

Sacramento Valley Charter School

Transaction Report

July 23 to August 20, 2025

	Account	Amount
Total for Miscellaneous		
	UNRESTRICTED REVENUE:0000 - Unrestricted:8699 - Other Local Income:Miscellaneous : Donation	\$ 2,080.00
Total for Transportation		
	UNRESTRICTED REVENUE:0000 - Unrestricted:8699 - Other Local Income:Transportation	\$ 121,353.86
Total for 8311 - Special Education - State		
	V RESTRICTED REVENUE:6500 - Special Education - Sac Vly Chtr - July 25-26	17,042.00
	25-26 Jul NPSRTC Sacvly	\$ (154.00)
		\$ 16,888.00
		\$ 140,321.86

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Sacramento Valley Charter School
Check Detail
July 23 - August 20, 2025

Date	Transaction Type	Num	Name	Memo/Description	Amount
07/24/2025	Check	6347	Amazon capital Services	For office supplies	1,174.74
				For awards and medals	223.39
				For Graduation supplies	549.21
				For Classroom supplies - teacher's desk, bookshelves, folders,	4,742.90
				For classroom supplies/ Summer Blast	7,621.71
				For Annie Play supplies	523.21
					14,835.16
07/24/2025	Check	6348	MetLife	For AD&D/LTD	479.47
07/31/2025	Check	6349	Buck Master	For - In building move and reconnect (Printer)	245.80
07/31/2025	Check	6350	T-mobile	For 20 hotspot connection	400.00
				For school cellphones	240.96
					640.96
07/31/2025	Check	6351	Dr. Vendetta Dozier-Brown	Reimbursement for office supplies	179.84
07/31/2025	Check	6352	Preet Cheema	Reimbursement for Classroom Supplies 2025-2026 School year	359.84
07/31/2025	Check	6353	Leonardo Preciado-Chavez	Reimbursement for Class room supplies 2024-2025	391.05
07/31/2025	Check	6354	Manjit Sekhon	Seattle Hotel Booking (Remaining actual balance) For PLC	181.77
08/01/2025	Check	6356	US Bank	Las Vegas Conference	2,532.21
				Nuso, LLC Bill	579.34
				Mailing	6.75
				Summer Blast PD/ Refreshments	1,166.62
				For Office Supplies	2,055.89
				For Summer Supplies	241.76
				For Classroom supplies	390.26
				For Microsoft, Wave Cloud, Google & YT Premium	444.29
				Seattle PD Aug05-Aug07 2025	3,375.94
				Summer Blast - Filed Trip	580.87
				Summer Blast - Field Trip	2,323.51
				For Bus Supplies	193.58
				For Driver Drug Test	50.00
				For DMV Expence	23.46
					13,964.48
08/05/2025	Check	6357	Buck Master	For Printer Services	531.47
08/05/2025	Check	6358	Discard LLC	For assembling new desk, move furniture to another building and remove furniture	2,900.00

