> Select district school sites	<input type="checkbox"/> <b>COUNTY OFFICE OF EDUCATION (COE)</b> Choose one of the following: <input type="checkbox"/> All COE school sites <input type="checkbox"/> Select COE school sites	<input type="checkbox"/> <b>CHARTER SCHOOL</b>
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**PART III: CONDITION(S) APPLICABLE TO THIS REQUEST:**

**SCHOOL CLOSURE:** When one or more schools were closed because of conditions described in *EC* Section 41422. LCFF apportionments should be maintained and instructional time credited in Section B for the school(s) without regard to the fact that the school(s) were closed on the dates listed, due to the nature of the emergency. Approval of this request authorizes the LEA to disregard these days in the computation of ADA (per *EC* Section 41422) without applicable penalty and obtain credit for instructional time for the days and the instructional minutes that would have been regularly offered on those days pursuant to *EC* Section 46200, et seq.

There was a Declaration of a State of Emergency by the Governor of California during the dates associated with this request.

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**MATERIAL DECREASE:** When one or more schools were kept open but experienced a material decrease in attendance pursuant to *EC* Section 46392 and *CCR*, Title 5, Section 428. Material decrease requests that include all school sites within the school district must demonstrate that the school district as a whole experienced a material decrease in attendance. Material decrease requests for one or more but not all sites within the school district must show that each site included in the request experienced a material decrease in attendance pursuant to *EC* Section 46392 and *CCR*, Title 5, Section 428. The request for substitution of estimated days of attendance for actual days of attendance is in accordance with the provisions of *EC* Section 46392. Approval of this request will authorize use of the estimated days of attendance in the computation of LCFF apportionments for the described school(s) and dates in Section C during which school attendance was materially decreased due to the nature of the emergency.

There was a Declaration of a State of Emergency by the Governor of California during the dates associated with this request.

---

**LOST OR DESTROYED ATTENDANCE RECORDS:** When attendance records have been lost or destroyed as described in *EC* Section 46391. Requesting the use of estimated attendance in lieu of attendance that cannot be verified due to the loss or destruction of attendance records. This request is made pursuant to *EC* Section 46391:

*"Whenever any attendance records of any district have been lost or destroyed, making it impossible for an accurate report on average daily attendance for the district for any fiscal year to be rendered, which fact shall be shown to the satisfaction of the Superintendent of Public Instruction by the affidavits of the members of the governing board of the district and the county superintendent of schools, the Superintendent of Public Instruction shall estimate the average daily attendance of such district. The estimated average daily attendance shall be deemed to be the actual average daily attendance for that fiscal year for the making of apportionments to the school district from the State School Fund."*

**SECTION B: SCHOOL CLOSURE**

- Not Applicable (Proceed to Section C)  
 Supplemental Page(s) Attached

**PART I: NATURE OF EMERGENCY** (Describe in detail.)

--

**PART II: SCHOOL INFORMATION** (Use the supplemental Excel form at <https://www.cde.ca.gov/fg/aa/pa/j13a.asp> if more than 10 lines are needed for this request. Attach a copy of a school calendar. If the request is for multiple school sites, and the sites have differing school calendars, attach a copy of each different school calendar to the request.)

A School Name	B School Code	C Site Type	D Days in School Calendar	E Emergency Days Built In	F Built In Emergency Days Used	G Date(s) of Emergency Closure	H Closure Dates Requested	I Total Number of Days Requested

**PART III: CLOSURE HISTORY** (List closure history for all schools in Part II. Refer to the instructions for an example.)

A School Name	B School Code	C Fiscal Year	D Closure Dates	E Nature	F Weather Related Yes/No

**SECTION C: MATERIAL DECREASE**

- Not Applicable (Proceed to Section D)  
 Supplemental Page(s) Attached

**PART I: NATURE OF EMERGENCY** (Describe in detail.)

**PART II: MATERIAL DECREASE CALCULATION** (Use the supplemental Excel file at <https://www.cde.ca.gov/fq/aa/pa/j13a.asp> if more than 10 lines are needed for this request. Refer to the instructions for information on completing the form including the definition of "normal" attendance.)

A	B	C	D	E	F	G*	H
School Name	School Code	"Normal" Attendance (October/May)	Dates Used for Determining "Normal" Attendance	Date of Emergency	Actual Attendance	Qualifier: 90% or Less (F/C)	Net Increase of Apportionment Days (C-F)
			-				
			-				
			-				
			-				
			-				
			-				
			-				
			-				
			-				
			-				
Total:							

**PART III: MATERIAL DECREASE CALCULATION FOR CONTINUATION HIGH SCHOOLS** (Provide the attendance in hours. Use the supplemental Excel file at <https://www.cde.ca.gov/fq/aa/pa/j13a.asp> if more than 5 lines are needed for this request. Refer to the instructions for information on completing the form including the definition of "normal" attendance.)

A	B	C	D	E	F	G*	H
School Name	School Code	"Normal" Attendance Hours	Date Used for Determining "Normal" Attendance	Date of Emergency	Actual Attendance Hours	Qualifier: 90% or Less (F/C)	Net Increase of Hours (C-F)
Total:							

\*Qualifier should be 90% or less except when the governor declares a state of emergency or in the case of a Necessary Small School (NSS) site.

**SECTION D: LOST OR DESTROYED ATTENDANCE RECORDS**

Not Applicable (Proceed to Section E)

**PART I: PERIOD OF REQUEST** The entire period covered by the lost or destroyed records commences with \_\_\_\_\_ up to and including \_\_\_\_\_.

**PART II: CIRCUMSTANCES** (Describe below circumstances and extent of records lost or destroyed.)

**PART III: PROPOSAL** (Describe below the proposal to reconstruct attendance records or estimate attendance in the absence of records.)

**SECTION E: AFFIDAVIT**

**PART I: AFFIDAVIT OF SCHOOL DISTRICT, COUNTY OFFICE OF EDUCATION, OR CHARTER SCHOOL GOVERNING BOARD MEMBERS** – All applicable sections below must be completed to process this J-13A request.

We, members constituting a majority of the governing board of \_\_\_\_\_, hereby swear (or affirm) that the foregoing statements are true and are based on official records.

Board Members Names

Board Members Signatures

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

At least a majority of the members of the governing board shall execute this affidavit.

Subscribed and sworn (or affirmed) before me, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Witness: \_\_\_\_\_ Title: \_\_\_\_\_ of \_\_\_\_\_ County, California  
(Name) (Signature)

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**PART II: APPROVAL BY SUPERINTENDENT OF CHARTER SCHOOL AUTHORIZER** (Only applicable to charter school requests)

Superintendent (or designee): \_\_\_\_\_ Authorizing LEA Name: \_\_\_\_\_  
(Name) (Signature)

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**PART III: AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS**

The information and statements contained in the foregoing request are true and correct to the best of my knowledge and belief.

County Superintendent of Schools (or designee): \_\_\_\_\_  
(Name) (Signature)

Subscribed and sworn (or affirmed) before me, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Witness: \_\_\_\_\_ Title: \_\_\_\_\_ of \_\_\_\_\_ County, California  
(Name) (Signature)

COE contact/individual responsible for completing this section:

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Request for J13A Waiver pg 2 continued:

3. Continued: Food service is not possible without water pressure for food preparation, sanitation, hot water etc.
4. Our ventilation protocols for COVID require power for the HVAC fans and filtration equipment. Without these devices in operation, we are not able to maintain healthy air quality standards for most of our classrooms and buildings during COVID or high AQI days due to wildfire smoke.
5. School communications and data networks, phone systems, and fire alarms are shut down.



Suzi Heron <sheron@harmonyusd.org>

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## Power Out at School 2021-09-15

1 message

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**Harmony Union** <Notification@target1102.brightarrow.com>  
Reply-To: Harmony Union <noreply@harmonyusd.org>  
To: sheron@harmonyusd.org

Wed, Sep 15, 2021 at 7:48 AM

Power is OUT at school. If power not restored by 9:30, school day will be ended at 10:00. No water/septic/filtration without power.



