

MEETINGS



POLICY &  
POLICY PLUS



DOCUMENTS



CSBA  
**GAMUT**

*Board Management Made Easy*



COMMUNICATIONS

# GAMUT Team

Lauren Austin,  
Governance Technology Specialist

Ray Purscell,  
Governance Technology Specialist

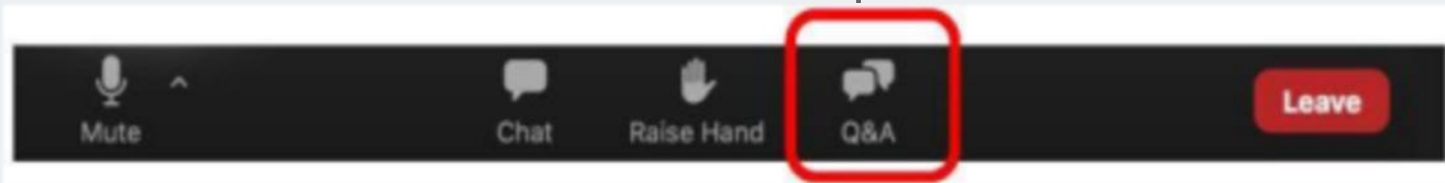
Shania Estrada,  
Program Coordinator

Erin O'Ray, Manager, Technology  
Sales & Training



# Q&A

- ▶ At the end of this presentation, we will have a Question-and-Answer segment
- ▶ Please use the Q&A feature of Zoom to type your questions. This is located on the ribbon below the speaker



- ▶ Your questions will be answered in the Q&A panel
- ▶ All attendees will receive a link to the recording of this webinar



# Agenda

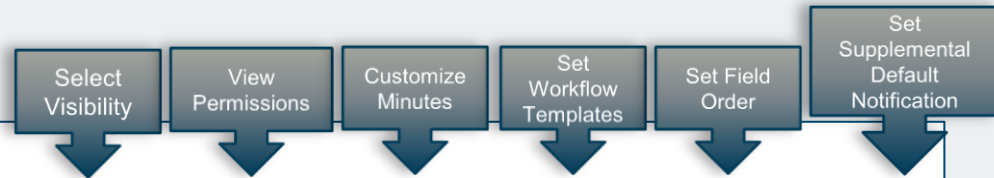
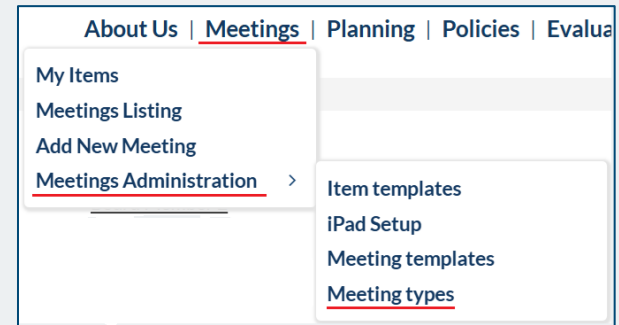
## Getting the Most Out of the GAMUT Meetings Module

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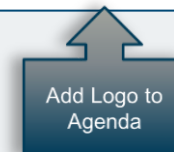
- I. Customizing Meeting Types
- II. Setting up Meeting Templates
- III. Building an agenda using a Template
- IV. Publishing an Agenda
- V. Recording Attendance, Minutes and Votes
- VI. Publishing and Printing Minutes

# Meeting Types

- Customize features of each meeting type



Meeting Types		Visibility ▼	Permissions	Minutes	Workflows	Logo	Fields	Email Notification
<a href="#">Add New Meeting Type</a>								
	Board Meeting *	Public						
	Board Study Session	Non Public						
	Bond Oversight Committee	Public						
	Citizens Oversight Committee	Public						
	Finance Committee	Public						
	LCAP Committee	Public						





Visibility ▾	Permissions	Minutes	Workflows	Logo	Fields	Email Notification
Public						

- You can use the Permissions icon to get an overview of what access all users have for that meeting type. You can make changes to user permission here and click Save & Close.

Permissions																
Meeting Type: Board Meeting ▾		Users having access ▾		Display users by groups												
User Name 🔍	<input checked="" type="checkbox"/> Access This Type	<input type="checkbox"/> Administer Users	<input type="checkbox"/> Administer Meetings	<input type="checkbox"/> Administer Minutes	<input type="checkbox"/> Edit Tasks	<input type="checkbox"/> Access Meeting Templates	<input type="checkbox"/> View Unpublished Meetings	<input type="checkbox"/> View Pending Items	<input type="checkbox"/> View Confidential Items	<input type="checkbox"/> View Management View Items	<input type="checkbox"/> View Limited View Items	<input type="checkbox"/> Can Vote	<input type="checkbox"/> View Tasks	<input type="checkbox"/> Use Sticky Notes	<input type="checkbox"/> Download Offline Versions	<input type="checkbox"/> Email Notify
Lauren Austin	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ray Board Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Kenneth Contributor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Lauren Contributor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ray Contributor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Joshua Daniels	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Becca Display only	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shania Estrada	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Kevin Isaacs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Nancy McGinnis-eb	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Board Member 1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<div>  Cancel            Save            Save and Close         </div>																



Visibility ▾	Permissions	Minutes	Workflows	Logo	Fields	Email Notification
Public						

Edit Permissions

Voting Members

Non-Voting Members

Votes

Signature Line

☒ Display absentees in meeting attendance

Voting Members/Attendees

Board Member 2, Board Vice President

Board Member 1, Board President

Board Member 3, Board Clerk

Board Member 4, Board Member

Board Member 5, Board Member

- ▶ Arrange how Voting Members will appear in attendance of Minutes
- ▶ Choose how to display absentees
- ▶ Ability to change title 'Voting Members' to alternative such as 'Board Members'

Edit Permissions

Voting Members

Non-Voting Members

Votes

Signature Line

Non-Voting Members Authorized Users

Non-Voting Members Attendees







Lia Sinclair, Student Board Member  
Lauren Austin, CSBA Governance Technology Specialist  
Ray Board Member, CSBA Governance Technology Specialist

Robert Parks, Principal




























- ▶ Add non-voting members to the minute's attendance
- ▶ You can change the title "Non-Voting Members" to an alternative such as "Other Attendees"





Edit Permissions	
 Voting Members 	<p><b>Item Voting</b></p> <p><i>Select the default display of votes in Meeting Minutes for unanimous votes</i></p> <hr/> <p>Display votes on minutes as    <input type="radio"/> Unanimous    <input checked="" type="radio"/> Listed by Voting Member</p>
 Non-Voting Members 	
 <b>Votes</b> >	
 Signature Line	

