

## Tiffany Wilhelm

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**To:** acuriel-rogers@cta.org  
**Cc:** SFerguson@cta.org; mgrmag@yahoo.com; Jeremy Powell; Jolene Towne (JTowne@husdschools.org); Kristen Hamman; Maria Reyes  
**Subject:** RE: 210712 HTA Financial Request for Information Fourth Response  
**Attachments:** CPRA CTA REGIONAL 071221.pdf; 11 21-22 pos control teachers excel.xlsx; 11 21-22 pos control teachers.pdf; 14 HUSD CALPADS 1.17\_FRPM\_EnglishLearnerFosterYouthCount FALL 1.pdf; 15 2021-22 HUSD FIRST INTERIM REPORT 120821.pdf; 15 2021-22 HUSD First Interim Report.DAT; 16 HUSD 2020-21 Audit Report HamiltonUSDDFINALRpt21.pdf; 17 HUSD 2ND INTERIM REPORT.DAT; CPRA ITEMS 9-17.zip

Dear Aurora,

Per your open public records request for documents suggested by you to be available October 1, 2021:

### Available October 1st, 2021

#### 9. 2021-22 Certificated Salary Cost Information:

a) Salary Schedule FTE Placement Scattergram for salary, for our bargaining unit, based on the 9/30/21 payroll, if possible, in the J-90 format, or electronically. – **attached**

b) Stipend Schedule with FTE placement Scattergram for stipends, for our bargaining unit, based on the 9/30/19 payroll. – **attached**

c) The detailed calculation for the cost of 1% for certificated bargaining unit salaries, and an explanation of the method the district is using to calculate the cost of 1% of the certificated bargaining unit salaries. – **not yet available**

d) The 2021-22 statutory costs the district is using for the certificated bargaining unit. – **attached**

10. Salary and Fringe Benefit information for all Management and Confidential Employees including annual percentage increases from 2020-21 (PY) to 2021-22 (CY) and, if available, salary schedules (J90 format). – **attached**

11. Copies of all contracts (including fee schedules), agreements and fringe benefit packages of any/all unrepresented employees (please indicate job title/description), all employee groups, School Board Trustees, legal counsel, or any third-party entity the district has signed a contract for services with, at any time during the 2021-22 school year (i.e., professional development consultants). This includes a complete copy of the Superintendent, Assistant Superintendents', Directors', and all other Administrative Contracts for the 2021-22 school year. – **attached**

12. Seniority List/Position control statement including employee name, step and column placement, longevity or anniversary increments, masters or doctors stipends, school site, program FTE's, seniority date and employment status, with teachers on leave and new teachers identified. Please provide as an unlocked excel file, if possible. Otherwise, please

provide two documents, one sorted by seniority date and the other sorted by employee name. – **attached**

**Available November 1st, 2021**

13. 2021-22 Scattergram for health and welfare benefits as of 11/1/21, for our bargaining unit and retirees, with annual district contribution to fringe benefits (DCFB) per Type, Plan and Coverage including insurance coverage name, the cost of the plan, the employee's out of pocket premium cost (if any), and FTE/retiree placements per Type of Plan and Coverage, if possible, in the J90 format, available after the open enrollment period. – **attached**

**Available December 15th, 2021**

14. 2021-22 CALPADS Enrollment Report (formerly CBEDs Enrollment report of CSIS report). This CALPADS report is site by site and in summary format. This report also includes the Unduplicated Pupil Population (UPP) or Report 1.17 FRPM/EL/FY-County. This is the report used to compute the LCFF. – **attached**

15. 2021-22 First Interim Report, in the same form as that which is filed with the COE, in both DAT and PDF format. – **attached**

16. 2020-21 Audit Report. – **attached**

**Available March 15th, 2022**

17. 2021-22 Second Interim Report, in the same form as that which is filed with the COE, in both DAT and PDF format. – **attached**

For any outstanding documents related to your public records request dated July 12, 2021 (attached), we will continue to review your request and provide such documents as they become available.