Suzi Heron <sheron@harmonyusd.org>

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## School Closure Monday October 25, 2021

1 message

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**Harmony Union** <Notification@target0112.brightarrow.com>

Mon, Oct 25, 2021 at 6:50 AM

Reply-To: Harmony Union <noreply@harmonyusd.org>

To: sheron@harmonyusd.org

Harmony/Salmon Creek & much of our service area is still without power. School is closed for Monday October 25th, 2021





Suzi Heron <sheron@harmonyusd.org>

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## Storm Update

1 message

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**Harmony Union** <Notification@target1011.brightarrow.com>

Mon, Oct 25, 2021 at 5:15 PM

Reply-To: Harmony Union <noreply@harmonyusd.org>

To: sheron@harmonyusd.org

School is still without power: PGE anticipates power @ 10pm. If power returns school will open Tuesday. Update will follow



Suzi Heron <sheron@harmonyusd.org>

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## School Closure Monday October 26, 2021

1 message

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**Harmony Union** <Notification@target101.brightarrow.com>

Tue, Oct 26, 2021 at 6:17 AM

Reply-To: Harmony Union <noreply@harmonyusd.org>

To: sheron@harmonyusd.org

Harmony/Salmon Creek is still without power. PG&E does not anticipator power this morning. School is closed for Tuesday October 26th, 2021

## Power Outage Update

1 message

Harmony Union <Notification@newtarget011.brightarrow.com>  
Reply-To: Harmony Union <noreply@harmonyusd.org>  
To: sheron@harmonyusd.org

Tue, Oct 26, 2021 at 10:13 AM

October 26, 2021

Dear parents & guardians,

Due to the storm this weekend, power was lost to the school site on Sunday morning. PG&E first announced a return to power by 6am Monday. At 6:30am Monday, still without power, the decision was made to close the school for the day. Yesterday afternoon we were notified that power would be restored at 10pm, but again there was no power. 6am this morning was the next check point, and power was still not restored with a new power return time set for 12 noon. PG&E offered to send generator equipment to power the school for tomorrow if they are unable to return power to the school site by this afternoon. We are in contact with the PG&E directly through their community liaison to ensure we have power for Wednesday.

There are 2 questions that arise in this situation:

1. Why is the school shut down when there is no power?
2. Why doesn't the school have local backup power?

The school is closed when electricity is down because the school relies on local grid power for much of its essential infrastructure:

- Our water supply is from a well, not a municipality. When power is off to the site, we do not have power to the well pump or booster pumps for our water lines, thus the school is without water pressure for toilets, hand washing, or drinking.
- Food service is not possible without water pressure for food preparation, sanitation, hot water etc.
- Our septic field is located up the hill in the forest, approximately 150 yards away from our tank and 60 feet vertically. We rely on electric pumps to lift our sewage to the septic field. Without pumping we cannot use flush toilets or sinks and are limited to using the 2 portable toilets on site.
- Our ventilation protocols for COVID require power for the HVAC fans and filtration equipment. Without these devices in operation, we are not able to maintain healthy air quality standards for most of our classrooms and buildings during COVID or high AQI days due to wildfire smoke.
- School communications and data networks, phone systems, and fire alarms are shut down.

The decision to close is not taken lightly. It impacts 200 staff and children and hundreds more parents, grandparents, neighbors, and many workplaces. It also impacts our school calendar, budget, and state compliance factors. We have been heavily impacted from 2 PSPS outages earlier in August and September, and now 2 days of closure from the recent storm. Shutdowns of the school have occurred due to power outage in past years, but the frequency of outages has increased in 2021 due to PG&E shutdowns and intentional delays in re-energizing lines until there are full inspection of the line (in response to the wildfires since 2017). In addition, COVID mitigation increases the necessity of power to maintain healthy operating conditions, having 200 students and staff using porta-potties without running water is not an appropriate public health strategy during COVID.

As to the 2nd question, what about back up power; the school has been working towards a permanent school-wide solution. Working with consultants from Site Logic, Harmony identified two options to provide limited backup power: propane or diesel-powered generators, or battery backup tied to our solar system. Over the summer, Sonoma County Clean Power reached out to Harmony to conduct a study for feasibility of a joint grant project to bring solar battery backup to our site. This process is underway, and we are hopeful that a solution, and funding, will be available soon. The cost of the generator system is estimated at \$300k+, the cost of battery backup is higher, but there are incentives from state and local grant sources that could cover 75-100% of a battery backup system. Harmony will complete its selection of power backup solution in the coming months, however installation will require additional time, as the infrastructure to connect the backup source to service panels and fuel (solar or propane/diesel) will require permitting with the DSA (Department of State Architects). We do not anticipate having a permanent solution installed until summer of 2022.




As for temporary solutions, PG&E has offered a mobile backup option for tomorrow (October 27th) and we are researching a temporary lease option to cover our needs until the permanent solution is installed. We will update as more

information becomes available.

Sincerely,

Matthew Morgan  
Superintendent – Principal



<b>Meeting Date:</b>	1/20/2022 - 6:00 PM
<b>Category:</b>	Action Items
<b>Type:</b>	Action
<b>Subject:</b>	10.6 Consideration of MOU between HUSD and County of Sonoma for managing Occidental Community Center.
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	 Occidental Community Center License Agreement.pdf   Draft SCOPE Budget.pdf
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	That the board approve the MOU between HUSD and County of Sonoma for management of Occidental Community Center. This itemed was tabled 11/2021.
<b>Approvals:</b>	Recommended By:  Matthew Morgan - Superintendent/Principal

**REVOCABLE LICENSE AGREEMENT FOR USE OF  
COUNTY FACILITIES  
OCCIDENTAL COMMUNITY CENTER**

This Agreement, made and entered into between the County of Sonoma, a political subdivision of the State of California, hereinafter called the County, and Harmony Union School District, hereinafter called the Licensee.

RECITALS

WHEREAS, the Harmony Union School District has requested the use of the Occidental Community Center to provide community programs and services for the benefit of the people of Sonoma County; and

WHEREAS, the Harmony Union School District has used the Occidental Community Center for 25 years providing community programs and services, facilities and grounds maintenance, staffing, and refuse disposal for the Occidental Community Center; and

WHEREAS, in the judgment of the Board of Supervisors, it is in the best interest of the citizens of Occidental to continue to allow the Harmony Union School District to use the Occidental Community Center; now

THEREFORE, in consideration of the premises and of the agreements of the respective parties herein set forth, it is mutually agreed as follows:

AGREEMENT

1. License. The County gives its permission, subject to all the terms and conditions of this Agreement, to use that portion of County real property described in Section 2 below.
2. Premises. Licensee is hereby permitted to use the County real property as specifically shown or described in **Exhibit A** and **Exhibit B** attached hereto and made a part hereof (hereinafter, "the premises"), consisting of the Occidental Community Center and adjacent tennis courts, located at 3920 Bohemian Highway, Occidental, California.
3. Non-exclusive License. The license herein granted is non-exclusive. County continues to maintain and control the premises including, without limitation, leasing, sub-leasing and granting of additional licenses.
4. Term. The term of this Agreement shall be one (1) year, commencing on August 30, 2012, and expiring at midnight on August 29, 2013, unless terminated earlier in accordance with Section 18 below. The Director of Regional Parks is authorized to extend the term of this agreement for periods not to exceed a cumulative total of four (4) years beyond the initial term.
5. Operating Budget and Fees. Licensee shall prepare and submit a County approved Operating Budget by August 30 each year. Licensee shall require each facility user to pay fees.

Fees must be approved by the Board of Supervisors and published in advance. Operating Budget is included in **Exhibit C** attached hereto and made a part hereof. Fee Schedule is included in **Exhibit D** attached hereto and made a part hereof.

6. Accounting Requirements. Licensee shall maintain and provide to County full and accurate accounting records of all Licensee's business conducted in the Occidental Community Center in conformance with the following:

6.1 Form, Retention and Inspection. Records shall be kept in conformance with accepted accounting practices, in a form satisfactory to County's Auditor Controller. Records shall be maintained separably from the records of any other operations Licensee may have, and shall be retained for at least four years. Licensee shall make the records available at reasonable times for inspection and audit by County.

6.2 Annual Accounting Report. Licensee shall submit to County an annual accounting report containing a detailed statement which includes revenue and expenses for operations and maintenance and any funds held for long-term operations and maintenance under this license and such other information as County's Auditor-Controller may reasonably require. The annual report shall be submitted by October 1 of each year for the prior fiscal year ending June 30, beginning October 1, 2013. The Director shall review the report for sufficiency and may contact licensee if any questions are raised. Failure by Licensee to conform to Accounting Requirements may be cause for termination under Section 20 below.

7. Consideration. Licensee shall:

7.1 In lieu of rent for the term of this Agreement, perform the maintenance and operation functions described below.

Provide at its sole cost and expense all staff, equipment, supplies, services and materials necessary to the operation of the Center as a community facility and necessary to the normal maintenance of the building in a safe, clean, and attractive condition. Operation days and hours are identified in appendix (x). As used herein, normal maintenance includes cleaning, sweeping, mopping, dusting, window cleaning, wall cleaning, sanitizing, changing light bulbs, and provision of all janitorial, toiletry and cleaning supplies. A list of cleaning supplies being used shall be submitted to County for approval prior to their use. Material Data Safety Sheets for all cleaning supplies shall be maintained by Licensee in Center office.

7.2 Provide a schedule of annual ongoing use of the Center by members of the public; prepare license agreements; verify insurance; and collect fees associated with these uses. Provide at its sole cost and expense all staff, equipment, supplies, services, and materials necessary to prepare and clean up Center after these uses.

7.3 Review and set rental rates for booking of the building as needed to offset maintenance and operational costs.

8. Use. Licensee's use shall be limited to: the use of the Premises (Occidental Community Center) to provide community programs and services for the benefit of the people of Sonoma County. No other use shall be permitted.