- Choose the voting ballot display

Edit Permissions																
 Voting Members 	<table border="1"> <thead> <tr> <th>Edit</th> <th>Delete</th> <th>Signature Line</th> </tr> </thead> <tbody> <tr> <td colspan="3"> <u>Add New Signature Line</u></td> </tr> <tr> <td></td> <td></td> <td>Clerk of the Board</td> </tr> <tr> <td></td> <td></td> <td>Board President</td> </tr> <tr> <td></td> <td></td> <td>Superintendent</td> </tr> </tbody> </table>	Edit	Delete	Signature Line	 <u>Add New Signature Line</u>					Clerk of the Board			Board President			Superintendent
Edit	Delete	Signature Line														
 <u>Add New Signature Line</u>																
		Clerk of the Board														
		Board President														
		Superintendent														
 Non-Voting Members 																
 Votes																
 <b>Signature Line</b> >																

- Create signature lines for the signers of your minutes



Visibility ▾	Permissions	Minutes	Workflows	Logo	Fields	Email Notification
Public						

- Create Workflow Templates for Contributors to use when submitting agenda items.

Workflow Templates			
Add New Workflow Template			
Edit	Delete	Title 🔍	Steps
		Curriculum & Instruction	<div>1 Robert Parks OR Ray Purscell</div> <div>2 Kevin Isaacs</div> <div>3 Melissa Morgan</div> <div>4 Lauren Austin</div>
		Staff Contributor Workflow	Ray Purscell
		Action Item Workflow	Lauren Austin
		Rosibel's Workflow	Melissa Morgan



**Add Workflow Template** ✕

Template Name:

1  ? +

2  ? ☐ OR  ? ☐ +

+ Add Step ☐ AND

3  ?

Final step must be assigned to a Meeting Administrator.

- ▶ Name the Template (By item, department or person)
- ▶ Select the steps of the workflow (Step one can be the second person in the workflow as the item originator will be step one)
- ▶ Save & Close

**Submit Item | Warrants** ✕

Submit this item to ☐ workflow ☒ workflow template

☐ Send a copy to me

1  ? **Originator**

2  ? +

3  ? ☐ OR  ? ☐ +  **Template**

+ Add Step

4  ?

Final step must be assigned to a Meeting Administrator.

**Comments**

- ▶ When a Contributor submits an item, they can select a workflow template



Visibility ▾	Permissions	Minutes	Workflows	Logo	Fields	Email Notification
Public						

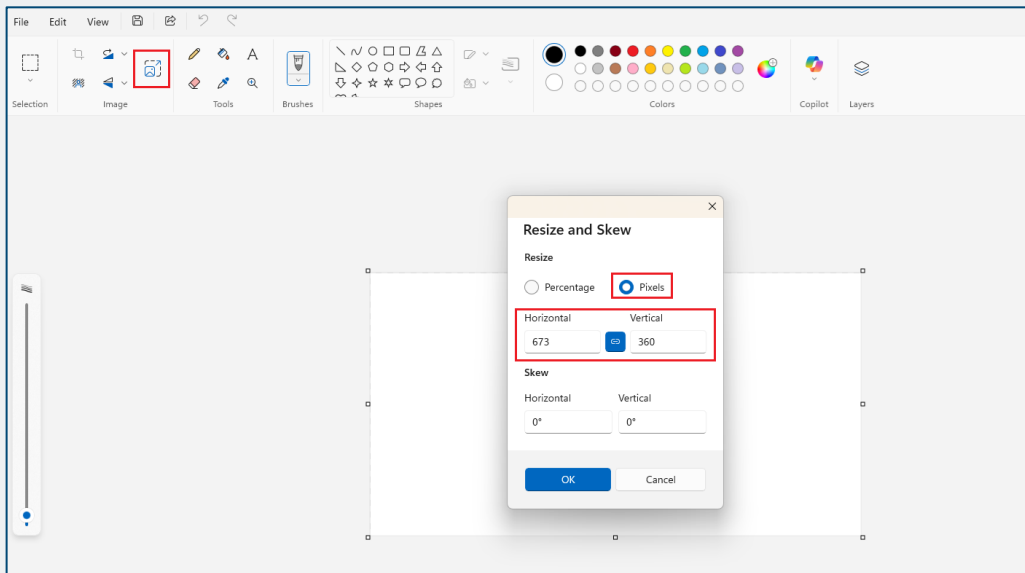
## Upload Logo

Select an image (342px wide \* 72px height) to upload for this Meeting type. This will reflect in reports and in offline version.

Select:

No file chosen

- Upload your logo to the Meeting Type



- You can use Paint to resize dimensions



Regular Board Meeting  
09/04/2025 - 06:00 PM  
California School Boards Association  
3251 Beacon Blvd, West Sacramento CA 95691  
Room 100

### AGENDA

6:00 p.m. – Open Session immediately adjourning to Closed Session;  
6:30 p.m. – Regular Open Session

- The logo will appear on the agenda Print



Visibility ▾	Permissions	Minutes	Workflows	Logo	Fields	Email Notification
Public						

- Set the order that fields appear in a meeting type

Item Template - Google Chrome

simbli.eboardsolutions.com/Meetings/ReorderItemFields.aspx?S=3603...

### Reorder Fields

Reorder item fields below for the "Board Meeting" type.

Quick Summary / Abstract  
Discussion/Action  
Recommendations  
Supporting Documents  
Approved for Submission to the Board of Trustees  
Background  
Information  
Current Consideration  
Financial Impact  
Speaker  
Meeting Minutes  
Submitted by  
Alternatives  
Custom5  
Summary  
Implementation Date

Top  
Up  
Down  
Bottom

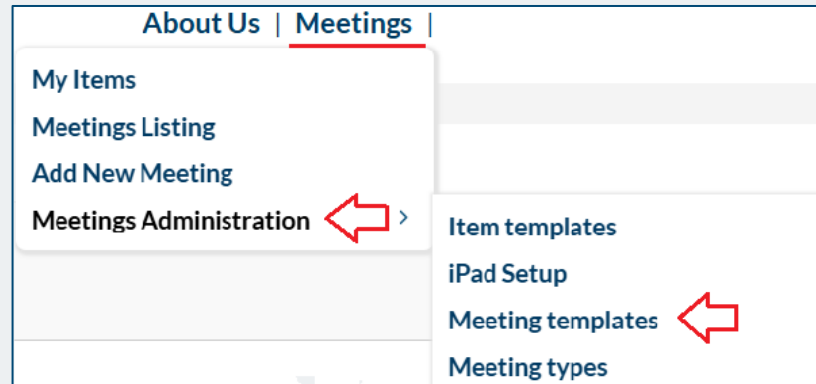
Cancel Save and Close

- Using the side arrows, put the frequently used fields toward the top of the list, and the least used will fall to the bottom
- Changes reflected on past present and future agendas
- Provides consistency across that meeting type