The CPRA only requires production of records which exist at the time of the request, and the District is not required to create records in order to respond to CPRA requests. (Gov. Code, §§ 6252 & 6253; *Sander v. State Bar of California* (2018) 26 Cal.App.5th 651; see also *Haynie v. Super. Ct.* (2001) 26 Cal.4th 1061.) Accordingly, to the extent this Request is seeking an existing document which includes all of the requested information, no such record exists. To the extent you are requesting the District to create such a document, this request is outside the scope of the CPRA.

Tiffany Wilhelm  
District Executive Assistant  
**Hamilton Unified School District**  
620 Canal Street, PO Box 488  
Hamilton City, CA 95951  
P: (530) 826-3261 Ext. 6011  
F: (530) 826-0440  
<https://www.husdschools.org/>

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**From:** Tiffany Wilhelm  
**Sent:** Wednesday, October 13, 2021 2:29 PM  
**To:** acuriel-rogers@cta.org  
**Cc:** SFerguson@cta.org; mgrmag@yahoo.com; Jeremy Powell <jpowell@husdschools.org>; Jolene Towne

(JTowne@hudschools.org) <JTowne@hudschools.org>; Kristen Hamman <KHamman@hudschools.org>; Maria Reyes <MReyes@hudschools.org>

**Subject:** RE: 210712 HTA Financial Request for Information Fourth Response

Dear Aurora,

Per your open public records request for documents suggested by you to be available July 15, 2021:

1. 2020-21 J90 Salary and Health Benefit Report – **provided 10/13/2021**
2. 2021-22 Adopted Projected Annual Budget in both DAT and .pdf format – **were provided on 7/28/2021**
3. Copy of the current FCMAT LCFF Calculator, in unlocked Excel format, based on the 2021-22 enacted State Budget (attached per your request) – **were provided on 7/28/2021**
4. Copy of any other LCFF Calculators – **Not applicable**

Per your open public records request for documents suggested by you to be available September 15, 2021:

5. 2021-22 County Letter of Comment – **Not applicable**
6. 2021-22 Adopted Budget/Revised – **Not applicable**
7. 2020-21 Unaudited Actuals – **attached**
8. Detailed report of Object code 8980-8999 – **attached**

For any outstanding documents related to your public records request dated July 12, 2021 (attached), we will continue to review your request and provide such documents as they become available.

The CPRA only requires production of records which exist at the time of the request, and the District is not required to create records in order to respond to CPRA requests. (Gov. Code, §§ 6252 & 6253; *Sander v. State Bar of California* (2018) 26 Cal.App.5th 651; see also *Haynie v. Super. Ct.* (2001) 26 Cal.4th 1061.) Accordingly, to the extent this Request is seeking an existing document which includes all of the requested information, no such record exists. To the extent you are requesting the District to create such a document, this request is outside the scope of the CPRA.

Tiffany Wilhelm

*District Executive Assistant*

**Hamilton Unified School District**

620 Canal Street, PO Box 488

Hamilton City, CA 95951

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<https://www.hudschools.org/>

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**From:** Tiffany Wilhelm

**Sent:** Wednesday, October 13, 2021 10:39 AM

**To:** [acuriel-rogers@cta.org](mailto:acuriel-rogers@cta.org)

**Cc:** [SFerguson@cta.org](mailto:S Ferguson@cta.org); [mgrmag@yahoo.com](mailto:mgrmag@yahoo.com); Jeremy Powell <[jpowell@hudschools.org](mailto:jpowell@hudschools.org)>; Jolene Towne <[JTowne@hudschools.org](mailto:JTowne@hudschools.org)> <[JTowne@hudschools.org](mailto:JTowne@hudschools.org)>; Kristen Hamman <[KHamman@hudschools.org](mailto:KHamman@hudschools.org)>; Maria Reyes <[MReyes@hudschools.org](mailto:MReyes@hudschools.org)>