9. Equipment Installation and Operation. Licensee may install the equipment, at its sole cost and expense, subject to the prior written approval of County of the type, location and connection methods. Licensee's equipment shall be installed, operated and maintained in accordance with the highest standards now or hereafter generally employed for similar equipment. In the event the installation, operation or maintenance of said equipment causes any direct or indirect interference with the operation of County's facilities, equipment or the equipment of County's tenants, or other licensees, Licensee shall correct said interference, at its sole cost and expense, to the satisfaction of County. In the event said interference cannot be corrected, Licensee shall promptly remove said equipment. Such equipment shall be the property of Licensee unless affixed to the building

10. County Obligations. County shall:

10.1 Review and approve building use schedules and any changes therein.

10.2 Pay all electricity, gas, water utility and refuse charges.

10.3 Provide, at its sole cost and expense, fire insurance for building and all facilities and County personal property within building.

10.4 Provide, at its sole cost and expense, all major repairs to the Center and its mechanical equipment. As used herein a major repair includes any matter requiring specialized skills and equipment necessary to repair roof, mechanical systems, electrical systems or structure.

10.5

11. Possessory Interest. Licensee expressly recognizes and understands that this Agreement may create a possessory interest subject to property taxation and that Licensee may be subject to the payment of property taxes levied on such interest.

12. Compliance with Laws. Licensee has represented to County and hereby warrants that Licensee has complied with all laws applicable to the acceptance and use of the license herein granted. Licensee shall observe and comply at all times with all applicable federal, state and county statutes and ordinances, rules, regulations, directives, and orders of governmental agencies now in force or which may hereinafter be in force relating to or affecting the use of the license herein granted.

13. Waste; Nuisance. Licensee shall not commit, suffer, or permit the commission by others of: (i) any waste or nuisance on the premises; (ii) any action or use of the premises which interferes or conflicts with the use of the premises by County or any authorized person; or (iii) any action on the premises in violation of any laws or ordinances.

14. Inspection. County shall be permitted to enter and inspect the licensed premises at any and all times.

15. Extent of Grant of License. This Agreement and the license herein granted are valid only to the extent of County's jurisdiction as a landowner or tenant of the premises. Acquisition of any other necessary permits or entitlements for use are the responsibility of Licensee.



NOTHING CONTAINED IN THIS AGREEMENT SHALL BE CONSTRUED AS A RELINQUISHMENT OF ANY RIGHTS NOW HELD BY COUNTY.

16. Deposit Refund. Licensee agrees that the deposit, if any be required, made upon execution by Licensee of this Agreement shall not be refundable for any reason unless County, in its absolute discretion, determines such a refund, in whole or in part, to be warranted.

17. On-liability of County. County, its officers, agents, and employees shall not be liable to Licensee for any loss or damage to Licensee or Licensee's property from any cause. Licensee expressly waives all claims against County, its officers, agents, and employees, unless such injury or damage is caused by or due to the sole negligence or willful misconduct of County, its officers, agents, and employees.

18. Indemnification. Licensee agrees to accept all responsibility for loss or damage to any person or entity, including County, and to indemnify, hold harmless, and release County, its officers, agents, and employees, from and against any actions, claims, damages, liabilities, disabilities, or expenses, that may be asserted by any person or entity, including Licensee, that arise out of, pertain to, or relate to Licensee's or its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement. Licensee agrees to provide a complete defense for any claim or action brought against County based upon a claim relating to such Licensee's or its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement. Licensee's obligations under this Section apply whether or not there is concurrent negligence on County's part, but to the extent required by law, excluding liability due to County's conduct. County shall have the right to select its legal counsel at Licensee's expense, subject to Licensee's approval, which shall not be unreasonably withheld. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for Licensee or its agents under workers' compensation acts, disability benefits acts, or other employee benefit acts.

19. Insurance. With respect to performance of work under this Agreement, Licensee shall maintain and shall require all of its subcontractors, Licensees, and other agents to maintain, insurance as described in **Exhibit E**, which is attached hereto and incorporated herein by this reference

20. Termination. This agreement may be terminated by either party for any reason whatsoever upon thirty (30) days prior written notice.

21. License is Personal. The license herein granted is personal to Licensee and no right hereunder may be assigned, sublet, or otherwise transferred in whole or in part without the prior written consent of County, and any attempt to assign, sublet or transfer shall be of no force or effect whatsoever unless and until County shall have given its written consent thereto. County may withhold its consent for any reason.

22. Provisions are Conditions of Use/Occupancy. Each provision of this Agreement shall be deemed a condition of the right of Licensee to use or continue to occupy the premises. Notwithstanding anything stated to the contrary herein, if Licensee fails to perform any provision of this Agreement at the time and in the manner herein provided, County may at its option

immediately terminate this Agreement; this right to terminate shall be cumulative to any other legal right or remedy available to County.

23. Licensee to Act in Independent Capacity. Licensee, its officers, agents, and employees shall act in an independent capacity and shall not represent themselves to be or be construed to be officers, agents, or employees of County.

24. License Not a Lease. This Agreement does not constitute a lease, but constitutes a mere revocable license and Licensee is limited to the use of the premises expressly and specifically described above. If access routes are not specifically described in Section 2 of this Agreement, Licensee shall be entitled to use only the access route(s) designated by the County. Licensee shall have no right or privilege in any respect whatsoever to use any other part of the property of County for any purpose whatsoever. Licensee disclaims any interest that when coupled with the license herein granted would render it irrevocable.

25. Notice. All notices shall be made in writing and shall be given by personal delivery or by U.S. Mail or courier service. Notices, bills, and payments shall be addressed as follows:

If to County:

County of Sonoma Regional Parks Department  
2300 County Center Drive, #120A  
Santa Rosa, CA 95403

If to Licensee:

Harmony Union School District  
1111 College Ave. Santa Rosa, CA 95404

When a notice is given by a generally recognized overnight courier service, the notice shall be deemed received on the next business day. When a copy of a notice is sent by facsimile or email, the notice shall be deemed received upon transmission as long as (1) the original copy of the notice is promptly deposited in the U.S. mail and postmarked on the date of the facsimile or email (for a payment, on or before the due date), (2) the sender has a written confirmation of the facsimile transmission or email, and (3) the facsimile or email is transmitted before 5 p.m. (recipient's time). In all other instances, notices, shall be effective upon receipt by the recipient. Changes may be made in the names and addresses of the person to whom notices are to be given by giving notice pursuant to this paragraph.

26. No Continuing Waiver. The waiver by County of any breach of any of the provisions of this Agreement shall not constitute a continuing waiver of any subsequent breach of the same, or of any other provision of this Agreement.

27. Surrender. Upon the expiration or sooner termination of this Agreement, Licensee, at its sole cost and expense, shall remove, revise, or relocate such of its structures and equipment as is designated by County, restore the premises to its original condition, and vacate the premises. Should Licensee neglect to restore the premises to a condition satisfactory to County, County may perform such work or have the work performed, and Licensee shall immediately reimburse County for all direct and indirect costs associated with such work upon receipt of a statement therefore.

28. General Provisions.

28.1 Time of Essence. Time is and shall be of the essence of this Agreement and of each and every provision contained in this Agreement.

28.2 Incorporation of Prior Agreements; Amendments. This Agreement contains all the agreements of the parties with respect to any matter mentioned herein. No prior agreement, or understanding pertaining to any such matter, shall be effective. This Agreement may be modified in writing only, signed by the parties in interest at the time of the modification, and this sentence may not be modified or waived by any oral agreement, whether executed or unexecuted.

28.3 Binding Effect; Choice of Law. This Agreement shall be binding upon and inure to the benefit of the parties, their personal representatives, successors, and assigns. This Agreement shall be construed and interpreted according to the substantive law of the State of California, regardless of the law of conflicts to the contrary in any jurisdiction. Any action to enforce the terms of this Agreement or for the breach thereof shall be brought and tried in the County of Sonoma.

28.4 No Third Party Beneficiaries. Nothing contained in this Agreement shall be construed to create and the parties do not intend to create any rights in third parties.

28.5 Construction of Agreement; Severability. To the extent allowed by law, the provisions in this Agreement shall be construed and given effect in a manner that avoids any violation of statute, regulation, or law. County and Licensee agree that in the event any provision in this Agreement is held to be invalid or void by any court of competent jurisdiction, the invalidity of any such provision shall in no way affect any other provision in this Agreement. Licensee and County acknowledge that they have each contributed to the making of this Agreement and that, in the event of a dispute over the interpretation of this Agreement, the language of the Agreement will not be construed against one party in favor of the other. Licensee and County further acknowledge that they have each had an adequate opportunity to consult with counsel in the negotiation and preparation of this Agreement.

28.6 Relationship. The parties intend by this Agreement to establish the relationship of licensor and licensee only, and do not intend to create a partnership, joint venture, joint enterprise, or any business relationship other than that of licensor and licensee.