# Meeting Templates



- Create templates for multiple meeting types

Meeting Templates

Add New Template

All Meeting Types

Edit	Delete	Date	Title
		From <div></div> To <div></div>	<div>Enter search keyword</div>
		2/19/2025 6:00:00 PM	<a href="#">Regular Board Meeting Template</a>
		9/13/2019 1:00:00 AM	<a href="#">Regional Training Itinerary</a>
		1/1/2020 6:00:00 PM	<a href="#">Governing Board: Regular Meeting</a>
		10/18/2019 1:00:00 AM	<a href="#">Regular Board Meeting Template- Workshop</a>
		4/28/2025 6:00:00 PM	<a href="#">Regular Board Meeting Sample Template</a>
		1/27/2025 6:00:00 PM	<a href="#">Regular Board Meeting Demo</a>
		6/20/2023 9:00:00 AM	<a href="#">Colusa County Board of Supervisors</a>
		2/8/2024 9:00:00 AM	<a href="#">BOS Regular Meeting</a>
		2/16/2024 1:00:00 AM	<a href="#">Commission Meeting</a>
		1/14/2026 6:00:00 PM	<a href="#">Special Board Meeting</a>

1

2

Page size: 10

15 items in 2 pages

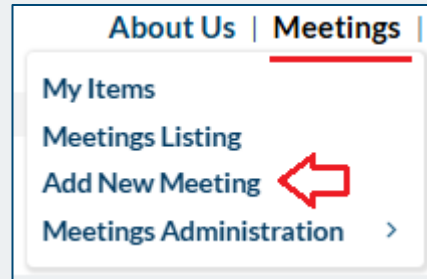









# Building an Agenda



## Create A New Meeting

### OPTION - 1


Create a New **Empty** Meeting by clicking "Create" button.

 Create

### OPTION - 2

Create one from a previously saved **Meeting Template** by selecting a Meeting Template from the pull-down list and clicking "Create" button.

Regular Board Meeting Template ▼

 Create

### OPTION - 3

Create one from an existing **Meeting (Copy)** by selecting a Meeting from the pull-down list and clicking "Create" button.

Regular Board Meeting ▼

 Create





- ▶ Adding Items
- ▶ Adding Fields & where to customize Field Labels
- ▶ Adding Content: Ctrl+Shift+V to paste information
- ▶ Limited View on a Closed Session item
- ▶ Move items within a meeting and to a different meeting
- ▶ Copy Items in a meeting or to different meeting
- ▶ Adding a copied item from a locked agenda
- ▶ Deleting/ Restoring an item
- ▶ Policies Field
- ▶ Meeting Minutes Field
- ▶ Save Meeting as a Template
- ▶ Goals Field & where you can set up Goals



# Goals Field

AGENDA

A. Open Session

B. Roll Call

C. Flag Salute

D. Closed Session

1. Personnel- Employee Appointment

E. Reconvene to Open Session

F. Public Comment

G. Consent Agenda

1. Minutes Approval

H. Action Items

1. Policy Review

Ready for Meeting

Cancel

Save and Next

Personnel- Employee Appointment

Content

Goals

☐ Leadership: Cultivate Transformational Leadership at All Levels

☐ Student Achievement: Drive Academic Excellence and Equity

☐ Literacy: Build a Strong Literacy Foundation for All Students

☐ Safety: Foster Safe, Inclusive, and Supportive Learning Environments

☒ Full Staffing: Ensure High-Quality, Fully Staffed Schools to Support Student Success

AGENDA

A. Open Session

B. Roll Call

C. Flag Salute

D. Closed Session

1. Personnel- Employee Appointment

E. Reconvene to Open Session

F. Public Comment

G. Consent Agenda

1. Minutes Approval

H. Action Items

1. Policy Review

1. Personnel- Employee Appointment

Content Minutes Tasks Workflow

A key determinant in any organization's success is its capacity to maintain a full complement of qualified staff. By hiring the individuals listed herein, the district will further cultivate its effort to prepare students for future success and drive forward its vision to become a premier learning establishment.

**Recommendation**

The Superintendent recommends the Board of Trustees approve the classified employment of the individuals listed herein.

Sandy Adkins- School Bus Aide

Randy Gomez- Personnel Specialist

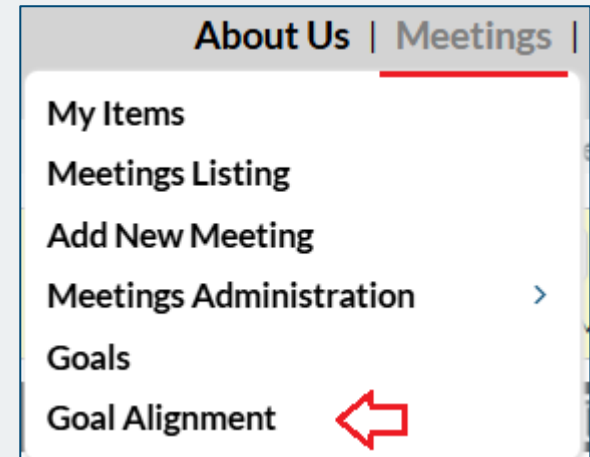
**Goals**



Strategic Goal V - Full Staffing: Ensure High-Quality, Fully Staffed Schools to Support Student Success



# Goals Alignment

- ▶ Track The number of agenda items each goal is connected to



From <input type="text"/>  To <input type="text"/>  Go			
Title		# of Meeting Item(s)	
»	Leadership: Cultivate Transformational Leadership at All Levels	4	
»	Student Achievement: Drive Academic Excellence and Equity	4	
»	Literacy: Build a Strong Literacy Foundation for All Students	2	
»	Safety: Foster Safe, Inclusive, and Supportive Learning Environments	3	
»	Full Staffing: Ensure High-Quality, Fully Staffed Schools to Support Student Success	3	



# Setting Up Goals

My Items

Meetings Listing

Add New Meeting

Meetings Administration >

Goals ←

Goal Alignment

## Goals

>> Process



>> Beliefs

>> Mission

>> Vision

>> Goals



+ Add New Goal

  Leadership: Cultivate Transformational Leadership at All Levels

Develop and support effective, equity-driven leaders who foster collaboration, accountability, and a culture of excellence across all schools and departments.