**Subject:** RE: 210712 HTA Financial Request for Information Third Response

Dear Aurora,

Per your open public records request for documents suggested by you to be available July 15, 2021:

1. 2020-21 J90 Salary and Health Benefit Report – **see attached**
2. 2021-22 Adopted Projected Annual Budget in both DAT and .pdf format – **were provided on 7/28/2021**
3. Copy of the current FCMAT LCFF Calculator, in unlocked Excel format, based on the 2021-22 enacted State Budget (attached per your request) – **were provided on 7/28/2021**
4. Copy of any other LCFF Calculators – **Not applicable**

For any outstanding documents related to your public records request dated July 12, 2021 (attached), we will continue to review your request and provide such documents as they become available.

Tiffany Wilhelm  
District Executive Assistant  
**Hamilton Unified School District**  
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Hamilton City, CA 95951  
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**From:** Tiffany Wilhelm  
**Sent:** Wednesday, July 28, 2021 12:42 PM  
**To:** [acuriel-rogers@cta.org](mailto:acuriel-rogers@cta.org)  
**Cc:** [Sferguson@cta.org](mailto:Sferguson@cta.org); [mgrmag@yahoo.com](mailto:mgrmag@yahoo.com); Jeremy Powell <[jpowell@husdschools.org](mailto:jpowell@husdschools.org)>; Jolene Towne ([JTowne@husdschools.org](mailto:JTowne@husdschools.org)) <[JTowne@husdschools.org](mailto:JTowne@husdschools.org)>; Kristen Hamman <[KHamman@husdschools.org](mailto:KHamman@husdschools.org)>; Maria Reyes <[MReyes@husdschools.org](mailto:MReyes@husdschools.org)>  
**Subject:** RE: 210712 HTA Financial Request for Information

Dear Aurora,

Per your public records request for documents suggested by you to be available July 15 2021:

1. 2020-21 J90 Salary and Health Benefit Report – the final report is not yet available and must be reviewed by School Services before it is final. Once the final is available, it will be provided per your request.
2. 2021-22 Adopted Projected Annual Budget in both DAT and .pdf format (attached per your request)
3. Copy of the current FCMAT LCFF Calculator, in unlocked Excel format, based o the 2021-22 enacted State Budget (attached per your request)
4. Copy of any other LCFF Calculators – Not applicable

For any outstanding documents related to your public records request dated July 12, 2021 (attached), we will continue to review your request and provide such documents as they become available.

Tiffany Wilhelm  
*District Executive Assistant*  
**Hamilton Unified School District**  
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**From:** Tiffany Wilhelm  
**Sent:** Monday, July 12, 2021 3:58 PM  
**To:** [acuriel-rogers@cta.org](mailto:acuriel-rogers@cta.org)  
**Cc:** [SFerguson@cta.org](mailto:SFerguson@cta.org); [mgrmag@yahoo.com](mailto:mgrmag@yahoo.com); Jeremy Powell <[jpowell@husdschools.org](mailto:jpowell@husdschools.org)>; Jolene Towne ([JTowne@husdschools.org](mailto:JTowne@husdschools.org)) <[JTowne@husdschools.org](mailto:JTowne@husdschools.org)>; Kristen Hamman <[KHamman@husdschools.org](mailto:KHamman@husdschools.org)>  
**Subject:** FW: 210712 HTA Financial Request for Information

Dear Aurora,

Thank you for your request for information. We are presently reviewing your request.

Tiffany Wilhelm  
*District Executive Assistant*  
**Hamilton Unified School District**  
620 Canal Street, PO Box 488  
Hamilton City, CA 95951  
P: (530) 826-3261 Ext. 6011  
F: (530) 826-0440  
<https://www.husdschools.org/>

----- Forwarded message -----

**From:** Curiel-Rogers, Aurora <[acuriel-rogers@cta.org](mailto:acuriel-rogers@cta.org)>  
**Date:** Mon, Jul 12, 2021 at 1:47 PM  
**Subject:** 210712 HTA Financial Request for Information  
**To:** Jermey Powell ([jpowell@husdschools.org](mailto:jpowell@husdschools.org)) <[jpowell@husdschools.org](mailto:jpowell@husdschools.org)>  
**Cc:** Ferguson, Sean <[SFerguson@cta.org](mailto:SFerguson@cta.org)>, Maria Reyes <[mgrmag@yahoo.com](mailto:mgrmag@yahoo.com)>

Dear Superintendent Powell,

Please see request for information, attached and embedded below, from Sean Ferguson, CTA staff consultant for the Hamilton Teachers Association.