Actual
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08/05/2025	Check	6359 Serve 3 Network	For Tech Support - July & August 2025	3,484.80
			Grandstream - Appliance, Programming & Commissioning. Hardware IP Phone , 12 lines , 6 SIP Accounts	2,011.64
				5,496.44
08/05/2025	Check	6360 Uline	For Storage Cabinet, Stainless steel wire shelving unit - Teacher classroom, Wall mount cabinet - Main Office	2,440.61
08/05/2025	Check	6361 Vicky Dali CPA LLC	Invoice for the month of July 2025	8,707.50
08/06/2025	Check	6362 Coro Medical LLC	Quantity= 2 Inspection Tag/ Semi Auto with WIFI Includes Uni Padz For AED pads	4,210.50
08/06/2025	Check	6363 City of West Sacramento	For Utility charges	1,149.22
08/06/2025	Check	6364 PG&E	A/C 3276525243-5 = \$27.10 A/C 7686528609-0 = \$30.04 Billing Days 6/4/2025-7/6/2025 For Utility Bills	57.14
08/06/2025	Check	6365 Houghton Mifflin Harcourt	For Go Math book K to 8th grade	8,421.89
08/06/2025	Check	6366 Advance Classroom Technologies	For Promethean Equipment OPS, Warranty, Wall Mount, & Power cords For Promethean Training Expense Installed in the Summer: 06/09/2025 - 06/13/2025 Used in the Summer: 06/16/2025-07/18/2025	30,564.34 5,000.00 35,564.34
08/06/2025	Check	6367 Discard LLC	For Discard & build teacher's desk	2,500.00
08/06/2025	Check	6368 Preet Cheema	Reimbursement for classroom supplies	11.15
08/12/2025	Check	6370 Great America Financial	For Copier Lease	829.93
08/12/2025	Check	6371 Bay Alarm Company	A/c 3304744 :- \$ 620.79 -Sprinkler Inspection \$150 -Monitoring Fee Fire \$ 470.79 A/c 3304844 - \$235.44 (Security alarm monitoring service) For Security Alarm Monitoring Services 09/1/25 to 11/30/25	856.23
08/12/2025	Check	6372 Fishers & Phillips LLP	For Legal Fee	1,541.50
08/12/2025	Check	6373 Buck Master	For Classroom - Copies (B/W & Color)	750.72
08/12/2025	Check	6374 Zoom Video Communication Inc	For Annual Fee Aug 12, 2025- Aug 11,2026	2,490.00
08/12/2025	Check	6375 Melanie Reis	For Seattle PLC Conference - Food/Uber/Hotel 5th to 7th August 2025 For Classroom Supplies	777.03 91.78 868.81
08/12/2025	Check	6376 Jasmyrn L Nadra	Aug 3 2025 - Aug 7 2025 Reimbursement for Seattle PLC Conference Food/ Lyfts	527.94
08/12/2025	Check	6377 Young, Minney & Corr, LLP	For Legal Fee	6,553.00

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08/12/2025	Check	6378 Apparjit Duhra	For Reimbursement Seattle Conference Aug 5 - Aug 7,2025	338.15
08/12/2025	Check	6379 Rajdeep Dosanjh	For Reimbursement Hotel & Flight	1,582.30
08/12/2025	Check	6380 Neetu Dhillon	Refund for Transportation Fee	625.00
08/12/2025	Check	6381 WageWorks	For Cobra Services- 2months	200.00
08/12/2025	Check	6382 Discard LLC	For assemble desk & move furniture	800.00
08/12/2025	Check	6383 EMS LINQ INC	For Annual Meal Subscription 07/01/25 - 06/30/2026	1,644.50
08/12/2025	Check	6384 Discard LLC	For Junk removal	600.00
08/12/2025	Check	6385 Jonah Husted	Reimbursement for Seattle PLC - Hotel, Flight, Food & Uber	2,069.93
08/18/2025	Check	6386 Leonardo Preciado-Chavez	Reimbursement for Seattle PLC - Hotel/Food & Uber	2,153.04
08/18/2025	Check	6387 West Sacramento Truck Stop	For Fuel - Summer school (KN to 6th)	2,417.73
			For Fuel - Summer school (7th Grade)	268.63
				2,686.36
08/18/2025	Check	6388 Nikita Dhir	Reimbursement for Classroom Supplies	313.73
08/18/2025	Check	6389 Uline	For 4 bookshelves for 5th grade	1,484.67
08/18/2025	Check	6390 New Horizon Flooring	Invoice for the month of August 2025	6,300.00
			Additional Day Porter	1,265.00
			Disinfection Services	250.00
				7,815.00
08/18/2025	Check	6391 Sarbjeet Nijjar	Reimbursement for Seattle PLC - Food & Uber	662.73
08/18/2025	Check	6392 Tiara Patterson	Reimbursement for Classroom Supplies	162.44
08/18/2025	Check	6393 McGraw Hill	For Science, Social Science and wonders ELA Curriculum - KN to 8th Grade (5Years Contract)	123,544.77
08/18/2025	Check	6394 Interior Spaces Corp	For Remaning Balance - HR office furniture	2,746.64
08/18/2025	Check	6395 Sikh Temple - Rent Payable	Rent for the month of July & August 2025	63,528.00
08/18/2025	Check	6396 Dr. Vendetta Dozier-Brown	Reimbursement - Seattle PLC Conference, Food, Ticket, Hotel and Uber	2,037.79
			Reimbursement for Office Supplies	86.83
			For Job Posting	601.42
			For Junk Remove	380.00
				3,106.04
08/18/2025	Check	6397 Sara Humphreys	Reimbursement for Office Supplies	157.66

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Sacramento Valley Charter School
Education Protection Account
2024-25 Results
For Action on August 20, 2025

BACKGROUND

The creation of the Education Protection Account (EPA) by Proposition 30, *The Schools and Local Public Safety Protection Act of 2012*, approved by the voters on November 6, 2012, temporarily increased the states sales tax rate for all taxpayers and the personal income tax rates for upper-income taxpayers.