Key Objectives:



- Implement leadership development programs for administrators, teachers, and aspiring leaders.
- Increase capacity for shared decision-making through leadership teams at schools.
- Use data-driven leadership practices to improve instructional quality and operational efficiency.

  Student Achievement: Drive Academic Excellence and Equity

Raise academic performance for all students while eliminating disparities and ensuring every student has access to rigorous, engaging learning experiences.

Key Objectives:

- Increase student proficiency and growth in all core content areas.
- Expand access to advanced coursework, career and technical education (CTE), and enrichment programs.

  Literacy: Build a Strong Literacy Foundation for All Students

Ensure all students become proficient readers and writers through evidence-based literacy instruction and comprehensive support systems.

Key Objectives:

- Implement a district-wide literacy framework aligned with science-based reading practices.
- Close literacy achievement gaps through targeted interventions, especially in early grades.
- Provide high-quality professional development in literacy for all instructional staff.

Edit Item - Google Chrome

simbli.eboardsolutions.com/strategicplan/EditItemFree.aspx?S=36031843...

**Title**

Student Achievement: Drive Academic Excellence and Equity

**Description**

Raise academic performance for all students while eliminating disparities and ensuring every student has access to rigorous, engaging learning experiences.

**Key Objectives:**

- Increase student proficiency and growth in all core content areas.
- Expand access to advanced coursework, career and technical education (CTE), and enrichment programs.

**Sequence**

2

**Visibility**

☒ Public View  
☐ Limited View  
☐ Private View  
☐ Inactive

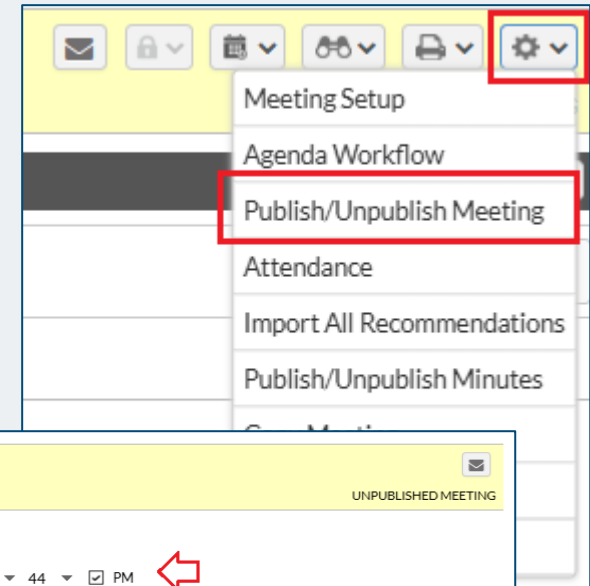
- ▶ Set the goal title (this will show on the Goals Field on the agenda)
- ▶ Set the Goal Description (this is viewable in the Goals menu area)
- ▶ Set the Sequence
- ▶ Set the Visibility level
  - ▶ Public/ Limited/ Private/ Inactive
- ▶ Save and Close





# Publishing an Agenda

- ▶ Publish the agenda to public and authorized users
- ▶ Be sure to mark all items Ready for Meeting or they will remain in draft and not be viewable by the public
- ▶ Only use Limited View or Public View



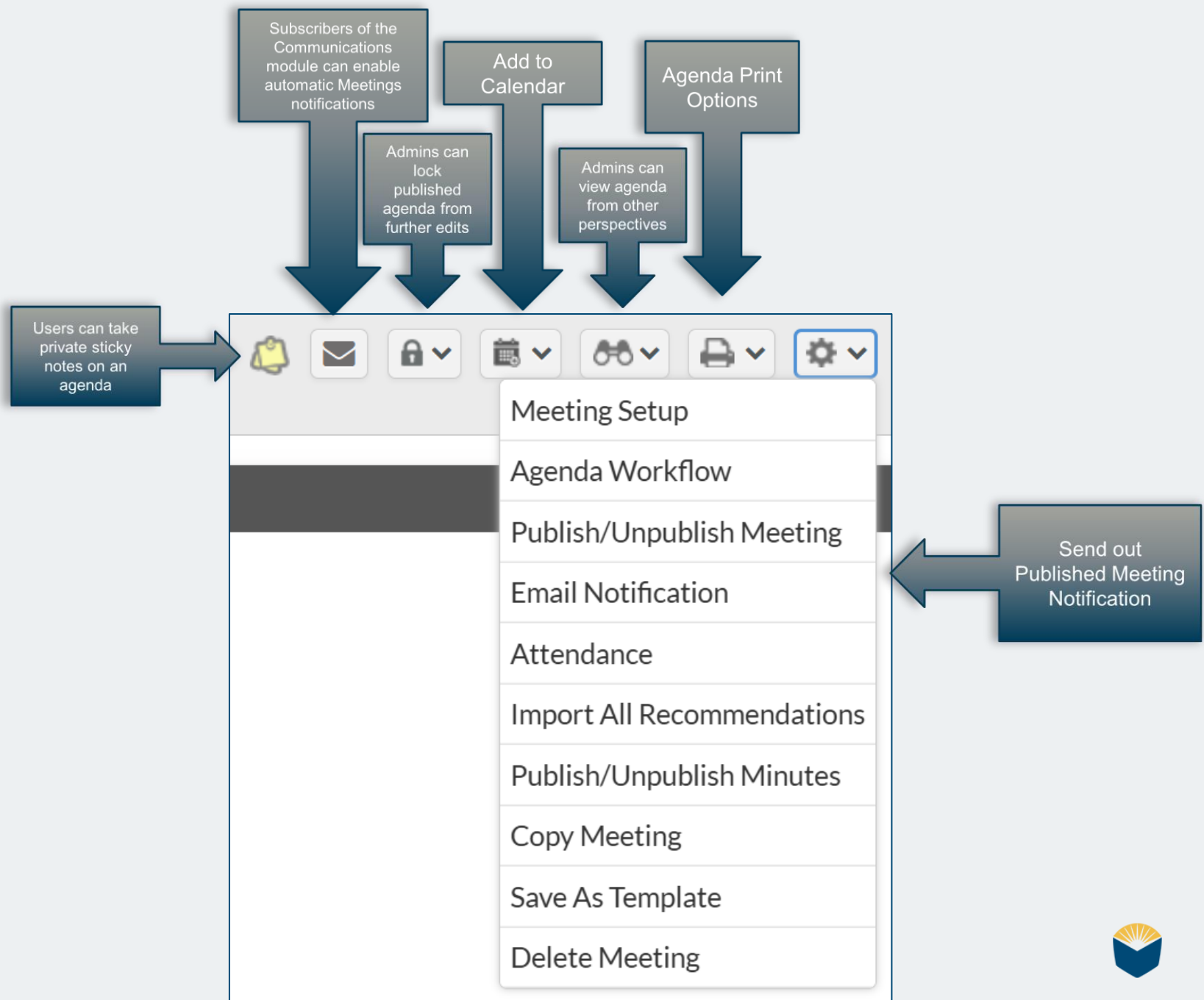
**Regular Board Meeting | 12/18/2025 - 06:00 PM**  
[Join Zoom Meeting](#) | [Joining Instructions](#) UNPUBLISHED MEETING