Sincerely,

Aurora Curiel-Rogers



REGION TWO - CHICO REGIONAL RESOURCE CENTER  
1430 East Avenue, Suite 1, Chico, CA 95926  
Phone: 530.345.9743 // Fax: 530.345.1839

**BY EMAIL AND U.S. MAIL**

July 12, 2021

Dr. Jeremy Powell, Superintendent

Hamilton Unified School District  
620 Canal St./P.O. Box 488  
Hamilton City, CA 95951

**Re: Hamilton Teachers Association/CTA/NEA - Annual EERA Request for Financial Information**

Dear Superintendent Powell,

On behalf of Hamilton Teachers Association (HTA)/CTA/NEA as the exclusive representative and pursuant to the Educational Employment Relations Act (EERA), I hereby request you provide me with the following information which is relevant and necessary to the performance by the HTA/CTA/NEA of its representation functions.

While this is an extensive list, as it contains customary financial documents that become available over the course of the year, I reserve the right to request additional financial data as needed. My goal is to make it easier for both of us to track by putting the due dates in a central letter/calendar format. As the documents become available, please send as much information as possible via email to my associate staff colleague Aurora Curiel-Rogers at [acuriel-rogers@cta.org](mailto:acuriel-rogers@cta.org) and to me at [sferguson@cta.org](mailto:sferguson@cta.org). If any of these documents do not apply, please indicate so and forward any other documentation that would help me obtain the data I have requested. Also, if any of these documents are available in their entirety, online, please provide the links accordingly. Should you or your office have any questions, please feel free to contact me at 530-345-9743.

I request information provided be a full and complete copy (including table of contents, criteria and standards pages, and all other supporting documents filed with the COE/State) of each of the documents/records listed below as they are/become available:

**Available July 15<sup>th</sup>, 2021**

1. 2020-21 J90 Salary and Health Benefit Report.
2. 2021-22 Adopted Projected Annual Budget in both DAT and pdf format.
3. Copy of the current FCMAT LCFF Calculator, in unlocked Excel format, based on the 2021-22 enacted State Budget, including all assumptions/information used to obtain the LCFF calculation, (i.e., all P-2 ADA and estimated P-2 ADA by grade span as was used in the district's operating budget to compute the estimated LCFF funding for 2021-22 and multi-year projections to compute the estimated LCFF funding).
4. Copy of any other LCFF Calculators (including calculators used for each charter school) or any document used to compute LCFF and multiyear funding projections, including all ADA/grade span assumptions used to obtain that calculation.

**Available August 15<sup>th</sup>, 2021**

5. 2021-22 County Letter of Comment (Required if county disapproves or conditionally approves adopted budget).

**Available September 15<sup>th</sup>, 2021**

6. 2021-22 Adopted Budget/ Revised, in the same form as that which is filed with the COE, in both DAT and PDF format.
7. 2020-21 Unaudited Actuals, in the same form as that which is filed with the COE, in both DAT and PDF format.
8. Detailed report of Object code 8980-8999, contributions, of the 2021-22 Budget Report and 202-21 Unaudited Actual Report.