28.7 Captions. The captions in this Agreement are for convenience only and are not a part of this Agreement. The captions do not in any way limit or amplify the provisions hereof, and shall have no effect upon the construction or interpretation of any part hereof.

28.8 Nondiscrimination. Licensee shall comply with all applicable federal, state, and local laws, rules, and regulations in regard to nondiscrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition, pregnancy, disability, sexual orientation or other prohibited basis, including without limitation, the County's Non-Discrimination Policy. All nondiscrimination rules or regulations required by law to be included in this Agreement are incorporated herein by this reference.

28.9 AIDS Discrimination. Licensee agrees to comply with the provisions of Chapter 19, Article II, of the Sonoma County Code prohibiting discrimination in housing, employment, and services because of AIDS or HIV infection during the term of this Agreement and any extensions of the term.

27. Contract Enforcement. The Director of Regional Parks or his designee has the authority to enforce provisions of this Agreement. LICENSEE HAS CAREFULLY READ AND CONSIDERED THE TERMS AND CONDITIONS SET FORTH IN THIS AGREEMENT AND HEREBY AGREES THAT LICENSEE SHALL BE BOUND BY ALL SAID TERMS AND CONDITIONS.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first written above.

LICENSEE:  
Harmony Union School District

By: \_\_\_\_\_ Name: \_\_\_\_\_ Title: \_ Date:

COUNTY: COUNTY OF SONOMA

CERTIFICATES OF INSURANCE ON FILE WITH AND APPROVED AS TO SUBSTANCE FOR COUNTY:

By: \_\_\_\_\_ Department Head

Date: \_\_\_\_\_

APPROVED AS TO FORM FOR COUNTY:

By:

\_\_\_\_\_  
County Counsel

Date: \_\_\_\_\_

By:

\_\_\_\_\_

Chair

Board of Supervisors

Date: \_\_\_\_\_

ATTEST:

Clerk of the Board of Supervisors



\_\_\_\_\_

Costs	Hours/Week	Hours/Year	\$/Hour	Extended
Custodial	5	265	\$30.00	\$7,950.00
Booking & Key Management	2	104	\$40.00	\$4,160.00
Materials and Supplies				\$1,500.00
			TOTAL	\$13,610.00
Income				
Booking	10	520	\$25/hr	13,000



# Harmony Union School District

## AGENDA ITEM

<b>Meeting Date:</b>	1/20/2022 - 6:00 PM
<b>Category:</b>	Action Items
<b>Type:</b>	Info/Action
<b>Subject:</b>	10.7 Discussion with possible action of raising the pay rate for substitute teachers.
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	 Article from PD re SRCS substitute rate.pdf
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	That the Board approves substitute teacher pay raise to \$200 per day.
<b>Approvals:</b>	Recommended By:  Matthew Morgan - Superintendent/Principal

# Santa Rosa boosts pay offerings to attract more substitute staff candidates

Santa Rosa couple Michelle and Kim Covington have never taught in the classroom before. Michelle worked as a professional fundraiser and Kim, though he has many educators in his family, worked as a biologist.

But a strong appreciation for the work of teachers and a desire to help pushed them in October to apply to be substitute teachers. Their daughter at Santa Rosa High School had come home on several occasions this year, they said, saying one of her classes had no substitute teacher available for that day.

They showed up Thursday at a job fair hosted by Santa Rosa City Schools to meet some of the school district staff and to learn what requirements they'd need to fulfill to get into the classroom. The couple were hopeful to begin subbing within another month.

"It's a stressful time for the kids," Michelle Covington said. "We're in a position where we can help right now. We just kind of looked at each other and were like, 'Let's do it!'"

Interested community members with minimum qualifications like the Covingtons are Sonoma County school districts' hope to ease the pressure of [severe staffing shortages](#). This year, a lack of substitute staff has pulled administrators into the classroom when teachers are out sick or quarantined, and teachers onto the schoolyard to monitor kids during recess.

Santa Rosa City Schools last week made a key move to attract more candidates for both substitute teachers and classified staff. Officials increased the district's pay rates to some of the highest in Sonoma County and added other incentives, including a bonus for sticking around.

The school district's Board of Trustees on Oct. 27 voted unanimously in favor of the pay increase, which is set to expire in June.

"We're hoping we will attract people to stay with us," said Mike Shepherd, assistant superintendent of human resources.

Starting Nov. 1, the district will pay a full-day rate of \$200 for substitute, or "guest" teachers, as the district calls them. Long-term daily rates increase to \$300, up from \$180. The long-term half-day rate was increased by \$25, to \$150.

Classified substitutes will now start on the second step of the salary schedule rather than the first, and any substitutes who work a minimum of six hours per day for 40 days will receive a \$1,500 longevity stipend.

The changes place Santa Rosa's pay rates at or near the top among Sonoma County school districts, said John Laughlin, associate superintendent of human resources for the Sonoma County Office of Education. Several other districts also have raised their wages to try to remain competitive.

In Santa Rosa, the demand for substitute teachers has often outpaced the supply in the first 50-plus school days of the year, Shepherd said.

In a typical time, the school district would have to find substitutes for about 5% of teachers each day, Shepherd said — around 50 of Santa Rosa's approximately 1,000 teachers. This year, though, that number can be pushed up due to quarantines and illness, he said.

"If our need goes to 75 (teachers), therein lies the 25 short," he said. "Our sweet spot right now for filling positions is from our committed substitutes, maxing out between 40 and 50 a day."

The district also is hiring for 28 full-time teaching positions, according to [EdJoin](#), a job board for school staff.

There's also a need for classified staff, including yard monitors, office staff, custodians and paraprofessionals. Information on those positions and necessary qualifications can also be found on EdJoin.

At the job fair Thursday, human resources staff took down information from each applicant. Some were retired teachers, while others, like the Covingtons, were new to the profession.

Earlier this fall, the Legislature approved changes that helped enable retired teachers to reenter the system as substitutes.

One of those changes was eliminating rules that prevented retired teachers from rejoining the workforce before six months passed from their retirement date.

"Many districts are seeing that's a treasure trove of quality teachers that would be willing to come back and help," Laughlin said.

SCOE and local school districts, though, want others in the community to know there may be a place for them, whether it's helping in the cafeteria, the classroom or the playground.

Information on minimum requirements to become a substitute teacher [is available on SCOE's website](#). Santa Rosa City Schools has also [published information on its website](#) for those interested in becoming a substitute teacher or classified staff member.





"Anyone can call us at our office and we'll help people. We'll walk them through the steps," Shepherd said.

*You can reach Staff Writer Kaylee Tornay at 707-521-5250 or [kaylee.tornay@pressdemocrat.com](mailto:kaylee.tornay@pressdemocrat.com). On Twitter @ka\_tornay.*







<b>Meeting Date:</b>	1/20/2022 - 6:00 PM
<b>Category:</b>	Action Items
<b>Type:</b>	Action
<b>Subject:</b>	10.8 Consideration of contracts related to Bond Field Project: Proposal from IOR Bruce Mansell regarding Inspector of Record Services; Proposal from LACO regarding Special Testing & Inspections; Cost estimate from Brunsing regarding Geo Construction Services.
<b>Strategic Plans:</b>	
<b>Policy:</b>	
<b>Enclosure</b>	
<b>File Attachment:</b>	 Harmony Field - Estimated Fee Construction Services - Brunsing (1).pdf   Harmony Field - IOR Bruce Mansell - Proposal (1).pdf   8285.02 Water Storage Tank Proposal 20211001 (1).pdf
<b>Description:</b>	
<b>Background Information:</b>	
<b>Fiscal Implications:</b>	
<b>Recommendation:</b>	That the board approve proposal from IOR Bruce Mansell regarding Inspector of Record Services, the proposal from LACO regarding Special Testing & Inspections, and the cost estimate from Brunsing regarding Geo Construction Services for bond field project.
<b>Approvals:</b>	Recommended By:  Matthew Morgan - Superintendent/Principal



**ESTIMATED FEE FOR GEOTECHNICAL CONSTRUCTION SERVICES**

**DATE: November 8, 2021**

**CLIENT: Harmony Union School District**

**BGI JOB NO. 13141.01**

**PROJECT LOCATION: Harmony Elementary School Field and Playground Improvements, 1935 Bohemian Highway, Occidental, CA 95465**

Per our proposal dated September 9, 2019, Phase III Services During Construction, a fee estimate was not presented at that time. The information below provides the services and fee,

Item Description or Remarks	Estimated Fee
1. Perform geotechnical engineering field observation, and field and laboratory testing during construction. Intermittent observation services will generally be sufficient for compliance with our recommendations, project plans and specifications, and Title 24 requirements; Full time observation will be performed, where appropriate.	
2. Observe excavation to check that suitable bearing materials are exposed and proper cleanout achieved.	
3. Summarize the results of our construction services in a brief letter or DSA-293 form.	
Actual fees will depend on contractor's schedule, efficiency and the actual number of necessary site visits.	
	<b>\$ 10,000</b>