**Publish/Unpublish Meeting**

☒ Public 10/07/2025 2 44 PM ← ☒ Authorized Users 10/07/2025 2 44 PM ←

Item Title	<input type="checkbox"/> Ready For Meeting	<input type="checkbox"/> Available For Public Comments	<input type="radio"/> Limited View	<input type="radio"/> Confidential View	<input type="radio"/> Management View	<input type="radio"/> Public View
1. OPENING PROCEDURE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Supporting Documents				<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
1. Call to Order	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. Adoption of Agenda	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. Approval of Minutes <span style="color: red;">Be sure to mark all items Ready or they will <u>not</u> appear on the agenda</span>	<input type="checkbox"/> <span style="color: red;">←</span>	<input type="checkbox"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Supporting Documents				<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Discussion/Action				<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. Public Comment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. CLOSED SESSION	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="radio"/> <span style="color: red;">←</span>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. CONFERENCE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
1. Educational Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Supporting Documents				<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Test Attachment				<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

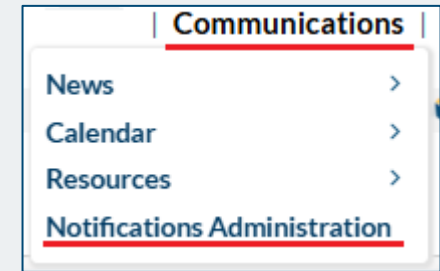






# Meetings Module & Communications Module Integration

- ▶ With the Communications Module, Admins can enable Notification Subscription for the Meetings Module for Agendas and Minutes
- ▶ Admins can view and manage the who is subscribed



**Notifications Administration**

**Meetings** Policies News

Administrators can enable the option for users to subscribe to email notifications when meeting agendas or minutes are published. Toggle the setting for each meeting type using the toggles below.

Meeting Type ▾

Board Meeting (1 subscriber) ☒ Agenda Notifications ☒ Minutes Notifications

Board Study Session (0 subscribers) ☐ ☐

Bond Oversight Committee (0 subscribers) ☐ ☐

Citizens Oversight Committee (0 subscribers) ☐ ☐

Finance Committee (0 subscribers) ☐ ☐

LCAP Committee (0 subscribers) ☐ ☐



**Board Meeting - 1 subscriber**

The grid below lists all subscribers for Board Meeting. Use the "Subscribe" column to manage user subscriptions.

First Name	Last Name	Email Address	Subscribed date & time	Is a Simbli User?	Subscribe
Lauren	Austin	Laustin@csba.org	10/07/2025 04:05 PM	Yes	<input checked="" type="checkbox"/>
Shania	Estrada	sestrada@csba.org	09/24/2025 08:35 AM	Yes	<input type="checkbox"/>



- ▶ The public and site users can subscribe to notifications




Q SEARCH



TRANSLATE






Login

About Us | Meetings | Planning | Communications | Documents |

 Meetings Listing

Add New Meeting

Legend: ☐ Published ☐ Unpublished   [Subscribe to Notifications](#)

 All Meetings >	◆ Date - Time ▼	Meeting Title Q	Minutes ▼	Meeting Type ▼
 Upcoming	01/30/2026 - 06:00 PM	<a href="#">Test Regular Meeting</a>		Board Meeting
 Prior	01/30/2026 - 06:00 PM	<a href="#">MEETING SAMPLE- Please Do Not Delete</a>		Board Meeting

#### Regular Board Meeting | 09/25/2025 - 06:00 PM

California School Boards Association | 3251 Beacon Blvd, West Sacramento CA 95691 | Room 100



#### Notifications Administration

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Print Agenda
Print Tasks
Print Minutes
Export Minutes
Print Meeting Packet with Supporting Materials
Download Meeting

Print Agenda

Use the options below to generate a print version of Meeting Agenda.

☒ Include Location
☒ Include Page Numbers
☐ Include Printed Date & Time
☒ Include Header On First Page Only
☐ Include Sticky Notes
☐ Include Narrow Margin
☐ Include Condensed Spacing
☐ Include Watermark
☐ Include Footer Text

Enter watermark here - up to 25 characters

Enter footer text here - up to 250 characters

Agenda Outline Settings

☒ Include Quick Summary / Abstracts (if Available)
☐ Hide Label
☒ Include Recommendations (if Available)
☐ Hide Label
☒ Include Confidential Items
☒ Include Management Items

Additional Field(s)

Select Field

# Print Agenda Options: Print Agenda Outline

Regular Board Meeting  
09/25/2025 - 06:00 PM  
California School Boards Association  
3251 Beacon Blvd, West Sacramento CA 95691  
Room 100

AGENDA

6:00 p.m. – Open Session immediately adjourning to Closed Session;  
6:30 p.m. – Regular Open Session

Our Mission

CSBA strengthens and promotes school board governance. We define and drive the public education policy agenda through advocacy, training, and member services. Strong local boards of education are essential to ensure a high-quality education for every student in every community.

I. OPEN SESSION

A. Call to Order and Roll Call

B. Public Comment- Limited to Closed Session Items

The opportunity is provided to allow the public to comment for a period of up to three (3) minutes prior to the Board's consideration of any closed session agenda item. An additional opportunity is provided later in the agenda for comment on open session agenda items or items not on the agenda. [G.C.§ 54954.3] All board meetings are recorded and maintained in accordance with Board Bylaw 9320.