**Available October 1<sup>st</sup>, 2021**

9. 2021-22 Certificated Salary Cost Information:
  - a. Salary Schedule FTE Placement Scattergram for salary, for our bargaining unit, based on the 9/30/21 payroll, if possible, in the J-90 format, or electronically.
  - b. Stipend Schedule with FTE placement Scattergram for stipends, for our bargaining unit, based on the 9/30/19 payroll.
  - c. The detailed calculation for the cost of 1% for certificated bargaining unit salaries, and an explanation of the method the district is using to calculate the cost of 1% of the certificated bargaining unit salaries.
  - d. The 2021-22 statutory costs the district is using for the certificated bargaining unit.
10. Salary and Fringe Benefit information for all Management and Confidential Employees including annual percentage increases from 2020-21 (PY) to 2021-22 (CY) and, if available, salary schedules (J90 format).

11. Copies of all contracts (including fee schedules), agreements and fringe benefit packages of any/all unrepresented employees (please indicate job title/description), all employee groups, School Board Trustees, legal counsel, or any third-party entity the district has signed a contract for services with, at any time during the 2021-22 school year (i.e., professional development consultants). This includes a complete copy of the Superintendent, Assistant Superintendents', Directors', and all other Administrative Contracts for the 2021-22 school year.
12. Seniority List/Position control statement including employee name, step and column placement, longevity or anniversary increments, masters or doctors stipends, school site, program FTE's, seniority date and employment status, with teachers on leave and new teachers identified. Please provide as an unlocked excel file, if possible. Otherwise, please provide two documents, one sorted by seniority date and the other sorted by employee name.

**Available November 1<sup>st</sup>, 2021**

13. 2021-22 Scattergram for health and welfare benefits as of 11/1/21, for our bargaining unit and retirees, with annual district contribution to fringe benefits (DCFB) per Type, Plan and Coverage including insurance coverage name, the cost of the plan, the employee's out of pocket premium cost (if any), and FTE/retiree placements per Type of Plan and Coverage, if possible, in the J90 format, available after the open enrollment period.

**Available December 15<sup>th</sup>, 2021**

14. 2021-22 CALPADS Enrollment Report (formerly CBEDs Enrollment report of CSIS report). This CALPADS report is site by site and in summary format. This report also includes the Unduplicated Pupil Population (UPP) or Report 1.17 FRPM/EL/FY-County. This is the report used to compute the LCFF.

15. 2021-22 First Interim Report, in the same form as that which is filed with the COE, in both DAT and PDF format.

16. 2020-21 Audit Report.

**Available March 15<sup>th</sup>, 2022**

17. 2021-22 Second Interim Report, in the same form as that which is filed with the COE, in both DAT and PDF format.

**Available June 1<sup>st</sup>, 2022, if applicable**

18. 2021-22 Third Interim Report, in in the same form as that which is filed with the COE, in both DAT and PDF format.

19. Any correspondence and reports and calculations on the special education funding the district will receive in 2022-23, as a result of the enacted 2022-23 California State Budget.

20. If applicable during the 2022-23 school year, copies of any of the following reports:

- a. SABRE (Salary and Benefits Comparability Report)
- b. CADIE (Comparative Analysis of District Income and Expenditures)
- c. SARC (School Accountability Report Card) or any similar report



- d. Any FCMAT Generated Report
- e. Any Demographics Reports
- f. Any other report(s) pertinent to contract negotiations.

Thank you in advance for your assistance in providing me with the above documents currently available within ten (10) business days from the date of this letter, or the date in which the above documents become available. My intent is not to cause additional work for your clerical staff but to receive this data on an ongoing basis when the information is available and/or filed with the state. If you have any questions, please feel free to contact me at 530-345-9743.

Sincerely,

Sean Ferguson

CTA Regional UniServ Staff

cc: Maria Reyes, Hamilton Teachers Association President

**Aurora Curiel-Rogers**

**Field Services Specialist | Chico RRC**

1430 East Ave #1 | Chico, CA 95926

Phone: 530-345-9743 | Fax: 530-345-1839



Follow us on:



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Jeremy Powell, Ed.D.  
Superintendent  
Hamilton Unified School District  
620 Canal Street  
Hamilton City, Ca 95951  
530.826.3261 ext. 6005