**Brunsing Associates, Inc.**

**Consultant:**

*Keith A. Colorado*

**Name: Keith A. Colorado**

**Title: Geotechnical Engineer - 2894**

**Date: November 8, 2021**

Bruce C. Mansell  
Inspection & Consulting  
Class 1 DSA Inspector 4745  
OSHPD Class A A-20612  
2501 Scotts Right of Way  
Sebastopol, Ca. 95472  
707-228-9300 mobile  
[nspktor@comcast.net](mailto:nspktor@comcast.net)

December 2021

## REQUEST for PROPOSAL

**BETWEEN:** Bruce C. Mansell, Class 1 DSA Inspector 4745

and

**OWNER:** Harmony Union School District  
1935 Bohemian Way  
Occidental CA. 95465

**PROJECT:** Harmony Elementary School (DSA APPL: 01-118981/FILE 49-47)  
1935 Bohemian Way, Occidental, CA. 95465

## SERVICES

1. Bruce C. Mansell, Inspection & Consulting services will provide inspection services of inspector of record: Performing the duties of Inspector of Record as outlined by the Division of the State Architect Construction Inspectors.
2. Provide inspection services during the entire period of construction, performing the services of observation and documentation as necessary to satisfy the owner's interest in the areas of integrity of construction, reporting of information regarding the details of the project, promoting excellence in construction procedure, and encouraging timely performance.
3. Principal, Bruce C. Mansell will personally inspect every aspect of the construction on site; attend project meetings and interact with the Owner, Architect, Structural Engineer, Contractor and DSA as required.
4. Per the schedule, Bruce C. Mansell will be personally overseeing and directing the activities of all assistant inspectors that may be needed.

5. A budgetary estimate for this project will be based on 4-8 Hours per day however more or less time may be required depending on requirements of DSA field personnel.

n

## FEES

1. An hourly rate of \$100.00/ hour will be charged for all work performed. That will include all travel time, mileage and equipment required.
2. Hourly work prior to start of construction will be billed at the rate of \$100.00 per hr. for consulting fees. Estimates of time or duration are based on workday consisting of 7 AM through 3:30 PM. Any other time frame will be negotiated between the Owner and IOR.
- ~~3. Reimbursement for work requiring travel \_\_\_ miles or more will be at the rate of \$.\_\_\_ per mile. Work \_\_\_ miles or more from the site will require \$\_\_\_\_\_ per day per diem.~~
- ~~4. For additional school sites a travel expense will included @ the above rate.~~
- ~~5. For multiple school sites a radio (Nextel or similar) or cell phone allowance will be supplied.~~
6. Budgetary estimate as follows: Based on the construction duration (**February 1st, 2022- Completion of Project. (\$114,800.00).**)  
(This is only a budgetary estimate actual charge may be more or less depending on contractors schedule, additional requested costs, and DSA S.E. Field Engineer site meetings and/or special inspection requirements).
7. Payment to be monthly as billed. Bills presented by the 1st of the month will be due and payable by the 1st of the following month. Bills not paid by the 5th of the following month will be charged an administration fee and interest until paid.

## REQUIREMENTS

1. Bruce C. Mansell as Inspector or Record will be provided with adequate secure office space including electricity and phone lines (voice & data line/per specs for project).
2. As inspector of record Bruce C. Mansell will be indemnified in accordance with AIA document A201 section 3.18.
3. Bruce C. Mansell Consulting & Inspection does not express or imply warranty or guarantee of any work involved in the project.
4. Disputes between parties of this contract, which might arise out of, or relating to this agreement and which cannot be resolved by reasonable negotiation between those parties shall be resolved through arbitration with construction industry rules of the American Arbitration Association.  
Upon substantial failure by either party termination will require a 30-day written notice.

Bruce C. Mansell, DSA Inspector

Date

12/2021



October 4, 2021

8285.02

Harmony Union School District  
1935 Bohemian Highway  
Occidental, CA 95465

Sent via email: c/o Bryan Valdez (bvaldez@counterpointcs.com)

Attention: Mathew Morgan - Superintendent

Subject: Proposal for Geotechnical Engineering Services  
Harmony Elementary School  
Field and Playground Improvements Project  
1935 Bohemian Highway, Occidental, California  
DSA File/Application 49-47/01-118981

Dear Mr. Morgan:

LACO Associates (LACO) is submitting this proposal to provide Special Inspection and materials testing services in connection with the Harmony School Filed and Playground Improvements project. In preparation of this proposal, we have reviewed plans prepared by TLCD Architecture dated September 14, 2021, and the DSA Form 103.

## PROJECT DESCRIPTION

The project consists of improvements to the existing athletic field with the construction of a new 6,233 square foot concrete water storage cistern, retaining walls, flatwork and a ball wall. Special Inspection and materials testing services anticipated include reinforcing steel, concrete, welding, bolting and post-installed anchors.

## SCOPE OF SERVICES

A California Registered Civil Engineer will review concrete mix design for conformance with project plans and specifications. We will be present at the rebar fabrication facility to sample and tag individual bundles for laboratory tensile and bend testing. Prior to placement of concrete in foundations and slabs, we will perform batch plant inspections to verify that materials and quantities conform to project specifications. During placement of concrete, we will observe procedures, perform temperature and slump tests, and prepare cylinders for laboratory compressive strength testing. Certified welding inspectors will observe shop and field welding, and compare our observations to project plans and specifications. We will perform load testing of post-installed anchors and torque test high-strength bolts, as required.

Inspections will be coordinated by the designated DSA Project Inspector. Inspections will be Periodic or Continuous, as determined by project and Code specifications. LACO will provide the services of qualified and certified technicians, and registered engineering staff to perform the work described above on an as-requested basis. We should be notified at least 24 hours in advance to adequately schedule our services. Any workmanship or discrepancies with construction elements we are requested to observe and/or test will be brought to the immediate attention of the Inspector of Record (IOR) and contractor(s). Field reports and laboratory test results will be distributed to the architect, engineer, IOR, and designated others. In addition, we will upload the reports to the DSA Box. We will prepare and submit interim DSA Form 291 (Interim Verified Report), as requested by the IOR. At completion of the projects, we will prepare a final DSA Form 291 (Final Verified Report) for similar distribution.

21 W. Fourth Street  
Eureka, CA 95501

707 443-5054 – Fax 707 443-0553

776 S. State Street, Suite 103  
Ukiah, CA 95482

707 462-0222 – Fax 707 462-0223

3490 Regional Parkway, Suite A  
Santa Rosa, CA 95403

707 525-1222 – Fax 707 545-7821

932 B W. Eighth Avenue  
Chico, CA 95926

530 801-6170 – Fax 707 462-0223

## COST EVALUATION

LACO will provide the services of our Special Inspectors on a time-and-materials basis **with no minimum charges** at a rate of \$175 per hour. Other charges will be in accordance with our Schedule of Rates (attached). Accordingly, based on our review of project documents, and experience with similar projects, we recommend that an estimated budget of **\$26,125** be established for our services on this project as detailed in the following table:

SPECIAL INSPECTION AND MATERIAL TESTING	HOURS	VISITS	RATE	COST
Civil engineering plan and concrete mix reviews	2	2	\$180	\$720
Rebar sample and tag	4	4	\$175	\$2,800
Special inspection during shop/field welding	6	5	\$175	\$5,250
Special inspection during concrete placement	6	10	\$175	\$10,500
Laboratory rebar tensile and bend testing (est)	-	-	-	\$500
Laboratory concrete compression tests (\$35 ea.)			-	\$1,750
Sample retrieval	2	2	\$175	\$700
Vehicle charges (\$70 per day)			-	\$1,610
Reporting - certified payroll	4	1	\$90	\$360
Professional engineering/management @ 8%	-	-	\$180	\$1,935
<b>Total</b>				<b>\$26,125</b>

Should more detailed information or a contractor's schedule become available, we can provide an updated cost evaluation. Please be advised that the actual construction schedule and progress of individual contractors controls the number of site visits needed for observation and testing, and that our total fees may vary from our budget estimate. If testing or travel beyond the scope presented herein is required, we will provide those services at the hourly rates quoted herein and/or as indicated on the Schedule of Rates. However, we will not exceed the contract budget without the owner's prior authorization.