II. CLOSED SESSION

A. Conference With Real Property Negotiator (§ 54956.8)

Property: Modulares and other facilities located at 1601 L St, San Miguel, CA 93451 (Lillian Larsen Elementary School campus)  
Agency Negotiators: Karen Grandoli, Shauna Cunningham  
Negotiating Parties: District and Almond Acres Charter Academy  
Under Negotiation: price

Closed Session Attachment

III. OPEN SESSION/ PLEDGE OF ALLEGIANCE

IV. RECONVENE TO OPEN SESSION

V. PUBLIC COMMENT

## Print Settings

- ☒ Include Location
- ☒ Include Cover Page
- ☒ Include Page Numbers
- ☒ Include Printed Date & Time
- ☒ Include Header On First Page Only
- ☐ Include Narrow Margin
- ☐ Include Watermark:
- ☐ Include Footer Text:

## Agenda Outline Settings

- ☒ Include Quick Summary / Abstracts (if Available) ☐ Hide Label
- ☒ Include Recommendations (if Available) ☐ Hide Label
- ☒ Include Confidential items
- ☒ Include Management Items
- ☐ Available Field(s)

## Supporting Materials

Include items & fields with the visibility of: ☒ Limited ☐ Confidential ☐ Management

[Select All](#)

☒ I. OPEN SESSION

☒ A. Call to Order and Roll Call

☒ B. Public Comment- Limited to Closed Session Items

☒ II. CLOSED SESSION

☒ A. Conference With Real Property Negotiator (§ 54956.8)

☒ Closed Session Attachment

☒ III. OPEN SESSION/ PLEDGE OF ALLEGIANCE

☒ IV. RECONVENE TO OPEN SESSION

☒ V. PUBLIC COMMENT

# Print Meeting Packet with Supporting Materials

Print Agenda

Print Tasks

Print Minutes

Export Minutes

Print Meeting Packet with Supporting Materials

Download Meeting



### Your documents are being prepared

For larger meeting packets, the process can take some time. When the process is complete, you'll be notified by the notification icon on the login bar.

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## AGENDA

6:00 p.m. – Open Session immediately adjourning to Closed Session;  
6:30 p.m. – Regular Open Session

### Our Mission

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## I. OPEN SESSION 5

### A. Call to Order and Roll Call 6

### B. Public Comment- Limited to Closed Session Items 7

*The opportunity is provided to allow the public to comment for a period of up to three (3) minutes prior to the Board's consideration of any closed session agenda item. An additional opportunity is provided later in the agenda for comment on open session agenda items or items not on the agenda. [G.C. § 54954.3] All board meetings are recorded and maintained in accordance with Board Bylaw 9320.*

## II. CLOSED SESSION 8

### A. Conference With Real Property Negotiator (§ 54956.8) 9

Property: Moduls and other facilities located at 1601 L St, San Miguel, CA 93451 (Lillian Larsen Elementary School campus)  
Agency Negotiators: Karen Grandoli, Shauna Cunningham  
Negotiating Parties: District and Almond Acres Charter Academy  
Under Negotiation: price

## III. OPEN SESSION/ PLEDGE OF ALLEGIANCE 13

## IV. RECONVENE TO OPEN SESSION 14

## V. PUBLIC COMMENT 15

*Comments from the public are limited to items both within the Board's jurisdiction, as well as not on the agenda. The Board may limit public comments to not more than three (3) minutes per person or a total of 20 minutes per topic at the discretion of the Board President. Public comment will also be allowed on each specific agenda item prior to*

2

## II. A. Conference With Real Property Negotiator (§ 54956.8) 9

### Quick Summary / Abstract

Property: Moduls and other facilities located at 1601 L St, San Miguel, CA 93451 (Lillian Larsen Elementary School campus)  
Agency Negotiators: Karen Grandoli, Shauna Cunningham  
Negotiating Parties: District and Almond Acres Charter Academy  
Under Negotiation: price

### Supporting Documents

 [Closed Session Attachment](#)

### Approved for Submission to the Board of Trustees

Items under Limited View will only show the Title and Quick Summary. Text within this box will only be visible by the Board Members.

### Temporary Classroom Unit Negotiation Scenario – School District & Vendor

#### Overview

District: Riverside Unified School District  
School: Meadow Creek Elementary  
Purpose: Lease of four temporary modular classrooms due to construction-related overflow  
Duration: 18 months  
Required Delivery Date: No later than January 15, 2026  
Vendor: ModuSpace Solutions, Inc.  
District Contact: Sarah Kim, Director of Facilities  
Vendor Contact: Jason Alvarez, Regional Sales Manager

#### Initial Vendor Proposal (October 1, 2025)

From: Jason Alvarez, ModuSpace Solutions  
To: Sarah Kim, Redwood USD  
Subject: Modular Classroom Proposal – Meadow Creek Elementary

Dear Ms. Kim,  
Thank you for your inquiry. We are pleased to provide a proposal for four (4) 24'x40' modular classroom units. The proposed terms are as follows:

- Monthly Lease per Unit: \$2,400
- Delivery & Setup: \$18,000 (flat rate)
- Removal & Site Restoration: \$9,000
- Lease Term: 18 months
- Total Estimated Cost: \$240,600

This includes HVAC, ADA-compliant ramps, and skirting. Standard maintenance is included. Estimated delivery date: February 1, 2026. Please let us know if you require earlier delivery.

#### District Concerns (Internal Memo – October 3, 2025)

From: Sarah Kim  
To: Superintendent and Facilities Team

#### Key issues identified:

- Proposed delivery is later than required. We need units operational by **January 15, 2026**
- Monthly lease rate exceeds our budget. Target is **\$2,200 per unit**
- Request vendor to waive or reduce the removal and restoration fee.
- Ask whether a lease-to-own conversion option is available after one year.

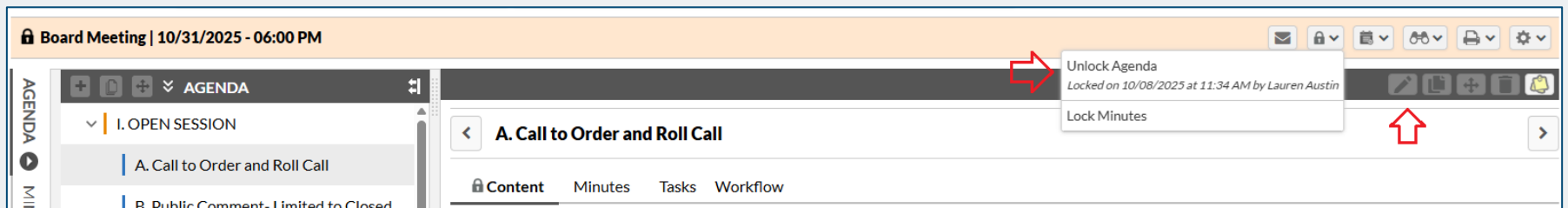
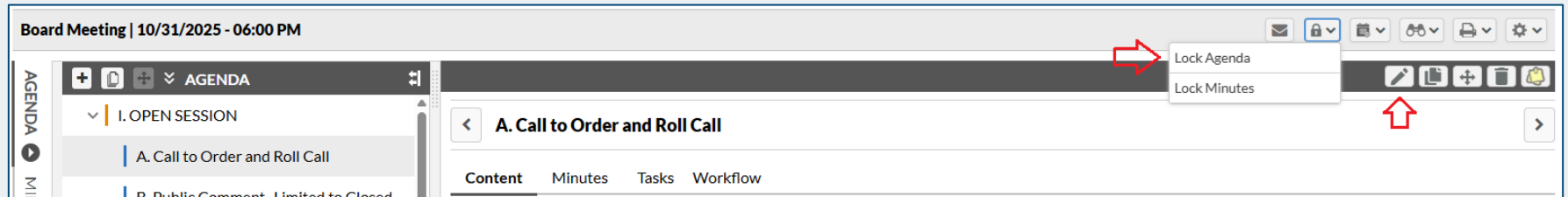
9