Revenues generated from Proposition 30 have been deposited into the state account called the EPA and local agencies have the sole authority to determine how the funds received from the EPA are spent, with these provisos:

- The spending plan must be approved by the governing board during a public meeting
- EPA funds cannot be used for the salaries or benefits of administrators or any other administrative costs
- Each year, the local agency must publish on its website an accounting of how much money was received from the EPA and how the funds were expended

EPA funds are not additional revenue, it is an offset to the funds due under the LCFF. Approximately 20% of the school's total LCFF funding must be accounted for under the SACS resource code 1400.

In addition to the above requirements, the school's annual financial audit must include verification that the EPA funds were used as specified by Proposition 30.

RECOMMENDATION AND DESCRIPTION OF RESULTS

Approve the 2024-25 EPA Results. The Board approved the 2024-25 EPA Plan at an estimated amount of \$1,240,204 per SVCS' adopted budget. The actual EPA for 2024-25 was \$1,330,746 plus a \$1,200 prior year adjustment for a total of \$1,331,946. The funds were used for teachers' salaries. The use of QuickBooks and ADP make it impractical to code specific staff to the EPA resource code so the accounting will continue to be by journal entry following the quarterly wire transfer of funds from Yolo County Office of Education/Yolo County Treasury to SVCS.

EPA Results 2024-25			
<u>REVENUE (EST.)</u>	<u>SACS Resource</u>	<u>SACS Object</u>	
LCFF Redirected to EPA	1400	8012	\$1,331,946*
<u>EXPENDITURES (EST.)</u>			
Teacher Salaries (non-admin)	1400	1100	\$1,331,946

*As reported by the CDE on the 4th Quarter Apportionment Payment Schedule in June 2025

All EPA funds are expended on non-administrative costs.

Action
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Interior Spaces Corp
 834 Striker Ave, Suite A
 Sacramento, CA 95834
 PH/FX: 916-641-1515
 www.interiorspacescorp.com

QUOTE

DATE	QUOTE #
08/11/25	ISC250082A
SALES REP	PAYMENT TERMS
Stacey Thompson	Balance Due Upon Receipt

BILL TO:
Dr. Vendetta Dozier-Brown Sac Valley Charter School 2399 Sellers Way West Sacramento, CA 95691-3046 PH: 916-596-6422

CUSTOMER PURCHASE ORDER

FINAL LOCATION:
Dr. Vendetta Dozier-Brown Sac Valley Charter School 2399 Sellers Way West Sacramento, CA 95691-3046 PH: 916-596-6422

ITEM #	QTY	PRODUCT	UNIT PRICE	EXT. PRICE
1	3.00	N9NE Furniture Group 579781 Phaser Series -- TAG/LOCATION: 7704S	\$ 419.33	\$ 1,257.99
2	2.00	N9NE Furniture Group 88711 Mesh Back, Post Leg Guest Chair -- TAG/LOCATION: 88711	\$ 136.00	\$ 272.00
3	2.00	N9NE Furniture Group CPSBF SILVER Mobile Metal Box/File Pedestal SILVER = FIN: Silver -- TAG/LOCATION: CPSBF	\$ 211.25	\$ 422.50
4	1.00	N9NE Furniture Group PL103 ASPEN SILVER Desk Shell, 30" x 60" ASPEN = LAM: Aspen SILVER = FIN: Silver -- TAG/LOCATION: PL103	\$ 194.03	\$ 194.03
5	1.00	N9NE Furniture Group PL166 ASPEN SILVER Full Box/Box/File Pedestal ASPEN = LAM: Aspen SILVER = FIN: Silver -- TAG/LOCATION: PL166	\$ 230.29	\$ 230.29
6	2.00	N9NE Furniture Group PLT3066 ASPEN Rectangular Top, 30" x 66" ASPEN = LAM: Aspen -- TAG/LOCATION: PLT3066	\$ 141.89	\$ 283.78
7	1.00	N9NE Furniture Group PLT36R ASPEN Round Top, 36" dia.	\$ 116.96	\$ 116.96