## SPECIAL CONDITIONS AND / OR ASSUMPTIONS

- LACO is not providing geotechnical or environmental engineering for this project.
- The project qualifies as prevailing wage as set forth by California Department of Industrial Relations.
- This proposal anticipates that the rebar and welding fabrication facilities will be located within our service area. Should the facility be otherwise located, additional travel charges may apply.
- The actual sequencing of work by the contractor has the potential to significantly change the final cost of the services LACO will provide for this project. Costs may increase or decrease depending on contractor performance.
- Each site visit represents a typical site visit, portal to portal, inclusive of labor, vehicle charges, and equipment charges.
- LACO will rely on others (owner or contractor authorized representative) to coordinate the total number of site visits needed to meet the quality assurance and testing requirements of the project.
- Material testing or observation performed by LACO shall not be relied upon as acceptance of the work, and in no way relieves the Contractor of their obligation to perform the work in accordance with the requirements of the Contract Documents, including commonly accepted industry practices.
- LACO requests CLIENT or CLIENT representative assist in providing safe access during on-site visits to facilitate required field testing and sampling.

Thank you for considering our services. If this proposal is acceptable, please sign the attached as an authorization to proceed and forward contract documents for our review and execution. We look forward to working with you on these projects. Please call me directly at (707) 525-1222 should you have questions.

Sincerely,  
LACO Associates



Edward H. Crump, P.E.  
Senior Civil Engineer, Project Manager





**ENGINEERING SERVICE AGREEMENT for Materials T&I Services**

Harmony Union School District, referred to as "CLIENT", requests, and LACO Associates, referred to as "LACO", agree to provide Materials T&I services for the following project.

**Project Name:** Harmony: (B) Water Storage Special Inspections

**Project Location:** 1935 Bohemian Highway, Occidental, California

**Description of Scope and Services to Be Provided**

- See Proposal dated October 4, 2021

**Estimated Completion Date**

- December 31, 2021

*\*Estimated date of completion is contingent on when we receive the signed agreement and specified retainer.*

Prevailing Wage rates **do** apply to this project.

**Payment Terms:** Net 15

CLIENT agrees to pay at the hourly rates and to pay all other costs for the work or portion of work performed as set forth in the "SCHEDULE OF RATES" attached and made a part of this Agreement. The time and material based estimated fee is: **\$26,125\***

*\*This is an estimate of the anticipated costs associated with the services we are proposing to provide. An estimate is made with our best, professional judgment but we cannot anticipate everything that will happen during the course of completing your project and there are often unforeseen circumstances or conditions that result in a greater commitment of staff resources than the originally estimated amount. LACO reserves the right, as a condition of this service agreement, to invoice up to an amount 10% greater than the amount originally estimated without CLIENT consultation and without a fully executed service agreement amendment.*

A retainer of ~~\$0,0%~~ of the estimated fee, to be applied to the FINAL invoice, must accompany signed agreement.

This agreement includes the following attachments: GENERAL CONDITIONS, labeled GEN2007, Schedule of Rates, and others (if any) noted above.

This agreement is entered on this day, October 4, 2021, in Santa Rosa, Sonoma County, California.

**SIGNED** \_\_\_\_\_

LACO Associates  
3490 Regional Parkway, Suite A  
Santa Rosa, CA 95403  
(707) 525-1222  
(707) 545-7821 FX  
**Principal:** Dale L. Romanini  
**PM:** Edward H. Crump

**SIGNED** \_\_\_\_\_

**PRINTED** \_\_\_\_\_

**DATE** \_\_\_\_\_

**CLIENT:** Harmony Union School District  
c/o Bryan Valdez  
**ADDRESS:** 1935 Bohemian Highway  
Occidental, CA 95465  
**PHONE:**  
**EMAIL:** bvaldez@counterpointcs.com

**Received on Retainer** \_\_\_\_\_



## GENERAL CONDITIONS

LACO will perform only those services outlined in the agreed scope of work, except that CLIENT and LACO may subsequently agree in writing to provide for additional services to be rendered under this agreement for additional, negotiated compensation. The above scope of work represents the minimum program at this time. As the results of records search or other investigations or tests become known, other tests and/or sampling may be recommended to the CLIENT for written approval as Additional Services.

Invoices may be submitted to CLIENT as frequently as every four (4) weeks and/or upon completion of the work and are due and payable when presented. All accounts not paid in full within agreed payment terms will include a late payment charge from the date of the invoice, at the rate of 1.5% per month. If legal action is instituted on this account, the prevailing party shall be awarded such attorney's fees and other costs as the Court may adjudge to be reasonable. The CLIENT acknowledges the requirements of reporting cash payments for services that exceed \$10,000 under federal law. Generally, any person, as defined, in a trade or business who receives more than \$10,000 in cash in a single transaction or in related transactions must file a Form 8300 with the Internal Revenue Service. CLIENT understands that if such payment(s) are made to LACO, a Form 8300 will have to be submitted by LACO.

If CLIENT for any reason fails to pay the undisputed portion of LACO's invoices fifteen (15) days after invoice due date, LACO has the right to cease work on the project, and CLIENT agrees to waive any claim against LACO for cessation of services, and shall defend and indemnify LACO from and against any claims for injury or loss stemming from LACO's cessation of service. CLIENT agrees to pay LACO the cost associated with premature project demobilization.

In the event the project is remobilized, CLIENT agrees to pay the cost of remobilization, and shall renegotiate appropriate contract terms and conditions, such as those associated with budget, schedule, or scope of service.

In the event any bill or portion thereof is disputed by CLIENT, CLIENT shall notify LACO within ten (10) days of receipt of the bill in question, and CLIENT and LACO shall work together to resolve the matter within sixty (60) days of its being called to the attention of LACO. If resolution of the matter is not attained within sixty (60) days, either party may terminate this Agreement in accordance with condition contained herein.

LACO agrees to strive to perform the services set forth in this Agreement in accordance with generally accepted professional practices, in the same or similar localities, related to the nature of the work accomplished, at the time the services are performed. LACO's services shall not be subject to any expressed or implied warranties whatsoever.

LACO's services shall not include directly or indirectly storing, arranging for or actually transporting, disposing, treating or monitoring hazardous substances, hazardous materials, hazardous wastes or hazardous oils, except for delivery of samples to a laboratory. Unless specifically listed in the Proposal or Scope of Work, services exclude testing for the presence of asbestos, polychlorinated biphenyls (PCBs), radon gas, or any airborne pollutants.

CLIENT recognizes that subsurface conditions may vary from those observed at locations where borings, surveys, or explorations are made, and that site conditions may change with time. Data interpretations, and recommendations by LACO will be based solely on information available to LACO. LACO is responsible for these data, interpretations, recommendations, but will not accept responsibility for other parties' interpretations or use of the information developed. Because geologic and soil formations are inherently random, variable, and indeterminate in nature, the professional services rendered by LACO, and opinions provided with respect to such services under this Agreement (including opinions regarding potential cleanup costs), are not guaranteed to be representative of actual site conditions or contamination or costs, which are subject to change with time as a result of natural or man-made processes.

The CLIENT shall provide all information in its possession, custody, or control which relates to the site, its present and prior uses, or to activities at the site which may bear upon the services of LACO under this Agreement. LACO may rely on the completeness and accuracy of information supplied by CLIENT without further verification.

In recognition of the inherent risk of claims associated with the services to be provided and in consideration of our agreement to perform these services, CLIENT agrees to limit LACO's liability for CLIENT and any third parties arising from LACO's professional acts, errors or omissions, such that the total aggregate liability of engineer to all those named shall not exceed **\$40,000** or LACO's total fee for services rendered on this project, whichever is greater. (If CLIENT wishes to discuss higher limits and charges involved, he should speak with LACO.) CLIENT further agrees to require of any contractors or subcontractors an identical limitation of LACO's liability for damages suffered by the contractor or subcontractor arising from LACO's professional acts, errors, or omissions. Neither the contractor, nor any of his subcontractors assumes any liability for damages to others which may arise on account of LACO's professional acts, errors or omissions except as otherwise stipulated herein. Limitations on liability and indemnities in this Agreement are business understandings between the parties, voluntarily and knowingly entered into, and shall apply to all theories of recovery, including but not limited to, breach of contract, warranty, tort (including negligence), strict or statutory liability, or any other cause of action, except for willful misconduct or gross negligence.



Both CLIENT and LACO agree that, to the extent allowed by law, they will not be liable to each other for special, indirect, or consequential damages arising out of or related to this Agreement, whether caused by negligence, errors, omissions, strict liability, breach of contract, breach of warranty or other cause or causes whatsoever.

By this Agreement, LACO specifically excludes, disclaims and is discharged from any responsibility or liability for all direct or indirect loss or harm resulting from the presence, failure to discover, interception, escape or discharge of hazardous or toxic materials of any kind, including the contamination of soil, water, air or other property as a result thereof. This exclusion included, but is not limited to, exploration, testing, analysis, or recommendations by LACO.

LACO's scope of work does not include the investigation or detection of the presence of any Biological Pollutants in or around any structure. CLIENT agrees that LACO will have no liability for any claim regarding bodily injury or property damage alleged to arise from or be caused by the presence of or exposure to any Biological Pollutants in or around any structure. In addition, CLIENT will defend, indemnify, and hold harmless LACO from any third party claim for damages alleged to arise from or be caused by the presence of or exposure to any Biological Pollutants in or around any structure, except for damages arising from or caused by LACO's sole negligence. The term "Biological Pollutants" includes, but is not limited to, molds, fungi, spores, bacteria, and viruses, and the byproducts of any such biological organisms.