# Lock Published Agenda

- ▶ Admins can lock a published agenda from further edits
- ▶ Meeting Minutes can also be locked



# Taking Attendance

Record Attendance - Google Chrome

simbli.eboardsolutions.com/Meetings/RecordAttendance.aspx?S=36030153&MID=45425

## Attendance

Record Attendance for Voting Customize Attendee Listing In Minutes

Can Vote	Name	Title	<input type="checkbox"/> Present
----------	------	-------	----------------------------------

In order to record attendance, you must first import attendees. Attendees will be listed as they are defined on the Minutes Administration page for this Meeting Type.

[↑ Import Attendees](#)

[Cancel](#) [Save](#) [Save and Close](#)

Meeting Setup

Agenda Workflow

Publish/Unpublish Meeting

Email Notification

**Attendance**

Import All Recommendations

Publish/Unpublish Minutes

Copy Meeting

Save As Template

Delete Meeting



Attendance

Record Attendance for Voting      Customize Attendee Listing in Minutes

Re-Import Attendees      Edit Attendees

Can Vote	Name	Title	<input checked="" type="checkbox"/> Present
✓	Dr. Sandra Johnson	Board President	<input checked="" type="checkbox"/>
✓	James Thompson	Board Member	<input checked="" type="checkbox"/>
✓	Jennifer Bailey	Board Member	<input checked="" type="checkbox"/>
✓	Timothy Garber	Board Member	<input checked="" type="checkbox"/>
✓	Sam Martin	Board Member	<input checked="" type="checkbox"/>
✗	Stacy Adams	Superintendent	<input checked="" type="checkbox"/>

Cancel      Save      Save and Close

Votes

5/5

Open Online Voting      Share Results

Display Votes as: ☒ Unanimous ☐ Listed By Member | [Reset Ballot](#)

Set All Votes To:	Motion Made By	Motion Seconded By	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	<input type="radio"/> Recuse	<input type="radio"/> Not Present
Dr. Sandra Johnson	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
James Thompson	<input type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Jennifer Bailey	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Timothy Garber	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sam Martin	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

MEETING MINUTES

Attendance

Voting Members

Dr. Sandra Johnson, Board President  
James Thompson, Board Member  
Jennifer Bailey, Board Member  
Timothy Garber, Board Member  
Sam Martin, Board Member

Non-Voting Members

Stacy Adams, Superintendent



## Recording Minutes & Votes

**A. Approve Attendance for Summer Conference**

Content **Minutes** Tasks Workflow

Example Minutes here.

body

Import Recommendation ☒ Record Votes Save

Import All Recommendations

Votes

Open Online Voting Share Results

Display Votes as: Unanimous ☒ Listed By Member Reset Ballot

Set All Votes To:	Motion Made By	Motion Seconded By	Yes	No	Abstain	Recuse	Not Present
Board Member 2	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Board Member 1	<input type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Board Member 3	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Board Member 4	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Board Member 5	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Post Votes Minutes

Motion Approved

#### A. Approve Attendance for Summer Conference

Example minutes here.

Motion made by: Board Member 2

Motion seconded by: Board Member 5

### Voting:

Board Member 2 - Yes

Board Member 1 - Yes

Board Member 3 - Yes

Board Member 4 - Yes

Board Member 5 - No

Motion Approved

Unanimous:

### B. Approval of Minutes of the Meeting of the Board of Trustees

Example mintes here.

Motion made by: Board Member 2

Motion seconded by: Board Member 1

Voting:

Unanimously Approved



- ▶ You can share Voting Results to logged in Board Members and to a Display Account for the public to view during the Board Meeting

**Votes** 5/5

Display Votes as: ☒ Unanimous ☐ Listed By Member | [Reset Ballot](#)

Set All Votes To:	Motion Made By	Motion Seconded By	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> Abstain	<input type="radio"/> Recuse	<input type="radio"/> Not Present
Dr. Sandra Johnson	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
James Thompson	<input type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Jennifer Bailey	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Timothy Garber	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sam Martin	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

- ▶ The Display Account will need only two permissions- Access This Type and Administer Minutes and be projected during the meeting

Administration	About Us	Meetings	Planning	Policies	Evaluations	Communications	Documents																	
								Administration								Attendee								
Meeting Type	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Board Meeting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



## Meeting Admin screen:

The screenshot shows the 'Meeting Admin' interface for a meeting titled 'MEETING SAMPLE- Please Do Not Delete | 01/30/2026 - 06:00 PM'. The left sidebar contains a navigation menu with 'AGENDA', 'MINUTES', and 'TASKS'. The main content area is titled '1. Approve Attendance for Summer Conference' and includes a 'Content' tab with text about session costs. Below this is a 'Votes' section with a 'Share Results' button circled in red. The voting table shows five board members and their votes for 'Yes', 'No', 'Abstain', 'Recuse', and 'Not Present'.

Set All Votes To:	Motion Made By	Motion Seconded By	Yes	No	Abstain	Recuse	Not Present
Board Member 2	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Board Member 1	<input type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Board Member 3	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Board Member 4	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Board Member 5	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

- After recording the vote, the Meeting Admin will click the 'Share Results' button

## Display User screen:

The screenshot shows the 'Display User' interface for the same meeting. A 'Voting Results' pop-up window is displayed, showing the results for '1. Approve Attendance for Summer Conference'. The pop-up lists the motion made by Board Member 2 and seconded by Board Member 1, and shows the votes for each board member. The 'Close Pop up' button is circled in red. The background shows the same agenda as the Meeting Admin screen.