Action
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QUOTE

DATE	QUOTE #
08/11/25	ISC250082A
SALES REP	PAYMENT TERMS
Stacey Thompson	Balance Due Upon Receipt

ITEM #	QTY	PRODUCT	UNIT PRICE	EXT. PRICE
		ASPEN = LAM: Aspen -- TAG/LOCATION: PLT36R		
8	2.00	N9NE Furniture Group PLTDEAB4872E3S2MWF24 SILVER Deluxe Electric Height Adj. Base, 30" x 66", With Pair of Feet, Basic Remote SILVER = FIN: Silver -- TAG/LOCATION: PLTDEAB3066WF	\$ 487.33	\$ 974.66
9	1.00	N9NE Furniture Group PLTXB3028BRU Metal "X" base only - 30" spread, 29" high -- TAG/LOCATION: PLTXBM24	\$ 258.40	\$ 258.40
10	2.00	N9NE Furniture Group Mobile Metro Carts Heavy Duty Storage Shelving Unit with Casters, 36"W x 18"D x 72"H	\$ 127.14	\$ 254.28
11	2.00	N9NE Furniture Group Neatech Cable Manager Mesh Cable Manager	\$ 42.86	\$ 85.72
12	1.00	N9NE Furniture Group FREIGHT FREIGHT CHARGE	\$ 0.00	\$ 0.00
13	1.00	SLT Design Group Corp Installation Services The cost to receive, deliver and install IT furniture on the 2nd floor, area to be free and clear of existing furniture and copier. Must have use of elevator.	\$ 0.00	\$ 0.00

NOTES: Project # 02300

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 834 Striker Ave, Suite A
 Sacramento, CA 95834
 PH/FX: 916-641-1515
 www.interiorspacescorp.com

QUOTE

DATE	QUOTE #
08/11/25	ISC250082A
SALES REP	PAYMENT TERMS
Stacey Thompson	Balance Due Upon Receipt

ITEM #	QTY	PRODUCT	UNIT PRICE	EXT. PRICE
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WE ARE PLEASED TO QUOTE THE FOLLOWING ITEMS FOR YOUR APPROVAL. THESE ITEMS ARE SUBJECT TO THE TERMS AND CONDITIONS OF THE SALE WHICH ARE PART OF THIS AGREEMENT. THE MERCHANDISE WILL BE ORDERED UPON RECEIPT OF THIS SIGNED CONTRACT AND DEPOSIT. THIS OFFER WILL EXPIRE 30 DAYS FROM THE QUOTATION DATE. THIS QUOTATION, WHEN ACCEPTED IS A CONTRACT BINDING ON BOTH PARTIES AND IS NOT SUBJECT TO CHANGE OR CANCELLATION EXCEPT BY WRITTEN CONSENT BY BOTH PARTIES.

X _____ Date 08/11/25
 Stacey Thompson
 Interior Spaces Corp

X _____ Date _____
 Title _____
 Sac Valley Charter School

SUBTOTAL	\$4,350.61
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FREIGHT	\$175.00
DELIVERY/SET-UP	\$950.00
SALES TAX (9.25%)	\$402.43

TOTAL	\$5,878.04
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DEPOSIT REQUESTED (\$2,939.02)

BALANCE	\$2,939.02
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SACRAMENTO VALLEY CHARTER SCHOOL
Academic Calendar 2025-2026

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Regular Student Attendance Day: 8:40 a.m. – 2:45 p.m.	Minimum Day for Students: 8:40 a.m. – 1:45 p.m. Teacher Professional Learning Communities	Minimum Day for Students: 8:40 – 12:30 (Parent/Teacher Conferences)
Teacher Workday / PD – No Students	First and Last Day of School for Students	Holiday – No School
TK & Kindergarten Orientation: 8:30-11:30 a.m.	Middle School Orientation: 9:00 – 11:30 a.m.	Mid-Winter and Spring Break– No School
*Family Back-to-School Night: Th, Aug 28th @4:30-6:00 p.m.	Total Student Instructional Days = 175 Days	Total Teacher Work Days = 180 Days
Progress Reports Due 10/1/25	1 st Trimester Ends: 10/24/25	2 nd Trimester Ends: 2/27/26
TK Graduation 5/27/26	K Graduation 5/28/26	3 rd Trimester Ends: 5/21/26
		8th Grade Promotion 5/29/26