To the fullest extent permitted by law, CLIENT agrees to defend, indemnify, and hold LACO, its agents, subcontractors, and employees harmless from and against any and all claims, defense costs, including attorney's fees, damages, and other liabilities arising out of or in any way related to LACO's reports or recommendations concerning this Agreement, LACO's presence on the project property, or the presence, release, or threatened release of asbestos, hazardous substances, or pollutants on or from the project property; provided that CLIENT shall not indemnify LACO against liability for damages to the extent caused by the negligence or intentional misconduct of LACO, its agents, subcontractors, or employees.

CLIENT waives any claim against LACO and agrees to defend, indemnify and hold LACO harmless for injury or loss which may arise as a result of (1) alleged cross-contamination of aquifers caused by sampling, (2) release of pollutants to the environment, (3) drill cuttings, fluids or other presumed hazardous materials being left on-site after containerization by LACO, (4) containing, labeling, transporting, testing, storing, or other handling of contaminated samples, (5) any work, error, omission or negligent act performed by contractors or others under not complete and direct supervision by LACO for the specific task concerned.

CLIENT is responsible for accurately delineating the locations of all underground structures and utilities. LACO will take reasonable precautions to avoid known subterranean structures, and CLIENT agrees to defend, indemnify and hold LACO harmless from any claim or liability for injury or loss, including costs of defense, arising from damage done to subterranean structures and utilities not identified or accurately located.

In the absence of special arrangements, all uncontaminated samples of soil or rocks will be disposed of by LACO sixty (60) days after submission of our report. Soil, water, rock and/or other waste materials generated during work on the project site shall remain the sole property and responsibility of CLIENT. It is CLIENT's sole responsibility to arrange for lawful disposal of all waste materials. Soil, water, rock and/or other waste materials generated during LACO's work efforts on behalf of the CLIENT which may be contaminated with hazardous or toxic materials or potentially hazardous or toxic materials will be containerized on the site in approved containers at such times as they may be generated. Such materials may be required by law to be characterized and disposed of within a limited time frame. Arranging for disposal of hazardous or toxic materials or potentially hazardous or toxic materials is specifically excluded from the scope of LACO's services. Upon written request from the CLIENT, LACO may assist in coordinating or facilitating lawful disposal procedures by an appropriately-licensed contractor employed by the CLIENT. Regardless of any coordination or facilitation of disposal of hazardous or toxic materials or potentially hazardous or toxic materials by LACO on behalf of the CLIENT, CLIENT agrees to indemnify and hold harmless LACO from any claim of liability for injury, loss or environmental damage, including cost of defense, arising from any disposal of hazardous or toxic materials or potentially hazardous or toxic materials.

All laboratory and field equipment contaminated with suspected or potentially toxic or hazardous substances in performing our services will be cleaned at CLIENT's expense. Contaminated consumables will be disposed of and replaced at CLIENT's expense. Equipment (including tools) which cannot be reasonably decontaminated shall become the property and responsibility of the CLIENT. All such equipment shall be delivered to the CLIENT or disposed of in a manner similar to that indicated for hazardous samples. CLIENT agrees to pay the fair market value of any such equipment which cannot reasonably be decontaminated.

CLIENT has relied on LACO's judgement in establishing the workscope and fee for this project, given the project's nature and risks. CLIENT shall, therefore, rely on LACO's judgement as to the continued adequacy of this Agreement in light of occurrences or discoveries not originally contemplated or known. Should LACO call for contract renegotiation, LACO shall identify the changed conditions which, in LACO's judgement make such renegotiation necessary, and LACO and CLIENT shall promptly and in good faith enter into renegotiation of this Agreement to help permit LACO to continue to meet CLIENT's needs. If renegotiated terms cannot be agreed to, CLIENT agrees that LACO has an absolute right to terminate this Agreement.

LACO and CLIENT agree that discovery of unanticipated hazardous or toxic materials constitutes a changed condition mandating renegotiation or termination of services. LACO agrees to notify CLIENT as soon as practically possible should unanticipated hazardous materials or suspected



hazardous or toxic materials be encountered. CLIENT agrees to make any disclosures required by law to the appropriate governmental agencies. CLIENT and LACO also agree that discovery of hazardous materials may make it necessary for LACO to take immediate action to protect health and safety. CLIENT agrees to compensate LACO for all costs required for such action and other costs incident to such unanticipated discovery of hazardous or toxic materials.

CLIENT agrees that construction contractors, subcontractors or others not affiliated with LACO are solely responsible for safety at and near the project site. LACO will have no responsibility or liability for methods of work performance, supervision including selection of equipment, selection or direction of contractor's employees, or sequencing of construction other than that done by LACO's own employees. LACO will not be responsible for excavation safety, temporary slopes, shoring, underpinning, dewatering, or other construction activities of the contractor(s) and subcontractor(s).

Unless otherwise agreed, CLIENT will furnish to LACO, its agents, representatives and subcontractors right-of-entry on land for planned field operations. CLIENT will notify any and all possessors of the project site that the CLIENT has granted LACO free access to the site. LACO will take reasonable precautions to minimize damage to the site, but it is understood by CLIENT that, in the normal course of work, some damage may occur and the correction of such damage is not part of the Agreement unless so specified in the proposal or scope of work.

All documents, reports, boring logs, field and survey notes, tracings, and other documents prepared by LACO as instruments of service shall remain the property of LACO. All designs, information, reports, or recommendations prepared or issued by LACO are for the sole use of the CLIENT for the specific project for which they are prepared. CLIENT agrees not to provide such materials to any person or organization unless the person or organization agrees in writing to be bound by the conditions of this Agreement. CLIENT agrees to save and hold LACO harmless from any liability arising from any use made by CLIENT or any other party outside the intent of this Agreement.

All claims, disputes, and other matters in controversy between LACO and CLIENT arising out of or in any way related to this Agreement will be submitted to "alternative dispute resolution" (ADR) before and as a condition precedent to other remedies provided by law. If and to the extent that CLIENT and LACO have agreed on methods for resolving such disputes, then such methods will be set forth in the "Alternative Dispute Resolution Agreement" which, if attached, is incorporated into and made a part of this Agreement. If no specific ADR procedures are set forth in this Agreement, then it shall be understood that the parties will submit disputes to mediation as a condition precedent to litigation.

If a dispute at law arises from matters related to the services provided under this Agreement and that dispute requires litigation instead of ADR as provided above, then: (1) the claim will be brought and tried in the judicial jurisdiction of the Court of the county where LACO's principal place of business is located and CLIENT waives the right to remove the action to any other county or judicial jurisdiction, and (2) the prevailing party will be entitled to recovery of all reasonable costs incurred, including staff time, Court costs, attorney's fees, and other claim related expenses.

This Agreement may be terminated by either party upon ten (10) days written notice by certified mail, return receipt requested. If CLIENT elects to terminate this Agreement, CLIENT will be responsible for all charges, as computed under this Agreement, for work performed by LACO through the tenth day after mailing of the notice of termination.

The laws of the State of California will govern the validity of the terms, their interpretation and performance. If any of the provisions contained in this Agreement are held illegal, invalid, or unenforceable, the enforceability of the remaining provisions will not be impaired. Limitations of liability and indemnities will survive termination of this Agreement for any cause.



LACO SOUTH
2021 SCHEDULE OF RATES

HOURLY RATES

Table listing hourly rates for various roles: Senior Principal Engineer (\$260.00), Senior Geotechnical Engineer (\$235.00), Principal Engineer (\$225.00), Principal Land Surveyor (\$210.00), Principal Planner (\$185.00), Senior Engineer (\$180.00), Senior Geologist (\$170.00), Senior Planner (\$155.00), Associate Engineer (\$150.00), Laboratory Manager (\$140.00), Senior Special Inspector (\$135.00), Staff Engineer (\$130.00), Staff Planner (\$120.00), Senior Technician (\$110.00), Assistant Engineer (\$105.00), Senior Project Coordinator (\$90.00), Project Coordinator (\$80.00).

HOURLY PREVAILING WAGE FIELD INSPECTION RATES

Group 1: Masonry, Group 2: Welding / Construction Inspections (\$175.00 per hour)
Group 3: Soils, Group 4: Concrete (\$170.00 per hour)

HOURLY SURVEY RATES\*

Marking Borings / USA Marking Humboldt / Sonoma / Napa (\$201.00)
Marking Borings / USA Marking Mendocino / Lake (\$150.00)
One-Man Survey (\$150.00)
One-Man Survey (Prevailing Wage Qualifying) (\$200.00)
Two-Man Survey (\$275.00)
Two-Man Survey (Prevailing Wage Qualifying) (\$350.00)
Three-Man Survey (\$350.00)
Three-Man Survey (Prevailing Wage Qualifying) (\$475.00)

\*Hourly survey rates are charged for travel time to and from job site and on-site time.