**Voting Results**

**1. Approve Attendance for Summer Conference**

**Voting Results**

Motion made by: Board Member 2  
 Motion seconded by: Board Member 1  
 Voting:  
 Board Member 2 - Yes  
 Board Member 1 - Yes  
 Board Member 3 - Yes  
 Board Member 4 - Yes  
 Board Member 5 - Yes

**Close Pop up** **Record My Vote**

- The Display User will get a pop up on their screen with the voting result
- Click 'Close Pop up' when finished



- Add supporting documents directly into the minutes

Content

Minutes

Tasks

Workflow

Save

Supporting Documents

Cancel Save Save and Close

Drag & Drop File Here

-or-

Click to browse for file(s)

☐

Title

☐

Test JPG Image

☐

Sample Attachment

Supporting Links

Add More Links

Enter Hyperlink Title Here

Enter URL Here

Enter Hyperlink Title Here

Enter URL Here

Enter Hyperlink Title Here

Enter URL Here

Cancel

Save

Save and Close

### 1. EDUCATIONAL SERVICES

The superintendent recommends the board approve the resolution as presented.

Motion made by: Dr. Sandra Johnson

Motion seconded by: James Thompson

Voting:

Dr. Sandra Johnson - Yes

James Thompson - Yes

Jennifer Bailey - Yes

Timothy Garber - Yes

Sam Martin - Not Present

[Test JPG Image](#)

[Sample Attachment](#)



# Publishing Minutes after Board Approval

Meeting Setup

Agenda Workflow

Publish/Unpublish Meeting

Email Notification

Attendance

Import All Recommendations

Publish/Unpublish Minutes

## Publish/Unpublish Minutes

[Cancel](#) [Save](#) [Save and Close](#)

Use the options below to make minutes be available for Authorized or Public Users. Print Settings control the display of the different options when an authorized/public user generates a print version of the minutes.

### Publish Minutes for

- ☒ Public Users
- ☒ Authorized Users

### Print Settings:

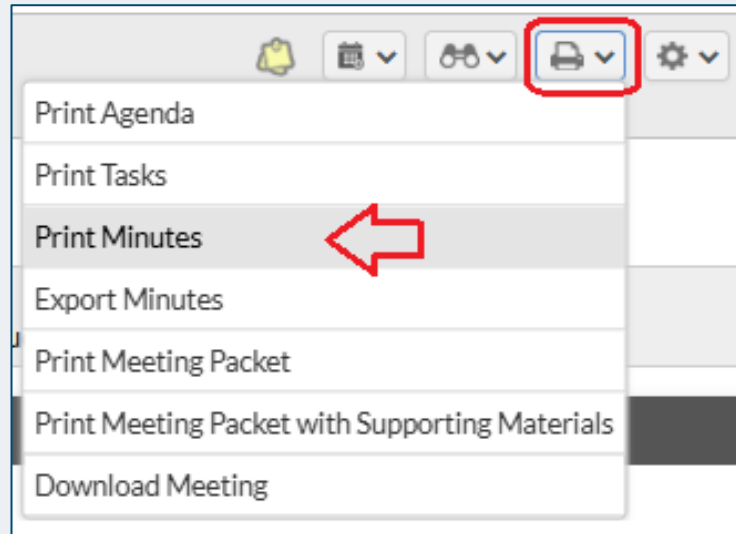
- ☐ Include printed date & time
- ☒ Include page numbers
- ☐ Include narrow margins
- ☒ Include header on first page only
- ☐ Include supporting documents
- ☐ Include signature lines
- ☐ Include watermark
- ☐ Include footer text

[Cancel](#) [Save](#) [Save and Close](#)

◆ Date - Time ▼	Meeting Title 🔍	Minutes ▼	Meeting Type ▼
07/21/2026 - 06:00 PM	<a href="#">Regular Board Meeting</a>		Board Meeting
07/07/2026 - 06:00 PM	<a href="#">Regular Board Meeting</a>		Board Meeting




# Printing Minutes




## Print Minutes

Use the options below to generate a print version of meeting minutes.


- ☐ Include printed date & time
- ☒ Include page numbers
- ☐ Include narrow margins
- ☒ Include header on first page only
- ☒ Include supporting documents 
- ☐ Include signature lines
- ☐ Include watermark
- ☐ Include footer text

## Print Minutes

Use the options below to generate a print version of meeting minutes.

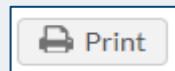
- ☐ Include printed date & time
- ☒ Include page numbers
- ☐ Include narrow margins
- ☒ Include header on first page only
- ☒ Include supporting documents
- ☒ Include signature lines 

[Select All](#)

- ☒ Clerk of the Board
- ☒ Board President
- ☒ Superintendent 

[Add New Signature Lines](#)

- ☐ Include watermark
- ☐ Include footer text



## Printing Minutes: Signature Lines

- ▶ When your print is ready, you will see a notification in the bell icon where you can click to view your print



### Your documents are being prepared

For larger meeting packets, the process can take some time. When the process is complete, you'll be notified by the notification icon 🔔 on the login bar.

You can continue to use Simbli during this process.

Stay on this page

Continue

### XII. ADJOURNMENT

\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Superintendent



# Printing Minutes: Supporting Documents

## B. BUSINESS

### 1. Approve Board Retreat

It is recommended that the Board Retreat at Lake Natoma Inn be approved.

#### Voting:

Board Member 1 - Yes

Board Member 2 - Yes

Board Member 3 - Yes

Board Member 4 - Yes

Board Member 5 - Yes

Motion Approved.



Conference Registration Form

## Supporting Documents

The following PDFs were attached to the minutes:

### IV. Conference With Real Property Negotiator (§ 54956.8)



Closed Session Attachment

### X. A. Approve Attendance for Summer Conference



Conference Registration

### XI. B. 1. Approve Board Retreat



Conference Registration Form

- 05/01/2025 - Meeting Minutes 12 / 13 - 100% + [Print] [Share]

---

### Conference Registration Form

---

Board Retreat

Registration Details

---

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
Zip Code: \_\_\_\_\_ City: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

Registration Fee





**Get Support:**

**Reach the GAMUT Team:**

**[gamut@csba.org](mailto:gamut@csba.org)**

**916-669-4686**

**Sales Inquiries:**

**Shania Estrada,  
Program Coordinator  
[Sestrada@csba.org](mailto:Sestrada@csba.org)**



# Thank you



**California School Boards Association**

3251 Beacon Boulevard, West Sacramento, CA 95691

[www.csba.org](http://www.csba.org) | 800 266.3382