Action
B2

Sacramento Valley Charter School

Personal Necessity Leave

Certificated and classified employees may use up to three (3) days of unused sick leave in cases of personal necessity upon prior approval. The following are incidents in which personal necessity leave may be used:

- Death or serious illness of a member of an employee's immediate family (this is in addition to Bereavement Leave);
- Accident involving an employee's person or property, or the person or property of a member of an employee's immediate family;
- Appearance in court as a litigant, or as a witness under official order;
- Adoption of a child;
- The birth of a child making it necessary for an employee who is the parent of the child to be absent from their position during the work hours;
- Business matters which cannot reasonably be conducted outside the workday;
- A monumental life event;
- Religious observance; and
- Mental health days.

All requests to use personal necessity leave shall require forty-eight (48) hours advance approval (except in emergencies, which shall be evaluated on a case-by-case basis) from the Principal. Approval shall be at the discretion of the Principal and shall not serve as precedent for any other request. Personal necessity leave shall not be used for recreation, vacation, seeking employment, and other activities not covered above. Verification of personal necessity leave may be required upon return to work. Personal necessity leave is not vacation, does not roll over, and is not paid out upon separation from employment.

Board Approved: _____

Action
C.I.

Sacramento Valley Charter School

JOB DESCRIPTION: FARSI STUDENT INTERPRETER **\$25/per hour, 6.25 hours per day, up to 175 days per year**

JOB SUMMARY: Under the direction, guidance and supervision of the assigned certificated teacher(s), the Farsi Student Interpreter will assist the certificated teacher(s) by communicating with the Farsi-speaking student to support the certificated teacher in the maintenance an effective learning environment, for the well-being of the student. The Farsi Student Interpreter will perform clerical duties as assigned. Employees in this classification require a high degree of positive contact and communication with students, parents, administrators, and other school staff, and are expected to maintain the highest levels of ethical conduct and professionalism. The Farsi Student Interpreter reports directly to the assigned certificated teacher(s).

SUPERVISOR: Principal and Assigned Certificated Teacher

ESSENTIAL DUTIES:

- Interpreter provides translation between English-speaking teacher(s), staff and students and a Farsi-speaking student or students.
- Assists teacher in effective communication with individual or small groups of students in various learning situations, including basic academic areas subject areas;
- Assists teacher in explaining the lessons and instructions to the student(s).
- Under the guidance and direction of the teacher, assists in supervising students to maintain an effective learning environment, communicating behavioral concerns observed to the teacher.
- Provides positive feedback to the student(s) regarding instructional and behavioral achievements.
- Supervises student(s) on the playground to ensure safety and enforcement of school rules.
- Assists in maintaining a safe, well organized, neat, hygienic classroom environment, including organizing equipment and materials and sanitizing work surfaces at the end of each day.
- Maintains safety and security of the instructional environment through close observation and monitoring of student(s), maintaining optimal physical proximity, remaining alert at all times, and using analytical forethought to anticipate potentially volatile or unsafe situations to proactively intervene.
- Provides appropriate crisis intervention as necessary using the least restrictive method by anticipating and responding quickly to escalating behaviors, utilizing appropriate de-escalation techniques to diffuse the situation, correctly prioritizing safety concerns, following proper physical restraint techniques, and displaying neutral emotions.