EXPERT WITNESS SERVICES\*\*

Principal Professional Expert (\$475.00 per hour)
Senior Professional Expert (\$365.00 per hour)

\*\*Expert witness services include, but are not limited to, preparation for and attendance at depositions or court by Principal or Senior Professionals. Other staff support will be billed at regular hourly rates.

ANNUAL RATE INCREASE

LACO Associates anticipates an annual hourly rate increase of 3% to 5% effective January 1st of each new year without prior notice. For projects that span multiple years, an updated Schedule of Rates will be sent with the first invoice that reflects the annual increase.

NOTES

- 1. The above rates are regular hourly rates and include payroll costs, overhead, and profit. If overtime is requested by the client, it will be charged at 130% of the above hourly rates.
2. Outside services, including, but not limited to, consultants and laboratories, will be billed at Cost plus 15%.
3. Subsistence and per diem will be calculated at Cost plus 15%.
4. All travel time will be charged at the regular hourly rates.



**TRANSPORTATION**

Automobile and pickup:*	
Trip charge per day .....	\$70.00 per day
Minimum vehicle charge .....	\$35.00
Over 80 miles .....	Federal Rate + \$0.10 per mile
Other transportation, air travel, etc. ....	\$Cost + 15%

**MATERIALS**

Survey hubs, stakes, lath, or guineas .....	\$1.00 each
Survey markers, plain iron pipe .....	\$5.00 each
Plan copies per sheet (11x17) .....	black & white \$0.25 .....
Plan copies per sheet (24x36) .....	black & white \$5.00 .....
mylar \$20.00 .....	color \$2.50 each
mylar \$20.00 .....	color \$21.25 each
All other materials or printing.....	\$ Cost + 15%

**RATES FOR MATERIALS AND SOILS TESTING**

Laboratory tests are performed on samples delivered to our lab in Santa Rosa, California. Sample pick\_up, special tests, and unusual sample preparation are billed at the applicable hourly rate. Faxes of reports and duplicate mailings are available for \$5 each. Reports requiring review and signature will be billed at the applicable rate.

**A. AGGREGATE AND SOILS TESTING**

100.	Sieve Analysis – Coarse and Fine, Caltrans 202, ASTM C-136 .....	\$186.00
101.	Sieve Analysis – Coarse, Caltrans 202, ASTM C-136 .....	\$93.00
102.	Sieve Analysis – Fine, Caltrans 202, ASTM C-136 .....	\$93.00
103.	Finer than #200, ASTM C-117 .....	\$80.00
104.	Particle Size Analysis, ASTM D-422 .....	\$192.00
105.	Cleanness Value, Caltrans 227 .....	\$186.00
106.	Atterberg Limit - Wet.....	\$220.50
107.	Hydrometer Analysis.....	\$75.00
108.	Bulk Density of Soils .....	\$53.00
109.	Atterberg Limits, LL-PL-PI, ASTM 4318 .....	\$171.00
110.	Sand Equivalent, Caltrans 217, ASTM D-2419 .....	\$186.00
111.	Specific Gravity – Coarse, Caltrans 206, ASTM C-127 .....	\$141.00
112.	Specific Gravity – Fine, Caltrans 207, ASTM C-128 .....	\$155.00
113.	Maximum Density of Soils, Caltrans 216, ASTM D-698 or D-1557 .....	\$278.00
114.	Maximum Density of Soils with Rock Correction, ASTM D-4718 .....	\$300.00
301.	Nuclear Density Gauge (hourly), Caltrans 231, ASTM D6938 ** .....	\$15.00
302.	Nuclear Density Gauge (daily), Caltrans 231, ASTM D6938 ** .....	\$85.00
116.	Organic Impurities, ASTM C-40.....	\$80.00
117.	Moisture Content of Soils In Place, ASTM D-2216 .....	\$25.00
118.	Density of Soils In Place, ASTM 2937 .....	\$50.00
119.	Percent Crushed Particles, Caltrans 205, ASTM D-5821 .....	\$186.00
120.	Durability Index – Coarse, Caltrans 229, ASTM D-3744 .....	\$150.00
121.	Durability Index – Fine, Caltrans 229, ASTM D-3744 .....	\$150.00
122.	Concrete Slab Relative Humidity Test.....	\$98.00
123.	Unconfined Compressive Strength .....	\$80.00
124.	CBR Soils Test with Compaction .....	\$550.00
125.	Consolidation, 3" dia., ASTM D-2435 .....	\$280.00
126.	Consolidation Test – Additional Points .....	\$45.00
127.	Direct Shear, ASTM D-3080 (3 points) .....	\$275.00
128.	Direct Shear, ASTM D-3080 (per additional point) .....	\$69.00
129.	Sample Preparation .....	\$35.00
130.	Expansion Index, ASTM D-4829 .....	\$351.00
131.	Pocket Penetrometer.....	\$20.00
135.	Unit Weight, ASTM C-29 .....	\$186.00
139.	CBR Soils Test Without Compaction .....	\$350.00
166.	Max. Theoretical Specific Gravity (RICE), ASTM D2041 .....	\$175.00

167.	Moisture % of Bituminous Mixtures, CAL370 .....	\$75.00
168.	Bulk Specific Gravity of Compacted Asphalt Mixtures, ASTM D2726 .....	\$65.00
169.	Marshall Compaction, Density, 3 specimens, ASTM D6926, D2726 .....	\$345.00
170.	Marshall Stability & Flow, 3 specimens, ASTM D6927 .....	\$230.00
171.	% Binder Content, NCAT Ignition Oven, ASTM D6307 .....	\$150.00
172.	NCAT Calibration, ASTM D6307 .....	\$380.00

For other testing not listed, please inquire.

**B. CONCRETE AND FIELD TESTING**

150.	Concrete/Grout Compressive Strength (curing, testing & disposal), Caltrans 521, ASTM C-39 .....	\$35.00
151.	Concrete Compressive Strength, Caltrans 521, ASTM C-39 .....	\$35.00
152.	Specimen Processing and Curing, ASTM C-31 .....	(each) \$8.00
153.	Disposable Concrete Molds .....	(each) \$4.00
154.	Concrete Mix Design, Preparation, Review, and Adjustment .....	\$200.00
156.	Percent Entrained Air (Method ASTM C-231 or C-173)** .....	\$20.00
157.	Shrinkage Test, ASTM C-157 (3 bars) .....	(per test) \$300.00
158.	Concrete Rebound Test, ASTM C-805** .....	(per day) \$25.00
159.	Coring; Concrete, CMUs and AC, 4-inch core ** .....	\$3.00 per inch length
161.	Coring; Concrete, CMUS and AC, 6-inch core ** .....	\$3.00 per inch length
163.	Splitting Tensile Strength, ASTM C-496 .....	(per test) \$90.00
164.	Voltage Meter .....	(per day) \$35.00

**C. SPECIAL EQUIPMENT**

258.	Coating Thickness Gauge .....	(per Day) \$25.00
246.	Skidmore ** .....	(per day) \$60.00
303.	Core Drilling Machine** .....	(per day) \$75.00
333.	Load Cell ** .....	(per hour) \$15.00
334.	Torque Wrench ** .....	(per hour) \$10.00
320.	Photoionization Hydrocarbon Vapor Detector * .....	(per day) \$100.00
450.	Field Lab Analysis (Hanby) .....	(per test) \$25.00
332.	Turbidity Meter * .....	(per day) \$40.00
352.	Dissolved Oxygen Meter * .....	(per day) \$40.00
245.	pH/T/K Meter * .....	(per day) \$40.00
247.	Water Level Meter .....	(per day) \$25.00
321.	Bladder Pump/2" Submersible Pump * .....	(per day) \$45.00
224.	Cam/Portable Pump (12-volt) .....	(per well) \$5.00
336.	Pressure Washer * .....	(per day) \$45.00
323.	Steam Cleaner * .....	(per day) \$75.00
456.	Rotary Hammer Boring System .....	(per boring) \$25.00
452.	Hydro Punch .....	(per sample) \$30.00
454.	Continuous Core Sampler .....	(per foot) \$5.00
354.	Hand Auger * .....	(per day) \$25.00
22.	Traffic Control Cones (25) * .....	(per day) \$8.00
23.	Passive Skimmer (1 liter) .....	(per week) \$15.00
24.	Electric Skimmer .....	(per week) \$125.00
326.	Submersible Pump * .....	(per day) \$45.00
322.	Centrifugal Pump * .....	(per day) \$100.00
252.	Confined Space Multi-Gas Meter (LEL, Oxygen, PID, Hydrogen Sulfate, CO) .....	(per day) \$90.00
661.	Calcium Chloride Kits .....	(each) \$25.00

\* Minimum charge of 1/2-day on all equipment billed on daily basis

\*\* Plus Technician Rate

\*\*\* Sample preparation not included