- Assists with the planning and preparation of educational materials and activities, maintaining the individual student data binder and communication devices/books for English-Farsi and Farsi-English translation and/or interpretation.
- Provides insight, feedback and communication with the teacher regarding the assigned student(s) understanding of daily concepts and learning.
- Monitors and assists student(s) during their use of Chromebooks and other school-assigned technology
- As directed by the teacher, communicate school-related information to parents such as meeting scheduling, appointment scheduling, and to verify/obtain information.
- Monitors and supervises student(s) during lunch recess, field trips, etc. as assigned
- Supervises students on the playground to ensure safety and enforcement of school rules
- Provides emotional support, problem-solving strategies, and general guidance to student(s)
- Escorts student(s) to and from classroom, playground, cafeteria, other scheduled classes, and during arrival and dismissal.
- Performs basic first aid in accordance with SVCS guidelines and policies
- Maintains confidentiality of student records
- Serves as an appropriate role model for SVCS students, staff, and families.
- Meets school and regulatory training requirements by attending all mandatory meetings and training sessions as required.
- Participates as a team member and promotes a positive work environment by demonstrating cooperation, compromise, appropriate expression of opinion, and by treating others with consideration, courtesy, and respect.
- Performs related duties as assigned.

This job description is not a complete statement of essential functions, responsibilities, or requirements, but are representative of the minimum level of knowledge, skill and abilities needed. The principal retains the discretion to add or change typical duties or a position at any time.

KNOWLEDGE OF:

- Child guidance principles and practices, especially as they relate to English Language learners.
- Basic academic subject matter understanding for the assigned grade level
- Instructional materials and techniques
- Safe practices in a classroom environment
- Correct English usage, grammar, spelling, punctuation, and vocabulary.
- Reading, writing, and oral communication skills in English
- Record keeping techniques
- Basic clerical practices and procedures

ABILITY TO:

- Work with students one-on-one and in groups

- Under the direction of the teacher, schedule and coordinate activities
- Gather and collect student data
- Prepare and maintain accurate student records
- Prepare documents following prescribed formats as directed by certificated teacher
- Use basic, job-related equipment
- Present information to parents as directed by the certificated teacher
- Assist with problem solving by following the lead and direction of the teacher
- Learn methods, procedures, and functions of assigned duties

QUALIFICATIONS:

- 1) Farsi and English-speaking proficiency with at least 2 years' experience interpreting between Farsi and English.
- 2) Demonstrated ability to collaborate effectively in a team setting.
- 3) High school diploma or the equivalent
- 4) Prior experience working with children in an education and/or classroom setting highly desirable.
- 5) Ability to pass TB Test and Fingerprint Clearance

WORKING CONDITIONS AND OTHER INFORMATION:

ENVIRONMENT:

- School environment
- Classroom, play areas, playground, cafeteria, buses during field trips, hallways, multipurpose room, other classroom spaces
- Constant interruptions
- Possible interactions with dissatisfied, hostile, or irate individuals

PHYSICAL DEMANDS: The usual and customary methods of performing the job's functions require the physical demands outlined below. All requirements are subject to possible modification to reasonably accommodate individuals with a disability.

- Walking and/or running across campus when necessary
- Pushing and pulling; reaching above/at shoulder; climbing; balancing; crawling, grasping firmly; fine manipulation; twisting back; stooping; bending; crouching; kneeling.
- Ability to hear alarms, respond to students' needs and emergencies
- Dexterity of hands and fingers to operate a computer keyboard
- Hear and understand speech at normal levels and on the telephone, with or without hearing aids
- Speak so that others can understand at normal levels and on the telephone
- Sitting or standing for extended periods of time
- Lift and/or carry up to 25 lbs. at waist height for short distances
- See and read a computer screen and printed matter without vision aids, and to observe students.
- Vision ability to see near, distant, depth-wise, and peripherally.
- Seeing to read a variety of materials

- Bending at the waist, kneeling, or crouching to reach materials and work with students

HAZARDS:

- Employees may encounter disruptive students and/or dissatisfied or abusive individuals
- Employees may inadvertently come into contact with a student's bodily secretions, bodily fluids, urine, fecal matter, blood, infectious agents, or offensive odors. If exposed, appropriate measures must be taken as per SVCS Employee Vector Training and OSHA guidelines
- Variations in indoor and outdoor temperatures

Sacramento Valley Charter School is an equal opportunity employer. It is the policy of SVCS to afford equal employment and advancement opportunities to all qualified individuals without regard to race, creed, color, religion, national origin, ethnicity, ancestry, sex, sexual orientation, age, physical or mental disability, marital status, citizenship, status, medical condition, or any other legally protected status.